



Tweed Shire Council

# Operations Committee Agenda

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29 July 2005

Dear Minute Book

**NOTICE IS GIVEN** that a Meeting of the **Operations Committee** will be held at the Council Chamber, Murwillumbah Civic and Cultural Centre on Wednesday 3 August 2005, commencing at **3.00pm**.

Submitted,

A handwritten signature in black ink, appearing to read 'J Griffin'.

**Dr J Griffin**  
General Manager

## AGENDA

1. Confirmation of the Minutes of the Operations Committee Meeting held 20 July 2005
2. Apologies
3. Disclosure of Interest
4. Items to be Moved from Ordinary to Confidential - Confidential to Ordinary
5. Access - Operations Matters
6. Reports through the General Manager
  - a. Reports from Director Planning & Development
  - b. Reports from Director Governance & Corporate Services
  - c. Reports from Director Engineering & Operations
  - d. Reports from Director Environment & Community Services
7. Confidential Matters - (exclude Press and Public)

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## ITEMS FOR CONSIDERATION OF THE COMMITTEE:

ITEM	PRECIS	PAGE
	<b>CONFIRMATION OF MINUTES</b>	<b>5</b>
	Minutes of the Meeting of the Tweed Shire Council Operations Committee held 20 July 2005	5
	<b>REPORTS THROUGH THE GENERAL MANAGER</b>	<b>7</b>
	<b>REPORTS FROM DIRECTOR GOVERNANCE &amp; CORPORATE SERVICES</b>	<b>7</b>
1	[GC] 2005 Union Picnic Day	7
2	[GC] Tweed & Coolangatta Tourism Inc (TACTIC) Monthly Performance Reports - February to May 2005	9
3	[GC] Tweed Economic Development Corporation (TEDC) Quarterly Performance Reports - April to June 2005	33
	<b>REPORTS FROM DIRECTOR ENGINEERING &amp; OPERATIONS</b>	<b>39</b>
4	[EO] Road Grants 2005/2006	39
5	[EO] Coastline Cycleway	43
6	[EO] Black Spot Program - Clothiers Creek Road	47
7	[EO] Shallow Bay Drive Extension to Eastlakes Drive, Tweed Heads South	49
8	[EO] Southern Boat Harbour Commercial Operators Wharf - Additional Berths	51
9	[EO] Section 138 Application - Chinderah Bay Marina	55
	<b>REPORTS FROM DIRECTOR ENVIRONMENT &amp; COMMUNITY SERVICES</b>	<b>59</b>
10	[EC] Non-Complying Structures - Site 125 Hacienda Caravan Park, Chinderah	59
11	[EC] Petition for Hydrotherapy Pool, Tweed Heads	65
12	[EC] Senior Citizens Week 2005	67
13	[EC] Tweed Seniors Expo 2005	71
	<b>MINUTES OF SUBCOMMITTEES / WORKING GROUPS</b>	<b>77</b>
1	[SUB-AAC] Minutes of the Aboriginal Advisory Committee Meeting held Friday 6 May 2005	77
2	[SUB-AAC] Minutes of the Aboriginal Advisory Committee Meeting held Friday 10 June 2005	87

<b>3</b>	<b>[SUB-TDA] Minutes of the Tweed Shire Council Disability Access Committee Meeting held Thursday 16 June 2005</b>	<b>93</b>
<b>4</b>	<b>[SUB-PTW] Minutes of the Public Transport Working Group Meeting held Friday 24 June 2005</b>	<b>99</b>
<b>5</b>	<b>[SUB-LTC] Minutes of the Local Traffic Committee Meeting held Thursday 4 July 2005</b>	<b>105</b>

**CONFIRMATION OF MINUTES**

**Minutes of the Meeting of the Tweed Shire Council Operations Committee held  
20 July 2005**

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

1. Minutes of the Meeting of the Tweed Shire Council Operations Committee held  
20 July 2005 (DW 1236522)
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## REPORTS THROUGH THE GENERAL MANAGER

### REPORTS FROM DIRECTOR GOVERNANCE & CORPORATE SERVICES

#### 1 [GC] 2005 Union Picnic Day

##### ORIGIN:

Human Resources Operations

##### SUMMARY OF REPORT:

Request from the United Services Union (USU) for the Union Picnic Day to be Friday, 11 November 2005.

