

Ordinary Council Meeting

25 July 2023

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These attachments to be retained for Council Meeting

**Audit, Risk and
Improvement
Committee (ARIC)**
**Terms of
Reference 2022-
2023**
April 2023



TERMS OF REFERENCE

Clarence Valley Council has established an audit, risk and improvement committee in compliance with section 428A of the *Local Government Act 1993*. These terms of reference set out the Committee's objectives, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements.

OBJECTIVE

The objective of Clarence Valley Council's audit, risk and improvement committee is to provide independent assurance to council by monitoring, reviewing and providing advice about the council's governance processes, compliance, risk management and control frameworks, external accountability obligations and overall performance.

INDEPENDENCE

The Committee is to be independent to ensure it has no real or perceived bias or conflicts of interest that may interfere with its ability to act independently and provide council with robust, objective and unbiased advice and assurance.

The Committee is to have an advisory and assurance role only and is to exercise no administrative functions, delegated financial responsibility or any management functions of the council. The Committee will provide independent advice to the council that is informed by the council's internal audit and risk management activities and information and advice provided by staff, relevant external bodies and subject matter experts.

The Committee must always ensure it maintains a direct reporting line to and from the council's internal audit function and act as a mechanism for internal audit to report to the council and general manager on matters affecting the performance of the internal audit function.

AUTHORITY

Clarence Valley Council authorises the Committee, for the purposes of exercising its responsibilities, to:

- access any information it needs from the council
- use any council resources it needs
- have direct and unrestricted access to the general manager and senior management of the council
- seek the general manager's permission to meet with any other council staff member or contractor
- discuss any matters with the external auditor or other external parties
- request the attendance of any employee at committee meetings, and
- obtain external legal or other professional advice in line with council's procurement policies

Information and documents pertaining to the Committee are confidential and are not to be made publicly available. The Committee may only release council information to external parties that are assisting the Committee to fulfil its responsibilities with the approval of the general manager, except where it is being



provided to an external investigative or oversight agency for the purpose of informing that agency of a matter that may warrant its attention.

COMPOSITION AND TENURE

The Committee consists of an independent chair and two independent members who have voting rights and one non-voting councillor, as required under the *Guidelines for risk management and internal audit for local government in NSW*.

The council is to appoint the Chair and members of the Committee. Current committee members are:

Neville Parsons	Independent chair (voting)
Barry Ford	Independent member (voting)
Christine Tyler	Independent member (voting)
Cr. Peter Johnstone	Councillor member (non-voting)

All committee members must meet the independence and eligibility criteria prescribed in the *Guidelines for risk management and internal audit for local government in NSW*.

Members will be appointed for a four-year term. Members can be reappointed for a further term, but the total period of continuous membership cannot exceed eight years. This includes any term as Chair of the Committee. Members who have served an eight-year term (either as member or Chair) must have a two-year break from serving on the Committee before being appointed again. To preserve the Committee's knowledge of council, ideally, no more than one member should retire from the Committee because of rotation in any one year.

The terms and conditions of each member's appointment to the committee are to be set out in a letter of appointment. New members will be thoroughly inducted to their role and receive relevant information and briefings on their appointment to assist them to meet their responsibilities.

Prior to approving the reappointment or extension of the Chair's or an independent member's term, the council is to undertake an assessment of the Chair's or committee member's performance. Reappointment of the Chair or a committee member is also to be subject to that person still meeting independence and eligibility requirements.

Members of the Committee must possess and maintain a broad range of skills, knowledge and experience relevant to the operations, governance and financial management of council, the environment in which council operates, and the contribution that the Committee makes to the council. At least one member of the Committee must have accounting or related financial management experience with an understanding of

accounting and auditing standards in a local government environment. All members should have sufficient understanding of the council's financial reporting responsibilities to be able to contribute to the Committee's consideration of the council's annual financial statements.

ROLE

As required under section 428A of the *Local Government Act 1993 (the Act)*, the role of the Committee is to review and provide independent advice to the council regarding the following aspects of the council's operations:

- compliance
- risk management
- fraud control
- financial management
- governance
- implementation of the strategic plan, delivery program and strategies
- service reviews
- collection of performance measurement data by the council, and
- internal audit.

The Committee must also provide information to the council for the purpose of improving council's performance of its functions.

The Committee's specific audit, risk and improvement responsibilities under section 428A are outlined in **Appendix 1**- Schedule 1

The Committee will act as a forum for the council's internal audit function and oversee its planning, monitoring, and reporting to ensure it operates effectively.

The Committee has no power to direct external audit or the way it is planned and undertaken but will act as a forum for the consideration of external audit findings.

The Committee is directly responsible and accountable to the council for the exercise of its responsibilities. In carrying out its responsibilities, the Committee must at all times recognise that primary responsibility for management of the council rests with the council and the general manager.

The responsibilities of the Committee may be revised or expanded in consultation with, or as requested by, the council from time to time.

RESPONSIBILITIES OF MEMBERS

Independent members

The Chair and members of the Committee are expected to understand and observe the requirements of the *Guidelines for risk management and internal audit for local government in NSW*. Members are also expected to:

- make themselves available as required to attend and participate in meetings
- contribute the time needed to review and understand information provided to it
- apply good analytical skills, objectivity and judgement
- act in the best interests of the council
- have the personal courage to raise and deal with tough issues, express opinions frankly, ask questions that go to the fundamental core of the issue and pursue independent lines of inquiry
- maintain effective working relationships with the council
- have strong leadership qualities (Chair)
- lead effective committee meetings (Chair), and
- oversee the council's internal audit function (Chair).

Councillor members

To preserve the independence of the Committee, the councillor member of the Committee is a non-voting member. Their role is to:

- relay to the Committee any concerns council may have regarding the council and issues being considered by the Committee
- provide insights into local issues and the strategic priorities of the council that would add value to the Committee's consideration of agenda items
- advise the council (as necessary) of the work of the Committee and any issues arising from it, and
- assist the council to review the performance of the Committee.

Issues or information the councillor member raises with or provides to the Committee must relate to the matters listed in **Appendix 1- Schedule 1** and issues being considered by the Committee.

The councillor member of the Committee must conduct themselves in a non-partisan and professional manner. The councillor member of the Committee must not engage in any conduct that seeks to politicise the activities of the Committee or the internal audit function or that could be seen to do so.

If the councillor member of the Committee engages in such conduct or in any other conduct that may bring the Committee and its work into disrepute, the Chair of the Committee may recommend to the council, that the councillor member be removed from membership of the Committee. Where the council does not agree to the Committee Chair's recommendation, the council must give reasons for its decision in writing to the Chair.

Conduct

Independent committee members are required to comply with the council's code of conduct

Complaints alleging breaches of council's code of conduct by an independent committee member are to be dealt with in accordance with the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*. The general manager must consult with the council before taking any disciplinary action against an independent committee member in response to a breach of the council's Code of Conduct.

Conflicts of Interest

Once a year, Committee members must provide written declarations to the council stating that they do not have any conflicts of interest that would preclude them from being members of the Committee. Independent committee members are 'designated persons' and must also complete and submit returns of interest.

Committee members and observers must declare any pecuniary or non-pecuniary conflicts of interest that may have in a matter being considered at the start of each meeting or as soon as they become aware of the conflict of interest. . Where a committee member or observer declares a pecuniary or a significant non-pecuniary conflict of interest, they must remove themselves from Committee deliberations on the issue. Details of any conflicts of interest declared at meetings must be appropriately minuted.

Standards

Committee members are to conduct their work in accordance with the International Standards for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors and Australian Risk Management Standard ISO 31000 where applicable.



WORKPLANS

The work of the Committee is to be thoroughly planned and executed. The Committee must develop a strategic plan every four years to ensure that all matters listed in **Appendix 1- Schedule 1** are reviewed by the Committee and considered by the internal audit function when developing their risk-based program of internal audits. The strategic work plan must be reviewed at least annually to ensure it remains appropriate.

The Committee may, in consultation with the council vary the strategic work plan at any time to address new or emerging risks. The council may also, by resolution, request the Committee to approve a variation to the strategic work plan. Any decision to vary the strategic work plan must be made by the Committee.

The Committee must also develop an annual workplan to guide its work, and the work of the internal audit function, over the forward year.

The Committee may, in consultation with the council, vary the annual work plan to address new or emerging risks. The council may also, by resolution, request the Committee to approve a variation to the annual work plan. Any decision to vary the annual work plan must be made by the Committee.

When considering whether to vary the strategic or annual work plans, the Committee must consider the impact of the variation on the internal audit function's existing workload and the completion of pre-existing priorities and activities identified under the workplan.

ASSURANCE REPORTING

The committee must regularly report to council to ensure that it is kept informed of matters considered by the committee and any emerging issues that may influence the strategic direction of the council or the achievement of the council's goals and objectives.

The committee will provide an update to the council and the general manager of its activities and opinions after every committee meeting.

The committee will provide an annual assessment to the council and the general manager on the committee's work and its opinion on how the council is performing.

The committee will provide a comprehensive assessment every council term of the matters listed in Schedule 1 to the council and the general manager.

The committee may at any time report to the council or the general manager on any other matter it deems of sufficient importance to warrant their attention. The mayor and the chair of the committee may also meet at any time to discuss issues relating to the work of the committee.

Should the council require additional information, a request for the information may be made to the chair by resolution. The chair is only required to provide the information requested by the council where the chair is satisfied that it is reasonably necessary for the council to receive the information for the purposes of performing its functions under the Local Government Act. Individual councillors are not entitled to request or receive information from the committee.

ADMINISTRATIVE ARRANGEMENTS

Meetings

The Committee will meet at least 4 times per year, including a special meeting to review the council's financial statements.

The Committee can hold additional meetings when significant unexpected issues arise, or if the Chair is asked to hold an additional meeting by a committee member, the general manager or the council.

Committee meetings can be held in person, by telephone or videoconference. Proxies are not permitted to attend meetings if a committee member cannot attend.

A quorum will consist of a majority of independent voting members. Where the vote is tied, the Chair has the casting vote.

The Chair of the Committee will decide the agenda for each committee meeting. Each committee meeting is to be minuted to preserve a record of the issues considered and the actions and decisions taken by the Committee.

The general manager and the internal audit officer should attend committee meetings as non-voting observers. The external auditor (or their representative) is to be invited to each committee meeting as an independent observer. The Chair can request the council's Manager Finance & Systems, Coordinator Safety and Risk, Directors, Managers, any councillors, any employee/contractor of the council and any subject matter expert to attend committee meetings. Where requested to attend a meeting, persons must attend the meeting where possible and provide any information requested. Observers have no voting rights and can be excluded from a meeting by the Chair at any time.

The Committee can hold closed meetings whenever it needs to discuss confidential or sensitive issues with only voting members of the committee present.

The Committee must meet separately with both the Internal Audit Officer and the council's external auditor at least once per year.

Dispute Resolution

Members of the Committee and the council's management should maintain an effective working relationship and seek to resolve any differences they may have in an amicable and professional way via discussion and negotiation.

In the event of a disagreement between the Committee and the general manager or other senior managers, the dispute is to be resolved by the council.

Unresolved disputes regarding compliance with statutory or other requirements are to be referred to the Secretary of the Department of Planning, Industry and Environment in writing.

Secretariat

The general manager will nominate a staff member to provide secretariat support to the Committee. The secretariat will ensure the agenda for each meeting and supporting papers are circulated after approval from the Chair at least one week before the meeting and ensure that minutes of meetings are prepared and maintained. Minutes must be approved by the Chair and circulated within 2 weeks of the meeting to each member.

Resignation and Dismissal of Members

Where the Chair or a Committee member is unable to complete their term or does not intend to seek reappointment after the expiry of their term, they should give 4 weeks notice to the Chair and the council prior to their resignation to enable the council to ensure a smooth transition to a new chair or committee member.

The council can, by resolution, terminate the appointment of the chair or an independent committee member before the expiry of their term where the individual has:

- breached the council's Code of Conduct
- performed unsatisfactorily or not to expectations
- declared, or is found to be in, a position of a conflict of interest which is unresolvable.
- been declared bankrupt or found to be insolvent
- experienced an adverse change in business status
- been charged with a serious criminal offence
- been proven to be in a serious breach of their obligations under any legislation, or
- experienced an adverse change in capacity or capability

The position of a councillor member on the Committee can be terminated at any time by the council via resolution.

Review Arrangements

At least once every council term the council must review or arrange for an external review of the effectiveness of the Committee.

These terms of reference must be reviewed annually by the Committee and once each council term by the council. Any substantive changes are to be approved by the council.

FURTHER INFORMATION

For further information on Clarence Valley Council's audit, risk, and improvement committee contact Neville Parsons- Independent chair on neville.parsons1@outlook.com or by phone (0418 653 945)

Reviewed by Chair of the audit, risk and improvement committee: May/2023

Endorsed by council

Next review date: April 2024

ATTACHMENTS

Attachment 1- Schedule 1- Audit, risk and improvement committee responsibilities



Attachment 1-
Schedule 1 ARIC Res

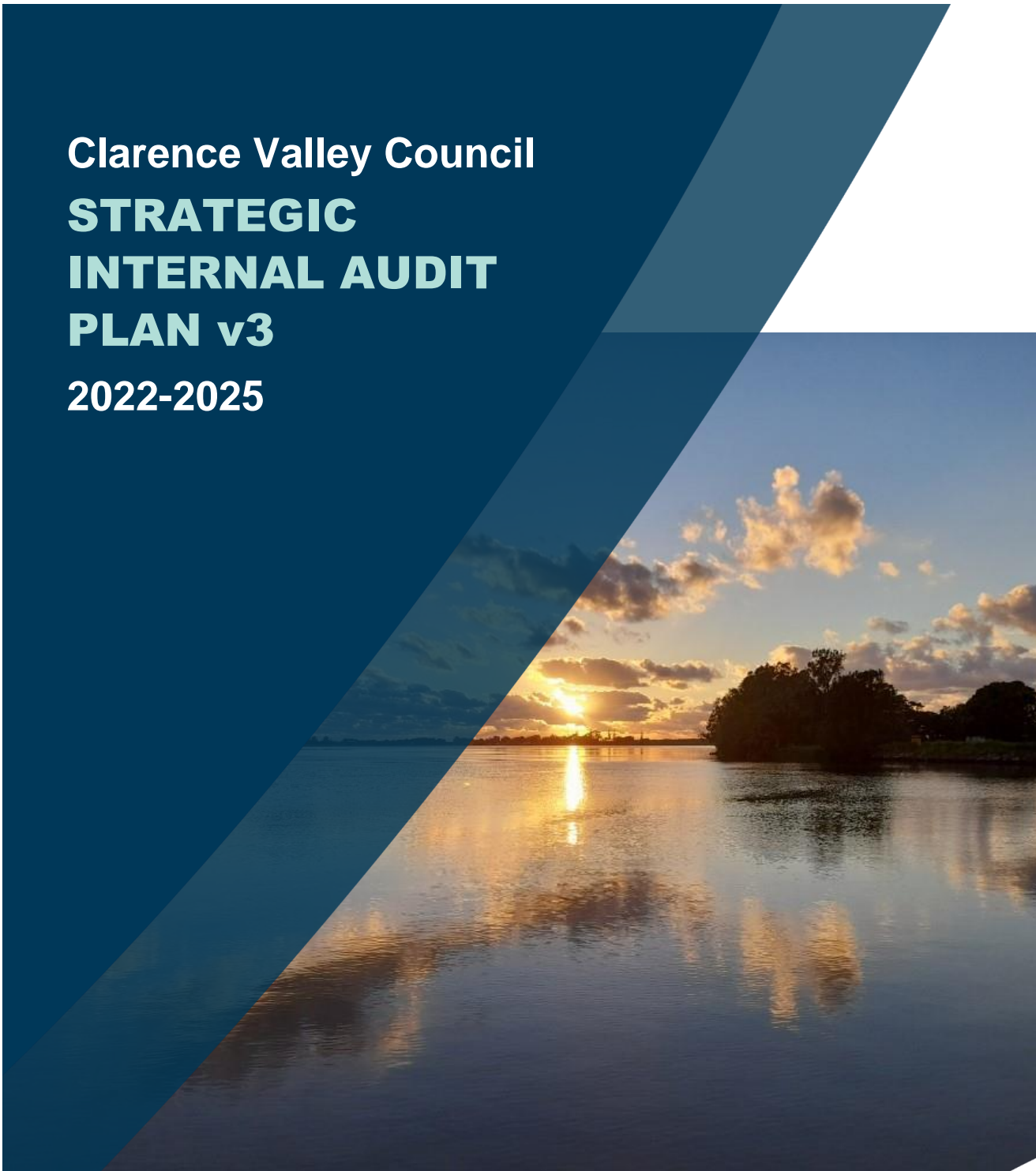
Attachment 2- Code of Conduct

[Code of Conduct | Clarence Valley Council \(nsw.gov.au\)](#)

Attachment 3- International Standards for the Professional Practice of Internal Auditing

[International Professional Practices Framework \(IPPF\) | The IIA](#)

Clarence Valley Council
STRATEGIC
INTERNAL AUDIT
PLAN v3
2022-2025



STRATEGIC



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1. EXECUTIVE SUMMARY

1.1. Introduction

The Guidelines for Risk Management and Internal Audit for Local Government in NSW requires council's Audit, Risk and Improvement committee (ARIC) to develop a Strategic risk-based Internal Audit plan to ensure that all the matters listed in section 428A of the Local government Act are reviewed by the committee and internal audit function over each council term.

This Strategic 3-year Internal Audit Plan is aligned with the Council's Integrated Planning and Reporting Framework and has been developed to provide the internal audit direction for Clarence Valley Council for the next three years.

This plan has been developed by the ARIC in consultation with a wide variety of executives, general manager, internal audit officer and other staff from many sections across Council and it will be adopted by the Council at the start of the council term.

The plan is required to be reviewed and updated on an annual basis or when considered necessary by the ARIC to ensure that Internal Audit reviews are still aligned with any critical strategic and operational risks identified within Council.

1.2. Objectives

The objective of the Strategic 3-year plan is to direct audit resources in an efficient manner to provide assurance that key risks are being managed effectively.

The main goal of this Strategic 3-year plan is to ensure that the following items listed in section 428A of the Local Government Act are reviewed by the committee and internal audit function over each council term:

- whether the council is complying with all necessary legislation, regulations and other legal requirements
- the adequacy and effectiveness of the council's risk management framework, fraud and corruption prevention activities, financial management processes, and the council's financial position and performance
- the council's governance arrangements
- the achievement by the council of the goals set out in the council's community strategic plan, delivery program, operational plan and other strategies
- how the council delivers local services and how it could improve the performance of its functions more generally

- the collection of performance measurement data by the council, and
- any other matters prescribed by the Local Government Regulation (including internal audit).

1.3. Sources

The sources used to produce this strategic 3-year risk-based plan derived from:

- Council's strategic goals, objectives and priorities from the Community Strategic Plan, Delivery program and Operational Plan
- Council's risk management framework
- Knowledge of operations and internal controls
- Key findings or risks raised in previous internal and external audits
- Business improvement reviews
- External factors, industry trends and emerging issues
- Special requirements from the Executives and the Audit, Risk, and Improvement Committee

1.4. Key Organisational Issues and Risks

The key organisational issues and risks faced by council identified are as follow:

- Sustainable Council – long term sustainability of council that is fit for the future;
- Asset management – continued refinement of asset management plans and long-term financial plans and funding of infrastructure needs;
- Strategic planning – Supportive and entrepreneurial approach to development to continue to support growth tempered by increased environmental regulation and constraint;
- WHS – continued compliance and maintaining a mature safety culture;
- Corporate governance – expansion of Internal Audit presence and direction, workforce succession planning and management, Councillor induction, Governance panel, ethic statements, fraud assessment and KPI's.
- Risk assessment management – Implement risk management strategy and increase scope of risk management function
- Managing community service expectations – sporting facilities, pools, caravan parks, reserves, airports, community services, etc.

- Delivering value to the community – procurement, project management, contract management, fleet management and Human Resource management.

1.5. Risk Appetite Statement

Purpose

The purpose of this Risk Appetite Statement is to establish some broad parameters around the amount and type of risk that Clarence Valley Council is willing to take to meet its strategic and operational objectives. It provides guidance for management and elected representatives on how to approach the management and treatment of risks that are inherent in undertaking Council activities. The parameters of risk tolerance are not exhaustive and aim to guide management when making important decisions.

Definitions

Low – No appetite. Risks are to be minimised, eliminated, or controlled to as low as reasonably possible with available resources and in accordance with legislative requirements.

Moderate – Some appetite for risk. Risks should be managed within tolerance levels. Some elevated level of risk may be acceptable to achieve specified outcomes.

High – Considerable appetite for risk. Pursue innovation, large projects and higher reward opportunities despite higher levels of inherent and sometimes residual risk

Risk Category	Context	Risk Appetite	Risk Tolerance
Financial	<p>Council recognises the financial risks involved in delivering a wide range of services, programs and capital projects to meet the needs of the local community. Council is committed to operating in a financially responsible and sustainable manner in the long-term interests of the community.</p> <p>Council has a low appetite for risks to financial sustainability.</p>	Low	<p>Council will not tolerate:</p> <ul style="list-style-type: none"> ▪ Maladministration, misuse or waste of project funds or resources. ▪ Decisions that have a significant negative impact on Council's financial sustainability. ▪ Deterioration of Financial Sustainability metrics below benchmark. ▪ Financial decisions without appropriate consideration of risk implications. ▪ Material misstatement in financial accounts. ▪ Breach of financial policies and delegations. ▪ Insurable financial losses greater than \$150K <p>Council can tolerate:</p> <ul style="list-style-type: none"> ▪ Minor unforeseen / unavoidable cost variations up to 10% of business unit budget or \$150K corporate budget to meet community needs or pursue community development opportunities ▪ Projects variance of up to 5% is generally acceptable. ▪ Short-term deterioration of financial sustainability in order to improve medium to long term financial sustainability or other sustainability metrics.
People	<p>Council is committed to a safety focused workplace culture to ensure the wellbeing of our staff and the community. Council also recognises that its biggest and most valuable assets are its people. Council are committed to being inclusive, treating people with courtesy and fairness, and ensuring each individual is valued and heard.</p> <p>Council has no appetite for work practices, actions or inactions that compromise the wellbeing and safety of people - including staff, contractors and community.</p>	Low	<p>Council will not tolerate:</p> <ul style="list-style-type: none"> ▪ Practices that knowingly compromise staff well-being, workplace or public safety (including intimidation, harassment, verbal abuse or discrimination). ▪ Activities that result in reasonably foreseeable and preventable fatalities, harm, serious injuries or illnesses to people. ▪ Unsafe infrastructure / community assets not repaired or restored promptly. <p>Council can tolerate:</p> <ul style="list-style-type: none"> ▪ Minor unforeseen incidents or injuries that that arise from time to time in the course of undertaking normal activities. ▪ Minor morale issues relating to improving workforce performance. ▪ Minor staff grievances that can be dealt with through normal internal mechanisms. ▪ Practices that are not in line with best practice as long as public safety is not compromised.



Risk Category	Context	Risk Appetite	Risk Tolerance
Environmental	<p>Council recognises the importance of management of the Clarence's natural environment for current and future generations. Council is committed to delivering services in an environmentally sustainable manner. Council recognises the importance of water and waste management, design and planning, and protection of the environment.</p> <p>Council has a low appetite for environmental damage arising from normal business activities.</p>	Low	<p>Council will not tolerate:</p> <ul style="list-style-type: none"> ▪ Decisions, activities and practices that result in long term or irrevocable environmental damage, threatens extinction of flora and fauna or is hazardous to human life. ▪ Decisions that do not consider the principles of ecologically sustainable development. ▪ Activities and practices that knowingly compromise the environment and are reasonably foreseeable and preventable. <p>Council can tolerate:</p> <ul style="list-style-type: none"> ▪ Environmental impacts offset by other activity resulting in a net environmental benefit. ▪ Minor environmental impacts from uncontrollable or unforeseen events.



Risk Category	Context	Risk Appetite	Risk Tolerance
Governance & Reputation	<p>Council recognises the importance of protecting its reputation. Council is committed to good governance and effective risk management and strives for excellence in the delivery of services. Council will engage with our staff and community to inform our decision making and create awareness of our activities.</p> <p>Council has a low appetite for reputation risk and understands that negative publicity may occur as a consequence of making decisions in an environment where there are competing stakeholder priorities and interests.</p>	Low	<p>Council will not tolerate:</p> <ul style="list-style-type: none"> ▪ Improper, unethical, corrupt, unprofessional behaviour or failure to exercise respect and duty of care in accordance with council values (Safety, Teamwork, Respect, Integrity, Value, Engagement) ▪ Material breaches of the Code of Conduct. ▪ Failure to uphold the probity of council decision-making. ▪ Any failure to avoid or appropriately manage conflicts of interest. ▪ Decision-making that is not open, honest and transparent or that does not reflect the long-term interests of the community ▪ Inadequate consultation with key stakeholders that results in a loss of confidence in Council's capabilities. ▪ Concerns and complaints that are not responded to in a prompt and professional manner. <p>Council can tolerate:</p> <ul style="list-style-type: none"> ▪ Moderate adverse media scrutiny or a number of complaints relating to action which delivers a benefit to the community. ▪ Isolated minor incidents, concerns and complaints that can be resolved by day-to-day management.



Risk Category	Context	Risk Appetite	Risk Tolerance
Service & Project Delivery	<p>Council is committed to delivering services in an efficient and effective manner. These services depend on systems, third parties and people.</p> <p>Council is prepared to take a moderate level of risk to enhance service delivery.</p>	Moderate	<p>Council will not tolerate:</p> <ul style="list-style-type: none"> ▪ Failure to escalate critical essential service outages (water & sewerage, information technology) within 2 hours to a Director. ▪ Loss of corporate knowledge that results in service interruptions and impacts key stakeholders. ▪ Failure to develop plans to respond to disruption of critical functions <p>Council can tolerate:</p> <ul style="list-style-type: none"> ▪ Unforeseen interruptions from uncontrollable events of up to 3 days where Council responds and communicates promptly to impacted stakeholders. ▪ Minor reputational impact from one-off community complaints relating to service quality. ▪ Moderate impacts to service delivery due to implementation of new technology or projects.



1.6 Strategic and Operational Risks Status (Out of Risk Appetite)

Areas assessed as being of High and Moderate residual risk rating and out of risk appetite accordance to the Council's risk register have been identified for inclusion in the internal audit plan for 2022-2025:

Internal Audit Review	Internal Audit Review Objective	Assessed Risk	Residual Risk Rating	Within Risk Appetite? (based on Item 1.5)	Risk Register
Review of Work Health and Safety Management	Review Council's compliance with WH&S policies and procedures	High	Moderate	No - Escalate	Strategic
Review of Environmental Management	Review of the effectiveness of Council's environmental management plans	High	Moderate	No - Escalate	Strategic
Review of Financial Management	Review Council's compliance with accounting standards and external accountability	High	Moderate	No - Escalate	Strategic
Review of Asset Management	To review the completeness and accuracy of data collected on Council's infrastructure and the adequacy of the short- and long-term asset management plans.	Extreme	Moderate	No - Escalate	Operational
Review of Budget Preparation- Budget planning- Budget Management	Review Council's budget planning processes and procedures	Extreme	Moderate	No - Escalate	Operational
Business Continuity Management (Plan)	To review Business Continuity Processes and plans and management of critical functions	Extreme	Moderate	No - Escalate	Strategic
Review Hazardous Materials	To review council's compliance with the management of hazardous materials	Extreme	Moderate	No - Escalate	Operational



Internal Audit Review	Internal Audit Review Objective	Assessed Risk	Residual Risk Rating	Within Risk Appetite? (based on Item 1.5)	Risk Register
On site- Sewage management system	To review council's compliance with the On-site Sewage management strategy, policy and controls in place	Extreme	Moderate	No - Escalate	Operational

1.7 Other Areas Identified for Review by Executive

Proposed internal areas/processes reviews identified for review by Executives.

Internal Audit Review	Scope
Holiday Parks Management (part of service review)	To review current management practices
Cemetery Review (part of service review)	To consider options and feasibility of those options for outsourcing and efficiency gains.
Lease/ Licences Agreements	To review management of the tenure of Council owned or managed land for compliance with legislation and market relativity
Internal Controls Process Review	To review the effectiveness of Council's internal controls as per the Strategic Risk Register
Public Interest Disclosure (PID) Process Review	To Review the implementation of the PID process based on the new Act that is coming in October/2023

1.8 Other Areas Currently under review

Other internal areas/processes currently under review requested by Executives.

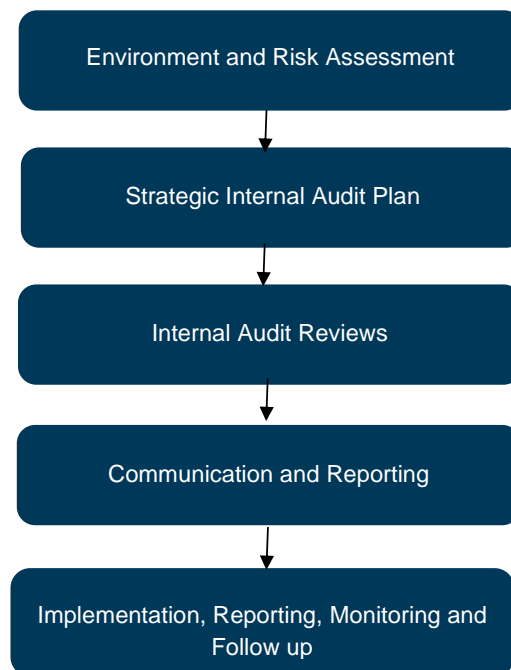
Areas Currently under Review	Scope	Reviewed by
Risk Management process review	Review Risk Management Framework, register and controls implemented to mitigate risks identified	It has been under review by the Internal Audit Officer and Coordinator Safety and Risk



Areas Currently under Review	Scope	Reviewed by
Policy Review process	Review current policy process, framework, and registers	It has been under review by the Internal Audit Officer/Governance Officer
Legislative Compliance process	Review current framework and legislative compliance register	It has been under review by the Internal Audit Officer/ Governance Officer
States Archive process	Review agreed actions from State Archive audit	It has been under review by NSW State Archives

2. INTERNAL AUDIT APPROACH

The internal audit approach can be described in the following diagram:



2.1 Environment and Risk Assessment

The aim of the environment and risk assessment is to determine what the key risks are which may prevent Council from achieving their objectives. It involves:

- reviewing of council's strategic goals and objectives
- taking account of the risks identified in the strategic and operational risk register



- focusing on areas where the residual risk rating is High or Moderate
- considering the risk mitigation strategies developed for 2021-2022
- considering key findings or risks raised in previous internal and external audits
- undertaking workshop with executives and the audit, risk and improvement committee on the risk to achieving Council's objectives

2.2 Strategic Internal Audit Plan

The strategic internal audit plan reflects the outcome of the Environment and Risk Assessment and discussions with executives and the audit, risk and improvement committee. In the first and second year, internal audit activities are likely to focus on high and medium residual risks. In addition, if management or the audit, risk and improvement committee have areas of immediate concern, these are also addressed.

The strategic internal audit plan is risk based and linked to the council's strategic goals. This plan is flexible and can be easily modified at any time to address new or emerging risks by the audit, risk and improvement committee in consultation with Council.

This plan will assist Council to provide assurance in the following key areas:

- review of accuracy and integrity of management and financial information
- review of compliance with all relevant legislation, policies, and procedures
- implementation of the strategic plan, delivery program and strategies
- review of the economy, efficiency and effectiveness of operations including non-financial controls within the organisation
- review of safeguarding and security over the assets of the organisation
- assessment of the effectiveness of risk management
- procurement and cost control – including contracts, project and workforce management
- other audits, reviews or testing as required.



2.3 Internal Audit Reviews

Internal audit reviews will be conducted based on council's internal audit charter, which provides a framework to guide how internal audit reviews will be undertaken by council and how to measure its effectiveness. This charter is to be approved by Council after endorsement by the audit, risk, and improvement committee.

The internal audit charter, includes, but not limited to:

- scope of the assessment
- writing internal audits and developing of work plans
- performing internal audit reviews
- audit techniques used
- communicating results
- writing audit reports
- monitoring the implementation of corrective actions

2.4 Communication and Reporting

- A report will be provided to the audit, risk and improvement committee following the completion of each internal audit review.
- Quarterly reports and updates will be provided to the audit, risk and improvement committee of the internal audit activities completed during that quarter, progress in implementing the strategic internal audit plan and progress made implementing corrective actions
- An annual report will be provided to the audit, risk and improvement committee on the progress status of the strategic internal audit plan and internal audit activities completed during that year.



- An annual assessment will be conducted for continuous improvement and to identify of impacts of any emerging issue/risk in the strategic direction of the plan.

2.5 Implementation, Reporting, Monitoring and Follow up

The implementation process incorporates a continuous improvement program, that includes the revision of business processes following approval of the recommendations, the development detailed action plans and initiation of individual projects to improve processes.

Assessment for continuous improvement:

- Monitor the implementation of corrective actions that arise from the findings of audits
- Establish a quality assurance and a continuous improvement program which includes ongoing monitoring and periodic self -assessments
- Establish an internal audit finding register to track and monitor improvements and agreed actions.



3. INTERNAL AUDIT PLAN

The environment and risk assessment process has been conducted and was consistent with the method as outlined in the appropriate standard (ISO 31000).

Following the assessment of risk, business process reviews were identified in accordance with the internal audit approach discussed in this document. Following further detailed discussions with the internal, audit and risk committee, the strategic internal audit plan was determined for the years 2022-2024.



3.1 Internal Audit Plan 2022-2024

Areas assessed as being of high and moderate residual risk rating are outlined below.

Internal Audit Review	Review Timing	Indicative Scope	Residual Risk Rating	Frequency	2022 - 2023	2023 - 2024	2024 - 2025	Hours (approx.)	Audit Approach
Review of Environmental Management	1 st Quarter	<ul style="list-style-type: none"> - Coastal Zone Management Plan - North Coast Climate Change Adaption Plan - Economic Development Strategy - Resilience and Recovery Plans 	Moderate	Every 4 years	✓			86	Outsourced
Review of Work Health and Safety Management	2 nd Quarter	<ul style="list-style-type: none"> - WH&S Management Plan - WH&S policies and procedures - WH&S roles and responsibilities - WH&S Training and education programs - WH&S reviews and auditing 	Moderate	Every 4 years	✓			78	Outsourced
Payroll/ HR Reporting	3 rd Quarter	<ul style="list-style-type: none"> - Information/data in Council's payroll and HR system - Management Reporting 	N/A	Every 4 years	✓			30	Outsourced
Review of Budget Preparation- Budget planning- Budget Management	4 th Quarter	<ul style="list-style-type: none"> - Budget Planning Process - Budget Management Meetings - Budget Management Variation process 	High	Every 4 years	✓			100	Outsourced
On-Site Sewage Management System	1 st Quarter	<ul style="list-style-type: none"> - To review compliance with the On-Site Sewerage Management Strategy and policy 	Moderate	Every 8 years		✓		40	Outsourced
Business Continuity Management (Plan)	2 nd Quarter	<ul style="list-style-type: none"> - Business Continuity Processes and plans - Management of critical functions - Incident Response Plans - Property and work insurance - Emergency response process (staff availability) and assets repairs process 	Moderate	Every 4 years		✓		77	Outsourced

Internal Audit Review	Review Timing	Indicative Scope	Residual Risk Rating	Frequency	2022 - 2023	2023 - 2024	2024 - 2025	Hours (approx.)	Audit Approach
Review of Asset Management	3 rd Quarter	- Asset Management Plan - Short term asset management plan - Long term asset management plan	Moderate	Every 4 years		✓		115	Outsourced
Review Hazardous Materials	4 th Quarter	- Hazardous Material Management Process - Hazardous Material system	Moderate	Every 4 years		✓		115	Outsourced
Holiday Parks Management (service review)	1 st Quarter	- Review current management practices	N/A	Every 8 years			✓	115	Outsourced
Lease and licence Agreements	2 nd Quarter	- To review management of the tenure of Council owned or managed land for compliance with legislation and market relativity	N/A	Every 8 years			✓	115	Outsourced
Review of Financial Management	3 rd Quarter	- Financial Policies and Procedures - Long term Financial Plan - Financial Audit Process - Financial and budgetary monitoring and reporting	Moderate	Every 4 years			✓	115	Outsourced
Review of workforce management	4 th Quarter	- Policy and Procedures (e.g. Attraction and Retention, recruitment) - Workforce Management Plans - Recruitment and selection process	Moderate	Every 4 years			✓	115	Outsourced

Internal Audit Review	Review Timing	Indicative Scope	Residual Risk Rating	Frequency	2022 - 2023	2023 - 2024	2024 - 2025	Hours (approx.)	Audit Approach
Review of Risk Management Process	Current	- Enterprise Risk Management Framework (policy, plan, procedure, risk appetite statement, registers)	Low	TBC	✓	✓		115	In-house
Policy Review Process	Current	- Policy process, framework, and registers	Low	TBC	✓	✓		115	In-house
Cemetery Review (part of Service Review)	Current	- To consider options and feasibility of those options for outsourcing and efficiency gains.	N/A	TBC	✓	✓		115	In-house
State Archive Process Review	Current	- Review agreed actions from State Archive audit	N/A	TBC	✓			115	NSW State Archives
Internal controls Process Review	2023-2024	- Review the effectiveness of Council's internal controls as per the Strategic Risk Register	N/A	TBC		✓		TBC	In-house
Public Interest Disclosure Process Review	2023-2024	- Review the implementation of the PID process based on the new Act that is coming in October/2023	N/A	TBC		✓		TBC	In-house

3.3 Total Internal Audit Hours

Description	2022-2023 (hours)	2023-2024 (hours)	2024-2025 (hours)	Total
Internal Audit reviews (In house)	460	405	405	1270
*Annual Internal Audit Administrative Services	300	380	380	1060
Total approx.	760	785	785	2330

* Annual Internal Audit Administrative Services: Other administrative functions such as:

- Review and updating of the Audit, Risk and Improvement Committee and Internal Audit Charters, terms of reference, the internal audit methodology and processes from time to time
- Ad-hoc internal audits on requests from the General Manager and/or Audit, risk and improvement committee
- Emerging strategic and operational risks and issues will be considered throughout the year and the internal audit plan will be amended if required.



4. ADDITIONAL INFORMATION

4.1 Internal Audit Actions Status- Audit Plan 2018-2021

There were 11 internal audit reviews assessed as being of high or medium risks within the period 1 July 2018- 30 June 2021. The implementation of those audit recommendations/ actions needs to be reviewed and monitored.

Internal Audit Review	Internal Audit Review Objective	Status
Review of Project Management	To review a major project and ensure that the project has been adequately managed and to identify issues that will provide continual improvement for future Council projects.	Outstanding actions
Review of Corporate Overheads Allocations	To review the effectiveness and suitability of the corporate overhead allocations using Activity Based Costing (ABC). Assess the linkages, awareness, and usage in reporting.	Outstanding actions
Review of Records Management	Review of Council's records management system, policy and procedures to determine if they are adequate to ensure compliance with relevant legislation	Completed
Review of Budget Monitoring process	To review the effectiveness of performance monitoring against budget and related reporting, variance management, budget responsibility and accountability.	Outstanding actions
Review of HR Strategy, Policies and Procedures	To review the adequacy of the HR processes and procedures in relation to recruitment, induction, and facilitation to service council's needs.	Outstanding actions
Review of Grant Management	To review the adequacy of the administration of grants and related expenditure to ensure that Council complies with the grant terms and conditions in the grant agreements. Review the effectiveness of the process to identify new grant opportunities and grant applications.	Outstanding actions
Review of GIS, Data Quality and Resourcing	Review of the adequacy of the processes and procedures over the management of the GIS system which ensure that the data captured is complete and accurate	Outstanding actions
Review of Asset Maintenance and Renewal Plans	Review the adequacy of asset maintenance plans and processes to meet council's needs, including reporting, asset renewal and maintenance project selection and asset management outcomes including data capture.	Outstanding actions
Review of Contract Management	Review of the adequacy of Council's contract management processes and procedures	Outstanding actions
Review of plant replacement and plant reserves review	Review the adequacy of policies and procedures over plant management	Outstanding actions

Internal Audit Review	Internal Audit Review Objective	Status
Review of Development Contributions Plan Management	Review the adequacy of the accounting and management of Developer Contributions, which includes: The Developer Contribution Plan (DCP) to manage general infrastructure such as roads, bridges, cultural buildings, aquatic centres, community halls and amenities.	Outstanding actions



5. KEY PERFORMANCE INDICATORS

It is significant to carry out internal assessments to monitor the performance of the internal audit function to measure its effectiveness and efficiency via the following key performance indicators:

- Percentage of audits completed vs. planned audits: may indicate there is too much unplanned work.
- Percentage of unsatisfactory ratings: measures how many audits result in poor or unsatisfactory ratings. This may be an indicator of the control maturity of the organisation.
- Percentage of recommendations implemented by taking corrective action: an indicator of the relevance, credibility, and quality of internal audit.
- Percentage of high-risk audit universe covered each year. How far is internal audit covering the major areas of risk within the organization.
- Cost savings generated by implementing internal audit recommendations. Senior managers are interested in knowing to what extent internal audit recommendations result in cost savings across the organization.
- Percentage of recommendations accepted or not. The proportion of recommendations accepted is a measure of the success of internal audit work
- Changes to processes resulting from implementing internal audit recommendations. Measures the level of process improvement generated by internal audit
- Number of training hours per auditor per year. Measures the extent to which auditors are meeting continuing professional development expectations. This is also an indicator of the priority internal audit gives to training.
- Percentage of issues that are open, closed, or past due. May indicate that managers are not taking sufficient action to address recommendations raised by internal audit

6. ATTACHMENTS

- Enterprise Risk Management
- Council's Risk Register
- Risk Appetite Statement
- Internal Audit Charter



Clarence Valley Council
ANNUAL
INTERNAL AUDIT
PLAN v1
2023-2024

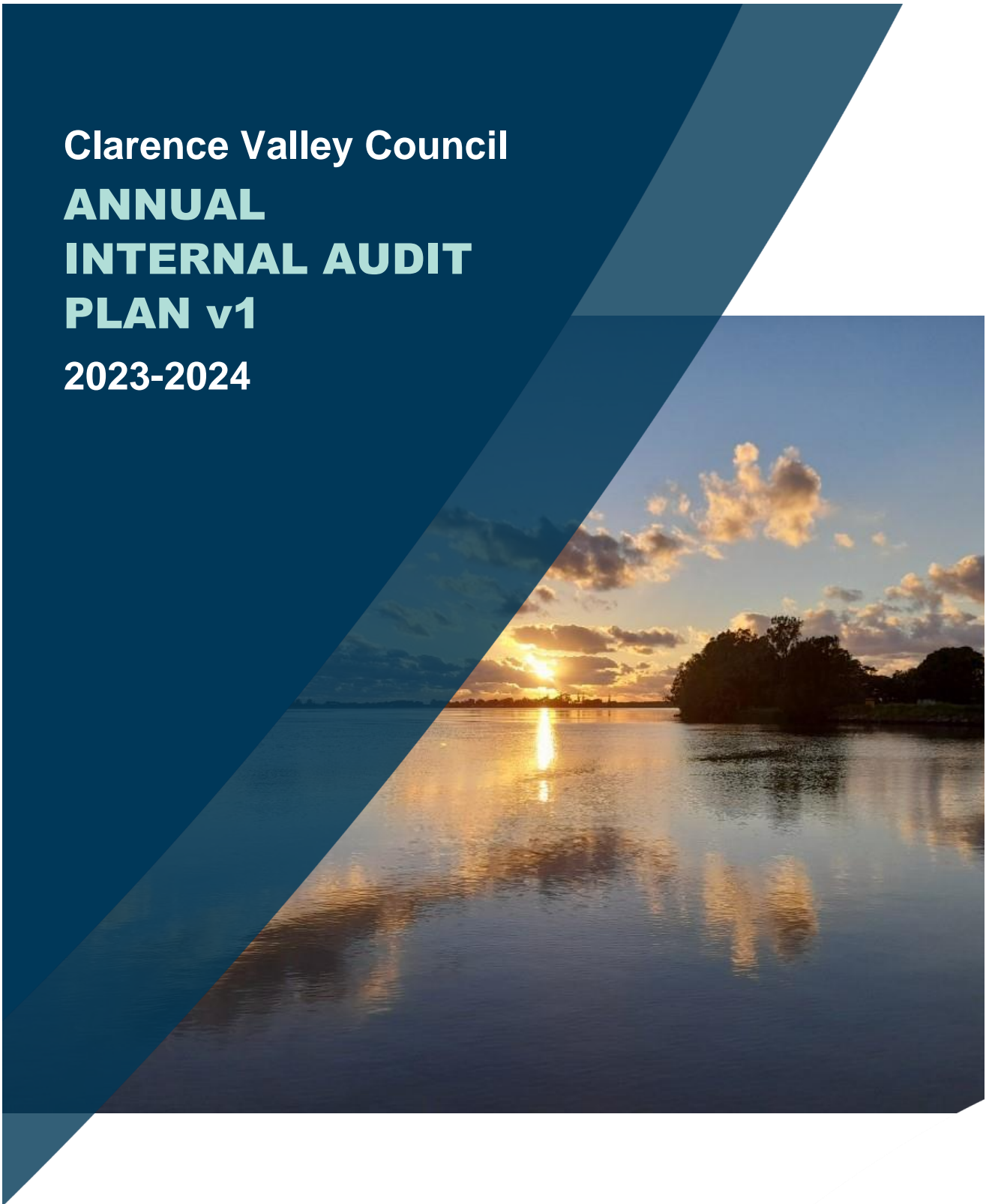
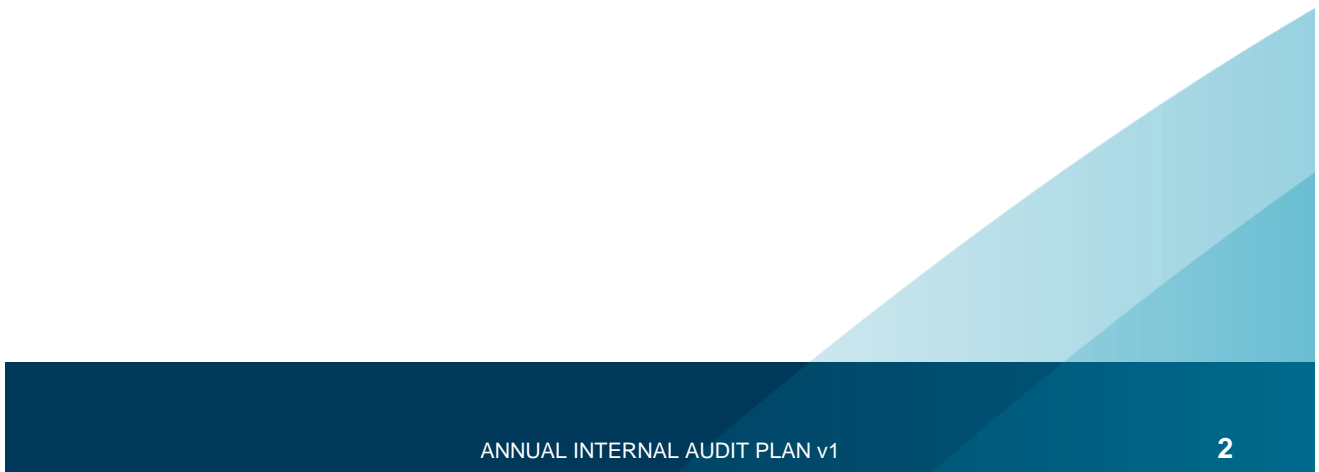




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1. EXECUTIVE SUMMARY

1.1. Introduction

The Guidelines for Risk Management and Internal Audit for Local Government in NSW requires council's Audit, Risk and Improvement committee (ARIC) to develop an Annual Internal Audit work plan to guide its work over the forward year and to ensure that all the matters listed in section 428A of the Local government Act are reviewed by the committee and internal audit function over each council term.

This annual work plan has been developed by the ARIC in consultation with a wide variety of executives, general manager, internal audit officer and other staff from many sections across Council and it will be adopted by the Council at the start of the council term.

The annual work plan is required to be reviewed and adjusted as necessary through the year in response to any changes to the council's risks or operations.

1.2. Definition

Internal Auditing:

is an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.

1.3. Objectives

The objective of the annual internal audit work plan is to provide independent and objective assurance to management, in relation to the business activities, systems or processes under review that:

- the framework of risk management, internal control and governance is appropriate and operating efficiently and effectively,
- risk to the achievement of the Council's objectives is identified, assessed and managed to a defined acceptable level.

1.4. Resourcing

Internal Audit team

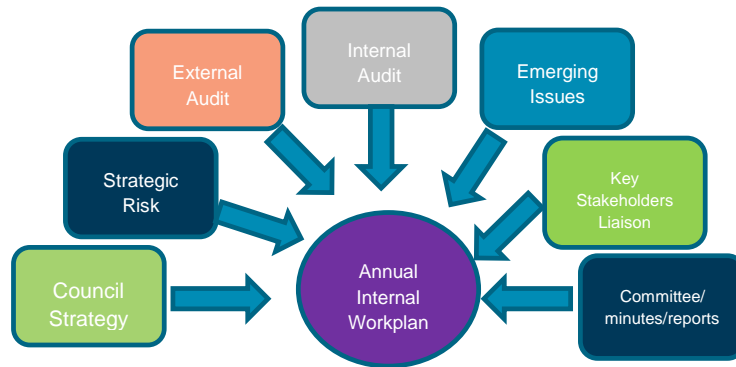
- The team will be led by Council’s Internal Audit Officer, supported by Council’s A/ General Manager.
- The annual internal workplan will be delivered by the Internal Audit Officer and an outsourced independent internal audit service provider that will be selected through an Expression of Interest process.

1.5. Sources

The sources used to produce this annual internal work plan derived from:

- Council’s strategic goals, objectives and priorities from the Community Strategic Plan, Delivery program and Operational Plan
- Council’s risk management framework
- Knowledge of operations and internal controls
- Key findings or risks raised in previous internal and external audits
- Business improvement reviews
- External factors, industry trends and emerging issues
- Special requirements from the Executives and the Audit, Risk, and Improvement Committee

Based on the conversations with key stakeholders, review of key corporate documents, and Council’s main risks, this annual internal workplan has been developed for 2023-2024.





1.6 Scope

The scope of the annual internal workplan specifies cross-functional audits to be undertaken in the following high priority focus areas for the 2023-2024 financial year:

- On- Site Sewage Management System
- Asset Management System
- Business Continuity Management
- Hazard and Chemical Management

In line with the Terms of Reference of the ARIC, the findings of each audit will be presented at the ARIC meeting following the completion of the audit. Progress against internal audit recommendations will be tracked and a status report presented to the ARIC at each quarterly meeting of the Committee.

Other areas currently under review

- Risk, policy, and legislative review processes
- Service reviews
- Implementation fraud control activities
- Progress status of previous Internal/ external audits

Other areas to be reviewed during the 2023-2024 financial year:

- Public Interest Disclosure (PID) process review
- Internal Controls



2. STRATEGIC AND OPERATIONAL RISK STATUS (OUT OF APPETITE)

Areas assessed as being of High and Moderate residual risk rating and out of risk appetite accordance to the Council's risk register have been identified for inclusion in the internal audit plan for 2023-2024. These areas are a key focus of our planning for the year to ensure it meets the organisation's assurance needs and contributes to the achievement of their objectives.

Internal Audit Review	Internal audit Review Objective	Assessed Risk	Residual Risk Rating	Within Risk Appetite?	Risk Register
On site- Sewage management system	To review council's compliance with the On-site Sewage management strategy, policy and controls in place	Extreme	Moderate	No - Escalate	Operational
Review of Asset Management	To review the completeness and accuracy of data collected on Council's infrastructure and the adequacy of the short- and long-term asset management plans.	Extreme	Moderate	No - Escalate	Operational
Review Hazardous Materials	To review council's compliance with the management of hazardous materials	Extreme	Moderate	No - Escalate	Operational
Business Continuity Management (Plan)	To review Business Continuity Processes and plans and management of critical functions	Extreme	Moderate	No - Escalate	Strategic

2.1 Other Areas Identified for Review by Executives

Current internal areas/processes under review identified by Executives for inclusion in the internal audit plan for 2022-2023.

Internal Audit Review	Scope
Cemetery Review (part of the service review)	To consider options and feasibility of those options for outsourcing and efficiency gains.



Internal Audit Review	Scope
Risk Management process review	Review Risk Management Framework, register and controls implemented to mitigate risks identified. Currently under review by the Audit Officer and Coordinator Safety and Risk
Policy Review process	Review current policy process, framework, and registers. Currently under review. Currently under review by the Internal Audit Officer and the Governance Officer.
States Archive process	Review agreed actions from State Archive audit. Currently under review by NSW State Archives
Legislative Compliance process	Review current framework and legislative compliance process and register

Proposed internal areas/processes reviews identified for review by Executives for inclusion in the internal audit plan for 2023-2024.

Internal Audit Review	Scope
Internal controls Process Review	Review the effectiveness of Council's internal controls as per the Strategic Risk Register
Public Interest Disclosure Process Review	Review the implementation of the PID process based on the new Act that is coming in October/2023



2.2 Additional Reviews for 2023 -2024

Additional areas identified for review and monitor, for inclusion in the internal audit plan for 2023-2023.

Areas/ Service Reviews	Scope
2018-2021 Internal Audit Plan- Progress Reports	<p>Monitor the status of the outstanding actions and the progress reports from the 2018-2021 Internal Audit Plan:</p> <ul style="list-style-type: none"> • Budget Management • Records Management • Corporate Overheads • Project Management • Plant Replacement • Grant Management • HR Strategy • Contract Management • Developer Contribution Plan Management • GIS Mapping • Asset Maintenance & Renewal
2022-2023 Internal Audit Plan- Progress Reports	<ul style="list-style-type: none"> • WH&S Management System • Environmental Management System • Payroll / HR reporting • Budget planning/ preparation
Final Management Letter 2023 (Latest External Audit Management Report)	Monitor and follow up the action plan /responses to the issues listed in the Final Management Letter from the Audit Office
Fraud Control Plan	Review the implementation of the Fraud Control Policy, Fraud Control Plan and strategies to address the issue of fraud control.
Service Reviews	Review Council's services (cost, quality, efficiency and effectiveness) to ensure the services that Council provide are both cost effective, efficient, and meeting community needs.
Risk Management and Internal Audit Framework	Implement the new Risk Management and Internal Audit Framework for local councils in NSW



2.3 Implementation, Communication and Reporting

- Reports will be provided to the ARIC, following the completion of each internal audit review, including full copies of audit reports issued together with progress reports on the implementing of the audit recommendations
- Quarterly reports and updates will be provided to the ARIC of the internal audit activities completed during that quarter, progress in implementing the annual internal audit workplan and progress made implementing outstanding corrective actions
- An annual report will be provided to the ARIC on the progress status of the annual internal audit plan, internal audit activities completed during that year, and updates on the fraud control plan activities and service reviews.
- An annual assessment will be conducted for continuous improvement in internal audit and to identify any emerging issue/risk and any gaps in the strategic direction of the internal audit plan.



3. INTERNAL AUDIT PLAN

Following the assessment of risk, business process reviews were identified in accordance with the internal audit approach discussed in the Strategic Internal Audit Plan. Following further detailed discussions with the internal officer, audit and risk committee and executives, the annual internal audit plan was determined for the year 2023 - 2024.

3.1 Internal Audit Plan 2023-2024

Areas assessed as being of high and moderate residual risk rating are outlined below.

Internal Audit Review	Review Timing	Indicative Scope	Residual Risk Rating	Frequency	2022 - 2023	2023 - 2024	2024 - 2025	Hours (approx.)	Audit Approach
On-Site Sewage Management System	1 st Quarter	- To review compliance with the On-Site Sewerage Management Strategy and policy	Moderate	Every 8 years		✓		40	Outsourced
Business Continuity Management (Plan)	2 nd Quarter	- Business Continuity Processes and plans - Management of critical functions - Incident Response Plans - Property and work insurance - Emergency response process (staff availability) and assets repairs process	Moderate	Every 4 years		✓		77	Outsourced
Review of Asset Management	3 rd Quarter	- Asset Management Plan - Short term asset management plan - Long term asset management plan	Moderate	Every 4 years		✓		100	Outsourced
Review Hazardous Materials	4 th Quarter	- Hazardous Material Management Process - Hazardous Material system	Moderate	Every 4 years		✓		77	Outsourced
Legislative Compliance	Started 2022-2023 and Ongoing	- Governance Framework - Legislative Compliance Register	Moderate	Every 4 years	✓	✓		115	In-house
Cemetery Review (part of service review)	Started 2022-2023 and Ongoing	- To consider options and feasibility of those options for outsourcing and efficiency gains.	N/A	Every 8 years	✓	✓		115	In-house
Review of Risk Management Process	Started 2022-2023 and Ongoing	- Enterprise Risk Management Framework (policy, plan, procedure, risk appetite statement, registers)	Low	Every 4 years	✓	✓		115	In-house

ANNUAL INTERNAL AUDIT PLAN

Internal Audit Review	Review Timing	Indicative Scope	Residual Risk Rating	Frequency	2022 - 2023	2023 - 2024	2024 - 2025	Hours (approx.)	Audit Approach
Policy Review Process	Started 2022-2023 and Ongoing	- Policy process, framework, and registers	Low	Every 4 years	✓			115	In-house
State Archive Process Review	Started 2022-2023 and Ongoing	- Review agreed actions from State Archive audit	N/A	Every 8 years	✓			115	NSW State Archives
Internal controls Process Review	2023-2024	- Review the effectiveness of Council's internal controls as per the Strategic Risk Register	N/A	TBC		✓		TBC	In-house
Public Interest Disclosure (PID) Process Review	2023-2024	- Review the implementation of the PID process based on the new Act that is coming in October/2023	N/A	TBC		✓		TBC	In-house

3.2 Total Internal Audit Hours and Reviews

Description	2023-2024 (hours)	Approach
Internal Audit reviews	294	Outsource
Internal Audit reviews	405	In-house
Other reviews: Service Reviews, Fraud Control, progress previous internal audit	268	In-house
*Annual Internal Audit Administrative Services	112	
Total approx.		785

* Annual Internal Audit Administrative Services: Other administrative functions such as:

- Review and updating of the Audit, Risk and Improvement Committee and Internal Audit Charters, terms of reference, the internal audit methodology and processes from time to time
- Ad-hoc internal audits on requests from the General Manager and/or Audit, risk and improvement committee
- Emerging strategic and operational risks and issues will be considered throughout the year and the internal audit plan will be amended if required.
- Personal learning and development.

4. KEY PERFORMANCE INDICATORS (KPIs)

The following KPIs have been established to monitor the performance of the internal audit function and measure its effectiveness and efficiency:

- Percentage of audits completed vs planned audits
- Percentage of unsatisfactory ratings: measures how many audits result in poor or unsatisfactory ratings. This may be an indicator of the control maturity of the organisation.
- Percentage of recommendations implemented by taking corrective action: an indicator of the relevance, credibility, and quality of internal audit.
- Percentage of high-risk audit universe covered each year. How far is internal audit covering the major areas of risk within the organisation.
- Cost savings generated by implementing internal audit recommendations.
- Percentage of recommendations accepted or not. The proportion of recommendations accepted is a measure of the success of internal audit work
- Changes to processes resulting from implementing internal audit recommendations. Measures the level of process improvement generated by internal audit
- Number of training hours per auditor per year. Measures the extent to which auditors are meeting continuing professional development expectations. This is also an indicator of the priority internal audit gives to training.
- Percentage of issues that are open, closed, or past due. May indicate that managers are not taking sufficient action to address recommendations raised by internal audit

5. ATTACHMENTS

- Enterprise Risk Management
- Council's Risk Register
- Risk Appetite Statement
- Internal Audit Charter 2023-2024

Audit, Risk and Improvement Committee
Annual Report
2022/2023



ENQUIRIES

For information contact

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ACKNOWLEDGMENT

We acknowledge the Bundjalung, Gumbayngirr and Yaegl people as the Traditional Owners of the land on which we live and work. We honour the First Nations peoples culture and connection to land, sea and community. We pay our respects to their Elders past, present and emerging.



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Forward.



It is with pleasure that I submit this 2022-2023 Annual Report of the Audit Risk and Improvement Committee on behalf of the Committee.

I am delighted to have been appointed by Council as the Independent Chair of the Committee on and from 28 February 2022.

I express my appreciation to the members of the Committee being the other two independent Committee members Christine Tyler and Barry Ford as well as Councillor Peter Johnstone as the Councillor Committee member.

I also thank Internal Audit Officer Kallet Ward for her support provided to our Committee during the year as well as General Manager Laura Black and Council Directors for providing the requested information as required by the Committee and in attending our Committee meetings.

Our Committee work has been greatly supported by the External Auditors Thomas Noble and Russell and our external Internal Auditors Centium.

As a Committee I note that we have achieved a lot in our formative year and I am proud of our outcomes as you will see highlighted in this Annual Report.

I commend the Report to you.

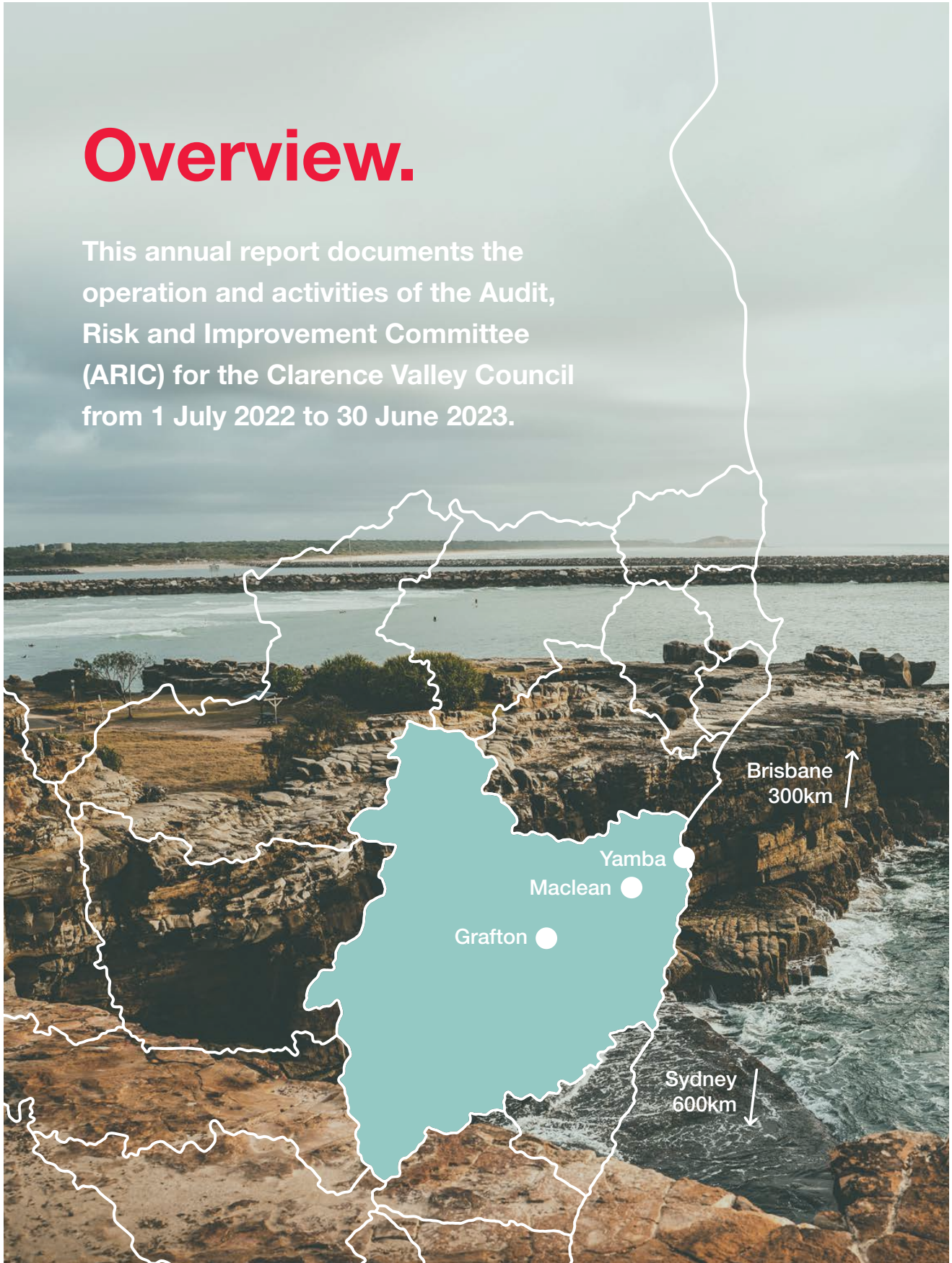
Neville Parsons
Neville Parsons, Chair



Scenic bushland drive to Angourie Greenpoint. Credit: Destination NSW

Overview.

This annual report documents the operation and activities of the Audit, Risk and Improvement Committee (ARIC) for the Clarence Valley Council from 1 July 2022 to 30 June 2023.



ABOUT THE CLARENCE



Located in the Northern Rivers region in NSW, the Clarence Valley covers an area of 10,441 square kilometres. Our major centres are Grafton, Maclean and Yamba.






Our Population

Total population: **54,580**
 Projected population by 2041: **64,121**

Our Area

-  **3** towns
60 villages
-  **2,068** kilometres of roads
-  **8** rivers
36 beaches
100 kilometres of coastline
-  **2,262** square kilometres of National Parks, State Forest & Reserves
-  **26,069** dwellings

Our People

-  **49** median age
2.3 people per average household (26,069 dwellings)
-  **71.4%** residents aged over 18 and eligible to vote
-  **8.1%** of our population identify as Aboriginal or Torres Strait Islander

Our Economy

-  **\$2.62** billion gross regional product in June 2022, growing 7.8% since the previous year
-  **4,254** local businesses

Source: id profile, 2021 Census, NIEIR

OUR ORGANISATION

General Manager

Laura Black



**Director
Environment
and Planning**
Adam Cameron



**Director Works
& Civil**
Jamie Fleeting



**Director
Corporate &
Community**
Alex Moar



**Internal Audit
Officer**
Kallet Ward

Clarence Valley Council **Audit, Risk, and Improvement Committee (ARIC).**

The committee was established in May 2022 by a resolution of Council and is made up of three independent external members and one Councillor member. This membership is in accordance with the Office of Local Government Risk Management and Internal Audit Guidelines in NSW.



Objective

The objective of this Committee is to provide independent assurance, oversight, and assistance to Council on risk management, control, governance, internal audit, organisational performance and external responsibilities in an advisory capacity.

Its establishment reflect the commitment of the Clarence Valley Council to industry better practice and high standards of accountability to the community it serves.

The Committee works under a charter that is prepared in accordance with Office of Local Government guidelines and industry best practice, that specifies its scope, responsibilities, authority and relationships with other Council activities and of course its independence.

The ARIC also provides minutes of its meetings and they are available on Council's website.

The ARIC provides information to Council for the purpose of improving the Council's performance of its functions. The Committee aims to review and provide advice on Council's operations, such as:



COMPLIANCE



RISK MANAGEMENT



FRAUD CONTROL



FINANCIAL MANAGEMENT



GOVERNANCE

The Committee also reviews the implementation of the strategic plan, delivery program and strategies including service reviews, collection of performance measurement data by council and any other matters prescribed by the regulations.

Members

The committee members bring a unique range of skills and experience to matters considered by the Committee and has worked together as a cohesive team. It is considered that the Committee has provided valuable advice and recommendations to Council and Executives on a wide range of challenges.

The committee therefore currently comprises:

- Neville Parsons – Chairperson, Independent Member
- Christine Tyler – Independent Member
- Barry Ford – Independent Member
- Councillor Peter Johnstone – Clarence Valley Council



INDEPENDENT COMMITTEE MEMBERS



Chairperson

Neville Parsons

Neville Parsons has a Bachelor of Economics and Law and majored in Accounting in Economics from Sydney University. He commenced working as a Solicitor in July 1981 and then in 1983 started work as the Legal Officer with Hastings Credit Union Ltd, (later known as Holiday Coast Credit Union Ltd) before becoming the General Manager in 1988 and then retired as a CEO, when the Credit Union merged with Regional Australia Bank on 1 July 2019. He currently continues as a director of the Regional Australian Bank.

From September 2019 to October 2021 Neville was an Owner principal in the Law Practice Donovan Oates & Hannaford Port Macquarie and retired to concentrate on his Rotary commitments and Board positions.

In addition, Neville Parsons has demonstrated extensive experience in strategic planning, corporate governance, management and financial accounting, credit union and community development, risk management as well as legal and compliance.



Christine Tyler

Christine Tyler has extensive industry experience in Finance, Business Accounting, Human Resources, Financial Planning, Banking, Business Management (small to medium size), Finance and Mortgage Broking, Credit Management, Property Sales, Tourism, Construction, Risk Management and Business Audits.

She is currently the President of Maclean Business Chamber since July 2021 and prior she was the secretary since 2018.

Other roles include:

- Member of CVC Round Table
- Committee Clarence Business Excellence Awards
- Managing Director -Finance Works Australia Pty Ltd
- Managing Director- Tailored Investment Solutions Qld
- Managing Director- Consolidated Credit Services Pty Ltd
- Credit Manager (Finance) - Finance Group Australia
- Credit Manager- Quantum Strategies Australia
- Accounting and Administration Manager- PowerCo Pty Ltd
- Business Accounting & Payroll – Collison Finance & Investments



Barry Ford

Barry Ford has a Bachelor of Business (Accounting) with a Master of Business Administration and a Post Graduate Diploma in Strategic Management. He is a Chartered Accountant and Graduate Member of the Australian Institute of Company Directors.

He has over thirty year's experience as a Board member in for profit and not for profit organisations dealing with all aspects of operations, strategic planning, financial and annual reporting.

In addition, Barry has over 8 years experience as an ARIC committee member. He is currently an ARIC member on other local Councils, and he has been the Chair of the Coffs Harbour City Council ARIC for 8 years.

