

# **Ordinary Council Meeting**

## **25 October 2022**

### **Attachments - Under Separate Cover**

Page

**Reports**

07.22.228	REV2021/0011 Review of consent conditions of DA2021/0116 Last Rites Bar, 2-4 Yamba Street Yamba	
Attachment A	REV2021-0011 Applicant's Review Request DA2021-0116 2-4 Yamba Street YAMBA NSW 2464 .....	3
Attachment B	REV2021-0011 Applicant Submission 19.9.2022 re DA2021-0116 2-4 Yamba Street YAMBA NSW 2464 .....	4
Attachment C	REV2021-0011 Notice of Determination of Application DA2021-0116 .....	6
Attachment D	REV2021-0011 Minutes and Attachments from Council Meeting held 25 May 2021 - 6b 21 026 - DA2021-0116 .....	14
Attachment E	REV2021-0011 Submissions re DA2021-0116 2-4 Yamba Street YAMBA NSW 2464 .....	28
Attachment F	REV2021-0011 Noise Assessment Report 20.8.2021 2-4 Yamba Street YAMBA NSW 2464 CC2021-0581 .....	62
07.22.231	Diggers Headland Reserve - Vegetation Management Plan - Adoption	
Attachment A	Final Diggers Reserve VMP .....	88
07.22.234	Policy Report	
Attachment A	Art Collection Policy V5.0 .....	129
Attachment B	Enterprise Risk Management Policy V7.0 .....	140
Attachment C	Community Gardens Policy V3.0 .....	145
07.22.235	2022/23 Quarterly Budget Review Statement - September 2022	
Attachment A	Quarterly Budget Income Statement By Fund - September 2022 .....	184
Attachment B	Quarterly Budget Income & Expenditure Statements by Service - September 2022 .....	198
07.22.237	Council Meeting Checklist - Update on Actions Taken	
Attachment A	Completed Checklist Items .....	234
Attachment B	Outstanding Checklist Items .....	279
Attachment C	Rolling Checklist from Feb 22 .....	291
07.22.238	Items for Information	
Attachment A	Biodiversity Committee Minutes: 30-8-2022 .....	303
Attachment B	Climate Change Committee Minutes: 29-10-2021 .....	314
Attachment C	Climate Change Committee Minutes: 17-6-2022 .....	320
Attachment D	Climate Change Committee Minutes: 2-9-2022 .....	327
Attachment E	Dundurrabin Community Centre Minutes: 7-9-2022 .....	339
Attachment F	Coaldale Barretts Creek Hall Committee Minutes: 30-7-2022 .....	343
Attachment G	Coaldale Barretts Creek Hall Committee Minutes: 24-9-2022 .....	345
Attachment H	Coaldale Barretts Creek Hall Committee EOFY Statement July 2021-2022 .....	347
Attachment I	Lanitza-Kungala Community Hall Committee Minutes: 12-10-2022 .....	348

**These attachments to be retained for Council Meeting**



26 November 2021

DA 2021/0116 – Last Rites Bar Yamba

As per phone contact from CVC representative on Thursday 25 November 2021, I am putting in writing the DA consent conditions review request as per lodgement on NSW Planning Portal, some weeks earlier.

Consent condition (6) states

***The noise from the licensed premises shall not be audible within any habitable room in any residential premises during opening hours.***

The language in this condition appears to have been taken directly from the NSW Office of Liquor and Gaming however in its an unadulterated form should read:

***The noise from the licensed premises shall not be audible within any habitable room in any residential premises between the hours of midnight and 7:00am.***

This consent condition appears to have been “customised” to suit a particular agenda. I note my approved liquor license contains no specific condition for noise control given the existence of condition (2a) and the extensive compliance measures Liquor and Gaming, NSW Police, EPA and Council have at their disposal.

The above condition (6) is considered highly problematic and council has given us an impossible task; if any of our patrons are heard during the day while our bi-fold doors are open (much like the operation of most other bar/cafes/restaurants in Yamba), then we are automatically in breach of this condition. This concern was raised by our acoustic engineer and he has provided us with a number of examples of comparable small bars where the “habitable room” condition is from midnight to 7am; this includes the Sydney Opera House small bar.

Condition 6 provides a clear path for vexatious complaints by our objectors and is in no way consistent with conditions placed on surrounding businesses. It is noted that we have our bi-fold doors open from approx. 5pm until 8pm which is consistent with other food/drink businesses within Yamba business zone, particularly those who offer Al Fresco dining. Music within our venue is reduced to quite background music when the bi-fold doors are open.

CVC recently signed up for a case study on ways to explore and expand live music options within the Clarence Valley (Live and Loud) in order to capitalise on the social and economic value live music brings to the community. By following the logic highlighted above, every future identified space/venue would be in breach of noise regulations without first having to go down the costly road of getting an acoustic report completed; and possibly spending tens of thousands of dollars on mitigation works.

This brings me to my point that the vast majority of businesses within Yamba CBD do not have specific condition within their DA consent relating to (patron) noise, only us. This is not a “level playing field” as told to us by our assessing officer when discussing how consent conditions are applied. Our planner consistently used the Paradiso Bar at 10 Clarence Street Yamba as reference as a comparable business and stated that our consent conditions would be in alignment with that venue. Paradiso Bar is allowed to operate until 11:30pm and has bi-fold doors and windows open at all hours of trade. This venue is located amongst an abundance of residential receivers and has the same condition as us depicted in (our) Condition 6 however theirs states:

***The noise from the licensed premises shall not be audible within any habitable room in any residential premises between the hours of 11:30pm and 7:00am.***

Yours faithfully,

Dane Byrne – Last Rites Bar.

## Patrick Ridgway

---

**From:** Last Rites <lastritesbar@gmail.com>  
**Sent:** Monday, 19 September 2022 12:15 PM  
**To:** Patrick Ridgway  
**Subject:** Re: DA2021/0116 Mohawk & Beard Pty Ltd t/as Last Rites Bar

Hi Pat,

Thanks for your email. As discussed over the phone late last week, the legal advice we obtained is that condition 4 (to paraphrase; ongoing acoustic consultancy whenever offensive noise is determined) is highly problematic on a number of levels, and as well as condition 6, needs to be reviewed. We are concerned that anytime we receive a noise complaint that CVC deems offensive noise, whether from music and/or patron noise, we will be financially penalised by having to spend thousands of dollars on further consultants with no evidence that the venue can ever reach absolute sound proof status. The Council directing us to seek further consultancy will cost us between \$3k - \$7k and will result in no additional value from the acoustic reports obtained at the time of DA submission and the CVC sanctioned report in April/May 2022. All that will be achieved by spending this money is that it will tick a few administrative boxes and in reality deplete our budget to actually implement material attenuation measures.

The second point I would like to raise is that CVC has yet to provide us with a credible threshold for what the environmental noise limit is for the Yamba CBD zoned area, despite telling us that we have allegedly breached it. As discussed, the noise limit needs to be reflective of the CBD as a whole; and not cherry pick "quiet" pockets of the CBD to support the agenda of a complainant. The sound testing commissioned by CVC in April/May 2022 was conducted at one of the quietest times of the year in Yamba, off the back of COVID, floods and significantly reduced tourist visitors. If this data is going to influence the CBD noise threshold, it could set dangerous precedent and have significant implications for all noise generation businesses within Yamba CBD. CVC might consider collecting data samples throughout all parts of the CBD and during different times of the year to reflect the dynamic nature of the CBD and the noise generated. The May/April (heavily redacted) acoustic report is ambiguous at best; furthermore, us being based on the doorstep of a caravan park and not receiving complaints by park patrons or other surrounding neighbours, except the one complainant, really undermines the validity of this individual's allegations.

To address the concern from the complainant's legal rep, I put forward the following response;

We have no condition to prevent us playing music past 11pm. Our Plan of Management stipulates that we must cease serving drinks at 11pm, with the venue closing at 11:30pm. While we are aware the noise "limit" changes (reduces) after 10pm at night, we have not been provided with, see above, a credible noise threshold limit that reflects the entirety of the Yamba CBD zone.

On Saturday 20 August, we had a band perform at the venue. We were provided with credible information that the complainants were not in the country on this date. I would respectfully ask CVC to investigate this because if the complainants are lodging noise complaints while not being at their residence, this needs to be treated as vexatious, much like the complaint earlier in the year from this individual which related to noisy teenagers on Yamba Street roundabout.

In terms of our efforts to date to add further attenuation, we obtained some funds through the Australian Office of Live Music to provide upgrades to our sound equipment and attenuation. Due to the world wide strain on supply chains, coupled with the construction boom, a lot of the materials we have ordered have been on backorder for a significant period. Last week, we received a shipment of R4 ceiling batts (140mm) which will be installed two thick (280mm) on top of existing insulation within the roof cavity. The wall that separates the stage to the street facade will have R4 rated foam installed in the cavity within the next 2 weeks. We have sound foam over the stage internal plaster wall as well as a heavy set wool stage curtain. The double glazed door into the venue is the only entrance / egress available to our patrons. While I note the opening and closing of the door by patrons was a significant feature of the most recent sound report, the short bursts of sound from the door opening does not constitute offensive noise. The very mechanism to record this data stipulates that the noise must be ongoing for

10% of the time in order for it to be determined as offensive; and of course, at levels that are above the accepted environmental noise level. This in turn would allow our door to open/close 24 times every hour for a period of 15 seconds at a time. The suggestion put forward by CVC for the installation of an air lock would not pass the Newbury test for reasonableness; and would greatly impact our patron floor space.

Part of our funding is to also install internal ceiling panels to reduce internal reverberation from patron noise. These products have been the most difficult to source and are on backorder. The most recent update (last week) is that they are approx 8 weeks away. We also have a contractor organised to install an awning across the front of our eve, much like the dress shop next door. I would like to explore options with council to have a temporary extension that could possibly be added to the awning at night to reduce footpath noise. We also have some funding to purchase a Class 1 Sound data logger which we can use to take measurements from the closest residential receivers (once we know what the Yamba CBD noise threshold is as a whole).

I have put together a separate submission for the condition review process that I will send through later this evening.

Thanks for the information about Al Fresco dining, I appreciate some businesses have specific permits for road reserve etc. My issue is more focused towards those businesses who do not, however have not been approached by CYC about their furniture remaining in situ around the clock. Our current picnic tables weigh over 100kg and are positioned in a way that would prevent a vehicle from crashing through our facade (either intentional or unintentional). I note that alcohol venues are often the target of ram raids and would be interested to speak with CVC about measures to improve security at the front of the venue.

Regards,

Dane





clarence  
VALLEY COUNCIL

1 June 2021

Reference: DA2021/0116  
Contact: Pat Ridgway

Mohawk & Beard Pty Ltd  
[REDACTED]

### NOTICE OF DETERMINATION OF APPLICATION

Pursuant to Section 4.18(1)(a) of the Environmental Planning and Assessment Act, 1979

**Application No:** DA2021/0116  
**Applicant:** Mohawk & Beard Pty Ltd  
**Owner:** Phillip Sydney Jones & Barry John Jones  
**Property Address:** 2-4 Yamba Street YAMBA NSW 2464  
**Legal Description:** Lot 2 DP 506131 & Lot 1 DP 506131  
**Development Proposal:** Food and drink premises (small bar and restaurant)

### DEVELOPMENT CONSENT

Notice is given that Council has considered your application for the subject development. The determination of the application is an “operational” consent.

#### The Development Application has been determined by:

Consenting to the development with conditions.

#### Determination of the application was made:

By Council at its meeting of 25 May 2021 (Item 6b.21.026)

#### Determination Date:

1 June 2021

#### Approved Plans and Documentation

THE DEVELOPMENT SHALL COMPLY WITH THE PLANS LODGED WITH THE APPLICATION AND AS MAY BE AMENDED BY THE FOLLOWING CONDITIONS OF CONSENT AND/OR BY AMENDED PLANS AND DETAILS.

Consent No: DA2021/0116  
Consent Validation Date: 1 June 2021  
Page 1 of 8

.....  
Locked Bag 23 GRAFTON NSW 2460

## Definitions

**Applicant** means Mohawk & Beard Pty Ltd or any party acting upon this consent.

## Advice to Applicant

Council in determining the subject application requests you to take note of the following advice and where pertinent to convey the advice to future owners or tenants:

## Advices

1. No construction is to be commenced until a Construction Certificate has been issued.
2. Prior to work commencing on a development the applicant must give notice to Council of their intention to commence work. Such notice shall be submitted to Council at least two (2) days before work commences.
3. The following information shall be submitted to the Council or Principal Certifying Authority prior to issue of a Construction Certificate:
  - a Lodgement of a Construction Certificate application.
4. All materials used in the building (in particular floor linings and floor coverings) must comply with the fire hazard properties specified in Specification C1.10 of the Building Code of Australia. Manufacturer's specifications and standard fire test reports confirming compliance will need to be provided prior to the issue of an Occupation Certificate.
5. Portable fire extinguishers must be provided and must be selected, located and distributed in accordance with AS 2444.
6. The dividing wall that separates the adjoining hair salon and partial fit-out at this property was erected without prior Council approval and Council progress inspections did not occur during construction works. A Building Information Certificate application under Division 6.7 of the *Environmental Planning & Assessment Act* shall be submitted to Council. An approval subject to conditions has been granted. When the conditions of this development approval have been complied with, Council shall be notified for a final inspection so that a Building Certificate can be issued to finalise the matter.
7. All building and construction work, which includes subdivision and civil works, which cost \$25,000 or more require the payment of the long service levy prior to a construction certificate being issued. The levy is required under the Building and Construction Industry Long Service Payments Act, 1986. Value of works must be included on Construction Certificate or Subdivision/Public Works Certificate Application form.
8. The owners/managers of the small bar and restaurant are encouraged to attend the Lower Clarence Liquor Accord. Details can be obtained by contacting Council's Community Services Section on phone (02) 6643 0200.

### Conditions of Consent

1. The development being completed in conformity with the Environmental Planning & Assessment Act, 1979, the Regulations thereunder, the Building Code of Australia (BCA) and being generally in accordance with the following plan(s) as amended in red, or where modified by any conditions of this consent.

Plan	Drawn by	Plan Date	Sheet No	Rev.
Site Plan	Yamba Design & Drafting	18/2/21	DA02	A
Elevations	Yamba Design & Drafting (Sheet 1)	18/2/21	DA04	A
Elevations	Yamba Design & Drafting (Sheet 2)	18/2/21	DA05	A
Street Elevation	Yamba Design & Drafting	18/2/21	DA06	A

2. The development must be designed and operated such that, with regard to music and patron noise:
- The  $L_{A10}$  noise level emitted from the licensed premises shall not exceed the background noise level in any Octave Band Frequency (31.5Hz – 8kHz inclusive) by more than 5dB between 07:00am and 11:30pm at the boundary of any affected residence.
  - The  $L_{A10}$  noise level emitted from the licensed premises shall not exceed the background noise level in any Octave Band Frequency (31.5Hz – 8kHz inclusive) between 11:30pm and 07:00am at the boundary of any affected residence.
3. The equivalent continuous A-weighted level of noise from the mechanical plant, measured over a 15 minute period, shall not exceed the background noise level by more than 5dB at 1 metre from the façade of the most affected residential receiver who has not given written permission for an exceedance of this condition.
4. Should a complaint be received by Council and the noise be determined “offensive”, the applicant shall engage a suitably qualified acoustic consultant at their expense to assess the noise and recommend reasonable and feasible methods of attenuation to be undertaken.
5. The approved opening/operating hours are:
- Monday, Thursday and Friday - 3.00pm – 11.30pm
  - Tuesday and Wednesday - closed
  - Saturday 11.30am – 11.30pm
  - Sundays and Public Holidays 11.30am – 10.00pm
6. The noise from the licensed premises shall not be audible within any habitable room in any residential premises during opening hours.

7. The specific details on the noise reduction and mitigation will need to be provided to Council's satisfaction prior to issue of the Construction Certificate.
8. The specific details on the noise reduction and mitigation will need to be provided to Council's satisfaction prior to issue of the Construction Certificate. Sound proofing measures are to be supported by an acoustic consultant's report that determines that the measures in place are adequate to protect the surrounding locality from nuisance or offensive noise.
9. The premises is to operate at all times in accordance with the Alcohol Plan of Management. An amended Alcohol Plan of Management is to be submitted for approval noting that Sunday and Public Holiday closing hours are to be amended to 10.00pm.
10. A Security Plan of Management (SPM) that demonstrate security management measures:
  - How the behaviour of staff and patrons when entering and leaving the premises will be managed to minimise disturbance to the surrounding neighbourhood, and
  - Crowd control measures on-site and off-siteis to be provided to Council for approval prior to the issue of an Occupation Certificate.
11. The Security management measures in the SMP are to be in place at all times.
12. The maximum number of patrons will be limited to 75 patrons at any one time. A sign must be displayed in a prominent position in the premises that specifies the maximum number of persons that are permitted in the premises.
13. Approval to discharge liquid trade waste to Council's sewerage system shall be obtained prior to issuing the Occupation Certificate.
14. An application to discharge liquid trade waste to Council's sewerage system shall be submitted for assessment with the Construction Certificate application. Detailed trade waste drainage plans shall be submitted with the application.
15. All sinks and floor wastes in food preparation areas shall contain basket arrestors.
16. All liquid trade waste from the kitchen shall discharge through a 1000L grease arrestor. The grease arrestor shall be installed in accordance with AS/NZS3500, the plumbing code of Australia and Council requirements. It shall be located in an area accessible for the pump out contractor.
17. Chemical and oil storage containers shall be contained in a roofed and bunded area. The bund shall have the capacity to contain at least 110% of the volume of the largest container or other acceptable means of containment that prevents flow to the sewerage system or environment in the case of accident, leakage or spills.

18. The hand wash basin must have a minimum capacity of 11 litres and be of sufficient size to allow easy and effective cleaning of hands, arms and face.
19. The hand wash basin shall be provided with hot and cold water dispensed from a single mixer set.
20. Equipment, shelves, counters and the like, where not located on plinths, shall be supported on approved metal legs not less than 150 mm above the floor or on wheels or castors to permit movement for cleaning.
21. A paper towel dispenser and soap dispenser shall be fitted adjacent to the hand wash basin.
22. All hot and cold food appliances shall be equipped with an externally located, easily visible, industrial type thermometer, accurate to 1°C, to enable monitoring of the appliances' operating temperature.
23. The ceiling shall be smooth, sealed and of an impervious material. Drop-in panel ceilings are not acceptable.
24. Walls shall be of solid construction, sealed, of an impervious material, and able to be easily and effectively cleaned.
25. External windows and doors to the food preparation and food storage areas shall be made insect/vermin proof.
26. Designated shelving/cupboards shall be provided for the storage of cleaning chemicals and staff personal belongings.
27. Light fittings in the food preparation and food storage areas, including those that are part of equipment used to process or display open food, shall be –
  - a. Designed and constructed to prevent contamination of food should the globe or tube shatter; and
  - b. Free from any features that would harbour dirt, dust or insects or make the fitting difficult to clean.
  - c. Installed such that it provides sufficient lighting to adequately illuminate all areas of the food premise to enable food handlers to assess cleanliness, pest control and conduct food handling safely.
28. The food premises must be provided with a commercial type dishwasher and shall be fitted with a thermometer clearly visible to the operator indicating temperature for the washing and rinsing operation or be fitted with an automatic pilot light visible to the operator which indicates that the water in the heating device has reached the correct temperature.
29. Floors within the kitchen and bar area must be smooth, impervious, not allow ponding of water and to the extent that is practical not allow for harborage of pests.
30. Floor to wall intersections within the bar and kitchen area must be provided with coving with an internal radius of not less than 50mm.



31. The food premises must be provided with a cleaner's sink within the store room that will allow for correct disposal of mop bucket and other liquid wastes.
32. Cooking appliances must not exceed a total maximum electrical power input exceeding:
- 8kW; or
  - a total gas power input exceeding 29MJ/h; or
  - the total maximum power input to more than one apparatus exceeds 0.5 kW electrical power; or
  - 1.8 MJ/hour gas per m<sup>2</sup> of floor area for the room or enclosure.
33. The toilet facilities access must be by an air lock, hallway and fitted with self-closing doors at all access doorways; or the toilet facilities must be provided with mechanical exhaust ventilation and the doorway to the toilet be adequately screened from view.
34. The development is not to be occupied or used until such time as an Occupation Certificate and Building Certificate have been issued.
35. Working hours on construction or demolition shall be limited to the following:

**7.00 am to 6.00 pm Monday to Friday**  
**7.00am to 1.00pm Saturday**  
**No work permitted on Sundays and public holidays**

The builder is responsible to instruct and control sub contractors regarding the hours of work and the requirements of the Protection of the Environment Operations Act 1997 and Regulations.

36. **Site Safety Management Building** equipment and/or materials shall be contained wholly within the site and shall not be stored or operated on the footpath or roadway, unless specific written approval has been obtained from Council beforehand.

All excavations and back filling associated with the erection and demolition of a building must be executed safely and in accordance with appropriate professional standards and must be properly guarded and protected to prevent them from being dangerous to life or property.

37. Where the work is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient, or building involves enclosure of a public place, the following must be provided:
- a A hoarding or fence must be erected between the work site and the public place.
  - b If necessary, an awning is to be erected, sufficient to prevent any substance from, or in connection with, the work falling into the public place.
  - c The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place.
  - d Any such hoarding, fence or awning is to be removed when the work has been completed.

38. Prior to commencement of works, a sign must be erected in a prominent position on any work site on which work is being carried out:
- a Stating that unauthorised entry to the work site is prohibited, and
  - b Showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside of working hours, and
  - c Showing the name, address and telephone number of the principal certifying authority for the work, and
- Any such sign is to be removed when the work has been completed.
39. **Mandatory Inspections** The head contractor or owner-builder must give Council as the certifying authority at least 24 hours notice to enable the following inspections to be performed at the appropriate time:
- a After the **building work has been completed** and prior to occupation.
- If any of these inspections are not performed an Occupation Certificate cannot be issued for the building. Inspection bookings can be made online at [www.clarence.nsw.gov.au](http://www.clarence.nsw.gov.au) <<http://www.clarence.nsw.gov.au>> until midnight on the day before the inspection. The Construction Certificate or Complying Development Certificate number must be provided when booking an inspection.
40. Approval under section 68 of the Local Government Act for plumbing and drainage shall be obtained from Council prior to issue of any Construction Certificate.
41. A Building Information Certificate under Division 6.7 of the Environmental Planning & Assessment Act shall be obtained from Council for the dividing wall that separates the adjoining hair salon and partial fit-out prior to use of the premises.

#### Reasons

1. To ensure that the development complies with the *Clarence Valley Local Environmental Plan 2011* and relevant Development Control Plan that is applicable to the proposed development.
2. To ensure that the surrounding environment is not detrimentally affected as a result of the development.
3. To comply with legislative requirements.
4. To ensure works are completed to an appropriate standard and documented.

### **Right of Appeal and Validity of Consent**

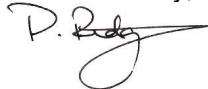
Section 8.2 of the Act provides that you may request a review of your determination by Council. The review must be requested within 6 months of the date of this notice and must be accompanied by the prescribed fee.

Section 8.7 of the Act provides that you have a right of appeal to the Land and Environment Court against Council's decision in the matter, exercisable within 6 months after receipt of this notice.

Consent becomes effective from the consent validation date. Section 4.53 of the Act provides for the period of validity of consent, and it is the applicant's responsibility to ensure that commencement of the development is carried out within the prescribed period. The consent period for this application will be five (5) years.

If you require further information in regard to this notice of determination please contact Pat Ridgway of Council's Environment, Development and Strategic Planning Services section on 02 6645 0288.

Yours sincerely,



Pat Ridgway  
**Senior Development Planner**

**ORDINARY COUNCIL MEETING**

**25 MAY 2021**

<b>ITEM</b>	<b>6b.21.026</b>	<b>DA2021/0116 – FOOD AND DRINK PREMISES (SMALL BAR AND RESTAURANT) 2/4 YAMBA STREET, YAMBA LOTS 1 &amp; 2 DP506131</b>
-------------	------------------	---

<b>Meeting</b>	Environment, Planning & Community Committee	18 May 2021
<b>Directorate</b>	Environment, Planning & Community	
<b>Reviewed by</b>	Manager - Environment, Development & Strategic Planning (Adam Cameron)	
<b>Attachment</b>	Yes	

**SUMMARY**

<i>Applicant</i>	Dane Bryne
<i>Owner</i>	Barry Jones
<i>Address</i>	2/4 Yamba Street, Yamba
<i>Submissions</i>	Yes (3 objections and 42 in support)

Development Application DA2021/0116 seeks approval for a small bar and restaurant in an existing shop at 2/4 Yamba Street, Yamba. The premises is proposed to be named the "The Last Rites Bar". The bar and restaurant will have a small stage area for live music entertainment.

There were 45 submissions received during the notification period. Many submissions were received in support as being a much-needed music venue for local musicians, the local community and visitors. The submissions against the proposal raised issues in regard to noise, alcohol related issues and the impact on the amenity of the locality, alcohol licencing and car parking/traffic generation. Notably the NSW Coffs/Clarence Police District Licensing Sergeant has objected to the proposal.

These issues are discussed in detail within the Key Issues section of this report, however in summary, through set hours of operation and physical noise attenuation methods, the development is recommended for approval subject to the imposition of the conditions contained within Schedule 1.

**OFFICER RECOMMENDATION**

That DA2021/0116 be approved subject to the conditions contained in Schedule 1.

**MOTION**

Novak/Simmons

That this matter be deferred to Council meeting so that the Police report can be updated and reflect their plan of management options.

Voting recorded as follows:

For: Novak  
Against: Simmons, Clancy, Baker

The motion was put and declared LOST.

**COMMITTEE RECOMMENDATION**

Baker/Simmons

That the Officer Recommendation be adopted.

Voting recorded as follows:

For: Baker, Simmons,  
Against: Novak, Clancy

The motion was put and declared CARRIED on the casting vote of the Committee Chair (Cr Baker).

## ORDINARY COUNCIL MEETING

25 MAY 2021

### COUNCIL RESOLUTION – 6b.21.026

Ellem/Kingsley

That DA2021/0116 be approved subject to the conditions contained in Schedule 1 with a variation to Condition 12 to be “The maximum number of patrons will be limited to 75 patrons at any one time”.

Voting recorded as follows:

For: Simmons, Kingsley, Baker, Lysaught, Ellem

Against: Novak, Clancy

CARRIED

### LINKAGE TO OUR COMMUNITY PLAN

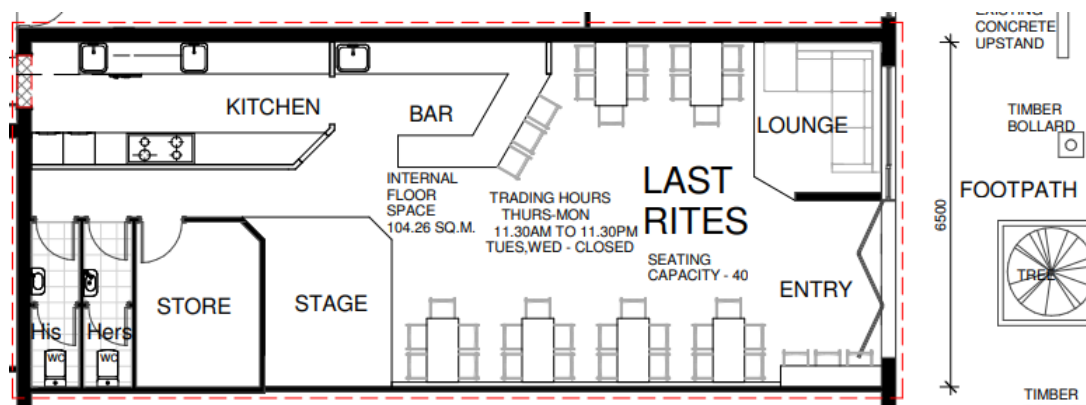
Theme 3 Economy

Objective 3.1 We will have an attractive and diverse environment for business, tourism and industry

Strategy 3.1.3 Provide land use planning that facilitates and balances economic growth, environmental protection and social equity

### BACKGROUND

DA2021/0116 was received on 25 February 2021. The bar and restaurant is proposed in a shop with a floor area of 104.26 m<sup>2</sup>.



The application included plans, statement of environmental effects and an alcohol plan of management setting out how the proposal is to be operated and managed. In summary:

- Trading hours: Thursday, Friday and Monday 3.00pm – 11.30pm (closed Tuesday and Wednesday)
- Trading hours: Saturday and Sunday 11.30am – 11.30pm
- Maximum patron numbers: 120
- Commitments for responsible service of alcohol, staffing, security, fire safety and dealing with intoxicated and anti-social behaviour.

### KEY ISSUES

#### Issue 1 – Noise impacts

There are 2 main areas of concern from potential noise being: a) impacts stemming from amplified music and b) number of patrons onsite and entering and leaving the premises.

In response to the concerns raised within the submissions, the applicant proposed the following measures to reduce noise from the premises:

- Implementing up to \$15K for sound reduction and mitigation.
- \$6K in CCTV security systems and lighting.
- Consultation with NSW Police.

## **ORDINARY COUNCIL MEETING**

**25 MAY 2021**

- Patrons will be inside the premises at all times; the proposal is not seeking footpath patronage as is the case for other venues in Yamba.
- There is adequate available parking, public transport options.
- Patrons will be provided with substantial meals with food being available up to 30 minutes prior to closing.
- There will be a zero tolerance to anti-social behavior on and around the premises.

### Comment:

The specific details on the noise reduction and mitigation will need to be provided to Council's satisfaction prior to allowing the premises to operate. This is likely to include soundproofing measures of sound insulation, management measures and sound-proof glazing. A condition of consent is proposed to require that sound proofing measures adopted are to be supported by an acoustic consultant's report that determines that the measures in place are adequate to protect the surrounding locality from nuisance or offensive noise.

Similar to requirements imposed on other premises, any noise emitted from the premises will be required to not exceed 5dBA above background noise which is in accordance with the NSW Industrial Noise Policy. If the premises is determined as emitting offensive noise once in operation, the applicant is required to engage an acoustic consultant to assess the noise limits and any recommendations suggested to reduce any impacts will be required to be implemented.

The proposal will also be conditioned that the noise level emitted from the premises must not exceed the background noise level in any Octave Band Frequency (31.5Hz – 8kHz inclusive) by more than 5dB during opening hours, at the boundary of any affected residence. This is also consistent with the NSW Industrial Noise Policy Guidelines.

### **Issue 2 – Hours of Operation**

Concerns have been raised within the submissions regarding the proposed hours of operation and impact of late nights to the amenity of the neighbourhood.

### Comment:

Similar to other bars and restaurants in Yamba the hours of operation will be set so that the businesses are on a level playing field. The hours of operation on Sunday and Public Holidays to 11.30pm is not supported and the premises will be required to be closed by 10.00pm on a Sunday and Public Holidays. This has been reflected in the draft conditions of consent in Schedule 1.

### **Issue 3 – NSW Coffs/Clarence Police submission**

Concerns were raised in regard to the approval of another licensed premises in the Yamba CBD with the current density, number of patrons and the potential for increased anti-social and other alcohol related issues such as alcohol related crime, impact on vulnerable communities, alcohol attributed hospitalisations and deaths, road trauma and traffic offences and limited Police resources.

### Comment:

A food and drink premises is a permitted use in the B2 Local Centre Zone under the Clarence Valley Local Environmental Plan 2011 (the LEP). The issue of a liquor licence to a premise is a matter for NSW Justice - Liquor and Gaming and in recent years the liquor licensing of small bars and restaurants has changed to simplify the process of obtaining a licence.

The impacts that alcohol related activities have on the community are a valid concern though the issues go beyond the approval process of developments like this. In issuing the liquor licences the NSW Justice - Liquor and Gaming has significant penalties for premises that are in breach of their licence and to indirectly control anti-social behaviour.

The NSW Police submission provided suggestions/measures to be implemented if the proposal was approved. These have been included and satisfactorily addressed through the proposed management operations and proposed conditions of consent.

### **Issue 4 – number of patrons**

Concern has been raised regarding the available area in the premises and the maximum proposed patrons being up to 120 at any one time.

---

This is page 77 of the Minutes of the Clarence Valley Council Ordinary Meeting held 25 May 2021

## ORDINARY COUNCIL MEETING

25 MAY 2021

### Comment:

A general bar liquor licence limits the number of patrons to no more than 120 in a venue without gaming machines and does not restrict patrons on a per metre squared basis.

Under the National Building Code (BC) a restaurant is deemed to accommodate one person per every square metre of floor area. The available floor area (with tables and chairs removed) is calculated to be just under 50m<sup>2</sup> available floor area. For this reason the maximum number of patrons will be limited to 50 patrons at any one time. An appropriate condition of consent has been imposed to ensure compliance with the BC.

### COUNCIL IMPLICATIONS

#### **Budget/Financial**

There may be financial costs to Council should the applicant appeal Council's decision. The application was accompanied by all fees required to be paid by Council's Fees and Charges. Assessment of the application has been completed by staff utilising recurrent staffing budgets.

#### **Asset Management**

N/A

#### **Policy or Regulation**

Environmental Planning and Assessment Act, 1979  
Environmental Planning and Assessment Regulations, 2000  
Clarence Valley Local Environmental Plan 2011  
*Business Zones Development Control Plan (DCP)*  
*Clarence Valley Council Trade Waste Policy*  
*NSW Industrial Noise Policy*

#### **Consultation**

<i>Internal Section or Staff Member</i>	<i>Comment</i>
Health & Building	Supported with conditions
Environmental Health	Supported with conditions
Trade Waste	Supported with conditions

#### **Legal and Risk Management**

Should the applicant be dissatisfied with Council's decision, they have a right of appeal to the Land and Environment Court which may incur a financial cost to Council. Prior to any legal appeal submitted through the Court, the applicant can seek a review of Council's determination in accordance with the provisions of the *Environmental Planning and Assessment Act, 1979*.

#### **Climate Change**

The proposed development will contribute to CO<sub>2</sub>-equivalent emissions through construction and operation which are considered to be a driver for climate change via building materials, construction methods, maintenance and associated energy and resource use. Notwithstanding the above comments, if the development is approved, the proposed building is required to comply with the energy efficiency requirements in Section J of the Building Code of Australia (BCA) which will ensure that the development meets the NSW Government's requirements for sustainability.

Prepared by	Pat Ridgway, Senior Development Planner
Attachment	A. Plans B. Submissions C. Alcohol Plan of Management D. Section 4.15 Assessment Report

**ORDINARY COUNCIL MEETING**

**25 MAY 2021**

**Schedule 1 Draft Conditions:**

**Advices**

1. No construction is to be commenced until a Construction Certificate has been issued.
2. Prior to work commencing on a development the applicant must give notice to Council of their intention to commence work. Such notice shall be submitted to Council at least two (2) days before work commences.
3. The following information shall be submitted to the Council or Principal Certifying Authority prior to issue of a Construction Certificate:
  - a Lodgement of a Construction Certificate application.
4. All materials used in the building (in particular floor linings and floor coverings) must comply with the fire hazard properties specified in Specification C1.10 of the Building Code of Australia. Manufacturer's specifications and standard fire test reports confirming compliance will need to be provided prior to the issue of an Occupation Certificate.
5. Portable fire extinguishers must be provided and must be selected, located and distributed in accordance with AS 2444.
6. The dividing wall that separates the adjoining hair salon and partial fit-out at this property was erected without prior Council approval and Council progress inspections did not occur during construction works. A Building Information Certificate application under Division 6.7 of the *Environmental Planning & Assessment Act* shall be submitted to Council. An approval subject to conditions has been granted. When the conditions of this development approval have been complied with, Council shall be notified for a final inspection so that a Building Certificate can be issued to finalise the matter.

**Conditions**

1. The development being completed in conformity with the Environmental Planning & Assessment Act, 1979, the Regulations thereunder, the Building Code of Australia (BCA) and being generally in accordance with the following plan(s) as amended in red, or where modified by any conditions of this consent.

Plan	Drawn by	Plan Date	Sheet No	Rev.
Site Plan	Yamba Design & Drafting	18/2/21	DA02	A
Elevations	Yamba Design & Drafting	18/2/21	DA04	A
Elevations	Yamba Design & Drafting	18/2/21	DA05	A
Street Elevation	Yamba Design & Drafting	18/2/21	DA06	A

2. The development must be designed and operated such that, with regard to music and patron noise:
  - a. The  $L_{A10}$  noise level emitted from the licensed premises shall not exceed the background noise level in any Octave Band Frequency (31.5Hz – 8kHz inclusive) by more than 5dB between 07:00am and 11:30pm at the boundary of any affected residence.
  - b. The  $L_{A10}$  noise level emitted from the licensed premises shall not exceed the background noise level in any Octave Band Frequency (31.5Hz – 8kHz inclusive) between 11:30pm and 07:00am at the boundary of any affected residence.
3. The equivalent continuous A-weighted level of noise from the mechanical plant, measured over a 15 minute period, shall not exceed the background noise level by more than 5dB at 1 metre from the façade of the most affected residential receiver who has not given written permission for an exceedance of this condition.
4. Should a complaint be received by Council and the noise be determined "offensive", the applicant shall engage a suitably qualified acoustic consultant at their expense to assess the noise and recommend reasonable and feasible methods of attenuation to be undertaken.



**ORDINARY COUNCIL MEETING**

**25 MAY 2021**

5. The approved opening/operating hours are:
  - Monday, Thursday and Friday - 3.00pm – 11.30pm
  - Tuesday and Wednesday - closed
  - Saturday 11.30am – 11.30pm
  - Sundays and Public Holidays 11.30am – 10.00pm
6. The noise from the licensed premises shall not be audible within any habitable room in any residential premises during opening hours.
7. The specific details on the noise reduction and mitigation will need to be provided to Council's satisfaction prior to issue of the Construction Certificate.
8. The specific details on the noise reduction and mitigation will need to be provided to Council's satisfaction prior to issue of the Construction Certificate. Sound proofing measures are to be supported by an acoustic consultant's report that determines that the measures in place are adequate to protect the surrounding locality from nuisance or offensive noise.
9. The premises is to operate at all times in accordance with the Alcohol Plan of Management. An amended Alcohol Plan of Management is to be submitted for approval noting that Sunday and Public Holiday closing hours are to be amended to 10.00pm.
10. A Security Plan of Management (SPM) that demonstrate security management measures:
  - How the behaviour of staff and patrons when entering and leaving the premises will be managed to minimise disturbance to the surrounding neighbourhood, and
  - Crowd control measures on-site and off-siteis to be provided to Council for approval prior to the issue of an Occupation Certificate.
11. The Security management measures in the SMP are to be in place at all times.
12. The maximum number of patrons will be limited to 50 patrons at any one time. A sign must be displayed in a prominent position in the premises that specifies the maximum number of persons that are permitted in the premises.
13. Approval to discharge liquid trade waste to Council's sewerage system shall be obtained prior to issuing the Occupation Certificate.
14. An application to discharge liquid trade waste to Council's sewerage system shall be submitted for assessment with the Construction Certificate application. Detailed trade waste drainage plans shall be submitted with the application.
15. All sinks and floor wastes in food preparation areas shall contain basket arrestors.
16. All liquid trade waste from the kitchen shall discharge through a 1000L grease arrestor. The grease arrestor shall be installed in accordance with AS/NZS3500, the plumbing code of Australia and Council requirements. It shall be located in an area accessible for the pump out contractor.
17. Chemical and oil storage containers shall be contained in a roofed and bunded area. The bund shall have the capacity to contain at least 110% of the volume of the largest container or other acceptable means of containment that prevents flow to the sewerage system or environment in the case of accident, leakage or spills.
18. The hand wash basin must have a minimum capacity of 11 litres and be of sufficient size to allow easy and effective cleaning of hands, arms and face.
19. The hand wash basin shall be provided with hot and cold water dispensed from a single mixer set.
20. Equipment, shelves, counters and the like, where not located on plinths, shall be supported on approved metal legs not less than 150 mm above the floor or on wheels or castors to permit movement for cleaning.
21. A paper towel dispenser and soap dispenser shall be fitted adjacent to the hand wash basin.

**ORDINARY COUNCIL MEETING**

**25 MAY 2021**

22. All hot and cold food appliances shall be equipped with an externally located, easily visible, industrial type thermometer, accurate to 1°C, to enable monitoring of the appliances' operating temperature.
23. The ceiling shall be smooth, sealed and of an impervious material. Drop-in panel ceilings are not acceptable.
24. Walls shall be of solid construction, sealed, of an impervious material, and able to be easily and effectively cleaned.
25. External windows and doors to the food preparation and food storage areas shall be made insect/vermin proof.
26. Designated shelving/cupboards shall be provided for the storage of cleaning chemicals and staff personal belongings.
27. Light fittings in the food preparation and food storage areas, including those that are part of equipment used to process or display open food, shall be –
  - a. Designed and constructed to prevent contamination of food should the globe or tube shatter; and
  - b. Free from any features that would harbour dirt, dust or insects or make the fitting difficult to clean.
  - c. Installed such that it provides sufficient lighting to adequately illuminate all areas of the food premise to enable food handlers to assess cleanliness, pest control and conduct food handling safely.
28. The food premises must be provided with a commercial type dishwasher and shall be fitted with a thermometer clearly visible to the operator indicating temperature for the washing and rinsing operation or be fitted with an automatic pilot light visible to the operator which indicates that the water in the heating device has reached the correct temperature.
29. Floors within the kitchen and bar area must be smooth, impervious, not allow ponding of water and to the extent that is practical not allow for harborage of pests.
30. Floor to wall intersections within the bar and kitchen area must be provided with coving with an internal radius of not less than 50mm.
31. The food premises must be provided with a cleaner's sink within the store room that will allow for correct disposal of mop bucket and other liquid wastes.
32. Cooking appliances must not exceed a total maximum electrical power input exceeding 8kW; or a total gas power input exceeding 29MJ/h; or the total maximum power input to more than one apparatus exceeds 0.5 kW electrical power; or 1.8 MJ/hour gas per m<sup>2</sup> of floor area for the room or enclosure.
33. The toilet facilities access must be by an air lock, hallway and fitted with self-closing doors at all access doorways; or the toilet facilities must be provided with mechanical exhaust ventilation and the doorway to the toilet be adequately screened from view.
34. The development is not to be occupied or used until such time as an Occupation Certificate and Building Certificate have been issued.
35. **Working hours on construction or demolition shall be limited to the following:**  
**7.00 am to 6.00 pm Monday to Friday**  
**7.00am to 1.00pm Saturday**  
**No work permitted on Sundays and public holidays**

The builder is responsible to instruct and control sub contractors regarding the hours of work and the requirements of the Protection of the Environment Operations Act 1997 and Regulations.

**ORDINARY COUNCIL MEETING**

**25 MAY 2021**

36. **Site Safety Management Building** equipment and/or materials shall be contained wholly within the site and shall not be stored or operated on the footpath or roadway, unless specific written approval has been obtained from Council beforehand.
- All excavations and back filling associated with the erection and demolition of a building must be executed safely and in accordance with appropriate professional standards and must be properly guarded and protected to prevent them from being dangerous to life or property.
37. Where the work is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient, or building involves enclosure of a public place, the following must be provided:
- a A hoarding or fence must be erected between the work site and the public place.
  - b If necessary, an awning is to be erected, sufficient to prevent any substance from, or in connection with, the work falling into the public place.
  - c The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place.
  - d Any such hoarding, fence or awning is to be removed when the work has been completed.
38. Prior to commencement of works, a sign must be erected in a prominent position on any work site on which work is being carried out:
- a Stating that unauthorised entry to the work site is prohibited, and
  - b Showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside of working hours, and
  - c Showing the name, address and telephone number of the principal certifying authority for the work, and
- Any such sign is to be removed when the work has been completed.
39. **Mandatory Inspections** The head contractor or owner-builder must give Council as the certifying authority at least 24 hours notice to enable the following inspections to be performed at the appropriate time:
- a After the **building work has been completed** and prior to occupation.
- If any of these inspections are not performed an Occupation Certificate cannot be issued for the building. Inspection bookings can be made online at [www.clarence.nsw.gov.au](http://www.clarence.nsw.gov.au) <<http://www.clarence.nsw.gov.au>> until midnight on the day before the inspection. The Construction Certificate or Complying Development Certificate number must be provided when booking an inspection.
40. Approval under section 68 of the Local Government Act for plumbing and drainage shall be obtained from Council prior to issue of any Construction Certificate.
41. A Building Information Certificate under Division 6.7 of the Environmental Planning & Assessment Act shall be obtained from Council for the dividing wall that separates the adjoining hair salon and partial fit-out prior to use of the premises.



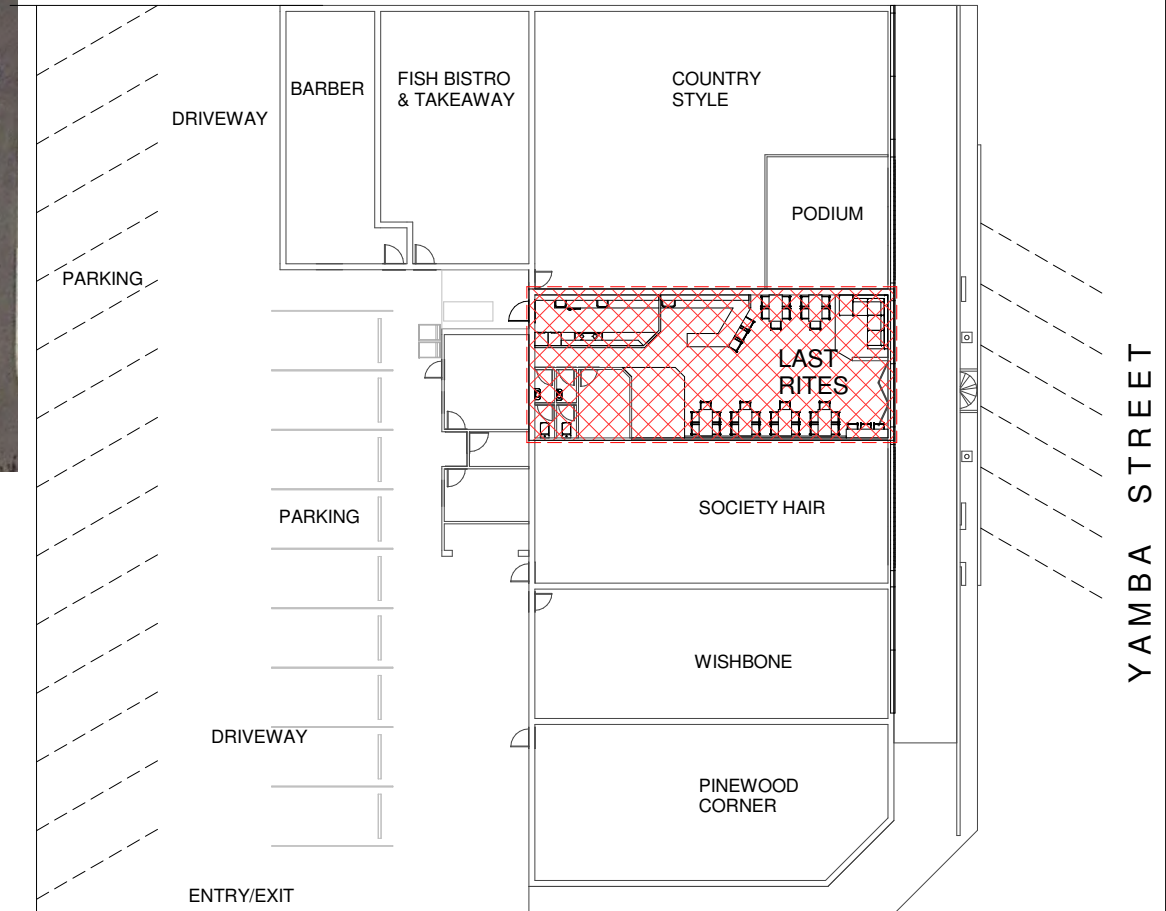
Drawing List				
Sheet Number	Sheet Name	Sheet Issue Date	Designed By	Checked By
DA01	Locality Plan	02/18/21	A.B.	A.B.
DA02	Site Plan	02/18/21	A.B.	A.B.
DA03	Floor Plan	02/18/21	A.B.	A.B.
DA04	Elevations Sheet 1	02/18/21	A.B.	A.B.
DA05	Elevations Sheet 2	02/18/21	A.B.	A.B.
DA06	Street Elevation & Entry	02/18/21	A.B.	A.B.
DA07	Internal Perspectives	02/18/21	A.B.	A.B.

Mohawk & Beard P/L - Last Rites  
 Proposed New Restaurant at Shop 4  
 Lot 2, DP 506131, 2-6 Yamba Street,  
 Yamba 2464

No.	Description	Date
A	Issue for DA	18/2/21

ENTRY/EXIT WOOLI STREET

6b.21.026 - Page 1 of 82



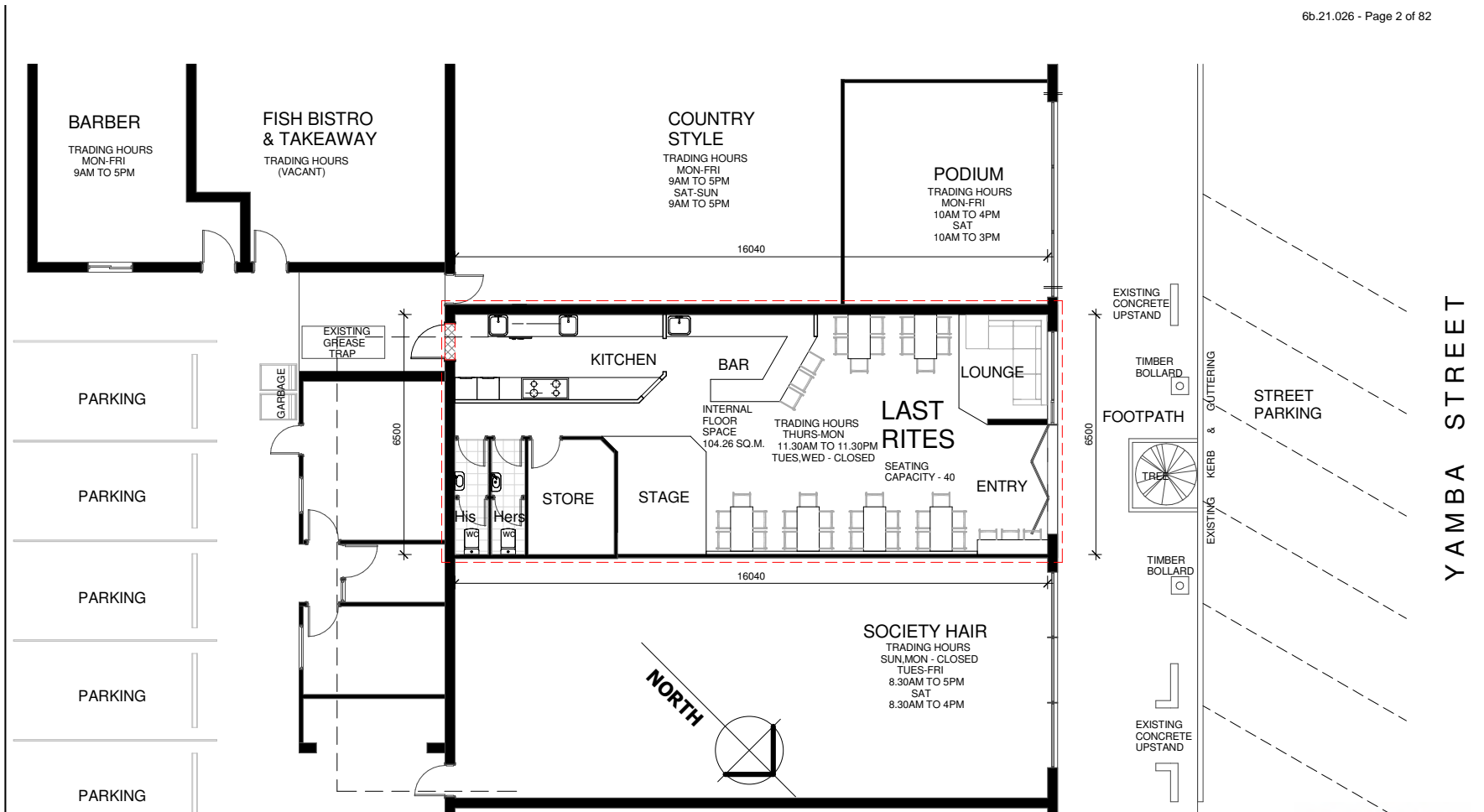
HARBOUR STREET

1 Locality Plan  
 1 : 200



**YAMBA DESIGN & DRAFTING**  
 ARCHITECTURAL & STRUCTURAL DRAFTING  
 23 Admiralty Court, Yamba NSW 2464  
 Ph 6646 3140 Mob 0411 193 021  
 Email: bolte23@bigpond.com

Locality Plan		
Project number	21-003	DA01
Date	18/2/21	
Drawn by	A. Bolte	Scale 1 : 200 (A3)
Checked by	A. Bolte	



1 Site Plan  
1 : 100



Mohawk & Beard P/L - Last Rites  
Proposed New Restaurant at Shop 4  
Lot 2, DP 506131, 2-6 Yamba Street,  
Yamba 2464

No.	Description	Date
A	Issue for DA	18/2/21

**Y B**

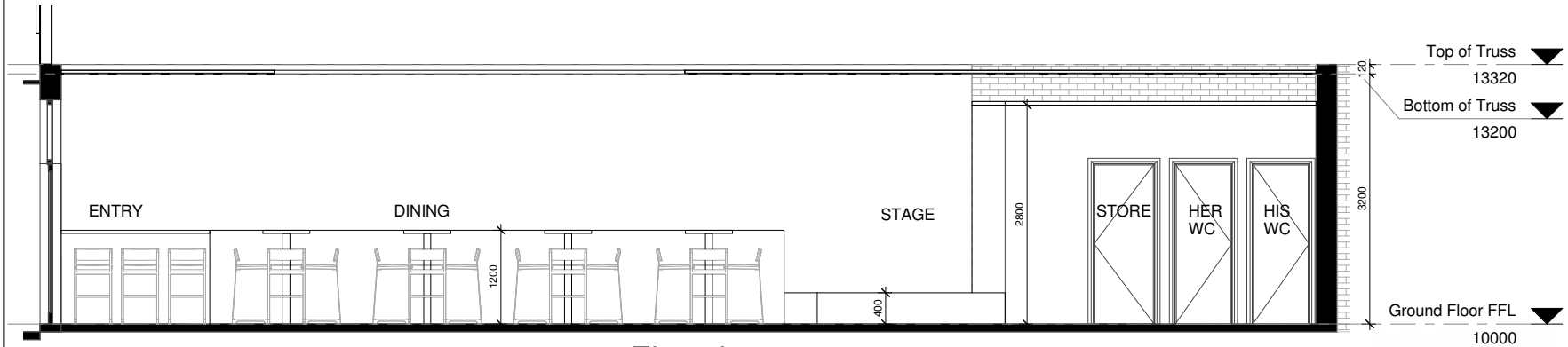
**YAMBA DESIGN & DRAFTING**  
ARCHITECTURAL & STRUCTURAL DRAFTING  
23 Admiralty Court, Yamba NSW 2464  
Ph 6646 3140 Mob 0411 193 021  
Email: bolte23@bigpond.com

Site Plan		
Project number	21-003	DA02
Date	18/2/21	
Drawn by	A. Bolte	
Checked by	A. Bolte	Scale 1 : 100 (A3)

6b.21.026 - Page 3 of 82



1 Elevation 1  
1 : 50



2 Elevation 2  
1 : 50



Mohawk & Beard P/L - Last Rites  
Proposed New Restaurant at Shop 4  
Lot 2, DP 506131, 2-6 Yamba Street,  
Yamba 2464

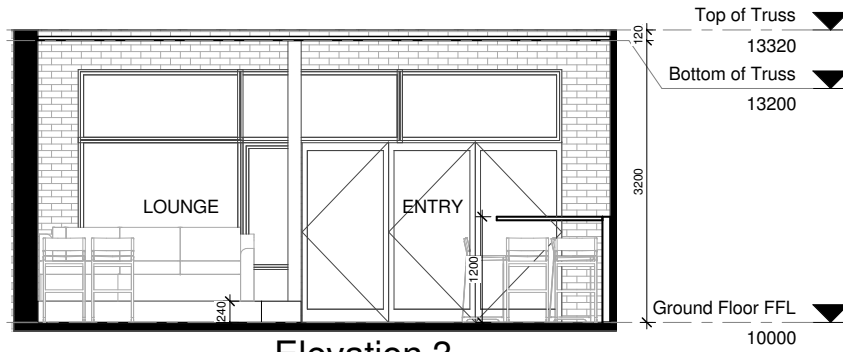
No.	Description	Date
A	Issue for DA	18/2/21



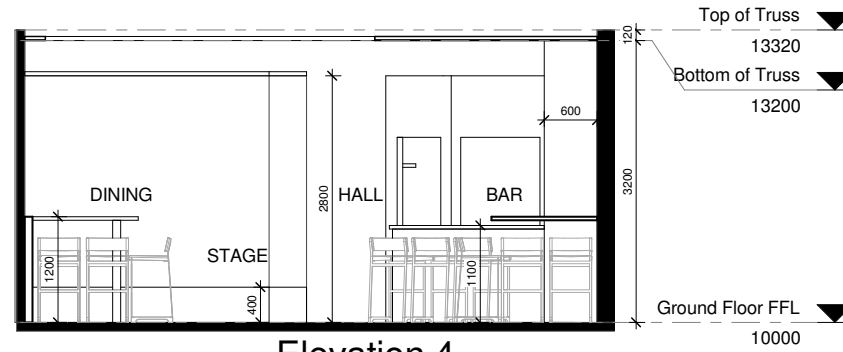
**YAMBA DESIGN & DRAFTING**  
ARCHITECTURAL & STRUCTURAL DRAFTING  
23 Admiralty Court, Yamba NSW 2464  
Ph 6646 3140 Mob 0411 193 021  
Email: bolte23@bigpond.com

Elevations Sheet 1		
Project number	21-003	DA04
Date	18/2/21	
Drawn by	A. Bolte	Scale 1 : 50 (A3)
Checked by	A. Bolte	

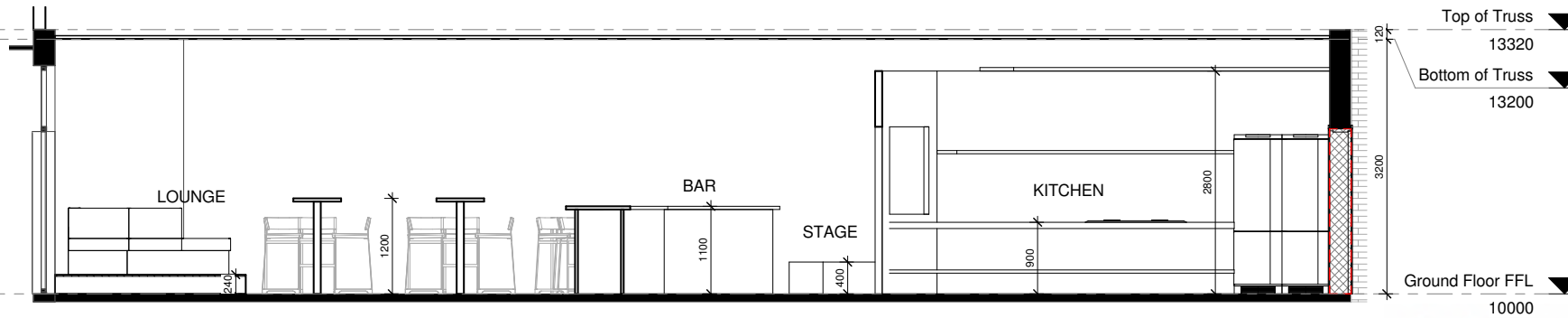
6b.21.026 - Page 4 of 82



1 Elevation 3  
1 : 50



2 Elevation 4  
1 : 50



3 Elevation 5  
1 : 50



Mohawk & Beard P/L - Last Rites  
Proposed New Restaurant at Shop 4  
Lot 2, DP 506131, 2-6 Yamba Street,  
Yamba 2464

No.	Description	Date
A	Issue for DA	18/2/21

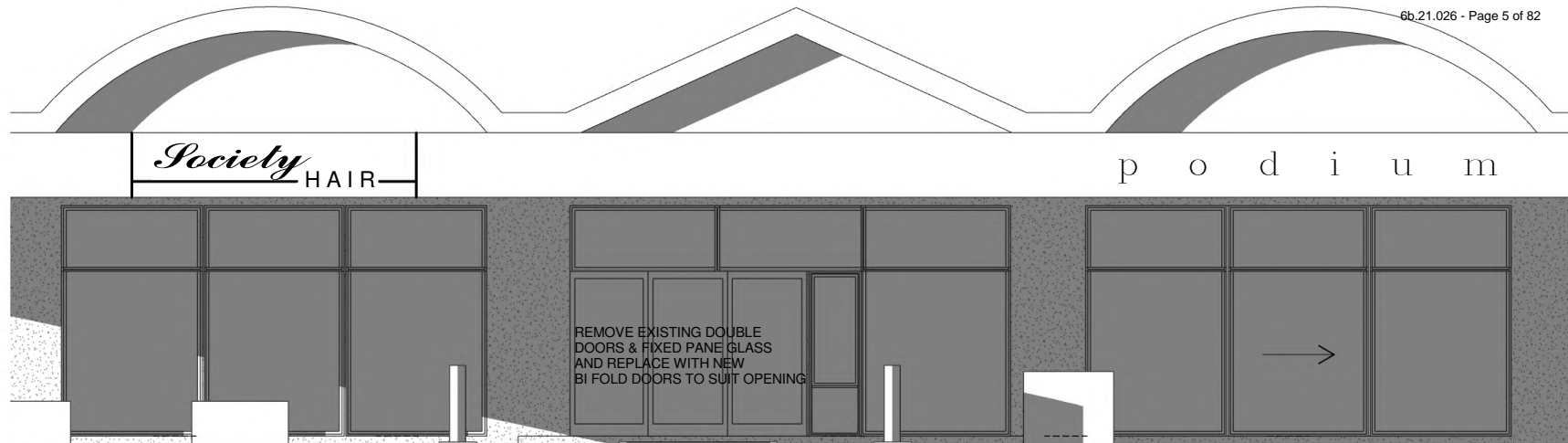


**YAMBA DESIGN & DRAFTING**  
ARCHITECTURAL & STRUCTURAL DRAFTING  
23 Admiralty Court, Yamba NSW 2464  
Ph 6646 3140 Mob 0411 193 021  
Email: bolte23@bigpond.com

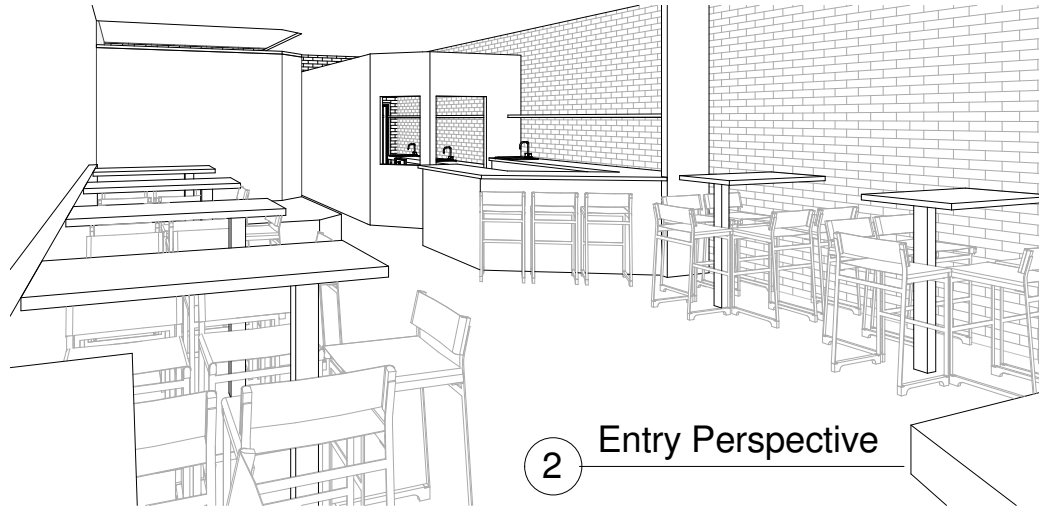
Elevations Sheet 2		
Project number	21-003	DA05
Date	18/2/21	
Drawn by	A. Bolte	Scale 1 : 50 (A3)
Checked by	A. Bolte	



6b.21.026 - Page 5 of 82



1 Street Elevation  
1 : 50



2 Entry Perspective



Mohawk & Beard P/L - Last Rites  
Proposed New Restaurant at Shop 4  
Lot 2, DP 506131, 2-6 Yamba Street,  
Yamba 2464

No.	Description	Date
A	Issue for DA	18/2/21



**YAMBA DESIGN & DRAFTING**  
ARCHITECTURAL & STRUCTURAL DRAFTING  
23 Admiralty Court, Yamba NSW 2464  
Ph 6646 3140 Mob 0411 193 021  
Email: bolte23@bigpond.com

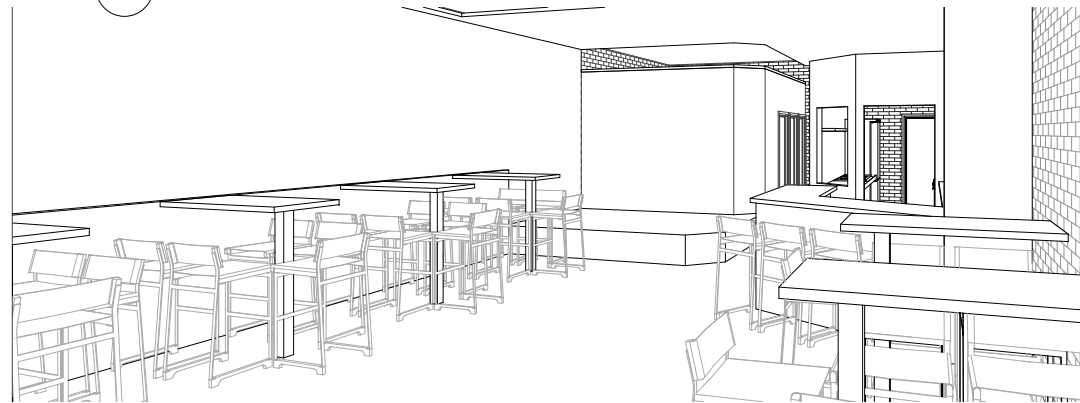
Street Elevation & Entry		
Project number	21-003	DA06
Date	18/2/21	
Drawn by	A. Bolte	Scale 1 : 50 (A3)
Checked by	A. Bolte	



6b.21.026 - Page 6 of 82



1 Stage Perspective



2 Lounge Perspective



Mohawk & Beard P/L - Last Rites  
Proposed New Restaurant at Shop 4  
Lot 2, DP 506131, 2-6 Yamba Street,  
Yamba 2464

No.	Description	Date
A	Issue for DA	18/2/21



**YAMBA DESIGN & DRAFTING**  
ARCHITECTURAL & STRUCTURAL DRAFTING  
23 Admiralty Court, Yamba NSW 2464  
Ph 6646 3140 Mob 0411 193 021  
Email: bolte23@bigpond.com

Internal Perspectives		
Project number	21-003	DA07
Date	18/2/21	
Drawn by	A. Bolte	Scale
Checked by	A. Bolte	

(A3)

10/12/2021.

**“The last rites “ in Yamba obtained a licence for a “small bar and restaurant” however it is operating as a live venue style Night CLUB . (I have video evidence to prove this) , during its opening period , it has had live bands loud music and promoted itself as a live music venue till late at night . In doing so it has caused hooliganism, drinking in the street , loud noise, milling and disturbance to the local residences, resulting in police attendances. (I have video evidence to support this) . Council made some fairly stringent provisions in the development application.**

**An acoustic report was done, I have included a copy with some highlighted areas in its failings . The report was a “desktop “created model from Sydney . No site inspection was ever done prior to, during or after . This building and its location is completely insufficient for a live venue Night club, there is no possible way that the building itself and the close proximity to me and the surrounding neighbours, it’s impossible to abate**



**the kind of noise that's currently being generated. I pay three sets of rates directly opposite this venue. I objected 3 times as 3 different rate payer**

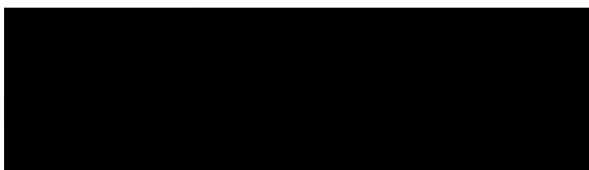
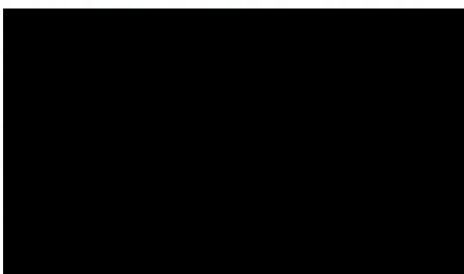
**My residence, in the acoustic report was treated scantily, when in fact , it has been my principle place of residence for over 15 years , 3 stories up . The middle level Unit 2 ( also rateable for Airbnb ) is for large families . This is my principle source of income**

**This development has devalued my property, ruined my amenity, the place I live and my mental health and income . The “last rites “ has a right to be a small bar and restaurant, not a music venue , not a Night club . Unfortunately the ambient noise from a small bar and restaurant (the way it is designed) also intrudes upon my amenity. So any attempt to have tables and chairs in the street is only going to further exacerbate the situation**

**I think it my right ( as per the development consent ) clause 4 , council engages a sound engineer to Assess the sounds emitting from the building and in my house and in the AIR BNB residence . Council also needs to inspect the property to ascertain if the sound measures have been put in place as per the report . I want any LIVE music banned until my concerns are met .**

**Please note it is unrealistic to have any sound measures which rely on human intervention ie like (keeping the doors closed ) . That simply does not work, as people are coming and going, smoking outside etc . Last Sunday at 3 pm , the doors were left wide open for a live performance deliberately . ( I have video evidence )**

**Yours sincerely Andrew Watson Owner**





PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

### 3. CONDITIONS OF CONSENT

Development Consent has been granted by Clarence Valley Council subject to a number of conditions, including Conditions 2-6 that relate to noise, as follows:

2. *The development must be designed and operated such that, with regard to music and patron noise:*
  - a. *The  $L_{A10}$  noise level emitted from the licensed premises shall not exceed the background noise level in any Octave Band Frequency (31.5Hz – 8kHz inclusive) by more than 5dB between 07:00am and 11:30pm at the boundary of any affected residence.*
  - b. *The  $L_{A10}$  noise level emitted from the licensed premises shall not exceed the background noise level in any Octave Band Frequency (31.5Hz – 8kHz inclusive) between 11:30pm and 07:00am at the boundary of any affected residence.*
3. *The equivalent continuous A-weighted level of noise from the mechanical plant, measured over a 15 minute period, shall not exceed the background noise level by more than 5dB at 1 metre from the façade of the most affected residential receiver who has not given written permission for an exceedance of this condition.*
4. *Should a complaint be received by Council and the noise be determined “offensive”, the applicant shall engage a suitably qualified acoustic consultant at their expense to assess the noise and recommend reasonable and feasible methods of attenuation to be undertaken.*
5. *The approved opening/operating hours are:*
  - Monday, Thursday and Friday - 3.00pm – 11.30pm
  - Tuesday and Wednesday - closed
  - Saturday 11.30am – 11.30pm
  - Sundays and Public Holidays 11.30am – 10.00pm
6. *The noise from the licensed premises shall not be audible within any habitable room in any residential premises during opening hours.*

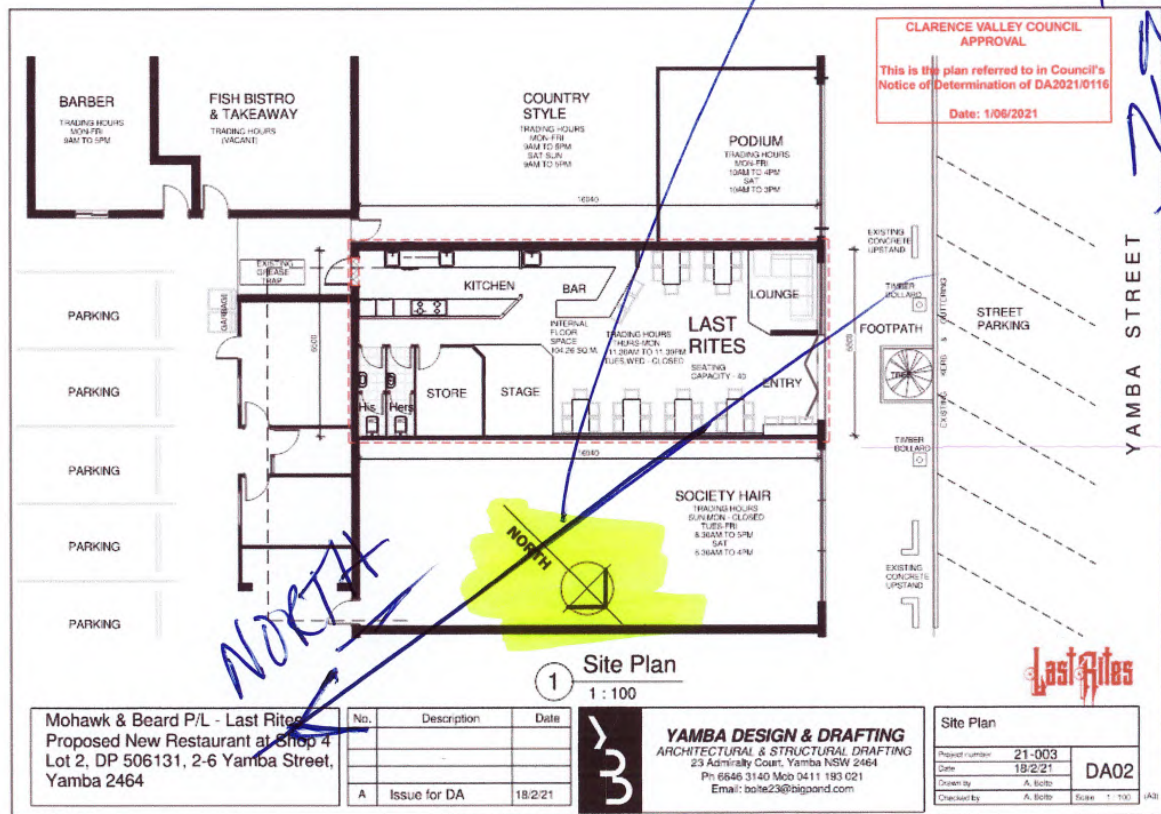
ACA notes that given the proposed operational hours, the Condition 2b requirements are not relevant to the application.

PROPOSED SMALL BAR  
 LAST RITES BAR  
 2-6 YAMBA ST, YAMBA  
 NOISE ASSESSMENT

It is understood the proposed kitchen would be used for low intensity cooking only and therefore the kitchen would not require mechanical ventilation / air extraction.

The building's existing ducted air-conditioning system would be used, which has one external unit (identical to the adjoining tenancies) located on the building's eastern facade.

Figure 2.2 Proposed Floorplan



Public entry to the premises would be via the existing primary entrance on Yamba Street.

As indicated in Figure 2.2 the fitout would include:

- a kitchen / bar / service area.
- main bar area with seating for approximately 40 patrons and with maximum capacity for up to 75 patrons; and
- dedicated stage area to be used for various live music performances, but only outside of the operational hours of the adjoining businesses.



PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

For the purposes of this assessment, sound power levels applied for mechanical plant noise have been based on measurements undertaken at other similar venues, with the generic sound power level of  $L_{A10}$  65 dB considered to represent air-conditioning plant and toilet exhaust fans.

Table 5.2 below summarises the mechanical plant noise levels used in the assessment.

**Table 5.2 Mechanical Plant Source Sound Power Levels – dB**

Frequency	1/1 Octave Band Sound Level – dB								dBA
	63 Hz	125 Hz	250 Hz	500 Hz	1000 Hz	2000 Hz	4000 Hz	8000 Hz	
<b>Lw</b>	61	61	58	58	62	59	48	39	<b>65</b>

### Noise Modelling

A three-dimensional noise model of the site and surrounds has been developed using the SoundPLAN V8.2 environmental noise prediction software. An adaptation of the algorithm contained within ISO 9613:1996 *Acoustics – Attenuation of sound during propagation outdoors* has been applied.

Factors that are addressed in the noise modelling are:

- Patron, music and mechanical plant noise level emissions and locations
- Shielding/reflection effects from structures
- Receiver locations
- Ground topography
- Noise attenuation due to geometric spreading
- Ground absorption
- Atmospheric absorption and
- Influence of meteorology, per ISO 9613 methodologies.

The modelling has considered a ‘worst-case’ scenario, based on the maximum capacity (75 patrons) with live music. As this situation that would not typically occur, frequently noise emissions from the premises would be expected to be less than predicted by this assessment.

The following assumptions have been applied:

- 75 patrons in small bar area.
- 30% of the patrons actively talking (based on conservative common practice).
- Patrons speaking with “raised” vocal effort with random directivity (i.e. not all the patrons will be facing the same direction).

14

acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

Noise breakout from the tenancy would be expected to be primarily via the acoustically weakest components of the building, being:

- the partition separating the tenancy from the adjoining hair salon, including through flanking transmission pathways over the partition and via the roof void;
- the entry doors on Yamba Street, principally when the doors are open; and
- to a lesser degree the roof of the building.

Noise Source Levels

Previous measurements conducted by ACA at other similar venues and bars with electronically amplified music and patrons have been used to estimate noise emissions from the proposal. These are summarised in **Table 5.1**.

**Table 5.1 Noise Source Levels – dB relative to 20 micro Pascals (dB re 20µPa).**

Frequency	1/1 Octave Band Sound Level – dB									dBA
	31 Hz	63 Hz	125 Hz	250 Hz	500 Hz	1 kHz	2 kHz	4 kHz	8 kHz	
<b>Crowd Noise Levels (raised voice, 75 persons indoors) – Sound Pressure L<sub>10</sub></b>	-	-	76	82	85	81	75	69	60	<b>85</b>
<b>Music Noise Levels (electronically amplified music) – Sound Pressure L<sub>10</sub></b>	65	90	89	88	90	81	82	77	77	<b>90</b>
<b>Crowd and Music – Sound Pressure L<sub>10</sub></b>	65	90	89	89	91	84	83	78	77	<b>91</b>

Notes: Indoor crowd noise has been estimated assuming 75 patrons evenly distributed throughout the bar, with one third of the patrons talking at any given time with raised vocal effort (G = 3). Amplified live music noise has been estimated assuming amplified music levels at foreground level, but restricted to ensure internal reverberant levels remain at 90 dBA or less, as determined within approximately 3 m from the stage. For the purposes of assessment, music spectra with a reasonable low frequency content has been considered – acoustic music sets would be expected to have less low frequency content. Reverberation Time (RT<sub>60</sub>) within the room assumed to be approximately 0.5 Seconds.

The internal reverberant noise levels from amplified music identified by **Table 5.1** are noted to be within the lower to mid-range of amplified foreground music levels recognised by the Association of Australasian Acoustical Consultants (AAAC). At the identified levels, music would be expected to dominate the soundscape and increased patron vocal effort would be required in close proximity to the listeners ear for effective communications.

These noise levels in combination of sound transmission data for each of the building elements have been used to calculate the expected noise levels breaking out of the building.



PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

It is considered that without mitigation, a 5 dB low frequency noise penalty may be considered applicable. As shown in the table, with a low frequency noise penalty, there is potential for exceedance of the assessment criteria that may apply under the NPfl.

Table 5.3 Predicted Noise Levels External to Receivers

NO MENTION OF 2/1 YAMBA ST. Compliance

Receiver / Address	Predicted Noise Level L <sub>Aeq,15min</sub> (dBA)		Night Criterion L <sub>Aeq,15min</sub> (dBA)	Compliance	
	Unpenalised	Penalised		Unpenalised	Penalised
R1 - 1 Yamba Street	34	39	35	Complies	4 dB Exceedance
R2 - 8 Harbour Street	34	39	35	Complies	4 dB Exceedance
R3 - Calypso Yamba Holiday Park	24	29	35	Complies	Complies

Note: Penalised predictions include a +5dB adjustment for low frequency noise content.

Predicted noise contours are provided in Appendix B of this report.

### Discussion

The results presented above indicate that some further control of noise from the premises would be required to ensure compliance with the approved conditions.

Opportunities for the control of noise have been discussed with the applicant and it is understood that further upgrades to the building, subject to further Council approval would be undertaken in the future.

At this time, however, to meet the approval requirements it is proposed to restrict certain types of live music acts and to control the level and low frequency content of live/reproduced music by electronic equalisation.

Additionally, until further upgrades to the building are undertaken, to ensure the adjoining businesses are not unduly disturbed, within the operating hours of the adjoining commercial units, music would be played at only low background levels (< L<sub>A10</sub> 60 dBA). This would apply to the hours prior to 5.00pm Monday to Friday and prior to 2.00pm on Saturdays.

Section 6 of this report recommends a number of measures that are proposed to be applied to manage noise emissions from the site, to ensure compliance with the approval conditions. These measures are proposed to be incorporated in the Plan of Management for the premises.

ACA anticipates that with the adoption of the measures set out in Section 6, noise levels at sensitive receivers would be controlled to satisfactory levels in compliance with the relevant approval conditions and within acceptable compliance margin of the NSW NPfl.

acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

## Report 11.00306-02

### 1. INTRODUCTION

This report presents the findings of a noise assessment conducted by Acoustics Consultants Australia (ACA) for the proposed change of use to the premises located at located at Shop 4 (Lot 2, DP 506131), 2-6 Yamba Street, Yamba.

The development proposal is for alterations to the existing tenancy and inclusion of a food and drink premises (small bar and restaurant), to be known as Last Rites Bar.

This assessment has been prepared to address the Conditions of Consent that relate to noise, as set out in the Development Consent granted by Clarence Valley Council (DA2021/0116), dated 1 June 2021.

The objectives of this assessment are:

- to identify the main sources of noise from the proposal and the nearest potentially affected noise sensitive receivers;
- to conduct an objective noise assessment based on a 3D noise model of the site assuming busy operations; and
- to provide noise control recommendations to minimise potential for adverse noise impacts on noise sensitive premises.

The methodology and Standards used to conduct the assessment, as well as the numeric assessment results are presented in the following sections of this report.

Acoustic terms used in this report are defined in the Glossary of **Appendix A**.



acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

Noise Sensitive Receivers

In addition to the adjoining commercial receivers, the closest potentially affected residential receivers considered by this assessment are shown in **Figure 2.1** and detailed in **Table 2.1**.

Table 2-1 Sensitive Receivers Considered

ID	Address	Land Use / Description	Approximate Distance from Site	
			Entry Door	Rear Facade
R1	1 Yamba Street	Residential – Residential Use on upper floor of mixed used building (B2 Local Centre Zone)	35 m	50 m
R2	8 Harbour Street	Residential - Single Dwelling (R3 - Medium Density Residential Zone)	40 m	20 m
R3	Calypso Yamba Holiday Park	Holiday Park (SP3 Tourist Zone)	60 m	60 m

TOP FLOOR  
+ MIDDLE FLOOR

(NO HSB457)

R1 (1 Yamba Street) is located to the west of the subject site, on the opposite side of Yamba Street. 1 Yamba Street comprises a mixed-use building located within the B2 (Local Centre) zone along with the adjoining Spar Express service station / convenience store. The upper floor (3<sup>rd</sup> floor) of R1 is used for residential purposes. Further west, the Medium Density Residential zone commences.

R2 (8 Harbour Street) is located to the east of the carpark to the rear (east) of the subject site and is zoned R3 (Medium Density Residential).

R3, the Calypso Yamba Holiday Park located to the north of Harbour Street is zoned SP3 (Tourist). Whilst residential criteria do not strictly apply to Holiday Park accommodation, for the purposes of this assessment, this receiver has been conservatively treated as residential.

PRINCIPLE FACE OF RESIDENCES

Proposed Development

It is proposed to undertake alterations and additions to Shop 4 to provide a food and drink premises (small bar and restaurant). The proposed floorplan is shown in **Figure 2.2**.

The proposed food and drink premises would provide internal seating for approximately 40 patrons and this would be the typical number of patrons anticipated. At full capacity the bar may accommodate up to 75 patrons at any one time.

The premises have no external areas that would be occupied by patrons and foreground amplified music is only proposed outside the hours that coincide with the operations of the adjoining businesses. Only very low-level background music within the bar is proposed within the operational hours of the adjoining businesses.



PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

## 2. BACKGROUND INFORMATION

### Location

The subject site is Shop 4 of the single storey commercial block located at 2-6 Yamba Street, Yamba.

Figure 2.1 shows an aerial view of the site which identifies the location of the proposed small bar / restaurant and the various uses in the surrounding area.

Figure 2.1 Site Location and Nearest Noise Sensitive Receivers



Shop 4 is adjoined by retail tenancies 'Country Style' and 'Podium' to the south and by a hair salon 'Society Hair' to the north. The subject site and surrounding commercial properties are zoned B2 under the Clarence Valley Local Environmental Plan.

