

Minutes - Meeting of Tweed Shire Council

IN ATTENDANCE

Councillors L F Beck (Mayor), M R Boyd, R D Brinsmead, B J Carroll, G Davidson (Deputy Mayor), H James, G J Lawrie, B M Luff, W M Marshall, W J Polglase, P C P Youngblutt.

Also present were Dr John Griffin (General Manager), Mr Mike Rayner (Director Engineering Services), Mr David Broyd (Director Development Services), Mr Don Buckley (Director Environment & Community Services), Mr Ian Carpenter (Director Corporate Services), Mr Brian Donaghy (Manager Administration Services/Public Officer) and Ms Janine Boyd (Minutes Secretary).

The meeting opened with a Prayer by Council's Chaplain, Reverend Ian Hartland:

"Jesus said, "I am the light of the world. Whoever follows Me will never walk in darkness but will have the light of life." (John 8:12)

Almighty God, Creator of all, You rule over all that You have made. You guide the affairs of those who look to you for wisdom. Be with us as we meet in Council today and lead us and guide us in all that we do. Enable us to make wise decisions which will enrich the life of our Shire and its people.

Father in Heaven, we remember those of our community who have borne the pain of grief and who have faced difficult times in recent days. Grant them Your peace. Comfort them and give them strength and courage to move on into the future.

Loving God, we ask Your blessing upon each other. Give to our Mayor, Lynne, every gift and grace which she needs to give leadership in our Shire. Let your Holy Spirit brood over this chamber and let Your peace be upon us. These our prayers we ask in the Name of Jesus Christ our Lord ...Amen."

CONFIRMATION OF MINUTES

101

Cr Marshall

Cr Lawrie

RESOLVED that the Minutes of the Ordinary Meeting held 19 July 2000 be confirmed as an accurate record of the proceedings of that Meeting.

Voting - Unanimous

ABSENT

Nil.

DISCLOSURE OF INTEREST

L3770.10, Leases – Council Property

Cr Carroll

Declared an interest in Item No 19, her interest being that she is the Chairperson of Tweed Training and Enterprise Company, the subject of this report.

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ITEMS TO BE MOVED TO OR FROM CONFIDENTIAL

Nil

SCHEDULE OF OUTSTANDING RESOLUTIONS

102

Cr Marshall

Cr Youngblutt

RESOLVED that this report be received and noted.

Voting - Unanimous

MAYORAL MINUTE

Nil

ITEMS DEFERRED

- 1. Development Application K99/957 for an Extractive Industry at Lots 9 and 10 DP 822830 and Pt Lot 1 DP 823460 Kirkwood Road, Tweed Heads South**

DA2920/121 Pt4

103

Cr James

Cr Luff

RESOLVED that this item be dealt with at Item 1 of Reports from Director Development Services.

Voting - Unanimous

- 7. Development Application K99/957 for Earthworks at Lot 9 and 10 DP 822830 Kirkwood Road, Tweed Heads South**

DA2920/121 Pt4

104

Cr James

Cr Luff

RESOLVED that this item be dealt with at Item 1 of Reports from Director Development Services.

Voting - Unanimous

- 4. Development Application K00/389 for Eleven (11) Swing Moorings at Lot 268 DP 865924 (The Anchorage Harbour), Mariners Drive East, Tweed Heads**

DA3346/40 Pt1

105

Cr Luff

Cr James

RESOLVED that this item be dealt with at Item 4 of Reports from Director Development Services.

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Voting - Unanimous

24. Joeys Pouch Educational Childcare Centre

PF5840/9010 Pt2, Pre school – Joeys Pouch

106

Cr James

Cr Davidson

RESOLVED that this item be deferred to the next meeting of Council.

Voting - Unanimous

REPORTS THROUGH GENERAL MANAGER

REPORTS FROM DIRECTOR DEVELOPMENT SERVICES

1. Development Application K99/957 for Earthworks at Lot 9 and 10 DP 822830 Kirkwood Road, Tweed Heads South

DA2920/121 Pt4

107

Cr Polglase

Cr Youngblutt

RESOLVED that Development Application K99/957 for an extractive industry at Lots 9 and 10 DP 822830 and Part Lot 1 DP 823460 Kirkwood Road, Tweed Heads South be approved subject to the following conditions:

PRE-REQUISITES - conditions that must be complied with prior to the commencement of work on site

1. (i) Payment of the following contributions pursuant to Section 94 of the Act and the relevant Section 94 Plan.

Pursuant to Clause 79H of the Environmental Planning and Assessment Regulations, 1994, a Construction Certificate shall NOT be issued by a Certifying Authority unless all Section 94 Contributions have been paid and the Certifying Authority has sighted Council's "Contribution Sheet" signed by an authorised officer of Council.

These charges will remain fixed for a period of 12 months from the date of this consent and thereafter in accordance with the rates applicable in the current version/edition of the relevant Section 94 Plan current at the time of the payment.

A copy of the Section 94 contribution plans may be inspected at the Civic and Cultural Centres, Tumbulgum Road, Murwillumbah and Brett Street, Tweed Heads.

(ii) GST

- 1.1 In this Clause 1:

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“GST means any tax, impost or duty, including any goods and services, consumption, value added or similar tax applying on goods, services or other things introduced by the *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and associated legislation (as amended), or under legislation passed by a State or Territory Parliament which is charged or levied on goods, services or other things.

- 1.2 Any monetary contributions and levies payable or imposed as a condition of this contributions plan pursuant to Section 94 of the *Environmental Planning and Assessment Act, 1979 (NSW)* (as amended), and all other moneys payable by and on behalf of the applicant are exclusive of GST.
- 1.3 Any non-monetary contribution or levy payable or imposed as a condition of this contributions plan pursuant to Section 94 of the *Environmental Planning and Assessment Act, 1979 (NSW)* (as amended), including, but not limited to, the dedication or transfer of land to the Council or the transfer of some other asset to the Council, whether in tangible or intangible form, and all other non-monetary contributions payable by and on behalf of the applicant are also exclusive of GST.
- 1.4 Liability for GST (payable in respect of any taxable supply under this contributions plan whether monetary or non-monetary) is additional. It is payable by the applicant to the Council at the same time as all and any contributions, levies and other moneys are payable under this contributions plan and development consent.
- 1.5 In respect of any non-monetary contribution or levy referred to in clause 1.3 above, the GST payable shall be calculated as follows:

GST payable = The GST inclusive market price of the asset x $\frac{1}{11}$.
- 1.6 The Council will issue to the applicant, within twenty one (21) days of a request from the applicant, a tax invoice for the monies paid or the assets transferred by the applicant adjusted by the rate of the GST in accordance with the requirements of the relevant legislation.

(iii) Heavy Haulage Component

Payment of a contribution pursuant to Section 94 of the Act and the Heavy Haulage (Extractive materials) provisions of Tweed Road Contribution Plan No. 4 - Version 4.1 prior to the issue of a construction certificate or subdivision certificate, whichever occurs first. The contribution shall be based on the following formula:-

$$\text{\$Con}_{\text{TRCP - Heavy}} = \text{Prod.} \times \text{Dist} \times \text{\$Unit} \times (1 + \text{Admin.})$$

where:

$$\text{\$Con}_{\text{TRCP - Heavy}} \text{ heavy haulage contribution}$$

and:

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Prod.	projected demand for extractive material to be hauled to the site over life of project in tonnes
Dist.	average haulage distance of product on Shire roads (trip one way)
\$Unit	the unit cost attributed to maintaining a road as set out in Section 6.4 (currently 2.5c per tonne per kilometre)
Admin.	Administration component - 5% - see Section 6.5

GENERAL

2. The development shall be completed in general accordance with the Environmental Impact Statement dated July 1999 by Outline Planning Consultants and the additional information submitted on 23 December, 1999 by Outline Planning Consultants including the additional Noise Information by R Heggie dated 8 December 1999 and the Environmental Management Plan dated December 1999, except where varied by these conditions.
3. The proposed development is to be carried out in accordance with the recommendations of the Flora and Fauna Assessment for Proposed Bulk Earthworks, Fraser Drive, Tweed Heads by James Warren and Associates dated January 1999, including the provision of a Conservation and Rehabilitation Zone. The conservation zone is to include vegetation communities to the south and east of the site.
4. Surface water monitoring is to be carried out in an appropriate location for water quality monitoring of wetland areas adjacent to the proposed haul road.
5. The Environmental Management Plan for material extraction is to be amended to include reference to the statutory requirement under Section 90 of the National Parks and Wildlife Service Act, 1974 that it is an offence to knowingly damage or destroy relics without the prior consent of the Director General of the National Parks and Wildlife Service.
6. Erosion and Sediment Control During the Construction Phase of Development
 - (a) Construction phase stormwater quality treatment (erosion and sediment control) shall be designed and constructed in accordance with detailed engineering plans to be submitted and approved with the Construction Certificate. Erosion and sediment control shall be in accordance with *the "Tweed Urban Stormwater Quality Management Plan"* (adopted by Council 19 April 2000) section 5.5.2 "Stormwater Objectives During the Construction Phase of New Development". This section requires all new development to comply with Appendix E of the Plan "*Tweed Shire Council Aus-Spec D7 - Stormwater Quality*" and its Annexure A - "Code of Practice for Soil and Water Management on Construction Works". Erosion and

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sediment controls shall remain in place until final approval is given and the maintenance bond (if required) has been released.