Other roles include:

- Member of the Nambucca Valley and Bellingen Shire Council Audit and Risk Committees
- Member of the Board of the Trustee overseeing the management and development of a significant Crown Land Reserve-Coffs Harbour Showground Crown Land

COUNCILLOR COMMITTEE MEMBER



Councillor

Peter Johnstone

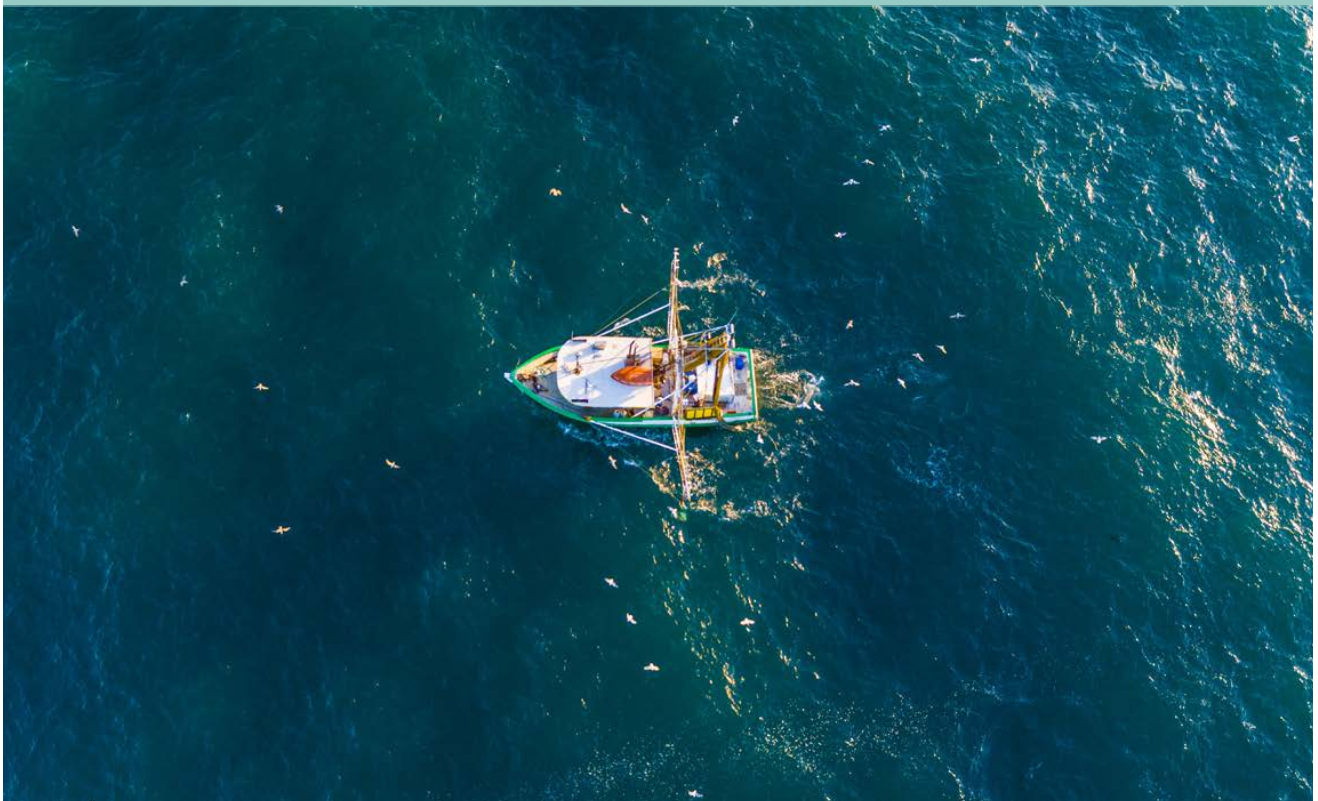
My family moved to Australia from the UK 10 years ago and we have lived in the Clarence Valley ever since. I have been a maths teacher for 28 years and during that time have taught in Old South Wales, England and now New South Wales.

Over the last few years, I have grown increasingly frustrated with the tedious and pointless paperwork in teaching so two years ago I resigned from my permanent teaching position and now do casual teaching in between my council duties.

My last permanent teaching post was at South Grafton High School where I was also responsible for attendance, gifted and talented students and staff training in addition to Maths teaching.

My original degree was in Aeronautical Engineering which I studied in Bristol in the UK. My intention was to become a Royal Air Force Engineering officer and I was a member of the RAF for 4 years including time at university. I learned to fly before I could drive. After failing my RAF training, I went on to become a teacher. I have also gained an MA in Educational Management. More recently I have studied and gained qualifications in IT Security, IT hardware and blockchain.

Audit, Risk, and Improvement Committee (ARIC) Year in Review.



Meetings

The following meetings were held as follow from the formation of the ARIC:

Previous year 2022: (2)

- 7 April 2022
- 23 June 2022

In 2022-2023 the committee met 4 times to review internal audit reports, the internal audit plan and audited financial statements. In addition, the chair attended a councillor's workshop to provide an update of the committee's performance.

- 22 July 2022 (Councillor's workshop - ARIC's update by chairperson)
- 8 December 2022
- 14 February 2023
- 27 March 2023 (Special meeting - Annual Financial Statements)
- 4 May 2023

COMMITTEE ATTENDANCE

Attendance at the 2022/2023 meetings:

COMMITTEE MEMBER	ROLE	MEETING DATE				
		22 Jul	8 Dec	14 Feb	27 Mar	4 May
Neville Parsons	Chair	X	X	X	X	X
Christine Tyler	Independent	N/A	X	X	X	X
Barry Ford	Independent	N/A	X		X	X
Peter Johnstone	Councillor	X	Apology	X	X	X



Other (non-voting) attendees to ARIC meeting include:

- General Manager
- Director Civil Services
- Director Development and Planning
- Director Corporate and Community
- Director Environment and Planning
- Manager Finance and Systems
- Manager Water Cycle
- Manager Environment and Regulatory Services
- Manager Development and Land Use Planning
- Manager Strategic Infrastructure
- Manager Civil Services
- Fleet Coordinator
- ARIC Councillor
- Internal Audit Officer
- Coordinator Safety and Risk
- TNR Chartered Accountants
- Audit Leader- Financial Audit- Audit NSW
- Director, Risk and Assurance - Centium

Disclosure of Interests

Disclosures are recorded at the start of each meeting. Annual Declarations of Interest are provided by ARIC members.



Internal Audit

Internal audits are conducted by Centium (Council's internal audit service provider), who are into their first year of a three year contract. Centium attend each ARIC meeting to provide audit findings and recommendations including an action plan outlining agreed management actions and timeframes.

The committee reviews audit reports and endorses recommendations as appropriate. Audit actions are tracked, and the current status of audit action items are reported to the Risk team (Safety & Risk Coordinator), the Executive Team and to the committee on a quarterly basis.

The following Internal Audits were conducted in the 2022-2023 financial year by Centium:

AUDIT	COMPLETED BY	WHEN
Environmental Management System	Centium	Quarter 2
Work Health & Safety Management System	Centium	Quarter3
Payroll / HR Reporting	Centium	Quarter 3
Budget Planning and Preparation	To be conducted by Centium	Underway

OTHER INTERNAL REVIEWS

The following internal reviews have been conducting in the current financial year 2022/2023:

- Legislative Compliance Process
- Policy Management Process
- State Archives Process
- Service Reviews
- Fraud and Corruption controls
- Continuous Improvement Pathway – Self assessment (Roads, Signs as Remote Supervision and Fire Management - Waste Facilities)

Special Presentations

The following special presentations were made to the ARIC during the 2022-2023 financial year:

- Council's overview presentation - organisational structure, values, Council's assets, Integrated Planning and Reporting (IP&R)
- ARIC's Roles and Responsibilities presentation (Risk Management and Internal Audit Framework for local councils in NSW)
- Integrated Planning and Reporting (IP&R) overview presentation (Community Strategic Plan, Delivery Program and Operational Plan)
- Quarterly Internal Audit Plan 2018-2021 - progress update presentations
- Enterprise Risk Management and Business Continuity Plan presentation
- Director's Main Risks and Challenges presentation
- Annual Engagement Plan presentation - 2022
- Final Management Letter - 2022
- Staff Engagement Survey Results - September 2021
- Workplace Health & Safety (WH&S) Audit and Environmental Audit - key findings presentation
- Code of Conduct Refresher Training
- Fraud and Corruption Policy and Plan update
- Quarterly Internal Audit Plan recommendations tracking

Financial Management

- The annual financial statements for the year ended 30 June 2022 were reviewed by the ARIC. The reports provided statements by management that the financial reports complied with applicable Australian Accounting Standards.
- The ARIC indicated that adequate internal controls were in place and that the financial reports accurately reported the financial performance and financial position of Council for the period.

Key Achievements 2022/2023

The Committee reviewed the following updated policies, procedures and plans:

- Fraud and Corruption Control Policy and Plan
 - Enterprise Risk Management Policy, Plan and Procedure
 - Strategic Risk Register
 - Business Continuity Manual and Procedure
 - Internal Audit Policy
 - Policy review Process
 - Legislative Compliance Procedure and Register
 - Annual Internal Audit Plan 2022-2023
 - Strategic Internal Audit Plan 2022-2025
-
- Internal Audit Framework - implemented Terms of Reference and Internal Audit Charter
 - Work Health & Safety Management System Audit - completed
 - Environmental Management System Audit - completed
 - Payroll / Human Resources Reporting Audit - completed

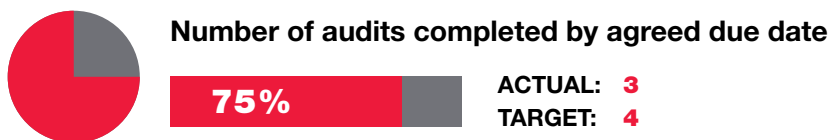
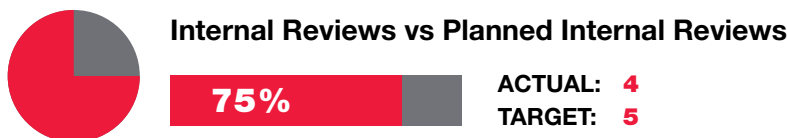
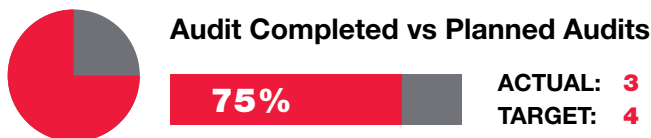


Measures of success

Key Performance Indicators (KPI)

The Committee has endorsed a number of key performance indicators (KPIs) to provide measures of the progress of completion and the effectiveness of the internal audit function. These indicators are as follows.

These KPIs have been established to monitor the performance of the internal audit function and measure its effectiveness and efficiency:



Cost of audits completed against budget allocated (%)
ACTUAL: 50,457 (1.12 %) | TARGET: 45,000

Audit, Risk, and Improvement Committee (ARIC) Summary.

The Committee is confident that it is progressively addressing its role and responsibilities as defined in the Charter and has been effective in providing advice and assistance to Council and Executives in order to improve the governance of Council and its capacity to deliver on its objectives for service provision to the community.

Focus Areas for 2023-2024

The ARIC will continue its oversight functions and will address the following:

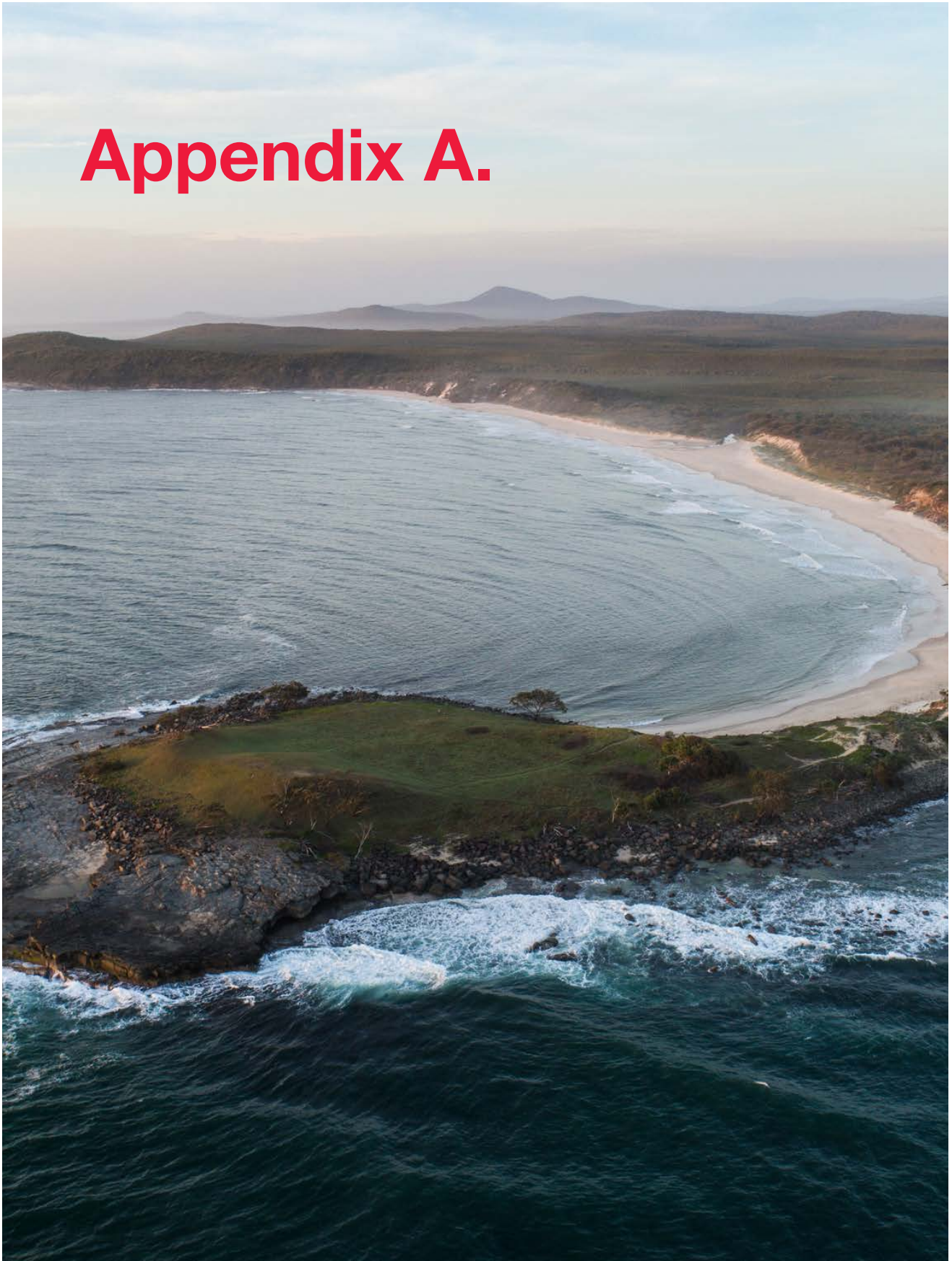
- Review new changes of the Risk Management and Internal Audit framework and comply with the new guidelines
- Continue to monitor progress with the Strategic Internal Audit Plan and the implementation of internal controls and recommendations
- Monitor the status of the outstanding actions and the progress report from the 2018-2021 Internal Audit Plan
- Provide bi-annual briefings to Council
- Support the Executive team to establish a robust risk management, fraud and corruption controls, compliance, and governance systems
- Continue to monitor council's response to emerging risks
- Monitor the long-term financial sustainability of Council
- Support the service review program
- Monitor the status of the actions from the 2022-2023 Internal Audit Plan

Forward Internal Audit Plan

Clarence Valley Council takes a risk-based approach to formulate a three year, rolling forward Internal Audit Plan. The audit planning process requires the leadership and the Executive team to periodically consider risk levels, strategic objectives, audit history and other factors to determine audit priorities.

An extract from the 2022/2024 forward Internal Audit Plan is included at Appendix A.

Appendix A.




FORWARD INTERNAL AUDIT PLAN 2022-2024

INTERNAL AUDIT REVIEW	REVIEW TIMING	INDICATIVE SCOPE	RESIDUAL RISK RATING	2022-2023	2023-2024	2024-2025	AUDIT APPROACH
Review of Environmental Management	1st Quarter	- Environmental policy, procedures, strategies - Environmental systems - Plans, audits, reviews, roles and responsibilities		✓			Outsourced
Review of Work Health and Safety Management	2nd Quarter	- WH&S Management Plan - WH&S policies and procedures - WH&S roles and responsibilities - WH&S Training and education programs - WH&S reviews and auditing		✓			Outsourced
Payroll / HR Reporting	3rd Quarter	- Reporting Framework - Reporting process / Executive reports	N/A	✓			Outsourced
Review of Budget Preparation / Budget planning / Budget Management	4th Quarter	- Budget Planning Process - Budget Management Meetings - Budget Management Variation process		✓			Outsourced
On-Site Sewerage Management System	1st Quarter	- To review compliance with the On-Site Sewerage Management Strategy	N/A		✓		Outsourced
Business Continuity Plan	2nd Quarter	- Natural Disaster Claim Process - Property and work insurance - Emergency response process (staff availability) and assets repairs process			✓		Outsourced
Review of Asset Management	3rd Quarter	- Asset Management Plan - Short term asset management plan - Long term asset management plan			✓		Outsourced
Review Hazardous Materials	4th Quarter	- Hazardous Material Management Process - Hazardous Material system			✓		Outsourced
Lease and licence Agreements	2nd Quarter	- To review management of the tenure of Council owned or managed land for compliance with legislation and market relativity	N/A			✓	Outsourced

INTERNAL AUDIT REVIEW	REVIEW TIMING	INDICATIVE SCOPE	RESIDUAL RISK RATING	2022-2023	2023-2024	2024-2025	AUDIT APPROACH
Review of Financial Management	3rd Quarter	- Financial Policies and Procedures - Long term Financial Plan - Financial Audit Process - Financial and budgetary monitoring and reporting				✓	Outsourced
Review of workforce management	4th Quarter	- Policy and Procedures (e.g. Attraction and Retention, recruitment) - Workforce Management Plans - Recruitment and selection process				✓	Outsourced
Policy Review Process	Current	- Policy process, framework, and registers		✓			In-house
Legislative Compliance	Current	- Governance Framework - Legislative Compliance Register		✓			In-house
Cemetery Review (part of Service Review)	Current	- To consider options and feasibility of those options for outsourcing and efficiency gains	N/A	✓			In-house
State Archive Process Review	Current	- Review agreed actions from State Archive audit	N/A	✓			NSW State Archives
Holiday Parks Management	Current	- Review current management practices	N/A	✓			Outsourced
Review of Risk Management Process	Current	- Enterprise Risk Management Framework (policy, plan, procedure, risk appetite statement, registers)		✓	✓		In-house
Internal controls Process Review		- Review the effectiveness of Council's internal controls as per the Strategic Risk Register			✓		In-house
PID Process Review		- Review the implementation of the PID process based on the new Act that is coming in October/2023			✓		In-house

RESIDUAL RISK RATING KEY:

 LOW

 MODERATE

 HIGH

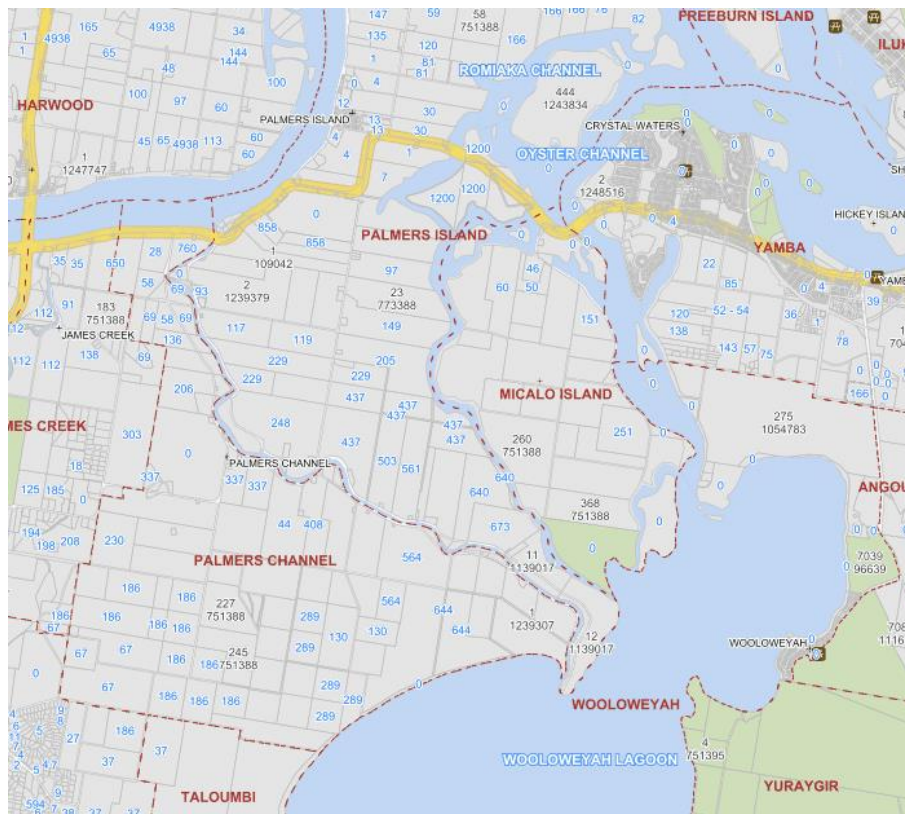


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PLANNING PROPOSAL

TO AMEND CLARENCE VALLEY LOCAL ENVIRONMENTAL PLAN 2011 TO PERMIT AN ADDITIONAL USE (RURAL SUPPLIES) ON PART OF LOT 11 DP 1259162 NO. 4 RIVER STREET, PALMERS ISLAND



Prepared by A.Fletcher & Associates Pty Ltd

Ref No.: 9561-1

Date: May, 2022

PLANNING PROPOSAL

TO AMEND CLARENCE VALLEY LOCAL ENVIRONMENTAL PLAN 2011 TO PERMIT AN ADDITIONAL USE (RURAL SUPPLIES) ON PART OF LOT 11 DP 1259162 NO.4 RIVER STREET, PALMERS ISLAND

Declaration: Amend Schedule 1 of Clarence Valley LEP 2011 to add an Additional Use (Rural Supplies) on part of Lot 11 DP 1259162 (No. 4) River Street, Palmers Island.

Document Author: Rob Donges

Position of document author: Planning Consultant

Qualifications of document author: B.A. Master Town & Country Planning
I, Rob Donges, declare that this Planning Proposal constitutes a planning proposal for the purposes of section 3.33 of the Environmental Planning and Assessment Act 1979 (the Act) and further declare that the document complies with the relevant provisions of the Act and the Department of Planning and Environment's *Local Environmental Plan Making Guideline (December, 2021)*

Date: 29/3/2021

Note: Clarence Valley Council at its meeting on 22nd June, 2021 considered a report on this proposal and resolved:

"That Council supports the planning proposal REZ2021/0003 to amend Schedule 1 Additional Permitted Uses of the CV LEP 2011 to permit a "rural supplies" business on the specific proposal site on Lot 11 DP 1259162 coupled with an amendment to the CV LEP 2011 Additional Permitted Use Map."

This Planning Proposal has now been amended and updated to reflect this resolution and the updated Plan Making format.

The following additional Annexures have been included.

Annexure I: Preliminary Site Investigation (ENV Solutions, Feb, 2022) and Contamination Report

Annexure J: Summary Table

Annexure K: Flood Impact Assessment Report (Structerre, January 2022)

Annexure L: DPI Advice.

Annexure M: Transport for NSW Response

Annexure N: Clause 5.21 Assessment

Annexure O: Traffic Impact Assessment (Bitzios, March 2022).

Annexure P: LSPS Assessment

Annexure Q: SEPP (Resilience & Hazards) 2021 Assessment

1.3 Subject Land



Figure 2: Aerial Site Plan

The property has a total area of 41.53ha, of which approximately 27.18ha is located in the southern portion. The entire property is developed as a macadamia plantation containing around 23,000 trees. There is a rural shed associated with the plantation located on the southern portion, and it is proposed to construct a similar shed immediately adjacent to its south for the rural supplies business.

1.4 Background

DA2020/0216 for the construction of a farm building with sanitary facilities and flood mound was approved in August, 2020. The shed is located on an existing cane pad and has an area of 720m² (36m x 20m) set back 22m from Yamba Road. The approved flood mound provides protection against nuisance flooding, with Condition 9 of the development consent requiring all construction below 3.42m AHD to be flood compatible. The consent also required the provision of a unisex accessible toilet and an on-site wastewater management facility.

It is proposed to construct the additional shed on the existing mound, which needs to be extended approximately 20m to the south, immediately adjacent to the approved shed with parking (6 spaces) plus loading bay and manoeuvring space.

2. Part 1 – Objectives and Intended Outcome

The objective of the planning proposal is to permit a rural supplies business to be established on the identified section of the property via the addition of this property and the proposed land use onto the Additional Permitted Use Schedule of Clarence Valley LEP 2011.

The intended outcome is a rural supplies business servicing the agricultural sector in the area.

3. Part 2 – Explanation of Provisions

The objective and intended outcome of the Proposal will be achieved by the addition of the following to the Clarence Valley LEP 2011 Schedule 1 Additional Permitted Uses:-

“Use of certain land at No.4 River Street, Palmers Island”

- 1) *This clause applies to No. 4 River Street, Palmers Island being Lot 11 DP 1259162, identified as xx on the Additional Permitted Uses Map.*
- 2) *Development for the purpose of a rural supplies business is permitted with development consent.*

4. Part 3 – Justification

4.1 Is the Proposal a result of and endorsed Local Strategic Planning Statement,(LSPS), strategic study or report?

Not directly.

Priority 13 of the Clarence Valley Local Strategic Planning Statement 2020 is *“protect agricultural land and increase opportunities for access to locally produced fresh food and economic growth”*. Although none of the 8 Actions are directly relevant to the proposal, the theme of the priority is that the agricultural sector is critical to the valley and needs to be protected, strengthened and enhanced. The proposal will permit an agricultural related land use servicing the local agricultural sector to be established within a large and diverse local agricultural sector on Palmers Island. A LSPS Assessment is at Annexure P.

The key driver behind the proposal is economic. An existing rural supplies business in the Clarence Valley has identified Palmers Island and surrounds as having the potential to support a business of this nature, and the subject site as having the location and exposure to ensure its viability.

The alternative would be to identify a RU2 zoned property in the vicinity upon which the business would be permissible. An investigation of the location of RU2 land south of the river in this general locality indicates that it is invariably located at the periphery away from prime agricultural land along the river. Establishing a business of this nature in *“outlying”* areas has the potential to create traffic and land use conflicts which would not arise for this site on Yamba Road.

4.2 Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?

Yes.

The alternative would be to rezone the portion of the property where the shed is located to RU2 Rural Landscape which permits rural supplies. The Department of Primary Industries by letter, dated 6th May, 2021 have stated that they would not support this rezoning approach but would support an amendment to the CVLEP Schedule 1 Additional Permitted Uses to include the subject property and use.

Section B – Relationship to Strategic planning framework**4.3 Will the Planning Proposal give the effect to the objectives and actions of the applicable regional or district plan or strategy (including any exhibited draft plans or strategies)?**

The *North Coast Regional Plan 2036 (NCRP 2036)* released in March 2017 is the applicable regional plan. It is the NSW Governments strategy for guiding land use planning decisions for the North Coast region.

The Regional Plan comprises 4 goals, 25 directions and 80 actions. The goals articulate the intended outcome; the directions identify the broad issues or policy areas that need to be focused on; and the actions represent the steps needed to be taken or initiatives that need to be implemented to achieve the goals. Actions are either implemented as strategies or as initiatives.

An assessment of the goals, actions and directions of NCRP 2036 is at Annexure B. It indicates that the majority are not directly relevant to the proposal.

The proposal is inconsistent with **Goal 2 Direction 6 – Develop successful centres of employment Action 6.4** as it will permit a commercial activity outside an existing centre but the activity (rural supplies store) is permissible on all RU2 land which is always located outside of centres.

Goal 2 Direction 11 – Protect and enhance productive agricultural land is also directly relevant and the proposal is inconsistent with Action 11.1 but justified on the basis that the rural supplies business is an agriculturally related land use and will service the local agricultural sector. It is consistent with Action 11.4 as it permits a niche commercial activity which compliments the local agricultural sector. The proposal will result in the removal of 15 macadamia trees but these will be replanted to replace macadamia trees damaged in the recent wind storm.

4.4 Is the Planning Proposal consistent with a Council Local Strategic Planning Statement that has been endorsed by the planning Secretary or GSC, or another endorsed local strategy or strategic plan?

An assessment of the proposal against relevant strategies is at Annexure C and a LSPS Assessment is at Annexure P.

4.5 Is the Planning Proposal consistent with any other applicable State or regional studies or strategies?

No other state or regional studies or strategies are directly applicable to the proposal.

4.6 Is the Planning Proposal consistent with applicable State Environmental Planning Policies?

An assessment of the proposal against the Policies is at Annexure D, with only SEPP (Resilience and Hazards) 2021 being relevant in respect of coastal management and remediation of land. A Preliminary Site Investigation addressing site contamination is attached at Annexure I and coastal management is addressed in Annexure Q. Both conclude that the proposal is consistent and will have no impact.

4.7 Is the Planning Proposal consistent with applicable Ministerial Directions (Section 9.1 Directions).

Assessment against the 9.1 Directions is at Annexure F. The proposal is inconsistent with Directions 1.1 Implementation of Regional Plans, 4.5 Acid Sulphate Soils and 9.2 Rural Lands but justified in each instance due to the relationship of the proposed rural supplies business with the surrounding agricultural activity and the minor scale of the proposal and inconsistencies.

Section C – Environmental, Social & Economic impacts.

4.8 Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?

No.

The minor extension of the existing mound onto the surrounding plantation will have no ecological impacts.

4.9 Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?

No.

The additional shed will require a unisex accessible toilet and associated on-site wastewater management system similar to that provided for the existing shed. Disposal areas will be on land adjacent to the mound within the macadamia plantation.

4.10 Has the Planning Proposal adequately addressed any social & economic effects

The lower Clarence Valley has significant agricultural production, particularly cane cultivation and macadamia plantations, but also cattle grazing and tea tree cultivation. It is currently serviced by 2 rural supplies businesses- Maclean Rural Supplies at Townsend (11km away) and Harwood Farm Store (6.3km away). The proposed business will provide a further option for the agricultural sector and the wider community who source goods and equipment sold by these businesses.

4.11 Is there adequate public infrastructure for the planning proposal?

Yes.

Water and power are immediately available, and effluent will be managed on-site in accordance with future conditions of consent.

Vehicle access will be directly from Yamba Road and a Traffic Impact Assessment is attached at Annexure O. It concludes that the volume of traffic generated is 8 vehicles (2-way) in peak periods which is deemed low and with negligible impact on the external road network. Access is in the form of an auxiliary left-turn lane from the south from where all supply vehicles will emanate and return.

4.12 What are the views of State & Commonwealth public authorities consulted in accordance with the gateway determination?

Responses from Department of Primary Industries and Transport NSW are attached at Annexure L and M respectively. DPI did not support the initial approach of rezoning the site to RU2 Rural Landscape but does support rural supplies being added as an Additional Use as

it is an agricultural related land use. Transport for NSW did not oppose the proposal but requested that Council consider the impact of allowing commercial use in this rural location and the transport infrastructure needed to support it. As a result, the Traffic Impact Assessment (Annexure O) was prepared and concluded that traffic generation is low and will have negligible impact on the external road network.

5. **Part 4 – Mapping**

Annexure A contains the current zoning map of the property.

6. **Part 5 – Community Consultation**

The proposal is “Standard” under the 2021 Guidelines, requiring exhibition for 20 working days.

7. **Part 6 – Project Timeline**

MILESTONE	DATE/S	COMMENT
1. Gateway Determination		
2. Agency Consultation		.
3. Public Exhibition		.
4. Public Hearing		
5. Consideration of submissions		
6. Post-exhibition consideration of PP		
7. RPA intends to make the Plan		
8. RPA intends to forward Plan to Dept for notification		

ANNEXURES

- A. Additional Permitted Uses Map
- B. North Coast Regional Plan 2036 Consistency Checklist
- C. Clarence Valley Council Strategy & Strategic Plan Consistency Checklist
- D. State Environmental Planning Policy Consistency Checklist
- E. Section 9.1 Direction Consistency Checklist
- F. Direction 9.2 Rural Lands Assessment
- G. Concept Plan
- H. AHIMS Search
- I. Preliminary Site Investigation (ENV Solutions, Feb, 2022) & Contamination Report
- J. Summary Table
- K. Flood Impact Assessment Report (Structerre, January, 2022)
- L. DPI Advice
- M. Transport for NSW Response
- N. Clause 5.21 Assessment
- O. Annexure O: Traffic Impact Assessment (Bitzios, March 2022)
- P. LSPS Assessment
- Q. SEPP (Resilience & Hazards) 2021 Assessment

ANNEXURE A

ADDITIONAL PERMITTED USES MAP



ANNEXURE B

North Coast Regional Plan 2036 Consistency Checklist

NORTH COAST REGIONAL PLAN 2036 GOALS, DIRECTIONS & ACTIONS	CONSISTENCY	COMMENTS
Goal 1 - The most stunning environment in NSW		
Direction 1 - Deliver environmentally sustainable growth		
<u>Action 1.1</u> - Focus future urban development to mapped urban growth areas.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal.</i>
<u>Action 1.2</u> - Review areas identified as 'under investigation' within urban growth areas to identify and map sites of potentially high environmental value.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 1.3</u> - Identify residential, commercial or industrial uses in urban growth areas by developing local growth management strategies endorsed by the Department of Planning and Environment.	Yes	<i>The proposal will permit a rural supplies business to operate from the proposed additional shed (subject to Council approval) but this is already permissible on any land zoned RU2 and so is not limited to urban growth areas.</i>
<u>Action 1.4</u> - Prepare land release criteria to assess appropriate locations for future residential, commercial and industrial uses.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 1 - The most stunning environment in NSW		
Direction 2 - Enhance biodiversity, coastal and aquatic habitats, and water catchments		
<u>Action 2.1</u> - Focus development to areas of least biodiversity sensitivity in the region and implement the 'avoid, minimise, offset' hierarchy to biodiversity, including areas of high environmental value.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 2.2</u> - Ensure local plans manage marine environments, water catchment areas and groundwater sources to avoid potential development impacts.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 1 - The most stunning environment in NSW		
Direction 3 - Manage natural hazards and climate change		
<u>Action 3.1</u> - Reduce the risk from natural hazards, including the projected effects of climate change, by identifying, avoiding and managing vulnerable areas and hazards.	Yes	<i>The approval for the first shed incorporates flood protection requirement which are likely to be replicated on any approval for the additional shed..</i>
<u>Action 3.2</u> - Review and update floodplain risk, bushfire and coastal management mapping to manage risk, particularly where urban growth is being investigated.	Yes	<i>This matter is the responsibility of Council.</i>
<u>Action 3.3</u> - Incorporate new knowledge on regional climate projections and related cumulative impacts in local plans for new urban development.	Yes	<i>This matter is the responsibility of Council.</i>
Goal 1 - The most stunning environment in NSW		
Direction 4 - Promote renewable energy opportunities		

NORTH COAST REGIONAL PLAN 2036 GOALS, DIRECTIONS & ACTIONS	CONSISTENCY	COMMENTS
<u>Action 4.1</u> - Diversify the energy sector by identifying renewable energy resource precincts and infrastructure corridors with access to the electricity network.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 4.2</u> - Enable appropriate smaller-scale renewable energy projects using bio-waste, solar, wind, small-scale hydro, geothermal or other innovative storage technologies.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 4.3</u> - Promote appropriate smaller and community-scale renewable energy projects.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 2 - A thriving, interconnected economy		
Direction 5 - Strengthen communities of interest and cross-regional relationships		
<u>Action 5.1</u> - Collaborate on regional and intra-regional housing and employment land delivery, and industry development.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 5.2</u> - Integrate cross-border land use planning between NSW and South East Queensland, and remove barriers to economic, housing and jobs growth.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 5.3</u> - Encourage ongoing cooperation and land use planning between the City of Gold Coast and Tweed Shire Council.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 5.4</u> - Prepare a regional economic development strategy that drives economic growth opportunities by identifying key enabling infrastructure and other policy interventions to unlock growth.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 2 - A thriving, interconnected economy		
Direction 6 - Develop successful centres of employment		
<u>Action 6.1</u> - Facilitate economic activity around industry anchors such as health, education and airport facilities by considering new infrastructure needs and introducing planning controls that encourage clusters of related activity.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 6.3</u> - Promote knowledge industries by applying flexible planning controls, providing business park development opportunities and identifying opportunities for start-up industries.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 6.3</u> - Reinforce centres through local growth management strategies and local environmental plans as primary mixed-use locations for commerce, housing, tourism, social activity and regional services.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 6.4</u> - Focus retail and commercial activities in existing centres and develop place-making focused planning strategies for centres.	<i>Inconsistent but justified</i>	<i>The proposal will permit a retail activity outside existing centres, but it is</i>

NORTH COAST REGIONAL PLAN 2036 GOALS, DIRECTIONS & ACTIONS	CONSISTENCY	COMMENTS
		<i>permissible on all RU2 land which in all instances is located outside of centres.</i>
<u>Action 6.5</u> - Promote and enable an appropriate mix of land uses and prevent the encroachment of sensitive uses on employment land through local planning controls.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 6.6</u> - Deliver an adequate supply of employment land through local growth management strategies and local environmental plans to support jobs growth.	Yes	<i>Will permit employment generating activity on appropriately zoned land without any negative impact on surrounding employment generating activities.</i>
<u>Action 6.7</u> - Ensure employment land delivery is maintained through an annual North Coast Housing and Land Monitor.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 2 - A thriving, interconnected economy Direction 7 - Coordinate the growth of regional cities		
<u>Action 7.1</u> - Prepare action plans for regional cities that: <ul style="list-style-type: none"> ▪ ensure planning provisions promote employment growth and greater housing diversity; ▪ promote new job opportunities that complement existing employment nodes around existing education, health and airport precincts; ▪ identify infrastructure constraints and public domain improvements that can make areas more attractive for investment; and ▪ deliver infrastructure and coordinate the most appropriate staging and sequencing of development. 	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 2 - A thriving, interconnected economy Direction 8 - Promote the growth of tourism		
<u>Action 8.1</u> - Facilitate appropriate large-scale tourism developments in prime tourism development areas such as Tweed Heads, Tweed Coast, Ballina, Byron Bay, Coffs Harbour and Port Macquarie.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 8.2</u> - Facilitate tourism and visitor accommodation and supporting land uses in coastal and rural hinterland locations through local growth management strategies and local environmental plans.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 8.3</u> - Prepare destination management plans or other tourism focused strategies that: <ul style="list-style-type: none"> ▪ identify culturally appropriate Aboriginal tourism opportunities; ▪ encourage tourism development in natural areas that support conservation outcomes; and ▪ strategically plan for a growing international tourism market. 	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 8.4</u> - Promote opportunities to expand visitation to regionally	Yes	<i>Consistent although this action is not</i>

NORTH COAST REGIONAL PLAN 2036 GOALS, DIRECTIONS & ACTIONS	CONSISTENCY	COMMENTS
significant nature-based tourism places, such as Ellenborough Falls, Dorrigo National Park, Wollumbin–Mount Warning National Park, Iluka Nature Reserve and Yuraygir Coastal Walk.		<i>directly relevant to the planning proposal</i>
<u>Action 8.5</u> - Preserve the region's existing tourist and visitor accommodation by directing permanent residential accommodation away from tourism developments, except where it is ancillary to existing tourism developments or part of an area otherwise identified for urban expansion in an endorsed local growth management strategy.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 2 - A thriving, interconnected economy		
Direction 9: Strengthen regionally significant transport corridors		
<u>Action 9.1</u> - Enhance the competitive value of the region by encouraging business and employment activities that leverage major inter-regional transport connections, such as the Pacific Highway, to South East Queensland and the Hunter.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 9.2</u> - Identify buffer and mitigation measures to minimise the impact of development on regionally significant transport infrastructure including regional and state road network and rail corridors.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 9.3</u> - Ensure the effective management of the State and regional road network by: <ul style="list-style-type: none"> ▪ preventing development directly adjoining the Pacific Highway; ▪ preventing additional direct 'at grade' access to motorway-class sections of the Pacific Highway; ▪ locating highway service centres on the Pacific Highway at Chinderah, Ballina, Maclean, Woolgoolga, Nambucca Heads, Kempsey and Port Macquarie, approved by the Department of Planning and Environment and Roads and Maritime Services; and ▪ identifying strategic sites for major road freight transport facilities. 	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 2 - A thriving, interconnected economy		
Direction 10 - Facilitate air, rail and public transport infrastructure		
<u>Action 10.1</u> - Deliver airport precinct plans for Ballina–Byron, Lismore, Coffs Harbour and Port Macquarie that capitalise on opportunities to diversify and maximise the potential of value-adding industries close to airports.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 10.2</u> - Consider airport-related employment opportunities and precincts that can capitalise on the expansion proposed around Gold Coast Airport.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 10.3</u> - Protect the North Coast Rail Line and high-speed rail corridor	Yes	<i>Consistent although this action is not</i>

NORTH COAST REGIONAL PLAN 2036 GOALS, DIRECTIONS & ACTIONS	CONSISTENCY	COMMENTS
to ensure network opportunities are not sterilised by incompatible land uses or land fragmentation.		<i>directly relevant to the planning proposal</i>
<u>Action 10.4</u> - Provide public transport where the size of the urban area has the potential to generate sufficient demand.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 10.5</u> - Deliver a safe and efficient transport network to serve future release areas.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 2 - A thriving, interconnected economy Direction 11: Protect and enhance productive agricultural lands		
<u>Action 11.1</u> - Enable the growth of the agricultural sector by directing urban and rural residential development away from important farmland and identifying locations to support existing and small-lot primary production, such as horticulture in Coffs Harbour.	Yes	<i>The proposal will permit a development application to be submitted on the subject property for a rural supplies business. The location is mapped as important farmland supporting a diverse range of agricultural production including cane, macadamias, ti tree and cattle grazing. As stated by the DPI in their correspondence of 6th May, 2021 "it is recognised that 'rural supplies' is an agricultural related land use..." This is the basis for their support for an Additional Permitted Use amendment. The subject property contains approximately 23,000 macadmaia trees of which 15 will require relocation in the plantation as the majority of the proposed site is covered by a flood mound constructed on a disused cane pad.</i>
<u>Action 11.2</u> - Deliver a consistent management approach to important farmland across the region by updating the Northern Rivers Farmland Protection Project (2005) and Mid North Coast Farmland Mapping Project (2008).	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 11.3</u> - Identify and protect intensive agriculture clusters in local plans to avoid land use conflicts, particularly with residential and rural residential expansion.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 11.4</u> - Encourage niche commercial, tourist and recreation activities that complement and promote a stronger agricultural sector, and build the sector's capacity to adapt to changing circumstances.	Yes	<i>The proposed rural supplies business will service the local agricultural sector.</i>
<u>Action 11.5</u> - Address sector-specific considerations for agricultural	Yes	<i>Consistent although this action is not</i>

NORTH COAST REGIONAL PLAN 2036 GOALS, DIRECTIONS & ACTIONS	CONSISTENCY	COMMENTS
industries through local plans.		<i>directly relevant to the planning proposal</i>
Goal 2 - A thriving, interconnected economy		
Direction 12 - Grow agribusiness across the region		
<u>Action 12.1</u> - Promote the expansion of food and fibre production, agrichemicals, farm machinery, wholesale and distribution, freight and logistics, and processing through flexible planning provisions in local growth management strategies and local environmental plans.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 12.2</u> - Encourage the co-location of intensive primary industries, such as feedlots and compatible processing activities.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 12.3</u> - Examine options for agribusiness to leverage proximity from the Gold Coast and Brisbane West Wellcamp airports.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 12.4</u> - Facilitate investment in the agricultural supply chain by protecting assets, including freight and logistics facilities, from land use conflicts arising from the encroachment of incompatible land uses.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 2 - A thriving, interconnected economy		
Direction 13 - Sustainably manage natural resources		
<u>Action 13.1</u> - Enable the development of the region's natural, mineral and forestry resources by directing to suitable locations land uses such as residential development that are sensitive to impacts from noise, dust and light interference.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 13.2</u> - Plan for the ongoing productive use of lands with regionally significant construction material resources in locations with established infrastructure and resource accessibility.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 3 - Vibrant and engaged communities		
Direction 14 - Provide great places to live and work		
<u>Action 14.1</u> - Prepare precinct plans in growth areas, such as Kingscliff, or centres bypassed by the Pacific Highway, such as Woodburn and Grafton, to guide development and establish appropriate land use zoning, development standards and developer contributions.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 14.2</u> - Deliver precinct plans that are consistent with the Precinct Plan Guidelines (Appendix C).	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 3 - Vibrant and engaged communities		
Direction 15 - Develop healthy, safe, socially engaged and well-connected communities		
<u>Action 15.1</u> - Deliver best-practice guidelines for planning, designing and developing healthy built environments that respond to the ageing demographic and subtropical climate.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 15.2</u> - Facilitate more recreational walking and cycling paths and	Yes	<i>Consistent although this action is not</i>

NORTH COAST REGIONAL PLAN 2036 GOALS, DIRECTIONS & ACTIONS	CONSISTENCY	COMMENTS
expand inter-regional and intra-regional walking and cycling links, including the NSW Coastline Cycleway.		<i>directly relevant to the planning proposal</i>
<u>Action 15.3</u> - Implement actions and invest in boating infrastructure priorities identified in regional boating plans to improve boating safety, boat storage and waterway access.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 15.4</u> - Create socially inclusive communities by establishing social infrastructure benchmarks, minimum standards and social impact assessment frameworks within local planning.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 15.5</u> - Deliver crime prevention through environmental design outcomes through urban design processes.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 3 - Vibrant and engaged communities		
Direction 16 - Collaborate and partner with Aboriginal communities		
<u>Action 16.1</u> - Develop partnerships with Aboriginal communities to facilitate engagement during the planning process, including the development of engagement protocols.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 16.2</u> - Ensure Aboriginal communities are engaged throughout the preparation of local growth management strategies and local environmental plans.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 3 - Vibrant and engaged communities		
Direction 17: Increase the economic self-determination of Aboriginal communities		
<u>Action 17.1</u> - Deliver opportunities to increase the economic independence of Aboriginal communities through training, employment and tourism.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 17.2</u> - Foster closer cooperation with Local Aboriginal Land Councils to identify the unique potential and assets of the North Coast communities.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 17.3</u> - Identify priority sites with economic development potential that Local Aboriginal Land Councils may wish to consider for further investigation.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 3 - Vibrant and engaged communities		
Direction 18 - Respect and protect the North Coast's Aboriginal heritage		
<u>Action 18.1</u> - Ensure Aboriginal objects and places are protected, managed and respected in accordance with legislative requirements and the wishes of local Aboriginal communities.	Yes	<i>AHIMS search shows no Aboriginal sites or objects in the vicinity which reflects its long agricultural use.</i>
<u>Action 18.2</u> - Undertake Aboriginal cultural heritage assessments to inform the design of planning and development proposals so that impacts to Aboriginal cultural heritage are minimised and appropriate heritage management mechanisms are identified.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>

NORTH COAST REGIONAL PLAN 2036 GOALS, DIRECTIONS & ACTIONS	CONSISTENCY	COMMENTS
<u>Action 18.3</u> - Develop local heritage studies in consultation with the local Aboriginal community, and adopt appropriate measures in planning strategies and local plans to protect Aboriginal heritage.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 18.4</u> - Prepare maps to identify sites of Aboriginal heritage in 'investigation' areas, where culturally appropriate, to inform planning strategies and local plans to protect Aboriginal heritage.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 3 - Vibrant and engaged communities		
Direction 19 - Protect historic heritage		
<u>Action 19.1</u> - Ensure best-practice guidelines are considered such as the Australia International Council on Monuments and Sites (ICOMOS) Charter for Places of Cultural Significance and the NSW Heritage Manual when assessing heritage significance.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 19.2</u> - Prepare, review and update heritage studies in consultation with the wider community to identify and protect historic heritage items, and include appropriate local planning controls.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 19.3</u> - Deliver the adaptive or sympathetic use of heritage items and assets.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 3 - Vibrant and engaged communities		
Direction 20 - Maintain the region's distinctive built character		
<u>Action 20.1</u> - Deliver new high-quality development that protects the distinct character of the North Coast, consistent with the North Coast Urban Design Guidelines (2009)	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 20.2</u> - Review the North Coast Urban Design Guidelines (2009).	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 3 - Vibrant and engaged communities		
Direction 21 - Coordinate local infrastructure delivery		
<u>Action 21.1</u> - Undertake detailed infrastructure service planning to support proposals for new major release areas.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 21.2</u> - Maximise the cost-effective and efficient use of infrastructure by directing development towards existing infrastructure or promoting the co-location of new infrastructure.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 4 - Great housing choice and lifestyle options		
Direction 22 - Deliver greater housing supply		
<u>Action 22.1</u> - Deliver an appropriate supply of residential land within local growth management strategies and local plans to meet the region's projected housing needs.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 22.2</u> - Facilitate housing and accommodation options for temporary	Yes	<i>Consistent although this action is not</i>

NORTH COAST REGIONAL PLAN 2036 GOALS, DIRECTIONS & ACTIONS	CONSISTENCY	COMMENTS
residents by: <ul style="list-style-type: none"> ▪ preparing planning guidelines for seasonal and itinerant workers accommodation to inform the location and design of future facilities; and ▪ working with councils to consider opportunities to permit such facilities through local environmental plans. 		<i>directly relevant to the planning proposal</i>
<u>Action 22.3</u> - Monitor the supply of residential land and housing through the North Coast Housing and Land Monitor.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 4 - Great housing choice and lifestyle options Direction 23 - Increase housing diversity and choice		
<u>Action 23.1</u> - Encourage housing diversity by delivering 40 per cent of new housing in the form of dual occupancies, apartments, townhouses, villas or dwellings on lots less than 400 square metres, by 2036.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 23.1</u> - Develop local growth management strategies to respond to changing housing needs, including household and demographic changes, and support initiatives to increase ageing in place.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 4 - Great housing choice and lifestyle options Direction 24: Deliver well-planned rural residential housing areas		
<u>Action 24.1</u> - Facilitate the delivery of well-planned rural residential housing areas by: <ul style="list-style-type: none"> ▪ identifying new rural residential areas in a local growth management strategy or rural residential land release strategy endorsed by the Department of Planning and Environment; and ▪ ensure that such proposals are consistent with the Settlement Planning Guidelines: Mid and Far North Coast Regional Strategies (2007) or land release criteria (once finalised). 	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
<u>Action 24.2</u> - Enable sustainable use of the region's sensitive coastal strip by ensuring new rural residential areas are located outside the coastal strip, unless already identified in a local growth management strategy or rural residential land release strategy endorsed by the Department of Planning and Environment.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>
Goal 4 - Great housing choice and lifestyle options Direction 25 - Deliver more opportunities for affordable housing		
<u>Action 25.1</u> - Deliver more opportunities for affordable housing by	Yes	<i>Consistent although this action is not</i>

NORTH COAST REGIONAL PLAN 2036 GOALS, DIRECTIONS & ACTIONS	CONSISTENCY	COMMENTS
incorporating policies and tools into local growth management strategies and local planning controls that will enable a greater variety of housing types and incentivize private investment in affordable housing.		<i>directly relevant to the planning proposal</i>
<u>Action 25.2</u> - Prepare guidelines for local housing strategies that will provide guidance on planning for local affordable housing needs.	Yes	<i>Consistent although this action is not directly relevant to the planning proposal</i>

ANNEXURE C

Council Local Strategy & Strategic Plans Consistency Checklist



APPENDIX 2: COUNCILS LOCAL STRATEGY AND STRATEGIC PLAN/S CONSISTENCY CHECKLIST

(Note - refer to section 4.4 of this template document)

Strategy/Strategic Plan	Relevant component/statement of consistency
The Clarence 2027	The only relevant objective is 3.1 – To have an attractive and diverse environment for business, tourism and industry. The proposal will enable a small business servicing the surrounding agricultural sector to be established.
Council's Delivery Program and Operational Plan	There are not strategies or actions directly relevant to the proposal.
Maclean Urban Catchment Local Growth Management Strategy 2011	Not relevant. The planning proposal has no direct relevance to this strategy and vice versa.
South Grafton Heights Precinct Strategy	Not relevant. The planning proposal has no direct relevance to this strategy and vice versa.
Clarence Valley Settlement Strategy	Not relevant. The planning proposal has no direct relevance to this strategy and vice versa.
Lower Clarence Retail Strategy (May 2007)	Not relevant. The planning proposal has no direct relevance to this strategy and vice versa.
Yamba Retail/Commercial Strategy (May 2002)	Not relevant. The planning proposal has no direct relevance to this strategy and vice versa.
Clarence Valley Economic Development Strategic Plan	The Plan facilitates economic growth across the Clarence Valley, to which this proposal will make a minor contribution.
Clarence Valley Industrial Lands Strategy	Not relevant. The planning proposal has no direct relevance to this strategy and vice versa.
Clarence Valley Affordable Housing Strategy	Not relevant. The planning proposal has no direct relevance to this strategy and vica versa.
Clarence Valley Council Biodiversity Management Strategy 2010	Not relevant. The planning proposal has no direct relevance to this strategy and vice versa.
Clarence River Way Masterplan 2009	Not relevant. The planning proposal has no direct relevance to this strategy and vice versa.
Clarence Valley Open Spaces Strategic Plan 2012	Not relevant. The planning proposal has no direct relevance to this strategy and vice versa.
Clarence Valley Local Strategic Planning Statement 2020	Priority 13 of the Statement addresses the protection and enhancement of the local agricultural sector and the proposal will enable a business directly related to the surrounding agricultural sector to be established.

ANNEXURE D

State Environmental Planning Policy Consistency Checklist

Name of SEPP	Relevant/applicable?	Comment/statement of consistency
<i>The following State Environmental Planning Policies (SEPPs) are current and whilst not all may be applicable to the Clarence Valley LGA they are all being acknowledged and some are considered in more detail where relevant.</i>		
State Environmental Planning Policy (Primary Production) 2021	Yes	Part 2.1 of the SEPP lists its aims which “aim to facilitate the orderly economic use and development of lands for primary production.” It is proposed to relocate 15 macadmaia trees within the plantation of 23,000 and establish a rural supplies business servicing, and so enhancing the local agricultural sector.
State Environmental Planning Policy Resources and Energy 2021	No	N/a
State Environmental Planning Policy (Resilience and Hazards) 2021	Yes	<p>Clause 4.6 of the Policy states “a consent authority must not consent to the carrying out of any development on lands unless –</p> <p>a) It has considered whether the land is contaminated”</p> <p>The clause further states:- <i>“Before determining an application for consent to carry out development that would involve a change of use on any of the land specified in subsection (4), the consent authority must consider a report specifying the findings of a preliminary investigation of the land concerned carried out in accordance with the contaminated land planning guidelines.”</i></p> <p>As the site has a long history of agricultural use including cane cultivation and the proposal involves a change of use, a Preliminary Site Investigation has been prepared and is at Annexure I. The investigation included a desktop study and soil sampling and testing and concluded: <i>“On the basis of the PSI findings, the investigation area is considered suitable for the proposed commercial use, from a contamination perspective.”</i></p> <p>The property is mapped as Coastal Use Area & Coastal Environmental Area, though the actual proposed shed site is only mapped as the latter. An assessment under Clause 2.10 & 2.11 of the Policy are attached at Annexure Q and concludes the proposal will have no impact on any of their issues therein.</p>
State Environmental Planning Policy (Industry and Employment) 2021	No	N/A
State Environmental Planning Policy (Transport and Infrastructure) 2021	No	N/A
State Environmental Planning Policy (Biodiversity and Conservation) 2021	No	N/A
State Environmental Planning Policy (Planning Systems) 2021	No	N/A

Name of SEPP	Relevant/applicable?	Comment/statement of consistency
State Environmental Planning Policy (Precincts – Eastern Harbour City) 2021	No	N/A
State Environmental Planning Policy (Precincts – Central River City) 2021	No	N/A – no longer applicable as Clause 6 Contamination and remediation to be considered in zoning or rezoning proposal was repealed on 17 April, 2020. Refer to section 9.1 Direction 2.6 Remediation of Contaminated Land in Annexure F below.
State Environmental Planning Policy (Precincts Western Parkland City)	No	N/A
State Environmental Planning Policy (Precincts – Regional) 2021	No	N/A
State Environmental Planning Policy (Housing)	No	N/A
State Environmental Planning Policy (Design Quality of Residential Apartment Development)	No	N/A
State Environmental Planning Policy (Building Sustainability Index BASIX) 2004	No	N/A
State Environmental Planning Policy (Exempt Copying Development Codes) 2008	No	N/A.

ANNEXURE E

SECTION 9.1 DIRECTIONS CONSISTENCY CHECKLIST

SECTION 9.1 DIRECTION	CONSISTENCY	COMMENTS
FOCUS AREA 1. PLANNING SYSTEMS		
1.1 Implementation of Regional Plans	Inconsistent but Justified	Consistency with the NCRP2036 is assessed at Annexure B and concludes the proposal is consistent with all actions except Action 6.4 where the inconsistency is justified as rural supplies are permissible outside of centres in the RU2 zone, and 11.1 where the inconsistency is justified as the proposed use is an agricultural related use which will benefit the local agricultural sector and both inconsistencies are minor significance.
1.2 Development of Aboriginal Land Council land	N/A	Does not include aboriginal land Council land.
1.3 Approval and Referral Requirements	Consistent	Proposal does not require concurrence, consultation or referral to the Minister or public authority, or identify the development as designated..
1.4 Site Specific Provisions	Consistent	Does not include restrictive site specific planning controls.
FOCUS AREA 1: PLANNING SYSTEMS – PLACE BASED		
1.5 Parramatta Road Corridor Urban Transformation Strategy	N/A	This Direction does not apply to the Clarence Valley Council area.
1.6 Implementation of North West Priority Growth Area Land Use and Infrastructure Implementation Plan	N/A	This Direction does not apply to the Clarence Valley Council area.
1.7 Implementation of Greater Parramatta Priority Growth Area Interim Land Use and Infrastructure Implementation Plan	N/A	This Direction does not apply to the Clarence Valley Council area.
1.8 Implementation of Wilton Priority Growth Area Interim Land Use and Infrastructure Implementation Plan	N/A	This Direction does not apply to the Clarence Valley Council area..
1.9 Implementation of Glenfield to Macarthur Urban Renewal Corridor	N/A	This direction does not apply to the Clarence Valley Council area.
1.10 Implementation of Western Sydney Aerotropolis Plan	N/A	This Direction does not apply to the Clarence Valley Council area.
1.11 Implementation of Bayside West Precincts 2036 Plan	N/A	This Direction does not apply to the Clarence Valley Council area.
1.12 Implementation of Planning Principals for the Cooks Cove Precinct	N/A	This Direction does not apply to the Clarence Valley Council area.
1.13 Implementation of St Leonards and Crows Nest 2036 Plan	N/A	This Direction does not apply to the Clarence Valley Council area.

SECTION 9.1 DIRECTION	CONSISTENCY	COMMENTS
1.14 Implementation of Greater Macarthur 2040	N/A	This Direction does not apply to the Clarence Valley Council area.
1.15 Implementation of the Pymont Peninsula Plan Strategy	N/A	This Direction does not apply to the Clarence Valley Council area.
1.16 North West Rail Link Corridor Strategy	N/A	This Direction does not apply to the Clarence Valley Council area.
1.17 Implementation of the Bays West Place Strategy	N/A	This Direction does not apply to the Clarence Valley Council area.
FOCUS AREA 2: DESIGN AND PLACE		
FOCUS AREA 3: BIODIVERSITY AND CONSERVATION		
3.1 Conservation Zones	N/A	Does not involve conservation zones.
3.2 Heritage Zones	N/A	Does not involve heritage.
3.3 Sydney Drinking Water Catchment	N/A	This Direction does not apply to the Clarence Valley Council area.
3.4 Application of C2 and C3 Zones and Environmental Overlays in Far North Coast LEPs 26	N/A	Does not involve C2 & C3 zones.
3.5 Recreation Vehicle Areas	N/A	Does not involve recreation vehicle area.
FOCUS AREA 4: RESILIENCE AND HAZARDS		
4.1 Flooding	Consistent	<p>A Flood Report has been prepared and is attached at Annexure K. It concludes that the shed is not likely to have any significant adverse effect or flood affection on other development or properties, and recommend 4 actions to ensure compliance with Councils flood prone land policy.</p> <p>An assessment under Clause 5.21 of CV LEP 2011 is attached at Annexure N. Based on analysis contained in the Flood Report; the proposal complies with Cl.5.21 and so is compliant with the relevant flood document referenced in Clause (1) of the Direction. The proposal does not contain provisions which permit any of the matters contained in Clause (3) (a)-(f) of the Direction, will not increase requirements for government spending on the matters listed in Clause (3)(g) as the building is non-habitable and won't be occupied by staff and customers as floods approach, or permit hazardous industries. Any materials stored in the shed (i.e. items for sale) which may be considered hazardous can be stored above the 1 in 100 plus 500mm freeboard level or removed prior to the arrival of the flood.</p>
4.2 Coastal Management	Consistent	<p>The proposal is not inconsistent with the matters listed in Clause (1) of the Direction; is not inconsistent with Clause (2) of the Direction as the site is not within a coastal vulnerability area or affected by coastal hazards; is not inconsistent with Clause (3) of the Direction as the land is not within coastal wetland or littoral rainforest area; and does not propose to alter the maps listed in Clause (4) of the Direction. An assessment of the proposal under Chapter 2 of the SEPP (Resilience & Hazards) 2021 is at Annexure E.</p>

SECTION 9.1 DIRECTION	CONSISTENCY	COMMENTS
4.3 Planning for Bushfire Protection	N/A	Not on bushfire prone land.
4.4 Remediation of Contaminated Land	Consistent	The land has long-term agricultural use, particularly cane cultivation and soil subject to this Direction. The Preliminary Site Investigation at Annexure I concludes that in respect to contamination the site is suitable for the proposed use. As such, the proposal is consistent with the provisions of Clause (1) of the Direction and complies with Clause (2) through the Preliminary Site Investigation.
4.5 Acid Sulphate Soil	Inconsistent but Justified	<p>The site is mapped as Class 3 ASS and Clause 7.1 of CV LEP 2011 requires an ASS Management Plan to be prepared if more than 1 tonne of soil is disturbed by works 1m below natural ground level or which will lower the watertable unless a preliminary assessment determines that a plan is not required.</p> <p>In this instance more than 1 tonne is likely to be disturbed by the removal of top soil from under the mound extensions and by the provision of underground services.</p> <p>None of these works will be more than 1m below natural ground level or impact on the watertable. Fill for the mound will be sourced from an approved quarry (as was fill for the existing mound) and will be certified and so contain no ASS. As a result, it is considered that an ASS Management Plan is not required.</p> <p>The proposal is inconsistent with the Direction as the site is mapped as ASS, will intensify the use of the site, and an ASS study has not been prepared other than the preliminary assessment under Clause 7.1 of CV LEP 2011. The inconsistency is justified by the Clause 7.1 assessment and under (b) of the Direction as it is of minor significance.</p>
4.6 Mine Subsidence and Unstable Land	N/A	Does not involve subsidence unstable land.
FOCUS AREA 5: TRANSPORT AND INFRASTRUCTURE		
5.1 Integrating Land Use and Transport	N/A	Does not require integrating transport and land use.
5.2 Reserving Land for Public Purposes	N/A.	Does not involve reserving public land..
5.3 Development Near Regulated Airports and Defence Airfields	N/A	Does not involve land near regulated airports and defense airfields..
5.4 Shooting Ranges	N/A	Does not involve shooting ranges.
FOCUS AREA 6: HOUSING		
6.1 Residential Zones	Consistent	Does not involve the provision of housing.
6.2 Caravan Parks and Manufactured Home Estates	N/A	Does not involve caravan parks or MHE's.
FOCUS AREA 7: INDUSTRY AND EMPLOYMENT		
7.1 Business and Industrial Zones	N/A.	Will result in increased employment outside of an identified centre but justified as rural supply businesses are permissible in some rural areas.
7.2 Reduction in non-hosted short-term rental	N/A	This Direction does not apply to the Clarence Valley Council area.

SECTION 9.1 DIRECTION	CONSISTENCY	COMMENTS
accommodation period		
7.3 Commercial and Retail Development along the Pacific Highway, North Coast	N/A.	Does not involve the Pacific Highway.
FOCUS AREA 8: RESOURCES AND ENERGY		
8.1 Mining, Petroleum Production and Extractive Industries	N/A	Does not involve these industries.
FOCUS AREA 9: PRIMARY PRODUCTION		
9.1 Rural Zones	Consistent	The proposal does not rezone the land to a residential, business, industrial or tourist zone and so is consistent.
9.2 Rural Lands	Inconsistent but Justified	The proposal involves the relocation of 15 trees to elsewhere in the plantation of 23,000 trees. An assessment of the Direction is at Annexure F.
9.3 Oyster Aquaculture	N/A	Does not impact on oyster aquaculture.
9.4 Farmland of State and Regional Significance on the NSW Far North Coast	N/A	The proposal does not rezone land for urban or rural residential use but does permit a business to be established on important farm land supporting the local agriculture sector.

ANNEXURE F

DIRECTION 9.2 RURAL LANDS ASSESSMENT

DIRECTION 9.2 RURAL LANDS ASSESSMENT

1. *A planning proposal must:-*

- a) *be consistent with any applicable strategic plan, including regional and district plans endorsed by the Planning Secretary, and any local strategic planning statement.*

Comment: Inconsistencies with NCRP 2036 are minor and addressed in Section B (3) of this report. The inconsistencies are locating a commercial business outside of a centre which is justified as rural supplies are a permissible use in some rural areas and protecting and enhancing the agricultural sector which the proposal does by locating a rural supplies business servicing that sector within an agricultural area albeit with insignificant loss of agricultural land.

- b) *consider the significance of agriculture and primary production to the State and rural communities*

Comment: The rural supplies business will serve the local agricultural sector at a cost of the loss of an insignificant amount of agricultural land. Farms in the vicinity will benefit from reduced travel times and fuel use to source supplies.

- c) *identify and protect environmental values, including but not limited to, maintaining biodiversity, the protection of native vegetation, cultural heritage, and the importance of water resources*

Comment: No impact, as only plantation trees require relocation.

- d) *consider the natural and physical constraints of the land, including but not limited to, topography, size, location, water availability and ground and soil conditions*

Comment: No impact, existing mound approved by Council will be extended on a level site.

- e) *promote opportunities for investment in productive, diversified, innovative and sustainable rural economic activities*

Comment: The proposal will permit the establishment of an economically viable business.

- f) *support farmers in exercising tier right to farm*

Comment: The proposal will permit a business supporting the local agricultural sector.

- g) prioritise effort and consider measures to minimise the fragmentation of rural land and reduce the risk of land use conflict; particularly between residential and land uses and other rural land use.*

Comment: The proposed rural supplies business compliments, rather than conflicts with, the local agricultural sector.

- h) consider State significant agricultural land identified in chapter 2 of the State Environmental Planning Policy (Primary Production) 2021 for the purpose of ensuring the ongoing viability of this land*

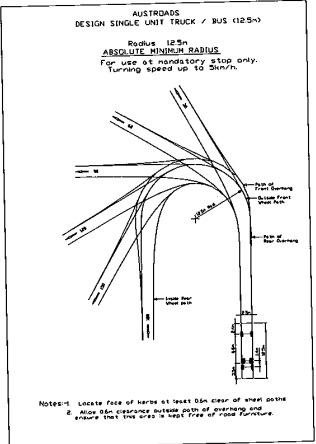
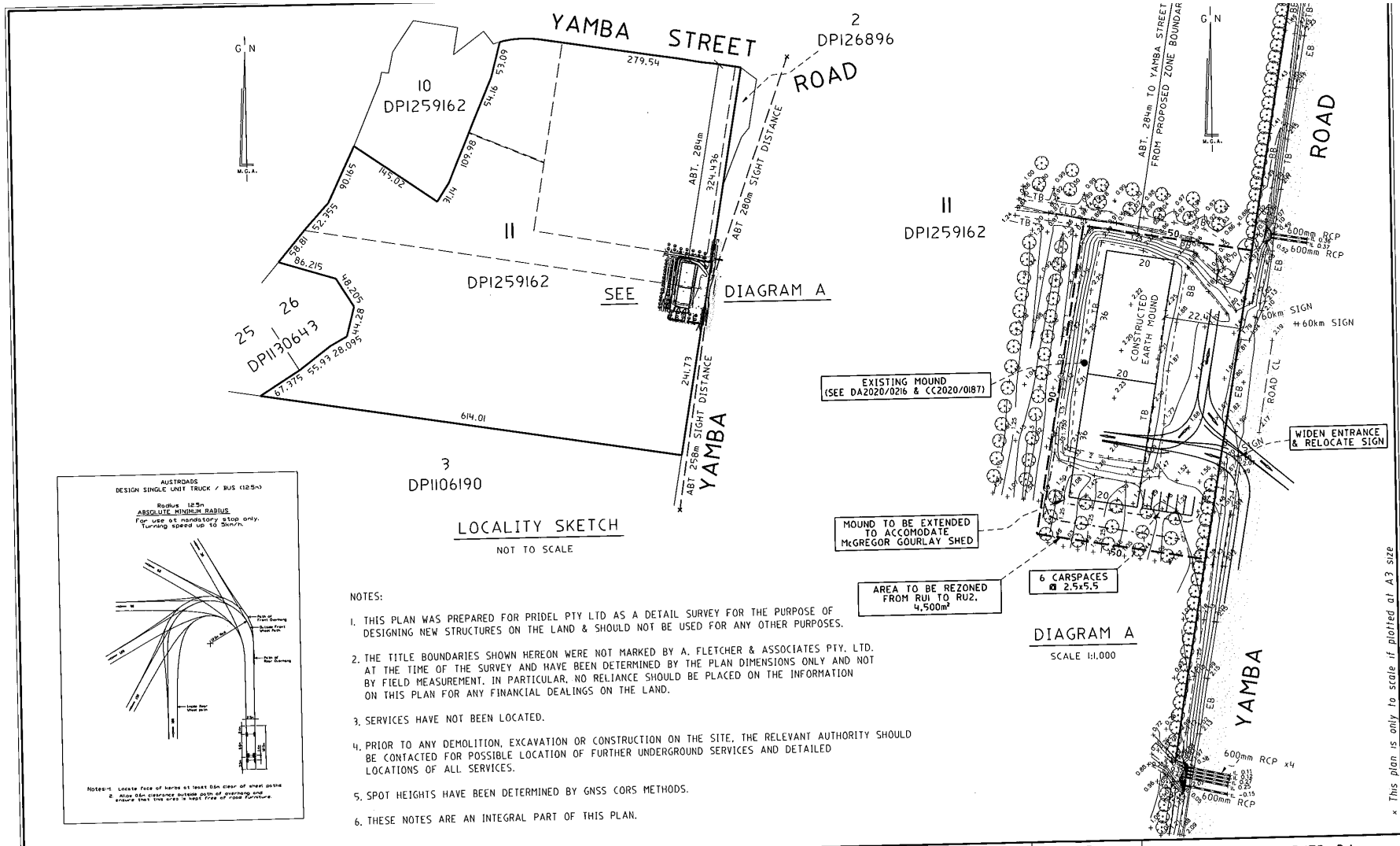
Comment: Located on important farm land but the relocating of 15 trees to elsewhere in the plantation is outweighed by the benefits of having an agricultural focussed business in this location.

- i) consider the social, economic and environmental interest of the community.*

Comment: Will have economic benefits for the local agricultural sector with no social or environmental impacts.

ANNEXURE G

CONCEPT PLAN



KEY OF COMMON SERVICES

OVERHEAD POWER	ELECTRICITY
POLE	TELSTRA
ELEVATED JOINT	SEWER
JUNCTION	WATER
HYDRANT WATER METER	DRAINAGE
STOP VALVE	INTERNAL INTENT DRAINAGE
PIT	

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PLAN OF DETAIL SURVEY OVER PART OF LOT II DPI259162
4 RIVER ROAD, PALMERS ISLAND
CLIENT: PRIDEL PTY LTD

SURVEY: BF	DRAWING No. 9561 SHED DA	
DESIGN:	ORIGIN:	Sheet No.
DRAWN: BF	PM67075	of
DATE: 11.02.21	RL 1.528m (AHD)	Sheets
SCALE: 1:1,000	C.I. 0.25m	Revision: A
CAD REFERENCE Z:\9561\DN\9561DASHED.dgn		

x This plan is only to scale if plotted at A3 size

ANNEXURE H

AHIMS SEARCH



AHIMS Web Services (AWS) Search Result

Purchase Order/Reference : river rd

Client Service ID : 568812

Rob Donges
2/67 wooli st
yamba New South Wales 2464
Attention: Rob Donges
Email: rdongesyamba@icloud.com

Date: 17 February 2021

Dear Sir or Madam:

AHIMS Web Service search for the following area at Lot : 11, DP:DP1259162 with a Buffer of 200 meters, conducted by Rob Donges on 17 February 2021.

The context area of your search is shown in the map below. Please note that the map does not accurately display the exact boundaries of the search as defined in the paragraph above. The map is to be used for general reference purposes only.



A search of the Office of the Environment and Heritage AHIMS Web Services (Aboriginal Heritage Information Management System) has shown that:

0	Aboriginal sites are recorded in or near the above location.
0	Aboriginal places have been declared in or near the above location.*

your search shows Aboriginal sites or places what should you do?