SOUND IN THE STREET GOES UP



acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

## 5. ASSESSMENT

### Operations and Noise Sources

The key noise sources associated with the proposal are expected to be:

- Patrons within the proposed small bar/ restaurant, up to 75 persons.
- Amplified reproduced music within the proposed small bar/ restaurant (subject to the timeframes and restrictions identified by this report).
- Occasional amplified live music played within the proposed small bar/ restaurant (subject to the timeframes and restrictions identified by this report).
- Existing ducted air-conditioning unit and existing toilet extraction fans.

Additionally, noise may be generated by the delivery of goods to the site and waste disposal, however these activities would be confined to the least sensitive daytime hours. In particular, the noise generated by the sorting/disposal of empty bottles would be managed by undertaking this activity within the building.

### Building Design Overview

ACA has reviewed the building design details provided by the applicant.

The existing tenancy has substantial double brick walls to the south and east, with a commercial glazed façade, including glazed double entry doors to the west facing Yamba Street. It is proposed to remove the existing glazed façade and replace with double glazed bifold doors.

The northern tenancy wall that separates the tenancy from the adjoining hair salon is a single steel stud partition comprising 16mm Fyrecheck plasterboard / 100mm cavity (with 100mm acoustic batts included in the cavity) / 13mm standard gyprock plasterboard. This construction may be expected to achieve an acoustic insulation rating of approximately  $R_w$  43 ( $R_w+C_{tr}$  31). The partition, however, extends only to the underside of the ceiling. Above the ceiling line the wall partition comprises a single layer of 16 mm Frycheck plasterboard. It is noted that the partition would currently not be sufficient for satisfactory control of moderate music levels.

The roof/ceiling comprises profiled metal roofing sheets, internally lined with anticon insulation, supported on timber trusses, with a 1-2 m separation before the internal ceiling. The internal ceiling is formed from 13mm gyprock plasterboard at the periphery and with 15mm osb feature in the centre. Within the ceiling void the entire extent of the ceiling is fitted out with two layers of 100mm thick acoustic insulation batts with no gaps. This construction may be expected to achieve an acoustic insulation rating of approximately  $R_w$  55 ( $R_w+C_{tr}$  48).

An electrical services room adjoins tenancy to the east, which provides an additional noise buffer to receivers to the east. The internal kitchen wall to be provided in the tenancy fit-out and the existing solid core external kitchen door would provide further control of noise breakout to the east of the site.

12

---

PHONE (02) 9159 9859

EMAIL [sydney@acousticsconsultants.com.au](mailto:sydney@acousticsconsultants.com.au) ADDRESS U6 31-33 Hume Street ▶ Crows Nest, NSW 2650

Document Set ID: 2309324

## 6. RECOMMENDATIONS

**Table 6.1** outlines noise mitigation recommendations to manage potential noise impacts on residents from operations at the proposed small bar. The table is divided in 3 sections:

- **Treating the source:** This refers to ways of reducing emissions directly at the source of sound generation (i.e. sound system, speakers, mechanical plant).
- **Treating the path:** This refers to treatment to the medium that is physically in between the source and the receivers (i.e. air paths, buildings, reflective surfaces, supporting structures).
- **Management:** This refers to measures that will be required by the bar management to minimise noise from operations.

**Table 6.1 Noise Mitigation Options**

Item #	Recommendation	Reasoning
<b>Treating the Source</b>		
1	During operational hours that coincide with the operational hours of the adjoining commercial uses, amplified music to be restricted to only low background levels only - Music levels to be controlled to not exceed $L_{Aeq}$ 60 dB at listeners' locations. This applies to the hours prior to 5.00pm Monday to Friday and prior to 2.00pm on Saturdays.	To avoid music noise intrusion on the adjoining premises during their operational hours.
2	Other than within the operational hours that coincide with the adjoining commercial uses (refer Item 1 and above), amplified music to be restricted to foreground levels of no more than broadband levels of: <ul style="list-style-type: none"> <li>• <math>L_{A10}</math> 90 dBA; and</li> </ul> No more than the following octave band noise levels: <ul style="list-style-type: none"> <li>• <math>L_{10}</math> 80 dB (Linear) at 63 Hz; or</li> <li>• <math>L_{10}</math> 84 dB (Linear) at 125 Hz.</li> </ul> Subwoofers shall not be used and loudspeakers with a frequency response below 125 Hz shall be limited or equalised to reduce all frequencies below 125 Hz.	To manage low frequency noise emissions from the premises and to avoid music as a dominant source.



## 4. ACOUSTIC CRITERIA

Due to the current Covid-19 restrictions this assessment has been undertaken as a desktop exercise and ACA has not undertaken any site visits to inspect the site and surrounding area. Accordingly, for the purpose of this assessment, the guideline background noise levels identified by Australian Standard AS 1055:1997 - Acoustics (Part 2) have been considered. In accordance with AS 1055, for 'residential areas with negligible transportation', the following guideline background noise levels have been adopted by this assessment:

- $L_{A90}$  40 dBA during the daytime (7.00am - 6.00pm);
- $L_{A90}$  35 dBA during the evening (6.00pm - 10.00pm); and
- $L_{A90}$  30 dBA during the night (10.00pm - 7.00am).

THIS  
\* MAY BE  
INCORRECT  
NEEDS TO BE ASSESSED

Based on the adopted broadband background noise levels described above, the applicable intrusiveness noise levels (background + 5dB) considered by this assessment (for determining general compliance with Condition 3) are as follows:

- $L_{Aeq}$  45 dBA during the daytime (7.00am - 6.00pm);
- $L_{Aeq}$  40 dBA during the evening (6.00pm - 10.00pm); and
- $L_{Aeq}$  35 dBA during the night (10.00pm - 7.00am).

Given the proposed hours of operation, the night  $L_{Aeq}$  35 dBA criterion is considered the most stringent criterion for determining general compliance with Condition 3. Additionally, it should be noted that this is the most onerous intrusiveness noise level that would apply under the provisions of the *NSW Noise Policy for Industry (NPfI)*.

Whilst Condition 3 specifically relates to noise from mechanical services, this assessment considers the cumulative noise levels from the premise, including the mechanical plant.

Adjustments apply in accordance with EPA guidelines for tonality, frequency weighting, impulsive characteristics, fluctuations and temporal content, where relevant.

In lieu of undertaking background noise measurements, for the purposes of addressing Condition 2a, ACA has considered octave band background noise level measurements undertaken in a semi-rural residential area with negligible local transportation noise, normalised to the broadband noise levels identified by AS 1055.

**Table 4.1** sets out the adopted  $L_{90}$  octave band background noise levels and resultant  $L_{10}$  criteria considered for the assessment of music and crowd noise.



acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

Item #	Recommendation	Reasoning
3	<p>Care must be taken with live acts to ensure acceptable off-site noise levels. In particular:</p> <ul style="list-style-type: none"> <li>Acoustic drumkits and stomp boxes are discouraged (small percussion instruments and equalised electronic percussion are considered generally acceptable).</li> <li>Bass guitars should be controlled to avoid excessive low frequencies below 125Hz.</li> <li>Large 12"-15" speakers may require equalisation to avoid excessive low frequencies below 125Hz.</li> <li>Controlling overall noise levels and equalisation of instruments in accordance with Item 2 above is essential to keep within compliance margin.</li> </ul>	To manage low frequency noise emissions from the premises and to avoid music as a dominant source.
4	Patrons to be limited to no more than 75 persons at any time.	To limit internal noise levels within the bar and reduce noise breakout.
5	Externally located air-conditioning unit to be maintained/serviced and/or acoustically treated to minimise noise levels at the boundary of the site.	To minimise mechanical services noise emissions.
<b>Treating the Path</b>		
6	<p>Entry doors on to Yamba Street to remain normally closed at all times when foreground amplified music is played within the bar. Door to be commercial glazed type, and acoustically certified at <math>R_w + C_{tr} 30</math> or greater.</p> <p>Management to ensure entry door is not opened during live music performances. Door to be normally opened for general access between music performances only. Note that the strict control of the doors during music performances is critical to ensuring the management of noise emissions from the premises.</p> <p>The applicant also proposes to install a heavy-set theatre curtain directly inside the bifold doors and this would be drawn during live music performances to further reduce noise breakout.</p>	To reduce noise breakout from the bar.
7	<p>Rear kitchen door to the east to remain normally closed at all times when foreground amplified music is played within the bar.</p> <p>Management to ensure the door is not opened during live music performances.</p>	To reduce noise breakout from the bar.
8	<p>It is recommended to fit sound absorption panelling internally to the ceiling and walls. It is recommended to cover approximately 80% of the ceiling area with absorptive panels with minimum rating of NRC 0.95.</p> <p>Absorptive furniture is also recommended (e.g. textiles and cushioned furniture).</p>	To minimise reverberation and noise build-up indoors.

18

PHONE (02) 9159 9859

EMAIL [sydney@acousticsconsultants.com.au](mailto:sydney@acousticsconsultants.com.au) ADDRESS U6 31-33 Hume Street ▶ Crows Nest, NSW 2650

Document Set ID: 2308321

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

Item #	Recommendation	Reasoning
<b>Management</b>		
9	Operations to be restricted to the approved opening/operating hours as follows (subject to the restrictions set out under Item 1): <ul style="list-style-type: none"> <li>Monday, Thursday and Friday - 3.00pm – 11.30pm</li> <li>Tuesday and Wednesday - closed</li> <li>Saturday 11.30am – 11.30pm</li> <li>Sundays and Public Holidays 11.30am – 10.00pm</li> </ul>	To minimise site noise emissions.
10	Staff to proactively manage noise within the small bar and adhere to Responsible Service of Alcohol principles thus reducing the likelihood of patrons causing noise and participating in anti-social activities.	To limit internal noise levels within the bar and reduce noise breakout.
11	Deliveries of goods to site to occur between the hours of 8.00 am and 6.00 pm only.	To minimise site noise emissions.
12	Waste disposal to occur between the hours of 8.00 am and 6.00 pm only and noise generated by the sorting / disposal of empty bottles to be managed by undertaking this activity within the building.	To minimise site noise emissions.
13	Signage to be installed to remind patrons to limit noise when leaving the premises.	Management of off-site noise emissions.
14	Recommendations of this report to be included in the Plan of Management, which is to be periodically reviewed and updated.	To pro-actively plan for effective noise control.
15	Noise monitoring to be undertaken by a suitably qualified and experienced acoustic consultant within 3 months of commencement of operations. The noise monitoring should be co-ordinated to occur during a representative busy evening/night to determine compliance with the approval conditions and where necessary identify any further noise control recommendations.	To pro-actively plan for effective noise control.

It is expected that with the implementation of the noise mitigation measures set out above, noise levels at sensitive receivers would be controlled to levels in compliance with the relevant approval conditions and within acceptable compliance margin of the NSW NPfl.



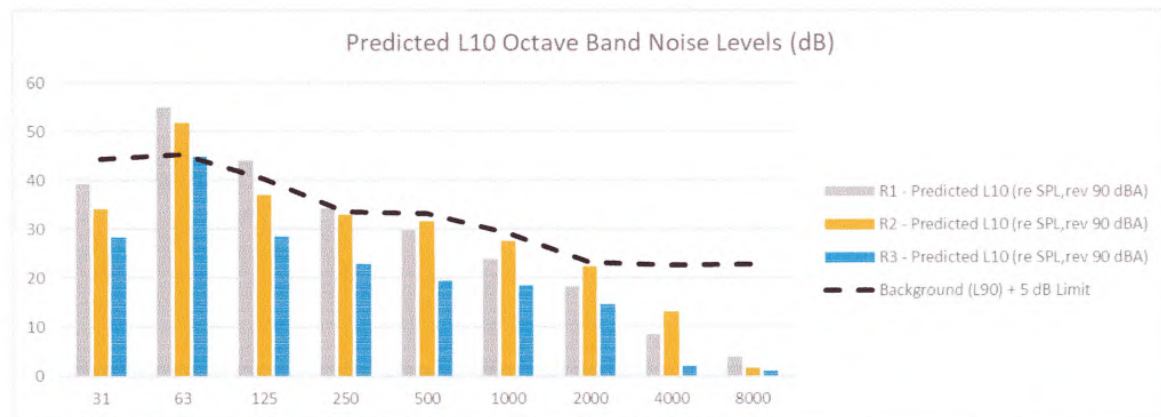
PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

- The small bar has been assumed to possess a reverberation time,  $RT_{60} = 0.5$  s.
- Live music as per **Table 5.1**.
- Mechanical services noise per **Table 5.2** - air-conditioning plant running continuously.
- Bi-fold doors on to Yamba Street to fitted with double panes comprising 6.38 mm glass / 10mm gap / 6.38 mm glass and full perimeter compressible acoustic seals. The doors are to be acoustically rated at  $R_w 35 / R_w + C_{tr} 30$  or greater and are to be kept closed during live music performances and only opened intermittently for access in between music performances. Note that the strict control of the entry door (and additionally the rear kitchen door) during music performances is critical to ensuring the management of noise emissions from the premises.

### Predicted Noise Levels

Review of the predicted octave band noise levels indicates that based on the identified music spectra, there is potential for a low frequency dominance in the noise emissions from the premises. **Figure 5.1** compares the predicted octave band noise levels with the 'background + 5' criteria required by Condition 2a. Potential exceedances in the 63Hz and 125Hz low frequency octave bands are noted at the closest residential receivers. At R1 potential exceedances of approximately 10 dB at 63 Hz and 4 dB at 125 Hz are predicted. At R2 a potential exceedance of approximately 6 dB at 63 Hz is predicted.

**Figure 5.1** Predicted Octave Band Noise Levels –  $L_{A10}$  (dBA)



The predicted broadband noise levels that may be expected to arise external to the identified receivers are set out in **Table 5.3** and compared against the most onerous night time assessment criterion that may apply under the provisions of the *NPfl*.


Adjustments apply in accordance with EPA guidelines for tonality, frequency weighting, impulsive characteristics, fluctuations and temporal content, where relevant.

**From:** "noreply@clarence.nsw.gov.au" <noreply@clarence.nsw.gov.au>  
**Sent:** Fri, 14 Jan 2022 12:48:25 +1100  
**To:** "Submissions" <submissions@clarence.nsw.gov.au>  
**Subject:** Submission - [REDACTED]  
**Attachments:** SubmissionReceipt-MakeASubmission-96.pdf



## Submission - - J A SUPER FUND watson

Contact details	
First name	J A SUPER FUND
Last name	watson
Email	[REDACTED]
Phone number	[REDACTED]
Address	[REDACTED]
Suburb	yamba
State	NSW
Postcode	2464
Submission details	
Item on public submissio	

n	
Comments	<p>the last rites amendment to amend clause 6 and the hours and street dining NO NO NO</p> <p>We vehemently object to any amendment</p> <p>WE operate / have an AIR BNB in level 2 / 1 Yamba street our guests with children object , as do we , about the constant noise drunken behavior smoking in the street and police presence . There are people always exiting the building and milling in the street</p> <p>the last rites has done no sound proofing as per the original DA and have not adhered to the current DA requirements</p> <p>The loud noises and bands playing has already been unbearable , we currently have multiple objections for review in at council and we are currently waiting for council to monitor the current sound levels</p> <p>to take any clause out or amend would be horrendous</p> <p>i have video evidence to support this</p> <p>see below</p>
Please upload any additional supporting documents	



**From:** "noreply@clarence.nsw.gov.au" <noreply@clarence.nsw.gov.au>  
**Sent:** Mon, 17 Jan 2022 13:26:44 +1100  
**To:** "Submissions" <submissions@clarence.nsw.gov.au>  
**Subject:** Submission - - BARRY RILEY  
**Attachments:** SubmissionReceipt-MakeASubmission-104.pdf



## Submission - - BARRY RILEY

Contact details	
First name	BARRY
Last name	RILEY
Email	[REDACTED]
Phone number	[REDACTED]
Address	[REDACTED]
Suburb	YAMBA
State	NSW
Postcode	2464
Submission details	
Item on public submission	

n	
Comments	<p>DA2021/0116 1ST JUNE 2021. LAST RITES BAR YAMBA ST YAMBA NSW 2464</p> <p>RE APPLICATION FOR AMENDMENT TO CONDITION 6 OF THE DEVELOPMENT CONSENT WE WOULD LIKE TO OBJECT TO ANY CHANGES AND TO SEE MORE SUPERVISION OF THE CONDITIONS THAT ARE IN PLACE. LAST FRIDAY NIGHT AT DIFFERENT TIMES WE WERE SUBJECTED TO NOISE LEVELS FROM THE BAR AND UPON VENTURING TO YAMBA ST WE NOTICED THAT THE DOOR WAS LEFT OPEN, COULD NOT SEE THE NOISE CURTAIN WHICH SHOULD OF BEEN IN PLACE. AS WE LIVE ABOUT 150-200 METRES FROM THE BAR AND STILL HEAR THE NOISE I REALLY FEEL FOR THE PEOPLE THAT LIVE IN CLOSE PROXIMITY INCLUDING THE CARAVAN PARK. SEEMS THE RULE FOR THE OPERATOR IS TO SEE HOW FAR THEY CAN GO AND THEN TRY TO CHANGE THE CONDITIONS. YOURS BARRY AND DOROTHY RILEY</p>
Please upload any additional supporting documents	

**From:** "noreply@clarence.nsw.gov.au" <noreply@clarence.nsw.gov.au>  
**Sent:** Sat, 15 Jan 2022 10:08:09 +1100  
**To:** "Submissions" <submissions@clarence.nsw.gov.au>  
**Subject:** Submission - - joan watson  
**Attachments:** SubmissionReceipt-MakeASubmission-101.pdf



## Submission - - joan watson

Contact details	
First name	joan
Last name	watson
Email	[REDACTED]
Phone number	[REDACTED]
Address	[REDACTED]
Suburb	yamba
State	nsw
Postcode	2464
Submission details	
Item on public submission	

n	
Comments	<p>i operate a business [REDACTED] i cannot open my business on a sunday afternoon for the loud music emitting from the last rites the doors are supposed to closed but as you can see from the video attached the owner show scant regard for the adjoining neighbours attached is a sunday afternoon at approx 5 pm their DA is for the doors to be closed to stop noise from adjoining properties</p>
Please upload any additional supportin g document s	

**From:** "noreply@clarence.nsw.gov.au" <noreply@clarence.nsw.gov.au>  
**Sent:** Fri, 14 Jan 2022 12:54:25 +1100  
**To:** "Submissions" <submissions@clarence.nsw.gov.au>  
**Subject:** Submission - - J A Watson super fund watson  
**Attachments:** SubmissionReceipt-MakeASubmission-97.pdf



## Submission - - J A Watson super fund watson

Contact details	
First name	J A Watson super fund
Last name	[REDACTED]
Email	[REDACTED]
Phone number	[REDACTED]
Address	[REDACTED]
Suburb	yamba
State	NSW
Postcode	2464
Submission details	
Item on public submission	

n	
Comment s	<p>the last rites amendment to amend clause 6 and the hours and street dining NO NO NO</p> <p>We vehemently object to any amendment</p> <p>WE operate a shop opposite at [REDACTED] and rent out a second shop to [REDACTED]</p> <p>the last rites has done no sound proofing as per the original DA and have not adhered to the current DA requirements</p> <p>The loud noises and bands playing has already been unbearable , we currently have multiple objections for review in at council and we are currently waiting for council to monitor the current sound levels</p> <p>to take any clause out or amend would be horrendous</p> <p>i have video evidence to support this</p> <p>there has been police presence loud loutish behavior in the street to open our shop on a Sunday afternoon is impossible with the noise emitting for the last rites</p>
Please upload any additional supportin g document s	



**From:** "noreply@clarence.nsw.gov.au" <noreply@clarence.nsw.gov.au>  
**Sent:** Fri, 14 Jan 2022 12:36:56 +1100  
**To:** "Submissions" <submissions@clarence.nsw.gov.au>  
**Subject:** Submission - - Andrew and Joan watson  
**Attachments:** SubmissionReceipt-MakeASubmission-95.pdf



## Submission - - Andrew and Joan watson

Contact details	
First name	Andrew and Joan
Last name	watson
Email	[REDACTED]
Phone number	[REDACTED]
Address	[REDACTED]
Suburb	yamba
State	nsw
Postcode	2464
Submission details	
Item on public submission	

n	
Comment s	<p>the last rites amendment to amend clause 6 and the hours and street dining NO NO NO</p> <p>We vehemently object to any amendment</p> <p>i live opposite at [REDACTED] and have an AIR BNB in [REDACTED]</p> <p>[REDACTED]</p> <p>the last rites has done no sound proofing as per the original DA and have not adhered to the current DA requirements</p> <p>The loud noises and bands playing has already been unbearable , we currently have multiple objections for review in at council and we are currently waiting for council to monitor the current sound levels</p> <p>to take any clause out or amend would be horrendous</p> <p>i have video evidence to support this</p> <p>see below</p>
Please upload any additional supportin g document s	<p>[REDACTED]</p>

# Development Application submission



Submission date: **21 January 2022, 10:10AM**  
Receipt number: **162**  
Related form version: **28**

## Contact details

First name	<b>Briian. A.</b>
Last name	<b>Simpson</b>
Email	[REDACTED]
Phone number	[REDACTED]
Address	[REDACTED]
Suburb	<b>Yamba</b>
State	<b>New South Wales</b>
Postcode	<b>2464</b>

## Submission details

Development Application on exhibition	<b>REV2021/0011 - 2-4 Yamba Street Yamba</b>
---------------------------------------	--

Comments

Dear Councillor's,  
Briian Simpson, [REDACTED] Yamba NSW 2464.  
I/ We (The Simpson Family), STRONGLY OBJECT to  
this proposal.  
In Yamba currently, we have a total abundance of  
Venue's providing Liquour;  
Pacific Hotel.  
Yamba Shores Tavern.  
Golf Club.  
Bowling Club.  
What used to be the Backpackers.  
Anguorie Resort.  
Plus, All the Resturant's in Yamba.  
Councillor's, Yamba DOES NOT need yet another  
Eatery. We have way to many right now....  
We certainly don't need a Venue in the middle of  
Yamba that may provide Live Music!  
This will not only affect Calypso Park, but, what about  
ALL the surrounding Resident's.  
So, they had some Company From Sydney saying  
there would be little to no effect on surrounding  
Resident's.  
What a load of BULL.  
Amplified Music, plus up to 75 patrons all screaming  
and squilling until almost midnight.  
No Way!!!  
Yamba does not need it.  
The Resident's of Yamba CBD do not need it.  
Councillor's;  
NO MORE RESTAURANT'S/ CAFE'S. NO MORE  
BAR'S.  
We have quite enough.  
Thank you.  
  
Regards  
Briian. A. Simpson.  
[REDACTED] Yamba NSW 2464.

Supporting documents



**From:** "noreply@clarence.nsw.gov.au" <noreply@clarence.nsw.gov.au>  
**Sent:** Thu, 27 Jan 2022 19:10:02 +1100  
**To:** "Submissions" <submissions@clarence.nsw.gov.au>  
**Subject:** Submission - REV2021/0011 - 2-4 Yamba Street Yamba - Pilley  
**Attachments:** SubmissionReceipt-DevelopmentApplicationSubmission-175.pdf



## Submission - REV2021/0011 - 2-4 Yamba Street Yamba - Pilley

Contact details	
First name	Steven
Last name	Pilley
Email	[REDACTED]
Phone number	[REDACTED]
Address	[REDACTED]
Suburb	Yamba
State	New South Wales
Postcode	2464
Submission details	
Development Application	REV2021/0011 - 2-4 Yamba Street Yamba

exhibition	
Comments	<p>I strongly object to the changing of the Consent Condition and it should remain as:</p> <p>"The noise from the licensed premises shall not be audible within any habitable room in any residential premises during opening hours."</p> <p>There are many residents living and holidaying within close proximity of the venue. If the noise is not controlled, as it is detailed in the original consent, then everyone will be potentially severely impacted.</p> <p>Unfortunately, there have been entertainment acts at the venue and there was excessive audible noise within a habitable room of some friends close by. It was extremely loud and was made worse due to the fact the folding doors were wide open with no attempt to contain the excessive noise.</p> <p>In the four page submission dated 4th March 2021 that NSW Police Force lodged, they objected to the granting of a license for multiple reasons including the noisy venue negatively impacted on the sleeping habits of people in residential dwellings in close proximity to the venue.</p> <p>The concerns of nearby residents should be taken into account and acted on.</p> <p>It appears the applicant has accepted the above consent and decided to build, open and operate the business knowing the conditions of consent.</p> <p>The applicant also compared his business with others in town and many hundreds of kilometres away, however the DA is only dealing with this application and it's concerns.</p>
Supporting documents	

	I have not made a political donation or gift to any Clarence Valley Council employee or councillor in the last 2 years.
Privacy advice	
Disclaimer	
	I agree

**From:** "noreply@clarence.nsw.gov.au" <noreply@clarence.nsw.gov.au>  
**Sent:** Fri, 28 Jan 2022 14:04:42 +1100  
**To:** "Submissions" <submissions@clarence.nsw.gov.au>  
**Subject:** Submission - REV2021/0011 - 2-4 Yamba Street Yamba - O'CONNOR  
**Attachments:** SubmissionReceipt-DevelopmentApplicationSubmission-180.pdf



## Submission - REV2021/0011 - 2-4 Yamba Street Yamba - O'CONNOR

Contact details	
First name	Helen
Last name	O'CONNOR
Email	[REDACTED]
Phone number	[REDACTED]
Address	[REDACTED]
Suburb	Yamba
State	NSW
Postcode	2464
Submission details	
Development Application	REV2021/0011 - 2-4 Yamba Street Yamba



exhibition	
Comments	<p>I am totally in support of Last Rites Bar and cannot understand why, what seems to be an administrative error, needs to be scrutinised by the general community.</p> <p>Please just fix the obvious typo and move on with essential business activities.</p> <p>Clarence Council - surely this process is a total waste of time, effort and cost to ratepayers (me). Please look at and attend to priorities for our region and try to support new businesses rather than fill their days with bureaucratic nonsense and additional out of pocket expenses.</p> <p>I am happy to discuss if anyone cares to contact me. Helen O'Connor</p>
Supporting documents	
	I have not made a political donation or gift to any Clarence Valley Council employee or councillor in the last 2 years.
Privacy advice	
Disclaimer	
	I agree

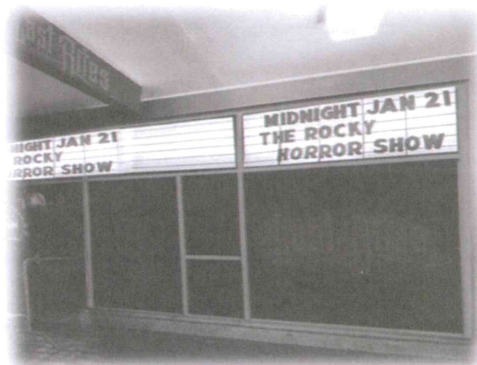


PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

Report 11.00306-02

prepared on 20/08/2021

Techton  
BUILDING SERVICES  
PO BOX 1049  
BALLINA NSW 2478  
Ph: 02 6681 5258  
Fax: 02 6681 5259



**acoustics consultants**  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

REPORT PREPARED BY

**Acoustics Consultants Australia**  
**ABN 81 646 523 953**  
**U6, 31-33 Hume Street ▶ Crows Nest, NSW 2065**  
PHONE (02) 9159 9859  
EMAIL [sydney@acousticsconsultants.com.au](mailto:sydney@acousticsconsultants.com.au)

BASIS OF REPORT

This report has been prepared by **Acoustics Consultants Australia (ACA)** with all reasonable skill, care and diligence, and taking account of the timescale and resources allocated to it by agreement with the Client. Information reported herein is based on the interpretation of data collected, which has been accepted in good faith as being accurate and valid.

This report is for the exclusive use of the Client. No warranties or guarantees are expressed or should be inferred by any third parties. This report may not be relied upon by other parties without written consent from ACA. ACA disclaims any responsibility to the Client and others in respect of any matters outside the agreed scope of the work.

DOCUMENT CONTROL

REFERENCE	DATE	PREPARED	REVIEWED	AUTHORISED
11.00306-01	18/08/2021	SF	MdIM	SF
11.00306-02	20/08/2021	SF	MdIM	SF

acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

CONTENTS

.....	1
REPORT 11.00306-02.....	4
1. INTRODUCTION .....	4
2. BACKGROUND INFORMATION.....	5
3. CONDITIONS OF CONSENT .....	9
4. ACOUSTIC CRITERIA .....	10
5. ASSESSMENT .....	12
6. RECOMMENDATIONS.....	17
APPENDICES .....	20
APPENDIX A: GLOSSARY OF ACOUSTIC TERMS.....	21
APPENDIX B: NOISE MODELLING CONTOURS .....	24



acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

## Report 11.00306-02

### 1. INTRODUCTION

This report presents the findings of a noise assessment conducted by Acoustics Consultants Australia (ACA) for the proposed change of use to the premises located at located at Shop 4 (Lot 2, DP 506131), 2-6 Yamba Street, Yamba.

The development proposal is for alterations to the existing tenancy and inclusion of a food and drink premises (small bar and restaurant), to be known as Last Rites Bar.

This assessment has been prepared to address the Conditions of Consent that relate to noise, as set out in the Development Consent granted by Clarence Valley Council (DA2021/0116), dated 1 June 2021.

The objectives of this assessment are:

- to identify the main sources of noise from the proposal and the nearest potentially affected noise sensitive receivers;
- to conduct an objective noise assessment based on a 3D noise model of the site assuming busy operations; and
- to provide noise control recommendations to minimise potential for adverse noise impacts on noise sensitive premises.

The methodology and Standards used to conduct the assessment, as well as the numeric assessment results are presented in the following sections of this report.

Acoustic terms used in this report are defined in the Glossary of **Appendix A**.

acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST. YAMBA  
NOISE ASSESSMENT

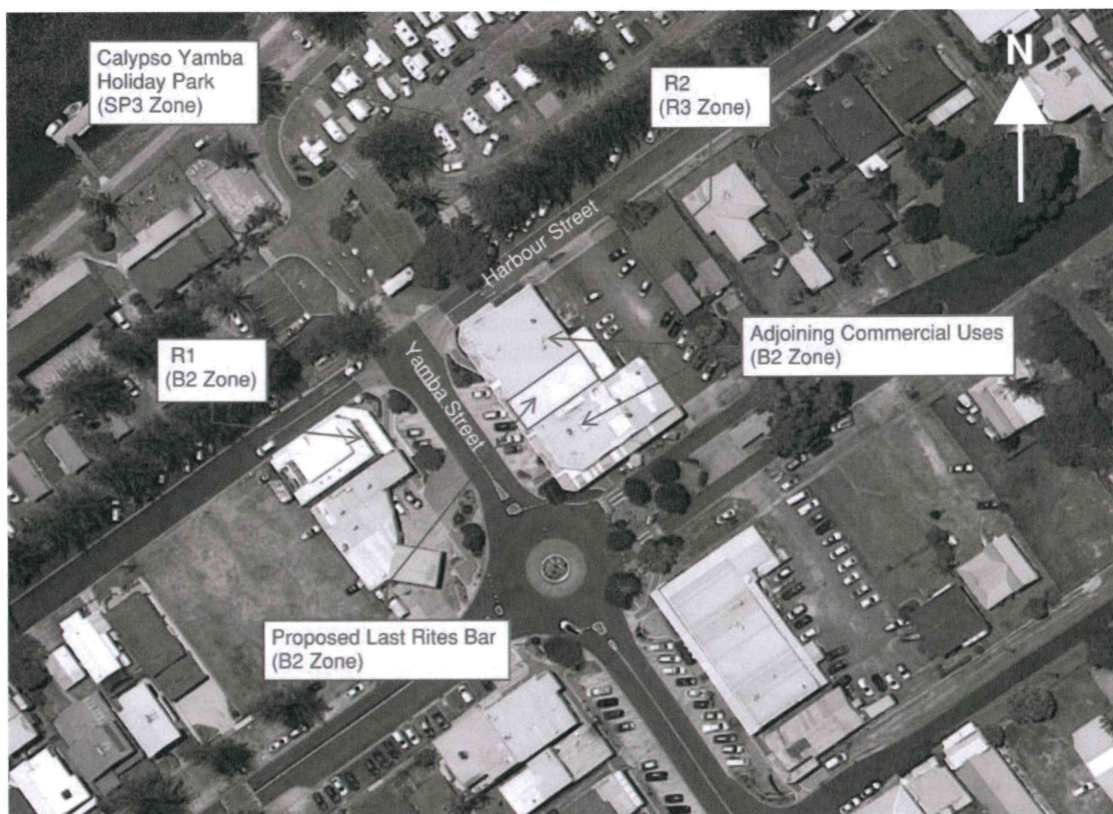
## 2. BACKGROUND INFORMATION

### Location

The subject site is Shop 4 of the single storey commercial block located at 2-6 Yamba Street, Yamba.

Figure 2.1 shows an aerial view of the site which identifies the location of the proposed small bar / restaurant and the various uses in the surrounding area.

Figure 2.1 Site Location and Nearest Noise Sensitive Receivers



Shop 4 is adjoined by retail tenancies 'Country Style' and 'Podium' to the south and by a hair salon 'Society Hair' to the north. The subject site and surrounding commercial properties are zoned B2 under the Clarence Valley Local Environmental Plan.

acoustics consultants  
 AUSTRALIA

PROPOSED SMALL BAR  
 LAST RITES BAR  
 2-6 YAMBA ST, YAMBA  
 NOISE ASSESSMENT

Noise Sensitive Receivers

In addition to the adjoining commercial receivers, the closest potentially affected residential receivers considered by this assessment are shown in **Figure 2.1** and detailed in **Table 2.1**.

Table 2-1 Sensitive Receivers Considered

ID	Address	Land Use / Description	Approximate Distance from Site	
			Entry Door	Rear Facade
R1	1 Yamba Street	Residential – Residential Use on upper floor of mixed used building (B2 Local Centre Zone)	35 m	50 m
R2	8 Harbour Street	Residential - Single Dwelling (R3 - Medium Density Residential Zone)	40 m	20 m
R3	Calypso Yamba Holiday Park	Holiday Park (SP3 Tourist Zone)	60 m	60 m

R1 (1 Yamba Street) is located to the west of the subject site, on the opposite side of Yamba Street. 1 Yamba Street comprises a mixed-use building located within the B2 (Local Centre) zone along with the adjoining Spar Express service station / convenience store. The upper floor (3<sup>rd</sup> floor) of R1 is used for residential purposes. Further west, the Medium Density Residential zone commences.

R2 (8 Harbour Street) is located to the east of the carpark to the rear (east) of the subject site and is zoned R3 (Medium Density Residential).

R3, the Calypso Yamba Holiday Park located to the north of Harbour Street is zoned SP3 (Tourist). Whilst residential criteria do not strictly apply to Holiday Park accommodation, for the purposes of this assessment, this receiver has been conservatively treated as residential.

Proposed Development

It is proposed to undertake alterations and additions to Shop 4 to provide a food and drink premises (small bar and restaurant). The proposed floorplan is shown in **Figure 2.2**.

The proposed food and drink premises would provide internal seating for approximately 40 patrons and this would be the typical number of patrons anticipated. At full capacity the bar may accommodate up to 75 patrons at any one time.

The premises have no external areas that would be occupied by patrons and foreground amplified music is only proposed outside the hours that coincide with the operations of the adjoining businesses. Only very low-level background music within the bar is proposed within the operational hours of the adjoining businesses.



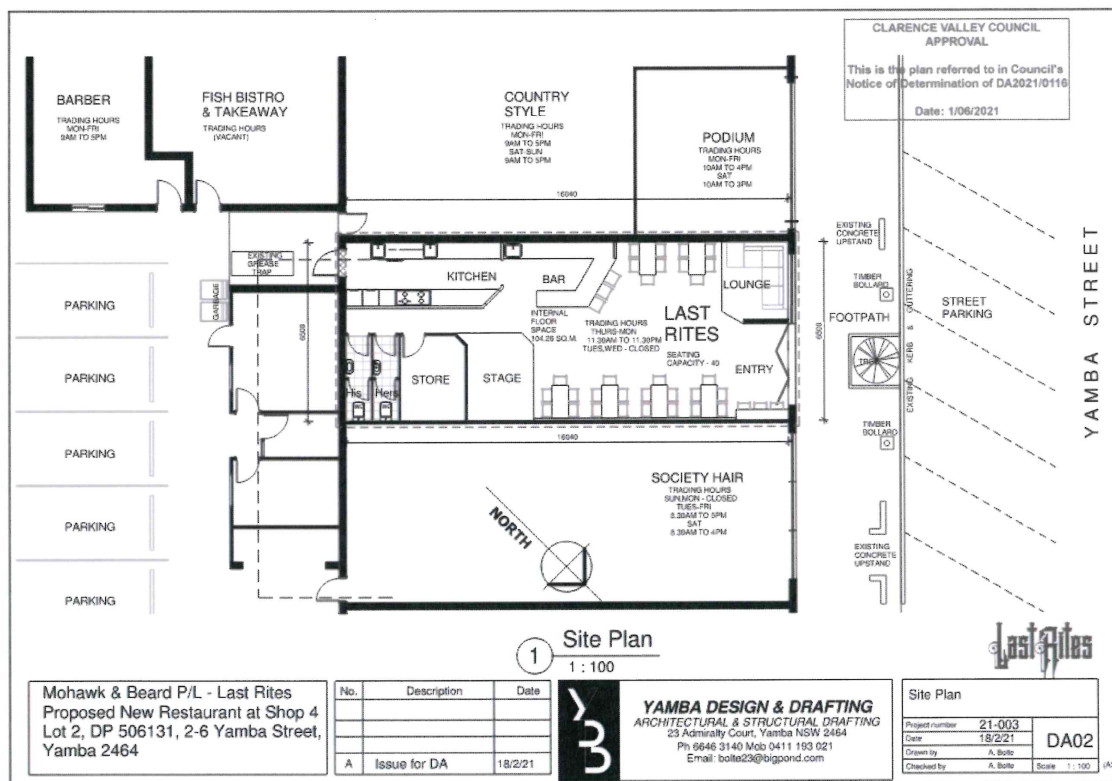
acoustics consultants  
 AUSTRALIA

PROPOSED SMALL BAR  
 LAST RITES BAR  
 2-6 YAMBA ST, YAMBA  
 NOISE ASSESSMENT

It is understood the proposed kitchen would be used for low intensity cooking only and therefore the kitchen would not require mechanical ventilation / air extraction.

The building's existing ducted air-conditioning system would be used, which has one external unit (identical to the adjoining tenancies) located on the building's eastern facade.

Figure 2.2 Proposed Floorplan



Public entry to the premises would be via the existing primary entrance on Yamba Street.

As indicated in Figure 2.2 the fitout would include:

- a kitchen / bar / service area.
- main bar area with seating for approximately 40 patrons and with maximum capacity for up to 75 patrons; and
- dedicated stage area to be used for various live music performances, but only outside of the operational hours of the adjoining businesses.



acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST. YAMBA  
NOISE ASSESSMENT

### Approved Hours

The approved opening/operating hours are:

- Monday, Thursday and Friday - 3.00pm – 11.30pm
- Tuesday and Wednesday - closed
- Saturday 11.30am – 11.30pm
- Sundays and Public Holidays 11.30am – 10.00pm

acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

### 3. CONDITIONS OF CONSENT

Development Consent has been granted by Clarence Valley Council subject to a number of conditions, including Conditions 2-6 that relate to noise, as follows:

2. *The development must be designed and operated such that, with regard to music and patron noise:*
  - a. *The  $L_{A10}$  noise level emitted from the licensed premises shall not exceed the background noise level in any Octave Band Frequency (31.5Hz – 8kHz inclusive) by more than 5dB between 07:00am and 11:30pm at the boundary of any affected residence.*
  - b. *The  $L_{A10}$  noise level emitted from the licensed premises shall not exceed the background noise level in any Octave Band Frequency (31.5Hz – 8kHz inclusive) between 11:30pm and 07:00am at the boundary of any affected residence.*
3. *The equivalent continuous A-weighted level of noise from the mechanical plant, measured over a 15 minute period, shall not exceed the background noise level by more than 5dB at 1 metre from the façade of the most affected residential receiver who has not given written permission for an exceedance of this condition.*
4. *Should a complaint be received by Council and the noise be determined “offensive”, the applicant shall engage a suitably qualified acoustic consultant at their expense to assess the noise and recommend reasonable and feasible methods of attenuation to be undertaken.*
5. *The approved opening/operating hours are:*
  - Monday, Thursday and Friday - 3.00pm – 11.30pm
  - Tuesday and Wednesday - closed
  - Saturday 11.30am – 11.30pm
  - Sundays and Public Holidays 11.30am – 10.00pm
6. *The noise from the licensed premises shall not be audible within any habitable room in any residential premises during opening hours.*

ACA notes that given the proposed operational hours, the Condition 2b requirements are not relevant to the application.

acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

## 4. ACOUSTIC CRITERIA

Due to the current Covid-19 restrictions this assessment has been undertaken as a desktop exercise and ACA has not undertaken any site visits to inspect the site and surrounding area. Accordingly, for the purpose of this assessment, the guideline background noise levels identified by Australian Standard AS 1055:1997 - *Acoustics (Part 2)* have been considered. In accordance with AS 1055, for 'residential areas with negligible transportation', the following guideline background noise levels have been adopted by this assessment:

- $L_{A90}$  40 dBA during the daytime (7.00am - 6.00pm);
- $L_{A90}$  35 dBA during the evening (6.00pm - 10.00pm); and
- $L_{A90}$  30 dBA during the night (10.00pm - 7.00am).

Based on the adopted broadband background noise levels described above, the applicable intrusiveness noise levels (background + 5dB) considered by this assessment (for determining general compliance with Condition 3) are as follows:

- $L_{Aeq}$  45 dBA during the daytime (7.00am - 6.00pm);
- $L_{Aeq}$  40 dBA during the evening (6.00pm - 10.00pm); and
- $L_{Aeq}$  35 dBA during the night (10.00pm - 7.00am).

Given the proposed hours of operation, the night  $L_{Aeq}$  35 dBA criterion is considered the most stringent criterion for determining general compliance with Condition 3. Additionally, it should be noted that this is the most onerous intrusiveness noise level that would apply under the provisions of the *NSW Noise Policy for Industry (NPfI)*.

Whilst Condition 3 specifically relates to noise from mechanical services, this assessment considers the cumulative noise levels from the premise, including the mechanical plant.

Adjustments apply in accordance with EPA guidelines for tonality, frequency weighting, impulsive characteristics, fluctuations and temporal content, where relevant.

In lieu of undertaking background noise measurements, for the purposes of addressing Condition 2a, ACA has considered octave band background noise level measurements undertaken in a semi-rural residential area with negligible local transportation noise, normalised to the broadband noise levels identified by AS 1055.

**Table 4.1** sets out the adopted  $L_{90}$  octave band background noise levels and resultant  $L_{10}$  criteria considered for the assessment of music and crowd noise.

acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

In assessing noise levels at residences, the noise level is to be assessed externally at the most affected point on or within the property boundary.

It is considered that by maintaining noise levels below the identified L<sub>10</sub> criteria externally to residences during the relevant operating periods, satisfactory acoustic outcomes and compliance with Condition 2a may be achieved.

Additionally, the inaudibility requirements of Condition 6, may be expected to be generally satisfied.

Table 4.1 Adopted Octave Band L<sub>90</sub> Background Noise Levels and L<sub>10</sub> Octave Band Criteria

Time	Octave Band Levels									A-Weighted Broadband Levels	
	Frequency (Hz)									L <sub>A90,15min</sub> (dBA)	L <sub>A10,15min</sub> (dBA)
	32	63	125	250	500	1K	2K	4K	8K		
Daytime (L <sub>90</sub> Spectra)	49	50	45	39	38	36	28	24	23	40	-
Daytime (L <sub>10</sub> Criteria)	54	55	50	44	43	41	33	29	28	-	45
Evening (L <sub>90</sub> Spectra)	44	44	40	33	34	30	23	22	21	35	-
Evening (L <sub>10</sub> Criteria)	49	49	45	38	39	35	28	27	26	-	40
Night (L <sub>90</sub> Spectra)	39	40	35	29	28	24	18	18	18	30	-
Night (L <sub>10</sub> Criteria)	44	45	40	34	33	29	23	23	23	-	35

Notes: Daytime 7.00am–6.00pm; Evening 6.00pm–10.00pm; Night 10.00pm–7.00am. The L<sub>10</sub> octave band criteria are based on the background L<sub>90</sub> levels + 5dB. The octave band background noise levels are based on measurements undertaken in a semi-rural residential area with negligible local transportation noise, normalised to the broadband noise levels identified by AS 1055.



acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

## 5. ASSESSMENT

### Operations and Noise Sources

The key noise sources associated with the proposal are expected to be:

- Patrons within the proposed small bar/ restaurant, up to 75 persons.
- Amplified reproduced music within the proposed small bar/ restaurant (subject to the timeframes and restrictions identified by this report).
- Occasional amplified live music played within the proposed small bar/ restaurant (subject to the timeframes and restrictions identified by this report).
- Existing ducted air-conditioning unit and existing toilet extraction fans.

Additionally, noise may be generated by the delivery of goods to the site and waste disposal, however these activities would be confined to the least sensitive daytime hours. In particular, the noise generated by the sorting/disposal of empty bottles would be managed by undertaking this activity within the building.

### Building Design Overview

ACA has reviewed the building design details provided by the applicant.

The existing tenancy has substantial double brick walls to the south and east, with a commercial glazed façade, including glazed double entry doors to the west facing Yamba Street. It is proposed to remove the existing glazed façade and replace with double glazed bifold doors.

The northern tenancy wall that separates the tenancy from the adjoining hair salon is a single steel stud partition comprising 16mm Frycheck plasterboard / 100mm cavity (with 100mm acoustic batts included in the cavity) / 13mm standard gyprock plasterboard. This construction may be expected to achieve an acoustic insulation rating of approximately  $R_w$  43 ( $R_w+C_{tr}$  31). The partition, however, extends only to the underside of the ceiling. Above the ceiling line the wall partition comprises a single layer of 16 mm Frycheck plasterboard. It is noted that the partition would currently not be sufficient for satisfactory control of moderate music levels.

The roof/ceiling comprises profiled metal roofing sheets, internally lined with anticon insulation, supported on timber trusses, with a 1-2 m separation before the internal ceiling. The internal ceiling is formed from 13mm gyprock plasterboard at the periphery and with 15mm osb feature in the centre. Within the ceiling void the entire extent of the ceiling is fitted out with two layers of 100mm thick acoustic insulation batts with no gaps. This construction may be expected to achieve an acoustic insulation rating of approximately  $R_w$  55 ( $R_w+C_{tr}$  48).

An electrical services room adjoins tenancy to the east, which provides an additional noise buffer to receivers to the east. The internal kitchen wall to be provided in the tenancy fit-out and the existing solid core external kitchen door would provide further control of noise breakout to the east of the site.

12

---

PHONE (02) 9159 9859

EMAIL [sydney@acousticsconsultants.com.au](mailto:sydney@acousticsconsultants.com.au) ADDRESS U6 31-33 Hume Street ▶ Crows Nest, NSW 2650

acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

Noise breakout from the tenancy would be expected to be primarily via the acoustically weakest components of the building, being:

- the partition separating the tenancy from the adjoining hair salon, including through flanking transmission pathways over the partition and via the roof void;
- the entry doors on Yamba Street, principally when the doors are open; and
- to a lesser degree the roof of the building.

Noise Source Levels

Previous measurements conducted by ACA at other similar venues and bars with electronically amplified music and patrons have been used to estimate noise emissions from the proposal. These are summarised in **Table 5.1**.

**Table 5.1** Noise Source Levels – dB relative to 20 micro Pascals (dB re 20µPa).

Frequency	1/1 Octave Band Sound Level – dB									dBA
	31 Hz	63 Hz	125 Hz	250 Hz	500 Hz	1 kHz	2 kHz	4 kHz	8 kHz	
Crowd Noise Levels (raised voice, 75 persons indoors) – Sound Pressure L <sub>10</sub>	-	-	76	82	85	81	75	69	60	<b>85</b>
Music Noise Levels (electronically amplified music) – Sound Pressure L <sub>10</sub>	65	90	89	88	90	81	82	77	77	<b>90</b>
Crowd and Music – Sound Pressure L <sub>10</sub>	65	90	89	89	91	84	83	78	77	<b>91</b>

Notes: Indoor crowd noise has been estimated assuming 75 patrons evenly distributed throughout the bar, with one third of the patrons talking at any given time with raised vocal effort (G = 3). Amplified live music noise has been estimated assuming amplified music levels at foreground level, but restricted to ensure internal reverberant levels remain at 90 dBA or less, as determined within approximately 3 m from the stage. For the purposes of assessment, music spectra with a reasonable low frequency content has been considered – acoustic music sets would be expected to have less low frequency content. Reverberation Time (RT<sub>60</sub>) within the room assumed to be approximately 0.5 Seconds.

The internal reverberant noise levels from amplified music identified by **Table 5.1** are noted to be within the lower to mid-range of amplified foreground music levels recognised by the Association of Australasian Acoustical Consultants (AAAC). At the identified levels, music would be expected to dominate the soundscape and increased patron vocal effort would be required in close proximity to the listeners ear' for effective communications.

These noise levels in combination of sound transmission data for each of the building elements have been used to calculate the expected noise levels breaking out of the building.

acoustics consultants  
 AUSTRALIA

PROPOSED SMALL BAR  
 LAST RITES BAR  
 2-6 YAMBA ST, YAMBA  
 NOISE ASSESSMENT

For the purposes of this assessment, sound power levels applied for mechanical plant noise have been based on measurements undertaken at other similar venues, with the generic sound power level of  $L_{A10}$  65 dB considered to represent air-conditioning plant and toilet exhaust fans.

Table 5.2 below summarises the mechanical plant noise levels used in the assessment.

Table 5.2 Mechanical Plant Source Sound Power Levels – dB

Frequency	1/1 Octave Band Sound Level – dB								dBA
	63 Hz	125 Hz	250 Hz	500 Hz	1000 Hz	2000 Hz	4000 Hz	8000 Hz	
Lw	61	61	58	58	62	59	48	39	65

Noise Modelling

A three-dimensional noise model of the site and surrounds has been developed using the SoundPLAN V8.2 environmental noise prediction software. An adaptation of the algorithm contained within ISO 9613:1996 *Acoustics – Attenuation of sound during propagation outdoors* has been applied.

Factors that are addressed in the noise modelling are:

- Patron, music and mechanical plant noise level emissions and locations
- Shielding/reflection effects from structures
- Receiver locations
- Ground topography
- Noise attenuation due to geometric spreading
- Ground absorption
- Atmospheric absorption and
- Influence of meteorology, per ISO 9613 methodologies.

The modelling has considered a ‘worst-case’ scenario, based on the maximum capacity (75 patrons) with live music. As this situation that would not typically occur, frequently noise emissions from the premises would be expected to be less than predicted by this assessment.

The following assumptions have been applied:

- 75 patrons in small bar area.
- 30% of the patrons actively talking (based on conservative common practice).
- Patrons speaking with “raised” vocal effort with random directivity (i.e. not all the patrons will be facing the same direction).



acoustics consultants  
 AUSTRALIA

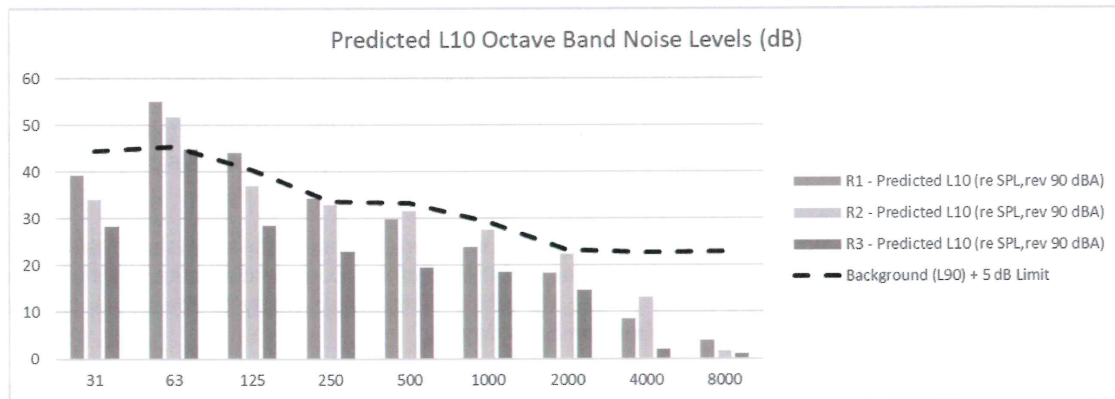
PROPOSED SMALL BAR  
 LAST RITES BAR  
 2-6 YAMBA ST, YAMBA  
 NOISE ASSESSMENT

- The small bar has been assumed to possess a reverberation time, RT60 = 0.5 s.
- Live music as per **Table 5.1**.
- Mechanical services noise per **Table 5.2** - air-conditioning plant running continuously.
- Bi-fold doors on to Yamba Street to fitted with double panes comprising 6.38 mm glass / 10mm gap / 6.38 mm glass and full perimeter compressible acoustic seals. The doors are to be acoustically rated at Rw 35 / Rw +C<sub>tr</sub> 30 or greater and are to be kept closed during live music performances and only opened intermittently for access in between music performances. Note that the strict control of the entry door (and additionally the rear kitchen door) during music performances is critical to ensuring the management of noise emissions from the premises.

Predicted Noise Levels

Review of the predicted octave band noise levels indicates that based on the identified music spectra, there is potential for a low frequency dominance in the noise emissions from the premises. **Figure 5.1** compares the predicted octave band noise levels with the 'background + 5' criteria required by Condition 2a. Potential exceedances in the 63Hz and 125Hz low frequency octave bands are noted at the closest residential receivers. At R1 potential exceedances of approximately 10 dB at 63 Hz and 4 dB at 125 Hz are predicted. At R2 a potential exceedance of approximately 6 dB at 63 Hz is predicted.

Figure 5.1 Predicted Octave Band Noise Levels – L<sub>A10</sub> (dBA)



The predicted broadband noise levels that may be expected to arise external to the identified receivers are set out in **Table 5.3** and compared against the most onerous night time assessment criterion that may apply under the provisions of the *NPfl*.

Adjustments apply in accordance with EPA guidelines for tonality, frequency weighting, impulsive characteristics, fluctuations and temporal content, where relevant.



PROPOSED SMALL BAR  
 LAST RITES BAR  
 2-6 YAMBA ST, YAMBA  
 NOISE ASSESSMENT

It is considered that without mitigation, a 5 dB low frequency noise penalty may be considered applicable. As shown in the table, with a low frequency noise penalty, there is potential for exceedance of the assessment criteria that may apply under the *NPfl*.

Table 5.3 Predicted Noise Levels External to Receivers

Receiver / Address	Predicted Noise Level L <sub>Aeq,15min</sub> (dBA)		Night Criterion L <sub>Aeq,15min</sub> (dBA)	Compliance	
	Unpenalised	Penalised		Unpenalised	Penalised
R1 - 1 Yamba Street	34	39	35	Complies	4 dB Exceedance
R2 - 8 Harbour Street	34	39	35	Complies	4 dB Exceedance
R3 - Calypso Yamba Holiday Park	24	29	35	Complies	Complies

Note: Penalised predictions include a +5dB adjustment for low frequency noise content.

Predicted noise contours are provided in Appendix B of this report.

### Discussion

The results presented above indicate that some further control of noise from the premises would be required to ensure compliance with the approved conditions.

Opportunities for the control of noise have been discussed with the applicant and it is understood that further upgrades to the building, subject to further Council approval would be undertaken in the future.

At this time, however, to meet the approval requirements it is proposed to restrict certain types of live music acts and to control the level and low frequency content of live/reproduced music by electronic equalisation.

Additionally, until further upgrades to the building are undertaken, to ensure the adjoining businesses are not unduly disturbed, within the operating hours of the adjoining commercial units, music would be played at only low background levels (< L<sub>A10</sub> 60 dBA). This would apply to the hours prior to 5.00pm Monday to Friday and prior to 2.00pm on Saturdays.

**Section 6** of this report recommends a number of measures that are proposed to be applied to manage noise emissions from the site, to ensure compliance with the approval conditions. These measures are proposed to be incorporated in the Plan of Management for the premises.

ACA anticipates that with the adoption of the measures set out in **Section 6**, noise levels at sensitive receivers would be controlled to satisfactory levels in compliance with the relevant approval conditions and within acceptable compliance margin of the NSW NPfl.

acoustics consultants  
 AUSTRALIA

PROPOSED SMALL BAR  
 LAST RITES BAR  
 2-6 YAMBA ST. YAMBA  
 NOISE ASSESSMENT

## 6. RECOMMENDATIONS

**Table 6.1** outlines noise mitigation recommendations to manage potential noise impacts on residents from operations at the proposed small bar. The table is divided in 3 sections:

- **Treating the source:** This refers to ways of reducing emissions directly at the source of sound generation (i.e. sound system, speakers, mechanical plant).
- **Treating the path:** This refers to treatment to the medium that is physically in between the source and the receivers (i.e. air paths, buildings, reflective surfaces, supporting structures).
- **Management:** This refers to measures that will be required by the bar management to minimise noise from operations.

**Table 6.1** Noise Mitigation Options

Item #	Recommendation	Reasoning
<b>Treating the Source</b>		
1	During operational hours that coincide with the operational hours of the adjoining commercial uses, amplified music to be restricted to only low background levels only - Music levels to be controlled to not exceed $L_{Aeq}$ 60 dB at listeners' locations. This applies to the hours prior to 5.00pm Monday to Friday and prior to 2.00pm on Saturdays.	To avoid music noise intrusion on the adjoining premises during their operational hours.
2	Other than within the operational hours that coincide with the adjoining commercial uses (refer Item 1 and above), amplified music to be restricted to foreground levels of no more than broadband levels of: <ul style="list-style-type: none"> <li>• <math>L_{A10}</math> 90 dBA; and</li> </ul> No more than the following octave band noise levels: <ul style="list-style-type: none"> <li>• <math>L_{10}</math> 80 dB (Linear) at 63 Hz; or</li> <li>• <math>L_{10}</math> 84 dB (Linear) at 125 Hz.</li> </ul> Subwoofers shall not be used and loudspeakers with a frequency response below 125 Hz shall be limited or equalised to reduce all frequencies below 125 Hz.	To manage low frequency noise emissions from the premises and to avoid music as a dominant source.

acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST. YAMBA  
NOISE ASSESSMENT

Item #	Recommendation	Reasoning
3	Care must be taken with live acts to ensure acceptable off-site noise levels. In particular: <ul style="list-style-type: none"> <li>Acoustic drumkits and stomp boxes are discouraged (small percussion instruments and equalised electronic percussion are considered generally acceptable).</li> <li>Bass guitars should be controlled to avoid excessive low frequencies below 125Hz.</li> <li>Large 12"-15" speakers may require equalisation to avoid excessive low frequencies below 125Hz.</li> <li>Controlling overall noise levels and equalisation of instruments in accordance with Item 2 above is essential to keep within compliance margin.</li> </ul>	To manage low frequency noise emissions from the premises and to avoid music as a dominant source.
4	Patrons to be limited to no more than 75 persons at any time.	To limit internal noise levels within the bar and reduce noise breakout.
5	Externally located air-conditioning unit to be maintained/serviced and/or acoustically treated to minimise noise levels at the boundary of the site.	To minimise mechanical services noise emissions.
<b>Treating the Path</b>		
6	Entry doors on to Yamba Street to remain normally closed at all times when foreground amplified music is played within the bar. Door to be commercial glazed type, and acoustically certified at $R_w 35$ ( $R_w + C_{tr} 30$ ) or greater. Management to ensure entry door is not opened during live music performances. Door to be normally opened for general access between music performances only. Note that the strict control of the doors during music performances is critical to ensuring the management of noise emissions from the premises. The applicant also proposes to install a heavy-set theatre curtain directly inside the bifold doors and this would be drawn during live music performances to further reduce noise breakout.	To reduce noise breakout from the bar.
7	Rear kitchen door to the east to remain normally closed at all times when foreground amplified music is played within the bar. Management to ensure the door is not opened during live music performances.	To reduce noise breakout from the bar.
8	It is recommended to fit sound absorption panelling internally to the ceiling and walls. It is recommended to cover approximately 80% of the ceiling area with absorptive panels with minimum rating of NRC 0.95. Absorptive furniture is also recommended (e.g. textiles and cushioned furniture).	To minimise reverberation and noise build-up indoors.

18

PHONE (02) 9159 9859

EMAIL [sydney@acousticsconsultants.com.au](mailto:sydney@acousticsconsultants.com.au) ADDRESS U6 31-33 Hume Street ▶ Crows Nest, NSW 2650



acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST. YAMBA  
NOISE ASSESSMENT

Item #	Recommendation	Reasoning
<b>Management</b>		
9	Operations to be restricted to the approved opening/operating hours as follows (subject to the restrictions set out under Item 1): <ul style="list-style-type: none"> <li>Monday, Thursday and Friday - 3.00pm – 11.30pm</li> <li>Tuesday and Wednesday - closed</li> <li>Saturday 11.30am – 11.30pm</li> <li>Sundays and Public Holidays 11.30am – 10.00pm</li> </ul>	To minimise site noise emissions.
10	Staff to proactively manage noise within the small bar and adhere to Responsible Service of Alcohol principles thus reducing the likelihood of patrons causing noise and participating in anti-social activities.	To limit internal noise levels within the bar and reduce noise breakout.
11	Deliveries of goods to site to occur between the hours of 8.00 am and 6.00 pm only.	To minimise site noise emissions.
12	Waste disposal to occur between the hours of 8.00 am and 6.00 pm only and noise generated by the sorting / disposal of empty bottles to be managed by undertaking this activity within the building.	To minimise site noise emissions.
13	Signage to be installed to remind patrons to limit noise when leaving the premises.	Management of off-site noise emissions.
14	Recommendations of this report to be included in the Plan of Management, which is to be periodically reviewed and updated.	To pro-actively plan for effective noise control.
15	Noise monitoring to be undertaken by a suitably qualified and experienced acoustic consultant within 3 months of commencement of operations. The noise monitoring should be co-ordinated to occur during a representative busy evening/night to determine compliance with the approval conditions and where necessary identify any further noise control recommendations.	To pro-actively plan for effective noise control.

It is expected that with the implementation of the noise mitigation measures set out above, noise levels at sensitive receivers would be controlled to levels in compliance with the relevant approval conditions and within acceptable compliance margin of the NSW NPfl.



acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

## APPENDICES

20

---

PHONE (02) 9159 9859

EMAIL [sydney@acousticsconsultants.com.au](mailto:sydney@acousticsconsultants.com.au) ADDRESS U6 31-33 Hume Street ▶ Crows Nest, NSW 2650

acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

## APPENDIX A: Glossary of Acoustic Terms

acoustics consultants  
 AUSTRALIA

PROPOSED SMALL BAR  
 LAST RITES BAR  
 2-6 YAMBA ST, YAMBA  
 NOISE ASSESSMENT

**1 Sound Level (or Noise Level)**

Sound may be defined as any pressure variation that the human ear can detect. The human ear responds to a wide range of changes in sound pressure. As the greatest sound pressures to which the human ear responds are 10,000,000 times greater than the lowest, the decibel (dB) scale, by the use of logarithms is used to express sound pressure levels more conveniently.

The standard reference sound pressure used to define a Sound Pressure Level is  $2 \times 10^{-5}$  Pascals (Pa).

The decibel is defined as ten times the logarithmic ratio of two pressures. The smallest perceptible change is approximately 1 dB.

Sound Pressure Level is typically abbreviated as SPL, LP, or L.

**2 "A" Weighted Sound Pressure Level**

The most common frequency rating is 'A-Weighting'. The A-weighting frequency response curve is designed to approximate the sensitivity of the human ear. The symbol  $L_A$  represents A-weighted Sound Pressure Level - The overall broadband level of a sound/noise is typically expressed as a dB(A) level.

Human hearing is most sensitive mid frequencies sounds (500 Hz to 4000 Hz), and less sensitive at higher and lower frequencies. Therefore, the level expressed in dB(A) correlates strongly with the perceived loudness of the sound/noise.

A change in sound pressure level of 1-2 dB is barely noticeable to most people, whilst a 3-5 dB change is perceived as a small but noticeable change in loudness. A 10 dB change is perceived as an approximate doubling or halving in loudness. The table below present the sound pressure levels of some common sources.

Sound Pressure Level dB(A)	Noise Source	Subjective Evaluation
130	Threshold of pain	Intolerable
120	Heavy rock concert	Extremely loud
110	Grinding on steel	
100	Loud car horn at 3 m	Very loud
90	Construction site with pneumatic hammering	
80	Kerbside of busy street	Loud
70	Loud radio or television	
60	Department store	Moderate to quiet
50	General Office	
40	Inside private office	Quiet to very quiet
30	Inside bedroom	
20	Recording studio	

In addition to A-weighting, other less commonly applied frequency weightings include B, C and D weightings. Unweighted or Linear levels are sound levels measured without any weighting. These are expressed as simply dB, or dB(lin) or dB(Z).

acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

### 3 Sound Power Level

The rate at which a noise source emits acoustic energy is defined by its Sound Power Level. Sound Power Levels are also expressed in decibel units (dB or dB(A)). Sound Power is typically identified as SWL or LW. The standard reference sound power used to define a Sound Power Level is  $1 \times 10^{-12}$  Watts (W).

### 4 Statistical Noise Levels

Environmental noise levels from various sources in the environment will vary in level over time. Statistical exceedance levels are typically expressed as  $L_{AN}$  levels (i.e. the A-weighted sound pressure level exceeded for N% of a specific measurement period).

The most commonly used statistical noise levels are as follows:

- $L_{Amax}$  Maximum noise level over a sample period (typically measured on fast time-weighting response).
- $L_{A1}$  Noise level exceeded for 1% of a sample period (typically 15-minute interval).
- $L_{A10}$  Noise level exceeded for 10% of a sample period (typically 15-minute interval).
- $L_{A90}$  Noise level exceeded for 90% of a sample period. This noise level is commonly used to describe the background noise level (in the absence of the source under investigation).
- $L_{Aeq}$  A-weighted equivalent noise level. This is equivalent to the steady sound level containing the same amount of acoustical energy as the time-varying sound. Often referred to as the average noise level.
- ABL Assessment Background Level. This is the single figure background level representing each assessment period (day, evening and night) for each day. It is determined by calculating the lowest 10th percentile background noise level ( $L_{A90}$ ) for each period.
- RBL Rating Background Level. This is the median value of the ABL values for each period (day, evening, night), determined over several days of measurements.



acoustics consultants  
AUSTRALIA

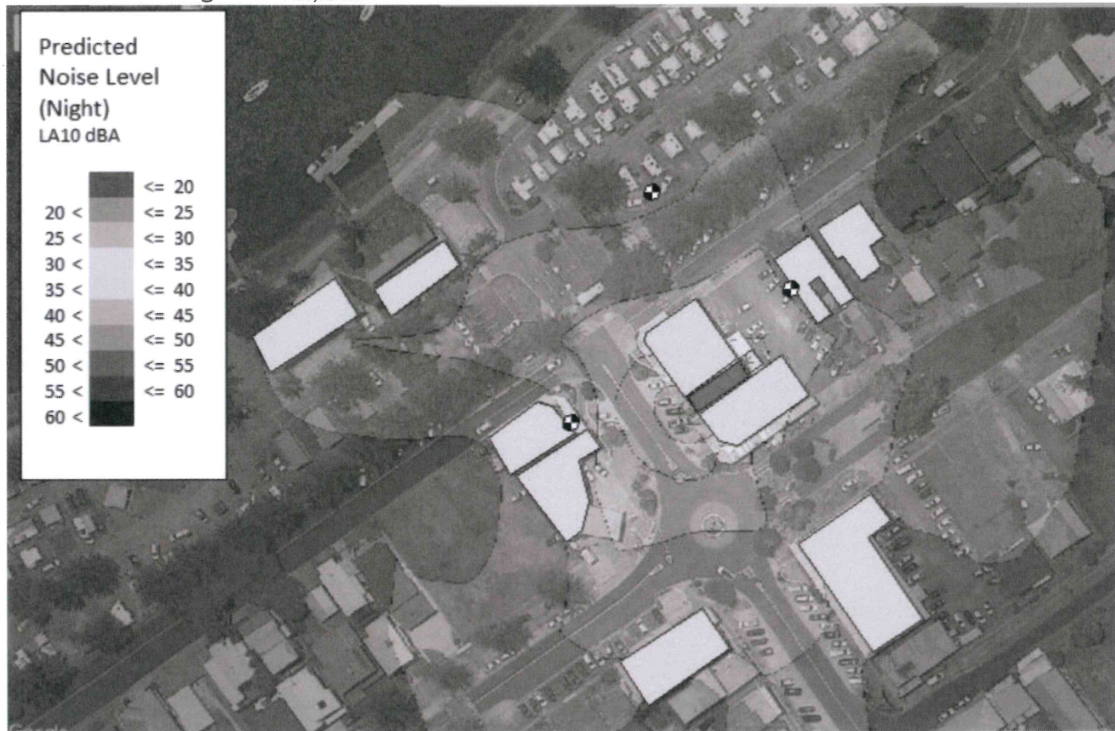
PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST, YAMBA  
NOISE ASSESSMENT

## APPENDIX B: NOISE MODELLING CONTOURS

acoustics consultants  
AUSTRALIA

PROPOSED SMALL BAR  
LAST RITES BAR  
2-6 YAMBA ST. YAMBA  
NOISE ASSESSMENT

Predicted Unmitigated  $L_{A10,15min}$  Noise Levels





# Vegetation Management Plan

## Diggers Headland Reserve

2022





## CONTENTS

<b>1. Summary</b> .....	<b>4</b>
<b>2. Introduction</b> .....	<b>5</b>
<b>3. Aims and Objectives</b> .....	<b>5</b>
<b>4. Location</b> .....	<b>6</b>
4.1. Vegetation management issues .....	8
4.2. Vegetation controls .....	8
4.3. View maintenance.....	9
<b>5. Threatened species and communities</b> .....	<b>10</b>
5.1. Coastal Emu.....	10
5.2. Square-stemmed Olax (Zone 1).....	11
5.3. Littoral Rainforest (Zone 3).....	11
5.4. Themeda Grasslands (Zones 1 & 2) .....	11
5.5. Swamp Forest (Zones 1, 3 & 4) .....	11
5.6. Other Threatened Flora & Fauna .....	12
<b>6. Management Zones and Priorities</b> .....	<b>13</b>
6.1. New Legislation & Plans of Management.....	22
<b>7. References</b> .....	<b>23</b>
<b>Appendix 1 - General Principles of Vegetation Restoration and Management</b> .....	<b>24</b>
7.1. Restoration Aims.....	24
7.2. Restoration Objectives .....	24
7.3. Recording and Monitoring .....	24
7.4. Bushland Regeneration Principles .....	25
7.5. Local Endemic Species.....	25
7.6. Seed Collection .....	25
7.7. Propagation and Planting.....	26
7.8. Maintenance.....	26
7.9. Site Assessment and Risk Analysis .....	27
<b>Appendix 2: Weed Control Techniques</b> .....	<b>28</b>



8.1. Chemicals Used for Weed Control ..... 28

**Appendix 3: Vegetation communities ..... 29**

**Appendix 4: Biosecurity Duty & Weeds..... 33**

**Appendix 5: Flora List ..... 36**

## FIGURES

Figure 1: Diggers Reserve, Clarence Valley NSW ..... 7

Figure 2: Management Zones - Diggers Headland Reserve ..... 14

Figure 3: Vegetation Types at Diggers Headland Reserve .. **Error! Bookmark not defined.**

## TABLES

Table 1: General Management Actions..... **Error! Bookmark not defined.**

Table 2: Management Zones and Actions ..... **Error! Bookmark not defined.**

Table 3: Flora List for Diggers Headland Reserve (after Swain & Edwards, 2013)..... **Error! Bookmark not defined.**

Table 5: Vegetation Types ..... 29

Table 6: List of Weeds in Each Zone and Biosecurity Duty under the *Biosecurity Act 2015* ..... 33

# 1. SUMMARY

Diggers Headland Reserve is a picturesque Crown recreation reserve surrounding the small coastal hamlet of Diggers Camp on the North Coast of New South Wales. It is a special place appreciated by locals and visitors for over a century and is a unique drawcard for locals and visitors to the Clarence Valley with its magnificent coastal setting and outstanding scenery. The Reserve is integral to the nature-based tourist attractions of the region being surrounded by Yuraygir National Park and overlooking the Solitary Islands Marine Park.

Clarence Valley Council is appointed as Crown Land Manager of Diggers Reserve and is responsible for care, control and management of the reserve. The challenge for management is to carefully integrate public recreation with the important environmental values of the reserve and adjacent environs and to guide its use and development in a way that meets the future needs and expectations of the community, including local residents and visitors alike, and the NSW Minister for Lands & Water.

Diggers Headland Reserve situated on the north coast of New South Wales (Figure 1) is 45km southeast of the regional centre of Grafton.

The Reserve surrounds 44 freehold residential allotments and associated public road reserves that make up the village of Diggers Camp. The resident population is small but increases dramatically during holiday periods. The village has no power, water, or sewerage however there is a telephone service and regular garbage collection. Several houses on the western side benefit from elevated water tanks and other structures that encroach on the Reserve. The surrounding Reserve and Yuraygir National Park is a major constraint to any future expansion or servicing of Diggers Camp.

The Diggers Camp Dune Care group was established in 1990 and have worked many thousands of hours on weed control on the Council managed Reserve. Over the years, the group has been successful in attracting funding which has extended across tenures into National Park securing an extensive weed control buffer around the village.

The proximity of residential development places environmental and social pressures on many of the significant values of the reserve. The impacts of weeds, domestic animals, septic systems, encroachments, and social pressures relating to public use of the reserve are some of the management issues recognised in this plan.

The land is zoned RE1 – public recreation and native title determination by the Yaegl Traditional Owners Aboriginal Corporation exists over the Crown Land portion.



## 2. INTRODUCTION

This Vegetation Plan of Management is a guide to the management of vegetation on the Reserve. As the Reserve provides a range of outdoor recreational opportunities for the local community and visitors alike; from camping, picnicking, bushwalking and sightseeing with good access to popular water-based activities such as fishing, swimming and surfing at Diggers Camp Beach, the maintenance of native vegetation, including weeds, fire and vegetation and are the key components of the plan.

In addition to providing for the recreational needs of the community, the Reserve has vital strategic importance as a buffer between Diggers Camp and the adjoining Parks.

## 3. AIMS AND OBJECTIVES

The primary aim of the Plan is to provide a framework for the management of the Reserve for the protection of native flora and fauna and for public recreation, in line with CVC's Biodiversity Strategy 2020-2025 objectives. The Diggers Headland Reserve is a natural landscape, popular with those seeking a basic camping experience, and giving a backdrop to a secluded community lifestyle. The Reserve also serves as an important link between the Village and the National Park, with a variety of vegetation types representative of coastal plant communities that are in decline elsewhere in the state.

Aboriginal cultural sites are located on the Reserve and recorded with the NSW Department of Planning & Environment sites records. As such, restricted access, weed control and native vegetation health are some of the important management actions in this plan associated with cultural sites.

The Plan reinforces the importance of maintaining good relationships with the local community and volunteers interested in restoration and protection of the Reserve's natural values.

The objectives of the Diggers Headland Reserve Vegetation Management Plan are:

1. Manage the natural environments and their processes to ensure their care, maintenance, preservation and conservation while providing for holiday camping, and passive recreational pursuits
2. Protect life and property through implementing the NSW RFS Diggers Camp Village Protection Strategy (May 2018)



3. Maintain biodiversity through appropriate fire regimes
4. Council to continue to maintain grass in open space areas for passive recreational use and camping area maintenance
5. Preserve and improve the vegetation at the base of the foredune to replace vegetation damaged by beach erosion and vandalism
6. Council to maintain escarpment view areas balanced with biodiversity/and local native tree species
7. Use endemic or local seed native plantings when planting is required
8. Identify future needs of the Reserve, especially in terms of the effects of climate change
9. Investigate unauthorised activities on the Reserve
10. Liaise with Diggers Dune Care through regular group planning meetings and provide support to develop weed control and restoration plans
11. Monitor recreational use & bushland habitat vegetation encroachment
12. Monitor biodiversity and the health of the Reserve
13. Continue to seek external funding to help manage biodiversity
14. Support Dune Care, contractors and volunteers with weed control and planting when necessary

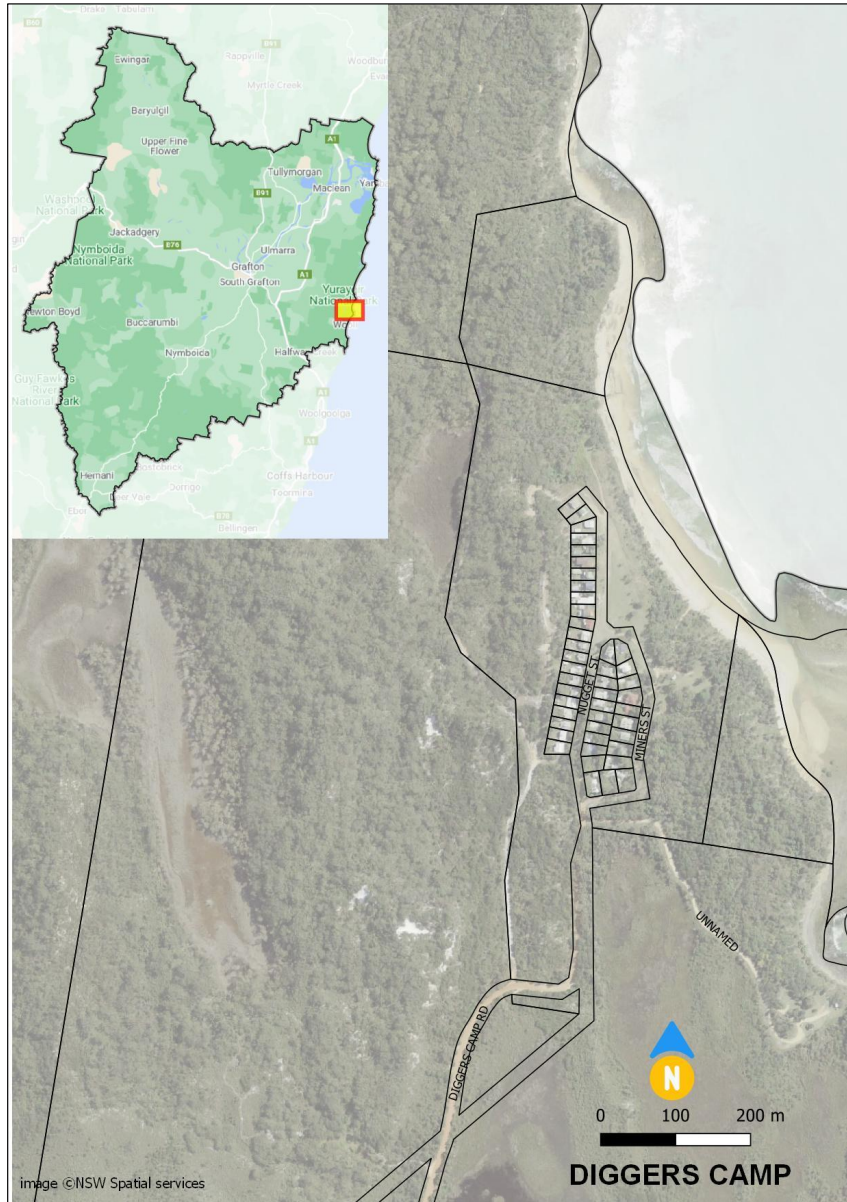
## 4. LOCATION

Diggers Headland Reserve is situated at Diggers Camp on the north Coast of New South Wales approximately 45 kilometres southeast of the regional centre of Grafton, in the Clarence Valley Council area.

Diggers Camp is adjoined by Yuraygir National Park complex which covers over 38,000 hectares and contains the longest stretch of undeveloped coastline in NSW with some of the States most isolated and unspoilt beaches. The magnificent scenery and wide range of recreational opportunities attract thousands of visitors each year. The Park contains several designated public camping areas including Boorkoom Camping Area located a short distance from Diggers Camp. The access track to Boorkoom commences within Diggers Headland Reserve.

On the seaward side of the Reserve the Solitary Islands Marine Park contains the most significant and diverse group of island reefs along the NSW coast. It provides habitat for over 280 species of fish and up to 90 species of coral. The Marine Park is also home to several species of marine mammals and is visited by migrating humpback whales. It is important to ensure that all activities on Diggers Headland Reserve are conducted in such a way that any potential impacts on these significant surrounding environments are minimised.

Figure 1: Diggers Reserve, Clarence Valley NSW



## 4.1. Vegetation management issues

Clarence Valley Council is Trustee Manager of Diggers Headland Reserve. Diggers Headland Reserve is Crown Land under ownership and control by the Department of Planning & the Environment. Council staff maintains grassed open spaces and native vegetation on the Reserve to provide for passive open space recreation, biodiversity and ecological processes to occur. For management purposes the Reserve has four identified management zones, see tables 3 and 4 for management actions in each zone.

## 4.2. Vegetation controls

Any works undertaken in the Reserve are under the auspice of Council whereby; no person can undertake work on the Reserve without prior approval and consent from Council. It is a serious offence for anyone found to undertake works, vegetation control, poisoning of native vegetation or causing damage, erosion or pollution on Crown Land Reserve, and the following points apply:

1. Nature strips located between the roadway and dwellings at Diggers Camp are under the authority of Council. Residents wishing to plant further trees on the nature strip must obtain approval from Council before conducting any works. Resident's mowing the nature strip between Miners and Nugget Street and their property is permissible.
2. Tree removal on Miners and Nugget Street verge or any part of the Crown Reserve is not permissible without Council approval. The nature strip on Diggers Headland is located between the dwellings and Miners Street north to the fire trail gate. Miners Street verge does not include the APZ across the road. Grass management east of the roadway on the headland is Council's responsibility.
3. No person apart from Council staff can conduct works on Diggers Headland east of Miners Street or the "Escarpment" Area. Non-native vegetation planted in the road verge can be gradually removed and replaced with native species only with Council and the adjacent resident agreement.
4. Any existing road verge native plantings should allow reasonable pedestrian passage. A community group or individual shall not dictate road verge management to adjacent property owners as this is the role of Council to facilitate.
5. Crown Land located between APZ's and the front of private property (Miner Street) or any APZ (Miner Street) is under Council management. Private property owners with fire concerns in these areas must consult with Council and not undertake vegetation or any works, mowing, shrub or tree works on Crown Land without written Council approval.



6. Due to fire concerns, and possible seed dispersal of non-native or non-local species, property owners are also discouraged from planting in the reserve adjacent to their properties and must seek approval for any planting in this area.

7. Council is responsible for delivering open space, recreational use and environmental protection on Diggers Headland Reserve. Under this responsibility Council has the authority to issue Penalty Infringements to individuals removing native vegetation or causing damage to the reserve.

### 4.3. View maintenance

Poisoning, removal or damaging native vegetation or carrying out unauthorised works by a person on Crown Land - living opposite or adjacent or found to be closely associated with and benefiting through position, advantaged view or carrying out works benefiting private lands may incur a maximum penalty infringement.

Zone 2 (see Section 6) has been impacted through tree poisoning for improved ocean views. This criminal act has cost Council time and money investigating the reoccurring issue. It has created community upheaval and resentment among residents. Council has been proactive in changing this illegal activity and promoting a balanced approach to the escarpment management through promoting natural growth of trees and managed lopping of some trees to maintain balanced ocean views with a balanced tree scape. This process will help stabilise this steep dune prone to slumping if no deep-rooted tree species are present.

Placing bollards to delineate the mowing zone will impede the scenic amenity of the escarpment and create more costly infrastructure management of grass around posts. Council staff will manage the escarpment mowing to the required areas. No one other than Council staff are to carry out mowing or whipper snipper work on the reserve outside of the resident/road verge agreed areas. Anyone found mowing or doing any unauthorised work including tree works in Zone 2 or anywhere on the reserve will face criminal proceedings.



## 5. THREATENED SPECIES AND COMMUNITIES

There are a range of threatened species and threatened ecological communities on the Reserve, highlighting the importance of implementing the actions in this Plan which aim to protect and conserve these species.

An ecological community is a naturally occurring group of native plants, animals and other organisms living in a unique habitat (DPE, 2021). Under NSW Government legislation, species and Threatened Ecological Communities (TEC's) are listed under the Biodiversity Conservation Act 2016, and federally under the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act).

Protection of native vegetation on the Reserve is the responsibility of the public, Department of Planning & Environment, Council and Crown Lands. Clearing of native vegetation is an offence under the Crown Lands Act, Environmental Planning and Assessment Act 1979, Protection of the Environment and Operations Act 1997 and the Biodiversity Conservation Act 2016.

Unauthorised clearing or damage to native vegetation or threatened species on Diggers Headland Reserve may attract a maximum penalty.

Note that the listing of some vegetation types and species as 'endangered or threatened ecological communities' may change as more information about the flora and fauna at Diggers Headland becomes apparent through specific studies or surveys, and this Plan will be updated accordingly.



### 5.1. Coastal Emu

The Coastal Emu is listed as the endangered '*Emu population in the New South Wales North Coast Bioregion and Port Stephens local government area*' under the NSW Biodiversity Conservation Act 2016.