- (b) The Construction Certificate Application must include a detailed erosion and sediment control plan (ESCP) for the construction phase of development, prepared in accordance with Section D7.07 of *Tweed Shire Council Aus-Spec D7 - Stormwater Quality*.
7. Earthen berms with channel grades in excess of 2% conveying concentrated flows are to be protected with vegetation to prevent scour.
 8.
 - i. Excavation works at the site are to cease immediately upon registration of the linen plan for the subdivision approved by virtue of Development Consent K98/11 on Lot 9 DP 822830 and Lot 1 DP 823640 Kirkwood Road/Fraser Drive, Tweed Heads South. Rehabilitation of the site is to commence prior to or immediately upon registration of this subdivision plan and is to be completed within 6 months of registration.
 - ii. Extraction at the site is to cease 4 years from the date of commencement. Council is to be notified in writing of the commencement dated within 4 weeks of work commencing. Registration of the site is to commence immediately and is to be completed within 6 months.
 9. All vehicles used in the process of hauling materials from the site are to be fitted with fully operating and effective exhaust and silencer systems.
 10. The name, address and contact phone numbers of the contractor and site manager are to be provided to Council prior to the commencement of each contract stage works of the project.
 11. Separate approval is to be obtained for any site proposed to be filled with material extracted by virtue of this consent.
 12. No fuel storage is to be undertaken on the site without separate Council approval being obtained.
 13. All existing sealed Council roads that form a part of any approved haulage route are to be maintained free from dust and dirt which can be attributed to haulage vehicles leaving the site.
 14. A preliminary acid sulfate soil assessment is to be carried out to ascertain the presence or absence of acid sulfate soils within the area of proposed works where excavation below 5.0m AHD will occur and the assessment submitted to Council for its consideration. Where this assessment ascertains that acid sulfate soils are present, then an acid sulfate soils management plan is to be prepared and submitted to Council for consideration. Such plan is to be prepared in accordance with EPA published guidelines.

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15. If any material of aboriginal/archaeological significance is discovered as a consequence of earthworks, all work is to cease and advice is to be sought from the National Parks and Wildlife Service.
16. Erosion and sedimentation control details are to be submitted to Council for approval prior to start of works, together with details of responsible engineer. All sediment and erosion control matters are to be to the satisfaction of the Director of Engineering Services.
17. Adequate provisions are to be made for the removal of refuse/garbage from the site.
18. Any security flood lighting used on the site is to be shielded so as to prevent nuisance to any adjacent residences.
19. All haulage roads are to be either sealed or watered as required in accordance with approved Environmental Management Plans (EMPs) for the project. Haul routes for the material is limited to those detailed in the Environmental Impact Statement and no vegetation is to be destroyed by the use of the haul route. No material is to be hauled along Fraser Drive, Dry Dock Road or onto the Pacific Highway.
20. If material is to be hauled across Fraser Drive, the following is required to be submitted and approved by the Director of Engineering Services prior to any haulage occurring:-
 - a. Traffic Control Plan
 - b. Details on the duration of haulage
 - c. Details of method of removing mud/dirt from Fraser Drive.
- 20A. The battered slopes of the cutting be revegetated progressively during the extraction process.
21. Within 6 months of completion of the approved earthworks and rehabilitation, the applicant shall at no cost to council dedicate the proposed Kirkwood Road realignment corridor as shown in Council report Figure 2 dated 5 July 2000, or an alternative route as approved by the Director of Engineering Services.

DRAINAGE/FLOODING

22. All stormwater discharged from the site including dewatering discharge is to be directed to a sediment pond prior to final discharge into any waterway. The sediment ponds or other approved devices are to be maintained in a condition to the satisfaction of the Director of Engineering Services.
23. Regular inspections shall be carried out by the Supervising Engineer on site to ensure that adequate erosion control measures are in place and in good condition both during and after extraction works.

Additional inspections are also required by the Supervising Engineer after each storm event to assess the adequacy of the erosion control measures, make good

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any erosion control devices and clean up any sediment that has left the site or is deposited on public land or in waterways.

This inspection program is to be maintained until Council is satisfied that the site is fully rehabilitated.

ENVIRONMENT PROTECTION

24. Suitable covering and protection is to be provided to ensure that no material is removed from the site by wind, causing nuisance to neighbouring properties.
25. All work associated with this approval is to be carried out so as not to cause a nuisance to residents in the locality from noise, water or air pollution.
26. All necessary precautions shall be taken to minimise impact from dust during filling operations from the site and also from construction vehicles.
27. The burning off of trees and associated vegetation felled by clearing operations is not permitted unless such burning is carried out in a specially constructed pit provided with an air curtain over the top. Separate approval is required prior to any burning.
28. The use of vibratory compaction equipment (other than hand held devices) within 100m of any dwelling house is strictly prohibited.
29. Prior to and during construction provide a "shake down" area along the haul route located immediately before the intersection with the road reserve. The "shake down" area is to be 10 metres long, minimum 3.0 metres wide, constructed of minimum 50mm diameter crushed rock; or other such device approved by the Director of Engineering Services.
30. Prior to commencement of works all required sedimentation and siltation control measures are to be installed and operational to the satisfaction of Council's Director of Engineering Services. Erosion and sedimentation control devices should be installed in accordance with the publication "Managing Urban Stormwater Soils and Construction" prepared by the NSW Department of Housing. All erosion and sedimentation control shall be maintained throughout the period of extraction and rehabilitation.

ENVIRONMENT PROTECTION AUTHORITY (GENERAL TERMS OF APPROVAL)

Information supplied to the EPA

31. Except as expressly provided by these general terms of approval, works and activities must be carried out in accordance with the proposal contained in:
 - the development application Development Application K99/957 submitted to Tweed Shire Council on 15 July 1999;

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- Environmental Impact Statement for the “Proposed Earth Works Kirkwood Road Extension” dated July 1999 relating to the development ; and
- All additional documents supplied to the EPA in relation to the development, including an Environmental Management Plan dated December 1999.

Fit and Proper Person

32. The applicant must, in the opinion of the EPA, be a fit and proper person to hold a licence under the Protection of the Environment Operations Act, 1997, having regard to the matters in s.83 of that Act.

Limit Conditions

Pollution of Waters

33. Except as may be expressly provided by a licence under the Protection of the Environment Operations Act, 1997 in relation to the development, section 120 of the Protection of the Environment Operations Act, 1997 must be complied with in and in connection with the carrying out of the development.

Concentration of Limits

34. For each discharge point or utilisation area specified in the table/s below, the concentration of a pollutant discharged at that point, or applied to that area, must not exceed the concentrations limits specified for that pollutant in the table.

Where a pH quality limit is specified in the Table, the specified percentage of samples must be within the specified ranges.

To avoid any doubt, this condition does not authorise the discharge or emission of any other pollutants.

Discharge from sedimentation pond			Water and Land			
Pollutant	Units of measure	50% concentration limit	90% concentration limit	3DGM concentration limit	100% concentration limit	
NFR	mg/L			-	50	
pH					6.5-8.5	
Dust deposit gauges			Air			
Pollutant		Units of measure		100% concentration limit		
Dust		g/m ²		2g/m ² per month		

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Waste

35. The licensee must not cause, permit or allow any waste generated outside the premises to be received at the premises for storage, treatment, processing, reprocessing or disposal or any waste generated at the premises to be disposed of at the premises, except as expressly permitted by a licence under the Protection of the Environment Operations Act, 1997.

This condition only applies to the storage, treatment, processing, reprocessing or disposal of waste at the premises if it requires an environment protection licence under the Protection of the Environment Operations Act, 1997.

Noise Limits

36. Noise from the premises must not exceed:-

- an L_{A10} (15 minute) noise emission criterion of 56dB(A) (7am to 6pm) Monday to Friday for the first 12 weeks of the project and, from then on:
- an L_{A10} (15 minute) noise emission criterion of 48dB(A), except as expressly provided by these general terms of approval.

Noise from the premises is to be measured at any residence in the Palms Village to determine compliance with this condition.

Definition

37. L_{A10} (15 minute) is the sound pressure level that is exceeded for 10% of the time when measured over a 15 minute period.

Note: Noise measurement

For the purpose of noise measures required for these conditions, the L_{A10} noise level must be measured or computed at any point in the Palms Village over a period of 15 minutes using "FAST" response on the sound level meter.

For the purpose of the noise criteria for this condition, 5dBA must be added to the measured level if the noise is substantially tonal or impulsive in character. The location or point of impact can be different for each development, for example, at the closest residential receiver or at the closest boundary of the development. Measurement locations can be:

- 1 metre from the facade of the residence for night time assessment;
 - at the residential boundary;
 - 30 metres from the residence (rural situations) where boundary is more than 30 metres from residence
38. The noise emission limits identified in Condition 36 apply for prevailing meteorological conditions (winds up to 3m/s), except under conditions of

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temperature inversion. Noise impacts that may be enhanced by temperature inversions must be addressed by:

- documenting noise complaints receive to identify any higher level of impacts or patterns of temperature inversions;
- where levels of noise complaints indicate a higher level of impact then actions to quantify and ameliorate any enhanced impacts under temperature inversions conditions should be developed and implemented.