- You must do an extensive search if AHIMS has shown that there are Aboriginal sites or places recorded in the search area.
- If you are checking AHIMS as a part of your due diligence, refer to the next steps of the Due Diligence Code of practice.
- You can get further information about Aboriginal places by looking at the gazettal notice that declared it. Aboriginal places gazetted after 2001 are available on the [NSW Government Gazette](http://www.nsw.gov.au/gazette) (<http://www.nsw.gov.au/gazette>) website. Gazettal notices published prior to 2001 can be obtained from Office of Environment and Heritage's Aboriginal Heritage Information Unit upon request

important information about your AHIMS search

- The information derived from the AHIMS search is only to be used for the purpose for which it was requested. It is not to be made available to the public.
- AHIMS records information about Aboriginal sites that have been provided to Office of Environment and Heritage and Aboriginal places that have been declared by the Minister;
- Information recorded on AHIMS may vary in its accuracy and may not be up to date. Location details are recorded as grid references and it is important to note that there may be errors or omissions in these recordings,
- Some parts of New South Wales have not been investigated in detail and there may be fewer records of Aboriginal sites in those areas. These areas may contain Aboriginal sites which are not recorded on AHIMS.
- Aboriginal objects are protected under the National Parks and Wildlife Act 1974 even if they are not recorded as a site on AHIMS.
- This search can form part of your due diligence and remains valid for 12 months.

ANNEXURE I

PRELIMINARY SITE INVESTIGATION (ENV SOLUTIONS, Feb 2022)
& CONTAMINATION REPORT

ENV
Solutions

ENVIRONMENTAL | ASBESTOS | REMEDIATION | RESOURCE RECOVERY

PRELIMINARY SITE INVESTIGATION

Yamba Road, Palmers Island, NSW 2464

ENV216557

For:

Pridel Pty Ltd

By:

ENV Solutions

Date:

18 February 2022

ENV Solutions

313 River Street, Ballina NSW 2478

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DOCUMENT CONTROL

Job No:	ENV216557
Client:	Pridel Pty Ltd
Filename:	216557_1822_Palmers Island SEPP55_20220218

	Name:	Date:	Signature:
Prepared By:	Robert Todhunter	18/02/2022	
Reviewed By:	Ben Pieterse	21/02/2022	
Approved By:			

Revision:	Date:	Details:

SCOPE OF ENGAGEMENT AND LIMITATIONS

This report has been prepared by ENV Solutions at the request of Pridel Pty Ltd for the purpose of a SEPP55 – Preliminary Site Investigation. No other parties may rely on the contents of this report for any purposes except those stated.

This report has been prepared based on the information provided to us and from other information obtained as a result of enquiries made by us. ENV accepts no responsibility for any loss or damage suffered howsoever arising to any person or corporation who may use or rely on this document for a purpose other than that described above.

No part of this report may be reproduced, stored, or transmitted in any form without the prior consent of ENV.

ENV declares that it does not have, nor expects to have, a beneficial interest in the subject project.

To avoid this advice being used inappropriately, it is recommended that you consult with ENV before conveying the information to another who may not fully understand the objectives of the report. This report is meant only for the subject site/project and should not be applied to any other.



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LIST OF ACRONYMS

Below is a list of commonly used acronyms in this report:

COC	Chain of Custody
COPC	Chemical of Potential Concern
EILs	Ecological Investigation Levels
ENV	ENV Solutions
HILs	Health Investigation Levels
NEPC	National Environment Protection Council
NEPM	National Environment Protection (Assessment of Site Contamination) Measure 1999 (as amended 2013)
NSW EPA	New South Wales Environment Protection Authority
OCPs	Organochlorine Pesticides
PCBs	Polychlorinated Biphenyls
QA/QC	Quality Assurance and Quality Control



EXECUTIVE SUMMARY

ENV Solutions has undertaken a preliminary site investigation (PSI) for LOT 11 DP1259162, Yamba Road, Palmers Island, NSW, 2464 (hereafter referred to as the 'site'). ENV understands that the PSI has been requested to support a development application for construction of a commercial premises at the site, in accordance with the requirements under the State Environmental Planning Policy (SEPP) No 55.

The PSI included the following components:

- A desktop review of the site conditions, history and surrounding environment;
- Identification of past and present potentially contaminating activities and chemicals of potential concern (COPC);
- An inspection of the site and adjacent areas of land;
- Development of a preliminary conceptual site model (CSM);
- Collection of soil samples from eight discrete sampling locations within the proposed commercial premises curtilage covering a total area of 4,500m² (the Investigation Area);
- Assessment of the soil analytical results against relevant Tier 1 investigation levels detailed in the *National Environment Protection (Assessment of Site Contamination) Measure (NEPM) 1999, as amended 2013* (NEPC, 2013); and
- Assessment of the environmental suitability of the site for the proposed commercial land use.

From the desktop review, a preliminary CSM was developed. The preliminary CSM identifies potential contamination sources associated with the historic and current land uses; COPC which may be attributable to these sources; potential receptors of contamination on and near the site; and potential exposure pathways linking the contamination sources with the receptors.

The investigation area has historically been utilised as a farm 'pad'. The desktop study found the investigation area currently features a shed in the northern portion of the site, with the proposed construction of a similar sized shed adjacent to the south. Considering that the site has been used for agricultural purposes, potential sources of contamination primarily include the use of pesticides and fertilisers, along with petroleum products and hydraulic fluids from machinery. As such, identified COPC included organochlorine pesticides, polychlorinated biphenyl, petroleum compounds and metals (e.g. arsenic, lead), and potentially affected environmental media were deemed to primarily comprise surface soils.

A site inspection and soil sampling program were undertaken on 15 February 2022, with no olfactory or visible signs of contamination observed with exception of minor bitumen inclusions (location of sample S-8). Soil samples were collected from the upper soil stratum (0 to 0.2 mBGL) at eight (8) discrete locations, including from the batter, allowing access to 'deeper' soils below the recent fill level.



Laboratory analysis results reported COPC concentrations at all sample locations were less than the adopted assessment criteria which incorporated human and ecological health criteria for industrial/commercial landuse as presented in the *NEPM* (NEPC, 2013).

On the basis of the PSI findings, the investigation area is considered suitable for the proposed commercial use, from a contamination perspective.



1 INTRODUCTION

ENV Solutions was engaged by Pridel Pty Ltd (the Client) to complete a preliminary site investigation (PSI) for LOT 11 DP1259162, Yamba Road, NSW (hereafter referred to as the 'site'). ENV understands that the PSI has been requested to support a commercial business development application at the site in accordance with the requirements under the State Environmental Planning Policy (SEPP) No 55.

This PSI has been prepared in general accordance with the requirements of the NSW EPA (2020) document entitled *Consultants Reporting on Contaminated Land (Contaminated Land Guidelines)*, and the *Northern Rivers Regional Policy for the Management of Contaminated Land* (Northern Rivers Regional Councils, 2007). The completed 'Contamination Report Summary Table' has been provided as a separate document to this report.

1.1 Objective

The objective of the PSI was to assess the potential for contamination to exist at the site as a result of historical or current land uses; and if further investigation and/or remediation is required for the site to be considered suitable for proposed commercial land use, from a chemical perspective.

1.2 Scope of Works

The PSI included the following components:

- A desktop review of the site conditions, history and surrounding environment;
- Identification of past and present potentially contaminating activities and chemicals of potential concern (COPC);
- An inspection of the site and adjacent areas of land;
- Development of a preliminary conceptual site model (CSM);
- Collection of soil samples from eight discrete sampling locations within the proposed commercial premises curtilage covering a total area of 4,500 m² (the Investigation Area);
- Assessment of the soil analytical results against relevant Tier 1 investigation levels detailed in the *National Environment Protection (Assessment of Site Contamination) Measure (NEPM) 1999, as amended 2013* (NEPC, 2013); and
- Assessment of the environmental (chemical) suitability of the site for the proposed residential land use.

1.3 Technical and Regulatory Framework

The following technical and regulatory framework has been considered in preparing this PSI:

- Contaminated Land Management Act 1997 (CLM Act);
- Environmental Planning and Assessment Act 1979;
- *Managing Land Contamination Planning Guidelines SEPP 55 – Remediation of Land* (Department of Urban Affairs and Planning & NSW Environment Protection Authority [EPA], 1998);
- *Sampling Design Guidelines* (NSW EPA, 1995);



- *National Environment Protection (Assessment of Site Contamination) Measure (NEPM) 1999, as amended 2013 (NEPC, 2013);*
- *Consultants Reporting on Contaminated Land (Contaminated Land Guidelines) (NSW EPA, 2020);*
- *AS 4482.1-2005 Guide to the sampling and investigation of potentially contaminated soil – Non-volatile and semi-volatile compounds (Australian Standard, 2005); and*
- *Regional Policy for the Management of Contaminated Land (Northern Rivers Regional Councils, 2007).*

2 SITE DESCRIPTION AND CHARACTERISTICS

2.1 Site Identification Details

Table 1 provides an overview of relevant identification details for the site. The site location is depicted in Figure 1 and Figure 2, Appendix A.

Table 1: Site Details

Site Address	Yamba Road, Palmers Island, NSW 2464
Real Property Description	Lot 11, DP1259162
Site Area	4,500m ²
Investigation Area	4,500m ² (proposed commercial premises curtilage)
Local Government Area	Clarence Valley Council
Existing Land Use	Agriculture
Proposed Land Use	Commercial

2.2 Zoning and Land Use

The site is zoned RU1 – Primary Production under the Clarence Valley Local Environment Plan (LEP) (2011). The following land uses are permitted without consent within an RU1 zone: environmental protection works; extensive agriculture; forestry; home-based childcare; home businesses; home industries; home occupations; horticulture; and viticulture. An excerpt of Clarence Valley Council's land-use zoning map is provided as Figure 3, Appendix A.

The site is currently used for agricultural activities. At the time of this investigation, the site features one large shed situated on a farm 'pad'.

2.3 Topography and Drainage

The investigation area comprises a filled area and has an elevation of approximately 4m Australian Height Datum (AHD) and is relatively flat. Surface water drains either to the west towards the Clarence River, or to the east into an ephemeral drainage line which feeds the Romiaka Channel. The Romiaka Channel is a tributary of the Clarence River.

2.4 Geology and Soils

The NSW Department of Planning, Industry and Environment's eSPADE v2.1 webapp maps the site to be situated within the Palmers Island soil landscape (9539pa). The Palmers Island soil landscape can be summarised as follows:

- Soils – deep (>200 cm), poorly drained Melacic Sulfidic/Sulfuric Redoxic Hydrosols (affinity with Prairie Soils) that consist of moderately well-drained Black Kandosols overlying wet Sulfidic/Sulfuric D horizons.



- Geology - Quaternary (Holocene) marine sediments of undetermined depth overlain by 1-2 m of alluvium derived from inland sediments. The marine sediments are generally potential acid sulfate soil materials.

Site observations during the sampling program noted medium grain, pale brown sandy clays, consistent with the fill reported to have been used on the site (refer Section 2.12).

2.5 Surface Water Bodies and Flooding

An unnamed ephemeral drainage line runs from the eastern side of Yamba Road, adjacent to the site flowing to the south, feeding into the Romiaka Channel, approximately 700m to the south-east of the site. The Romiaka Channel is a tributary of the Clarence River, and both the Romiaka Channel and Clarence River support freshwater ecosystems. The site is raised off the surrounding land, and surface water may also drain west over a flat field into the Clarence River.

The site has been raised from the surrounding landscape, but still sits at a low AHD, with poorly draining areas around it. The site may be prone to flooding in extreme weather events.

2.6 Groundwater Resources

A search of the WaterNSW Realtime groundwater database was completed on 10 February 2022. The search did not identify any licensed bores within a 500 m radius of the site of the site.

2.7 Surrounding Environment

The site is located south of the Palmers Island Village. Land use immediately surrounding the site can be summarised as:

- North: Agriculture (crop)
- South: Agriculture/ agriculture (crop)
- East: Agricultural (crop)
- West: Agricultural (crop)

2.8 Contaminated Land Record and Record of Notices

The NSW EPA Contaminated Land Record (EPA Notifications) contains a list of sites which have been notified to the NSW EPA under the Contaminated Land Management Act 1997 (CLM Act). Upon receiving the notification, the EPA then assesses the contamination status of the site and decides whether the contamination is significant enough to warrant formal regulation by the EPA in accordance with the provisions of the CLM Act. The NSW EPA Record of Notices contains selected information about sites which have been issued with a Regulatory Notice by the NSW EPA under the CLM Act.

The NSW EPA Contaminated Land Record and Record of Notices were searched on 10 February 2022. No records for the area of Palmers Island, were listed in the databases (NSW EPA, 2021).



2.9 POEO Act Public Register Search

The Protection of the Environment Operations Act 1997 (POEO Act) Public Register contains information about environment protection licences, licence applications, notices issued under the POEO Act, and pollution studies and reduction programs. The POEO Act Public Register was searched on 10 February 2022 for the area of Palmers Island, with no records identified on Yamba Road.

2.10 Cattle Dip Sites

The NSW DPI's cattle dip site locator was searched on 10 February 2022. One dip site was listed within a 1km radius of the site, at an unknown point on Middle Road. Middle road is located 400 m away from the site at its nearest point. Considering the minimum distance this cattle dip could be located from the site, the risk of any potential contamination from the dip site impacting the subject site is negligible.

2.11 Historical Aerial Photographs

A review of four (4) aerial photographs (dated 1966, 1971, 1989 and 1998) was undertaken to assess changes in land use at the site and immediate surrounds. Aerial photographs were accessed through the NSW Historical Imagery Viewer.

The review of historical aerial photographs indicates that the site has been used for agricultural activities (cropping) since at least 1966. Sometime between 1971 and 1989, a farm 'pad' was constructed at the site.

The review did not identify any historical structures in the investigation area. Historical land use of nearby properties include agriculture and rural residential. Copies of the historical aerial photographs are provided as Figure 4 to Figure 7, Appendix A.

2.12 Anecdotal Evidence

Information provided to ENV by the client indicates that additional fill material has recently been imported to the site to further raise the pad for future use. It is understood that some historically imported soil may comprise 'uncontrolled fill'. More recently, an earthworks contractor has imported Virgin Excavated Natural Material (VENM) from Newman Quarry, Jackybulbin NSW. A letter from the earthworks contractor stating that imported soil comprises VENM is provided as Appendix E.

Surrounding the site to the south, west and north are juvenile macadamia trees, roundup is used to control grass and weed growth between and under the trees. Biological control is largely used to control pests on the trees.



2.13 Site Inspection

A site inspection was undertaken by ENV on 15 February 2022, concurrent with the soil sampling program.

When the inspection was conducted, the investigation area featured a raised fill pad with a shed in the northern portion of the fill pad.

At the time of inspection there were no signs that would indicate that it had been contaminated (i.e. unnatural odours, soil discolouration or vegetation stress).



3 CONCEPTUAL SITE MODEL

The information presented in the previous sections pertaining to the site characteristics, history and surrounding environment, has been used to identify potential contamination sources from historic and current activities on the subject site; COPC associated with these sources, plausible receptors of contamination at the site and in off-site areas, and exposure pathways linking the contamination sources and receptors. This information is brought together in what is known as a conceptual site model, which is presented in the following sub-sections.

3.1 Contamination Sources

Historical and current land use of the site includes agricultural crop production. The area under investigation is currently largely cleared with a large industrial shed on the northern section of the site, with the proposed construction of an adjacent similar sized shed to its south. The desktop study and site history review found that there had been no previous structures present on the site. The site was though (prior to at least 1989) used for agricultural crop production, before being filled for use as a farm ‘pad’. At least some fill materials imported to the pad are suspected to comprise uncontrolled fill.

Considering that the immediate surrounds of the site have previously and are currently being used for agricultural purpose and likely for parking of heavy machinery while used as a farm pad, potential sources of contamination include the use of pesticides and fertilisers on crops and leaks and spills of petroleum compounds and hydraulic fluids and import of contaminated soils (uncontrolled fill).

No other off-site sources of contamination, likely to have affected the environmental condition of the subject site, have been identified.

3.2 Chemicals of Potential Concern

The COPC associated with identified contamination sources are summarised in Table 3.

Table 3: Summary of Chemical of Potential Concern

Chemical	Comments
Metals and metalloids: <ul style="list-style-type: none"> Arsenic, cadmium, chromium, copper, lead, mercury, nickel, and zinc. 	Associated with the use of paint, mechanical equipment, and importation of uncontrolled fill material.
Organochlorine pesticides (OCPs), organophosphorus pesticides (OPPs), and phenols	Associated with the importation of uncontrolled fill material, and application of pesticides beneath and around structures and hardstand.
Polychlorinated Biphenyls (PCB)	Associated with leaks and spills of hydraulic fluids
Petroleum Compounds: <ul style="list-style-type: none"> Total recoverable hydrocarbons (TRH): F1: C6-C10 minus BTEX; F2: >C10-C16 minus Naphthalene; F3: >C16-C34; and F4: >C34-C40 Benzene, Toluene, Ethylbenzene, Xylenes, Naphthalene (BTEXN) Polycyclic Aromatic Hydrocarbons (PAH) 	Associated with leaks and spills of petroleum products.



It is noted that organophosphate pesticides (OPPs) and other pesticides may have historically been applied to areas used for agricultural activities, however, OPPs are known to rapidly degrade in soil over a period of several days to weeks.

3.3 Potentially Affected Environmental Media

Potentially affected environmental media include surface soils and fill horizons. While other environmental media may be affected by the contamination sources described above, surface and fill soils are considered the most likely media to be directly impacted by the presence of potential contamination sources. If the surface soils at the site are contaminated, it is possible that also other environmental media have been impacted, which will then require further investigation.

3.4 Potential Migration and Exposure Pathways

Potential migration pathways depend on a number of factors including the chemical properties of the contaminant, soil texture, topography, and hydraulic gradient of shallow groundwater etc.

The significance of different exposure pathways depends on the chemical properties of the contaminant.

Potential migration pathways for identified COPC include:

- Volatilisation;
- Generation of dust;
- Infiltration, percolation and groundwater flow;
- Stormwater run-off; and
- Plant uptake and bioaccumulation.

Subsequently, potential exposure pathways include:

- Direct contact (ingestion or dermal) with contaminated environmental media;
- Inhalation of dust and vapours;
- Ingestion of food grown in contaminated soils; and
- Direct toxicity for plants and terrestrial/aquatic ecosystems.

3.5 Potential Receptors of Contamination

Potential receptors of contamination have been identified as:

- Future staff and visitors (customers) on-site;
- Future construction workers on-site; and
- Terrestrial ecosystems on-site.

It is noted that the potential for off-site receptors to be exposed to contamination originating from the site depends on the nature and extent of the contamination, soil properties, local surface water and groundwater hydrology, and distance to the receptors. If contamination is identified on-site, additional investigations may be required to identify and assess the risk to potential off-site receptors.



4 DATA QUALITY OBJECTIVES

4.1 Step 1: State the Problem

The purpose of the preliminary site investigation is to assess the potential for contamination to exist as a result of current or previous land use within the 4,500m² investigation area.

4.2 Step 2: Identify the Decision(s)

The principal decisions (questions) for this investigation are:

- What are the current and previous land uses at the site and is there a potential for contamination to exist as a result of associated land use activities?
- What are the COPC associated with current and historical land uses?
- Do the concentrations of COPC exceed relevant assessment criteria for the protection of potential receptors?
- Is the investigation area suitable for proposed commercial land use from a contamination perspective, or is further investigation and/or remediation required?

4.3 Step 3: Inputs into the Decision(s)

To address the decisions in Step 2, the following activities were completed:

- A desktop review of relevant and available information, to gain an understanding of site characteristics, history and potential receptors, as well as to identify gaps in the existing data;
- An inspection of the site and surrounding areas; and
- Soil sampling and laboratory analysis of COPC.

4.4 Step 4: Define the Study Boundaries

The study boundaries covered the area of the proposed building envelope, with a total area of 4,500m². The extent of the soil sampling program is referred to as the 'investigation area', and is depicted in Figure 2, Appendix A.

In terms of temporal boundaries, the site inspection and soil sampling program were undertaken over the course of one day, and therefore provides a snapshot only of the current soil conditions.

4.5 Step 5: Develop the Analytical Approach (Decision Rule)

The number of discrete soil sampling locations required for site characterisation was determined in accordance with NSW EPA (1995) and with reference to the size of the investigation area. Samples were collected using a systematic sampling pattern and involved the collection of soil samples from eight (8) discrete locations, including from the fill pad batter, allowing for horizontal access to 'deeper' soils beneath the recent filling level. Soil samples were collected from the upper soil stratum (0-0.15 m below ground level [BGL]) and laboratory analysis results compared to generic (Tier 1) investigation levels presented in the *NEPM* (NEPC, 2013).



To characterise the site, the following statistical measures were adopted, with the results compared to the adopted assessment criteria:

- Maximum observed contaminant concentration of each COPC

The precision (reproducibility), accuracy, representativeness and overall reliability of the data sets were assessed using the indicators presented in Table 2. This included the collection of appropriate quality assurance (QA) samples during soil sampling activities, and internal QA testing conducted by the analytical laboratories. The QA sampling regime was adopted in accordance with the NEPM (NEPC, 2013) and Australian Standard (1999 and 2005).

Table 2: Summary of QA Sample Parameters for Assessing Data Reliability

QA Sample Type	Media	Frequency	Acceptable Range of Results
Field Samples			
Intra-laboratory duplicate	Soil	1 per 20 primary samples	Relative percent difference (RPD) ≤50%
Inter-laboratory duplicate	Soil	1 per 20 primary samples	RPD ≤50%
Laboratory Samples			
Internal duplicate	Soil	1 per 10 primary samples	Laboratory specified
Matrix Spike	Soil	1 per sampling batch (20 samples)	Laboratory specified
Surrogate Spike	Soil	1 per sampling batch (20 samples)	Laboratory specified
Control Sample	Soil	1 per sampling batch (20 samples)	Laboratory specified
Laboratory Blank	Soil	1 per sampling batch (20 samples)	Results <LOR

4.6 Step 6: Specify the Performance or Acceptance Criteria

Assessment criteria were adopted from the Tier 1 investigation levels outlined in *Schedule B(1) Guideline on Investigation Levels For Soil and Groundwater* (NEPC, 2013) and included:

- Health investigation levels (HILs): exposure setting D – commercial/industrial. The HIL-D levels were selected based on the proposed commercial business land use.
- Health screening levels (HSLs): exposure setting D – commercial/industrial, consistent with current and proposed land use. HSLs for a sand soil texture and a sample depth of 0-1 mBGL were adopted.
- Ecological investigation levels (EILs) for commercial and industrial land-use. This land-use setting is broadly equivalent to the HIL-D land use scenario. Site-specific EILs were calculated for selected metals (considered to be ‘aged’ contamination (≥2 years)) using the NEPM toolbox/EIL calculator. For these calculations, reasonably expected default values were adopted for pH, cation exchange capacity (CEC), clay content and total organic carbon (TOC), based on modelled soil properties in eSPADE¹ (Environment, Energy and Science, 2021). Generic EILs presented in the NEPM (2013) were also adopted for selected chemicals.

¹ Soil properties used for EIL calculations: CEC of 15 cmolc/kg dwt, pH of 5, clay content of 25%, and organic carbon content (OC) of 2%.



- Ecological screening levels (ESLs): exposure setting – commercial/industrial, consistent with current and proposed land use. ESLs also considered a coarse soil texture and a sample depth of 0-2 mBGL.

4.7 Step 7: Optimise the Design for Obtaining Data

The sampling regime was designed to collect soil data from both fill used within the investigation area and historic surface material with reference to the proposed land use and environmental setting of the site. The design incorporated guidance and requirements presented in NEPC (2013) and Australian Standard (2005), as well as other current industry standards relating to the objectives of the assessment. To optimise the design of the investigation, the sampling and analytical program was devised to specifically target information required to meet the PSI objectives.



5 SITE INVESTIGATION METHODOLOGY

5.1 Overview

A site inspection and soil sampling program were undertaken on 15 February 2022. The aim of the site inspection was to assess the current condition of the site; and record any visible signs of contamination and potential contamination sources not identified by the desktop review.

With exception of minor bitumen inclusions at the location of sample S-8, no observable discolouration, vegetation stress or anthropogenic refuse was observed, and no noticeable unnatural odours encountered.

5.2 Soil Sampling and Analysis Plan

The soil sampling program comprised the collection of soil samples from the upper soil stratum (0-0.2 mBGL) at eight discrete locations within the investigation area. Samples collected from the batter allowed for access to soils below the fill layer.

Sampling locations are depicted in Figure 2, Appendix A. The soil sampling methodology is summarised in Table 3.

Table 3: Soil Sampling Methodology

Activity	Details
Sampling	<ul style="list-style-type: none"> Soil samples were collected from eight (8) discrete locations established based on a systematic sampling pattern across the investigation area. At each discrete sampling location, soil was loosened with a shovel and samples collected using a fresh pair of disposable nitrile gloves. Organic matter such as leaves and twigs were removed from the sample as much as practically possible prior to collection. Samples were collected by an appropriately qualified Environmental Scientist from ENV Solutions.
Field QA Samples	<ul style="list-style-type: none"> Field duplicates were collected and analysed in accordance with NEPC (2013) and Australian Standard (2005). One set of QA duplicates was collected.
Laboratory Analysis	<ul style="list-style-type: none"> All primary and duplicate samples were analysed for identified COPC.
Sample Preservation and Transport	<ul style="list-style-type: none"> Samples were placed in laboratory-supplied sample jars, with no headspace. Each sample was labelled with the project number, sampling date and unique sample identifier, and immediately placed into a chilled esky with ice, pending dispatch to the laboratory. Samples were transported to a laboratory accredited by the National Association of Testing Authorities (NATA) for the required analysis, and with accompanying chain of custody (COC) documentation.
Decontamination Procedure	<ul style="list-style-type: none"> Any reusable equipment was cleaned between sampling locations using a triple wash procedure. This involved washing with phosphate-free detergent (Decon 90), and final rinsing in potable water.



5.3 Justification of Sampling Design and Analysis Plan

Justification for the sampling design and analysis plan is as follows:

- The number of discrete sampling locations was established in accordance with the *Sampling Design Guidelines* (NSW EPA, 1995) and based upon the proposed building envelope of 2,000 m².
- The design plans provided by the client indicate that an area of up to 4,500m² will be rezoned from RU1 (primary production and rural) to RU2 (rural landscape) under this DA.
- The sampling density was considered appropriate in consideration of the adopted COPC, the likely diffuse application of these chemicals to soils (if at all) (i.e. no hotspots of contamination likely) and the results reported for the site areas where no development or cropping has occurred.
- Field-based sampling locations, including stratum and depth, were based on the results of the site history review and identified COPC.
- COPC include contaminants that are persistent in the environment; and are recognised as having been used historically in the Northern Rivers region for the following purposes:
 - Broadscale application of pesticides and fertilisers for agricultural production (i.e., OCPs, metals)
 - Usage of mechanical equipment and hydraulic fluids (i.e. petroleum compounds and PCBs).



6 RESULTS

6.1 Field Results

Observed surface soils consisted of well drained medium grain, pale brown Krasnozems (sandy clays), with some gravels mixed into the fill in the northern section of the site. With exception of minor bitumen inclusions at the location of sample S-8, no observable discolouration, vegetation stress or anthropogenic refuse was observed and no noticeable unnatural odours encountered.

Photos taken during site inspection and soil sampling procedures provided in Appendix B.

6.2 Laboratory Analysis Results

Laboratory analysis results for soil samples are tabulated and provided in Appendix D, along with the laboratory issued reports and certificates.

A review of the analytical results indicates that all reported COPC concentrations are less than the adopted assessment criteria for all samples, with the majority of analytes occurring at concentrations below the limit of reporting or consistent with background levels. No statistical analysis of the dataset was required.

6.3 QA/QC Results

Quality assurance and quality control (QA/QC) involved an assessment of the completeness, comparability, representativeness, precision and accuracy of the investigation and collected data. QA/QC indicators and results are presented in Table 4.

Table 4: Summary of QA/QC Indicators and Results

QA/QC Indicator	Compliance	Details
Details of Sampling Team	Yes	<ul style="list-style-type: none"> Field sampling was undertaken by an ENV appropriately qualified Environmental Scientist, Craig Helbig.
Sampling Plan Adhered To	Yes	<ul style="list-style-type: none"> All planned samples were collected and hence a complete dataset obtained.
Decontamination of Equipment	Yes	<ul style="list-style-type: none"> Reusable equipment was cleaned between sampling locations using a triple wash procedure. This involved preliminary washing with potable water, further washing with phosphate-free detergent (Decon 90), and final rinsing in clean, de-ionised water.
Sample Collection	Yes	<ul style="list-style-type: none"> Laboratory supplied jars used (no headspace). Collected samples placed in cooler box with ice. Each sample labelled with a unique sample ID. Samples collected in accordance with the methodology detailed in Section 5.2.
Chain of Custody	Yes	<ul style="list-style-type: none"> COC was completed with full and demonstrable delivery of samples. COC documentation is presented in Appendix C.
Holding Times	Yes	<ul style="list-style-type: none"> Samples analysed within the laboratory specified holding times.



QA/QC Indicator	Compliance	Details
Sufficient Duplicates Analysed	Yes	<ul style="list-style-type: none"> Field duplicate (intra-laboratory) collected in accordance with NEPC (2013) and Australian Standard (2005), with a ratio exceeding 2 duplicates per 20 primary samples. Field duplicates were collected at sampling location S4.
Field Duplicate Results – Relative Percentage Difference (RPD)	Yes	<ul style="list-style-type: none"> RPD calculated between the primary sample and each of the corresponding duplicates. The calculated RPDs are tabulated and presented in Appendix D. The calculated RPDs QA1A and sample S4 exceeded 50% (>50%) for the analytes of arsenic, chromium, copper, lead and zinc.
Analyses NATA accredited	Yes	<ul style="list-style-type: none"> Samples analysed by Envirolab in Sydney, which is NATA accredited for the analyses required.
Laboratory Internal QC	Yes	<ul style="list-style-type: none"> Satisfactory internal quality control data reported. Analytical methods used are presented in the Laboratory Reports, Appendix C.

6.4 Summary of Data Usability

The calculated RPDs for sample pair S4 and QA1A exceeded the acceptable threshold of $\leq 50\%$ for the analytes of arsenic, chromium, copper, lead and zinc. On the basis that the measured concentrations of these analytes in both samples were either near to the limit of reporting or substantially lower than the guideline values in accordance with NEPM (NEPC, 2013), the reproducibility, accuracy and representativeness of the analytical results is considered suitable to meet the objectives of this assessment and there remains sufficient confidence in the primary dataset. All other calculated RPDs were less than the threshold of $\leq 50\%$ providing further confidence in the dataset and in turn the finding of this report.



7 DISCUSSION AND CONCLUSION

Historical and current land use of the site includes agricultural crop farmland. The investigation area comprises a raised fill pad with a newly constructed shed in the northern portion.

The desktop study and site history review did not identify any previous or current on-site structures excluding the existing shed. Considering that the site has been used for agricultural purposes, potential sources of contamination primarily include the use of pesticides and fertilisers and use of heavy machinery and import of uncontrolled fill. As such, identified COPC included organochlorine pesticides, metals (e.g. arsenic, lead), petroleum compounds and PCBs and potentially affected environmental media were deemed to primarily comprise surface and fill soils.

A site inspection and soil sampling program were undertaken on 15 February 2022, with no olfactory or visible signs of contamination observed. Soil samples were collected from the upper soil stratum (0 to 0.2 mBGL) at eight (8) discrete locations, including from the batter to access 'deeper' soils.

Considering that soils showed no exceedances of relevant criteria and with reference to the homogeneity of soils at the site (imported fill) along with site observations, the samples taken within the building footprint are deemed to appropriately represent the larger area to be rezoned within this DA.

Laboratory analysis results reported that the maximum COPC concentrations at all sample locations were less than the adopted assessment criteria presented in the *NEPM* (NEPC, 2013) and selected based on the proposed land use (commercial)

On the basis of the PSI findings, the investigation area is considered suitable for the proposed commercial use, from a contamination perspective.

8 REFERENCES

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Standards Australia, 1999 & 2005. *AS 4482.1-2005 Guide to the sampling and investigation of potentially contaminated soil – Non-volatile and semi-volatile compounds*. Standards Australia: <https://www.saiglobal.com/pdftemp/previews/osh/as/as4000/4400/4482.1-2005.pdf>

APPENDIX A

Figures



LEGEND

 Site Location



0 100m 200m







Figure 1 – Site Location
Lot 11 Yamba Road, Palmers Island, NSW 2464

Project: Preliminary Site Investigation
Client: Pridel Pty Ltc



Image source: SixMaps ©NSW Government

LEGEND

-  Investigation Area (approximate)
-  Sample Locations (approximate)
-  Current Shed Location (approximate)
-  Proposed Shed Location (approximate)

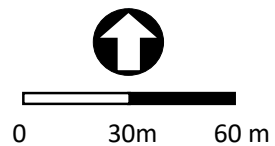


Figure 2 – Sample Locations
Lot 11 Yamba Road, Palmers Island, NSW 2464

Project: Preliminary Site Investigation
Client: Bridel Pty Ltd

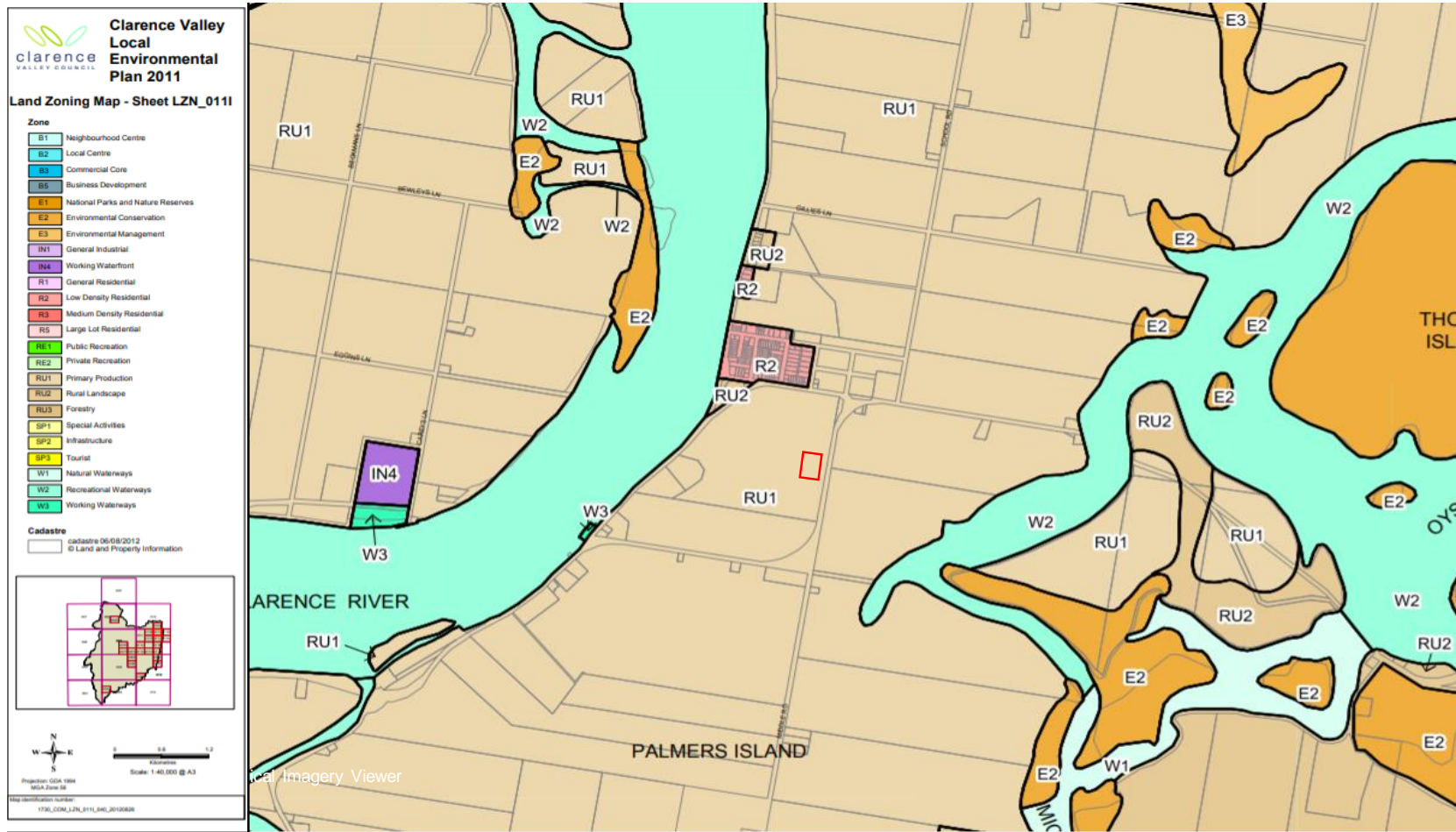


Figure 3 – Land Use Zoning Map
 Lot 11 Yamba Road, Palmers Island, NSW 2464

Project: Preliminary Site Investigation
Client: Bridel Pty Ltd



LEGEND


 Investigation area (approximate)



Figure 4 – Historical Aerial Photograph from 1966
Lot 11 Yamba Road, Palmers Island, NSW 2464

Project: Preliminary Site Investigation
Client: Bridel Pty Ltd



Image source: NSW Historical Imagery Viewer

LEGEND



Investigation area
(approximate)



Figure 5 – Historical Aerial Photograph from 1971
Lot 11 Yamba Road, Palmers Island, NSW 2464

Project: Preliminary Site Investigation
Client: Bridel Pty Ltd



LEGEND



Investigation area
(approximate)



Figure 6: Historical Aerial Photograph from 1989
Lot 11 Yamba Road, Palmers Island, NSW 2464

Project: Preliminary Site Investigation
Client: Pridel Pty Ltd



Image source: NSW Historical Imagery Viewer

LEGEND


 Investigation area (approximate)



Figure 7: Historical Aerial Photograph from 1998
Lot 11 Yamba Road, Palmers Island, NSW 2464

Project: Preliminary Site Investigation
Client: Bridel Pty Ltd

APPENDIX B

Photolog



		<h2>PHOTOGRAPHIC LOG</h2>	
Client Name Pridel Pty Ltd		Site Location Lot 11 Yamba Road, Palmers Island, NSW 2464	
		Project Preliminary Site Investigation	

Photo No. 1	Date 18/02/2022	
Description Image looking north parallel to Yamba Road, showing the existing shed and farmland adjacent to the site.		

Photo No. 2	Date 18/02/2022	
Description Image showing surface soils		

		<h2>PHOTOGRAPHIC LOG</h2>	
Client Name Pridel Pty Ltd		Site Location Lot 11 Yamba Road, Palmers Island, NSW 2464	
		Project Preliminary Site Investigation	


Photo No. 3	Date 1/02/2022	
Description Image showing surface soils		

Photo No. 4	Date 1/02/2022	
Description Image showing drainage location to the north of the site, adjacent to the northern end of the existing shed.		



		<h2>PHOTOGRAPHIC LOG</h2>	
Client Name Pridel Pty Ltd		Site Location Lot 11 Yamba Road, Palmers Island, NSW 2464	
		Project Preliminary Site Investigation	

Photo No. 5	Date 1/02/2022	
Description Image looking south parallel to Yamba Road, showing the site for the proposed new shed and adjacent farmland.		

Photo No. 6	Date 1/02/2022	
Description Image looking south along the boundary of the site and the back of the existing shed.		

APPENDIX C

Laboratory Results and Documentation

216557 - Yamba Road Site Investigation

Analytical Results Table



	Metals							
	Arsenic	Cadmium	Chromium (III+VI)	Copper	Lead	Mercury	Nickel	Zinc
	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg
EQL	4	0.4	1	1	1	0.1	1	1
NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand								
NEPM 2013 calculated site specific EIL - Comm/Ind	160		1300	350	1800		730	1000
NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil								
NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil	3,000	900		240,000	1,500	730	6,000	400,000

Field ID	Date	Arsenic	Cadmium	Chromium (III+VI)	Copper	Lead	Mercury	Nickel	Zinc
S1	1/02/2022	5	<0.4	14	10	11	<0.1	7	34
S2	1/02/2022	<4	<0.4	3	2	4	<0.1	<1	7
S3	1/02/2022	4	<0.4	11	11	10	<0.1	7	41
S4	1/02/2022	4	<0.4	11	9	9	<0.1	8	24
S5	1/02/2022	<4	<0.4	5	<1	6	<0.1	1	7
S6	1/02/2022	<4	<0.4	8	4	7	<0.1	4	22
S7	1/02/2022	<4	<0.4	7	<1	6	<0.1	1	4
S8	1/02/2022	<4	<0.4	4	5	5	<0.1	3	15

Environmental Standards

- 2013, NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand
- 2013, NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil
- 2013, NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil
- 2013, NEPM 2013 calculated site specific EIL - Comm/Ind

216557 - Yamba Road Site Investigation

Analytical Results Table



	BTEX						TPH				
	Naphthalene (BTEx)	Benzene	Toluene	Ethylbenzene	Xylene (m & p)	Xylene (o)	Xylene Total	C6-C9	C10-C14	C15-C28	C29-C36
	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg
EQL	1	0.2	0.5	1	2	1	3	25	50	100	100
NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand		3 3 3 3					230				
NEPM 2013 calculated site specific EIL - Comm/Ind	370										
NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil		75	135	165			180				
NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil											

Field ID	Date											
S1	1/02/2022											
S2	1/02/2022											
S3	1/02/2022											
S4	1/02/2022											
S5	1/02/2022											
S6	1/02/2022											
S7	1/02/2022											
S8	1/02/2022	<1	<0.2	<0.5	<1	<2	<1	<3	<25	<50	<100	280

Environmental Standards

- 2013, NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand
- 2013, NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil
- 2013, NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil
- 2013, NEPM 2013 calculated site specific EIL - Comm/Ind

216557 - Yamba Road Site Investigation

Analytical Results Table



	TPH							
	C6-C10	C10-C16	C16-C34	C10-C36 (Sum of total)	C10-C40 (Sum of total)	C34-C40	F1 (C6-C9 minus BTEX)	F2 (> C10-C16 minus Naphthalene)
	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg
EQL	25	50	100	50	50	100	25	50
NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand							260 370 630	
NEPM 2013 calculated site specific EIL - Comm/Ind								
NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil		170	1,700			3,300	215	170
NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil								

Field ID	Date							
S1	1/02/2022							
S2	1/02/2022							
S3	1/02/2022							
S4	1/02/2022							
S5	1/02/2022							
S6	1/02/2022							
S7	1/02/2022							
S8	1/02/2022	<25	<50	280	280	580	300	<25

Environmental Standards

- 2013, NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand
- 2013, NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil
- 2013, NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil
- 2013, NEPM 2013 calculated site specific EIL - Comm/Ind

216557 - Yamba Road Site Investigation

Analytical Results Table



	PAH										
	Benzo(b+j+k)fluoranthene	Acenaphthene	Acenaphthylene	Anthracene	Benz(a)anthracene	Benzo(a) pyrene	Benzo(g,h,i)perylene	Chrysene	Dibenz(a,h)anthracene	Fluoranthene	Fluorene
	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg
EQL	0.2	0.1	0.1	0.1	0.1	0.05	0.1	0.1	0.1	0.1	0.1
NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand											
NEPM 2013 calculated site specific EIL - Comm/Ind											
NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil						1.4					
NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil											

Field ID	Date										
S1	1/02/2022										
S2	1/02/2022										
S3	1/02/2022										
S4	1/02/2022										
S5	1/02/2022										
S6	1/02/2022										
S7	1/02/2022										
S8	1/02/2022	<0.2	<0.1	<0.1	<0.1	<0.1	<0.05	<0.1	<0.1	<0.1	<0.1

Environmental Standards

- 2013, NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand
- 2013, NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil
- 2013, NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil
- 2013, NEPM 2013 calculated site specific EIL - Comm/Ind

216557 - Yamba Road Site Investigation

Analytical Results Table



	PAH					Asbestos	NA	Halogenated Benzenes
	Indeno(1,2,3-c,d)pyrene	Naphthalene	Phenanthrene	Pyrene	PAHs (Sum of positives)	Asbestos fibres	Moisture Content	Hexachlorobenzene
	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	Detect	%	mg/kg
EQL	0.1	0.1	0.1	0.1	0.05		0.1	0.1
NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand								
NEPM 2013 calculated site specific EIL - Comm/Ind		370						
NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil								
NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil								80

Field ID	Date	Indeno(1,2,3-c,d)pyrene	Naphthalene	Phenanthrene	Pyrene	PAHs (Sum of positives)	Asbestos fibres	Moisture Content	Hexachlorobenzene
S1	1/02/2022							22	<0.1
S2	1/02/2022							11	<0.1
S3	1/02/2022							20	<0.1
S4	1/02/2022							22	<0.1
S5	1/02/2022							12	<0.1
S6	1/02/2022							10	<0.1
S7	1/02/2022							9.1	<0.1
S8	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.05	0	2.6	<0.1

Environmental Standards

- 2013, NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand
- 2013, NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil
- 2013, NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil
- 2013, NEPM 2013 calculated site specific EIL - Comm/Ind

216557 - Yamba Road Site Investigation

Analytical Results Table



	Organochlorine Pesticides									
	4,4-DDE	β-BHC	Aldrin	γ-BHC	Chlordane (cis)	Chlordane (trans)	δ-BHC	DDD	DDT	DDT+DDE+DDD
	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg
EQL	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1
NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand										
NEPM 2013 calculated site specific EIL - Comm/Ind									640	
NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil										
NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil										3,600

Field ID	Date	4,4-DDE	β-BHC	Aldrin	γ-BHC	Chlordane (cis)	Chlordane (trans)	δ-BHC	DDD	DDT	DDT+DDE+DDD
S1	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S2	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S3	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S4	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S5	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S6	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S7	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S8	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1

Environmental Standards

- 2013, NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand
- 2013, NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil
- 2013, NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil
- 2013, NEPM 2013 calculated site specific EIL - Comm/Ind

216557 - Yamba Road Site Investigation

Analytical Results Table



Organochlorine Pesticides										
	Dieldrin	Endosulfan I	Endosulfan II	Endosulfan sulphate	Endrin	Endrin aldehyde	γ-BHC (Lindane)	Heptachlor	Heptachlor epoxide	Methoxychlor
	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg
EQL	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1
NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand										
NEPM 2013 calculated site specific EIL - Comm/Ind										
NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil										
NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil					100			50		2,500

Field ID	Date	Dieldrin	Endosulfan I	Endosulfan II	Endosulfan sulphate	Endrin	Endrin aldehyde	γ-BHC (Lindane)	Heptachlor	Heptachlor epoxide	Methoxychlor
S1	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S2	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S3	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S4	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S5	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S6	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S7	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
S8	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1

Environmental Standards

- 2013, NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand
- 2013, NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil
- 2013, NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil
- 2013, NEPM 2013 calculated site specific EIL - Comm/Ind

216557 - Yamba Road Site Investigation

Analytical Results Table



	PCBs							PCBs (Sum of total) mg/kg
	Arochlor 1016 mg/kg	Arochlor 1221 mg/kg	Arochlor 1232 mg/kg	Arochlor 1242 mg/kg	Arochlor 1248 mg/kg	Arochlor 1254 mg/kg	Arochlor 1260 mg/kg	
EQL	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1
NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand								
NEPM 2013 calculated site specific EIL - Comm/Ind								
NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil								
NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil								7

Field ID	Date							
S1	1/02/2022							
S2	1/02/2022							
S3	1/02/2022							
S4	1/02/2022							
S5	1/02/2022							
S6	1/02/2022							
S7	1/02/2022							
S8	1/02/2022	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1

Environmental Standards

- 2013, NEPM 2013 Table 1A(3) Comm/Ind D Soil HSL for Vapour Intrusion, Sand
- 2013, NEPM 2013 Table 1B(6) ESLs for Comm/Ind, Coarse Soil
- 2013, NEPM 2013 Table 1A(1) HILs Comm/Ind D Soil
- 2013, NEPM 2013 calculated site specific EIL - Comm/Ind



CHAIN OF CUSTODY - Client

ENVIROLAB GROUP - National phone number 1300 42 43 44

Sydney Lab - Envirolab Services
 12 Ashley St, Chatswood, NSW 2067
 Ph 02 9910 6200 / sydney@envirolab.com.au

Perth Lab - MPL Laboratories
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 Ph 08 9317 2505 / lab@mpl.com.au

Melbourne Lab - Envirolab Services
 1A Dalmore Drive Scoresby VIC 3179
 Ph 03 9763 2500 / melbourne@envirolab.com.au

Brisbane Office - Envirolab Services
 20a, 10-20 Depot St, Banyo, QLD 4014
 Ph 07 3266 9532 / brisbane@envirolab.com.au

Adelaide Office - Envirolab Services
 7a The Parade, Norwood, SA 5067
 Ph 0406 350 706 / adelaide@envirolab.com.au

Client: ENV Solutions	Client Project Name / Number / Site etc (ie report title):
Contact Person: Craig Helbig (CAH)	216557
Project Mgr: CAH	PO No.:
Sampler: CAH	Envirolab Quote No.:
Address: 313 River St, Ballina, NSW	Date results required:
	Or choose: standard <i>Note: Inform lab in advance if urgent turnaround is required - surcharges apply</i>
Phone: Mob: 0455151426	Report format: esdat
Mail:	Lab Comments:
craig@envsolutions.com.au	

Sample information					Tests Required												Comments		
Envirolab Sample ID	Client Sample ID or information	Depth (m)	Date sampled	Type of sample	OCPs/8 metals	Combo 5a													Provide as much information about the sample as you can
1	S1	0-0.2	1/02/2022	Soil	x														
2	S2	0-0.2	1/02/2022	Soil	x														
3	S3	0-0.2	1/02/2022	Soil	x														
4	S4	0-0.2	1/02/2022	Soil	x														
5	S5	0-0.2	1/02/2022	Soil	x														
6	S6	0-0.2	1/02/2022	Soil	x														
7	S7	0-0.2	1/02/2022	Soil	x														
8	S8	0-0.2	1/02/2022	Soil		x													
9	QA1	0-0.2	1/02/2022	Soil	x														
-	QA1A	0-0.2	1/02/2022	Soil	Please forward to Eurofins SYD for analysis of OCPs/8 metals														

Received by: *AS*
 Date & Time: *3/2/22 1030*
 Signature: *AS*
 Lab use only:
 Samples Received: Cool Ambient (circle one)
 Temperature Received at: *7* (if applicable)
 Transported by: Hand delivered / courier

Relinquished by (Company): ENV Solutions	Received by (Company): <i>ENV MD</i>	Lab use only:
Print Name: Craig Helbig	Print Name: <i>AS</i>	Samples Received: <input checked="" type="radio"/> Cool <input type="radio"/> Ambient (circle one)
Date & Time: 2/2/2022 - 4 pm	Date & Time: <i>3/2/22 1030</i>	Temperature Received at: <i>7</i> (if applicable)
Signature: <i>[Signature]</i>	Signature: <i>AS</i>	Transported by: <input checked="" type="checkbox"/> Hand delivered / courier



Envirolab Services Pty Ltd
 ABN 37 112 535 645
 12 Ashley St Chatswood NSW 2067
 ph 02 9910 6200 fax 02 9910 6201
 customerservice@envirolab.com.au
 www.envirolab.com.au

SAMPLE RECEIPT ADVICE

Client Details	
Client	ENV Solutions Pty Ltd
Attention	Craig helbig

Sample Login Details	
Your reference	216557
Envirolab Reference	287933
Date Sample Received	03/02/2022
Date Instructions Received	03/02/2022
Date Results Expected to be Reported	10/02/2022

Sample Condition	
Samples received in appropriate condition for analysis	Yes
No. of Samples Provided	9 Soil
Turnaround Time Requested	Standard
Temperature on Receipt (°C)	7
Cooling Method	Ice
Sampling Date Provided	YES

Comments
Nil

Please direct any queries to:

Aileen Hie	Jacinta Hurst
Phone: 02 9910 6200	Phone: 02 9910 6200
Fax: 02 9910 6201	Fax: 02 9910 6201
Email: ahie@envirolab.com.au	Email: jhurst@envirolab.com.au

Analysis Underway, details on the following page:



EnviroLab Services Pty Ltd
 ABN 37 112 535 645
 12 Ashley St Chatswood NSW 2067
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 customerservice@envirolab.com.au
 www.envirolab.com.au

Sample ID	vTRH(C6-C10)/BTEXN in Soil	svTRH (C10-C40) in Soil	PAHs in Soil	Organochlorine Pesticides in soil	PCBs in Soil	Acid Extractable metals in soil	Asbestos ID - soils
S1-0-0.2				✓		✓	
S2-0-0.2				✓		✓	
S3-0-0.2				✓		✓	
S4-0-0.2				✓		✓	
S5-0-0.2				✓		✓	
S6-0-0.2				✓		✓	
S7-0-0.2				✓		✓	
S8-0-0.2	✓	✓	✓	✓	✓	✓	✓
QA1-0-0.2				✓		✓	

The '✓' indicates the testing you have requested. **THIS IS NOT A REPORT OF THE RESULTS.**

Additional Info

Sample storage - Waters are routinely disposed of approximately 1 month and soils approximately 2 months from receipt.

Requests for longer term sample storage must be received in writing.

Please contact the laboratory immediately if observed settled sediment present in water samples is to be included in the extraction and/or analysis (exceptions include certain Physical Tests (pH/EC/BOD/COD/Apparent Colour etc.), Solids testing, Total Recoverable metals and PFAS analysis where solids are included by default.

TAT for Micro is dependent on incubation. This varies from 3 to 6 days.



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CERTIFICATE OF ANALYSIS 287933

Client Details	
Client	ENV Solutions Pty Ltd
Attention	Craig helbig
Address	313 River St, Ballina, NSW, 2478

Sample Details	
Your Reference	216557
Number of Samples	9 Soil
Date samples received	03/02/2022
Date completed instructions received	03/02/2022

Analysis Details

Please refer to the following pages for results, methodology summary and quality control data.
 Samples were analysed as received from the client. Results relate specifically to the samples as received.
 Results are reported on a dry weight basis for solids and on an as received basis for other matrices.
Please refer to the last page of this report for any comments relating to the results.

Report Details	
Date results requested by	10/02/2022
Date of Issue	10/02/2022
NATA Accreditation Number 2901. This document shall not be reproduced except in full.	
Accredited for compliance with ISO/IEC 17025 - Testing. Tests not covered by NATA are denoted with *	

Asbestos Approved By
 Analysed by Asbestos Approved Analyst: Lucy Zhu
 Authorised by Asbestos Approved Signatory: Lucy Zhu

Results Approved By
 Dragana Tomas, Senior Chemist
 Lucy Zhu, Asbestos Supervisor
 Steven Luong, Organics Supervisor
 Thomas Beenie, Lab Technician
 Thomas Lovatt, Chemist

Authorised By

Nancy Zhang, Laboratory Manager



Client Reference: 216557

vTRH(C6-C10)/BTEXN in Soil		
Our Reference		287933-8
Your Reference	UNITS	S8
Depth		0-0.2
Date Sampled		1/02/2022
Type of sample		Soil
Date extracted	-	04/02/2022
Date analysed	-	04/02/2022
TRH C ₆ - C ₉	mg/kg	<25
TRH C ₆ - C ₁₀	mg/kg	<25
vTPH C ₆ - C ₁₀ less BTEX (F1)	mg/kg	<25
Benzene	mg/kg	<0.2
Toluene	mg/kg	<0.5
Ethylbenzene	mg/kg	<1
m+p-xylene	mg/kg	<2
o-Xylene	mg/kg	<1
Naphthalene	mg/kg	<1
Total +ve Xylenes	mg/kg	<3
Surrogate aaa-Trifluorotoluene	%	102

Client Reference: 216557

svTRH (C10-C40) in Soil		
Our Reference		287933-8
Your Reference	UNITS	S8
Depth		0-0.2
Date Sampled		1/02/2022
Type of sample		Soil
Date extracted	-	04/02/2022
Date analysed	-	10/02/2022
TRH C ₁₀ - C ₁₄	mg/kg	<50
TRH C ₁₅ - C ₂₈	mg/kg	<100
TRH C ₂₉ - C ₃₆	mg/kg	280
Total +ve TRH (C10-C36)	mg/kg	280
TRH >C ₁₀ -C ₁₆	mg/kg	<50
TRH >C ₁₀ - C ₁₆ less Naphthalene (F2)	mg/kg	<50
TRH >C ₁₆ -C ₃₄	mg/kg	280
TRH >C ₃₄ -C ₄₀	mg/kg	300
Total +ve TRH (>C10-C40)	mg/kg	580
Surrogate o-Terphenyl	%	76

Envirolab Reference: 287933
Revision No: R00

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Client Reference: 216557

PAHs in Soil		
Our Reference		287933-8
Your Reference	UNITS	S8
Depth		0-0.2
Date Sampled		1/02/2022
Type of sample		Soil
Date extracted	-	04/02/2022
Date analysed	-	04/02/2022
Naphthalene	mg/kg	<0.1
Acenaphthylene	mg/kg	<0.1
Acenaphthene	mg/kg	<0.1
Fluorene	mg/kg	<0.1
Phenanthrene	mg/kg	<0.1
Anthracene	mg/kg	<0.1
Fluoranthene	mg/kg	<0.1
Pyrene	mg/kg	<0.1
Benzo(a)anthracene	mg/kg	<0.1
Chrysene	mg/kg	<0.1
Benzo(b,j+k)fluoranthene	mg/kg	<0.2
Benzo(a)pyrene	mg/kg	<0.05
Indeno(1,2,3-c,d)pyrene	mg/kg	<0.1
Dibenzo(a,h)anthracene	mg/kg	<0.1
Benzo(g,h,i)perylene	mg/kg	<0.1
Total +ve PAH's	mg/kg	<0.05
Benzo(a)pyrene TEQ calc (zero)	mg/kg	<0.5
Benzo(a)pyrene TEQ calc(half)	mg/kg	<0.5
Benzo(a)pyrene TEQ calc(PQL)	mg/kg	<0.5
Surrogate p-Terphenyl-d14	%	97

Client Reference: 216557

Organochlorine Pesticides in soil						
Our Reference		287933-1	287933-2	287933-3	287933-4	287933-5
Your Reference	UNITS	S1	S2	S3	S4	S5
Depth		0-0.2	0-0.2	0-0.2	0-0.2	0-0.2
Date Sampled		1/02/2022	1/02/2022	1/02/2022	1/02/2022	1/02/2022
Type of sample		Soil	Soil	Soil	Soil	Soil
Date extracted	-	04/02/2022	04/02/2022	04/02/2022	04/02/2022	04/02/2022
Date analysed	-	04/02/2022	04/02/2022	04/02/2022	04/02/2022	04/02/2022
alpha-BHC	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
HCB	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
beta-BHC	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
gamma-BHC	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Heptachlor	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
delta-BHC	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Aldrin	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Heptachlor Epoxide	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
gamma-Chlordane	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
alpha-chlordane	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Endosulfan I	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
pp-DDE	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Dieldrin	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Endrin	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Endosulfan II	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
pp-DDD	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Endrin Aldehyde	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
pp-DDT	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Endosulfan Sulphate	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Methoxychlor	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Total +ve DDT+DDD+DDE	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Surrogate TCMX	%	82	79	84	84	83

Client Reference: 216557

Organochlorine Pesticides in soil					
Our Reference		287933-6	287933-7	287933-8	287933-9
Your Reference	UNITS	S6	S7	S8	QA1
Depth		0-0.2	0-0.2	0-0.2	0-0.2
Date Sampled		1/02/2022	1/02/2022	1/02/2022	1/02/2022
Type of sample		Soil	Soil	Soil	Soil
Date extracted	-	04/02/2022	04/02/2022	04/02/2022	04/02/2022
Date analysed	-	04/02/2022	04/02/2022	04/02/2022	04/02/2022
alpha-BHC	mg/kg	<0.1	<0.1	<0.1	<0.1
HCB	mg/kg	<0.1	<0.1	<0.1	<0.1
beta-BHC	mg/kg	<0.1	<0.1	<0.1	<0.1
gamma-BHC	mg/kg	<0.1	<0.1	<0.1	<0.1
Heptachlor	mg/kg	<0.1	<0.1	<0.1	<0.1
delta-BHC	mg/kg	<0.1	<0.1	<0.1	<0.1
Aldrin	mg/kg	<0.1	<0.1	<0.1	<0.1
Heptachlor Epoxide	mg/kg	<0.1	<0.1	<0.1	<0.1
gamma-Chlordane	mg/kg	<0.1	<0.1	<0.1	<0.1
alpha-chlordane	mg/kg	<0.1	<0.1	<0.1	<0.1
Endosulfan I	mg/kg	<0.1	<0.1	<0.1	<0.1
pp-DDE	mg/kg	<0.1	<0.1	<0.1	<0.1
Dieldrin	mg/kg	<0.1	<0.1	<0.1	<0.1
Endrin	mg/kg	<0.1	<0.1	<0.1	<0.1
Endosulfan II	mg/kg	<0.1	<0.1	<0.1	<0.1
pp-DDD	mg/kg	<0.1	<0.1	<0.1	<0.1
Endrin Aldehyde	mg/kg	<0.1	<0.1	<0.1	<0.1
pp-DDT	mg/kg	<0.1	<0.1	<0.1	<0.1
Endosulfan Sulphate	mg/kg	<0.1	<0.1	<0.1	<0.1
Methoxychlor	mg/kg	<0.1	<0.1	<0.1	<0.1
Total +ve DDT+DDD+DDE	mg/kg	<0.1	<0.1	<0.1	<0.1
Surrogate TCMX	%	81	79	85	86

Client Reference: 216557

PCBs in Soil		
Our Reference		287933-8
Your Reference	UNITS	S8
Depth		0-0.2
Date Sampled		1/02/2022
Type of sample		Soil
Date extracted	-	04/02/2022
Date analysed	-	04/02/2022
Aroclor 1016	mg/kg	<0.1
Aroclor 1221	mg/kg	<0.1
Aroclor 1232	mg/kg	<0.1
Aroclor 1242	mg/kg	<0.1
Aroclor 1248	mg/kg	<0.1
Aroclor 1254	mg/kg	<0.1
Aroclor 1260	mg/kg	<0.1
Total +ve PCBs (1016-1260)	mg/kg	<0.1
Surrogate TCMX	%	85

Client Reference: 216557

Acid Extractable metals in soil						
Our Reference		287933-1	287933-2	287933-3	287933-4	287933-5
Your Reference	UNITS	S1	S2	S3	S4	S5
Depth		0-0.2	0-0.2	0-0.2	0-0.2	0-0.2
Date Sampled		1/02/2022	1/02/2022	1/02/2022	1/02/2022	1/02/2022
Type of sample		Soil	Soil	Soil	Soil	Soil
Date prepared	-	04/02/2022	04/02/2022	04/02/2022	04/02/2022	04/02/2022
Date analysed	-	04/02/2022	04/02/2022	04/02/2022	04/02/2022	04/02/2022
Arsenic	mg/kg	5	<4	4	4	<4
Cadmium	mg/kg	<0.4	<0.4	<0.4	<0.4	<0.4
Chromium	mg/kg	14	3	11	11	5
Copper	mg/kg	10	2	11	9	<1
Lead	mg/kg	11	4	10	9	6
Mercury	mg/kg	<0.1	<0.1	<0.1	<0.1	<0.1
Nickel	mg/kg	7	<1	7	8	1
Zinc	mg/kg	34	7	41	24	7

Acid Extractable metals in soil					
Our Reference		287933-6	287933-7	287933-8	287933-9
Your Reference	UNITS	S6	S7	S8	QA1
Depth		0-0.2	0-0.2	0-0.2	0-0.2
Date Sampled		1/02/2022	1/02/2022	1/02/2022	1/02/2022
Type of sample		Soil	Soil	Soil	Soil
Date prepared	-	04/02/2022	04/02/2022	04/02/2022	04/02/2022
Date analysed	-	04/02/2022	04/02/2022	04/02/2022	04/02/2022
Arsenic	mg/kg	<4	<4	<4	4
Cadmium	mg/kg	<0.4	<0.4	<0.4	<0.4
Chromium	mg/kg	8	7	4	12
Copper	mg/kg	4	<1	5	8
Lead	mg/kg	7	6	5	10
Mercury	mg/kg	<0.1	<0.1	<0.1	<0.1
Nickel	mg/kg	4	1	3	7
Zinc	mg/kg	22	4	15	25

Client Reference: 216557

Moisture						
Our Reference		287933-1	287933-2	287933-3	287933-4	287933-5
Your Reference	UNITS	S1	S2	S3	S4	S5
Depth		0-0.2	0-0.2	0-0.2	0-0.2	0-0.2
Date Sampled		1/02/2022	1/02/2022	1/02/2022	1/02/2022	1/02/2022
Type of sample		Soil	Soil	Soil	Soil	Soil
Date prepared	-	04/02/2022	04/02/2022	04/02/2022	04/02/2022	04/02/2022
Date analysed	-	05/02/2022	05/02/2022	05/02/2022	05/02/2022	05/02/2022
Moisture	%	22	11	20	22	12

Moisture					
Our Reference		287933-6	287933-7	287933-8	287933-9
Your Reference	UNITS	S6	S7	S8	QA1
Depth		0-0.2	0-0.2	0-0.2	0-0.2
Date Sampled		1/02/2022	1/02/2022	1/02/2022	1/02/2022
Type of sample		Soil	Soil	Soil	Soil
Date prepared	-	04/02/2022	04/02/2022	04/02/2022	04/02/2022
Date analysed	-	05/02/2022	05/02/2022	05/02/2022	05/02/2022
Moisture	%	10	9.1	2.6	18

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Asbestos ID - soils		
Our Reference		287933-8
Your Reference	UNITS	S8
Depth		0-0.2
Date Sampled		1/02/2022
Type of sample		Soil
Date analysed	-	07/02/2022
Sample mass tested	g	Approx. 60g
Sample Description	-	Brown coarse-grained soil & rocks
Asbestos ID in soil	-	No asbestos detected at reporting limit of 0.1g/kg Organic fibres detected
Trace Analysis	-	No asbestos detected

Client Reference: 216557

Method ID	Methodology Summary
ASB-001	Asbestos ID - Qualitative identification of asbestos in bulk samples using Polarised Light Microscopy and Dispersion Staining Techniques including Synthetic Mineral Fibre and Organic Fibre as per Australian Standard 4964-2004.
Inorg-008	Moisture content determined by heating at 105+/-5 °C for a minimum of 12 hours.
Metals-020	Determination of various metals by ICP-AES.
Metals-021	Determination of Mercury by Cold Vapour AAS.
Org-020	Soil samples are extracted with Dichloromethane/Acetone and waters with Dichloromethane and analysed by GC-FID. F2 = (>C10-C16)-Naphthalene as per NEPM B1 Guideline on Investigation Levels for Soil and Groundwater (HSLs Tables 1A (3, 4)). Note Naphthalene is determined from the VOC analysis.
Org-020	Soil samples are extracted with Dichloromethane/Acetone and waters with Dichloromethane and analysed by GC-FID. F2 = (>C10-C16)-Naphthalene as per NEPM B1 Guideline on Investigation Levels for Soil and Groundwater (HSLs Tables 1A (3, 4)). Note Naphthalene is determined from the VOC analysis. Note, the Total +ve TRH PQL is reflective of the lowest individual PQL and is therefore "Total +ve TRH" is simply a sum of the positive individual TRH fractions (>C10-C40).
Org-021	Soil samples are extracted with dichloromethane/acetone and waters with dichloromethane and analysed by GC-ECD.
Org-021	Soil samples are extracted with dichloromethane/acetone and waters with dichloromethane and analysed by GC-ECD. Note, the Total +ve PCBs PQL is reflective of the lowest individual PQL and is therefore "Total +ve PCBs" is simply a sum of the positive individual PCBs.
Org-022/025	Soil samples are extracted with Dichloromethane/Acetone and waters with Dichloromethane and analysed by GC-MS/GC-MSMS.
Org-022/025	Soil samples are extracted with dichloromethane/acetone and waters with dichloromethane and analysed by GC-MS/GC-MSMS. Note, the Total +ve reported DDD+DDE+DDT PQL is reflective of the lowest individual PQL and is therefore simply a sum of the positive individually report DDD+DDE+DDT.