Recent reports show a contraction in the emu range in the Clarence and an associated decline in the population. Several localities have lost their subpopulations. For example, no coastal emus have been recorded in Yamba since 2015, Minnie Water and Woolli since 2014, Station Creek and Pebbly Beach since 2011, Bundjalung since 2006, or in Corindi since 2004. This photo was taken in 2012 by M. Swain, with one of the last sightings of an emu in Diggers Reserve in 2014.

## 5.2. Square-stemmed Olax (Zone 1)

Square-stemmed Olax (*Olax angulata*) is an upright shrub, which may be parasitic on the roots of other plants. Its stiff branches are often yellowish in colour, with prominent U-shaped ridges. The branchlets are square in cross-section and are yellow-green or blue-green like the leaves. The leaves are stalkless, arranged alternately, and are smooth, brittle and oval-shaped with a tiny point at the end. Small white flowers are often present with the fleshy, egg-shaped, one-seeded fruits (DPIE 2021). Olax is classed as Vulnerable in NSW, and Vulnerable on the EPBC Act. It has a small distribution in areas east of Grafton such as Diggers Reserve, Minnie Water and Wooli, mainly in Yuraygir National Park and on nearby leasehold land. Also known from an area north of Grafton in Banyabba Nature Reserve, Fortis Creek National Park and adjoining freehold land (DPE 2021). At Diggers Reserve is it found as individual plants along fire trails in heath land.

## 5.3. Littoral Rainforest (Zone 3)

There are patches of littoral rainforest on the Reserve (see Figure 2), and '*Littoral Rainforest in the New South Wales North Coast, Sydney Basin and South East Corner Bioregions*' is an endangered ecological community (EEC) listed on the NSW Biodiversity Conservation Act 2016, and listed as Critically Endangered under the federal Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act).

## 5.4. Themeda Grasslands (Zones 1 & 2)

*Themeda triandra* (formerly *Themeda australis*) or kangaroo grass, is a native grass that can occur as a specific plant community on headlands along the NSW coast. There are sections of *Themeda* grassland at Diggers Headland which is classed as an Endangered Ecological Community in NSW (*Themeda grassland on seacliffs and coastal headlands in the NSW North Coast, Sydney Basin and South East Corner Bioregions*).

## 5.5. Swamp Forest (Zones 1, 3 & 4)

Swamp forest, or as it's scientifically known "*Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions*" is listed as an EEC in NSW. It is a

mid-high closed forest occurring near semi permanent creeks, springs and around perched lakes, located in moist and inundated swales or perched lakes.

## **5.6. Other Threatened Flora & Fauna**

Threatened fauna on the Reserve also includes the Beach Stone Curlew, Eastern Osprey, Glossy Black Cockatoo and a variety of sea birds. Other threatened flora species are listed in Table 3.



## 6. MANAGEMENT ZONES AND PRIORITIES

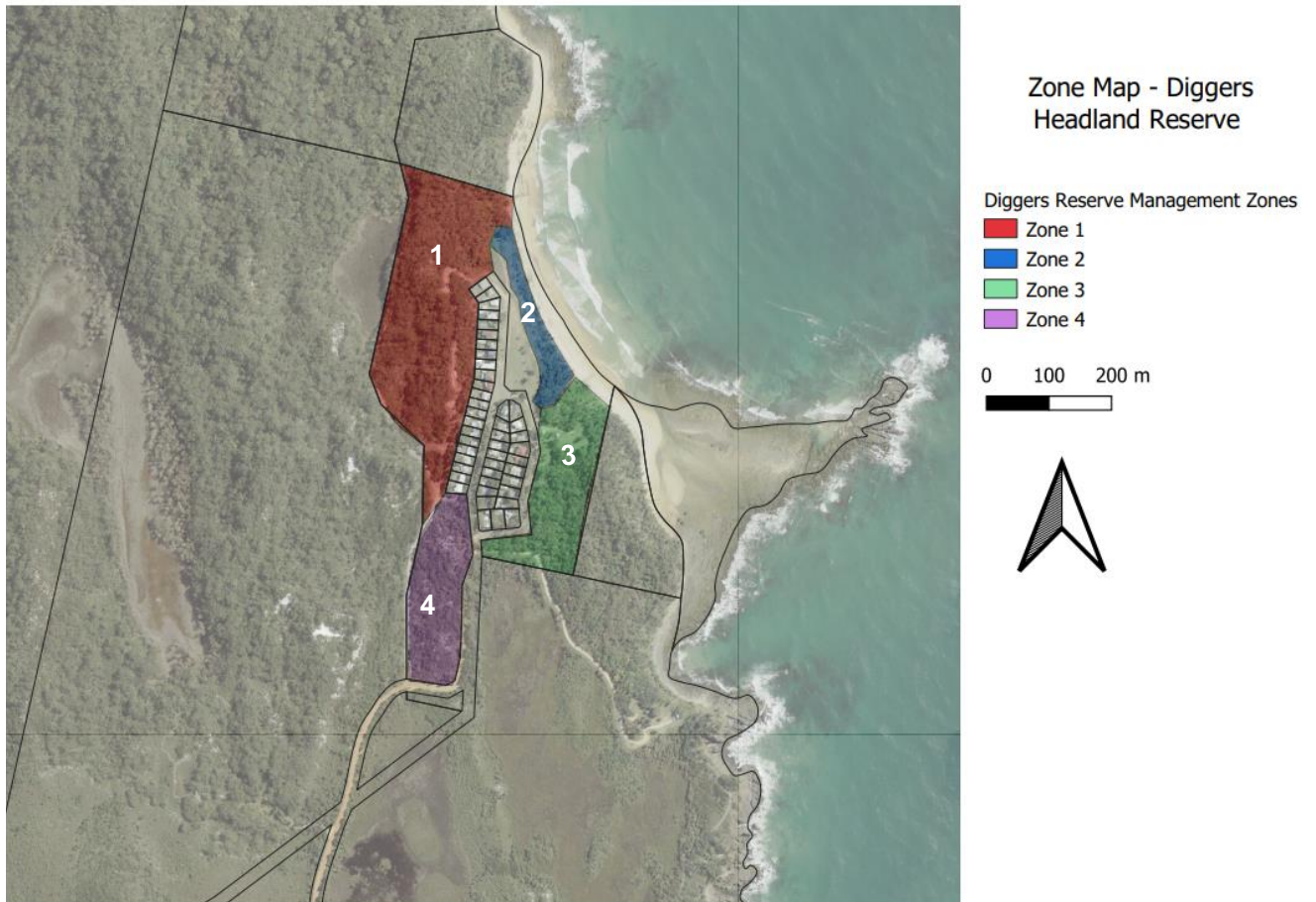
Management Zones are used for strategic coordination of works, with the overall area separated into smaller manageable units, or 'zones'. These zones are also used to communicate between stakeholders a history of works that have been conducted in particular areas and for planning for future works.

The priorities for works in these Zones will depend on the severity of weed infestations in each zone. The Biosecurity Act 2015 and Biosecurity Regulation 2017 list state priority weeds. The *North Coast Regional Strategic Weed Management Plan* lists regional priority weeds. As a rule, priority weeds will be initially targeted across the Reserve. See Table 6 for a list of weeds in each zone, including the weed management category.

Table 1 describes general actions that are applicable across all the zones, and Table 2 specifies actions for each zone.



Figure 2: Management Zones - Diggers Headland Reserve





**Table 1: General Management Actions**

There are general actions in Table 1 below which are to be carried out across the Reserve, in all Zones.

General	Action	Description	Responsibility	Priority
These are general actions, that are applicable across all zones on the Reserve	1	Monitor and manage APZ's and fuel loads in bushland areas	CVC	High
	2	There is to be no encroachment of private gardens onto the Reserve or dumping of garden refuse. No fires are to be lit on the Reserve. This also includes the removal/use of vegetation or fallen timber from the Reserve for firewood.	CVC/Dune Care	High
	3	Council to wash down mowers before working on Diggers Reserve	CVC	High
	4	Monitor and report weed outbreaks	Community/ Dune Care/CVC	High
	5	Map and date any fire occurrences	CVC/Dune Care	Medium
	6	Systematically work through zones, working in 10m strips and ensure all weeds are controlled before moving to next strip. Cut, scrape and paint woody weeds such as lantana, bitou bush and ochna.	CVC/Dune Care	Medium

General	Action	Description	Responsibility	Priority
	7	Spot spray to control buffalo grass, other introduced grasses and ground cover weeds. Take care not to spray native grasses, sedges and groundcovers. Lop cut stems into billets and leave on site as mulch.	CVC/Dune Care	Medium
	8	Check for outbreaks and spot spray to control scattered glory lily ( <i>Gloriosa superba</i> ) in October-December with a follow up in March-April.	CVC/Dune Care	Medium
	9	Council to notify residents prior to undertaking spraying.	CVC	High
	10	Works should include biannual walk through to identify and control weed outbreaks.	CVC/Dune Care	Medium
	11	Maintain endemic foredune vegetation through natural regeneration and replanting where applicable.	CVC/Dune Care	High
	12	Target <i>Senna pendula</i> when in flower (yellow) for easy spotting. Weed work should be undertaken in a methodical line method using ribbon or tape to maintain a straight line. Control other weeds as they present. Annual weeds will persist as they appear seasonally and in exposed areas.	CVC/Dune Care	Medium
	13	When annual weeds present in large infestations plant native species to help shade and slow annual weed growth. Follow up with further control and plantings. Weed control methods for listed weeds are in Appendix 8.	CVC/Dune Care	Medium



Table 2: Management Zones and Actions

Zone 1	Action	Description	Responsibility	Priority
<b>Vegetation types:</b> Swamp forest, Dune vegetation, Dry Sclerophyll Forest Wet Heath, and Littoral Rainforest remnant	14	Spray/hand pull identified weeds for maintenance of healthy vegetation. Weeds in this area include groundsel bush, bitou bush, lantana, winter senna, coastal morning glory, and glory lily, ochna, painted spurge, Paramatta grass, whiskey grass and garden escapees. Care is to be taken around the king fern <i>Todea barbara</i> grove in the swamp forest ( <i>Melalueuca</i> wetland).	Dune Care/CVC	High
	15	Regular inspections and control are necessary in this Zone to ensure weeds are continually suppressed.	Dune Care/CVC Three monthly	High
	16	Garden escapees are to be targeted in the area behind the houses, east of the fire trail. Remove rubbish and fruit trees on Crown Reserve.	CVC/	High
	17	The area west of the fire trail is in good condition with minimal weeds that are generally restricted to the edges. A periodic survey (every 3 months) for weed outbreaks is necessary.  No planting is required in this zone	CVC/Dune Care – check every 3 months	Low - moderate



Zone 2		Description	Responsibility	Priority
<b>Vegetation Types:</b> Open woodland, Low to Tall Closed Sedgeland of <i>Carex            pumila</i> , Sedge / Fernland	18	Spray/hand pull identified weeds for maintenance of healthy vegetation. Council to notify residents prior to undertaking spraying.	Dune Care/CVC	High
	19	Encourage the regrowth, natural recruitment of planting of banksia trees that were previously illegally poisoned.	CVC	Medium
	20	Zone 2 is degraded with often sparse canopy and dense ground cover of grasses and weeds. Removal of groundcover vegetation could cause erosion of the steep escarpment and control should be gradual. For example replacing exotic grasses with endemic species such as kangaroo grass or <i>Lomandra</i> .	Dune Care/CVC	High
	21	Target siratro ( <i>Macroptilium atropurpureum</i> ) as a priority in this zone where it occurs. Other vines include morning glory (cut & wind up) and the cutting back of <i>Smilax</i> if too dominant.	Dune Care/CVC	High
	22	Systematically work through the area commencing at the northern beach access track. Work the sequence below through in 10m strips and ensure all weeds are controlled before moving to next strip.	Dune Care/CVC	High
	23	Refer to Section 9 for methods to remove painted spurge, mother of millions, siratro, coastal morning glory, buffalo grass, glory lily, farmers friends, bitou and other emerging and dominant weeds.	Dune Care/CVC	High



Zone 2		Description	Responsibility	Priority
	24	Spot spray/hand pull selected areas around existing native trees to control buffalo grass, other introduced grasses and groundcover weeds. Take care not to spray native grasses such as sedges.	Dune Care/CVC	Medium

Zone 3		Description	Responsibility	Priority
<b>Vegetation Types:</b> Swamp forest, Dune vegetation, Dry Sclerophyll Forest,	25	Spray/hand pull identified weeds for maintenance of healthy vegetation. Council to notify residents prior to undertaking spraying.	Dune Care/CVC	High
	26	The Camping management plan for Diggers Headland is to clearly state that no guy ropes are to be tied to vegetation.	CVC	High
	27	Glory lily persists within the zone and requires annual treatment along the east side of the dune.	Dune Care/CVC	High

Zone 3		Description	Responsibility	Priority
Littoral Rainforest, and Dry Heath	28	Council is to maintain the mowing in this area (not residents) to maintain natural vegetation at a low height and to minimise the introduction of weeds through the use of unwashed mowers.	CVC	High
	29	An Aboriginal site i.e. a "Midden" is located in Zone 3. This site is significant to the Gumbaingirr people and must be recognised prior to working in the area. Consultation with Council for the location and proposed works is necessary in Zone 3 prior to undertaking any restoration works.	CVC	High
	30	A patch of Closed Forest – Turpentine ( <i>Syncarpia glomulifera</i> ) forest occupies a small area in this zone. This isolated and small patch of Turpentine is a remnant and was possibly part of a larger community now consumed by sea level rise over thousands of years, care is to be taken when working in this area.	CVC/Dune Care	High
	31	Working from one end to the other along the contours is possibly the easiest method.	CVC/Dune Care	High
	32	The area west of the fire trail is in good condition with minimal weeds that are generally restricted to the edges. A periodic survey for weeds outbreaks is necessary. No planting required in this zone	CVC/Dune Care – check every 6 months	Low - moderate



Zone 4		Description	Responsibility	Priority
<p><u>Vegetation Types:</u> Dry Heath, Melaleuca Swamp Forest, Wet Heath.</p>	33	<p>This Zone is generally in good condition with weeds restricted to the road and fire trail edges. Introduced grasses including Parramatta and Whisky grass are located on the fire trail brought in by mowers and vehicles. Works should include bi-annual walk through to identify and control weed outbreaks.</p>	Dune Care/CVC	High
	34	<p>Importantly Cypress pine (<i>Callitris macleayana</i>) and epiphytes are found in this zone. These species are susceptible to wildfire attack. Prescribed fire for fuel reduction should consider these species by implementing a cool burn or no burn in some locations.</p>	CVC	Medium
	35	<p>Planting may be required in areas of this zone where residents have removed trees illegally, see Council for further information.</p>	Dune Care/CVC	Low
	36	<p>The Western side of the fire trail has very low weed infestations hence little restoration work has been required. The vegetation is in relatively good condition. There has been irregular fire in this area.</p>	Dune Care/CVC	Medium
	37	<p>The area to the east of the fire trail is prone to encroachment from residents including planting of fruit trees and invasive garden plants, hence these should be monitored for re-emergence as well.</p>	Dune Care/CVC	Medium

## 6.1. New Legislation & Plans of Management

New legislation (the *Crown Land Management Act 2016*) came into effect regarding the management of Crown lands under the care, control and management by local councils. One of the most significant changes of this new Act is that the land must be managed as if it were public land under the Local Government Act 1993 (LG Act) on Crown reserves where a council is the appointed Crown land manager.

As a result, Clarence Valley Council is currently updating the *Clarence Valley Community Land, Crown Reserves and other Public Places Generic Plan of Management 2014 – 2023* (also called the “generic PoM”) to provide clear direction for the ongoing development, management and use of all Council controlled parks and reserves, which include Diggers Headland.

The purpose of updating the generic PoM is to:

- Ensure compliance with the LG Act, and other legislation and planning instruments such as the *Environmental Planning and Assessment Act 1979* (EP&A Act) and *Clarence Valley Local Environmental Plan 2011* (CVLEP);
- contribute to the council’s broader strategic goals and vision as set out in the community strategic plan – the Clarence 2027;
- assign a management category to newly acquired community land to be included under the generic PoM;
- provide a framework and clear direction in the development, use and management of all public land covered by the generic PoM; and
- ensure consistent management that supports a unified approach to meeting the varied needs of the community.





## 7. REFERENCES

Biodiversity Conservation Act, 2016. <https://legislation.nsw.gov.au/view/html/inforce/current/act-2016-063#sch.2> Date accessed 13/7/21.

NSW Department of Planning & Environment. 2021. *Swamp Sclerophyll Forest Profile*. <https://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10786> Date accessed 13/7/21.

NSW Department of Planning & Environment. 2021. *Olox angulata Threatened Species Profile*. <https://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10574> Date accessed 1/7/21.

Department of Environment, 2021. List of Threatened Plants. <https://www.environment.gov.au/cgi-bin/sprat/public/publicthreatenedlist.pl?wanted=flora> Date accessed 21/4/21.

Swain & Edwards, 2013. In "Diggers Headland Reserve Plan of Management 2013." Clarence Valley Council.

# APPENDIX 1 - GENERAL PRINCIPLES OF VEGETATION RESTORATION AND MANAGEMENT

## 7.1. Restoration Aims

1. To maintain and improve biodiversity through restoring vegetation communities to their natural state and protecting threatened species and communities through the reduction of weed species and promotion of native vegetation in all Zones.
2. Provide community education regarding the conservation values, and environmental impacts from garden waste dumping, tree poisoning and lopping for views
3. To rationalise access and restore endemic vegetation on areas used inconsistently with the Diggers Reserve Vegetation Management plan.

## 7.2. Restoration Objectives

Vegetation restoration at the Reserve has the ability to;

1. Reduce weed infestations impacting on native vegetation, threatened species and Ecological Endangered Communities on the Reserve.
2. Provide healthy wildlife habitat links, connecting with the surrounding Yuraygir National Park.
3. Maintain visual aesthetics and amenity of the Reserve for suitably passive recreational pursuits.
4. Reduce the potential or severity of slumping and mass movement of sand on steep slopes and protect foredunes against storm damage.

## 7.3. Recording and Monitoring

Monitoring is a useful tool for recording the history of a regeneration site over time. This also helps in analysis to improve methods for future projects. Observations that can be monitored are;

- Fixed site before and after photographs (photopoints)
- Record keeping of plantings - plant species location and numbers
- Plant survival rates



- Annual plant growth
- Watering and fertiliser regimes
- Weed control activities and chemical application record sheets

## 7.4. Bushland Regeneration Principles

There are two types of restoration approaches apply to native vegetation management -

1. Natural Regeneration (would not effectively stabilise dunes within a short time frame)
2. Assisted Regeneration (rapidly stabilise the dunes removing weeds and planting local endemic species).

Both Natural and Assisted Regeneration apply to the Reserve depending on the condition of the site. Assisted regeneration is particularly useful for those sites that are in poor condition with low numbers of naturally regenerating native species.

## 7.5. Local Endemic Species

The use of local indigenous species grown from local seed compliments other native plants and animals in the area and promotes genetic and ecological sustainability in the local vegetation.

Seed collection should continue throughout the life of a restoration project for seasonal availability and replacement plantings. Importantly species planted, in a specific area, should correlate with the vegetation types described in Table 5.

## 7.6. Seed Collection

Local seed collection from the site is important to maintain local diversity. The following should be observed;

- Seed collection to be no more than 10% quantity from any one plant
- Maintain record of seed type, location and quantity collected.
- Label seedling trays with collection locations.

## 7.7. Propagation and Planting

Propagation by seed, cuttings or division from local gene pool plant stock are to be carried out as appropriate;

- Standard planting techniques include mulching and use of water crystals when planting.
- Install hessian or jute mesh in areas prone to slippage or slump.
- Generous initial watering of tube stock with use of water crystals.
- Use bags if follow up spraying is necessary to protect seedlings from being sprayed. Bags are better suited to cool seasons, as extreme heat will cause a high percentage to burn off and die.
- Survival rate for plantings will increase during early spring and late summer.
- Limit the use of fertilizers on native species to promote better root spread and depth. Heath plants require low phosphate fertilizers.

## 7.8. Maintenance

Maintenance of a site is necessary until plants are established and the ecosystem can support itself.

Maintenance works include:

1. Water plants only when needed. Test soil moistures with test kit.
2. In hot weather check soil moisture each week until plants are established.
3. Water plants early in morning or evening to minimise evaporation.
4. Less frequent deep soaking is better than frequent light watering. This encourages deep root systems rather than shallow root systems vulnerable to surface soil drying.
5. Tree guards can be used in high wind areas. However, they can cause leaf burn from high temperatures in hind dune areas.
6. A silt fence is recommended to lower wind velocities and promote sand trap at the seaward side or front of the dune.
7. Fertilise plants after they are well established with strong root systems preventing shallow rooting and tree fall.
8. Follow up weed controls regularly to minimise competition with natives. Hand pull weeds where possible to reduce chemical use and to prevent spray drift.
9. A 10% replenishment of failed plantings may be necessary after 2 months particularly if conditions are dry and hot, or in harsh dune environments.



## 7.9. Site Assessment and Risk Analysis

Prior to commencement of restoration works at a work site, an assessment is carried out to identify safety aspects for the application of a Risk Analysis in order to meet the requirements of the *Work Health & Safety Act 2011*. All potential risks are identified and a High, Medium or Low value is applied.

The site is generally considered a lesser risk, however, must be assessed in relation to specific regeneration activities conducted on each project site, particularly persons using chainsaws, tools and herbicide. The necessary qualifications to lead a restoration team on the Reserve are mandatory.

A work activity analysis and risk assessment must be carried out on any work site prior to commencement of any project works undertaken by CVC Staff, volunteers, residents, contractors or project leaders.

All restoration, planting or work activities on the Reserve are to be Council approved and must comply with adopted safe work methods and legislative requirements prior to commencement of any works. All works undertaken on the Reserve must be in accordance with this plan.

Removal of native vegetation on the Reserve without authorisation will incur severe penalties under the *Biodiversity Conservation Act 2016*.



## APPENDIX 2: WEED CONTROL TECHNIQUES

Before undertaking any weed removal, it is important to be able to identify the significant weeds in the remnant or planting area and the effects of their removal on fauna habitat. Assistance on local weeds is available from Council members, professional bush regenerators and state government agencies.

Undertake weed control work systematically. Work thoroughly through an area before starting work in a new area. Aim to link these worked areas together.

Do not weed a larger area than can be maintained on a regular basis to avoid allowing later weed growth to destroy the values of earlier work. Some weed control can take years to maintain. Consider the fauna habitat that weeds provide, for example, removal of all the Lantana or all the Camphor Laurel in one attempt could displace fauna.

To ensure this Plan remains current, and importantly, Dune Care members are employing the industry standard in terms of weed control techniques, refer to <https://weeds.dpi.nsw.gov.au/>. This website lists information regarding weed control methods and recommended herbicides for specific weeds.

Table 4 in this document lists the current biosecurity duty for the weeds recorded at Diggers Headland Reserve.

### 8.1. Chemicals Used for Weed Control

Glyphosate is the main chemical used by bush-regenerators and Dune Care groups due to its relative safety. All users are required by law to read the instructions and rates on the label before spraying.

The NSW Weed Wise website is very useful for identifying weeds and control options, see <https://weeds.dpi.nsw.gov.au/> and it is recommended Dune Care members familiarise themselves with control methods and chemical dilution rates prior to work. As a note, dyes can be a useful additive to alert others where spray has been used.


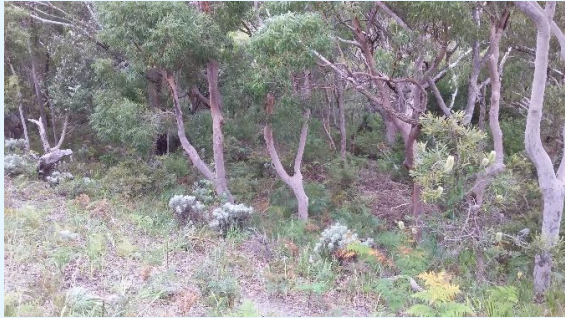
Always wear proper safety equipment while mixing chemicals and read all the safety directions before mixing. Do not spray on windy days and/or if there is chance of rain.

# APPENDIX 3: VEGETATION COMMUNITIES

Diggers Reserve Headland has a variety of vegetation communities (see Figure 2). Eight different types have been recorded in the reserve, and Table 3 below gives a summary of the common species found in each community.



**Table 3: Vegetation Types**

Vegetation Type	Vegetation Structure	Common Species
<p><b>Grassed area</b> Mixed introduced and Themeda grass on Headland Escarpment &amp; Open Forest/shrub lands</p>		<p><b>Lower:</b> Kangaroo grass <i>Themeda triandra</i>, Common couch <i>cynodon dactylon</i>, <i>Lomandra</i> and <i>Dianella spp</i>, various exotic grasses such as Parramatta, paspalum and buffalo grass.</p>

Vegetation Type	Vegetation Structure	Common Species
<p><b>Frontal Dune</b> A tall-closed shrubland to mid-high closed forest</p>		<p><b>Upper:</b> Coastal banksia <i>Banksia integrifolia</i>, Coastal sheoak <i>Casuarina equisetifolia</i> var. <i>incana</i>.</p> <p><b>Mid:</b> Coastal wattle <i>Acacia sophorae</i></p> <p><b>Lower:</b> <i>Carex pumila</i>, <i>Phylla nodiflora</i>, <i>Lomandra longifolia</i>, <i>Themeda triandra</i> &amp; <i>Imperata cylindrica</i></p>
<p><b>Dry Sclerophyll forest</b> Medium Open Forest - species dominance depends on soil moisture and slope</p>		<p><b>Upper:</b> <i>Angophora costata</i>, <i>Corymbia intermedia</i>, <i>Eucalyptus pilularis</i>, <i>E. planchoniana</i>.</p> <p><b>Lower:</b> <i>Banksia aemula</i>, <i>B. integrifolia</i>, <i>Casuarina littoralis</i>, <i>Themeda triandra</i>, <i>Pimelia linifolia</i> P. <i>esculentum</i>, <i>Xanthorrhoea glauca</i> subsp <i>glauca</i>, <i>Hardenbergia violacea</i></p>

Vegetation Type	Vegetation Structure	Common Species
<p><b><u>Melaleuca Swamp Forest</u></b></p> <p>A mid-high closed forest in semi permanent creeks, dune springs</p>		<p><b>Upper:</b> <i>Melaleuca quinquenervia</i>, <i>Pandanus pectorius</i>.</p> <p><b>Lower:</b> <i>Gahnia aspera</i>, <i>Blechnum indicum</i>, <i>Gleichenia dicarpa</i>, <i>Geitonoplesium cymosum</i>, <i>Crinum pedunculatum</i>.</p>
<p><b><u>Littoral Rainforest</u></b></p> <p>Medium closed forest</p>		<p><b>Upper:</b> <i>Tuckeroo cupaniopsis anacardioides</i>, <i>Syzygium oleosum</i>, <i>Ficus rubiginosa</i>, <i>Euroschinus falcata</i></p> <p><b>Mid:</b> <i>Elaeocarpus reticulates</i>, <i>Smilax australis</i>, <i>Glochidian ferdinandi</i>, <i>Persoonia stradbrokeensis</i>, <i>P. tenifolia</i></p>
<p><b><u>Sclerophyll Forest</u></b></p> <p>An open eucalypt forest dominated by bloodwoods and swamp box</p>		<p><b>Upper:</b> <i>Corymbia intermedia</i>, <i>Lophostemon suaveolens</i>, <i>Melaleuca quinquenervia</i>, (<i>Syncarpia glomulifera</i> (pink on Veg. map), <i>Banksia integrifolia</i>, <i>B. eumula</i>, <i>Cupaniopsis anacardioides</i>, <i>Syzygium oleosum</i>, <i>Ficus rubiginosa</i>, <i>Euroschinus falcata</i></p> <p><b>Mid:</b> <i>Elaeocarpus</i></p>



Vegetation Type	Vegetation Structure	Common Species
		<p><i>reticulates</i>, <i>Smilax australis</i>,  <i>Glochidion ferdinandi</i>,  <i>Persoonia stradbrogensis</i></p>
<p><b>Dry Heath</b>                      Dry Heath Tall                      closed heath land</p>		<p><b>Upper:</b> <i>Banksia aemula</i>,  <i>Casuarina littoralis</i>, <i>Callitris                      macleayana</i>, <i>Acacia sophorae</i>  <i>Leptospermum spp.</i></p> <p><b>Mid:</b> <i>Actinotus helianthi</i>,  <i>Themeda triandra</i></p> <p><b>Lower:</b> <i>Pimelia linifolia ssp                      linifolia</i>, <i>Pteridium esculentum</i>,  <i>Xanthorrhoea glauca subsp                      glauca</i>, <i>Hardenbergia violacea</i></p>
<p><b>Wet Heath</b>                      Mid-high closed                      wet heath</p>		<p><b>Mid:</b> <i>Xanthorrhoea glauca                      subsp. glauca</i>, <i>Kunzea                      capitata</i>, <i>Melaleuca nodosa</i>,  <i>Leptospermum liversidgei</i></p> <p><b>Lower:</b> <i>Pimelia linifolia ssp                      linifolia</i>, <i>Dillwynia sieberi</i>,  <i>Sprengelia sprengelioides</i>,  <i>Epacris microphylla</i></p>



## APPENDIX 4: BIOSECURITY DUTY & WEEDS

Table 4: List of Weeds in Each Zone and Biosecurity Duty under the Biosecurity Act 2015

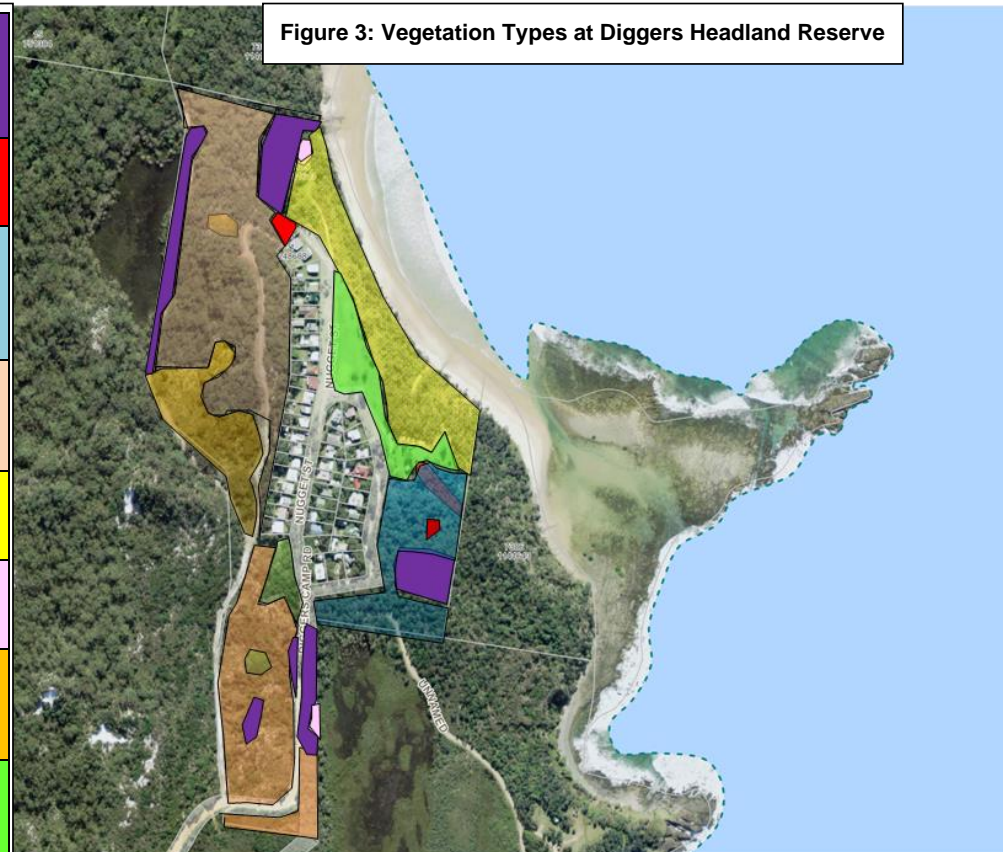
Zone	Common name	Scientific name	Biosecurity Duty*
1	Groundsel bush	<i>Baccharisha limifolia</i>	Regional containment
	Bitou bush	<i>Chrysanthemoides moniiiferasub. Rotunda</i>	State containment
	Lantana	<i>Lantana camara</i>	State asset protection
	Glory lily	<i>Gloriosa superba</i>	Regional containment
	Coastal morning glory	<i>Ipomoea cairica</i>	General biosecurity duty
	Painted spurge	<i>Euphorbia cyathophora</i>	
	Buffalo grass	<i>Stenotaphrum secundatum</i>	
	Paspalum	<i>Paspalum dilatatum</i>	
	Passion fruit vine	<i>Passiflora edulis</i>	
	Mickey mouse plant	<i>Ochna serrulata</i>	General biosecurity duty
	Wandering jew	<i>Tradescantia fluminensis</i>	General biosecurity duty
	Fishbone fern	<i>Naphroiepis cordifoia</i>	
	Senna	<i>Senna pendula</i>	General biosecurity duty
	Whisky grass	<i>Andropogon virginicu</i>	
	Parramatta grass	<i>Sporobolus africanus</i>	
2	Siratro	<i>Macroptilium atropurpureum</i>	General biosecurity duty
	Bitou bush	<i>Chrysanthemoides monilifera sub. rotunda</i>	State containment
	Lantana	<i>Lantana camara</i>	State asset protection
	Glory lily	<i>Gloriosa superba</i>	Regional containment
	Coastal morning glory	<i>Ipomoea cairica</i>	General biosecurity duty
	Painted spurge	<i>Euphorbia cyathophora</i>	

Zone	Common name	Scientific name	Biosecurity Duty*
	Buffalo grass	<i>Stenotaphrum secundatum</i>	
	Paspalum	<i>Paspalum dilatatum</i>	
	Passion fruit vine	<i>Passiflora edulis</i>	
	Mother of millions	<i>Bryophyllum delagoensis</i>	General biosecurity duty
	Vasey grass	<i>Paspalum urvillei</i>	
3	Glory lily	<i>Gloriosa superba</i>	Regional containment
	Coastal morning glory	<i>Ipomoea cairica</i>	General biosecurity duty
	Painted spurge	<i>Euphorbia cyathophora</i>	
	Buffalo grass	<i>Stenotaphrum secundatum</i>	
	Paspalum	<i>Paspalum dilatatum</i>	
	Passion fruit vine	<i>Passiflora edulis</i>	
	Vasey grass	<i>Paspalum urvillei</i>	
	Siratro	<i>Macroptilium atropurpureum</i>	General biosecurity duty
	Senna	<i>Senna pendula</i>	General biosecurity duty
	Lantana	<i>Lantana camara</i>	State asset protection
	Groundsel bush	<i>Baccharis halimifolia</i>	Regional containment
	Passion fruit vine	<i>Passiflora edulis</i>	
	Paspalum	<i>Paspalum dilatatum</i>	
	Whiskey grass	<i>Andropogon virginicus</i>	
	Stinking roger	<i>Tagetes minuta</i>	
	Cobblers peg	<i>Bidens pilosa</i>	
	Coral berry	<i>Ardisia crenata</i>	Asset protection
4	Whiskey grass	<i>Andropogon virginicus</i>	
	Paspalum	<i>Paspalum dilatatum</i>	
	Coastal morning glory	<i>Ipomoea cairica</i>	General biosecurity duty
	Mickey mouse plant	<i>Ochna serrulata</i>	Regional asset protection
	Glory lily	<i>Gloriosa superba</i>	Regional containment
	Lantana	<i>Lantana camara</i>	State asset protection

\* for definitions of biosecurity duty and further information on controlling weeds refer to <https://weeds.dpi.nsw.gov.au/>

<p><b>Melaleuca Swamp Forest</b> A mid-high closed forest in semi permanent creeks, dune springs dominated by; <i>Melaleuca quinquenervia</i>, <i>Pandanus pectorius</i>. <b>Understorey</b> includes; <i>Gahnia aspera</i>, <i>Blechnum indicum</i>, <i>Gleichenia dicarpa</i>, <i>Geitonoplesium cymosum</i>, <i>Crinum pedunculatum</i></p>	
<p><b>Littoral Rainforest</b> Medium Closed Forest dominated by <i>Cupaniopsis anacardioides</i>, <i>Syzygium oleosum</i>, <i>Ficus rubiginosa</i>, <i>Euroschinus falcata</i>. <b>Mid storey</b>; <i>Elaeocarpus reticulates</i>, <i>Smilax australis</i>, <i>Glochidian ferdinandi</i>, <i>Persoonia stradbrokeensis</i>, <i>P. tenifolia</i></p>	
<p><b>Sclerophyll forest</b> Tall open forest; <i>Corymbia intermedia</i> <i>Lophostemon suaveolens</i>, <i>Melaleuca quinquenervia</i>, <i>Syncarpia glomulifera</i> <i>Banksia integrifolia</i>, <i>B. eumula</i>, <i>Cupaniopsis anacardioides</i>, <i>Syzygium oleosum</i>, <i>Ficus rubiginosa</i>, <i>Euroschinus falcata</i>, <b>Mid storey</b>; <i>Elaeocarpus reticulates</i>, <i>Smilax australis</i>, <i>Glochidian ferdinandi</i>, <i>Persoonia stradbrokeensis</i>, <i>P. tenifolia</i></p>	
<p><b>Dry sclerophyll</b> Medium open forest; <i>Angophora costata</i>, <i>Corymbia intermedia</i> <i>Eucalyptus pilularis</i>, <i>E. planchoniana</i>. <b>Closed Understorey</b> <i>Banksia aemula</i>, <i>B.integrifolia</i>, <i>Casuarina littoralis</i> <i>Themeda triandra</i>, <i>Pimelia linifolia ssp linifolia</i>, <i>P. esculentum</i>, <i>Xanthorrhoea glauca</i></p>	
<p><b>Dune vegetation</b> A tall-closed shrubland to mid-high closed forest dominated by <i>Banksia integrifolia</i>, <i>Casuarina equisetifolia var. incana</i>. <i>Acacia sophorae</i>, <i>Carex pumila</i>, <i>Phylla nodiflora</i>, <i>Lomandra longifolia</i>, <i>Themeda triandra</i> &amp; <i>Imperata cylindrica</i></p>	
<p><b>Wet heath</b> Mid-high closed wet heath; <i>Xanthorrhoea glauca</i> subsp. <i>glauca</i>, <i>Kunzea capitata</i>, <i>Melaleuca nodosa</i>, <i>Leptospermum liversidgei</i>, <i>Pimelia linifolia ssp linifolia</i>, <i>Dillwynia sieberi</i>, <i>Sprengelia sprengelioides</i>, <i>Epacris microphylla</i></p>	
<p><b>Dry heath</b> Tall closed heath land dominated by <i>Banksia aemula</i>, <i>Casuarina littoralis</i>, <i>Callitris macleayana</i> <i>Acacia sophorae</i> <i>Leptospermum spp</i>, <b>Mid storey</b>; <i>Actinotus helianthi</i>, <i>Themeda triandra</i>, <i>Pimelia linifolia ssp linifolia</i>, <i>Pteridium esculentum</i>, <i>Xanthorrhoea glauca subsp glauca</i>, <i>Harndenbergia violacea</i></p>	
<p><b>Grassed area</b> Mixed introduced and <i>Themeda</i> grass on Headland Escarpment &amp; Open Forest/shrub lands; Including Bladey grass <b>Lower storey</b>: <i>Themeda triandra</i>, <i>Cynodon dactylon</i>, <i>Lomandra</i> and <i>Dianella spp</i>, various exotic grasses such as <i>Parramatta</i>, <i>paspalum</i> and <i>buffalo</i></p>	

Figure 3: Vegetation Types at Diggers Headland Reserve



## APPENDIX 5: FLORA LIST

Table 5: Flora List for Diggers Headland Reserve (after Swain & Edwards, 2013)

Scientific Name	Common name
<i>Acacia longifolia</i> subsp <i>sophorae</i>	Coastal wattle
<i>Acacia suaveolens</i>	Sweet wattle
<i>Acacia ulicifolia</i>	Prickly moses
<i>Actinotus helianthi</i>	Flannel flower
<i>Allocasuarina littoralis</i>	Black sheoak
<i>Angophora costata</i>	Smooth-barked apple
<i>Aotus lanigera</i>	Woolly aotus
<i>Aristidaramosa varscaberula</i>	Spear grass
<i>Asplenium austraticum</i>	Bird's nest fern
<i>Astroloma pinifolia</i>	Pine heath
<i>Austromyrtus dulcis</i>	Midgen berry
<i>Baeckea frutescens</i>	
<i>Banksia integrifolia</i>	Coastal banksia
<i>Banksia aemula</i>	Wallum banksia
<i>Banksia oblongifolia</i>	Fern-leaved Banksia
<i>Banksia serrata</i>	Saw banksia
<i>Machaerina articulata</i>	Jointed twig-rush
<i>Blechnum indicum</i>	Swamp water fern
<i>Blechnum wattsii</i>	Hard water fern
<i>Bossiaea ensata</i>	Sword bossiaea
<i>Bossiaea heterophylla</i>	Variable bossiaea
<i>Brachyloma daphnoides</i>	Daphne-heath
<i>Callitris macleayana</i>	Brush cypress pine
<i>Canavalia rosea</i>	Coastal jack bean
<i>Carpobrotus edulis</i>	Pig face
<i>Cassytha filiformis</i>	Love vine
<i>Cassytha glabella</i>	Devil's twine
<i>Cassytha pubescens</i>	Dodder-laurel

<i>Casuarina glauca</i>	Swamp oak
<i>Caustis blakei</i>	Foxtails
<i>Caustis flexuosa</i>	Curly wig
<i>Caustis pentandra</i>	Thick Twist-rush
<i>Caustis recurvata</i>	Curly sedge
<i>Cenchrus caliculatus</i>	Hillside burrgrass
<i>Chloanthus parviflora</i>	
<i>Choretrum species</i>	Sour Bush sp.
<i>Chorizandra sphaerocephala</i>	Roundhead Bristle-sedge
<i>Cissus hypogiauca</i>	Giant water vine
<i>Cladium procerum</i>	Leafy Twig-rush
<i>Commelina cyanea</i>	Scurvey weed
<i>Conospermum taxifolium</i>	Variable smoke bush
<i>Corymbia intermedia</i>	Pink bloodwood
<i>Crinum pedunculatum</i>	Swamp lily
<i>Cyclosorus interruptus</i>	
<i>Cymbopogon refractus</i>	Barbed wire grass
<i>Cyperus sphaeroideus</i>	
<i>Dampiera stricta</i>	
<i>Dianella caerulea</i>	Blue flax lilly
<i>Dichelachne micrantha</i>	Shorthair plumgrass
<i>Dichondra repens</i>	Kidney weed
<i>Dillwynia glaberrima</i>	An Egg and Bacon
<i>Dillwynia sieberi</i>	Pea
<i>Dipodium variegatum</i>	Hyacinth orchid
<i>Granite Donkey</i>	Orchidaceae
<i>Diuris chrysantha</i>	Orchid
<i>Dodonaea triquetra</i>	Large-leaf Hop-bush
<i>Drosera binata</i>	Forked sundew
<i>Echinopogon ovatus</i>	Forest hedgehog
<i>Elaeocarpus reticulatus</i>	Blueberry ash



<i>Entolasia stricta</i>	Wiry panic
<i>Epacris microphylla</i>	Coast coral heath
<i>Eriocaulon australe</i>	Pipewort
<i>Eucalyptus microcorys</i>	Tallow wood
<i>Eucalyptus pilularis</i>	Blackbutt
<i>Eucalyptus planchoniana</i>	Needlebark stringybark
<i>Eustrephus latifolius</i>	Wombat berry
<i>Ficus rubiginosa</i>	Port Jackson fig
<i>Fimbristylis dichotoma</i>	Fringe sedge
<i>Fimbristylis nutans</i>	Nodding grass
<i>Gahnia aspera</i>	Sword-grass
<i>Geitonoplesium cymosum</i>	Scrambling lily
<i>Gleichenia dicarpa</i>	Coral fern
<i>Glochidion ferdinandi</i>	Cheese tree
<i>Gompholobium virgatum</i>	Leafy wedge pea
<i>Gonocarpus teucrioides</i>	Raspwort
<i>Goodenia bellidifolia ssp argentea</i>	
<i>Goodenia paniculata</i>	Branched goodenia
<i>Haemodorum planifolium</i>	Blood root
<i>Hardenbergia violacea</i>	Happy wanderer
<i>Hibbertia acuminata</i>	A guinea flower
<i>Hibbertia fasciculata</i>	
<i>Hibbertia scandens</i>	Climbing guinea flower
<i>Hibbertia vestita</i>	A guinea flower
<i>Histiopteris incisa</i>	Bat's wing fern
<i>Homoranthus virgatus</i>	
<i>Hydrocotyle bonariensis</i>	
<i>Hydrocotyle sibthorpioides</i>	
<i>Imperata cylindrica</i>	Bladey grass
<i>Ipomoea brasiliensis</i>	Native morning glory
<i>Ischaemum austral</i>	Large bluegrass
<i>Ischaemum triticeum</i>	Southern wheat grass
<i>Juncus planifolius</i>	Broadleaf rush
<i>Kennedia rubicunda</i>	Running postman
<i>Laxmannia gracilis</i>	Slender wire lily

<i>Leptospermum liversidgei</i>	Olive Tea-tree
<i>Leptospermum trinervium</i>	Flaky-barked Tea-tree
<i>Leucopogon ericoides</i>	Pink Beard-heath
<i>Leucopogon juniperinus</i>	Prickly Beard-heath
<i>Leucopogon lanceolatus</i>	White beard
<i>Leucopogon leptospermoides</i>	
<i>Leucopogon parviflorus</i>	Coast beard heath
<i>Leucopogon virgatus</i>	Common beard heath
<i>Lissanthe species</i>	
<i>Lobelia aiata</i>	Angled lobelia
<i>Lomandra longifolia</i>	Spiny-headed Mat-rush
<i>Lomandra muitiflora</i>	Many-headed Mat-rush
<i>Lophostemon suaveolens</i>	Swamp turpentine
<i>Lygodium microphyllum</i>	Climbing snake fern
<i>Macrozamia fawcettii</i>	
<i>Maekawaea rhytidophylla</i>	
<i>Melaleuca nodosa</i>	Prickly-leaved Paperbark
<i>Melaleuca quinquenervia</i>	Broad-leaved Paperbark
<i>Meiastoma affine</i>	Blue tongue
<i>Microtis unifolia</i>	Orchid
<i>Mitrasacme paludosa</i>	
<i>Mitrasacme polymorpha</i>	
<i>Monotoca elliptica</i>	Tree Broom-heath
<i>Myoporum boninense</i>	Coast boobyalla
<i>Notelaea longifolia</i>	Long-leafed mock olive
<i>Notelaea ovata</i>	Mock olive
<i>Olax angulata</i>	Minne waters olax
<i>Ottochloa gracillima</i>	Shade grass
<i>Oxalis rubens</i>	Dune wood sorrell
<i>Oxytes brachypoda (was Desmodium brachypodum)</i>	Large Tick-trefoil
<i>Ozothamnus diosmifolius</i>	White dogwood

<i>Pandanus tectorius</i>	Screw pine
<i>Pandorea pandorana</i>	Wonga wonga vine
<i>Panicum simile</i>	Two-coloured panic
<i>Parsonsia straminea</i>	Silk pod vine
<i>Paspalidium distans</i>	Shot grass
<i>Patersonia glabrata</i>	Leafy purple-flag
<i>Patersonia sericea</i>	Purple flag
<i>Persoonia stradbokensis</i>	Geebung
<i>Persoonia tenuifolia</i>	Prickly geebung
<i>Petrophile pitchea</i>	Conestick
<i>Pimela linifolia ssp linifolia</i>	Slender rice flower
<i>Platysace ericoides</i>	
<i>Platysace lanceolata</i>	Shrubby platysace
<i>Plectranthus sp</i>	
<i>Podolobium scandens</i>	Netted Shaggy-pea
<i>Pomax umbellata</i>	
<i>Poranthera microphylla</i>	
<i>Pteridium esculentum</i>	Bracken fern
<i>Pultenaea retusa</i>	Notched bush-pea
<i>Restionaceae sp</i>	
<i>Restio tetraphyllus</i>	Australian reed
<i>Ricinocarpus pinifolius</i>	Wedding bush
<i>Rubus parvifolius</i>	Native raspberry
<i>Schizea dichotoma</i>	Branched comb fern
<i>Schoenus brevifolius</i>	Zig-zag bog-rush
<i>Schoenus ericetorum</i>	Heath bog-rush
<i>Smilax australis</i>	Sarsaparilla
<i>Smilax glyciophylla</i>	Sarsaparilla vine
<i>Stephania japonica</i>	Snake vine
<i>Styphelia viridis ssp brevifolia</i>	Green Five-corners
<i>Syzygium oleosum</i>	Blue lilly pillly
<i>Tetragonia tetragonioides</i>	Warrigal greens
<i>Tetradthea thymifolia</i>	Black-eyed Susan
<i>Themeda triandra</i>	Kangaroo grass
<i>Todea barbara</i>	King fern



<i>Trachymene incisa</i>	Native parsnip
<i>Trema aspera</i>	Native peach
<i>Tricoryne elatior</i>	Yellow Autumn lily
<i>Triglochin striatum</i>	Streaked arrowgrass
<i>Vernonia cineria</i>	Purple fleabane
<i>Liparophyllum exaltatum</i>	
<i>Viola hederacea form G</i>	Ivy leafed violet
<i>Wahlenbergia gracilis</i>	Native bluebell
<i>Wollastonia uniflora</i>	
<i>Woollsia pungens</i>	
<i>Xanthorrhoea giauca subsp giauca</i>	Grass tree
<i>Zieria smithii</i>	Sandfly zieria

# Policy

## Art Collections

Responsible Manager (Title)	Regional Gallery Director		
Adopted by Council	Date: TBA	Minute Number: TBA	
ECM 2312689	ECM: TBA	Version <b>V5.0</b>	Review Due March 2025
Document(s) this policy Supersedes	V4.0 – 23/04/2019 – 15.058/19		
Community Plan Linkage	Society - We will have a diverse and creative culture		

### 1 Purpose

The Collections Policy formalises the general principal under which the Grafton Regional Gallery develops and maintains the collections it manages. It also outlines the process by which the artworks are accessioned into and deaccessioned from the Gallery and Council collections.

The Gallery maintains and conserves the works in the collections and develops the collection through:

- Acquisitions by purchases, gifts and donations;
- Curating exhibitions;
- Touring selected exhibitions;
- Loaning work to other institutions and businesses;
- Displaying work throughout Council buildings;
- Publishing catalogues and presenting outreach exhibition and education programs.

### 2 Definitions

Accession	The mechanism by which an artwork is acquired into the collection.
Acquire	To obtaining artwork/object through gifts, donations, purchase and subscription.
Artworks	All works of a creative and visual arts nature by artists and/or crafts workers and includes public art.
Closed Collection	Refers to a collection into which no work is acquired.
Collection	Artworks and objects within the permeant collections of Grafton Regional Gallery/ Clarence Valley Council as listed in the introduction.
Council	Refers to the Clarence Valley Council.





Deaccession	The administrative process by which an artwork is removed from the collection. It is separate to the physical act of disposing of an item.
Developing collection	A collection that is still acquired into.
Diplomatic donations	A gift presented by diplomats and other representatives to the Council.
Documented	The recording of a work into a database, photographed and given a Council barcode.
Donation	Artworks/ objects donated at no cost and with no conditions and become legal property of the Clarence Valley Council.
Gallery	Refers to the Grafton Regional Gallery.
Gift	Artworks acquired into the collection through the Australian Government's Cultural Gifts Program.
Region	Generally refers to the area within three hours drive of the Clarence Valley Council area.
Significance	Refers to the concept that helps to estimate the value of a place or object as significance enhances understanding of the present and past and is of value to future generations
Works	The term used to describe artworks, memorabilia, objects, and support material such as books, photographs, newspaper clippings and documents.

### 3 Background/legislative requirements

The Grafton Regional Gallery opened in 1988 and is a major cultural service of the Clarence Valley Council that is supported by grants from funding bodies such as Arts NSW, Visions Australia and various private foundations.

The Gallery's vision is to be a professionally managed and sustainable arts facility that aims for excellence and participation in the visual arts and promotion of understanding and enjoyment of all the arts, especially the visual arts.

The Gallery's aim is to stimulate, develop and enhance the diverse visual culture of the region through viable, accessible and relevant exhibition, education and collection programs.

The collection managed by the Gallery includes artworks, memorabilia, objects, and support material such as books and documents. Since 2004 the Gallery has managed the artwork collections of the Clarence Valley Council.



## 4 Related documents

- Grafton Regional Gallery Business Plan (2019-2022)
- CVC Community Strategic Plan (The Clarence 2032)
- CVC Delivery Program
- CVC Operational Plan
- National Standards for Australian Museums and Galleries Version 1.5 September 2016
- Museums Australian Inc. Code of Ethics for Art, History and Science Museums (1999)

## 5 Grafton Regional Gallery Collections

### Developing Collections

#### Jacaranda Acquisitive Drawing Award Collection (JADA was est. 1988)

A developing collection of contemporary Australian drawings acquired since 1988 through the biennial Jacaranda Acquisitive Drawing Award. The collection consists of the winning work and the acquisitions of each award.

#### Regional Collection (est. 1988)

Established in 1988 by the first Director of the Gallery, Julian Faigan, this developing collection includes artworks of all media that are of or from the region or by an artist of or from the region. They are acquired through purchase, gift or donation.

#### National Collection (est. 1988)

Artworks by Australian artists acquired from artists and galleries since the Gallery was established in 1988.

#### Contemporary Prints (est. 1996)

Established in 1996 by the third Director of the Gallery, Susi Muddiman, the contemporary prints are acquired from artists and galleries and through the annual member print subscription to the Australian Print Council.

#### The Ken Done Collection (est 2008)

In 2008 Ken Done donated 143 prints to the gallery. These join the eight works held in the regional collection to form this collection.

#### Clarence Valley Council Community Collection (est. 2004)

Established in 2004 with the declaration of the Council in February 2004 this developing collection consists of art, craft works, memorabilia and other objects of significance acquired through direct purchase, donation and gift. This collection reflects the activities of the council, such as national and international diplomatic and trade activities, and the cultural events of the Clarence Valley.



## Closed Collections

### **The Clarence Valley Photographs of John William Lindt (est. 2004)**

Sam and Janet Cullen and family gifted the initial collection of 37 photographs in December 2004. Further photographs have been gifted to the Gallery by the Friends of the Gallery and by Ian and Florence Robertson. In 2018 the Gallery Foundation and Ken Orchard donated a number of works to complement existing collection.

### **O'Grady Collection**

This developing and extensive collection of watercolours, drawings, sketchbooks and paintings was gifted to the gallery by Doris O'Grady and from the O'Grady estate in March 1988. This second founding collection continues to develop through donations from the O'Grady family and the community and by purchase.

### **Jacaranda Art Society Collection 1961-1987 (JAS)**

This historical collection of paintings with some drawings, sculptures and prints was acquired through the annual Jacaranda Art Prize 1961-1987, by purchase by and by donation to the Jacaranda Art Society. The collection, one of the two founding collections, was gifted to the gallery in March 1988 by the Jacaranda Art Society (1961 – 1992).

### **Copmanhurst Shire Collection (1994 - 2003)**

This historical collection of nine artworks were acquired through sponsorship of the acquisitive first prize of the annual Tabulam Art Prize, by gifts and purchase.

### **Grafton City Council Collection (1859 – 2004)**

Over 53 artworks and memorabilia were acquired through direct purchase, donation and gifting from the annual Exhibition of Excellence held in the Grafton Civic Centre in January, gifting from visiting national and international delegations and donations from various organisations such as Camp Creative and Grafton Artsfest. This historical collection includes items that were acquired by the South Grafton Council (1897 – 1957).

### **Maclean Shire Community Collection (1984-2004)**

Established in 1984 the collection was acquired through the annual Lower Clarence Arts & Crafts Prize held in Maclean and Yamba by the Lower Clarence Arts and Crafts Association. The artworks were selected from 1984 to 1993 by the Judge of the Lower Clarence Arts and Crafts Association Inc. Art Prize, from 1994 to 2003 by the Mayor of the Maclean Shire Council and in 2004 by the Director of the Gallery and the Administrator of the Council.

## 6 Scope of Policy

This policy is to be applied to all artworks acquired by and accessioned into the Grafton Regional Gallery permanent collection.



## 6.1 Responsibilities

It is the responsibility of all Grafton Regional Gallery Staff/ Clarence Valley Council Staff to abide by the provisions of this policy.

## 6.2 Reporting Process

Service and program levels will be reported through the annual and quarterly reporting process aligned with the CVC Delivery Program, CVC Operational Plan and the CVC Gallery Advisory Committee.

## 6.3 Approval Arrangements

Approval arrangements for the management of artworks in the permanent collections of Grafton Regional Gallery will be undertaken through the CVC organisational structural approval processes.

## 6.4 Review Procedures

The Grafton Regional Gallery Art Collections Policy will be reviewed at least every five years to maintain its relevance. The review was presented to the Grafton Regional Gallery Advisory Committee for consultation in February 2019.

## 6.5 Policy Statement

The Grafton Regional Gallery recognises and supports the National Standards for Australian Museums and Galleries Version 1.5 September 2016. These guidelines inform professional museum and gallery practices and cover the following activities, acquisitions to gallery **collections**, display of collections, disposal of collections and professional conduct.

# 7 Acquisition

## 7.1 Accessioning Artwork

The Grafton Regional Gallery will continue to acquire quality artworks of national, regional and community significance by professional Australian artists with a proven record of practice and development within their art form. The Gallery will acquire artworks that build on and complement current strengths within the collection to develop a well balanced representation of work by individual artists or defined periods to create a significant collection of Australian artworks.

The Grafton Regional Gallery will acquire artworks that reflect and support contemporary Australian visual arts practice with a focus on the contemporary and historical visual arts history of the Clarence Valley and develop the capital, cultural and aesthetic values of the collections.



## 7.2 Selection Criteria

The Gallery Director is responsible for the acquisition of artworks for the inclusion in the Grafton Regional Gallery permanent collections in consultation with the Art Gallery Reference Group and within the relevant Council approval hierarchy, with the following exceptions:

- The judges of the biennial Jacaranda Acquisitive Drawing Award (JADA) and Clarence Valley Indigenous Art Award (CVIAA) will select artworks from this award into the Collection.
- Selection of artworks for the Council community collections will rest with the Gallery Director and the Mayor of the Clarence Valley Council.
- Diplomatic donations may be accepted by the Mayor and or the General Manager of the Council.

Artworks will be accepted into one of the sub collections according to the following general and conceptual criteria. All artworks must address the essential criteria plus one or more of the following criteria are required for the selection of artworks for the Grafton Regional Gallery collections

### Essential Criteria

- It is authentic with proven provenance. The vendor/donor must have legal title to the artwork.
- Legality of sale or gift. Each artwork must be legally unencumbered.
- The artwork is culturally appropriate for collection and display (if the work is by an Indigenous artist)

### Selection Criteria

- The artwork acquired is to be considered an outstanding work of the artist or artists
- The artwork is by a significant regional or nation Australian artist
- The artwork is of outstanding quality and representative of the artists practice
- The artwork is an outstanding and representative example of the medium
- The artwork is in good or excellent condition
- The artwork is relevant to the development of Gallery a collection area
- The artwork/object/ephemera is relevant to an artist with the collection and provides a greater context to their practice
- The condition, conservation, documentation and storage implications are within the Gallery' current resources and sustainable
- The artwork can be exhibited within the Gallery's exhibition spaces and the work poses no public liability issues
- Terms of donation or gift are acceptable
- Funding is available for the purchase
- The artwork is not a duplication of an existing work in the collection
- No artworks are accepted on loan or for storage.

## 7.3 Methods of Acquisition

Artworks may be acquired through the following means:





- Donation
- Gift via the Cultural Gifts Program. The responsibility for the cost the required valuations will where possible rest with the donor.
- Purchase via Gallery budget, fund raising, grants or sponsorship
- Bequests
- Transfer from other agencies
- Commission

## 8 Management and Care

### 8.1 Acquisition Procedure

Following purchase the artwork/s will be accessioned into the collection, conditioned, catalogued and photographed in accordance with art museum standards equal to the Code of Ethics 1999 developed and published by Museums Australia Inc.

The database entry upon accessioning must include the following details:

- accession number consisting of the year of acquisition (in full) followed by a sequential number in chronological order of acquisition within that year and followed by a descriptor of media (e.g.2012.1.PT)
- Barcode
- artist working name
- title and date of the work
- medium and materials
- dimensions
- condition
- inscriptions
- identification image
- credit line
- price or donation value
- acquisition information (provenance, vendor o
- date of acquisition
- edition number (if the work is an editioned print)
- location within the collection storage area
- The following details should be added to the database entry as soon as possible:
- high quality photograph of the work suitable for reproduction
- biographical and contact details of the artist
- description of the work



- copyright details
- exhibition history
- external references
- relevant information for the installation and display of the work
- artist's statement if available

## 8.2 Storage and Access

Artworks within the Gallery's collection must be stored in such a way as to ensure their preservation and conservation to the highest standards. All artworks not on display or on loan must be stored within the Gallery's collection storage area.

Artworks must be stored in the following ways at all times when not on display or being documented or cared for:

- three-dimensional works must be stored on shelves that have been lined with archival quality materials
- unframed prints and works on paper must be stored in solander boxes and lined with archival quality materials
- framed prints and other two-dimensional works must be stored on vertical racks
- textile works and other works made from sensitive organic materials must be
- wrapped in archival quality materials and stored on lined shelves or in solander boxes

Access to the collection storage area is generally restricted to Gallery curatorial staff or trained and supervised registered volunteers, solely for the purposes of documenting, researching, or caring for the collections. Other Council staff, or members of the public, may be allowed access when accompanied by Gallery curatorial staff for suitable purposes only. Small groups from educational institutions may be allowed access for educational purposes only when accompanied by Gallery staff.

## 8.3 Conservation and Care

Artworks within the Gallery's collections shall be maintained to the highest possible standard of conservation. Minor conservation work required to maintain the condition of the artworks may be carried out by trained Gallery curatorial staff; however all substantive conservation work required to maintain artworks shall be carried out by trained conservation professionals.

## 8.4 Display

While on display, all artworks must be accompanied by a clearly legible label indicating the following details:

- working name of the artist
- title and date of the work
- medium and materials
- credit line indicating the source of acquisition



Further details and educational information may be included in labels where such information will add to the viewer's appreciation of the work in itself and within the context of the exhibition.

## 9 External Loans

Upon request from external collecting institutions for the short term loan of artwork from the Gallery collections, the Gallery Manager may approve such loans upon the following terms:

- a contract outlining the terms of the loan to be signed by both parties
- the term of the loan to be clearly defined costs of freight and insurance to be covered by the borrowing institution
- the borrower will be responsible for any addition costs associated with the loan
- conditions of freight and display to be approved by the Gallery
- modification, repair or adaptation of the work by the borrowing institution shall
- not be permitted without prior approval by the Gallery

Long term loans of any duration to private individuals or external institutions other than collecting institutions (e.g. art galleries, museums, libraries or archives) shall not be considered or approved.

Short term loans to art galleries may be approved by the Gallery Director.

## 10 Internal Loans

The Gallery will facilitate an internal loan display program within Clarence Valley Council owned buildings under the following terms:

- conditions of display to be approved by the Gallery
- the Gallery reserves the right to remove or replace the artwork without notice
- the Gallery reserves the right to conduct regular inspections of the condition of the artwork
- artworks will be changed once a year as part of an annual program at the discretion of the Gallery
- the Gallery must be notified if a artwork needs to be moved
- artworks must only be handled by Gallery Staff

## 11 Deaccessioning of Artwork

### 11.1 General Principles

The Gallery Director of Grafton Regional Gallery in consultation with Gallery Advisory Committee and General Manager may as required from time to time recommend the deaccession of works of art from the permanent collections in order to improve the collections by:

- removing artworks determined to be unfit or inappropriate for the collections;
- reducing storage and conservation costs;
- rationalising, consolidating and focusing the collections; and



- generating income for further collection development.

As per standard museum and gallery practice outlined in the Museums Australia Code of Ethics the physical disposal of a work of art is only recommended under extreme circumstances.

Staff of Clarence Valley Council, Gallery staff, members of the Friends of the Gallery, Gallery volunteers, Gallery Advisory Committee, Councillors of Clarence Valley Council, or the families of these persons, are prohibited from acquiring any deaccessioned artwork.

Funds obtained from the sale of deaccessioned works of art will be applied exclusively to the purchase of other works, preferably for the same or related collection area. The deaccession of all works of art from the permanent collections is to be formally ratified by Clarence Valley Council.

## 11.2 Deaccessioning Criteria

Artworks which are recommended for de-accessioning must be assessed against the following criteria. Any artworks must meet at least one or more criteria.

- Duplication: The Gallery would not normally collect duplicate material. The fragility of an artwork in the collection may allow for acceptance of an alternative in better condition.
- Documentation: There is insufficient documentation to support its authenticity so reducing its value to the collection.
- Condition: An artwork may have deteriorated to the point where conservation is not an appropriate option or, an artwork may pose a contamination risk to other collection items or, an artwork may be irreparably damaged
- Restitution/repatriation: In the case of sensitive cultural material, it may be more appropriate for the artwork to be held by the relevant group or community associated with the artwork. Advice will be sought from a diverse range of experts and community members.
- Theft or Loss
- Copies or Fakes
- Lack of relevance to the collection
- Ethical Considerations: Each collecting agency has a responsibility to ensure the long-term care and management of its collection. It may be recognised that the costs associated with ongoing conservation and management of an artwork is beyond the resources of the Gallery and so places the artwork at risk. In these circumstances, there may be an ethical responsibility to identify an alternative agency or owner that can care for the object or work in an appropriate fashion.

## 11.3 Method of Deaccession

The Gallery Director will prepare a written report to the Gallery's Advisory Committee for its consideration on the worth and relevance of the object. The report will include a description of the work of art, the reasons for its de-accessioning, the proposed method of disposal and an outline of the moral, ethical and legal obligations of the proposal. The Advisory Committee will determine its advice on receipt of this report.

Consideration will be given to any special conditions which pertained to its acquisition into the collection. Only works to which the Gallery or Council has clear legal title will be considered for de-accessioning.



The minutes of the Advisory Committee containing the committee's advice along with the report will be submitted to the Council for approval to proceed with deaccession

After the initial decision to deaccession an artwork there a one year cooling off period will follow. If at the end of that time the reasons for its deaccession are still valid the process will continue. If not, the work will be reinstated.

Deaccession must be at the request of the Gallery Director.

Bequests and gifts will not be deaccessioned because of possible legal and taxation repercussions.

**Gifts made under the Australian Government's Cultural Gift Program (CGP) will not be returned to the donor as the donor has already received the benefit of a tax deduction for the gift.**

## 11.4 Disposal of Deaccessioned Artwork

Once the deaccessioning of a work of art has been approved, formally ratified by Council, after the one year cool off period the artwork will be disposed by one of the following processes:-

- offered to the artist, or family representative if deceased;
- sale through a reputable established dealer;
- sale by public auction
- sale or exchange to another public gallery, museum or collection
- upgraded by exchange for a comparable work by the artist
- returned to the donor
- donation to another institution; or
- destruction

Destruction of a work of art will be considered only if the work is dangerous, diseased or has deteriorated beyond repair. Wherever possible the artist will be informed beforehand of the Gallery's intention to destroy the work.

An official record of the deaccessioning and disposal of artworks from the permanent collection must be kept in Grafton Regional Gallery collection management systems.

## 12 Policy, protocol or procedure statement

The Grafton Regional Gallery recognises and supports the National Standards for Australian Museums and Galleries Version 1.5 September 2016. These guidelines inform professional museum and gallery practices and cover the following activities, acquisitions to gallery collections, display of collections, disposal of collections and professional conduct.





# Policy

## Enterprise Risk Management

Responsible Manager (Title)	General Manager		
Adopted by Council	Date: TBA	Minute Number: TBA	
File Reference Number	ECM: TBA	Version 7.0	Review Due November 2024
Document(s) this policy Supersedes	V6.0 24/09/2019 – 6c.19.050 V5.0 18/04/2017 – 15.075/17		
Community Plan Linkage	<b>Leadership – We will have a strong, accountable and representative government</b>		

### 1 Purpose

The purpose of this policy is to demonstrate Council's commitment to implementing organisation-wide risk management principles, systems and processes that ensure the consistent, efficient and effective assessment of risk in all council's planning, decision making and operational processes.

### 2 Definitions

Term	Meaning
<i>Control</i>	A measure that modifies (reduces) risk. Includes existing Council processes, procedures, policies, devices, practices or other actions that act to minimise risk.
<i>Council Official</i>	An individual who carries out public official functions on behalf of Council or acts in the capacity of a public official. For the purpose of this Policy, the Mayor, Councillors, employees, members of Council committees and delegates of Council are Council officials.
<i>Enterprise Risk Management Framework</i>	The set of components that provide the foundations and organisational arrangements for designing, implementing, monitoring, reviewing and continually improving risk management throughout the organisation.
<i>Risk</i>	Effect of uncertainty on objectives. (Note: effect is a deviation from the expected and may be positive and/or negative).
<i>Risk Appetite</i>	The amount of risk that the organisation is prepared to accept or be exposed to in the pursuit of its objectives
<i>Risk Management</i>	The coordinated activities to direct and control an organisation's risks.



Term	Meaning
<i>Risk Management Process</i>	Systematic application of management policies, procedures, and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk.
<i>Risk Treatment</i>	Selection and implementation of an action or process identified to address or mitigate a risk.

### 3 Background/legislative requirements

Key risk management legislative requirements for NSW local government organisations are the:

- Local Government Act 1993 and Regulations; and
- Workplace Health and Safety Act 2011.

In addition to complying with all relevant legislation, regard is also given to all relevant standards and guidelines, including but not limited to:

- ISO 31000:2018 Risk management - Guidelines;
- TPP12-03 Risk Management Toolkit for the NSW Public Sector
- TPP15-03 Internal Audit and Risk Management Policy for the NSW Public Sector
- Office of Local Government Draft Risk Management and Internal Audit for local councils in NSW
- Integrated Planning & Reporting Handbook and Guidelines for local government in NSW 2021; and
- any other relevant guidelines issued by the Office of Local Government.
  - Related Council documents Enterprise Risk Management Plan
  - Risk Register
  - Risk Management templates and procedure
  - Business Continuity Plan
  - Code of Conduct
  - Fraud and Corruption Control Policy/Plan
  - Project Management Framework
  - WHS Management System

### 4 Policy statement

We are committed to the identification and management of all risks associated with the performance of Council functions and the delivery of services.



We recognise that the management of risk is integral to the achievement of the outcomes, strategies and actions as identified in the Community Strategic Plan, Delivery Program and Operational Plan.

We will adopt a structured enterprise risk management framework, which will ensure a flexible approach to the identification and management of all types of risk across Council.

It is expected that risks will be identified and managed prior to the risk impacting Council's objectives by completing risk registers and other forms of risk assessments.

We aim to ensure risk management is embedded in our culture and day-to-day operations by incorporating controls into policies and procedures.

We will be proactive in considering the lessons learnt from incidents and issues and incorporating the learnings to mitigate future occurrences.

Our approach to risk management will include regular review, measurement, reporting, open communication and improvement as opportunities arise.

## 5 Roles and responsibilities

Council aims to create a positive risk management culture where risk management is integrated into all everyday activities and managing risks is an integral part of governance, good management practice and decision-making. It is the responsibility of every staff member and business area to observe and implement this policy and Council's risk management framework.

Position	Responsibility
<i>Audit Risk and Improvement Committee</i>	The audit, risk and improvement committee and internal audit function is responsible for reviewing the Council's: <ul style="list-style-type: none"> <li>• risk management processes and procedures</li> <li>• risk management strategies for major projects or undertakings</li> <li>• control environment and insurance arrangements</li> <li>• business continuity planning arrangements, and</li> <li>• fraud control plan</li> </ul>
<i>Councillors</i>	Provide oversight of Council's enterprise risk management framework. Consider risks in all decision making to ensure alignment with Council's risk appetite statements.
<i>Executive Team</i>	Provides risk management leadership and is ultimately responsible and accountable for risk management. Supports and drives the implementation of risk management throughout Council by approving the Enterprise Risk Management Plan.  Manage high level strategic risks facing Council and embed this policy and related risk framework processes into their areas of responsibility.



Position	Responsibility
<i>Internal Audit officer</i>	Provides risk based and quality assurance assessments on the operational systems and procedures and identifies opportunities for improvement of the Enterprise Risk Management Framework based on findings of internal and external audit activities.
<i>Safety and Risk Coordinator</i>	<p>Responsible for maintaining risk management capabilities appropriate to the needs of Council including designing, operating, embedding, maintaining and continually improving the risk management framework. Responsible for providing tools and templates and coordinating training that supports the Risk Management Framework.</p> <p>Develop, lead, manage and maintain an effective risk management and business continuity frameworks and work health &amp; safety system. Provide advice and support to staff in performing risk management functions.</p>
<i>Manager Organisational Development</i>	Coordinates a link between enterprise risk management plan activities and Integrated Planning and Reporting documentation. Coordinates link with ERM and Council's insurance requirements.
<i>Managers</i>	<p>Risk management is a core responsibility for all senior staff/management at Council. In addition to their responsibilities as staff members, senior staff/management are responsible for:</p> <ul style="list-style-type: none"> <li>• ensuring all staff manage their risks within their own work areas. Risks should be anticipated, and reasonable protective measures taken</li> <li>• encouraging openness and honesty in the reporting and escalation of risks</li> <li>• ensuring all staff have the appropriate capability to perform their risk management roles</li> <li>• reporting to the General Manager on the status of risks and controls, and</li> <li>• identifying and communicating improvements in Council's risk management practices to the Coordinator Safety and Risk.</li> </ul>
<i>Staff / Council Officials</i>	<p>All staff are responsible for identifying and managing risk within their work areas. Key responsibilities include:</p> <ul style="list-style-type: none"> <li>• being familiar with, and understanding, the principles of risk management</li> <li>• complying with all policies, procedures and practices relating to risk management</li> <li>• alerting management to risks that exist within their area, and</li> <li>• performing any risk management activities assigned to them as part of their daily role.</li> </ul>



## 6 Monitoring and Review

Council is committed to continually improving its ability to manage risk and will review this policy and its risk management framework at least annually to ensure it continues to meet the requirements of the Local Government Act 1993, Local Government (General) Regulation 2021 and the Council's requirements.



# Policy

## Community Gardens

Responsible Manager (Title)	Manager Open Spaces and Facilities		
Adopted by Council	Date: TBA	Minute Number: TBA	
File Reference Number	ECM: TBA	Version: 3.0	Review Due: October 2026
Document(s) this policy Supersedes	V2.0 – 24/06/2014 – 14.049/14 V1.0 – 17/04/2012 – 12.043/12		
Community Plan Linkage	Infrastructure - Well maintained facilities and amenities that serve the needs of a growing residential population and visitors to the area		

### 1 Purpose

Clarence Valley Council recognises the importance of providing support for, community groups and families to participate in providing a secure food future locally.

Providing for community gardens projects supports:

- access to fresh food by the broader community
- food security
- developing social capital by encouraging people to interact with each other across ages and cultures
- involvement of people in healthy physical activity
- reducing food miles
- providing skills development and learning opportunities
- integration of community gardens into new residential developments
- demonstration of best practice sustainable design features
- building the skills for food growing in the region.

Community gardening makes productive use of land in villages, towns and cities. It puts to practical use areas of neglected or unproductive lands such as lawns that may consume unnecessary water and fossil fuels in their maintenance.

### 2 Definitions

The following definition is provided to assist in understanding the requirements of this policy:

**Community garden** - are gardens created and maintained on Council-managed or private land by people who come together to learn about, participate in and share the rewards of gardening activities. Community gardens are primarily not-for-profit, community-based enterprises producing food for the consumption of the gardeners. Any profits derived from the sale of food produced are re-invested in the garden.



### 3 Background/legislative requirements

The following legislation, regulatory authorities and advisory groups guide the growing and production of food, particularly for community use:

- Food Act 2003 (NSW)
- Food Regulation 2015 (NSW)
- NSW Food Authority
- Food Safety Australia – New Zealand (FSANZ)
- Food Standards Code
- North Coast Weeds Advisory Committee
- North Coast Regional Code for Sale of Food at Markets & Temporary Events.

### 4 Policy statement

Council supports in-principle the establishment of community gardens and is receptive to approaches from community groups in this regard.

In addition to supporting community action, this policy also aims to ensure the prevention of damage to Council's underground water, gas, sewerage and stormwater services, maintain access to services, residences and businesses and manage complimentary uses of parks and public reserves.

This Community Gardens policy applies to all Council-managed land as well as private land and is designed to identify the minimum requirements in regard to an application to operate a community garden.

The key principle embodied in this policy is that community gardens should be initiated, designed, constructed and operated by local residents with support from Council.

### 5 Implementation

#### 5.1 Application and Approvals Process

Council requires a formal application and approvals process for community gardens to occur to ensure suitable locations are utilised, appropriate species are used, pedestrian movement is maintained.

The approval process will consider:

1. Authorisation under a relevant plan of management for the proposed use of any Council-managed community land. Applications for a community garden on a crown reserve managed by or licensed to Council may also require traditional-owner consent from the respective native title holder. Applicants will be advised if traditional owner approval also required.
2. An assessment by Council's Traffic Committee for the proposed use of any footpath, verge area or unused road reserve or the public's general use of the road area.
3. The requirement to submit a Development Application (DA) for a community garden on private land. (Note: Common elements of a community garden such as rainwater tanks, fences and solar photovoltaic systems may be listed as exempt or complying development according to certain specifications).

Council will provide assistance to groups to identify appropriate sites for community gardening activities.



### 5.1.1 Fees and Charges

#### Council-managed land

Council will determine appropriate fees to be submitted with applications for an agreement / approval, licence or lease to operate community gardens on public land. Alternatively, Council may decide to waive any such fees.

Applicants will enter a formalised agreement / approval, licence or lease with Council should their application be successful.

Council may consider entering an agreement with the group to provide assistance to volunteers working in community gardens in the form of provision of necessary materials, mower fuel and plant stock or an annual monetary contribution, however Council will not be responsible for the maintenance of private equipment used in exercising this policy.

Council will determine appropriate fees for water and/ or electricity use. Council may decide to waive any such fees.

#### Private land

Council will determine appropriate fees to be submitted with Development Applications for community gardens on private land. Council may decide to waive any such fees.

## 5.2 Minimum Requirements

To satisfy the objectives and provisions of this Policy, all proposed community gardens must address and comply with the following minimum requirements:

- All proponents will have public liability cover of \$20,000,000 or be auspiced by an organisation with public liability cover of \$20,000,000.
- No retaining walls, trees, shrubs, hard landscaping or massed plantings or physical structure with hard edges or rockeries to be placed within the footpath or nature strip within road reserves and drainage easements controlled by Council unless it complies with this policy and guidelines.
 

**Note:** Council reserves the right to remove any tree, shrub, planting or landscaping, deemed to present a safety problem or a maintenance or environmental problem.
- Infrastructure must not interfere with overhead or underground services or restrict the movement of the public or motorists.

## 6 Appeal/objections process

Any application that fails to meet the requirements set out in the Application Guidelines shall be rejected. A letter outlining the reasons why an application was rejected will be provided to the Applicant on request.

Rejected applications may be resubmitted for consideration if the reasons for its rejection are addressed.

## 7 Related Documents

The following schedules form part of this Policy. Schedule 3 is the Application that community garden proponents need to complete as part of the Application process.

Schedule 1 - Community gardens guidelines



Schedule 2 - Staff checklist – Community garden

Schedule 3 - Application for approval to establish a community garden

## **8 Attachments**

The attachments provide additional information to people and groups wishing to establish a community garden on council-managed or private land.

Attachment 1 - Community gardens self-assessment checklist

Attachment 2 - Australian City Farms and Community Gardens Network - Checklist to consider prior to establishing a community garden

Attachment 3 - Prohibited plants list – Community gardens

Attachment 4 - Community gardens – suggested trees and shrubs list

Attachment 5 – Australian Government Department of Agriculture and Water Resources (2016). National Standard for Organic and Bio-Dynamic Produce (extract).



# Schedules





## Schedule 1 - Community gardens guidelines

These guidelines developed by Council will assist in making your community garden project effective, enjoyable and safe for all.

Before you get started with your community garden project, consider the 3-step process below:

### Step 1 - Securing a Suitable and Safe Site

Prior to making final decisions on your community garden, it is recommended you contact Council's Open Space Coordinator on 02 6643 0225.

A site meeting or chat over the phone with Council can help you work through your objectives for the site, help identify any site constraints and actively assist you in getting any necessary approvals from relevant Council departments and/or other government departments where required e.g., the RTA.

It should be noted that there may be some instances where approval may not be given to develop a community garden on a particular site, so be ready to consider alternative locations. Other land managers such as Department of Education, Department of Lands, RTA and/or private landowners may provide more options for land.

The Clarence Valley Council can provide advice and assistance on the following:

- means of gaining local support for your initiative
- preferred types of sites and locations for community gardens
- how you can address potential hazards for gardeners and other traffic
- ensuring that appropriate lines of sight for traffic, access for pedestrians and servicing of local infrastructure are maintained
- the design and construction of the community garden and any signage and
- any safety issues you need to consider and safety devices you need to use during the construction and operation of your community garden.

### Step 2 – Working out what you will grow and if you will sell it.

There are a number of different models of community gardens. The most common forms in Australia are:

- community gardens with a mixture of allotments for each member and some shared areas
- communal gardens where the entire garden is managed collectively. Some examples of communal gardens are food forests (which include structured layers of plants such as edible groundcovers, shrubs and trees)
- verge gardens are where garden beds are established on the nature strip. These are considered a type of community garden in this policy when they are managed collectively by a group of local residents and decisions are made jointly
- school kitchen garden projects are defined as a community garden when local residents outside of the school community can join the garden and manage the garden in partnership with the school. In this model, the garden may include individual plots for residents and communal garden beds that the school can manage and use for lessons on cooking, nutrition and the environment and provide



produce for the school canteen. School kitchen gardens aren't always set up as community gardens due to perceived problems with access and security for people outside of the school community

- Community gardens on public housing land usually contain a mixture of plots and common areas and are specifically open to residents living in public housing. They are supported by the Botanic Gardens Trust and Housing NSW Community Greening program.

You need to consider the types of plants you will grow in your garden. You will not be permitted to grow plants that are on the prohibited plants list (see Attachment 6).

In choosing plants, avoid:

- trees with root systems that could damage roads and footpaths
- plants that are thorny or spiky and that could injure gardeners
- plants that grow tall enough to contact electricity and broadband cables
- plants that would overhang any paths where they could interfere with pedestrians and children in strollers
- plants with toxic foliage, flowers, fruit or nuts.
- genetically modified crops
- declared weeds (check Far North Coast Weeds website for the current list < <https://northcoastweeds.org.au/weeds/> >).
- whether any proposed trees have a known propensity to cause injury to persons or damage to any property by: Root exposure, invasion or infestation to buildings and structures; sewer, water, gas, electricity, telecommunication and public utility systems; or 'sudden branch drop syndrome'.

If you sell any fresh produce, or prepare food for sale from the produce, you may be classified as a food business under the NSW Food Act 2003. Any business that has 'food for sale' must notify the Appropriate Regulatory Authority (ARA) using the approved form prior to operation. In general, retail food businesses must notify Council and wholesalers must notify the NSW Food Authority. See Council's website for further information regarding food business requirements for notification, food handling, food safety and labelling.

### **Step 3 – Approval by Council**

Before you start operating your community garden on public land you will need to complete an application form, if it is to be operated on private land you may need to complete a development application.

The application form will outline the following:

- the proposed location and design of the community garden
- how you engaged neighbouring residents in planning for your initiative
- any relevant feedback expressed by neighbouring residents and
- name and contact details of the person nominated as the primary contact in relation to the construction, maintenance and operation of the community garden and
- any other details the Council requires to assess the application.

The process for submitting your application is visit the Council offices at Grafton or Maclean.



Once you have completed and submitted the application form, your application will be assessed on its merits.

If approved:

- new gardens established on Council-managed land where the group does not have exclusive rights to the area will be given an initial licence or agreement for a trial period of one year. The Council may charge community garden groups for licence preparation fees. If the garden group fulfils all its responsibilities with regards to the management of the garden the community garden group will have the opportunity to enter into a licence or further agreement with Council for a period of 3 years with on-going renewal provided all conditions and maintenance requirements are satisfied.
- new gardens established on Council-managed land where the group does have exclusive rights to the area will be given an initial lease for a trial period of one year. The Council may charge community garden groups for lease preparation fees. If the garden group fulfils all its responsibilities with regards to the management of the garden the community garden group will have the opportunity to enter into a lease with Council for a period of 5 years with on-going renewal provided all conditions and maintenance requirements are satisfied.
- new gardens established on private land will be issued with development consent for the activity to be conducted as long as the conditions of consent continue to be met.

A licence or other agreement with the group could be revoked or not renewed if:

- the group disbands or ceases to function due to internal conflict. In this situation the Council may try and assist the group to resolve the conflict first by engaging a mediator or facilitator
- the garden is not maintained or poses a threat to the community and/ or
- appropriate insurance cover is not maintained.