##### RECOMMENDATION:

That:

1. Council endorses the Union Picnic Day to be Friday, 11 November 2005.
- 2, Council offices remain open and staffed where practical with *"non-union"* staff members on that day.

**REPORT:**

Representatives from the United Services Union (USU) have requested that Council endorses Friday, 11 November 2005 as a paid Union Picnic Day.

As in past years, if an employee's rostered day off (RDO) falls on this day, then arrangements will be made to take the RDO at a later date.

As per the NSW Local Government (State) Award 2004, only Financial union members are eligible. Managers will be notified by Human Resources of their staff's eligibility.

It is recommended that Council offices remain open for normal services and be staffed, where practical, with non-union staff.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

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**2 [GC] Tweed & Coolangatta Tourism Inc (TACTIC) Monthly Performance Reports - February to May 2005**

**ORIGIN:**

**Corporate Performance**

**SUMMARY OF REPORT:**

Tweed and Coolangatta Tourism Inc (TACTIC) monthly performance reports for February to May 2005 are provided in accordance with the Agreement criteria.

**RECOMMENDATION:**

**That this report be received and noted.**

**REPORT:**

The Agreement between Council and TACTIC requires the organisation to report on a monthly basis its performance in accordance with a number of specific requirements.

The following details were presented to TACTIC Board meetings held from February to May 2005.

## 1. General

- Presentation to TSC re Budget on 23<sup>rd</sup> March 2005
- TSC Approval has been given for \$35,000 for Taste the Tweed program
- Application has been made to DSRD for \$25,000 for Taste the Tweed
- Discussions have been held with ACC regarding applications for \$40,000 for Taste the Tweed

## 2. Reservations & Sales

### a. Visitor Numbers to Visitor Information Centres

February-05

WHRC					Tweed Heads				
	2005	%	2004	Variance		2005	%	2004	Variance
<b>Total Visitors</b>	1826		1952	-6.45%	<b>Total Visitors</b>	1577		1750	-9.89%
<b>Type of Enquiry</b>					<b>Type of Enquiry</b>				
Tourism	608	43.62%	673	-9.66%	Tourism	604	43.33%	619	-2.42%
National Parks	134	9.61%	130	3.08%	National Parks	21	1.51%	30	-30.00%
Street Directions	89	6.38%	137	-35.04%	Street Directions	130	9.33%	200	-35.00%
Bus Timetables	13	0.93%	19	-31.58%	Bus Timetables	104	7.46%	102	1.96%
Other	85	6.10%	132	-35.61%	Other	78	5.60%	142	-45.07%
Retail	36	2.58%	0	#DIV/0!	Retail	42	3.01%	0	#DIV/0!
<b>TOTAL</b>	<b>965</b>		<b>1091</b>	<b>-11.55%</b>	<b>TOTAL</b>	<b>979</b>		<b>1093</b>	<b>-10.43%</b>

Uki			Pottsville		
	2005	%		2005	%
<b>Total Visitors</b>	120		<b>Total Visitors</b>	11	
<b>Type of Enquiry</b>			<b>Type of Enquiry</b>		
Tourism	25	1.94%	Tourism	8	0.62%
National Parks	0	0.00%	National Parks	2	0.16%
Street Directions	23	1.78%	Street Directions	0	0.00%
Bus Timetables	2	0.16%	Bus Timetables	1	0.08%
Other	6	0.47%	Other	0	0.00%
Retail	0	0.00%	Retail	0	0.00%
<b>TOTAL</b>	<b>56</b>		<b>TOTAL</b>	<b>11</b>	

### Highlights

- Both Tweed Heads and Murwillumbah experienced decreases to their visitor numbers in comparison to the same period last year.
- Uki figures inaccurate for total month due to inconsistencies in staffing on various days.