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Method ID	Methodology Summary
Org-022/025	<p>Soil samples are extracted with Dichloromethane/Acetone and waters with Dichloromethane and analysed by GC-MS and/or GC-MS/MS. Benzo(a)pyrene TEQ as per NEPM B1 Guideline on Investigation Levels for Soil and Groundwater - 2013.</p> <p>For soil results:-</p> <ol style="list-style-type: none"> 1. 'EQ PQL' values are assuming all contributing PAHs reported as <PQL are actually at the PQL. This is the most conservative approach and can give false positive TEQs given that PAHs that contribute to the TEQ calculation may not be present. 2. 'EQ zero' values are assuming all contributing PAHs reported as <PQL are zero. This is the least conservative approach and is more susceptible to false negative TEQs when PAHs that contribute to the TEQ calculation are present but below PQL. 3. 'EQ half PQL' values are assuming all contributing PAHs reported as <PQL are half the stipulated PQL. Hence a mid-point between the most and least conservative approaches above. <p>Note, the Total +ve PAHs PQL is reflective of the lowest individual PQL and is therefore "Total +ve PAHs" is simply a sum of the positive individual PAHs.</p>
Org-023	<p>Soil samples are extracted with methanol and spiked into water prior to analysing by purge and trap GC-MS.</p>
Org-023	<p>Soil samples are extracted with methanol and spiked into water prior to analysing by purge and trap GC-MS. Water samples are analysed directly by purge and trap GC-MS. F1 = (C6-C10)-BTEX as per NEPM B1 Guideline on Investigation Levels for Soil and Groundwater.</p>
Org-023	<p>Soil samples are extracted with methanol and spiked into water prior to analysing by purge and trap GC-MS. Water samples are analysed directly by purge and trap GC-MS. F1 = (C6-C10)-BTEX as per NEPM B1 Guideline on Investigation Levels for Soil and Groundwater.</p> <p>Note, the Total +ve Xylene PQL is reflective of the lowest individual PQL and is therefore "Total +ve Xylenes" is simply a sum of the positive individual Xylenes.</p>

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QUALITY CONTROL: vTRH(C6-C10)/BTEXN in Soil					Duplicate			Spike Recovery %		
Test Description	Units	PQL	Method	Blank	#	Base	Dup.	RPD	LCS-3	[NT]
Date extracted	-			04/02/2022	[NT]	[NT]	[NT]	[NT]	04/02/2022	[NT]
Date analysed	-			04/02/2022	[NT]	[NT]	[NT]	[NT]	04/02/2022	[NT]
TRH C ₆ - C ₉	mg/kg	25	Org-023	<25	[NT]	[NT]	[NT]	[NT]	86	[NT]
TRH C ₆ - C ₁₀	mg/kg	25	Org-023	<25	[NT]	[NT]	[NT]	[NT]	86	[NT]
Benzene	mg/kg	0.2	Org-023	<0.2	[NT]	[NT]	[NT]	[NT]	79	[NT]
Toluene	mg/kg	0.5	Org-023	<0.5	[NT]	[NT]	[NT]	[NT]	92	[NT]
Ethylbenzene	mg/kg	1	Org-023	<1	[NT]	[NT]	[NT]	[NT]	83	[NT]
m+p-xylene	mg/kg	2	Org-023	<2	[NT]	[NT]	[NT]	[NT]	87	[NT]
o-Xylene	mg/kg	1	Org-023	<1	[NT]	[NT]	[NT]	[NT]	84	[NT]
Naphthalene	mg/kg	1	Org-023	<1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Surrogate aaa-Trifluorotoluene	%		Org-023	98	[NT]	[NT]	[NT]	[NT]	97	[NT]

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QUALITY CONTROL: svTRH (C10-C40) in Soil					Duplicate			Spike Recovery %		
Test Description	Units	PQL	Method	Blank	#	Base	Dup.	RPD	LCS-3	[NT]
Date extracted	-			04/02/2022	[NT]	[NT]	[NT]	[NT]	04/02/2022	[NT]
Date analysed	-			10/02/2022	[NT]	[NT]	[NT]	[NT]	10/02/2022	[NT]
TRH C ₁₀ - C ₁₄	mg/kg	50	Org-020	<50	[NT]	[NT]	[NT]	[NT]	91	[NT]
TRH C ₁₅ - C ₂₈	mg/kg	100	Org-020	<100	[NT]	[NT]	[NT]	[NT]	79	[NT]
TRH C ₂₉ - C ₃₆	mg/kg	100	Org-020	<100	[NT]	[NT]	[NT]	[NT]	109	[NT]
TRH >C ₁₀ -C ₁₆	mg/kg	50	Org-020	<50	[NT]	[NT]	[NT]	[NT]	91	[NT]
TRH >C ₁₆ -C ₃₄	mg/kg	100	Org-020	<100	[NT]	[NT]	[NT]	[NT]	79	[NT]
TRH >C ₃₄ -C ₄₀	mg/kg	100	Org-020	<100	[NT]	[NT]	[NT]	[NT]	109	[NT]
Surrogate o-Terphenyl	%		Org-020	85	[NT]	[NT]	[NT]	[NT]	93	[NT]

Client Reference: 216557

QUALITY CONTROL: PAHs in Soil					Duplicate				Spike Recovery %	
Test Description	Units	PQL	Method	Blank	#	Base	Dup.	RPD	LCS-3	287933-8
Date extracted	-			04/02/2022	[NT]	[NT]	[NT]	[NT]	04/02/2022	04/02/2022
Date analysed	-			04/02/2022	[NT]	[NT]	[NT]	[NT]	04/02/2022	04/02/2022
Naphthalene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	97	99
Acenaphthylene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Acenaphthene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	95	95
Fluorene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	95	93
Phenanthrene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	116	118
Anthracene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Fluoranthene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	118	125
Pyrene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	111	133
Benzo(a)anthracene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Chrysene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	83	81
Benzo(b,j+k)fluoranthene	mg/kg	0.2	Org-022/025	<0.2	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Benzo(a)pyrene	mg/kg	0.05	Org-022/025	<0.05	[NT]	[NT]	[NT]	[NT]	122	108
Indeno(1,2,3-c,d)pyrene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Dibenzo(a,h)anthracene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Benzo(g,h,i)perylene	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Surrogate p-Terphenyl-d14	%		Org-022/025	86	[NT]	[NT]	[NT]	[NT]	102	115

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QUALITY CONTROL: Organochlorine Pesticides in soil				Duplicate				Spike Recovery %		
Test Description	Units	PQL	Method	Blank	#	Base	Dup.	RPD	LCS-3	287933-8
Date extracted	-			04/02/2022	[NT]	[NT]	[NT]	[NT]	04/02/2022	04/02/2022
Date analysed	-			04/02/2022	[NT]	[NT]	[NT]	[NT]	04/02/2022	04/02/2022
alpha-BHC	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	78	78
HCB	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
beta-BHC	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	89	93
gamma-BHC	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Heptachlor	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	85	87
delta-BHC	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Aldrin	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	85	87
Heptachlor Epoxide	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	90	96
gamma-Chlordane	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
alpha-chlordane	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Endosulfan I	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
pp-DDE	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	98	115
Dieldrin	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	110	126
Endrin	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	78	98
Endosulfan II	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
pp-DDD	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	80	114
Endrin Aldehyde	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
pp-DDT	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Endosulfan Sulphate	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	88	102
Methoxychlor	mg/kg	0.1	Org-022/025	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Surrogate TCMX	%		Org-022/025	84	[NT]	[NT]	[NT]	[NT]	84	84

Client Reference: 216557

QUALITY CONTROL: PCBs in Soil				Duplicate				Spike Recovery %		
Test Description	Units	PQL	Method	Blank	#	Base	Dup.	RPD	LCS-3	287933-8
Date extracted	-			04/02/2022	[NT]	[NT]	[NT]	[NT]	04/02/2022	04/02/2022
Date analysed	-			04/02/2022	[NT]	[NT]	[NT]	[NT]	04/02/2022	04/02/2022
Aroclor 1016	mg/kg	0.1	Org-021	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Aroclor 1221	mg/kg	0.1	Org-021	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Aroclor 1232	mg/kg	0.1	Org-021	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Aroclor 1242	mg/kg	0.1	Org-021	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Aroclor 1248	mg/kg	0.1	Org-021	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Aroclor 1254	mg/kg	0.1	Org-021	<0.1	[NT]	[NT]	[NT]	[NT]	91	100
Aroclor 1260	mg/kg	0.1	Org-021	<0.1	[NT]	[NT]	[NT]	[NT]	[NT]	[NT]
Surrogate TCMX	%		Org-021	84	[NT]	[NT]	[NT]	[NT]	84	84

Client Reference: 216557

QUALITY CONTROL: Acid Extractable metals in soil				Duplicate				Spike Recovery %		
Test Description	Units	PQL	Method	Blank	#	Base	Dup.	RPD	LCS-3	287933-8
Date prepared	-			04/02/2022	[NT]	[NT]	[NT]	[NT]	04/02/2022	04/02/2022
Date analysed	-			04/02/2022	[NT]	[NT]	[NT]	[NT]	04/02/2022	04/02/2022
Arsenic	mg/kg	4	Metals-020	<4	[NT]	[NT]	[NT]	[NT]	95	93
Cadmium	mg/kg	0.4	Metals-020	<0.4	[NT]	[NT]	[NT]	[NT]	97	83
Chromium	mg/kg	1	Metals-020	<1	[NT]	[NT]	[NT]	[NT]	99	89
Copper	mg/kg	1	Metals-020	<1	[NT]	[NT]	[NT]	[NT]	97	105
Lead	mg/kg	1	Metals-020	<1	[NT]	[NT]	[NT]	[NT]	101	88
Mercury	mg/kg	0.1	Metals-021	<0.1	[NT]	[NT]	[NT]	[NT]	100	110
Nickel	mg/kg	1	Metals-020	<1	[NT]	[NT]	[NT]	[NT]	96	87
Zinc	mg/kg	1	Metals-020	<1	[NT]	[NT]	[NT]	[NT]	100	93

Client Reference: 216557

Result Definitions	
NT	Not tested
NA	Test not required
INS	Insufficient sample for this test
PQL	Practical Quantitation Limit
<	Less than
>	Greater than
RPD	Relative Percent Difference
LCS	Laboratory Control Sample
NS	Not specified
NEPM	National Environmental Protection Measure
NR	Not Reported

Client Reference: Z16557

Quality Control Definitions

Blank	This is the component of the analytical signal which is not derived from the sample but from reagents, glassware etc, can be determined by processing solvents and reagents in exactly the same manner as for samples.
Duplicate	This is the complete duplicate analysis of a sample from the process batch. If possible, the sample selected should be one where the analyte concentration is easily measurable.
Matrix Spike	A portion of the sample is spiked with a known concentration of target analyte. The purpose of the matrix spike is to monitor the performance of the analytical method used and to determine whether matrix interferences exist.
LCS (Laboratory Control Sample)	This comprises either a standard reference material or a control matrix (such as a blank sand or water) fortified with analytes representative of the analyte class. It is simply a check sample.
Surrogate Spike	Surrogates are known additions to each sample, blank, matrix spike and LCS in a batch, of compounds which are similar to the analyte of interest, however are not expected to be found in real samples.
Australian Drinking Water Guidelines recommend that Thermotolerant Coliform, Faecal Enterococci, & E.Coli levels are less than 1cfu/100mL. The recommended maximums are taken from "Australian Drinking Water Guidelines", published by NHMRC & ARMC 2011.	
The recommended maximums for analytes in urine are taken from "2018 TLVs and BEIs", as published by ACGIH (where available). Limit provided for Nickel is a precautionary guideline as per Position Paper prepared by AIOH Exposure Standards Committee, 2016.	
Guideline limits for Rinse Water Quality reported as per analytical requirements and specifications of AS 4187, Amdt 2 2019, Table 7.2	

Laboratory Acceptance Criteria

Duplicate sample and matrix spike recoveries may not be reported on smaller jobs, however, were analysed at a frequency to meet or exceed NEPM requirements. All samples are tested in batches of 20. The duplicate sample RPD and matrix spike recoveries for the batch were within the laboratory acceptance criteria.

Filters, swabs, wipes, tubes and badges will not have duplicate data as the whole sample is generally extracted during sample extraction.

Spikes for Physical and Aggregate Tests are not applicable.

For VOCs in water samples, three vials are required for duplicate or spike analysis.

Duplicates: >10xPQL - RPD acceptance criteria will vary depending on the analytes and the analytical techniques but is typically in the range 20%-50% – see ELN-P05 QA/QC tables for details; <10xPQL - RPD are higher as the results approach PQL and the estimated measurement uncertainty will statistically increase.

Matrix Spikes, LCS and Surrogate recoveries: Generally 70-130% for inorganics/metals (not SPOCAS); 60-140% for organics/SPOCAS (+/-50% surrogates) and 10-140% for labile SVOCs (including labile surrogates), ultra trace organics and speciated phenols is acceptable.

In circumstances where no duplicate and/or sample spike has been reported at 1 in 10 and/or 1 in 20 samples respectively, the sample volume submitted was insufficient in order to satisfy laboratory QA/QC protocols.

When samples are received where certain analytes are outside of recommended technical holding times (THTs), the analysis has proceeded. Where analytes are on the verge of breaching THTs, every effort will be made to analyse within the THT or as soon as practicable.

Where sampling dates are not provided, Envirolab are not in a position to comment on the validity of the analysis where recommended technical holding times may have been breached.

Measurement Uncertainty estimates are available for most tests upon request.

Analysis of aqueous samples typically involves the extraction/digestion and/or analysis of the liquid phase only (i.e. NOT any settled sediment phase but inclusive of suspended particles if present), unless stipulated on the Envirolab COC and/or by correspondence. Notable exceptions include certain Physical Tests (pH/EC/BOD/COD/Apparent Colour etc.), Solids testing, total recoverable metals and PFAS where solids are included by default.

Samples for Microbiological analysis (not Amoeba forms) received outside of the 2-8°C temperature range do not meet the ideal cooling conditions as stated in AS2031-2012.

Client Reference: 216557

Report Comments

Asbestos: A portion of the supplied sample was sub-sampled for asbestos analysis according to Envirolab procedures.

We cannot guarantee that this sub-sample is indicative of the entire sample. Envirolab recommends supplying 40-50g of sample in its own container.

Note: Sample 287933-8 was sub-sampled from a jar provided by the client.



Environment Testing

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NATA # 1261 Site # 1254

Sydney
Unit F3, Building F
16 Mars Road
Lane Cove West NSW 2066
Phone : +61 2 9900 8400
NATA # 1261 Site # 18217

Brisbane
1/21 Smallwood Place
Murarrie QLD 4172
Phone : +61 7 3902 4600
NATA # 1261 Site # 20794

Newcastle
4/52 Industrial Drive
Mayfield East NSW 2304
PO Box 60 Wickham 2293
Phone : +61 2 4968 8448
NATA # 1261 Site # 25079

ADN: 01 00 0100 020

Perth
46-48 Banksia Road
Welshpool WA 6106
Phone : +61 8 6253 4444
NATA # 2377 Site # 2370

INZDN: 0423046024504

Auckland
35 O'Rorke Road
Penrose, Auckland 1061
Phone : +64 9 526 45 51
IANZ # 1327

Christchurch
43 Detroit Drive
Rolleston, Christchurch 76
Phone : 0800 856 450
IANZ # 1290

Company Name:	ENV Solutions Pty Ltd	Order No.:		Received:	Feb 3, 2022 2:23 PM
Address:	1/35 North Creek Road Ballina NSW 2478	Report #:	860708	Due:	Feb 10, 2022
Project Name:	216557	Phone:	0421 519 354	Priority:	5 Day
Project ID:	216557	Fax:		Contact Name:	Craig Helbig

Eurofins Analytical Services Manager : John Nguyen

Sample Detail						Organochlorine Pesticides	Metals I/8	Moisture Set
Melbourne Laboratory - NATA # 1261 Site # 1254								
Sydney Laboratory - NATA # 1261 Site # 18217						X	X	X
Brisbane Laboratory - NATA # 1261 Site # 20794								
Mayfield Laboratory - NATA # 1261 Site # 25079								
Perth Laboratory - NATA # 2377 Site # 2370								
External Laboratory								
No	Sample ID	Sample Date	Sampling Time	Matrix	LAB ID			
1	QA1A	Feb 01, 2022		Soil	S22-Fe08179	X	X	X
Test Counts						1	1	1



Environment Testing

Certificate of Analysis

ENV Solutions Pty Ltd
1/35 North Creek Road
Ballina
NSW 2478



NATA Accredited
Accreditation Number 1261
Site Number 18217

Accredited for compliance with ISO/IEC 17025 – Testing
NATA is a signatory to the ILAC Mutual Recognition Arrangement for the mutual recognition of the equivalence of testing, medical testing, calibration, inspection, proficiency testing scheme providers and reference materials producers reports and certificates.

Attention: Craig Helbig

Report 860708-S
Project name 216557
Project ID 216557
Received Date Feb 03, 2022

Client Sample ID	LOR	Unit	QA1A Soil S22-Fe08179 Feb 01, 2022
Sample Matrix			
Eurofins Sample No.			
Date Sampled			
Test/Reference	LOR	Unit	
Organochlorine Pesticides			
Chlordanes - Total	0.1	mg/kg	< 0.1
4.4'-DDD	0.05	mg/kg	< 0.05
4.4'-DDE	0.05	mg/kg	< 0.05
4.4'-DDT	0.05	mg/kg	< 0.05
a-HCH	0.05	mg/kg	< 0.05
Aldrin	0.05	mg/kg	< 0.05
b-HCH	0.05	mg/kg	< 0.05
d-HCH	0.05	mg/kg	< 0.05
Dieldrin	0.05	mg/kg	< 0.05
Endosulfan I	0.05	mg/kg	< 0.05
Endosulfan II	0.05	mg/kg	< 0.05
Endosulfan sulphate	0.05	mg/kg	< 0.05
Endrin	0.05	mg/kg	< 0.05
Endrin aldehyde	0.05	mg/kg	< 0.05
Endrin ketone	0.05	mg/kg	< 0.05
g-HCH (Lindane)	0.05	mg/kg	< 0.05
Heptachlor	0.05	mg/kg	< 0.05
Heptachlor epoxide	0.05	mg/kg	< 0.05
Hexachlorobenzene	0.05	mg/kg	< 0.05
Methoxychlor	0.05	mg/kg	< 0.05
Toxaphene	0.5	mg/kg	< 0.5
Aldrin and Dieldrin (Total)*	0.05	mg/kg	< 0.05
DDT + DDE + DDD (Total)*	0.05	mg/kg	< 0.05
Vic EPA IWRG 621 OCP (Total)*	0.1	mg/kg	< 0.1
Vic EPA IWRG 621 Other OCP (Total)*	0.1	mg/kg	< 0.1
Dibutylchloroendate (surr.)	1	%	102
Tetrachloro-m-xylene (surr.)	1	%	122
Heavy Metals			
Arsenic	2	mg/kg	3.5
Cadmium	0.4	mg/kg	< 0.4
Chromium	5	mg/kg	11
Copper	5	mg/kg	7.7
Lead	5	mg/kg	8.5
Mercury	0.1	mg/kg	< 0.1
Nickel	5	mg/kg	7.6
Zinc	5	mg/kg	32



Environment Testing

Client Sample ID			QA1A
Sample Matrix			Soil
Eurofins Sample No.			S22-Fe08179
Date Sampled			Feb 01, 2022
Test/Reference	LOR	Unit	
% Moisture	1	%	17



Sample History

Where samples are submitted/analysed over several days, the last date of extraction is reported.

If the date and time of sampling are not provided, the Laboratory will not be responsible for compromised results should testing be performed outside the recommended holding time.

Description	Testing Site	Extracted	Holding Time
Organochlorine Pesticides - Method: LTM-ORG-2220 OCP & PCB in Soil and Water	Sydney	Feb 07, 2022	14 Days
Metals M8 - Method: LTM-MET-3040 Metals in Waters, Soils & Sediments by ICP-MS	Sydney	Feb 07, 2022	28 Days
% Moisture - Method: LTM-GEN-7080 Moisture	Sydney	Feb 07, 2022	14 Days



Environment Testing

web: www.eurofins.com.au
email: EnviroSales@eurofins.com

ABN: 50 005 085 521

Melbourne
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NATA # 1261 Site # 1254

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Phone : +61 2 9900 8400
NATA # 1261 Site # 18217

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Murarrie QLD 4172
Phone : +61 7 3902 4600
NATA # 1261 Site # 20794

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Mayfield East NSW 2304
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Phone : +61 2 4968 8448
NATA # 1261 Site # 25079

ABN: 51 00 0139 030

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Welshpool WA 6106
Phone : +61 8 6253 4444
NATA # 2377 Site # 2370

INZLN: 3423046024304

Auckland
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Penrose, Auckland 1061
Phone : +64 9 526 45 51
IANZ # 1327

Christchurch
43 Detroit Drive
Rolleston, Christchurch 76
Phone : 0800 856 450
IANZ # 1290

Company Name:	ENV Solutions Pty Ltd	Order No.:		Received:	Feb 3, 2022 2:23 PM
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Project Name:	216557	Phone:	0421 519 354	Priority:	5 Day
Project ID:	216557	Fax:		Contact Name:	Craig Helbig

Eurofins Analytical Services Manager : John Nguyen

Sample Detail						Organochlorine Pesticides	Metals I/8	Moisture Set
Melbourne Laboratory - NATA # 1261 Site # 1254								
Sydney Laboratory - NATA # 1261 Site # 18217						X	X	X
Brisbane Laboratory - NATA # 1261 Site # 20794								
Mayfield Laboratory - NATA # 1261 Site # 25079								
Perth Laboratory - NATA # 2377 Site # 2370								
External Laboratory								
No	Sample ID	Sample Date	Sampling Time	Matrix	LAB ID			
1	QA1A	Feb 01, 2022		Soil	S22-Fe08179	X	X	X
Test Counts						1	1	1



Internal Quality Control Review and Glossary

General

1. Laboratory QC results for Method Blanks, Duplicates, Matrix Spikes, and Laboratory Control Samples follows guidelines delineated in the National Environment Protection (Assessment of Site Contamination) Measure 1999, as amended May 2013 and are included in this QC report where applicable. Additional QC data may be available on request.
2. All soil/sediment/solid results are reported on a dry basis, unless otherwise stated.
3. All biota/food results are reported on a wet weight basis on the edible portion, unless otherwise stated.
4. Actual LORs are matrix dependant. Quoted LORs may be raised where sample extracts are diluted due to interferences.
5. Results are uncorrected for matrix spikes or surrogate recoveries except for PFAS compounds.
6. SVOC analysis on waters are performed on homogenised, unfiltered samples, unless noted otherwise.
7. Samples were analysed on an 'as received' basis.
8. Information identified on this report with blue colour, indicates data provided by customer that may have an impact on the results.
9. This report replaces any interim results previously issued.

Holding Times

Please refer to 'Sample Preservation and Container Guide' for holding times (QS3001).

For samples received on the last day of holding time, notification of testing requirements should have been received at least 6 hours prior to sample receipt deadlines as stated on the SRA.

If the Laboratory did not receive the information in the required timeframe, and regardless of any other integrity issues, suitably qualified results may still be reported.

Holding times apply from the date of sampling, therefore compliance to these may be outside the laboratory's control.

For VOCs containing vinyl chloride, styrene and 2-chloroethyl vinyl ether the holding time is 7 days however for all other VOCs such as BTEX or C6-10 TRH then the holding time is 14 days.

Units

mg/kg: milligrams per kilogram	mg/L: milligrams per litre	µg/L: micrograms per litre
ppm: parts per million	ppb: parts per billion	%: Percentage
org/100 mL: Organisms per 100 millilitres	NTU: Nephelometric Turbidity Units	MPN/100 mL: Most Probable Number of organisms per 100 millilitres

Terms

APHA	American Public Health Association
COC	Chain of Custody
CP	Client Parent - QC was performed on samples pertaining to this report
CRM	Certified Reference Material (ISO17034) - reported as percent recovery.
Dry	Where a moisture has been determined on a solid sample the result is expressed on a dry basis.
Duplicate	A second piece of analysis from the same sample and reported in the same units as the result to show comparison.
LOR	Limit of Reporting.
LCS	Laboratory Control Sample - reported as percent recovery.
Method Blank	In the case of solid samples these are performed on laboratory certified clean sands and in the case of water samples these are performed on de-ionised water.
NCP	Non-Client Parent - QC performed on samples not pertaining to this report, QC is representative of the sequence or batch that client samples were analysed within.
RPD	Relative Percent Difference between two Duplicate pieces of analysis.
SPIKE	Addition of the analyte to the sample and reported as percentage recovery.
SRA	Sample Receipt Advice
Surr - Surrogate	The addition of a like compound to the analyte target and reported as percentage recovery.
TBTO	Tributyltin oxide (bis-tributyltin oxide) - individual tributyltin compounds cannot be identified separately in the environment however free tributyltin was measured and its values were converted stoichiometrically into tributyltin oxide for comparison with regulatory limits.
TCLP	Toxicity Characteristic Leaching Procedure
TEQ	Toxic Equivalency Quotient or Total Equivalence
QSM	US Department of Defense Quality Systems Manual Version 5.4
US EPA	United States Environmental Protection Agency
WA DWER	Sum of PFBA, PFPeA, PFHxA, PFHpA, PFOA, PFBS, PFHxS, PFOS, 6:2 FTSA, 8:2 FTSA

QC - Acceptance Criteria

The acceptance criteria should be used as a guide only and may be different when site specific Sampling Analysis and Quality Plan (SAQP) have been implemented

RPD Duplicates: Global RPD Duplicates Acceptance Criteria is 30% however the following acceptance guidelines are equally applicable:

Results <10 times the LOR: No Limit

Results between 10-20 times the LOR: RPD must lie between 0-50%

Results >20 times the LOR : RPD must lie between 0-30%

NOTE: pH duplicates are reported as a range not as RPD

Surrogate Recoveries: Recoveries must lie between 20-130% for Speciated Phenols & 50-150% for PFAS

PFAS field samples that contain surrogate recoveries in excess of the QC limit designated in QSM 5.4 where no positive PFAS results have been reported have been reviewed and no data was affected.

QC Data General Comments

1. Where a result is reported as a less than (<), higher than the nominated LOR, this is due to either matrix interference, extract dilution required due to interferences or contaminant levels within the sample, high moisture content or insufficient sample provided.
2. Duplicate data shown within this report that states the word "BATCH" is a Batch Duplicate from outside of your sample batch, but within the laboratory sample batch at a 1:10 ratio. The Parent and Duplicate data shown is not data from your samples.
3. pH and Free Chlorine analysed in the laboratory - Analysis on this test must begin within 30 minutes of sampling. Therefore, laboratory analysis is unlikely to be completed within holding time. Analysis will begin as soon as possible after sample receipt.
4. Recovery Data (Spikes & Surrogates) - where chromatographic interference does not allow the determination of recovery the term "INT" appears against that analyte.
5. For Matrix Spikes and LCS results a dash "-" in the report means that the specific analyte was not added to the QC sample.
6. Duplicate RPDs are calculated from raw analytical data thus it is possible to have two sets of data.



Environment Testing

Quality Control Results

Test	Units	Result 1	Acceptance Limits	Pass Limits	Qualifying Code
Method Blank					
Organochlorine Pesticides					
Chlordanes - Total	mg/kg	< 0.1	0.1	Pass	
4.4'-DDD	mg/kg	< 0.05	0.05	Pass	
4.4'-DDE	mg/kg	< 0.05	0.05	Pass	
4.4'-DDT	mg/kg	< 0.05	0.05	Pass	
a-HCH	mg/kg	< 0.05	0.05	Pass	
Aldrin	mg/kg	< 0.05	0.05	Pass	
b-HCH	mg/kg	< 0.05	0.05	Pass	
d-HCH	mg/kg	< 0.05	0.05	Pass	
Dieldrin	mg/kg	< 0.05	0.05	Pass	
Endosulfan I	mg/kg	< 0.05	0.05	Pass	
Endosulfan II	mg/kg	< 0.05	0.05	Pass	
Endosulfan sulphate	mg/kg	< 0.05	0.05	Pass	
Endrin	mg/kg	< 0.05	0.05	Pass	
Endrin aldehyde	mg/kg	< 0.05	0.05	Pass	
Endrin ketone	mg/kg	< 0.05	0.05	Pass	
g-HCH (Lindane)	mg/kg	< 0.05	0.05	Pass	
Heptachlor	mg/kg	< 0.05	0.05	Pass	
Heptachlor epoxide	mg/kg	< 0.05	0.05	Pass	
Hexachlorobenzene	mg/kg	< 0.05	0.05	Pass	
Methoxychlor	mg/kg	< 0.05	0.05	Pass	
Toxaphene	mg/kg	< 0.5	0.5	Pass	
Method Blank					
Heavy Metals					
Arsenic	mg/kg	< 2	2	Pass	
Cadmium	mg/kg	< 0.4	0.4	Pass	
Chromium	mg/kg	< 5	5	Pass	
Copper	mg/kg	< 5	5	Pass	
Lead	mg/kg	< 5	5	Pass	
Mercury	mg/kg	< 0.1	0.1	Pass	
Nickel	mg/kg	< 5	5	Pass	
Zinc	mg/kg	< 5	5	Pass	
LCS - % Recovery					
Organochlorine Pesticides					
Chlordanes - Total	%	86	70-130	Pass	
4.4'-DDD	%	76	70-130	Pass	
4.4'-DDE	%	90	70-130	Pass	
4.4'-DDT	%	87	70-130	Pass	
a-HCH	%	82	70-130	Pass	
Aldrin	%	86	70-130	Pass	
b-HCH	%	87	70-130	Pass	
d-HCH	%	93	70-130	Pass	
Dieldrin	%	94	70-130	Pass	
Endosulfan I	%	90	70-130	Pass	
Endosulfan II	%	82	70-130	Pass	
Endosulfan sulphate	%	85	70-130	Pass	
Endrin	%	94	70-130	Pass	
Endrin aldehyde	%	72	70-130	Pass	
Endrin ketone	%	88	70-130	Pass	
g-HCH (Lindane)	%	90	70-130	Pass	
Heptachlor	%	101	70-130	Pass	



Environment Testing

Test	Units	Result 1	Acceptance Limits	Pass Limits	Qualifying Code			
Heptachlor epoxide	%	82	70-130	Pass				
Hexachlorobenzene	%	90	70-130	Pass				
Methoxychlor	%	78	70-130	Pass				
LCS - % Recovery								
Heavy Metals								
Arsenic	%	93	80-120	Pass				
Cadmium	%	100	80-120	Pass				
Chromium	%	98	80-120	Pass				
Copper	%	100	80-120	Pass				
Lead	%	95	80-120	Pass				
Mercury	%	80	80-120	Pass				
Nickel	%	101	80-120	Pass				
Zinc	%	102	80-120	Pass				
Test	Lab Sample ID	QA Source	Units	Result 1	Acceptance Limits	Pass Limits	Qualifying Code	
Spike - % Recovery								
Organochlorine Pesticides								
Chlordanes - Total	S22-Fe09099	NCP	%	92	70-130	Pass		
4.4'-DDD	S22-Fe09099	NCP	%	79	70-130	Pass		
4.4'-DDE	S22-Fe09099	NCP	%	95	70-130	Pass		
4.4'-DDT	S22-Fe09099	NCP	%	95	70-130	Pass		
a-HCH	S22-Fe09099	NCP	%	92	70-130	Pass		
Aldrin	S22-Fe09099	NCP	%	92	70-130	Pass		
b-HCH	S22-Fe09099	NCP	%	92	70-130	Pass		
d-HCH	S22-Fe09099	NCP	%	93	70-130	Pass		
Dieldrin	S22-Fe09099	NCP	%	107	70-130	Pass		
Endosulfan I	S22-Fe09099	NCP	%	95	70-130	Pass		
Endosulfan II	S22-Fe09099	NCP	%	87	70-130	Pass		
Endosulfan sulphate	S22-Fe09099	NCP	%	92	70-130	Pass		
Endrin	S22-Fe09099	NCP	%	104	70-130	Pass		
Endrin ketone	S22-Fe09099	NCP	%	102	70-130	Pass		
g-HCH (Lindane)	S22-Fe09099	NCP	%	92	70-130	Pass		
Heptachlor	S22-Fe09099	NCP	%	97	70-130	Pass		
Heptachlor epoxide	S22-Fe09099	NCP	%	86	70-130	Pass		
Hexachlorobenzene	S22-Fe09099	NCP	%	98	70-130	Pass		
Methoxychlor	S22-Fe09099	NCP	%	85	70-130	Pass		
Spike - % Recovery								
Heavy Metals								
Arsenic	S22-Fe08215	NCP	%	76	75-125	Pass		
Cadmium	S22-Fe08215	NCP	%	81	75-125	Pass		
Chromium	S22-Fe08215	NCP	%	91	75-125	Pass		
Copper	S22-Fe08215	NCP	%	80	75-125	Pass		
Lead	S22-Fe08215	NCP	%	80	75-125	Pass		
Mercury	S22-Fe09378	NCP	%	101	75-125	Pass		
Nickel	S22-Fe08215	NCP	%	79	75-125	Pass		
Zinc	S22-Fe08215	NCP	%	83	75-125	Pass		
Test	Lab Sample ID	QA Source	Units	Result 1	Acceptance Limits	Pass Limits	Qualifying Code	
Duplicate								
Organochlorine Pesticides								
Chlordanes - Total	S22-Fe09401	NCP	mg/kg	< 0.1	< 0.1	<1	30%	Pass
4.4'-DDD	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass
4.4'-DDE	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass
4.4'-DDT	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass
a-HCH	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass



Environment Testing

Test	Lab Sample ID	QA Source	Units	Result 1	Result 2	RPD	Acceptance Limits	Pass Limits	Qualifying Code
Duplicate									
Organochlorine Pesticides				Result 1	Result 2	RPD			
Aldrin	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
b-HCH	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
d-HCH	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
Dieldrin	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
Endosulfan I	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
Endosulfan II	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
Endosulfan sulphate	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
Endrin	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
Endrin aldehyde	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
Endrin ketone	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
g-HCH (Lindane)	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
Heptachlor	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
Heptachlor epoxide	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
Hexachlorobenzene	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
Methoxychlor	S22-Fe09401	NCP	mg/kg	< 0.05	< 0.05	<1	30%	Pass	
Toxaphene	S22-Fe09401	NCP	mg/kg	< 0.5	< 0.5	<1	30%	Pass	
Duplicate									
Heavy Metals				Result 1	Result 2	RPD			
Arsenic	S22-Fe08214	NCP	mg/kg	4.2	6.4	40	30%	Fail	Q15
Cadmium	S22-Fe08214	NCP	mg/kg	< 0.4	< 0.4	<1	30%	Pass	
Chromium	S22-Fe08214	NCP	mg/kg	16	26	47	30%	Fail	Q15
Copper	S22-Fe08214	NCP	mg/kg	< 5	< 5	<1	30%	Pass	
Lead	S22-Fe08214	NCP	mg/kg	6.5	8.9	31	30%	Fail	Q15
Mercury	S22-Fe08214	NCP	mg/kg	< 0.1	< 0.1	<1	30%	Pass	
Nickel	S22-Fe08214	NCP	mg/kg	5.1	7.8	42	30%	Fail	Q15
Zinc	S22-Fe08214	NCP	mg/kg	18	30	50	30%	Fail	Q15
Duplicate									
				Result 1	Result 2	RPD			
% Moisture	S22-Fe08175	NCP	%	7.2	7.2	1.0	30%	Pass	



Environment Testing

Comments

Sample Integrity

Custody Seals Intact (if used)	N/A
Attempt to Chill was evident	Yes
Sample correctly preserved	Yes
Appropriate sample containers have been used	Yes
Sample containers for volatile analysis received with minimal headspace	Yes
Samples received within HoldingTime	Yes
Some samples have been subcontracted	No

Qualifier Codes/Comments

Code	Description
Q15	The RPD reported passes Eurofins Environment Testing's QC - Acceptance Criteria as defined in the Internal Quality Control Review and Glossary page of this report.

Authorised by:

John Nguyen	Analytical Services Manager
Andrew Sullivan	Senior Analyst-Organic (NSW)
John Nguyen	Senior Analyst-Metal (NSW)

Glenn Jackson
General Manager

Final Report – this report replaces any previously issued Report

- Indicates Not Requested

* Indicates NATA accreditation does not cover the performance of this service

Measurement uncertainty of test data is available on request or please [click here](#).

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APPENDIX D

Field QA Results - RPD Calculations

216557 - Yamba Road Site Investigation

RPD Results table



				Metals							
				Arsenic	Cadmium	Chromium (II+VI)	Copper	Lead	Mercury	Nickel	Zinc
				mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg
EQL				4	0.4	1	1	1	0.1	1	1
Lab Report Number	Field ID	Date	Matrix Type								
287933	S4	1/02/2022	Soil	4	<0.4	11	9	9	<0.1	8	24
287933	QA1	1/02/2022	Soil	4	<0.4	12	8	10	<0.1	7	25
RPD				0	N/A	9	12	11	N/A	13	4
287933	S4	1/02/2022	Soil	4	<0.4	11	9	9	<0.1	8	24
860708	QA1A	1/02/2022	Soil	2	0.4	5	5	5	0.1	5	5
RPD				67	N/A	75	57	57	N/A	46	131

Notes:
 RPD: Relative Percent Difference (50% Variance Threshold)
 EQL: Estimate Quantitation Limit
 N/A: RPD Could Not Be Calculated

216557 - Yamba Road Site Investigation

RPD Results table



				NA	OCPs									
				Moisture Content	Hexachlorobenzene	4,4-DDD	β-BHC	Aldrin	β-BHC	Chlordane (cis)	Chlordane (trans)	γ-BHC	DDD	DDT
				%	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg
EQL				0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1
Lab Report Number	Field ID	Date	Matrix Type											
287933	S4	1/02/2022	Soil	22	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
287933	QA1	1/02/2022	Soil	18	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
RPD				20	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
287933	S4	1/02/2022	Soil	22	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
860708	QA1A	1/02/2022	Soil	17	<0.05	<0.05								
RPD				26	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Notes:
 RPD: Relative Percent Difference (50% Variance Threshold)
 EQL: Estimate Quantitation Limit
 N/A: RPD Could Not Be Calculated

216557 - Yamba Road Site Investigation

RPD Results table



				OCPs										
				DDE+DDD	Dieldrin	Endosulfan I	Endosulfan II	Endosulfan sulphate	Endrin	Endrin aldehyde	γ-BHC (Lindane)	Heptachlor	Heptachlor epoxide	Methoxychlor
				mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg	mg/kg
EQL				0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1
Lab Report Number	Field ID	Date	Matrix Type											
287933	S4	1/02/2022	Soil	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
287933	QA1	1/02/2022	Soil	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
RPD				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
287933	S4	1/02/2022	Soil	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
860708	QA1A	1/02/2022	Soil	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1	<0.1
RPD				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Notes:
 RPD: Relative Percent Difference (50% Variance Threshold)
 EQL: Estimate Quantitation Limit
 N/A: RPD Could Not Be Calculated

APPENDIX E

VENM Letter



01/10/2020

To whom it may concern,

SA & JL Anderson Pty Ltd (Anderson Tipper Hire) have supplied VENM Fill Sand (virgin excavated natural material) to Lot 11 DP 1259162 Yamba Road, Palmers Island NSW 2463. The product was supplied from Newman Quarry, Jackybulbin NSW.

DA Approval Number: DA 2020/0216

Name: PRIDEL P/L

Yours sincerely

Scott Anderson

SA & JL Anderson Pty Ltd
Anderson Tipper Hire
17 Citrus Close
JAMES CREEK NSW 2463
0408452230

ANNEXURE J

SUMMARY TABLE

Northern Rivers Contaminated Land Program - Contamination Report Summary Table



Property description and address	Page no.
e.g. Lot and DP, map of entire site as well as the investigation area(s)	3, Appendix A
Conceptual Site Model	
e.g. Contamination sources, receptors and exposure pathways between sources and receptors	7-9
Sampling and Analysis Quality Plan (SAQP)	
Justification for the sampling design (how will the data be representative and relevant)	13
Frequency and pattern of sampling	12
Justification for analytical plan (especially if the project uses composite samples)	12
Data quality objectives	12
Sampling Methodology	
Description of sample methodology	12
Description of media sampled and sample depth interval (e.g. borehole logs, or soil description)	14
Notable contaminant concentrations e.g. maximum specific concentrations and validation results	
Soil and groundwater concentrations and comparison against appropriate EIL, HIL, HSL and GILs etc.	Appendix C
Discussion on QA/QC	15
Statistical analysis	Appendix C, D
Nature of works carried out	
e.g. soil investigation, ground water investigation, excavation, on-site remediation, removal of soil, validation sampling, backfilled with imported soil with ENM classification	1
Nature and extent of residual contamination	
Contamination identified in investigation, contamination unable to be remediated within the scope of the work, or areas not assessed	14
Waste removed	
During remediation (details of classification and disposal)	N/A
Remediation Summary	
What was removed or treated? Was it successful, is residual contamination remaining? Is there a need for an ongoing Environmental Management Plan?	N/A
Appropriately experienced and qualified practitioners	
Practitioner is appropriately experienced and qualified with adequate professional indemnity (PI) insurance for the work undertaken	YES
Statement of suitability	
The land is considered suitable for [residential, residential with limited soil access, open space, industrial/commercial] land use, other (describe).	YES
Report details	
Report title: SEPP 55 PSI Report Palmers Island	
Produced by: Declan Campey	ABN: 98 640 278 977
Provided to Client: 22 / 02 / 2022	
I Declan Campey of ENV Solutions state that I have undertaken this assessment in accordance with the guidelines made and approved by the NSW Environment Protection Authority.	
Name: Declan Campey	Signature: DC
Contact details: Declan.campey@envsolutions.com.au	0431055009

V2 – 3/9/21

This project has been funded by the New South Wales Government through the EPA's Contaminated Land Management Program

ANNEXURE K

FLOOD IMPACT ASSESSMENT REPORT (STRUCTERRE, JANUARY 2022)



Flood Impact Assessment Report

4 River Road

Palmers Island, NSW

Lot 11 in DP 1259162

28th January 2022

Bruce Hammond

BEng. Civil. MIE (Aust) NER

Garth Cook

BEng. Civil. (Hons)

BYRON BAY | YAMBA

Yamba Office: Unit 7-11, 18 Coldstream Street, Yamba NSW 2464 Phone: 0437 904 790

Byron Bay Office: 5/61 Centennial Circuit, Byron Bay 2481 PH: (02) 6680 7510

Web: www.NRSCE.com.au Email: Admin@nrsce.com.au

ABN: 63 619 141 310 StrucTerre CJA Pty Ltd trading as Northern Rivers StrucTerre Consulting Engineers

CS1248-River Rd_Flood Report.docx

Page 1 of 11



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3. COUNCIL REQUIREMENTS.....	5
4. EXISTING SITE.....	6
5. PROPOSED DEVELOPMENT	6
6. FLOOD IMPACT ASSESSMENT	7
7. CONCLUSION.....	11



1. Introduction

Structerre Consulting Engineers being competent to practice in the field of stormwater design & flood mitigation has been engaged to prepare a Flood Impact Assessment to accompany a Development Application submitted to Clarence Valley Council for the proposed filling within Lot 11 in DP1259162.

The subject site has been identified by Council as flood affected according to and shown on council's online mapping system "Intramaps".

The following documentation has been used in the preparation of this Report;

- Detailed Survey, A. Fletcher & Associates Pty Ltd, 11.02.2021. Rev A.
- Flood Information available on Clarence Valley Council's "Intramaps".
- Google Earth Aerial Imagery

This report provides flooding assessment specific to the subject site.

2. Site Specific Flood Information

The flood information for the site is provided by Clarence Valley Council's "Intramaps" & Detailed Survey by, A. Fletcher & Associates Pty Ltd. Due to the size of the lot the 100 year flood level varies, the figures shown below are for the area immediately adjacent to the location of the proposal.

- 20 Year Flood Level (min) RL.2.18m
- 20 Year Flood Level (max) RL.2.29m

Note that the 20 Year Flood Level of RL.2.18m has been adopted for this Assessment.

- 100 Year Flood Level (min) RL.2.51m
- 100 Year Flood Level (max) RL.2.61m

Note that the 100 Year Flood Level of RL.2.51m has been adopted for this Assessment.

- 100 Year Flood Velocity 0.18m/s (rear of mound)
- 100 Year Flood Velocity 0.26m/s (front of mound)

Note that the since no data is available for 20 year flood velocities the 100 year data will be used.

- Natural Ground Level RL.0.92 m - RL.1.08m, average taken as RL.1.0m (rear of mound)
- Natural Ground Level RL.1.38 - RL.1.82 average taken as RL.1.6m (front of mound)
- Ground Level RL.2.25m on existing mound/ pad.
- Percentage of existing site inundated by the 100 year flood, 100% by councils Intramaps.



Figure 1.
20 Year Flood Levels
<https://maps.clarence.nsw.gov.au/intramaps97/>

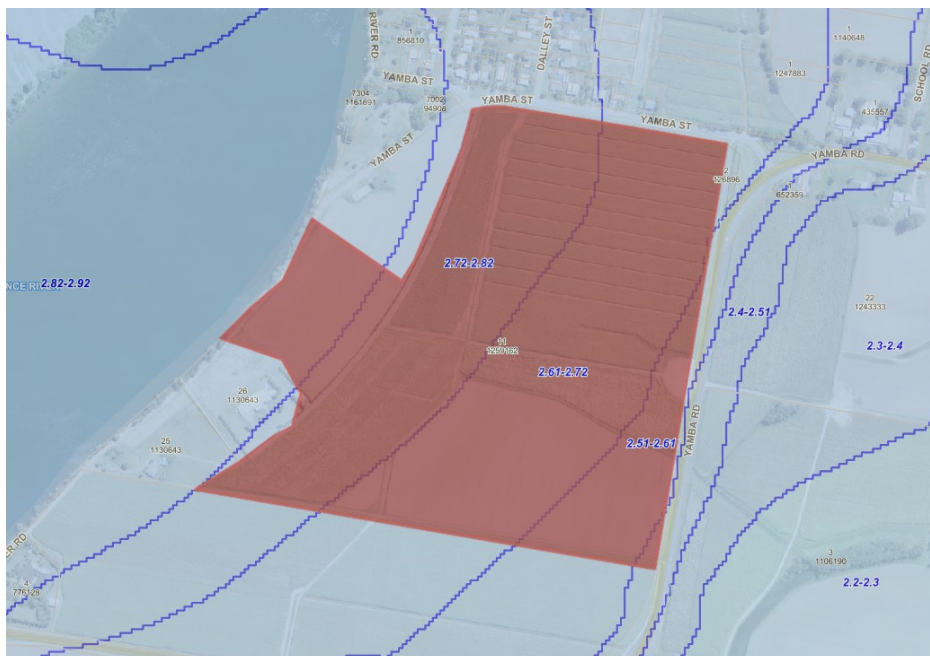


Figure 2.
100 Year Flood Levels
<https://maps.clarence.nsw.gov.au/intramaps97/>



3. Council Requirements

Council requires that clause 7.3(3) from the CVC LEP is addressed prior to giving consent;

(3) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development—

(a) is compatible with the flood hazard of the land, and

(b) is not likely to significantly adversely affect flood behaviour resulting in detrimental increases in the potential flood affectation of other development or properties, and

(c) incorporates appropriate measures to manage risk to life from flood, and

(d) is not likely to significantly adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses, and

(e) is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding.



4. Existing Site

The existing site consists of recently built farm shed constructed on an existing flood mound/pad (DA 2020/0216 & CC2020/0187). The pad is at a level of about RL2.25. The location is immediately adjacent to the 60km/hr speed on Yamba Road as you enter the Palmers Island school zone. See attached Concept Dwg. No. 9561 SHED DA showing details. The site area is some 4,500m². The entire lot is 41.53ha.

The site generally falls toward the west, away from Yamba Road. Open drains exist on the western and northern sides of the existing mound, there is partial open drainage on the north east and south east corners which forms part of the road drainage, this drains under the road to the east.



Figure 3. Site Plan.
Google Earth, viewed 28.01.2022.

5. Proposed Development

A proposed rural supplies business is to be constructed adjacent to a recently built farm shed. The proposed rural supplies shed will be the same size (36m x 20m) as the existing shed. The proposed development involves the filling to provide earthworks pads/ flood mounds at a level above the 20 year flood.

The pad will be filled to an average of RL2.25m, RL2.18 min, which is the 20 year flood level. The carpark will be filled to RL1.75m, which is above the 5 year flood event.



6. Flood Impact Assessment

Each of council's requirements set out in chapter three will be addressed below.

(3) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development—

(a) is compatible with the flood hazard of the land.

The Velocity of the Floodwaters is relatively slow, the following shows the Velocity x Depth Product for the site for the 20 and 100 year flood. Note that it is unlikely for any personnel to be at the rear of the mound in any flood event.

20 Year

Rear of Mound (bottom)

20 Year Flood Velocity, 0.18m/s, Average Overland Flood Depth 1.18m.

Velocity x Depth product of 0.21m²/s

Front of Mound (bottom)

20 Year Flood Velocity, 0.26m/s, Average Overland Flood Depth 0.58m

Velocity x Depth product of 0.15m²/s.

Carpark

20 Year Flood Velocity, 0.26m/s, Average Overland Flood Depth 0.43m.

Velocity x Depth product of 0.11m²/s

All Velocity x Depth products are below 0.4 m²/s at bottom of the mound making it a low hazard situation for adults for the 20 year flood, however the flood level would present a danger to children and the elderly. The carpark presents a low hazard in the 20 year flood event. (See Figure 4).

100 Year

Rear of Mound (bottom)

100 Year Flood Velocity, 0.18m/s, Average Overland Flood Depth 1.51m.

Velocity x Depth product of 0.27m²/s

Front of Mound (bottom)

100 Year Flood Velocity, 0.26m/s, Average Overland Flood Depth 0.91m

Velocity x Depth product of 0.24m²/s.

Top of the mound

100 Year Flood Velocity, 0.26m/s, Average Overland Flood Depth 0.26m

Velocity x Depth product of 0.07m²/s.

Carpark

100 Year Flood Velocity, 0.26m/s, Average Overland Flood Depth 0.76m.

Velocity x Depth product of 0.2m²/s



All Velocity x Depth products are below $0.4 \text{ m}^2/\text{s}$ at bottom of the mound making it a low hazard situation at the front of the mound for adults and extreme hazard for adults at the rear of the mound for the 100 year flood, the flood level would present a danger to children and the elderly. The carpark presents a low hazard for adults and extreme for children and the elderly in the 100 year flood event (See Figure 4).

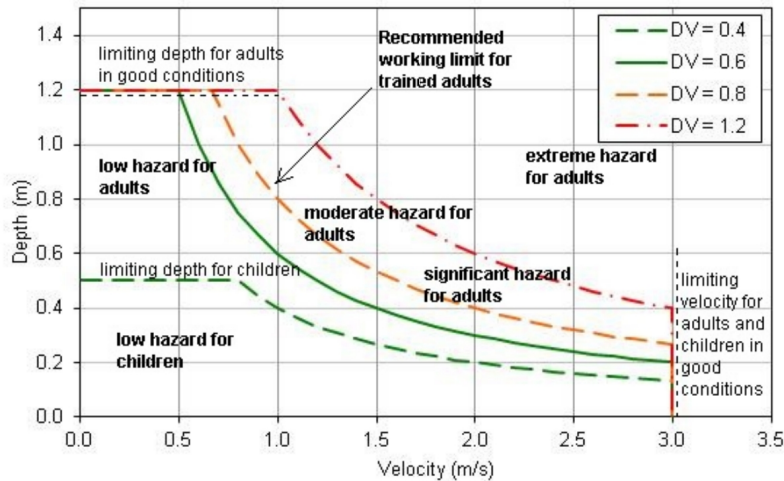


Figure 4

Safety Criteria for People in Variable Flow Conditions

The Australian Rainfall and Runoff: A guide to flood estimation (ARR), Book 6 - Flood Hydraulics
 Figure 6.7.4. Safety Criteria for People in Variable Flow Conditions Cox et al. (2010)

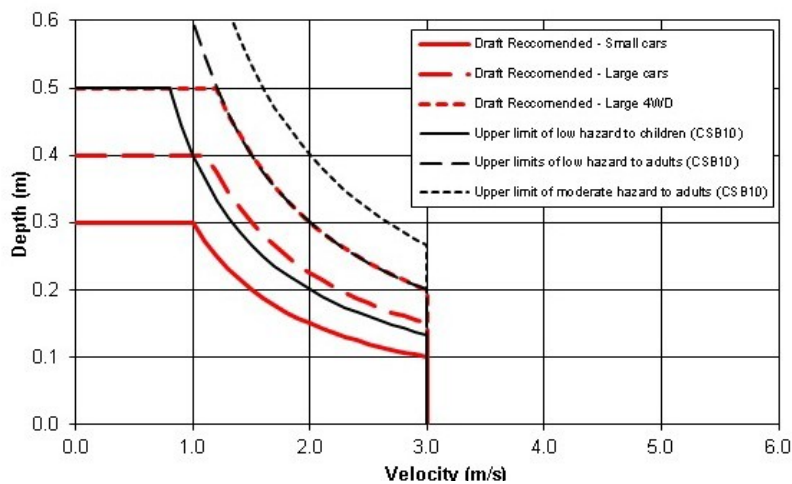


Figure 5

Criteria for Vehicles in Variable Flow Conditions

The Australian Rainfall and Runoff: A guide to flood estimation (ARR), Book 6 - Flood Hydraulics
 Figure 6.7.6. Interim Safety Criteria for Vehicles in Variable Flow Conditions (Shand et al., 2011)

With the pad level at a minimum of RL.2.25m this puts the flood depth at 0.26m in a 100 year flood. Filling to these levels will reduce the risk and allow the top of the mound/pad to be compatible with the flood hazard of the land in the 20 year flood event and low hazard in the 100 year event.



(b) is not likely to significantly adversely affect flood behaviour resulting in detrimental increases in the potential flood affectation of other development or properties.

Due to the immense size of the floodplain the filling of the site will have no noticeable effect on flood levels, even if we just considered the size of Lot 11 (41.53ha) there would only be a rise of 1.7mm, when the whole floodplain size is taken into account this measurement would be insignificant. It is expected that the fill material will be sourced within the same floodplain, therefore there will be no net loss in volume storage. The fill shall be certified VENM.

The existing open drains shall remain as is.

Due to no net loss in volume storage, maintaining of the existing boundary drains and relatively low 100 year flood velocities the proposed development is not likely to have any significantly adverse affect or potential flood affectation of other development or properties.

(c) incorporates appropriate measures to manage risk to life from flood.

Evacuation

The sites position does present difficulties as the front and rear of the property is impacted by the 20 and 100 year flood overland flow paths, however the site will only be used as a commercial property and therefore will only be inhabitable during normal working hours. Workers are unlikely to be at the premises if a flood event is forecast. The 20 and 100 year flow depth at the road is expected to be approximately 0.58m and 0.91m deep respectively, which is considered unsafe for vehicles, (see Figure 5), however adequate flood warning is available to allow safe and orderly evacuation prior to flooding without increased reliance upon the SES or other authorised emergency services personnel.

Flood Risk Management Plan

For any building where personnel may be located it is recommended that a Flood Risk Management Plan be implemented.

1. At the first signs that there may be a rainfall event, check reliable weather reports (eg Bureau of Meteorology) for any possible forecast warnings issued. If any storm warnings have been forecast, a Flood Risk Management Plan must be actioned.
2. During flood events many local streets and roads may be cut off by floodwaters that may make the escape by vehicle extremely difficult. Travelling through floodwaters on foot should be avoided at all times. Travelling by vehicles through floodwaters is dangerous as obstructions can be hidden under the floodwaters.
3. It is recommended that during any flood event, staying within the building as much as practical is always the safest option and do not evacuate the building unless instructed by the State Emergency Services (SES) or police.
4. Develop your own 'Flood Plan' generally in accordance with this Flood Risk management Plan.



5. If flood levels appear to approach the building:
 - Move important documents, personal items, photographs and vital medical supplies to a safe and easily accessible place with a pre-prepared 'Emergency Flood Kit'
 - Gather medicines, mobile phones, first aid kit, special papers, battery operated torch and radio, fresh water, canned food, water proof or easy dry clothing all packed in one location
 - Put on strong shoes, raise any items within the home that may be damaged by water to as high a level as possible, with electrical items on top. Turn off any large electrical items at the power point such as a TV that cannot be raised.
6. In the event that flood waters appear that they may enter the building:
 - Turn off electricity at the switchboard
 - Turn off gas and water at the meter
 - Block toilet bowls with a strong plastic bag filled with earth or sand
 - Cover drains in showers, baths, and laundry with a string plastic bag filled with earth or sand.
7. In the case of a medical or life-threatening emergency ring 000 as normal.
8. A laminated copy of the Flood Risk Management Plan should be permanently attached to an inside cupboard door in the main area and to the inside of the electrical meter box



(d) is not likely to significantly adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses.

During the filling of the site, sediment & erosion control devices shall be put in place, i.e. silt fences, until sufficient vegetation coverage is obtained. No works will be occurring near a riparian area or the river bank to cause any significant adverse affect.

(e) is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding.

As stated previously due to no net loss in volume storage there will be no significant change in flood levels and therefore no unsustainable social and economic costs to the community as a consequence.

7. Conclusion

This Flood Impact Assessment Report has been undertaken by Structerre Consulting Engineers based on information provided by Clarence Valley Council and available survey & design plans by A. Fletcher & Associates Pty Ltd.

It should be noted that the lower river will generally have a 2-3 day warning for any flood event and flash flooding of the premises is unlikely.

Due to no net loss in volume storage, maintaining of the existing boundary drains and relatively low flood velocities the proposed development is not likely to have any significantly adverse affect or potential flood affectation of other development or properties.

To ensure compliance with Council's flood prone land policy, the following is recommended:

- A Flood Risk Management Plan should be implemented by the owner.
- Minimum mound/pad level shall be above the 20 year flood level.
- The site will only be used as a commercial property and therefore will only be inhabitable during normal working hours. Workers are unlikely to be at the premises if a flood event is forecast.
- All construction below RL.3.11m (500mm above the 100 year event) shall be flood compatible building components.

Given the nature of the development and the proposal, the risks associated with building within a flood zone have been reduced significantly by having the mound/ pad above the 1:20 year flood level and accordingly I submit to Council that this Flood Impact Assessment Report be accepted in support of the Development Application.

ANNEXURE L

DPI ADVICE

Attachment 2



Department of
Primary Industries

OUT21/5571

Terry Dwyer
Strategic Planning Coordinator
Clarence Valley Council
Locked Bag 23 GRAFTON NSW 2460

Terry.Dwyer@clarence.nsw.gov.au

Dear Terry

Planning Proposal - Lot 11 DP 1259162, 4 River Road, Palmers Island (REZ2021/0003)

Thank you for the opportunity to comment on the above planning proposal as per your email dated 14 April 2021. The NSW Department of Primary Industries (NSW DPI) Agriculture provides advice to consent authorities about the protection and growth of agricultural industries and the resources upon which these industries depend to provide economic growth.

NSW DPI Agriculture understands that the proposal is for Pridel Pty Ltd, owners of Lot 11 DP 1259162 (No.4) River Street Palmers Island, to rezone a 4,500m² portion of the property from RU1 Primary Production to RU2 Rural Landscape to enable 'rural supplies' to be permissible with consent on the subject land. A farm shed and flood mound have previously been approved on the property and the intention of the rezoning is to allow a further development application to be submitted for an additional shed to be occupied by a rural supplies business.

As identified within the proposal, the subject land is mapped as important farmland within the North Coast Regional Plan. NSW DPI Agriculture does not support the rezoning of the subject land from RU1 to RU2 as this may allow other types of development not associated with agriculture to exist in the future.

It is recognised that 'rural supplies' is an agricultural related land use and as such we would support the alternative proposal to amend the LEP Schedule 1 Additional Permitted Uses to include "rural supplies" as an additional use permitted with consent on part of Lot 11 DP 1259162. This is subject to due consideration of any potential land use conflict risks between the proposed development and the surrounding agricultural activities.

Should you wish to discuss this matter further please contact our Agricultural Land Use Planning Officer, Selina Stillman, on 0412 424397.

Yours sincerely

T Prentice

6/5/21

Tamara Prentice
Manager Agricultural Land Use Planning

NSW Department of Primary Industries - Agriculture
Locked Bag 21, Orange NSW 2800 | 161 Kite St, Orange NSW 2800
Tel: 02 6391 3369 | Email: landuse.ag@dpi.nsw.gov.au | www.dpi.nsw.gov.au | ABN: 19 948 325 463

ANNEXURE M

TRANSPORT FOR NSW RESPONSE



Transport
for NSW

5 March 2021

TfNSW Ref: NTH21/00098/01
Your Ref: REZ2021/0003

The General Manager
Clarence Valley Council
Locked Bag 23
GRAFTON NSW 2460

Attention: Terry Dwyer

Dear Sir,

**RE: Planning Proposal – Rezoning from RU1 to RU2.
Lot 11 DP 1259162, River Road, Palmers Island (REZ2021/0003)**

I refer to your letter dated 14 April 2021 requesting comment from Transport for NSW (TfNSW) in relation to the abovementioned Planning Proposal.

Roles and Responsibilities

The key interests of TfNSW are the safety and efficiency of the transport network, the needs of our customers and the integration of land use and transport in accordance with Future Transport Strategy 2056.

Yamba Road is a classified (Regional) road (MR 152). Clarence Valley Council is the Roads Authority for all public roads (other than freeways or Crown roads) in the local government area pursuant to Section 7 of the *Roads Act 1993*. TfNSW is the roads authority for freeways and can exercise roads authority functions for classified roads in accordance with the *Roads Act*.

Council is responsible for setting standards, determining priorities and carrying out works on Local and Regional roads. However TfNSW concurrence is required prior to Council's approval of works on classified (Regional) roads under Section 138 of the *Roads Act 1993*.

In accordance with Clause 101 of the *State Environmental Planning Policy (Infrastructure) 2007* (ISEPP) the Consent Authority is to have consideration for the safety, efficiency and ongoing operation of the classified road as the development has frontage to a classified road. TfNSW is given the opportunity under Clause 104 to comment on traffic generating developments listed under Schedule 3.

It is emphasised that the following comments are based on the information provided to TfNSW at this time. They are not to be interpreted as binding upon TfNSW and further comment may be provided following formal review of any development application referred by the appropriate Consent Authority.

Transport for NSW
76 Victoria Street, Grafton, NSW 2460 | PO Box 576, Grafton NSW 2460
W transport.nsw.gov.au

Transport for NSW Response

TfNSW understands that the application is part of a preliminary review of a privately lodged Planning Proposal, intended to make 'rural supplies' permissible under the CVC LEP. We have reviewed the information provided and make the following comments to assist Council in assessment of the proposal.

1. We note that your letter advises that if a use such as 'rural supplies' were to be approved through the development consent process, access would be to and from Yamba Road which is a major traffic link in the regional road network. Access for any new development onto Yamba Road must not compromise the functionality of the road or the safety of road-users.
2. Approval of access would be through section 138 of the Roads Act and the concurrence of TfNSW will be required. Council and the proponent should be aware at this stage in the planning process that, as the location proposed is in a high-speed environment, significant roadworks may be required to provide a safe and efficient access to any future development. Any new intersection works will need to be designed to the current speed limit.
3. TfNSW recognises that the change in zoning is a matter for Council to decide, particularly the removal of land from the RU1 Zone and the suitability of introducing new permissible uses through the RU2 landuse table. However, there are a number of those additional uses that may place inappropriate pressure on the regional road network, and Council will need to be satisfied that the safety and efficiency of the network can be maintained.
4. In respect to considering a Schedule 1 amendment for *rural supplies* on the subject land, the comments above relating to access are relevant and need not be repeated.

In summary, it is requested that Council give strong consideration to the impact of allowing commercial uses to establish in this rural location, and the transport infrastructure needed to support such uses.

Any roadwork on classified road/s is to be designed and constructed in accordance with the current Austroads Guidelines, Australian Standards and TfNSW Supplements.

TfNSW highlights that in determining the application under the *Environmental Planning and Assessment Act 1979*, it is the Consent Authority's responsibility to consider the environmental impacts of any roadworks which are ancillary to the development. This includes any works which form part of the proposal and/or any works which are deemed necessary to include as requirements in the conditions of project approval.

If you have any further enquiries regarding the above comments please do not hesitate to contact Cheryl Sisson, Development Services Case Officer or the undersigned on (02) 6640 1362 or via email at: development.northern@transport.nsw.gov.au

Yours faithfully,



for Matt Adams
Team Leader, Development Services
Community and Place | Region North
Regional & Outer Metropolitan
Transport for NSW

Transport for NSW
76 Victoria Street, Grafton, NSW 2460 | PO Box 576, Grafton NSW 2460
W transport.nsw.gov.au

ANNEXURE N

CLAUSE 5.21 ASSESSMENT

CV LEP 2011 CLAUSE 5.21 ASSESSMENT

(2) *Development consent must not be granted to development on land the consent authority considers to be within the flood planning area unless the consent authority is satisfied the development:-*

a) *is compatible with the flood function and behaviour on the land, and*

Comment: The flood mound will increase by approximately 600m² to a finished level of 2.25m AHD for the shed area and 1.75m AHD for the car park. The Flood Impact Assessment (FIA) states that the shed level will have 0.26m of water over it in a 100 year event with low velocities and so is low hazard.

b) *will not adversely affect flood behaviour in a way that results in detrimental increases in the potential flood affectation of other development or properties, and*

Comment: The FIA states that filling will have no noticeable effect on flood levels due to the immense size of the floodplain.

c) *will not adversely affect the safe occupation and efficient evacuation of people or exceed the capacity of existing evacuation routes for the surrounding area in the event of a flood, and*

Comment: The shed is non-habitable and will not be occupied as floods approach.

d) *incorporates appropriate measures to manage risk to life in the event of a flood, and*

Comment: No risk to life as business will not operate during floods.

e) *will not adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses.*

Comment: No impact.

(3) *In deciding whether to grant development consent on land to which this clause applies, the consent authority must consider the following matters:-*

a) *the impact of the development on projected changes to flood behaviour as a result of climate change,*

Comment: Climate change is incorporated into the model.

b) *the intended design and scale of buildings resulting from the development,*

Comment: The building will be constructed of flood compatible material below the 100 year plus 500mm freeboard level.

c) *whether the development incorporates measures to minimise the risk to life and ensure the safe evacuation of people in the event of a flood,.*

Comment: No evacuation required.

d) *the potential to modify, relocate or remove buildings resulting from development if the surrounding area is impacted by flooding or coastal erosion.*

Comment: Shed can be dismantled but this will not be required as it will be flood resistant.

ANNEXURE O

TRAFFIC IMPACT ASSESSMENT (BITZIOS, MARCH 2022)

Rural Supplies Lot 11 Yamba Road

Traffic Impact Assessment



Pridel Pty Ltd

29 March 2022

Gold Coast

Suite 26, 58 Riverwalk Avenue
Robina QLD 4226
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1. INTRODUCTION

1.1 Background

Bitzios Consulting has been engaged by *Pridel Pty Ltd* (client) to prepare a Traffic Impact Assessment (TIA) for a proposed rural supplies shed located on-site at 4 River Road, Palmers Island (formally described as Lot 11 on DP1259162). The location of the subject site is illustrated in Figure 1.1.



SOURCE: Nearmap

Figure 1.1: Site Location

1.2 Proposed Development

The proposal is to rezone a component of land in Lot 11 on DP1259162 from RU1 (Primary Industry) to RU2 (Rural Landscape). The development is to include a rural supplies shed comprised of:

- Development area: 4,500m²
- Supplies shed: 720m²
- Six (6) car parking spaces provided on-site
- Access maintained via existing Yamba Road frontage.

The rural supplies component will operate out of the southern shed, while the existing northern shed is used for farming purposes associated with the macadamia tree farm. Additional information for site operations of the proposed rural supplies component are as follows:

- Working hours:
 - Weekdays: 8am – 5pm
 - Saturdays: 8am – 12pm
- A total of 2 staff on-site during work hours
- Largest vehicle on-site will be a heavy rigid vehicle (HRV)
 - Maximum of 2 HRV's will arrive each day
 - HRV's will arrive and depart to/from the south.

A copy of the proposal plans has been provided at **Appendix A**



1.3 Scope

The scope for this assessment included:

- A review of the key surrounding road networks
- A review of surrounding development applications (DA) and key aspects of future transport planning in and around the urban release area
- Estimation of the development's traffic generation and distribution onto the external road network
- Assessment of the car parking provisions against the requirements of Council's *Development Control Plans* (DCP) (2011) and *Australian Standards* (AS2890)
- Assessment of the parking geometric layout against the relevant requirements of AS2890
- Assessment of the proposed access location and form with consideration to Council's requirements and AS2890
- A review of the development facilities for servicing and refuse collection.

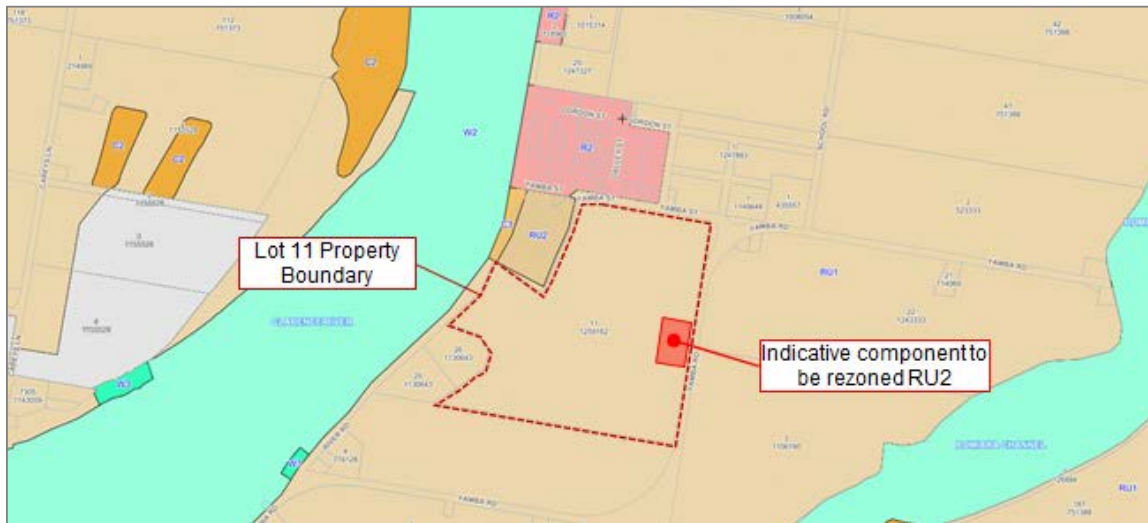


2. EXISTING CONDITIONS

2.1 Existing Site

The existing site is essentially vacant land with its only frontage to Yamba Road. It is currently zoned RU1 (Primary Production) and surrounded predominantly by other RU1 zoned land, while abutting RU2 (Rural Landscape) land to its north-west.

The land use zoning is shown in Figure 2.1 extracted from Council's Interactive Mapping. This also shows the overall site boundary (Lot 11 on DP1259162) and indicative boundary of the component of land proposed to be rezoned to RU2.



SOURCE: Clarence Valley Council Interactive Mapping

Figure 2.1: Land Use Zoning and Site Location

The indicative boundary for the component of the site to be rezoned to RU2 is shown in Figure 2.2.



SOURCE: Nearmap

Figure 2.2: Indicative Boundary for Subject Site Rezoning

The site plan is provided in **Appendix A**.

2.2 Surrounding Road Network

Details of the road network surrounding the subject site is shown in Table 2.1.

Table 2.1: Surrounding Road Network

Road Name	Jurisdiction	No. of Lanes	Hierarchy	Divided	Speed Zone
Yamba Road	Council	2	Sub-Arterial	No	60km/h to 100km/h
Yamba Street	Council	2	Local Access	No	60km/h
River Road	Council	2	Local Access	No	50km/h

The site is located with its only frontage to Yamba Road for gaining access. It is located adjacent to a change in speed zone (60km/h to 100km/h) and within proximity of the Palmers Island Public School zone.

Adjacent the site, Yamba Road is flat and straight with significant sight distance available in both directions. It is noted there are no existing intersections or key decision point in the vicinity of the subject site.

2.3 Alternative Transport

There is currently limited alternative transport infrastructure and/or services considering the surrounding road environment, surrounding rural land uses and large sized lots.

As such, the proposed development does not trigger the need for any updated or new alternative transport infrastructure or services.

2.4 Background Traffic Volumes

Traffic volume data was collected via automatic (tube) counts collected over a 7-day period from 2 February 2022 to 8 February 2022 by Traffic Data & Control (TDC).

Key findings from the data showed:

- Average Daily Traffic Volumes (weekday):
 - Northbound : 9,777 veh/day (50% split)
 - Southbound : 9,703 veh/day (50% split)
 - Combined (two-way) : 19,480 veh/day
- Average Daily Traffic Volumes (weekend):
 - Northbound : 7,032 veh/day (49% split)
 - Southbound : 7,310 veh/day (51% split)
 - Combined (two-way) : 14,342 veh/day
- 85th Percentile Speeds:
 - Northbound : 79km/h
 - Southbound : 81km/h

A copy of the traffic data is attached at **Appendix B**.



3. TRAFFIC ASSESSMENT

3.1 Overview

The purpose of this assessment is to determine the quantum of traffic generated by the proposed use in the context of the background traffic volumes, to ascertain whether any impacts are generated resulting from the proposed development on the external road network.

A combination of industry standard trip generation rates and ‘first principles’ trip generation was adopted for the assessment given the nature and scale of the use. The existing background traffic volumes were utilised as detailed in Section 2.4 and provided in **Appendix B**.

3.2 Development Traffic Generation

The traffic generation has been based on a ‘first principles’ approach using proposed development details and adopting an industry standard rate for the proposed rural supplies shed component.

Traffic generation rates were reviewed from the TfNSW (formerly RMS) *Guide to Traffic Generating Developments* (GTGD2002). Given the development is a rural supplies shed and no specific rates exist for the land use within the GTGD2002, traffic generation rates for a warehouse land use were adopted.

The estimated traffic generation is shown in Table 3.1.

Table 3.1: Development Traffic Generation

Land Use	Quantity	Peak Rate	Peak Trips (veh/h)
Rural Supplies Shed (Warehouse)	720m ²	0.5 trips per 100m ² GFA	4
Staff	2	1 per staff in each peak	2
Heavy Vehicles	2	1 per vehicle in each peak	2
TOTAL			8

The expected development directionality is determined as shown in Table 3.2 and considering development specific information regarding staff and heavy vehicle trips and directionality.

Table 3.2: Development Traffic Directionality

Land Use	AM Trip Split		PM Trip Split		AM Trips (veh/h)		PM Trips (veh/h)	
	IN	OUT	IN	OUT	IN	OUT	IN	OUT
Rural Supplies Shed	50%	50%	50%	50%	2	2	2	2
Staff	100%	-	-	100%	2	-	-	2
Heavy Vehicles	50%	50%	50%	50%	1	1	1	1
TOTAL					5	3	3	5

3.3 Development Traffic Distribution

Due to the rural nature of the site and location of large, primary production (RU1) and rural/agricultural land to the south and west, the majority of development trips were distributed to the south. This is consistent with advice from the applicant. As such, 90% of development trips were distributed to/from the south with the remaining 10% to/from the north.



3.4 Traffic Impact

The volume of traffic generated by the development was calculated at a total of 8 veh/h (two-way) in the peak periods. This level of traffic generation is considered low and deemed to result in negligible impacts to the external road network given the distributions and directionality identified above.

For context, this quantum of traffic is equivalent to approximately 1 vehicle trip every 7.5 minutes to/from the site (assuming uniform traffic flow).