The agreement, licence or lease will document:

- details of the initiative as discussed with neighbouring residents and property owners
- any specific conditions relating to:
- the provision of public liability insurance cover related to the community garden
- safety requirements during establishment and operation of the community garden and
- removal of the community garden if it is no longer required or inadequately maintained
- the understanding of the nominated primary contact person to report to Council in the event that a new primary contact person is nominated or substantial changes to the initiative are proposed.

By entering into the agreement, licence or lease you understand that you may be personally liable.

Council can:

- Connect local gardens and gardeners to each other to help build relationships and encourage the sharing of information and experiences
- promote community gardens through the Council's website, publications and events
- provide facilitation of garden meetings when needed to support the development of community engagement processes and
- notify community garden committees of grant opportunities as they arise.



## Activities and Events

**Event:** An event can be considered as an organised celebration of a specific occasion that is open to attendance by members of the general public (whether by payment or not). Events include annual cultural celebrations and community festivals.

**Activities:** An activity can be considered as an educational process or routine procedure intended to stimulate learning or obtain other site management outcomes. Activities include educational workshops, working bees, gardening, site maintenance and site tours etc.

- events and activities need to fit with the culture of community gardening and blend rather than conflict with the surrounding community
- ensure that all events and activities convened at the site are held in a safe and inclusive manner with the focus being around sustainability education, community or site development
- consideration should be given to neighbouring properties at all times.
- ensure no event will proceed beyond 10.00pm.
- Council would appreciate notification of public events which extend beyond the community garden members. A description of the planned event, the estimated duration of the event and contact details of a relevant person overseeing the event in case any issues arise

## Other things to consider

### Responsibilities of Community Gardeners

Community gardeners are responsible for maintaining gardens so that the health and safety of the surrounding community is not adversely impacted. In particular, gardeners are responsible for ensuring that:

- they cooperate and manage effective relationships with the surrounding neighbourhood, partnering organisations and other gardeners
- they do not discriminate against one another due to differences in race, culture or sexuality
- they regularly communicate with the Council and/or other landowners and stakeholders
- decision making is democratic, transparent and inclusive
- any water leaving the garden is not contaminated by sediment, fertiliser, manure or excessive organic matter that might pollute waterways
- noise levels within the garden are maintained at a level that is not disturbing to neighbours
- manures, compost systems and fertilisers do not produce unpleasant odours
- compost and worm farming systems are maintained so as not to attract vermin
- rainwater harvesting systems are maintained to ensure water is of a high quality
- lawn areas are regularly mowed and garden beds are kept tidy. Any materials delivered to or stored at the garden are maintained so as not to create an unpleasant environment for other residents in the community.
- reduce use of inorganic fertilisers and herbicides/pesticides where practical – Council is seeking to reduce use of these on public land and encourages community gardeners to do the same when



practical for personal and environmental health benefits. When inorganic fertilisers and herbicides/pesticides must be used, the minimum amount necessary should be used, ensuring that they are applied in accordance with the manufacturers on label directions of the manufacturer. Inorganic fertilisers and herbicides/pesticides must be securely stored to reduce potential spills and environmental pollution.

### **Rights of Community Gardeners**

Community gardeners have the right to:

- develop their own internal policies, organisational procedures and plan of management providing they liaise with and get support from the landowner
- be consulted with regard to any decision that may affect the project and to be advised by the Council in a timely manner of any policy changes that impact them
- be treated with respect by other gardeners, local residents and partnering organisations and
- negotiate a secure and reasonable agreement with the landowner.

### **Conflict Resolution and Complaints Procedure**

Community Gardens should aim to promote an environment that is tolerant and caring. However, it is inevitable that conflicts may sometimes arise, either within the garden group or with external stakeholders such as local residents or the Council. In the event of a conflict arising, measures should be taken immediately to accelerate its resolution, including communicating respectfully with those involved and engaging the assistance of a mediator where appropriate. Council strongly recommends that community gardeners develop a management plan which includes a gardener's agreement that all members agree to follow. An agreement should provide information on the expectations of behaviour on site, the management of shared garden areas and plots and a conflict resolution process.

### **Insurance and Risk Management**

It is essential that garden groups be aware of the risks associated with undertaking a publicly accessible community garden project. Each garden group has a duty of care to the community who access the garden areas. To ensure funds are available to meet that duty, a minimum \$20,000,000 of public liability insurance is required.

Public liability insurance has an associated cost and may not be easily accessible to small community groups.

Options for obtaining insurance cover include:

- the group can become an incorporated association through the NSW Office of Fair Trading and manage their own insurance
- the group may be auspiced by another organisation or agency, such as a neighbourhood centre, Tidy Towns or local gardening group and as a project of that organisation will be covered by their insurance
- a group of community gardens with similar objectives might obtain insurance together

### **Incorporation of the Garden Group**

Clarence Valley Council encourages community garden groups to have a clear and identified legal structure. Garden groups can apply to the NSW Office of Fair Trading to become Incorporated Associations. This arrangement affords the group some flexibility in the management of funds and enables them to open a bank account, obtain public liability insurance cover and apply for government grants. Incorporation as an





association requires groups to establish a management committee with annually elected office bearers and to commit to regular meetings. This can be beneficial for the project as it maintains a structure that can address management issues as they arise.

#### **Use of the community garden as a demonstration site**

Council's vision is to promote the development of community gardens as demonstration sites for sustainable living that through careful design and management can be utilised for educational and community activities. In demonstrating sustainability best practice, community garden groups are strongly encouraged to include outdoor learning, performance and meeting spaces, interpretative signage and to use recycled materials and practice water-efficient and organic gardening.

Where community gardens are established on land owned or managed by Council, Council retains the capacity to use the garden as a demonstration site for community education activities such as tours and workshops. The Council will work with the garden group to ensure that organised activities do not conflict with other garden uses, such as regular working bees.

#### **Factors to consider before establishing a community garden**

Clarence Valley Council recommends that community groups or individuals interested in establishing a community garden refer to the checklist for establishing a community garden provided on the Australian City Farms and Community Gardens Network - see Attachment 3) prior to approaching the Council for assistance with establishment.

The checklist encourages consideration about a range of issues, including:

- what will be the purpose of the community garden?
- will a community garden meet your objectives? Are there other ways of meeting your objectives?
- how will you garden?
- what types of plants will be grown?
- what training is needed?
- how will water be conserved in the garden?
- what criteria will need to be met for a preferred site for the garden?
- what is your proposed management structure?

By following these precautions when planning for and working on your community garden you will ensure your own safety and the safety of your community.

#### **Infrastructure**

Make sure you know what service infrastructure exists near the site (such as sewage pipes, power lines etc.) to avoid any damage.

Council's customer service staff can help you find this information.

Any signs that you make to promote the community garden and any roadside stall structures that you may build if you are selling produce on-site need to be secure and stable and pose no threat to the public. The placement of these items needs to ensure that lines of sight for traffic are maintained.

You may not be allowed to construct the community garden on a road reserve and parking space will need to be provided for your gardeners.



A dividing fence is a fence that separates the lands of adjoining owners. An application for a community garden may identify the need to construct a dividing fence to define the garden boundaries or for security or for another purpose. The plan of the proposed community garden layout shall include any fencing and accompany the application so Council can determine what approvals may be required.

#### **Find out about underground pipes and cables**

'[Dial Before You Dig](#)' is a free, online information service on underground pipes and cables anywhere in Australia.

#### **Roads and Traffic**

Depending on the location of your community garden, approvals from RTA or the Local Traffic Committee may be required. Councils Traffic engineer can provide further advice.

When working on your community garden, be aware that you are working in a public place so keep an eye out for other park users including passing cars, bicycles and pedestrians. The minimum safety devices that you should use will depend on your situation will be noted in your Agreement with Council.

Make sure the height and width of your community garden and associated infrastructure are not going to obstruct sight lines for pedestrians, cyclists and cars. These details will be included in your agreement, lease or licence with Council by way of a design map.

If community garden placements are considered to be a problem, Council will notify the contact person of the need for removal. If this notice is not complied with Council will remove any offending structure and in the event of such removal, Council will not be responsible for the reinstatement or cost of items removed, and Council will recover the cost of removing and disposing of materials.

#### **Design**

As your community garden is likely to be located in a public place, you will need to be aware of the potential hazards of any materials that you may use or incorporate into your garden. For example, things like star pickets without caps on them can harm others. A detailed plan for your community garden detailing all infrastructure will be required as part of your agreement, approval, licence or lease with Council.

Ensure precautions are taken during the design, construction and operation of your community garden to ensure materials will not end up in the stormwater drains. Suitable materials will be noted in your Agreement with council.

#### **Working on your community garden**

You will be responsible for your own safety while working on your community garden and you should also be mindful of potential risks to passers-by.

When you work on your community garden, health & safety precautions are your responsibility. Consider the following safety precautions:

- appropriate clothing
- be sun smart
- storage of tools and fertiliser products
- cash management system (if required).



It is important to maintain your community garden. Your garden may be reviewed on a regular basis by Council and where community gardens are not being maintained, Council may ask that the garden be removed and the site reinstated.

Care for community gardens includes:

- regular weeding or mowing to reduce injury potential from snakes and other hazards
- regular watering
- mulching, to reduce evaporative water loss from the soil and to reduce water consumption. Ensure the mulch you lay will not be washed into the stormwater system where it could block drains and pipes
- the application of compost or other organic fertiliser to stimulate healthy growth; do not over-apply as rain could wash excess nutrients into the stormwater system
- monitoring and treatment of insect pest or plant disease infestation
- pruning of trees and shrubs to prevent their encroaching on pedestrian access.



## **Schedule 2 - Staff Checklist – Community Garden**

### **1. Distribute guidelines and supporting documents to enquiring group / individual**

There needs to be a group commitment and consideration to the questions and issues raised in supporting documents including determining a group contact and how the group will attain public liability insurance.

### **2. Discuss project with applicant group**

Groups can discuss matters such as proposed site/s, group structure etc to identify/resolve any outstanding issues.

### **3. Request the group submits an application form**

Assist group through the process of lodging an application and advise them to wait for approval prior to proceeding.

### **4. Assessment**

Council will assess applications in accordance with the *NSW Local Government Act 1993* (including whether a s68 Approval is required) and this policy. Where an application is for a community garden on Crown land a native title assessment and a check to determine if there is an unresolved Aboriginal Land Claim will also be undertaken.

### **5. Agreement / approval / licence or lease issued**

If approved and depending on the tenure and management structure governing the land; a temporary 1 year agreement / approval / licence or lease will be issued to the successful group and provided all conditions are satisfied, a subsequent 3 or 5 year agreement / approval / licence or lease with on-going renewal will be issued.

### **6. Re-negotiation with group**

If not approved, Council staff will negotiate with the group to see if they would like to work through the reasons why the garden was not approved to see if a further application can be submitted once the concerns of Council are addressed.

### **7. Works can commence**

On ground works and application for grants and funding can commence.



## Schedule 3 - Application for Approval to Establish a Community Garden

### Part 1 Applicant Details

Community garden name			
Contact person			
Postal address	P.O. Box or Street Address:		
	Suburb/Town:	State:	Postcode:
Phone numbers	Business hours:	After hours:	
Email address			
Applicant signature			Date: ...../...../.....

### Part 2 Group Details

Number of members	Current:	Intended maximum:
Is the group incorporated?	Yes	Incorporation number:
	No Please indicate below contact details of the group who is auspicing the project.	
Is the group being auspiced by an existing Incorporated Group for the purposes of the project?	Yes	Fill in contact details below and attach a letter of support from the auspicing group
	No Please talk to us we may be able to suggest an appropriate auspice.	
Auspicing group name		
Contact person name		
Postal address	P.O. Box or Street address:	
	Suburb:	State: Postcode:
Phone numbers	Business hours:	After hours:
Contact person Signature		
	Date: ...../...../.....	





<p>How is the group structured? Include brief details on roles, meetings and decision-making.</p>	
<p>Do any of the members of the community garden group have previous experience in community gardening and if so, are they able to provide support to your group?</p>	<p>No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> - please attach details</p>
<p>Does the Group include members with skills needed for community gardening? (Tick boxes as appropriate)</p>	<p>Growing vegetables <input type="checkbox"/></p> <p>Making compost and using mulch <input type="checkbox"/></p> <p>Garden design &amp; construction <input type="checkbox"/></p> <p>Community development <input type="checkbox"/></p> <p>Group management <input type="checkbox"/></p>
<p>If any of these skills do not exist within the Group, how do you intend to obtain them?</p>	



**Part 3 Site Details**

Proposed Site Address	Number and Street:		
	Suburb:	State:	Postcode:
What is the land currently used for, eg passive recreation, sporting groups, etc?			
Are there any existing structures or services on the site?			

**Safety and vandalism**

Identify any significant safety or crime concerns?			
What is the lighting around the site?			
Does the site have good visibility from nearby houses or businesses?			

**Accessibility**

How far is the site from public transport, bicycle tracks and footpaths?			



How close are the nearest toilets for public use?	
Is the site accessible for a range of user groups, including disabled access if required by participants?	

**Location**

<p>How far is the site from any high density living areas and community facilities such as community centres, schools and aged care facilities?</p> <p>These are considered beneficial for the increased potential for participation and support.</p>	

**Size**

<p>Is the site of adequate land size to accommodate the garden and associated facilities? Consider the size of the proposed garden beds, composting systems, etc.</p>	

**Soil Quality, Ground Cover and Slope**

<p>What is the history of the site and has any risk of existing soil contamination been assessed? (Attach report on any soil tests conducted.)</p>	



Does the site provide good drainage?	
What is the current ground cover and would any trees or shrubs need to be removed to construct the garden?	

**Sunlight and Water**

Does the site have sunlight for at least 5-6 hours per day?	
Is there currently access to mains water or an opportunity to harvest rainwater from near existing roofs (i.e. an adjacent building)?	



**Waste Management**

How will you manage garden waste and recyclables?	
How will you manage materials that are not recyclable?	

**Part 4 Community Garden Project Details**

**Type of community garden**

Communal garden

Allotment (private plots)

Combination of communal and allotment

Other (specify)

Please provide some detail:

---



---



---



---



---



---



---





What is the purpose(s) of the proposed community garden (tick as many as applicable)?	Recreation	<input type="checkbox"/>
	Community building	<input type="checkbox"/>
	Improved access to healthy food	<input type="checkbox"/>
	Sustainability education	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>
What is the benefit of this project to the greater community?		
Is this project proposed to link to any existing community activities?		
How has the surrounding community been consulted about the project and what were the outcomes? (Explain the methods and scope of consultation used and the key community issues raised for and against the proposed garden.)		



**Community Garden Plan of Management**

It must be demonstrated that there is adequate commitment and capacity within the group to plan and establish the garden and provide for its ongoing maintenance. A Plan of Management is a good tool to demonstrate these requirements and plan for the long-term management of the garden. At a minimum, the following should be included in your Plan of Management and attached to this application:

- Aims and objectives of the group
- Group structure
- How organic waste will be managed
- How decisions will be made
- The conflict-resolution process
- How new members will be recruited
- Proposed methods of fundraising
- How you will minimise noise and odour
- How you will ensure site remains tidy
- What plants will be grown
- Exit strategy
- Method of gardening
- How water will be conserved
- How pests will be controlled
- How vandalism will be prevented
- Hours of operation and access
- An A3-sized basic Concept Plan

**Part 5 Application Checklist**

Have you:	• filled in all parts of this form?	
	• attached the Plan of Management for your proposed garden, including an A3-sized basic Concept Plan of the project?	
	• attached a copy of your (or your auspicing Group's) Certificate of Currency for Public Liability Cover of at least \$10,000,000?	
	• attached soil test or risk assessment report (if applicable)?	
	• attached letter of support for your project from auspicing group (if requested in Part 2)?	
	• attached other letters of support for your project (optional)?	

**Part 6 Lodgement Details**

You can lodge the completed form with any supporting material at either the Grafton or Maclean administration offices.

**OFFICE USE ONLY**

Approval to Issue: Yes / No

Date Approved: ..... / ..... / .....

.....  
Signature: **Manager Open Spaces & Facilities**



#### **Privacy Advice**

The personal information that Council has collected or is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 (PPIPA). Council will only use this information in accordance with the PPIPA.

The supply of this information by you is voluntary. However, if you cannot provide or do not wish to provide the information sought, the Council may be limited in dealing with your application/request. Council requires this personal information from you in order to process your application.

You may make application for access or amendment to your personal information held by Council. Council will consider any such application in accordance with the PPIPA.

Council is to be regarded as the agency that holds the information.



# Attachments



## Attachment 1

### Community gardens self-assessment checklist

If you can answer YES to all these questions, please call Council's Open Space section to discuss your community garden idea further.

Self-assessment criteria	YES
<p><b>Have you identified a potential site?</b> It would be good if you could find a site that is close to where you or someone involved in your group lives or in a location that is not isolated (if it is big enough for your needs)</p>	
<p><b>Are you willing to consider alternative sites?</b> Council may consider that the site you want to use is not suitable.</p>	
<p><b>Are you willing to talk with the people who use the area where you have planned the community garden?</b> The people who already use the area will need to be generally supportive of the project.</p>	
<p><b>Are you willing to talk with the people who live in the area about your planned community garden?</b> The people in the local area will need to be generally supportive of the project.</p>	
<p><b>Have you identified a person who would be the primary contact for this community garden?</b> Council needs to have one person to talk with primarily about the project – otherwise it may be hard to keep track of who said what to whom - when.</p>	
<p><b>Does your group have public liability insurance cover for at least \$10,000,000?</b> If you don't, you will either need to get it or ask an existing group to auspice your project and in that way come in under their insurance policy.</p>	
<p><b>Are you willing to enter into a formal arrangement with Council?</b> Council will have to place some restrictions on what you can and can't do and what action Council will take if you do the wrong thing.</p>	
<p><b>Are you willing to report your progress to Council annually?</b> We would like to know what successes you have and what challenges you face.</p>	
<p><b>Do you have an understanding of risk management?</b> The project will be your responsibility and your own safety and the safety of those around you are very important.</p>	
<p><b>Do you have an idea of what it is you would like to grow in your community garden?</b> You should make sure that plants you want to grow are not poisonous, listed as either a state or regional priority weed or as an additional species of concern in the North Coast Regional Strategic Weed Management Plan (NCRSWMP).</p>	
<p><b>Are you going to put up signs to advertise your community garden?</b> All signs should be of a size, shape, height, design and message that should not detract from the amenity of the locality or constitute a hazard to motorists or the general public.</p>	
<p><b>What will happen if you get the community garden up and running but then lose interest?</b> Council will want to know that you are happy to return the site to its original state should the community no longer want to take responsibility for maintenance of the site.</p>	



## Attachment 2

### Australian City Farms and Community Gardens Network – Checklist to consider prior to establishing a community garden

available to download at <http://communitygarden.org.au/checklist>

# Checklist

ideas to consider before starting a community garden

**1. What type of community garden do we want?**

Will the community garden be:

- a shared garden where participants share the gardening and the harvest
- an allotment garden where participants garden their own plot and share the maintenance of common areas
- a garden with both allotments and shared gardening space.

Allotment gardens:

How long can allotments be held while they are not being used? .....

What size will we make the allotments? .....

This can be influenced by the size of the area available for gardening.

**2. What will be the purpose of our community garden**

Recreation/ community building:

- a safe place where people can come together to grow food and get to know each other
- a place where parents can bring their children.

Other: .....

Food security and nutritional health:

- access to fresh, nutritious food
- reducing family expenditure on food
- supplementing the family food supply.

Other: .....

Education:

Will the garden be open to use and/ or visitation by community groups/ schools/ other educational bodies?

YES  NO

Will the gardeners offer workshops (eg. compost making, gardening etc) to the public? YES  NO

If not, will the gardeners make the garden available for others to provide educational services? YES  NO





Other educational activities:.....  
.....

**3. How will we garden?**

Organic gardening? YES  NO

Reasons:.....

If it is to be an organic garden, will this be explained to new gardeners when they join the garden - either verbally or in writing? YES  NO

Explained in some other way?.....

IDEAS FOR SUSTAINABLE LIVING IN THE CITY



**4. What types of plants will we grow?**

When considering what types of plants to grow in your community garden, remember that fruit and nut trees need plenty of space and should be spaced about 3-5 metres apart.

- vegetables
- herbs
- fruit/ nut trees
- flowers
- berry fruit shrubs
- water crops
- medicinal plants
- bush foods
- herbal tea plants
- native or indigenous plants

(native plants are those originating in Australia; indigenous plants originate in the local region)

**5. What animals will we keep?**

- chickens
- other poultry
- bees
- no animals
- other animals.....

**6. What structures will we build in the community garden?**

- sitting area to shelter from the sun and rain.....
- lockable shed for storing tools, seeds etc.....
- nursery for plant propagation.....
- fireplace for making coffee and tea - barbecue for preparing food.....
- play area for children.....
- public art.....
- educational signs.....
- rainwater tanks to collect water from the shed/shelter roof to irrigate the garden.....
- Other:.....  
.....



### 7. What training do we need?

Gardening/construction skills:

- plant propagation
- garden soil analysis
- improving garden soils
- making compost
- using mulch - irrigation
- pest management
- seed saving
- garden construction
- developing a planting calendar
- planting out and harvesting

Other: .....

Design skills:

- site analysis and gardener needs analysis for the site design process
- garden design

Other skills:

- cooking what we grow
- promotional skills
- conflict resolution
- running effective meetings

Other: .....

Are any of these skills available in the community gardening group? YES  NO

If not where will we find these skills? .....

.....

### 8. How will we co-operate with local government?

Will the garden be a place where communities and local government can work together to demonstrate social and environmental policy compatible with the aims of community gardening, such as:

- waste reduction
- water conservation
- greening
- energy efficiency
- biodiversity
- nutritional health
- education for sustainability

Other: .....

.....

.....



**9. How will we support biodiversity?**

Will we plant non-hybrid seed of heritage or heirloom vegetables and fruits so we can collect, save and replant the crops?

YES  NO

.....  
.....

Will the garden join the Seed Savers Network to learn more about food plant biodiversity, to obtain non-hybrid seed from the members of the network or to become the focus of a Local Seed Network?

YES  NO

.....  
.....

Will we propagate and distribute seed of endangered or rare local native (indigenous) plants?

YES  NO

.....

**10. How will we educate gardeners and the public in waste reduction?**

Will we demonstrate the reuse and recycling of waste organic matter through:

compost       worm farms       mulching       use of recycled materials

Other:.....

.....

**11. How will we conserve water in the garden?**

rainwater tanks       mulching       low-water-use plants       low-water-use irrigation

Other:.....

.....

**12. How will we fund the garden?**

apply for grants       membership fee       other types of self-funding

How will we fund ongoing costs?.....

.....

.....





13. What will we look for in a preferred site for the garden?

size of area needed: .....

access to sunlight, water and wind protection etc.: .....

good quality soil     close to residential area     close to public transport

Comments/suggestions: .....

.....

.....

14. Description of the proposed management structure:

Will the garden organisational structure be an incorporated association?    YES     NO

Will the garden obtain public liability insurance?    YES     NO

How will decisions be made? .....

.....

.....

.....

.....

What will be the proposed conflict resolution process? .....

.....

.....

.....

How will new members be recruited and trained? .....

.....

.....



15. How will gardeners ensure that there are no problems with:

Odour: .....

Vandalism: .....

Excessive noise: .....

Site aesthetics - how the site looks: .....

Rodents: .....

Parking: .....

Non-gardener access: .....

Other: .....



PRODUCED BY...  
AUSTRALIAN CITY FARMS & COMMUNITY GARDENS NETWORK  
www.communitygardens.org.au  
Text by Russ Grayson and Fiona Campbell, 2001.



Creative Commons Attribution-NonCommercial-No Derivative Works 2.5  
Australia license. <http://creativecommons.org>  
Community garden, non-government educational, advocacy, local  
government, sustainability educators and community organizations may  
reproduce and distribute this brochure under this same Creative Commons  
license. This Creative Commons notice must appear on the document.  
Please inform us if you reuse the brochure: [info@communitygarden.org.au](mailto:info@communitygarden.org.au)





## Attachment 3

### Prohibited Plants List – Community Gardens

The following plants are prohibited to grow in community gardens

1. Plants that are listed as environmental weeds or state and regional priority weeds.
2. Poisonous plants

The following species threaten the biodiversity of local bushland because they are known or likely environmental weeds whose fruit and / or seeds are spread by birds.

- Aerial Yam (*Dioscorea bulbifera*)
- African olive (*Olea africanus*)
- Asparagus ferns (*Asparagus aethiopicus, africanus, asparagoides, plumosus*)
- Bunya Pine (*Araucaria bidwillii*)
- Brazilian Cherry (*Eugenia uniflora*)
- Blackberry (*Rubus fruticosus*)
- Black Mulberry (*Morus alba*)
- Black Locust (*Robinia pseudoacacia*)
- Cape Gooseberry (*Physalis viscosa*)
- Cherry Guava (*Psidium cattleianum*)
- Coffee (*Coffea arabica*)
- Common Olive (*Olea europaea subsp. cuspidata*)
- Dragon Fruit (*Hylocereus undatus*)
- Guava (*Psidium guajava*)
- Grumichama (*Eugenia dombeyi*)
- Honey Locust (*Gleditsia triacanthos*)
- Ice-cream Bean (*Inga edulis*)
- Jaboticaba (*Myrciaria cauliflora*)
- Leucaena (*Leucaena leucocephala*)
- Loquat (*Eriobotrya japonica*)
- White Mulberry (*Morus alba*)
- Passionfruit (*Passiflora edulis, suberosa and subpeltata*)
- Prickly Pear (*Opuntia spp*)
- Rough Lemon (*Citrus x taitensis*)
- Taro (*Colocasia esculenta*)
- Water lettuce (*Pistia stratiotes*)
- Wax Jambu (*Syzygium jambolana*)
- White Sapote (*Casimiroa edulis*)





Note: this list is not exhaustive. If you have any doubts about species selection, please contact Council's weeds officer on 6643 0200.

- Please also see the websites for:
- NSW Government Department of Primary Industry NSW WeedWise < <http://weedsdpi.nsw.gov.au> >
- NSW Government Local Land Services North Coast Regional Strategic Weed Management Plan 2017-2022 (Version 2) < [https://www.lls.nsw.gov.au/\\_data/assets/pdf\\_file/0006/722760/Revised-North-Coast-Regional-Weed-Mgmt-Plan-web-002.pdf](https://www.lls.nsw.gov.au/_data/assets/pdf_file/0006/722760/Revised-North-Coast-Regional-Weed-Mgmt-Plan-web-002.pdf) >.
- Gardening Responsibly < <https://www.gardeningsresponsibly.org.au/> >.

## Attachment 4

### Community gardens suggested trees and shrubs list

Edible Species List\*:

EDIBLE TREES and SHRUBS*		X = LGE TREE (> 4 metres)	X = SML TREE (2 – 4 metres)	X = SHRUB (<2metres)	S = SUN TOLERANTE SH = SHADE REQUIRED	EDIBLE PART	Harbours fruit fly
BOTANICAL NAME	COMMON NAME						
<i>Acmena hemilampra</i>	Broad leaved lilly pilly	X				Fruit	
<i>Acemna smithii</i>	Lilly Pilly	X				Fruit	
<i>Acronychia acidula</i>	Lemon Aspen						
<i>Acronychia oblongifolia</i>	White Aspen	X				Fruit	
<i>Alpinia caerulea</i>	Native Ginger			X	SH	Fruit	
<i>Annona atemoya</i>	Custard Apple	X			S	Fruit	
<i>Austromyrtus dulcis</i>	Midyim Berry			X	S	Fruit	
<i>Averrhoa carambola</i>	Star fruit / Carambola					Fruit	◇
<i>Backhousia citriodora</i>	Lemon Scented Myrtle	X			S	Leaf	
<i>B. anisata, Syzygium anisatum, Anetholea anisata</i>	Aniseed Myrtle	X				Leaf	
<i>Brachychiton populneus</i>	Kurrajong	X				Flower / Seed	
<i>Camellia sinensis</i>	Tea		X		S	Leaf	
<i>Carica papaya</i>	Paw Paw		X		S	Fruit	◇
<i>Carica pentagona</i>	Babaco		X		S	Fruit	
<i>Carya illinoensis</i>	Pecan	X			S	Nut	
<i>Citrus australasica</i>	Finger Lime		X		SH	Fruit	
<i>Citrus latifolia</i>	Lime		X		S	Fruit	
<i>Citrus limon</i>	Lemon		X		S	Fruit	
<i>Citrus paradisa</i>	Grapefruit		X		S	Fruit	
<i>Citrus reticulata</i>	Mandarin		X		S	Fruit	
<i>Citrus sinensis</i>	Orange		X		S	Fruit	
<i>Curcuma domestica</i>	Tumeric			X	SH	Tuber	
<i>Cymbopogon citrates</i>	Lemon Grass			X	S	Leaf	
<i>Cyphomandra cajanumensis</i>	Casana			X	SH	Fruit	

<b>EDIBLE TREES and SHRUBS*</b>		<b>X = LGE TREE (&gt; 4 metres)</b>	<b>X = SML TREE (2 – 4 metres)</b>	<b>X = SHRUB (&lt;2metres)</b>	<b>S = SUN TOLERANTE</b>	<b>SH = SHADE REQUIRED</b>	<b>EDIBLE PART</b>	<b>Harbours fruit fly</b>
<b>BOTANICAL NAME</b>	<b>COMMON NAME</b>							
<i>Diospyros kaki</i>	Persimmon	X			S		Fruit	
<i>Diospyros digyna</i>	Black Sapote	X			S		Fruit	
<i>Ficus coronata</i>	Creek sandpaper fig	X					Fruit	
<i>Fortunella sp.</i>	Kumquat			X	S		Fruit	
<i>Fragaria x Ananassa</i>	Strawberry			X	S		Fruit	
<i>Feijoa sellowiana</i>	Feijoa		X		SH		Fruit	
<i>Laurus nobilis</i>	Bay Tree	X			S		Leaf	
<i>Litchi chinensis</i>	Lychee						Fruit	◇
<i>Mallus domestica</i>	Apple – tropical cultivar						Fruit	◇
<i>Malpighia glabra</i>	Acerola Cherry		X		S		Fruit	
<i>Mangifera indica</i>	Mango	X			S		Fruit	◇
<i>Manihot esculenta</i>	Cassava			X	S		Tuber / Leaf	
<i>Murraya koenigii</i>	Curry Leaf Tree		X		S		Leaf	
<i>Persa americana</i>	Avocado	X			S		Fruit	◇
<i>Pipturus argenteus</i>	Native Mulberry		X		SH		Fruit	
<i>Podocarpus elatus</i>	Plum Pine	X					Fruit	
<i>Polymnia sonchifolia</i>	Yacon			X	S		Tubers	
<i>Pouteria campechiana</i>	Canistel	X			S		Fruit	
<i>Punica granatum</i>	Pomegranate		X		S		Fruit	
<i>Pyrus communis</i>	Pear – tropical cultivar						Fruit	◇
<i>Rheum rhabarbarum</i>	Rhubarb			X	SH		Steam	
<i>Solanum muricatum</i>	Pepino			X	S		Fruit	
<i>Solanum betaceum</i>	Tamarillo		X		S		Fruit	◇
<i>Sterculia quadrifida</i>	Peanut Tree	X					Seed	
<i>Syzygium australe,</i> <i>S. leuhmannii,</i> <i>S. oleosum,</i> <i>Acmena spp</i>	Lilly Pillys						Fruit	◇

EDIBLE TREES and SHRUBS*		X = LGE TREE (> 4 metres)	X = SML TREE (2 - 4 metres)	X = SHRUB (<2metres)	S = SUN TOLERANTE	SH = SHADE REQUIRED	EDIBLE PART	Harbours fruit fly
BOTANICAL NAME	COMMON NAME							
<i>Tetragonia tetragonioides</i>	Warrigal or N.Z. Spinach						Leaf	
<i>Zingiber officinale</i>	Ginger			X	SH		Tuber	
Note: Common olive to be avoided due to weed potential. Manzanilla variety best suited to this area.	Olive						Fruit	

\* Please note:(1) *The above list is not comprehensive. Species that are grown commercially in local area (e.g. Banana and Macadamia) have been avoided due to the potential of street specimens to harbour disease and impact local industry. Endangered Indigenous species (e.g. Davidson Plum) have been excluded due to their potential to cause genetic contamination of local relict populations.*

\* Please note (2) *Council encourages that any permanent trees or shrubs planted in community gardens are sourced from local provenance were possible. Contact reputable local nurseries to see if they can supply such species to suit your needs.*

## Attachment 5

Australian Government Department of Agriculture and Water Resources (2016). National Standard for Organic and Bio-Dynamic Produce (extract)

**Table A1 Soil fertilising and conditioning**

Substances	Specific conditions/restrictions
Animal manures	Application must be composted or followed by at least two green manure crops in cropping system.
Blood and bone, fish-meal, hoof and horn meal, or other waste products from livestock processing	Following application, uptake of such products by livestock does not form part of the animals diet.
Compost	Should be produced in accordance with Australian Standard 4454-1999 or recognised equivalent system.
Minerals and trace elements from natural sources, including: <ul style="list-style-type: none"> <li>calcium (dolomite, gypsum, lime);</li> <li>clay (bentonite, Kaolin, Attapulgite);</li> <li>magnesium;</li> <li>phosphate (rock phosphate, phosphatic guano);</li> <li>potash (rock &amp; sulphate potash);</li> <li>elemental sulphur.</li> </ul>	Must not be chemically treated to promote water solubility
Epson salt (magnesium sulphate)	None
Microbiological, biological and botanical preparations	Products derived from genetic modification technology are prohibited
Mined carbon-based products	Peat to be used for plant propagation only
Naturally occurring biological organisms (e.g. worms) and their by-products	None
Plant by-products	From chemically untreated sources only
Perlite	For potting/seedling mixes only
Sawdust, bark and wood waste	From chemically untreated sources only
Seaweed or algae preparations	None
Straw	From chemically untreated sources only
Trace elements & natural chelates, e.g. ligno sulphonates & those using the natural chelating agents e.g. citric, maleic & other di-/tri-acids	Not synthetically chelated elements
Vermiculite	For use in potting/seedling mixes only
Wood ash	From chemically untreated sources only
Zeolites	None

**Table A2 Plant pest control**

Substances	Specific conditions/restrictions
Ayurvedic preparations	None
Baits for fruit fly	Substances as required by regulation. Baits must be fully enclosed within traps.
Boric acid	None
Biological controls	Naturally occurring cultured organisms e.g. <i>Bacillus thuringiensis</i> .
Diatomaceous earth and naturally occurring chitin products	None
Essential oils, plant oils and extracts	None
Homeopathic preparations	None
Hydrogen Peroxide	None
Iron (III) phosphate	None
Light mineral oils, such as paraffin	None
Lime	None
Natural acids (e.g. vinegar)	None
Natural plant extracts excluding tobacco/	Obtained by infusion and made by the farmer without additional concentration
Pheromones	None
Potassium Bicarbonate	None
Potassium permanganate	None
Pyrethrum	Extracted from <i>Chrysanthemum cinerariaefolium</i>
Quassia	Extracted from <i>Quassia amara</i>
Rotenone	Extracted from <i>Derris elliptica</i>
Ryania	Extracted from <i>Ryania speciosa</i>
Seaweed, seaweed meal, seaweed extracts	None
Sea salts and salty water	None
Sodium bicarbonate	None
Sterilised insect males	Need recognised by certification organisation where other controls are not available.
Stone meal	None
Vegetable oils	None



**Table A3 Plant disease control**

Substances	Specific conditions/restrictions
Ayurvedic preparations	None
Biological controls	Naturally occurring cultured organisms only
Copper e.g. Bordeaux and Burgundy mixture	Annual copper application must be less than 6 Kg/Ha/Annum on an average rolling basis
Essential oils, plant oils and extracts	None
Granulose virus preparations	Need recognised by certification organisation.
Homeopathic preparations	None
Light mineral oils (such as paraffin)	None
Lime	None
Lime-sulphur	None
Natural plant extracts excluding tobacco	Obtained by infusion and/or made by the farmer without additional concentration
Potassium permanganate	None
Potassium soap (soft soap)	None
Propolis	None
Seaweed, seaweed meal, seaweed extracts	None
Sea salts and salty water	None
Skim milk or skim milk powder	None
Sodium bicarbonate	None
Sodium silicate (water-glass)	None
Sulphur	In wettable or dry form only
Vegetable oils	None
Vinegar	None

## Clarence Valley Council



## 2022/23 Quarterly Budget Review - September 2022

## Income &amp; Expenditure Statement By Fund - CONSOLIDATED

Description	Original Budget 2022/23	Variations Sept QBRs	Proposed Revised	
			Budget Sept Qtr	Actual YTD Figures
<b>Income</b>				
Rates Income	(37,383,061)	0	(37,383,061)	(37,577,465)
Annual Charges	(31,440,508)	0	(31,440,508)	(32,850,256)
User Charges	(18,004,000)	0	(18,004,000)	916
Statutory & Regulatory User Charges	(3,193,159)	0	(3,193,159)	(1,211,899)
General User Fees	(16,694,125)	0	(16,694,125)	(5,810,110)
Interest Income	(1,991,234)	0	(1,991,234)	(856,510)
Operating Grants & Contributions	(22,118,471)	0	(22,118,471)	(2,525,973)
Other Revenue	(2,669,751)	(882,000)	(3,551,751)	(291,623)
Internal Income	(15,341,819)	0	(15,341,819)	(401,060)
Internal Plant Hire Income	(7,976,273)	0	(7,976,273)	(2,435,385)
<b>Total Income</b>	<b>(156,812,401)</b>	<b>(882,000)</b>	<b>(157,694,401)</b>	<b>(83,959,364)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	42,224,863	0	42,224,863	11,535,986
Other Employee Costs	670,605	0	670,605	197,612
Borrowing Costs	6,257,493	0	6,257,493	979,809
Materials	10,882,923	160,000	11,042,923	3,905,549
Contracts	24,582,637	16,500	24,599,137	6,808,795
Consultancies	797,994	0	797,994	144,680
Legal Expenses	345,406	0	345,406	50,571
Depreciation	48,669,909	0	48,669,909	0
Insurance Expenses	2,278,965	0	2,278,965	2,233,779
Donations, Contributions & Taxes	5,339,190	0	5,339,190	570,258
Administration Expenses	1,542,988	0	1,542,988	325,390
Other Operating Expenses	5,478,051	0	5,478,051	2,076,053
Subscriptions & Memberships	376,122	0	376,122	129,489
Internal Expenses	9,917,651	0	9,917,651	1,569,817
Internal Plant Hire Expenditure	5,434,997	0	5,434,997	1,775,046
<b>Total Expenditure</b>	<b>164,799,794</b>	<b>176,500</b>	<b>164,976,294</b>	<b>32,302,836</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>7,987,393</b>	<b>(705,500)</b>	<b>7,281,893</b>	<b>(51,656,529)</b>
Capital Grants & Contributions	(57,869,238)	(18,400,657)	(76,269,895)	3,818,798
<b>Operating Result for the Year</b>	<b>(49,881,845)</b>	<b>(19,106,157)</b>	<b>(68,988,002)</b>	<b>(47,837,730)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	15,568,250	1,018,000	16,586,250	1,788,420
Capital Works - Upgrade	17,632,935	1,797,500	19,430,435	3,577,198
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	72,659,339	16,398,657	89,057,996	8,660,395
Depreciation	(48,669,910)	0	(48,669,910)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	940,873
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	8,928,390	0	8,928,390	2,104,545
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	(2,178,503)	0	(2,178,503)	(1,105,090)
Net ABC Recovery	0	0	0	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>63,940,501</b>	<b>19,214,157</b>	<b>83,154,658</b>	<b>15,966,341</b>

Internal Reserves	(5,461,853)	882,000	(4,579,853)	0
External Reserves	(6,056,704)	(930,000)	(6,986,704)	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	(6,747,397)	0	(6,747,397)	0
S64 / S94 Contribution Reserves	4,243,818	0	4,243,818	0
<b>Net Service Result after Transfers to/from Reserves</b>	<b>(14,022,136)</b>	<b>(48,000)</b>	<b>(14,070,136)</b>	<b>0</b>
<b>NET RESULT</b>	<b>36,520</b>	<b>60,000</b>	<b>96,520</b>	<b>(31,871,390)</b>

## Clarence Valley Council

2022/23 Quarterly Budget Review - September 2022  
Income & Expenditure Statement By Fund - CVC General Fund

Description	Original Budget 2022/23	Variations Sept QBRS	Proposed Revised Budget Sept Qtr	Actual YTD Figures
<b>Income</b>				
Rates Income	(37,383,061)	0	(37,383,061)	(37,577,465)
Annual Charges	(2,337,151)	0	(2,337,151)	(1,991,651)
User Charges	0	0	0	0
Statutory & Regulatory User Charges	(3,112,059)	0	(3,112,059)	(1,190,697)
General User Fees	(9,473,115)	0	(9,473,115)	(3,174,936)
Interest Income	(1,019,159)	0	(1,019,159)	(831,209)
Operating Grants & Contributions	(18,938,489)	0	(18,938,489)	(2,452,754)
Other Revenue	(2,408,773)	(882,000)	(3,290,773)	(254,605)
Internal Income	(12,492,608)	0	(12,492,608)	(327,944)
Internal Plant Hire Income	(7,173,765)	0	(7,173,765)	(2,102,314)
<b>Total Income</b>	<b>(94,338,180)</b>	<b>(882,000)</b>	<b>(95,220,180)</b>	<b>(49,903,575)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	36,970,197	0	36,970,197	10,670,535
Other Employee Costs	669,605	0	669,605	193,518
Borrowing Costs	607,008	0	607,008	99,997
Materials	7,330,701	160,000	7,490,701	3,315,995
Contracts	11,049,768	16,500	11,066,268	4,936,500
Consultancies	773,969	0	773,969	141,623
Legal Expenses	338,208	0	338,208	43,071
Depreciation	31,874,114	0	31,874,114	0
Insurance Expenses	2,112,205	0	2,112,205	2,149,511
Donations, Contributions & Taxes	4,908,527	0	4,908,527	651,760
Administration Expenses	1,376,472	0	1,376,472	303,440
Other Operating Expenses	3,965,607	0	3,965,607	1,774,798
Subscriptions & Memberships	207,536	0	207,536	61,962
Internal Expenses	5,399,347	0	5,399,347	1,236,007
Internal Plant Hire Expenditure	4,254,062	0	4,254,062	1,533,912
<b>Total Expenditure</b>	<b>111,837,326</b>	<b>176,500</b>	<b>112,013,826</b>	<b>27,112,628</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>17,499,146</b>	<b>(705,500)</b>	<b>16,793,646</b>	<b>(22,790,947)</b>
Capital Grants & Contributions	(54,166,655)	(18,400,657)	(72,567,312)	4,453,559
<b>Operating Result for the Year</b>	<b>(36,667,509)</b>	<b>(19,106,157)</b>	<b>(55,773,666)</b>	<b>(18,337,388)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	10,396,892	88,000	10,484,892	1,444,009
Capital Works - Upgrade	16,755,935	1,797,500	18,553,435	3,450,534
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	54,704,068	16,398,657	71,102,725	5,584,779
Depreciation	(31,874,113)	0	(31,874,113)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	940,873
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	2,054,365	0	2,054,365	436,312
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	(1,535,258)	0	(1,535,258)	(1,103,766)
Net ABC Recovery	(3,209,209)	0	(3,209,209)	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>47,292,680</b>	<b>18,284,157</b>	<b>65,576,837</b>	<b>10,752,742</b>

Internal Reserves	(5,461,853)	882,000	(4,579,853)	0
External Reserves	79,364	0	79,364	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	(6,747,397)	0	(6,747,397)	0
S64 / S94 Contribution Reserves	1,541,235	0	1,541,235	0
<b>Net Service Result after Transfers to/from Reserves</b>	<b>(10,588,651)</b>	<b>882,000</b>	<b>(9,706,651)</b>	<b>0</b>
<b>NET RESULT - CVC General Fund</b>	<b>36,520</b>	<b>60,000</b>	<b>96,520</b>	<b>(7,584,646)</b>

## Clarence Valley Council

2022/23 Quarterly Budget Review - September 2022  
Income & Expenditure Statement By Fund - CVC Water Fund

Description	Original Budget 2022/23	Variations Sept QBRS	Proposed Revised Budget Sept Qtr	Actual YTD Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	(2,575,008)	0	(2,575,008)	(2,943,349)
User Charges	(15,764,000)	0	(15,764,000)	1,556
Statutory & Regulatory User Charges	(40,700)	0	(40,700)	(5,561)
General User Fees	(2,333,969)	0	(2,333,969)	(198,718)
Interest Income	(632,081)	0	(632,081)	(8,010)
Operating Grants & Contributions	(2,319,347)	0	(2,319,347)	0
Other Revenue	(140,596)	0	(140,596)	(36,404)
Internal Income	(819,573)	0	(819,573)	(71,116)
Internal Plant Hire Income	(477,326)	0	(477,326)	(165,307)
<b>Total Income</b>	<b>(25,102,600)</b>	<b>0</b>	<b>(25,102,600)</b>	<b>(3,426,908)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	2,551,483	0	2,551,483	328,897
Other Employee Costs	400	0	400	548
Borrowing Costs	1,546,764	0	1,546,764	236,118
Materials	1,501,617	0	1,501,617	220,849
Contracts	1,565,591	0	1,565,591	154,457
Consultancies	16,082	0	16,082	0
Legal Expenses	4,900	0	4,900	0
Depreciation	6,688,985	0	6,688,985	0
Insurance Expenses	58,628	0	58,628	42,140
Donations, Contributions & Taxes	0	0	0	0
Administration Expenses	24,839	0	24,839	532
Other Operating Expenses	258,258	0	258,258	23,123
Subscriptions & Memberships	8,735	0	8,735	0
Internal Expenses	835,024	0	835,024	120,714
Internal Plant Hire Expenditure	579,750	0	579,750	122,718
<b>Total Expenditure</b>	<b>15,641,056</b>	<b>0</b>	<b>15,641,056</b>	<b>1,250,097</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>(9,461,544)</b>	<b>0</b>	<b>(9,461,544)</b>	<b>(2,176,812)</b>
Capital Grants & Contributions	(2,259,796)	0	(2,259,796)	(255,245)
<b>Operating Result for the Year</b>	<b>(11,721,340)</b>	<b>0</b>	<b>(11,721,340)</b>	<b>(2,432,057)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	2,340,000	930,000	3,270,000	85,315
Capital Works - Upgrade	877,000	0	877,000	108,948
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	11,304,761	0	11,304,761	2,389,747
Depreciation	(6,688,986)	0	(6,688,986)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	1,086,588	0	1,086,588	305,734
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	(449,382)	0	(449,382)	0
Net ABC Recovery	1,498,418	0	1,498,418	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>9,968,399</b>	<b>930,000</b>	<b>10,898,399</b>	<b>2,889,744</b>



Internal Reserves	0	0	0	0
External Reserves	493,145	(930,000)	(436,855)	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	1,259,796	0	1,259,796	0
<b>Net Service Result after Transfers to/from Reserves</b>	<b>1,752,941</b>	<b>(930,000)</b>	<b>822,941</b>	<b>0</b>
<b>NET RESULT - CVC Water Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>457,688</b>

## Clarence Valley Council

2022/23 Quarterly Budget Review - September 2022  
Income & Expenditure Statement By Fund - CVC Sewer Fund

Description	Original Budget 2022/23	Variations Sept QBRS	Proposed Revised Budget Sept Qtr	Actual YTD Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	(18,610,383)	0	(18,610,383)	(19,994,706)
User Charges	(2,240,000)	0	(2,240,000)	(640)
Statutory & Regulatory User Charges	(40,400)	0	(40,400)	(15,642)
General User Fees	(636,757)	0	(636,757)	(50,356)
Interest Income	(230,286)	0	(230,286)	(10,491)
Operating Grants & Contributions	(366,690)	0	(366,690)	0
Other Revenue	(25,285)	0	(25,285)	(355)
Internal Income	(504,028)	0	(504,028)	(2,000)
Internal Plant Hire Income	(325,182)	0	(325,182)	(167,764)
<b>Total Income</b>	<b>(22,979,011)</b>	<b>0</b>	<b>(22,979,011)</b>	<b>(20,241,954)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	1,897,452	0	1,897,452	347,795
Other Employee Costs	0	0	0	646
Borrowing Costs	3,797,628	0	3,797,628	595,960
Materials	1,588,272	0	1,588,272	313,957
Contracts	1,325,551	0	1,325,551	178,201
Consultancies	265	0	265	0
Legal Expenses	2,100	0	2,100	7,500
Depreciation	9,112,699	0	9,112,699	0
Insurance Expenses	65,179	0	65,179	42,128
Donations, Contributions & Taxes	0	0	0	0
Administration Expenses	576	0	576	0
Other Operating Expenses	682,795	0	682,795	142,124
Subscriptions & Memberships	8,408	0	8,408	0
Internal Expenses	363,032	0	363,032	154,537
Internal Plant Hire Expenditure	598,815	0	598,815	117,924
<b>Total Expenditure</b>	<b>19,442,772</b>	<b>0</b>	<b>19,442,772</b>	<b>1,900,773</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>(3,536,239)</b>	<b>0</b>	<b>(3,536,239)</b>	<b>(18,341,181)</b>
Capital Grants & Contributions	(1,442,787)	0	(1,442,787)	(379,516)
<b>Operating Result for the Year</b>	<b>(4,979,026)</b>	<b>0</b>	<b>(4,979,026)</b>	<b>(18,720,697)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	2,626,358	0	2,626,358	259,096
Capital Works - Upgrade	0	0	0	17,715
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	3,125,510	0	3,125,510	600,753
Depreciation	(9,112,700)	0	(9,112,700)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	5,247,500	0	5,247,500	1,213,478
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	(193,863)	0	(193,863)	0
Net ABC Recovery	1,097,613	0	1,097,613	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>2,790,418</b>	<b>0</b>	<b>2,790,418</b>	<b>2,091,042</b>

Internal Reserves	0	0	0	0
External Reserves	745,821	0	745,821	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	1,442,787	0	1,442,787	0
<b>Net Service Result after Transfers to/from Reserves</b>	<b>2,188,608</b>	<b>0</b>	<b>2,188,608</b>	<b>0</b>
<b>NET RESULT - CVC Sewer Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(16,629,655)</b>

## Clarence Valley Council

2022/23 Quarterly Budget Review - September 2022  
Income & Expenditure Statement By Fund - Holiday Parks

Description	Original Budget 2022/23	Variations Sept QBRS	Proposed Revised	
			Budget Sept Qtr	Actual YTD Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	0	0	0	0
User Charges	0	0	0	0
Statutory & Regulatory User Charges	0	0	0	0
General User Fees	(4,250,284)	0	(4,250,284)	(2,386,026)
Interest Income	(57,730)	0	(57,730)	(1,130)
Operating Grants & Contributions	(25,224)	0	(25,224)	(6,844)
Other Revenue	0	0	0	0
Internal Income	0	0	0	0
Internal Plant Hire Income	0	0	0	0
<b>Total Income</b>	<b>(4,333,238)</b>	<b>0</b>	<b>(4,333,238)</b>	<b>(2,394,000)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	119,179	0	119,179	25,899
Other Employee Costs	0	0	0	1,400
Borrowing Costs	0	0	0	0
Materials	210,415	0	210,415	44,528
Contracts	2,606,664	0	2,606,664	554,056
Consultancies	7,678	0	7,678	0
Legal Expenses	198	0	198	0
Depreciation	698,477	0	698,477	0
Insurance Expenses	39,900	0	39,900	0
Donations, Contributions & Taxes	430,663	0	430,663	(81,502)
Administration Expenses	107,644	0	107,644	16,350
Other Operating Expenses	378,045	0	378,045	65,249
Subscriptions & Memberships	8,673	0	8,673	0
Internal Expenses	1,496,978	0	1,496,978	54,684
Internal Plant Hire Expenditure	2,370	0	2,370	493
<b>Total Expenditure</b>	<b>6,106,884</b>	<b>0</b>	<b>6,106,884</b>	<b>681,157</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>1,773,646</b>	<b>0</b>	<b>1,773,646</b>	<b>(1,712,844)</b>
Capital Grants & Contributions	0	0	0	0
<b>Operating Result for the Year</b>	<b>1,773,646</b>	<b>0</b>	<b>1,773,646</b>	<b>(1,712,844)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	205,000	0	205,000	0
Capital Works - Upgrade	0	0	0	0
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	3,180,000	0	3,180,000	53,984
Depreciation	(698,477)	0	(698,477)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	0	0	0	0
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	0	0	0	0
Net ABC Recovery	124,164	0	124,164	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>2,810,687</b>	<b>0</b>	<b>2,810,687</b>	<b>53,984</b>

Internal Reserves	0	0	0	0
External Reserves	(4,584,333)	0	(4,584,333)	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	0	0	0	0
<b>Net Service Result after Transfers to/from Reserves</b>	<b>(4,584,333)</b>	<b>0</b>	<b>(4,584,333)</b>	<b>0</b>
<b>NET RESULT - Holiday Parks</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,658,859)</b>

## Clarence Valley Council

## 2022/23 Quarterly Budget Review - September 2022

## Income &amp; Expenditure Statement By Fund - Clarence Regional Library

Description	Original Budget 2022/23	Variations Sept QBRS	Proposed Revised	
			Budget Sept Qtr	Actual YTD Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	0	0	0	0
User Charges	0	0	0	0
Statutory & Regulatory User Charges	0	0	0	0
General User Fees	0	0	0	(74)
Interest Income	(10,019)	0	(10,019)	0
Operating Grants & Contributions	(282,621)	0	(282,621)	(66,375)
Other Revenue	(2,153)	0	(2,153)	(258)
Internal Income	(1,169,113)	0	(1,169,113)	0
Internal Plant Hire Income	0	0	0	0
<b>Total Income</b>	<b>(1,463,906)</b>	<b>0</b>	<b>(1,463,906)</b>	<b>(66,707)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	540,284	0	540,284	122,242
Other Employee Costs	600	0	600	1,500
Borrowing Costs	0	0	0	0
Materials	12,300	0	12,300	1,622
Contracts	90,000	0	90,000	9,305
Consultancies	0	0	0	0
Legal Expenses	0	0	0	0
Depreciation	234,958	0	234,958	0
Insurance Expenses	2,444	0	2,444	0
Donations, Contributions & Taxes	0	0	0	0
Administration Expenses	24,558	0	24,558	4,808
Other Operating Expenses	121,409	0	121,409	57,991
Subscriptions & Memberships	97,274	0	97,274	19,711
Internal Expenses	7,500	0	7,500	1,875
Internal Plant Hire Expenditure	0	0	0	0
<b>Total Expenditure</b>	<b>1,131,327</b>	<b>0</b>	<b>1,131,327</b>	<b>219,053</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>(332,579)</b>	<b>0</b>	<b>(332,579)</b>	<b>152,347</b>
Capital Grants & Contributions	0	0	0	0
<b>Operating Result for the Year</b>	<b>(332,579)</b>	<b>0</b>	<b>(332,579)</b>	<b>152,347</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	0
Capital Works - Upgrade	0	0	0	0
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	345,000	0	345,000	31,131
Depreciation	(234,958)	0	(234,958)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	0	0	0	0
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	0	0	0	(1,324)
Net ABC Recovery	120,250	0	120,250	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>230,292</b>	<b>0</b>	<b>230,292</b>	<b>29,807</b>



Internal Reserves	0	0	0	0
External Reserves	102,287	0	102,287	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	0	0	0	0
<b>Net Service Result after Transfers to/from Reserves</b>	<b>102,287</b>	<b>0</b>	<b>102,287</b>	<b>0</b>
<b>NET RESULT - Clarence Regional Library</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>182,154</b>

## Clarence Valley Council

## 2022/23 Quarterly Budget Review - September 2022

## Income &amp; Expenditure Statement By Fund - CVC Domestic Waste Management Fund

Description	Original Budget 2022/23	Variations Sept QBRS	Proposed Revised Budget Sept Qtr	Actual YTD Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	(7,917,966)	0	(7,917,966)	(7,920,550)
User Charges	0	0	0	0
Statutory & Regulatory User Charges	0	0	0	0
General User Fees	0	0	0	0
Interest Income	(41,959)	0	(41,959)	(5,670)
Operating Grants & Contributions	(186,100)	0	(186,100)	0
Other Revenue	(92,944)	0	(92,944)	0
Internal Income	(356,497)	0	(356,497)	0
Internal Plant Hire Income	0	0	0	0
<b>Total Income</b>	<b>(8,595,466)</b>	<b>0</b>	<b>(8,595,466)</b>	<b>(7,926,220)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	146,268	0	146,268	40,618
Other Employee Costs	0	0	0	0
Borrowing Costs	306,093	0	306,093	47,734
Materials	239,618	0	239,618	8,598
Contracts	7,945,063	0	7,945,063	976,276
Consultancies	0	0	0	3,057
Legal Expenses	0	0	0	0
Depreciation	60,676	0	60,676	0
Insurance Expenses	609	0	609	0
Donations, Contributions & Taxes	0	0	0	0
Administration Expenses	8,899	0	8,899	260
Other Operating Expenses	71,937	0	71,937	12,768
Subscriptions & Memberships	45,496	0	45,496	47,817
Internal Expenses	1,815,770	0	1,815,770	2,000
Internal Plant Hire Expenditure	0	0	0	0
<b>Total Expenditure</b>	<b>10,640,429</b>	<b>0</b>	<b>10,640,429</b>	<b>1,139,128</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>2,044,963</b>	<b>0</b>	<b>2,044,963</b>	<b>(6,787,092)</b>
Capital Grants & Contributions	0	0	0	0
<b>Operating Result for the Year</b>	<b>2,044,963</b>	<b>0</b>	<b>2,044,963</b>	<b>(6,787,092)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	0
Capital Works - Upgrade	0	0	0	0
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	0	0	0	0
Depreciation	(60,676)	0	(60,676)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	539,937	0	539,937	149,021
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	0	0	0	0
Net ABC Recovery	368,764	0	368,764	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>848,025</b>	<b>0</b>	<b>848,025</b>	<b>149,021</b>

Internal Reserves	0	0	0	0
External Reserves	(2,892,988)	0	(2,892,988)	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	0	0	0	0
<b>Net Service Result after Transfers to/from Reserves</b>	<b>(2,892,988)</b>	<b>0</b>	<b>(2,892,988)</b>	<b>0</b>
<b>NET RESULT - CVC Domestic Waste Management Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(6,638,071)</b>

## ATTACHMENT B

# Clarence Valley Council

2022/23 Quarterly Income & Expenditure Statements by Service - September 2022

---



*"Discover the Clarence"*

Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022  
Service: Office of General Manager

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	0	0	0	
Interest Income	0	0	0	
Operating Grants & Contributions	0	0	0	(5,032)
Other Revenue	0	0	0	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(5,032)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	678,094	0	678,094	105,441
Other Employee Costs	4,000	0	4,000	
Borrowing Costs	0	0	0	
Materials	8,668	0	8,668	70
Contracts	25,000	0	25,000	
Consultancies	95,455	0		6,530
Legal Expenses	0	0	0	
Depreciation	682	0	682	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	0	0	0	
Internal Expenses	8,000	0	8,000	66
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>819,899</b>	<b>0</b>	<b>819,899</b>	<b>113,357</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>819,899</b>	<b>0</b>	<b>819,899</b>	<b>108,327</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>819,899</b>	<b>0</b>	<b>819,899</b>	<b>108,327</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	(682)	0	(682)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	(555,841)	0	(555,841)	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>(556,523)</b>	<b>0</b>	<b>(556,523)</b>	
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>ADJUSTED NET RESULT</b>	<b>263,376</b>	<b>0</b>	<b>263,376</b>	<b>108,327</b>

Clarence Valley Council

**Quarterly Income & Expenditure Statement - September 2022**

Service: Elected Members



Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	0	0	0	
Interest Income	0	0	0	
Operating Grants & Contributions	0	0	0	
Other Revenue	0	0	0	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Expenditure</b>				
Salaries, Wages & Oncosts	898	0	898	
Other Employee Costs	40,000	0	40,000	16,000
Borrowing Costs	0	0	0	
Materials	0	0	0	2,850
Contracts	0	0	0	
Consultancies	1,958	0		
Legal Expenses	0	0	0	
Depreciation	0	0	0	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	336,200	0	336,200	52,660
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	57,098	0	57,098	
Internal Expenses	8,000	0	8,000	2,000
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>444,154</b>	<b>0</b>	<b>444,154</b>	<b>57,680</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>444,154</b>	<b>0</b>	<b>444,154</b>	<b>57,680</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>444,154</b>	<b>0</b>	<b>444,154</b>	<b>57,680</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	0	0	0	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0		
Net ABC Recovery	238,521	0	238,521	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>238,521</b>	<b>0</b>	<b>238,521</b>	
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	133,333	0	133,333	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>133,333</b>	<b>0</b>	<b>133,333</b>	
<b>ADJUSTED NET RESULT</b>	<b>816,008</b>	<b>0</b>	<b>816,008</b>	<b>57,680</b>



Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022  
Service: Corporate & Governance

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	0	0	0	
Interest Income	0	0	0	
Operating Grants & Contributions	0	0	0	
Other Revenue	0	0	0	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Expenditure</b>				
Salaries, Wages & Oncosts	748,244	0	748,244	126,600
Other Employee Costs	600	0	600	3,000
Borrowing Costs	0	0	0	
Materials	0	0	0	
Contracts	0	0	0	10,860
Consultancies	14,023	0		3,290
Legal Expenses	0	0	0	
Depreciation	148	0	148	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	2,983	0	2,983	1,000
Internal Expenses	24,000	0	24,000	8,000
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>789,998</b>	<b>0</b>	<b>789,998</b>	<b>149,800</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>789,998</b>	<b>0</b>	<b>789,998</b>	<b>149,800</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>789,998</b>	<b>0</b>	<b>789,998</b>	<b>149,800</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	(148)	0	(148)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	(587,091)	0	(587,091)	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>(587,239)</b>	<b>0</b>	<b>(587,239)</b>	
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>ADJUSTED NET RESULT</b>	<b>202,759</b>	<b>0</b>	<b>202,759</b>	<b>149,800</b>

Clarence Valley Council

**Quarterly Income & Expenditure Statement - September 2022**

Service: Finance Control & Compliance



Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	(37,383,061)	0	(37,383,061)	(37,577,465)
Annual Charges	0	0	0	0
User Charges	0	0	0	0
Statutory & Regulatory User Charges	(154,000)	0	(154,000)	(29,818)
General User Fees	(42,692)	0	(42,692)	(13,701)
Interest Income	(675,296)	0	(675,296)	(831,209)
Operating Grants & Contributions	(9,220,116)	0	(9,220,116)	(783,842)
Other Revenue	(240,075)	0	(240,075)	2,250
Internal Income	(1,328,954)	0	(1,328,954)	0
Internal Plant Hire	0	0	0	0
<b>Total Income</b>	<b>(49,044,194)</b>	<b>0</b>	<b>(49,044,194)</b>	<b>(39,233,781)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	1,764,914	0	1,764,914	357,930
Other Employee Costs	11,500	0	11,500	3,520
Borrowing Costs	0	0	0	131,670
Materials	11,321	0	11,321	5,190
Contracts	362,500	0	362,500	62,660
Consultancies	20,515	0	20,515	1,500
Legal Expenses	200,000	0	200,000	0
Depreciation	344	0	344	0
Insurance Expenses	0	0	0	0
Donations, Contributions & Taxes	0	0	0	0
Administration Expenses	593,525	0	593,525	105,270
Other Operating Expenses	2,340	0	2,340	0
Subscriptions & Memberships	0	0	0	0
Internal Expenses	59,300	0	59,300	14,820
Internal Plant Hire	0	0	0	0
<b>Total Expenditure</b>	<b>3,026,259</b>	<b>0</b>	<b>3,026,259</b>	<b>682,590</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>(46,017,935)</b>	<b>0</b>	<b>(46,017,935)</b>	<b>(38,551,191)</b>
Capital Grants & Contributions	0	0	0	0
<b>NET RESULT</b>	<b>(46,017,935)</b>	<b>0</b>	<b>(46,017,935)</b>	<b>(38,551,191)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	0
Capital Works - Upgrade	0	0	0	0
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	0	0	0	0
Depreciation	(344)	0	(344)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	934,700
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	0	0	0	264,550
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	0	0	0	0
Net ABC Recovery	(1,712,736)	0	(1,712,736)	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>(1,713,080)</b>	<b>0</b>	<b>(1,713,080)</b>	<b>1,199,250</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	5,392,162	0	5,392,162	0
External Reserves	0	0	0	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	0	0	0	0
<b>Total Transfers to/from Reserves</b>	<b>5,392,162</b>	<b>0</b>	<b>5,392,162</b>	<b>0</b>
<b>ADJUSTED NET RESULT</b>	<b>(42,338,853)</b>	<b>0</b>	<b>(42,338,853)</b>	<b>(37,351,932)</b>

Clarence Valley Council

Quarterly Income & Expenditure Statement - September 2022  
Service: Financial Analysis & Business Support



Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	0	0	0	
Interest Income	0	0	0	
Operating Grants & Contributions	0	0	0	
Other Revenue	0	0	0	
Internal Income	(5,424,168)	0	(5,424,168)	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(5,424,168)</b>	<b>0</b>	<b>(5,424,168)</b>	
<b>Expenditure</b>				
Salaries, Wages & Oncosts	5,656,454	0	5,656,454	4,112,400
Other Employee Costs	303,155	0	303,155	36,560
Borrowing Costs	0	0	0	
Materials	741	0	741	680
Contracts	741	0	741	
Consultancies	150,000	0		
Legal Expenses	0	0	0	
Depreciation	0	0	0	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	3,900	0	3,900	
Internal Expenses	250,500	0	250,500	66,700
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>6,365,491</b>	<b>0</b>	<b>6,365,491</b>	<b>4,216,360</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>941,323</b>	<b>0</b>	<b>941,323</b>	<b>4,216,360</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>941,323</b>	<b>0</b>	<b>941,323</b>	<b>4,216,360</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	0	0	0	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	6,170
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	(808,703)	0	(808,703)	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>(808,703)</b>	<b>0</b>	<b>(808,703)</b>	<b>6,170</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>ADJUSTED NET RESULT</b>	<b>132,620</b>	<b>0</b>	<b>132,620</b>	<b>4,222,530</b>

Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022  
Service: Information Services & Corporate Systems

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	0	0	0	
Interest Income	0	0	0	
Operating Grants & Contributions	0	0	0	
Other Revenue	0	0	0	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Expenditure</b>				
Salaries, Wages & Oncosts	1,356,112	0	1,356,112	298,374
Other Employee Costs	0	0	0	
Borrowing Costs	3,665	0	3,665	(311)
Materials	0	0	0	
Contracts	0	0	0	22,930
Consultancies	265,000	0		7,420
Legal Expenses	0	0	0	
Depreciation	480,526	0	480,526	
Insurance Expenses	20,141	0	20,141	22,880
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	69,641	0	69,641	13,990
Other Operating Expenses	2,764,525	0	2,764,525	1,595,330
Subscriptions & Memberships	0	0	0	2,600
Internal Expenses	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>4,959,610</b>	<b>0</b>	<b>4,959,610</b>	<b>1,963,230</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>4,959,610</b>	<b>0</b>	<b>4,959,610</b>	<b>1,963,230</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>4,959,610</b>	<b>0</b>	<b>4,959,610</b>	<b>1,963,230</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	27,690
Capital Works - Upgrade	80,000	0	80,000	70,000
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	468,710	0	468,710	43,400
Depreciation	(480,526)	0	(480,526)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	8,274	0	8,274	13,000
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	(2,253,827)	0	(2,253,827)	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>(2,177,369)</b>	<b>0</b>	<b>(2,177,369)</b>	<b>71,930</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>ADJUSTED NET RESULT</b>	<b>2,782,241</b>	<b>0</b>	<b>2,782,241</b>	<b>2,035,170</b>

Clarence Valley Council

Quarterly Income & Expenditure Statement - September 2022  
Service: Corporate & Customer Experience



Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	(63,900)	0	(63,900)	(17,172)
General User Fees	0	0	0	(20)
Interest Income	0	0	0	
Operating Grants & Contributions	0	0	0	
Other Revenue	(61,500)	0	(61,500)	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(125,400)</b>	<b>0</b>	<b>(125,400)</b>	<b>(17,192)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	1,629,238	0	1,629,238	345,671
Other Employee Costs	5,000	0	5,000	1,900
Borrowing Costs	479	0	479	21
Materials	10,000	0	10,000	2,400
Contracts	28,020	0	28,020	9,540
Consultancies	36,959	0		1,260
Legal Expenses	34,875	0	34,875	1,400
Depreciation	456	0	456	
Insurance Expenses	973,281	0	973,281	1,775,000
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	62,608	0	62,608	26,960
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	18,227	0	18,227	690
Internal Expenses	8,000	0	8,000	2,000
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>2,807,143</b>	<b>0</b>	<b>2,807,143</b>	<b>2,166,880</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>2,681,743</b>	<b>0</b>	<b>2,681,743</b>	<b>2,149,688</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>2,681,743</b>	<b>0</b>	<b>2,681,743</b>	<b>2,149,688</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	(456)	0	(456)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	2,225	0	2,225	630
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	(1,868,639)	0	(1,868,639)	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>(1,866,870)</b>	<b>0</b>	<b>(1,866,870)</b>	<b>630</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>ADJUSTED NET RESULT</b>	<b>814,873</b>	<b>0</b>	<b>814,873</b>	<b>2,150,318</b>

Clarence Valley Council



**Quarterly Income & Expenditure Statement - September 2022**

Service: People & Culture

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	0	0	0	
Interest Income	0	0	0	
Operating Grants & Contributions	(186,290)	0	(186,290)	
Other Revenue	0	0	0	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(186,290)</b>	<b>0</b>	<b>(186,290)</b>	
<b>Expenditure</b>				
Salaries, Wages & Oncosts	541,016	0	541,016	109,710
Other Employee Costs	284,000	0	284,000	143,280
Borrowing Costs	0	0	0	
Materials	0	0	0	1,000
Contracts	0	0	0	5,080
Consultancies	30,301	0		
Legal Expenses	50,000	0	50,000	33,360
Depreciation	361	0	361	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	49,007	0	49,007	32,180
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	32,500	0	32,500	2,940
Internal Expenses	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>987,185</b>	<b>0</b>	<b>987,185</b>	<b>327,570</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>800,895</b>	<b>0</b>	<b>800,895</b>	<b>327,570</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>800,895</b>	<b>0</b>	<b>800,895</b>	<b>327,570</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	(361)	0	(361)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0		
Net ABC Recovery	(995,805)	0	(995,805)	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>(996,166)</b>	<b>0</b>	<b>(996,166)</b>	
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>ADJUSTED NET RESULT</b>	<b>(195,271)</b>	<b>0</b>	<b>(195,271)</b>	<b>327,570</b>



Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022

Service: Safety & Risk

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	0	0	0	
Interest Income	0	0	0	
Operating Grants & Contributions	(117,000)	0	(117,000)	
Other Revenue	0	0	0	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(117,000)</b>	<b>0</b>	<b>(117,000)</b>	
<b>Expenditure</b>				
Salaries, Wages & Oncosts	393,182	0	393,182	75,588
Other Employee Costs	3,000	0	3,000	18,000
Borrowing Costs	0	0	0	
Materials	0	0	0	
Contracts	70,000	0	70,000	1,588
Consultancies	0	0	0	
Legal Expenses	0	0	0	
Depreciation	0	0	0	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	0	0	0	
Internal Expenses	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>466,182</b>	<b>0</b>	<b>466,182</b>	<b>77,358</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>349,182</b>	<b>0</b>	<b>349,182</b>	<b>77,358</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>349,182</b>	<b>0</b>	<b>349,182</b>	<b>77,358</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	0	0	0	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	(339,363)	0	(339,363)	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>(339,363)</b>	<b>0</b>	<b>(339,363)</b>	
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	35,000	0	35,000	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>35,000</b>	<b>0</b>	<b>35,000</b>	
<b>ADJUSTED NET RESULT</b>	<b>44,819</b>	<b>0</b>	<b>44,819</b>	<b>77,358</b>

Clarence Valley Council

**Quarterly Income & Expenditure Statement - September 2022**  
**Service: Community & Industry Engagement**



Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	0	0	0	0
User Charges	0	0	0	0
Statutory & Regulatory User Charges	0	0	0	0
General User Fees	0	0	0	0
Interest Income	0	0	0	0
Operating Grants & Contributions	0	0	0	(230,066)
Other Revenue	(1,281)	0	(1,281)	(464)
Internal Income	0	0	0	0
Internal Plant Hire	0	0	0	0
<b>Total Income</b>	<b>(1,281)</b>	<b>0</b>	<b>(1,281)</b>	<b>(230,529)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	636,189	0	636,189	102,100
Other Employee Costs	1,050	0	1,050	0
Borrowing Costs	300	0	300	100
Materials	126,116	100,000	226,116	54,680
Contracts	88,243	0	88,243	30,860
Consultancies	16,646	0	0	0
Legal Expenses	0	0	0	0
Depreciation	10,034	0	10,034	0
Insurance Expenses	0	0	0	0
Donations, Contributions & Taxes	135,000	0	135,000	23,420
Administration Expenses	167,354	0	167,354	28,760
Other Operating Expenses	0	0	0	0
Subscriptions & Memberships	25,210	0	25,210	35,610
Internal Expenses	25,520	0	25,520	4,850
Internal Plant Hire	0	0	0	0
<b>Total Expenditure</b>	<b>1,231,662</b>	<b>100,000</b>	<b>1,331,662</b>	<b>280,310</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>	<b>1,230,381</b>	<b>100,000</b>	<b>1,330,381</b>	<b>49,780</b>
<b>Provided for capital purposes</b>	<b>0</b>	<b>(100,000)</b>	<b>(100,000)</b>	<b>0</b>
Capital Grants & Contributions	0	(100,000)	(100,000)	0
<b>NET RESULT</b>	<b>1,230,381</b>	<b>0</b>	<b>1,230,381</b>	<b>49,780</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	0
Capital Works - Upgrade	0	0	0	0
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	0	0	0	0
Depreciation	(10,034)	0	(10,034)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	1,390	0	1,390	390
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	0	0	0	0
Net ABC Recovery	(56,200)	0	(56,200)	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>(64,844)</b>	<b>0</b>	<b>(64,844)</b>	<b>390</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	0
External Reserves	0	0	0	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	0	0	0	0
<b>Total Transfers to/from Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ADJUSTED NET RESULT</b>	<b>1,165,537</b>	<b>0</b>	<b>1,165,537</b>	<b>50,180</b>

Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022  
Service: Community Development

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	(20,566)	0	(20,566)	(4,767)
Interest Income	(27,318)	0	(27,318)	
Operating Grants & Contributions	(96,231)	0	(96,231)	(32,101)
Other Revenue	0	0	0	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(144,115)</b>	<b>0</b>	<b>(144,115)</b>	<b>(36,868)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	874,892	0	874,892	162,190
Other Employee Costs	0	0	0	49,000
Borrowing Costs	0	0	0	
Materials	25,439	0	25,439	15,070
Contracts	111,800	0	111,800	27,740
Consultancies	0	0		
Legal Expenses	0	0	0	
Depreciation	149,258	0	149,258	
Insurance Expenses	28,008	0	28,008	
Donations, Contributions & Taxes	100,000	0	100,000	52,630
Administration Expenses	24,381	0	24,381	13,000
Other Operating Expenses	13,465	0	13,465	4,860
Subscriptions & Memberships	27,055	0	27,055	11,360
Internal Expenses	10,250	0	10,250	2,770
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>1,364,548</b>	<b>0</b>	<b>1,364,548</b>	<b>277,260</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>1,220,433</b>	<b>0</b>	<b>1,220,433</b>	<b>240,390</b>
Capital Grants & Contributions	(951,648)	0	(951,648)	(51,170)
<b>NET RESULT</b>	<b>268,785</b>	<b>0</b>	<b>268,785</b>	<b>189,220</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	100,000	0	100,000	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	(149,258)	0	(149,258)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0		
Net ABC Recovery	296,235	0	296,235	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>246,977</b>	<b>0</b>	<b>246,977</b>	
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	978,966	0	978,966	
<b>Total Transfers to/from Reserves</b>	<b>978,966</b>	<b>0</b>	<b>978,966</b>	
<b>ADJUSTED NET RESULT</b>	<b>1,494,728</b>	<b>0</b>	<b>1,494,728</b>	<b>189,220</b>

Clarence Valley Council



**Quarterly Income & Expenditure Statement - September 2022**

Service: **Library Services**

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBR5	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	0	0	0	0
User Charges	0	0	0	0
Statutory & Regulatory User Charges	0	0	0	0
General User Fees	(10,300)	0	(10,300)	(4,515)
Interest Income	(10,019)	0	(10,019)	0
Operating Grants & Contributions	(488,167)	0	(488,167)	(66,375)
Other Revenue	(5,364)	0	(5,364)	(293)
Internal Income	(1,169,113)	0	(1,169,113)	0
Internal Plant Hire	0	0	0	0
<b>Total Income</b>	<b>(1,682,963)</b>	<b>0</b>	<b>(1,682,963)</b>	<b>(71,183)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	1,564,952	0	1,564,952	360,451
Other Employee Costs	3,800	0	3,800	1,751
Borrowing Costs	1,885	0	1,885	(168)
Materials	37,015	0	37,015	4,071
Contracts	100,545	0	100,545	12,841
Consultancies	0	0	0	0
Legal Expenses	0	0	0	0
Depreciation	382,663	0	382,663	0
Insurance Expenses	34,430	0	34,430	0
Donations, Contributions & Taxes	0	0	0	0
Administration Expenses	27,527	0	27,527	5,321
Other Operating Expenses	181,583	0	181,583	66,201
Subscriptions & Memberships	106,045	0	106,045	20,721
Internal Expenses	1,207,614	0	1,207,614	7,581
Internal Plant Hire	0	0	0	0
<b>Total Expenditure</b>	<b>3,648,059</b>	<b>0</b>	<b>3,648,059</b>	<b>478,801</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>1,965,096</b>	<b>0</b>	<b>1,965,096</b>	<b>407,621</b>
Capital Grants & Contributions	0	0	0	0
<b>NET RESULT</b>	<b>1,965,096</b>	<b>0</b>	<b>1,965,096</b>	<b>407,621</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	66,841
Capital Works - Upgrade	0	0	0	0
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	345,000	0	345,000	33,401
Depreciation	(382,663)	0	(382,663)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	4,132	0	4,132	0
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	0	0	0	(1,324)
Net ABC Recovery	432,759	0	432,759	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>399,228</b>	<b>0</b>	<b>399,228</b>	<b>98,921</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	0
External Reserves	102,287	0	102,287	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	0	0	0	0
<b>Total Transfers to/from Reserves</b>	<b>102,287</b>	<b>0</b>	<b>102,287</b>	<b>0</b>
<b>ADJUSTED NET RESULT</b>	<b>2,466,611</b>	<b>0</b>	<b>2,466,611</b>	<b>506,551</b>

Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022  
Service: Cultural Services

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	(83,440)	0	(83,440)	(31,752)
Interest Income	0	0	0	
Operating Grants & Contributions	(125,000)	0	(125,000)	(60,000)
Other Revenue	(43,047)	0	(43,047)	(10,902)
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(251,487)</b>	<b>0</b>	<b>(251,487)</b>	<b>(102,654)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	440,549	0	440,549	108,030
Other Employee Costs	0	0	0	
Borrowing Costs	6,367	0	6,367	(461)
Materials	100,750	0	100,750	41,070
Contracts	67,750	0	67,750	25,170
Consultancies	59,405	0		46,460
Legal Expenses	0	0	0	
Depreciation	4,578	0	4,578	
Insurance Expenses	19,038	0	19,038	8,040
Donations, Contributions & Taxes	26,000	0	26,000	
Administration Expenses	34,206	0	34,206	22,590
Other Operating Expenses	49,566	0	49,566	7,230
Subscriptions & Memberships	4,824	0	4,824	500
Internal Expenses	19,886	0	19,886	2,750
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>832,919</b>	<b>0</b>	<b>832,919</b>	<b>260,970</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>581,432</b>	<b>0</b>	<b>581,432</b>	<b>158,310</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>581,432</b>	<b>0</b>	<b>581,432</b>	<b>158,310</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	24,000	0	24,000	
Capital Works - Upgrade	0	0	0	1,380
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	(4,578)	0	(4,578)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	36,317	0	36,317	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	106,649	0	106,649	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>162,388</b>	<b>0</b>	<b>162,388</b>	<b>1,380</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	
External Reserves	114,414	0	114,414	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>114,414</b>	<b>0</b>	<b>114,414</b>	
<b>ADJUSTED NET RESULT</b>	<b>858,234</b>	<b>0</b>	<b>858,234</b>	<b>159,700</b>

Clarence Valley Council



**Quarterly Income & Expenditure Statement - September 2022**  
**Service: Works & Civil Management**

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	0	0	0	0
User Charges	0	0	0	0
Statutory & Regulatory User Charges	0	0	0	0
General User Fees	(41,734)	0	(41,734)	(89,468)
Interest Income	0	0	0	0
Operating Grants & Contributions	0	0	0	0
Other Revenue	(265,214)	0	(265,214)	(15,912)
Internal Income	(1,525,325)	0	(1,525,325)	(353,830)
Internal Plant Hire	(7,976,273)	0	(7,976,273)	(2,435,385)
<b>Total Income</b>	<b>(9,808,546)</b>	<b>0</b>	<b>(9,808,546)</b>	<b>(2,805,216)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	1,130,483	0	1,130,483	252,831
Other Employee Costs	8,000	0	8,000	12,000
Borrowing Costs	556	0	556	(49,000)
Materials	3,868,736	0	3,868,736	947,061
Contracts	446,872	0	446,872	113,781
Consultancies	0	0	0	0
Legal Expenses	0	0	0	0
Depreciation	2,980,727	0	2,980,727	0
Insurance Expenses	588,222	0	588,222	389,671
Donations, Contributions & Taxes	0	0	0	0
Administration Expenses	0	0	0	0
Other Operating Expenses	45,047	0	45,047	8,051
Subscriptions & Memberships	1,250	0	1,250	1,250
Internal Expenses	171,400	0	171,400	40,061
Internal Plant Hire	23,575	0	23,575	3,531
<b>Total Expenditure</b>	<b>9,264,868</b>	<b>0</b>	<b>9,264,868</b>	<b>1,756,331</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>(543,678)</b>	<b>0</b>	<b>(543,678)</b>	<b>(1,048,877)</b>
Capital Grants & Contributions	(200,600)	0	(200,600)	(300,000)
<b>NET RESULT</b>	<b>(744,278)</b>	<b>0</b>	<b>(744,278)</b>	<b>(1,348,877)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	202,000	0	202,000	30,000
Capital Works - Upgrade	200,600	0	200,600	200,000
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	5,396,986	0	5,396,986	285,891
Depreciation	(2,980,726)	0	(2,980,726)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	1,218	0	1,218	0
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	(1,535,117)	0	0	(212,406)
Net ABC Recovery	151,076	0	151,076	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>1,436,037</b>	<b>0</b>	<b>1,436,037</b>	<b>303,485</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(638,942)	0	(638,942)	0
External Reserves	512,219	0	512,219	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	0	0	0	0
<b>Total Transfers to/from Reserves</b>	<b>(126,723)</b>	<b>0</b>	<b>(126,723)</b>	<b>0</b>
<b>ADJUSTED NET RESULT</b>	<b>565,036</b>	<b>0</b>	<b>565,036</b>	<b>(1,045,388)</b>



Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022

Service: Emergency Services

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	0	0	0	0
User Charges	0	0	0	0
Statutory & Regulatory User Charges	0	0	0	0
General User Fees	0	0	0	0
Interest Income	0	0	0	0
Operating Grants & Contributions	(597,320)	0	(597,320)	603,320
Other Revenue	0	0	0	0
Internal Income	0	0	0	0
Internal Plant Hire	0	0	0	0
<b>Total Income</b>	<b>(597,320)</b>	<b>0</b>	<b>(597,320)</b>	<b>603,320</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	159,462	0	159,462	233,750
Other Employee Costs	0	0	0	2,600
Borrowing Costs	1,051	0	1,051	(93)
Materials	460,906	0	460,906	1,491,010
Contracts	270,840	0	270,840	2,074,810
Consultancies	3,717	0	0	43,660
Legal Expenses	0	0	0	0
Depreciation	171,877	0	171,877	0
Insurance Expenses	39,062	0	39,062	0
Donations, Contributions & Taxes	1,212,160	0	1,212,160	0
Administration Expenses	19,849	0	19,849	1,160
Other Operating Expenses	90,168	0	90,168	8,390
Subscriptions & Memberships	1,272	0	1,272	0
Internal Expenses	38,119	0	38,119	108,020
Internal Plant Hire	0	0	0	367,930
<b>Total Expenditure</b>	<b>2,468,483</b>	<b>0</b>	<b>2,468,483</b>	<b>4,331,270</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>1,871,163</b>	<b>0</b>	<b>1,871,163</b>	<b>4,934,590</b>
Capital Grants & Contributions	(10,028,571)	0	(10,028,571)	0
<b>NET RESULT</b>	<b>(8,157,408)</b>	<b>0</b>	<b>(8,157,408)</b>	<b>4,934,590</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	0
Capital Works - Upgrade	0	0	0	0
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	10,028,571	0	10,028,571	117,580
Depreciation	(171,877)	0	(171,877)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	2,302	0	2,302	0
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	0	0	0	0
Net ABC Recovery	537	0	537	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>9,859,533</b>	<b>0</b>	<b>9,859,533</b>	<b>117,580</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	0
External Reserves	0	0	0	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	(31,996)	0	(31,996)	0
S64 / S94 Contribution Reserves	0	0	0	0
<b>Total Transfers to/from Reserves</b>	<b>(31,996)</b>	<b>0</b>	<b>(31,996)</b>	<b>0</b>
<b>ADJUSTED NET RESULT</b>	<b>1,670,129</b>	<b>0</b>	<b>1,670,129</b>	<b>5,052,170</b>