Hours of Operation

39. All construction work at the premises must only be conducted between Monday to Friday between the hours of 7.00am and 6.00pm.
40. Activities at the premises, other than construction work, may be carried on Saturdays between the hours of 8.00am and 1.00pm.
41. This condition does not apply to the delivery of material outside the hours of operation permitted by condition 45 and 46, if that delivery is required by police or other authorities for safety reasons, and/or the operation or personnel or equipment are endangered. In such circumstances, prior notification is to be provided to the EPA and affected residents as soon as possible, or within a reasonable period after the delivery in the case of emergency.
42. The hours of operation specified in Condition 45 may be varied with written consent if the EPA is satisfied that the amenity of the residents in the locality will not be adversely affected.

Blasting

Overpressure

43. The overpressure level from blasting operations on the premises must not:
 - Exceed 115dB (Lin Peak) for more than 5% of the total number of blasts over a period of 12 months; and
 - Exceed 120dB (Lin Peak) at any time.

The air blast overpressure values stated above apply when the measurements are performed with equipment having a lower cut-off frequency of 2Hz or less. If the instrumentation has a higher cut off frequency then a correction of 5dB should be assessed to the measured value. Equipment with a lower cut-off frequency exceeding 10Hz should not be used for the purpose of measuring airblast overpressure.

Ground vibration (ppv)

44. Ground vibration peak particle velocity from the blasting operations at the premises must not:

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- Exceed 5mm/s for more than 5% of the total number of blasts over a period of 12 months; and
- Exceed 10mm/s at any time.

when measured at any point within 1 metre of any affected residential boundary or other noise sensitive location such as a school or hospital.

Time of Blasting

45. Blasting operations on the premises may only take place between the hours of 9am and 5pm Monday to Friday.

The hours of operation for blasting operations specified in this condition may be varied if the EPA, having regard to the effect that the proposed variation would have on the amenity of the residents in the locality, gives written consent to the variation.

Frequency of Blasting

46. Blasting at the premises is limited to 1 blast each day on which blasting is permitted.

Operating Conditions

Dust

47. Activities occurring at the premises must be carried out in a manner that will minimise emissions of dust from the premises.
48. Trucks entering and leaving the premises that are carrying loads must be covered at all times, except during loading and unloading.
49. An on site water cart will be used at all times to minimise dust.

Stormwater/sediment control

50. The Environmental management Plan (EMP) must be implemented.

Monitoring and recording conditions

Monitoring records

51. The results of any monitoring required to be conducted by the EPA's general terms of approval, or a licence under the Protection of the Environment Operations Act, 1997, in relation to the development or in order to comply with the load calculation protocol must be recorded and retained as set out in conditions 52 and 53.
52. All records required to be kept by the licence must be:
- in a legible form, or in a form that can readily be reduced to a legible form;

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- kept for at least 4 years after the monitoring or event to which they relate took place; and
 - produced in a legible form to any authorised officer of the EPA who asks to see them.
53. The following records must be kept in respect of any samples required to be collected: the date(s) on which the sample was taken:
- the time(s) at which the sample was collected;
 - the point at which the sample was taken; and
 - the name of the person who collected the sample.

Requirement to monitor concentration of pollutants discharged

54. For each monitoring/discharge point or utilisation area specified below (by a point number), the applicant must monitor (by sampling and obtaining results by analysis) the concentration of each pollutant specified in Column 1. The applicant must use the sampling method, units of measure, and sample at the frequency, specified opposite in the other columns:

Discharge from sedimentation pond Water and Land

Pollutant	Units of Measure	Frequency	Sampling Method
NFR	mg/L	Monthly during times of discharge	Grab sample

Dust deposit gauges Air

Pollutant	Units of Measure	Frequency	Sampling Method
Dust	g/m ² per month	Once every two weeks for the first three months then once every month	Total sample

Testing methods - concentration limits

55. Monitoring for the concentration of a pollutant emitted to the air required to be conducted by the EPA's general terms of approval, or a licence under the Protection of the Environment Operations Act, 1997, in relation to the development or in order to comply with a relevant local calculation protocol must be done in accordance with:
- any methodology which is required by or under the POEO Act 1997 to be used for the testing of the concentration of the pollutant; or

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- if no such requirement is imposed by or under the POEO Act 1997, any methodology which the general terms of approval or a condition of the licence or the protocol (as the case may be) requires to be used for that testing; or
- if no such requirement is imposed by or under the POEO Act 1997 or by the general terms of approval or a condition of the licence or the protocol (as the case may be), any methodology approved in writing by the EPA for the purposes of that testing prior to the testing taking place.

Note: The Clean Air (Plant and Equipment) Regulation 1997 requires testing for certain purposes to be conducted in accordance with test methods contained in the publication "Approved Methods for the Sampling and Analysis of Air Pollutants in NSW").

56. Monitoring for the concentration of a pollutant discharged to waters or applied to a utilisation area required by Condition 54 must be done in accordance with:
- the Approved Methods Publication; or
 - if there is no methodology required by the Approved Methods Publication or by the general terms of approval or in the licence under the Protection of the Environment Operations Act, 1997 in relation to the development or the relevant load calculation protocol, a method approved by the EPA in writing before any tests are conducted,

unless otherwise expressly provided in the licence.

Blasting Monitoring

57. For the purpose of blast monitoring, the ground vibration or the overpressure must be measured at residents in the Palms Village.

Reporting Conditions

58. The applicant must provide an annual return to the EPA in relation to the development as required by any licence under the Protection of the Environment Operations Act, 1997 in relation to the development. In the return the applicant must report on the annual monitoring undertaken (where the activity results in pollutant discharges), provide a summary of complaints relating to the development, report on compliance with licence conditions and provide a calculation of licence fees (administrative fees and, where relevant, load based fees) that are payable. If load based fees apply to the activity the applicant will be required to submit load-based fee calculation worksheets with the return.

General Conditions

Community Liaison

59. The applicant must establish a community environment liaison committee, comprising representatives of the community and the applicant, that will meet at least once per month for the first three months of the project and then at least once

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every six months. Discussion at the meetings must include implementation of the development consent and other statutory approvals, and provide adequate time for the community to raise matters of concern associated with the environmental impact of the development, with a view to achieving mutually satisfactory solutions.

60. The maximum extraction is 540,000m³ over a maximum four (4) year period.

Voting For

Cr Beck
Cr Brinsmead
Cr Davidson
Cr Lawrie
Cr Polglase
Cr Youngblutt

Voting Against

Cr Boyd
Cr Carroll
Cr James
Cr Luff
Cr Marshall

2. **Development Application K00/389 for Eleven (11) Swing Moorings at Lot 268 DP 865924 (The Anchorage Harbour), Mariners Drive East, Tweed Heads**

DA3346/40 Pt1

108

Cr Luff

Cr Lawrie

RESOLVED that this item be deferred to allow further consultation with Lend Lease to establish what consultation has been held with residents and receipt of the management plan.

AMENDMENT

Cr Marshall

Cr Youngblutt

PROPOSED that Development Application K00/389 for eleven (11) "swing moorings" at Lot 268 DP 865924 (The Anchorage Harbour), Mariners Drive East, Tweed Heads be approved by way of "deferred commencement" consent subject to the following conditions:-

"Deferred Commencement"

This consent shall not operate until the applicant satisfies the consent authority by producing satisfactory evidence relating to the matters set out in Schedule "A". Such evidence is to be provided within six (6) months of the date of notification.

Upon the consent authority being satisfied as to compliance with the matters set out in Schedule "A". The consent shall become operative and take effect from the date of notification under Section 67 of the Environmental Planning and Assessment Regulations subject to the conditions set out in Schedule "B".

SCHEDULE "A"

Conditions imposed pursuant to Section 80(3) of the Environmental Planning and Assessment Act, 1979 and Section 67 of the Regulations as amended.

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1. A management plan is to be submitted to and approved by the Director of Development Services prior to commencement of use of the swing moorings. This management plan is to detail the method by which parking and mooring of dinghy's is to be controlled within the Anchorage Islands development. Operation of the swing moorings is to be carried out in accordance with the approved management plan at all times and the management plan is to only be amended or varied with the approval of the Director of Development Services.

SCHEDULE B

NOTE: THIS PART OF THE CONSENT WILL NOT BECOME OPERABLE UNTIL COUNCIL ADVISES THAT THE MATTERS CONTAINED IN SCHEDULE A ARE SATISFIED.

1. The development shall be completed in general accordance with Plan No. 11520D prepared by B & P Surveys dated 15 March 2000, except where varied by these conditions.
2. Of the 11 swing moorings, a maximum of 6 moorings are to be leased to persons residing outside of the Anchorage Islands development at any one time. The remaining moorings are to be available for use of the residents only.
3. Dinghy's and vessels used to access boats moored at the moorings are not to be parked on beaches or a public reserve within the Anchorage development for more than a one hour period.
4. Motor vehicles used to access the swing moorings are not to be parked in Quayside Court or Navigators Way.
5. The licence/lease agreement for the pontoons is to be submitted to and approved by the Director Corporate Services prior to any work commencing on the development. The terms of the licence/lease are not to be altered without the prior approval of Council. The licence/lease is to include the following:
 - a. a prohibition on subleasing of the structure
 - b. that the licence/lease holder maintain insurance for the vessel, and for public liability (minimum \$10,000,000)
 - c. regular maintenance of pontoon and boats moored in harbour (to overcome potential leaks, spills etc.)
 - d. compliance with the conditions of this development consent
6. No repairs on boats are to occur from the pontoons.
7. Sullage pump out from any boats moored at the pontoons is to occur only at an approved facility and not into the harbour.
8. A clear navigational channel of not less than 20m (measured between vessels on any opposite pontoons) is to be maintained at all times.