### Year to Date

	2004/05	2003/04	Variance	2004/05	2003/04	Variance	2004/05	2004/05
	WHRC			Tweed Heads			Uki	Pottsville
Sept Qtr	8362	8164	2.43%	7003	6471	8.22%	212	0
Dec Qtr	6753	7457	-9.44%	5446	5721	-4.81%	262	7
Mar Qtr	4943	4934	0.18%	3572	3961	-9.82%	227	11
Jun Qtr	0	0	#DIV/0!	0	0	#DIV/0!	0	0
<b>Total</b>	<b>20058</b>	<b>20555</b>	<b>-2.42%</b>	<b>16021</b>	<b>16153</b>	<b>-0.82%</b>	<b>701</b>	<b>18</b>

**Highlights**

- Overall visitor numbers YTD remain consistent with numbers at the same time last year.
- Visitors from NSW dominated in both Murwillumbah and whereas visitors from Queensland were greater in the Tweed Heads Centre.
- International visitors from UK and Canada noticeably increased in numbers for February in both centres. For international visitor numbers to both centres, 30.34% were from UK, 27.82% from Canada and the US.

**b. Retail Sales**

<b>Murwillumbah</b>	<b>Feb-05</b>	<b>Feb-04</b>	<b>Tweed Heads</b>	<b>Feb-05</b>	<b>Feb-04</b>
Number of Sales	411	408	Number of Sales	75	
Average \$ per Sale	\$9.64	\$8.77	Average \$ per Sale	\$5.06	
Average \$ per visitor	\$2.07	\$1.83	Average \$ per visitor	\$0.04	

**Highlights**

- Murwillumbah retail sales totalled \$ 3 961.00
- Books and local produce were the stronger sellers this month
- Wholesale sales totalled \$ 541.00, slight increase to sales from previous month
- Total retail sales for Tweed VIC was \$ 380.00
- Total sales for the month \$ 4 882.00, only slightly lower than the revised budget figure for February of \$5000.00

**c. Reservations**

- Commissions revenue over budget - actual - \$3 527, budget - \$3 109. An increase of \$936 in commission revenue for the same period in 2004
- Good month for tour bookings overall. Good response for accommodation requests for conference at Twin Towns in April.

**d. Reservations System**

	No. Bookings	No. Nights	Total Value	Av. Stay (Nights)	Av. Value Per Bkg	Avg value per night
July	10	23	\$1,885	2.30	\$189	\$82
August	9	18	\$1,812	2.00	\$201	\$101
September	21	42	\$5,814	2	\$277	\$138
October	9	21	\$2,036	2.3	\$226	\$97
November	4	9	\$1,056	2.25	\$264	\$117
December	4	13	\$1,854	3.25	\$464	\$143
January	8	10	\$1,100	1.25	\$138	\$110
February	8	14	\$1,532	1.75	\$237	\$109
<b>Totals</b>	<b>73</b>	<b>150</b>	<b>\$17,089</b>	<b>2.05</b>	<b>\$234</b>	<b>\$114</b>

### Highlights

- Continued trend – limited availability of on-line properties
- Number of bookings made through the website remains steady
- Aware of the need to increase the number of bookings through the CRS.
- Operators slow to provide rates for 2005 – 2006.

#### e. Group Bookings

- Past weeks receiving bookings for the SMBE Conference in April and the Delta 4RAR Reunion in September.

Group/Event Booking	Dates:	No Pax	Room Nights Bked	Total \$ Value To Date	Comment:
8RAR Vietnam Veterans Reunion	24 - 27 February 2005	2	3	\$465.00	Twin Towns
Society Medical & Biological Engineers (SMBE 2005)	3rd - 6th April 2005	21	54	\$7,616.00	Held at Twin Towns Services Club
Lowrance Aust Opening	7th April 2005	19	27	\$2,735.00	South Tweed
Netball Carnival	9th-10th April 2005	26	9	\$632.00	Murwillumbah
Wintersun 2005	4th - 14th June 2005	50	119	\$10,651.00	
Veterans Week Of Golf Tweed Coolangatta Golf Course	8 - 12 August 2005				
1st Field Squadron Reunion	26th - 28th Aug 2005	2	2	\$150.00	Being held Club Banora - 600 attendees
Speed on Tweed	16th - 18th Sept 2005	2	2	\$230.00	
Delta Co. 4RAR Reunion	18th-24th Sept 2005	29	68	\$7,353.00	Seagulls
Transforming Education	Jan-06				350 - 400 pax Twin Towns - to be confirmed