Clarence Valley Council

**Quarterly Income & Expenditure Statement - September 2022**  
**Service: Strategic Infrastructure**



Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	0	0	0	
Interest Income	0	0	0	
Operating Grants & Contributions	(56,305)	0	(56,305)	(31,867)
Other Revenue	0	0	0	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(56,305)</b>	<b>0</b>	<b>(56,305)</b>	<b>(31,867)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	638,154	0	638,154	174,821
Other Employee Costs	0	0	0	
Borrowing Costs	0	0	0	
Materials	3,857	0	3,857	32,121
Contracts	71,296	0	71,296	1,700
Consultancies	0	0	0	
Legal Expenses	0	0	0	
Depreciation	0	0	0	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	
Other Operating Expenses	0	0	0	86,121
Subscriptions & Memberships	0	0	0	
Internal Expenses	48,500	0	48,500	14,121
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>761,807</b>	<b>0</b>	<b>761,807</b>	<b>191,842</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>705,502</b>	<b>0</b>	<b>705,502</b>	<b>159,971</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>705,502</b>	<b>0</b>	<b>705,502</b>	<b>159,971</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	17,833	0	17,833	15,841
Depreciation	0	0	0	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	55,702	0	55,702	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>73,535</b>	<b>0</b>	<b>73,535</b>	<b>15,841</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>ADJUSTED NET RESULT</b>	<b>779,037</b>	<b>0</b>	<b>779,037</b>	<b>175,812</b>

Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022  
Service: Roads Infrastructure

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	(89,600)	0	(89,600)	(27,085)
General User Fees	(1,773,196)	0	(1,773,196)	(1,388,584)
Interest Income	(79,028)	0	(79,028)	
Operating Grants & Contributions	(7,353,632)	0	(7,353,632)	(1,984,000)
Other Revenue	(30,000)	0	(30,000)	(1,748)
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(9,325,456)</b>	<b>0</b>	<b>(9,325,456)</b>	<b>(3,401,417)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	6,731,365	0	6,731,365	1,203,561
Other Employee Costs	4,000	0	4,000	161
Borrowing Costs	407,859	0	407,859	(22,752)
Materials	2,026,749	6,500	2,033,249	715,131
Contracts	2,336,648	10,000	2,346,648	1,614,641
Consultancies	0	0		
Legal Expenses	0	0	0	1,451
Depreciation	20,811,627	0	20,811,627	
Insurance Expenses	2,587	0	2,587	10,681
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	3,881
Other Operating Expenses	460,782	0	460,782	91,451
Subscriptions & Memberships	4,550	0	4,550	
Internal Expenses	334,015	0	334,015	330,651
Internal Plant Hire	3,020,912	0	3,020,912	731,431
<b>Total Expenditure</b>	<b>36,141,094</b>	<b>16,500</b>	<b>36,157,594</b>	<b>4,680,321</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>26,815,638</b>	<b>16,500</b>	<b>26,832,138</b>	<b>1,278,901</b>
Capital Grants & Contributions	(32,334,140)	(13,189,971)	(45,524,111)	3,989,871
<b>NET RESULT</b>	<b>(5,518,502)</b>	<b>(13,173,471)</b>	<b>(18,691,973)</b>	<b>5,268,781</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	2,034,843	88,000	2,122,843	72,301
Capital Works - Upgrade	9,021,178	12,925,471	21,946,649	2,644,971
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	35,153,282	160,000	35,313,282	4,711,651
Depreciation	(20,811,625)	0	(20,811,625)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	1,318,375	0	1,318,375	109,631
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0		(9,360)
Net ABC Recovery	1,973,431	0	1,973,431	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>28,689,484</b>	<b>13,173,471</b>	<b>41,862,955</b>	<b>7,529,201</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(5,583,125)	0	(5,583,125)	
External Reserves	(28,050)	0	(28,050)	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	(5,967,573)	0	(5,967,573)	
S64 / S94 Contribution Reserves	(204,805)	0	(204,805)	
<b>Total Transfers to/from Reserves</b>	<b>(11,783,553)</b>	<b>0</b>	<b>(11,783,553)</b>	
<b>ADJUSTED NET RESULT</b>	<b>11,387,429</b>	<b>0</b>	<b>11,387,429</b>	<b>12,797,981</b>

Clarence Valley Council



**Quarterly Income & Expenditure Statement - September 2022**

Service: **Regional Airport**

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	0	0	0	0
User Charges	0	0	0	0
Statutory & Regulatory User Charges	0	0	0	0
General User Fees	(36,452)	0	(36,452)	(7,119)
Interest Income	0	0	0	0
Operating Grants & Contributions	(17,565)	0	(17,565)	0
Other Revenue	(3,056)	0	(3,056)	(637)
Internal Income	0	0	0	0
Internal Plant Hire	0	0	0	0
<b>Total Income</b>	<b>(57,073)</b>	<b>0</b>	<b>(57,073)</b>	<b>(7,755)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	162,157	0	162,157	59,274
Other Employee Costs	0	0	0	0
Borrowing Costs	22,758	0	22,758	(806)
Materials	3,023	0	3,023	911
Contracts	15,546	0	15,546	14,311
Consultancies	0	0	0	0
Legal Expenses	0	0	0	0
Depreciation	215,588	0	215,588	0
Insurance Expenses	3,603	0	3,603	0
Donations, Contributions & Taxes	0	0	0	0
Administration Expenses	0	0	0	0
Other Operating Expenses	14,459	0	14,459	821
Subscriptions & Memberships	2,153	0	2,153	2,551
Internal Expenses	17,445	0	17,445	7,891
Internal Plant Hire	0	0	0	211
<b>Total Expenditure</b>	<b>456,732</b>	<b>0</b>	<b>456,732</b>	<b>84,981</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>399,659</b>	<b>0</b>	<b>399,659</b>	<b>77,234</b>
Capital Grants & Contributions	0	0	0	0
<b>NET RESULT</b>	<b>399,659</b>	<b>0</b>	<b>399,659</b>	<b>77,234</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	0
Capital Works - Upgrade	0	0	0	29,901
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	0	0	0	0
Depreciation	(215,588)	0	(215,588)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	115,670	0	115,670	781
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	0	0	0	0
Net ABC Recovery	20,613	0	20,613	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>(79,305)</b>	<b>0</b>	<b>(79,305)</b>	<b>30,681</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	0
External Reserves	0	0	0	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	0	0	0	0
<b>Total Transfers to/from Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ADJUSTED NET RESULT</b>	<b>320,354</b>	<b>0</b>	<b>320,354</b>	<b>107,915</b>

Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022

Service: Quarries

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	(6,140)	0	(6,140)	
Interest Income	(3,628)	0	(3,628)	
Operating Grants & Contributions	0	0	0	
Other Revenue	0	0	0	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(9,768)</b>	<b>0</b>	<b>(9,768)</b>	
<b>Expenditure</b>				
Salaries, Wages & Oncosts	128,401	0	128,401	23,540
Other Employee Costs	0	0	0	
Borrowing Costs	0	0	0	
Materials	29,129	0	29,129	
Contracts	324,500	0	324,500	86,000
Consultancies	0	0	0	
Legal Expenses	0	0	0	
Depreciation	29,443	0	29,443	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	0	0	0	
Internal Expenses	15,818	0	15,818	
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>527,291</b>	<b>0</b>	<b>527,291</b>	<b>24,400</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>517,523</b>	<b>0</b>	<b>517,523</b>	<b>24,400</b>
Capital Grants & Contributions	(24,563)	0	(24,563)	
<b>NET RESULT</b>	<b>492,960</b>	<b>0</b>	<b>492,960</b>	<b>24,400</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	41,000	0	41,000	
Depreciation	(29,443)	0	(29,443)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	9,161	0	9,161	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>20,718</b>	<b>0</b>	<b>20,718</b>	
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(538,241)	0	(538,241)	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	24,563	0	24,563	
<b>Total Transfers to/from Reserves</b>	<b>(513,678)</b>	<b>0</b>	<b>(513,678)</b>	
<b>ADJUSTED NET RESULT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,400</b>

Clarence Valley Council



**Quarterly Income & Expenditure Statement - September 2022**  
**Service: Parks & Open Spaces**

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	0	0	0	0
User Charges	0	0	0	0
Statutory & Regulatory User Charges	0	0	0	(55,000)
General User Fees	(645,927)	0	(645,927)	(48,059)
Interest Income	(3,084)	0	(3,084)	0
Operating Grants & Contributions	0	0	0	233,860
Other Revenue	(152,447)	0	(152,447)	(48,970)
Internal Income	(1,190,500)	0	(1,190,500)	0
Internal Plant Hire	0	0	0	0
<b>Total Income</b>	<b>(1,991,958)</b>	<b>0</b>	<b>(1,991,958)</b>	<b>136,781</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	2,550,629	0	2,550,629	659,550
Other Employee Costs	0	0	0	43,000
Borrowing Costs	80,257	0	80,257	(4,037)
Materials	305,833	0	305,833	85,590
Contracts	3,165,268	0	3,165,268	383,190
Consultancies	7,902	0	0	0
Legal Expenses	0	0	0	0
Depreciation	2,531,997	0	2,531,997	0
Insurance Expenses	231,282	0	231,282	5,180
Donations, Contributions & Taxes	29,527	0	29,527	0
Administration Expenses	6,224	0	6,224	0
Other Operating Expenses	116,696	0	116,696	18,860
Subscriptions & Memberships	1,737	0	1,737	0
Internal Expenses	871,217	0	871,217	357,810
Internal Plant Hire	896,000	0	896,000	372,810
<b>Total Expenditure</b>	<b>10,794,569</b>	<b>0</b>	<b>10,794,569</b>	<b>1,879,410</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>8,802,611</b>	<b>0</b>	<b>8,802,611</b>	<b>2,016,191</b>
Capital Grants & Contributions	(8,301,253)	(2,642,881)	(10,944,134)	1,384,810
<b>NET RESULT</b>	<b>501,358</b>	<b>(2,642,881)</b>	<b>(2,141,523)</b>	<b>3,401,001</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	3,679,000	0	3,679,000	927,590
Capital Works - Upgrade	4,580,000	0	4,580,000	412,870
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	1,589,108	0	1,589,108	108,460
Depreciation	(2,531,997)	2,642,881	110,884	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	226,477	0	226,477	27,150
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	0	0	0	0
Net ABC Recovery	834,046	0	834,046	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>8,376,634</b>	<b>2,642,881</b>	<b>11,019,515</b>	<b>1,476,070</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(1,219,694)	0	(1,219,694)	0
External Reserves	0	0	0	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	(212,828)	0	(212,828)	0
S64 / S94 Contribution Reserves	707,436	0	707,436	0
<b>Total Transfers to/from Reserves</b>	<b>(725,086)</b>	<b>0</b>	<b>(725,086)</b>	<b>0</b>
<b>ADJUSTED NET RESULT</b>	<b>8,152,906</b>	<b>0</b>	<b>8,152,906</b>	<b>4,877,081</b>



Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022  
Service: Buildings & Facilities

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	0	0	0	0
User Charges	0	0	0	0
Statutory & Regulatory User Charges	0	0	0	0
General User Fees	0	0	0	0
Interest Income	0	0	0	0
Operating Grants & Contributions	0	0	0	0
Other Revenue	(198,478)	0	(198,478)	(28,110)
Internal Income	0	0	0	0
Internal Plant Hire	0	0	0	0
<b>Total Income</b>	<b>(198,478)</b>	<b>0</b>	<b>(198,478)</b>	<b>(28,110)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	797,816	0	797,816	105,040
Other Employee Costs	0	0	0	0
Borrowing Costs	11,687	0	11,687	(567)
Materials	3,072	0	3,072	14,520
Contracts	86,182	0	86,182	149,780
Consultancies	265	0	0	0
Legal Expenses	22,909	0	22,909	5,150
Depreciation	1,287,114	0	1,287,114	0
Insurance Expenses	171,516	0	171,516	0
Donations, Contributions & Taxes	0	0	0	0
Administration Expenses	288	0	288	0
Other Operating Expenses	305,724	0	305,724	22,100
Subscriptions & Memberships	0	0	0	0
Internal Expenses	409,079	0	409,079	23,320
Internal Plant Hire	0	0	0	1,300
<b>Total Expenditure</b>	<b>3,095,652</b>	<b>0</b>	<b>3,095,652</b>	<b>320,670</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>2,897,174</b>	<b>0</b>	<b>2,897,174</b>	<b>292,560</b>
Capital Grants & Contributions	(1,678,689)	0	(1,678,689)	23,490
<b>NET RESULT</b>	<b>1,218,485</b>	<b>0</b>	<b>1,218,485</b>	<b>316,050</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	50,000	0	50,000	0
Capital Works - Upgrade	2,393,689	0	2,393,689	143,620
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	1,099,499	0	1,099,499	42,890
Depreciation	(1,287,115)	0	(1,287,115)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	33,321	0	33,321	4,140
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	0	0	0	0
Net ABC Recovery	(82,898)	0	(82,898)	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>2,206,496</b>	<b>0</b>	<b>2,206,496</b>	<b>190,650</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(1,264,499)	0	(1,264,499)	0
External Reserves	0	0	0	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	(500,000)	0	(500,000)	0
S64 / S94 Contribution Reserves	0	0	0	0
<b>Total Transfers to/from Reserves</b>	<b>(1,764,499)</b>	<b>0</b>	<b>(1,764,499)</b>	<b>0</b>
<b>ADJUSTED NET RESULT</b>	<b>1,660,482</b>	<b>0</b>	<b>1,660,482</b>	<b>506,700</b>

Clarence Valley Council



**Quarterly Income & Expenditure Statement - September 2022**

Service: Cemeteries

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	(618,460)	0	(618,460)	(216,388)
Interest Income	0	0	0	
Operating Grants & Contributions	0	0	0	
Other Revenue	(1,309)	0	(1,309)	(190)
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(619,769)</b>	<b>0</b>	<b>(619,769)</b>	<b>(216,577)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	356,178	0	356,178	80,930
Other Employee Costs	0	0	0	
Borrowing Costs	300	0	300	100
Materials	209,586	0	209,586	11,310
Contracts	74,688	0	74,688	16,730
Consultancies	0	0	0	
Legal Expenses	0	0	0	
Depreciation	33,950	0	33,950	
Insurance Expenses	1,095	0	1,095	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	0	0	0	
Internal Expenses	78,215	0	78,215	34,640
Internal Plant Hire	1,800	0	1,800	1,350
<b>Total Expenditure</b>	<b>755,812</b>	<b>0</b>	<b>755,812</b>	<b>145,000</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>136,043</b>	<b>0</b>	<b>136,043</b>	<b>(71,570)</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>136,043</b>	<b>0</b>	<b>136,043</b>	<b>(71,570)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	20,000	0	20,000	5,080
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	(33,949)	0	(33,949)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	1,390	0	1,390	390
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	51,652	0	51,652	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>39,093</b>	<b>0</b>	<b>39,093</b>	<b>5,480</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(20,000)	0	(20,000)	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>(20,000)</b>	<b>0</b>	<b>(20,000)</b>	
<b>ADJUSTED NET RESULT</b>	<b>155,136</b>	<b>0</b>	<b>155,136</b>	<b>(66,089)</b>

Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022

Service: Saleyards

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	(289,988)	0	(289,988)	(77,392)
Interest Income	(4,607)	0	(4,607)	
Operating Grants & Contributions	0	0	0	
Other Revenue	(1,288)	0	(1,288)	(214)
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(295,883)</b>	<b>0</b>	<b>(295,883)</b>	<b>(77,605)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	156,636	0	156,636	53,788
Other Employee Costs	0	0	0	
Borrowing Costs	2,996	0	2,996	18,000
Materials	5,181	0	5,181	4,840
Contracts	102,061	0	102,061	32,460
Consultancies	0	0	0	
Legal Expenses	0	0	0	80,000
Depreciation	105,504	0	105,504	
Insurance Expenses	4,210	0	4,210	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	
Other Operating Expenses	10,522	0	10,522	1,550
Subscriptions & Memberships	1,944	0	1,944	
Internal Expenses	24,127	0	24,127	17,750
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>413,181</b>	<b>0</b>	<b>413,181</b>	<b>111,390</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>117,298</b>	<b>0</b>	<b>117,298</b>	<b>33,790</b>
Capital Grants & Contributions	0	0	0	(100,000)
<b>NET RESULT</b>	<b>117,298</b>	<b>0</b>	<b>117,298</b>	<b>(66,209)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	158,000	0	158,000	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	(105,504)	0	(105,504)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	13,906	0	13,906	3,930
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	22,072	0	22,072	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>88,474</b>	<b>0</b>	<b>88,474</b>	<b>3,930</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(205,772)	0	(205,772)	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>(205,772)</b>	<b>0</b>	<b>(205,772)</b>	
<b>ADJUSTED NET RESULT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(62,271)</b>

Clarence Valley Council



**Quarterly Income & Expenditure Statement - September 2022**

Service: **Property Services**

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	0	0	0	
Interest Income	0	0	0	
Operating Grants & Contributions	(17,405)	0	(17,405)	
Other Revenue	(495,824)	(882,000)	(1,377,824)	(6,664)
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(513,229)</b>	<b>(882,000)</b>	<b>(1,395,229)</b>	<b>(6,664)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	252,961	0	252,961	45,100
Other Employee Costs	0	0	0	
Borrowing Costs	199	0	199	(18,000)
Materials	0	0	0	
Contracts	26,750	0	26,750	8,760
Consultancies	23,311	0		
Legal Expenses	23,973	0	23,973	90,000
Depreciation	0	0	0	
Insurance Expenses	19,973	0	19,973	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	3,000
Other Operating Expenses	5,045	0	5,045	93,000
Subscriptions & Memberships	0	0	0	
Internal Expenses	27,302	0	27,302	11,000
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>379,514</b>	<b>0</b>	<b>379,514</b>	<b>58,800</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>(133,715)</b>	<b>(882,000)</b>	<b>(1,015,715)</b>	<b>52,140</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>(133,715)</b>	<b>(882,000)</b>	<b>(1,015,715)</b>	<b>52,140</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	0	0	0	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	435	0	435	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0		(882,000)
Net ABC Recovery	9,686	0	9,686	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>10,121</b>	<b>0</b>	<b>10,121</b>	<b>(882,000)</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(66,039)	882,000	815,961	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>(66,039)</b>	<b>882,000</b>	<b>815,961</b>	
<b>ADJUSTED NET RESULT</b>	<b>(189,633)</b>	<b>0</b>	<b>(189,633)</b>	<b>(829,855)</b>

Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022

Service: Holiday Parks

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRs	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	(4,250,284)	0	(4,250,284)	(2,386,026)
Interest Income	(57,730)	0	(57,730)	(1,130)
Operating Grants & Contributions	(25,224)	0	(25,224)	(6,844)
Other Revenue	0	0	0	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(4,333,238)</b>	<b>0</b>	<b>(4,333,238)</b>	<b>(2,394,000)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	119,179	0	119,179	25,891
Other Employee Costs	0	0	0	1,401
Borrowing Costs	0	0	0	
Materials	210,415	0	210,415	44,521
Contracts	2,606,664	0	2,606,664	554,051
Consultancies	7,678	0		
Legal Expenses	198	0	198	
Depreciation	698,477	0	698,477	
Insurance Expenses	39,900	0	39,900	
Donations, Contributions & Taxes	430,663	0	430,663	(81,502)
Administration Expenses	107,644	0	107,644	16,351
Other Operating Expenses	378,045	0	378,045	65,241
Subscriptions & Memberships	8,673	0	8,673	
Internal Expenses	1,496,978	0	1,496,978	54,681
Internal Plant Hire	2,370	0	2,370	491
<b>Total Expenditure</b>	<b>6,106,884</b>	<b>0</b>	<b>6,106,884</b>	<b>681,151</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>1,773,646</b>	<b>0</b>	<b>1,773,646</b>	<b>(1,712,844)</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>1,773,646</b>	<b>0</b>	<b>1,773,646</b>	<b>(1,712,844)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	205,000	0	205,000	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	3,180,000	0	3,180,000	53,981
Depreciation	(698,477)	0	(698,477)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0		
Net ABC Recovery	124,164	0	124,164	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>2,810,687</b>	<b>0</b>	<b>2,810,687</b>	<b>53,981</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	
External Reserves	(4,584,333)	0	(4,584,333)	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>(4,584,333)</b>	<b>0</b>	<b>(4,584,333)</b>	
<b>ADJUSTED NET RESULT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,658,859)</b>

Clarence Valley Council



**Quarterly Income & Expenditure Statement - September 2022**

Service: **Watercycle**

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	(2,575,008)	0	(2,575,008)	(2,943,349)
User Charges	(15,764,000)	0	(15,764,000)	1,550,000
Statutory & Regulatory User Charges	(40,700)	0	(40,700)	(5,561)
General User Fees	(2,292,235)	0	(2,292,235)	(198,718)
Interest Income	(632,081)	0	(632,081)	(8,010)
Operating Grants & Contributions	(2,319,347)	0	(2,319,347)	0
Other Revenue	(140,596)	0	(140,596)	(36,404)
Internal Income	(727,573)	0	(727,573)	(46,991)
Internal Plant Hire	0	0	0	0
<b>Total Income</b>	<b>(24,491,540)</b>	<b>0</b>	<b>(24,491,540)</b>	<b>(3,237,476)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	3,244,701	0	3,244,701	376,850
Other Employee Costs	400	0	400	48,000
Borrowing Costs	1,546,764	0	1,546,764	236,110
Materials	1,332,054	0	1,332,054	157,880
Contracts	1,566,700	0	1,566,700	147,520
Consultancies	16,347	0	0	0
Legal Expenses	7,000	0	7,000	0
Depreciation	6,688,985	0	6,688,985	0
Insurance Expenses	81,888	0	81,888	18,980
Donations, Contributions & Taxes	0	0	0	0
Administration Expenses	24,839	0	24,839	53,000
Other Operating Expenses	258,258	0	258,258	23,120
Subscriptions & Memberships	17,143	0	17,143	0
Internal Expenses	912,274	0	912,274	121,270
Internal Plant Hire	579,750	0	579,750	122,670
<b>Total Expenditure</b>	<b>16,277,103</b>	<b>0</b>	<b>16,277,103</b>	<b>1,205,440</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>(8,214,437)</b>	<b>0</b>	<b>(8,214,437)</b>	<b>(2,032,036)</b>
Capital Grants & Contributions	(2,259,796)	0	(2,259,796)	(255,245)
<b>NET RESULT</b>	<b>(10,474,233)</b>	<b>0</b>	<b>(10,474,233)</b>	<b>(2,287,279)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	2,340,000	930,000	3,270,000	85,310
Capital Works - Upgrade	877,000	0	877,000	108,940
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	11,404,761	0	11,404,761	2,389,740
Depreciation	(6,688,986)	0	(6,688,986)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	1,086,588	0	1,086,588	305,730
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	(449,382)	0	0	0
Net ABC Recovery	2,559,113	0	2,559,113	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>11,129,094</b>	<b>930,000</b>	<b>12,059,094</b>	<b>2,889,740</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	0
External Reserves	(1,914,657)	(930,000)	(2,844,657)	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	1,259,796	0	1,259,796	0
<b>Total Transfers to/from Reserves</b>	<b>(654,861)</b>	<b>(930,000)</b>	<b>(1,584,861)</b>	<b>0</b>
<b>ADJUSTED NET RESULT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>602,460</b>



Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022

Service: Sewer Services

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	(18,610,383)	0	(18,610,383)	(19,994,706)
User Charges	(2,240,000)	0	(2,240,000)	(640,000)
Statutory & Regulatory User Charges	(40,400)	0	(40,400)	(15,642)
General User Fees	(636,757)	0	(636,757)	(50,356)
Interest Income	(230,286)	0	(230,286)	(10,491)
Operating Grants & Contributions	(366,690)	0	(366,690)	(1,000)
Other Revenue	(25,285)	0	(25,285)	(355,000)
Internal Income	(496,028)	0	(496,028)	(1,000)
Internal Plant Hire	0	0	0	0
<b>Total Income</b>	<b>(22,645,829)</b>	<b>0</b>	<b>(22,645,829)</b>	<b>(20,072,190)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	1,180,407	0	1,180,407	287,420
Other Employee Costs	0	0	0	640,000
Borrowing Costs	3,797,628	0	3,797,628	595,960
Materials	1,467,000	0	1,467,000	276,050
Contracts	1,249,000	0	1,249,000	174,700
Consultancies	0	0	0	0
Legal Expenses	0	0	0	7,500
Depreciation	9,112,699	0	9,112,699	0
Insurance Expenses	0	0	0	0
Donations, Contributions & Taxes	0	0	0	0
Administration Expenses	576	0	576	0
Other Operating Expenses	682,795	0	682,795	142,120
Subscriptions & Memberships	0	0	0	0
Internal Expenses	285,782	0	285,782	153,970
Internal Plant Hire	598,815	0	598,815	117,920
<b>Total Expenditure</b>	<b>18,374,702</b>	<b>0</b>	<b>18,374,702</b>	<b>1,756,320</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>(4,271,127)</b>	<b>0</b>	<b>(4,271,127)</b>	<b>(18,315,869)</b>
Capital Grants & Contributions	(1,442,787)	0	(1,442,787)	(379,516)
<b>NET RESULT</b>	<b>(5,713,914)</b>	<b>0</b>	<b>(5,713,914)</b>	<b>(18,695,385)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	2,626,358	0	2,626,358	259,090
Capital Works - Upgrade	0	0	0	17,710
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	3,025,510	0	3,025,510	600,750
Depreciation	(9,112,700)	0	(9,112,700)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	5,247,500	0	5,247,500	1,213,470
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	(193,863)	0	0	0
Net ABC Recovery	36,918	0	36,918	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>1,629,723</b>	<b>0</b>	<b>1,629,723</b>	<b>2,091,040</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	0
External Reserves	2,641,404	0	2,641,404	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	1,442,787	0	1,442,787	0
<b>Total Transfers to/from Reserves</b>	<b>4,084,191</b>	<b>0</b>	<b>4,084,191</b>	<b>0</b>
<b>ADJUSTED NET RESULT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(16,604,343)</b>

Clarence Valley Council

**Quarterly Income & Expenditure Statement - September 2022**  
**Service: Floodplain & Estuary Management**



Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	0	0	0	
Interest Income	0	0	0	
Operating Grants & Contributions	(491,200)	0	(491,200)	
Other Revenue	0	0	0	
Internal Income	(97,883)	0	(97,883)	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(589,083)</b>	<b>0</b>	<b>(589,083)</b>	
<b>Expenditure</b>				
Salaries, Wages & Oncosts	863,284	0	863,284	126,42
Other Employee Costs	0	0	0	9,
Borrowing Costs	40,287	0	40,287	(1,297
Materials	14,610	60,000	74,610	2,85
Contracts	460,136	0	460,136	73,99
Consultancies	0	0		
Legal Expenses	0	0	0	
Depreciation	1,699,557	0	1,699,557	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	288	0	288	
Other Operating Expenses	6,944	0	6,944	2,67
Subscriptions & Memberships	2,266	0	2,266	1,59
Internal Expenses	33,916	0	33,916	28,27
Internal Plant Hire	0	0	0	36,54
<b>Total Expenditure</b>	<b>3,121,288</b>	<b>60,000</b>	<b>3,181,288</b>	<b>271,15</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>2,532,205</b>	<b>60,000</b>	<b>2,592,205</b>	<b>271,15</b>
Capital Grants & Contributions	(300,000)	(2,177,805)	(2,477,805)	
<b>NET RESULT</b>	<b>2,232,205</b>	<b>(2,117,805)</b>	<b>114,400</b>	<b>271,15</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	30,000	0	30,000	
Capital Works - Upgrade	300,000	0	300,000	11,98
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	200,000	2,177,805	2,377,805	256,77
Depreciation	(1,699,557)	0	(1,699,557)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	215,265	0	215,265	16,01
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0		
Net ABC Recovery	208,235	0	208,235	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>(746,057)</b>	<b>2,177,805</b>	<b>1,431,748</b>	<b>284,77</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(116,000)	0	(116,000)	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>(116,000)</b>	<b>0</b>	<b>(116,000)</b>	
<b>ADJUSTED NET RESULT</b>	<b>1,370,148</b>	<b>60,000</b>	<b>1,430,148</b>	<b>555,92</b>

Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022  
Service: EP&C Management

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	0	0	0	
Interest Income	0	0	0	
Operating Grants & Contributions	0	0	0	
Other Revenue	0	0	0	
Internal Income	(43,304)	0	(43,304)	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(43,304)</b>	<b>0</b>	<b>(43,304)</b>	
<b>Expenditure</b>				
Salaries, Wages & Oncosts	431,842	0	431,842	87,040
Other Employee Costs	0	0	0	
Borrowing Costs	0	0	0	
Materials	0	0	0	
Contracts	0	0	0	
Consultancies	0	0	0	
Legal Expenses	0	0	0	
Depreciation	0	0	0	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	0	0	0	
Internal Expenses	8,000	0	8,000	2,000
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>439,842</b>	<b>0</b>	<b>439,842</b>	<b>89,040</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>396,538</b>	<b>0</b>	<b>396,538</b>	<b>89,040</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>396,538</b>	<b>0</b>	<b>396,538</b>	<b>89,040</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	0	0	0	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	5,330	0	5,330	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>5,330</b>	<b>0</b>	<b>5,330</b>	
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(129,911)	0	(129,911)	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>(129,911)</b>	<b>0</b>	<b>(129,911)</b>	
<b>ADJUSTED NET RESULT</b>	<b>271,957</b>	<b>0</b>	<b>271,957</b>	<b>89,040</b>

Clarence Valley Council



**Quarterly Income & Expenditure Statement - September 2022**  
Service: **Environmental Services**

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	(398,309)	0	(398,309)	(408,742)
General User Fees	(1,150)	0	(1,150)	
Interest Income	0	0	0	
Operating Grants & Contributions	0	0	0	
Other Revenue	(11,109)	0	(11,109)	(1,909)
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(410,568)</b>	<b>0</b>	<b>(410,568)</b>	<b>(410,651)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	548,235	0	548,235	65,950
Other Employee Costs	0	0	0	
Borrowing Costs	0	0	0	
Materials	1,200	0	1,200	
Contracts	255,000	0	255,000	4,000
Consultancies	0	0	0	
Legal Expenses	0	0	0	
Depreciation	0	0	0	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	0	0	0	
Internal Expenses	35,000	0	35,000	8,750
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>839,435</b>	<b>0</b>	<b>839,435</b>	<b>74,740</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>428,867</b>	<b>0</b>	<b>428,867</b>	<b>(335,908)</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>428,867</b>	<b>0</b>	<b>428,867</b>	<b>(335,908)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	0	0	0	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	378,129	0	378,129	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>378,129</b>	<b>0</b>	<b>378,129</b>	
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(443,347)	0	(443,347)	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	(150,000)	0	(150,000)	
<b>Total Transfers to/from Reserves</b>	<b>(593,347)</b>	<b>0</b>	<b>(593,347)</b>	
<b>ADJUSTED NET RESULT</b>	<b>213,649</b>	<b>0</b>	<b>213,649</b>	<b>(335,908)</b>

Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022

Service: Regulatory Services

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	22,000
General User Fees	0	0	0	
Interest Income	0	0	0	
Operating Grants & Contributions	(75,000)	0	(75,000)	
Other Revenue	(122,654)	0	(122,654)	(34,101)
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(197,654)</b>	<b>0</b>	<b>(197,654)</b>	<b>(33,877)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	878,998	0	878,998	325,111
Other Employee Costs	0	0	0	1,479
Borrowing Costs	978	0	978	1,100
Materials	14,507	0	14,507	3,780
Contracts	160,200	0	160,200	3,250
Consultancies	0	0	0	
Legal Expenses	0	0	0	
Depreciation	698	0	698	
Insurance Expenses	259	0	259	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	
Other Operating Expenses	5,318	0	5,318	1,900
Subscriptions & Memberships	0	0	0	
Internal Expenses	104,028	0	104,028	25,311
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>1,164,986</b>	<b>0</b>	<b>1,164,986</b>	<b>360,861</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>	<b>967,332</b>	<b>0</b>	<b>967,332</b>	<b>326,990</b>
<b>Provided for capital purposes</b>	<b>0</b>	<b>(290,000)</b>	<b>(290,000)</b>	<b>0</b>
Capital Grants & Contributions	0	(290,000)	(290,000)	
<b>NET RESULT</b>	<b>967,332</b>	<b>(290,000)</b>	<b>677,332</b>	<b>326,990</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	10,000	0	10,000	62,179
Capital Works - Upgrade	0	290,000	290,000	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	(699)	0	(699)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	3,854	0	3,854	91,000
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	151,546	0	151,546	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>164,701</b>	<b>290,000</b>	<b>454,701</b>	<b>63,099</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	(10,000)	0	(10,000)	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>(10,000)</b>	<b>0</b>	<b>(10,000)</b>	<b>0</b>
<b>ADJUSTED NET RESULT</b>	<b>1,122,033</b>	<b>0</b>	<b>1,122,033</b>	<b>390,089</b>

Clarence Valley Council



**Quarterly Income & Expenditure Statement - September 2022**

Service: Building & Planning Services

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	(2,251,750)	0	(2,251,750)	(691,791)
General User Fees	(108,749)	0	(108,749)	(40,513)
Interest Income	(30,627)	0	(30,627)	
Operating Grants & Contributions	0	0	0	
Other Revenue	(11,762)	0	(11,762)	(10,292)
Internal Income	0	0	0	(239)
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(2,402,888)</b>	<b>0</b>	<b>(2,402,888)</b>	<b>(742,834)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	2,764,075	0	2,764,075	517,100
Other Employee Costs	0	0	0	1,500
Borrowing Costs	0	0	0	
Materials	6,581	0	6,581	49,000
Contracts	132,500	0	132,500	19,220
Consultancies	5,931	0		
Legal Expenses	6,451	0	6,451	
Depreciation	12,111	0	12,111	
Insurance Expenses	0	0	0	3,310
Donations, Contributions & Taxes	178,823	0	178,823	18,340
Administration Expenses	0	0	0	
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	11,796	0	11,796	1,280
Internal Expenses	69,500	0	69,500	20,540
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>3,187,768</b>	<b>0</b>	<b>3,187,768</b>	<b>581,800</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>784,880</b>	<b>0</b>	<b>784,880</b>	<b>(161,033)</b>
Capital Grants & Contributions	(216,191)	0	(216,191)	(40,297)
<b>NET RESULT</b>	<b>568,689</b>	<b>0</b>	<b>568,689</b>	<b>(201,330)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	(12,111)	0	(12,111)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0		
Net ABC Recovery	755,321	0	755,321	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>743,210</b>	<b>0</b>	<b>743,210</b>	
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(95,000)	0	(95,000)	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	246,818	0	246,818	
<b>Total Transfers to/from Reserves</b>	<b>151,818</b>	<b>0</b>	<b>151,818</b>	
<b>ADJUSTED NET RESULT</b>	<b>1,463,717</b>	<b>0</b>	<b>1,463,717</b>	<b>(201,330)</b>



Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022  
Service: Natural Resource Management

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	0	0	0	
General User Fees	0	0	0	
Interest Income	(51,807)	0	(51,807)	
Operating Grants & Contributions	(357,000)	0	(357,000)	(156,553)
Other Revenue	0	0	0	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(408,807)</b>	<b>0</b>	<b>(408,807)</b>	<b>(156,553)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	576,571	0	576,571	108,930
Other Employee Costs	1,800	0	1,800	16,000
Borrowing Costs	0	0	0	
Materials	250,566	0	250,566	5,331
Contracts	287,833	0	287,833	44,850
Consultancies	0	0	0	5,200
Legal Expenses	0	0	0	
Depreciation	288	0	288	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	11,000
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	0	0	0	
Internal Expenses	16,000	0	16,000	38,550
Internal Plant Hire	107,800	0	107,800	18,190
<b>Total Expenditure</b>	<b>1,240,858</b>	<b>0</b>	<b>1,240,858</b>	<b>232,230</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>832,051</b>	<b>0</b>	<b>832,051</b>	<b>75,680</b>
Capital Grants & Contributions	(131,000)	0	(131,000)	(53,153)
<b>NET RESULT</b>	<b>701,051</b>	<b>0</b>	<b>701,051</b>	<b>22,527</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	131,000	0	131,000	2,260
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	(288)	0	(288)	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0	0	
Net ABC Recovery	129,441	0	129,441	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>260,153</b>	<b>0</b>	<b>260,153</b>	<b>2,260</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	43,386	0	43,386	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	(25,000)	0	(25,000)	
S64 / S94 Contribution Reserves	0	0	0	
<b>Total Transfers to/from Reserves</b>	<b>18,386</b>	<b>0</b>	<b>18,386</b>	
<b>ADJUSTED NET RESULT</b>	<b>979,590</b>	<b>0</b>	<b>979,590</b>	<b>24,790</b>

Clarence Valley Council



**Quarterly Income & Expenditure Statement - September 2022**

Service: **Waste Services**

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD
		Sept QBRS	Sept Qtr	Figures
<b>Income</b>				
Rates Income	0	0	0	0
Annual Charges	(10,255,117)	0	(10,255,117)	(9,912,200)
User Charges	0	0	0	0
Statutory & Regulatory User Charges	0	0	0	0
General User Fees	(5,836,055)	0	(5,836,055)	(1,342,112)
Interest Income	(184,679)	0	(184,679)	(5,670)
Operating Grants & Contributions	(186,100)	0	(186,100)	0
Other Revenue	(782,235)	0	(782,235)	(81,351)
Internal Income	(3,338,971)	0	(3,338,971)	0
Internal Plant Hire	0	0	0	0
<b>Total Income</b>	<b>(20,583,157)</b>	<b>0</b>	<b>(20,583,157)</b>	<b>(11,341,334)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	1,320,475	0	1,320,475	252,520
Other Employee Costs	0	0	0	60,000
Borrowing Costs	331,477	0	331,477	46,340
Materials	308,290	0	308,290	13,900
Contracts	9,950,854	0	9,950,854	1,157,470
Consultancies	26,581	0	0	12,920
Legal Expenses	0	0	0	0
Depreciation	1,260,217	0	1,260,217	0
Insurance Expenses	20,470	0	20,470	0
Donations, Contributions & Taxes	3,227,017	0	3,227,017	557,360
Administration Expenses	13,222	0	13,222	1,140
Other Operating Expenses	86,769	0	86,769	14,270
Subscriptions & Memberships	45,496	0	45,496	47,810
Internal Expenses	3,235,888	0	3,235,888	51,490
Internal Plant Hire	203,975	0	203,975	82,000
<b>Total Expenditure</b>	<b>20,030,731</b>	<b>0</b>	<b>20,030,731</b>	<b>2,156,160</b>
<b>Net Operating Result for the year before Grants &amp; Contributions provided for capital purposes</b>	<b>(552,426)</b>	<b>0</b>	<b>(552,426)</b>	<b>(9,185,167)</b>
Capital Grants & Contributions	0	0	0	(400,000)
<b>NET RESULT</b>	<b>(552,426)</b>	<b>0</b>	<b>(552,426)</b>	<b>(9,585,167)</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	4,367,049	0	4,367,049	255,120
Capital Works - Upgrade	2,468	0	2,468	0
Capital Works - Expansion	0	0	0	0
Capital Works - Renewal	120,000	0	120,000	0
Depreciation	(1,260,218)	0	(1,260,218)	0
Employee Leave Accruals	0	0	0	0
Employee Leave Paid	0	0	0	0
Loan Funds Received	0	0	0	0
Loan Repayments (Principal Only)	609,751	0	609,751	156,630
Long Term Debtor Repayments	0	0	0	0
Net Gains from Disposal of Assets	(141)	0	0	0
Net ABC Recovery	513,669	0	513,669	0
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>4,352,578</b>	<b>0</b>	<b>4,352,578</b>	<b>411,750</b>
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	(900,164)	0	(900,164)	0
External Reserves	(2,899,988)	0	(2,899,988)	0
Unspent Loans	0	0	0	0
Unexpended Grant Reserves	0	0	0	0
S64 / S94 Contribution Reserves	0	0	0	0
<b>Total Transfers to/from Reserves</b>	<b>(3,800,152)</b>	<b>0</b>	<b>(3,800,152)</b>	<b>0</b>
<b>ADJUSTED NET RESULT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(9,173,408)</b>

Clarence Valley Council



Quarterly Income & Expenditure Statement - September 2022  
Service: Land Use Planning

Description	Current Annual Budget	Variations	Proposed Quarterly Budget	Actual YTD Figures
		Sept QBRS	Sept Qtr	
<b>Income</b>				
Rates Income	0	0	0	
Annual Charges	0	0	0	
User Charges	0	0	0	
Statutory & Regulatory User Charges	(142,700)	0	(142,700)	(10,299)
General User Fees	0	0	0	
Interest Income	(1,044)	0	(1,044)	
Operating Grants & Contributions	(22,879)	0	(22,879)	(6,478)
Other Revenue	(2,773)	0	(2,773)	
Internal Income	0	0	0	
Internal Plant Hire	0	0	0	
<b>Total Income</b>	<b>(169,396)</b>	<b>0</b>	<b>(169,396)</b>	<b>(16,777)</b>
<b>Expenditure</b>				
Salaries, Wages & Oncosts	1,048,120	0	1,048,120	189,061
Other Employee Costs	300	0	300	54,000
Borrowing Costs	0	0	0	
Materials	41,675	0	41,675	
Contracts	275,000	0	275,000	5,840
Consultancies	16,000	0		
Legal Expenses	0	0	0	
Depreciation	0	0	0	
Insurance Expenses	0	0	0	
Donations, Contributions & Taxes	0	0	0	
Administration Expenses	0	0	0	
Other Operating Expenses	0	0	0	
Subscriptions & Memberships	0	0	0	
Internal Expenses	48,000	0	48,000	14,400
Internal Plant Hire	0	0	0	
<b>Total Expenditure</b>	<b>1,429,095</b>	<b>0</b>	<b>1,429,095</b>	<b>209,931</b>
<b>Net Operating Result for the year before Grants &amp; Contributions</b>				
<b>Provided for capital purposes</b>	<b>1,259,699</b>	<b>0</b>	<b>1,259,699</b>	<b>193,161</b>
Capital Grants & Contributions	0	0	0	
<b>NET RESULT</b>	<b>1,259,699</b>	<b>0</b>	<b>1,259,699</b>	<b>193,161</b>
<b>Balance Sheet Movements / Non-Cash Adjustments</b>				
Capital Works - New	0	0	0	
Capital Works - Upgrade	0	0	0	
Capital Works - Expansion	0	0	0	
Capital Works - Renewal	0	0	0	
Depreciation	0	0	0	
Employee Leave Accruals	0	0	0	
Employee Leave Paid	0	0	0	
Loan Funds Received	0	0	0	
Loan Repayments (Principal Only)	0	0	0	
Long Term Debtor Repayments	0	0	0	
Net Gains from Disposal of Assets	0	0		
Net ABC Recovery	127,860	0	127,860	
<b>Total Balance Sheet Movements / Non-Cash Adjustments</b>	<b>127,860</b>	<b>0</b>	<b>127,860</b>	
<b>Adjust for Transfers to/from Reserves</b>				
Internal Reserves	0	0	0	
External Reserves	0	0	0	
Unspent Loans	0	0	0	
Unexpended Grant Reserves	0	0	0	
S64 / S94 Contribution Reserves	(61,743)	0	(61,743)	
<b>Total Transfers to/from Reserves</b>	<b>(61,743)</b>	<b>0</b>	<b>(61,743)</b>	
<b>ADJUSTED NET RESULT</b>	<b>1,325,816</b>	<b>0</b>	<b>1,325,816</b>	<b>193,161</b>

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

Meeting Date	Item No.	Report Title	Council Resolution	Officer	Comments
22/02/2022		Minutes of Extraordinary Meeting of Council dated 3 December 2021	<p>That the Minutes of Extraordinary Meeting of Council dated 3 December 2021, copies of which have been circulated, be noted with the following amendments:</p> <ol style="list-style-type: none"> <li>Remove 19;06 from Motion (page 2)</li> <li>Add wording in italics (page 2): Point of Order (1) – Cr Toms - <i>Why are we going into confidential session as the Ombudsman's letter is not a Council document it is addressed to Mr and Mrs Cairns.</i></li> <li>Remove Point of Order (4 (could not be heard on microphone) (page 3) Point of Order (4) – Cr Lysaught – Cr Clancy is not speaking to the amendment. Clancy disagrees and asks not to be interrupted. The Chair rules against the point of order and asks Cr Clancy not to raise his voice and allows him to continue debate.</li> <li>Amend time from 4.47pm - Council moved into open forum at 4.57pm. (page 3)</li> <li>Amend spelling from Moition to Motion (page 4)</li> <li>Amend Cr Baker to Cr Williamson in Point of Orders 11 and 12 (page 4) Point of Order (11) – Cr Clancy – <del>Cr Baker</del> Cr Williamson is totally out of line. The Chair upheld the Point of Order and advised <del>Cr Baker</del> Cr Williamson his words were a bit strong.</li> <li>Add new Point of Order between Points of Orders 13 and 14 (page 4) Point of Order – Cr Williamson – Cr Novak, it is in the Proposed Motion that was signed by two Councillors. The Chair upheld the Point of Order</li> <li>Remove the word Government (page 4) Point of Order (15) – Cr Baker - If the report tells us that there were discussions with Local Government Area Command comment then it is reporting something true and if Cr Toms says its untrue and can prove it then she is fine to do so if not then she is out of order.</li> <li>Points of Orders to be renumbered as a result of deletion and additions.</li> </ol> <p>Further noting that Council's Minutes are not a transcript, they are an abbreviation of decisions made.</p>	Debbie McGilvray	<p><b>24 Mar 2022 11:47am Debbie McGilvray - Completion</b> Completed by Debbie McGilvray (action officer) on 24 March 2022 at 11:47:25 AM - Completed action</p> <p><b>24 Mar 2022 11:46am Debbie McGilvray</b> Minutes amended and republished to website</p>
22/02/2022		Motion	That letters of condolence by sent to the families of the late Frank Mack and Baillieu Myer.	Christine George	<p><b>29 Mar 2022 11:29am Christine George - Completion</b> Completed by Christine George (action officer) on 29 March 2022 at 11:29:29 AM - completed</p> <p><b>29 Mar 2022 11:28am Christine George</b> Letters compiled and sent 3 March 2022</p>
22/02/2022	06.22.001	AMENDMENT to investment policy	<p>That Council:</p> <ol style="list-style-type: none"> <li>Include in the draft Investment Policy the following section: 5.11 Investments in Financial Institutions that do not support the Fossil Fuel Industry. Subject to consideration of the Risk Management Guidelines of this Policy, preference will be given to financial institutions that publicly state that they do not invest in or finance the fossil fuel industry if: <ol style="list-style-type: none"> <li>The investment is compliant with Council's Investment Policy;</li> <li>The investment rate of return is equivalent to or more favourable to Council relative to other similar investments that may be offered to Council at the time of investment;</li> <li>It does not increase the overall risk of Council's investment portfolio and reduce the diversification with regards to counterparty, credit quality and its maturity profile.</li> </ol> </li> </ol>	Bligh Grant	<p><b>03 Mar 2022 3:55pm Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 03 March 2022 at 3:55:07 PM - The policy and strategy have now been placed on public exhibition for the statutory period &lt; <a href="https://www.clarence.nsw.gov.au/-exhibition/Revised-Investment-Policy-Strategy">https://www.clarence.nsw.gov.au/-exhibition/Revised-Investment-Policy-Strategy</a> &gt;.</p>

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p>2. Identify in the monthly investment Report investments that comply with the above, once the draft Investment Policy has been adopted.</p> <p>3. Review the draft Policy and Strategy to reflect the current economic situation and place the documents on public exhibition for a period of 28 days and report to Council for consideration on completion.</p>		
22/02/2022	07.22.001	General Manager's Performance Review Panel	<p>That</p> <ol style="list-style-type: none"> <li>1. Council nominate a Councillor to be the Council nominated representative on the General Manager's Performance Review Panel.</li> <li>2. By Close of Business on Wednesday 23 February, the Acting General Manager advise the Council of the General Manager's nominated Councillor representative.</li> <li>3. The draft Performance Management – General Manager Policy be placed on public exhibition for a period of 28 days and subject to there being no feedback that changes the intent of the amendment, it be adopted.</li> </ol>	Laura Black	<p><b>25 Feb 2022 4:50pm Laura Black - Completion</b> Completed by Laura Black (action officer) on 25 February 2022 at 4:50:13 PM - A/GM advised councillors of selection 23/2/2022 per resolution.</p> <p><b>25 Feb 2022 4:48pm Laura Black</b> A/GM advised councillors of selection on 23/2/2022 per resolution.</p>
22/02/2022	07.22.003	Draft Disaster Resilience Framework	<p>That Council note</p> <ol style="list-style-type: none"> <li>1. the information contained in this report.</li> <li>2. the additional information provided by the consultant, being the Physical Climate Risk Assessment Summary for Policymakers and endorse the extension of the public exhibition period for the Draft Disaster Resilience Framework.</li> </ol>	Laura Black	<p><b>25 Feb 2022 4:53pm Laura Black - Completion</b> Completed by Laura Black (action officer) on 25 February 2022 at 4:53:27 PM - Noted.</p> <p><b>25 Feb 2022 4:53pm Laura Black</b> Noted.</p>
22/02/2022	07.22.004	Lot 2 DP 839420 (2 Spring Street, South Grafton) Disposal - Progress Report	<ol style="list-style-type: none"> <li>1. That the information in the report regarding progress with the disposal of Lot 2 DP 839420, be noted.</li> <li>2. That Councillors be provided, in confidence, with full details of the contract sale.</li> </ol>	Laura Black	<p><b>06 May 2022 1:43pm Laura Black - Completion</b> Completed by Laura Black (action officer) on 06 May 2022 at 1:43:01 PM - Purchaser does not consent to disclosure of the contract. Sale will be reported as a matter of course through monthly financial report following settlement in early July.</p> <p><b>17 Apr 2022 4:56pm Laura Black</b> Purchaser's legal representative has advises against consent to refer contract to Council until after settlement, scheduled for early July 2022.</p> <p><b>25 Feb 2022 4:53pm Laura Black</b> Legal advice sought but not received regarding distribution of contract prior to settlement, 31/03/2022 - Permission of purchaser to share contract has not yet been secured.</p>
22/02/2022	07.22.005	DA2019/0539 - Monthly Market - Harbour Street, Yamba (Whiting Beach Carpark)	That Council approve Development Application DA2019/0539 subject to the draft Advices and Conditions of Consent contained in Schedule 1.	James Hamilton	<p><b>03 Mar 2022 3:18pm James Hamilton - Completion</b> Completed by James Hamilton (action officer) on 03 March 2022 at 3:18:17 PM - determination issued 28/02/2022 and submitters advised of Council resolution.</p> <p><b>28 Feb 2022 8:57am James Hamilton</b> Notice of Determination issued and submitters notified of Council resolution.</p>

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

22/02/2022	07.22.006	MOD2021/0053 - Modify location of Advertising Sign - BP Service Station - 113 River Street, Maclean	That Council 1. Approve Section 4.55(1A) Application MOD2021/0053 to modify DA2014/0586 subject to the amended condition contained in Schedule 1. 2. Request the applicant to have a dimming mechanism from 10pm to 6am to reduce the impact on the neighbours including the caravan park and residents.	Carmen Landers	<b>03 May 2022 12:25pm Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Carmen Landers (action officer) on 03 May 2022 at 12:25:47 PM - completed <b>04 Mar 2022 10:12am Carmen Landers</b> Draft modification completed. Waiting on applicant regarding condition on dimmer switch
22/02/2022	07.22.007	DA2021/0558 - Multi Dwelling Housing (136 Dwellings, exhibition Home, Community Facilities & Associated Infrastructure) - No. 8 Park Avenue, Yamba	That Council note the submission of Council's Assessment Report to the Northern Regional Planning Panel for determination of DA2021/0558 for the proposed Multi Dwelling Housing development.	Carmen Landers	<b>03 May 2022 12:31pm Carmen Landers - Completion</b> Completed by Carmen Landers (action officer) on 03 May 2022 at 12:31:25 PM - completed <b>04 Mar 2022 10:12am Carmen Landers</b> Noted
22/02/2022	07.22.008	Clarence Valley Local Environmental Plan 2011. Housekeeping Amendment 2021. REZ2021/0005	That Council: 1. As the Planning Proposal authority, adopt the Planning Proposal for the Housekeeping Amendments 2021, reference REZ2021/0005, to the <i>Clarence Valley Local Environmental Plan 2011</i> (Attachment B); 2. As the Planning Proposal authority, advise the Department of Planning, Industry and Environment that Council will use the local plan-making delegations under Section 3.36 of the <i>Environmental Planning and Assessment Act 1979</i> to finalise the amendments to the <i>Clarence Valley Local Environmental Plan 2011</i> ; and 3. Explore opportunities for heritage interpretation in the Clarence Valley, particularly in association with relevant Council projects.	Deborah Wray	<b>28 Mar 2022 12:50pm Deborah Wray - Completion</b> Completed by Deborah Wray (action officer) on 28 March 2022 at 12:50:44 PM - In progress for legal finalisation. <b>28 Mar 2022 12:48pm Deborah Wray</b> A legal opinion has been requested from Parliamentary Counsel and is awaited. upon receipt of this the final maps and details are to be sent to the Department of Planning Industry and Env as part of the plan finalisation process. Interpretation opportunities to be explored when grants become available and could form part of Grafton main street revitalisation project.
22/02/2022	07.22.009	Draft Rural Lands Strategy - for Exhibition	That Council: 1. endorse the draft Rural Lands Strategy for public exhibition and associated community consultation and engagement; for a minimum of 28 days; 2. delegate authority to the General Manager to make any minor amendments to the draft Rural Land Strategy for publishing purposes prior to public exhibition; and 3. note that all submissions received, any recommended changes to the draft Rural Land Strategy and other supporting material will be reported to Council for approval following the exhibition period.	Stephen Timms	<b>12 May 2022 11:16am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Stephen Timms (action officer) on 12 May 2022 at 11:16:58 AM - Document on exhibition & will be reported back following consultation
22/02/2022	07.22.011	RFT 21/42 Evaluation Report - Supply and installation of additional Solar battery storage	That Council accept the tender from Jarcon Pty Ltd trading as Harelec Services for RFT 21/42 - PV Solar, Battery Storage and Standby Generator and car park shelter at the Rushforth Road Works Depot (RRWD) at a cost of \$855,363.64 (GST exclusive) to be funded from PJ 995188 CAP00241 RRWD Solar Power Upgrade and PJ 994653 Renewable Energy & Energy Efficiency.	Ken Wilson	<b>01 Apr 2022 1:01pm Ken Wilson - Completion</b> Completed by Ken Wilson (action officer) on 01 April 2022 at 1:01:20 PM - Council resolution implemented <b>01 Apr 2022 12:58pm Ken Wilson</b>

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

22/02/2022	07.22.012	Advisory and section 355 committees establishment and Councillor participation	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. adopt the recommended advisory committees be established.</li> <li>2. call for an Expression of interest from the community for nomination to be on these advisory committees in accordance with the relevant Terms of Reference.</li> <li>3. appoint councillor representatives for the following Advisory Committees:   Clarence Coast &amp; Estuary Management Committee – Clancy (Chair) and Smith (Councillor)  Clarence Sports Committee – Novak (Chair) and Whaites (Councillor)  Lower Clarence Sports Committee – Whaites (Chair) and Novak (Councillor)  Clarence Valley Aboriginal Advisory Committee – 1 Chair and 4 Councillor  Clarence Valley Access Committee – Toms (Chair) and Pickering (Councillor)  Clarence Valley Climate Change Committee – Clancy (Chair) and Smith (alternate)  Clarence Valley Community and Cultural Committee – Whaites (Chair) and Smith (Councillor)  Saleyards (Grafton) Advisory Committee – Novak (Chair) and Johnstone (alternate)  Floodplain Risk Management Committee – Novak (Councillor) and Tiley (alternate)</li> <li>4. adopt the recommended section 355 committees be established.</li> <li>5. call for an Expression of interest from the community for nomination to be on the section 355 committees in accordance with Terms of Reference.</li> <li>6. appoint councillor representation for the following External Committees:  Bushfire Management Committee – Novak (Councillor) [Vote Novak – 6/Clancy – 3]  Arts Northern Rivers – Pickering (Councillor)  NPWS Iluka Community Consultation Forum – Toms (Councillor)</li> <li>7. appoint councillors representation for the following Statutory Committees:  Clarence Regional Library – Toms &amp; Johnstone (Councillors)  Local Traffic Committee – Johnstone (Councillor) and Pickering (alternate)</li> <li>8. form a Biodiversity Advisory Committee and an Economic Development and Tourism Advisory Committee: <ol style="list-style-type: none"> <li>a. with Terms of Reference being prepared for the March Workshop;</li> </ol> </li> </ol> <p>and</p> <ol style="list-style-type: none"> <li>b. thereafter Expressions of Interest being called for membership; and</li> <li>c. appoint Clancy (Chair) and Johnstone (alternate) to the Biodiversity Advisory Committee</li> <li>d. appoint Day (Chair) and Smith (Councillor) representative to the Economic Development and Tourism Advisory Committee</li> </ol>	Bligh Grant	<p>Contract signed and works commenced</p> <p><b>03 Mar 2022 2:26pm Bligh Grant - Completion</b>  Completed by Bligh Grant (action officer) on 03 March 2022 at 2:26:25 PM - Recommendations 1-7 and recommendation 10 have been completed; Recommendation 8, i.e., formation of (i) a Biodiversity Advisory Committee and (ii) the further establishment of the Economic Development and Tourism Advisory Committee are ongoing.</p>
------------	-----------	--	--	-------------	---



## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

			<p>9. consider other advisory committees at future workshop to provide guidance on the preparation of Terms of Reference including proposed purpose and membership.</p> <p>10. defer establishment of the Clarence Valley Aboriginal Advisory Committee pending discussion with local Aboriginal communities and organisations.</p>		
22/02/2022	07.22.013	OLG Independent Review of Processes and Procedures for Councillor Misconduct: Information and Council Submission	<p>That Council make a submission to the Office of Local Government's review of the councillor misconduct framework in NSW identifying the following points as detailed further in the report:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Clarify the gravity of misconduct to enable lower level breaches to be dealt with by the organisation to reduce costs</li> <li><input type="checkbox"/> a separate Code of Conduct is required for councillors and staff</li> <li><input type="checkbox"/> the General Manager should be removed from the initial handling of Code of Conduct complaints about elected members.</li> <li><input type="checkbox"/> the cost impact of Code of Conduct assessments.</li> </ul>	Bligh Grant	<b>03 Mar 2022 3:02pm Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 03 March 2022 at 3:02:17 PM - This item has been emailed to the OLG as a submission to the Review. See ECM 2333263.
22/02/2022	07.22.014	Policy Report: Council reports for exhibition or endorsement	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council endorse the following policies to be placed on public exhibition and brought back to Council to be adopted, such policies are as follows: <ul style="list-style-type: none"> <li><input type="checkbox"/> Code of Conduct policy V9 (Attachment A)</li> <li><input type="checkbox"/> Councillor Attendance at Conferences policy V5.1 (Attachment B)</li> <li><input type="checkbox"/> Draft Councillor and Staff Interaction Policy V4.0 (Attachment C)</li> <li><input type="checkbox"/> Draft Social Media policy V3.0 (Attachment D)</li> <li><input type="checkbox"/> Draft Internal Reporting and Public Interest Disclosures (PID) policy V1.0 (Attachment E)</li> <li><input type="checkbox"/> Draft Equal Employment Opportunity and Anti-Discrimination Policy V1 (Attachment G)</li> </ul> </li> <li>2. Item 6, the Draft Managing Unreasonable Conduct by Complainants Policy V3 (Attachment F), be deferred and that the UCC Policy be the subject of a Councillors workshop.</li> </ol>	Bligh Grant	<b>03 Mar 2022 2:14pm Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 03 March 2022 at 2:14:14 PM - The following policies have now been placed on exhibition until 30/03/2022: <b>25 Feb 2022 11:50am Alex Moar - Reallocation</b> Action reassigned to Bligh Grant by Alex Moar - For exhibition
22/02/2022	07.22.015	Independent Chair for the Audit, Risk and Improvement Committee (ARIC)	<p>That Council</p> <ol style="list-style-type: none"> <li>1. appoint Neville Parsons as Chair of the Audit, Risk and Improvement Committee for the term of the Council.</li> <li>2. seek the assistance of the Chair in assessing and recommending appointment of other independent members of the Audit, Risk, and Improvement Committee.</li> <li>3. appoint a councillor as an observer to the Audit, Risk, and Improvement Committee for the term of the council.</li> </ol> <p>That Cr Johnstone be appointed as the observer to the Audit, Risk, and Improvement Committee for the term of the council.</p>	Kallet Ward	<b>08 Mar 2022 11:18am Kallet Ward - Completion</b> Completed by Kallet Ward (action officer) on 08 March 2022 at 11:18:04 AM - Completed <b>08 Mar 2022 11:11am Kallet Ward COUNCIL RESOLUTION - 07.22.015a, Noted.</b> Cr Johnstone has been accepted as the observer of the ARIC <b>08 Mar 2022 11:01am Kallet Ward COUNCIL RESOLUTION - 07.22.015, 1.</b> Neville Parsons has accepted the offer to be the chair of the ARIC, 2. Noted. Chair has been assisting with the appointment of other independent members, 3. Noted. Cr Johnstone has been appointed as the observer of the ARIC
22/02/2022	07.22.016	2021/2022 Special Events Sponsorship Program - Round 2	That Council adopt the recommendations for the provision of funding to applicants as listed in the attached schedule to the value of \$37,250 and authorise the processing of these sponsorships in accordance with the adopted Event Sponsorship Policy.	Alicia Savelloni	<b>04 Mar 2022 11:43am Alicia Savelloni - Completion</b> Completed by Alicia Savelloni (action officer) on 04 March 2022 at

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

					11:43:14 AM - Sponsorship agreements sent to all applicants. <b>02 Mar 2022 4:01pm Alicia Savelloni</b> Sponsorship agreements sent to all applicants for signing. Action complete.
22/02/2022	07.22.017	Draft Community Strategic Plan 'The Clarence 2032' for exhibition	That Council endorse the Draft Community Strategic Plan 'The Clarence 2032' for public exhibition until 6 May 2022.	Alex Moar	<b>03 Mar 2022 12:52pm Alex Moar - Completion</b> Completed by Alex Moar (action officer) on 03 March 2022 at 12:52:52 PM - CSP placed on exhibition until 6/5/22 <b>03 Mar 2022 12:49pm Alex Moar - Email</b> Action Item - Draft Community Strategic Plan 'The Clarence 2032' for exhibition
22/02/2022	07.22.018	Council Meeting Checklist - Update on Actions Taken	That the schedule of actions taken on Council resolutions be noted and those resolutions marked as complete be removed from the checklist.	Karlie Chevalley	<b>24 Feb 2022 3:53pm Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 24 February 2022 at 3:53:23 PM - Items updated <b>24 Feb 2022 3:51pm Karlie Chevalley</b> Items being updated.
22/02/2022	07.22.019	2021/22 Quarterly Budget Review Statement - December 2021	That Council: 1. Receive and note the information in the Quarterly Budget Review Statement to December 2021. 2. Approve General Fund variations detailed in this report totalling (\$187,000), which results in a projected General Fund budget surplus of \$72,608 for the year. 3. Approve the variations for the Financial Reserves as detailed in this report totalling \$10,000, which results in a projected decrease in the External and Internal Reserves Funds of \$31,611,783. 4. Note and endorse the receipt of funds due to successful grant applications as detailed in the body of this report.	Kate Maginnity	<b>04 Mar 2022 8:17am Kate Maginnity - Completion</b> Completed by Kate Maginnity (action officer) on 04 March 2022 at 8:17:38 AM - Noted - Budget Variations processed in Corporate Systems accordingly
22/02/2022	07.22.020	2020/21 Audited Financial Statements	That Council receive and note the Audited 2020/21 Annual Financial Statements.	Kirsty Gooley	<b>04 Mar 2022 1:17pm Kirsty Gooley - Completion</b> Completed by Kirsty Gooley (action officer) on 04 March 2022 at 1:17:12 PM - Noted
22/02/2022	07.22.021	Monthly Investment Report - November 2021	That the report indicating Council's funds investment position as at 30 November 2021 be received and noted.	Kirsty Gooley	<b>04 Mar 2022 1:17pm Kirsty Gooley - Completion</b> Completed by Kirsty Gooley (action officer) on 04 March 2022 at 1:17:21 PM - Noted
22/02/2022	07.22.022	Monthly Investment Report - December 2021	That the report indicating Council's funds investment position as at 31 December 2021 be received and noted.	Kirsty Gooley	<b>04 Mar 2022 1:17pm Kirsty Gooley - Completion</b> Completed by Kirsty Gooley (action officer) on 04 March 2022 at 1:17:28 PM - Noted
22/02/2022	07.22.023	Monthly Investment Report - January 2022	That the report indicating Council's funds investment position as at 31 January 2022 be received and noted.	Kirsty Gooley	<b>04 Mar 2022 1:17pm Kirsty Gooley - Completion</b>

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

					Completed by Kirsty Gooley (action officer) on 04 March 2022 at 1:17:34 PM - Noted
22/02/2022	07.22.024	2021/2022 Operational Plan - Quarterly Review as at 31 December 2021	That the Quarterly Operational Plan outcomes as at 31 December 2021 be noted.	Alex Moar	<b>11 Mar 2022 9:38am Alex Moar - Completion</b> Completed by Alex Moar (action officer) on 11 March 2022 at 9:38:31 AM - Noted <b>03 Mar 2022 2:56pm Alex Moar - Target Date Revision</b> Target date changed by Alex Moar from 08 March 2022 to 08 March 2022 - To be place on website <b>03 Mar 2022 2:23pm Alex Moar - Email</b> Action Item - 2021/2022 Operational Plan - Quarterly Review as at 31 December 2021
22/02/2022	07.22.025	Property 113466 Sewer Connection Fee	That Council approve a variation to the 2021/22 adopted fees and charges for Property 113466 and only charge the "Sewer Connection Application" fee being \$279 and exclude the capital component fee of \$11,979.	Greg Mashiah	<b>03 May 2022 3:47pm Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 03 May 2022 at 3:47:56 PM - completed <b>05 Apr 2022 3:45pm Greg Mashiah</b> Customer advised by resolution on 23/02.
22/02/2022	07.22.026	Notice of Motion to LGNSW Special Conference - Floodplain Maintenance Funding	That Council endorse the following Motion submitted to the LGNSW Special Conference:  <i>That Local Government NSW lobbies the NSW Government to amend Section 59A and 191A of the Local Government Act to give councils power of entry to construct and maintain flood mitigation works.</i>	Greg Mashiah	<b>03 May 2022 3:47pm Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 03 May 2022 at 3:47:41 PM - Completed <b>05 Apr 2022 3:47pm Greg Mashiah</b> Noted.
22/02/2022	07.22.027	Contract T20/21 - Shannon Creek Dam Remediation of Tailwater Dam - Foreshadowed Variation	That Council notes:  1. The foreshadowed variation for Contract T20/21 due to adverse ground conditions, and 2. The final variation will be included in the Q3 budget adjustment.	Greg Mashiah	<b>03 May 2022 3:47pm Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 03 May 2022 at 3:47:33 PM - Completed <b>05 Apr 2022 3:47pm Greg Mashiah</b> Noted
22/02/2022	07.22.028	Classification of Lot 179 DP1279607 as Operational	That Council proceed with classifying Lot 179 in DP 1279607 as Operational Land.	Eloise Casson	<b>03 Mar 2022 3:19pm Eloise Casson - Completion</b> Completed by Eloise Casson (action officer) on 03 March 2022 at 3:19:13 PM - Noted. Records have been updated.
22/02/2022	07.22.029	Proposed Road Closure - Part Road Reserve Off Orara Way, Glenreagh	1. That Council i. permanently close part of the road reserve off Orara Way, Glenreagh, adjoining Lot 4 DP 247797 (figure 1) ii. classify the newly created lot as 'operational' land iii. transfer the newly created lot to the adjoining landowner for \$10,000.00 plus GST if applicable iv. affix the Common Seal to the survey and transfer documentation v. authorise the General Manager to execute all documents related to the closure and sale to affect the above requirements.  2. That the Landowner meet all costs associated with the road closure.	Eloise Casson	<b>03 Mar 2022 3:19pm Eloise Casson - Completion</b> Completed by Eloise Casson (action officer) on 03 March 2022 at 3:19:24 PM - Noted. Applicants have been notified and Solicitor engaged to prepare the DOA.

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

22/02/2022	07.22.030	Proposed Road Closure - Part Skinners Road, Pillar Valley	<ol style="list-style-type: none"> <li>1. That Council <ol style="list-style-type: none"> <li>i. permanently close part of Skinners Road, Pillar Valley, adjoining Lot 1 DP 240931 (Figure 1) subject to a survey confirming that the shed located on Lot 185 DP 709485 is not encroaching onto the road reserve.</li> <li>ii. classify the newly created lot as 'operational' land.</li> <li>iii. Transfer the newly created lot to the adjoining landowner for \$3,000.00 plus GST if applicable and consolidate with the applicant's adjoining Lot.</li> <li>iv. affix the Common Seal to the survey and transfer documentation.</li> <li>v. authorise the General Manager to execute all documents relating to the closure and sale to affect the above requirements.</li> </ol> </li> <li>2. The landowner is to meet all costs associated with the road closure.</li> </ol>	Eloise Casson	<b>03 Mar 2022 3:19pm Eloise Casson - Completion</b> Completed by Eloise Casson (action officer) on 03 March 2022 at 3:19:30 PM - Noted. Applicants have been notified and Solicitor engaged to prepare the DOA.
22/02/2022	07.22.031	Proposed Road Closure - Part Chatsworth Street, Maclean	<ol style="list-style-type: none"> <li>1. That Council, <ol style="list-style-type: none"> <li>i. permanently close part of Chatsworth Street, Maclean, adjoining Lot 351 DP 1269387 (figure 1)</li> <li>ii. classify the newly created lot as 'operational' land</li> <li>iii. transfer the newly created lot to the adjoining landowner for \$8,000.00 plus GST if applicable and consolidate with Lot 351 DP 1269387</li> <li>iv. affix the Common Seal to the survey and transfer documentation</li> <li>v. authorise the General Manager to execute all documents related to the closure and sale to affect the above requirements.</li> </ol> </li> <li>2. That the landowner meet all costs associated with the road closure</li> </ol>	Eloise Casson	<b>03 Mar 2022 3:19pm Eloise Casson - Completion</b> Completed by Eloise Casson (action officer) on 03 March 2022 at 3:19:35 PM - Noted. Applicants have been notified and Solicitor engaged to prepare the DOA.
22/02/2022	07.22.032	Proposed Road Closure - Part Tancreds Lane, Clarencea	<ol style="list-style-type: none"> <li>1. That Council <ol style="list-style-type: none"> <li>i. permanently close part of Tancred Lane, Clarencea, bisecting Lot 6 DP748364 (figure 1)</li> <li>ii. classify the newly created lot as 'operational' land</li> <li>iii. transfer the newly created lot to the adjoining landowner for \$3,000.00 plus GST if applicable and consolidate with Lot 6 DP748364</li> <li>iv. affix the Common Seal to the survey and transfer documentation</li> <li>v. authorise the General Manager to execute all documents related to the closure and sale to affect the above requirements.</li> </ol> </li> <li>2. The landowner is to meet all costs associated with the road closure</li> </ol>	Eloise Casson	<b>03 Mar 2022 3:19pm Eloise Casson - Completion</b> Completed by Eloise Casson (action officer) on 03 March 2022 at 3:19:40 PM - Noted. Applicants have been notified and Solicitor engaged to prepare the DOA.
22/02/2022	07.22.033	Clarence and Lower Clarence Sports Committees – Minutes of Meetings	That Council receive and note the Minutes from Monday 15 November 2021 Clarence Sports Committee and Lower Clarence Sports Committee meetings.	Gavin Beveridge	<b>07 Apr 2022 3:08pm Gavin Beveridge - Completion</b> Completed by Gavin Beveridge (action officer) on 07 April 2022 at 3:08:43 PM - Completed. <b>25 Feb 2022 10:34am Gavin Beveridge</b> Noted.
22/03/2022	06.22.002	Village and Rural Communities' Sewerage Provision Priorities	That Council survey the residents of the Ulmarra Village to determine if they want council to examine options to sewer the Ulmarra village.	Greg Mashiah	<b>17 Aug 2022 8:00am Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 17 August 2022 at 8:00:10 AM - Completed <b>17 Aug 2022 7:59am Greg Mashiah</b> Survey being reported to August meeting <b>30 Jun 2022 8:53am Greg Mashiah</b> Survey was mailed to all Ulmarra property owners on 24 June and closes on 22 July. Survey includes

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

					reply paid envelope for return to Council or option to complete electronically. <b>13 May 2022 2:37pm Greg Mashiah</b> May 2022 - Community engagement plan being developed.
22/03/2022	06.22.003	Yamba Masterplan	That the Notice of Motion be deferred to the April meeting pending the March 29, 2022 Councillor workshop.	Murray Lane	<b>25 Mar 2022 12:17pm Murray Lane - Completion</b> Completed by Murray Lane (action officer) on 25 March 2022 at 12:17:03 PM - Deferred, further action TBA from Cllr workshop. <b>25 Mar 2022 12:05pm Murray Lane</b> Presentation at 29 March 2022 workshop required, which will inform next steps.
22/03/2022	07.22.034	Councillor Pickering - LGNSW Special Conference 2022	That Council note that information provided by Councillor Pickering after attending the LGNSW Special Conference 2022.	Karlie Chevalley	<b>25 Mar 2022 9:26am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 25 March 2022 at 9:26:55 AM - Noted
22/03/2022	07.22.035	Councillor Johnstone - LGNSW Special Conference 2022	That Council note that information provided by Councillor Johnstone after attending the LGNSW Special Conference.	Karlie Chevalley	<b>25 Mar 2022 9:27am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 25 March 2022 at 9:27:03 AM - Noted
22/03/2022	07.22.036	Councillor Toms - LGNSW Special Conference 2022	That Council note that information provided by Councillor Toms after attending the LGNSW Special Conference.	Karlie Chevalley	<b>25 Mar 2022 9:27am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 25 March 2022 at 9:27:12 AM - Noted
22/03/2022	07.22.037	Superannuation payments to Councillors	That: 1. Council approve payment of the superannuation contribution payments additional to the annual fee paid to elected members. 2. Council note a superannuation contribution payment allocation will be included in the draft 2022/2023 budget currently being prepared. 3. Councillors who wish to receive the superannuation contribution payment at the current superannuation guarantee charge, complete the ATOs online 'choice of superannuation fund' form and return it to the A/General Manager by COB 29 July 2022. 4. Councillors who wish either to forgo the superannuation contribution payment or receive a payment that is less than the superannuation guarantee contribution (currently 10%), notify the A/General Manager in writing by COB 29 April 2022.	Christine George	<b>06 May 2022 1:43pm Laura Black - Completion</b> Completed by Laura Black on behalf of Christine George (action officer) on 06 May 2022 at 1:43:34 PM - Councillors have responded regarding access to superannuation. <b>06 May 2022 1:39pm Laura Black</b> Councillors responses collated. <b>29 Mar 2022 11:30am Christine George</b> Ongoing until the 29 April 2022
22/03/2022	07.22.039	REV2021/0013 - Review of MOD2021/0029 - Amend/Restructure Conditions to Allow Staging of Development and Removal of Intersection Works - Orion Drive, Yamba	That Council approve REV2021/0013 subject to the amendments proposed in the draft Advices and Conditions contained in Schedule 1.	James Hamilton	<b>28 Mar 2022 2:31pm James Hamilton - Completion</b> Completed by James Hamilton (action officer) on 28 March 2022 at 2:31:48 PM - determination issued <b>28 Mar 2022 2:31pm James Hamilton</b> notice of determination issued to applicant and submitters advised of council resolution

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

22/03/2022	07.22.040	MOD2021/0085 - Modification of SUB2006/0017 to Alter Lot Sizes - 46 McHugh Street, Grafton	That Council approve Section 4.55 Application MOD2021/0085 subject to the draft Advices and Conditions contained in Schedule 1.	Alex Clark	<b>05 Apr 2022 8:55am Alex Clark - Completion</b> Completed by Alex Clark (action officer) on 05 April 2022 at 8:55:23 AM - Application determined and issued 28/3/22. <b>05 Apr 2022 8:53am Alex Clark Determination issued 28/03/22.</b>
22/03/2022	07.22.041	REV2021/0012 - Division 8.2 Review of refusal for DA2021/0374 - Three (3) Multi Dwelling Housing Units and Strata Subdivision - 11 High Street, Yamba	That Council: 1. Support a variation to Clause G2(9) of the Residential Zones Development Control Plan and allow stacked parking for one car space per unit; and 2. Approve the development under REV2021/0374 subject to the draft Advices and Conditions contained in Schedule 1.	Carmen Landers	<b>03 May 2022 12:32pm Carmen Landers - Completion</b> Completed by Carmen Landers (action officer) on 03 May 2022 at 12:32:39 PM - Approval issued and objectors notified <b>03 May 2022 12:32pm Carmen Landers</b> Approval issued and objectors notified
22/03/2022	07.22.042	Planning Proposal REZ2021/0001 - Lot 2 DP839420, Spring Street, South Grafton	That Council: 1. Note the submissions received (Attachment A) regarding the exhibited planning proposal; 2. Support the planning proposal to rezone the subject land from SP3 Tourist to B5 Business; 3. Note that the relevant strategies and plans will be considered with any future development applications, including the Business Zones DCP and the Grafton Precinct Plan to ensure a quality design outcome to support an attractive southern entrance to Grafton; 4. Note that adequate provision of flood storage during flood events will be considered as part of future development applications; and 5. Exercise its delegated authority as local plan-making authority pursuant to section 3.36(2) of the <i>Environmental Planning and Assessment Act 1979</i> to take all necessary steps to make and finalise the amendment to the <i>Clarence Valley Local Environmental Plan 2011</i> .	Jasmine Oakes	<b>26 May 2022 2:39pm Jasmine Oakes - Completion</b> Completed by Jasmine Oakes (action officer) on 26 May 2022 at 2:39:01 PM - All actions have been finalised. The CVLEP amendment was notified on 20 May 2022 <b>26 May 2022 2:09pm Jasmine Oakes</b> The CVLEP (map amendment 2) has been finalised - notification date: 20 May 2022 <b>02 May 2022 12:31pm Jasmine Oakes</b> The planning proposal is in the finalisation stage - mapping to be approval by DPE <b>29 Mar 2022 12:22pm Jasmine Oakes</b> Processing the finalisation of the LEP amendment through Planning Portal - estimated finalisation is four to six weeks.
22/03/2022	07.22.044	Draft Diggers Headland Reserve Vegetation Management Plan - Crown Land	That Council place the draft <i>Diggers Headland Reserve Vegetation Management Plan</i> on public exhibition for a minimum period of 28 days and if there are no submissions or comment received that the Plan be adopted.	Heather Mitchell	<b>10 May 2022 3:24pm Heather Mitchell - Completion</b> Completed by Heather Mitchell (action officer) on 10 May 2022 at 3:24:35 PM - Document is on public exhibition for 28 days. <b>29 Mar 2022 11:54am Heather Mitchell</b> Document to be placed on exhibition for 28 days <b>29 Mar 2022 11:51am Heather Mitchell - Target Date Revision</b> Target date changed by Heather Mitchell from 05 April 2022 to 05 April 2022
22/03/2022	07.22.045	2021/22 Monthly Financial Report - February 2022	That Council:	Kate Maginnity	<b>19 Apr 2022 9:14pm Kate Maginnity - Completion</b>

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

			<ol style="list-style-type: none"> <li>Note the monthly financial information report for February 2022, attached to this report.</li> <li>Endorse the proposed variations, which have a net zero impact on both the Financial Reserves and Budgeted General Fund Result for inclusion in the March Quarterly Budget Review Statement to be reported in April 2022.</li> <li>Note and endorse the grant applications as identified in Attachment B.</li> </ol>		Completed by Kate Maginnity (action officer) on 19 April 2022 at 9:14:22 PM - 21/22 Revised Budget updated accordingly <b>19 Apr 2022 9:12pm Kate Maginnity</b> 21/22 Revised Budget updated accordingly
22/03/2022	07.22.046	CI Anywhere Cloud Migration	That Council, <ol style="list-style-type: none"> <li>Accept the TechnologyOne Cloud Contract</li> <li>Delegate execution of the contract to the Acting General Manager</li> <li>Endorse the required values to support the upgrade of our Corporate Systems to be included in the 2022/2023 Capital &amp; Operating budgets into the future.</li> </ol>	Matt Davidson	<b>25 Mar 2022 10:08am Matt Davidson - Completion</b> Completed by Matt Davidson (action officer) on 25 March 2022 at 10:08:27 AM - Noted minutes and provided budget to finance
22/03/2022	07.22.047	Supply & Delivery of Stationery	That: <ol style="list-style-type: none"> <li>Council accepts the tender offers from the following (2) tenderers for the period 1 April 2022 to 31 March 2024: <ul style="list-style-type: none"> <li><input type="checkbox"/> Dolphin Stationery Pty Ltd</li> <li><input type="checkbox"/> Winc Australia Pty Ltd</li> </ul> </li> <li>The Acting General Manager be delegated authority to execute the Deed of Agreement on behalf of Council and subject to satisfactory supplier performance the Acting General Manager be delegated authority to extend these agreements for a further 12 months which may take these contracts through to 1 April 2025.</li> </ol>	Trevor Pate	<b>28 Mar 2022 10:20am Trevor Pate - Completion</b> Completed by Trevor Pate (action officer) on 28 March 2022 at 10:20:03 AM - Noted <b>28 Mar 2022 10:16am Trevor Pate</b> Thankyou, will action this asap.
22/03/2022	07.22.048	Supply & Delivery of Ready mixed Concrete	That: <ol style="list-style-type: none"> <li>Council accepts the tendered prices from Boral Limited, Holcim Australia Pty Ltd &amp; Grahams Concrete Pty Ltd for the Supply &amp; Delivery of Ready Mixed Concrete (Regional Procurement Initiative @ Tender T492122RTC) for the period 1 April 2022 to 31 March 2024.</li> <li>A provision be allowed for a 12 month extension based on satisfactory supplier performance, which may take this contract through to 31/03/2025.</li> </ol>	Trevor Pate	<b>28 Mar 2022 10:22am Trevor Pate - Completion</b> Completed by Trevor Pate (action officer) on 28 March 2022 at 10:22:01 AM - Noted <b>28 Mar 2022 10:21am Trevor Pate</b> Thankyou, will action this asap.
22/03/2022	07.22.049	Monthly investment report - February 2022	That the report indicating Council's funds investment position as at 28 February 2022 be noted.	Kirsty Gooley	<b>29 Mar 2022 10:29am Kirsty Gooley - Completion</b> Completed by Kirsty Gooley (action officer) on 29 March 2022 at 10:29:24 AM - Noted
22/03/2022	07.22.050	Independent Committee Members for the Audit, Risk and Improvement Committee (ARIC)	That Council <ol style="list-style-type: none"> <li>Appoint Barry Ford as an independent committee member of the Audit, Risk and Improvement Committee for the term of the Council.</li> <li>Appoint Christine Tyler as an independent committee member of the Audit, Risk and Improvement Committee for the term of the Council.</li> </ol>	Kallet Ward	<b>28 Mar 2022 2:04pm Kallet Ward - Completion</b> Completed by Kallet Ward (action officer) on 28 March 2022 at 2:04:24 PM - The action has been completed, an ARIC committee will be established soon. <b>28 Mar 2022 1:53pm Kallet Ward</b> Noted. A letter of appointment will be sent to the 2 independent committee members that Council adopted for the Audit, Risk and Improvement Committee.
22/03/2022	07.22.051	Checklist Meeting Schedule - Updates on Actions Taken	That the schedule of actions taken on Council resolutions be noted and those resolutions marked as complete be removed from the checklist.	Karlie Chevalley	<b>25 Mar 2022 9:27am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 25 March 2022 at 9:27:21 AM - Actions updated
22/03/2022	07.22.053	Cultural and Sports Trust Fund	That Council approve donations from the Clarence Valley Cultural and Sports Trust Fund:	Christine Bultitude	<b>28 Mar 2022 10:52am Christine Bultitude - Completion</b>



## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

			<ol style="list-style-type: none"> <li>\$300 to assist Martina Williams, who has been selected to represent NSW at the 2022 National U18 Hockey Championships in Cairns Qld from 6-14 April 2022; and</li> <li>\$300 to assist Mackenna Ensbey, who has been selected to represent NSW at the 2022 National U18 Hockey Championships in Cairns Qld from 6-14 April 2022.</li> </ol>		<p>Completed by Christine Bultitude (action officer) on 28 March 2022 at 10:52:18 AM - Applicants notified of council decision. Payments processed ready for next external pay run</p> <p><b>28 Mar 2022 10:47am Christine Bultitude</b></p> <p>Applicants notified of council decision. Payments processed ready for next external pay run</p>
22/03/2022	07.22.054	Request for Rates Donation - Lawrence Historical Society Inc.	<p>That Council:</p> <ol style="list-style-type: none"> <li>Vary the Donations Policy criteria in this instance to approve the donation of the outstanding balance of the rates and annual charges for 2021/2022 (balance owing \$1,022) to Lawrence Historical Society.</li> <li>Consider additional requests for donations for the 2022/2023 financial year by the Lawrence Historical Society in line with Policy provisions.</li> </ol>	Christine Bultitude	<p><b>28 Mar 2022 10:53am Christine Bultitude - Completion</b></p> <p>Completed by Christine Bultitude (action officer) on 28 March 2022 at 10:53:43 AM - LHS advised of the Council decision. Rates section notified of rates donation for processing</p>
22/03/2022	07.22.056	Clarence and Lower Clarence Sports Committees - Funding	<p>That Council allocate:</p> <ol style="list-style-type: none"> <li>\$527.28 (ex GST) to the Grafton Dragon Boat Club to storage shed improvements at Corcoran Park from the Clarence Sports Committee funding allocation.</li> <li>\$36,672.72 (ex GST) from PJ 541500 to supply and install portable grandstands at Ellem Oval and JJ Lawrence Fields from the balance of the Clarence Sports Committee funding allocation.</li> <li>\$2,800.00 (ex GST) from PJ 541500 to upgrade change room lighting at McKittrick Park from the balance of the Clarence Sports Committee funding allocation.</li> <li>The unspent funds of \$968.72 to be returned to Sports Income Reserve RA11035</li> <li>\$18,217.59 (ex GST) to the Maclean Manta Rays Swimming Club to supply and install electronic timing System at Maclean Centenary pool from the Lower Clarence Sports Committee funding allocation.</li> <li>\$2,485.50 (ex GST) to the Yamba Football Club to electrical upgrade to the clubhouse at Yamba Ngayundi Sports Complex from the Lower Clarence Sports Committee funding allocation.</li> </ol>	Gavin Beveridge	<p><b>07 Apr 2022 3:12pm Gavin Beveridge - Completion</b></p> <p>Completed by Gavin Beveridge (action officer) on 07 April 2022 at 3:12:30 PM - Completed.</p> <p><b>07 Apr 2022 3:09pm Gavin Beveridge</b></p> <p>Successful letters are being issued to the sporting organisations.</p>
22/03/2022	07.22.057	Proposed Road Closure - Part Harold Tory Drive, Yamba	<ol style="list-style-type: none"> <li>That Council: <ol style="list-style-type: none"> <li>permanently close part of Harold Tory Drive, Yamba, adjoining Lots 162 and 163 DP1265281 (refer Figure 1)</li> <li>classify the newly created Lots as 'operational' land</li> <li>engage a valuer on behalf of the adjoining landowners to determine sale prices</li> <li>transfer the newly created Lot adjoining Lot 163 to the adjoining landowners for the sale price determined by the valuation plus GST if applicable</li> <li>transfer the newly created Lot adjoining Lot 162 to the adjoining landowners for the sale price determined by the valuation plus GST if applicable</li> <li>consolidate the newly created Lots with adjoining Lots 162 &amp; 163 DP1265281</li> <li>authorise the Acting General Manager to execute all documents related to the closure and sale to affect the above requirements</li> </ol> </li> <li>The landowners are to meet all costs associated with the road closure</li> </ol>	Eloise Casson	<p><b>28 Mar 2022 9:52am Eloise Casson - Completion</b></p> <p>Completed by Eloise Casson (action officer) on 28 March 2022 at 9:52:16 AM - Completed</p> <p><b>28 Mar 2022 9:48am Eloise Casson</b></p> <p>- Applicants have been notified of Council Resolution, - Solicitor has been engaged to prepare the DOA, - Survey quotes have been requested from two local surveyors</p>
22/03/2022	07.22.058	RFT21-38 Design and Construct Four Bridges	<p>That Council:</p> <ol style="list-style-type: none"> <li>Accept the tender from Ark Constructions Group Pty Ltd for RFT21-38 Design and Construct Replacement of Four (4) Bridges at a cost of</li> </ol>	Adele McGeary	<p><b>12 Jul 2022 1:58pm Greg Allsopp - Completion</b></p>

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

			<p>\$8,550,922.60 (GST inclusive) to be funded from Fixing Country Bridges PJ 937031 Coutts No.1 Bridge; PJ 937032 Coutts No.2 Bridge; PJ 937034 Koukandowie Creek Bridge and PJ 937035 Skinners Swamp Bridge.</p> <p>2. Remove Koukandowie Creek Bridge from the scope of works post-award of the contract as a variation should Council's submission for the re-allocation of Fixing Country Bridges grants be delayed or not approved by Transport for NSW (TfNSW).</p> <p>3. Authorise the Acting General Manager to approve variations up to 15% of the contract value.</p>		Completed by Greg Allsopp on behalf of Adele McGeary (action officer) on 12 July 2022 at 1:58:33 PM - Contract awarded
26/04/2022	05.22.001	Australian Local Government Association Federal election national advocacy campaign	<p>That Council</p> <p>1. supports the national funding priorities of the Australian Local Government Association (ALGA), which would contribute an estimated \$6.46 billion per year to Australia's GDP and create 43,444 jobs; and</p> <p>2. agrees to support and participate in the Australian Local Government Association's advocacy for their endorsed national funding priorities by writing to the local Federal Member(s) of Parliament, all known election candidates in local Federal electorates; and</p> <p>3. requests the President of the Australian Local Government Association does on Council's behalf:</p> <p>a) express support for ALGA's funding priorities.</p> <p>b) identify priority local projects and programs that could be progressed with the additional financial assistance from the Federal Government being sought by ALGA; and</p> <p>c) seek funding commitments from the members, candidates, and their parties for these identified local projects and programs.</p>	Lee Boon	<p><b>11 May 2022 12:11pm Lee Boon - Completion</b> Completed by Lee Boon (action officer) on 11 May 2022 at 12:11:03 PM - completed</p> <p><b>11 May 2022 12:05pm Lee Boon</b> Laura is sending letter to all federal candidates</p>
26/04/2022	05.22.002	Council Advocacy for Redevelopment of Grafton Base Hospital	That Council strongly support the Grafton Base Hospital redevelopment project and lobby the NSW Premier, Minister for Health and Member for Clarence to ensure that redevelopment funding will be included in the next NSW State budget and so that the government's commitment that construction will commence prior to the 2023 election will be honoured.	Lee Boon	<p><b>10 May 2022 2:32pm Lee Boon - Completion</b> Completed by Lee Boon (action officer) on 10 May 2022 at 2:32:39 PM - Action completed</p> <p><b>09 May 2022 1:24pm Lee Boon</b> Letter of support written, to be sent to various persons listed.</p>
26/04/2022	05.22.003	Clarence Valley Aboriginal Consultative Committee	That Council note the information contained in this Minute and support the proposed process for re-establishing a Clarence Valley Aboriginal Consultative Committee as soon as practicable.	Kath Arndell	<p><b>12 May 2022 11:18am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Kath Arndell (action officer) on 12 May 2022 at 11:18:45 AM - Work has commenced to re-establish committee</p>
26/04/2022	05.22.004	Membership of Northern Rivers Joint Organisation (NRJO)	<p>That Council</p> <p>1. make application to the Northern Rivers Joint Organisation seeking full membership of that body, in lieu of the Council's current Associate non-voting status.</p> <p>2. include a recurrent allocation of \$46,000 for membership of the Northern Rivers Joint Organisation, in the 2022/2023 draft budget as a post public exhibition inclusion prior to adoption of the budget in June 2022.</p>	Ian Tiley	<p><b>12 May 2022 11:19am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Ian Tiley (action officer) on 12 May 2022 at 11:19:39 AM - no further action required - motion was lost</p>
26/04/2022	05.22.005	Councillor Listening Tours	That Council note the content of the Minute and support the commencement of Councillor Listening Tours as proposed.	Lee Boon	<p><b>10 May 2022 2:32pm Lee Boon - Completion</b> Completed by Lee Boon (action officer) on 10 May 2022 at 2:32:27 PM - Action Completed</p> <p><b>10 May 2022 2:31pm Lee Boon</b></p>

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

					Lee & mayor to start working on plan for tour.
26/04/2022	05.22.006	Completion of Maclean CBD Riverside Precinct Boardwalk	That Council 1. Seek State and/or Commonwealth funding to enable an updated, relevant, and compatible design and estimate for completion of the Maclean CBD Riverside Precinct Boardwalk. 2. That upon completion of the above, Council search for grants and make representations to State and Federal Parliamentarians to complete the Maclean CBD boardwalk.	David Sutton	<b>15 May 2022 2:19pm David Sutton - Completion</b> Completed by David Sutton (action officer) on 15 May 2022 at 2:19:22 PM - Masterplan provided to Manager OS&F, advise to Manager OS&F to inform exec to lobby state and federal members for funding
26/04/2022	05.22.007	General Manager Recruitment	That 1. Council delegate to the mayor the responsibility of the tasks mentioned in the OLG General Manager Recruitment guidelines. 2. Council accept the process outlined in this Minute for the recruitment of the CVC General Manager, and delegate to the mayor the tasks outlined herein as provided in the recruitment and selection Guidelines. 3. Council establish a selection panel comprising Mayor, Deputy Mayor and two other Councillors at least one of whom must be female. 4. The selection panel choose at least two applicants to make presentations to the full Council, which will select the successful applicant. 5. Council include \$30,000 to complete the recruitment in the draft 2022/2023 budget as a post exhibition period adjustment prior to adoption in June 2022.	Lee Boon	<b>10 May 2022 2:31pm Lee Boon - Completion</b> Completed by Lee Boon (action officer) on 10 May 2022 at 2:31:28 PM - Action completed <b>09 May 2022 1:22pm Lee Boon</b> Mayor to contact recruitment agency to start process , Mayor has also added a mayoral minute for the next meeting for the selection panel
26/04/2022	07.22.059	Cr Clancy - LGNSW Special Conference 2022	That Council note the information provided by Councillor Clancy after attending the LGNSW Special Conference.	Greg Clancy	<b>10 May 2022 2:19pm Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Greg Clancy (action officer) on 10 May 2022 at 2:19:51 PM - Noted
26/04/2022	07.22.060	Local Government Recovery Grants - February 2022 NSW Storms and Floods	That Council, 1. Endorse the expenditure of the Category D Local Government Recovery Grant of \$1M on the following projects: a. Bacon Street, Grafton pump upgrade - \$100,000 b. Ardent Street, South Grafton pump upgrade - \$200,000 c. Iluka Road – Review and implement actions reported in the Flood Risk Management Plan (2007) including a design investigation to increase the flood immunity of Iluka Road in the vicinity of the Esk River crossing - \$300,000 d. Yamba Road investigation and options paper and business case, including project costs, to increase flood immunity - \$150,000 e. Consolidate & update the Flood Risk Management Plans - \$250,000 2. Advise the Office of Local Government of the proposed expenditure. 3. Endorse inclusion of the budget expenditure and corresponding projects in the 2022/2023 Annual Budget and Operational Plan as post exhibition adjustments prior to adoption in June. 4. Council advocate through the local State and Federal Member for increased funds for floodplain assets improvements.	Laura Black	<b>15 Aug 2022 4:51pm Laura Black - Completion</b> Completed by Laura Black (action officer) on 15 August 2022 at 4:51:51 PM - Noted, included in 2022/2023.
26/04/2022	07.22.061	Application For Permanent Single Year Special Variation of 2.5% in 2022/2023	That Council 1. Apply for a permanent single year special variation of 2.5% (inclusive of the 0.7% population factor) for 2022/2023, under S508(2) of the Local Government Act. 2. Receive a report on the outcome of its application to IPART for a permanent single year special variation of 2.5%.	Kate Maginness	<b>11 May 2022 11:09am Kate Maginness - Completion</b> Completed by Kate Maginness (action officer) on 11 May 2022 at 11:09:32 AM - Application lodged, Service reviews scheduled.