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The Amendment was **Lost**

Voting For

Cr Beck
Cr Brinsmead
Cr Marshall
Cr Youngblutt

Voting Against

Cr Boyd
Cr Carroll
Cr Davidson
Cr James
Cr Lawrie
Cr Luff
Cr Polglase

The Motion was **Carried**

Voting For

Cr Beck
Cr Boyd
Cr Carroll
Cr Davidson
Cr James
Cr Lawrie
Cr Luff
Cr Polglase

Voting Against

Cr Brinsmead
Cr Marshall
Cr Youngblutt

3. **Proposed Order to Complete Development - Development Consent S98/9 - 48 Lot Residential Subdivision at Lot 3 DP 811390 and Lot 6 DP 853589 Scenic Drive, Bilambil Heights (Jefferson Properties)**

GS4/98/9 Pt2

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Cr Polglase

Cr Luff

RESOLVED that Council issues a notice of its intention to give an Order, pursuant to Section 121B (Item 15) of the Environmental Planning and Assessment Act, 1979 as amended, requiring the owner to comply with Conditions 4, 5, 7, 8, 29 and 32 of Development Consent S98/9 within 40 days of the date of the Order.

Voting - Unanimous

4. **Request to Amend Deed of Agreement and Koala Management Plan - Black Rocks Estate - Pottsville Development Corporation**

GS4/95/123 Pt3

110

Cr Polglase

Cr Marshall

RESOLVED that :-

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A. Clause 4.3(iii)(a) of the Deed of Agreement dated 28 April 1999 between Council and Pottsville Development Corporation be amended as follows:-

“(a) to dedicate to the Council the area of land identified as Koala habitat as generally indicated by green edging and stipple on Annexure D to this Agreement and Mooball Creek buffer generally indicated by red edging and black hatching on Annexure E. The land so dedicated shall subsequently be fenced wherever there is an interface with land developed for residential purposes and other wise in accordance with the Management Plan detailed in Clause 4.2 to the satisfaction of Council prior to the release of the linen plan pursuant to Part XII of the Local Government Act 1919 for the subdivision of the land other than the land comprised in Stage one and Stage two as defined in Clause 4.2. Such fencing shall be at the cost of the party seeking the release of the linen plan; and

(b)”

B. The documents be amended to specifically include future Stages 8, 9 and 10.

C. The amended Deed be executed under the Common Seal of Council.

D. Pottsville Development Corporation be required to meet any legal costs incurred by Council in amending the Deed.

E. Clause 6.5(v) of the Koala Management Plan dated July 1996 be amended as follows:-

“All dedicated land where it has an interface with residential development, shall be fenced in compliance with Clause 4.3(iii)(a) and (b) (as amended) of the Deed of Agreement and prior to the release of the linen plan for Stage 3B. Within Area A (Figure 1) it would be better to discourage the presence of Koalas by using Koala proof fences (there are few fences that can be said to be truly “Koala proof” but the use of tall smooth-sided fences to discourage their use by Koalas), eg. Zincalume and paling fences, not provided preferred Koala food trees, and having a smaller lot size. However, there are certain strategies which should be implemented within Area A to reduce the possibilities of damage to any Koalas straying into the area. These strategies should be covered by any future Section 88(B) instruments. They include:

- Swimming pools are to be totally enclosed within Koala-proof fences, this should preclude the need for escape ropes or ladders.*
- The use of roads designed to calm traffic movements; and*
- Control of dogs (mainly no straying).*

None of these strategies are designed to encourage Koalas but are to assist in the reduction of damage to Koalas which happened to enter Area A.

It should be noted that Area A includes Stages 3a, 3b, 4, 5, 6, 7, 8, 9 and 10.”

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Voting For

Cr Beck
Cr Boyd
Cr Brinsmead
Cr Davidson
Cr James
Cr Lawrie
Cr Luff
Cr Marshall
Cr Polglase
Cr Youngblutt

Voting Against

Cr Carroll

5. **Tweed Local Environmental Plan 2000 - Adoption of NSW Sugar Industry Best Practice Guidelines for Acid Sulphate Soils (May, 2000).**

GT1/LEP/2000

111

Cr Boyd

Cr Luff

RESOLVED that Council adopts the NSW Sugar Industry Best Practice Guidelines for Acid Sulphate Soils (May, 2000), subject to:

- Council's inclusion in the review of the Guidelines in one year and this review including Council's role in the audit process.

Voting - Unanimous

6. **Town Planner - Housing Officer from the Department of Urban Affairs and Planning.**

Area Assistance Scheme, Low Cost Housing

112

Cr Boyd

Cr Luff

RESOLVED that Council endorses the involvement of Byron Shire Council from the outset of this project.

Voting - Unanimous

7. **Erection of a Detached Dual Occupancy Comprising 1 x 3 Bedroom Dwellings and 1 x 5 Bedroom Dwellings**

DA0330/90 Pt2

113

Cr Polglase

Cr Davidson

RESOLVED that Council states its support for Development Application DA0330/90 and that in the event that the Minister for Urban Affairs and Planning approves Amendment No. 1 to Tweed Local Environmental Plan 2000, delegates authority to issue consent to the Director

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of Development Services for the erection of a detached dual occupancy comprising 1 x 3 and 1 x 5 bedroom dwellings at Lot 413 DP 755740 No. 16 Bambery Street, Fingal Head.

Voting - Unanimous

8. Proposed Section 96 Modification to Development Consent K99/1360 - 82 Lot Subdivision (Casuarina Beach Stage 2) at Lot 2 DP 1014470 Coast Road, South Kingscliff

DA1180/668 Pt7

114

Cr Polglase

Cr Marshall

RESOLVED that:-

1. That the proposed modification to facilitate the issue of separate construction certificates for bulk earthworks and civil subdivision works be approved subject to the inclusion of the following condition in the pre-requisite section:-

“Notwithstanding any other condition of this consent, a construction certificate for bulk earthworks may be issued and the carrying out of bulk earthworks may be commenced prior to the issue of a construction certificate for all subdivision works subject to compliance with the following conditions – 3, 4, 10, 11, 12, 13, 14, 17, 19, 20, 21, 23, 30 (relating to bulk earthworks only), 31 (relating to bulk earthworks only), 32, 50, 53, 54, 55, 57, 58, 59, 60, 62, 63(d) final dot point, 68, 69, 70, 71, 72, 73, 74, 75, 82, 83 and 84.”

2. Condition 44(iv) of Development Consent K99/1360 be amended as follows:-

“iv. Notwithstanding any steps within the Road Reserve boundary, the minimum road pavement and footway widths shall be maintained for the full length of all roads.

Figure	Road Number	Min. Road Reserve	Min. Carriageway Width	Min. Footway Width
E14	1	20.0m	14.0m	3.0m (paved footway width 1.5m both sides)
E14	2 Ch0.0-Ch360	20.0m	9.0m	5.5m (singled paved footway width 1.2m)
E14	2 Ch360-Ch606	20.0m	11.0m	4.5m (paved footway width 1.2m both sides)
E14	3	20.0m	11.0m	4.5m (single paved footway width 1.2m)
E23	4*	13.5m	7.5m	3.0m
E23	5	13.5m	7.5m	3.0m
E22	6	13.5m	7.5m	3.0m
E22	7*	13.5m	7.5m	3.0m

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Figure	Road Number	Min. Road Reserve	Min. Carriageway Width	Min. Footway Width
E22	8	13.5m	7.5m	3.0m
E22	9*	13.5m	7.5m	3.0m

* *These roads shall be linked by roads with reserve width 6.0 metres and a carriageway width of 4.0 metres. The carriageway shall be constructed using coloured pavers or other appropriate treatment and shall incorporate traffic calming devices so as to generally deter other vehicular traffic. The remainder of the roadway width shall be landscaped and vegetated."*

3. Condition No. 75 of development consent K99/1360 be amended as follows:-

"Construction site work including the entering and leaving of vehicles is to be restricted to between 6.00am to 8.00pm Monday to Saturday and no work on Sundays."

4. The request for a full or partial refund of fees be refused on the basis that the fees applied to date are a more accurate reflection of resources contributed to the assessment of this development.

AMENDMENT

Cr James

Cr Luff

PROPOSED that:-

1. That the proposed modification to facilitate the issue of separate construction certificates for bulk earthworks and civil subdivision works be approved subject to the inclusion of the following condition in the pre-requisite section:-

"Notwithstanding any other condition of this consent, a construction certificate for bulk earthworks may be issued and the carrying out of bulk earthworks may be commenced prior to the issue of a construction certificate for all subdivision works subject to compliance with the following conditions – 3, 4, 10, 11, 12, 13, 14, 17, 19, 20, 21, 23, 30 (relating to bulk earthworks only), 31 (relating to bulk earthworks only), 32, 50, 53, 54, 55, 57, 58, 59, 60, 62, 63(d) final dot point, 68, 69, 70, 71, 72, 73, 74, 75, 82, 83 and 84."