Given this level of traffic and nature of the use and surrounding land, no further external traffic assessment is considered warranted and any impacts considered negligible.



4. PARKING ASSESSMENT

4.1 Car Parking

The car parking requirements for the development were sourced from Council's DCP with car parking rates, requirements and proposed provisions outlined in Table 4.1.

Table 4.1: Car Parking Requirements and Provision

Land Use	Type	Quantity	Parking Rate	Parking Required	Provision
Rural Supplies	Visitor	4,500m ²	1 per 200m ² of site area	23 spaces	6 spaces
	Staff	2	1 per staff	2 spaces	
Total				25 spaces	6 spaces

Whilst the car parking provisions do not comply with Council's standards, practicalities of the development need to be considered as the true operations of the rural supplies shed will not represent a common rural supplies business, as outlined in the traffic generation calculations. Business operations are outlined in Section 1.2 for which the following assumptions have been made:

- All staff travel to work via personal vehicles
- Visitors arrive by car only
- Northern shed (used for macadamia farm storage) is a non-trip generating storage area for the commercial operations of the rural supplies business
- All operations for the proposed use will be contained within the southern shed (720m²).

As shown above, the DCP rate uses the entire site area which is 4,500m², however the proposed use will operate out of the southern shed only which is 720m² and hence it is not considered practical to use the entire site area for calculating parking. This is consistent with the approach for traffic generation and given the site will generate in the order of 8 veh/h in a peak hour (inclusive of staff).

Considering the operations of the site, a first principles approach to car parking provision is also considered appropriate.

First principles car parking calculations are outlined in Table 4.2.

Table 4.2: First Principles Car Parking Requirements and Provision

Land Use	Type	Quantity	Parking Rate	Parking Required	Provision
Rural Supplies	Visitor	720m ²	1 per 200m ² of site area	4 spaces	6 spaces
	Staff	2	1 per staff	2 spaces	
Total				6 spaces	6 spaces

Adopting a first principles approach aligns the car parking needs with the operations of the business. As such, the proposed car parking supply is considered to meet the car parking demand.



4.2 Parking Geometric Layout Assessment

The on-site parking geometric layout has been assessed against the relevant requirements of AS2890 as outlined in Table 4.3.

Table 4.3: Parking Geometric Layout Assessment

Design Element	Requirement	Provided	Compliant
Visitor Car Parking Bays	2.5m x 5.4m	2.5m x 5.5m	Yes
Staff Car Parking Bays	2.4m x 5.4m	2.5m x 5.5m	Yes
Parking Aisle Width	5.8m (+0.3m for single sided aisle)	5.8m (min.) (+0.3m for single sided aisle)	Yes
Clearance to Vertical Obstructions	0.3m	0.3m (min.)	Yes
Blind Aisle Extension	1m	1m (min.)	Yes

As demonstrated in Table 4.3, the on-site parking geometric layout complies (or shall comply) with the relevant requirements of AS2890.



5. ACCESS ASSESSMENT

5.1 Vehicular Access

A two-way all movements vehicular access is proposed on the Yamba Road frontage as illustrated in Figure 5.1. This is the site's only frontage and hence only location for access to be achieved.



SOURCE: Nearmap

Figure 5.1: Proposed Access

The location of the access avoids existing infrastructure (e.g. culvert(s)) and allows for clear sight lines and visibility to the frontage road considering the straight, flat nature of Yamba Road in this location.

5.2 Driveway Access Analysis

5.2.1 Overview

The site access is via an all-movements crossover to be located on Yamba Road. The access is to be in the form of an auxiliary left-turn lane (AUL) into the site considering the predominant distribution of traffic to/from the south, and the existing road environment and speeds.

The access has been assessed applying the Austroads *Guide to Road Design: Part 4a* (AGRD4a) and *Guide to Traffic Management: Part 6* (2020) (AGTM6). Specifically, a turn warrant assessment has been undertaken using Figure 3.25 from the AGTM6 to determine the appropriateness of the auxiliary left-turn lane.

5.2.2 Access Turn Warrants

A turn warrants assessment was undertaken for the proposed driveway access in accordance with the requirements of AGTM6. The AM and PM peak hourly volumes were adopted from the traffic survey data found at **Appendix B** and the trip generation calculated in Section 3.

The assessment adopts the turn warrants chart for a major road with the design speed of 'less than 100km/h' as the posted limit for Yamba Road is 100km/h and the 85th percentile speed is ~80km/h (refer Section 2.4 and **Appendix B**).

Trip generation values from Table 3.2 and operational data received from the client have been used for the design traffic volumes shown in Table 5.1.

Table 5.1: Traffic Volumes for Assessment

Access	Movement	Major Road Volume Q_m (veh/h)		Turning Volume Q_T (veh/h)	
		AM	PM	AM	PM
Yamba Road	Left Turn	853	810	5	3
	Right Turn	1,731	1,652	1	1

NOTE: The turning volume was adopted from Table 3.2 and has included rounding for a conservative assessment.

The resulting turn warrants assessment is shown in Figure 5.2.

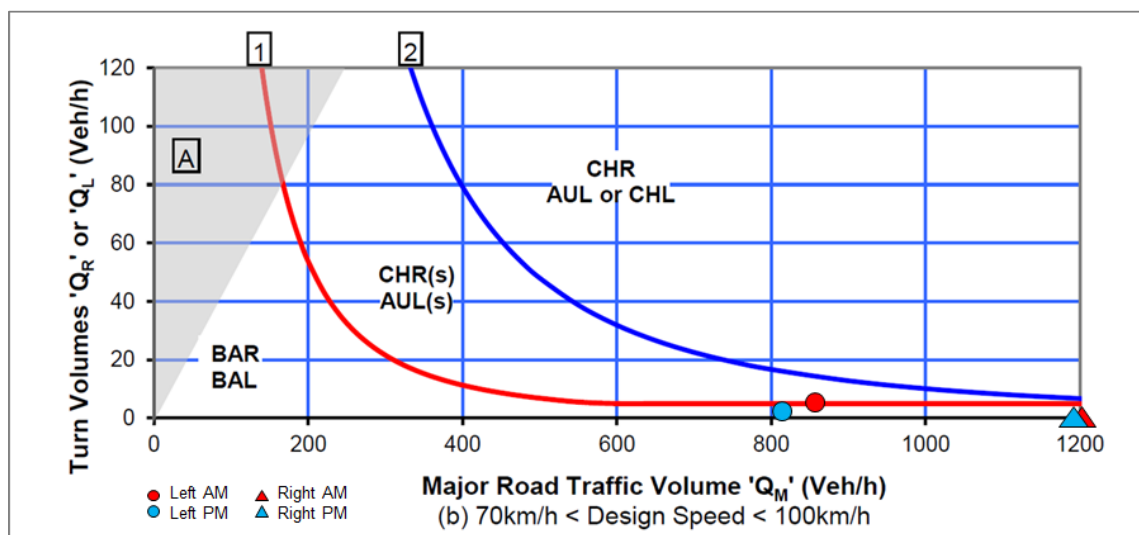


Figure 5.2: Turn Warrants Assessment – Development Access / Yamba Road

As shown in Figure 5.2, the left turn in movement is sitting on the threshold between a Basic left turn (BAL) treatment and the higher order short Auxiliary left turn (AUL(S)) treatment. Although the use of a BAL could be justified, it is important to factor in the rural site location, the through traffic volumes and vehicle types and speed environment.

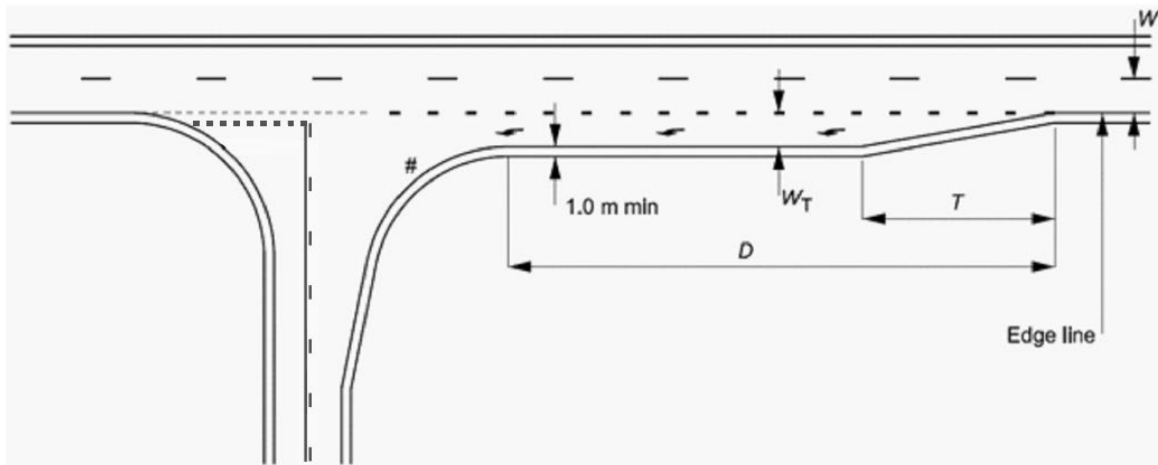
Therefore, it is considered appropriate and beneficial for the site to provide the higher order AUL treatment for ease of vehicle manoeuvring and achieving a safer outcome for through traffic (i.e. turning traffic can decelerate away from through traffic).

5.2.3 Proposed Access Treatments

The design of the AUL treatment was based on AGRD4a and adopting the average 85th percentile speed of 80km/h from the traffic survey data and a rate of deceleration of 3.5m/s², and increased provisions for taper length overall.

Figure 5.3 illustrates the geometry requirements for an AUL in accordance with AGRD4a.





SOURCE: Austroads Guide to Road Design Part 4a

Figure 5.3: Rural Auxiliary Left-Turn Lane Treatment (AUL)

Dimensions for the AUL treatment are shown in Table 5.2. The deceleration length “D” was adopted from Table 5.2 of AGRD4a with a 30m taper adopted considering the change in speed environment.

Table 5.2: Dimensions for AUL(S) Treatment

Design Speed	Turning Lane Width (W _T)	Diverge / Deceleration Length (D)	Taper Length (T)
80km/h	3m	70m	30m

Based on the traffic volumes and nature of the rural supplies shed (and that left turns are unopposed), detailed SIDRA analysis is not considered warranted. See **Appendix C** for the AUL concept plan.

5.3 Sight Distance

A sight distance assessment of the development’s vehicular access was undertaken in accordance with the relevant requirements of AS2890 as outlined in Table 5.3.

Table 5.3: Access Sight Distance Review

Access	Direction	85 th Percentile Speed	Sight Distance		Compliant
			Available	Required	
Yamba Road	Northbound	79km/h	210m	110m	Yes
	Southbound	81km/h	250m	113m	Yes

As demonstrated in Table 5.3 the proposed vehicular access exceeds the minimum sight distance provision and is considered appropriate.



6. SERVICING ASSESSMENT

6.1 Servicing

Servicing will take on-site with no dedicated loading / servicing bay. Servicing will occur within the shed or within the car park (entirely within the site). Service vehicles will all enter and exit the site in a forward gear.

Given the site area and nature of use, this is considered appropriate.

6.2 Refuse Collection

Refuse collection is to occur on-site, consistent with the servicing conditions outlined above and remain entirely within the site. A dedicated collection location will be nominated for collection days and all refuse vehicles will enter and exit the site in a forward gear. This is not expected to result in any adverse traffic conditions.

The above arrangements are consistent for developments of this nature and occur on-site, entirely clear from external traffic. As such, the servicing and refuse arrangements are considered appropriate.



7. SUMMARY AND CONCLUSIONS

A summary of the key findings of the TIA for the proposed rural supplies shed development off Yamba Road were as follows:

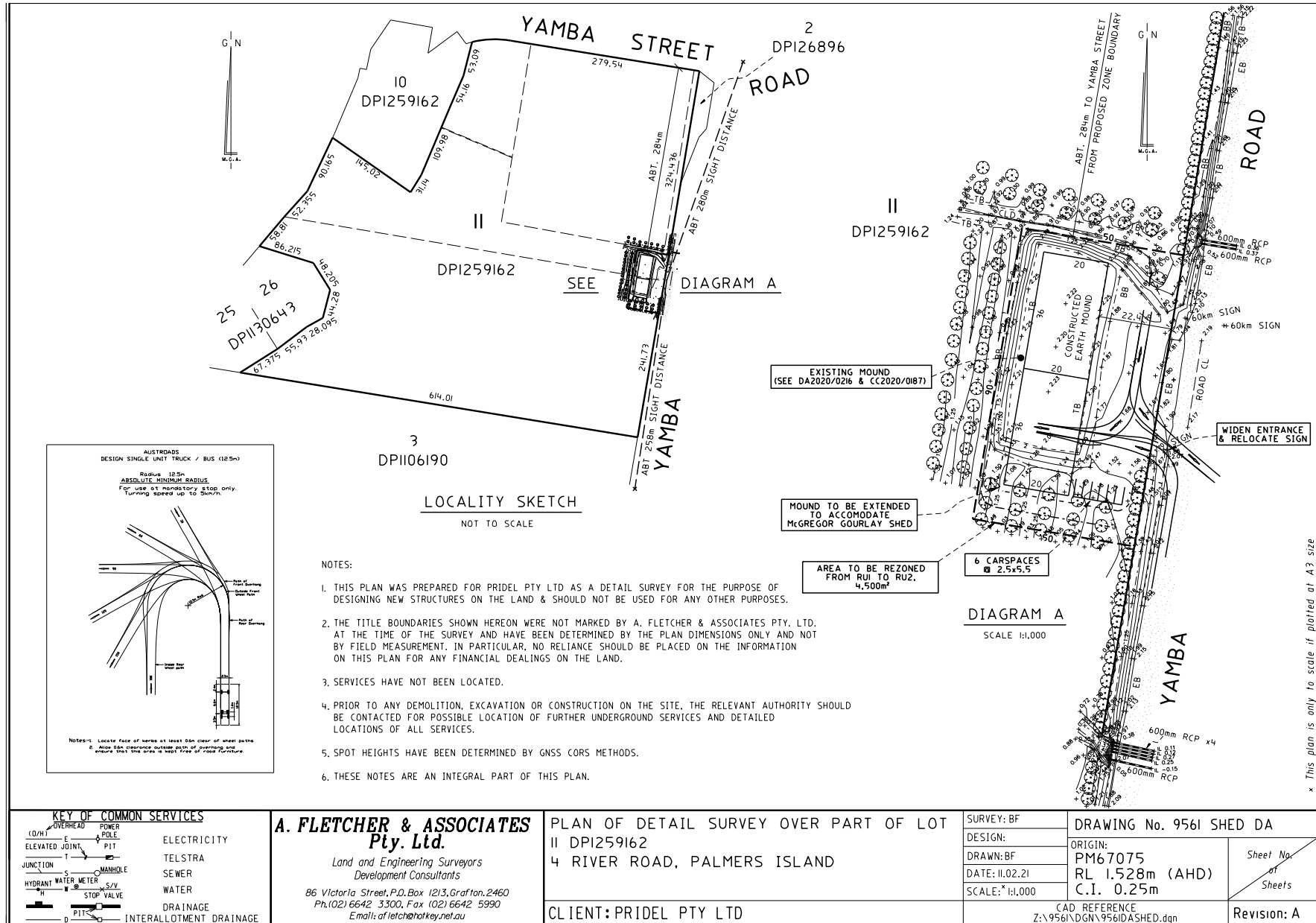
- The proposal is for a 720m² rural supplies shed on a development area of 4,500m²
- The proposed development is estimated to generate in the order of 8 additional vehicles trips in both the AM and PM peak periods, equating to approximately 1 vehicle trip every 7.5 minutes
- The access is proposed to be delivered in a higher order treatment than is warranted including the provision of an auxiliary left-turn lane (AUL) into the site complying with the requirements of Austroads Guide to Road Design Part 4a
- A total of 6 car parking spaces have been proposed as part of the development which is considered suitable to meet the demands of the site based on a first principles approach for the site considering nature and scale of use, and the estimated trip generation
- The parking geometric layout generally complies with the relevant requirements of AS2890 based on the plans provided
- A single, two-way all movements crossover has been proposed with AS2890 and Northern Rivers Local Government Standard Drawing R-16
- The sight distance for the proposed crossover exceeds the minimum required sight distance requirements of AS2890 for an access given the straight, flat nature of Yamba Road
- Servicing and refuse collection are proposed to occur entirely within the site boundaries without the need for dedicated loading / servicing bays, yet allowing all vehicles to enter/exit the site in a forward gear.

Based on the above assessment, it is concluded that there are no significant traffic or transport impacts associated with the proposed development to preclude its approval and relevant conditioning on transport planning grounds.





Appendix A: Development Plans



* This plan is only to scale if plotted at A3 size



Appendix B: Traffic Survey Data

Yamba Rd, Palmers Island

Co-ordinates NB -29.423125 153.28579 SB -29.422362 153.28597

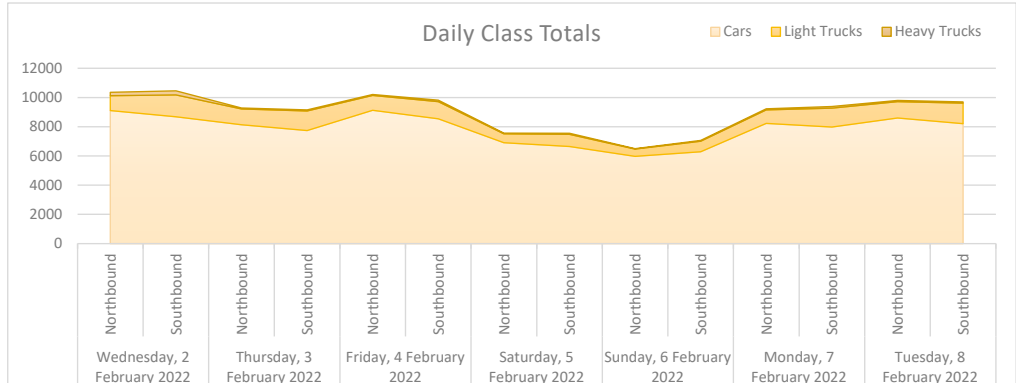
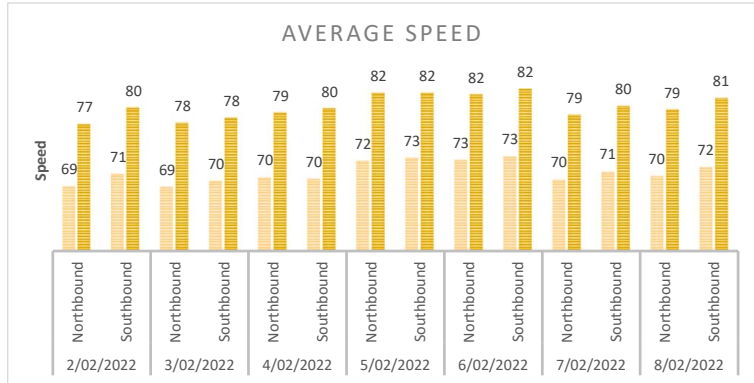
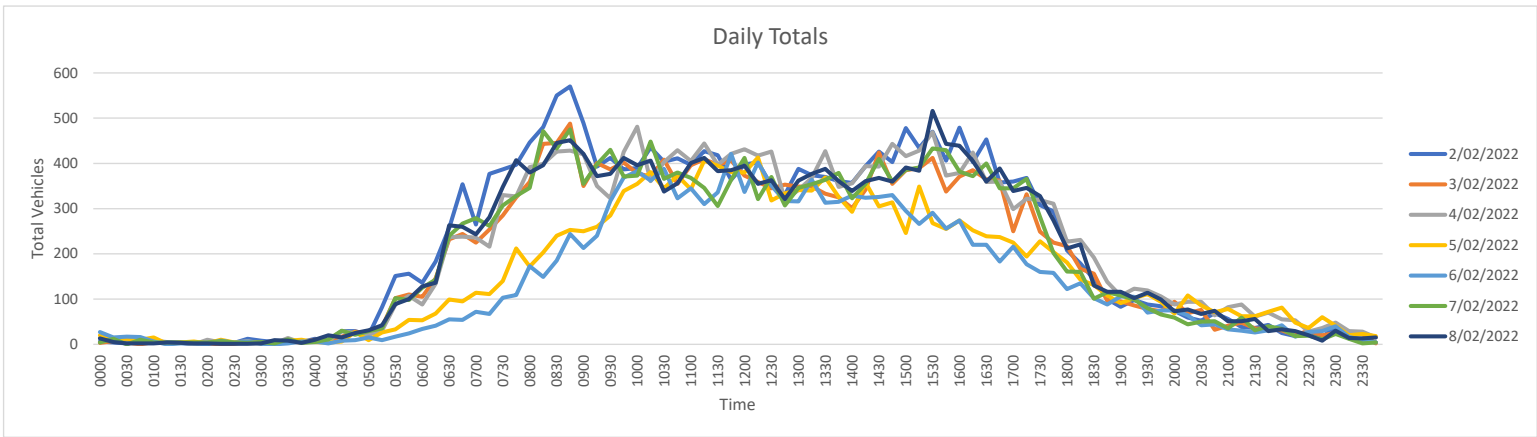


Day

- 2/02/2022
- 3/02/2022
- 4/02/2022
- 5/02/2022
- 6/02/2022
- 7/02/2022
- 8/02/2022

Direction

- Northbound
- Southbound





2/02/2022

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	4	4	0	0	85.1	-
0015	4	4	0	0	95.3	-
0030	0	0	0	0	-	-
0045	4	2	2	0	79.6	-
0100	2	2	0	0	118.3	-
0115	0	0	0	0	-	-
0130	0	0	0	0	-	-
0145	0	0	0	0	-	-
0200	2	2	0	0	87.9	-
0215	2	2	0	0	83.6	-
0230	3	3	0	0	85.6	-
0245	9	5	4	0	80.6	-
0300	6	2	4	0	79.7	-
0315	5	5	0	0	66	-
0330	3	3	0	0	69.7	-
0345	2	2	0	0	91.9	-
0400	3	3	0	0	89.5	-
0415	1	1	0	0	76.8	-
0430	15	12	3	0	73.1	89.6
0445	16	13	3	0	81	92.1
0500	6	5	1	0	84.8	-
0515	37	34	3	0	78.5	88.7
0530	97	77	20	0	72.4	80.5
0545	82	67	11	4	74.6	81.9
0600	47	43	4	0	77	84.7
0615	103	96	5	2	73.4	82.6
0630	145	126	18	1	73.6	82.1
0645	191	161	30	0	73.6	80.6
0700	127	105	21	1	70.9	79.7
0715	190	146	27	17	71.3	79.3
0730	172	148	15	9	69.7	77.6
0745	195	179	11	5	69.5	77.2
0800	206	177	27	2	67.5	75
0815	252	229	21	2	66.3	74.2
0830	297	251	37	9	63.6	72.5
0845	305	270	28	7	64	72
0900	264	221	38	5	64	72
0915	168	151	16	1	64.9	73.6
0930	221	189	28	4	67.3	74.6
0945	182	155	19	8	67.8	75.6
1000	171	147	14	10	69.1	75.7
1015	190	173	15	2	68.6	76.2
1030	183	163	20	0	69.7	78.1
1045	185	158	20	7	67	75.7
1100	172	138	18	16	69	76.7
1115	205	176	24	5	66.9	75.8
1130	210	186	16	8	69.9	76.5
1145	181	155	19	7	69	77.7
1200	185	165	16	4	68	76.3
1215	177	150	21	6	67.2	76.1
1230	158	142	13	3	67.3	75.2
1245	169	148	16	5	69.2	77.4
1300	195	163	25	7	69.5	77.7
1315	186	167	12	7	68.9	78.3
1330	201	177	18	6	69.5	77.9
1345	172	154	14	4	67.5	76.7
1400	149	128	17	4	67.8	75.7
1415	176	155	17	4	68	75.8
1430	211	182	19	10	66.1	75
1445	190	179	7	4	68.4	77.1
1500	215	196	18	1	64.4	70.3
1515	228	201	26	1	68	75.4
1530	277	250	22	5	67.5	74.7
1545	228	215	10	3	65.8	72.6
1600	288	249	35	4	69.4	76.1
1615	222	199	21	2	70.2	77.9
1630	235	207	28	0	68.8	75.7
1645	198	177	16	5	69.5	77.1
1700	231	212	17	2	72.7	81.8
1715	188	173	15	0	72.2	80.5
1730	144	136	8	0	73.4	82.2
1745	157	148	7	2	70.6	79
1800	120	109	11	0	74.8	83.7
1815	79	67	12	0	71.7	82.8
1830	74	71	3	0	74.9	85.8
1845	42	37	5	0	71.7	77
1900	38	31	5	2	73.1	80.8
1915	40	36	4	0	73.2	81.2
1930	35	34	1	0	69.6	82.1
1945	38	34	4	0	70.9	80.9
2000	27	24	2	1	65.8	73
2015	21	14	5	2	74	86.3
2030	22	19	2	1	69.8	77.9
2045	30	26	4	0	69.1	77.9
2100	28	28	0	0	70.1	78.5
2115	28	24	4	0	76.3	87.8
2130	16	16	0	0	78.8	90
2145	23	23	0	0	77.4	89.4
2200	11	11	0	0	73.5	94.2
2215	6	6	0	0	75.9	-
2230	7	6	1	0	70	-
2245	4	3	1	0	72.8	-
2300	14	14	0	0	77.1	88.6
2315	5	5	0	0	66.5	-
2330	2	1	1	0	56.6	-
2345	2	2	0	0	90.1	-
07-09	1744	1505	187	52	67.1	75.8
09-16	5449	4784	518	147	67.6	76
16-18	1663	1501	147	15	70.7	78.5
00-00	10357	9105	1025	227	68.9	77.4

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	2	2	0	0	78.4	-
0015	0	0	0	0	-	-
0030	2	2	0	0	51.8	-
0045	2	2	0	0	71.5	-
0100	2	0	2	0	80.5	-
0115	2	0	2	0	63.5	-
0130	3	1	2	0	90.8	-
0145	0	0	0	0	-	-
0200	2	2	0	0	56.6	-
0215	3	3	0	0	70.6	-
0230	0	0	0	0	-	-
0245	3	3	0	0	72.5	-
0300	2	2	0	0	76	-
0315	0	0	0	0	-	-
0330	3	2	1	0	72.8	-
0345	3	3	0	0	82.1	-
0400	9	9	0	0	84.1	-
0415	7	3	4	0	85.9	-
0430	14	10	4	0	82.4	102.4
0445	13	10	1	2	79	92.9
0500	14	9	5	0	85.4	92.5
0515	45	36	7	2	79	91.3
0530	54	47	7	0	78.3	91.3
0545	74	59	15	0	78.6	87.4
0600	89	64	25	0	74.7	84.5
0615	80	62	15	3	76.8	84.6
0630	112	94	17	1	74	84.1
0645	163	128	32	3	73.3	82.8
0700	138	116	22	0	75.1	84.1
0715	187	137	46	4	74.2	82.3
0730	215	180	31	4	71.7	79.5
0745	202	162	28	12	70.6	79.6
0800	240	199	29	12	67	75.2
0815	228	209	17	2	66.1	75.2
0830	253	212	36	5	64.9	73.8
0845	265	221	34	10	64.9	74.5
0900	225	177	39	9	64.3	74.4
0915	225	183	34	8	64.4	73.1
0930	191	164	22	5	69.7	77.4
0945	205	170	31	4	70.3	78.7
1000	219	176	37	6	68.4	75.8
1015	245	193	41	11	68.4	76
1030	221	182	30	9	69.9	78.1
1045	226	187	32	7	71.6	78.3
1100	225	177	36	12	69.4	77.8
1115	222	189	26	7	70.5	77.1
1130	208	169	31	8	72.1	80.6
1145	183	148	26	9	72.2	80.1
1200	213	174	34	5	70.9	78.3
1215	225	189	26	10	71.9	79.6
1230	193	162	22	9	71.8	79.2
1245	162	134	24	4	70.4	77.6
1300	193	172	19	2	70	79.5
1315	188	158	23	7	72	79
1330	169	129	32	8	69.8	79.4
1345	189	154	26	9	73.4	80.3
1400	208	163	43	2	72.1	80.8
1415	218	173	42	3	69.5	77.2
1430	215	179	30	6	67.3	76.7
1445	213	184	20	9	65.5	73.8
1500	263	217	32	14	65.7	74.1
1515	206	182	21	3	69.6	77.4
1530	193	169	23	1	67.8	77.9
1545	178	143	30	5	68.4	78.1
1600	191	159	28	4	73.7	81.9
1615	181	146	30	5	74.1	84.2
1630	218	191	24	3	72.3	80.8
1645	160	137	23	0	70	79
1700	129	115	14	0	74	82.7
1715	180	151	25	4	71	78.6
1730	164	140	22	2	73.8	81.2
1745	137	122	14	1	70.9	80
1800	88	75	13	0	76.4	85.4
1815	100	86	14	0	75.2	85.7
1830	70	60	9	1	74.4	83.6
1845	58	49	9	0	75.9	85.1
1900	45	40	3	2	75.5	81
1915	58	47	11	0	80.5	92.3
1930	53	48	5	0	78.4	87
1945	46	41	3	2	67.5	74
2000	47	43	4	0	74.6	85.8
2015	38	29	9	0	75.4	85.9
2030	30	27	3	0	72.3	86.7
2045	39	36	3	0	74	83.9
2100	28	25	3	0	74.2	86.3
2115	10	6	2	2	75	-
2130	20	19	1	0	79.1	89.4
2145	20	17	3	0	73.9	88.9
2200	14	10	4	0	74	88.6
2215	12	12	0	0	67.7	81.5
2230	22	22	0	0	80.5	92.9
2245	12	10	2	0	67.9	88.8
2300	25	23	2	0	77.6	85.8
2315	8	8	0	0	67.8	-
2330	6	5	1	0	73.2	-
2345	2	2	0	0	60	-
07-09	1728	1436	243	49	68.7	78.3
09-16	5821	4797	832	192	69.4	77.9
16-18	1360	1161	180	19	72.5	81
00-00	10463	8687	1498	278	70.6	79.7



3/02/2022

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	3	3	0	0	86.6	-
0015	3	3	0	0	81.8	-
0030	4	2	2	0	82.5	-
0045	0	0	0	0	-	-
0100	2	2	0	0	109.9	-
0115	0	0	0	0	-	-
0130	1	0	1	0	65.2	-
0145	2	0	2	0	71.4	-
0200	2	0	2	0	76	-
0215	0	0	0	0	-	-
0230	1	1	0	0	77.8	-
0245	3	2	1	0	78.7	-
0300	2	2	0	0	86.2	-
0315	2	2	0	0	76.3	-
0330	4	4	0	0	73.2	-
0345	3	3	0	0	87	-
0400	1	1	0	0	81.6	-
0415	0	0	0	0	-	-
0430	13	8	5	0	77.4	90.1
0445	20	15	5	0	79	95.5
0500	13	7	6	0	72.9	82
0515	16	14	2	0	71.1	79.2
0530	45	45	0	0	70.4	78.9
0545	56	49	4	3	74.1	83.2
0600	29	22	6	1	72.9	79.3
0615	60	52	7	1	72	83.1
0630	112	95	17	0	72.2	78.9
0645	114	102	12	0	73.8	82.1
0700	99	89	9	1	73.2	81.2
0715	122	101	21	0	70.8	78.2
0730	108	90	18	0	71	81.5
0745	150	123	23	4	71.2	78.6
0800	159	139	16	4	64.6	72
0815	233	207	23	3	66	72.9
0830	256	229	21	6	64.2	70.9
0845	280	243	32	5	65.3	73.1
0900	182	139	41	2	66.3	73.2
0915	207	184	21	2	65.7	73.8
0930	179	160	17	2	65.9	73.8
0945	199	167	30	2	67.2	74.7
1000	177	153	23	1	67.4	75.3
1015	173	161	12	0	66.8	74.3
1030	180	162	18	0	67.3	73.1
1045	169	147	21	1	66.6	74.5
1100	207	174	28	5	65.4	73.4
1115	190	169	20	1	66.1	74.4
1130	190	167	22	1	66.8	74.5
1145	194	172	22	0	66.6	72.9
1200	174	151	23	0	69	75.2
1215	183	171	10	2	65.8	74.1
1230	177	156	19	2	69	75.8
1245	200	173	25	2	68.8	75.2
1300	154	129	25	0	69.5	78.7
1315	193	162	27	4	68.8	76.5
1330	166	147	18	1	68.5	76.7
1345	165	148	14	3	70	79
1400	120	100	20	0	69.6	81.2
1415	179	160	18	1	69.3	77.8
1430	221	191	27	3	64.8	73.8
1445	154	140	14	0	66.9	75.7
1500	183	168	15	0	62.9	72.8
1515	190	172	18	0	65.8	73.3
1530	239	213	26	0	65.9	73.6
1545	218	195	23	0	67.2	76
1600	203	172	31	0	69.9	77.3
1615	219	185	34	0	69.1	76.9
1630	190	164	26	0	70.5	77.1
1645	230	205	25	0	71.3	79.6
1700	125	110	14	1	72.8	81.4
1715	181	168	13	0	70.9	79.3
1730	140	129	11	0	73.9	82.8
1745	127	117	10	0	73.2	81.9
1800	107	100	7	0	75.4	83.1
1815	100	87	13	0	71.4	80.2
1830	86	79	7	0	72.8	83.8
1845	55	49	6	0	74.1	85.8
1900	39	34	5	0	82.4	97.4
1915	33	28	5	0	77.2	90.7
1930	37	33	3	1	75.8	82.7
1945	35	31	4	0	73.1	83.3
2000	41	37	4	0	69.5	81.3
2015	37	30	7	0	73.8	81.2
2030	34	33	1	0	80	89
2045	12	10	2	0	81.2	94.3
2100	18	14	4	0	78.6	85.7
2115	28	23	3	2	76.5	86.4
2130	19	16	3	0	78.2	86.4
2145	23	20	3	0	76.1	91.3
2200	21	20	1	0	78.8	93.5
2215	14	13	1	0	80.1	95.4
2230	12	12	0	0	75.8	95.8
2245	8	3	3	2	88.2	-
2300	14	13	0	1	78.9	94.2
2315	5	5	0	0	73.7	-
2330	10	8	2	0	74.2	-
2345	2	2	0	0	88.4	-
07-09	1407	1221	163	23	67.2	75.8
09-16	5163	4531	597	35	67	74.9
16-18	1415	1250	164	1	71.1	79.4
00-00	9286	8136	1080	70	68.8	77.6

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	0	0	0	0	-	-
0015	4	2	2	0	85.1	-
0030	0	0	0	0	-	-
0045	0	0	0	0	-	-
0100	3	2	1	0	70.2	-
0115	2	0	2	0	73.9	-
0130	2	2	0	0	50.2	-
0145	0	0	0	0	-	-
0200	0	0	0	0	-	-
0215	0	0	0	0	-	-
0230	0	0	0	0	-	-
0245	3	1	2	0	66.4	-
0300	0	0	0	0	-	-
0315	0	0	0	0	-	-
0330	2	2	0	0	71.3	-
0345	1	0	1	0	75.9	-
0400	9	9	0	0	77.8	-
0415	8	6	2	0	90.5	-
0430	4	2	2	0	87.6	-
0445	8	7	1	0	83.7	-
0500	11	10	1	0	72.2	86.1
0515	22	14	8	0	83.7	89.3
0530	57	46	11	0	75	84.3
0545	54	39	12	3	76.1	90.1
0600	76	54	18	4	72.7	83.9
0615	86	64	20	2	73.2	83.1
0630	120	112	8	0	75.5	84.9
0645	130	111	19	0	75.2	82.2
0700	126	98	28	0	73.2	82.8
0715	132	95	35	2	73.3	81.9
0730	177	150	26	1	70.2	77.7
0745	175	137	37	1	70.3	79.3
0800	200	178	20	2	64.7	72.7
0815	210	184	26	0	65.6	74.8
0830	189	143	43	3	65.3	73.8
0845	208	178	28	2	63.6	72.3
0900	168	145	23	0	64.8	74.6
0915	194	154	37	3	65.9	75.3
0930	208	161	44	3	68.6	76
0945	203	174	26	3	68.2	75.4
1000	201	167	30	4	69.6	78
1015	198	169	25	4	69.3	78.4
1030	228	194	34	0	67.9	75.7
1045	186	146	39	1	69.5	77.2
1100	189	167	21	1	70.8	79.1
1115	219	181	36	2	68.4	76.5
1130	207	178	27	2	66.6	74.5
1145	212	182	27	3	66.1	74.2
1200	199	180	13	6	66	72.9
1215	176	147	29	0	70.3	77.9
1230	168	145	22	1	69.1	75.4
1245	153	129	24	0	69.9	76.3
1300	195	167	28	0	68.3	76.1
1315	156	134	21	1	69.9	77.6
1330	167	131	34	2	70.3	79.3
1345	160	143	17	0	71.8	80.1
1400	181	159	17	5	71.5	79.2
1415	163	127	34	2	72.7	80.5
1430	203	173	28	2	66.4	73.2
1445	201	176	23	2	66.7	75.4
1500	202	176	25	1	65.4	74.3
1515	200	169	29	2	66.7	73.1
1530	173	152	21	0	67.5	75.2
1545	120	97	23	0	65.9	75.9
1600	168	146	22	0	70.2	79.9
1615	166	139	26	1	70.5	79.4
1630	175	160	15	0	72.3	80.8
1645	132	115	17	0	74.5	82.6
1700	125	111	14	0	72.2	83
1715	151	132	19	0	72.4	79.6
1730	109	94	15	0	73.5	80.2
1745	98	82	13	3	76.7	87.3
1800	110	103	7	0	73.6	82.3
1815	67	55	12	0	74.7	81.8
1830	70	64	6	0	72	80.1
1845	41	34	7	0	73.7	83.3
1900	56	53	3	0	72.7	81.4
1915	53	52	1	0	71.5	80.3
1930	41	36	5	0	74.2	85.5
1945	38	28	10	0	70.8	80.8
2000	53	38	15	0	73.2	82.1
2015	32	28	4	0	72.3	84.7
2030	42	36	6	0	75.4	83.6
2045	20	19	1	0	83.9	93.2
2100	23	21	2	0	77.6	94.2
2115	20	19	1	0	71.4	80.7
2130	16	15	1	0	75.2	87.9
2145	10	10	0	0	72.9	-
2200	10	9	1	0	73.5	-
2215	6	6	0	0	69.8	-
2230	18	16	2	0	77.1	96.8
2245	12	10	2	0	78.9	86.6
2300	11	11	0	0	83.7	95.6
2315	20	17	3	0	80.1	91.7
2330	12	10	1	1	75.5	87.2
2345	0	0	0	0	-	-
07-09	1417	1163	243	11	67.7	77
09-16	5230	4423	757	50	68.3	76.3
16-18	1124	979	141	4	72.5	81.2
00-00	9154	7738	1341	75	69.6	78.3



4/02/2022

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	7	6	0	1	83	-
0015	0	0	0	0	-	-
0030	4	4	0	0	75.6	-
0045	8	6	2	0	74.2	-
0100	6	6	0	0	73.1	-
0115	3	3	0	0	81.3	-
0130	3	1	2	0	74.5	-
0145	0	0	0	0	-	-
0200	6	4	2	0	86.1	-
0215	4	4	0	0	89.8	-
0230	2	2	0	0	88.6	-
0245	2	0	2	0	87.6	-
0300	2	2	0	0	92.3	-
0315	2	2	0	0	77.2	-
0330	8	8	0	0	82.1	-
0345	1	1	0	0	86	-
0400	3	3	0	0	85.3	-
0415	2	2	0	0	68.8	-
0430	13	10	3	0	80.2	89.5
0445	13	11	2	0	78.9	87.6
0500	4	4	0	0	84.1	-
0515	12	10	2	0	74.5	84.9
0530	52	41	9	2	74.5	86.8
0545	57	45	8	4	76.4	82.9
0600	45	39	6	0	74.4	87.8
0615	53	37	12	4	77.2	84.6
0630	113	94	19	0	76.8	84.2
0645	104	85	19	0	76.8	86.2
0700	101	83	17	1	74.3	81.7
0715	82	63	16	3	74.6	83.9
0730	152	128	21	3	69	75.3
0745	153	142	11	0	69.9	77.9
0800	172	146	24	2	66.2	73.6
0815	202	177	23	2	68	75.9
0830	218	193	24	1	66.8	73.8
0845	245	221	21	3	64.8	70.6
0900	218	186	32	0	64.9	71.8
0915	169	155	12	2	64.3	70.7
0930	157	142	11	4	67	73.5
0945	183	164	18	1	64.2	71.1
1000	232	212	20	0	66	74.3
1015	162	153	9	0	70.1	77.9
1030	176	161	15	0	69.3	77.3
1045	225	201	22	2	70.1	77.4
1100	198	175	22	1	68.4	76
1115	210	193	16	1	69.5	76.6
1130	174	156	17	1	69.9	77.7
1145	220	196	22	2	66.3	73.1
1200	178	157	20	1	69.5	78.9
1215	209	190	19	0	70	77.8
1230	211	187	24	0	71.3	79.5
1245	175	156	17	2	69.5	77.6
1300	168	149	18	1	73.4	81.3
1315	201	187	12	2	68.4	76.4
1330	219	202	17	0	69.2	76.5
1345	169	155	14	0	71.3	78.4
1400	167	149	16	2	70.6	79.7
1415	214	181	31	2	69.9	76.5
1430	209	194	15	0	70.5	79.7
1445	235	209	24	2	66.7	74
1500	228	212	15	1	66	76.3
1515	214	187	27	0	67.6	78.1
1530	275	258	17	0	66.9	76.2
1545	210	195	14	1	68.5	77.5
1600	228	196	32	0	72.4	81.7
1615	267	233	31	3	68.4	78.1
1630	202	178	24	0	73.9	80.8
1645	208	187	21	0	71	79.2
1700	181	173	8	0	69	77.6
1715	186	161	25	0	73.6	82.3
1730	180	173	7	0	72.5	79.9
1745	185	168	14	3	73.6	82.5
1800	137	128	9	0	74.7	82
1815	138	124	13	1	76.7	86.6
1830	106	104	2	0	75	83.2
1845	83	71	9	3	75.8	87
1900	56	50	6	0	80.3	88.5
1915	70	67	3	0	77.2	88.6
1930	68	64	4	0	71.4	82.7
1945	54	50	3	1	69.2	81.5
2000	47	43	4	0	71	83.8
2015	45	43	2	0	70.8	78.3
2030	31	31	0	0	73	83.1
2045	20	20	0	0	72.9	81.2
2100	36	29	7	0	73.9	87.4
2115	42	39	1	2	70.8	84.9
2130	30	27	3	0	78	89.4
2145	33	27	6	0	80.3	92.5
2200	24	23	1	0	75	84.6
2215	17	17	0	0	78.6	87.3
2230	11	10	1	0	81	94.6
2245	18	12	5	1	81.3	89.5
2300	15	11	4	0	73.2	88.7
2315	11	8	3	0	74.3	87.4
2330	13	10	3	0	74.3	91.3
2345	10	9	1	0	69.4	-
07-09	1325	1153	157	15	68.2	76.1
09-16	5606	5062	516	28	68.5	76.9
16-18	1637	1469	162	6	71.7	80.1
00-00	10212	9131	1013	68	70.1	79

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	7	7	0	0	72.5	-
0015	11	7	4	0	79.8	97
0030	4	4	0	0	86	-
0045	2	0	0	2	79.7	-
0100	2	2	0	0	72.8	-
0115	2	2	0	0	88.5	-
0130	2	0	2	0	83.1	-
0145	0	0	0	0	-	-
0200	4	2	2	0	81.9	-
0215	0	0	0	0	-	-
0230	2	2	0	0	60.2	-
0245	5	5	0	0	77.7	-
0300	0	0	0	0	-	-
0315	0	0	0	0	-	-
0330	6	6	0	0	85.2	-
0345	2	2	0	0	95.4	-
0400	4	4	0	0	86.7	-
0415	6	2	2	2	82.6	-
0430	16	12	4	0	79.9	95.5
0445	12	11	1	0	76.8	93.1
0500	17	13	2	2	80.4	88.4
0515	18	17	1	0	82	96.2
0530	36	30	6	0	77.7	88.6
0545	50	36	14	0	79.1	86.8
0600	43	30	13	0	73.8	86.8
0615	81	60	19	2	76.9	84
0630	124	104	20	0	74.2	83.4
0645	134	120	13	1	74.1	82.5
0700	135	112	21	2	72	80.3
0715	134	113	20	1	74.1	82.9
0730	178	149	29	0	71.2	79.6
0745	174	134	39	1	69.4	77.5
0800	220	193	25	2	66.9	75.9
0815	197	175	20	2	67.4	76.3
0830	208	177	26	5	62.2	70.6
0845	183	151	29	3	63.9	71.2
0900	202	183	16	3	64.4	72.9
0915	181	160	21	0	60.8	69.1
0930	166	139	27	0	67.5	76.1
0945	242	223	15	4	55.9	73.2
1000	249	225	23	1	64.7	71.5
1015	199	177	16	6	69.7	78.8
1030	227	201	26	0	69.4	76.8
1045	204	182	20	2	72.3	81.2
1100	207	187	13	7	71.6	79.9
1115	234	203	28	3	70.6	78.4
1130	223	196	23	4	70.6	78.3
1145	201	181	19	1	70	76.5
1200	253	209	42	2	70.9	80.1
1215	208	173	31	4	71	77.8
1230	215	198	17	0	70.1	78.8
1245	144	128	16	0	74.8	83.7
1300	173	152	20	1	71.5	79.2
1315	167	155	12	0	70.5	79.2
1330	208	183	25	0	67.4	77
1345	179	150	28	1	71.3	79.2
1400	189	160	29	0	71.2	79.7
1415	180	157	20	3	68.7	76.3
1430	184	154	28	2	68	76.7
1445	208	181	25	2	67.8	76.6
1500	188	160	26	2	67.1	75.8
1515	214	183	29	2	67.3	76.1
1530	194	167	23	4	66.9	75.6
1545	163	148	14	1	69	77.7
1600	151	126	21	4	72.7	80.1
1615	157	138	18	1	73.5	81.9
1630	157	129	26	2	74.6	82.7
1645	152	136	15	1	69.1	80.3
1700	118	113	5	0	72.5	81.8
1715	136	118	18	0	73.1	81.3
1730	139	124	15	0	73.7	80.8
1745	126	113	13	0	74.4	82.2
1800	90	77	13	0	72.6	82.5
1815	93	89	2	2	73.8	84.2
1830	86	71	15	0	75.6	85.5
1845	55	48	7	0	75.6	89.8
1900	51	42	9	0	77.7	87.6
1915	53	48	2	3	73.6	85.3
1930	51	45	5	1	74.5	84.6
1945	52	50	2	0	70.4	78.7
2000	41	37	4	0	67.2	75.6
2015	49	42	7	0	72.2	81.8
2030	63	59	4	0	71.9	83.2
2045	44	44	0	0	72.4	82.3
2100	46	45	1	0	77.1	90
2115	46	42	4	0	70.9	81.5
2130	31	26	5	0	72.3	79.5
2145	37	32	3	2	72.1	82.1
2200	31	29	2	0	77.3	87.9
2215	36	35	1	0	70.5	82.8
2230	17	15	2	0	77.4	88.4
2245	18	18	0	0	79	91.3
2300	33	28	5	0	78	84
2315	18	14	3	1	77.1	90.8
2330	15	15	0	0	73.1	84
2345	5	3	2	0	76.3	-
07-09	1429	1204	209	16	67.9	77.4
09-16	5602	4915	632	55	68.5	77.6
16-18	1136	997	131	8	72.9	81.4
00-00	9818	8548	1173	97	69.9	79.6



5/02/2022

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	12	12	0	0	74.5	85.7
0015	0	0	0	0	-	-
0030	4	4	0	0	99	-
0045	6	6	0	0	83	-
0100	6	4	2	0	72.9	-
0115	1	1	0	0	79.6	-
0130	4	4	0	0	86.1	-
0145	2	2	0	0	72.3	-
0200	0	0	0	0	-	-
0215	2	1	1	0	78.1	-
0230	4	2	2	0	78.3	-
0245	0	0	0	0	-	-
0300	1	1	0	0	69.5	-
0315	2	2	0	0	55.1	-
0330	8	8	0	0	66.8	-
0345	2	2	0	0	82.1	-
0400	3	3	0	0	85.5	-
0415	2	2	0	0	69	-
0430	3	3	0	0	83.9	-
0445	7	7	0	0	85.8	-
0500	2	2	0	0	94	-
0515	11	11	0	0	75.3	87.4
0530	26	20	4	2	79	89.3
0545	35	25	9	1	83.9	93.6
0600	26	24	2	0	75.3	92.2
0615	29	26	3	0	75.5	87.2
0630	56	54	2	0	75.9	87.2
0645	52	43	9	0	79.6	89.7
0700	61	51	10	0	77.2	85.5
0715	40	29	10	1	72.7	84.9
0730	80	68	10	2	72	81
0745	122	95	25	2	72.4	81.6
0800	58	53	5	0	70.9	80.3
0815	95	85	10	0	72.7	81.4
0830	109	103	6	0	72.5	79.8
0845	120	107	13	0	69.1	78.6
0900	113	101	10	2	72.3	81.8
0915	136	117	19	0	71.4	79.4
0930	136	123	10	3	70.7	79.6
0945	153	136	14	3	73.7	83.8
1000	164	157	7	0	68.6	77.7
1015	159	145	11	3	71	79.7
1030	183	163	18	2	68.7	79.2
1045	176	163	11	2	71.7	78.9
1100	195	178	17	0	69.4	78.5
1115	213	203	7	3	71.9	81.4
1130	217	196	19	2	69.3	77.4
1145	211	203	8	0	71.3	79.5
1200	203	188	14	1	73.1	79.7
1215	197	188	9	0	70.2	79.7
1230	167	156	11	0	70.4	78.8
1245	173	163	10	0	74.4	83.3
1300	168	155	13	0	71.1	79.5
1315	173	157	15	1	72.7	81
1330	175	158	17	0	69.4	78.2
1345	162	150	12	0	69.6	78
1400	150	135	14	1	72.6	81.1
1415	163	158	5	0	71.5	80.6
1430	158	150	7	1	70.6	80.9
1445	148	120	26	2	72.6	80.8
1500	124	118	6	0	74.1	83.9
1515	150	140	10	0	70.2	78.2
1530	134	121	12	1	71.3	82
1545	139	128	11	0	74.4	84.1
1600	137	129	8	0	72.5	81.1
1615	149	141	7	1	71.8	79.6
1630	150	142	5	3	73.4	80.9
1645	144	133	11	0	74.3	84.4
1700	128	118	9	1	73.2	83
1715	119	110	9	0	74.1	83.9
1730	137	116	21	0	76.4	84.8
1745	125	110	15	0	75.1	84.3
1800	109	95	13	1	77.1	85.1
1815	69	62	7	0	75	84.7
1830	61	56	3	2	77	85.3
1845	68	59	7	2	78.3	86.9
1900	55	55	0	0	76.9	84.9
1915	62	52	9	1	74.3	83.4
1930	63	60	3	0	73.4	83.1
1945	41	38	3	0	74.6	83.8
2000	30	27	3	0	77.2	90.2
2015	42	42	0	0	68.3	77.4
2030	26	25	1	0	69	77.6
2045	32	30	2	0	73.6	84.8
2100	31	29	2	0	77.7	91.1
2115	20	18	2	0	71.4	84.1
2130	21	21	0	0	79.4	93.5
2145	16	16	0	0	77	89.6
2200	14	13	1	0	77.6	86.3
2215	23	22	1	0	75	85.2
2230	13	13	0	0	69.1	85.5
2245	18	18	0	0	71.9	85.2
2300	10	10	0	0	72.4	-
2315	7	7	0	0	75.2	-
2330	6	6	0	0	66	-
2345	4	0	4	0	72.1	-
07-09	685	591	89	5	72.2	81.4
09-16	4640	4270	343	27	71.3	80.1
16-18	1089	999	85	5	73.8	83.1
00-00	7561	6903	612	46	72.4	81.7

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	8	8	0	0	73.7	-
0015	12	12	0	0	79.8	99.8
0030	8	8	0	0	86	-
0045	4	2	2	0	74.6	-
0100	9	7	2	0	78.9	-
0115	0	0	0	0	-	-
0130	0	0	0	0	-	-
0145	4	4	0	0	85.4	-
0200	2	2	0	0	97.7	-
0215	8	8	0	0	78.7	-
0230	0	0	0	0	-	-
0245	3	3	0	0	75.5	-
0300	2	1	0	1	86.9	-
0315	0	0	0	0	-	-
0330	0	0	0	0	-	-
0345	8	8	0	0	87	-
0400	2	2	0	0	95.1	-
0415	2	1	1	0	109.5	-
0430	3	3	0	0	85.4	-
0445	20	15	4	1	84.8	93.6
0500	7	4	2	1	88	-
0515	15	13	2	0	78.6	91.5
0530	7	5	2	0	66.1	-
0545	19	15	4	0	75.1	83.5
0600	27	26	1	0	75.8	84.5
0615	39	35	4	0	76.9	85
0630	43	38	5	0	80	86.7
0645	43	34	9	0	74.3	81.6
0700	53	42	9	2	75.2	86
0715	71	53	15	3	73.7	85.1
0730	60	53	7	0	74.9	83.7
0745	90	70	15	5	76.6	85.7
0800	114	97	14	3	74.9	84
0815	108	82	22	4	73.4	81.4
0830	131	115	16	0	73.5	82.1
0845	133	107	24	2	70.8	78.5
0900	137	117	20	0	73.7	82.4
0915	124	107	13	4	73.2	81.8
0930	149	130	14	5	70.8	78.8
0945	186	163	20	3	70.9	80.8
1000	191	172	15	4	68.1	76.5
1015	222	203	19	0	72.8	79.4
1030	162	139	18	5	70.1	79.2
1045	197	176	20	1	70.9	78.4
1100	148	135	9	4	69.7	78.4
1115	193	161	30	2	72.1	80.4
1130	178	161	17	0	70.5	80.3
1145	170	145	21	4	70.7	79.3
1200	177	163	13	1	72	80.6
1215	216	192	23	1	70.9	78.4
1230	151	142	7	2	71.2	78.5
1245	161	144	13	4	74.3	82.2
1300	173	155	16	2	71.3	79.6
1315	167	146	21	0	74.8	83.7
1330	194	179	15	0	71.2	78.8
1345	164	143	21	0	71.4	79.8
1400	143	129	14	0	73.4	81.6
1415	195	173	21	1	70.5	79
1430	147	137	10	0	71.2	79.5
1445	166	145	21	0	70.2	78.7
1500	122	111	11	0	75	82.9
1515	199	178	20	1	70.1	79.9
1530	134	122	12	0	74	82.4
1545	116	102	13	1	73	83.4
1600	137	119	18	0	72.9	82.4
1615	103	97	6	0	74.5	83.3
1630	89	78	11	0	74.5	81.5
1645	93	80	13	0	74	83.7
1700	97	83	13	1	72.9	80.4
1715	75	71	4	0	74.8	83.9
1730	91	82	9	0	75.3	87
1745	79	60	19	0	75.8	86.4
1800	72	58	12	2	78.8	87.1
1815	74	63	11	0	79.2	86.9
1830	70	54	16	0	73.8	84.7
1845	40	37	3	0	74.8	85.7
1900	36	32	2	2	78.7	89.6
1915	40	35	5	0	76.7	90.6
1930	48	47	1	0	75.7	88.2
1945	53	45	8	0	72.4	84.2
2000	38	35	2	1	72.3	86.3
2015	66	62	4	0	71.1	80.4
2030	60	58	2	0	76.2	87.2
2045	39	34	5	0	74.1	87.1
2100	47	45	2	0	72.5	81.1
2115	42	36	6	0	75.4	87.2
2130	41	37	2	2	76.8	92.3
2145	56	50	6	0	74	84.5
2200	67	60	7	0	73.8	84
2215	25	20	5	0	80.3	93.5
2230	23	21	2	0	80.5	94.6
2245	42	42	0	0	75.8	83.7
2300	31	28	3	0	72.5	85.4
2315	13	7	6	0	74	87.7
2330	17	17	0	0	68.3	88.5
2345	14	12	2	0	69.1	79.9
07-09	760	619	122	19	73.8	82.6
09-16	4682	4170	467	45	71.6	80.1
16-18	764	670	93	1	74.2	84.1
00-00	7555	6648	832	75	72.8	81.7



6/02/2022

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	9	9	0	0	70.8	-
0015	9	9	0	0	75.9	-
0030	3	2	1	0	68.9	-
0045	6	6	0	0	86.5	-
0100	4	4	0	0	76.7	-
0115	0	0	0	0	-	-
0130	2	0	2	0	65	-
0145	0	0	0	0	-	-
0200	0	0	0	0	-	-
0215	4	2	2	0	82.4	-
0230	0	0	0	0	-	-
0245	4	4	0	0	75.7	-
0300	1	1	0	0	82.5	-
0315	0	0	0	0	-	-
0330	2	2	0	0	81.8	-
0345	2	2	0	0	82.4	-
0400	4	3	1	0	85.9	-
0415	2	2	0	0	72.6	-
0430	8	8	0	0	79.6	-
0445	4	4	0	0	80.7	-
0500	4	4	0	0	75.5	-
0515	3	3	0	0	72.7	-
0530	11	11	0	0	81.6	100.7
0545	14	11	1	2	77.9	91.5
0600	18	18	0	0	76.2	89.1
0615	26	19	6	1	75.3	91.2
0630	28	26	2	0	79.1	90.9
0645	24	17	7	0	73.7	82.3
0700	29	25	4	0	75.9	85.8
0715	31	27	4	0	76.1	84.1
0730	60	50	10	0	74	82.4
0745	58	51	6	1	75.5	86.1
0800	85	70	15	0	73.6	84.1
0815	63	57	6	0	73.8	81.5
0830	101	88	12	1	71.9	82.8
0845	115	110	5	0	73.9	81.4
0900	99	90	7	2	69.2	77.6
0915	94	81	12	1	73.2	81.4
0930	157	151	6	0	71.4	80.2
0945	174	158	11	5	71.1	78.8
1000	153	144	9	0	70.9	78.8
1015	145	133	11	1	70.4	79.2
1030	156	151	4	1	71.3	79.6
1045	133	122	10	1	69.5	76.9
1100	148	132	16	0	72.7	81.5
1115	144	133	11	0	74.1	82.3
1130	181	167	14	0	67.5	76.9
1145	212	203	7	2	69.1	76
1200	145	132	8	5	72.1	81
1215	222	204	18	0	70.4	77.5
1230	164	153	11	0	71.2	80.1
1245	164	155	9	0	69.4	78
1300	139	127	8	4	70.3	77.8
1315	170	154	14	2	70.3	79.7
1330	139	130	9	0	69.8	79.2
1345	163	156	7	0	74.1	83.2
1400	151	147	4	0	71.9	81.8
1415	151	135	16	0	72.7	81.9
1430	167	152	14	1	74.1	82
1445	156	150	6	0	72.8	82.1
1500	148	141	7	0	72.4	81.5
1515	131	125	5	1	71.2	82.1
1530	154	138	16	0	71	79.7
1545	141	129	12	0	73	81.5
1600	155	142	13	0	74.2	81.2
1615	112	101	11	0	71.3	81.9
1630	109	100	9	0	74.5	83.5
1645	93	87	6	0	75.4	84.4
1700	111	104	7	0	72.9	83
1715	107	94	13	0	74.4	82.9
1730	78	66	12	0	74.3	82.2
1745	77	71	6	0	73.3	82.8
1800	61	59	2	0	73.7	82.3
1815	76	66	10	0	79.3	88.9
1830	59	48	10	1	74.9	85.9
1845	42	38	4	0	78	85.6
1900	54	47	7	0	76.4	85.8
1915	49	44	5	0	78.1	89.5
1930	34	28	6	0	80.7	90.7
1945	42	38	4	0	75	86.9
2000	32	30	2	0	72.5	85.2
2015	14	13	1	0	73.4	86.5
2030	13	13	0	0	80.2	97.9
2045	24	20	4	0	74.7	85
2100	24	24	0	0	77	86.9
2115	12	12	0	0	75.2	85.3
2130	11	10	1	0	76.1	91.5
2145	13	13	0	0	77.9	86.8
2200	4	4	0	0	86.8	-
2215	4	4	0	0	73.3	-
2230	15	15	0	0	86	101.8
2245	10	9	1	0	79.8	-
2300	14	14	0	0	72.9	87.6
2315	8	8	0	0	82.9	-
2330	6	6	0	0	66.7	-
2345	4	4	0	0	74.5	-
07-09	542	478	62	2	73.9	83.1
09-16	4301	3993	282	26	71.3	79.9
16-18	842	765	77	0	73.8	82.6
00-00	6502	5970	500	32	72.5	81.5

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	18	16	2	0	80.3	95.6
0015	6	6	0	0	67.9	-
0030	14	12	2	0	79.3	93.6
0045	10	10	0	0	77.6	-
0100	2	2	0	0	75.2	-
0115	0	0	0	0	-	-
0130	0	0	0	0	-	-
0145	2	2	0	0	101.7	-
0200	0	0	0	0	-	-
0215	4	4	0	0	85.8	-
0230	3	3	0	0	83.7	-
0245	2	2	0	0	80.3	-
0300	0	0	0	0	-	-
0315	0	0	0	0	-	-
0330	0	0	0	0	-	-
0345	4	4	0	0	81.5	-
0400	2	2	0	0	88.1	-
0415	0	0	0	0	-	-
0430	0	0	0	0	-	-
0445	5	5	0	0	83.2	-
0500	11	9	2	0	78.6	89.9
0515	6	5	1	0	80.4	-
0530	6	4	2	0	73.1	-
0545	10	7	3	0	80.7	-
0600	16	11	5	0	84	97.5
0615	15	13	2	0	75.6	91.9
0630	27	27	0	0	75.3	87.1
0645	30	28	2	0	75.9	87.2
0700	43	35	5	3	77.9	85.6
0715	36	31	5	0	75	89.4
0730	43	34	9	0	76.7	84.6
0745	51	43	8	0	77.6	88.6
0800	88	74	14	0	71	78.7
0815	86	72	12	2	73.4	82.4
0830	84	66	16	2	73.1	81.9
0845	129	112	17	0	71.5	78.4
0900	114	108	5	1	72.8	79.9
0915	146	128	16	2	72.2	79.2
0930	160	140	15	5	71.7	80.4
0945	195	160	32	3	71.1	79
1000	230	211	15	4	71	79.1
1015	217	189	27	1	72.4	81.4
1030	232	193	35	4	70.5	78.1
1045	190	171	17	2	72	81.7
1100	197	180	14	3	71.6	80.2
1115	166	149	13	4	71.5	80.5
1130	155	143	11	1	69.9	78.2
1145	209	179	28	2	72	78.3
1200	192	181	11	0	73.1	81
1215	180	160	19	1	73.9	84.8
1230	187	170	17	0	74.1	83.5
1245	153	139	12	2	69.9	77.5
1300	177	164	11	2	69.6	77.8
1315	194	178	12	4	71.9	79
1330	174	155	18	1	74	83.3
1345	152	135	15	2	70.8	78.9
1400	178	159	19	0	72	81.2
1415	173	161	12	0	73.1	81.9
1430	159	140	19	0	72.7	80.3
1445	174	151	23	0	76.8	84.4
1500	147	129	17	1	74.7	84.9
1515	135	117	18	0	72.6	81.7
1530	137	121	16	0	72.7	81.2
1545	115	106	8	1	73.3	82.3
1600	119	111	8	0	73.5	84.2
1615	108	91	17	0	74.8	84.3
1630	111	106	5	0	74.5	84.2
1645	90	82	8	0	74.6	85.6
1700	105	96	9	0	71.2	80.8
1715	70	61	9	0	75.9	86.7
1730	82	71	11	0	75.7	84.8
1745	81	66	15	0	75.1	85
1800	61	53	8	0	76	83.5
1815	59	52	7	0	76.8	86.8
1830	43	38	4	1	75.7	87.8
1845	46	40	6	0	73.5	86.4
1900	52	46	6	0	75	83.4
1915	56	47	9	0	74.8	85.6
1930	36	32	4	0	72.6	85.3
1945	33	31	2	0	77	89.9
2000	43	38	5	0	75	83.7
2015	50	48	2	0	77.3	87.6
2030	29	29	0	0	75.7	84.2
2045	20	16	4	0	75.5	86.9
2100	9	8	1	0	75.5	-
2115	18	18	0	0	75	86.1
2130	15	13	2	0	86.5	107.3
2145	18	17	1	0	83.2	91.1
2200	38	38	0	0	79.6	96
2215	13	13	0	0	71.5	85.8
2230	12	12	0	0	72.1	80.2
2245	19	19	0	0	80.3	90.4
2300	26	26	0	0	79.5	87.3
2315	8	8	0	0	65.5	-
2330	4	2	2	0	82.6	-
2345	0	0	0	0	-	-
07-09	560	467	86	7	73.6	83
09-16	4838	4317	475	46	72.2	80.6
16-18	766	684	82	0	74.3	84.2
00-00	7065	6284	727	54	73.1	82.3



7/02/2022

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	2	2	0	0	81	-
0015	0	0	0	0	-	-
0030	0	0	0	0	-	-
0045	6	6	0	0	67.4	-
0100	2	0	2	0	104	-
0115	4	2	2	0	76.2	-
0130	4	4	0	0	81.5	-
0145	4	2	2	0	87.7	-
0200	0	0	0	0	-	-
0215	3	3	0	0	82	-
0230	4	4	0	0	75.3	-
0245	0	0	0	0	-	-
0300	3	1	2	0	72.2	-
0315	1	1	0	0	83.6	-
0330	5	5	0	0	88.2	-
0345	3	1	2	0	93.4	-
0400	0	0	0	0	-	-
0415	4	2	2	0	70	-
0430	14	12	2	0	80.7	90.1
0445	11	8	3	0	78.7	88.1
0500	12	9	3	0	76.3	80.1
0515	14	9	5	0	75.9	92.8
0530	45	39	6	0	75.9	87.3
0545	48	38	8	2	72.1	80.6
0600	44	34	10	0	72.3	81.4
0615	89	76	12	1	75.5	82.9
0630	102	82	19	1	77.1	84.1
0645	134	102	32	0	76.9	84.7
0700	117	91	23	3	73.5	81.5
0715	119	99	17	3	72.8	81
0730	148	127	19	2	71.9	79.8
0745	162	141	17	4	71.7	79.7
0800	127	114	8	5	69.5	76.8
0815	235	207	26	2	65.4	72.1
0830	256	231	24	1	65.4	72.3
0845	258	232	22	4	66.4	74.2
0900	182	156	26	0	67	73.1
0915	155	140	15	0	66.5	73.9
0930	187	164	19	4	67.7	76.5
0945	150	141	9	0	68.8	77.2
1000	167	156	9	2	68.9	76.4
1015	234	207	27	0	68.5	75
1030	157	142	14	1	70	79.4
1045	171	155	16	0	71	78.2
1100	173	150	21	2	69.2	76.9
1115	151	136	12	3	71.4	79.4
1130	145	125	20	0	68.2	75.1
1145	179	160	18	1	67.6	76.5
1200	180	173	4	3	69.2	77.7
1215	153	135	17	1	68.3	76.3
1230	171	154	13	4	69.3	78.3
1245	167	150	17	0	69.2	77.9
1300	178	155	21	2	69.2	77.4
1315	176	160	16	0	68.8	76.2
1330	164	144	16	4	70.5	76.7
1345	204	182	17	5	68.8	78.8
1400	145	132	12	1	71.1	78.7
1415	163	153	10	0	69.4	76.9
1430	198	181	16	1	65.2	72.4
1445	155	145	8	2	67	76.1
1500	208	182	26	0	62.8	71.3
1515	204	189	15	0	65.3	72.6
1530	270	252	18	0	65.6	73
1545	228	212	14	2	65.3	73.3
1600	198	174	23	1	71	79.8
1615	211	186	25	0	72.3	80.8
1630	239	212	25	2	72.2	79
1645	212	190	22	0	72.5	81.5
1700	209	196	12	1	70.9	80
1715	188	172	16	0	71.4	79.3
1730	162	153	9	0	72.4	81.3
1745	110	97	13	0	72.7	81.8
1800	83	71	10	2	76.5	87.3
1815	95	84	8	3	77.1	85.8
1830	48	42	6	0	76.3	82.4
1845	67	65	2	0	74.9	84.4
1900	63	58	5	0	74.5	83.2
1915	44	44	0	0	75.3	83.3
1930	45	41	4	0	75.6	83.2
1945	45	33	12	0	70.5	81.8
2000	34	30	4	0	70	80.8
2015	24	19	5	0	74.5	86.9
2030	25	21	4	0	75	88.1
2045	25	24	1	0	76	86.4
2100	6	6	0	0	80.7	-
2115	24	24	0	0	69.4	79.8
2130	9	8	1	0	75.5	-
2145	17	15	2	0	70.5	82.9
2200	14	13	1	0	82.6	99.7
2215	12	12	0	0	84.3	93
2230	12	10	2	0	81.3	92
2245	3	3	0	0	76.5	-
2300	4	3	1	0	83.3	-
2315	4	4	0	0	74.1	-
2330	0	0	0	0	-	-
2345	0	0	0	0	-	-
07-09	1422	1242	156	24	68.6	77
09-16	5015	4531	446	38	68	76.3
16-18	1529	1380	145	4	71.9	80.2
00-00	9227	8225	927	75	69.8	78.7

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	2	2	0	0	83.6	-
0015	12	12	0	0	82	94.5
0030	0	0	0	0	-	-
0045	4	2	2	0	92.9	-
0100	2	2	0	0	56.1	-
0115	0	0	0	0	-	-
0130	0	0	0	0	-	-
0145	0	0	0	0	-	-
0200	4	3	1	0	84.2	-
0215	4	2	2	0	80.8	-
0230	0	0	0	0	-	-
0245	3	3	0	0	92.8	-
0300	2	0	2	0	83.3	-
0315	1	1	0	0	77.4	-
0330	6	6	0	0	74.5	-
0345	0	0	0	0	-	-
0400	5	5	0	0	92.6	-
0415	7	7	0	0	79.3	-
0430	16	12	4	0	80.7	97.7
0445	10	10	0	0	77.6	-
0500	17	12	5	0	80.8	96
0515	21	18	3	0	81.1	91.7
0530	57	49	8	0	76.6	90.4
0545	50	39	11	0	76.5	82.7
0600	81	64	16	1	74	84.9
0615	54	42	8	4	78.5	88
0630	138	124	9	5	78	85.5
0645	133	115	15	3	76.5	85.4
0700	162	125	36	1	72.1	80.5
0715	143	112	29	2	73.6	80.2
0730	159	138	21	0	73.3	81.5
0745	166	141	21	4	71.5	80.3
0800	219	186	27	6	66	74.3
0815	236	216	19	1	67.6	76.5
0830	177	156	20	1	65.4	73.7
0845	217	184	33	0	62.4	70.4
0900	173	128	38	7	66.2	74.3
0915	243	209	30	4	65.2	73.6
0930	243	202	38	3	67.6	74.9
0945	221	189	31	1	71.3	78.8
1000	206	192	13	1	70.2	77.8
1015	214	192	18	4	67.8	74
1030	209	173	33	3	71.4	80.3
1045	209	193	16	0	71.7	78.3
1100	195	167	25	3	69.1	78.3
1115	195	166	29	0	71.4	78.4
1130	161	129	30	2	69.2	78.6
1145	185	164	19	2	67.6	75.4
1200	232	202	27	3	69.4	77.1
1215	168	144	22	2	71	79.4
1230	199	173	20	6	69.5	79
1245	140	116	22	2	71.7	80.7
1300	168	150	18	0	70.8	79.2
1315	178	158	19	1	70.7	77.3
1330	200	159	39	2	71.5	79.4
1345	175	143	31	1	71.7	80
1400	178	161	16	1	70.7	78.4
1415	192	145	42	5	72.1	78.7
1430	212	174	38	0	66.1	75.1
1445	205	170	33	2	66.2	73.4
1500	178	146	30	2	68.1	75.8
1515	187	153	33	1	67.8	75.6
1530	163	134	26	3	69.4	78.2
1545	201	170	29	2	68.3	76.5
1600	184	145	34	5	73.4	81.8
1615	161	144	17	0	74.7	82.8
1630	161	138	23	0	73.4	80.6
1645	133	118	13	2	73	81.5
1700	136	121	15	0	74.5	81.1
1715	178	157	21	0	74.8	82.1
1730	120	101	19	0	75.5	85.1
1745	92	84	8	0	77.4	84.5
1800	78	62	16	0	76.3	89.5
1815	65	56	8	1	79.5	90
1830	53	46	7	0	79.6	86.4
1845	48	36	12	0	79.5	88.2
1900	45	41	4	0	75.4	85.2
1915	55	52	3	0	75.3	83.9
1930	35	31	4	0	69.7	79.7
1945	21	21	0	0	72.8	90.5
2000	25	20	5	0	76.7	92.2
2015	20	12	6	2	74	85.1
2030	25	21	0	4	67.5	82.5
2045	26	22	4	0	77.1	87.8
2100	29	27	2	0	75.3	86.8
2115	35	30	5	0	80.4	98.8
2130	22	22	0	0	78.1	92.8
2145	23	23	0	0	73.6	86.4
2200	20	16	4	0	86.7	107.5
2215	6	4	2	0	76.9	-
2230	7	7	0	0	72.2	-
2245	8	6	2	0	74.1	-
2300	19	18	1	0	79.2	91.6
2315	8	6	2	0	79.7	-
2330	2	2	0	0	75.4	-
2345	4	4	0	0	74.3	-
07-09	1479	1258	206	15	68.5	77.6
09-16	5430	4602	765	63	69.3	77.4
16-18	1165	1008	150	7	74.4	82.3
00-00	9382	7983	1294	105	70.9	79.9