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

			3. Continue to achieve efficiency gains through service reviews and corporate process improvements with a view to increasing operational maintenance levels and capital renewals.		Outcomes will be reported back to Council as and when received. <b>11 May 2022 11:08am Kate Maginnity</b> IPART Additional Rate Variation Application lodged. Outcome will be advised to Council when received.
26/04/2022	07.22.062	Integrated Planning and Reporting Framework 2022/2023	That Council deal with Recommendations 1, 3 and 4 separately to Item 2.  That Council: 1. The following draft IP&R suite of documentation be endorsed for public exhibition until close of business on Monday 6 June 2022: a. the revised Community Engagement Strategy (Attachment A) b. the revised Delivery Program 2022/2025 (Attachment B) c. the 2022/23 Operational Plan (Attachment C) d. the Resourcing Strategy incorporating: (Attachment D) <input type="checkbox"/> the Long Term Financial Plan (2022/2032 to 2031/2032) <input type="checkbox"/> the Workforce Management Strategy (2022/2023– 2025/2026) <input type="checkbox"/> the Asset Management Strategy (2022/2023 – 2031/2032) 2. Members of the public be invited to make written submissions with regard to the draft documentation, while it is on public exhibition. 3. Following the period of public exhibition, the draft documents as amended as a result of consideration of public submissions, be considered for adoption at the June Ordinary Meeting of Council.  1. The 2022/2023 Fees and Charges (Attachment E) be endorsed for public exhibition until close of business on Monday 6 June 2022.	Kate Maginnity	<b>11 May 2022 11:10am Kate Maginnity - Completion</b> Completed by Kate Maginnity (action officer) on 11 May 2022 at 11:10:14 AM - IP&R document suite placed on public exhibition.
26/04/2022	07.22.064	MOD2021/0082 - Modification of DA2017/0173 - Reduce number of medical suites and hospital beds and alterations to built form - 201 Queen Street, Grafton	That Council approve Section 4.55(1A) Application (MOD2021/0082) to modify DA2017/1073 subject to the amended Advices and Conditions contained in Schedule 1.	Carmen Landers	<b>10 Jun 2022 12:53pm Carmen Landers - Completion</b> Completed by Carmen Landers (action officer) on 10 June 2022 at 12:53:48 PM - Completed <b>10 Jun 2022 12:52pm Carmen Landers</b> Modified notice issued and submitters notified
26/04/2022	07.22.065	MOD2022/0015 - Modification of SUB2009/0008 - 14 lot subdivision - Havelock Street, Lawrence	That Council: 1) Approve Section 4.55 Application (MOD2022/0015) to modify SUB2009/0008 subject to the amended Advices and Conditions contained in Schedule 1, and including the following further amendments: <input type="checkbox"/> Delete Condition 40. <input type="checkbox"/> Replace Condition 41 with "Prior to construction commencing undertake a single inspection of trees within the road reserve by a suitable qualified person or with a WIRES member present. All construction activities are to avoid disturbance to any koalas to the greatest extent practicable, whilst permitting the approved subdivision works to occur". <input type="checkbox"/> Replace Condition 42 with "Entry and exit to the site for construction plant, deliveries and personnel is from Exmouth Street. This does not restrict the required ancillary construction activities, for example water and sewer construction, outside the site as noted on the approved construction drawings. 2) Note the voluntary nature of the proposed modification, which is made in response to community concerns, and associated environmental benefits about tree retention and koala habitat and on this basis: a) refund the Section 4.55 fee and waive Construction Certificate (CC2010/0368) Amendment fee for SUB2009/0008;	Carmen Landers	<b>10 Jun 2022 12:54pm Carmen Landers - Completion</b> Completed by Carmen Landers (action officer) on 10 June 2022 at 12:54:23 PM - Completed <b>10 Jun 2022 12:53pm Carmen Landers</b> Modified notice of determination issued and submitters notified

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

			<p>b) waive the future Section 4.55 fees associated with DA2021/0788; and</p> <p>c) absorb the cost of Council undertaking live sewer and water main connection works.</p> <p>3) Note and refuse the request to waive indexation of the section 64 Sewer and Water Head Works Charges and section 94 (now section 7.11) Developer Contributions.</p>		
26/04/2022	07.22.066	REV2022/0001 - Division 8.2 Review of DA2021/0252 for Dwelling and Carport - Review of Road Standard and Landscape Plan Conditions - 5-7 Conway Street, Lawrence	That Council support the Section 8.2 Review REV2022/0001 of Development Approval DA2021/0252 subject to the amended and deleted conditions contained in Schedule 1.	James Hamilton	<p><b>10 May 2022 2:33pm James Hamilton - Completion</b> Completed by James Hamilton (action officer) on 10 May 2022 at 2:33:28 PM - Applicant advised of Council outcome and amended notice of determination issued 29/04/2022</p> <p><b>10 May 2022 2:32pm James Hamilton</b> applicant advised of Council resolution and amended notice of determination issued 29/4/22</p>
26/04/2022	07.22.067	Draft Employment Land Strategy - for Exhibition	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorse the draft Employment Land Strategy and supporting Employment Lands Background Study for public exhibition and associated community consultation for a period of 28 days;</li> <li>2. Delegate authority to the General Manager to make any minor amendments to the draft Employment Lands Strategy for publishing purposes prior to public exhibition; and</li> <li>3. Note that all submissions received, any recommended changes to the Employment Land Strategy and other supporting material will be reported to Council for approval following the exhibition period.</li> </ol>	Stephen Timms	<p><b>12 May 2022 11:17am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Stephen Timms (action officer) on 12 May 2022 at 11:17:15 AM - Document on exhibition &amp; will be reported back following consultation</p>
26/04/2022	07.22.068	Draft Community Participation Plan	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. endorse the draft Community Participation Plan for public exhibition and associated community consultation and engagement for 28 days;</li> <li>2. delegate authority to the A/General Manager to make any minor amendments to the draft Community Participation Plan for publishing purposes prior to public exhibition; and</li> <li>3. note that all submissions received, any recommended changes to the draft Community Participation Plan and other supporting material will be reported to Council for approval following the exhibition period.</li> </ol>	Jasmine Oakes	<p><b>12 May 2022 11:20am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Jasmine Oakes (action officer) on 12 May 2022 at 11:20:09 AM - Document on exhibition &amp; will be reported back following consultation</p> <p><b>10 May 2022 2:33pm Jasmine Oakes</b> The draft Community Participation Plan is on public exhibition until 27 May - report to June Council meeting</p>
26/04/2022	07.22.070	Disaster Resilience Framework	That Council notes the submissions and adopts the Disaster Resilience Framework with an amendment to Priority 3 - Strategy D to ensure that the intent of the CClA is shared.	Bligh Grant	<p><b>24 May 2022 2:15pm Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 24 May 2022 at 2:15:56 PM - DRF posted on website by alex Moar--unsure of precise date.</p>
26/04/2022	07.22.071	2021/2022 Q3 Governance Report	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note and receive the Governance Report for 2021-22 Q3.</li> <li>2. Note that the 'Summary' for the 2021/2022 Q2 Governance Report (ITEM 07.22.055; p. 34 of the Minutes) incorrectly stated that the reporting period was 1 October 2021 to 1 December 2021. The reporting period was 1 October 2021 to 31 December 2021.</li> </ol>	Bligh Grant	<p><b>09 May 2022 3:24pm Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 09 May 2022 at 3:24:50 PM - Noted.</p>

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

26/04/2022	07.22.072	Committees Report	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorse the following nominees as community membership for the following Advisory Committees:             <ol style="list-style-type: none"> <li>a. Clarence Coast &amp; Estuary Management Advisory Committee - Leann Ball, Kevin Sheehan, Peter Maslen, Danielle Adams, Peter Rose, Imelda Jennings and Roslyn Woodward.</li> <li>b. Clarence Valley Access Committee - Laura Smith-Khan, Zoe Goodsell, Kate Begbie, Bevan Sommerland, Jason Kingsley, Jody O'Brien, Vanette McLennan and David Moran.</li> <li>c. Clarence Valley Community Climate Change Committee - Judith McNeill, Leonie Blain, Janet Cavanaugh, Ian Gaillard, Nicholas Reeve, Geoff Little, Lynette Eggins, Barbara Linley, Helen Granleese, Stephen Fletcher, Phillip Hocking, Clare Purvis, Victor Ostrowsky, Robert Mylchreest.</li> <li>d. Cultural and Community Advisory Committee – Bree Hiatt, Steve Tranter, Aneika Kapeen, Kate Begbie, <del>Vanette McLennan, David Moran</del> and James Cameron</li> <li>e. Floodplain Risk Management Advisory Committee - Sue Chapple, Nathan Cameron, Stephen Madden, Deanna Fernance, Tim Small, Ross Farlow, Andrew Skinner, Cristie Yager, Desmond Harvey, Danielle Adams and Chad Ellis.</li> </ol> </li> <li>2. Note nominations for membership of the Clarence Sports Committee and the Lower Clarence Sports Committee will be referred to the representative sporting groups for confirmation due to the significant number and receive a report to the May Ordinary Meeting, seeking endorsement of membership.</li> <li>3. Call for nominations, for an initial period of two calendar weeks, for the following advisory committees:             <ol style="list-style-type: none"> <li>a. Clarence Economic Development and Tourism Committee (see ToR at Attachment B)</li> <li>b. Water Efficiency Advisory Group Committee.</li> </ol> </li> <li>4. Defer the Grafton Saleyards Advisory Committee pending further representation.</li> <li>5. Defer the Clarence Biodiversity Advisory Committee pending further discussion about the Terms of Reference at a Councillor workshop.</li> <li>6. Nominate Councillor Pickering as the representative of the Water Efficiency Advisory Group Committee.</li> <li>7. Endorse membership of the 355 committees as follows:             <ol style="list-style-type: none"> <li>a. Calliope Community Reserve &amp; Hall 355 Committee - Michael Barnier (President), Sarah McGrath (Secretary), Tom Granleese (Treasurer), Michelle Scott (booking Officer), Angela Barnier, Sammy Lovejoy, Ken Cowan, Wanda Jones and Tiffany Jones.</li> <li>b. Dundurrabin Community Centre 355 Committee – Deb Thornhill, Sally Clayton, Dylan Garson, Sally Lade (Shakti), Leslie Ayling, Sam Ayling, Ally Webber, Aimee Rush, Steve Rush, Natasha Wilson, Phil Sedgeman, Rudi Kistler, Peter Munro and Kristy Ledger.</li> <li>c. Ewingar Community Hall 355 Committee - Chris Warrington (President), Michael Mahon (Secretary/Treasurer/Booking Officer), Shelley Golding (Kitchen Coordinator), Ross Gode (Maintenance man), David Kassel (Groundsman), Tracee Edwards, Martin Sweeney, Tracey Sutton, Irina Kondyurina, Cindy Kassel and Karen Wheeler.</li> <li>d. Illarwill Hall 355 Committee - Joy De roos, Robert Little, Chris Hellyer; John White; Shaun Jaye-Murphy, Lorraine Kerr, Michael Kerr and Vivien Bonney (office bearers to be confirmed).</li> </ol> </li> </ol>	Bligh Grant	<p><b>18 Jul 2022 2:44pm Bligh Grant - Completion</b>          Completed by Bligh Grant (action officer) on 18 July 2022 at 2:44:29 PM - All completed as per Action Sheet.</p>
------------	-----------	-------------------	--	-------------	---

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p>e. Jackadgery Hall 355 Committee - Carol Hawken (President), Chrissy Skinner (Secretary), Sandy Knight (Treasurer), Russell Farmer, Emma Farmer, Doug McKinnon, Denise McKinnon, Glenn Knight, Kate Knight, Bec Burke, Mick Skinner and Ross Knight.</p> <p>f. Wooloweyah Parks and Reserves 355 Committee - Stephan Schultz (President), Phil Francis (Secretary), Marina Popko (Treasurer), Andrew Bennett, Dom Ferry, Michael O'Brien, Kirra Muegge, Sue Ellem and Victor Ostrowsky.</p> <p>8. Note that nominations for the office bearers for Ilarwill Hall Management Committee are to be determined and will be presented at the May Council meeting.</p> <p>9. Note the nominations for the other 355 committees are still being reviewed and will be presented at the May Council meeting.</p> <p>10. Note the Minutes of the meeting of the Clarence Regional Library held 17 March 2022 (Attachment C) – updated minutes.</p>		
26/04/2022	07.22.073	Policy Report	<p>That Council</p> <ol style="list-style-type: none"> <li>Endorse the following draft policies to be placed on exhibition and subject to feedback that changes the intent of the policy, they be adopted: <ol style="list-style-type: none"> <li>draft Managing Unreasonable Conduct by Complainants (UCC) Policy V3.0 (Attachment A.)</li> </ol> </li> <li>Approve the following polices for adoption and note the submissions: <ol style="list-style-type: none"> <li>Code of Conduct V9.0 (Attachment B)</li> <li>Social Media Policy V3.0 (Attachment C)</li> <li>Councillor-Staff Interaction Policy V4.0 (Attachment D)</li> <li>EEO and Anti-discrimination Policy V1.0 (Attachment E)</li> <li>Performance Management—General Manager policy V2.0 (Attachment F) with the following amendment to Point 3 - Policy Statement that gender balance be referred to as gender equality.</li> </ol> </li> <li>With respect to the draft UCC Policy provide an inbuilt check to ensure that whoever has enacted the powers of restriction has acted fairly and in a reasonable manner taking into account all of the circumstances.</li> </ol>	Bligh Grant	<b>09 May 2022 3:24pm Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 09 May 2022 at 3:24:20 PM - All on the website.
26/04/2022	07.22.074	Checklist Meeting Schedule - Updates on Actions Taken	That the schedule of actions taken on Council resolutions be noted and those resolutions marked as complete be removed from the checklist.	Karlie Chevalley	<b>10 May 2022 2:18pm Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 10 May 2022 at 2:18:47 PM - Actions being monitored - noted
26/04/2022	07.22.075	Conference Attendance for 2022	<p>That Council</p> <ol style="list-style-type: none"> <li>Send one Councillor to the ALGA conference in accordance with Council policy, that being Cr Allison Whaites because we already have a Council resolution approving her attendance.</li> <li>Approve Councillor Whaites attendance to the ALGA pre-conference Regional Forum; and</li> <li>Approve Councillor Whaites attendance to the ALGWA Conference.</li> </ol>	Karlie Chevalley	<b>10 May 2022 2:18pm Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 10 May 2022 at 2:18:21 PM - Actions completed <b>10 May 2022 2:18pm Karlie Chevalley</b> Actioned
26/04/2022	07.22.076	2021/2022 Operational Plan - Quarterly Review as at 31 March 2021	That the Quarterly Operational Plan outcomes as at 31 March 2022 be noted.	Alex Moar	<b>12 May 2022 11:12am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Alex Moar (action officer) on 12 May 2022 at 11:12:12 AM - noted
26/04/2022	07.22.077	2021/22 Quarterly Budget Review Statement - March 2022	<p>That Council:</p> <ol style="list-style-type: none"> <li>Receive and note the information in the Quarterly Budget Review Statement to March 2022.</li> </ol>	Christi Brown	<b>12 May 2022 8:13am Christi Brown - Completion</b>



## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

			<ol style="list-style-type: none"> <li>2. Approve General Fund variations detailed in this report totalling \$55,144, which results in a projected General Fund budget surplus of \$17,464 for the year.</li> <li>3. Approve the variations for the Financial Reserves as detailed in this report totalling \$9,120,422, which results in a projected decrease in the External and Internal Reserves Funds of \$22,491,361.</li> <li>4. Note and endorse the receipt of funds due to successful grant applications as detailed in the body of this report.</li> </ol>		Completed by Christi Brown (action officer) on 12 May 2022 at 8:13:13 AM - Journals approved - no further action required
26/04/2022	07.22.078	Request from account 2051514 for consideration for reduction in water account	That this matter be deferred to the May meeting.	Paula Krahe	<b>03 Jun 2022 3:59pm Paula Krahe - Completion</b> Completed by Paula Krahe (action officer) on 03 June 2022 at 3:59:44 PM - Deferred until May Meeting <b>11 May 2022 11:04am Paula Krahe</b> 07.22.078 is to be considered at the May 2022 Meeting
26/04/2022	07.22.079	Monthly investment report - March 2022	That the report indicating Council's funds investment position as at 31 March 2022 be noted.	Kirsty Gooley	<b>10 May 2022 2:58pm Kirsty Gooley - Completion</b> Completed by Kirsty Gooley (action officer) on 10 May 2022 at 2:58:16 PM - Noted
26/04/2022	07.22.081	Local Traffic Committee	<ol style="list-style-type: none"> <li>1. That the recommendations of the Local Traffic Committee included in the Minutes of the 6 April 2022 meeting be adopted by Council.</li> <li>2. That Council note the Councillors in attendance were Cr Steve Pickering and Cr Peter Johnstone.</li> </ol>	Julie Wilks	<b>12 May 2022 11:12am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Julie Wilks (action officer) on 12 May 2022 at 11:12:47 AM - Noted
26/04/2022	07.22.083	North Grafton Sewage Treatment Plant Upgrade - Petition	That Council <ol style="list-style-type: none"> <li>1. Notes the petition regarding the North Grafton Sewage Treatment Plant and, given the time which has elapsed since the petition was prepared.</li> <li>2. Consider the petition with any further works that occur with any further upgrades to the North Grafton STP.</li> </ol>	Greg Mashiah	<b>13 May 2022 2:33pm Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 13 May 2022 at 2:33:15 PM - Resolution noted <b>13 May 2022 2:32pm Greg Mashiah</b> Resolution noted
26/04/2022	07.22.084	Pilot Hill Yamba - Updated Risk Assessment	That: <ol style="list-style-type: none"> <li>1. The existing groundwater and antecedent rainfall monitoring practices are continued.</li> <li>2. Council note the JK Geotechnics review of the current Interim Management Strategy and adopt the recommended antecedent rainfall alert levels.</li> <li>3. Council advises the property owners south of Ritz Street and on the eastern side of Ocean Street of the current studies which have been undertaken, including the potential risks, and recommend that each property obtain their own independent geotechnical risk assessment to ensure ongoing stability of these properties.</li> </ol>	Greg Mashiah	<b>31 Aug 2022 12:25pm Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 31 August 2022 at 12:25:13 PM - Actions completed <b>31 Aug 2022 12:14pm Greg Mashiah</b> <ol style="list-style-type: none"> <li>1. Current rainfall and groundwater monitoring practices are continuing.</li> <li>2. Rainfall alert levels have been updated.,</li> <li>3. Letters have been sent to property owners in Ritz and Ocean Street</li> </ol>
26/04/2022	07.22.085	RFT22/05 - CWA William Ager Park Walkway	That Council: <ol style="list-style-type: none"> <li>1. Accept the tender from Wagners CFT Manufacturing Pty Ltd for RFT22/05 – CWA William Ager Park Walkway at a cost of \$848,765.00 (GST inclusive) to be funded from William Ager Park Pathway, Yamba (Fin Proj 321006, Sub Service 341).</li> <li>2. Authorise the General Manager to approve variations up to 5% of the contract value.</li> </ol>	David Sutton	<b>15 May 2022 2:17pm David Sutton - Completion</b> Completed by David Sutton (action officer) on 15 May 2022 at 2:17:48 PM - Letter of Award issued to contractor, commencement meeting held, project in progress

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			3. Reallocate \$185,000 from Fin Proj 550181 – Parks & Reserves – Access Pavement & Carparks to fund the additional contract sum and project contingency and included in Q3 of the Quarterly Budget Review Statement (QBR).		
26/04/2022	08.22.003	Indigenous Land Use Agreement Between Clarence Valley Council and Yaegl Traditional Owners Corporation - Calypso Holiday Park	That Council, having been briefed on the draft ILUA proposed by NTSCORP on behalf of Yaegl RNTBC, make a formal response in accordance with the responses to matters raised as detailed in Table 2 of the report through Council's legal representative Marsdens Law Group.	Laura Black	<b>06 May 2022 2:44pm Laura Black - Completion</b> Completed by Laura Black (action officer) on 06 May 2022 at 2:44:33 PM - Matter has been referred to Marsdens for completion. <b>06 May 2022 2:11pm Laura Black</b> Matter referred to Marsdens Legal for response to NTSCORP
26/04/2022	10.22.002	Contract T20/21 - Shannon Creek Dam Remediation of Tailwater Dam Variation	That Council notes the variation price for Contract T20/21 <i>Shannon Creek Dam Remediation of Tailwater Dam</i> is \$5,256,757.55 (including GST).	Greg Mashiah	<b>13 May 2022 2:34pm Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 13 May 2022 at 2:34:18 PM - Completed <b>13 May 2022 2:33pm Greg Mashiah</b> Variation approval advised to Contractor
24/05/2022	05.22.009	Mid-term Review Acting General Manager Performance Agreement	That Council note that the mid-term review of the Acting General Manager Laura Black was conducted by Council's appointed Review Panel on Monday, 2 May 2022 and that the Panel agreed that the performance of the AGM was satisfactory.	Laura Black	<b>02 Aug 2022 2:40pm Laura Black - Completion</b> Acknowledged by Laura Black (action officer) on 02 August 2022 at 2:40:45 PM - Noted
24/05/2022	05.22.010	Funding Voluntary House Raising	<ol style="list-style-type: none"> <li>1. That Council advocate through the NSW Premier, Minister for Emergency Services, and the Hon Chris Gulapitis for increased funding for voluntary house raisings as a flood mitigation measure on the Clarence floodplain.</li> <li>2. That a motion seeking this increased funding be presented to the October 2022 Local Government NSW Annual Conference for support.</li> </ol>	Lee Boon	<b>30 Jun 2022 11:42am Lee Boon - Completion</b> Completed by Lee Boon (action officer) on 30 June 2022 at 11:42:23 AM - I will speak to laura about a motion seeking this increased funding be presented to the October 2022 Local Government NSW Annual Conference for support. <b>26 May 2022 1:49pm Karlie Chevalley</b> Pete, please refer to point 1 of the resolution & Lee, point 2 - we will need to remind the GM to submit the motion when the LGNSW Annual Conference Motion Submissions open.
24/05/2022	05.22.011	Greater Funding for Council's Floodplain Management Plan Priority Projects	That Council make submissions to Commonwealth and NSW Governments through its local Parliamentarians for more adequate funding to enable timely completion of Councils various prioritised flood related projects.	Lee Boon	<b>30 Jun 2022 11:50am Lee Boon - Completion</b> Completed by Lee Boon (action officer) on 30 June 2022 at 11:50:11 AM - Mayor spoke to local member regarding priority list <b>26 May 2022 1:52pm Karlie Chevalley</b> Lee, action required. Letter from the Mayor to lodge submission
24/05/2022	07.22.086	Community Strategic Plan for adoption	That Council endorse the Community Strategic Plan, The Clarence 2032.	Alex Moar	<b>09 Jun 2022 9:17am Alex Moar - Completion</b>

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

					Completed by Alex Moar (action officer) on 09 June 2022 at 9:17:52 AM - Completed - Adopted CSP added to website <b>09 Jun 2022 9:17am Alex Moar</b> Adopted CSP added to Website
24/05/2022	07.22.087	Audit, Risk and Improvement Committee (ARIC)	That Council 1. Endorse the Audit Risk and Improvement Committee: a. Terms of Reference b. Internal Audit Charter c. Three year Strategic Internal Audit Plan 2022-2025 d. Annual Internal Audit Plan 2022-2023 2. Note the Audit, Risk and Improvement Committee meeting minutes for 7 and 28 April 2022.	Kallet Ward	<b>30 May 2022 3:49pm Kallet Ward - Completion</b> Completed by Kallet Ward (action officer) on 30 May 2022 at 3:49:55 PM - Noted and completed <b>27 May 2022 9:45am Kallet Ward</b> Noted. Council has endorsed the key documents to support the operations of the Audit, Risk and Improvement Committee (ARIC).
24/05/2022	07.22.088	Planning Proposal REZ2020/0006 - Lot 231 Hampton Road Waterview Heights	That Council: 1. Note the five (5) submissions received from government agencies, and that these have been resolved; and 2. Exercise its delegation as Local Plan-making Authority pursuant to section 3.36(2) of the <i>Environmental Planning and Assessment Act 1979</i> to take all necessary steps to make and finalise the amendment to the <i>Clarence Valley Local Environmental Plan 2011</i> (CVLEP) on part Lot 231 Hampton Road Waterview Heights from RU2 Rural Landscape to R5 Large Lot Residential and C2 Environmental Conservation, including to: a. amend the CVLEP Land Zoning Map as illustrated in Figure 1 and Attachment E1 of this report; and b. amend the Lot Size Map to 8,000m <sup>2</sup> over the land to be zoned R5 Large Lot Residential as illustrated in Figure 2 and attachment E2 of this report.	Jasmine Oakes	<b>18 Oct 2022 2:37pm Jasmine Oakes - Completion</b> Completed by Jasmine Oakes (action officer) on 18 October 2022 at 2:37:51 PM - Finalised - CVLEP Map Amendment 3 gazetted 29 July 2022 <b>17 Aug 2022 9:40am Jasmine Oakes</b> Finalised - CVLEP Map Amendment 3 gazetted on 29 July 2022 <a href="https://legislation.nsw.gov.au/view/pdf/asmade/epi-2022-422">https://legislation.nsw.gov.au/view/pdf/asmade/epi-2022-422</a> <b>26 May 2022 2:18pm Jasmine Oakes</b> LEP finalisation progressing - mapping being produced for the CVLEP amendment to be sent to DPE for approval
24/05/2022	07.22.089	Amendment to Water Quality Targets for new development in Clarence Valley Development Controls	That Council: 1. Approve the proposed amendments to the Residential Zones Development Controls Plan (DCP), Industrial Zoned DCP, Business Zones DCP and Environmental Protection, Recreation and Special Use zones DCP; 2. Approve the proposed amendments to the Clarence Valley Sustainable Water Requirements: Information for Applicants (November 2004); 3. Provide public notice of the adoption in accordance with the <i>Environmental Planning and Assessment Act 1979</i> and Environmental Planning and Assessment Regulation 2000; and 4. Note that further improvements to the Sustainable Water Controls DCP provisions and the Clarence Valley Sustainable Water Requirements: Information for Applicants (November 2004) will be reported to Council in the future as part of a wider review of the DCP provisions.	Jasmine Oakes	<b>18 Oct 2022 2:35pm Jasmine Oakes - Completion</b> Completed by Jasmine Oakes (action officer) on 18 October 2022 at 2:35:49 PM - amended DCP uploaded to Council's website <b>17 Aug 2022 9:46am Jasmine Oakes</b> Finalised - Published on Council website 29 July 2022 (NSW Planning Portal upload - 16 August 2022) <b>26 May 2022 2:20pm Jasmine Oakes</b> adopted DCP amendments to be finalised and uploaded to website and notified on Council noticeboard and notice sent to relevant stakeholders
24/05/2022	07.22.091	February 2022 Floods - Financial Assistance to Offset Increased Water Consumption for Clean Up	That Council provide property owners within the Clarence Valley who have experienced increased water consumption whilst cleaning their properties following the February/March 2022 flood with a rebate on their water consumption account of up to \$65.00 on the following basis:	Paula Krahe	<b>03 Jun 2022 3:59pm Paula Krahe - Completion</b> Completed by Paula Krahe (action officer) on 03 June 2022 at 3:59:18 PM - Completed

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<ol style="list-style-type: none"> <li>Properties in the villages of Brushgrove, Chatsworth, Harwood, Palmers Island, Ulmarra and Southgate and in Lawrence between Grafton Street and the river will receive the rebate automatically without the need to apply; and</li> <li>Those in other areas who have been affected will need to submit an application form accompanied by photographic evidence or a statutory declaration.</li> </ol>		<b>03 Jun 2022 3:58pm Paula Krahe Completed</b>
24/05/2022	07.22.092	2020/2021 Annual Report: Correction of Non-statutory Data	That Council notes the amended non statutory information data contained in the 2020/2021 Annual Report as detailed below.	Bligh Grant	<b>09 Jun 2022 10:03am Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 09 June 2022 at 10:03:52 AM - Posted.
24/05/2022	07.22.093	Request from account 2051514 for consideration for reduction in water account	That Council: <ol style="list-style-type: none"> <li>Decline to write off water consumption totalling \$11,725 on Water Account 2051514 as requested.</li> <li>Endorse the owner be requested to enter into a payment arrangement over five years to have the outstanding debt cleared together with the payment of any current consumption accounts as they fall due as the excess water consumption is due to aged water piping on the property side of the meter.</li> <li>Not install a water limiter during the 5 year period if the payment arrangement is adhered to.</li> <li>Endorse writing off any interest accrued on overdue water charges once the debt has been paid, from the date of this resolution.</li> </ol>	Paula Krahe	<b>09 Jun 2022 10:51am Paula Krahe - Completion</b> Completed by Paula Krahe (action officer) on 09 June 2022 at 10:51:00 AM - Completed Document Set ID2367781
24/05/2022	07.22.094	Monthly investment report - April 2022	That the report indicating Council's funds investment position as at 30 April 2022 be noted.	Kirsty Gooley	<b>16 Jun 2022 1:18pm Kate Maginnity - Completion</b> Completed by Kate Maginnity on behalf of Kirsty Gooley (action officer) on 16 June 2022 at 1:18:02 PM - Resolution noted
24/05/2022	07.22.095	Extension to Office of Local Government Financial Reporting Requirements sought	That Council submit a request to the Office of Local Government for extension for lodgement of the 2021/2022 Annual Financial Statements to February 2023.	Kate Maginnity	<b>16 Jun 2022 1:17pm Kate Maginnity - Completion</b> Completed by Kate Maginnity (action officer) on 16 June 2022 at 1:17:13 PM - Request for extension sent to OLG 14/6/2022. Council will be advised of the outcome once received. <b>16 Jun 2022 1:15pm Kate Maginnity</b> Extension Requeste emailed to OLG - 14/6/2022
24/05/2022	07.22.096	Checklist Meeting Schedule - Updates on Actions Taken	That Council note the schedule of actions taken on resolutions and those resolutions marked as complete be removed from the checklist.	Karlie Chevalley	<b>30 May 2022 3:44pm Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 30 May 2022 at 3:44:47 PM - Completed <b>30 May 2022 3:44pm Karlie Chevalley Updated.</b>
24/05/2022	07.22.097	2021/22 Monthly Financial Report - April 2022	That Council: <ol style="list-style-type: none"> <li>Note the monthly financial information report for April 2022, attached to this report.</li> <li>Endorse the proposed General Fund variations as set out in this report totalling \$22,875, which will be included in the 2021/22 General Purpose Financial Statements Refer to Audit report.</li> </ol>	Christi Brown	<b>26 May 2022 2:30pm Christi Brown - Completion</b> Completed by Christi Brown (action officer) on 26 May 2022 at 2:30:34 PM - Budget Variation Journals posted. No further action required.

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

			<p>3. Endorse the proposed variations, which decrease Financial Reserves by \$3,516,113 which will be included in the 2021/22 General Purpose Financial Statements Refer to Audit report.</p> <p>4. Note and endorse the grant applications as identified in Attachment B.</p>		
24/05/2022	07.22.098	Legal Services Tender 2022-2026	<p>That:</p> <p>1. The following firms be appointed to Council's panel to provide legal services to Council for the period June 2022 to June 2026:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Marsdens Law Group</li> <li><input type="checkbox"/> Local Government Legal</li> <li><input type="checkbox"/> Moray and Agnew</li> <li><input type="checkbox"/> Maddocks</li> <li><input type="checkbox"/> Pikes &amp; Verekers Lawyers</li> <li><input type="checkbox"/> Sparke Helmore Lawyers</li> <li><input type="checkbox"/> Burridge Harris &amp; Flynn</li> </ul> <p>2. When advising the firms that they have been selected for the panel of solicitors, it will be reiterated that Council reserves the right to seek expert advice from alternative firms on specific matters or in the event of any perceived or real conflicts of interest.</p>	Bligh Grant	<p><b>01 Jun 2022 8:22am Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 01 June 2022 at 8:22:06 AM - All the successful tenderers have been emailed and some have already submitted their acceptances. Unsuccessful also emailed.</p>
24/05/2022	07.22.099	Committees Report: TOR for Biodiversity Advisory Committee	<p>That Council notes</p> <p>1. the Terms of Reference (ToR) for the Clarence Biodiversity Advisory Committee (Attachment A) and call for nominations for the Committee for a period of two weeks from 27 May to 10 June.</p> <p>2. the delay in tabling the proposed committee members for the two sports committees due to continued engagement with sporting clubs to determine members.</p>	Bligh Grant	<p><b>01 Jun 2022 8:24am Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 01 June 2022 at 8:24:55 AM - This was posted 27 May here &lt; <a href="https://www.clarence.nsw.gov.au/Council/Governance-and-transparency/Committees/Nominate-to-join-an-Advisory-Committee">https://www.clarence.nsw.gov.au/Council/Governance-and-transparency/Committees/Nominate-to-join-an-Advisory-Committee</a> &gt;.</p>
24/05/2022	07.22.100	RFT-21-36 Design and Construct Replacement of Two Bridges	<p>That Council:</p> <p>1. Accept the tender Ark Construction Group Pty Ltd for RFT21-36 Design and Construct Replacement of Two (2) Bridges at a cost of \$2,775,803.80 (GST inclusive) to be funded from Fixing Country Bridges program (\$2,678,803.80) and a Council contribution (\$97,000 under projects PJ 937036 - Winters Bridge and PJ 937029 Barretts Ck Bridge.</p> <p>2. Authorise the Acting General Manager to approve variations up to 15% of the contract value.</p>	Adele McGeary	<p><b>12 Jul 2022 1:59pm Greg Allsopp - Completion</b> Completed by Greg Allsopp on behalf of Adele McGeary (action officer) on 12 July 2022 at 1:59:04 PM - Contract awarded</p>
24/05/2022	07.22.101	RFT21-37 Design and Construct Replacement of Three Bridges	<p>That Council:</p> <p>1. Accept the tender from Tobco (Bedrule Pty Ltd) for RFT21-37 Design and Construct Replacement of Three (3) Bridges at a cost of \$6,489,158.42 (GST inclusive) to be funded from Fixing Country Bridges program (\$6,432,158.42) and a Council contribution (\$57,000) under projects PJ 937033 Dundoo Floodway Bridge; PJ 937030 Billys Creek Bridge and PJ 937028 Wintervale Creek Bridge.</p> <p>2. Authorise the Acting General Manager to approve variations up to 15% of the contract value.</p>	Adele McGeary	<p><b>12 Jul 2022 1:59pm Greg Allsopp - Completion</b> Completed by Greg Allsopp on behalf of Adele McGeary (action officer) on 12 July 2022 at 1:59:28 PM - Contract awarded</p>
24/05/2022	07.22.102	Local Traffic Committee	<p>That the recommendations of the Local Traffic Committee included in the Minutes of the 4 May 2022 meeting be adopted by Council.</p>	Alana Brooks	<p><b>19 Sep 2022 1:38pm Alana Brooks - Completion</b> Completed by Alana Brooks (action officer) on 19 September 2022 at 1:38:56 PM - Noted. Customer advised resolution or works scheduled in 22/23 program. <b>12 Jul 2022 10:32am Alana Brooks</b></p>

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

					From LTC action items., 013/22, 014/22- scheduled 22/23 works program , 015/22, 016/22, 017/22- complete
24/05/2022	07.22.103	RFT21-41 Replacement of Seven Bridges	That Council: 1. Accept the tender from Engineering and Civil Contractors Pty Ltd for RFT21-41 Replacement of Seven (7) Bridges at a cost of \$1,535,889.60 (GST inclusive) to be funded from Fixing Country Bridges PJ 937023 Bostock Rd Bridge; PJ 937021 Bridge No.3, Marengo Rd; PJ 937018 Fifteen Mile Swamp; PJ 937016 Middle Creek Bridge; PJ 937024 Mitchell Road Bridge No.1; PJ 937025 Mitchell Road Bridge No.2; PJ 937026 Mitchell Rd Bridge No.3. 2. Authorise the Acting General Manager to approve variations up to 15% of the contract value.	Adele McGeary	<b>12 Jul 2022 1:59pm Greg Allsopp - Completion</b> Completed by Greg Allsopp on behalf of Adele McGeary (action officer) on 12 July 2022 at 1:59:38 PM - Contract awarded
24/05/2022	07.22.104	Proposed Dedication of Lot 14 DP 858248 as Public Road	That Council dedicate Lot 14 DP 858248, as depicted shaded red in Figure 1, as public road in accordance with section 10 of the <i>Roads Act 1993</i> to allow the implementation of the Transport for New South Wales Shared Pathway Project.	Eloise Casson	<b>04 Jul 2022 12:16pm Eloise Casson - Completion</b> Completed by Eloise Casson (action officer) on 04 July 2022 at 12:16:36 PM - Completed <b>04 Jul 2022 12:14pm Eloise Casson</b> The Classification of Lot 14 as Operational was carried out via Gazette on 03/06/2022. This matter is now complete
28/06/2022	05.22.012	Advocate for a Post Flood Behaviour Data Assessment to Inform Decisions about Floodplain Mitigation Asset Improvements	That Council advocate through the NSW Premier, the Minister for Emergency Services and Resilience, the Minister for Environment and Heritage and Member for Clarence, the Hon Chris Gulaptis, that Clarence Valley Council and the Clarence River be included: 1. In post flood data behaviour assessments undertaken by the Department of Planning and Environment, Environment Heritage Group, and 2. In any other post 2022 flood and storm event studies and assessments undertaken across the Northern Rivers by the State.	Lee Boon	<b>12 Jul 2022 8:27am Lee Boon - Completion</b> Completed by Lee Boon (action officer) on 12 July 2022 at 8:27:46 AM - A number of studies have be noted to cover this and I believe Ian will be writing letters to the appropriate people as well.
28/06/2022	06.22.006	Councillor Workshop re Advertising & Proposed CVC Quarterly Magazine	1. That a workshop be arranged for councillors to review current CVC advertising policies and expenditures and consider advertising DAs and other appropriate items in the highest circulating free, printed, local, weekly newspaper 'The Clarence Valley Independent'. 2. That all details of the proposed CVC quarterly magazine be included in this review and that further work on this project be suspended prior to this workshop. 3. That this workshop be held as soon as possible but within 30 days. 4. That the results of the workshop be submitted to Council as a report. 5. That the report be put as an agenda item to the Economic and Tourism Advisory Committee.	Alex Moar	<b>11 Oct 2022 4:44pm Alex Moar - Completion</b> Completed by Alex Moar (action officer) on 11 October 2022 at 4:44:35 PM - Completed <b>16 Aug 2022 8:07am Alex Moar</b> Workshop occurred 15/8/22 <b>15 Jul 2022 1:50pm Alex Moar</b> Planning in progress
28/06/2022	06.22.008	Review Former Council's Decision - To Construct New Sewage Treatment Plant on Existing North Grafton STP Site	That 1. Council seek a report to be tabled no later than the August 2022 Ordinary Council Meeting that enables a review of Council's decision to construct a new sewage treatment plant on the existing site of the North Grafton STP, point 2 of Item 14.009.15 2. The report include a comparative consideration of the risks, advantages and disadvantages of both the North Street and the Clarenza sites for the purpose of informing a decision 3. The report include the following information about the proposed North Street Grafton STP site: (a) the flood impact/constraints on the North Street site (b) all current day construction costs, including any escalation estimates	Greg Mashiah	<b>17 Aug 2022 8:01am Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 17 August 2022 at 8:01:01 AM - Completed <b>17 Aug 2022 8:00am Greg Mashiah</b> Being Reported to August Council meeting

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

			(c) all valuations and/or estimated financial costs associated with property acquisitions required for constructions at the North Street site and any other residences within the buffer zone outlined in the GHD North Grafton STP Replacement EIS, 2219410, that experience loss amenity (d) what actions have been taken to formally advise any property owners that their property is impacted and /or required by council for construction of the new North Street Sewage Treatment location (e) any consequences associated with time delays for compulsory acquisitions		
28/06/2022	07.22.105	Cr Pickering - Attendance at 29th NSW Coastal Conference	That Council note that information provided by Councillor Pickering after attending the 29th NSW Coastal Conference.	Steve Pickering	<b>19 Jul 2022 10:09am Lee Boon - Completion</b> Completed by Lee Boon on behalf of Steve Pickering (action officer) on 19 July 2022 at 10:09:05 AM - no actions required
28/06/2022	07.22.106	REV2022/0002 - Division 8.2 Review of DA2021/0303 (Refusal determination) - 5 Carrington Street, Palmers Island	That Council refuse REV2022/0002 - Division 8.2 Review of DA2021/0303 (Refusal determination) - 5 Carrington Street, Palmers Island on the basis of points: 1. Previous recommended refusal by Council staff supported by Council 2. Objections by neighbours 3. LEP & DCP (Clause T7 3c) designed to ensure maximum distance from the riverbank in the designated Palmers Island "Erosion Zone" 4. Climate Change issues have intensified locally since this "Erosion Zone" was established 5. Front setback should better align with others houses in this streetscape and also minimise distance for provision of power and other services.	James Hamilton	<b>01 Jul 2022 9:27am James Hamilton - Completion</b> Completed by James Hamilton (action officer) on 01 July 2022 at 9:27:37 AM - notice of determination issued and submitter advised of outcome 1/7/22 <b>01 Jul 2022 9:27am James Hamilton</b> notice of determination issued and submitters advised of outcome 1/7/22
28/06/2022	07.22.107	DA2021/1343 Demolish existing farmhouse and surrounding buildings and construct a crematorium facility 873 Armidale Road Braunstone	That DA2021/1343 be approved subject to the draft Advices and Conditions contained in Schedule 1	Patrick Ridgway	<b>05 Jul 2022 2:09pm Patrick Ridgway - Completion</b> Completed by Patrick Ridgway (action officer) on 05 July 2022 at 2:09:35 PM - Needs Council resolution <b>05 Jul 2022 2:06pm Patrick Ridgway</b> Item to be included in July Business Paper
28/06/2022	07.22.108	DA2021/1345 Application for dwelling at 12 River Road Palmers Island lot 2 DP551579	That Council defer consideration to no later than the August 2022 Ordinary Meeting, of any variation or modification of the restriction AK867690F imposed on Lot 12 DP551579 by the former Maclean Shire Council, which prohibits any dwellings or building or improvement within the 100 year management line, pending further advice from the applicant.	Patrick Ridgway	<b>05 Jul 2022 2:10pm Patrick Ridgway - Completion</b> Completed by Patrick Ridgway (action officer) on 05 July 2022 at 2:10:03 PM - Item was deferred at applicants request <b>05 Jul 2022 2:08pm Patrick Ridgway - Target Date Revision</b> Target date changed by Patrick Ridgway from 12 July 2022 to 12 July 2022 - Needs Council resolution <b>30 Jun 2022 3:46pm Patrick Ridgway</b> Application deferred at applicants request
28/06/2022	07.22.109	Request for Works in Kind Contribution towards Stormwater and Road Works for Gulmarrad Drainage	That Council: 1. Accept the cost of the works in kind as \$237,514.89 to provide necessary stormwater infrastructure to the Gulmarrad area in accordance with the Part S of the Residential Zones DCP, Gulmarrad Stormwater Management Contributions Plan 1997 and Condition 18 of SUB2009/0038.	Carmen Landers	<b>05 Jul 2022 11:06am Carmen Landers - Completion</b> Completed by Carmen Landers (action officer) on 05 July 2022 at 11:06:26 AM - Payment Requisition



**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p>2. Note the refund amount of \$237,514.89 will be from the Gulmarrad Stormwater Management contributions fund which currently has a balance of \$567,773.28 as of 30 April 2022.</p> <p>3. Retain part of the funds and allocate to the respective Drainage and Road Contributions funds to enable the release of 16 lots for SUB2009/0038 as follows:</p> <table style="margin-left: 40px;"> <tr> <td>Rural Roads</td> <td>\$1,933.67 x 15 lots =</td> <td>\$29,005.05</td> </tr> <tr> <td>Gulmarrad Drainage</td> <td>\$1,945.90 x 15 lots =</td> <td><u>\$29,188.50</u></td> </tr> <tr> <td>TOTAL</td> <td></td> <td>\$58,193.55</td> </tr> </table> <p>4. Refund the amount of \$179,321.34 (\$237,514.89 - \$58,193.55) from the Gulmarrad Drainage Section 7.11 fund to the developer as a works in kind contribution towards Gulmarrad stormwater infrastructure.</p>	Rural Roads	\$1,933.67 x 15 lots =	\$29,005.05	Gulmarrad Drainage	\$1,945.90 x 15 lots =	<u>\$29,188.50</u>	TOTAL		\$58,193.55		<p>completed and sent to finance for processing  <b>05 Jul 2022 11:05am Carmen Landers</b>                  Payment Requisition signed and forwarded to Finance</p>
Rural Roads	\$1,933.67 x 15 lots =	\$29,005.05												
Gulmarrad Drainage	\$1,945.90 x 15 lots =	<u>\$29,188.50</u>												
TOTAL		\$58,193.55												
28/06/2022	07.22.111	Community Participation Plan	<p>That Council:</p> <ol style="list-style-type: none"> <li>Note that no submissions were received regarding the draft Community Participation Plan during the public exhibition period;</li> <li>Adopt the Community Participation Plan (Attachment A) and publish on Council's website and the NSW Government Planning Portal; and</li> <li>Delegate authority to the General Manager to make any minor amendments to the Community Participation Plan for publishing purposes.</li> </ol>	Jasmine Oakes	<p><b>18 Oct 2022 2:36pm Jasmine Oakes - Completion</b>                  Completed by Jasmine Oakes (action officer) on 18 October 2022 at 2:36:04 PM - CCP uploaded to Council website  <b>17 Aug 2022 9:48am Jasmine Oakes</b>                  Finalised - Scheduled to be published on Council Noticboard and website 19 August 2022.</p>									
28/06/2022	07.22.112	Employment Land Strategy	<p>That Council:</p> <ol style="list-style-type: none"> <li>Adopt the Employment Land Strategy and supporting Employment Lands Background Study;</li> <li>Delegate authority to the A/General Manager to make any minor amendments to the Employment Land Strategy and Employment Lands Background Study for publishing purposes;</li> <li>Issue the final Employment Land Strategy to the Department of Planning and Environment for endorsement and publish on Council's website and the NSW Government Planning Portal; and</li> <li>Note the submissions received, publicly thank those that took time to make a submission and note the resulting improvements made to the strategy.</li> </ol>	Stephen Timms	<p><b>30 Aug 2022 4:08pm Stephen Timms - Completion</b>                  Completed by Stephen Timms (action officer) on 30 August 2022 at 4:08:58 PM - Completed.                  Employment Land Strategy adopted and sent to DPE and Portal and will be loaded on CVC website asap.</p>									
28/06/2022	07.22.113	Rural Land Strategy	<p>That Council:</p> <ol style="list-style-type: none"> <li>Adopt the Clarence Valley Council Rural Land Strategy – June 2022 and Background Paper;</li> <li>Delegate authority to the A/General Manager to make any minor amendments to the Rural Land Strategy for publishing purposes;</li> <li>Issue the final Clarence Valley Council Rural Land Strategy – June 2022 to the Department of Planning and Environment for endorsement and publish on Council's website and the NSW Government Planning Portal; and</li> <li>Note the submissions received, publicly thank those that took time to make a submission and note the resulting improvements made to the strategy.</li> </ol>	Stephen Timms	<p><b>30 Aug 2022 4:08pm Stephen Timms - Completion</b>                  Completed by Stephen Timms (action officer) on 30 August 2022 at 4:08:04 PM - Completed. Rural Land Strategy sent to DPE and loaded on portal and website.</p>									
28/06/2022	07.22.114	Draft Forest Management Plan (Softwood Plantations and Coastal Hardwood Forests) - Forestry Corporation of NSW	<p>That Council make a written submission on the draft Forest Management Plan for softwood plantations and hardwood forests 2022-2027 to the Forestry Corporation of NSW highlighting the items included in the Key Issues section of this report.</p>	Scott Lenton	<p><b>12 Jul 2022 1:47pm Scott Lenton - Completion</b>                  Completed by Scott Lenton (action officer) on 12 July 2022 at 1:47:18 PM - Action Taken - Submission submitted  <b>01 Jul 2022 2:59pm Scott Lenton</b>                  Action completed - Thursday 30/07/2022</p>									

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

28/06/2022	07.22.116	Remuneration for Mayor, Deputy Mayor and Councillors for 2022/2023	<p>That</p> <ol style="list-style-type: none"> <li>1. Council note the determination of the Tribunal.</li> <li>2. Fees payable to the elected members not increase from the amount adopted in 2021/22.</li> <li>3. The Deputy Mayor's allowance remain the approved allowance that was adopted in 2021/22.</li> </ol>	Lynette Burley	<p><b>30 Jun 2022 3:36pm Lynette Burley - Completion</b> Completed by Lynette Burley (action officer) on 30 June 2022 at 3:36:47 PM - completed</p> <p><b>30 Jun 2022 3:36pm Lynette Burley</b> noted and referred to payroll</p>
28/06/2022	07.22.117	Policy Report	<p>That:</p> <ol style="list-style-type: none"> <li>1. The following four (4) Council policies be placed on public exhibition and, subject to feedback that changes the policy's intent, they be adopted.             <ol style="list-style-type: none"> <li>a) Privacy Statement and Management Plan 8.0 (Attachment A)</li> <li>b) CRL Circulation and Membership V5.0 (Attachment B)</li> <li>c) Liquid Trade Waste Management V5.0 (Attachment C)</li> <li>d) Pet Friendly Clarence Coast Holiday Parks V3.0 (Attachment D).</li> </ol> </li> <li>2. The following two (2) new Council policies be placed on public exhibition and, subject to feedback that changes the intent of the policy, they be adopted.             <ol style="list-style-type: none"> <li>e) Petitions V1.0 (Attachment E) subject to implementation of a unique identifier for email addresses included in online petitions.</li> <li>f) <i>Ex Gratia</i> Payments V1.0 (Attachment F)</li> </ol> </li> <li>3. Council refer the following two (2) policies to the Economic Development and Tourism Advisory Committee before reporting back to Council.             <ol style="list-style-type: none"> <li>g) Sports Tourism Program V2.0 (Attachment G)</li> <li>h) Event Sponsorship Policy V3.0 (Attachment H)</li> </ol> </li> <li>4. Council adopt the following three (3) policies for which submissions have been received as noted in the body of the report             <ol style="list-style-type: none"> <li>i) Code of Meeting Practice V14.0 (Attachment I) subject to the rescission of the following Local Policy at section 3.6.3 of the Code of Meeting Practice "A councillor may submit no more than 2 notices of motion to be considered at each monthly meeting cycle of the council", and that the OLG Councillor Handbook (p47) statement that "The number of motions put forward by a councillor cannot be limited. As long as notice and other procedures are followed, a councillor can put forward as many motions as they wish" prevail as the practice of Council.</li> <li>4. Council adopt the following three (3) policies for which submissions have been received as noted in the body of the report                 <ol style="list-style-type: none"> <li>k) Managing Unreasonable Conduct by Complainants V3.0 (Attachment K). subject to the following amendment:                     <ul style="list-style-type: none"> <li><input type="checkbox"/> Under section 8.1 of the draft policy (Right of Appeal) add the following place of the last paragraph of 8.1: "Complainants who wish to appeal and seek a review should respond to the General Manager who will refer the appeal to the senior staff member as outlined (above). This appeal will be held within 30 days and will include 14 days notice to the complainant (as outlined in section 10.2). The complainant will be notified as to the outcome of any appeal/review within 7 days of the conclusion of the appeal/review.</li> </ul> </li> </ol> </li> </ol> </li> </ol>	Bligh Grant	<p><b>07 Jul 2022 11:15am Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 07 July 2022 at 11:15:43 AM - Policies (a)-(f) on exhibition; policies (g)-(h) referred to EDTAC; policy (i)-COMP-minor amendment and adopted; policies (j)-(k) rescinded; policy (n) Flags on exhibition; policies (j) PIDs and (k) UCC to Councillor W/shop.</p>

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<ul style="list-style-type: none"> <li><input type="checkbox"/> All applications of the UCC by staff will be advised, in confidence and with appropriate redactions for privacy purposes, to Council on a monthly basis.</li> <li><input type="checkbox"/> All public submissions received during the public display of the draft UCC will be included, with appropriate redactions, within meeting attachments as records of this Council meeting.</li> <li><input type="checkbox"/> The Mayor send a letter of apology to local citizens Lynne and Bob Cairns, Shane Powell and John Hagger advising that the previous UCC was incorrectly invoked and restrictions were improperly imposed upon them. That a copy of this apology be placed on Council files for these citizens including Electronic Content Management (ECM) records.</li> </ul> <p>5. Council rescinds:</p> <ul style="list-style-type: none"> <li>j) Access to Council Documents V4.0 (Attachment L)</li> <li>k) Excluding Abusive or Disruptive Customers from Council Premises V3.0 (Attachment M)</li> </ul> <p>6. Intention to rescind the Flag Raising V4.0 (Attachment N) Policy be advertised and responses reported to the August Ordinary Meeting.</p> <p>7. Defer Internal Reporting and Public Interest Disclosures V1.0 (Attachment J) and Managing Unreasonable Conduct by Complainants V3.0 (Attachment K) to be referred to a Cr workshop for discussion prior to reporting back to Council.</p> <p>8.</p>		
28/06/2022	07.22.118	Committees Report	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorse representatives from the following groups to the Clarence Sports Committee: Grafton Pistol Club; Rushforth Park Town Clubs; Grafton Athletics Club; Coutts Crossing Recreation Incorporated; Grafton Dragon Boat Club; Grafton Supa Oldie Soccer Club; Grafton Basketball Association; Hawthorne Park Equestrian User Group; Grafton Netball Association; Junction Hill Tennis Club; Clarence Valley BMX Club; Coutts Crossing Croquet Club; Grafton Touch Football; Grafton Vintage Motor Vehicle Club; Grafton Hockey Association; Clarence River Yacht Club; Clarence River Sailing Club; Coutts Crossing Football Club Inc; Grafton Rowing Club; North Coast Football; Clarence River Cricket Association; Clarence River Junior Cricket Association; Grafton Ghosts Rugby League Football Club; Grafton City Tennis Club; Grafton Tigers AFL Club.</li> <li>2. Endorse representatives from the following sporting groups to the Lower Clarence Sports Committee: Big River Sailing Club; Clarence Coast Dragon Boat Club; Clarence Coast Magpies JNR RLFC; Clarence River U3A Croquet Group; Harwood Cricket Club; Iluka Cricket Club; Iluka Football Club; Lawrence Golf &amp; Sports Club; Lawrence Rodeo; Lower Clarence Cricket Association; Lower Clarence Magpies RLFC; Lower Clarence Netball Association; Lower Clarence Pony Club; Lower Clarence Tennis Association; Maclean Dirt Bike Club; Maclean Football Club; Maclean Show Society; Maclean Mantra Swimming Club; Yamba Dog Sports Training Group; Yamba Football Club; Yamba Buccaneers Rugby Club; Yamba Cycling Club Yamba Touch Football.</li> <li>3. Endorse the following representatives for the Clarence Valley Economic Development and Tourism Committee: Robin Gibb (South Grafton Progress Association); Kerrie Dimattia (Grafton Jacaranda Festival); Scott Graham; Mark Blackadder (Grafton Jacaranda Festival); Tania Williams (TAFE NSW); Marie Howlett; Steve Tranter (Clarence River Historical Society); Graeme Nicholson; Annie Dodd; Liza Bloomer; Christine Tyler</li> </ol>	Bligh Grant	<b>01 Jul 2022 12:10pm Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 01 July 2022 at 12:10:22 PM - Items 1-5: Secretaries of the two sports committees, EDTAC, WEWG and Biodiversity Committees emailed re confirmation of nominations + unsuccessful (and to email both types; also with induction docs circulated--C of C, ToRs, Handbook). Item 2: Kath A advised; Item 3: Jackadgery Minutes posted to Web.

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p>(Maclean Business Chamber); Robert Cook; Angela Carroll, Ling Gazzard and Adam Gordan.</p> <p>4. Endorse the following representatives for the Water Efficiency Working Group Advisory Committee: Leonie Blain (Clarence Valley Conservation Coalition); John Edwards (Clarence Environment Centre, Inc.); Tina Young and Rhonda Coleman.</p> <p>5. Endorse the following representatives for the Biodiversity Advisory Committee: John Edwards (Clarence Environment Centre Inc.); Barbara Lindley (Lions Club of Clarence-Environmental and Landcare Representative); Joanne Cunningham (Blicks Community Inc.); Linda Wright; Peter Lake; Laura Noble; Adrian Deville; Phil Redpath.</p> <p>6. Endorse a recommendation that Jennifer O'Brien be appointed to the Clarence Valley Access Committee.</p> <p>7. Accept the Minutes of the Jackadgery Hall Management Committee meeting held 12 March 2022.</p>		
28/06/2022	07.22.119	Report on 2021 Council Election	That Council considers the details of the report on the 2021 Council Election and approves it being submitted to the Minister and being placed on Council's website.	Bligh Grant	<b>01 Jul 2022 8:47am Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 01 July 2022 at 8:47:09 AM - Emailed to Minister-see ECM 2374548.
28/06/2022	07.22.120	Checklist Meeting Schedule - Updates on Actions Taken	That Council note the schedule of actions taken on resolutions and those resolutions marked as complete be removed from the checklist.	Karlie Chevalley	<b>16 Aug 2022 12:27pm Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 16 August 2022 at 12:27:42 PM - noted <b>16 Aug 2022 12:27pm Karlie Chevalley</b> noted <b>16 Aug 2022 8:11am Alex Moar - Email</b> for action
28/06/2022	07.22.121	Items for Information	That Council note the following: 1. A response from the NSW Premier, Dominic Perrotet MP, regarding the redevelopment of the Grafton Base Hospital. 2. Agenda and minutes from the Arts Northern Rivers meeting held 6 May 2022. 3. Minutes of the Clarence Sports Committee meeting held 16 May 2022. 4. Minutes of the Lower Clarence Sports Committee meeting held 16 May 2022. 5. IPART Determination of the Additional Special Variation, dated 20 June 2022.	Karlie Chevalley	<b>16 Aug 2022 8:11am Alex Moar - Completion</b> Completed by Alex Moar on behalf of Karlie Chevalley (action officer) on 16 August 2022 at 8:11:45 AM - Noted <b>16 Aug 2022 8:11am Alex Moar</b> Noted
28/06/2022	07.22.122	Integrated Planning and Reporting Framework 2022/2023	That Council 1. Note the public exhibition period submissions contained within the report in summary and attached to the report in full. 2. Consider items 2a, 2b, 2c, 2d, Community Engagement Strategy, Delivery Program, Operational Plan and Resourcing Strategy separately to item 3 fees and charges.  That Council: 1. Note the public exhibition period submissions contained within the report in summary and attached to the report in full.	Kate Maginness	<b>11 Jul 2022 2:51pm Alex Moar - Completion</b> Completed by Alex Moar on behalf of Kate Maginness (action officer) on 11 July 2022 at 2:51:41 PM - Noted

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p>2. Adopt the following:</p> <ul style="list-style-type: none"> <li>a) the Community Engagement Strategy</li> <li>b) the Delivery Program 2022/2025</li> <li>c) the Operational Plan 2022/2023</li> <li>d) the Resourcing Strategy incorporating                         <ul style="list-style-type: none"> <li>i. the Long Term Financial Plan (2022/2032 to 2031/2032)</li> <li>ii. the Workforce Management Strategy (2022/2023 – 2025/2026)</li> <li>iii. the Asset Management Strategy (2022/2023 – 2031/2032)</li> </ul> </li> </ul> <p>3. Delegate authority to the A/General Manager to make any minor amendments to the Integrated Planning &amp; Reporting Framework documents for publishing purposes.</p> <p>Adopt the 2022/2023 Fees and Charges (Attachment A), subject to the following amendment to the reconnection fee following removal of a water limiter "reconnection fee (within 3 working days) – notification by 12:00pm no charge"</p> <p>UNAN</p>		
28/06/2022	07.22.123	2021/2022 Monthly Financial Report - May 2022	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the monthly financial information report for May 2022, Attachment A to this report.</li> <li>2. Endorse the proposed General Fund variations as set out in this report totalling (\$1,593), which will be included in the 2021/2022 General Purpose Financial Statements Refer to Audit report.</li> <li>3. Endorse the proposed variations, which decrease Financial Reserves by (\$4,095,050) which will be included in the 2021/2022 General Purpose Financial Statements Refer to Audit report.</li> <li>4. Note and endorse the grant applications as identified in Attachment B.</li> <li>5. Endorse the proposed list of Deferred Projects in Attachment C.</li> </ol>	Kate Maginnity	<p><b>16 Aug 2022 8:11am Kate Maginnity - Completion</b> Completed by Kate Maginnity (action officer) on 16 August 2022 at 8:11:25 AM - Monthly budget variations loaded accordingly</p> <p><b>16 Aug 2022 8:08am Alex Moar - Reallocation</b> Action reassigned to Kate Maginnity by Alex Moar - Please note</p>
28/06/2022	07.22.124	Monthly investment report - May 2022	That the report indicating Council's funds investment position as at 31 May 2022 be noted.	Kirsty Gooley	<p><b>11 Jul 2022 2:51pm Alex Moar - Completion</b> Completed by Alex Moar on behalf of Kirsty Gooley (action officer) on 11 July 2022 at 2:51:57 PM - Noted</p>
28/06/2022	07.22.125	Request from Account 2045665 for Consideration to Waiver the Sewer Discharger on Water Account due to Theft	That Council waive the sewer discharge fee of \$1,583.28 due to the consumption being stolen from the property and not being discharged into Council's sewer main.	Paula Krahe	<p><b>08 Jul 2022 1:48pm Paula Krahe - Completion</b> Completed by Paula Krahe (action officer) on 08 July 2022 at 1:48:17 PM - Completed</p> <p><b>08 Jul 2022 1:47pm Paula Krahe Completed</b></p>
28/06/2022	07.22.126	2022/2023 Rates and Charges	<p>That Council in accordance with the provisions of Sections 493, 494, 496, 501, 502, 503, 542, 552 and 553 of the Local Government Act of 1993 (NSW) make and levy the following Rates and Charges for the year commencing 1 July 2022 and ending 30 June 2023.</p> <p>1. <u>Ordinary Rates (Section 494)</u></p> <p>(i) A Residential Rate of point five eight seven seven six zero seven cents (0.5877607c) in the dollar on the Rateable Land Value of all rateable land categorised as Residential with a minimum rate of Six Hundred and Seventy-Six Dollars (\$676.00), in respect of any separate parcel of rateable land. Land that has been identified as "Residential-Flood Prone Land" the minimum rate/base amount will not apply. The Rate to be known as the "Residential Rate".</p>	Paula Krahe	<p><b>08 Jul 2022 11:39am Paula Krahe - Completion</b> Completed by Paula Krahe (action officer) on 08 July 2022 at 11:39:09 AM - Actioned</p> <p><b>08 Jul 2022 11:37am Paula Krahe Rates Levy stgruck 06/07/2022</b></p>

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p>(ii) A Residential Rate of point three eight zero six zero seven four cents (0.3806074c) in the dollar on the Rateable Land Value of all rateable land in the coastal villages of Angourie, Brooms Head, Diggers Camp, Iluka, Minnie Water, Sandon River, Wooli and Wooloweyah categorised as Residential, sub-category "A", with a minimum rate of Six Hundred and Seventy-Six Dollars (\$676.00). The rate to be known as the Residential Rate "A".</p> <p>(iii) A Residential Rate of point four five seven six four zero five cents (0.4576405c) in the dollar on the Rateable Land Value of all rateable land within the towns of Maclean and Townsend categorised as Residential, sub-category "B", with a Base Amount of Five Hundred and Twelve Dollars (\$512.00). The revenue from the base amount to be approximately 43.58% of the revenue from this rate. The rate to be known as the "Residential Rate B".</p> <p>(iv) A Residential Rate of point three three two nine five two three cents (0.3329523c) in the dollar on the Rateable Land Value of all rateable land in the town of Yamba categorised as Residential, sub-category "C", with a Base Amount of Five Hundred and Twelve Dollars (\$512.00). The revenue from the base amount to be approximately 32.38% of the revenue from this rate. The rate to be known as the "Residential Rate C".</p> <p>(v) A Residential Rate of point eight two three one two one seven cents (0.8231217c) in the dollar on the Rateable Land Value of rateable land in the city of Grafton and village of Junction Hill categorised as Residential, sub-category "E" with a Base Amount of Five Hundred and Twelve Dollars (\$512.00). The revenue from the base amount to be approximately 36.58% of the revenue from this rate. The rate to be known as the "Residential Rate E".</p> <p>(vi) A Business Rate of point six one one four zero three cents (0.611403c) in the dollar on the Rateable Land value of all rateable land with a Base Amount of Five Hundred and Twelve Dollars (\$512.00) for all land categorised as Business. The revenue from the base amount to be approximately 28.43% of the revenue from this rate. The rate to be known as the "Business Rate".</p> <p>(vii) A Business Rate of point seven five four eight one cents (0.75481c) in the dollar on the Rateable Land Value of all rateable land in the Maclean CBD categorised as Business, sub-category "B" with a Base Amount of Five Hundred and Twelve Dollars (\$512.00). The revenue from the base amount to be approximately 18.66% of the revenue from this rate. The Rate to be known as the "Business B-Maclean CBD". A map showing this CBD boundary is found in Attachment A.</p> <p>(viii) A Business Rate of point seven five four eight one cents (0.75481c) in the dollar on the Rateable Land Value of all rateable land in the Maclean/Townsend area other than the Maclean CBD area, categorised as Business, sub-category "B" with a Base Amount of Five Hundred and Twelve Dollars (\$512.00). The revenue from the base amount to be approximately 18.66% of the revenue from this rate. The Rate to be known as the "Business B – Maclean/Townsend Other Business". A map showing this CBD boundary is found in Attachment A.</p> <p>(ix) A Business Rate of point six one eight five six four cents (0.618564c) in the dollar on the Rateable Land Value of all rateable land in the Iluka Industrial area categorised as Business, sub-category "C" with a Base Amount of Five Hundred and Twelve Dollars (\$512.00). The revenue from the base amount to be approximately 16.74% of the revenue from this rate. The rate to be known as the "Business Rate C – Iluka Industrial". A map showing this CBD boundary is found in Attachment A.</p>		
--	--	--	---	--	--

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p>(x) A Business Rate of point six one eight five six four cents (0.618564c) in the dollar on the Rateable Land Value of all rateable land in the town of Iluka other than the Iluka Industrial area, categorised as Business, sub-category "C" with a Base Amount of Five Hundred and Twelve Dollars (\$512.00). The revenue from the base amount to be approximately 16.74% of the revenue from this rate. The rate to be known as the "Business Rate C – Iluka Other Business". A map showing this CBD boundary is found in Attachment A.</p> <p>(xi) A Business Rate of point five nine zero zero seven six cents (0.590076c) in the dollar on the Rateable Land Value of all rateable land in the Yamba CBD (including the Treelands Drive business area) categorised as Business, sub-category "D" with a Base Amount of Five Hundred and Twelve Dollars (\$512.00). The revenue from this base amount to be approximately 16.65% of the revenue from this rate. This rate to be known as "Business Rate D – Yamba CBD". A map showing this CBD boundary is found in Attachment A.</p> <p>(xii) A Business Rate of point five nine zero zero seven six cents (0.590076c) in the dollar on the Rateable Land Value of all rateable land in the town of Yamba other than the Yamba CBD categorised as Business, sub-category "D" with a Base Amount of Five Hundred and Twelve Dollars (\$512.00). The revenue from this base amount to be approximately 16.65% of the revenue from this rate. This rate to be known as "Business Rate D – Yamba Other Business". A map showing this CBD boundary is found in Attachment A.</p> <p>(xiii) A Business Rate of two point one one four zero three one cents (2.114031c) in the dollar on the Rateable Land Value of all rateable land in the Grafton and South Grafton CBD, categorised as Business, sub-category "E" with a Base Amount of Five Hundred and Twelve Dollars (\$512.00). The revenue from the base amount to be approximately 8.54% of the revenue from this rate. The rate to be known as "Business Rate E – Grafton &amp; South Grafton CBD". A map showing this CBD boundary is found in Attachment A.</p> <p>(xiv) A Business Rate of one point three one zero three one two cents (1.310312c) in the dollar on the Rateable Land Value of all rateable land in the areas of Junction Hill, Trenayr and Koolkhan and the city of Grafton other than the Grafton and South Grafton CBD, categorised as Business, sub-category "F" with a Base Amount of Five Hundred and Twelve Dollars (\$512.00). The revenue from the base amount to be approximately 18.46% of the revenue from this rate. The rate to be known as "Business Rate F – Grafton &amp; South Grafton Other Business". A map showing the Junction Hill, Trenayr and Koolkhan boundary found in Attachment A.</p> <p>(xv) A Business Rate of point five zero eight zero nine two five cents (0.5080925c) in the dollar on the Rateable Land Value of all rateable land categorised as Business where the parcel of rateable land is rated separately and determined as a jetty or pontoon. The minimum/base amount will not apply to this category. The rate is to be known as "Business-Jetties".</p> <p>(xvi) A Farmland Rate of point two nine three zero three zero one cents (0.2930301c) in the dollar on the Rateable Land Value of all rateable land categorised as Farmland with a Base amount of Three Hundred and Thirty Dollars (\$330.00). The revenue from the base amount to be approximately 19.43% of the revenue from this rate. The rate to be known as Farmland.</p>		
--	--	--	---	--	--



**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p><u>2. Sewer Availability Charges (Section 501)</u></p> <p>(i) A Special Charge for all land categorised "Residential" and rateable to a sewerage system, the charge being One Thousand Two Hundred and Eighteen Dollars (\$1,218.00) per land parcel excepting any parcel in respect of land not built upon and not connected to the Council sewerage system in which case the charge shall be Seven Hundred and Four Dollars (\$704.00) to be known as the "Clarence Valley Council Sewerage Charge".</p> <p>(ii) A Special Charge for all land parcels categorised "Residential" which have additional connections to a premise which can be subject to separate and permanent occupation. The charge to be calculated by multiplying the occupied charge in Item 2(i) (\$1,218.00) by the number of additional premises in excess of one (1) which can be occupied separately and on a permanent basis.</p> <p>(iii) A Special Charge for all land categorised "Residential" and connected to a pressure sewerage system, the charge being One Thousand One hundred and Ninety Three Dollars (\$1,193.00) per land parcel excepting any parcel in respect of land not built upon and not connected to the Council sewerage system in which case the charge shall be Seven Hundred and Four Dollars (\$704.00) to be known as the "Clarence Valley Council Sewerage Charge".</p> <p>(iv) A Special Sewer access charge based on water meter size for all land parcels categorised "Business" (i.e. Non-Residential) and connected to a sewerage system prior to 1 July 2021. The charges to be as follows;</p> <ul style="list-style-type: none"> <li>a. A charge of \$704.00 for a 20mm service.</li> <li>b. A charge of \$1,100.00 for a 25mm service.</li> <li>c. A charge of \$1,802.00 for a 32mm service.</li> <li>d. A charge of \$2,816.00 for a 40mm service.</li> <li>e. A charge of \$4,400.00 for a 50mm service.</li> <li>f. A charge of \$11,264.00 for an 80mm service.</li> <li>g. A charge of \$17,600.00 for a 100mm service.</li> <li>h. A charge of \$39,600.00 for a 150mm service.</li> </ul> <p>excepting any parcel in respect of land not built upon and not connected to the Council sewerage system prior to 1 July 2021 in which case the charge shall be Seven Hundred and Four Dollars (\$704.00) to be known as the "Clarence Valley Council Sewerage Charge".</p> <p>(v) A Special Sewer access charge based on water meter size for all land parcels categorised "Business" (i.e. Non-Residential) that are connected to a pressure sewerage system prior to 1 July 2021. The charges to be as follows;</p> <ul style="list-style-type: none"> <li>a. A charge of \$679.00 for a 20mm service.</li> <li>b. A charge of \$1,075.00 for a 25mm service.</li> <li>c. A charge of \$1,777.00 for a 32mm service.</li> <li>d. A charge of \$2,791.00 for a 40mm service.</li> <li>e. A charge of \$4,375.00 for a 50mm service.</li> <li>f. A charge of \$11,239.00 for an 80mm service.</li> <li>g. A charge of \$17,575.00 for a 100mm service.</li> <li>h. A charge of \$39,575.00 for a 150mm service.</li> </ul> <p>excepting any parcel in respect of land not built upon and not connected to the Council sewerage system prior to 1 July 2021 in which case the charge shall be Seven Hundred and Four Dollars (\$704.00) to be known as the "Clarence Valley Council Sewerage Charge".</p> <p>(vi) Non-rateable residential properties (under Section 555 of the Local Government Act, 1993) within the Sewerage Access area and connected to the Council sewerage system will be charged the "Residential Sewer Connection Charge" and if the properties are</p>		
--	--	--	---	--	--