Group/Conference Bookings	Dates	Property	Room Nights Bked	Total \$ Value Accom	Comments
Caloundra Netball	9th April 2005	M'bah Motor Inn	19	\$1,920.00	Numbers TBC - \$32.00pp
Philadelphian Church of God Conf	16th - 26th October 2005	Twin Towns			
<b>Total To Date:</b>			303	\$31,752.00	

#### f. Famil/Events- February

- Beachfarm Farmstay Sunday afternoon barbeque for staff & volunteers. 19 attendees.

### 3. Financial Results

### January 2005

#### a. Months Results:

- Gross Profit \$31,679
- Expenditure \$34,362
- Profit / Loss (\$2,683)
  
- Budgeted Profit / Loss (\$15,078)
- Variance from Budget \$12,395

#### Reasons for Variance

##### Expenditure

- \$771 over HR - Casuals replacement Reservations Assistant
- (\$7,865) under over Marketing
- (\$4,449) under F & E Liaison Officer

### February 2005

#### b. Months Results:

- Gross Profit \$30,099
- Expenditure \$27,429
- Profit / Loss \$2,670
  
- Budgeted Profit / Loss (\$1,819)
- Variance from Budget \$4,489

#### Reasons for Variance

##### Revenue

- \$1,200 under Network Nights
- \$418 over Commission

##### Expenditure

- (\$500) under COGS
- (\$3,543) under Marketing
- (\$642) under R & M Murwillumbah

**c. Year to Date – end February**

- **Gross Profit \$299,617**
- **Expenditure \$277,647**
- **Profit / Loss \$21,970**
- **Budgeted Profit/Loss (\$14,649)**
- **Variance from Budget \$36,619**

**Revenue**

- **(\$XXX)** Co-operative Marketing – Trade Show GC cancelled
- **(\$2,945)** under Membership
- **(\$12,173)** under Retail Sales
- **\$3,635** over Commissions – great result

**Expenditure**

- **(\$4,366)** under Administration
- **\$7,857** over HR – extra holidays, coverage Reservations Consultant
- **(\$41,285)** under Marketing – timing - \$15,000 TCVG / Held back due to uncertainty
- **\$2,937** over Network Nights
- **(\$1,655)** under Murwillumbah VIC
- **(\$688)** under Tweed VIC

**d. Cash at Bank 28<sup>th</sup> February 2005**

- **\$87,139** (Cash in Bank \$29,687, Term Deposit \$56,901, Cash in Hand \$550)

**4. Marketing**

**a. Current Financial Members**

	<b>January 2005</b>	<b>January 2004</b>
Service	35	35
TACTIC	127	133
Reciprocal	3	4
Corporate	6	6
<b>Corporate Affiliates</b>	<b>11</b>	<b>9</b>
<b>TOTAL</b>	<b>182</b>	<b>187</b>

**b. New members to be ratified**

- **Service1**  
The Old Butcher Shop, Chillingham

There has been limited development in membership during February due to staff annual leave and the uncertain future of the organisation.

**Total Financial Members end February 2004 - 183 incl affiliates**

**c. Marketing**

- Due to the current situation regarding the way forward with tourism in the Tweed there has been no activity.
- With the view that a possible 12 month contract may be forthcoming a marketing schedule will be developed for the next financial year period (2005-2006).

**d. Product Brochure**

- The brochure was printed and delivered however printer errors were found and the job has to be redone at the printers expense. The fault in their equipment has now been found and rectified and the job is proceeding.

**e. Public Relations**

- Current Total EVP \$787,148
- An article is to appear this month in Voyeur magazine (Virgin Inflight)
- Confirmed to date: Sue Preston, Travel Editor, Aust. Seniors magazine, 12/14 April: Vincent Ross, Adelaide Advertiser, June.