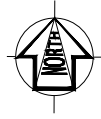
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Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	5	3	2	0	75.6	-
0015	3	3	0	0	71.2	-
0030	2	1	1	0	99.3	-
0045	2	2	0	0	78.2	-
0100	2	2	0	0	132.7	-
0115	4	4	0	0	92.5	-
0130	1	1	0	0	104.6	-
0145	2	1	0	1	69.5	-
0200	0	0	0	0	-	-
0215	1	1	0	0	83.7	-
0230	1	1	0	0	78	-
0245	0	0	0	0	-	-
0300	2	2	0	0	92.5	-
0315	6	4	2	0	76.1	-
0330	5	5	0	0	76.6	-
0345	0	0	0	0	-	-
0400	7	7	0	0	88.7	-
0415	11	8	2	1	78.5	94.9
0430	10	5	5	0	80	-
0445	14	12	2	0	78.2	91.8
0500	3	3	0	0	73.7	-
0515	14	7	7	0	85.5	96.4
0530	46	36	10	0	74.5	82.8
0545	47	39	6	2	74.4	85.9
0600	59	50	8	1	72.7	81.5
0615	61	48	11	2	74.9	84
0630	114	97	16	1	74.2	83.9
0645	128	112	15	1	75.6	83.3
0700	121	95	22	4	75.1	84.1
0715	129	98	30	1	71.2	79
0730	155	136	19	0	71.6	80
0745	180	150	24	6	71.5	81.3
0800	188	176	12	0	68.4	76.7
0815	190	171	17	2	68.5	76.3
0830	218	176	40	2	67.1	75.4
0845	244	214	29	1	67.6	74.6
0900	227	190	34	3	65.9	73.8
0915	182	162	19	1	65.8	73
0930	165	147	18	0	67.8	77.4
0945	224	193	30	1	69.6	79.7
1000	149	127	20	2	69.5	78.2
1015	173	149	24	0	68.8	75.9
1030	162	138	24	0	68.3	77.4
1045	172	147	19	6	69.4	77.9
1100	212	176	36	0	70	77.2
1115	241	213	28	0	70.2	78.5
1130	192	174	18	0	66.6	74.2
1145	196	177	16	3	70.1	77.7
1200	202	183	17	2	67.7	75.7
1215	196	171	23	2	69	77
1230	175	159	15	1	69.8	76.5
1245	160	143	14	3	69.6	79.5
1300	196	175	21	0	69.9	77.9
1315	172	147	24	1	69.4	77.4
1330	185	166	17	2	69.8	78.1
1345	174	152	21	1	71.4	81.7
1400	145	118	25	2	70.8	80.8
1415	173	153	18	2	69.6	78.6
1430	177	156	20	1	68.7	77.3
1445	155	138	15	2	68	76.5
1500	156	140	16	0	67.6	76.1
1515	177	155	22	0	67.9	78.1
1530	296	266	28	2	66.1	74.6
1545	262	223	35	4	67.5	73.5
1600	226	190	36	0	71.1	78.5
1615	234	218	15	1	70.5	77.6
1630	189	165	24	0	73	81.5
1645	243	222	18	3	71	79.2
1700	204	192	11	1	71.4	81.2
1715	195	180	12	3	72.6	80.3
1730	182	166	15	1	72.2	81.1
1745	163	147	14	2	73.3	82.9
1800	129	118	11	0	74.6	82.9
1815	116	106	10	0	75.1	83.5
1830	83	81	2	0	74.5	83
1845	62	53	9	0	76.5	87.9
1900	65	58	7	0	77.1	87.4
1915	56	54	2	0	72	84.8
1930	54	43	10	1	75.3	87.9
1945	43	36	7	0	76.6	87.4
2000	42	36	6	0	74.3	85.4
2015	34	32	1	1	75.5	82.9
2030	35	35	0	0	74.4	85.6
2045	32	28	4	0	72.1	78.5
2100	16	16	0	0	74.1	85.6
2115	23	18	5	0	78.2	89.7
2130	26	25	1	0	73.8	81.2
2145	8	8	0	0	70.1	-
2200	17	14	3	0	75	83.6
2215	10	8	1	1	81.7	-
2230	16	16	0	0	84.9	95.5
2245	2	2	0	0	68.7	-
2300	3	1	2	0	82.9	-
2315	8	6	2	0	95.5	-
2330	8	6	2	0	81.9	-
2345	8	8	0	0	77.7	-
07-09	1425	1216	193	16	69.7	78.3
09-16	5296	4638	617	41	68.7	77
16-18	1636	1480	145	11	71.8	80.1
00-00	9803	8596	1127	80	70.3	79.4

Time	Total	Cars	Light Trucks	Heavy Trucks	Average Speed	85th %ile
0000	8	7	0	1	72.3	-
0015	2	2	0	0	79.5	-
0030	0	0	0	0	-	-
0045	0	0	0	0	-	-
0100	0	0	0	0	-	-
0115	0	0	0	0	-	-
0130	2	2	0	0	97.8	-
0145	0	0	0	0	-	-
0200	2	2	0	0	68.1	-
0215	0	0	0	0	-	-
0230	0	0	0	0	-	-
0245	1	1	0	0	62.1	-
0300	0	0	0	0	-	-
0315	3	3	0	0	86	-
0330	3	3	0	0	76.7	-
0345	3	3	0	0	84.9	-
0400	3	3	0	0	86.4	-
0415	9	6	1	2	83.5	-
0430	5	4	1	0	76.5	-
0445	11	9	2	0	81.4	94.3
0500	28	25	3	0	84	97.6
0515	28	18	10	0	81.3	95.2
0530	43	34	6	3	81.4	93.5
0545	53	36	16	1	82.4	91.2
0600	69	58	11	0	77.6	87.8
0615	75	62	11	2	73.7	84.9
0630	149	133	14	2	76.7	83.5
0645	132	111	21	0	76.3	85.7
0700	122	103	19	0	75.9	83.3
0715	152	117	32	3	73.8	82.1
0730	193	156	35	2	72.3	80.1
0745	227	200	27	0	69	80.2
0800	192	164	24	4	65.3	76.7
0815	206	187	18	1	66.7	74.2
0830	227	191	34	2	70.7	79.1
0845	207	172	34	1	70.7	79.5
0900	194	157	37	0	67.8	75.9
0915	190	150	36	4	66.5	76.2
0930	212	186	24	2	68.8	76
0945	188	162	25	1	70.2	78.2
1000	247	217	30	0	69.3	76.9
1015	233	196	35	2	67.8	75.9
1030	176	152	21	3	68.9	77.3
1045	184	164	20	0	71.1	77.9
1100	189	152	34	3	71.4	80.3
1115	171	152	18	1	68.6	77.6
1130	191	147	40	4	70.9	79.8
1145	189	153	32	4	69	77.6
1200	193	172	21	0	70.7	79
1215	159	141	17	1	73.9	85
1230	188	158	30	0	70.3	77.9
1245	161	130	31	0	70.1	77.9
1300	166	141	23	2	75.6	82.4
1315	205	167	37	1	70.7	79
1330	203	165	35	3	73.7	82.3
1345	187	147	38	2	69.9	77.9
1400	194	167	27	0	71.1	80.1
1415	188	154	30	4	71.7	80.5
1430	191	155	36	0	67.1	75.9
1445	205	173	31	1	66.1	74.2
1500	235	191	43	1	66.8	75.2
1515	207	177	27	3	69	79
1530	220	182	36	2	64.8	74.8
1545	181	148	31	2	69.7	78.2
1600	213	193	20	0	72.4	80.4
1615	171	137	28	6	72.4	80.7
1630	171	141	26	4	75.8	83.2
1645	146	132	14	0	75.3	82.8
1700	135	126	9	0	77	86.7
1715	151	137	14	0	74.4	83.7
1730	146	118	26	2	77.7	86
1745	111	102	9	0	77.5	86.1
1800	83	74	7	2	77.1	85.8
1815	105	95	10	0	77.9	86.1
1830	47	39	8	0	77.5	85.9
1845	54	45	9	0	81.1	92.3
1900	51	42	9	0	77	86.5
1915	46	42	4	0	79	90.7
1930	60	52	7	1	71.3	84.7
1945	56	50	6	0	73.1	82.7
2000	31	25	6	0	70	86
2015	43	41	2	0	73.6	86.9
2030	32	28	4	0	72.8	84.3
2045	42	35	7	0	77.3	85.4
2100	35	34	1	0	75.7	83.5
2115	28	25	3	0	76.5	86.6
2130	30	26	4	0	81.7	93.4
2145	21	21	0	0	75.9	84.4
2200	16	16	0	0	78.9	91.6
2215	19	18	1	0	81.1	97.4
2230	4	4	0	0	62	-
2245	6	6	0	0	78.5	-
2300	27	24	3	0	77.5	88.1
2315	6	6	0	0	73.1	-
2330	5	5	0	0	71.9	-
2345	7	7	0	0	77.6	-
07-09	1526	1290	223	13	70.1	79.4
09-16	5447	4556	845	46	69.6	78.1
16-18	1244	1086	146	12	75	83.5
00-00	9700	8214	1401	85	71.5	81



Appendix C: Site Access AUL Concept Plan

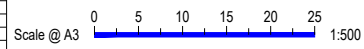


DESIGN VEHICLE

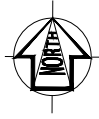


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REVISIONS			
Issue	Revisions/Descriptions	Drawn	Date
1	Yamba Road Rural Supplies Lot 11 Access	R.T.U	28/03/2022



Project Rural Supplies Lot 11 Yamba Road TIA	Design R.T.U	Drawn R.T.U	Checked L.D
	CONCEPT ONLY		Date 28/03/2022
Title Yamba Road Access Concept Plan	Project Number P5547	Sheet Number 1	Issue 001

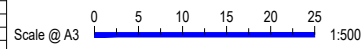


DESIGN VEHICLE



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REVISIONS			
Issue	Revisions/Descriptions	Drawn	Date
001	Yamba Road Rural Supplies Lot 11 Access	R.T.U	28/03/2022



Project Rural Supplies Lot 11 Yamba Road TIA	Design R.T.U	Drawn R.T.U	Checked L.D
	CONCEPT ONLY		Date 28/03/2022
Title Yamba Road Access Concept Plan with Dimensions	Project Number P5547	Sheet Number 2	Issue 001

ANNEXURE P

LOCAL STRATEGIC PLANNING STATEMENT ASSESSMENT

LSPS Action	LSPS Action (guiding Principle)	Applicable	Complies (Y / N or N/A)	Detailed Answer
1.1	<p>Does the proposal promote the long term liveability, health and resilience of the community, and supporting economic, social and cultural improvement?</p> <p>Particularly through:</p> <p>a) Protecting and enhancing terrestrial and aquatic biodiversity and our natural environment?</p> <p>b) A regenerative landscape planning approach that includes listening to First Nations People and caring for country?</p> <p>c) A hierarchy of avoiding, mitigating and managing natural hazards, as well as considering environmental constraints to be used in planning and design?</p> <p>d) Ensuring a collaborative approach to place making, that engages those who can contribute to making the Clarence Valley a community full of opportunities?</p> <p>e) North Coast Settlement Planning Guidelines 2019?</p>	All	Y	<p>- Provides an economic service supporting the local agricultural sector.</p> <p>- Future wastewater management system will protect water quality.</p>
1.2	<p>Does the proposal comply with the North Coast Urban Design Guidelines?</p> <p>Does the proposal comply with the Urban Design for Regional NSW guidelines?</p>	All	N/A	
2.1	<p>Does the proposal / process help expand existing partnerships with our First Nations communities to be involved in decision making?</p> <p>Have you referred to the NSW Government Architect 'Connecting with Country' and Designing with Country guidelines?</p>	All	N/A	
2.2	Are First Nations communities involved in the development of strategic plans, inclusive of local growth management, housing and biodiversity strategies?	Strategic plans	N/A	
2.3	Has the proposal involved collaboration with Traditional Owners, Local Aboriginal Land Councils	All	N/A	AHIMS search shows no



LSPS Action	LSPS Action (guiding Principle)	Applicable	Complies (Y / N or N/A)	Detailed Answer
	and DPIE in identifying sites of cultural significance and assets with economic development potential?			sites or arefacts in vicinity
2.5	Have you considered the Clarence Valley Aboriginal Heritage Study and relevant studies and planning controls?	All	N/A	
2.6	Does the proposal incorporate First Nations cultural heritage and design in new developments?	Construction / design projects	N/A	
3.3	For any expansion of existing commercial or industrial lands or new development – is appropriate infrastructure that promotes active travel to work options included (walking, cycling, PT, accessibility etc.)?	All	N/A	
3.4	Have you explored options to promote smaller homes in appropriate locations of our existing centres to help achieve a target of 40% infill housing across the Clarence LGA?	Strategic planning	N/A	
4.3	Does the proposal comply with the Clarence Valley Affordable Housing Strategies, Plans and Policies ?	All	N/A	
5.2	Does the proposal comply with the Crime Prevention Through Environmental Design (CPTED) and Safer by Design Evaluation?	Construction / design projects	N/A	
5.5	Are there opportunities to involve School Infrastructure NSW (SINSW) to explore and implement joint and shared use opportunities where there is mutual benefit for the school and the community?	All	N/A	

LSPS Action	LSPS Action (guiding Principle)	Applicable	Complies (Y / N or N/A)	Detailed Answer
6.4	Is the re-use of Grafton Gaol and the Health Precinct sympathetic to the character of the surrounding streets and aspirations for the economic vitality of the Grafton CBD?	Grafton gaol and hospital precinct	N/A	
7.3	Have you explored options with state government (esp. TfNSW) and infrastructure providers to accelerate the provision of infrastructure and availability of residential and employment land to support a growing community and job opportunities in the Clarence Valley, where appropriate?	Strategic plans and major projects	N/A	
7.4	Working with State government, do facilities and redevelopment (Hospitals, Education, Corrections etc.) provide supporting infrastructure which will support a healthy, prosperous and sustainable Clarence Valley community, including for walking, cycling and other active travel? Will an 'active travel plan' be prepared to promote walking, cycling and sustainable modes of travel?	NSW Government projects	N/A	
8.1	Have you checked with TfNSW and other stakeholders to identify any impacts on major transport corridors and ensure they are protected for future transport alignments and avoid the encroachment of incompatible land uses?	Strategic plans and major projects	N/A	
9.2	Have you checked with SES, RFS and other emergency management authorities that the proposal will help make a more resilient community?	All	N/A	
9.3	Do Infrastructure proposals include the provision of 'green infrastructure' as well as its integration with recreation and open space planning? Have you considered the governments Greener Places guideline?	All	N/A	
10.2	Will the proposal help implement the TfNSW TfNSW Movement and Place Framework ? Have you checked with TfNSW? Will the proposal help to promote active transport, including opportunities to develop an active transport network, through the development of an integrated transport and land use settlement strategy for the valley, along with a 'place plan' for key centres such as Grafton, and areas of	All	N/A	



LSPS Action	LSPS Action (guiding Principle)	Applicable	Complies (Y / N or N/A)	Detailed Answer
	'investigation' for urban development?			
11.1	Does the proposal help implement the Clarence Valley Regional Economic Development Strategy ?	All	Y	Will permit a new business and employment opportunity
11.4	Will the proposal help promote job opportunities in the marine industries? Does the proposal accord with the Far North Coast & Mid North Coast Marine based Industry Policy ?	All	N/A	
12.1	Does the proposal help support Grafton CBD as the principal activity centre for business, retail, culture, entertainment and prestige events in the region?	All	N/A	
13.2	Have you examined opportunities to leverage proximity to Gold Coast Airport and Toowoomba Wellcamp Airport in the supply chain for products from the Clarence Valley?	All	N/A	
13.3	Does the proposal help to protect rural zoned land and productive agricultural land from urban and rural residential development by directing development to identified investigation areas and not adjacent to productive agricultural land? Does the proposal help to implement state government policy, such as the 'right to farm'?	All	N/A Y	Does not involve urban or rural residential expansion Will support the local agricultural sector.
13.4	Does the proposal help to implement the North Coast farmland mapping project undertaken by	All	N	Minor loss of agricultural

LSPS Action	LSPS Action (guiding Principle)	Applicable	Complies (Y / N or N/A)	Detailed Answer
	DPI and DPIE, supplemented with local studies?			land assessed in PP and supported by DPI as it is offset by benefits to local agricultural sectors.
13.5	Have you explored opportunities for artisan food and drink industry developments to be located within existing business zones and centres to improve the vitality and viability of our main streets, particularly in Grafton and Yamba?	Strategic Plans	N/A	
13.6	Does the proposal help to implement work by relevant agencies to support bushfire recovery and future resilience of the agriculture and food producing sector of the Clarence? Does the proposal help to establish networks and training opportunities for primary producers to work with local First Nations to improve land management, especially cultural burning?	All	N/A	
13.7	Does the proposal identify opportunities to increase resilience of rural landscapes and promote regenerative agriculture, especially to increase carbon in soils to improve productive capacity, contribute to reducing atmospheric CO ₂ , increase water holding capacity of soil so reducing drought impact and significantly reducing the effects of runoff and soil erosion on roads, bridges and other infrastructure?	All	N/A	
13.8	Does the proposal help to: a) reduce the density and proximity of energy dense nutrient poor (ENDP) aka 'fast food' outlets, particularly for vulnerable populations? b) facilitate community gardens and urban agriculture on public and private land, particularly in new land release areas and urban fringes so that neighbourhoods have access to local food growing lands? c) increase access to drinking water through the provision of bubbler/taps in public places, sporting venues and community facilities, and limit/discourage the consumption of sugar sweetened beverages (SSBs)? d) support and encourage community food centres (aka food hubs) which supply and promote locally grown produce and take a social justice approach to food? e) support and encourage local farmers markets which supply local produce thereby reducing food miles and supporting local and regional farmers?	All	N/A	



LSPS Action	LSPS Action (guiding Principle)	Applicable	Complies (Y / N or N/A)	Detailed Answer
14.1	Does the change to the planning framework help to implement the Clarence River Way Masterplan ? Will the proposal help to welcome and sustainably manage visitors to the area, particularly to enable appropriate development in Grafton and our river towns and coastal areas?	All	N/A	
14.2	Does the proposal help to update the Clarence Valley LEP and relevant DCPs to build on the strengths of the Clarence River and support appropriate tourism opportunities and help implement aspects of the Clarence River Way Masterplan?	Strategic Plans	N/A	
14.3	Does the proposal help to identify opportunities to expand nature-based adventure and cultural tourism by leveraging the Clarence Valleys natural, heritage and community assets?	All	N/A	
15.1	Will the proposal help to protect areas of High Environmental Value (HEV)? Does the proposal take a strategic approach to land use planning, informed by our biodiversity strategy and strategic environmental goals, particularly for corridors and areas of high environmental value?	All	N/A	
15.2	Does the proposal help to achieve waterway health and protect our marine environment?	Strategic plans	N/A	
15.3	Will the proposal help to ensure that water quality and aquatic biodiversity impacts are considered in planning decisions?	All	y	Future wastewater management system will

LSPS Action	LSPS Action (guiding Principle)	Applicable	Complies (Y / N or N/A)	Detailed Answer
	Will the changes ensure that the planning framework aligns with our coast and estuary management plans/programs, including to promote the values of riparian vegetation vegetated buffers and permeable surfaces to maintain and improve water quality and hydrology?			protect water quality
16.2	Have you checked biodiversity mapping layers and fauna corridors with Council?	All	N/A	
16.6	Does the proposal help implement Councils Biodiversity Strategy 2020?	All	N/A	
17.1	Does the proposal help create safer, more disaster resilient communities? Have you had particular regard to the long term social and economic costs of the potential effects of natural hazards and risk to life and evacuation capacity?	All	N/A	
18.3	Does the proposal consider the Clarence Valley Regional Water Efficiency Strategic Plan ?	All	N/A	
19.1	Does the proposal help to sustainably manage natural, mineral and forestry resources? (e.g. Protecting quarry's from urban encroachment and vice versa)	All	N/A	
20.1	Does the proposal help to grow regional and sub-regional relationships with adjoining Councils, state government and other organisations?		N/A	
21.1	Does the proposal help increase community participation in decision making and comply with the Councils Community Participation Plan ?	All	Y	Community consultation will be in accordance with Plan Making Guidelines
22.1	Will the proposal help Grafton to be recognised as a Regional City in the North Coast Regional Plan?	All	N/A	
23.1	Will the proposal help achieve the Priorities of the Local Strategic Planning Statement?	All	Y	Where applicable.

ANNEXURE Q

SEPP (RESILIENCE & HAZARDS) 2021 ASSESSMENT

Division 3 Coastal Environment Area

2.10 Development on land within the coastal environmental area

1. *Development consent must not be granted to development on land that is within the coastal environmental area unless the consent authority has considered whether the proposed development is likely to cause an adverse impact on the following:-*

a) *the integrity and resilience of the biophysical, hydrological (surface and groundwater) and ecological environment,*

Comment: No impact future wastewater management systems for each shed will protect water quality.

b) *coastal environmental values and natural coastal processes*

Comment: No impact.

c) *the water quality of the marine estate (within the meaning of the Marine Estate Management Act 2014), in particular, the cumulative impacts of the proposed development on any of the sensitive coastal lakes identified in Schedule 1,*

Comment: No impact.

d) *marine vegetation, native vegetation and fauna and their habits, undeveloped headland and rock platforms*

Comment: No impact.

e) *existing public open space and safe access to and along the foreshore, beach, headland and rock platform for members of the public, including persons with a disability*

Comment: No impact.

f) *aboriginal cultural heritage, practices and places*

Comment: No sites or arefacts identified on AHIMS search see Annexure

g) *the use of the surf zone*

Comment: Not applicable.

2.11 Division 4 Development on land within the coastal use area.

1. *Development consent must not be granted to development on land that is within the coastal use area unless the consent authority:-*

a) *has considered whether the proposed development is likely to cause an adverse impact on the following:-*

i. *existing, safe access to and along the foreshore, beach, headland or rock platform for members of the public, including persons with a disability*

Comment: N/A

ii. *overshadowing, wind funnelling and the loss of views from public places to foreshores*

Comment: N/A

iii. *the visual amenity and scenic qualities of the coast, including coastal headlands*

Comment: N/A

iv. *Aboriginal cultural heritage, practices and places*

Comment: No sites or arefacts identified on AHIMS search see Annexure

v. *Cultural and built environment heritage*

Comment: No impact.

Our reference: 2402644



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Your reference: 2402644

23 February 2023

Pridel Pty Ltd
C/- A Fletcher & Associates Pty Ltd
PO Box 1213
Grafton NSW 2460

Attention: **Andrew Fletcher**

Sent via email: afletcher@surveyorsnorthcoast.com.au

Dear Andrew,

**RE: COUNCIL INFORMATION REQUEST RESPONSE: RURAL SUPPLIES SHED
4 RIVER ROAD, PALMERS ISLAND**

1.0 INTRODUCTION

This letter has been prepared in response to the Information Request (IR) issued by Clarence Valley Council (Council) dated 23rd September 2022 in relation to a proposed Rural Supplies shed to be located at 4 River Road, Palmers Island.

Specifically, this letter responds to Items 1 to 3 of the IR letter. Amended development plans prepared by A Fletcher & Associates are provided at **Attachment A**.

2.0 RESPONSE TO INFORMATION REQUEST

2.1. Item 1

The TIA acknowledges the significant existing background traffic on Yamba road of between 14,342 and 19,480 vehicles per day with an 85th percentile speed of approximately 80kmph, but does not consider background traffic growth that will inevitably result given the urban release areas of James Creek and West Yamba. This could see background traffic rates increase to well over 23,000 vehicles per day over 10 years.

Response:

The following key points should be noted with regard to background traffic rates and analysis:

- The development assessment is undertaken for the weekday AM and PM peak hours. The peak hours are considered the most saturated times on the road network and are used in order to determine 'worst-case' impacts for movements to/from the site (i.e. at the driveway frontage)
- Daily traffic volumes are considered when reviewing 'road' or 'lane' capacity. The proposed developments additional daily traffic is considered very minimal, with most traffic likely to already exist on the road network (refer Item 2 response for further detail)
- Item 1 of Council's IR suggests the use of a compounding growth rate varying from 1.7% p.a. to 4.8%. This is not considered reasonable considering:



- The estimated population growth for the of Clarence Valley LGA (Profile.Id) and the Yamba region is 0.5% per annum (p.a.) compounding. Even with planned residential development in the region, typical development timelines, and 'infill' of population, the traffic growth is unlikely to exceed this over the next 10 years
- The West Yamba development area is anticipated is to increase the Annual Average Daily Traffic (AADT) along Yamba Road at the site's frontage by only 1174vpd at the expected 10-year design horizon (2033). The West Yamba Urban Release Area (WYURA) makes up the majority of anticipated growth in the region and considering the size of this release area development will take longer than 20 years to achieve ultimate demands (i.e. all development built, sold, and operating at capacity)
- Previous traffic assessments along Yamba Road have adopted a very conservative growth rate of 3.5% p.a. to account for West Yamba growth. Noting that a growth rate above 3.5% per annum exceeds even some of the fastest growth areas in Australia (e.g. northern Gold Coast).

As such, its is considered onerous to this small scale development to consider an unrealistic background traffic scenario of 23,000 vehicles per day.

Furthermore, it is understood that a road realignment is planned for Yamba Road that will likely result in the 'through' traffic volumes at the development site to reduce significantly.

2.2. Item 2

The assumption used in the TIA is that traffic generation rates into the site, based on the RTA gtTGD 2002, will be the same as for a 'warehouse' which lists peak hour rates at 0.5 trips per 100m² GFA. The resultant peak hour vehicle movements are 8 vehicles per hour. The traffic distribution of the 8 peak hour vehicle movements are nominated as 90% to/from the south and 10% to/from the north.

The land use is not, in the opinion of Council, similar to that of a warehouse and the traffic generation should not be modelled as such. Additionally, the 90/10 traffic distribution is reasoned to the location of surrounding RU1 and RU2 zoned land but is silent on RU1/RU2 land north/east of the site and demand from other land zones. Further, it is not logical to assume that some of the bulk of the area's population, living in and around Yamba, will not access the proposed rural store for some goods on offer, from the north.

While it is accepted industry standard to model similar uses to determine traffic generated by an unlisted development, a more appropriate GtTGD use is 'Plant Nurseries'. Applying these rates based on the 720m² GFA yields 62 vehicles per hour. Alternatively, applying the 'warehouse' rates to the site area yields 45 vehicles per hour. Applying a more conservative 60/40 traffic distribution split to account for population areas north and east of the site would return 25 peak-hour right turn movements based on 'Plant Nursery' rates.

Response:

It is reiterated that the purpose of the traffic assessment is to determine the quantum traffic generated by the proposed use of the site, to ascertain whether any impacts are generated on the external network. The proposed development does not align with the land uses within the TfNSW (formerly RMS) *Guide to Traffic Generating Developments (GTGD)* (2002).

In leui of the GTGD, traffic generation has been reanalysed based on a 'first principles' approach ustilising visitation data sourced from a site of similar use owned by McGregor Gourlay located in South Grafton. It is noted the functionality of the South Grafton site aligns with the expected use and operations of the proposed development.

A summary of the visitation data supplied by the client at the South Grafton site are as follows:



- Warehouse GFA: Approximately 1600m²
- Daily vehicle trips: Approximately 57

The resulting peak hour trip generation rate, is 0.4 trips per 100m² GFA. Applying an approximated peak period factor of 12.1, as per the *NSW Principles and Guidelines for Economical Appraisal of Transport Investment and Initiatives* (2018). Table 2.1 details the 'first principles' trip generation rate and the expected traffic generation associated with the proposed development.

Table 2.1: Development Trip Generation

Land Use	Quantity	Peak Hour Rate	Peak Hour Trips (vph)
Rural Supplies Shed	720m ²	0.4 trips per 100m ² GFA	3

As shown, the peak hour vehicle trips for the proposed development is 3vph.

This 'first principles' vehicle estimate results in less trips than the estimate assessed in the Traffic Impact Assessment (TIA) (ref: P5547.002R Rural Supplies Lot 11 Yamba Road TIA). As such, the traffic analysis and access assessment undertaken in the TIA is conservative and assessment outcomes remain unchanged (i.e. any impacts are considered negligible).

2.3. Item 3

Assessing the site access using these (above Item 2) figures would trigger the requirement for a right-hand turn lane to the development which is not proposed in the TIA.

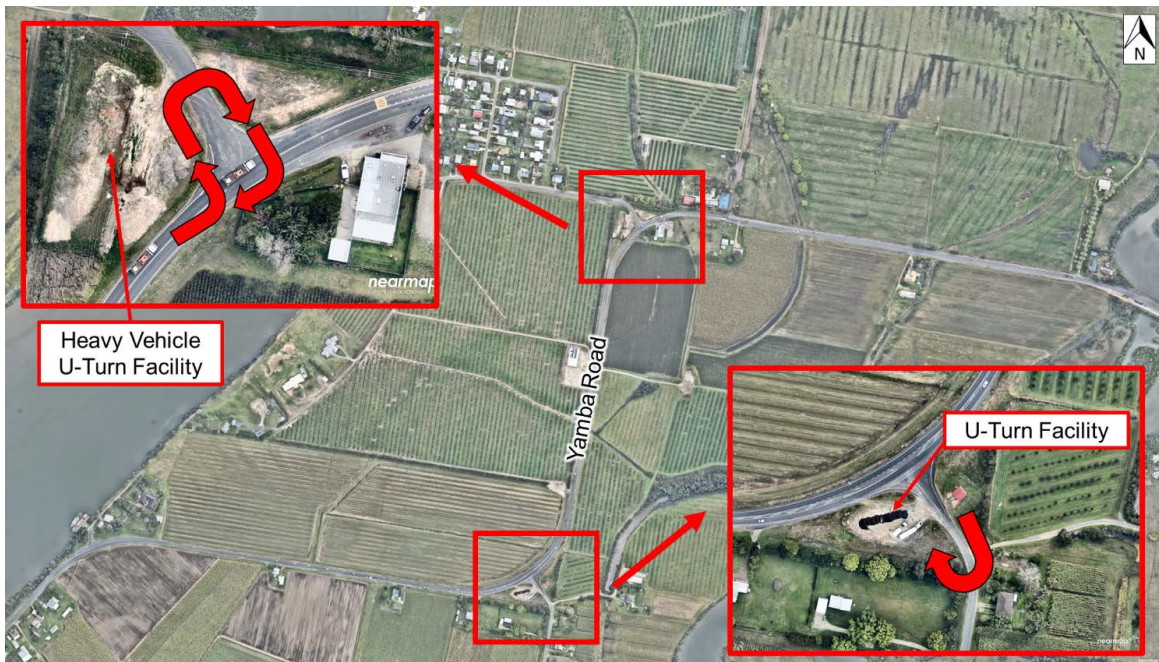
Response:

The client proposes to install a median along Yamba Road at the site's frontage to deter ingress and egress right-turn movements to/from the site. This upgrade presents the following benefits:

- Mitigates Council's concerns regarding conflict with 'through' background volumes and right turning vehicles
- Improves safety at the driveway access by:
 - Removing the exposure to any potential right-turn related crashes
 - Decreases the likelihood of head on crashes at this location
 - Improves delineation and acts as a Local Area Traffic Management (LATM) device that encourages vehicles to slow down in line with the change of speed zone.

It is also proposed that heavy vehicles be conditioned to only enter the site from the south. Improvements to better cater for U-turn's are shown in Figure 2.1 at Yamba Street and Middle Road.

- **Yamba Street:** Egressing movements from the site to travel South along Yamba Road for a design vehicle up to a HRV
- **Middle Road:** Ingressing movements to the site from Yamba to travel north along Yamba Road for light vehicles only



SOURCE: Nearmap (edited by Bitzios)

Figure 2.1: Site Access Arrangement

As shown visitors can perform a legal U-Turn at the above two locations at the Yamba Road / Yamba Street intersection and along Middle Road, noting the following:

- A gravel verge will be widened along a short section of Middle Road to assist vehicles with U-Turn's
- No heavy vehicle traffic will be permitted to enter the site from the town of Yamba (i.e. from the north/east) and it is proposed that the site is conditioned as such
- As all heavy vehicle movements are expected to approach from the south, vehicle's leaving the site to the south will need to perform a U-Turn at the Yamba Road / Yamba Street intersection to leave the site. As such, additional works within the road reserve are recommended
- It is noted vehicles are required to travel an additional 0.6km to the north and 1km to the south with this arrangement. This is not expected to impact travel times or movements in the surrounding network greatly.

This type of arrangement is considered a practical treatment for the road environment and low vehicle movements generated by the proposal. Swept paths have been provided at **Attachment B** for the purposes of informing construction extents of the gravel verge.

2.4. Item 4

Council's Rural DCP Table F1 recognises car parking requirements for Rural Supplies at 1 space/200m² of site area & 1 space per employee, which would require 25 spaces (2 employee parking spaces and no loading areas considered). It is noted that the applicant, McGregor Gourlay was granted development approval under DA2020/0351 based on these rates. The TIA proposes a total of 6 parking spaces, 19 spaces short of DCP requirements.



Considering the typical use of rural supplies business, the floor area is not exclusively used for the advertising and sale of goods, hence why the parking rate considers site area. The below images show the landuse for the McGregor Gourlay Rural Supplies store approved in Mulgi Drive, South Grafton under DA2020/0351.

While the adjacent shed on the subject site is currently used for storage of farm vehicles, there is scope for similar future use. Additionally, no floor plan or design of the 720m² shed has been submitted to Council and extension of the earth mound is proposed. This could further support similar storage of outdoor goods to that shown above. The argument that only floor area should be considered in parking demand is therefore not supported.

For these reasons, the proposed 6 parking spaces for the site is considered unreasonable and would not be supported. Revised plans/reports are required to reflect the requirements of the DCP parking rates, or to support justification of any parking space reductions.

Response:

Car parking demand requirements have been reassessed using a 'first principles' approach applying visitation data from the clients existing South Grafton site that performs a similar operation and use to the proposed development. A summary of the data supplied by the client is as follows:

- Warehouse GFA: 1600m²
- Visitor car parking: 14 spaces
- Staff car parking: 7 spaces

The South Grafton sites car parking rate equates to 0.9 spaces per 100m² GFA for visitors and 0.5 spaces per 100m² GFA for staff.

The car parking requirements for the development and the proposed provisions are outlined in Table 2.2.

Table 2.2: Car Parking Requirements and Provision

Land Use	Quantity	Type	Parking Rate	Requirement	Provision
Rural Supplies Shed	720m ²	Visitors	0.9 per 100m ² GFA	7 spaces	7 spaces
		Staff	0.5 per 100m ² GFA	4 spaces	4 spaces
Total				11 spaces	11 spaces

The proposed parking supply meets the expected demand generated by the use of the subject site.

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3.0 CONCLUDING STATEMENT

I trust that the additional information provided herein sufficiently responds to Council's IR in relation to Transport Assessment items and will allow Council to prepare a reasonable and relevant conditions of approval.

Yours faithfully

A handwritten signature in blue ink, appearing to read "Ben James".

Ben James

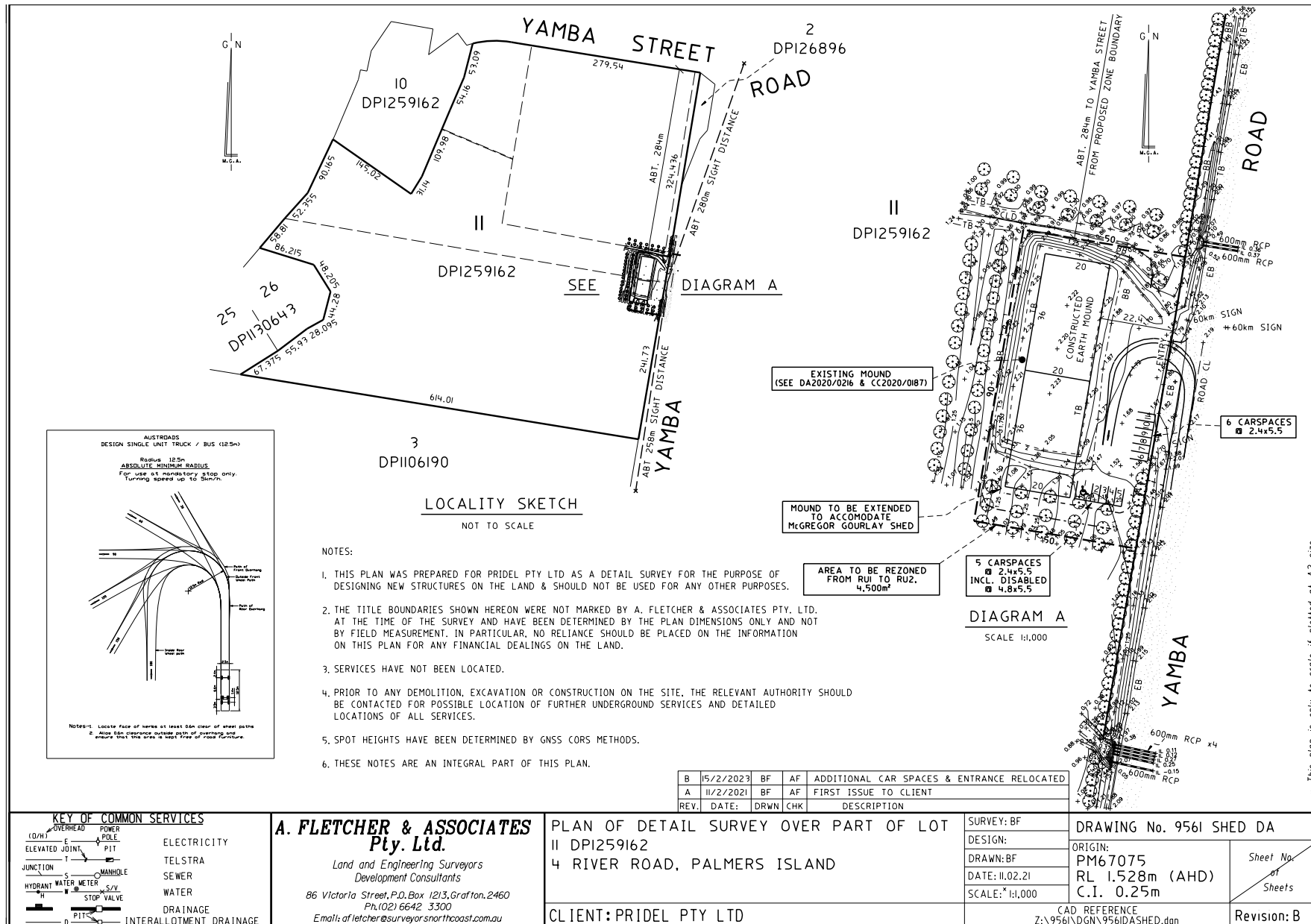
Senior Traffic Engineer / Transport Planner

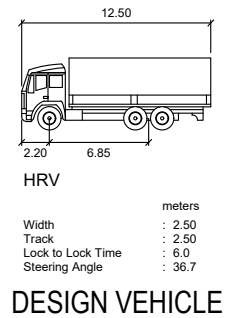
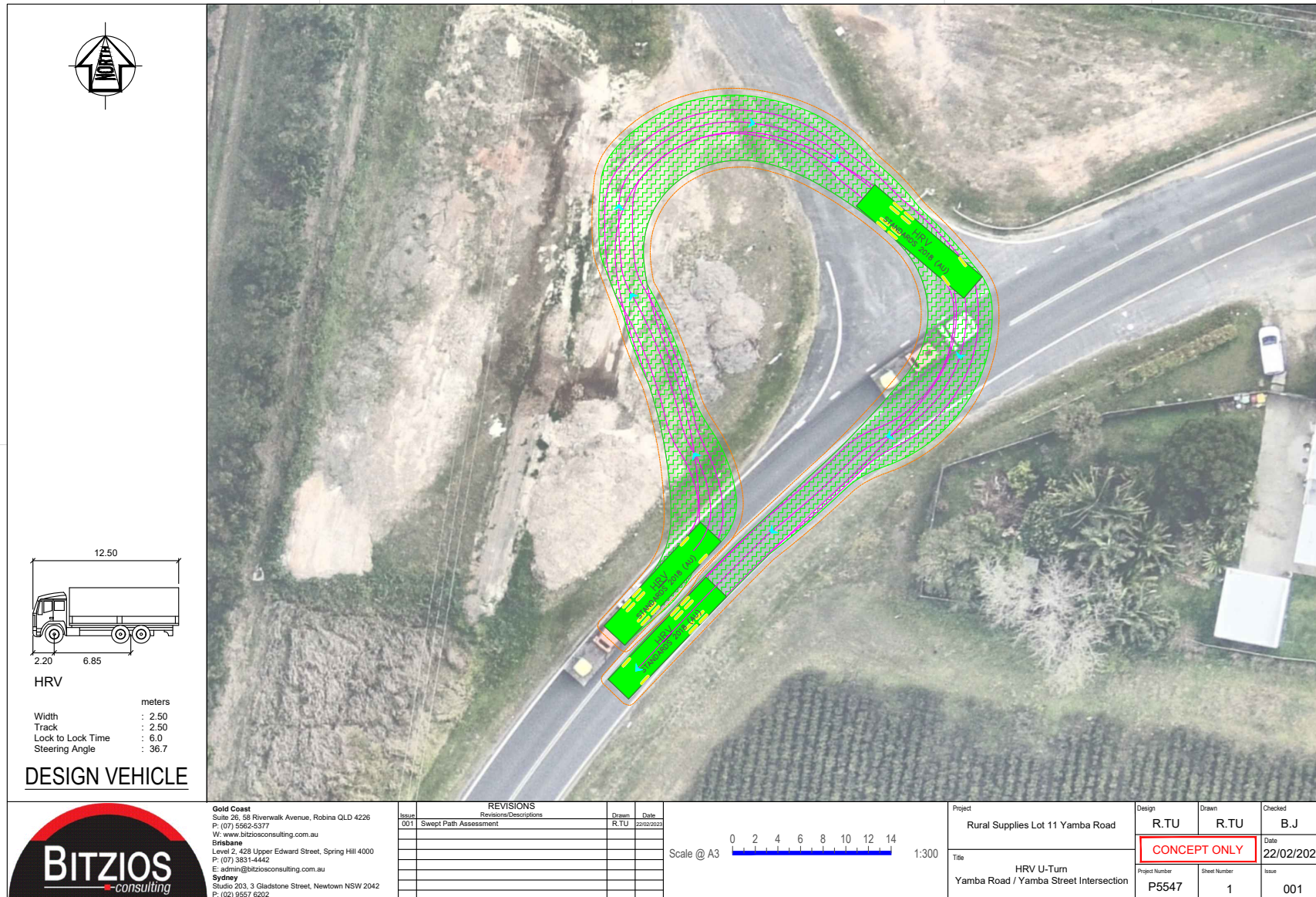
BITZIOS CONSULTING

Attachments:

A: Amended Development Plans

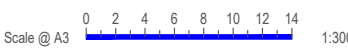
B: Swept Path Assessment



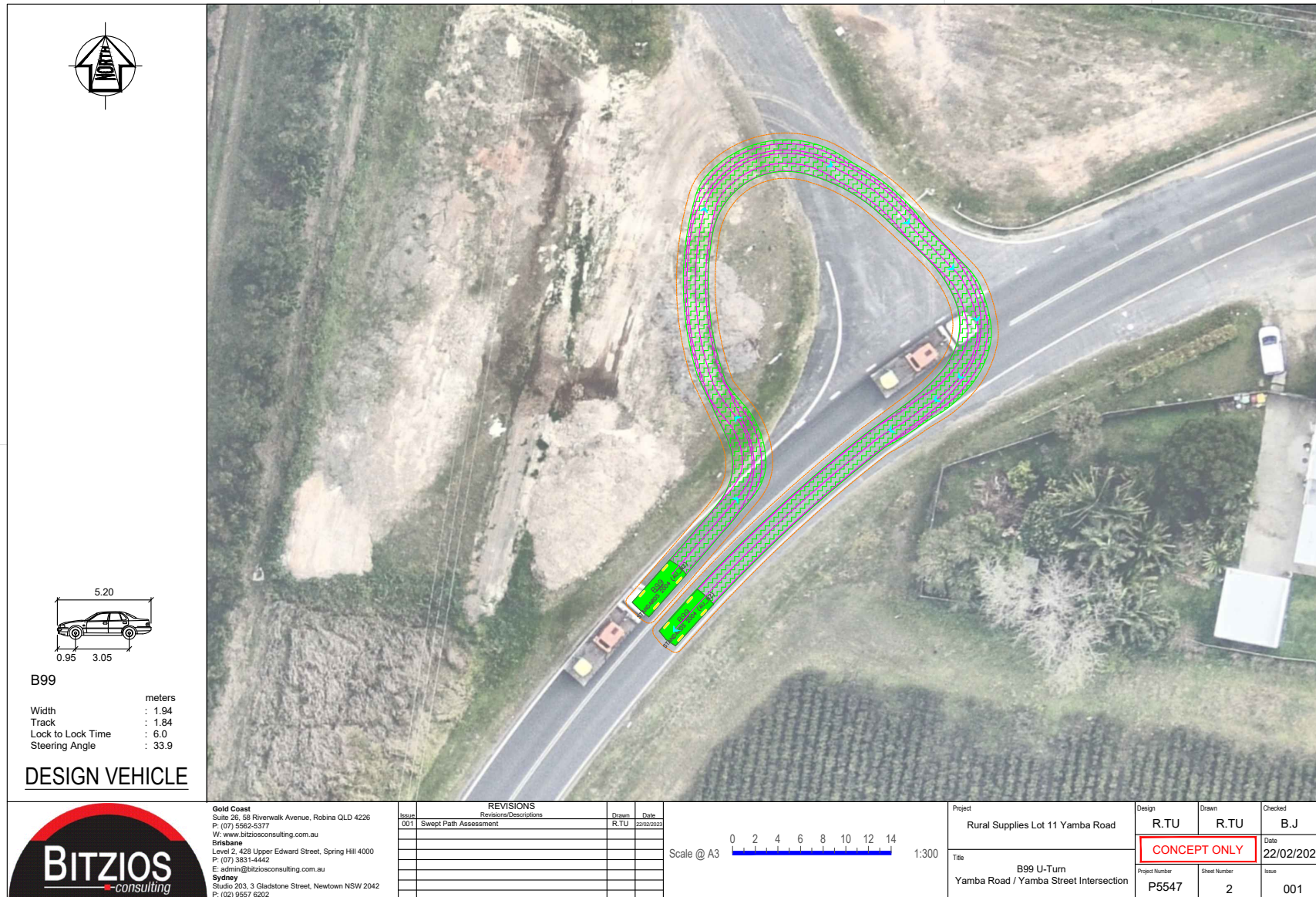


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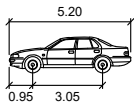
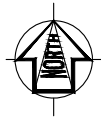
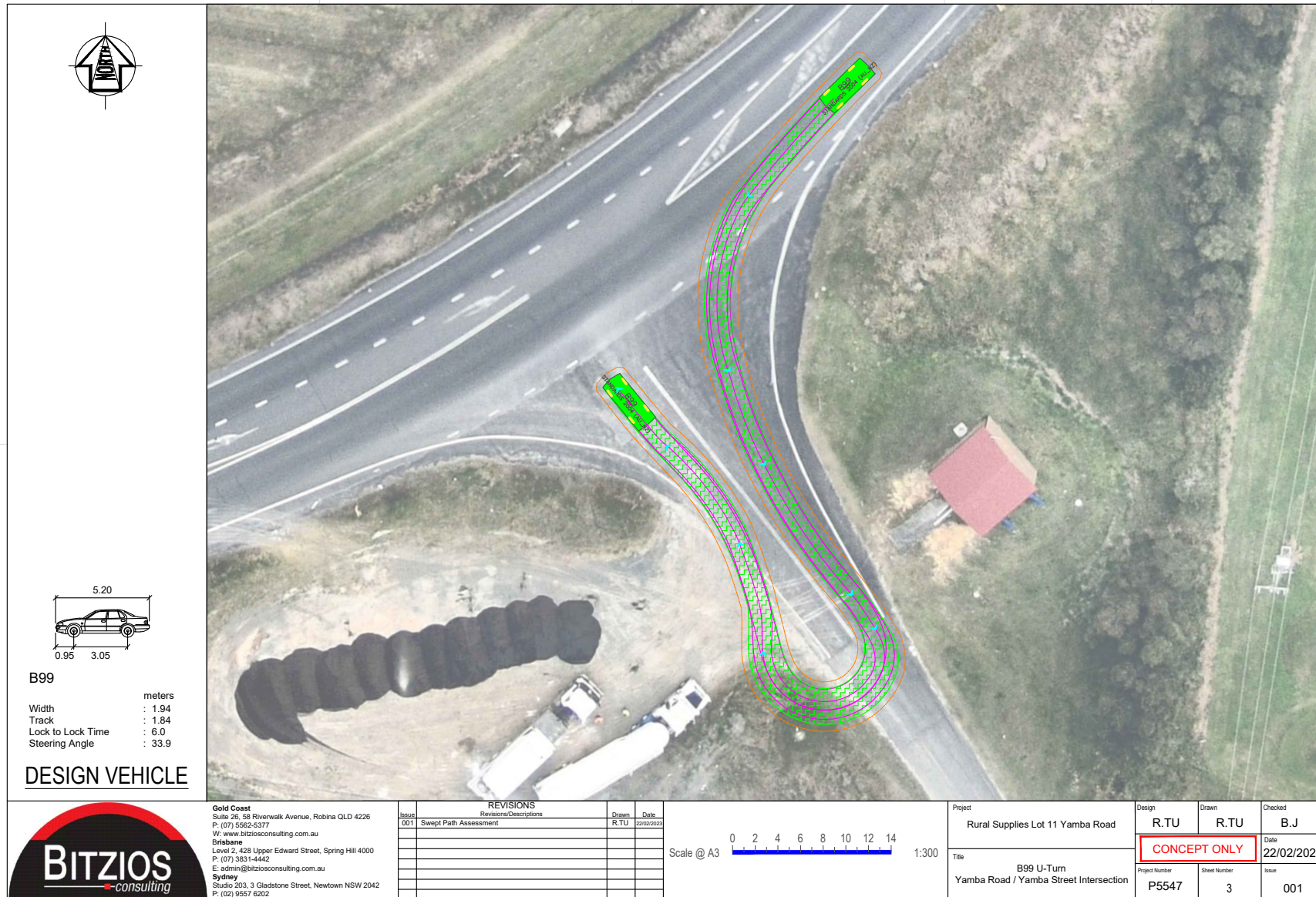
REVISIONS		Drawn	Date
Issue	Revisions/Descriptions		
001	Swept Path Assessment	R.TU	22/02/2023



Project	Rural Supplies Lot 11 Yamba Road	Design	R.TU	Drawn	R.TU	Checked	B.J
Title	HRV U-Turn Yamba Road / Yamba Street Intersection	CONCEPT ONLY		Date	22/02/2023		
Project Number	P5547	Sheet Number	1	Issue	001		



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B99

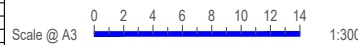
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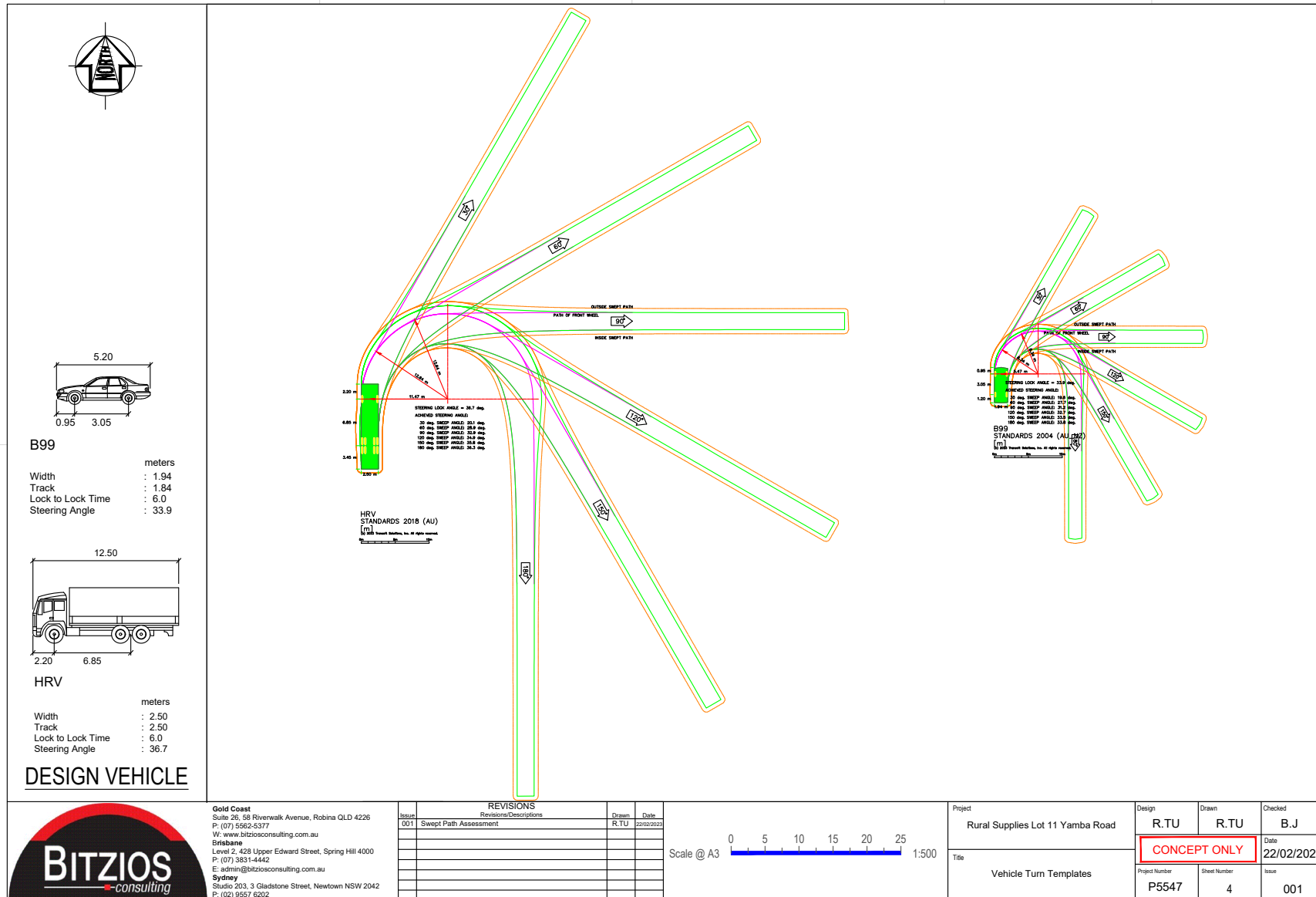


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REVISIONS			
Issue	Revisions/Descriptions	Drawn	Date
001	Swept Path Assessment	R.TU	22/02/2023



Project Rural Supplies Lot 11 Yamba Road	Design	Drawn	Checked
	R.TU	R.TU	B.J
Title B99 U-Turn Yamba Road / Yamba Street Intersection	CONCEPT ONLY		Date 22/02/2023
	Project Number P5547	Sheet Number 3	Issue 001



ORDINARY COUNCIL MEETING**22 JUNE 2021**

ITEM	6b.21.034	PLANNING PROPOSAL REZ2021/0003 – LOT 11 DP 1259162, 4 RIVER ROAD, PALMERS ISLAND
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Meeting	Environment, Planning & Community Committee	15 June 2021
Directorate	Environment, Planning & Community	
Reviewed by	Director - Environment & Planning (Adam Cameron)	
Attachment	Yes	

SUMMARY

<i>Proponent</i>	A Fletcher & Associates Pty Ltd
<i>Date Received</i>	1 April 2021
<i>Owner</i>	Pridel Pty Ltd
<i>Subject land</i>	Part Lot 11 DP 1259162, 4 River Road, Palmers Island
<i>Current Zoning CVLEP 2011</i>	RU1 Primary Production
<i>Proposal</i>	To rezone part of the land from RU1 to RU2 Rural Landscape to enable a “rural supplies” to be established on part of the land; or alternatively to amend Schedule 1 Additional permitted uses of the LEP to permit a “rural supplies” business on part of the land.

This report considers a planning proposal which aims to rezone part of the land from RU1 to RU2 to enable a “rural supplies” to be established on part of the land or alternatively, to amend Schedule 1 Additional permitted uses of the LEP to permit a **rural supplies** business on part of the land.

The report provides details of the proposal, staff assessment and provides a recommendation for Council’s consideration.

OFFICER RECOMMENDATION

That Council not support planning proposal REZ2021/0003 to amend the Clarence Valley Local Environmental Plan 2011 to rezone part Lot 11 DP 1259162, 4 River Road, Palmers Island RU1 Primary Production to RU2 Rural Landscape to permit a “rural supplies” business for the following reasons:

1. The proposal lacks adequate strategic justification in the context of the North Coast Regional Plan 2036 (NCRP) and relevant Ministers Section 9.1 Planning Directions as further noted in 2 and 3, below.
2. The proposal is inconsistent with Actions 6.4, 11.1 and 11.4 of the NCRP.
3. The proposal is inconsistent with the following Ministers Section 9.1 Planning Directions –
 - (a) Direction 1.2 Rural Zones
 - (b) Direction 1.5 Rural Lands
 - (c) Direction 5.10 Implementation of Regional Plans
4. The proposed direct access of the future development has not been adequately assessed and justified.

COMMITTEE RECOMMENDATION

Clancy/Baker

That Council support the planning proposal REZ2021/0003 to amend the Clarence Valley Local Environmental Plan 2011 to rezone part Lot 11 DP 1259162, 4 River Road, Palmers Island RU1 Primary Production to RU2 Rural Landscape to permit a “rural supplies” business.

Voting recorded as follows:

For: Baker, Clancy, Novak, Simmons, Williamson
Against: Nil

ORDINARY COUNCIL MEETING**22 JUNE 2021****COUNCIL RESOLUTION – 6b.21.034****Clancy/Lysaught**

That Council support the planning proposal REZ2021/0003 to amend Schedule 1 Additional Permitted Uses of the CV LEP 2011 to permit a “rural supplies” business on the specific proposal site on Lot 11 DP 1259162 coupled with an amendment to the CV LEP 2011 Additional Permitted Uses Map.

Voting recorded as follows:

For: Simmons, Kingsley, Baker, Ellem, Clancy, Novak, Williamson, Lysaught, Toms

Against: Nil

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

Council has received a planning proposal that seeks to rezone a 4,500m² section of Lot 11 DP 1259162, 4 River Road, Palmers Island from RU1 to RU2 to enable a *rural supplies* business to be established on part of the land. An alternative approach to achieve permissibility of a *rural supplies* business is to amend Schedule 1 Additional permitted uses of the Clarence Valley Local Environmental Plan (CVLEP) to permit a *rural supplies* business on part of the land. A copy of the submitted planning proposal is at Attachment 1.

Rural supplies is defined in the CVLEP as “...a building or place used for the display, sale or hire of stockfeeds, grains, seed, fertilizers, veterinary supplies and other goods or materials used in farming and primary industry production”.

The current RU1 zoning of the land prohibits rural supplies use.

Lot 11 has an area of 41.53 ha and is split into physically separate sections of 27.18 ha and 14.53 ha. A location plan of the land showing the approximate location of the section of the land sought to be rezoned is at Figure 1.

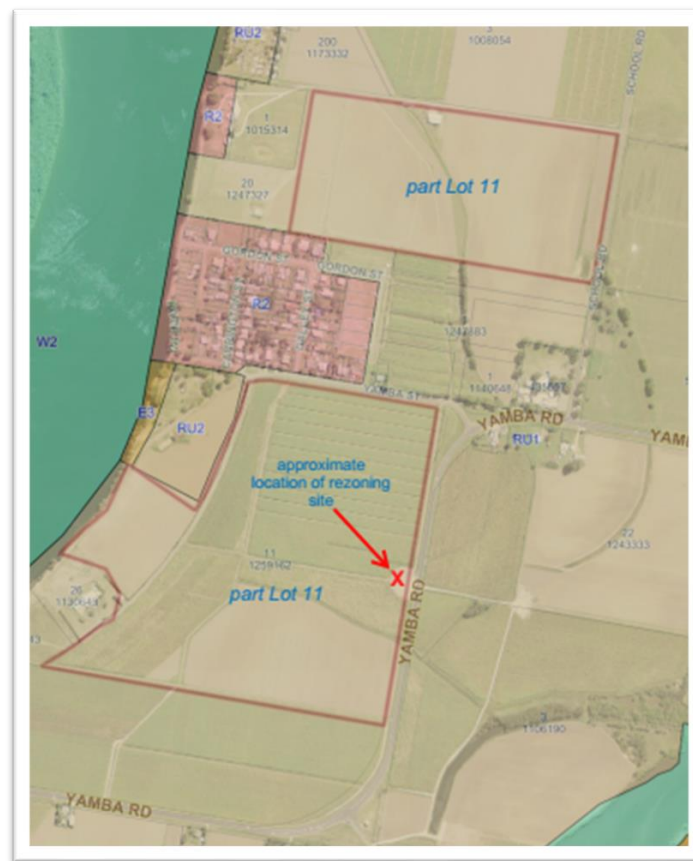
ORDINARY COUNCIL MEETING**22 JUNE 2021**

Figure 1 – Location of the part of the subject land where CVLEP amendment is sought.

The proposal seeks to utilise a 4,500m² section of Lot 11 DP 1259162 for the purposes of a rural supplies business. The dimensions of the proposal site measures 90 metres long (Yamba Road frontage) by 50 metres deep as shown in Annexure G of the submitted planning proposal at Attachment 1. This will be referred to as the “proposal site” in this report.

A farm shed and flood mound have previously been approved (DA2020/0216) on the proposal site and the intention of the rezoning is to allow a further development application to be submitted for an additional shed to be occupied by a rural supplies business on the proposal site. The proposal site includes both the approved and future sheds and a curtilage to accommodate parking, loading and on-site manoeuvring. Lot 11 is currently planted with macadamia trees.

KEY ISSUES

Key issues include protection of important farmland and agricultural production, traffic impacts and access as well as natural hazards.

Protection of important farmland and agricultural production

The land is identified as important farmland under the North Coast Regional Environmental Plan (NCRP). The purpose of identifying and mapping farmland as important farmland is to support long-term agricultural production.

The planning proposal as lodged has failed to acknowledge the important farmland status of the land. The proposal states in response to NCRP Action 11.1 that will permit a commercial activity on agricultural land but without any negative impact on existing or future agricultural uses due to its location on a disused cane pad plus a small amount of surrounding land which was not utilized when the macadamia plantation was established.

ORDINARY COUNCIL MEETING**22 JUNE 2021**

In response to NCRP Action 11.4 the proposal states that the proposed rural supplies business will service the local agricultural sector.

In response to NCRP Action 6.4 the proposal states although it will permit a retail activity outside existing centres but it is permissible on all RU2 land which in all instances is located outside of centres.

In response to the following relevant Minister's Section 9.1 Planning Directions (planning directions) the planning proposal (Appendix 4) states:

- 1.2 Rural Zones - Consistent. Does not rezone rural land to residential business, industrial, village or tourist zone; and
- 1.5 Rural Lands - Consistent. Does not fragment rural land as there is no subdivision involved and does not impact on the viability of existing agricultural operations as the approved shed is located on a disused cane pad.

Staff Comment

The proposal has not made a valid or compelling planning case for a proposed rural supplies in this location. It remains inconsistent with Actions 6.4, 11.1 and 11.4 in particular. Further, the assertions that the proposal is consistent with planning directions 1.2 Rural Zones and 1.5 Rural Lands is not agreed with.

Paragraph (4) of planning direction 1.2 states a planning proposal must:

- (a) *Not rezone land from a rural zone to a residential, business, industrial, village or tourist zone.*
- (b) *Not contain provisions that will increase the permissible density of land within a rural zone (other than land within an existing town or village).*

In this case the planning proposal will contain provisions that will increase the permissible density of land. It will remain inconsistent with the direction until the planning proposal can satisfy (in the Director-Generals opinion) at least one of the following conditions from paragraph (5) of the planning direction:

- (a) *justified by a strategy which:*
 - (i) *gives consideration to the objectives of this direction,*
 - (ii) *identifies the land which is the subject of the planning proposal (if the planning proposal relates to a particular site or sites), and*
 - (iii) *is approved by the Director-General of the Department of Planning, or*
- (b) *justified by a study prepared in support of the planning proposal which gives consideration to the objectives of this direction, or*
- (c) *in accordance with the relevant Regional Strategy, Regional Plan or Sub-Regional Strategy prepared by the Department of Planning which gives consideration to the objective of this direction, or*
- (d) *is of minor significance.*

The planning proposal does not adequately address how it is consistent with planning direction 1.5 and how it satisfies the criteria/considerations in paragraph (4) of the direction 1.5, where it must:

- (a) *be consistent with any applicable strategic plan, including regional and district plans endorsed by the Secretary of the Department of Planning and Environment, and any applicable local strategic planning statement,*
- (b) *consider the significance of agriculture and primary production to the State and rural communities,*
- (c) *identify and protect environmental values, including but not limited to, maintaining biodiversity, the protection of native vegetation, cultural heritage, and the importance of water resources,*
- (d) *consider the natural and physical constraints of the land, including but not limited to, topography, size, location, water availability and ground and soil conditions,*
- (e) *promote opportunities for investment in productive, diversified, innovative and sustainable rural economic activities,*
- (f) *support farmers in exercising their right to farm,*
- (g) *prioritise efforts and consider measures to minimise the fragmentation of rural land and reduce the risk of land use conflict, particularly between residential land uses and other rural land uses,*
- (h) *consider State significant agricultural land identified in State Environmental Planning Policy (Primary Production and Rural Development) 2019 for the purpose of ensuring the ongoing viability of this land,*
- (i) *consider the social, economic and environmental interests of the community.*

Due to the proposal's inconsistency with Actions 6.4, 11.1 and 11.4 of the NCRP the proposal is also inconsistent with Planning Direction 5.10 Implementation of Regional Plans.

Council undertook preliminary consultation with Department of Primary Industries - Agriculture (DPI Agriculture). A copy of the DPI Agriculture response is at Attachment 2.

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DPI Agriculture advised that it does not support the rezoning of the subject land from RU1 to RU2 as this may allow other types of development not associated with agriculture to exist in the future. However, in recognising that rural supplies is an agricultural related land use DPI Agriculture stated that it would support the alternative proposal to amend the LEP Schedule 1 Additional Permitted Uses to include rural supplies as an additional use permitted with consent on part of Lot 11 DP 1259162. This is subject to due consideration of any potential land use conflict risks between the proposed development and the surrounding agricultural activities. The planning proposal has not provided an assessment of any potential land use conflict risks between the proposed development and the surrounding agricultural activities.

Traffic impacts

The proposal seeks to locate the future rural supplies on the part of the land (eastern boundary) that has frontage to Yamba Road.

In relation to the proposed access the proposal states that:

“Vehicle access will be directly from Yamba Road, which was not required for the approved shed and so not assessed as part of that application. The access point of the carpark is located immediately outside the 60km/hr zone, with good sight lines to the south (90km/hr) and adequate to the north (60km/hr zone) The combination and low traffic movements from the outlet, low speed limits in the immediate vicinity and acceptable sight lines means that this access should be considered acceptable without the need for further study”.

The lodged planning proposal was referred to Transport for NSW (TfNSW) for comment. TfNSW responded as follows:

“Yamba Road is a classified (Regional) road (MR 152). Clarence Valley Council is the Roads Authority for all public roads (other than freeways or Crown roads) in the local government area pursuant to Section 7 of the Roads Act 1993. TfNSW is the roads authority for freeways and can exercise roads authority functions for classified roads in accordance with the Roads Act.

Council is responsible for setting standards, determining priorities and carrying out works on Local and Regional roads. However, TfNSW concurrence is required prior to Council’s approval of works on classified (Regional) roads under Section 138 of the Roads Act 1993”.

TfNSW made the following additional comments:

1. *“We note that your letter advises that if a use such as ‘rural supplies’ were to be approved through the development consent process, access would be to and from Yamba Road which is a major traffic link in the regional road network. Access for any new development onto Yamba Road must not compromise the functionality of the road or the safety of road-users.*
2. *Approval of access would be through section 138 of the Roads Act and the concurrence of TfNSW will be required. Council and the proponent should be aware at this stage in the planning process that, as the location proposed is in a high-speed environment, significant roadworks may be required to provide a safe and efficient access to any future development. Any new intersection works will need to be designed to the current speed limit.*
3. *TfNSW recognises that the change in zoning is a matter for Council to decide, particularly the removal of land from the RU1 Zone and the suitability of introducing new permissible uses through the RU2 land use table. However, there are a number of those additional uses that may place inappropriate pressure on the regional road network, and Council will need to be satisfied that the safety and efficiency of the network can be maintained.*
4. *In respect to considering a Schedule 1 amendment for rural supplies on the subject land, the comments above relating to access are relevant and need not be repeated”.*

TfNSW in closing requests that Council give strong consideration to the impact of allowing commercial uses to establish in this rural location, and the transport infrastructure needed to support such uses. It added that any roadwork on classified road/s is to be designed and constructed in accordance with the current Austroads Guidelines, Australian Standards and TfNSW Supplements.

A copy of the TfNSW response is at Attachment 2.

Staff Comment

Clause 101 (2) Development with frontage to classified road of SEPP (Infrastructure) 2007 states that:

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ORDINARY COUNCIL MEETING**22 JUNE 2021**

"101(2) The consent authority must not grant consent to development on land that has a frontage to a classified road unless it is satisfied that -

(a) where practicable and safe, vehicular access to the land is provided by a road other than the classified road, and

(b) the safety, efficiency and ongoing operation of the classified road will not be adversely affected by the development as a result of –

- i. the design of the vehicular access to the land, or*
- ii. the emission of smoke or dust from the development, or*
- iii. the nature, volume or frequency of vehicles using the classified road to gain access to the land, and"*

Council's Development Engineer does not support the proposal with access for the future rural supplies direct to/from Yamba Road. However, if access for the rural supplies use was sought from the Yamba Street frontage of Lot 11 it could be supported.