2. Condition 44(iv) of Development Consent K99/1360 be amended as follows:-

"iv. Notwithstanding any steps within the Road Reserve boundary, the minimum road pavement and footway widths shall be maintained for the full length of all roads."

Figure	Road Number	Min. Road Reserve	Min. Carriageway Width	Min. Footway Width
E14	1	20.0m	14.0m	3.0m (paved footway width 1.5m both sides)
E14	2 Ch0.0-Ch360	20.0m	9.0m	5.5m (singled paved footway width 1.2m)

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Figure	Road Number	Min. Road Reserve	Min. Carriageway Width	Min. Footway Width
E14	2 Ch360-Ch606	20.0m	11.0m	4.5m (paved footway width 1.2m both sides)
E14	3	20.0m	11.0m	4.5m (single paved footway width 1.2m)
E23	4*	13.5m	7.5m	3.0m
E23	5	13.5m	7.5m	3.0m
E22	6	13.5m	7.5m	3.0m
E22	7*	13.5m	7.5m	3.0m
E22	8	13.5m	7.5m	3.0m
E22	9*	13.5m	7.5m	3.0m

* *These roads shall be linked by roads with reserve width 6.0 metres and a carriageway width of 4.0 metres. The carriageway shall be constructed using coloured pavers or other appropriate treatment and shall incorporate traffic calming devices so as to generally deter other vehicular traffic. The remainder of the roadway width shall be landscaped and vegetated."*

3. Condition No. 75 of development consent K99/1360 be amended as follows:-

"Construction site work including the entering and leaving of vehicles is to be restricted to between 6.00am to 8.00pm Monday to Saturday and no work on Sundays."

4. The proposed modification of the approved internal road and lot layout be refused for the following reasons:-
- i. The amended layout is unsatisfactory, as it will restrict vehicle and pedestrian connectivity through the site.
 - ii. The amended layout does not facilitate safe manoeuvring of garbage trucks and other rigid axle vehicles.
 - iii. The amended layout is inconsistent with the public interest.
5. The request for a full or partial refund of fees be refused on the basis that the fees applied to date are a more accurate reflection of resources contributed to the assessment of this development.

The Amendment was **Lost**

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Voting For

Cr Boyd
Cr Carroll
Cr Davidson
Cr James
Cr Luff

Voting Against

Cr Beck
Cr Brinsmead
Cr Lawrie
Cr Marshall
Cr Polglase
Cr Youngblutt

The Motion was **Carried**

Voting For

Cr Beck
Cr Boyd
Cr Brinsmead
Cr Davidson
Cr Lawrie
Cr Luff
Cr Marshall
Cr Polglase
Cr Youngblutt

Voting Against

Cr Carroll
Cr James

**9. Development Application - Proposed Extensions to Kingscliff Shopping Centre
DA4170/100 Pt2**

115

Cr Luff

Cr Polglase

RESOLVED that this report be received and noted.

Voting - Unanimous

LATE ITEM

116

Cr Boyd

Cr Luff

RESOLVED that Item 9a being an Addendum item be dealt with and it be ruled by the Chairman to be of great urgency.

Voting - Unanimous

**9a. Development Application - Tweed Heads Hospital Additions - Lot 268 DP 755740
Keith Compton Drive, Tweed Heads**

DA2800/60 Pt2

117

Cr Boyd

Cr Luff

RESOLVED that:-

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1. Council forwards a submission to the Assistant Director of the Department of Urban Affairs and Planning clearly indicating Councils desire to impose conditions requiring the payment of sewer and water headworks and the reason for seeking such requirements as outlined in the memo from the Director of Engineering Services.
2. The Assistant Director of the Department of Urban Affairs and Planning be advised that the conditions requiring the construction of a bus shelter and payment of fees associated with inspecting plumbing and drainage works be deleted.

Voting - Unanimous

REPORTS FROM DIRECTOR CORPORATE SERVICES

10. **Policy Issues Conflict of Interest: Provision of Information to and Interaction between Councillors and Staff: Canvassing of Councillors with regard to Tendering**

Council Management

118

Cr Polglase

Cr Davidson

RESOLVED that Council:

1. Receives and notes this report.
2. Adopts the Policy submitted and titled "Provision of Information to and Interaction between Councillors and Staff" being:-

"PROVISION OF INFORMATION TO AND INTERACTION BETWEEN COUNCILLORS AND STAFF"

INTRODUCTION

Based on the provisions in the Local Government Act, the councillors and staff have distinctly different roles to play in council. The council is responsible for the strategic direction and for determining the policy framework of council. The council also has a statutory role as the consent authority, under both the Environmental Planning and Assessment Act and the Local Government Act, for applications for development consent and local approvals. The general manager with the senior officers of council is responsible for the effective management of the organization and the carrying out of council's policies and strategic objectives.

However, the distinction between these two roles may be unclear. There often needs to be personal interaction between councillors and senior officers, particularly regarding access to and provision of information, to effectively integrate policymaking and service delivery. This has created the need for guidelines that help councillors and staff to understand fully their respective roles and how they should operate, in order to perform their job effectively.

Formalising procedures to specify how these rights should be exercised should be done without trying to restrict a councillor's legal right to access staff and information. This

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policy is not intended to limit any statutory and common law rights councillors have to access information. However, councillors should avoid any perceptions of wrongdoing when exercising their rights as an elected representative, particularly the appearance of trying to improperly influence staff.

AIMS

This policy will:

- *provide clear communication channels to ensure the speedy provision of accurate information;*
- *recognise the particular circumstances of the council;*
- *require adequate training of staff and councillors on the need for the policy and its requirements;*
- *provide appropriate sanctions for non-compliance; and*
- *be reviewed periodically to monitor its effectiveness and compliance.*

OBJECTIVES

The objectives of this policy are to:

- *provide a documented process on how councillors can access council records;*
- *ensure councillors have access to all documents necessary for them to exercise their statutory role as a member of the governing body of the council;*
- *ensure that councillors receive advice to help them in the performance of their civic duty in an orderly and regulated manner;*
- *provide direction on councillors' rights of access to council buildings; and*
- *provide a clear and consistent framework for the reporting of, and appropriate application of sanctions for, breaches of this policy.*

INAPPROPRIATE INTERACTIONS

Council's policy is that the following interactions are inappropriate:

- *councillors approaching junior members of staff for information on sensitive or controversial matters;*
- *members of staff approaching councillors directly (rather than via their director, staff representative or union delegate) on staffing or political issues;*
- *councillors approaching staff outside the council building or outside hours of work to discuss council business;*
- *staff refusing to give information which is available to other councillors to a particular councillor because of the staff member's or councillor's political views;*

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- *councillors who have a development application before council discussing the matter with junior staff in staff-only areas of the council;*
- *junior staff being asked to answer questions or provide documents to councillors who are overbearing or threatening;*
- *councillors directing or pressuring staff in the performance of their work, or recommendations they should make; and*
- *staff providing advice to councillors without recording or documenting the interaction as they would if the advice was provided to a member of the community.*

STATUTORY PROVISIONS FOR COUNCILLORS AND STAFF

Chapters 9 and 11 of the Local Government Act set out the statutory roles and duties of councillors and the general manager. The introduction to Chapter 9 states that “each council is a statutory corporation. The councillors are the governing body of the corporation and they have the responsibility of directing and controlling the affairs of the council in accordance with this Act.” Chapter 9 includes the following provisions.

1. The governing body (s.222)

The elected representatives, called “councillors” comprise the governing body of the council.

2. The role of the governing body (s.223)

The role of the governing body is to direct and control the affairs of the council in accordance with this Act.

3. The role of the mayor (s.226)

The role of the mayor is:

- *to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council (for example, urgent demolition orders, authority to financially assist the community by the allocation of resources during natural disasters, commencement of urgent legal action);*
- *to exercise such other functions of the council as the council determines (for example, determining the appropriateness of holding a special event such as a fun run, approval of the general manager’s annual leave);*
- *to preside at meetings of the council; and*
- *to carry out the civic and ceremonial functions of the mayoral office.*

4. The role of a councillor as a member of the governing body (s.232(1))

The role of a councillor is, as a member of the governing body of the council:

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- *to direct and control the affairs of the council in accordance with this Act (for example, input into preparation of council's management plan, financial plan and organisational structure);*
- *to participate in the optimum allocation of the council's resources for the benefit of the area (for example, providing input into deciding priorities for construction and maintenance work);*
- *to pay a key role in the creation and review of the council's policies and objectives and criteria relating to the exercise of the council's regulatory functions; and*
- *to review the performance of the council and its delivery of services, and the management plans and revenue policies of the council.*

5. The role of a councillor as an elected person (s.232(2))

The role of a councillor is, as an elected person:

- *to represent the interests of the residents and ratepayers;*
- *to provide leadership and guidance to the community; and*
- *to facilitate communication between the community and the council.*

6. The role of the general manager (s.335(1))

The general manager is generally responsible for the efficient and effective operation of the council's organization and for ensuring the implementation, without undue delay, of decisions of the council.