**f. Taste The Tweed Food Writers Festival**

- Due to the pause in marketing activity, the Marketing Officer has been seconded to coordinate the Taste the Tweed Food Writers Festival to be held 18<sup>th</sup> – 20<sup>th</sup> of August, 2005.



## 1. General

- Meeting with Clubs of the Tweed
- Research received from CTA currently being developed into report
- Budget first draft completed
- Marketing Plan being developed
- Marketing Committee meetings recommenced

## 2. Financial Results

### March 2005

#### a. Months Results:

- **Gross Profit \$30,912**
- **Expenditure \$26,867**
- **Profit / Loss \$4,045**
  
- **Budgeted Profit / Loss \$3,283**
- **Variance from Budget \$762**

#### Reasons for Variance

##### Revenue

- (\$534) below Bank Interest received
- (\$621) below Membership budget
- (\$1,475) below Retail budget

##### Expenditure

- (\$823) under Murwillumbah VIC

#### b. Year to Date – end March

- **Gross Profit \$330,528**
- **Expenditure \$304,514**
- **Profit / Loss \$26,014**
- **Budgeted Profit/Loss (\$11,366)**
- **Variance from Budget \$37,380**

##### Revenue

- (\$1,267) Co-operative Marketing
- (\$3,566) under Membership
- (\$13,649) under Retail Sales
- \$4,982 over Commissions – great result

**Expenditure**

- (\$4,349) under Administration
- \$7,722 over HR - mainly covering Reservations Consultant. New Consultant now appointed
- (\$41,253) under Marketing
- \$2,937 over Network Nights
- (\$2,477) under Murwillumbah VIC

**c. Cash at Bank @ 9<sup>th</sup> May 2005**

- \$85,288 (Cash in Bank \$17,264, Term Deposit \$67,474, Cash in Hand \$550)

**3. Reservations & Sales**

**a. Visitor Numbers to Visitor Information Centres**

**March**

March-05					Tweed Heads				
WHRC					Tweed Heads				
	2005	%	2004	Variance		2005	%	2004	Variance
<b>Total Visitors</b>	2379		2407	-1.16%	<b>Total Visitors</b>	1685		1966	-14.29%
<b>Type of Enquiry</b>					<b>Type of Enquiry</b>				
Tourism	754	54.09%	715	5.45%	Tourism	653	46.84%	809	-19.28%
National Parks	154	11.05%	152	1.32%	National Parks	29	2.08%	22	31.82%
Street Directions	98	7.03%	179	-45.25%	Street Directions	161	11.55%	171	-5.85%
Bus Timetables	17	1.22%	19	-10.53%	Bus Timetables	93	6.67%	84	10.71%
Other	88	6.31%	188	-53.19%	Other	90	6.46%	149	-39.60%
Retail	66	4.73%	0	#DIV/0!	Retail	35	2.51%	0	#DIV/0!
<b>TOTAL</b>	<b>1177</b>		<b>1253</b>	<b>-6.07%</b>	<b>TOTAL</b>	<b>1061</b>		<b>1235</b>	<b>-14.09%</b>

Uki			Pottsville		
	2005	%		2005	%
<b>Total Visitors</b>	155		<b>Total Visitors</b>	22	
<b>Type of Enquiry</b>			<b>Type of Enquiry</b>		
Tourism	41	3.18%	Tourism	10	0.78%
National Parks	6	0.47%	National Parks	0	0.00%
Street Directions	33	2.56%	Street Directions	4	0.31%
Bus Timetables	1	0.08%	Bus Timetables	0	0.00%
Other	12	0.93%	Other	7	0.54%
Retail	0	0.00%	Retail	0	0.00%
<b>TOTAL</b>	<b>93</b>		<b>TOTAL</b>	<b>21</b>	

**March Highlights**

- Tweed Heads and Murwillumbah have again experienced decreases to their visitor numbers in comparison to the same period last year, despite the fact that Easter fell in March this year.
- Uki almost doubled visitors in comparison to previous month.