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p>subject to separate and permanent occupation, the charge to be calculated by multiplying the occupied charge (\$1,218.00) by the number of additional premises in excess of one (1) which can be occupied separately and on a permanent basis.</p> <p>(vii) Non-rateable residential properties (under Section 555 of the Local Government Act, 1993) that are connected to a pressure sewerage system prior to 1 July 2021 will be charged \$25 less than the "Residential Sewer Connection Charge" and if the properties are subject to separate and permanent occupation, the charge to be calculated by multiplying the occupied charge (\$1,193.00) by the number of additional premises in excess of one (1) which can be occupied separately and on a permanent basis.</p> <p>(viii) A Special Sewer access charge based on water meter size for all land parcels categorised "Non Rateable" and excluding non-rateable residential properties, connected to a sewerage system prior to 1 July 2021. The charges to be as follows;</p> <ul style="list-style-type: none"> <li>a. A charge of \$704.00 for a 20mm service.</li> <li>b. A charge of \$1,100.00 for a 25mm service.</li> <li>c. A charge of \$1,802.00 for a 32mm service.</li> <li>d. A charge of \$2,816.00 for a 40mm service.</li> <li>e. A charge of \$4,400.00 for a 50mm service.</li> <li>f. A charge of \$11,264.00 for an 80mm service.</li> <li>g. A charge of \$17,600.00 for a 100mm service.</li> <li>h. A charge of \$39,600.00 for a 150mm service.</li> </ul> <p>excepting any parcel in respect of land not built upon and not connected to the Council sewerage system prior to 1 July 2021 in which case the charge shall be Seven Hundred and Four Dollars (\$704.00) to be known as the "Clarence Valley Council Sewerage Charge".</p> <p>(ix) A Special Sewer access charge based on water meter size for all land parcels categorised "Non Rateable" and excluding non-rateable residential properties that are connected to a pressure sewerage system prior to 1 July 2021. The charges to be as follows;</p> <ul style="list-style-type: none"> <li>a. A charge of \$679.00 for a 20mm service.</li> <li>b. A charge of \$1,075.00 for a 25mm service.</li> <li>c. A charge of \$1,777.00 for a 32mm service.</li> <li>d. A charge of \$2,791.00 for a 40mm service.</li> <li>e. A charge of \$4,375.00 for a 50mm service.</li> <li>f. A charge of \$11,239.00 for an 80mm service.</li> <li>g. A charge of \$17,575.00 for a 100mm service.</li> <li>h. A charge of \$39,575.00 for a 150mm service.</li> </ul> <p>excepting any parcel in respect of land not built upon and not connected to the Council sewerage system prior to 1 July 2021 in which case the charge shall be Seven Hundred and Four Dollars (\$704.00) to be known as the "Clarence Valley Council Sewerage Charge".</p> <p>(x) A meter installed as a fire service to a property is exempt from availability charges.</p> <p>(xi) Onsite Sewage Management Charge A Special Charge for all occupied land parcels not receiving a Sewerage service. The charge to be Forty-Four Dollars (\$44.00) for each rateable parcel. The charge to be known as "Residential Onsite Wastewater Management Charge".</p> <p>(xii) Backflow Prevention Device Annual Charge An annual charge of \$62.00 for all properties that have containment backflow prevention devices that are required to be annually tested and certified in accordance with Council's Backflow prevention and cross connection control policy. The charge to be known as "Non Residential Backflow Prevention Device Charge"</p>		
--	--	--	--	--	--

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p><u>3. Sewer Consumption Charges (Section 502)</u></p> <ul style="list-style-type: none"> <li>(i) A Consumption Charge of Three Dollars and Sixty Nine Cents (\$3.69) per kilolitre will be charged on all Non-Residential and Non-Rateable properties. The charge for Non-Residential properties will be based on water consumption of the previous trimester and affected by a Sewerage Discharge Apportionment Factor. The non-residential sewer charge is the sum of the access charge and the generation charge, with a minimum charge of the residential charge (\$1,218.00 in 2022/23). This charge to be known as the "Sewerage Consumption Charge".</li> <li>(ii) The Non-Residential High Consumption Sewerage Generation Charge (for development approved after 1 July 2021) for sewerage generation above 0.74kl/day per billing period in the Grafton, Junction Hill &amp; Coutts Crossing locality be charged a rate of \$5.72/kl.</li> <li>(iii) The Non-Residential High Consumption Sewerage Generation (for development approved after 1 July 2021) for sewerage generation above 0.74kl/day per billing period in the Maclean, Townsend, Illarwill, Lawrence, Iluka and Yamba localities be charged a rate of \$7.32/kl</li> </ul> <p><u>4. Waste Disposal Charges (Section 496 &amp; Section 501)</u></p> <ul style="list-style-type: none"> <li>(i) Domestic Waste Charge (Excluding Green Waste - 2 Bin Service) An annual charge of Three Hundred and Eight Dollars (\$308.00) per service, for the collection, disposal, recycling and management of Domestic Waste generated on all residential properties including premises which can be subject to separate occupation, receiving or situated in a location where the collection service is available. This charge to be known as "Domestic Waste 2 Bin"</li> <li>(ii) Domestic Waste Charge (Including Green Waste - 3 Bin Service) An annual charge of Three Hundred and Seventy-Five Dollars (\$375.00) per service, for the collection, disposal, recycling and management of waste generated on all residential properties, including premises which can be subject to separate occupation, receiving or situated in a location where the collection service is available. This charge to be known as "Domestic Waste 3 Bin".</li> <li>(iii) Non-Residential Waste Charge (Excluding Green Waste – 2Bin Service) An Annual Charge of Three hundred and Eight Dollars (\$308.00) per service, for the collection, disposal, recycling and management of waste generated on property categorised "Business" receiving a service similar to that provided in (4.i).</li> <li>(iv) Non-Residential Waste Charge (Including Green Waste – 3 Bin Service) An Annual Charge of Three Hundred and Seventy Five Dollars (\$375.00) per service, for the collection, disposal, recycling and management of waste generated on property categorised "Business" receiving a service similar to that provided in (4.ii).</li> <li>(v) Domestic Waste Charge (Additional Red Bin service) An annual charge of Two Hundred Dollars (\$200.00) per additional red bin supplied to a property receiving a 2 Bin or 3 Bin Service but requiring an additional red bin. This charge to be known as "Domestic Waste Additional Red Bin".</li> <li>(vi) Domestic Waste Charge (Additional Yellow Bin service) An annual charge of One hundred and Ten Dollars (\$110.00) per additional yellow bin supplied to a property receiving a 2 Bin or 3 Bin Service but requiring an additional yellow bin. This charge to be known as "Domestic Waste Additional Yellow Bin".</li> <li>(vii) Domestic Waste Charge (Additional Green Bin service)</li> </ul>		
--	--	--	--	--	--

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p>An annual charge of One Hundred and Thirty Five Dollars (\$135.00) per additional green bin supplied to a property receiving a 3 Bin Service but requiring an additional green bin. This charge to be known as "Domestic Waste Additional Green Bin".</p> <p>(viii) Domestic Waste Charge – Vacant An annual charge of Thirty Five Dollars (\$35.00) for all parcels of rateable vacant property which would receive a collection service when becoming occupied or located were the service is available. This charge to be known as "Domestic Waste Vacant".</p> <p>(ix) Waste Management levy An annual charge of Sixty Seven Dollars (\$67.00) for all rateable properties in the Clarence Valley Council area. This charge to be known as "Waste Management Levy".</p> <p><u>5. Water Availability Charges (Section 501)</u></p> <p>(i) An annual charge of \$177.00 for all unconnected land which is situated within 225 metres of a Council water main and can be connected to the water main.</p> <p>(ii) An annual charge of \$130.00 for all land which has a 20mm connection to the water main.</p> <p>(iii) An annual charge of \$203.00 for all land which has a 25mm connection to the water main.</p> <p>(iv) An annual charge of \$333.00 for all land which has a 32mm connection to the water main.</p> <p>(v) An annual charge of \$520.00 for all land which has a 40mm connection to the water main.</p> <p>(vi) An annual charge of \$813.00 for all land which has a 50mm connection to the water main.</p> <p>(vii) An annual charge of \$2,080.00 for all land which has an 80mm connection to the water main.</p> <p>(viii) An annual charge of \$3,250.00 for all land which has a 100mm connection to the water main.</p> <p>(ix) An annual charge of \$7,313.00 for al land which has a 150mm connection to the water main.</p> <p>(x) An annual charge of \$65.00 for all land provided with untreated (Raw) water with a 20mm connection to the water main.</p> <p>(xi) An annual charge of \$101.50 for all land provided with untreated (Raw) water with a 25mm connection to the water main.</p> <p><u>6. Water Consumption Charges (Section 502)</u></p> <p>A Water Consumption charge of Two Dollars and Sixty-Five Cents (\$2.65) per kilolitre for all residential properties, applying to the daily average water consumption below 1.233kl/day per billing period.</p> <p>A Water Consumption charge of Three Dollars and Ninety Eight Cents (\$3.98) for all residential properties with a water consumption category of residential applying to any daily average water consumption exceeding 1.233 kl per day, per billing period.</p> <p>A Water Consumption charge of Two Dollars and Sixty Five Cents (\$2.65) per kilolitre for all non-residential properties. This charge to be known as the "Water Usage Non-Residential".</p> <p>A Water Consumption charge of Ten Dollars and Sixty Cents (\$10.60) per kilolitre for all water usage registered on a meter installed as a fire service to the property where the consumption has been for purposes other than for fire service purposes as a disincentive for using the service for incorrect purposes. This charge to be knows as the "Water Usage Fire Service".</p> <p>A Water Consumption charge of One Dollar and Thirty Three Cents (\$1.33) per kilolitre for all properties connected to Untreated (Raw) Water. This charge to be known as the "Water Usage Untreated (Raw) Water".</p> <p>A Non-Residential High Consumption charge (for Development approved after 1 July 2021) for average daily water consumption above 1.233kl/day per billing</p>		
--	--	--	--	--	--

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

			<p>period of Three Dollars and Fifty Five Cents (\$3.55) per kilolitre. This charge to be known as the "Non Residential High Consumption".</p> <p><u>7. Interest on overdue rates</u></p> <p>That the interest rate on overdue amounts applicable to outstanding rates and charges for 2022/2023 be the maximum rate of 6% for the period 1 July 2022 – 30 June 2023 as set by the Independent Pricing and Regulatory Tribunal (IPART) accruing on a daily basis.</p> <p><u>8. Small Balance Rates &amp; Charges write off</u></p> <p>That in accordance with Clause 131 of the Local Government (General) Regulations 2005 the General Manager be authorised to approve the write off of small rate balances up to a maximum of \$3.00 per assessment at the conclusion of the rating year.</p>		
28/06/2022	07.22.127	Rates Bad/Doubtful Debts Review and Write Off	That the outstanding rates debt on PN 122300, totalling \$811.67 as at 30 June 2022 be written off as a bad debt unable to be recovered.	Paula Krahe	<b>08 Jul 2022 11:40am Paula Krahe - Completion</b> Completed by Paula Krahe (action officer) on 08 July 2022 at 11:40:30 AM - Actioned and Completed
28/06/2022	07.22.130	Development Application Fee Waiver Request - Clarence Family Day Care	That Council approve the refund \$937.66 to Clarence Family Day Care for fees paid in accordance with the Donations Policy.	Christine Bultitude	<b>12 Jul 2022 10:17am Christine Bultitude - Completion</b> Completed by Christine Bultitude (action officer) on 12 July 2022 at 10:17:11 AM - Refund will be processed once applicant has returned Supplier Information form with updated bank details for EFT payment. <b>12 Jul 2022 10:12am Christine Bultitude</b> Applicant has been advised (ECM:2377707). Refund payment is being arranged.
28/06/2022	07.22.131	2022/2023 Special Event Sponsorship Round 1	That Council endorse the recommendations for the provision of funding to applicants as listed in the attached schedule to the value of \$52,000 and authorise the processing of these sponsorships in accord with the adopted Event Sponsorship Policy.	Alicia Savelloni	<b>12 Jul 2022 11:43am Alicia Savelloni - Completion</b> Completed by Alicia Savelloni (action officer) on 12 July 2022 at 11:43:03 AM - Sponsorship agreements sent to all applicants 5 July 2022. <b>05 Jul 2022 11:01am Alicia Savelloni</b> Sponsorship agreements sent to all applicants advising sponsorship approved.
28/06/2022	07.22.132	2022/2023 Community Initiatives Program - Round 1	That Council approve donations under the 2022/2023 Community Initiatives Program – Round 1 to the value of \$60,853.85 in accordance with the recommendations set out in the attached schedule.	Sammy Lovejoy	<b>16 Aug 2022 8:12am Alex Moar - Completion</b> Completed by Alex Moar on behalf of Sammy Lovejoy (action officer) on 16 August 2022 at 8:12:18 AM - Noted <b>04 Jul 2022 9:34am Sammy Lovejoy</b> Decision Letters will be sent out to successful applicants this week.
28/06/2022	07.22.134	Scope & Design Rushforth Road 32ML Replacement Reservoir	That Council: 1. Notes that due to the specific site knowledge Hunter H2O has gained by preparing the Rushforth Road Water Treatment Plant Master Plan and the cost and time savings from a single consultant preparing both the reference design and tender documentation, extenuating circumstances	Greg Mashiah	<b>01 Jul 2022 9:00am Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 01 July 2022 at 9:00:48 AM - Completed

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p>exist under Section 55(i) of the Local Government Act in that a satisfactory result would not be achieved by inviting tenders for undertaking the Reference Design and Project Management Support for the Rushforth Road Water Treatment Plant Reservoir Upgrade.</p> <p>2. Accepts the proposal from Hunter H2O to undertake the Rushforth Road 32ML reservoir replacement Reference Design and Project Management Support in the amount of \$329,048.50 (including GST), to be funded from Financial Project 950571 (Scope &amp; Design Rushforth Road 32ML replacement reservoir).</p>		<p><b>01 Jul 2022 8:59am Greg Mashiah</b> Order issued to Hunter H2O for engagement</p>
28/06/2022	07.22.135	Draft North Coast and Border Rivers Regional Water Strategies - Council submissions	<p>That Council:</p> <ol style="list-style-type: none"> <li>Notes the draft <i>North Coast Regional Water Strategy</i> and the draft <i>Border Rivers Regional Water Strategy</i>.</li> <li>Endorses the submissions to the strategies.</li> </ol>	Greg Mashiah	<p><b>01 Jul 2022 9:05am Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 01 July 2022 at 9:05:31 AM - Completed</p> <p><b>01 Jul 2022 9:01am Greg Mashiah</b> Submission sent on Border Rivers Regional Strategy and Department advised that Council endorsed North Coast Regional Strategy</p>
28/06/2022	07.22.136	Local Traffic Committee	That Council endorse the recommendation of the Local Traffic Committee regarding the proposed Yamba Cycling Club 2022/2023 season courses.	Alana Brooks	<p><b>12 Jul 2022 9:40am Alana Brooks - Completion</b> Completed by Alana Brooks (action officer) on 12 July 2022 at 9:40:28 AM - Customer notified of approval subject to conditions.</p>
26/07/2022	07.22.147	Internal Audit Service Provider	<p>That Council</p> <ol style="list-style-type: none"> <li>endorse the appointment of Centium Pty Ltd as the Internal Audit Service Provider to deliver value-adding risk based internal audit services to Council for the period June 2022 to June 2025.</li> <li>endorse the inclusion of an increase in the annual budget for Internal Audit Services by \$15,000 to \$45,000, in the Q1 Quarterly Budget Review Statement reported in October 2022.</li> </ol>	Kallet Ward	<p><b>16 Aug 2022 8:33am Kallet Ward - Completion</b> Completed by Kallet Ward (action officer) on 16 August 2022 at 8:33:07 AM - Action completed.</p> <p><b>16 Aug 2022 8:28am Kallet Ward</b> Noted., Action Completed. , 1.Centium Pty Ltd has been appointed to be the Internal Audit service provider for the period June 2022 to June 2025 as endorsed by Council, 2.Noted. The inclusion of an increase in the annual budget for Internal Audit Services by \$15,000 to \$45,000, in the Q1 Quarterly Budget Review Statement reported in October 2022 as endorsed by Council.</p> <p><b>16 Aug 2022 8:22am Alex Moar - Email</b> Please note</p>
26/07/2022	07.22.148	Cr Jeff Smith - 29th Coastal Conference 2022	That Council note that information provided by Councillor Smith after attending the LGNSW Special Conference.	Jeff Smith	<p><b>19 Oct 2022 9:44am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Jeff Smith (action officer) on 19 October 2022 at 9:44:00 AM - Noted</p>
26/07/2022	07.22.149	Sub 2022/0024 - Two Lot Subdivision - 19 Through Street, South Grafton	<p>That Council:</p> <ol style="list-style-type: none"> <li>Approve the requested variation to Clause 4.1 Minimum Subdivision Lot Size of the <i>Clarence Valley Local Environmental Plan 2011</i> under Clause 4.6 – Exceptions to Development Standards to enable creation of proposed Lot 202 (being 790m<sup>2</sup>) which is below the minimum 1000m<sup>2</sup> lot</li> </ol>	James Hamilton	<p><b>04 Aug 2022 2:30pm James Hamilton - Completion</b> Completed by James Hamilton (action officer) on 04 August 2022 at 2:30:00 PM - Notice of Determination issued 29/07/2022</p>

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

			size of the B5 Business Development zone., being a variation of 20.9%; and 2. Approve Development Application SUB2022/0024 subject to the draft Advices and Conditions contained in Schedule 1.		<b>04 Aug 2022 2:29pm James Hamilton</b> Notice of Determination issued 29/07/2022
26/07/2022	07.22.154	Checklist Meeting Schedule - Updates on Actions Taken	That Council note the schedule of actions taken on resolutions and those resolutions marked as complete be removed from the checklist.	Karlie Chevalley	<b>16 Aug 2022 12:27pm Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 16 August 2022 at 12:27:54 PM - noted <b>16 Aug 2022 8:10am Alex Moar - Email</b> For action
26/07/2022	07.22.155	Governance Report Q4 2021-22	That Council receive and note the Q4 2021-22 Governance Report.	Bligh Grant	<b>03 Aug 2022 12:22pm Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 03 August 2022 at 12:22:35 PM - Governance Report or Q4 accepted by Council--no action required (e.g., uploading to website, etc.).
26/07/2022	07.22.156	Monthly Investment Report - JUNE 2022	That the report indicating Council's funds investment position as at 30 June 2022 be noted.	Kirsty Gooley	<b>16 Aug 2022 8:12am Alex Moar - Completion</b> Completed by Alex Moar on behalf of Kirsty Gooley (action officer) on 16 August 2022 at 8:12:02 AM - Noted
26/07/2022	07.22.157	Committees Report	That Council: 1. Appoint the following to the Grafton Saleyards Committee: Barry McKee, Derek Morgan, David Farrell, Mitch Donovan, Geoff Brown, and Craig Pigg. 2. Note the election of the following Office Bearers for the Coaldale/Barrett's Creek Community Centre Committee: Stephen Golding - President; Jim Smith – Vice President; Alan Reardon – Secretary; Cheryl Smith – Treasurer. 3. Note the election of the following Office Bearers for the Dundurrabin Community Centre Management Committee: Deb Thornhill (Joint Chair); Sally Clayton (Joint Chair); Dylan Garson (Joint Secretary), Sally Lade (Shakti) (Joint Secretary); Leslie Ayling (Treasurer). 4. Accept the additional two recommended appointments to the Wooloweyah Parks and Reserves Management 355 Committee: Donna Cole and Louen Winters. 5. Note the election of the following Office Bearers for the Ilarwill Hall Management Committee: Chris Hellyer (President); John White (Secretary); Bob Little (Treasurer); Joy de Roos to remain as the contact person for Hall bookings. 6. Appoint a Councillor as Chair of the Rural Fire Service (RFS) District Liaison Committee.  That Councillor Pickering be appointed as Chair and Councillor Novak be the alternate delegate of the Rural Fire Service (RFS) District Liaison Committee.	Bligh Grant	<b>05 Aug 2022 10:22am Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 05 August 2022 at 10:22:46 AM - All completed. (1) Karlie Anshaw advised of appointment of Saleyard Committee; (2) Coaldale/Barrett's Creek advised of appointment of Office Bearers; (3) Dundurrabin advised of appointment of Office Bearers; (4) Wooloweyah advised of appointment of two new committee members; (5) Ilarwill advised of appointment of Office Bearers; (6) Pickering/Novak to RFS DLC. AND 355 Minutes on new website.
26/07/2022	07.22.158	Policy Report	That Council: 1. Place the Fraud and Corruption Policy V5.0 on public exhibition and subject to there being no submissions that change the intent of the policy it be adopted ( <a href="#">Attachment A</a> )	Bligh Grant	<b>03 Aug 2022 12:26pm Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 03 August 2022 at 12:26:12 PM - Fraud and Corruption



**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<ol style="list-style-type: none"> <li>2. Defer the Keeping Animals Policy V2.0 and Councillor Attendance at Conferences Policy V5.1 (<a href="#">Attachment D</a>) to be discussed at a workshop.</li> <li>3. Place the Councillor Induction and Professional Development Policy V1.0 on public exhibition and subject to there being no submissions that change the intent of the policy it be adopted (<a href="#">Attachment C</a>).</li> </ol>		Control and Councillor Induction + PD placed on exhibition until 30 august 2022. Keeping animals deferred to Councillor W/Shop.
26/07/2022	07.22.159	Items for Information	<p>That Council note the following:</p> <ol style="list-style-type: none"> <li>1. Dundurrabin Community Centre 355 Meeting Minutes – March 2022</li> <li>2. Wooloweyah Treasurer’s Report – May 2022</li> <li>3. Wooloweyah Parks and Reserves Management Committee Meeting Minutes – June 2022</li> <li>4. Ilarwill Hall Management Committee Meeting Minutes – June 2022</li> <li>5.</li> </ol>	Karlie Chevalley	<b>16 Aug 2022 8:11am Alex Moar - Completion</b> Completed by Alex Moar on behalf of Karlie Chevalley (action officer) on 16 August 2022 at 8:11:26 AM - Noted
26/07/2022	07.22.160	2021/2022 Operational Plan End of Year report	That the 2021/2022 Operational Plan end of year report as at 30 June 2022 be noted.	Alex Moar	<b>15 Aug 2022 4:53pm Alex Moar - Completion</b> Completed by Alex Moar (action officer) on 15 August 2022 at 4:53:23 PM - Noted
26/07/2022	07.22.162	Local Traffic Committee	That the recommendations of the Local Traffic Committee included in the Minutes of the 6 July 2022 meeting be adopted by Council.	Julie Wilks	<b>19 Oct 2022 9:43am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Julie Wilks (action officer) on 19 October 2022 at 9:43:47 AM - Noted
26/07/2022	07.22.165	2022 LGNSW Annual Conference - Motion for Consideration - Environmental Offences	<ol style="list-style-type: none"> <li>1. That Council submit the following motion for consideration at the 2022 LGNSW Annual Conference <ol style="list-style-type: none"> <li>a. That Local Government NSW requests the NSW Government to complete a review of the Local Government Act 1993 and Local Government (General) Regulation 2021 to increase the opportunity for local Councils to issue penalty notices of appropriate value for offences causing environmental damage to public places, including but not limited to, wilful damage to trees pursuant to section 629(1) of the Act and increase penalty notice value for the offence of unlawfully remove a plant under section 629(2) of the Act; and</li> <li>b. That Local Government NSW requests the NSW Government to complete a review of the <i>Roads Act 1993</i> and <i>Roads Regulation 2018</i> to provide the opportunity for local Councils to issue penalty notices of appropriate value (\$2200 min) and increase maximum penalties imposed via Local Court for offences related to the failure to obtain consent for actions under section 138 of the <i>Roads Act 1993</i>.</li> </ol> </li> <li>2. That Council makes representations to the Minister for Local Government, the Hon Wendy Tuckerman and Local State Member for Clarence the Hon Chris Gulaptis requesting support to lobby the government on the above motions.</li> </ol>	Lee Boon	<b>01 Sep 2022 10:18am Lee Boon - Completion</b> Completed by Lee Boon (action officer) on 01 September 2022 at 10:18:28 AM - Registered motions as requested <b>04 Aug 2022 2:15pm Karlie Chevalley</b> Lee, please register submission on LGNSW annual conf website
26/07/2022	07.22.166	2022 LGNSW Annual Conference - Motion for Consideration - Sewer & Water Offences	<ol style="list-style-type: none"> <li>1. That Council submit the following motion for consideration at the 2022 LGNSW Annual Conference <p>That the Association lobby the state government to:</p> <ol style="list-style-type: none"> <li>a. Increase maximum penalties for sewer and water offences under the Local Government Act to a similar level as applies to state government owned water utilities, including higher offences for corporations compared with individuals,</li> <li>b. Add an additional offence of “wrongfully take, use or divert any water” to Section 636 of the Local Government Act, noting that this is currently an offence which applies for state government owned water utilities, and</li> <li>c. Modify Schedule 1 of the Local Government (General) Regulation to extend the issuing of Penalty Infringement Notices (PIN) to all sewer</li> </ol> </li> </ol>	Lee Boon	<b>01 Sep 2022 10:18am Lee Boon - Completion</b> Completed by Lee Boon (action officer) on 01 September 2022 at 10:18:37 AM - Registered motion as requested <b>04 Aug 2022 2:15pm Karlie Chevalley</b> Lee, please register submission on LGNSW annual conf website

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

			<p>and water offences, again noting that state government owned water utilities can issue PINs for most offences under their legislation.</p> <p>2. That Council makes representations to the Minister for Local Government, the Hon Wendy Tuckerman and Local State Member for Clarence the Hon Chris Gulaptis requesting support to lobby the government on the above motions.</p>		
23/08/2022	06.22.010	Unreasonable Complainant Conduct Policy Apology	<p>That</p> <p>1. Mayor Tiley send a letter of apology to Lynne &amp; Bob Cairns, Shane Powell and John Hagger advising that Council's Unreasonable Complainant Conduct policy has been incorrectly invoked and restrictions unnecessarily imposed upon them.</p> <p>2. A copy of this apology be placed on Council files for these citizens including Electronic Content Management (ECM) records.</p>	Alex Moar	<p><b>11 Oct 2022 4:44pm Alex Moar - Completion</b> Completed by Alex Moar (action officer) on 11 October 2022 at 4:44:18 PM - Noted - motion lost no action</p>
23/08/2022	07.22.167	Local Government Recovery Grants - Local Council Support and Companion Animals Support	<p>That Council,</p> <p>1. Endorse expenditure of the Category D Local Government Recovery – Local Council Support Grant of \$2M on the following projects:</p> <ul style="list-style-type: none"> <li>a. Improved drainage and flood immunity initiatives - \$1.5M</li> <li>b. Repair recreation/community assets - \$400,000</li> <li>c. Economic recovery partnerships with CVC Chambers of Commerce and other CVC industry sectors and sole traders to benefit the business sector LGA wide, pending approval of the project by the Council - \$100,000</li> </ul> <p>2. Confirm its endorsement of expenditure of the Category D Local Government Recovery – Companion Animals Support of \$375,000 on the following projects:</p> <ul style="list-style-type: none"> <li>a. Cat cages at South Grafton Animal Shelter - \$10,000</li> <li>b. Animal Control and Animal Shelter Strategy - \$75,000</li> <li>c. Implementation of the recommendations of the Animal Control and Animal Shelter Strategy - \$290,000.</li> </ul> <p>3. Endorse inclusion of the following variations from RA 89251 (UG NSW Severe Weather &amp; Flood – Complex &amp; immediate Support) in the Q1 Quarterly Business Review Statement for expenditure in 2022/2023:</p> <ul style="list-style-type: none"> <li>a. \$200,000 for drainage</li> <li>b. \$200,000 for repair of recreational assets</li> <li>c. \$100,000 for Economic recovery partnership with Chambers.</li> </ul>	Laura Black	<p><b>30 Aug 2022 4:28pm Laura Black - Completion</b> Completed by Laura Black (action officer) on 30 August 2022 at 4:28:29 PM - Noted, submission made and variation notified for reporting in Q1 QBRs.</p>
23/08/2022	07.22.169	West Yamba Urban Release Area Planning and Development Information Document	<p>That Council:</p> <p>1. Endorse the West Yamba Urban Release Area information document (to be under separate cover) for publication and distribution;</p> <p>2. Endorse the development of a West Yamba Urban Release Area information page on Council's website to keep the community informed and involved in the planning and development assessment process in West Yamba;</p> <p>3. Note that Council will publish a West Yamba Development Update on a quarterly basis (to be under separate cover);</p> <p>4. Note that Council staff will continue to meet with community members to discuss any updates and share information in an open and transparent manner;</p> <p>5. Note that Council staff will continue to meet with developers and/or their consultants to ensure proposed developments meet the relevant development standards and controls in West Yamba; and</p> <p>6. Delegate authority to the General Manager for the purpose of editing and making minor changes to the West Yamba Urban Release Area information document and the West Yamba Development Update prior to publication.</p>	Jasmine Oakes	<p><b>18 Oct 2022 2:44pm Jasmine Oakes - Completion</b> Completed by Jasmine Oakes (action officer) on 18 October 2022 at 2:44:20 PM - Finalised - West Yamba webpage created and information documents uploaded to Councils website September 2022</p> <p><b>18 Oct 2022 2:39pm Jasmine Oakes</b> Finalised - West Yamba webpage created and information documents uploaded to Councils website September 2022</p>

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

23/08/2022	07.22.170	Draft North Coast Regional Plan 2041 - submission	That Council: 1. Endorse the attached submission to be sent to the Department of Planning and Environment no later than 24 August 2022; and 2. Delegate authority to the General Manager to make any necessary minor amendments or corrections and to sign the submission, prior to sending to Department of Planning and Environment.	Stephen Timms	<b>30 Aug 2022 4:07pm Stephen Timms - Completion</b> Completed by Stephen Timms (action officer) on 30 August 2022 at 4:07:34 PM - Completed. Submission sent to DPPE on time.
23/08/2022	07.22.171	Notice of Native Title Managers to be given to the responsible Minister	That Council: 1. Confirm Council employee, Dr Danny Parkin, Senior Strategic Planner (Public Land/Native Title) as Council's principal Native Title Manager for the purposes of Part 8 of the <i>Crown Land Management Act 2016</i> ; 2. Confirm Council employees, Ms Eloise Casson, Coordinator Property and Mr Alex Clark, Trainee Planner, as additional Native Title Managers for the purposes of Part 8 of the <i>Crown Land Management Act 2016</i> ; and 3. Approve the General Manager to notify the responsible Minister annually of Council's Native Title Managers in accordance with section 8.8 of the <i>Crown Land Management Act 2016</i> .	Dr Danny Parkin	<b>31 Aug 2022 12:33pm Dr Danny Parkin - Completion</b> Completed by Dr Danny Parkin (action officer) on 31 August 2022 at 12:33:54 PM - Letter under A/GM signature sent to Minister's delegate on the 29/08/2022 advising of Council's native title managers.
23/08/2022	07.22.173	Disability Inclusion Action Plan 2022/2023 and future planning	That Council endorse the one-year extension of the Disability Inclusion Action Plan (DIAP) for 2022/2023.	Alex Moar	<b>11 Oct 2022 4:43pm Alex Moar - Completion</b> Completed by Alex Moar (action officer) on 11 October 2022 at 4:43:17 PM - Completed and updated
23/08/2022	07.22.174	Policy Report	That Council 1. Note the submissions to the Flag Raising Policy V4.0 and rescind the Policy. 2. Place the following policies on exhibition and subject to there being no submissions that change the intent of the policy they be adopted: a. Art Collection Policy V5.0 (attachment B) b. Child Protection Policy V1.0 (Attachment C) 3. Note the submissions to the following policies and adopt the following policies unchanged: a. Managing Unreasonable Conduct by Complainants Policy V3.0 (Attachment D) b. Internal Reporting and Public Interest Disclosure Policy V1.0 (attachment E) 4. Defer the Councillor Expenses and Facilities Policy V15.0 (Attachment A) to the September meeting.	Bligh Grant	<b>31 Aug 2022 8:24am Bligh Grant - Completion</b> Completed by Bligh Grant (action officer) on 31 August 2022 at 8:24:34 AM - Flag-raising policy rescinded; Art Collection V5.0 and Child Protection Policy V1.0; UCC V3.0 and Internal Reporting & PID policies adopted. ALSO: Managing UCC Intranet page updated.
23/08/2022	07.22.175	Clarence Valley Citizens of the Year 2023 - Awards	That Council, 1. Endorse the proposed changes provided regarding the Clarence Valley Citizens of the Year Awards and the event to be held on 25 January at 10am in Grafton. 2. Endorse an Australian Citizenship Ceremony be held in conjunction with this event. 3. Nominate a Councillor as the Advocate for the event.  That Cr Pickering be the Advocate for the event.	Karlie Chevalley	<b>31 Aug 2022 11:14am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 31 August 2022 at 11:14:52 AM - noted - works to prepare for advertising have commenced
23/08/2022	07.22.176	Checklist Meeting Schedule - Updates on Actions Taken	That Council note the schedule of actions taken on resolutions and those resolutions marked as complete be removed from the checklist.	Karlie Chevalley	<b>31 Aug 2022 11:14am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 31 August 2022 at 11:14:19 AM - noted
23/08/2022	07.22.177	Items for Information	That the Clarence Valley Biodiversity Advisory Committee meeting minutes held 19 July 2022 be noted.	Karlie Chevalley	<b>31 Aug 2022 11:14am Karlie Chevalley - Completion</b>

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

					Completed by Karlie Chevalley (action officer) on 31 August 2022 at 11:14:24 AM - noted
23/08/2022	07.22.178	2022/2023 Monthly Financial Report - July 2022	That Council: 1. Note the monthly financial information report for July 2022 attached to this report. 2. Endorse the proposed variations, which have a net zero impact on the Budgeted General Fund Result which will be included in the September Quarterly Budget Review Statement to be reported in October 2022. 3. Endorse the proposed variations, which increase the Financial Reserves by \$882,000 which will be included in the September Quarterly Budget Review Statement to be reported in October 2022. 4. Note and endorse the grant applications as identified in Attachment B.	Kate Maginnity	<b>19 Sep 2022 11:30am Kate Maginnity - Completion</b> Completed by Kate Maginnity (action officer) on 19 September 2022 at 11:30:32 AM - Actioned
23/08/2022	07.22.179	Monthly Investment Report - July 2022	That the report indicating Council's funds investment position as at 31 July 2022 be noted.	Heather Sydenham	<b>05 Sep 2022 9:41am Heather Sydenham - Completion</b> Completed by Heather Sydenham (action officer) on 05 September 2022 at 9:41:15 AM - Noted
23/08/2022	07.22.180	Local Traffic Committee	That Council endorse the recommendation of the Local Traffic Committee regarding the proposed road closures associated with the Yamba Twilight Markets on Sunday 1 January 2023.	Alana Brooks	<b>19 Sep 2022 1:39pm Alana Brooks - Completion</b> Completed by Alana Brooks (action officer) on 19 September 2022 at 1:39:04 PM - Noted. Customer advised resolution or works scheduled in 22/23 program.
23/08/2022	07.22.187	Ulmarra Sewerage Survey	That Council defer this item to explore the matters raised in regards to sewerage Ulmarra as soon as practicable.	Greg Mashiah	<b>31 Aug 2022 12:07pm Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 31 August 2022 at 12:07:18 PM - Matter being considered at Councillor workshop <b>31 Aug 2022 12:06pm Greg Mashiah</b> Matter being considering at Councillor workshop
23/08/2022	07.22.188	North Grafton Sewage Treatment Plant	That acceptance of the report be deferred to September Ordinary Council meeting pending a workshop to consider the history of the decision to upgrade North Grafton STP.	Greg Mashiah	<b>31 Aug 2022 12:07pm Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 31 August 2022 at 12:07:58 PM - Matter being considered at Councillor workshop <b>31 Aug 2022 12:07pm Greg Mashiah</b> Matter being considered at Councillor workshop
27/09/2022	07.22.191	Senior Staff Organisational Structure	That Council determine the organisation structure as detailed in Attachment A.	Laura Black	<b>18 Oct 2022 3:03pm Laura Black - Completion</b> Completed by Laura Black (action officer) on 18 October 2022 at 3:03:15 PM - Noted
27/09/2022	07.22.192	Co-located Operations Emergency Control and Fire Control Centre - Preferred Site Notification	That Council advise the Deputy Commissioner – Preparedness & Capability, Kyle Stewart of the preferred site for the co-located Operations Emergency Control and Fire Control Centre as the Emergency Services Precinct at the Grafton Regional Airport.	Laura Black	<b>18 Oct 2022 3:08pm Laura Black - Completion</b> Completed by Laura Black (action officer) on 18 October 2022 at 3:08:44 PM - Deputy Commissioner advised.

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Completed Items**

27/09/2022	07.22.197	MOD2022/0063 - Modification to SUB2019/0015 - Reduce Lot Yield from 15 to 12 and amend servicing requirements - 25 Mookin Street, Tucabia	That Council: 1. Accept modification application MOD2022/0063 is substantially the same development as approved under SUB2019/0015; and 2. Approve modification application MOD2022/0063 subject to the Draft Modified Advices and Conditions contained in Schedule 1.	James Hamilton	<b>18 Oct 2022 3:04pm James Hamilton - Completion</b> Completed by James Hamilton (action officer) on 18 October 2022 at 3:04:12 PM - Applicant advised of Council resolution and amended notice of determination issued 29/09/2022 <b>18 Oct 2022 3:03pm James Hamilton</b> Applicant advised of Council resolution and amended notice of determination issued 29/09/2022
27/09/2022	07.22.200	Donation-Fee Waiver/Reduction request from Maclean High School	That Council: 1. Approve Maclean High School's request for a fee reduction for the hire of the Rocky Mouth Pavilion at Maclean Showgrounds reducing the charges payable from \$4320 to \$1116 2. Maclean High School will need to set up/pack down each week. 3. The donation of \$3204 towards this fee for a category 1 donation will be funded from the Community Initiatives Program.	Christine Bultitude	<b>19 Oct 2022 9:13am Christine Bultitude - Completion</b> Completed by Christine Bultitude (action officer) on 19 October 2022 at 9:13:33 AM - Applicant advised, internal and external hire fee payments organised <b>19 Oct 2022 9:12am Christine Bultitude</b> Applicant advised, internal and external hire fee payments organised
27/09/2022	07.22.201	Cultural and Sports Trust Fund	That Council approve donations from the Clarence Valley Cultural and Sports Trust Fund: 1. \$300 to assist Zayden Third, who has been selected to represent NSW at the 2022 Hockey Australia U13 National Carnival in Hobart Tas from 28 September to 4 October 2022; and 2. \$300 to assist Thomas Boehm, who has been selected to represent NSW at the 2022 Hockey Australia U13 National Carnival in Hobart Tas from 28 September to 4 October 2022 3. \$300 to assist Oscar Woods, who has been selected to represent NSW at the 2022 Hockey Australia U13 National Carnival in Hobart Tas from 28 September to 4 October 2022	Christine Bultitude	<b>19 Oct 2022 8:56am Christine Bultitude - Completion</b> Completed by Christine Bultitude (action officer) on 19 October 2022 at 8:56:28 AM - Applicants advised and payments processed <b>19 Oct 2022 8:55am Christine Bultitude</b> Applicants advised and payments processed
27/09/2022	07.22.206	December 2022 Meeting Arrangements	That Council adopt the following adjustments to the meeting cycle dates for the December 2022: <input type="checkbox"/> Friday, 9 December: Pre-Briefing Councillor Workshop <input type="checkbox"/> Tuesday, 13 December: Ordinary Council Meeting	Karlie Chevalley	<b>18 Oct 2022 2:30pm Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 18 October 2022 at 2:30:40 PM - Calendar invites sent to Crs
27/09/2022	07.22.207	Council Meeting Checklist - Update on Actions Taken	That the schedule of actions taken on Council resolutions be noted and those resolutions marked as complete be removed from the checklist.	Karlie Chevalley	<b>18 Oct 2022 2:30pm Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 18 October 2022 at 2:30:46 PM - noted
27/09/2022	07.22.208	Items for Information	That Council note the following Items for Information: <input type="checkbox"/> Lower Clarence Sports Committee Minutes: 16 May 2022. <input type="checkbox"/> Access Committee Meeting Minutes: 20 July 2022. <input type="checkbox"/> Floodplain Risk Management Committee Meeting Minutes: 9 August 2022. <input type="checkbox"/> Lower Clarence Sports Committee Minutes: 15 August 2022 <input type="checkbox"/> Clarence Sports Committee Minutes: 15 August 2022 <input type="checkbox"/> Letter from the Local Government Grants Commission: 16 August 2022. <input type="checkbox"/> Arts Northern Rivers Minutes: 26 August 2022. <input type="checkbox"/> Clarence Valley Coast and Estuary Management Committee Minutes: 9 September	Karlie Chevalley	<b>18 Oct 2022 2:30pm Karlie Chevalley - Completion</b> Completed by Karlie Chevalley (action officer) on 18 October 2022 at 2:30:52 PM - noted

## ACTION SCHEDULE FROM COUNCIL MEETING

## Completed Items

27/09/2022	07.22.209	Cr Whaites - NSW ALGWA Conference 2022	That Council note the information provided by Councillor Whaites after attending the NSW ALGWA conference.	Allison Whaites	<b>19 Oct 2022 9:44am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Allison Whaites (action officer) on 19 October 2022 at 9:44:22 AM - Noted
27/09/2022	07.22.210	Cr Whaites - National General Assembly of Local Government 2022	The Council note the information provided by Councillor Whaites after attending the National General Assembly of Local Government 2022.	Allison Whaites	<b>19 Oct 2022 9:44am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Allison Whaites (action officer) on 19 October 2022 at 9:44:27 AM - Noted
27/09/2022	07.22.211	Monthly Investment Report - August 2022	That the report indicating Council's funds investment position as at 31 August 2022 be noted.	Heather Sydenham	<b>18 Oct 2022 2:36pm Heather Sydenham - Completion</b> Completed by Heather Sydenham (action officer) on 18 October 2022 at 2:36:25 PM - Actioned
27/09/2022	07.22.212	2022/2023 Monthly Financial Report - August 2022	That Council: 1. Note the monthly financial information report for August 2022 attached to this report. 2. Endorse the proposed General Fund variations as set out in this report totalling \$60,000, for inclusion in the September Quarterly Budget Review Statement to be reported in October 2022. 3. Endorse the proposed variations, which decrease the Financial Reserves by \$930,000 which will be included in the September Quarterly Budget Review Statement to be reported in October 2022. 4. Note and endorse the grant applications as identified in Attachment B.	Kate Maginnity	<b>19 Oct 2022 8:05am Kate Maginnity - Completion</b> Completed by Kate Maginnity (action officer) on 19 October 2022 at 8:05:10 AM - Recommendation actioned accordingly
27/09/2022	07.22.218	Local Traffic Committee	That the recommendations of the Local Traffic Committee included in the Minutes of the 7 September 2022 meeting be adopted by Council.	Julie Wilks	<b>19 Oct 2022 9:43am Karlie Chevalley - Completion</b> Completed by Karlie Chevalley on behalf of Julie Wilks (action officer) on 19 October 2022 at 9:43:15 AM - Noted
27/09/2022	07.22.220	North Grafton Sewage Treatment Plant	That the report on the North Grafton Sewage Treatment Plant be noted.	Greg Mashiah	<b>19 Oct 2022 8:50am Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 19 October 2022 at 8:50:11 AM - No action required - note report <b>19 Oct 2022 8:49am Greg Mashiah</b> Noted
27/09/2022	07.22.222	Grafton Airport Water Main	That Council: 1. Construct a 200mm watermain from the Clarence Correctional Centre to the Clarence Valley Regional Airport to provide capacity for future employment land. 2. Allocate an additional \$930,000 from the Water Fund Reserve to PJ905229 (Water Supply Grafton Airport) to be shown as a variation in the Q2 Quarterly Business Review Statement to be tabled in October 2022.	Greg Mashiah	<b>19 Oct 2022 8:49am Greg Mashiah - Completion</b> Completed by Greg Mashiah (action officer) on 19 October 2022 at 8:49:39 AM - Completed <b>19 Oct 2022 8:48am Greg Mashiah</b> Resolution noted; 200mm pipe ordered <b>19 Oct 2022 8:47am Greg Mashiah</b> Resolution noted; 200mm pipe ordered

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Outstanding Items**

Meeting Date	Item No.	Report Title	Council Resolution	Officer	Comments
22/02/2022	07.22.002	Significant Projects and allocation of Local Roads and Community Infrastructure Program	That Council 1. Adopt the priority order of the significant projects as identified in the attached significant projects book. 2. Refer the significant projects book to the Local State Member for Clarence and the Federal Member for Page. 3. Conduct annual reviews of the significant projects book as projects are funded and new ones are designed. 4. Make application for the allocation of Local Roads and Community Infrastructure Program funds totalling \$4,102,732 as follows: Clarence Valley Culture and Community Precinct (Maclean) - \$3,000,000 Pedestrian Access and Mobility Plan outcomes - \$500,000 Road renewal - \$602,732.	Jamie Fleeting	<b>25 Feb 2022 4:52pm Laura Black - Reallocation</b> Action reassigned to Jamie Fleeting by Laura Black - Lodgement of LRCIP applications. <b>25 Feb 2022 4:50pm Laura Black</b> State and Federal Members notified of the resolution. Item referred to Director W&C to oversee lodgement of LRCIP application.
26/04/2022	06.22.004	Yamba Masterplan	That Council 1. Support the creation of a West Yamba Masterplan document to guide sustainable development and infrastructure integration with the greater Yamba township. 2. Prepare an information document about the planning assessment framework for West Yamba Urban Release Area (WYURA), with the goals to: a) create a document for the community to understand the planning vision and relevant development assessment criteria for WYURA; b) summarise and simplify the existing 'Part X – Urban Release Controls, Schedule X1 – West Yamba Urban Release Area' of the Residential Zones Development Control Plan 2011; c) explain how other relevant planning documents are also relevant, including but not limited to the Clarence Valley Local Environmental Plan 2011, the Residential Zones Development Control Plan 2011 (generally), State Environmental Planning Policies, the North Coast Regional Plan 2017 and the relevant development contributions plans; d) highlight key community concerns including those about flooding, stormwater, environmental planning, urban design, provision of infrastructure and integration with the broader community of Yamba; e) be consistent with the established vision and planning controls for the West Yamba Urban Release Area; and f) include information about the role and responsibilities of developers about planning and design of new development in WYURA. 3. Receive a report seeking endorsement of the WYURA information document prior to publication.	Murray Lane	<b>10 May 2022 2:57pm Murray Lane</b> Underway. Preparation of information document to be prepared by Strategic Planning. Estimated future business paper to council by end Q3 2022.
26/04/2022	07.22.063	Yamba bypass - update and next steps	That 1. Council engage a professional services contractor to prepare a preliminary environmental assessment to identify key project risks, assist with scoping a future environmental impact assessment and to determine the planning pathway, utilising funds (up to \$150,000) allocated at MIN 6a.19.027 (October 2019). 2. On completion the preliminary environmental assessment be reported to Council to determine next steps. 3. Council note it will require Federal and/or State government assistance to progress the Yamba Bypass project beyond the preliminary environmental assessment stage.	Adam Cameron	
26/04/2022	07.22.069	Draft Clarence Valley Council Reconciliation Action Plan (RAP) for conditional endorsement from Reconciliation Australia	That Council 1. Defer consideration of the Clarence Valley Council Reconciliation Action Plan pending discussion at a Councillor workshop and subject to endorsement by the Clarence Valley Aboriginal Consultative Committee.	Justin Putze	<b>30 Jun 2022 9:45am Justin Putze</b> The Community Engagement team is working to establishing the CVACC, this is a complex and task and one that will take sometime to



## ACTION SCHEDULE FROM COUNCIL MEETING

## Outstanding Items

			2. Receive a report following consultation with the Clarence Valley Aboriginal Consultative Committee that details any submissions made.		pull together given the amount of in-person engagement and consultation required. We are keeping the A/GM and Director Corp and Gov updated on the progress of CVACC. Once the CVACC has been formed and established they will provide feedback on the RAP document which will be presented in a new report to Council for their endorsement. The projected timeline for this is 12 months away but we are working to achieve this as quickly as possible while be culturally sensitive and appropriate in how we achieve this task.
26/04/2022	07.22.080	February/March 2022 Flood Recovery update	That Council: 1. Note the staff update on the February-March 2022 flood response as detailed in the report. 2. Include in the submission based on the contents of Cr Novak's list of community organisations that assisted with the major flood events across NSW into Council's report for the inquiry that follows the 2022 major flood event across NSW.	Jamie Fleeting	
26/04/2022	07.22.082	Proposed Acquisition of Part Woolli Road, Pillar Valley, and Dedication as a Public Road	That Council consider Item 07.22.082 - Proposed Acquisition of Part Woolli Road, Pillar Valley, and Dedication as a Public Road, in closed session.  That Council: 1. Proceed with the acquisition of land comprising the constructed Woolli Road, Pillar Valley situated on Lot 41 DP 751376 as depicted shaded blue in Figure 1 in accordance with the requirements of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i> , by agreement or by compulsory process. 2. Delegate authority to the Acting General Manager to negotiate with the landowners of Lot 41 DP 751376 to acquire the land shown in blue in Figure 1 within Lot 41 DP 751376, to a maximum compensation amount provided for the independent valuation attached to the report. 3. In the event that acquisition by agreement cannot be negotiated, Council make an application to the Minister and the Governor for the approval to acquire part Lot 41 DP 751376 as depicted shaded blue in Figure 1 by compulsory process under Section 177(1) of the <i>Roads Act 1993</i> . 4. Once acquired, dedicate as public road in accordance with Part 2 of the <i>Roads Act 1993</i> . 5. Approve all costs associated with the acquisition, estimated to be \$26,000 plus compensation, including but not limited to survey and plan registration costs, Council fees, valuation fees, and legal fees (including the landowners reasonable legal fees) to be borne by Council and funded from RA 10899 Road Acquisitions Reserve. 6. Delegate authority to the Acting General Manager to execute all documents associated with the acquisition of land and dedication as a public road.	Eloise Casson	<b>11 Oct 2022 1:56pm Eloise Casson</b> The second valuation was received and suggested a compensation figure of just over \$400,000. Rather than prolong the matter the landowner has agreed to the compensation figure recommended in the first valuation which is approved by this resolution. The solicitor and surveyor have been engaged to draft the required documents. <b>05 Jul 2022 1:59pm Eloise Casson</b> Valuer has been engaged to carry out second valuation. Awaiting completed report.
24/05/2022	05.22.010	Funding Voluntary House Raising	1. That Council advocate through the NSW Premier, Minister for Emergency Services, and the Hon Chris Culapitis for increased funding for voluntary house raisings as a flood mitigation measure on the Clarence floodplain. 2. That a motion seeking this increased funding be presented to the October 2022 Local Government NSW Annual Conference for support.	Peter R Wilson	<b>30 Jun 2022 11:42am Lee Boon - Completion</b> Completed by Lee Boon (action officer) on 30 June 2022 at 11:42:23 AM - I will speak to Laura about a motion seeking this increased funding be presented to the October

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Outstanding Items**

					2022 Local Government NSW Annual Conference for support. <b>26 May 2022 1:49pm Karlie Chevalley</b> Pete, please refer to point 1 of the resolution & Lee, point 2 - we will need to remind the GM to submit the motion when the LGNSW Annal Conference Motion Submissions open.
24/05/2022	06.22.005	The Use of Local Provenance Native Plants by Clarence Valley Council	That Council include in the 2022/2023 Operational Plan a review of the Tree Management Policy and the Urban Tree Management Strategy giving consideration to the following: 1. use only local provenance native plants in its plantings in parks and gardens and in street plantings 2. use of local native plants in landscaping wherever possible in developments approved by council 3. maintaining existing avenues of Jacarandas in Grafton and South Grafton and garden beds of flowers 4. allowing other plantings on their merit, where a strong case to use other species can be established 5. review of the practice of planting monocultural lines of trees along streets 6. approval by council for deviation from Policy and Strategy.	Peter Birch	<b>14 Jul 2022 3:11pm Peter Birch</b> Review of policy and strategy to be undertaken with Env and Reg Serv in current Operational Plan. Informal planning discussion has occurred on review and expected to commence in first/second quarter <b>26 May 2022 1:54pm Karlie Chevalley</b> Pete, for you as M/OS
28/06/2022	05.22.012	Advocate for a Post Flood Behaviour Data Assessment to Inform Decisions about Floodplain Mitigation Asset Improvements	That Council advocate through the NSW Premier, the Minister for Emergency Services and Resilience, the Minister for Environment and Heritage and Member for Clarence, the Hon Chris Gulaptis, that Clarence Valley Council and the Clarence River be included: 1. In post flood data behaviour assessments undertaken by the Department of Planning and Environment, Environment Heritage Group, and 2. In any other post 2022 flood and storm event studies and assessments undertaken across the Northern Rivers by the State.	Greg Mashiah	<b>12 Jul 2022 8:27am Lee Boon - Completion</b> Completed by Lee Boon (action officer) on 12 July 2022 at 8:27:46 AM - A number of studies have been noted to cover this and I believe Ian will be writing letters to the appropriate people as well.
28/06/2022	06.22.007	Naming Local Sports Fields & Open Space	Council immediately adopt the name "Tom Hancock Athletics Throwing Area" for the small area with 3 concrete pads behind the netball courts at Wherrett Park in Maclean.	Jamie Fleeting	
28/06/2022	07.22.110	Community Petition requesting Masterplan and Environmental Impact Statement for West Yamba	The Council: 1. Note the Petition from Valley Watch stating that community expectations demand completion of a Master Plan and Environmental Impact Statement for West Yamba before any further subdivision approval is considered; 2. Note the 26 April 2022 Council resolution (06.22.004) to prepare an information document about the planning assessment framework for West Yamba Urban Release Area and acknowledge that it will be presented to the August Ordinary Council Meeting; 3. Note that making any Council resolution to delay decisions about development applications in the West Yamba Urban Release Area would expose Council and the community to legal and financial risks. 4. Endorse the preparation and publication of a quarterly newsletter about planning and development in West Yamba Urban Release Area to improve communication with our community about how development is being managed in accordance with the established planning assessment framework	Murray Lane	
28/06/2022	07.22.115	Tender for the construction of Landfill Cell 4C	That Council accept the tender from Valley Earthworks P/L for Tender No T22/016 for the construction of Cell 4C and an additional leachate storage dam at the Grafton Regional Landfill in the amount of \$4,174,128.38 (GST exclusive).	Ken Wilson	<b>01 Jul 2022 8:32am Ken Wilson</b> Successful tenderer issued with a tender acceptance letter and contract documents prepared for execution.

## ACTION SCHEDULE FROM COUNCIL MEETING

## Outstanding Items

28/06/2022	07.22.128	RFT22-010 River St Community Precinct Maclean Phase 1 Re-tender	That Council 1. In accordance with the Local Government (General) Regulation 2021 Section 178 (1)(a), accepts the tender and awards the contract to Nimbus Architecture and Heritage (ABN 71 609 346 965) for RFT22/010 River Street Community Precinct Maclean Phase 1 – for the total amount of \$871,291.47 (GST inclusive) to be funded from PJ 530130. 2. Authorises the Acting General Manager to sign the contract documents.	Justin Putze	<b>16 Aug 2022 8:10am Alex Moar - Email</b> Has this been completed? <b>12 Jul 2022 12:41pm Justin Putze</b> The termination letter for the original contract with Push and LGA has been reviewed by a lawyer and provided some advice. The project team is following up on some aspects of the advice and will confirm so the letter can be signed by the A/GM <b>01 Jul 2022 9:06am Justin Putze</b> The letter of award has been drafted and is awaiting signature. This will be sent once the previous tender winner is notified their contract has been cancelled., All unsuccessful tenders will also be notified in due course
28/06/2022	07.22.129	Maclean Community Precinct Project Update	That Council: 1. Endorse Option C as the preferred option for construction of phase 1 and in doing so acknowledge the project hereon as the 'Clarence Valley Cultural and Community Precinct' given the LGA wide benefits. 2. Allocate the following funds to implementation of Option C as detailed in the body of the report: a. Bushfire Local Economic Recovery Fund - \$4,997,000 b. Local Road and Community Infrastructure Program - \$3,000,000 c. Clarence Care and Support surplus funds - \$2,700,000 d. Proceeds of the sale of 2 Short Street - \$600,000 e. Proceeds from the sale of 4 Short Street - \$760,000 f. Maclean & District Improvement Reserve - \$600,000 g. Sect 7.11 Developer Contribution funds - \$1,529,000 3. Commence stakeholder engagement in relation to Option C.	Justin Putze	<b>12 Jul 2022 12:47pm Justin Putze</b> The onboarding of the new design contractor is awaiting final termination of the original design contractor. The engagement plan with the community for the project is being developed and a range of contact details have been provided for user groups. <b>01 Jul 2022 9:08am Justin Putze</b> Work with bring on the new design tender will commence asap. The engagement plan for community and user groups is also being developed with the design and project team.
28/06/2022	07.22.133	Clarence Regional Library Agreement 2022	That Council 1. Endorse the amendments made to the Clarence Regional Library Service Agreement as outlined in the document including this agreement be in place for the next four years – June 2026; and 2. Adopt the updated agreement for signing by the members.	Kathryn Breward	<b>16 Aug 2022 8:12am Alex Moar - Email</b> For noting <b>30 Jun 2022 3:38pm Kathryn Breward</b> The Bellingen Shire Council signed copy of the Clarence Regional Library Agreement was sent on Wednesday 29/6/2022 to the Executive Officer of the CRL (Justin Putze) to forward to the General Manager for signing.
26/07/2022	05.22.013	Rural Fire Service (RFS) Assets the "Property" of Councils	That Council 1. Note the latest advice from LGNSW and 2. Advise the NSW Audit Office, as requested by Local Government NSW, that Council will not conduct the stocktake of RFS assets and will not record Rural Fire Service assets on Council's financial statements. 3. Requests the NSW Government acknowledge rural firefighting equipment is controlled by and the property of the Rural Fire Service.	Ian Tiley	
26/07/2022	05.22.014	Location and Preservation of Clarence Council Honour Boards	That Council 1. Request the discovery of the locations and condition of Councillor and staff honour boards of the former Councils in the Clarence Valley with a report to be thereafter provided to Council on findings.	Ian Tiley	

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Outstanding Items**

			2. Report canvass suitable locations to house the discovered Boards in consultation with local museums, public hall committees and the Clarence community and also provide an estimate of cost of the project.		
26/07/2022	05.22.015	Clarence Valley Refugee Welcome Zone	That Council take the necessary steps to become a Refugee Welcome Zone.	Ian Tiley	
26/07/2022	06.22.009	Jacaranda Tree Stocktake	That staff prepare a report for the August Council meeting detailing the following information regarding Jacaranda Trees in Grafton and South Grafton as per the ABS census 2021 for suburb and locality: a) The number of jacaranda trees removed over the last three financial years b) The number of new jacaranda trees planted (and their locations) over the last three financial years c) The current number of jacaranda trees reaching their end of life senescence d) The monetary cost of planting a new or juvenile jacaranda tree be advised e) The cost of removing a mature jacaranda tree f) The total number of jacaranda trees	Jeff Smith	
26/07/2022	07.22.150	DA2021/1343 Demolish existing farmhouse and surrounding buildings and construct a crematorium facility, 873 Armidale Road Braunstone	That Council note DA2021/1343 has been withdrawn by the applicant.	Patrick Ridgway	
26/07/2022	07.22.151	DA2021/0322 Redevelopment of the Fishing Haven Holiday Park, Palmers Island	That Council: 1. Approve Development Application DA2021/0322 subject to the draft Advices and Conditions attached to Schedule 1 of this report; 2. Agree to modify and add new restrictions on title on lots to allow camping, caravan and cabins sites on Lots 6, 7, 8, 9, 11, 12, 13 and 14 DP209170 and 101 DP1268131, subject to the risk management provisions in accordance with draft condition 6; 3. Note it is acting in 'good faith' to maintain Statutory Immunity under Section 733 of the <i>Local Government Act 1993</i> in making a decision based on: a. The 'acceptable' risk assessments undertaken on riverbank erosion by the comprehensive Royal Haskoning investigation and assessment report in July 2018 and Geotechnical review by JK Geotechnics in May 2022; and b. The imposition of conditions on DA2021/0322 to appropriately manage and improve the risk for temporary tourist and visitor accommodation from natural hazards and consideration of climate change impacts. 4. That the following modified conditions of consent apply subject to: a. Condition 1 being amended to reference drawing 'Plan of proposed Cabin and Van Site Layout', drawn by A Fletcher & Associates Pty Ltd, dated 17/05/22, drawing no. 9358 and revision B b. Condition 5 being amended to read: <i>Within 8 weeks of a 10% Average Exceedance Probability (AEP) flood event occurring (and any flood in excess of a 10% AEP event) the applicant is to undertake a site-specific geotechnical investigation/survey of the Fishing Haven Caravan Park riverbank to assess any scouring and/or steeping of the riverbank that has occurred, and provide a copy of this assessment to Council. If any scouring and/or steeping of the riverbank has occurred the applicant is to undertake a detailed site-specific geotechnical investigation report on the structural stability and integrity of the existing riverbank embankment, sub-strata geology and adjacent soil profile and an assessment of risk to the Fishing Haven Caravan Park. The detailed site-specific geotechnical investigation report shall be submitted to Council within 3 months after the 10% AEP flood event (and any flood in excess of a 10% AEP event). The applicant shall implement any recommendations from the geotechnical investigation report, subject to Council approval.</i> c. Condition 6 being amended to read:	Patrick Ridgway	

## ACTION SCHEDULE FROM COUNCIL MEETING

## Outstanding Items

			<p>At any time should riverbank erosion result in a site becoming within 8 metres of the 'Patterson Line' identified under the Patterson Britton and Partners Pty Ltd Report 1992 (being the landward limit of the zone of immediate high risk, including 1% annual exceedance probability, including toe scour, identified in the July 1992 Patterson Britton &amp; Partners report) the consent for those sites will cease and any buildings or structures are to be removed at the landowner's expense.</p> <p>d. condition 18 be amended to read; onsite detention (OSD) and water quality control systems need not be provided until a building is occupied on the lot, but the SWMP must demonstrate NorBe by calculation and details acceptable to Council. A section 88e easement, 88b easement, positive Covenant or restriction-as-to-user encumbrance for stormwater management on the land title of the existing allotments is required to ensure future building development compliance.</p> <p>e. condition 21 be amended to read; A detailed Erosion and Sediment Control Management Plan for each stage of the redevelopment process must be submitted.</p>		
26/07/2022	07.22.153	Treelands Drive Community Centre Upgrade Project Update and Funding Plan	That this item be deferred to the September Ordinary Council Meeting to allow for the matter to be discussed at an August Workshop.	Justin Putze	<b>16 Aug 2022 8:09am Alex Moar - Email</b> Can you action this please re workshop held 15/8/22
26/07/2022	07.22.163	Brooms Head Holiday Park Package On-Site Sewage Treatment Plant Project Report - on Crown Land	That Council under S377 of the Local Government Act, delegate to the General Manager to accept tenders for the new packaged -on-site sewage management treatment plant at the Brooms Head Holiday Park.	Peter Birch	
26/07/2022	07.22.164	Clarence Coast Holiday Parks Purchase of Permanent Sites - On Crown Land	<p>That Council,</p> <ol style="list-style-type: none"> <li>1. Allocate a budget of \$200,000 for the purchase of residential land lease sites within Brooms Head, Minnie Water and Wooli Holiday Parks to be funded from the Crown Reserve Fund.</li> <li>2. Endorse the variation to the budget be included in the Q1 Quarterly Business Review Statement to be reported in October 2022.</li> <li>3. Delegate to the General Manager to negotiate the purchase of the sites in consultation with the vendor following valuation.</li> <li>4. Endorse the inclusion of the following action 'Purchase residential land lease sites within Brooms Head, Minnie Water and Wooli Holiday Parks as and when they become available' in the 2022/2023 Operational Plan for Holiday Parks.</li> <li>5. Note that information about any purchases will be reported through six monthly reports against the Delivery Program reports.</li> </ol>	Peter Birch	
23/08/2022	07.22.168	MOD2022/0062 Objection to Requirements of Clause 41 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021 and Modification to Manufactured Home Estate Approval DA2019/0423	<p>That council:</p> <p>Refuse MOD2022/0062 Objection to Requirements of Clause 41 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021 and modification to Manufactured Home Estate approval on the basis that:</p> <ol style="list-style-type: none"> <li>a) under the ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979 – section 4.55 1A(b) this development is no longer substantially the same development as approved under DA2019/0423. The applicant has not given sufficient detail to allow council to conclude that the proposed structures will be installed, not constructed and that they will be suitably modular or relocatable. There will potentially be more noise and on site activity than was originally approved by council and accepted by the community.</li> <li>b) LGA 1993 Section 82 1 (b) requires that applicants wishing to make an objection to the application of regulations and local policies prove that</li> </ol>	Patrick Ridgway	

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Outstanding Items**

			<p>"compliance with any provision of those regulations or such a policy is unreasonable or unnecessary in the particular circumstances of the case." Yet the objections raised by the applicant are generic and could be raised against any MHE development. They are not suitably specific to this particular site to satisfy the requirements of the act.</p> <p>c) Suitability of the site for development. This site is close to the Pacific Highway so would be a very suitable site for a manufactured home estate as per the existing approval under DA2019/0423. The applicant objections have not proved to council satisfaction that the regulations are unreasonable or unsatisfactory.</p> <p>d) Submissions. Residents were concerned that allowing the objection would increase the noise from that, that would be created by assembling a home build off-site and that this modification would not be substantially the same development. Council concurs with this view.</p> <p>e) Social and economic impacts and public interests. The shortage of skilled trades people in the Clarence Valley and across the Northern Rivers mean there is not a pool of suitable qualified people to construct these homes on-site. Either local trades people would become less available for the flood reconstruction and local home owner work or drawn in from elsewhere could impact on accommodation availability for tourism and on affordable housing for local people.</p>		
23/08/2022	07.22.172	Waste Collection and Processing Contracts	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. In accordance with s. 178 of the Local Government (General) Regulation 2021, accept the tender from JR &amp; EG Richards Pty Ltd for T22/001, Part A Collection, Part B Recycling Processing and Part C Organics Processing for a term of 10 years with options to extend for up to a further 5 years.</li> <li>2. Accept the option for an annual on-call bulky waste collection service (Part A, Option B)</li> <li>3. Accept the option to process recyclables at the Grafton Material Recycling Facility (Part B, Option A)</li> <li>4. Accept the option to develop a fourth tunnel at the Grafton Organics Recycling Facility with the General Manager formalizing funding arrangements including grant opportunities.</li> <li>5. Not accept the non-conforming tender to change the contract term of Part A from an initial 10 years to 15 years, submitted by JR &amp; EG Richards.</li> </ol>	Scott Lenton	
23/08/2022	07.22.181	RFT 22/18 RFT 22/23 - Supply of Hired Plant	<p>That Council accept the tenderers listed in Table 1 for inclusion on a Panel of Suppliers for use as required during the 2022/2023 and 2023/2024 financial years.</p>	Rick Johnson	
23/08/2022	07.22.182	Proposal to Name Public Reserve	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Place the proposals to unassign the naming of Lot 1 DP 1162943 as Elsie Crisp Park and to assign the naming of Lot 16 DP 25599 as Elsie Crisp Memorial Park on public exhibition for a period of 30 days.</li> <li>2. Provide a report to the October Council meeting on the outcomes of the community consultation.</li> </ol>	Peter Birch	
23/08/2022	07.22.183	Brooms Head Holiday Park Packaged On Site Sewage Treatment Plant on Crown Land	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Pursuant to section 178 (3) of the Local Government (General) regulation 2021, not accept any tenders for the contract (RFT22-24) for the Brooms Head Holiday Park On-Site Packaged Sewage Treatment Plant.</li> <li>2. Invite fresh tenders based on the same or different details.</li> </ol>	Peter Birch	

ACTION SCHEDULE FROM COUNCIL MEETING

Outstanding Items

23/08/2022	07.22.184	Compulsory Acquisition of Easement Over Crown Land, being Lot 3 DP1005547, Yamba	That Council approve the submission of additional documentation to the Office of Local Government to provide evidence of the public purpose of the acquisition in support of the original application to compulsorily acquire the two drainage easements and Right of Carriageway over Reserve 58617, Lot 3 DP 1005547, Yamba.	Eloise Casson	<b>11 Oct 2022 1:59pm Eloise Casson</b> This resolution has been forwarded to Public Works Advisory who have resubmitted Councils compulsory acquisition application to the minister. Awaiting decision.
23/08/2022	07.22.185	Permanent Road Closure of Part Harold Tory Drive, Yamba - Counteroffer to Purchase	That Council: 1. Accept the offer received from the Landowners of Lot 163 DP1265281 for the section of road reserve adjoining their property as detailed in Confidential Attachment B. 2. Decline the offer received from the Landowners of Lot 162 DP 1265281 for the section of road reserve adjoining their property and make a counteroffer as detailed in Attachment B. 3. Allocate responsibility to pay any GST applicable to the sale prices to the applicants, as per the standard road closure process. 4. Note any costs associated with consolidation of Lots are to be borne by the purchasers. 5. Delegate authority to the General Manager to execute all documentation associated with the sale of Road Reserve adjoining Lots 162 and 163 DP1265281.	Eloise Casson	<b>11 Oct 2022 2:00pm Eloise Casson</b> The landowners of 2 Harold Tory Drive have decided not to move forward with their road closure. The landowners of 4 Harold Tory Drive are contionuing. The solicitor has been instructed to amended the agreement to include the owners of 4 Harold Tory Drive only. Awaiting on the amended deed to be issued.
23/08/2022	07.22.186	Proposed Acquisition of Part Lot 1 DP 335226 and Proposed Sale of Part Lots 721 and 722 DP 1148111	That Council 1. Acquire approximately 41sqm of Lot 1 DP 335226 at 72-74 River Street, Maclean to resolve a current encroaching, as depicted light blue in Figure 1 2. Grant approximately 41sqm of Lot 721 and 722 DP 1148111 to the adjoining landowners of Lot 1 DP 335226, refer green in Figure 1 and a Right of Way 3m wide over the driveway servicing Council-owned property in lieu of compensation, refer yellow in Figure 1. 3. Classify the acquired land as Operational and consolidate with Lot 721 DP 1148111 4. Allocate \$6,000.00 from the property reserve to carry out items i, ii and iii above 5. Allow the landowners of Lot 1 DP 335226 to purchase an additional portion of Lots 721 and 722 DP 1148111, refer dark blue in Figure 1 for a purchase price to be determined by valuation 6. Delegate authority to the General Manager to execute all documentation associated with the acquisition of part of Lot 1 DP335226 and sale of part of Lot 721 and Lot 722 DP1148111. 7. Share the cost of rectifying the encroachment of the Council driveway equally with the Landowners of Lot 1 DP 335226. 8. Note the cost of the purchase of land depicted dark blue in Figure 1 will be borne wholly by the landowners of Lot 1 DP 335226, including but not limited to; valuation, survey fees and Council's legal fees.	Eloise Casson	<b>11 Oct 2022 2:02pm Eloise Casson</b> The landowner has engaged their own solicitor and the sale contracts for the first part of the process (being the acquisition of the encroachment area in exchange for a small portion of land and an easement) have been issued to their solicitor. Once the landowner has entered into the contracts, the surveyor will be engaged.
23/08/2022	07.22.189	Alcohol Prohibited Areas – Jacaranda Festival 2022	That Council; 1. Temporarily revoke the alcohol prohibition area at Market Square for the 2022 Jacaranda Festival from 9:00am Saturday 29 October 2022 to 11:00pm Sunday 6 November 2022. 2. Temporarily revoke the alcohol prohibition area at See Park for the 2022 Jacaranda Festival as follows; a. Thursday 20 October 2022 between 9:00pm – 11:00pm. b. Friday 21 October 2022 between 9:00pm – 11:00pm. c. Saturday 22 October 2022 between 9:00pm – 11:00pm. d. Thursday 27 October 2022 between 9:00pm – 11:00pm. e. Friday 28 October 2022 between 9:00pm – 11:00pm. f. Saturday 29 October 2022 between 9:00pm – 11:00pm. g. Thursday 3 November 2022 between 9:00pm – 11:00pm. h. Friday 4 November 2022 between 9:00pm – 11:00pm.	Rachelle Passmore	<b>30 Aug 2022 4:07pm David Sutton</b> Jacaranda committee advised of resolution



**ACTION SCHEDULE FROM COUNCIL MEETING**

**Outstanding Items**

			<p>i. Saturday 5 November 2022 between 9:00pm – 11:00pm.</p> <p>3. Temporarily revoke the alcohol prohibition area at Fisher Park (Ellem Oval) for the 2022 Jacaranda Festival from 9:00pm – 11:00pm Saturday 5 November 2022.</p>		
23/08/2022	07.22.190	Jacaranda Tree Stocktake - Data Capture	That Council note this report regarding Jacaranda trees located in South Grafton and Grafton.	Rachelle Passmore	<b>30 Aug 2022 4:09pm David Sutton</b> noted
23/08/2022	10.22.003	Grafton Olympic Pool - Off season Maintenance	That Council <ol style="list-style-type: none"> <li>1. Not proceed with any maintenance at the Grafton pool at this stage.</li> <li>2. Delay the opening of the pool for the 2022-2023 pool season until full consideration is given to current issues, costs and risks associated with continued operation of Grafton Olympic Pool at the September Ordinary Meeting.</li> </ol>	Rachelle Passmore	
27/09/2022	07.22.193	Grafton Olympic Pool Update	That Council: <ol style="list-style-type: none"> <li>1. Close the Grafton Olympic Pool for the 2022/23 season.</li> <li>2. Undertake further geotechnical investigations in the pool basin and concourse following the closure.</li> <li>3. In conjunction with the pool operator, plan a suitable and safe event/activity for the community to celebrate the history and connection with the current facility.</li> <li>4. Commit \$3,830,545 in funds to assist deliver all components of Stage 1 of the Redevelopment of the Grafton Pool project from the funding sources identified within the report.</li> <li>5. Seek financial support from the Federal and State Government for the Redevelopment of the Grafton Pool project.</li> <li>6. Undertake further investigation and consultation on the need for the inclusion of a dive pool in Stage 2 of the proposed upgrade</li> <li>7. Investigate Section 7.11 Contributions Plan funding for the grandstand.</li> <li>8. Proceed with a two-stage selective tender for Stage 1 and 2 for the upgrade to the Grafton Olympic Pool.</li> <li>9. Form a community focus group to work with Council for the life of the project.</li> </ol>	Rachelle Passmore	
27/09/2022	07.22.194	DA2021/1345 Application for Dwelling at 12 River Road Palmers Island Lot 2 DP551579	That Council: <ol style="list-style-type: none"> <li>1. Refuse any variation or modification of the Restriction on the Use of Land, reference AK867690F, imposed on Lot 12 DP551579 by the former Maclean Shire Council, which prohibits any dwellings or building or improvement within the 100 year management line.</li> <li>2. Refuse DA2021/1345 for a dwelling on the lot due to: <ol style="list-style-type: none"> <li>a. The development application conflicts with Clause 2.12 of State Environmental Planning Policy (Resilience and Hazards) 2021;</li> <li>b. The development application is inconsistent with the following clauses of Clarence Valley Local Environment Plan 2011: Clause 5.21 – Flood Planning, Clause 7.5 – Coastal risk planning and Clause 7.6 – Development on land subject to riverbank erosion</li> <li>c. The applicant has not satisfied Council that the disposal and management of sewage and suitable road access services that are essential for the proposed development are available or that adequate arrangements have been made as required under Clause 7.8 – Essential Services of the Clarence Valley Local Environment Plan 2011;</li> <li>d. The unsuitability of the site for the development due to the unacceptable risk of riverbank erosion as identified in the Palmers Island Bank Stability assessment by Patterson Britton &amp; Partners Pty Ltd in June 2000;</li> </ol> </li> </ol>	Patrick Ridgway	

ACTION SCHEDULE FROM COUNCIL MEETING

Outstanding Items

			<ul style="list-style-type: none"> <li>e. Inconsistency with the coastal risk management controls of Part P - Palmers Island Riverbank Controls of Council's Rural Zones Development Control Plan 2011;</li> <li>f. Inconsistency with the side boundary setback controls in Cause 5.1 of Council's Rural Zones Development Control Plan 2011</li> <li>g. The development application is inconsistent with the Disaster Resilience Framework which provides strategies, actions and recommendations for Council's planning and decision-making;</li> <li>h. The development is not considered to be in the public interest because a dwelling was removed from the site due to the riverbank risk hazard and a restriction placed on the title to prohibit further development in this location;</li> <li>i. The applicant's riverbank erosion assessment report is not a definitive assessment of the likelihood of further erosion at the site; and</li> <li>j. The applicant has not demonstrated that the proposed on-site waste water management (OSWM) system used on the land would not have significant adverse impacts upon the coastal environment, or that the proposed alternative access driveway would not have an adverse effect on the OSWM system on 10 River Road, Palmers Island.</li> </ul>		
27/09/2022	07.22.195	MOD2022/0045 Application to Modify DA2014/0098 - Sheridans Hard Rock Quarry, Hernani	That Council approve the s4.55(2) modification application, being MOD2022/0045 of DA2014/0098, subject to the Draft Modified Conditions contained in Schedule 1.	Patrick Ridgway	
27/09/2022	07.22.196	MOD2022/0050 - Modification of DA2018/0373 - Amend the Dwelling Lot Size to Create 197 Sites, Increase Visitor Parking and Amend Internal Road Design, Lot 1 DP 568545, Carrs Drive, Yamba	That Council approve the s4.55(1a) modification application, being MOD2022/0050 of DA2018/0373, subject to the draft Advices and Conditions contained in Schedule 1.	Sarah Sozou	
27/09/2022	07.22.198	Planning proposal - REZ2021/0007 35 River Street, Palmers Island	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. As Planning Proposal Authority, endorse the planning proposal REZ2021/0007 (Attachment A) seeking an amendment to the <i>Clarence Valley Local Environmental Plan 2011</i>, Schedule 1 - Additional Permitted Use to permit development, with consent for the purpose of: <ul style="list-style-type: none"> <li>a) 'caravan park' on part Lot 200 DP 1173332 and part Lot 201 DP 1173332; and</li> <li>b) 'restaurant and wellness centre' on Lot 201 DP 1173332, River Street, Palmers Island;</li> </ul> </li> <li>2. Forward the planning proposal to the Department of Planning and Environment (DPE) requesting a 'Gateway' determination, pursuant to Section 3.34 (1) of the <i>Environmental Planning and Assessment Act 1979</i>;</li> <li>3. Note that Council officers consider the current version of the planning proposal REZ2021/0007 to be consistent with Section 5.5.9 of the Grafton and Lower Clarence Flood Risk Management Plan; and</li> <li>4. Note that further investigations, agency referral and consultation requirements regarding the planning proposal will be identified in the Gateway determination, if issued.</li> </ol>	Jasmine Oakes	<b>18 Oct 2022 2:38pm Jasmine Oakes</b> Planning Proposal forwarded to the Department of Planning and Environment for Gateway determination via the Planning Portal on 17 October 2022
27/09/2022	07.22.199	Heritage Grants 2022-2023	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Allocates funding to applicants in accordance with the 'Grant Offer' column in the table at Attachment 1 to this report with each Applicant required to sign a written agreement and comply with any relevant conditions and acquittal requirements; and</li> <li>2. Delegates authority to the General Manager to reallocate any funding offers that are not taken up to other suitable projects within this financial year.</li> </ol>	Deborah Wray	

**ACTION SCHEDULE FROM COUNCIL MEETING**

**Outstanding Items**

27/09/2022	07.22.202	Governance Report - Annual Disclosures of Interest	That Council note; 1. The Annual Disclosures of Interest for Councillors ( <a href="#">Attachment A</a> ) and publish them on Council's website. 2. The Annual Disclosures of Interest for Designated Persons ( <a href="#">Attachment B</a> ) and publish them on Council's website. 3. The exit returns ( <a href="#">Attachment C</a> ) and publish them on Council's website.	Bligh Grant	
27/09/2022	07.22.203	Committees Report	That Council: 1. Accept the nominations for the Iluka War Memorial Hall 355 Committee and the accompanying nominations for Office Bearers. 2. Reconstitutes Lanitza/Kungala Community Hall 355 Committee and that it accepts the nominations for the Committee and the accompanying nominations for Office Bearers. 3. Accept the nomination of the Ulmarra Campdraft Show Society and the Grafton Pony Club to the Clarence Sports Committee Advisory Committee. 4. Appoints a Councillor to sit on the Sports Tourism Decision Making Panel per the Sports Tourism Program Policy V1.0.  That Council appoint a Councillor Johnstone to sit on the Sports Tourism Decision Making Panel per the Sports Tourism Program Policy V1.0.	Bligh Grant	
27/09/2022	07.22.204	Policy Report	That Council: 1. Note the feedback from the EDTAC for the Event Sponsorship Policy V3.0 ( <a href="#">Attachment A</a> ) and adopt the policy unchanged. 2. Note the feedback from the EDTAC for the Sports Tourism Program Policy V2.0 ( <a href="#">Attachment B</a> ) and adopt the policy unchanged. 3. Place the following policies on exhibition and, subject to there being no submissions that change the intent of the policies, that they be adopted: a. Councillor Expenses and Facilities Policy V15.0 ( <a href="#">Attachment C</a> ) with item 6.33 amended to become: "Councillors attending conferences approved by Council must report to Council on the proceedings of the conference within two months of attendance. Where more than one Councillor attends one conference, the attending Councillors may provide a combined report to Council." b. Dangerous Dog Revocation V4.0 ( <a href="#">Attachment D</a> ) 4. Rescind the Councillor Attendance at Conferences Policy V5.0 in the event that the Councillor Expenses and Facilities Policy V15.0 ( <a href="#">Attachment C</a> ) is adopted.	Bligh Grant	
27/09/2022	07.22.205	Report on Petition: Save Grafton Memorial Pool	That Council receive and note the petition 'Save Grafton Memorial Pool' and refer it to the General Manager to action accordingly, inclusive of placing the petition on Council's website, in accordance with Council's Petitions Policy V1.0 (ITEM 07.22.117a) noting that the subject of the petition is considered in a separate Report titled Grafton Olympic Pool Update.	Bligh Grant	
27/09/2022	07.22.213	Economic Development and Tourism Advisory Committee recommendations	That Council quarantine the proceeds from the sale of the former South Grafton Visitor Information Centre for future Economic Development and Tourism Projects.	Justin Putze	
27/09/2022	07.22.214	Special Event Sponsorship Program - Grafton Bridge to Bridge Ski Classic	That Council approve sponsorship of \$9,000 for the 2022 Grafton Bridge to Bridge Ski Classic.	Alicia Savelloni	

## ACTION SCHEDULE FROM COUNCIL MEETING

## Outstanding Items

27/09/2022	07.22.215	Proposed Transfer of Part Four Mile Lane, Swan Creek, from Crown Lands to Council	That Council apply to Crown Lands to transfer the remaining length of Four Mile Lane, located between the intersections with Finlaysons Road and Swan Lane, at Swan Creek (depicted dark blue in Figure 1) to Council.	Eloise Casson	<b>18 Oct 2022 3:38pm Eloise Casson</b> Road transfer application has been submitted to Crown Lands. Currently waiting for application to be processed.
27/09/2022	07.22.216	Masterplan - Hawthorne Rodeo Park, South Grafton	That Council 1. Defer this item to the October meeting 2. This matter be discussed at the October workshop. 3. An onsite inspection be offered to Councillors prior to the October workshop and invite the user groups to attend. 4.	Rachelle Passmore	
27/09/2022	07.22.217	Council Honour Boards	That Council endorse the donation of the former Ulmarra Shire Council and Grafton City Council Councillor and staff honour boards to Schaeffer House Museum in Grafton.	Peter Birch	
27/09/2022	07.22.219	Ulmarra Sewer Survey	That Council 1. Engage a suitable qualified independent contractor to carry out investigation of all options for sewerage Ulmarra, including existing sites, potential new sites and possible site specific units to facilitate water reuse options and any other innovative options not already considered. 2. Endorse the allocation of up to \$100,000 from Sewer Fund Reserve to undertake investigation, be shown as a variation in the Q2 Quarterly Business Review Statement to be tabled in October 2022.	Greg Mashiah	<b>19 Oct 2022 8:59am Greg Mashiah</b> 1. Consultant brief is being prepared., 2. Finance advised of allocation
27/09/2022	07.22.221	Coastal Management Program - Stage 1 (Estuary) Scoping Study and Pilot Hill Geotechnical Studies	That Council: 1. Adopt the <i>Clarence River Estuary Coastal Management Program Stage 1 Scoping Study</i> and proceed with Stages 2, 3 and 4 (subject to grant funding). 2. Consider the allocation of Council's funding contribution to the Stage 2,3 and 4 study in preparation of the 2022/2023 draft budget. 3. Adopt the following short-term options for Pilot Hill Yamba as recommended by FSG (geotechnical consultants), subject to grant funding: a. Review and repair existing instrumentation b. Review monitoring program c. Additional geotech investigations d. Update slope stability analysis and risk assessment e. Undertake stormwater and landscaping improvements where recommended 4. Include funding of the matching contribution for the Pilot Hill Yamba investigations as one of the projects within the Category D Local Government Recovery – Local Council Support "Improved drainage and flood immunity initiatives" allocation resolved at the August Meeting. 5. Investigate the feasibility of releasing land risk zoned properties from this study if they are zoned LRZ2 "acceptable/tolerable risk" and these properties have submitted their own current geotechnical reports to Council and report back to Council.	Greg Mashiah	<b>19 Oct 2022 8:54am Greg Mashiah</b> 1. Estuary Scoping study placed on website
27/09/2022	08.22.006	Calypso Holiday Park Redevelopment Project Status - On Crown land	That Council advocate through the Local Member for Clarence, the Hon Chris Gulapits MP and the Minister Hon Kevin Anderson MP (Minister for Crown lands) to reallocate Council's current contribution (5%) from the Crown Reserves Improvement Fund (CRIF) to Yaegl RNTBC as part of an Indigenous Land Use Agreement (ILUA) between Council and Yaegl RNTBC.	Peter Birch	