7. The functions of the general manager (s.335(2))

The general manager has the following particular functions:

- *to manage the council on a day-to-day basis;*
- *to exercise such of the functions of the council as are delegated by the council to the general manager;*
- *to appoint staff in accordance with an organisational structure and resources approved by the council;*
- *to direct and dismiss staff; and*
- *to implement the council's equal employment opportunity management plan.*

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ACCESS TO COUNCIL RECORDS BY COUNCILLORS

I. Statutory provisions

Section 12 of the Local Government Act provides that the council must provide access to the current version of certain council documents free of charge to all members of the public. These documents are:

- *council's code of conduct;*
- *council's code of meeting practice;*
- *annual report;*
- *annual financial reports;*
- *auditor's report;*
- *management plan;*
- *EEO management plan;*
- *the council's land register;*
- *council's policy concerning the payment of expenses incurred by, and the provision of facilities to, councillors;*
- *register of investments;*
- *returns of the interests of councillors, designated persons and delegates;*
- *returns as to candidates' campaign donations;*
- *business papers for council and committee meetings (but not including business papers for matters considered when a meeting is closed to the public);*
- *minutes of council and committee meetings, but restricted (in the case of any meeting or part of a meeting that is closed to the public) to minutes of:*
 - a) the recommendations of the meeting, other than recommendations concerning the proposed acquisition of land at a public auction; and*
 - b) such other matters as the council or committee resolves should be made public;*
- *any codes referred to in this Act;*
- *register of delegations;*
- *annual reports of bodies exercising delegated council functions;*
- *local policies adopted by the council concerning approvals and orders;*

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- *records of approvals granted and decisions made on appeals concerning approvals;*
- *records of building certificates;*
- *plans of land proposed to be compulsorily acquired by the council;*
- *leases and licences for use of public land classified as community land;*
- *plans of management for community land;*
- *environmental planning instruments, development control plans and plans made under s.94AB of the Environmental Planning and Assessment Act 1979 applying to land within the council's area;*
- *the statement of affairs, the summary of affairs and the register of policy documents required under the Freedom of Information Act 1989; and*
- *departmental representatives' reports presented at a meeting of the council according to s.433.*

The Local Government (Meetings) Regulation, provides a procedure for councillors to obtain access to council documents, without limiting any common law right of access. Clause 41 provides:

- (1) *The general manager may allow or refuse to allow any councillor to inspect any record of the council that the councillor requests to see.*
- (2) *If the general manager refuses to allow a councillor to inspect any such record, the councillor may, at a meeting of the council, move for the production of the document. However, the councillor must give notice of intention to move the motion.*
- (3) *If the council passes a motion for the production of a council record, the council must ensure that the record:*
 - (a) *is produced immediately and laid on the table for inspection by the councillors; and*
 - (b) *is made available for inspection by any councillor on reasonable notice to the general manager during the council's ordinary office hours on any day that is within one month after the passing of the motion.*

Sections 15(1) and 16(1) of the Freedom of Information Act 1989 also include provisions for members of the public to a general right of access to council documents.

2. Procedures

- *Access to a council file, record of other document can only be provided according to this policy to ensure that access is obtained in ways that are legal and appropriate. This policy does not limit or restrict statutory or common-law rights of access.*

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- *Councillor can request the general manager, the public officer or a person nominated by the general manager to provide access to a particular council record.*
- *Councillors who have a personal (as distinct from civic) interest in a document of council have the same rights of access as any other person.*
- *Councillors are entitled to access to all council files, records or other documents where that document is identified in s.12 of the Local Government Act or to a matter currently before the council.*
- *The general manager shall not unreasonably decide that a document is not relevant to the performance of the councillor's civic duty and deny access to a council document. The general manager must state their reasons for the decision if they refuse access.*
- *Councillors can request access to other documents of the council either by a Notice of Motion to the council or a Freedom of Information application.*
- *The general manager, public officer or a person identified by the general manager, shall keep a record of all requests by councillors for access to information (other than those listed in s.12 of the Local Government Act, the Freedom of Information act or by a Notice of Motion at a council meeting). These requests must be reported regularly to the council.*

INTERACTION BETWEEN COUNCILLORS AND COUNCIL STAFF

1. During meetings

The interaction between councillors and staff at council meetings and committee meetings is regulated by:

- *S.360 of the Local Government Act;*
- *Cl.21 of the Local Government (Meetings) Regulation;*
- *council's code of conduct and;*
- *council's code of meeting practice (if it exists).*

Section 360 of the Local Government Act enables the council to make regulations in regard to the conduct of meetings, adopt codes of meeting practices and states that meetings must be conducted in accordance with the code of meeting practice.

Clause 21 of the Local Government (Meetings) Regulation details how, in council meetings, councillors can ask questions of other councillors by going through the chairperson. The regulation also details the process councillors must follow if they wish to ask a question of council staff, by going through the general manager.

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2. *Outside of meetings*

The Meetings Regulation (cl.21) makes provision for a councillor to obtain information at a council meeting, or by a Question on Notice at a council meeting.

- *The general manager is responsible to the council for performance and direction of all staff and day-to-day management of council. Therefore, it is appropriate that all requests for information and approaches to staff outside the forum of a council or committee meeting, be directed to the general manager, or person/s nominated by the general manager.*
- *Only those senior officers (as defined in s.332) and managers nominated by the general manager can provide advice to councillors.*
- *It is within the discretion of the general manager to require councillors to make an appointment with a senior officer, to put a request in writing, or to put it on notice to the council to obtain detailed or otherwise time consuming information. The general manager must indicate in writing, the reasons for refusing a request.*
- *For all but straightforward advice on administrative matters, councillors should put their requests for information or advice in writing to be answered by the general manager or the appropriate senior officer. These written requests then form part of council records and can be filed appropriately.*
- *A senior officer has the discretion to refer any request for information to the general manager. The senior officer must indicate to the councillor their reasons for the referral.*
- *If a councillor is concerned about any refusal to provide information, they should firstly raise the matter with the general manager (or the mayor if it was the general manager who refused to provide the advice). If the councillor is still dissatisfied they should request the information by way of a Question on Notice to the council.*
- *Councillors must not request staff to undertake work for the councillor or any other person.*
- *A councillor, member of staff or delegate must not take advantage of their official position to improperly influence other councillors, members of staff or delegates in the performance of their public or professional duties for the purpose of securing private benefit for themselves or for some other person.*

ACCESS TO COUNCIL OFFICES

- *As elected members of the council, councillors, are entitled to have access to the council chambers, committee room, mayor's office, councillors' rooms and public areas of the council buildings.*
- *Councillors who are not in pursuit of their civic duties have the same rights of access to council buildings and premises as any other member of the public.*

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- *A councillor has no rights to enter staff-only areas without the express authorisation of the general manager or his nominee or by resolution of the council.*

BREACHES OF THIS POLICY

1. Reporting

- *All occasions of a councillor or staff member not complying with this policy should be immediately reported to the general manager.*
- *Where the report relates to the conduct of a councillor, the general manager shall immediately report the matter to the mayor and to the next council meeting.*
- *Where the report relates to the conduct of staff, the general manager shall deal with the matter according to the terms of employment of the staff member. Proven breaches should also be dealt with accordingly, that is, by counselling, disciplinary action or dismissal.*
- *Where a councillor believes that the general manager has failed to comply with the policy, the councillor shall immediately report to the mayor who will report the matter to the council.*
- *Before a report to council by the general manager (or the mayor), the general manager (or the mayor) should undertake preliminary inquiries to establish the facts. The preliminary investigations may take any form the mayor and general manager considers appropriate, but must involve discussions with staff member and councillor involved. Natural justice principles need to be satisfied in dealing with an alleged breach.*
- *The council, or a committee of all councillors established for the purpose, must decide whether a matter reported to it under this policy, reveals a breach. The council may take any steps provided for in this policy that it considered reasonable in the circumstances.*

2. Sanctions

Council, having resolved that a councillor has failed to comply with this policy, can, by resolution:

- *require the councillor to apologise to the person concerned;*
- *request a formal apology;*
- *counsel the councillor;*
- *reprimand the councillor;*
- *resolve to make its decision on the matter public;*
- *pass a censure motion at a council meeting (councils should not underestimate the power of public censure as a deterrent);*

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- *make public disclosures of inappropriate conduct (such as making the community aware of the breach through the media or annual report);*
- *refer the matter to an appropriate investigative body if the matter is serious; and/or*
- *prosecute any breach of the law.*

Sanctions for staff, depending on the severity, scale and importance of the breach, may include:

- *counselling the staff member;*
- *instituting council disciplinary proceedings; or*
- *dismissal.”*

Voting – Unanimous

TEMPORARY ABSENCE FROM MEETING

Cr Marshall left the meeting.

11. Challenge Tweed Incorporated - China Visit

Disabled Matters

119

Cr Boyd

Cr Davidson

RESOLVED that no action be taken.

Voting – Unanimous

RETURN TO MEETING

Cr Marshall returned to the meeting.

12. Sustainable Economic Growth for Regional Australia (SEGRA) 2000 National Conference - November 2000

Councillors - Conferences

Cr Boyd

Cr Carroll

PROPOSED that Council nominates a Councillor to attend the Sustainable Economic Growth for Regional Australia (SEGRA) 2000 National Conference in Ballarat, Victoria from 20-22 November 2000.

AMENDMENT

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120

Cr Luff

Cr Marshall

RESOLVED that Council takes no action until program details of this Conference are available.

TEMPORARY ABSENCE FROM MEETING

Cr Brinsmead left the meeting.