The Development Engineer has also made the following additional comments:

1. Existing traffic volumes on Yamba Road.

Previous traffic impact assessment undertaken by Bitzios (36 River Road, Palmers Island DA2015/0373), dated August 2018, determined that the 2029 projected peak hour traffic along Yamba Road equated to more than 1,000 vehicles. Any additional access onto Yamba Road will impact on the functionality and safety of road users. The proposal has failed to address the additional impacts on Yamba Road as a result of future intensification and use of the proposed new land use. Insufficient information has been provided to support the proposal.

2. Additional traffic and access onto Yamba Road

The existing property has frontage and access to Yamba Street. The proposed rezoning will result in additional traffic generation through future development of the land and put inappropriate pressure on Yamba Road. It is suggested that any proposed rezoning of land ensure that the proposed access be via Yamba Street. Council's Civil Services section do not support additional increase in traffic accessing Yamba Road. For the proposal to be considered for further assessment, it would be required that the proposal ensure that access to any additional intensification of the existing land use be via the Yamba Street frontage of Lot 11.

3. Future requirements – Yamba Road upgrading

Given the large number of through traffic using Yamba Road, it is required that the number of additional access points onto Yamba Road be minimised to maintain an efficient road network. The proposed new land use would permit future uses such as (but not limited to): Camping Grounds/Caravan Parks, Farm Stay accommodation, Neighbourhood shops, and Cellar door premises. These uses can generate up to a similar traffic generation rates of the surrounding land uses which contribute to the loading of traffic on Yamba Road. These include the surrounding caravan parks (DA2015/0373), and retail stores. These uses already require the upgrading of existing intersections with Yamba Road. Any future development of the proposed change in land use directly accessing Yamba Road will require provision of additional intersection with Yamba Road. This would result in the requirement for unnecessary upgrading of Yamba Road where existing intersection treatments can cater for the proposed increase in traffic generation. In addition, any additional access intersection conflict with Council's current plans to upgrade the existing Yamba Street – Yamba Road intersection to provide a roundabout. As such, additional traffic is to be directed through Yamba Street.

In addition, these requirements will be cost onerous to the future developer. It is likely that the future developer will require that Council contribute to the provision of access/intersection works as required on the basis that the development becomes unviable. This will result in additional future costs to Council. For these reasons, the proposed location is not acceptable as will have a negative impact on the road network servicing the LGA and it is evident that other areas within the property exist without requiring access via Yamba Road.

Natural hazards

The principal natural hazards affecting Lot 11 include flooding and riverbank erosion. However, the part of the land where the proposed rural supplies is to be located is not subject to riverbank erosion.

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ORDINARY COUNCIL MEETING**22 JUNE 2021**Flooding

The 1 in 100 year flood level at the proposal site is 2.61m AHD.

The concept plan at Annexure G of the submitted planning proposal indicates that spot heights on top of the constructed earth mound of the proposal site are approximately 2.2m AHD and generally range between 1.2 and 1.8m for much of the area outside of the area marked as constructed earth mound on the plan at Annexure G of the planning proposal. The depth of inundation in a 1 in 100 year flood event at the constructed earth mound will be approximately 0.4m, whilst within the area immediately surrounding the mound the depth of inundation will range between 0.8 – 1.4m AHD.

The proposal has not adequately assessed the flooding impacts and issue except to make the following statement against planning direction 4.3 Flood Prone Land:

“The site is flood prone but this has been addressed in the approval for the first shed which required the use of flood compatible materials for any parts of the building below the 1 in 100 year flood level. It is anticipated the same conditions will be applied to the proposed shed”.

As required by the Direction the proposal has not adequately addressed and demonstrated consistency with the following parts of planning direction 4.3:

1. *Not permitting development that will result in significant flood impacts to other properties – paragraph 6(b).*
2. *Not permitting a significant increase in the development of that land - paragraph 6(c).*
3. *Demonstrating consistency with NSW Government’s Flood Prone Land Policy and the principles of the Floodplain Development Manual 2005 – paragraph (objective) 1(a).*

The Grafton and Lower Clarence River Floodplain Risk Management Plan (updated 2014) does not encourage commercial development and buildings below the 100 year flood level.

Specifically, in relation to Palmers Island the above Floodplain Risk Management Plan states:

“...The whole island would be inundated in a 20 year flood....Palmers Island is considered to represent a high flood risk, due to the number of buildings potentially affected by flooding and likely isolation problems if early evacuation is not achieved. Any intensification of existing development through future subdivision or rezoning should be avoided.....”. (section 5.5.9, page 84).

Other more suitable sites and locations that are flood free are no doubt available in the wider district and these should be encouraged for a commercial development/use of this nature that would not ordinarily require an “on farm” location or context.

Acid Sulfate Soils

The proposal site is affected by class 3 acid sulfate soils according to the CVLEP 2011 Acid Sulfate Soils Map.

Planning direction 4.1 Acid Sulfate Soils requires Council to consider the Acid Sulfate Soils Planning Guidelines. In particular paragraph (6) of the direction states:

“(6) A relevant planning authority must not prepare a planning proposal that proposes an intensification of land uses on land identified as having a probability of containing acid sulfate soils on the Acid Sulfate Soils Planning Maps unless the relevant planning authority has considered an acid sulfate soils study assessing the appropriateness of the change of land use given the presence of acid sulfate soils. The relevant planning authority must provide a copy of any such study to the Director General prior to undertaking community consultation in satisfaction of section 57 of the Act”.

The planning proposal has addressed this direction and issue in cursory manner as follows:

“The site is Class 3 ASS but clean fill has been used to construct the flood mound which seals the area and ensures no works in ASS soils with possible exception of wastewater management system installation. Any inconsistency is justified as being of minor significance (Clause 8 (b))”.

The proposal does not address the requirements of the direction, however, management of acid sulfate soils is typically not particularly problematic and typically assessed in more detail at a future DA stage. Further,

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ORDINARY COUNCIL MEETING**22 JUNE 2021**

the CVLEP already contains provisions to ensure proper assessment and management of acid sulfate soils and hence, the need for a study at this stage of the planning process could be considered unjustified.

Standard of the planning proposal

The planning proposal is not supported by key studies or assessments that assist in justifying the outcome it hopes to achieve. Further, it asserts strategic justification and consistency with key planning directions and other strategies and policies that is not substantiated.

Examples of studies or assessments that are currently lacking and that maybe needed to support/justify the proposal include:

Study or Assessment	Comment
Traffic study/impact assessment	<p>The proposal has not provided a traffic impact assessment, nor has it provided an indication of the likely additional traffic movements to be generated by the future commercial development. This would normally be done as part of a traffic study or traffic impact assessment which would normally consider relevant guidelines including:</p> <ul style="list-style-type: none"> • RMS Guide to Traffic Generating Developments (2002) • RMS Guide to Traffic Generating Developments Technical Note (2013) Austroads Guide to Road Design Part 4: Intersections and Crossings – General
Aboriginal cultural heritage assessment	<p>Action 18.2 of the NCRP requires the undertaking of Aboriginal cultural heritage assessments to inform the design of planning and development proposals so that impacts to Aboriginal cultural heritage are minimised and appropriate heritage management mechanisms are identified.</p> <p>At this stage there is no such assessment to help inform Council about any possible impacts to Aboriginal cultural heritage. If the proposal had some merit, including the chance of receiving a positive Gateway determination the requirement to prepare and provide such assessment could be deferred until the receipt of such Gateway and prior to public exhibition.</p>
Preliminary investigation land contamination (Planning Direction 2.6)	<p>Paragraph 2 (b) applies and is relevant as the land which is both rural zoned and rural by nature has been used (and still is) for agriculture (agricultural activities) being one the purposes referred to in Table 1 to the contaminated land planning guidelines.</p> <p>Further paragraphs (4) and (5) of the direction require that Council must consider “<i>obtain and have regard to a report specifying the findings of a preliminary investigation of the land carried out in accordance with the contaminated land planning guidelines</i>”.</p> <p>The relevant contaminated land planning guidelines are <i>Managing Land Contamination: Planning Guidelines - SEPP 55 - Remediation of Land</i> (Department of Urban Affairs and Planning and NSW EPA 1998).</p> <p>If Council is supportive of the proposal as lodged it is unlikely that the DPIE will consider the proposal at the Gateway stage without evidence of Council having considered “...a report specifying the findings of a preliminary investigation of the land carried out in accordance with the contaminated land planning guidelines”.</p>
Flood assessment	<p>The proposal has addressed flooding in a cursory manner. The document does not provide sufficient detail or assessment to assist Council in making an informed decision as to whether the provisions of the planning proposal that are inconsistent with planning direction 4.3 are of minor significance. A flood assessment could assist Council in making an informed decision particularly in relation to the inconsistencies with planning direction and other relevant policies and strategies noted under natural hazards/flooding in KEY ISSUES above.</p>

ORDINARY COUNCIL MEETING**22 JUNE 2021****Options**

The options available to Council include:

Option 1 - Not supporting the planning proposal on the following grounds:

1. The proposal lacks adequate strategic justification in the context of the North Coast Regional Plan 2036 (NCRP) and relevant Minister's Section 9.1 Planning Directions as further noted in 2 and 3, below.
2. The proposal is inconsistent with Actions 6.4, 11.1 and 11.4 of the NCRP.
3. The proposal is inconsistent with the following Minister's Section 9.1 Planning Directions –
 - (a) Direction 1.2 Rural Zones (from pages 19/20 of the proposal)
 - (b) Direction 1.5 Rural Lands (from page 21 of the proposal)
 - (c) Direction 5.10 Implementation of Regional Plans
4. The proposed direct access of the future development is unacceptable and has not been adequately assessed and justified.

Option 1 is the recommended option included in the Officer Recommendation to this report.

Option 2 - Support the planning proposal on the basis that it be amended as follows:

1. To achieve the planning proposal objective by:
 - (a) Amending Schedule 1 Additional permitted uses of the LEP permit a "rural supplies" business on the specific proposal site coupled with an amendment to the Clarence Valley Local Environmental Plan 2011 Additional Permitted Uses Map.
2. Provide more rigorous strategic justification against identified inconsistencies with the NCRP and Minister's Section 9.1 Planning Directions, as follows:
 - (a) Actions 6.4, 11.1 and 11.4 of the NCRP
 - (b) Minister's Section 9.1 Planning Directions 1.2 Rural Zones, 1.5 Rural Lands and 5.10 Implementation of Regional Plans

Option 3 - Support the planning proposal on the basis that it be amended in some other way (other than described in Option 2)

Options 2 and 3 are not supported by Council staff and in the event Council supports the proposal with or without amendment then in accordance with Council's adopted Community Participation Plan 2019 the Council needs to provide reasons for such decision.

COUNCIL IMPLICATIONS**Budget/Financial**

The applicant has paid the rezoning application fee which is expected to cover the reasonable costs associated with administering this phase of the planning proposal. Additional fees, in accordance with Council's adopted Fees and Charges, will apply if the proposal progresses beyond the Gateway.

Asset Management

N/A

Policy or Regulation

- *Environmental Planning and Assessment Act 1979* - including relevant State Environmental Planning Policies and Minister's Section 9.1 Directions
- North Coast Regional Plan
- CVC Community Participation Plan 2019

Consultation

Preliminary consultation has been undertaken with Department of Primary Industries - Agriculture (DPI Agriculture) and Transport for NSW (TfNSW). This has been discussed further in Key Issues of this report under the 'Protection of important farmland and agricultural production' and 'Traffic impacts' headings.

Council's Development Engineer has also provided advice as outlined in the Key Issues under the 'Traffic impacts' heading.

Legal and Risk Management

There are no legal appeal rights for third parties who may oppose the proposal. The applicant may request a review of the Gateway determination if they are dissatisfied with the determination.

This is page 119 of the Minutes of the Ordinary Meeting of the Clarence Valley Council held 22 June 2021

ORDINARY COUNCIL MEETING**22 JUNE 2021****Climate Change**

Climate change scenarios predict an increase in impact upon the severity of flooding in this location. The Lower Clarence Flood Model Update 2013 carried out a Climate Change assessment to determine the predicted impacts of climate change on flood behaviour. The results for 3 different scenarios were as follows:

Climate Change Scenario	Additional Impact
Climate Change Scenario 1 - 1% AEP event increases in peak flood level	0.0m to 0.3m between Yamba and Maclean
Climate Change Scenario 2 (2050 planning horizon) - 1% AEP event increases in peak flood level	0.3m to 0.5m between Yamba and Ulmarra
Climate Change Scenario 3 (2100 planning horizon) - 1% AEP event increases in peak flood level	0.4m to 0.9m between Yamba and Maclean
Source: section 5.1 Lower Clarence Flood Model Update 2013, BMT WBM Pty Ltd (2013)	

Prepared by	Terry Dwyer, Strategic Planning Coordinator
Attachment	<ol style="list-style-type: none"> 1. Planning Proposal - Rezoning of part of Lot 11 DP 1259162 (No.4) River Street, Palmers Island from RU1 Primary Production to RU2 Rural Landscape 2. DPI Agriculture and TfNSW letters

**Clarence Valley Access Committee
Held in the Maclean Committee Room and via Teams
On Wednesday 17 June 2023 at 11:15am – 1pm
Minutes**

Attendance:

Chair: Cr Karen Toms

Minute Taker: Erin Brady (CVC)

Attendees: Cr Karen Toms, Cr Steve Pickering, Laura Smith-Khan, Angela Berry, Erin Brady (CVC), Alana Brooks (Road Safety Officer CVC), Andy Seaman (CVC). On Teams: Jason Kingsley, Dave Moran, Cr Steve Pickering, Laura Black, Stephen Timms.

Apologies: Kate Begbie, Justin Putze, Jennifer O'Brien, Jody O'Brien, Zoe Goodsell

ACKNOWLEDGEMNT TO COUNTRY by

We acknowledge the Bundjalung, Gumbaynggirr and Yaegl people as the Traditional Owners of the land on which we live and work. We honour the First Nations peoples culture and connection to land, sea and community. We pay our respects to their Elders past, present and emerging.

AGENDA ITEM	DISCUSSION / DECISION FOR ACTION	RESPONSIBILITY
Minutes previous meeting – Moved: Laura Smith-Khan Second: Dave Moran		



<p>Conflict of Interest: Cr Steve Pickering advised potential non-significant non-pecuniary conflict of interest in agenda item, Footpath Trading Policy.</p>		
<p>Previous Business:</p>		
	<p>New Committee Member</p> <ul style="list-style-type: none"> Formally welcomed new member, Angela Berry 	
	<p>Memorial Park new toilets</p> <ul style="list-style-type: none"> Andy Seaman talked about versions of plans for the 8x16m footprint and explained that the original building on the footprint will be demolished. General Manager Laura Black encouraged the committee to think of the project as a blank canvas, and an opportunity to deliver an inclusive and accessible amenities facility – something unique on the North Coast. Asked - What do you want to see? Committee agreed it was an opportunity to install a Changing Places facility - Changing Places toilets are larger than standard accessible toilets which provide people with disability and high support needs access to suitable, safe, and private bathroom facilities including a height-adjustable adult-sized change table and a constant-charging ceiling track hoist system Cr Toms – council has a blank canvas so we need to do this right. Cr Pickering – There isn't a Changing Places facility between Ballina and Foster. It would be the only public facility along a 450km stretch of coast – what an opportunity. Jason Kingsley – Commended General Manager for taking this opportunity to consider a fully accessible option. A Changing Places room would be fantastic. Modifications have been made to change room at South Grafton Pool and Gym but this would be publicly available. Encourages that all the toilets in this facility should be fully accessible. In his experience, during events, people use the first bathroom they get to, which in many cases is 	

	<p>an accessible bathroom, so people with disability have to line up with able-bodied people to use accessible toilets.</p> <ul style="list-style-type: none"> - Angela Berry agreed – it was common for PWD to have to queue with able-bodied people for accessible toilets at events. Also gave example of friends changing teenage boys in cars because no adults change facilities. Changing Places facility would be amazing. - Cr Karen Toms – questioned rowing club storage area in facility plans. Andy Seaman – in the current building the rowing club lease space to store equipment – in particular when in flood. - Jason Kingsley – Accessible tourism is its own industry. In the Clarence we're slowly chipping away at making ourselves more accessible. The more we can do in the space the better – delivers important economic benefits to local economies. - Cr Karen Toms – could we consider putting Changing Places facility into new Treelands Drive plan? Is it possible or too late? Laura Black- will ask the question. <p>- Motion Jason Kingsley – That the Access Committee endorses the inclusion of a changing places facility within Memorial Park new toilet block and recommends all cubicles are accessible.</p> <ul style="list-style-type: none"> - Second – Laura Smith-Kahn <p>Carried unanimously.</p>	<p>EB: Report to Council</p>
	<p>Change accessible carparks:</p> <p>MacNaughton Place Alana Brooks – Completed</p>	

	<p>Memorial Park, Grafton – Alana Brooks – Suggested with the new Memorial Park toilet plans to be determined, need to look at it this site holistically and be very clear when we do the planning for toilets – that there’s enough parking. Can work in accessible parking space with new toilet and footpaths etc. Committee agreed.</p> <p>Prince Street – Will discuss during planned walk through of Prince Street.</p>	<p>EB: Add to agenda – things to look at with Stephen Timms</p>
	<p>William Agar path connecting to Pippi Beach toilet</p> <ul style="list-style-type: none"> - Angela Berry – On William Agar path – have to walk on road at Convent end. It’s quite sloped. Dangerous. - Alana Brooks – Council doing plan to link platform up to the pathway. - Cr Karen Toms – the planned second pathway takes you to viewing platform so you can get on and go other way. - Angela Berry – it’s better than it was. Any thoughts for disabled parking at top of Convent Beach where they park nose in? It links you to start of that path and eventually gets you to toilet? Could we consider? Alana Brooks said it would be a good idea and would investigate. - Erin Brady provided feedback from Open Spaces re linking path and accessible parking for planned Pippi Beach toilet access. Waiting on feedback from Contractor. Should be budget to link to William Agar path. TBC 	<p>Alana Brooks – investigate disabled parking spot at Convent Beach southern end carpark.</p> <p>EB: Follow up with Open Spaces.</p>
	<p>Footpath Trading Policy</p> <ul style="list-style-type: none"> - Stephen Timms – introduced himself and presented overview of new policy. Staff have consolidated a range of policies into one for a whole lot of different things that effect the footpath. 	

	<ul style="list-style-type: none"> - Showed preview of draft footpath trading policy. - Keen to get buy in from committee and get it right. - Happy to do a walk around with anyone who wants to talk in specific details. - Putting out fact sheets on specific things like outdoor dining etc. - Laura Smith-Khan – how did you come up with distances? - Stephen Timms – State Government guidance. - Laura Smith-Khan – Have they changed distances to encourage outdoor dining etc? - Stephen Timms – Distances haven’t really been changed. Mainly it wasn’t being enforced and many different policies. Once settled we can go on and educate, engage and enforce etc. - Laura Smith-Khan – how is it enforced? - Stephen Timms – at the moment we don’t have a position in council to enforce. Currently outdoor dining goes through Industry Engagement Officer, who works with other council staff on permits etc. This could be a catalyst to do some action in this space and identify who’s responsible to enforce in this space. - Stephen Timms - We want to work alongside committee to support programs such as Access at Glance program. - Cr Steve Pickering – Vibrant Places promoted cross pollination of businesses. Does this policy continue that? ST – yes. - Cr Karen Toms – suggest council do some education through the Chambers once policy is finalised. We don’t want to come out with a big stick. We do want them to comply. - Laura Black – Yes, Stephen Timms is the right person to go along and talk about it with Chambers. (LB left meeting at 11:46am). - Laura Smith-Khan – having fact sheets on specific items in the policy is good idea – it complements the policy. 	
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	<ul style="list-style-type: none"> - Stephen Timms – Will get draft policy to committee and can endorse it at next meeting. - Dave Moran – Is council going to adopt the policy of a cleared shoreline through the valley. - Stephen Timms - yes- Only exception is businesses with existing dining in place – we will work with them to improve. - Jason Kingsley – Keen to do walk through with ST and Dave Moran. - Stephen Timms – can talk about this policy and changes to Prince Street parking. - Cr Karen Toms – let’s do invite to access committee to do walk through. 	<p>EB to work with ST to provide draft policy to committee and invite committee members who wish to attend Prince Street walkthrough. Also invite AB.</p>
	<p>Prince Street Parking trial</p> <ul style="list-style-type: none"> - In accessible parking spots - Alana Brooks has looked at opportunities to take away planter boxes and have wheel stops – will give extra 1.5m here. Is aware some small cars have parked in shared spaces. Could mark this so cars won’t park there. - Jason Kingsley – Would like to consider a long-term fix – need to look at it from permanent point of view. - Alana Brooks – won’t make changes until the walk around. Recommends having walkthrough meeting sooner rather than later. 	<p>Alana Brooks to attend Prince Street walkthrough to discuss further onsite.</p>
	<p>Accessible Tourism – Urunga</p> <ul style="list-style-type: none"> - Jason Kingsley spoke about recent experience holidaying in Bellingen Shire. Bellingen Shire Council have an accessible document. Not great but it’s ok. Stayed at Urunga for work. Several businesses couldn’t speak highly enough about level of support from council to support accessible tourism. They have really accessible footpaths, beach access map permanently 	<p>JK to send accessible document to EB</p>

	<p>there, wharf that goes out over water is very accessible, and boardwalk there (needs upgrading) over 1km long. A lot of foresight from council and fact council is working closely with business is great. Never experienced tourism operators who go beyond the minimum standard – was impressed. Holiday park has multiple fully accessible cabins including a new cabin that is one of the premiums right on the waterfront. More than just a token. Jason thinks CVC could learn a lot from Urunga – especially with master plans for Yamba and access on the beach.</p>	
	<p>Access at a Glance</p> <ul style="list-style-type: none"> - No update. 	<p>EB and JK to catch up.</p>
	<p>DIAP Update</p> <ul style="list-style-type: none"> - Feedback from consultation has been handed over to specific Managers. Managers to provide objectives and actions early May. - Cr Steve Pickering deferred a motion to advise that council staff provide report to council on possibility of including universal design principles in all future council projects. Decided to defer until committee has seen draft DIAP actions. - Committee spoke about the definition of Universal Design and what it means to communities and council projects. - Cr Karen Toms – gave example of new park in Yamba on river near Co-Op– the concrete slab is not long enough so people in wheelchair have to sit on grass at the end of table – should be on slab with everyone else. Want action in DIAP to include concrete pads are long enough at picnic areas. Whenever we’re doing new tables, need to ensure the concrete pad is big enough for wheelchairs to fit on. Need to fix communications breakdown. 	

	<ul style="list-style-type: none"> - Andy Seaman – suggested there needed to be training for staff on the ground doing these jobs to be aware of accessibility and know these principles. Need to pass it down to staff further down. - Jason Kingsley – it needs to be included in the DCP. - Stephen Timms – could consider a line in reporting for staff. 	
Correspondence	n/a	
DAs for Consultation	n/a	
General Business	<ul style="list-style-type: none"> - Committee member, Jody O'Brien has let committee know she's stepping down. Cr Karen Toms acknowledged Jody's work with access committee and will ask Jody if she'd like to be in a photo and include her story in DIAP or magazine. Cr Pickering recommended a letter of thanks would be nice thing to do. - Jennifer O'Brien hopes to continue but is very unwell at present. - Cr Karen Toms acknowledged it was Wear Orange Wednesday, and acknowledged the work SES volunteers do in our community. - Next meeting – Invite guest speaker David Thorpe – Carers NSW - Invite Holly Weston along to next meeting. She's interested in joining the access committee and would like to experience a meeting. 	<p>EB to invite David Thorpe and Holly Weston to next Access Committee.</p> <p>EB to prepare letter.</p>
Guest Speaker –	- n/a	
Meeting closed	12.59pm	
Next Meeting	11:15am 21 June 2023, Grafton Council Chambers.	





Our reference: 23/266

Contact Sheridan Rapmund

T (02) 9290 8430

E Sheridan_Rapmund@ipart.nsw.gov.au

13 July 2023

Cr Ian Tiley, Mayor
Clarence Valley Council
2 Prince Street
Grafton NSW 2460

via email – Tina.Boon@clarence.nsw.gov.au

Dear Cr Tiley,

The Emergency Services Levy

Thank you for your recent letter highlighting the issues facing your council and the broader local government sector following the cessation of subsidies from the NSW Government for council contributions to the Emergency Services Levy (ESL).

We understand that this places pressure on councils' budgets for the upcoming financial year, especially as increases in ESL contributions have not been factored into the rate peg since the NSW Government began subsidising the increases.

As the rate peg for 2023-24 used IPART's current methodology, basing changes in the ESL costs on the year 2022-23, this meant ratepayers did not have to pay for increases in ESL through their rates. However, with the removal of the subsidy there will be changes in ESL costs that were not included in the calculation of some previous rate pegs and a need to include ESL changes in future rate pegs.

IPART is currently considering options for addressing these issues and will be in touch with councils to seek information.

As you would be aware, IPART is also currently undertaking a [review of the rate peg methodology](#). As part of this review, we are considering ways we can improve the rate peg methodology to more closely reflect changes in ESL costs.

Throughout this review, we have consulted extensively with councils and other stakeholders on a number of issues, including council contributions to the ESL. We have heard from stakeholders about the importance of developing an appropriate mechanism to capture councils' ESL contributions in the rate peg methodology.

We have now released our Draft Report on our review of the rate peg methodology. We have made a draft decision to include a separate council specific adjustment factor for the ESL. The factor would reflect the change in individual council's ESL contributions. This would apply for all councils for which we have access to accurate and timely information on their individual annual ESL contribution. We have heard that some councils may enter cost sharing arrangements for the ESL and what they actually pay may be different to their ESL invoice. For further information on our Draft decision please refer to our website.

We will be providing opportunities for further consultation by holding a public hearing to enable stakeholders to express their views and concerns.

Our rate peg review team would like to contact an appropriate representative from the council to discuss its ESL contributions. In particular, we'd like to discuss:

- Whether your council and others in the same rural fire district have a zone/district agreement (or any other arrangements) in place to share the costs of the rural fire service (RFS) component of the ESL contribution that is billed to councils by Revenue NSW.
- If such arrangements exist, how are zone/district agreements or arrangements established, how do they work and what do these arrangements cover (including whether they cover matters other than RFS contributions)?
- Are there any cost sharing arrangements between councils that apply to the Fire and Rescue NSW and State Emergency Service components of the ESL bills received from Revenue NSW?

We will work with stakeholders to develop an appropriate mechanism to capture councils' ESL contributions in the rate peg methodology going forward.

IPART's contact officer for this matter is Sheridan Rapmund, Director – Pricing and Policy, contactable on (02) 9290 8430.

Yours sincerely

13/07/2023

X 

Signed by: Deborah Cope

Deborah Cope
Acting Chair



Australian Government
Bureau of Meteorology



17 July 2023

Cr Ian Tiley
Clarence Valley Council
Locked Bag 23
Grafton NSW 2460

Dear Mayor

The Bureau of Meteorology is upgrading Bureau-owned assets across Australia that assist flood warning by improving the hardware and software that underpin riverine flood and weather warning data.

From October 2023 the Bureau will replace manual rain and water level gauges with automatic equipment in the Clarence Valley. The following Bureau-owned sites will be upgraded:

- Dalmorton Homestead
- Coutts Crossing (Orara River)

Upgrade works will be scheduled outside of severe weather season.

The works will replace gauges that are currently read manually and will provide rainfall and water level information in real-time, improving speed and volume of information that helps monitor and predict riverine floods. The new automated systems will improve safety for volunteer observers during severe weather, replacing the current reliance on manual gauge readings.

We are also upgrading supporting Bureau-owned infrastructure such as communication equipment and antennas that transmit data back to the Bureau, to make the network more reliable, resilient and secure.

There may be some minor interruptions to data or information during the works. To reduce the impacts of this we will co-ordinate with operational staff to discuss technical requirements and ensure continuity of service. There are no costs to council for installation or ongoing maintenance of these assets.

We will liaise directly with landowners and/or land managers. We welcome any advice about cultural sensitivities that we need to consider.

In addition to the above, you may be aware that in the recent federal budget, the Australian Government committed up to \$236 million over the next 10 years to address critical, long-standing risks in Australia's flood warning network in the nation's most flood-prone regions.

As some flood warning assets in your region have been identified as high priority, your region is a direct beneficiary of this initiative.

The funding will simplify ownership and maintenance of high-priority flood warning assets by enabling the Bureau to acquire, upgrade and integrate key local government-owned, and some state government-owned, rain and water level gauges in high-priority areas into its existing flood warning network across Australia.

Queensland State Office

GPO Box 413, Brisbane QLD 4001 Australia | T: 0419 285 192 | www.bom.gov.au | ABN 92 637 533 532

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In these locations, the completion of works will relieve councils of the requirement to own and maintain high-priority rain and water level gauges as part of the national flood warning network. Once complete, the work will improve community access to rain and water level observations and enhance provision of flood forecasts and warnings.

Detailed planning for the initiative, that will include remediation and maintenance schedules for specific assets, has not been finalised. The Bureau looks forward to working with your council and state and territory governments in the coming months to confirm which gauges the Bureau will remediate and acquire and to coordinate a schedule of works. Further, we look forward to working with you to incorporate local knowledge into decisions that seek to improve communities' access to critical flood information.

If you have any questions, the Bureau's contact officer is Greg Stuart, Manager Flood Warning Integration and can be reached at floodinfrastructure@bom.gov.au.

Best wishes

A handwritten signature in black ink that reads "Peter Stone".

Peter Stone
Chief Customer Officer

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ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Completed

Meeting Date	Item No.	Report Title	Council Resolution	Officer	Comments
27/06/2023	07.23.102	Special Event Sponsorship Request - Round One 2023/24	That Council adopt the recommendations for the provision of funding to applicants as listed in the attached schedule to the value of \$59,750 and authorise the processing of these sponsorships in accord with the adopted Event Sponsorship Policy.	Deb Merritt	04 Jul 2023 12:35pm Deb Merritt - Completion Completed by Deb Merritt (action officer) on 04 July 2023 at 12:35:54 PM - Applicants have now been notified of the outcomes. 04 Jul 2023 12:34pm Deb Merritt Applicants will now be informed of the outcomes.
27/06/2023	07.23.087	Bulk Water Supply Agreement Advisory Committee	That Council: 1. extend the term of the Bulk Water Supply Agreement Advisory Committee to 30 September 2023 2. note that recommendations being made to each Council for endorsement on the final agreement will be by October 2023.	Greg Mashiah	06 Jul 2023 10:37am Greg Mashiah - Completion Completed by Greg Mashiah (action officer) on 06 July 2023 at 10:37:38 AM - Resolution noted
27/06/2023	07.23.112	Lower Clarence Flood Model 2022 councillor workshop outcome	That Council note the Clarence Flood Study presentation to the 6 June 2023 Councillor workshop.	Greg Mashiah	06 Jul 2023 10:37am Greg Mashiah - Completion Completed by Greg Mashiah (action officer) on 06 July 2023 at 10:37:24 AM - Resolution noted
27/06/2023	07.23.089	Information Report - Notification of Northern Regional Planning Panel Meeting to Determine SUB2021/0042 - 336 lot subdivision (329 residential lots, 1 commercial lot, 4 drainage reserves and associated public open space areas - James Creek Road, James Creek	That Council: 1. note that a public determination meeting for SUB2021/0042 will be scheduled by the Northern Regional Planning Panel on the 29 June 2023; and 2. note that a Council Resolution is required should Council wish to make a submission about SUB2021/0042 to the Northern Regional Planning Panel. 3. note there were 100 unique submissions plus 1 petition containing 171 signatures objecting to the development; and 4. supports the Clarence Valley Council staff recommendation to the Northern Regional Planning Panel is Refusal.	James Hamilton	05 Jul 2023 3:53pm James Hamilton - Completion Completed by James Hamilton (action officer) on 05 July 2023 at 3:53:15 PM - noted, no further action required.
27/06/2023	07.23.094	Green Infrastructure Strategy	That Council: 1. adopt the Clarence Valley Green Infrastructure Strategy – June 2023 (Attachment A); 2. delegate authority to the General Manager to make minor amendments to the Green Infrastructure Strategy for publishing purposes. 3. note the seven (7) submissions received and the resulting improvements made to the Strategy, and thank those that took time to make a submission. 4. issue the Clarence Valley Green Infrastructure Strategy – June 2022 to the Department of Planning and Environment for endorsement and publish on Council's website and the NSW Government Planning Portal.	Jasmine Oakes	11 Jul 2023 10:14am Jasmine Oakes - Completion Completed by Jasmine Oakes (action officer) on 11 July 2023 at 10:14:42 AM - Strategy adopted and placed on Council website 11 July 2023 and sent to DPE for endorsement.
27/06/2023	06.23.007	Review Council Advertising	Council redesign the current weekly 'banner' advertisement in the local Independent newspaper to include a basic listing for current Development Applications and important Council matters that require public notice or participation.	Justin Putze	04 Jul 2023 11:17am Justin Putze - Completion Completed by Justin Putze (action officer) on 04 July 2023 at 11:17:28 AM - First advert with the new Banner Ad including the DA's will feature the 05/07/2023 Independent

ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Completed

					04 Jul 2023 11:15am Justin Putze The CVC banner advert for the Independent has been redesigned and the DA's will be included in the design as and wehn required.
27/06/2023	07.23.098	Integrated Planning and Reporting Framework 2023/2024	That Council: 1. note the public exhibition period submissions contained within the report in summary and attached to the report in full 2. adopt the following: a. the Operational Plan 2023/2024 – noting Minute 07.23.097 to include \$25,000 to 'engage an independent financial expert to review Council's current and planned future borrowing capacity including debt service cover ratio and debt ceiling', taking the deficit to \$55,526. b. the Resourcing Strategy incorporating: i. the Long Term Financial Plan (2023/2024 to 2032/2033) ii. the Workforce Management Strategy (2022/2023-2025/2026) iii. the Asset Management Strategy (2022/2023 – 2031/2032) 3. adopt the 2023/2024 Fees and Charges (Attachment A) 4. delegate authority to the General Manager to make minor amendments to the Integrated Planning & Reporting suite of documents for publishing purposes.	Kate Maginnity	10 Jul 2023 10:10am Kate Maginnity - Completion Completed by Kate Maginnity (action officer) on 10 July 2023 at 10:10:56 AM - IP&R documents loaded to the website accordingly. Financial ledgers now being updated with adopted budgets.
27/06/2023	07.23.086	Rate Peg Methodology review draft report submission to IPART	That Council makes a submission to IPART's review of the rate peg methodology draft report including the matters detailed in the report.	Laura Black	30 Jun 2023 3:22am Laura Black - Completion Completed by Laura Black (action officer) on 30 June 2023 at 3:22:39 AM - Submission made 30/6/2023 via IPART website.
27/06/2023	07.23.088	Councillors Listening Tours	That the information contained in the report be noted.	Lee Boon	30 Jun 2023 8:44am Lee Boon - Completion Completed by Lee Boon (action officer) on 30 June 2023 at 8:44:37 AM - Noted. Will include 2nd location information in next month's report.
27/06/2023	07.23.097	Policy Report	That Council: 1. 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) Environment Management Policy V1.0 [Attachment A] b) Recycled Water Policy V5.0 [Attachment B] c) Water Quality Management Policy V5.0 [Attachment C] d) Structures and Vegetation in Close Proximity to Flood Levees V3.0 [Attachment D] 2. place the Borrowing Policy V8.0 [Attachment E] on exhibition, following which return it to Council to consider inclusion of reference to the 2021 Ernst & Young borrowing capacity analysis. 3. note the adopted Policies that have now been uploaded to the website, the details of which are contained in report.	Lynette Burley	11 Jul 2023 10:50am Lynette Burley - Completion Completed by Lynette Burley (action officer) on 11 July 2023 at 10:50:45 AM - policies have beenplaced on exhibition

ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Completed

			4. engage an independent financial expert to review Council's current and planned future borrowing capacity including debt service cover ratio and debt ceiling fund the activity from the General Fund by incorporating it in the 2023/2024 Annual Budget.		
27/06/2023	07.23.095	Items for Information	That the Items for Information as listed below be noted - Climate Change Advisory Committee Meeting Minutes: 28 April 2023 - Access Advisory Committee Meeting Minutes: 17 May 2023 - Letter to Premier re Tranche 2: 15 June 2023	Michelle West	03 Jul 2023 3:01pm Michelle West - Completion Completed by Michelle West (action officer) on 03 July 2023 at 3:01:34 PM - Completed.
27/06/2023	07.23.096	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 rolling checklist.	Michelle West	03 Jul 2023 3:01pm Michelle West - Completion Completed by Michelle West (action officer) on 03 July 2023 at 3:01:24 PM - Completed.
27/06/2023	07.23.099	Monthly Investment Report - May 2023	That the report indicating Council's funds investment position as at 31 May 2023 be noted.	Nick Harvey	10 Jul 2023 10:16am Nick Harvey - Completion Completed by Nick Harvey (action officer) on 10 July 2023 at 10:16:35 AM - Ledger and investment register updated accordingly.
27/06/2023	07.23.100	2022/2023 Monthly Finance Report - May 2023	That Council: 1. note the monthly financial information report for May 2023 attached to this report. 2. endorse the proposed General Fund variations as set out in this report totalling \$30,000, which will be included in the 2022/2023 General Purpose Financial Statements Refer to Audit report. 3. endorse the proposed variations, which decrease the Financial Reserves by \$141,628, which will be included in the 2022/2023 General Purpose Financial Statements Refer to Audit report. 4. note and endorse the grant applications as identified in Attachment B.	Nick Harvey	10 Jul 2023 10:14am Kate Maginnity - Completion Completed by Kate Maginnity on behalf of Nick Harvey (action officer) on 10 July 2023 at 10:14:53 AM - Budgts updated accordingly
27/06/2023	07.23.108	Outcome Report 22/43 - Dog Park Construction, Corcoran Park, GRAFTON	That Council note that Boyds Bay Landscaping Services Pty Ltd has been engaged for the construction of the dog park at Corcoran Park, Grafton with negotiated amendments within scope for \$898,171.31 (including GST).	Rachelle Passmore	03 Jul 2023 10:59am Rachelle Passmore - Completion Completed by Rachelle Passmore (action officer) on 03 July 2023 at 10:59:58 AM - Completed 03 Jul 2023 10:59am Rachelle Passmore Completed. Boyds Bay Landscaping engaged for project.
27/06/2023	07.23.090	Update on Coffs Harbour City Council's request for acceptance of waste at Grafton Regional Landfill	That Council: 1. note the latest request from Coffs Harbour City Council seeking the dispose of 15,000 tonnes per annum of residual waste over 4 years from July 2023 at Grafton Regional Landfill, dated 16 May 2023. 2. defer any decision to endorse Coffs Harbour City Council's disposal of waste to landfill in the Clarence Valley until such time as the outcome of meetings initiated by Bellingen Shire council to achieve a regional waste solution, are known.	Scott Lenton	11 Jul 2023 9:39am Scott Lenton - Completion Completed by Scott Lenton (action officer) on 11 July 2023 at 9:39:52 AM - Completed

ACTION SCHEDULE FROM COUNCIL MEETING
For Action - Open/Confidential - Completed

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ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Outstanding

Meeting Date	Item No.	Report Title	Council Resolution	Officer	Comments
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	
27/06/2023	06.23.008	Proposal for Renaming "Shirley Way" to "Shirley Adams Way"	That Council 1. seek a review of the Geographical Names Board Policy that restricts the use of a given or first names in conjunction with a surname. 2. write to the NSW Surveyor-General (Chair) Ms Narelle Underwood and the Minister for Customer Service and Digital Government, The Hon. Jihad DIB, MP to conduct the review. 3. advise the Minister that there are no houses or infrastructure on the section of road named Shirley Way, that could cause confusion (or delay) for Emergency Services, if it was named "Shirley Adams Way". 4. seek approval from the Minister to have "Shirley Way" renamed "Shirley Adams Way" as resolved unanimously by Council (resolution 07.20.013) September 2020 and supported by the broader community.	Bryanna Boyd	13 Jul 2023 9:51am Lee Boon - Reallocation Action reassigned to Bryanna Boyd by Lee Boon - Bryanna to complete after additional information is received.
27/06/2023	07.23.106	Tender RFT 22-47 Regional Roads Rehabilitation	That Council note the tender award for RFT22-47 Regional Roads Rehabilitation to Stabilcorp Pty Ltd for an upper limit fee of \$13,126,230.50.	Devin Simpson	
23/05/2023	07.23.080	Disaster Recovery Funding Arrangements (DRFA) - Regional Roads Repair Tender	1. That Council under Section 377 of the Local Government Act, delegate to the General Manager to accept tenders for the DRFA funded Regional Roads Repair Package. 2. That the outcome of the tender be reported to the June Ordinary Meeting.	Devin Simpson	
27/06/2023	07.23.091	A State Government approach to Native Title Compensation Agreement Making	That Council: 1. writes to the Minister for Local Government, the Minister for Lands and Property, and local State Member(s): a) advocating for a consistent process regarding approaches to assessing, valuing and resolving native title compensation; b) affirming a methodology to determine the appropriate, just, and fair compensation to be awarded to native title holders for the impact of compensable acts on their distinct native title rights and interests; and c) establishing negotiated compensation agreements on matters that are common across all Local Government areas to provide certainty for governments and native title parties, as far as is reasonably practicable.	Dr Danny Parkin	

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			<p>2. tables a motion(s) at the 2023 Local Government Annual Conference that seeks to:</p> <ol style="list-style-type: none"> a) establish a native title network for NSW council staff to connect, share information and discuss local government issues regarding native title, future act notifications and the liability to pay compensation; and b) advocate on behalf of NSW Councils for a consistent process within and across LGAs in regard to approaches to assessing, valuing and resolving native title compensation. 		
13/12/2022	07.22.280	Council Managed Holiday Parks on Crown Land	<p>That Council as Crown Land Manager:</p> <ol style="list-style-type: none"> 1. Note the decision of the Department of Planning and Environment's Crown Lands Division that caravan parks can be managed as community land categorised as 'General Community Use' under the <i>Local Government Act 1993</i>. 2. Prepare a plan of management (PoM) encompassing the Wooli; Calypso Yamba; Iluka Riverside and Minnie Water holiday parks. 	Dr Danny Parkin	
18/04/2023	07.23.060	Proposed Acquisition of Easement over Lot 2 DP 218287 for the Purpose of Stormwater Pump Station	<p>That Council:</p> <ol style="list-style-type: none"> 1. proceed with the acquisition by agreement of the proposed easement over the land described as part Lot 1 DP 218287 located at 15A River Street, Maclean, depicted by black hatching on Figure1, for the purpose of rationalising the stormwater pump station situated at this location in accordance with the requirements of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i>. 2. endorse the compensation amount set out in the confidential attachment. 3. delegate authority to the General Manager to execute documents relating to the acquisition. 	Eloise Casson	<p>11 Jul 2023 1:45pm Eloise Casson Local government legal have been engaged and are currently preparing the deed of agreement.</p> <p>16 May 2023 11:30am Eloise Casson Landowner has been notified that the matter has been formally approved by Council. Currently awaiting quotes to engage a solicitor to act for Council in this matter.</p>
23/05/2023	07.23.082	Acquisition of Part Lot 1 DP 335225 and Sale of Part Lots 721 and 722 DP 1148111 to the Adjoining Landowners	<p>That Council</p> <ol style="list-style-type: none"> 1. accept the adjoining landowner's counteroffer for the purchase of Part Lots 721 and 722 DP 1148111 (depicted dark blue on figure 1) as outlined in Confidential Attachment B. 2. advise the adjoining landowner they are to meet all costs involved in the acquisition, land swap, registration of easement and purchase of additional portions of Lots 721 and 722 DP 1148111, including, but not limited to, survey fees, their own legal fees, and Council's legal fees. 	Eloise Casson	<p>11 Jul 2023 1:43pm Eloise Casson The contracts have been amended to reflect the new resolution. We are not awaiting an executed contract from the landowners solicitor.</p>
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	<p>That Council</p> <ol style="list-style-type: none"> 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 	Eloise Casson	<p>11 Jul 2023 1:41pm Eloise Casson During the May 2023 Ordinary Meeting, item: 07.23.082, the landowners counter offer was accepted. Contracts have been amended and we await an executed copy from the landowners solicitor.</p> <p>16 May 2023 8:22am Eloise Casson</p>

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			<ol style="list-style-type: none"> 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. 		<p>This matter will be reported again to the May 2023 Ordinary Council meeting. The report will seek to consider the landowners counter offer.</p> <p>12 Apr 2023 7:05am Eloise Casson We have now received a response from the landowners via their solicitor along with the valuation. The landowners have requested a reduced purchase price and property staff are currently discussing potential ways forward with the landowner. It is expected that a second report to Council will be required.</p> <p>13 Mar 2023 1:24pm Eloise Casson Sale contracts have been issued to the landowners solicitor. We have not received any response from them at this stage. Council's solicitor is seeking an update.</p> <p>05 Dec 2022 7:51am Eloise Casson Awaiting response from the landowners solicitor.</p> <p>14 Nov 2022 1:46pm Eloise Casson Sale contracts have been issued to the landowner's solicitor. Waiting for the contracts to be executed and returned to Council.</p> <p>11 Oct 2022 2:02pm Eloise Casson 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.</p>
23/08/2022	07.22.185	Permanent Road Closure of Part Harold Tory Drive, Yamba - Counteroffer to Purchase	<p>That Council:</p> <ol style="list-style-type: none"> 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. 	Eloise Casson	<p>11 Jul 2023 1:25pm Eloise Casson The owners of 4 Harold Tory Drive have entered into a deed of agreement. The survey has been completed and subdivision cert</p>

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			<ol style="list-style-type: none"> 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. 		<p>issued. Current awaiting registration by LRS.</p> <p>16 May 2023 8:20am Eloise Casson Awaiting surveyor to lodge Subcert Application.</p> <p>12 Apr 2023 7:04am Eloise Casson The survey plans have now been prepared. A subdivision certificate will be lodged with Council. Once received, the plans will be lodged to LRS for registration.</p> <p>13 Mar 2023 1:36pm Eloise Casson The surveyor has been engaged and is currently preparing the plans for lodgement.</p> <p>05 Dec 2022 7:52am Eloise Casson Waiting on Landowner to execute and return the amended Deed of Agreement.</p> <p>14 Nov 2022 1:45pm Eloise Casson Still waiting on the amended Deed of Agreement to be issued by the Solicitor.</p> <p>11 Oct 2022 2:00pm Eloise Casson 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.</p>
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	<p>11 Jul 2023 1:44pm Eloise Casson The acquisition has now been gazetted. We are now awaiting the compensation valuation from the Valuer General.</p> <p>16 May 2023 8:17am Eloise Casson Due to the election of the new labour state government, all Government Land Transactions have been put on hold.</p>

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					<p>Finalisation of this matter via Gazette Publication is on hold until Crownlands recommence their land transactions. No expected date has been provided to Council at this time.</p> <p>12 Apr 2023 7:02am Eloise Casson</p> <p>The acquisition has been approved by the OLG. We are now waiting on the valuer general to determine the compensation payable by the developer.</p> <p>13 Mar 2023 1:23pm Eloise Casson</p> <p>The acquisition has now been approved by the OLG. The valuer general is now determining the compensation payable to Crown Lands.</p> <p>05 Dec 2022 7:52am Eloise Casson</p> <p>Still waiting on decision from the OLG.</p> <p>14 Nov 2022 1:45pm Eloise Casson</p> <p>Still waiting on a decision from the Office of Local Government.</p> <p>11 Oct 2022 1:59pm Eloise Casson</p> <p>This resolution has been forwarded to Public Works Advisory who have resubmitted Councils compulsory acquisition application to the minister. Awaiting decision.</p>
22/11/2022	07.22.263	Acquisition of Part Lot 254 DP 752810 from the Minister of Education for the Construction of the Coutts Crossing Public School Bus Lane	<p>That Council:</p> <ol style="list-style-type: none"> 1. Proceed with the compulsory acquisition of the land described as part of Lot 254 DP 752810 located at Coutts Crossing, depicted by red hatching on figure 1, for the purpose of road in accordance with the requirements of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i>. 2. Make application to the Minister and the Governor for approval to acquire part of Lot 254 DP752810 by compulsory process under section 177(1) of the <i>Roads Act 1993</i> 3. Enter into a deed of agreement and memorandum of understanding (MOU) with the NSW Department of Education for early access to the subject land to commence works prior to the acquisition being completed. 4. Delegate authority to the General Manager to execute documents relating to the compulsory acquisition, the deed of agreement and the memorandum of understanding. 	Eloise Casson	<p>11 Jul 2023 1:45pm Eloise Casson</p> <p>This project is still on pause. Awaiting instructions from Civil Services.</p> <p>16 May 2023 8:28am Eloise Casson</p> <p>The project remains on pause.</p> <p>13 Mar 2023 1:28pm Eloise Casson</p> <p>Civil Services have advised that the bus lane project will not be continuing at this time. They have recommended that the acquisition still go ahead once they have determined a different</p>

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					source of funding. The acquisition will remain on hold until this information is received. 05 Dec 2022 7:44am Eloise Casson Council resolution sent to the solicitor to allow agreements to be drafted. Early access agreement expected to be ready by the end of the week.
22/11/2022	07.22.256	Property Rationalisation Update	That Council note the status of the current property rationalisation sales.	Eloise Casson	16 May 2023 8:23am Eloise Casson One of the five properties to be assessed for disposal has been deemed to be unsuitable for disposal as it is required for an ongoing project with Strategic Planning. Four remaining properties are to be assessed. 13 Mar 2023 4:09pm Eloise Casson Investigations are still ongoing for the properties identified for potential disposal. We are currently assessing whether any of these properties would be suitable options for the Core and Cluster Women's Refuge Program. 05 Dec 2022 7:55am Eloise Casson Investigation of additional properties highlighted in the report has commenced.
27/06/2023	07.23.107	Clarence and Lower Clarence Sports Committees	That Council: 1. receive and note the Minutes from Monday 15 May 2023 Clarence Sports Committee and Lower Clarence Sports Committee meetings. 2. endorse the recommendation by the Clarence Sports Committee that \$8,216.00 (ex GST) is allocated to the Grafton Netball Association for New Shelters and Seating at Westward Park, Grafton. 3. endorse the recommendation by the Clarence Sports Committee that \$26,850.00 (ex GST) is allocated to the Clarence Valley Council for Aluminium Grandstands at Westward Park, Grafton. 4. endorse that \$403.10 of unallocated grant funding (PJ 541500) to the Clarence Sports Committee be returned to Council's Sportsground Income Reserve Account (RA11035). 5. endorse the recommendation by the Lower Clarence Sports Committee that \$12,669.31 (ex GST) is allocated to the Maclean Show Society for Grandstands Concrete Pads, Stable Gates & Fridge at Maclean Showground, Maclean.	Gavin Beveridge	

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			<p>6. endorse the recommendation by the Lower Clarence Sports Committee that \$5,000.00 (ex GST) is allocated to the Maclean Football Club for Replace Football Goal Posts at Wherrett Park, Maclean.</p> <p>7. endorse the recommendation by the Lower Clarence Sports Committee that \$5,400.00 (ex GST) is allocated to the Lawrence Rodeo for Upgrade Arena Panels at Maclean Showground, Maclean.</p> <p>8. endorse the recommendation by the Lower Clarence Sports Committee that \$2,093.18 (ex GST) is allocated to the Lower Clarence Cricket Association for Replace Wickets Covers at Wherrett Park, Maclean and Yamba Oval, Yamba.</p> <p>9. endorse the recommendation by the Lower Clarence Sports Committee that \$6,613.64 (ex GST) is allocated to the Yamba Buccaneers Rugby Club for Supply of Storage Shed at Yamba Oval, Yamba.</p> <p>10. endorse the recommendation by the Lower Clarence Sports Committee that \$6,159.10 (ex GST) is prioritised from the 2023/24 Lower Clarence Sports Committee Funding and allocated to the Yamba Buccaneers Rugby Club for Concrete Works & Installation of Storage Shed at Yamba Oval, Yamba.</p> <p>11. endorse that \$2,089.38 of unallocated grant funding (PJ 540112) to the Lower Clarence Sports Committee be returned to Council's Sportsground Income Reserve Account (RA11035).</p> <p>12. accept and endorse the application for membership to the Clarence Sports Committee received from the South Grafton Ex-servicemen's Motorcycle Club.</p>		
23/05/2023	06.23.005	Naming of Iluka Reserve (1037709) 'Memorial Park'	<p>That Council:</p> <p>1. as Crown Land Manager of Reserve 10370709, support Iluka Chapter of the Maclean RSL Sub- Branch and Iluka History Group Inc. request to name this reserve 'Iluka Memorial Park'.</p> <p>2. note the Yaegl TOAC recommendation for the Reserve to be named 'Iluga'.</p> <p>3. undertake all necessary actions to facilitate the naming or dual naming of this reserve, should council support point one of this motion,</p> <p>4. note the Centenary Celebrations of the Soldiers Memorial Hall adjacent to the park is being planned for September 2023.</p> <p>5. if possible, complete the process according to Council's Naming of Parks and Facilities Policy in time for the Centenary celebrations.</p>	Gavin Beveridge	<p>14 Jun 2023 12:38pm Gavin Beveridge</p> <p>1. Noted., 2. Noted, preference for 'Iluga' to be utilised as placename on proposed Iluka Town Entry signage. Meeting planned with Yaegl to discuss signage on 17 July., 3. Noted, dual naming of reserves not supported by GNB policy. Commence community consultation on proposal to rename Jim Crummy Park to Iluka Memorial Park., 4. Noted., 5. Noted, timeframe not achievable due to GNB process.</p> <p>09 Jun 2023 1:30pm Lee Boon - Reallocation</p> <p>Action reassigned to Gavin Beveridge by Lee Boon - As requested</p> <p>06 Jun 2023 9:17am Lee Boon - Reallocation</p> <p>Action reassigned to Andrew Auglys by Lee Boon - Hey Andrew</p>

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27/06/2023	07.23.109	Floodplain Risk Management Committee - 15 May meeting	That Council: <ol style="list-style-type: none"> 1. notes the draft minutes of the 15 May 2023 Floodplain Risk Management Committee 2. makes representation through the Northern Rivers Joint Organisation regarding concerns with the rollout of the State Government's "Drainage Reset" program. 3. notes the Floodplain Risk Management Committee's request to meet quarterly. 	Greg Mashiah	
27/09/2022	07.22.221	Coastal Management Program - Stage 1 (Estuary) Scoping Study and Pilot Hill Geotechnical Studies	That Council: <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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	19 Oct 2022 8:54am Greg Mashiah <ol style="list-style-type: none"> 1. Estuary Scoping study placed on website
27/06/2023	06.23.009	Lower Clarence Flood Model 2022	That Council <ol style="list-style-type: none"> 1. engage an independent flooding consultant to undertake a high-level review and validation of the Lower Clarence Flood Model Update 2022 modelling methodology. 2. adopt a final report addressing any comments received from DPE and the peer review and place the final report on Council's website, subject to concurrence from DPE that the high level review (and validation) has not significantly altered the Lower Clarence Flood Model Update 2022. 3. endorse the revised flood model Climate Change 1 (RCP 4.5) as the basis for establishing Flood Planning Levels (residential floor levels) in accordance with Council's existing floor heights policy (with the exception of North Grafton for the time being). 4. note the Department of Planning & Environment has confirmed the Probable Maximum Flood (extreme flood) does not require further validation. 5. prepare a planning proposal to amend the Clarence Valley Local Environmental Plan 2011 to update the Flood Planning Map and Flood Planning Level to incorporate the 1% AEP Climate Change 	Greg Mashiah	06 Jul 2023 10:37am Greg Mashiah Peer reviewer engaged; startup meeting held on 5 July.

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			<p>1 (RCP 4.5) scenario, as contained in the Lower Clarence Flood Model Update 2022.</p> <p>6. commence preparation of a Floodplain Risk Management Study and Plan in accordance with the NSW Floodplain Development Manual on receipt of the Final Flood Study report (as per dot point 2) noting that the process will also determine flood planning levels in North Grafton and the extreme flood/probable maximum flood.</p>		
27/06/2023	07.23.110	Aboriginal Communities Sewer and Water Program - Malabugilmah Sewer Pump Station and Retention Pond upgrade	<p>That:</p> <ol style="list-style-type: none"> Council considers, due to the need for continuity of water services to the Malabugilmah community and the requirement for concurrence from the Local Aboriginal Land Council for undertaking the work, extenuating circumstances exist under Section 55 of the Local Government Act in that a satisfactory result would not be achieved by inviting tenders for undertaking the Malabugilmah Sewer Pump Station and Retention Ponds upgrade. subject to funding for the project being approved by the Aboriginal Communities Sewer and Water Program steering committee, the proposal from Ecotechnology Australia Pty Ltd to undertake the Malabugilmah Sewer Pump Station and Retention Ponds upgrade in the amount of \$316,329.55 (including GST) be accepted and funded from Financial Project 902081. 	Greg Mashiah	06 Jul 2023 10:41am Greg Mashiah DPE and Ecotechnology Australia advised of Council resolution
27/06/2023	07.23.111	Tender RFT22-44 Rushforth Road Water Treatment Plant Filtration Environmental Impact Statement	That Council awards Tender RFT22/044 Rushforth Road Water Treatment Plant Filtration Environmental Impact Statement to Epic Environmental Pty Ltd in the amount of \$296,010.00 (including GST), to be funded from Financial Project 902255 (Rushforth Rd Treatment Plant Filtration Works).	Greg Mashiah	
13/12/2022	07.22.279	Preparation of a Planning Proposal to Reclassify Land Consisting Lot 1 & 2 DP1270948 to 'Operational' Land	<p>That Council:</p> <ol style="list-style-type: none"> Authorise and allocate funds for the preparation of a planning proposal under section 3.33 of the <i>Environmental Planning and Assessment Act 1979</i> to amend Schedule 4 of the <i>Clarence Valley Local Environmental Plan 2011</i> (CVLEP) to reclassify Lot 1 and 2 DP1270948 from 'community' to 'operational' land and to secure an independent consultant to undertake a public hearing into the reclassification; Delegate authority to the General Manager to: <ol style="list-style-type: none"> Execute all documentation associated with the local plan making functions; Submit the planning proposal to the Department of Planning and Environment seeking a Gateway determination; Seek to be the local plan-making authority; In the event a Gateway determination is issued, publicly exhibit the planning proposal and engage an independent consultant to undertake a public hearing in accordance with legislative requirements, notifying Council intention to reclassify the land; Subject to no submissions or objections being received requiring further consideration by Council: <ol style="list-style-type: none"> Finalise the CVLEP to reclassify the land as 'operational' land; Finalise consolidation of the lots with Lot 21 DP712604; and Transfer ownership of the resultant new land parcel to the Police Citizens Youth Club (PCYC) Grafton 	Jasmine Oakes	<p>11 Jul 2023 10:10am Jasmine Oakes Aiming to take h planning proposal to August Council meeting for endorsement to seek Gateway Determination</p> <p>15 May 2023 9:30am Jasmine Oakes Aim to bring planning proposal to June 2023 Council meeting</p> <p>12 Apr 2023 9:18am Jasmine Oakes Planning proposal still being prepared</p> <p>13 Mar 2023 1:47pm Jasmine Oakes planning proposal still being developed</p> <p>09 Jan 2023 12:40pm Jasmine Oakes Planning Proposal being developed within Strategic Planning team</p>

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			<p>5. Note that in the event submissions or objections regarding the reclassification are received during the hearing and exhibition process, a report will be brought back to Council for further consideration.</p> <p>6. Note that the contract for sale includes a clause to ensure that if PCYC Grafton opt to dissolve ownership of the facility it will return to Council ownership.</p> <p>7.</p>		
28/03/2023	07.23.043	Economic Development and Tourism Advisory Committee - Recommendations	<p>That Council:</p> <ol style="list-style-type: none"> note development of a new Tourism and Destination Marketing plan and include the provision of information to visitors on and after arrival in the Clarence Valley, to be included in the draft operational plan and budget 2023/2024 for consideration. note that a Tourism Special Rate Variation was embedded in the rating structures inherited by Clarence Valley Council at amalgamation, and this was calculated to be worth \$176,000 on 28/06/2013 in a report to a State Upper House Inquiry by CVC Director Environment, Planning and Infrastructure. write to the Brisbane 2032 Olympic and Paralympic Games organising committees to register the Clarence Valley's interest in being considered as a base for athletes, teams or events prior to or during the 2032 Olympic and Paralympic events. 	Justin Putze	<p>14 Jun 2023 8:42pm Justin Putze The plan has been drafted and is being reviewed</p> <p>12 May 2023 11:32am Justin Putze This was briefed to the EDTAC on the meeting 11 May 23 and EDTAC members have asked to provide input to this letter. A letter of support has been recieved from the Grafton Rowing Club to register their interest in supporting any visiting rowing teams.</p> <p>04 Apr 2023 9:19pm Justin Putze A letter to the 2032 Brisbane Olympic Organisaing committee will be drafted to initiate contact and register CV interest in supporting thie event.</p>
13/12/2022	06.22.014	Fees Waiver Request for Hall Hire for Iluka Community Organisation Planning for Emergencies Inc (ICOPE) for Bi-Monthly Community Meetings in 2023	That Council waive the hall hire fees for the new committee, ILUKA COMMUNITY ORGANISATION PLANNING FOR EMERGENCIES INC.(ICOPE) for their bi-monthly community meetings in the Spencer Street Hall Iluka, for 2023.	Karli Anshaw	12 Apr 2023 8:25am Lee Boon - Reallocation Action reassigned to Karli Anshaw by Lee Boon - Hi Karli
27/06/2023	07.23.104	2023 Cultural and Sports Trust Fund	<p>That Council approve donations from the Clarence Valley Cultural and Sports Trust Fund as follows:</p> <ol style="list-style-type: none"> \$300 to assist Martina Williams, who has been selected in the 2023 Hockey NSW U18's Women's State Team to compete at the Australian National Championships in Hobart from the 29th June – 9th July 2023. 	Lainie Edwards	
27/06/2023	07.23.105	DA Fee Waiver - Grafton Rowing Club	That Council, in accordance with the Clarence Valley Donations Policy, fund 50% of the Grafton Rowing Club DA fee being \$3,127.11.	Lainie Edwards	
27/06/2023	07.23.103	2023/2024 Community Initiatives Program Round 1	That Council approve donations under the 2023/2024 Community Initiatives Program – Round 1 to the value of \$63,975.49 in accordance with the recommendations set out in the attached schedule.	Lainie Edwards	
27/06/2023	05.23.007	Clarence Water Supply Security	That Council make representations, through the Member for Clarence the Hon. Richie Williamson, to the NSW Minister for Water Ms Rose Jackson, for more information and support regarding the government's	Lee Boon	

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			election undertaking to provide greater water security for the Clarence community, especially in the form of water filtration.		
27/06/2023	06.23.011	Northern Regional Planning Policy Amendment Request	That Council: 1. write to the Minister for Planning and Public Spaces, The Hon. Paul Scully MP and the Chair of the Northern Regional Planning Panel, Diane Leeson, requesting a review of the Northern Regional Planning Panel Operational Procedures to accommodate an extended submission period to allow Clarence Valley Council time to express a view on Development Applications being decided by the Northern Regional Planning Panel. 2. advise council of the outcome of the request.	Lee Boon	
23/05/2023		Motion	That Council 1. note: a) The Lower Clarence Flood Model Update 2022 – attached to the Clarence River Flood Study Report. b) The NSW Flood Inquiry recommendations https://www.nsw.gov.au/nsw-government/projects-and-initiatives/floodinquiry c) The NSW Government Response to the NSW Parliamentary Select Committee on the Response to Major Flooding across NSW in 2022. https://www.nsw.gov.au/nsw-government/projects-and-initiatives/floodinquiry d) The CSIRO Northern Rivers Resilience Initiative updates https://www.csiro.au/en/research/natural-disasters/floods/Northern-NSW-Resilience-Initiative e) The current stormwater study being undertaken by Council staff for the West Yamba Urban Release Area (informs future maintenance and capital works, and that this study can be used to assist in the assessment of development applications) f) The proposed implementation of the Stormwater Service Charge which will be used to improve maintenance works for stormwater infrastructure across the floodplain. 2. write to the Australian Prime Minister, The Hon Anthony Albanese MP and NSW Premier the Hon Chris Minns MP seeking advice and clarification about building on floodplains after their 2022 media comments. 3. write to the Chairman of Flood Plain Management Australia, Ian Dinham and invite him to give feedback on the Lower Clarence 2023 Flood Model update. 4. investigate adopting a new fee for the independent peer review of flood and stormwater impacts for all development applications that propose more than 50,000m3 of filling (when in an urban area) in the Flood Planning Area of the Clarence Valley Local Environmental Plan 2011, and the fee be incorporated into the 2023/2024 Fees and Charges. 5. review the Clarence Valley Council’s Development Control Plans (DCP) to align with current best- practice floodplain development guidance from the Department of Planning and Environment, including updating objectives and controls about flood evacuation. develop and/or host flood awareness education material relevant to the Clarence Valley, in collaboration with the State Emergency Service / Reconstruction NSW (as the lead combat agency).	Lee Boon	13 Jul 2023 7:54am Lee Boon 1. Noted all parts, 2. Letter sent, 3. Letter sent , 4. Passed to the Manager Development and Land Use Planning, who is actioning , 5. Passed to the Manager Development and Land Use Planning, who is actioning, 6. Passed to the Coordinator Emergency Management & Resilience, who is actioning, 7. Completed by GM, 8. Completed by GM, 9. Noted, this will be included in the review 14 Jun 2023 11:16am Lee Boon Various actions have been assigned to a number of staff. Updates on each will be given as each action is completed.

ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Outstanding

			<ol style="list-style-type: none"> 7. provide a biannual newsletter to community stakeholders to keep them informed about the Clarence Valley Council's current flood studies that are currently underway. 8. seek advice and provide a report to an ordinary meeting within three months, about the budget and resources required to develop a natural disaster resilience strategy, framework and policies for the Clarence Valley community, businesses, and primary industries and make representations to Clarence State MP Richard Williamson, Federal MP Kevin Hogan, Northern Rivers Reconstruction Authority, NSW Agricultural Minister MP Tara Moriarty and NSW Small Business Minister, MP Steve Kamper to secure the required funds to carry out this work. 9. seek advice from the General Manager and provide a report to an ordinary meeting within three months if it is permissible to increase membership of the CVC Community Climate Change Committee from 15 to 25 members to include nominations from Clarence Valley business, Primary Industry, Landcare, First Nations, disability, youth and housing. 10. call for community submissions (citizen scientists) from residents for inclusion in the Clarence Valley whole of catchment flood study. 		
18/04/2023	05.23.002	Macleans Hospital Redevelopment Select Committee	That Council note and support the formation of a select steering committee to progress the redevelopment of Macleans Hospital.	Lee Boon	11 May 2023 11:56am Lee Boon Mayor to form committee after meeting with GM of Clarence Health Services
27/06/2023	05.23.005	Centenary of Grafton Cenotaph Dedication	That Council note, provide in-kind support and publicity for the centenary observance of the Grafton Cenotaph.	Lee Boon	
27/06/2023	05.23.006	80th Anniversary Cubs Drownings 1943	That Council note the proposed plans and activities to recognise, on the December 11, 2023, the 80th anniversary of the drownings of 13 Grafton cub scouts and provide in-kind support and publicise the occasion.	Lee Boon	
22/11/2022	08.22.007	Purchase of Site at Brooms Head Holiday Park - On Crown Land	<p>That Council as Crown Land Manager of Brooms Head Holiday Park:</p> <ol style="list-style-type: none"> 1. Allocate a budget of up to \$75,000 (from the Crown Lands Management Reserve) for the purchase of Site 73 at Brooms Head Holiday Park 2. Authorise the General Manager to negotiate the purchase of the structures at Site 73 in consultation with the vendor and a valuer. <p>That Council negotiate with the owner of site 73 Brooms Head Holiday Park.</p>	Maryanne Bristow	06 Apr 2023 9:31am Maryanne Bristow Valuation received and forwarded to site owner. Site owner is obtaining own valuation to be able to proceed with negotiation. Site owner valuation has not been received from site owner as yet
18/04/2023	08.23.004	OSF - Clarence Coast Holiday Parks Management Contracts	<p>That Council, as Crown Land Manager of the five Clarence Coast Holiday Parks,</p> <ol style="list-style-type: none"> 1. defer the tender process for a management contract for the Minnie Water and Wooli Holiday Park at the expiration of the current contract due 31 July 2023. 2. seek to negotiate an agreement with the existing park management contractors Jarrah Management Pty Ltd for the management and 	Maryanne Bristow	

ACTION SCHEDULE FROM COUNCIL MEETING

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			<p>operation of Minnie Water and Wooli Holiday Park for a period of 12 months from 1 August 2023 to 31 July 2024.</p> <p>3. note that the existing budgets for Wooli Holiday Park of \$110,000 (GST exclusive) and Minnie Water Holiday Park \$200,000 (GST exclusive) PJ996780 will be utilised to fund the management and operation at the parks.</p> <p>4. defer the tender process for a management contract for the Calypso Yamba Holiday Park at the termination of current contract, due 7 July 2023.</p> <p>5. directly administer the management and operations of the Calypso Yamba Holiday Park from 8 July 2023 to 7 July 2024.</p> <p>6. note that the existing budget for Calypso Yamba Holiday Park of \$560,000 (GST exclusive) PJ996780 will be utilised to fund the management and operation at the parks.</p>		
28/02/2023	07.23.004	Advice in Response to Notice of Motion on Rezoning Lands on West Yamba Floodplain	That the advice responding to Item 06.22.013 be noted and a workshop conducted prior to the March Council Meeting.	Murray Lane	
27/06/2023	07.23.101	2023/2024 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 2023 and ending 30 June 2024.</p> <p>1. Ordinary Rates (Section 494)</p> <p>(i) A Residential Rate of 0.32661 cents in the dollar on the Rateable Land Value of all rateable land categorised as Residential with a minimum rate of Seven Hundred and Twelve Dollars (\$712.00), 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> <p>(ii) A Residential Rate of 0.19966 cents 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 Seven hundred and twelve dollars (\$712.00). The rate to be known as the Residential Rate "A".</p> <p>(iii) A Residential Rate of 0.21824 cents 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 Forty Dollars (\$540.00). The revenue from the base amount to be approximately 44.14% of the revenue from this rate. The rate to be known as the "Residential Rate B".</p> <p>(iv) A Residential Rate of 0.16281 cents 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 Forty (\$540.00). The revenue from the base amount to be approximately 32.44% of the revenue from this rate. The rate to be known as the "Residential Rate C".</p> <p>(v) A Residential Rate of 0.588060 cents in the dollar on the Rateable Land Value of rateable land in the city of Grafton and</p>	Paula Krahe	

ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Outstanding

			<p>village of Junction Hill categorised as Residential, sub-category "E" with a Base Amount of Five Hundred and Forty Dollars (\$540.00). The revenue from the base amount to be approximately 36.20% of the revenue from this rate. The rate to be known as the "Residential Rate E".</p> <p>(vi) A Business Rate of 0.3773 cents in the dollar on the Rateable Land value of all rateable land with a Base Amount of Five Hundred and Forty Dollars (\$540.00) for all land categorised as Business. The revenue from the base amount to be approximately 28.17% of the revenue from this rate. The rate to be known as the "Business Rate".</p> <p>(vii) A Business Rate of 0.41829 cents in the dollar on the Rateable Land Value of all rateable land in the Maclean CBD categorised as Business, subcategory "B" with a Base Amount of Five Hundred and Forty Dollars (\$540.00). The revenue from the base amount to be approximately 18.63% 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 0.41829 cents 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 (\$540.00). The revenue from the base amount to be approximately 18.63% 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 0.28437 cents 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 Forty Dollars (\$540.00). The revenue from the base amount to be approximately 16.50% 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> <p>(x) A Business Rate of 0.28437 cents 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 Forty Dollars (\$540.00). The revenue from the base amount to be approximately 16.50% 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 0.2809 cents 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 Forty Dollars (\$540.00). The revenue from this base amount to be approximately 16.70% 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>		
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For Action - Open/Confidential - Outstanding

			<p>(xii) A Business Rate of 0.2809 cents 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 Forty Dollars (\$540.00). The revenue from this base amount to be approximately 16.70% 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 1.73226 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 Forty Dollars (\$540.00). The revenue from the base amount to be approximately 8.41% of the revenue from this rate. The rate to be known as "Business Rate E – Grafton & South Grafton CBD". A map showing this CBD boundary is found in Attachment A.</p> <p>(xiv) A Business Rate of 0.67746 cents 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 Forty Dollars (\$540.00). The revenue from the base amount to be approximately 18.39% of the revenue from this rate. The rate to be known as "Business Rate F – Grafton & 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 1.55896 cents in the dollar on the Rateable Land Value of all rateable land categorised as Business with a minimum rate of Sixty-Five Dollars (\$65.00) where the parcel of rateable land is rated separately and determined as a jetty or pontoon. The rate is to be known as "Business-Jetties".</p> <p>(xvi) A Farmland Rate of 0.18796 cents in the dollar on the Rateable Land Value of all rateable land categorised as Farmland with a Base amount of Three Hundred and Fifty Dollars (\$350.00). The revenue from the base amount to be approximately 18.99% of the revenue from this rate. The rate to be known as "Farmland".</p> <p>2. Sewer Availability Charges (Section 501)</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 Seventy-Six Dollars (\$1,276.00) 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 Thirty Seven Dollars (\$737.00) to be known as the "Clarence Valley Council Sewerage Charge".</p> <p>(ii) A Special Charge to be known as the "Clarence Valley Council Sewerage 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) (\$1,276.00) by the number of separate occupations per property which can be occupied separately on a permanent basis.</p>		
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ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Outstanding

			<p>(iii) A Special Charge to be known as the "Clarence Valley Council Sewerage Charge" for all land categorised "Residential" and connected to a pressure sewerage system, the charge being One Thousand Two hundred and Fifty One Dollars (\$1,251.00) 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 Thirty Seven Dollars (\$737.00). If the properties are subject to separate and permanent occupation, the charge to be calculated by multiplying the occupied charge of (\$1,251.00) by the number of separate occupations per property which can be occupied separately and on a permanent basis.</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"> a. A charge of \$1,276.00.00 for a 20mm service. b. A charge of \$1,276.00 for a 25mm service. c. A charge of \$1,887.00 for a 32mm service. d. A charge of \$2,948.00 for a 40mm service. e. A charge of \$4,606.00 for a 50mm service. f. A charge of \$11,792.00 for an 80mm service. g. A charge of \$18,425.00 for a 100mm service. h. A charge of \$41,456.00 for a 150mm service. <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 Thirty Seven Dollars (\$737.00) 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"> a. A charge of \$1,251.00 for a 20mm service. b. A charge of \$1,251.00 for a 25mm service. c. A charge of \$1,862.00 for a 32mm service. d. A charge of \$2,923.00 for a 40mm service. e. A charge of \$4,581.00 for a 50mm service. f. A charge of \$11,767.00 for an 80mm service. g. A charge of \$18,400.00 for a 100mm service. h. A charge of \$41,431.00 for a 150mm service. <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 Thirty Seven Dollars (\$737.00) to be known as the "Clarence Valley Council Sewerage Charge".</p> <p>(vi) A Special Sewer Access charge for all Residential Properties exempt from Ordinary Rates in accordance with the Local Government Act, 1993 but within the Sewerage Access area and connected to the Council sewerage system, will be charged the "Clarence Valley Council Sewerage Charge". If the properties are subject to separate and permanent occupation, the charge to be calculated by multiplying the occupied charge (\$1,276.00) by the number of separate occupations per property which can be</p>		
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ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Outstanding

			<p>occupied separately and on a permanent basis. Otherwise, the charge is to be calculated at (\$1,276.00)</p> <p>(vii) A Special Sewer Access Charge for all Residential Properties exempt from Ordinary Rates in accordance with the Local Government Act, 1993 but within the Sewerage Access area and connected to a pressure sewerage system prior to 1 July 2021 will be charged \$25 less than the "Clarence Valley Council Sewerage Charge". If the properties are subject to separate and permanent occupation, the charge to be calculated by multiplying the occupied charge (\$1,251.00) by the number of separate occupations per property which can be occupied separately and on a permanent basis. Otherwise, the charge is to be calculated at (\$1,251.00)</p> <p>(viii) A Special Sewer access charge based on water meter size for all land parcels exempt from Ordinary Rates excluding 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"> a. A charge of \$1,276.00 for a 20mm service. b. A charge of \$1,276.00 for a 25mm service. c. A charge of \$1,887.00 for a 32mm service. d. A charge of \$2,948.00 for a 40mm service. e. A charge of \$4,606.00 for a 50mm service. f. A charge of \$11,792.00 for an 80mm service. g. A charge of \$18,425.00 for a 100mm service. h. A charge of \$41,456.00 for a 150mm service. <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 (\$737.00) 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"> a. A charge of \$679.00 for a 20mm service. b. A charge of \$1,075.00 for a 25mm service. c. A charge of \$1,777.00 for a 32mm service. d. A charge of \$2,791.00 for a 40mm service. e. A charge of \$4,375.00 for a 50mm service. f. A charge of \$11,239.00 for an 80mm service. g. A charge of \$17,575.00 for a 100mm service. h. A charge of \$39,575.00 for a 150mm service. <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 Thirty Seven Dollars (\$737.00) 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-Six Dollars (\$46.00) for each rateable parcel. The charge to be known as "Residential Onsite Wastewater Management Charge".</p>		
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ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Outstanding

			<p>(xii) Backflow Prevention Device Annual Charge An annual charge of \$65.00 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> <p><u>3. Sewer Consumption Charges (Section 502)</u></p> <p>(i) A Consumption Charge of Three Dollars and Eighty Seven Cents (\$3.87) 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 (\$1,276.00 in 2023/24). This charge to be known as the "Sewerage Consumption Charge".</p> <p>(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 & Coutts Crossing locality be charged a rate of \$6.00/kl.</p> <p>(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 \$7.67/kl</p> <p><u>4. Waste Disposal Charges (Section 496 & Section 501)</u></p> <p>(i) Domestic Waste Charge (Excluding Green Waste -2 Bin Service) An annual charge of Three Hundred and Thirty Seven Dollars (\$337.00) 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"</p> <p>(ii) Domestic Waste Charge (Including Green Waste - 3 Bin Service) An annual charge of Three Hundred and Ninety Dollars (\$390.00) 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".</p> <p>(iii) Non-Residential Waste Charge (Excluding Green Waste – 2Bin Service) An Annual Charge of Three hundred and Eight Dollars (\$337.00) 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).</p> <p>(iv) Non-Residential Waste Charge (Including Green Waste – 3 Bin Service) An Annual Charge of Three Hundred and Ninety Dollars (\$390.00) per service, for the collection, disposal, recycling and</p>		
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ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Outstanding

			<p>management of waste generated on property categorised "Business" receiving a service similar to that provided in (4.ii).</p> <p>(v) Domestic Waste Charge (Additional Red Bin service) An annual charge of Two Hundred and Eight Dollars (\$208.00) 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".</p> <p>(vi) Domestic Waste Charge (Additional Yellow Bin service) An annual charge of One hundred and Fifteen Dollars (\$115.00) 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".</p> <p>(vii) Domestic Waste Charge (Additional Green Bin service) An annual charge of One Hundred and Fifteen Dollars (\$115.00) 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 Seven Dollars (\$37.00) 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 Seventy Dollars (\$70.00) 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 \$185.00 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 \$136.00 for all land which has a 20mm connection to the water main.</p> <p>(iii) An annual charge of \$213.00 for all land which has a 25mm connection to the water main.</p> <p>(iv) An annual charge of \$348.00 for all land which has a 32mm connection to the water main.</p> <p>(v) An annual charge of \$544.00 for all land which has a 40mm connection to the water main.</p> <p>(vi) An annual charge of \$850.00 for all land which has a 50mm connection to the water main.</p> <p>(vii) An annual charge of \$2,176.00 for all land which has an 80mm connection to the water main.</p> <p>(viii) An annual charge of \$3,400.00 for all land which has a 100mm connection to the water main.</p> <p>(ix) An annual charge of \$7,650.00 for al land which has a 150mm connection to the water main.</p> <p>(iv) An annual charge of \$68.00 for all land provided with untreated (Raw) water with a 20mm connection to the water main.</p> <p>(v) An annual charge of \$106.50 for all land provided with untreated (Raw) water with a 25mm connection to the water main.</p>		
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ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Outstanding

			<p><u>6. Water Consumption Charges (Section 502)</u></p> <p>A Water Consumption charge of Two Dollars and Seventy-Eight Cents (\$2.78) 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 Four Dollars and Seventeen Cents (\$4.17) 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 Seventy Eight Cents (\$2.78) 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 Eight Two Cents (\$10.82) 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 known as the "Water Usage Fire Service".</p> <p>A Water Consumption charge of One Dollar and Thirty Nine Cents (\$1.39) 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 period of Seven Dollars and Eighty Three Cents (\$7.83) 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 2023/2024 be the maximum rate of 9% for the period 1 July 2023 – 30 June 2024 as set by the Independent Pricing and Regulatory Tribunal (IPART) accruing on a daily basis.</p> <p><u>8. Small Balance Rates & 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>		
28/03/2023	07.23.045	Wooloweyah Foreshore Reserve Site Management Plan - On Crown Land	<p>That Council as Crown Land Manager of the Wooloweyah Foreshore Reserve (R95841):</p> <ol style="list-style-type: none"> maintain the status quo in relation to where the rock bollards have been placed (ie. more-or-less in alignment with the property boundary between Lot 101 DP 1003014 and Lot 102 DP 1003014). install signage to define and separate the usage of the rock platform by commercial fishers and the 'approved' boat launching area by recreational users of the reserve. 	Peter Birch	11 Jul 2023 10:16am Peter Birch Site Management Plan with draft Generic Plan of Management has been on exhibition and submissions being received. Expected to be reported to the

ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Outstanding

			3. finalise the draft Wooloweyah Foreshore Reserve Site Management Plan (SMP) and undertake broader public consultation, including public exhibition of the revised draft SMP.		August round of Council meetings. 15 May 2023 12:08pm Peter Birch Noted concerning bollards. Signage and SMP completed for next steps.
28/02/2023	07.23.027	RFT22-36 Maclean Showground Arena Lighting Upgrade (On Crown Land)	That Council: 1. Note that no tenders were received for the lighting of the Maclean Showground arena under RFT22-36. 2. Note the scope of the works for the arena lighting at Maclean Showground will be revised in accordance with the detail in the report. 3. Call fresh tenders for the Maclean Showground arena lighting inclusive of the revised scope 4. Under S377 of the Local Government Act, delegate to the General Manager to accept tenders for the Maclean Showground arena lighting. 5. Note that the outcome of the tender will be reported to the Ordinary Meeting of Council.	Peter Birch	11 Jul 2023 10:15am Peter Birch Investigation on existing light pole suitability complete and tender documents being prepared to utilise existing poles and replace light fittings with LED and cabling 15 May 2023 12:06pm Peter Birch Investigating scope reduction options with suppliers continuing and potential use of retaining existing light poles. 07 Mar 2023 9:23am Peter Birch Noted and fresh tender with amended scope being prepared.
28/02/2023	07.23.025	Regional Aquatic Centre on Crown Land - Project Update	That Council: 1. Remove the dive pool from the scope of the Regional Aquatic Centre basis of safety and construction/operational cost savings. 2. Allocate the next phase of funding from the Local Roads and Community Infrastructure Program (LRCIP) Phase 4 (\$2,051,366) to the upgrade of the Regional Aquatic Centre. 3. Endorse the funding strategy as outlined in the confidential attachment. 4. Receive a report following the outcome of the <i>Community Assets Program</i> grant application and reaffirm in principle support for funding Stage 2 of the project.	Peter Birch	11 Jul 2023 10:13am Peter Birch Noted and with respect to Point 4 still no advice from the CAG funding application that was expected 30 June. Representations have been made through local member. 15 May 2023 12:04pm Peter Birch Noted. Tender released and has closed. Have not yet had outcome of CAG application 07 Mar 2023 9:24am Peter Birch Procurement process for tender underway and meeting organised with contractors., Liaison with Community Assets Program contacts proceeding
27/06/2023	07.23.092	Call to Phase out Native Forest Logging on Public Land - Motion from Biodiversity Advisory Committee	That Council 1. Defer ITEM 07.23.092 – Call to Phase out Native Forest Logging on Public Land till the October 2023 ordinary Council meeting. 2. Request the general manager prepare a report with their recommendation for ITEM 07.23.092 for the October 2023 ordinary Council meeting. 3. Invite written feedback on ITEM 07.23.092 from the following industry groups: NSW CFMEU (Manufacturing), NSW Forestry	Reece Luxton	

ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Outstanding

			<p>Corporation, Big River Timbers, Mashall Notaras & Sons Pty Ltd, Koppers Australia, Coffs Harbour Hardwood, Local Land Services, EPA and Timber NSW (Chairperson Andrew Hurford) and other interested parties and the wider Clarence Valley community via a media release.</p> <p>4. Discuss the ITEM 07.23.092 – Call to Phase Out Native Logging on Public Land at a council workshop to be held before the October meeting.</p>		
27/06/2023	07.23.093	Request for Ecologist Position in Council - Motion From Biodiversity Advisory Committee	That Council supports the recommendation from the Biodiversity Advisory Committee for a qualified ecologist to be added to the Council's organisation structure.	Reece Luxton	
28/02/2023	07.23.028	Smart Energy Park - Mid Scale Solar Farm and Landfill Gas to Energy Project	<p>That Council:</p> <ol style="list-style-type: none"> 1. engage consultants to: <ol style="list-style-type: none"> a. Prepare a detailed design and Review of Environmental Factors (REF) for a solar farm located at the Grafton Regional Landfill. b. Prepare a detailed procurement and business model analysis for item (a) above and the Gas to Energy plant detailed in this report 2. Report the findings of item 1(b) back to Council to inform a decision on how to proceed with the project. 	Richard Roper	<p>11 Jul 2023 12:02pm Richard Roper Procurement advice due July 2023</p> <p>10 Jul 2023 2:23pm Bryanna Boyd - Reallocation Action reassigned to Richard Roper by Bryanna Boyd - Officer retirement</p> <p>11 Apr 2023 10:39am Ken Wilson Consultant engaged to provide procurement advice.</p> <p>13 Mar 2023 2:17pm Ken Wilson RFQ's being prepared for solar detailed design and procurement advice</p>
27/06/2023	06.23.010	Proposed National Science Week Workshop "Plastic Waste to Resource"	<p>That Council</p> <ol style="list-style-type: none"> 1. conduct an educational workshop on plastic waste as an event to celebrate National Science Week 2023 and engage Louise Hardman Founder of Plastic Collective and inventor of mobile recycling stations to facilitate the workshop on plastics demonstrating how it is possible to turn plastic waste in remote communities into a valued commodity. 2. liaise with facilitator, Louise Hardman on a date for the workshop during Science Week if possible or in the month of August 2023 if not. 3. register this workshop as an event to celebrate National Science 2023. 4. hold the workshop in council's Environmental Learning Facility (ELF) at Grafton Regional Landfill at 704 Armidale Rd, South Grafton. 5. invite council's Climate Change Committee and interested community members. 6. manage participants to the free community workshop through a booking management system. 	Scott Lenton	<p>05 Jul 2023 1:37pm Lee Boon - Reallocation Action reassigned to Scott Lenton by Lee Boon - Hi Scott, I have reassigned to you. If you need Exec Support to do anything just let us know. Thanks</p>

ACTION SCHEDULE FROM COUNCIL MEETING

For Action - Open/Confidential - Outstanding

22/11/2022	06.22.011	Action on Second Generation Anticoagulant Rodenticides	<p>That Council:</p> <ol style="list-style-type: none"> 1. Calls on the NSW State Government to: <ol style="list-style-type: none"> a) Legislate to ban the retail sale of Second Generation Anticoagulant Rodenticides (SGARs) in NSW; b) Change the state government's pest management practices for state-owned properties to stop the use of SGARs; c) Advocate through the joint Commonwealth-States Agriculture Ministers Meeting (AMM) for a national ban on the retail sale of SGARs; d) Investigate nominating SGARs as a key threatening process under the NSW Biodiversity Conservation Act 2016; e) Encourage landholders through the Local Land Services to avoid the use of SGARs and responsibly manage pest issues through licenced professionals; and 2. That the General Manager investigate Councils use of chemical and non-chemical alternatives to SGARs, including availability, cost and efficacy and to report to Council's February 2023 OCM, including details of Council's current and recent use of SGARs, any stocks held and the monetary value of them. <p>That the General Manager investigate Councils use of chemical and non-chemical alternatives to SGARs, including availability, cost and efficacy and to report to Council's February 2023 OCM, including details of Council's current and recent use of SGARs, any stocks held and the monetary value of them.</p>	Scott Lenton	<p>15 May 2023 4:55pm Scott Lenton Letter sent to NSW Government (copy to Australian Pest and Veterinary Medicines Authority) and collation of information to inform a Council report in progress. Council report likely in June 2023.</p> <p>05 Dec 2022 2:56pm Lee Boon - Reallocation Action reassigned to Scott Lenton by Lee Boon - Should have gone to Scott to follow up resolution points.</p>
28/02/2023	07.23.005	Renewal and review of Alcohol Free Zones	<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopt AFZs for areas of Grafton, South Grafton, Maclean, Yamba and Iluka, plus an event-based AFZ in the vicinity of the Grafton Racecourse for the July Racing Carnival, in accordance with the maps provided in the Attachments to this report effective until 30 June 2024; 2. Complete a review of the AFZs in the 2023/2024 financial year in accordance with the NSW Office of Local Government Guidelines with the review to consider the relationship with established Alcohol Prohibited Areas and include, but not be limited to, consultation with NSW Police, Clarence Valley Liquor Accords, holders of liquor licences, local Aboriginal organisations, Chambers of Commerce (or similar) and the community; 3. Delegate authority for Council staff to grant approval or authorisation for consumption of alcohol in association with footpath dining sites within the AFZs provided appropriate checks for risk to the public and nearby amenity are completed and relevant management controls applied; and 4. Seek public comment to establish a new Alcohol Prohibited Area at Lot 7022 DP93040, Through Street, South Grafton and if there is no objection take action to implement that designation. 	Scott Lenton	<p>15 May 2023 4:57pm Scott Lenton Request for AFZ signs to be updated with new dates submitted, AFZ review project included in draft 23/24 Operational Plan, revised process for assessing footpath dining applications in AFZs being implemented and native title considerations being investigated on item 4 prior to consultation commencing.</p>

ACTION SCHEDULE FROM COUNCIL MEETING – To February 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	That Council: 1. Undertake further analysis to identify specific projects on Clarence Way, Armidale Road and Orara Way for future funding. 2. Undertake Route Corridor Reviews into all of the identified sealed roads and prioritise the project outcomes from these reviews. 3. Undertake further technical and Benefit Ratio assessments of all unsealed roads to develop a prioritised road upgrading list. 4. 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.	Jamie Fleeting / Adam Cameron / Murray Lane	9/12/19 31/08/20 21.12.21 5/12/2022 11/4/23	AD - Items 1, 2 and 3 are in progress. AD - Items 1, 2 and 3 are still in progress. AC – Item 4 - Work on scoping the required technical studies has commenced. 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) Council's 2022-23 Operational Plan includes the first step in undertaking a feasibility study of the Yamba Urban Bypass, being a Preliminary Environmental Investigation of the road corridor. A suitably qualified environmental consultant was recently appointed to commence the Preliminary Environmental Investigation in December 2022. ML - Item 4 – The Preliminary Environmental Investigation for the Yamba Bypass is currently being prepared by Planit Consulting under direction from Strategic Planning. The completing date and reporting to Council is May-June 2023.	B

ACTION SCHEDULE FROM COUNCIL MEETING – To February 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"> 1. Acquire an easement over the stormwater pipes located on Lot 3 DP 1005547. 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. 	<p>Kylee Baker Elle Casson</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 10/11/2022</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. Still waiting on decision from the OLG.</p>	<p>B</p>
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ACTION SCHEDULE FROM COUNCIL MEETING – To February 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

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.	Kylee Baker Elle Casson	7/12/2020 30/4/2021 30/8/2021 23/12/2021 07/03/2022 10/05/2022 17/08/2022 14/10/2022 10/11/2022	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. Survey docs have been executed by all landowners and lodged with NSW LRS.	B

ACTION SCHEDULE FROM COUNCIL MEETING – To February 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

Item No.	Report Title	Council Resolution 15 December 2020	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.	Scott Lenton Stephen Timms	12/1/21 6/9/21 4/04/21 31/05/22 18/08/22 6/12/22 11/04/23	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. Revised flood modelling nearing completion and this will inform planning approach. Aiming to brief Clrs in new year and draft DCP changes following that discussion. The updated Clarence River Flood Model is anticipated to go to the Floodplain Risk Management Committee and Council in May 2023. The updates to the DCP will be made subsequent to adopting the updated flood model.	B

ACTION SCHEDULE FROM COUNCIL MEETING – To February 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

6b.20.098	Ngayundi Yamba Sports Complex – Draft Plan of Management	<p>That Council:</p> <ol style="list-style-type: none"> 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 10/11/2022 11/04/2023	<p>1. Draft POM referred to DPIE under the A/GMs signature</p> <p>2-5. In progress – still waiting on Crown Lands to review and give permission to place draft PoM on public exhibition</p> <p>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</p> <p>Advised by Crown Lands that the draft PoM had progressed in the queue</p> <p>Sent request for update on progress – no reply received</p> <p>Spoke with Jane Adam who advised that the draft PoM was still in the queue</p> <p>No change from above entry. Significant delay in turnaround of Draft PoM (ie 9 months). Staff regularly follow-up status with DPIE.</p> <p>PoM on exhibition until 17 Jan 2022.</p> <p>Submission process identified matters not considered in draft PoM. Draft PoM to be amended.</p> <p>Waiting on Yamba Cycling Club to provide details of appropriate time to undertake consultation with the club.</p> <p>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.</p> <p>YCC informs me on the 20/10 that they cannot update plan as Council drew it. Open Spaces says that we did not add the criterium track to the Masterplan. Open Spaces informed that the criterium track not consistent with Council's open spaces strategy or has been through a community consultation process, even though we have provided the YCC with a letter of support so that they can apply for funding.</p> <p>Council staff need to resolve if the proposed criterium track by YCC is able to be support to progress the PoM.</p>	B
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ACTION SCHEDULE FROM COUNCIL MEETING – To February 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

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: <ol style="list-style-type: none"> 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). 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). Council consider “No Parking Midnight-5.00am” signage along The Crescent at Angourie as part of a future parking study. The Working Group on Campers group conclude following the proposed May 2021 meeting. 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
6a.21.014	Acquisition of Part Reserve 95853 Grafton – Part Frank McGuren Park	That Council: <ol style="list-style-type: none"> 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>. 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). 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>. Classify the land as operational land. 	Kylee Baker Elle Casson	30/4/2021 30/8/2021 17/12/2021 07/03/2022 10/05/2022 17/08/2022 14/10/2022 10/11/2022 29/11/2022	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 & 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. Amendment to LEP for reclassification of Lots 1 & 2 to be reported at the next Council Meeting. Reclassification approval at the November Council Ordinary Meeting, now being processed by Planning	B

ACTION SCHEDULE FROM COUNCIL MEETING – To February 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

6c.21.025	Permanent Road Closures – Unused Roads off Boormans Lane Southgate	<p>That Council:</p> <ol style="list-style-type: none"> 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.” 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. 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. 	Kylee Baker	30/4/2021	Landowners solicitor advised of resolution. Pending acceptance by landowner.	B
			Elle Casson	30/8/2021	Landowner agreed. Pending survey and deed of agreement.	
				23/12/2021	Survey completed, awaiting confirmation from Forestry that they are satisfied with the survey.	
				07/03/2022	No update	
				10/05/2022	No further update	
				17/08/2022	Council has executed 88b, awaiting forestry to do the same	
				14/10/2022	Council has supplied all relevant documentation, awaiting plans to be registered	
	28/11/2022	Forestry have now signed the documents which are with the surveyor for registration				

Item No.	Report Title	Council Resolution – 22 June 2021	Officer	Date	Comments	Status
6b.21.038	Draft Fisher Park Plan of Management	<p>That Council:</p> <ol style="list-style-type: none"> Note the preparation of the draft plan of management for Fisher Park, Grafton; 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>; 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 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	1. Noted	B
				25/6/2021	2-3. Draft Fisher Park PoM placed on public exhibition from 25 June until 9 August 2021	
				30/8/2021	4. Submissions still being reviewed and amendments to draft plan being made	
				17/1/2022	4. Waiting on Open Spaces to provide advice on encroachment of tennis complex on adjoining Showground	
				11/05/2022	Encroachment investigated and confirmed. Consultation with Grafton Tennis Club and Grafton Show Society to be undertaken	
				31/05/2022	Waiting on Open Spaces to provide feedback on consultation with Grafton Tennis Club	
				14/10/2022	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	
				10/11/2022	Draft plan currently being updated based upon advice received from Open Spaces	
11/04/2023	Item 4: Staff need to resolve the encroachment issue between the tennis					

ACTION SCHEDULE FROM COUNCIL MEETING – To February 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

Item No.	Report Title	Council Resolution – 22 June 2021	Officer	Date	Comments	Status
					courts and the showground to progress PoM.	

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/ Stephen Timms	22/12/21 7/3/2022 11/5/2022 10/11/2022 5/04/23 11/04/2022	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. Additional studies are required to update and finalise the DCP given changes since 2008, particularly to the road network. Additional funding will be sourced to procure consultants to assist with a traffic and transport study, holistic stormwater and drainage plan, servicing plan and complimentary landscape and open space plans to reflect updated studies. A brief is being prepared for Consultants to quote on these matters Planning staff are focussing on progressing an update to the draft DCP. Existing funding has been reallocated to engage a consultant to update necessary studies. Plan is to progress and finalise this calendar year.	B

Item No.	Report Title	Council Resolution – August 2021	Officer	Date	Comments	Status
6c.21.104	Acquisition of Part Ellis State Forest and Part Clouds Creek State Forest for Road Purposes	That Council: 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.	Kylee Baker Elle Casson	30/8/2021 23/12/2021 07/03/2022 10/05/20221	Deed being reviewed by Forestry Corp. Awaiting a letter of confirmation from Forestry regarding compensation before deed is signed Waiting on Survey plans No further update	B

ACTION SCHEDULE FROM COUNCIL MEETING – To February 2022

STATUS LEGEND: A – Action required; B – Being progressed; C – Completed

Item No.	Report Title	Council Resolution – August 2021	Officer	Date	Comments	Status
		<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>17/08/2022</p> <p>14/10/2022</p> <p>29/11/2022</p>	<p>Still waiting on survey plans. Solicitor has informed that this will need to be a compulsory acquisition now. New solicitor taking over late august who will commence the compulsory acquisition process.</p> <p>No update.</p> <p>Waiting on instructions from Forestry on how to proceed.</p>	

Item No.	Report Title	Council Resolution – NOVEMBER 2021	Officer	Date	Comments	Status
6c.21.149	Proposed Permanent Road Closure – Part Old Watters Road, Rushforth	<p>That Council:</p> <ol style="list-style-type: none"> 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	<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>10/11/2022</p> <p>29/11/2022</p>	<p>Awaiting quotes to be submitted by surveyors for the applicants approval</p> <p>Waiting on DOA from Solicitor</p> <p>No further update</p> <p>Deed as been entered into with landowners, waiting on survey plans to be completed</p> <p>Survey Plans completed, awaiting execution by GM.</p> <p>Survey plans have been lodged with LRS.</p> <p>Survey plans have now been registered and road closure Gazetted. Solicitor lodge request with LRS to remove public road notation from title.</p>	B

LOCAL TRAFFIC COMMITTEE

July 5, 2023



MINUTES

LOCAL TRAFFIC COMMITTEE

Wednesday 5 July 2023

Microsoft Teams 9:00am

LOCAL TRAFFIC COMMITTEE

July 5, 2023



CLARENCE VALLEY COUNCIL LOCAL TRAFFIC COMMITTEE

The following information is provided so that you may be aware of the structure and operation of the Clarence Valley Council Local Traffic Committee.

The Clarence Valley Council Local Traffic Committee is not a Committee of Clarence Valley Council but a Technical Committee that provides advice to Council. Council has been delegated certain powers, from Transport for NSW, about traffic matters upon its local roads. A condition of this delegation is that Council must consider the Local Traffic Committee recommendations.

The LTC is to be made up of four formal members, each with one vote only. The members are as follows:

- one representative of Council
- one representative of the NSW Police
- one representative of the TfNSW
- the local State Member of Parliament (MP) or their nominee.

The meetings are held every two months and out of meeting items can be circulated by email and reported to the next Council meeting. Generally, the Local Traffic Committee meetings are chaired by a Clarence Valley Council Councillor.

If either the Police or TfNSW representative on the Traffic Committee disagrees with any Local Traffic Committee recommendation, or Council resolution on any Traffic Committee recommendation, that member may lodge an appeal with the Regional Traffic Committee for determination. The appeal must be lodged in writing within 14 days of Council's resolution. Any action relative to any issue under appeal must cease until the matter is determined.

LOCAL TRAFFIC COMMITTEE

July 5, 2023

Minutes 5 July 2023

- 1. OPENING**
- 2. ACKNOWLEDGEMENT OF COUNTRY**
- 3. INVITED**
- 4. APOLOGIES**
- 5. DISCLOSURE OF INTERESTS**
- 6. MATTERS ARISING FROM THE MINUTES OR COUNCIL RESOLUTIONS**
- 7. FORMAL ITEMS FOR CONSIDERATION**
 - ITEM: 013/23 ACCESSIBLE PARKING ADJACENT MACLEAN BOWLS CLUB
 - ITEM: 014/23 PARKING NEAR MACLEAN HOSPITAL
 - ITEM: 015/23 GLENREAGH TIMBER FESTIVAL
- 8. GENERAL BUSINESS**
- 9. SCHEDULE OF OUTSTANDING ITEMS**

LOCAL TRAFFIC COMMITTEE**July 5, 2023****1. OPENING****2. ACKNOWLEDGEMENT OF COUNTRY**

The acknowledgment was delivered by Cr Johnstone.

3. ATTENDED

Cr Johnstone (Chair), Alexie Miller (TfNSW), Alana Brooks (Council), Malcom Britt (Busways), Jamie Fleeting (Council), Greg Aitken (TfNSW), Jeff Rainbow (Police), Cr Pickering. Melissa Optland (MP Rep), Laura Black (Council), Debbie Newton (MP Rep)

4. APOLOGIES

Richie Williamson (MP), Stephanie Tarrant (TfNSW).

5. DISCLOSURE OF INTERESTS

Nil

LOCAL TRAFFIC COMMITTEE

July 5, 2023

6. MATTERS ARISING FROM THE MINUTES OR COUNCIL MEETINGS

The below resolutions of the Council meeting held on 23 May 2023 was noted.

ORDINARY COUNCIL MEETING		23 MAY 2023
ITEM 07.23.081 LOCAL TRAFFIC COMMITTEE		
Meeting	Council	23 May 2023
Directorate	Works & Civil	
Prepared by	Support Officer (Operations), Julie Wilks	
Reviewed by	Director (Works & Civil), Jamie Fleeting	
Attachments	A. Local Traffic Committee Minutes 3.5.23 (Separate Cover) ↗ B. 010.23 Prince Street Marketta (Separate Cover) ↗ C. 011.23 Northern Rivers Aquatic Event Maclean (Separate Cover) ↗ D. 012.23 Sheehans Lane Gulmarrad - New Intersection (Separate Cover) ↗	

SUMMARY

This report lists the recommendations made at the 3 May 2023 meeting of the Local Traffic Committee.

OFFICER RECOMMENDATION

That the recommendations of the Local Traffic Committee determined on 3 May 2023 be adopted by Council.

LINKAGE TO OUR COMMUNITY PLAN

Theme Infrastructure

Objective We will have communities that are well serviced with appropriate infrastructure

KEY ISSUES

That the recommendations of the Local Traffic Committee determined on 3 May 2023 be adopted by Council.

BACKGROUND

The following reports were considered by the Local Traffic Committee and recommendations determined on 3 May 2023.

Officer Reports	
Item No	Requests/Comment
010/23 Prince Street Marketta	That the road closures associated with the Prince Street Marketta in Grafton on 20 May 2023 are supported subject to the conditions outlined in the report. Road closures: Saturday 20 May 2023 – 12pm until 11.30pm- Closure of Prince Street between the Fitzroy Street roundabout (including the southbound roundabout lane) and Pound Street.
011/23 Northern Rivers Aquatic Event Maclean	That the closure of MacNaughton Place for the Northern Rivers Aquatic Club speed boat event in Maclean on Sunday 23 July 2023 be supported, subject to the conditions outlined in the report. Road closures: Sunday 23 July 2023 – Approximately 7:00 am to 5:30pm- Closure of MacNaughton Place, Maclean
012/23 Sheehans Lane, Gulmarrad – New Intersection	That the Committee: 1. Approve the proposed signage and linemarking layout plans associated with works within Sheehans Lane, Gulmarrad. 2. Delegates authority to the Manager- Strategic Infrastructure, to approve minor signage or linemarking changes to the proposed plan.

LOCAL TRAFFIC COMMITTEE

July 5, 2023

7. FORMAL ITEMS FOR CONSIDERATION

ITEM	013/23	ACCESSIBLE PARKING ADJACENT MACLEAN BOWLS CLUB
Meeting	<i>Local Traffic Committee</i>	<i>5 July 2023</i>
Directorate	<i>Works & Civil</i>	
Reviewed by	<i>Director - Works & Civil (Jamie Fleeting)</i>	
Attachment	<i>Nil</i>	

SUMMARY

Council has received a request from a representative of the Maclean Bowls Club for an additional accessible parking space within the Council carpark at the entrance to their club.

LOCAL TRAFFIC COMMITTEE RECOMMENDATION

That an additional accessible parking space and associated shared area be installed at the entrance to Maclean Bowls Club.

Voting	Council	Y
	Local State Member of Parliament Representative	Y
	TfNSW	Y
	Police	Y

LINKAGE TO OUR COMMUNITY PLAN

Theme	2 Infrastructure
Objective	2.1 We will have communities that are well serviced with appropriate infrastructure
Strategy	2.1.5 Provide safe and effective vehicular and pedestrian networks that balance asset conditions with available resources

BACKGROUND

Council has received a request from a representative of the Maclean Bowls Club for an additional accessible parking space within the Council carpark (Figure 1) at the entrance to their club.

LOCAL TRAFFIC COMMITTEE

July 5, 2023



Figure 1. Location of additional shared area and accessible parking space

KEY ISSUES

Council staff inspected the carpark at peak times, on four occasions and both accessible car spaces adjacent the Maclean Bowls Club were always full.

The installation of an accessible car space will result in a net loss of one carpark to accommodate the shared area. The installation will be in accordance with Australian Standards AS 2890.6:2009 – Parking facilities – Part 6: Off-street car parking for people with disabilities.

COUNCIL IMPLICATIONS

Budget/Financial

Approximately \$1500 can be covered under the minor traffic facilities budget.

Asset Management

Signage to be added to Council’s Asset Register.

Policy or Regulation

Australian Standards AS 2890.6:2009 – Parking facilities – Part 6: Off-street car parking for people with disabilities.

Consultation

Consultation with the Maclean Bowls Club.

Legal and Risk Management

N/A

Climate Change

N/A

Prepared by	Alana Brooks, Road Safety Officer
Attachment	NIL

LOCAL TRAFFIC COMMITTEE

July 5, 2023

ITEM	014/23	PARKING NEAR MACLEAN HOSPITAL
Meeting	<i>Local Traffic Committee</i>	<i>5 July 2023</i>
Directorate	<i>Works & Civil</i>	
Reviewed by	<i>Director - Works & Civil (Jamie Fleeting)</i>	
Attachment	<i>Yes</i>	

SUMMARY

Council has been forwarded concerns about parking congestion in Union Street near the Maclean Hospital.

LOCAL TRAFFIC COMMITTEE RECOMMENDATION

1. That a *NO STOPPING* sign be installed on Union Street 10m west of the Woodford Street intersection.
2. That a *NO STOPPING sign* be installed on Woodford Street, 10m south of the Union Street intersection.
3. That the broader parking issues and road safety around the hospital precinct be referred to the Safe System Working Group for review.

Voting	Council	Y
	Local State Member of Parliament Representative	Y
	TfNSW	Y
	Police	Y

LINKAGE TO OUR COMMUNITY PLAN

Theme	3 Economy
Objective	2.1 <i>We will have communities that are well serviced with appropriate infrastructure</i>
Strategy	2.1.5 Provide safe and effective vehicular and pedestrian networks that balance asset conditions with available resources

BACKGROUND

A resident has raised concerns about parking congestion on Union Street and the lack of adequate off-street parking provided by the hospital. Photos of illegal parking (Figure 1) were also provided, and this issue has been referred to the parking rangers for enforcement.

LOCAL TRAFFIC COMMITTEE

July 5, 2023



Figure 1. Car parked in the *NO STOPPING* zone on Union Street.

KEY ISSUES

During inspections by Council officers, vehicles were observed to park too close to the western side of the intersection of Union Street and Woodford Street, Maclean. These parked vehicles cause sight distances restrictions at the intersection. It is therefore recommended to install *NO STOPPING* signs to reinforce the existing road rule that you must not park within 10 metres of an intersection. This could be monitored, and bollards or guideposts installed if the problem continues. The proposed signage plan is outlined in Figure2.

The hospital, community centre and aged care facility all have off-street accessible parking. If additional accessible parking is required, they should be provided off-street where it is safer and near the entrances to these facilities.

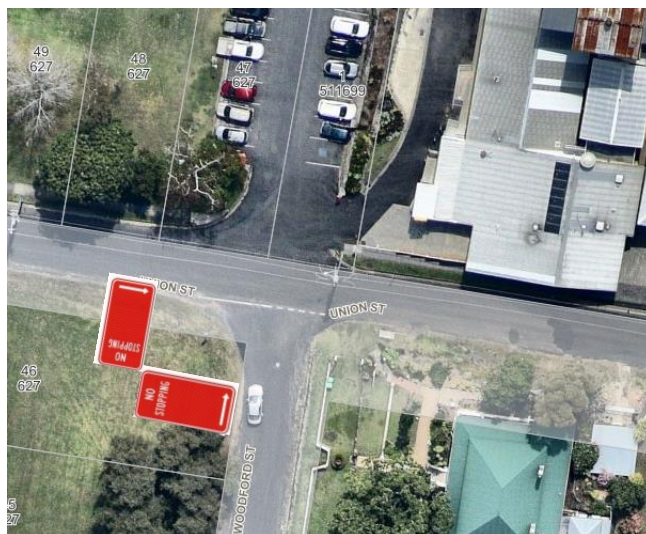


Figure 2. Proposed *NO STOPPING* signage to be installed 10m from the intersections.

COUNCIL IMPLICATIONS

Budget/Financial

Approximately \$450 can be covered under the minor traffic facilities budget.

Asset Management

Signage to be added to Council's Asset Register.

Policy or Regulation

AS1742.2 Manual of Uniform Traffic Control Devices.

LOCAL TRAFFIC COMMITTEE

July 5, 2023

Consultation

Nil. Signage is reinforcing existing road rules

Legal and Risk Management

N/A

Climate Change

N/A

Prepared by	Alana Brooks, Road Safety Officer
Attachment	014.23 Customer correspondence

LOCAL TRAFFIC COMMITTEE

July 5, 2023

ITEM	015/23	GLENREAGH TIMBER FESTIVAL
Meeting	Local Traffic Committee	5 July 2023
Directorate	Works & Civil	
Reviewed by	Director - Works & Civil (Jamie Fleeting)	
Attachment	Yes	

SUMMARY

Council has received a request for road closures associated with the Glenreagh Timber Festival on Saturday 29 July 2023.

LOCAL TRAFFIC COMMITTEE RECOMMENDATION

That the proposed road closures/impacts associated with the Glenreagh Timber Festival on Saturday 29 July 2023 be supported subject to the following conditions:

1. Conformance with NSW Police approval and conditions.
2. Adequate public liability insurance being held by the event organiser and a current certificate provided to Council at least two weeks prior to the event.
3. The submission and approval of a Community Event application and compliance with any conditions imposed therein.
4. Conformance with a Traffic Management Plan and associated Traffic Guidance Schemes (submitted to Council at least 2 weeks before the event) implemented and controlled by Transport for NSW accredited persons.
5. All signage erected for the event to not cause a hazard for motorists or pedestrians and be removed immediately following the completion of the event.
6. The event organiser notifies local community of the impact of the event/s by advertising in the local paper/s a minimum of one week prior to the operational impacts taking effect. The advertising must include the event name, specifics of any traffic impacts or road closures and times, alternative route arrangements, event organiser, a personal contact name and a telephone number for all event related enquiries or complaints.
7. Community and affected business consultation including adequate response/action to any raised concerns.
8. Consultation with emergency services (fire and ambulance).
9. Consultation with affected bus and transport operators and arrangements made for provision of services during conduct of the event, including school services.
10. Arrangements made for private property access and egress affected by the event.
11. The event organiser will be responsible for making all necessary enquiries and assessment of current road conditions to ensure that the environment is suitable for conduct of the event.

Voting	Council	Y
	Local State Member of Parliament Representative	Y
	TfNSW	Y
	Police	Y

LOCAL TRAFFIC COMMITTEE

July 5, 2023

LINKAGE TO OUR COMMUNITY PLAN

Theme	3 Economy
Objective	3.1 <i>We will have an attractive and diverse environment for business, tourism and industry</i>
Strategy	3.1.5 Attract and grow events which contribute to the economy with a focus on high participatory events

BACKGROUND

Council has received a request for road closures in association with the Glenreagh Timber Festival. After a surprising and significant increase in attendees in 2022, the event organisers have increased their traffic management for the upcoming 2023 event. The traffic management plan will be implemented by a traffic control company, the Rural Fire Services (RFS) and event organisers.

The road closures are:

29 July 2023, 9am to 4:30pm- Bridge Street, Glenreagh- restricted entry for buses and residents only. Event vehicles to use Boundary Street, Left into Dorrigo Street, Right into Bridge Street.

KEY ISSUES

The Glenreagh Timber Festival organisers have submitted the Traffic Management Plan at late notice as they were unaware of the approval process for road closures for events.

An event shuttle is being used to pick-up participants from:

- Grey Fox Hollow – corner of Coramba and Shannon Streets and,
- Shannon Park – corner of Sherwood Creek road and Boundary Street.

The shuttle is free of charge and the external pick-points will be advertised to eventgoers.

There is a ticket company charging at the gate to the recreational reserve which will cause queuing on Bridge Street. To minimise delays, both tickets for the event and parking are available for pre-purchase. The Boundary Street detour is in place to accommodate longer queues and prevent queuing on Coramba Road.

There are several RFS crews directing attendees to parking areas.

COUNCIL IMPLICATIONS**Budget/Financial**

N/A

Asset Management

N/A

Policy or Regulation

Guide to Traffic and Transport Management for Special Events, NSW Government
Traffic Control at Worksites, Technical Manual, TfNSW

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Consultation

As per recommendation.

Legal and Risk Management

Traffic Control must be designed and installed by accredited persons.

Climate Change

N/A

Prepared by	Alana Brooks, Road Safety Officer
Attachment	015/23 Glenreagh Timber Festival TMP

LOCAL TRAFFIC COMMITTEE

July 5, 2023

8. GENERAL BUSINESSRiver Street, Ulmarra

The Signage, linemarking and parking plan associated with the Ulmarra CBD upgrade has been reviewed by Council staff and they have recommended to modify the parallel parking on River Street, just north of Coldstream Street, and south of the boat ramp.

There are two proposed options:

1. Move the spaces to the western side of the road so it is more accessible to the predominantly northbound traffic. This would result in *NO STOPPING* adjacent the houses on the eastern side of the road and the loss of 1-2 parking space.
2. To make River Street, north of the hotel parking, one-way northbound. This would allow parallel parking on either side of the road, except opposite the angled parking, where *NO STOPPING* would still be required for maneuverability associated with the angled parking.

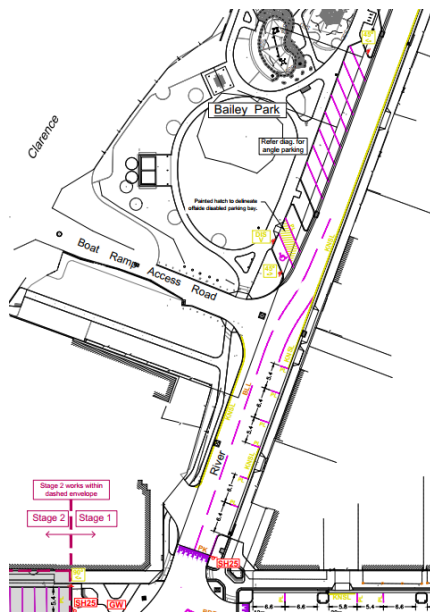


Figure 1. Existing parking plan for Ulmarra upgrade.

The Committee agreed these options should be reviewed further, in consultation with the community and a recommendation be presented at a future meeting or by email circulation if timing requires.

Councillor Listening Tour Issues

Cr Johnstone raised the following issues brought up during recent community listening tours:

- Parking concerns opposite Yamba Public School, and

LOCAL TRAFFIC COMMITTEE

July 5, 2023

- a request for a gateway entry treatment to Brooms Head village and a safe crossing point at the bridge.

Both issues have been referred to Council's Road Safety Officer for review.

LOCAL TRAFFIC COMMITTEE

July 5, 2023

SCHEDULE OF OUTSTANDING ITEMS

ITEM	MEETING DATE	TITLE	COMMENT	COMPLETED
Items carried over from previous years				
Item for discussion	06.10.21	Pound/Villiers Street Roundabout	04.05.22- A consultant has been engaged and preliminary investigations commenced. The matter will remain open until a formal letter of response is sent to Mr Chris Gulaptis, MP from TfNSW. 07.09.22 - TfNSW has sent plans for improvements to the intersection to Council for review. 02.11.22 – Council has provided initial feedback on concept design and a meeting is to be organised to discuss further. 01.03.23 – Meeting held between TfNSW and Council representatives on 23.01.23. Council has submitted cost estimate to TfNSW to undertake detailed design and construction.	
Item for discussion	03.11.21	Speed Limit Review Request, South Arm Road, Woodford Island	04.05.22- TfNSW has undertaken a speed limit review as part of a broader review of speed limits on Woodford Island. Once finalised, the findings will be reported back to the Local Traffic Committee.	
Item 011/22	06.04.22	Iluka, Riverview Street One Way Review	06.07.22- Scheduled in 22/23 Traffic Facilities Program.	
Item 029/22	07.09.22	Harbour Street and Clarence Street, Yamba	2.11.22-Speed hump scheduled in 22/23 Program	
Item 034/22	02.11.22	Taxi zone, Pound Street, Grafton	01.03.23- Signage ordered. 05.07.23 Signage Installed	Complete
2023				
Item 001/23	24.01.23	Groove on the Grass, Grafton - road closures	01.03.22- Event is complete	Complete
Item 002/23	01.03.23	Macleay Highland Gathering	03.05.23- Event Organisers notified	Complete
Item 003/23	01.03.23	Anzac Day Road Closures April 2023	03.05.23- Event Organisers notified	Complete
Item 004/23	01.03.23	Grafton to Inverell Cycle Classic April 2023	03.05.23- Event Organisers notified	Complete

LOCAL TRAFFIC COMMITTEE

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Item 005/23	01.03.23	Northern Rivers Aquatic Club, Maclean March 2023	03.05.23- Event Cancelled	Complete
Item 006/23	01.03.23	No Parking Centenary Drive Maclean	03.05.23- Signage installed	Complete
Item 007/23	01.03.23	Esk River Flood Monitoring Project Iluka	03.05.23- Project manager notified	Complete
Item 008/23	06.04.23	Yamba Cycling Club Season 23/24	03.05.23- Event Organisers notified	Complete
Item 009/23	06.04.23	Grafton Cycling Club Season 23/24	03.05.23- Event Organisers notified	Complete
Item 010/23	03.05.23	Prince Street Marketta, Grafton	05.07.23- Event Organisers notified	Complete
Item 011/23	03.05.23	Northern Rivers Aquatic Event, Maclean	05.07.23- Event Organisers notified	Complete
Item 012/23	03.05.23	Sheehans Lane, Gulmarrad – new intersection	05.07.23- Development Engineer notified	Complete



Traffic Management Plan

Event Name: GLENREAGH TIMBER FESTIVAL

Date of Event: 29/07/2023

Contact Name: RIKKI CETINICH

Contact Number: 0403 425 906

TRAFFIC MANAGEMENT PLAN

Checklist		
	Item	Completed
1	Event Details	
2	Risk Management	
2.2	PLI	
2.3	Police	
2.1	Fire Brigades & Ambulance	
3	Traffic & Transport Management	
3.1	The Route or Location	
3.2	Parking	
3.3	Construction, traffic calming & traffic generating developments	
3.4	Trusts, Authorities or Government Enterprises	
3.5	Impact on Public Transport	
3.6	Reopening roads after moving events	
3.7	Traffic Management Requirements unique to this event	
3.8	Contingency plans	
3.9	Heavy vehicle impacts	
3.10	Special event clearways	
4.1	Access for residents, businesses	
4.2	Advertise Traffic Management arrangement	
4.3	Special Event Signage	
4.4	Permanent variable message signs	
4.5	Portable variable message signs	

TRAFFIC MANAGEMENT PLAN

1. Event Details

Event Details	
Event	Glenreagh Timber Festival
Event Type (indoor/outdoor)	Outdoor
Address of event	Glenreagh Recreation Ground, Bridge Street Glenreagh
Event Details (List activities)	Glenreagh Timber Festival is a Country Fair celebrating the rich history of the timber industry & features vintage machinery, wood chop, Market stalls, live music, Food Trucks, working animals, kids entertainment & steam displays.
Date/Time Event Starts	July 29th, 2023 / 9:00am – 4:30pm
Estimated number of people expected to attend	5000 people
Estimated number of staff/volunteers to assist with event	40 staff / volunteers

1.1 Event Management Details

Event Management Details	
Event Coordinator	Rikki Cetinich
Organisation or Group	Glenreagh Timber Festival
Address	Po Box 5086 Glenreagh, NSW, 2450
Phone	0403 425 906
Email	admin@glenreaghtimberfestival.com.au

EVENT MANAGEMENT PLAN

2.1 Occupational Health & Safety – Traffic Control

RISK MANAGEMENT TRAFFIC	
RISK ASSESSMENT PLAN	YES – ATTACHED

Glenreagh Timber Festival Risk Management Plan 2023

Name of Community Group:	Glenreagh Timber Festival	Start Date of Event:	29 th July 2023
Name of Organiser:	Ross Neil	Date of Assessment:	22 nd March 2023
Name of Risk Assessor:	Chris Hanson	Date of Review:	30 th June 2023

No	Hazard & Potential Consequences	Persons at Risk	Control Measures	Current Risk Rating (High, Med, Low)	Additional Control Measures Necessary	Residual Risk Rating (High, Med, Low)
1	Management of Safety and clear responsibilities <u>E.g.</u> Poor communication of health and safety issues and unawareness of hazards that could cause injury leaving the organiser potentially negligent.	Members of Public Employees Volunteers Contractors	Ensure that Public Liability Insurance covers the event (with a minimum cover of \$5 million). If you hire equipment for the event from an outside body or organisation (e.g. inflatables) it is the organiser's responsibility to obtain written confirmation that they have their own public liability insurance to meet claims resulting from their property/activities at the event. A safety management team should be formed to put the actions outlined in the safety policy into practice. Two to three people would be sufficient for a small event. A list of site safety rules should be drawn up and distributed to all workers or helpers who need to be aware of safety procedures.	Medium	Ensure responsibilities are agreed and communicated out to all stakeholders. Ensure copies of the documents are available onsite during the event.	Low
2	Slip, Trips and Falls <u>E.g.</u> Injuries arising from slips, trips and falls from uneven ground or obstructions and debris in access /egress routes and pedestrian areas	Members of Public Employees Volunteers Contractors	Organiser has carried out a pre-event site visit to ensure that the area is suitable to hold event and has developed a suitable risk assessment. Emergency routes to be of adequate width and kept clear at all times. Any uneven or damaged surfaces must be appropriately highlighted usually by means of a physical barrier or hazard tape to warn others of the risks until it can be suitably repaired or replaced. All working at height must be avoided wherever possible; where not it must be risk assessed, properly planned and organised and any equipment used (e.g. ladders, cherry pickers) must be properly inspected and maintained in accordance with the Work at Height Regulations (2005) and the Lifting Operations and Lifting Equipment Regulations (1998)	Medium	Event Organiser to carry out walk through visual inspection (prior to start of event) to ensure access/egress routes are unobstructed, free from slip and trip hazards and lighting levels are adequate.	Low

No	Hazard & Potential Consequences	Persons at Risk	Control Measures	Current Risk Rating (High, Med, Low)	Additional Control Measures Necessary	Residual Risk Rating (High, Med, Low)
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3	Physical Hazards present at site <u>E.g.</u> Drowning in river, falling down steep slope or rabbit hole	Members of Public Employees Volunteers Contractors	Organiser to carry out a pre-event site visit to ensure that the area is suitable and carry out a suitable risk assessment. Where there is a high level of risk, find a more suitable site to hold event. Events should not be carried out in areas where there is a high risk to participants. Areas that may be unsuitable include: <ul style="list-style-type: none"> Anywhere within unguarded access to deep or fast flowing water (e.g. rivers) Highway or roadside areas without vehicle segregation (fencing) Steep, slippery or unstable ground (including those with holes or excavations) 	Medium	Where possible, use barriers or tape to cordon off any dangerous areas on site and ensure all persons are informed that access to these areas is prohibited (e.g. signage, pre-event briefing) For further information and guidance, please refer to the 'Event Safety Guide'.	Low
4	Manual Handling <u>E.g.</u> Musculoskeletal injuries such as back injury from people attempting to move heavy or awkward objects	Members of Public Employees Volunteers Contractors	Avoid manual handling where possible. Where significant manual handling will be involved, carry out a manual handling risk assessment and provide suitable information and training. Employees/volunteers should be informed of the dangers of manual handling and instructed to assess loads before handling. Minimise repetitive bending wherever possible and ensure employees/volunteers take regular breaks. Use individuals who have been trained in techniques or provide basic training in manual handling techniques.	Medium	Organiser/team leader to give pre-event briefing session with all employees/volunteers to include instructions on manual handling, including: <ul style="list-style-type: none"> Not to lift unless comfortable in doing so Young persons and others at significant risk (e.g. persons with a previous back injury) instructed not to lift heavy weights. All lifting by young persons to be supervised Wherever possible, lift items with assistance rather than alone 	Low
5	Weather Issues <u>E.g.</u> extremes of weather can cause injuries such as wind-blown debris	Members of Public Employees Volunteers Contractors	Employees/volunteers should be informed beforehand of the need to wear sensible outdoor clothing, including trousers and warm clothing where appropriate. Organiser/team leader to cancel activity if there is extreme weather (e.g. high winds, rain, snow etc) Ensure there is an adequate supply of water to prevent dehydration.	Medium	Organiser/team leader to give pre-event briefing session with all participants to cover, where applicable, working in the heat (need to keep hydrated and avoiding sunburn)	Low
6	Equipment and Electrical Failure <u>E.g.</u> Injuries to	Members of Public	Ensure equipment is well maintained and in a good state of repair. Where equipment requires statutory inspection (such as portable appliances, lifting equipment, bouncy castles etc.) ensure that inspections	High	Ensure that all fixed electrical installations have been checked and certificated by a competent person as	Low

Reviewed June 2023

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No	Hazard & Potential Consequences	Persons at Risk	Control Measures	Current Risk Rating (High, Med, Low)	Additional Control Measures Necessary	Residual Risk Rating (High, Med, Low)
	those using or working on the equipment	Employees Volunteers Contractors	have been carried out according to required frequency and documentation is available onsite during the event (e.g. bouncy castles require annual inspection by a competent person under the PIPA industry standards, lifting equipment that lifts people requires a six-monthly examination by a competent person)		per current legal requirements. Equipment should be visually inspected prior to use to ensure that it has not been damaged and that there are no obvious defects.	
7	Natural Hazards including pollen, dangerous plants cuts from thorns, Wasp & Bee nests, E.g. Skin rash from plants, bee sting resulting in anaphylactic shock	Members of Public Employees Volunteers Contractors	Organiser to carry out a pre-event site visit to ensure that the area does not contain any natural hazards such as dangerous plants or wasp or bee nests. Employees/volunteers should be informed beforehand of the need to wear appropriate PPE (including protective gloves) and sensible outdoor clothing and footwear, keeping hands, arms and legs covered.	Low	Ensure adequate first aid arrangements have been provided (proportionate to the level of risk). At least one member of the group should have access to a phone in order to call for emergency assistance in the event of a group member being injured or falling ill as a result of an allergic reaction	Low
8	First aid and Emergency Arrangements	Members of Public Employees Volunteers Contractors	Event Safety Guide states that for small events this "should never be less than two first aiders, to allow for contingencies". Ensure that first aid provision is clearly signposted at the event. Where necessary, liaise with the Emergency Services to ensure that adequate emergency arrangements are in place and that all involved are informed.	Medium	Organiser to ensure that adequate first aid arrangements have been provided, including adequate numbers of first aiders (proportionate to the level of risk e.g. size of event, type of activities, audience profile).	Low
9	Children and Young Persons E.g. A young person taking unnecessary risks resulting in injury	Members of Public Employees Volunteers	Organiser to carry out a pre-event site visit to ensure that the area is suitable for young persons. Age plays a big part in the ability to recognise and avoid risk. Accordingly, where young persons are volunteering in an event, there should be adequate supervision at all times. If volunteering, there should be no groups of children under the age of 16 working in an area without direct supervision of an adult.	Low	Where young persons and/or children are volunteering, the group leader must take specific time to explain procedures and take particular care to describe and point out the potential hazards identified within the risk assessment.	Low

Reviewed June 2023

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Public Liability Insurance

No	Hazard & Potential Consequences	Persons at Risk	Control Measures	Current Risk Rating (High, Med, Low)	Additional Control Measures Necessary	Residual Risk Rating (High, Med, Low)
10	Contractors E.g. Inadequate health and safety procedures leading to hazardous situations and potential injuries	Members of Public Employees Volunteers Contractors	Ensure that any contractors or subcontractors hired to build the stages erect marquees or stalls etc. are competent in managing their own health and safety on site. Request copies of the contractors' safety policies, risk assessments for their work, safety method statements and public liability insurance prior to employment.	Medium	Ensure contractors are given adequate safety information regarding the event.	Low
11	Fire Safety E.g. Uncontrolled burning of barbeque and subsequent spread of fire due to close proximity of wooden stands	Members of Public Employees Volunteers Contractors	Organiser to nominate a named 'responsible person' and carry out a fire risk assessment in order to meet requirements of the Regulatory Reform (Fire Safety) Order 2005. The risk assessment should assist in ensuring that all necessary fire safety procedures, fire prevention measures, and fire precautions (plans, systems, and equipment) are in place and working properly. Establish a suitable means of contacting the emergency services and provide them with any relevant information about any dangerous substances at the event. Ensure that the premises and any equipment provided in connection with fire-fighting, fire detection and warning, or emergency routes and exits are covered by a suitable system of maintenance and are maintained by a competent person in an effective manner, in efficient working order and in good repair If leasing a premises or parts of premises which is an empty and unsupervised facility (e.g. temporary structures and marquees), the fire safety responsibilities of those leasing the premises (and, therefore, in charge of the activities conducted within the premises), and those of the owner/lessee, need to be established as part of the contract of hire.	High	Inform non-employees, such as residents, temporary or contract workers, of the relevant risks to them, and provide them with information about the fire safety procedures for the event. Provide agency staff with appropriate instructions and relevant information about the risks to them. The risk assessment should pay particular consideration to the implications of the venue design, and the handling and storage of flammable substances and materials, and other sources of ignition such as pyrotechnics and fireworks. It should also consider people particularly at risk such as those unfamiliar with the site, lone workers, unaccompanied children and young persons and those with a disability.	Low

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	Workplace transport	Members of Public Employees Volunteers Contractors	Workers trained by competent person to operate work vehicles and forklift trucks. All work vehicles maintained and inspected according to manufacturers' instructions. Workers wear lap belts when using vehicles. High visibility vests available and worn as necessary, eg night time	Medium	Introduce a one-way traffic flow system. Introduce speed limit. Arrange for servicing of toilets and collection of waste only the day prior and after when the public are on site. Prohibit all other vehicle movements other than emergency services when the public are on the site	Low
	Pedestrian/Vehicle conflict	Members of Public Employees Volunteers Contractors	Car parking stewarded and car park well lit. Bus drop off point provided and pedestrians discouraged from walking on <u>Coramba Road</u> . Signage and lighting provided to warn other road users of event.	Medium	Consider temporary speed limits on Highway. Investigate the possibility of providing a shuttle bus. Consult on transport plans with Local Police Force and County/Council Highways authority.	Low

No	Hazard & Potential Consequences	Persons at Risk	Control Measures	Current Risk Rating (High, Med, Low)	Additional Control Measures Necessary	Residual Risk Rating (High, Med, Low)
12	Crowd Management <u>E.g.</u> Lack of adequate evacuation procedures leading to crowd crushing and associated injuries	Members of Public Employees Volunteers Contractors	Consider anticipated crowd capacity and ensure facilities are adequate, including provision of adequate facilities for refreshments, sanitary requirements, etc. The Event Safety Guide states that for small events there should be at least two toilets. Ensure adequate access for wheelchair users and pushchairs is provided. Ensure there are adequate entrance and exit routes with no obstructions, which are clearly signposted. Consider the design of the venue and need for barriers to allow good entry and exit routes with no obstructions and allow for crowd movement within the venue. Ensure there is sufficient supervision for the event (<u>e.g.</u> stewards on site) and that there is an effective means of communication between stewards and to the audience (<u>e.g.</u> radios/PA system)	Medium	Event <u>Organiser</u> to carry out walk through visual inspection (prior to start of event) to ensure access/egress routes are unobstructed and free from slip and trip hazards. In particular ensure that checks are made of all fire and emergency facilities and that: <ul style="list-style-type: none"> • All exits are <u>unlocked</u>; • Escape routes are <u>clear</u>; • Emergency lighting <u>works</u>; • Fire-fighting equipment and alarms are in full working <u>order</u>; • A PA system for use in emergencies can be heard clearly in all parts of the venue. For further information and guidance, please refer to the ' <u>Event Safety Guide</u> '.	Low
13	Waste Management <u>E.g.</u> Poor management leading to the accumulation of large quantities of waste and subsequent fire hazard if accidentally or purposely ignited	Members of Public Employees Volunteers Contractors	Ensure that details are given to the waste contractor concerning estimated audience size, event size, site boundaries etc. (The waste contractor cannot accurately plan working methods or employ the correct number of workers without this information). The collection company must be a registered waste carrier or exempt from registration. Vehicles used to help with the collection of waste must be mechanically sound and be accompanied with the relevant test certificates including an MOT if appropriate. Ensure there are <u>sufficient numbers</u> of waste receptacles positioned within and around the perimeter of the event. Ensure suitable type of waste receptacles are selected (<u>e.g.</u> wheeled containers or similar receptacles appear to be the most versatile as they can be easily positioned and <u>manoeuvred</u> as required)	Medium	Ensure that special attention is made to areas such as: <ul style="list-style-type: none"> ▪ Approach to the event (<u>e.g.</u> surrounding streets and/or land) ▪ Entrances and <u>exits</u> ▪ Arenas and stages ▪ First aid areas ▪ Catering areas 	Low

Risk Matrix

		CONSEQUENCE				
		Insignificant	Minor	Moderate	Major	Catastrophic
LIKELIHOOD	Almost Certain	Medium	High	High	Extreme	Extreme
	Likely	Medium	Medium	High	High	Extreme
	Possible	Low	Medium	High	High	High
	Unlikely	Low	Low	Medium	Medium	High
	Rare	Low	Low	Medium	Medium	High

LIKELIHOOD	Rare	Only ever occurs under exceptional circumstances
	Unlikely	Conceivable but not likely to occur under normal operations; no evidence of previous incidents
	Possible	Not generally expected to occur but may under specific circumstances
	Likely	Will probably occur at some stage based on evidence of previous incidents
	Almost Certain	Event expected to occur most times during normal operations
CONSEQUENCE	Insignificant	First aid only required
	Minor	Minor medical treatment with or without potential for lost time
	Moderate	Significant injury involving medical treatment or hospitalisation and lost time
	Major	Individual fatality or serious long term injury
	Catastrophic	Multiple fatalities or extensive long term injury

EXTREME DO NOT PROCEED Immediately introduce further control measures to lower the risk Reassess before proceeding	HIGH DO NOT PROCEED Review and introduce additional controls to lower the level of risk	MEDIUM Monitor and maintain strict measures	LOW Monitor and Manage
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PLI	
CERTIFICATE ATTACHED	YES



31 March 2023

Glenreagh Timber Festival Inc
 C/- Michael Pollard
 126 Lurcocks Rd
 Glenreagh, NSW 2450

A division of
 JLT Risk Solutions Pty Ltd
 ABN 69 009 098 864

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CERTIFICATE OF CURRENCY SHORT TERM PUBLIC & PRODUCTS LIABILITY

Quote Number: 63843751452

THIS CERTIFICATE OF CURRENCY PROVIDES A SUMMARY OF THE POLICY COVER AND IS CURRENT ON THE DATE OF ISSUE. IT IS NOT INTENDED TO AMEND, EXTEND, REPLACE OR OVERRIDE THE POLICY TERMS AND CONDITIONS CONTAINED IN THE ACTUAL POLICY DOCUMENT. THIS CERTIFICATE OF CURRENCY IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. WE ACCEPT NO RESPONSIBILITY WHATSOEVER FOR ANY INADVERTENT OR NEGLIGENT ACT, ERROR OR OMISSION ON OUR PART IN PREPARING THESE STATEMENTS OR IN TRANSMITTING THIS CERTIFICATE BY EMAIL OR FOR ANY LOSS, DAMAGE OR EXPENSE THEREBY OCCASIONED TO ANY RECIPIENT OF THIS LETTER.

INSURED NAME	Glenreagh Timber Festival Inc
INTERESTED PARTY	N/A
EVENT	Event - Community Fairs and Festivals
POLICY INCEPTION DATE	29-07-2023 Cover includes 'bump-in' and 'bump-out' activities to set-up or back-down your event.
POLICY EXPIRY DATE	29-07-2023
EVENT LOCATION	Postcode: 2450 State: NSW
STALL HOLDERS	N/A
INDIVIDUAL PERFORMERS	N/A
BANDS	N/A
LIMIT OF LIABILITY	Public \$20,000,000 any one event Products \$20,000,000 in the aggregate any one year

DEDUCTIBLE/EXCESS	The insured shall bear the first \$500 of each and every Property Damage claim or series of Property Damage claims arising out of any one Occurrence.
SPECIAL CONDITIONS	N/A
EVENT DESCRIPTION	Glenreagh Timber Festival Fundraising for community and showcasing local community market stalls static displays woodchopping 4 or 5 local country music artists food vans Note that you insured this event last year under quote number 33689285743 in the name of Glenreagh Progress assoc. We have since incorporated as a group specifically to run the timber festival each year. The event is similar to last year
INSURER	QBE Insurance (Australia) Ltd
PROPORTION	100.000%
POLICY NUMBER	LCI089929FES

Yours sincerely,



Local Community Insurance Services

2.3 Police

POLICE	
POLICE WRITTEN APPROVAL	Email Sent with Notice of intention to hold a public assembly along with event management plan and Traffic control documents

2.4 Fire Brigade & ambulance

FIRE BRIGADES & AMBULANCE	
FIRE BRIGADE	YES- Coramba, Glenreagh, Karangi, Easstbank will be on site
AMBULANCE	YES – Glenreagh first responders & mobile first aid will be on site

TRAFFIC & TRANSPORT MANAGEMENT

3.1 THE ROUTE OR LOCATION

MAP ATTCHED	
MAP ATTACHED	YES – Detailed map containing traffic route, bus route & drop off zone, general parking, vendor parking, road closures & traffic controllers

PARKING	
PARKING ORGANISED	Parking on site will be managed by our local RFS. There will be 3 onsite parking areas for public, vendors & Volunteers. There will also be 1 parking area off site for overflow parking & 1 area for market stall vehicles which will be located at the overflow area.
TRUSTS & AUTHORITIES	The Glenreagh timber Festival Inc has a signed lease with the Glenreagh recreational grounds for 4 days from 27 th -30 th July to hold the event on their premises.

PARKING	
CONSTRUCTION, TRAFFIC, CALMING	N/A market stall vehicles which will be located at the overflow area.

ADVERTISE TRAFFIC MANAGEMENT ARRANGMENT	
ROAD CLOSURES OR RISTRCTIONS	All residents will receive a letter from the festival committee detailing to road closures & detours put in place on the day of the event. All local residents will be allowed to access their usual path to the township and back to their properties with only minor traffic issues,



Leanne Grocott

President / Glenreagh Timber Festival Inc

Glenreagh, NSW, 2450

hello@glenreaghtimberfestival.com.au

0417 446 845

Residents of Glenreagh,

Subject: Notice of Road Closures for Local Festival

To Whom it May Concern,

I hope this letter finds you well. I am writing to inform you about the upcoming Timber Festival, which will bring joy, celebration, and a vibrant atmosphere to our community. As the event approaches, I wanted to provide you with important information regarding temporary road closures in the area.

The Glenreagh Timber Festival, a beloved community event, will take place on 29th July at Recreation Grounds. This festival is a celebration of our town's rich timber history, showcasing musical talent, art, local performances, working animals, steam displays, kids' activities, wood chop and culinary delights. It is a wonderful occasion for residents and visitors alike to come together and create lasting memories.

To ensure the safety and success of the festival, there will be temporary road closures in effect on 29th July from 6:30am -5:30pm with only local traffic welcome. These streets will have contracted traffic controllers managing local traffic, pedestrians & Festival goers. All vehicles travelling on Coramba Street will be detoured via Boundary Street onto Dorrigo to avoid queuing on the main road.

The following street will be affected by the closures:

- 1. Bridge Street Closed from 6:30am to 5:30pm

The following street will be affected by increased traffic:

- 1. Boundary Street from 8:30am to 4:30pm
- 2. Dorrigo Street from 8:30am to 4:30pm

We understand that road closures may cause some inconvenience, and we sincerely apologize for any disruption this may cause to your daily routines. However, we assure you that these measures are necessary to facilitate a smooth and enjoyable festival experience for all attendees and local traffic will be able to use these roads on the day however there will be an increase of vehicles on the road.

We recommend that residents plan their travel accordingly during the specified closure times. We have worked closely with the local authorities and event organisers to devise alternative routes and parking arrangements to minimize any inconvenience caused. Signage will be placed to guide traffic and ensure that detours are clearly marked.

Additionally, we encourage you to take advantage of this wonderful community gathering by joining us at the festival. It is an opportunity to connect with fellow residents, appreciate local talent, and support our town's economy.

If you have any questions or concerns about the road closures or the festival itself, please do not hesitate to contact our team, we will be more than happy to assist you and address any inquiries you may have.

Once again, we appreciate your understanding and cooperation during this time. We hope that you will embrace the festival's spirit and enjoy the vibrant festivities in our community.

Thank you for your attention, and we look forward to celebrating with you at the Glenreagh Timber Festival

Warm regards,

Leanne Grocott

President

Glenreagh Timber Festival Inc

SPECIAL EVENT WARNINGS	
SPECIAL EVENT INFO SIGNS	All event signage will be provided and put in place by our contracted traffic controllers. The festival will also provide additional signage on the main road and bridge street with instructions on a smoother entrance into the gate,

Reviewed June 2022