## ACTION SCHEDULE FROM COUNCIL MEETING – SEPTEMBER 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

Meeting Date	Item No.	Report Title	Council Resolution	Officer	Actioned Date	Comments	Status
22/10/19	6a.19.027	Strategic Road Improvement Reserve	<p>That Council:</p> <ol style="list-style-type: none"> <li>Undertake further analysis to identify specific projects on Clarence Way, Armidale Road and Orara Way for future funding.</li> <li>Undertake Route Corridor Reviews into all of the identified sealed roads and prioritise the project outcomes from these reviews.</li> <li>Undertake further technical and Benefit Ratio assessments of all unsealed roads to develop a prioritised road upgrading list.</li> <li>Allocate up to \$150,000 to be equally funded from Section 7.11 and recurrent funds to undertake a high-level feasibility assessment for a bypass of Yamba along the reserved corridor.</li> </ol>	Jamie Fleeting / Adam Cameron	<p>9/12/19</p> <p>31/08/20</p> <p>21.12.21</p>	<p>AD - Items 1, 2 and 3 are in progress.</p> <p>AD - Items 1, 2 and 3 are still in progress.</p> <p>AC – Item 4 - Work on scoping the required technical studies has commenced.</p> <p>JF – Item 1 Clarence Way Sealing to commence 2022 (Smartygrants \$4m)            Armidale Road has been identified under priority round 1 by TfNSW for transfer (regional to State road management)            An application for Bluff bridge (Orara Way) replacement has been submitted under Fixing Country bridges (FCB)            Item 2 – A condition assessment for CVC sealed road network is due early in 2022 that will guide preparation of a forward works program. May 2021 Business paper (6c.21.067) outlines roads strategy for both unsealed and sealed road network.            Item 3 – Refer Unsealed roads Material Trials – update report March 2021 (Item 6c.21.032)</p>	B

ACTION SCHEDULE FROM COUNCIL MEETING – SEPTEMBER 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

17/12/19	6c.19.100	Acquisition of Part Crown Reserve for Stormwater Infrastructure	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Acquire an easement over the stormwater pipes located on Lot 3 DP 1005547.</li> <li>2. Enter into a Deed of Agreement with the landowner of Lot 104 DP 1047026 setting out that the landowner is to meet all costs associated with the acquisition and that the easement will be registered separately to the subdivision.</li> </ol>	<p><del>Kylee Baker</del> Elle Casson / Paula McLennan</p>	<p>6/2/2020 22/6/20 3/8/2020 31/08/2020 29/09/2020 7/12/2020 30/4/2021 30/8/2021 23/12/2021 07/03/2022 10/05/2022 17/08/2022 14/10/2022</p>	<p>No action commenced yet. PWA engaged to action. Waiting on deed of agreement. Deed of agreement executed. Application lodged with Crown Lands for consent. Application is with Crown Lands for consideration. Application is with Crown Lands for consideration. Application is with Crown Lands for consideration Waiting on Crown Lands for consideration No updates No updates No Updates PWA currently preparing application for approval of compulsory acquisition of the two easements and ROC to the Minister for Local Government. Waiting on Crownlands to provide PWA with Crown Lands licence 605059 to Beachside Pty Ltd to be included in application OLG declined application to compulsorily acquire storm water easements. Reporting to Council this month to allow Council staff to submit additional information to the OLG to support Council's application and allow the OLG to re-evaluate Councils application Received Council approval to resubmit application for further supporting documentation. Currently awaiting decision from the OLG.</p>	<p>B</p>
----------	-----------	---	--	--	---	---	----------

ACTION SCHEDULE FROM COUNCIL MEETING – SEPTEMBER 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

17/12/19	6c.19.101	Acquisition of Land for Road Purposes	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Acquire part Lots - Lot 96 DP 751373, Lot 1 DP 826316, Lot 501 DP 703273, Lot 113 DP 751373, Lot 4 DP 746328, Lot 5 DP 1155528 and Lot 5 DP 746328 at Harwood as public road.</li> <li>2. Acquire Lots 1-2 DP 126896 and part Lots – Lot 1 DP 435557 and Lot 2 DP 523333 at Palmers Island as public road.</li> <li>3. Acquire part Lots – Lot 101 DP 1188377, Lot 2 DP 576021, Lot 1 DP 1078824 at Yamba as public road.</li> <li>4. Meet all survey and legal costs.</li> <li>5. Delegate authority to the General Manager to execute the documents associated with the survey and acquisition of the above mentioned Lots.</li> </ol>	<p><del>Kylee Baker</del> Elle Casson / Paula McLennan</p>	<p>6/2/2020  22/6/20  3/8/2020  31/08/2020  29/09/2020  7/12/2020 30/4/2021  30/8/2021  23/12/2021  07/03/2022  10/5/2022 17/08/2022 14/10/2022</p>	<p>Matters progressing. Landowners consulted. Some at survey stage. Harwood – pending survey Palmers Island – contracts to exchange Yamba – pending survey</p> <p>Matters progressing. Landowners consulted. Some at survey stage. Harwood – pending registration of survey plans Palmers Island – contracts exchanged. Settlement pending. Yamba – pending survey commencement.</p> <p>Harwood – pending registration of survey plans Palmers Island – contracts exchanged. Settlement pending. Yamba – Surveyor engaged and survey in progress</p> <p>Harwood – pending registration of survey plans Palmers Island – completed. Yamba – currently being surveyed</p> <p>No further progress</p> <p>Harwood – 1 complete. 2 pending registration of survey plans 1 pending finalisation by solicitor Palmers Island – complete. Yamba – 1 landowner still negotiating agreement 1 plan registered solicitor finalising</p> <p>Harwood – 2 complete. 1 pending registration of survey plans 1 pending finalisation by solicitor Palmers Island – complete.</p> <p>Yamba – 1 landowner still negotiating agreement 1 complete No update</p> <p>Yamba – 1 Plan finalised. 2 survey plans completed, waiting on agreement from the tenant of one plan before registering both</p> <p>No update No update No update</p>	<p><b>B</b></p>
----------	-----------	---------------------------------------	---	--	---	--	-----------------



## ACTION SCHEDULE FROM COUNCIL MEETING – SEPTEMBER 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

Item No.	Report Title	Council Resolution – 28 July 2020	Officer	Date	Comments	Status
6a.20.026	Market Scoping Study - Harwood Marine Precinct	That Council: 1. Notes it continues in-principle support for the establishment of Clarence Valley marine-related industry including the current basic concept of a Harwood Marine Precinct. 2. Advise the Department of Regional NSW that it will make no contribution toward a Market Sounding or any market development initiatives on the basis that Council considers the cost of private developer market research should not be met by Council. 3. Receive a report at the earliest opportunity outlining the constraints and opportunities of a marine precinct in the Clarence Valley.	Adam Cameron	6/10/20	Have met with Harwood Marine who have engaged a consultant (their funds) to prepare a plan to stage development of the newly zoned land dealing with flooding (some fill needed) and other infrastructure provision issues for the site	B

Item No.	Report Title	Council Resolution 27 October 2020	Officer	Date	Comments	Status
6c.20.153	Disposal of Council Property – Lot 1 DP 1154607 Known as Flood Levee Grafton	That Council 1. Subdivide Lot 1 DP 1154607 into lots matching the current lot layout and register on title an appropriate easement for access and protection of flood infrastructure, 2. Approach adjoining landowners to purchase the adjacent lot as per the terms set out in the confidential attachment A. 3. Delegate authority to the General Manager to execute documents associated with the subdivision and transfers.	<del>Kylee Baker</del> Elle Casson / Paula McLennan	7/12/2020 30/4/2021 30/8/2021 23/12/2021 07/03/2022 10/05/2022 17/08/2022 14/10/2022	Solicitor engaged, preparing letters of offer Pending final figures from surveyor so GM can liaise with landowner representative Landowners agreed. Solicitor finalising deed of agreement. Landowners have entered into the deed of agreement & monies have been paid. Surveyor has been instructed to finalise the 88b. No update No update Awaiting all landowners to execute the survey documents Checked in with Surveyor, still waiting on landowners to have their documents executed by relevant lenders.	B

## ACTION SCHEDULE FROM COUNCIL MEETING – SEPTEMBER 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

Item No.	Report Title	Council Resolution <a href="#">15 December 2020</a>	Officer	Date	Comments	Status
6b.20.096	Review of Grafton and South Grafton Flood Planning Level (or Residential Habitable Floor Level Requirements) & Amendment to Development Control Plans	That: 1. The floodplain management provisions for all lots approved by development application after the adoption of the amended floodplain management provisions in all relevant Clarence Valley Development Control Plans are amended to require that: i. all new residential development must have a primary habitable floor level of a minimum of 500mm above the 1% flood height for the site of the development; and ii. flood compatible building materials be used for any part of such premises that are below the level of the minimum primary habitable floor level; and iii. any other necessary amendments to effect these changes are drafted; 2. The proposed DCP amendments are publicly exhibited for a period of at least 28 days; 3. A report be prepared for Council's consideration as soon as practical after completion of the public exhibition period; and 4. Advice of Council's resolution on the abovementioned report be referred to the CVC Floodplain Committee for information.	<del>Scott Lenton</del>  Stephen Timms	12/1/21  6/9/21  4/04/21  31/05/22  18/08/22	Preparation of draft DCP amendments to be commenced in late-January. Public exhibition will follow once draft DCP completed.  Preparation of Draft DCP delayed due to other strategic planning priorities. Effect of Council resolution does not result in substantive change to existing DCP controls.  Preparation of draft DCP changes to be progressed concurrently with State Government directions in relation to floodplain planning and prioritised for drafting. Council staff continue to have input in to those discussions at state level.  Amendments to DCP to be undertaken as soon as certainty is provided by DPE/State government following the Flood Inquiry report.  Flood Inquiry report released yesterday. Discussions have progressed and a report will come before Council asap.	B

## ACTION SCHEDULE FROM COUNCIL MEETING – SEPTEMBER 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

6b.20.098	Ngayundi Yamba Sports Complex – Draft Plan of Management	That Council: 1. Authorise the General Manager to refer the draft plan to the NSW Department of Planning, Industry and Environment (DPIE) as owner of Ngayundi Yamba Sports Complex (Reserve 98072) for comment using Form B ( <i>Notice of plan of management for Crown reserve—Alteration of categorisation or additional/new categorisation</i> ); 2. Place the draft plan of management on public exhibition (after it has been returned by DPIE and any corrections regarding Ngayundi Yamba Sports Complex are made) for a period not less than 28 days as required under the <i>Local Government Act 1993</i> . 3. Conduct a public hearing regarding the proposed addition of extra categories of ‘community’ land effectively altering the category(s) assigned by the Minister. 4. Accept submissions on the draft plan of management for a period not less than 42 days from the date the plan is placed on public exhibition as required under the <i>Local Government Act 1993</i> . 5. Prepare a report to Council on the draft plan of management in consideration of public submissions after the public exhibition period has closed for consideration of its adoption or re-exhibition as per the requirements of section 40 of the <i>Local Government Act 1993</i> .	Danny Parkin	22/12/2020 3/03/2021 8/04/2021 6/6/2021 6/7/2021 Early August 2021 30/8/2021 24/12/2021 11/05/2022 31/05/2022 17/08/2022	1. Draft POM referred to DPIE under the A/GMs signature 2-5. In progress – still waiting on Crown Lands to review and give permission to place draft PoM on public exhibition Crown Lands have advised that there are 21 draft PoMs in front of Council’s PoM – no date given for when they expect to review draft PoM Advised by Crown Lands that the draft PoM had progressed in the queue Sent request for update on progress – no reply received Spoke with Jane Adam who advised that the draft PoM was still in the queue .... No change from above entry. Significant delay in turnaround of Draft PoM (ie 9 months). Staff regularly follow-up status with DPIE. PoM on exhibition until 17 Jan 2022. Submission process identified matters not considered in draft PoM. Draft PoM to be amended. Waiting on Yamba Cycling Club to provide details of appropriate time to undertake consultation with the club. Met with Yamba Cycling Club (YCC) 11/08/2022. YCC to prepare updated layout plan for inclusion in draft PoM. Draft PoM to be amended once plan and details received.	B
-----------	--	---	--------------	--	--	---

Item No.	Report Title	Council Resolution – 30 March 2021	Officer	Date	Comments	Status
6a.21.012	Unauthorised Freedom Camping Program - Extension and Conclusion of Working Group	That: 1. Council allocate budget of \$3,000 for two Variable Messaging Signs (VMS) for use over Easter holidays to be funded from Ranger Operations – contractors (PJ 994190-7353-2201). 2. Council approve the installation of “No Parking Midnight-5am” signage along Clarence Street near Flinders Park to be funded from Parks Signage Renewals (PJ 550203). 3. Council consider “No Parking Midnight-5.00am” signage along The Crescent at Angourie as part of a future parking study. 4. The Working Group on Campers group conclude following the proposed May 2021 meeting. 5. Council convey its deepest thanks to the staff and community participants on this committee for the work and time they committed to assist with an issue that has become a problem in many of our towns and villages during holiday periods.	Adam Cameron	27/4/21	VMS advanced warning signs installed over Easter using available resources and budgets  Clarence Street signage is currently scheduled to be implemented in May 2021  May 2021 meeting of Working Group on Campers to be arranged	B

ACTION SCHEDULE FROM COUNCIL MEETING – SEPTEMBER 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

6a.21.014	Acquisition of Part Reserve 95853 Grafton – Part Frank McGuren Park	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Proceed with the compulsory acquisition of the land described as Lots 1 and 2 DP 1270948 being part of Lots 197 and 202 DP 751371 for the purpose of resolving the existing encroachment of a Council owned building on Crown Land in accordance with the requirements of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i>.</li> <li>2. Agree to the acquisition by agreement in accordance with the <i>Land Acquisition (Just Terms Compensation) Act 1991</i> for an agreed value of \$78,300.00 (including GST).</li> <li>3. Make an application to the Minister and the Governor for approval to acquire Lots 1 and 2 DP 1270948 being part of Lots 197 and 202 DP 751371 by compulsory process under section 186(1) of the <i>Local Government Act 1993</i>.</li> <li>4. Classify the land as operational land.</li> </ol>	<p>Kylee Baker  Elle Casson / Paula McLennan</p>	<p>30/4/2021  30/8/2021 17/12/2021  07/03/2022 10/05/2022  17/08/2022  14/10/2022</p>	<p>Crown Lands accepted compensation. Application to Minister being prepared for acquisition.  Pending legal advice on Native Title.  PAN's have been issued by the solicitor &amp; 90 day notice period commenced  No update Acquisition Gazetted, waiting on consolidation plan from surveyor New lot to be classified as Operational via change to the LEP before consolidation can occur  Amendment to LEP ongoing.</p>	B
6c.21.025	Permanent Road Closures – Unused Roads off Boormans Lane Southgate	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the requirement for preservation of dwelling eligibility for Dwelling-Eligible Lots that would otherwise lose that eligibility on 23 December 2021 under CVC LEP 2011 is: Development Application for dwelling on the applicant's Lot 78 DP 851836 must be lodged with Council on or before 23 December 2021, and further notes that is contrary to the advice shown in the report Key Issues part of paragraph 2 wherein it is stated: "..... requires a development application for a dwelling to be lodged and approved prior to this date. ...."</li> <li>2. Approve the closure of the roads and subsequent sale to the applicant subject entirely to the applicant giving to Council an irrevocable undertaking to register on the applicant's title or titles a Limited Right of Way that allows access only when Grafton-Lawrence Road is closed during times of a local emergency.</li> <li>3. Transfer the 2 closed roads to the applicant on receipt of the irrevocable undertaking required at point 2 of this resolution at a consideration of one-tenth of the amount shown in the confidential attachment with the reduction in consideration given to partially account for the cost of preparation and registration of the Limited Right of Way.</li> </ol>	<p>Kylee Baker  Elle Casson / Paula McLennan</p>	<p>30/4/2021  30/8/2021 23/12/2021  07/03/2022 10/05/2022 17/08/2022  14/10/2022</p>	<p>Landowners solicitor advised of resolution. Pending acceptance by landowner.  Landowner agreed. Pending survey and deed of agreement.  Survey completed, awaiting confirmation from Forestry that they are satisfied with the survey.  No update No further update Council has executed 88b, awaiting forestry to do the same  Council has supplied all relevant documentation, awaiting plans to be registered</p>	B

## ACTION SCHEDULE FROM COUNCIL MEETING – SEPTEMBER 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

Item No.	Report Title	Council Resolution – 27 April 2021	Officer	Date	Comments	Status
6b.21.017	Clarence Valley Council Generic Plan of Management (Draft)	<p>That Council:</p> <ol style="list-style-type: none"> <li>Note the preparation of this draft <i>Clarence Valley Community Land, Crown Reserves and other Public Places Generic Plan of Management 2021 – 2030</i> (generic PoM) for all Council-owned land and Crown land managed by Council set aside and/or embellished as public open space or developed for a specific community purpose not covered by a site specific plan of management.</li> <li>Authorise the General Manager to notify the Minister for Crown Lands in writing of the initial categorisation of Lot 1 DP1267098 (added to reserve R70140), and Lot 2 DP1267098 (added to reserve R140029) as 'Park' using the Department's <i>Initial categorisation – written notice of assigned categorisation form</i>.</li> <li>Authorise the General Manager to refer the draft generic PoM to the NSW Department of Planning, Industry and Environment (DPIE) Crown Lands Division as owner of the Crown land covered by this generic PoM for comment; including the submission of Form B (<i>Notice of plan of management for Crown reserve—Alteration of categorisation or additional/new categorisation</i>) to alter the categories assigned to particular Crown reserves detailed at Schedule 2AA of the draft generic PoM.</li> <li>Authorise the General Manager to apply to be made the Crown land manager for the Crown land currently devolved on Council detailed in Schedule 2B of the generic PoM.</li> <li>Place the draft Generic PoM on public exhibition (after it has been returned by DPIE and any corrections regarding the Crown land covered under the generic PoM are made) for a period not less than 28 days as required under the <i>Local Government Act 1993</i>.</li> <li>Conduct at least two (2) public hearings (one in Maclean and one in Grafton) regarding the categorisation of recently acquired Council-owned 'community' land by the PoM (detailed in Schedule 1AA and 1AB of the generic PoM); and the categorisation of 'community' Crown land effectively altering the category(s) assigned by the Minister (detailed at Schedule 2AA of the draft generic PoM).</li> <li>Accept submissions on the draft Generic PoM for a period not less than 42 days from the date the plan is placed on public exhibition as required under the <i>Local Government Act 1993</i>.</li> <li>Bring the draft Generic PoM back to Council after the submission period has closed for consideration of its adoption, or re-exhibition (if applicable), as per the requirements of section 40 of the <i>Local Government Act 1993</i>.</li> </ol>	Danny Parkin & Jasmine Oakes	<p>28/4/2021</p> <p>10/5/2021</p> <p>24/6/2021</p> <p>30/8/2021</p> <p>24/12/2021</p> <p>11/05/2022</p> <p>31/05/2022</p> <p>17/08/2022</p> <p>14/10/2022</p>	<p>1. Noted</p> <p>2. 3 &amp; 4. Letter signed by GM sent to DPIE for Ministerial consideration and consent to matters listed</p> <p>5 – 8. In progress waiting on DPIE Council CLM unit to process/reply to Council</p> <p>5 – 8. In progress waiting on DPIE Council CLM unit to process/reply to Council. Staff regularly follow-up status with DPIE.</p> <p>5 – 8. Remains in progress</p> <p>Council CLM advise that they are currently reviewing draft PoM. Council will be contacted when review complete.</p> <p>Still waiting .....</p> <p>Council advised 8/06/2022 of corrections required to draft generic PoM, including requirement to submit new form for Ministerial consent. Amendment of draft generic PoM commenced. A new report to Council required.</p> <p>Revised draft generic PoM and new DPE form submitted to October 2022 Council meeting for consideration.</p>	C

## ACTION SCHEDULE FROM COUNCIL MEETING – SEPTEMBER 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

Item No.	Report Title	Council Resolution – 22 June 2021	Officer	Date	Comments	Status
6b.21.038	Draft Fisher Park Plan of Management	That Council: 1. Note the preparation of the draft plan of management for Fisher Park, Grafton; 2. Place the draft plan of management on public exhibition for a period of not less than 28 days as required under the <i>Local Government Act 1993</i> ; 3. Accept written submissions on the draft plan of management for a period of not less than 42 days from when the plan of management is placed on public exhibition as required under the <i>Local Government Act 1993</i> ; and 4. Adopt the draft plan of management at the end of the exhibition period provided there is no submission received that requires a review of the intent and substantial changes to be made to the draft plan of management, as exhibited.	Danny Parkin	25/6/2021 25/6/2021 30/8/2021 17/1/2022 11/05/2022 31/05/2022 14/10/2022	1. Noted 2-3. Draft Fisher Park PoM placed on public exhibition from 25 June until 9 August 2021 4. Submissions still being reviewed and amendments to draft plan being made 4. Waiting on Open Spaces to provide advice on encroachment of tennis complex on adjoining Showground Encroachment investigated and confirmed. Consultation with Grafton Tennis Club and Grafton Show Society to be undertaken Waiting on Open Spaces to provide feedback on consultation with Grafton Tennis Club Have been informed that Open Spaces has had no response from Grafton Tennis. Still waiting on advice in regard to consultation with the Grafton Show Society.	B

Item No.	Report Title	Council Resolution – July 2021	Officer	Date	Comments	Status
6b.21.054	Clarenza Urban Release Area Draft DCP and Road Contributions Plan	That Council: 1. Endorses the Draft DCP Chapter for Clarenza Urban Release Area and places the Draft DCP on public exhibition in accordance with the requirements of the Environmental Planning and Assessment Act 1979 and the Environmental Planning and Assessment Regulation 2000. 2. Provides notification of the Draft DCP to property owners within and adjacent to the Clarenza Urban Release Area (URA) and other relevant stakeholders; and 3. Prepares a Contributions Plan to enable developer contributions to be collected (on a per lot basis) to cover costs associated with preparation of the Contributions Plan and the future construction of the proposed link road connecting the north and south villages of the Clarenza URA.	Deborah Wray/ Scott Lenton	22/12/21 7/3/2022 11/5/2022	The Draft DCP was placed on public exhibition from 30 August to 27 September 2021 and now has the status of a Draft DCP under the EPA Act 1979. 6 Submissions were received. These will be reported to a Council meeting in 2022. Budget funding will be required for the preparation of a contributions plan and design of the proposed link road. A report will be prepared for future Council report but it is still waiting for input from Engineering. Still waiting for input from Engineering regarding Sewerage, water and link road. May 2022.	B
6c.21.098	Naming of Road "Shirley Adams Way"	That Council 1. Receive and note the information provided in the report, regarding progress with naming the roadway on the Summerland Way from the roundabout on Big River Way, South to the traffic lights at the Clarence Street intersection "Shirley Adams Way". 2. Once the process of naming the new Grafton Bridge is complete, Council proceed to name the roadway on the Summerland Way from the roundabout on Big River Way, South Grafton to the traffic lights at the Clarence Street intersection "Shirley Adams Way".	Jamie Fleeting	16/8/22	TfNSW are supportive of the proposed road renaming. Council will now undertake public consultation prior to submitting an application to the Geographic Naming Board. Note: The naming of the new Grafton bridge is yet to be resolved by TfNSW.	B

ACTION SCHEDULE FROM COUNCIL MEETING – SEPTEMBER 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

Item No.	Report Title	Council Resolution – August 2021	Officer	Date	Comments	Status																								
6b.21.060	Proposed LEP Amendment to Correct Error in Land Descriptions for 3 Council Owned Lots at Swan Creek	<p>That:</p> <p>1. Council prepare a request to consider an expedited amendment under Section 3.22 of the Environmental Planning and Assessment Act 1979 (the Act) which aims to correct the land descriptions for three (3) lots at Swan Creek in Schedule 4 Classification and reclassification of public land, Part 1 Land classified, or reclassified, as operational land - no interests changed of the CVLEP 2011, as indicated below:</p> <table border="1"> <thead> <tr> <th>Locality</th> <th>Change from</th> <th>Change to</th> </tr> </thead> <tbody> <tr> <td>Swan Creek</td> <td>Lot 1, DP 1109372, being the residence at School Drive</td> <td>Lot 1, DP 1190372, being the residence at School Drive</td> </tr> <tr> <td>Swan Creek</td> <td>Lot 2, DP 1109372, being the former school at School Drive</td> <td>Lot 2, DP 1190372, being the former school at School Drive</td> </tr> <tr> <td>Swan Creek</td> <td>Lot 3, DP 1109372, being vacant land at School Drive</td> <td>Lot 3, DP 1190372, being vacant land at School Drive</td> </tr> </tbody> </table> <p>2. In the event of an expedited amendment under Section 3.22 of the Act not being successful, that Council prepare a planning proposal under Section 3.33 of the Act which aims to correct the land descriptions for three (3) lots at Swan Creek in Schedule 4 Classification and reclassification of public land, Part 1 Land classified, or reclassified, as operational land - no interests changed of the CVLEP 2011, as indicated below:</p> <table border="1"> <thead> <tr> <th>Locality</th> <th>Change from</th> <th>Change to</th> </tr> </thead> <tbody> <tr> <td>Swan Creek</td> <td>Lot 1, DP 1109372, being the residence at School Drive</td> <td>Lot 1, DP 1190372, being the residence at School Drive</td> </tr> <tr> <td>Swan Creek</td> <td>Lot 2, DP 1109372, being the former school at School Drive</td> <td>Lot 2, DP 1190372, being the former school at School Drive</td> </tr> <tr> <td>Swan Creek</td> <td>Lot 3, DP 1109372, being vacant land at School Drive</td> <td>Lot 3, DP 1190372, being vacant land at School Drive</td> </tr> </tbody> </table> <p>3. Authorise the General Manager to forward the expedited amendment request to the Minister requesting the making of an amending local environmental plan under Section 3.22 of the Act.</p> <p>4. Authorise the General Manager to forward a planning proposal to the Minister requesting the issue of a Gateway Determination under Section 3.34 (1) of the Act if an expedited amendment is not accepted.</p> <p>5. Not seek to be the local plan-making authority for this matter under Section 3.36 of the Act.</p>	Locality	Change from	Change to	Swan Creek	Lot 1, DP 1109372, being the residence at School Drive	Lot 1, DP 1190372, being the residence at School Drive	Swan Creek	Lot 2, DP 1109372, being the former school at School Drive	Lot 2, DP 1190372, being the former school at School Drive	Swan Creek	Lot 3, DP 1109372, being vacant land at School Drive	Lot 3, DP 1190372, being vacant land at School Drive	Locality	Change from	Change to	Swan Creek	Lot 1, DP 1109372, being the residence at School Drive	Lot 1, DP 1190372, being the residence at School Drive	Swan Creek	Lot 2, DP 1109372, being the former school at School Drive	Lot 2, DP 1190372, being the former school at School Drive	Swan Creek	Lot 3, DP 1109372, being vacant land at School Drive	Lot 3, DP 1190372, being vacant land at School Drive	<p>Terry Dwyer</p> <p>Stephen Timms</p>	9/9/21	No action taken as of 9/9/21.	A
			Locality	Change from	Change to																									
			Swan Creek	Lot 1, DP 1109372, being the residence at School Drive	Lot 1, DP 1190372, being the residence at School Drive																									
			Swan Creek	Lot 2, DP 1109372, being the former school at School Drive	Lot 2, DP 1190372, being the former school at School Drive																									
			Swan Creek	Lot 3, DP 1109372, being vacant land at School Drive	Lot 3, DP 1190372, being vacant land at School Drive																									
Locality	Change from	Change to																												
Swan Creek	Lot 1, DP 1109372, being the residence at School Drive	Lot 1, DP 1190372, being the residence at School Drive																												
Swan Creek	Lot 2, DP 1109372, being the former school at School Drive	Lot 2, DP 1190372, being the former school at School Drive																												
Swan Creek	Lot 3, DP 1109372, being vacant land at School Drive	Lot 3, DP 1190372, being vacant land at School Drive																												
7/3/2022	Matter to be resolved under s3.22 of the EP & Act as soon as possible.																													
10/05/22	DPIE have advised a revised planning Proposal may be necessary, given the previous PP included incorrect details all through the process. Planning are considering options to progress as a priority with the most streamlined process.																													
31/05/22	Matter is being progressed using s3.22 of the EP& A Act to be finalised as a matter of priority.																													
18/08/22	Awaiting confirmation from DPE via planning portal to finalise the s3.22 application.																													
6c.21.104	Acquisition of Part Ellis State Forest and Part Clouds Creek State Forest for Road Purposes	<p>That Council:</p> <p>1. Proceed with the compulsory acquisition of the land described as part of Lot 57 DP 752840 located in Ellis State Forest and part Lot 6-7 DP 752851 located in Clouds Creek State Forest for the purpose of road in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>2. Make an application to the Minister and the Governor for approval to acquire part of Lot 57 DP 752840 located in Ellis State Forest and part Lot 6-7 DP 752851 located in Clouds Creek State Forest by compulsory process under section 177(1) of the Roads Act 1993.</p> <p>3. In addition to dot points 1 and 2, the General Manager is given delegated authority to decide to proceed to rectify the alignment of that part of Armidale Road bordered by the Clouds Creek and Ellis State Forests, by a road opening and closing process under Part 1 and Part 4 of the Roads Act 1993. Any portions of former public road are to be given as compensation to the Forestry Corporation of NSW under section 44 of the Roads Act 1993.</p> <p>4. Enter into a deed of agreement and memorandum of understanding (MOU) with Forestry Corporation NSW for early access to the subject land to commence works prior to the acquisition being completed.</p> <p>5. Delegate authority to the General Manager to execute documents relating to the deed of agreement, memorandum of understanding, acquisition of the land and the road opening and closing.</p>	<p>Kylee Baker</p> <p>Elle Casson / Paula McLennan</p>	<p>30/8/2021</p> <p>23/12/2021</p> <p>07/03/2022</p> <p>10/05/2022</p> <p>17/08/2022</p> <p>14/10/2022</p>	<p>Deed being reviewed by Forestry Corp.</p> <p>Awaiting a letter of confirmation from Forestry regarding compensation before deed is signed</p> <p>Waiting on Survey plans</p> <p>No further update</p> <p>Still waiting on survey plans. Solicitor has informed that this will need to be a <b>compulsory</b> acquisition now. New solicitor taking over late august who will commence the compulsory acquisition process.</p> <p>No update.</p>	B																								



ACTION SCHEDULE FROM COUNCIL MEETING – SEPTEMBER 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

Item No.	Report Title	Council Resolution – September 2021	Officer	Date	Comments	Status
6b.21.073	Update to Council's Application to the Minister for Lands and Forestry to Classify Certain Crown Reserves as 'Operational' Land	<p>That Council:</p> <ol style="list-style-type: none"> <li>Note the outcome of its request as Crown Land Manager for Ministerial consent to classify certain Crown reserves under its control as 'Operational' land for the purpose of the reserve's management under the <i>Local Government Act 1993</i>;</li> <li>As a Crown Land Manager continue to negotiate an appropriate outcome for the remaining reserves under consideration by the Minister's delegate;</li> <li>As Crown Land Manager make a separate application to the Minister for Water, Property and Housing under the General Manager's signature to become the Crown Land Manager of R1093 (Lake Minnie Water) and R1094 (Lake Hiawatha) and request the Minister to consent to the classification of these reserves as 'Operational'; and</li> <li>In its capacity as the Local Roads Authority prepare a separate report, to be brought back to Council at a later date, detailing the process and cost to compulsorily acquire the land on which the public roads that traverse the Crown Reserves detailed in this report.</li> </ol>	Danny Parkin	<p>5/10/2021</p> <p>14/10/2021</p> <p>22/10/2021</p> <p>17/1/2022</p> <p>11/05/2022</p> <p>31/05/2022</p> <p>17/08/2022</p> <p>14/10/2022</p>	<p>1. Noted</p> <p>2. Noted. Will continue to resolve outstanding matters</p> <p>3. Noted. Draft letter commenced</p> <p>4. Noted. Currently seeking direction on who will be the best person to action this, noting that current Property Coordinator has resigned.</p> <p>4. Advised by PC that this task would need to wait until new Prop Coord appointed.</p> <p>3. Letter prepared for GMs signature. To be sent once signed (on 25/10)</p> <p>3. Still waiting to hear from Crown Lands regarding Council's application</p> <p>4. Still waiting for a Property Coordinator to be appointed to discuss this matter</p> <p>No progress on matters identified above</p> <p>3. Still no reply from Crown Lands regarding Council's application, will follow up again.</p> <p>4. New Property Coordinator has been informed of outstanding Council resolution. A meeting to discuss item will be conducted once new PC has settled into the position.</p> <p>3. No response to follow-up enquiry made on the 9/06/2022</p> <p>4. A meeting with the new Property Coordinator still to be actioned.</p> <p>2. Council advised 26/8/2022 that holiday parks are to be managed as Community land categorised as 'General Community Use'. A report to Council at either Oct 22 or Nov 22 business meeting to follow.</p> <p>3. Council advised that it had been appointed Crown land manager of R1093 &amp; R1094 on 16<sup>th</sup> September. Application</p>	B

## ACTION SCHEDULE FROM COUNCIL MEETING – SEPTEMBER 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

Item No.	Report Title	Council Resolution – September 2021	Officer	Date	Comments	Status
					to manage both reserves as 'Operational' has been resubmitted to the Crown Lands Council CLM team.  4. No capacity to undertake this task at this point. The matter will be reintroduced if raised by Crown Lands at a later date.	

Item No.	Report Title	Council Resolution – OCTOBER 2021	Officer	Date	Comments	Status
6c.21.129	Petition - Taloumbi Ring Drain	That Council: 1. Note the attached landowner proposal and petition regarding the Taloumbi ring drain system. 2. Note that Action 1 as detailed in the landowner proposal will require investigation prior to construction to determine whether this will be effective. 3. Following investigation, consider an allocation during preparation of the 2022/23 draft budget. 4. Repurpose \$60,000 from the Open Drain Maintenance - Mechanical budget PJ941015 and the Open Drain Maintenance – Vegetation Control PJ941016 budget to clean out silt blockages in Radial Drain No.1 and adjacent sections of the Taloumbi ring drain on an urgent basis to restore capacity to hold, carry, discharge and exchange water and that this be reflected in the Q2 Quarterly Budget Review Statement to be tabled in February 2022 and where available make partnership arrangements with any affected landowner capable of carrying out this work to Council's satisfaction. 5. Lobby the NSW Government (again) to increase the "Floodplain Management Program: Maintenance Grants" which have remained at the same dollar value for nearly 25 years and therefore have significantly reduced in value over time in real terms. 6. Investigate opportunities for funding under the Infrastructure Betterment Fund or any other funding available from state and federal agencies.	Greg Mashiah	1/11/2021  12/01/2022  17/08/2022  17/10/2022	Resolution points noted and being actioned  4. Conditions have been too wet to undertake work on the Ring Drain. 5. The Mayor has written to the Minister (cc Chris Gulapts MP) regarding restoring funding in real terms  5. Site inspection indicated ground conditions were still unsuitable for work to be undertaken.  4. Silt blockage removal has been undertaken. 5. Rous County Council is presenting a motion on this issue to the LGNSW 2022 Annual Conference (#26)	C

Item No.	Report Title	Council Resolution – NOVEMBER 2021	Officer	Date	Comments	Status
6c.21.149	Proposed Permanent Road Closure – Part Old Watters Road, Rushforth	That Council: 1. Permanently close part of Old Watters Road, Rushforth, adjoining Lot 67 DP751370 (figure 1). 2. Classify the newly created lot as 'operational' land. 3. Transfer the newly created lot to the adjoining landowner for \$9,000.00 plus GST if applicable. 4. The landowner is to meet all costs associated with the road closure. 5. Affix the Common Seal to the survey and transfer documentation. 6. Authorise the General Manager to execute all documents related to the closure and sale to affect the above requirements.	Elle Casson	23/12/2021  07/03/2022 10/05/2022  17/08/2022  14/10/2022	Awaiting quotes to be submitted by surveyors for the applicants approval Waiting on DOA from Solicitor No further update  Deed as been entered into with landowners, waiting on survey plans to be completed  Survey Plans completed, awaiting execution by GM.	B



## Clarence Valley Biodiversity Advisory Committee - Meeting Minutes

9:30 am Tuesday 30<sup>th</sup> August 2022

CVC Council Chambers - 2 Prince Street Grafton

**Present:** Cr Greg Clancy (Chair), Cr Peter Johnstone, John Edwards, Linda Wright, Laura Noble, Barbara Linley, Phil Redpath, Peter Lake, Adrian Deville, Joanne Cunningham, Krister Waern, Scott Lenton (CVC Staff), Heather Mitchell (CVC Staff), Reece Luxton (CVC Staff) **Apologies:** Jonathon Yantsch, Nigel Blake

<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<b>1. Meeting opening – 9:35am</b> Cr Greg Clancy as Chair opened the meeting and introduced Cr Peter Johnstone and Scott Lenton.	Acknowledgement of Country C Peter Johnstone – in Clarence Valley for 10 years, teacher; interest in education programs and noted that new as Councillor. Scott Lenton – Manager of Environment and Regulatory Services – seeking to raise profile of biodiversity issues in Clarence Valley to be more prominent.	Cr Greg Clancy



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<b>2. Minutes of meeting held 19 July 2022</b>	<b>Moved:</b> Barbara Linley; <b>seconded:</b> John Edwards – all in favour - carried	
<b>3. Matters arising from previous meeting</b>	Action items from previous meeting: - Roadside vegetation management plan; Tree register (significant trees?); Education delivery program  JC – logging in Ellis SF, Dundurrabin area; JE – also added to similar issue in correspondence to CVC GM	Ensure remain on agenda until dealt with (LN)  Matters added to General Business
<b>4. Item 1 – CVC policy/strategy review</b>	Scott Lenton ran through the list of policies and strategies as an opportunity to raise awareness of policies due for review – may not be many changes but checking in for review during Councillor 12 month period.  Note - <i>Tree Management Policy</i> (local provenance native plant issue) – item raised at Council May 2022 meeting – resolve to review  <i>Others - Biodiversity Offset Policy, Beach Access/Vehicles on Beaches Policy and Gas-filled balloons on public land Policy, Roads Policy, Riverbank Protection Policy, and Structures/g in proximity to Flood Levees, Keeping Animals Policy</i>  <i>Strategies - Green Infrastructure Strategy, Bush Regen Strategy, Urban Tree Management Strategy, Animal Control/Animal Shelter Strategy</i>	Present various CVC policies to be revised and/or prepared in 22/23



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
	<p>Discussion reverted to <i>Keeping Animals Policy</i> (Companion Animals Act)</p> <p>Roads Policy – do road crews get trained in environmental awareness? Committee can provide feedback - noted there are a range of areas where things need to be improved. Question – do roads get assessed for environmental value? Can Council allocate staff to achieve that? There is a draft Roadside Vegetation Management Plan in place – predominately mapping. LN suggested registers and use of GIS – eg add a sacred trees layer (environmental constraints layer) in Council system – IntraMaps. PR queried whether environmental concern put in place when work sub-contracted? Can they ensure plants are flagged during induction process? LW gave a background on issues arising in Lawrence area re: roadside vegetation management and koala habitat.</p>	<p>Options – add environmental aspects to toolbox talks?</p>
<p><b>5. Item 2 – Cats – 9-50am</b></p>	<p>BL led discussion with querying where cat management sits within Council – Overview as per Appendix 1</p> <p>Cr GC advised there will be a Councillor workshop on the issue soon, to allow council to be briefed before policy – further discussion on workshop</p> <p>JC – is there a desexing program through Council? SL – no, but reduced registration fee if desexed. LN mentioned education eg through phone call waiting – Gold Coast CC</p>	<p>Adopted by all – no further discussion</p>



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
	<p>Further discussion – curfews – noted that two thirds of killing periods is during the day; need advice on legislation; rehoming is an issue</p> <p>Going forward – identify how to progress the issue – initially through Councillor workshop ; Animal Control Strategy – to be contracted this year. PR – can committee see the contract. SL – generally in-confidence document, but TOR could be available.</p> <p>BL – Lions Club has a ‘cat committee’ – would like to make a submission to workshop</p> <p>Rangers and LLS have started a project – initial sites include Regional Landfill and Showgrounds.</p> <p>KW – does Council have a policy for new developments? There are restrictions on title with recent developments</p> <p>LW – recent visit to Pottsville – Koala Beach – development was cat restricted – now owners want decision reversed</p> <p>Query on enforcement – number of cats allowed per household? three (3)</p> <p>PJ – how many cats are microchipped in CVC area? – SL – not sure</p> <p>AD – is CVC looking at other Councils/strategies/what is good practice? -SL – yes CVC is looking further afield, not detailed, but part of developing new strategy</p>	



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
	BL – when will Animal Control Strategy be completed? – during 2022/23 – part of Operations Plan. LN – perhaps lost opportunity in promoting Ops Plan – recommend Clarence Conversations? Cr GC – aware CVC needs to do better re: communications. PL – can workshop for Councillor include BAC? JE – lobby to change legislation – through other Council’s support eg NRJO? LGNSW Conference	Question on notice
Morning tea – 11:00 to 11:20am		
<b>6. Item 3 – what is a local provenance plant?</b>	Discussion – SL provided Council resolution 06.22.005 May 2022 – background provided – Cr GC then suggested members offer their points of view on provenance:- AD – species endemic to tightly drawn geographic space and how plants grow in association with soils and other vegetation communities – ensure we are talking about council land KW – local (boundary) – seeds collected from site where to be replanted PR – species specific/consider streetscapes – native preferred – note natives can become weeds – <i>Pittosporum undulatum</i> , <i>cadaghis</i>	Check if technical definition?





<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
	<p>JC – defined by local ecosystems – native trees better than no trees? Awareness of individual species local to area</p> <p>LW – as per above – factor in importance of flying-fox</p> <p>Cr PJ – consider climate change – may be difficult to do ‘local’ provenance over time</p> <p>HW – fundamentally plants local to the area</p> <p>RL – importance of defining boundaries, then communicate effectively to avoid confusion –assisted natural restoration of sites in preference to replanting</p> <p>PL – previous planting cadaghis, now can see the negative effect on local landscape – need practical overlay</p> <p>JE – similar issue with cadaghis as example, but important not to get too pedantic – with climate change - hotter, dryer conditions recently having detrimental effects on forested landscapes – nature left alone doesn’t always help</p> <p>BL – local – something here for a long time – 200-400 years</p> <p>LN – example of bunya pine – traded and planted by first Nations people – local is important to retain – perhaps showcase streets with natives instead of jacaranda</p> <p>Cr GC – restoring ecosystems that are damaged should be priority over tree planting</p> <p>Protect what we have first, then restore, then planting.</p>	



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
	<p>Definition from committee – framed around <i>try to collect seed from known plants as close to planting, encourage natural revegetation, collect from same ecosystem.</i></p> <p>Note other interactions eg birds, flying-fox – seeds pass through quickly</p> <p>Catchment as the boundary – plants from outside catchment not recommended.</p> <p>Use precautionary principle, support Council community nurseries</p> <p>Emphasis on assisting nature to be resilient to climate change</p> <p>Impact on Council land only to be considered in definition – beware commercial implications – also include awareness of undesirable species eg Bushland Friendly Nursery Scheme, Garden Responsibly program</p> <p>AD – what is the correlation between what community nurseries can produce, versus what Council needs for landscaping purposes?</p> <p>Avoid collecting from street trees – plants likely to come from outside of catchment</p>	<p>To be determined</p>
<p><b>7. Presentation – Biodiversity program – Grafton Flying fox mitigation – Heather Mitchell</b> 12:20pm</p>	<p>Information item</p>	<p>Heather - PowerPoint presentation</p>



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<b>8. General business 12:35pm</b>	Cr Clancy noted time and suggested there is limited scope to further discuss matters  Logging in Ellis SF – carried over Discussion - note	
<b>9. Action List</b>	Action list to be developed Agenda items for next meeting to be forwarded	Reece – with minutes of meeting
<b>10. Meeting closed – 12:50pm</b>	Next meeting – 11 October 2022 – Council chambers	

Minutes confirmed by Chair Cr Greg Clancy

Signature

A handwritten signature in cursive script, appearing to read "Gregory Paul Clancy".

Date 19/9/2022



**Appendix 1**

Item 3 – Cats in the Clarence Valley – discussion points from Barbara Linley

It is extremely pleasing to see Council is now looking at a planned policy review and a new Animal Control Strategy.

Overview.

Clarence Valley is unique in that it has amazing biodiversity.

Many Clarence residents are becoming quite concerned re the impact of cats on our wildlife, especially in light of evidence being presented by groups such as “ Science for Saving Species” Project 11.2 ( Threatened Species Recovery Hub), Australian Wildlife Conservancy., Australian National Geographic, RSPCA, Cat Protection Society of Australia

— ..p.s. most of the residents are not against cats but want them to stay home! The Cat Society of NSW recommend Tweed Council Shire “ Love Cats , Love Wildlife programme.

Anecdotal evidence states in our urban areas mammals like bettongs and quolls are now not seen. eg. Gulmarrad.

Residents are concerned re apparent lack of unenforced registrations, desexing, microchipping and too many cats allowed to be outside their “ homes, ” and in some instances too many per household and little appears to be done by council.

Now that the Clarence Valley Council has a Biodiversity Committee it is time to seriously address this issue in detail.



The RSPCA in 2018 Best Practice - Domestic Cats document has a very good definition of cats - owned, semi- owned and stray.(feral)

We appreciate there are a number of government Acts - Companion Animals, Environmental Planning and Assessment , Local Government etc . However other councils eg Lismore have an excellent section under Cats- Rules surrounding stray cats and cat ownership( see attached) and a guide by RSPCA on keeping your cat safe( positive education)

Clarence Responsible

Pet Ownership could be considerably improved with information to educate cat owners in much more detail ( see attached)

**Key items to be considered for local council:**

All kittens to be registered (at present not easy online! ) and to follow up . (From my reading it appears that money from registrations goes to the state and then money comes to the council. Surely the more registrations the more money council has to use?? )

Desexing of kittens crucial and free ' desexing days " every say 3 months

Breeders to get kittens microchipped before being sold ( discount by council?.,).

Cat Breeders to be registered

Number of cats per household - 2 desexed unless a breeding permit



Biodiversity levy as part of rates

Cats to be kept within the owners boundary at all times and preferably inside and use of containment areas encouraged.

What to do with unwanted cats.?

And there are to be consequences for cat owners who do not comply to the rules.

A very good education program needs to be undertaken, especially to help cat owners realise how important it is to keep their cats safe and happy by being home( like dogs). There is scientific evidence now to show that ALL cats if left outside to roam will kill native birds, lizards / wildlife or be killed by cars.

To work collaboratively with welfare groups , vets and the community.

We are heartened to hear the Clarence Valley Council is taking a serious look at the "cat" issue, both feral and domestic, and see this as a step in the right direction.

It would also be great for our council to work collaboratively with other NSW councils and lobby the NSW Government to make it law that cats can't roam and be in keeping with all other livestock.

END

**CVC Climate Change Advisory Committee  
Minutes  
29 October 2021 at 9.30am  
Grafton Landfill ELF  
Armidale Rd South Grafton**

<b>Present</b>	Cr G Clancy; A Cameron (Director CVC); S Fletcher; N Reeve; C Purvis; L Halley; N Eggins; L Blain; J Cavanaugh; B Ellis (CVC); K Wilson (CVC); R Roper (CVC); S Lynch (CVC)		
<b>Item</b>	<b>Discussion</b>	<b>Action &amp; deadline</b>	
	Welcome	Cr G Clancy (chair) welcomed everyone to the meeting and acknowledged and paid respects to past and present traditional owners. He also welcomed Adam Cameron (Director Environment and Planning) and Ben Ellis (new CVC Waste and Sustainability Officer) to the meeting.	
<b>1</b>	9.40am: Apologies	L Eggins; G Little; J Kingsley, R Woodward	
<b>2</b>	Minutes from meeting 16 July 2021	<ul style="list-style-type: none"> <li>• JC clarified that with regards to heat levels in parklands in the previous minutes she was actually asking if CVC is looking at more playing fields?</li> <li>• CP asked KW for clarification regarding CERS where KW noted it was focused on stationary emissions from electricity and transport. KW was referring to the key sources of emissions and the reason for travel resulting in transport emissions will be a consideration of the CERS.</li> <li>• NR had a question on Blue carbon – this was explained by JC.</li> </ul> <p><b>Moved:</b> L Blain <b>Seconded:</b> J Cavanaugh <b>Carried</b></p>	



<p><b><u>3</u></b></p>	<p><b>Matters Arising</b></p>	<p><b><u>3.1</u></b> <b>Grafton CBD Planning</b></p> <p>KW – Gave an update. The plan is now adopted by Council with the plans to be up on the CVC web shortly.</p> <p>AC explained the next step in the project is a detailed concept design and this project can be undertaken in stages.</p> <p>GC- Stressed that it is important to have local plants as part of this redevelopment possibly from Susan Island.</p> <p>JC had a question for AC- Are there any plans to use mature trees to get more shade / tree canopy cover as the CVC artwork shows trees and vines?</p> <p>AC- Can not give absolute answer– he would like to think so but subject to detailed design and funding.</p> <p>GC- If they are mature trees they will not be local unless they are propagated now.</p> <p>LB- What about the parking situation?</p> <p>AC- Plan has been adopted by Council and some people may not be happy with proposed parking but there was an aim that there would be no net loss of parking spaces.</p> <p>CP- Need to consider sustainability and emissions when looking at vehicles in the CBD. Should be trying to get people to use vehicles less.</p> <p>AC- Needs to be a balance for people with mobility issues</p> <p>GC- Also as Grafton is a regional hub lots of people drive in to shop from other areas so it is difficult to reduce reliance on vehicles.</p> <p>LH – Things will change quickly in the future with electric vehicles.</p> <p><i>Note – The committee moved onto the Living Sustainability Awards and presentation by Narelle Wilson (agenda items 4 &amp; 5) before coming back to Matters Arising.</i></p>	
------------------------	-------------------------------	--	--

<b><u>3.2</u></b>	<b>Community Emissions Reduction Strategy</b>	KW gave an overview. The strategy was adopted by Council in July 2021. Council also approved a Climate Change Officer for a 3 year term to progress implementation of the strategy and develop an action plan to meet CV Community targets.	
<b><u>3.3</u></b>	<b>Outdoor Lighting DCP</b>	AC- Took this issue on notice and will discuss with the CVC planning section if this can be progressed.	Adam to come back to committee with update on this issue.
<b><u>3.4</u></b>	<b>Seagrass and Mangroves</b>	GC- Outlined University NSW involved with blue carbon projects. Also issues locally with developments in areas with high biodiversity values on the lower estuary. CP- Last time looked at this issue it was in relation to trawling in Lake Wooloweyah? GC- Advised that the Coast and Estuaries Committee are looking at this and other issues in the estuary. There was a recent Council item in last Council minutes about the Wooloweyah ring drain. KW- Spoken to Peter Wilson (CVC Coast and Estuary Coordinator) about blue carbon funding options in the Clarence estuary. Peter indicated that Council was not in a position to action this issue at this point however there is a consultant undertaking a scoping exercise preparing for the development of a Coastal Management Plan which will address the issue.	
<b><u>3.5</u></b>	<b>Letter to Shopping World</b>	LB- Asked about why the motion to write to Grafton Shopping World had been delayed. KW advised that the difficulties with COVID meant that it was not an appropriate time to raise the issue with SW. More likely to get a positive reaction when COVID is not causing such financial damage to the retail industry.	

<p><b><u>4</u></b></p>	<p><b>Living Sustainably Awards</b></p>	<p>SL gave an update on the awards. There were 16 nominations received with a good range over the Business/ Small Business/ Our Backyard/ Individual and Schools. Nancy and Leanne have done a great job assessing applications and visiting sites.</p> <p>SL- asked the committee how should we celebrate? December will be busy but SL will do an e-mail to the committee members with a suggestion to celebrate.</p> <p>NE told the committee how good the Circular Cafes project was which is a combined project between CVC and North East Waste which focuses on diverting food waste from landfill.</p> <p>LH asked if CVC can put up pictures and a blurb of the nominees/ winners on the web site and Facebook to promote this great event.</p>	
<p><b><u>5</u></b></p>	<p><b>Presentation by Narelle Wilson CVC - Recovery and Resilience</b></p>	<p>Narelle's main role with CVC is to develop a disaster resilience framework. Narelle provided a power point presentation of the draft framework. There is also a technical document that will be put to Council before determining how it can be made available to the public.</p> <p><i>Morning Tea</i></p> <p>Questions for Narelle</p> <p>JC- Heat refuges – is CVC looking at public sites?</p> <p>KW – Yes some public buildings are being considered for this.</p> <p>CP- The resilience framework is good and CVC should use this data and reports in land use planning eg LEP and planning documents should base decisions on these documents.</p> <p>LH – 2050 is a long way away – should it look at targets closer?</p> <p>GC- Next step is to go to Council for adoption</p> <p>KW- Clarified that the disaster and resilience technical documentation provides the detailed technical data that will help inform Council what future policy and actions may be developed with regards to land use planning etc.</p>	

<u>6</u>	<b>Nuclear Free Zone</b>	<p>SF gave an overview of the latest media around nuclear energy and that there were 20 suitable sites identified across the country where nuclear power plants could be located- it is believed 1 is in the Clarence Valley. Lismore has previously declared their shire as a nuclear free zone.</p> <p>AC- While Council would not be an approval authority any EIS would need to consider community views.</p> <p>SF- Put forward a motion seconded by JC  <i>"This committee recommend to Council that Clarence Valley Council declare the CVC LGA a nuclear free zone."</i></p> <p>NR- Opposed the motion saying it needed further debate and that he sees this as a red herring due to long lead times and this could prevent action on what should be done now to manage climate change.</p> <p>Votes – 7 yes and 1 abstained- Motion carried</p>	
<u>7</u>	<b>General Business</b>	<p><b>Solar Farm preliminary feasibility Study</b>  KW- Updated the committee on this project. The preliminary concept was adopted by Council and there is currently a tender out for a detailed feasibility design. This will include a 4-5 mega watt solar generation + using the gas from the landfill flare. This will provide well over 50% of CVC energy needs.</p> <p><b>EV Charging Station Grafton Library</b>  LB asked if there was any data on the use of the charging station?  KW- advised that this was owned and operated by NRMA and CVC do not get any data. Ken did note there is currently significant funding for EV charging stations.</p> <p><b>WSROC Cool Street Program</b>  JC – Attended an online Cool Street program produced by Western Sydney regional organisation of Councils which has a planning toolkit to assess DA's to see if they exacerbate heat.  AC- to discuss with CVC planners</p>	
<u>8</u>	<b>Action List</b>	Action list has been updated.	
<u>9</u>	<b>Date and venue of next meeting</b>	Friday 25 <sup>th</sup> February 2022 9:30am - ELF	

	<b>Meeting Closed</b>	12:24 pm	



## CLIMATE CHANGE COMMITTEE

## Meeting Minutes

**9:30 am Friday 17<sup>th</sup> June 2022 Grafton Regional Landfill Environmental Learning Facility (ELF)**

**704 Armidale Road Elland**

**Present :** Cr Greg Clancy (Chair), Cr Geoff Smith (*alt Chair*), Judith McNeill, Leonie Blain, Ian Gaillard, Stephen Fletcher, Phillip Hocking, Clare Purvis, Robert Mylchreest, Adam Cameron (CVC Staff), Scott Lenton (CVC Staff), Suzanne Lynch (CVC Staff), Ben Ellis (CVC Staff), Richard Roper (CVC Staff), Ken Wilson (CVC Staff)

**Apologies :** Lynette Eggins, Helen Granleese, Janet Cavanaugh, Victor Ostrowsky, Nicholas Reeve, Geoff Little

<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<p><b>Welcome, Introduction and induction to the Site</b></p> <p>Ken Wilson gave the meeting an introduction to the committee and induction to the building and site. Outlined the Terms of Reference of the group, outlined Council's Code of Conduct, requirements of a quorum (50% + 1), voting rites (one vote per member (excluding CVC staff) and advised that members</p>		



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<p>were covered by Council’s insurances when undertaking Committee business.</p> <p>Cr Greg Clancy as Chair welcomed the new and ongoing committee members and paid respect to the local aboriginal people. Greg outlined past achievements of the Committee and discussed the idea of the committee expressing appreciation to past members of the committee for their efforts including the previous alternate Chair, Cr Jason Kingsley.</p> <p><b>Motion:</b> Moved by Leoni Blain “to send letters of acknowledgement and appreciation of effort to previous members.”</p> <p><b>Motion Seconded:</b> Steve Fletcher</p> <p><b>Resolved:</b> Carried</p>		<p>K Wilson to organise letters to Cr J Kingsley, R Woodward, L Halley, N Eggins</p>





<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<p><b>1. Adoption of previous minutes from 29<sup>th</sup> October 2021</b>  <b>Motion:</b> Moved by Leoni Blain "to accept previous minutes"  <b>Motion Seconded:</b> Clair Purvis  <b>Resolved:</b> Carried</p>		No action required
<p><b>2. Business arising</b></p> <ul style="list-style-type: none"> <li>• CVC Solar Farm</li>   <li>• Rushforth Road CVC Depot Solar Project</li> </ul>	<p>K Wilson gave update on project which is up to a 5 MW solar farm possibly linked with the Landfill gas generation system. A consultant has been engaged to do a detailed feasibility study which should be finished in approx. 1 month.</p> <p>K Wilson gave an update on this project which includes additional solar, battery storage, EV charging stations &amp; a backup generator so the site can be operational in an emergency event</p>	



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<ul style="list-style-type: none"> <li>• Letter to Shopping World</li>   <li>• Disaster Resilience Framework</li> </ul>	<p>even without the grid. This project should be finished at the end of August.</p> <p>K Wilson advised that Council staff approached Shopping World Management directly with the aim to enlist their support for better energy and waste management. There was no support for the proposal. The Committee acknowledged there possibly were some issues that would be difficult to manage (cost, management of a PV system, roof structure etc). It was recommended that another approach be made at a later date.</p> <p>K Wilson advised this was previously presented to the committee by Narelle Wilson and has since been formally adopted by Council. L Blain asked why the technical report was confidential. Cr Clancy advised that Council had signed a confidentiality agreement to protect intellectual property. There was general debate about the transparency of doing this and disappointment that this report was not made public.</p>	



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<ul style="list-style-type: none"> <li>Grafton CBD update</li> <li>Outdoor lighting DCP</li> </ul>	<p><b>Motion:</b> Moved by I Gaillard                      “Where Council signs a commercial in confidence document relating to a study with a high level of community interest it must be peer reviewed”</p> <p><b>Motion Seconded:</b> Leoni Blain</p> <p><b>Resolved:</b> Carried</p> <p>K Wilson gave an update on this project. Council has since received a \$500K grant to undertake significant trials of some of the plan’s ideas. A Cameron advised that the project is working closely with Transport NSW to improve amenity of the area.</p> <p>K Wilson advised that this is now progressing after the State Government advised they would not be developing a new DCP template.</p>	



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<p><b>3. Items of business</b> Living Sustainably Awards</p>	<p>S Lynch provided an overview of the 2021 awards and presented a time line for the 2022 awards if the committee agreed to continue with the awards. The committee agreed that the LS awards should proceed this year. S Lynch asked for committee members to consider putting themselves forward to assist with judging.</p>	
<p><b>4. General Business</b></p> <p><b>1. Use of Native Plants</b></p> <p><b>2. Flood Plain Development</b></p>	<p>Cr Clancy advised that he had put up a notice of motion to Council to only use native plants when undertaking Council works. The policy is currently being reviewed.</p> <p>C Purvis asked if the Committee could put some time aside to discuss development on the flood plain – mainly West Yamba. Cr Clancy</p>	



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
	suggested that it may be better to wait till the Council report on West Yamba is released.	
<b>5. Action List</b>	Action list to be updated	
<b>6. Date and venue of next meeting</b>	2 September 2022 at the Maclean Office if available	
<b>7. Close</b>	Meeting closed at 12.30pm	



**CLIMATE CHANGE COMMITTEE**

**Meeting Minutes**

**9:30 am Friday 2<sup>nd</sup> September 2022 Maclean CVC Council Chambers**

**50 River Street Maclean**

**Present :** Cr Greg Clancy (Chair), Judith McNeill, Leonie Blain, Stephen Fletcher, Phillip Hocking, Clare Purvis, Robert Mylchreest, Lynette Eggins, Nicholas Reeve, Geoff Little, Helen Granleese, Richard Roper (CVC Staff), Ken Wilson (CVC Staff)

**Apologies :** Janet Cavanagh, Ian Gaillard

<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<p><b>Welcome</b></p> <p>Cr Greg Clancy as Chair welcomed the committee members and gave a acknowledgement to Country.</p> <p>Individual committee members gave a brief introduction of themselves.</p>		



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
1. Adoption of previous minutes from 17 <sup>th</sup> June 2022	<p><b>Motion:</b> Moved by Leoni Blain "to accept minutes"</p> <p><b>Motion Seconded:</b> Clair Purvis</p> <p><b>Resolved:</b> Carried</p>	
<p>2. Business arising</p> <ul style="list-style-type: none"> <li>Living Sustainably Awards</li> </ul>	<p>Ken W gave an update. Applications are open till 26<sup>th</sup> Sept. There is media going out at regular intervals. Committee members welcome to nominate people.</p> <p>Ask for volunteers from the committee for judging.</p> <p>Helen G asked if it was a conflict if she nominates and judges.</p> <p>Cr Clancy indicated it may be a conflict and members are bound by the CVC Code of Conduct.</p> <p>Lynette advised she can assist. The U3A may be interested in nominating if approached.</p>	





<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<ul style="list-style-type: none"> <li>• Depot Solar &amp; Battery project</li> </ul>	<p>Ken W gave update. Project nearly complete. Additional solar 110 kW + 200kWh battery system + standby generator so depot can be functional when power down. Just communications system to be connected in coming weeks to complete the project. Also 4 EV multi use, 3 phase vehicle charging stations. General discussion on use of EV's.</p> <p>Clair P – is Council considering e-bikes – can Council use these? General Discussion.</p> <p>Cr Clancy- can hydrogen be used? General discussion on hydrogen and alternative fuels.</p>	
<ul style="list-style-type: none"> <li>• CVC solar farm</li> </ul>	<p>Ken W gave overview that Council has now received the final feasibility study for solar and gas energy generation at the Grafton Regional Landfill. This report has not yet been to Council. Report is positive but many governance issue to deal with. Likely 3<sup>rd</sup></p>	



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<ul style="list-style-type: none"> <li>Letters to former members</li> </ul>	<p>party to operate as it is not Council core business. This project should be able to offset all CVC energy use.</p> <p>Nick R – is battery storage included? – Ken W, not part of the project at this stage, consultants advise batteries are not yet cost effective and to look at this option in the future. If CVC can access grant funding this may make batteries viable. The landfill gas generation can in effect act as a battery.</p> <p>Ken W advised letters have been completed &amp; sent.</p>	



Item	Discussion	Responsible person & deadline
<p>3. Items of business</p> <ul style="list-style-type: none"> <li>• Street lighting upgrade</li> <li>• Grafton Hospital Upgrade</li> </ul>	<p>Ken advised all CVC street lighting are now LED. Previously CVC did minor roads and now completed major roads. This will reduce emissions and have an ongoing cost saving.</p> <p>Cr Clancy asked if there were any issues with the new LED lights causing problems. Ken advised that he was not aware of any issues and indicated that LED are generally better with less light spillage.</p> <p>Geoff L asked for this to be on the agenda and gave a brief presentation regarding hot water mechanical services for the Grafton hospital redevelopment and his concern that it may not be best practice. Geoff asked the CC Committee to assist him to approach the hospital redevelopment committee</p>	<p>Ken W to advise Geoff of the local Grafton Hospital redevelopment contacts</p>



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<p><b>Morning Tea</b></p> <ul style="list-style-type: none"> <li>Waste to Energy update</li> </ul>	<p>directly as he was having difficulty dealing with the architects regarding heat pumps.</p> <p>Ken W advised he will endeavour to obtain and pass on a contact.</p> <p>Janet C asked for this update. Ken W gave an overview. This process was started by Richmond Valley Council as the lead organisation several years ago. Looking for alternate waste disposal options. Initially looking at waste to energy with the project partially State Government funded. Now RVC are looking at other waste technologies and recently an expression of interest was put out by RVC seeking submissions on alternative waste technologies. CVC has not received any information on this expression of interest at this stage.</p>	<p>Ken W to keep the committee up to date on any new developments.</p>



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<ul style="list-style-type: none"> <li>Dark Skies Park (Presentation)</li> </ul>	<p>Leonie B– when will more information be available?</p> <p>Ken W- Unsure when, it is in the hands of RVC</p> <p>Cr Clancy – When further information is available the committee may wish to put a motion to Council.</p> <p>Presentation Suellen Hinde – CVC Coordinator Communications &amp; Industry Engagement</p> <p>Suellen gave an overview of the Dark Skies project and advised the preferred location was Shannon Creek Dam. General discussion and Q and A with the committee. The project is at concept stage, and will evolve further as further investigations are carried out.</p>	



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<ul style="list-style-type: none"> <li>Green Infrastructure &amp; Sustainable Development Strategy (Presentation)</li> </ul>	<p>Stephen Timms and Jasmine Oakes (CVC Planning Staff)                      Steve and Jasmine gave an overview of the Draft Strategy. They will be looking for consultation on the draft strategy possibly in Oct-Nov or early next year. Stephen advised they are happy to come back to this committee once the strategy is out for consultation. General discussion by the committee.</p> <p>Cr Clancy - Need requirements in LEP not just DCP.                      Claire P- Issues with Grafton Waterfront land should have been revegetated as per old DA.                      Rob M – We need to put a value on green infrastructure.</p> <p>The Chair thanked Stephen and Jasmine for the presentation.</p>	



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<p><b>4. General Business</b></p> <p><b>1. Yamba Flood Plain Development</b></p>	<p>Cr Clancy gave an overview of filling on the floodplain especially around Yamba. Park Av is another site in Yamba with large fill requirements if approved by the Planning Panel. Council staff prepared a document on West Yamba, "West Yamba Urban Release Area Planning and Development Information Document" which went to the last (Aug 2022) Council meeting (Available as Council meeting attachments). This is a complex issue. Flooding may potentially occur elsewhere if these areas are filled as well as the hazards of bringing people into a flood zone when Yamba can be isolated for many days during a flood. Council needs to consider if it is sustainable development to continue to approve development / subdivisions on the floodplain.</p> <p>Leonie Blain – Recently been on a tour of Yamba and was shocked at the amount of filling occurring in and around Yamba.</p>	





<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
	<p><b>Motion</b> – <i>The ongoing threat of serious flooding in Yamba because of the immense amounts of fill being put in former wetlands in conjunction with climate generated extreme weather events is a major concern to many Yamba residents. As the agents instrumental in creating the fill problems, Council, along with the State Government have a responsibility to resolve the issue. The community Climate Change Advisory Committee urges Clarence Valley Councillors to advocate for re-zoning of vacant undeveloped land on the Yamba floodplain to RU1 and investigate the possibility of stopping any more fill coming into Yamba and lobby the Premier and State Government on floodplain development issues.</i></p> <p><b>Moved</b> Leonie B, <b>Seconded:</b> Helen G</p> <p><b>Carried unanimously</b></p>	



<i>Item</i>	<i>Discussion</i>	<i>Responsible person &amp; deadline</i>
<b>2. Electric Vehicles – Bi-directional Charging</b>	<p>Phil Hocking raised the benefits of EV bi-directional charging as an important energy storage method and moved the following:</p> <p><b>Motion</b> That CVC purchase plan for EV's consider bi-directional charging.</p> <p><b>Seconded:</b> Rob Mylechrest</p> <p><b>Carried</b></p>	
<b>5. Action List</b>	Action list to be updated	
<b>6. Date and venue of next meeting</b>	<p>Friday 21 October at Grafton Civic Centre or ELF.</p> <p>Please note that the above agreed date is not suitable for Council staff. Thursday 27 October is the suggested replacement date.</p>	
<b>7. Close</b>	Meeting closed at 12.40pm	



# Dundurrabin Community Centre

## Meeting Minutes & Discussion Notes

**Wednesday 7th September 2022 at 6pm meeting open 6.05pm**  
**Discussed upcoming events until Deb Thornhill arrived at 6.15pm**

### Attendance:

Attended at 6pm: Lesli Ayling, Tash Wilson, Pete Munro, Phil Sedgman, Rudy Kistler, Shakti Lade, Sally Clayton  
 Deb & Ken Thornhill at 6.15pm, Dylan Garson and Kirsty Ledger 6.30pm

**Apologies:** Sam Ayling, Leonie Pankhurst, Aimee Rush

Item for Discussion	Notes from Discussion	Person Responsible & Action to complete	Deadline (if required)
<b>1. Acceptance of previous minutes</b> <i>A motion to agree that the previous meeting's minutes are a true reflection of the meeting that happened.</i>	Accepted Tash Wilson	Seconded Phil Sedgman	
<b>2. Business arising</b> <i>Did we have to action anything from the last meeting? Did anything arise from those actions?</i>	Report from Medieval Night. Hall Hire \$110 owed  Rubber mat samples	Aimee Rush to forward to committee  Deb Thornhill	Deb to bring to market Sunday 9th Sept
<b>3. President's Report</b> This may include any Hall upgrade business.	Hall Upgrade - Over \$6000 still owed from BSBR grant held by CVC for pizza oven  Site visit by structural engineer and CVC project team to Dundurrabin	Deb Thornhill & Leslie Ayling - All receipts have been sent to CVC. Deb to follow up  Deb to follow up with Ellie from CVC	Date ????
<b>4. Secretary's Report &amp; Correspondence</b> Please include any correspondence here, too. List each item of correspondence as "inward" (communicating to the centre) and "outward"	CVC- Code of Conduct for s355 committees sent by Bligh Grant. Discussion of important parts. Printed copy available at hall.	Shakti tabled the Code of Conduct. Emailed to all committee members with agenda.	All committee members to read by next meeting on Oct 5th 2022

Item for Discussion	Notes from Discussion	Person Responsible & Action to complete	Deadline (if required)
<p>(communicating to a third party on behalf of the centre)</p> <p><b>4. Secretary's Report &amp; Correspondence cont.</b></p> <p>There should be a motion accepting all the correspondence items, and include any actions to arise from the correspondence.</p>	<p>Festival of Small Halls - Dundurrabin Com Centre cannot afford to be part of Spring tour</p> <p>Vinnies funded courses Chainsaw course for women and Fell Trees</p> <p>Vinnies has offered to fund extension of Water system in Cross St</p> <p>Helicopter Flight- very interesting to go up with people from Glenreagh and Nymboida. Devastating to see impact of recent logging on old growth forest saved during the 2019 fires</p>	<p>Shakti to send an email to FoSH Change email address and ask them to keep in touch for future tours. Shakti to organise</p> <p>Jo Cunningham &amp; Ken Thornhill to get quote</p> <p>Shakti tabled report Videographer came on the flights. Resilient Clarence to present to video and report to Dundurrabin Community at a future date Kath Kermod CVC</p>	<p>by next meeting on Oct 5th 2022</p> <p>28 &amp; 29 &amp; 30 Sept</p> <p>Shakti has sent quote to Vinnies 26th Sept</p> <p>November 2022?</p>
<p><b>5. Treasurer's report</b></p> <p>This should include:</p> <ul style="list-style-type: none"> <li>• the balance of the Committee's bank account as at the last report;</li> <li>• all transactions on that account since the last report;</li> <li>• the balance of the account as at the date of preparation of the report, which should not be more than 7 days prior to the date of the meeting;</li> <li>• a bank reconciliation. There should be a motion to accept the Treasurer's Report.</li> </ul>	<p>Over \$6000 still owed from BSBR grant held by CVC for pizza oven.</p> <p>Balance of Account \$1,065.72</p> <p>Reminder that \$2200 for outdoor kitchen was donated by Blicks Inc</p> <p>Set Up PaperBoys account</p> <p>Mailbox at Dundurrabin Community Centre</p>	<p>Leslie Ayling presented report. IGA and SPAR accounts have been paid upto date. Currently expenses are exceeding income Aimee Rush owes \$110 for hall hire for Medieval Night</p> <p>Leslie Ayling to do</p> <p>Cost \$240 - Leslie to order Dylan Garson to find out the actual number on Armidale Rd \$140 for food / Pizzas \$55 for hall hire</p>	<p>Treasurer's Report accepted by Deb Thornhill</p>

Item for Discussion	Notes from Discussion	Person Responsible & Action to complete	Deadline (if required)
<b>5. Treasurer's report continued</b>	<p>Invoice for Youth Forum Held on August 10th</p> <p>Rubber stamp with Hall details for cash receipts</p>	<p>Deb Thornhill to send to Allira or Giane</p> <p>Leslie Ayling to purchase</p>	
<b>6. Any other reports or events to discuss</b>	<p>Sally Clayton has resigned from Dundurrabin Community Centre Committee and tried to do a handover of her roles. Sally happy to help when needed.</p> <p>Shakti moved a motion of thanks for the dedication and hard work Sally has contributed to Dundurrabin Community Centre for last 8 years.</p>	<p>Tash Wilson can order and pick up supplies at IGA including Paperboys supplies.</p> <p>Dylan happy to open up hall and to clean up or get</p> <p>Krissy to do cleaning when needed.</p> <p>Sam Ayling to update events and hall hires on community online calendar.</p>	
<p><b>7. Community Centre Markets - Comments and Preparations</b> If discussion is required on the markets, this is a good place to note that discussion.</p>	<p>Aimee and Rudy not available for market on 9th September Menu - Pizza &amp; Pasta</p> <p>Fire pump &amp; sprinkler system training</p>	<p>Kirsty and Tash to do the kitchen for the market Dylan and Kirsty to put out and bring in Market signs</p> <p>Deb &amp; Ken Thornhill Photocopy manual &amp; keep in storeroom</p>	After markets on 9th September
<p><b>8. General Business</b> There is no need to record any discussion on any item of business, but you may do so if preferred. However, if the meeting wishes to make a decision on any matter raised,</p>	2 x pallets of pavers for outdoor kitchen \$200 & cover cost of fuel for collecting pavers	<p>Dylan &amp; Ken to collect Moved Dylan Seconded Pete Munro All agreed to cost of pavers &amp; fuel</p>	Wed 14th Sept

Item for Discussion	Notes from Discussion	Person Responsible & Action to complete	Deadline (if required)
<p><b>8. General Business continued</b> that decision should be framed as a motion and put to the meeting. Remember, <u>all motions must have a mover and a seconder.</u></p> <p><u>EXAMPLE:</u></p> <p>a. <b>Painting front door</b> b. <b>Changing coffee brand in kitchen</b> c. <b>Cutting new keys</b></p>	<p>ii) Logo design using Font from Dundurrabin sign</p> <p>iii) Screen printing at next market on 9th October - bring along light coloured Tshirt or bag</p> <p>iv) Solar Light for pizza area</p> <p>v) Paper and toner for printer</p> <p>Phil Sedgman tabled his resignation</p>	<p>Aimee Rush to do</p> <p>Phil and Rudy</p> <p>Moved Shakti Seconded Pete Munro All agreed to reimburse Phil \$70</p> <p>Sam or Leslie Ayling to buy with FRRR funding</p>	<p>Next meeting</p> <p>Sunday 9th October</p>
<p><b>9. Date and venue of next meeting</b> A date should be set for the next meeting.</p>		Wednesday 5th October at 6pm	
<p><b>10. Preparation of Agenda &amp; Minutes for next meeting</b></p>			
<p><b>11. Meeting Closed</b></p>	8pm		



**Coaldale Barretts Creek Hall Committee**  
Minutes of the meeting held at Coaldale Barretts Creek hall on  
30/7/2022 commencing at 6.30pm

Present :- Members, Cheryl and Jim Smith, Gloria and Michael Schuback , Allan, Peter and Melony Cox, Brian Nowell, Allan, Mitchell & Lyndall Reardon, Ellen Lever, Tangil Kinch Glenys & Indy Forrester, Steve Golding.  
Apologies:- Mary Golding, Fred Kinch

Item	Discussion	Responsible Person & Deadline
1	Adoption of Previous Minutes	Read by- Allan Reardon Mover- Melony Cox Seconder- Ellen Lever In the adoption of the minutes
2	Business Arising (from the minutes)	23 <sup>th</sup> 24 <sup>th</sup> 25 <sup>th</sup> May, Professional Dog Trapping course went well. Thank you to everyone who helped in preparations and serving for the 3 days. Email – Bligh Grant CVC – office bearers
3	Particular items of Business (list) (if wishing to make a decision a motion must be put to the meeting include the mover & seconder)	
4	General Business Any member may raise an issue or matter (if wishing to make a decision a motion must be put to the meeting include the mover & seconder)	Phone call- Chantelle from RFS Ulmara. Supply us with 2 new N stay gates and long hinge pins. Phone call- Robyn Vicary informed us they have picked them up. Ellie Young CVC- 2 emails about the electrician quotes. Darryl Smith was asked to do a quote on new Led lights etc. Coaldale Ball – 100 years 7.30 – 11.30 \$450 for 2 piece band. Super finger food

		<p>Family Dance          Tickets Family - \$25, Singles- \$10 Pensioner \$5          Fliers – Lyndall, Cheryl &amp; Melony.          Clean up- Saturday the 20<sup>th</sup> August 10am morning tea          Raffle Tickets          1<sup>st</sup> Prize 2 nights accommodation at arrawarra          2<sup>nd</sup> Prize          3<sup>rd</sup> Prize          (Norco, Pullens, McGregor Gooley )          Tea, Coffee &amp; Milk, disposable cups – Cheryl to purchase          Stamp- Coaldale Barretts Creek memorial hall          100<sup>th</sup> Balloons/ banner.</p>	<p>Mover:- Melony Cox          Secunder:- Ellen Lever</p> <p>Cheryl          Melony          Lyndall</p>
5	<p>Treasurers Report</p> <ul style="list-style-type: none"> <li>- balance of account as at last meeting</li> <li>- transactions on the account</li> <li>- balance on account (no more than 7 days prior to meeting)</li> <li>- a bank reconciliation</li> </ul>	<p>3<sup>rd</sup> June Power Bill \$146.08          Dog Trapping Course income:- \$3600.00          Jim Smith – Meat \$685 Lyndall Reardon \$588.21          Profit - \$2326.79          Closing Balance - \$2957.71</p>	<p>Treasurer:- Cheryl Smith</p>
6	<p>Correspondence          ( must include a motion to accept correspondence also included any decision the meeting has made)  <b>Inwards-</b>  <b>Outwards-</b></p>	<p>Emails – Council re- electrical quotes          - response from Daryl Smith</p>	
7	<p>Date &amp; Venue of Next Meeting</p>	<p>Venue:- Coaldale Barretts Creek Hall          Date:- 24<sup>th</sup> September 6.30pm followed by a smorgasbord.          Clean up- Saturday the 20<sup>th</sup> August 10am morning tea</p>	
8	<p>Preparation of Agenda &amp; Minutes for next meeting</p>	<p>Secretary</p>	<p>Secretary- Allan Reardon</p>
9	<p>Closure</p>	<p>Time Meeting Closed:- 7.30pm Meeting in September.</p>	

**Coaldale Barretts Creek Hall Committee**  
Minutes of the meeting held at Coaldale Barretts Creek Hall on  
24/9/2022 commencing at 6.50pm

Present: - Members, Cheryl and Jim Smith, Gloria and Michael Schuback, Peter and Melony Cox, Brian Nowell, Allan & Lyndall Reardon, Ellen Lever, Glenys & Indy Forrester, Steve Golding, Tim, Shyloe & Charlie Jackson. Deanna & Narelle Fernance (Clarence Landcare).  
Apologies: - Mary Golding, Mitchell Reardon.

Item	Discussion	Responsible Person & Deadline
1	Adoption of Previous Minutes	Read by- Allan Reardon Mover- Melony Cox Seconder- Ellen Lever In the adoption of the minutes
2	Business Arising (from the minutes)	Thank you to everyone who helped in preparations and serving for the 100years Dance/Ball. Tentative Booking for Dance in 2023.
3	Particular items of Business (list) (if wishing to make a decision a motion must be put to the meeting include the mover & seconder)	50 Years since the Coalcroft school closed. Date 27 <sup>th</sup> November, Sunday 10am start. BBQ- steaks & sausages, Steak \$10, Sausage \$4, Sandwiches, scones and slices. Egg and spoon race, 3-legged race, sack race. Clean up Saturday 26 <sup>th</sup> November 10am Morning Tea.
4	General Business Any member may raise an issue or matter (if wishing to make a decision a motion must be put to the meeting include the mover & seconder)	Coaldale Ball – 100 years 7.30 – 11.30 \$450 for 2-piece band. Supper finger food. A great night was had by all.  Cane Toad talk by Deanna from Clarence Landcare. Discussion of possible placing a freezer at the hall for disposal of Toads. Cane Toad tadpole jet black with a shorter tail.

		<p>If Dog is poisoned - Wipe mouth and then flush mouth and get to vets as soon as possible.</p> <p>Christmas Tree – December 10<sup>th</sup> at 6.30pm Santa- at 7pm Santa- Richard Timmins.</p>	
5	<p>Treasurers Report</p> <ul style="list-style-type: none"> <li>- balance of account as at last meeting</li> <li>- transactions on the account</li> <li>- balance on account (no more than 7 days prior to meeting)</li> <li>- a bank reconciliation</li> </ul>	<p>Dance – attendance 63 people. Door takings - \$500.00</p> <p>Raffles - \$643.00.</p> <p>Expenses – Band - \$450.00.</p> <p style="padding-left: 40px;">Sundries Tea and coffee - \$68.10.</p> <p style="padding-left: 40px;">Hall Stamp- \$47.90.</p> <p>Total Ball Expenses - \$566.00.</p> <p>Amount Banked - Profit \$577.55 plus \$15 donations from Anzac Day.</p> <p>2/9/ 2022 Power Bill Origin Energy \$170.16</p> <p>Balance \$3380.10</p>	Treasurer:- Cheryl Smith
6	<p>Correspondence ( must include a motion to accept correspondence also included any decision the meeting has made)</p> <p><b>Inwards-</b> <b>Outwards-</b></p>	<p>Emails – Council – Re financial statements</p> <p>Phone Call – Heidi from LLS re-certain they are getting funding for pest animal management funding to do professional baiting/trapping with pest feral animals. In the case landholders are unable to do it for themselves they can assist.</p> <p>After 4 years of having difficulty with getting Parks to do baiting. They have finally got Peter Ellem from Glen Innes a professional baiter to do some baiting some weeks ago. It was a 1 off baiting program.</p>	Allan Reardon
7	Date & Venue of Next Meeting	<p>Venue:- Coaldale Barretts Creek Hall</p> <p>Date:- 26<sup>th</sup> November 10 am followed by morning Tea.</p> <p>Clean up- Saturday the 25<sup>th</sup> November 10am morning tea</p>	
8	Preparation of Agenda & Minutes for next meeting	Secretary	Secretary- Allan Reardon
9	Closure	Time Meeting Closed: - 7.50pm Meeting at clean up day Saturday 25 <sup>th</sup> November.	

## Coaldale &amp; Barretts Creek Memorial Hall

End of Year Financial

July 2021/ July 2022

Balance 1 July 2021 \$11,175.65

	Debit	GST	Credit
Origin	\$146.65	\$13.33	
Origin	\$131.75	\$11.98	\$50.67 CVC
Origin	\$170.92	\$15.54	\$3,600.00 Local land
Origin	\$146.08	\$13.28	service
Grafton			
Signet	\$550.00	\$50.00	Gold lettering for honour board.
B & S			
Kitchen	\$5,203.20	\$473.02	
	\$3,468.80	\$315.34	
Ryder	\$1,328.00	\$118.20	
Plumbing			
	<u>\$11,145.40</u>	<u>\$1,010.69</u>	

Closing balance 30 June 2022 \$4,230.92

## Lanitza/Kungala Community Hall Committee.

Meeting 12/10/22

Meeting Start 4.20pm

660 Parker Road Lanitza

Welcome to Country.

Attendance: Adam Kelly, Jack Gaddy, Ray Morris, Fiona Sharp, Brian Sharp, Graham Lavis, Sid Kelly and Morris James.

Agenda:

Minutes from the previous meeting accepted and moved by Graham Lavis seconded Jack Gaddy.

Business arising from those minutes.. Bank Account to be started at Greater Bank.

Treasurer's report: N/A.

Correspondence: Email from Bligh Grant regarding Constitution Acceptance.

General Business: Acceptance of Constitution voted on and accepted as is. All agreed..

Date of next meeting 30/10/22 at 1.00pm.

Meeting closed 4. 45 pm.