The Amendment was **Carried**

Voting For

Cr Beck
Cr Davidson
Cr James
Cr Lawrie
Cr Luff
Cr Marshall
Cr Polglase
Cr Youngblutt

Voting Against

Cr Boyd
Cr Carroll

The Amendment on becoming the Motion was **Carried**

Voting - Unanimous

13. Coolangatta Airport - Gold Coast Airport Limited

Airport-Coolangatta/Tweed

121

Cr Luff

Cr Marshall

RESOLVED that Council endorses the provision of the letter to the Deputy Prime Minister and Member for Transport and Regional Services.

Voting - Unanimous

14. Cost of the Conduct of the 1999 Shire Elections

Elections – Ordinary 1999

122

Cr Luff

Cr Marshall

RESOLVED that this report be received and noted.

Voting - Unanimous

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15. Referendum Election Matters

Election Procedures, Elections - Referendums

123

Cr Marshall

Cr Luff

RESOLVED that this report be received and noted.

Voting - Unanimous

REPORTS FROM DIRECTOR ENGINEERING SERVICES

RETURN TO MEETING

Cr Brinsmead returned to the meeting.

16. Cadell Road Mebbin - Maintenance Limits

R0915

124

Cr Polglase

Cr Davidson

RESOLVED that Council accepts responsibility for maintenance of Cadell Road from Kyogle Road to Mebbin National Park boundary and that upgrading to an acceptable gravel standard with contributions accepted from both NPWS and local residents.

Voting - Unanimous

17. Tweed Road Contribution Plan No. 4, South Kingscliff Amendments

GT1/S94/4 Pt4, Section 94 Plan

125

Cr Luff

Cr James

RESOLVED that Council, in accordance with clause 30 of the Environmental Planning and Assessment Regulation 1994, approves the draft Tweed Road Contributions Plan (contributions Plan No 4 - Version 4.2) in the form it was publicly exhibited.

Voting - Unanimous

18. Tweed Road Contribution Plan No. 4, South Tweed Heads Amendments

GT1/S94/4 Pt4, Section 94 Plan

126

Cr Luff

Cr James

RESOLVED that:-

1. Council adopts the draft Tweed Road Contributions Plan (Contributions Plan No 4 - Version 4.3) as a basis for exhibition and community discussion/consultation.
2. The draft plan Version 4.3 be exhibited as required by the Environmental Planning and Assessment Regulations to repeal and replace Version 4.2.

Minutes - Meeting of Tweed Shire Council

Voting - Unanimous

REPORTS FROM DIRECTOR ENVIRONMENT & COMMUNITY SERVICES

19. Future Use Option No 1, Nullum Street, Murwillumbah

L3770.10, Leases – Council Property

DECLARATION OF INTEREST

Cr Carroll

Declared an interest in Item No 19, her interest being that she is the Chairperson of Tweed Training and Enterprise Company, the subject of this report.

Cr Carroll addressed the meeting then left the Chamber and took no part in the voting.

127

Cr Boyd

Cr Luff

RESOLVED that an extension of 3 minutes be granted to CrCarroll.

Voting - Unanimous

128

Cr Boyd

Cr Luff

RESOLVED that:-

1. The request from TTEC to lease the building until March 2003 be approved and be reviewed at the end of this period.
2. Further investigations be undertaken to ascertain how and where a purpose-built community centre may be financed.

Voting For

Cr Boyd
Cr Davidson
Cr James
Cr Lawrie
Cr Luff
Cr Marshall
Cr Polglase
Cr Youngblutt

Voting Against

Cr Beck
Cr Brinsmead

RETURN TO MEETING

Cr Carroll returned to the meeting.

Minutes - Meeting of Tweed Shire Council

SUSPENSION OF STANDING ORDERS

129

Cr Polglase

Cr Marshall

RESOLVED that standing orders be suspended to deal with Item 4 Orders of the Day of the Agenda.

Voting – Unanimous

4. Roads Construction - Budget

R2000 Pt1, R3130, McAllisters Road, Farants Hill Road, Notice of Motion

130

Cr Polglase

Cr Davidson

RESOLVED that:-

1. Council considers the allocation of \$200,000 from within the existing roads construction budget for the sealing of McAllisters Road and Farrants Hill Road from the end of the bitumen seal to the school bus turnaround. The Director Engineering Services to bring forward a report on how this can be achieved.
2. In setting priorities the Chief Engineer takes into account circumstances where residents have offered to contribute to the seal.

AMENDMENT 1

Cr Brinsmead

Cr Youngblutt

PROPOSED that:-

1. Council allocates \$200,000 from the Transport and Works Program for improvement to Council's gravel road network.
2. Director Engineering Services brings forward a report on the proposed source of funding and a list of priority works for Council's consideration.
3. In setting priorities the Chief Engineer takes into account circumstances where residents have offered to contribute to the seal.

131

Cr James

Cr Luff

RESOLVED that an extension of 3 minutes be granted to Cr Boyd.

Minutes - Meeting of Tweed Shire Council

Voting For

Cr Boyd
Cr Brinsmead
Cr Carroll
Cr Davidson
Cr James
Cr Luff
Cr Marshall
Cr Polglase
Cr Youngblutt

Voting Against

Cr Beck
Cr Lawrie

PROCEDURAL MOTION

132

Cr Youngblutt

RESOLVED that the motion be put.

Voting For

Cr Beck
Cr Brinsmead
Cr Carroll
Cr Davidson
Cr James
Cr Lawrie
Cr Luff
Cr Marshall
Cr Polglase
Cr Youngblutt

Voting Against

Cr Boyd

Amendment 1 was **Lost**

Voting For

Cr Beck
Cr Brinsmead
Cr Lawrie
Cr Marshall
Cr Youngblutt

Voting Against

Cr Boyd
Cr Carroll
Cr Davidson
Cr James
Cr Luff
Cr Polglase

AMENDMENT 2

Cr James

Cr Luff

PROPOSED that Council informs petitioners from McAllisters and Farrants Hill Roads of Council's policy of assisting with the extension of seal where residents make a contribution and invites them to put proposals to Council.

Amendment 2 was **Lost**

Minutes - Meeting of Tweed Shire Council

Voting For

Cr Boyd
Cr Carroll
Cr James
Cr Luff
Cr Marshall

Voting Against

Cr Beck
Cr Brinsmead
Cr Davidson
Cr Lawrie
Cr Polglase
Cr Youngblutt

The Motion was **Carried**

Voting For

Cr Brinsmead
Cr Carroll
Cr Davidson
Cr Lawrie
Cr Polglase
Cr Youngblutt

Voting Against

Cr Beck
Cr Boyd
Cr James
Cr Luff
Cr Marshall

RESUMPTION OF STANDING ORDERS

133

Cr James

Cr Marshall

RESOLVED that Standing Orders be resumed.

Voting – Unanimous

ADJOURNMENT OF MEETING

Adjournment for dinner at 6.30pm.

RESUMPTION OF MEETING

The Meeting resumed at 7.30pm.

REPORTS FROM SUB-COMMITTEES

1. **Minutes of the Tweed Dune Care Advisory Committee Meeting held Thursday 13 July 2000**

Dunecare

1. **Cabarita Beach Residence Association – Cabarita Representative**

Dunecare

134

Cr Luff

Cr James

RESOLVED that Jeanette Davison replace Liz Turrell as representative Cabarita Beach Dune Care on the Tweed Dune Care Advisory Committee.

Minutes - Meeting of Tweed Shire Council

Voting - Unanimous

4. Sepp 26 program

Dunecare

135

Cr Boyd

Cr James

RESOLVED that an inspection/information tour of Dune Care works be organised for Councillors.

Voting - Unanimous

7. Recognition of Jack and Pat Kasperson

Dunecare

136

Cr James

Cr Carroll

RESOLVED that Council considers naming the small cleared area north of Kingscliff North Caravan Park 'Kasperson Park'

Voting For

Voting Against

Cr Beck

Cr Marshall

Cr Boyd

Cr Brinsmead

Cr Carroll

Cr Davidson

Cr James

Cr Lawrie

Cr Luff

Cr Polglase

Cr Youngblutt

137

Cr James

Cr Boyd

RESOLVED that the balance of the Minutes of the Tweed Dune Care Advisory Committee Meeting be adopted.

Voting - Unanimous

Minutes - Meeting of Tweed Shire Council

2. Minutes of the Local Traffic Committee Meeting held Friday 14 July 2000

Traffic Committee

BUSINESS ARISING

4. Byangum Road

R0880 Pt2

138

Cr Boyd

Cr Marshall

RESOLVED that:-

- A. The recommendations from the Byangum Road Road Safety Audit with regard to signage, linemarking and raised pavement markers be implemented as a matter of priority.

These recommendations are:-

1. RRPMs through William Street intersection
 2. Trim foliage near corner William Street
 3. Painted edgeline with RRPMs opposite Short Street
 4. Painted edgeline for 40m at the corner of Spring Street
 5. RRPMs on approaches through Spring Street
 6. 25km/h speed advisory sign approaching Spring Street
 7. Stop sign on Frangella Street
 8. Painted edgeline opposite Harwood Street (to avoid gutter crossovers)
 9. Three chevron hazard markers on curve west of Wade Street before rock retaining wall
 10. RRPMs and 2 chevron hazard markers to highlight the Barnby Street intersection
 11. 35km/h speed advisory sign 150m west of Tombonda Road plus RRPMs
 12. Cycleway ends sign reinstated at Hall Drive
 13. Request resident of 150 to remove skip from naturestrip and trim foliage
 14. Edgeline and reflectors to avoid gutter crossover just east of Bagoos Avenue
 15. 35km/h speed advisory sign opposite Kinears access
 16. Three chevron hazard markers just west of Barnby Street
 17. 25km/h speed advisory sign on approach to Spring Street
 18. Three chevron hazard markers on corner of Short Street
- B. The Works Unit investigates:-

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- a. Upgrade guardrail between Thompson and Harwood Streets
- b. New guardrail as determined by Works Unit in accordance with RTA guidelines

Voting - Unanimous

7. Leisure Drive, Banora Point

R3035

139

Cr Boyd

Cr Polglase

RESOLVED that Council formally requests the RTA Zone Manager to approve the installation of a “zebra” crossing on Leisure Drive adjacent to the shopping centre.

Voting - Unanimous

GENERAL BUSINESS

4. Marine Parade, Kingscliff

R3340 Pt4

140

Cr Boyd

Cr Marshall

RESOLVED that “No Parking” signs be erected approximately 6m each side of the entrance driveway to the Kingscliff North Caravan Park..

Voting - Unanimous

5. Pacific Highway, Sextons Hill

R4031 Pt12

141

Cr Boyd

Cr Marshall

RESOLVED that Council formally requests the RTA to provide a safe pedestrian cycleway path over Sextons Hill due to its omission by the RTA in the upgrade works undertaken by the RTA on Sextons Hill.

Voting - Unanimous

7. Upper Burringbar Road, Burringbar

R5690

142

Cr Boyd

Cr Marshall

RESOLVED that the request for a 40 kph speed limit at the end of Upper Burringbar Road, Upper Burringbar be refused.

Voting - Unanimous

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8. Clothiers Creek Road

R1160 Pt5

143

Cr Boyd

Cr Marshall

RESOLVED that:-

1. The Manager Works be requested to assess the status of the road seal.
2. Installation of yellow & black chevron curve warning signs be installed in the vicinity of Waterlily Close and Norths Lane along Clothiers Creek Road.

Voting - Unanimous

9. Chinderah Motorway Ramp

R1075 Pt5

144

Cr Boyd

Cr Marshall

RESOLVED that "No Entry" signs be installed at the end of the Chinderah Interchange off ramps.

Voting - Unanimous

145

Cr Boyd

Cr Marshall

RESOLVED that the balance of the Minutes of the Local Traffic Committee Meeting be adopted.

Voting - Unanimous

OUTSTANDING INSPECTIONS

1. Council Land - Mt Nullum

Mount Nullum

This item was received and noted.

URGENCY MOTION

Tweed River Agricultural Society – Proposed Museum Building

Showground

146

Cr Polglase

Cr Davidson

RESOLVED that:-

1. Council supports a financial arrangement in the form of a loan guarantee to the sum of \$60,000 for the Tweed River Agricultural Society to enable them to complete their museum building to the lock-up stage at the showground.

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2. Council delegates to the General Manager to negotiate with the Tweed River Agricultural Society, suitable conditions including a financial management plan and bring forward a report to Council on the results.

Voting – Unanimous

URGENCY MOTION

RPI Awards

Civic Awards

Cr Boyd

Cr Polglase

PROPOSED that Cr Davidson represents Council to receive the award at the RPI Awards in Sydney.

AMENDMENT

Cr Beck

Cr Youngblutt

PROPOSED that Cr Davidson represent Council at the awards but Mr Ransce Salan accepts the award.

The Amendment was **Lost**

Voting For

Cr Beck

Cr Brinsmead

Voting Against

Cr Boyd

Cr Carroll

Cr Davidson

Cr James

Cr Lawrie

Cr Luff

Cr Marshall

Cr Polglase

Cr Youngblutt

The Motion was **Lost**

Voting For

Cr Boyd

Cr Carroll

Cr Davidson

Cr James

Cr Polglase

Voting Against

Cr Beck

Cr Brinsmead

Cr Lawrie

Cr Luff

Cr Marshall

Cr Youngblutt

Minutes - Meeting of Tweed Shire Council

ORDERS OF THE DAY

1. Rates Payments

Rates - Payments, Notice of Motion

Cr Lawrie

Cr Marshall

PROPOSED that Council brings forward a report that considers the payment of rates at Post Offices.

AMENDMENT

147

Cr Boyd

Cr James

RESOLVED that the Australia Post payment facility be listed for consideration in the 2001/2002 Budget.

The Amendment was **Carried**

Voting For

Cr Boyd
Cr Carroll
Cr Davidson
Cr James
Cr Luff
Cr Polglase

Voting Against

Cr Beck
Cr Brinsmead
Cr Lawrie
Cr Marshall
Cr Youngblutt

The Amendment on becoming the Motion was **Carried**

Voting For

Cr Boyd
Cr Brinsmead
Cr Carroll
Cr Davidson
Cr James
Cr Luff
Cr Marshall
Cr Polglase

Voting Against

Cr Beck
Cr Lawrie
Cr Youngblutt

2. Contaminated Land

Pollution - Contaminated Soils, Notice of Motion

148

Cr Lawrie

Cr Beck

RESOLVED that:-

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1. Copies of all certifications held by Council regarding remediation of dip sites where Council knows the material was taken to Stotts Creek Waste Depot, be made available to Councillors via a confidential report to Council;
2. Council gives consideration upon receipt of the report to releasing in full/part some/all of said certifications, as the situation in question requires.

PROCEDURAL MOTION

149

Cr Polglase

Cr Youngblutt

RESOLVED that the motion be put.

Voting - Unanimous

The Motion was **Carried**

Voting For

Cr Beck
Cr Brinsmead
Cr Davidson
Cr Lawrie
Cr Marshall
Cr Polglase
Cr Youngblutt

Voting Against

Cr Boyd
Cr Carroll
Cr James
Cr Luff

TEMPORARY ABSENCE FROM MEETING

GC6/1/2 Pt1

Cr Brinsmead left the meeting.

3. Recreation Facilities - Level of Service

Parks - Maintenance & Improvements, Notice of Motion

150

Cr Luff

Cr Beck

RESOLVED that Council requests the Manager Parks and Recreation to make a workshop presentation to give and discuss with Councillors, information including:

- A description of current level of service; cost of same; the cost if current level of service were raised,
- Effects of increased demand for services due to acquisition of new open space etc in new developments.

Voting - Unanimous

Minutes - Meeting of Tweed Shire Council

4. Roads Construction - Budget

R2000 Pt1, R3130, McAllisters Road, Farants Hill Road, Notice of Motion

This item was dealt with at Minute No 130.

RETURN TO MEETING

Cr Brinsmead returned to the meeting.

5. Section 94 Contribution Plans

Section 94 Plan - S94, Notice of Motion

151

Cr Lawrie

Cr Luff

RESOLVED that a report be prepared on the rationale for each of Council's s94 Contribution Plans.

Voting For

Cr Beck
Cr Boyd
Cr Brinsmead
Cr Carroll
Cr Davidson
Cr Lawrie
Cr Luff
Cr Marshall
Cr Polglase
Cr Youngblutt

Voting Against

Cr James

QUESTION TIME

Nil

COMMITTEE OF THE WHOLE

152

Cr Carroll

Cr James

RESOLVED that Council resolves itself into a Confidential Committee of the Whole.

Voting - Unanimous

The General Manager reported that the Confidential Committee of the Whole had excluded the press and public from the whole of the Committee Meeting because, in the opinion of the Committee, publicity of the proceedings of the Committee would be prejudicial to the public interest, by reason of the confidential nature of the business to be transacted, and made the following recommendations to Council:-

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REPORTS THROUGH GENERAL MANAGER IN COMMITTEE

REPORTS FROM DIRECTOR ENVIRONMENT & COMMUNITY SERVICES IN COMMITTEE

1. Cattle Dip Site Matters

Pollution – Cattle Dip Sites

*Confidential Nature of This Item: The Local Government Act 1993 Clause 10A(2)
(b) the personal hardship of any resident or ratepayer*

C16

That Council endorses the proposed response to Mr Duyker drafted in this report.

Voting For

Cr Beck
Cr Boyd
Cr Brinsmead
Cr Carroll
Cr Davidson
Cr James
Cr Lawrie
Cr Luff
Cr Polglase
Cr Youngblutt

Voting Against

Cr Marshall

URGENCY MOTION

Counterpoint Dances

Youth Matters

C17

That Council considers the matter of the letter submitted by the Manager, McDonalds at Coolangatta.

Voting - Unanimous

C18

That this matter be referred to the Counterpoint Committee with a request for a report as soon as possible, before Council makes a decision on this matter.

Voting - Unanimous

153

Cr Lawrie

Cr Davidson

RESOLVED that the report and recommendations of the Confidential Committee of the Whole be adopted.

Voting - Unanimous

There being no further business the Meeting terminated at 9.50pm.

Minutes - Meeting of Tweed Shire Council



Minutes of Meeting Confirmed by Council

at Meeting held

**I hereby certify that I have authorised the affixing of my
electronic signature to the previous pages numbered 1 to 49 of these Minutes**

Chairman