**April**

April-05

WHRC				Tweed Heads					
	2005	%	2004	Variance		2005	%	2004	Variance
<b>Total Visitors</b>	2571		2918	-11.89%	<b>Total Visitors</b>	1820		1723	5.63%
<b>Type of Enquiry</b>					<b>Type of Enquiry</b>				
Tourism	748	64.15%	861	-13.12%	Tourism	675	64.22%	623	8.35%
National Parks	183	15.69%	165	10.91%	National Parks	18	1.71%	19	-5.26%
Street Directions	92	7.89%	154	-40.26%	Street Directions	135	12.84%	147	-8.16%
Bus Timetables	9	0.77%	21	-57.14%	Bus Timetables	85	8.09%	96	-11.46%
Other	106	9.09%	135	-21.48%	Other	101	9.61%	118	-14.41%
Retail	28	2.40%	0	#DIV/0!	Retail	37	3.52%	0	#DIV/0!
<b>TOTAL</b>	<b>1166</b>		<b>1336</b>	<b>-12.72%</b>	<b>TOTAL</b>	<b>1051</b>		<b>1003</b>	<b>4.79%</b>

Uki			Pottsville		
	2005	%		2005	%
<b>Total Visitors</b>	219		<b>Total Visitors</b>	17	
<b>Type of Enquiry</b>			<b>Type of Enquiry</b>		
Tourism	54	5.14%	Tourism	7	0.67%
National Parks	10	0.95%	National Parks	0	0.00%
Street Directions	38	3.62%	Street Directions	8	0.76%
Bus Timetables		0.00%	Bus Timetables	0	0.00%
Other	23	2.19%	Other	1	0.10%
Retail		0.00%	Retail	0	0.00%
<b>TOTAL</b>	<b>125</b>		<b>TOTAL</b>	<b>16</b>	

April Highlights

- Significant decrease to visitor numbers this month to Murwillumbah with Tweed Heads showing a slight increase.
- Visitor numbers affected by Easter break falling in March this year and NSW school holidays mid April two weeks after Easter. Occupancy percentages in the Gold Coast were similarly low compared to Easter the previous year.
- Visitor numbers to Uki continue to increase, Pottsville numbers minimal

b. Year to Date

	2004/05	2003/04	Variance	2004/05	2003/04	Variance	2004/05	2004/05
	WHRC			Tweed Heads			Uki	Pottsville
<b>Sept Qtr</b>	8362	8164	2.43%	7003	6471	8.22%	212	0
<b>Dec Qtr</b>	6753	7457	-9.44%	5446	5721	-4.81%	262	7
<b>Mar Qtr</b>	7322	7341	-0.26%	5257	5927	-11.30%	382	33
<b>Jun Qtr</b>	2571	1336	92.44%	1820	1723	5.63%	125	17
<b>Total</b>	<b>25008</b>	<b>24298</b>	<b>2.92%</b>	<b>19526</b>	<b>19842</b>	<b>-1.59%</b>	<b>981</b>	<b>57</b>

Highlights

- Overall visitor numbers YTD for Murwillumbah remain consistent with numbers at the same time last year.
- Significant decrease to visitors to Tweed Heads for March quarter in comparison to same period last year.
- Majority of domestic visitors to both Murwillumbah & Tweed Heads originated from Queensland and NSW.
- International visitors from UK and Europe were the most significant international travellers.

**b. Retail Sales**

**March**

<b>Murwillumbah</b>	<b>Mar-05</b>	<b>Mar-04</b>	<b>Tweed Heads</b>	<b>Mar-05</b>	<b>Mar-04</b>
Number of Sales	484	441	Number of Sales	75	
Average \$ per Sale	\$8.73	\$9.22	Average \$ per Sale	\$5.11	
Average \$ per visitor	\$1.78	\$1.65	Average \$ per visitor	\$0.12	

**Highlights**

- Murwillumbah retail sales totalled \$4 225.00.
- Postcards and local produce were the primary sellers, which explains the lower average spend per sale.
- Wholesale sales totalled \$ 451.00, slight increase to sales from previous month
- Total retail sales for Tweed VIC was \$ 349.00.
- Total sales for the month \$ 5 025.00, lower than the revised budget figure for March of \$ 6 500.00.

**April**

<b>Murwillumbah</b>	<b>Apr-05</b>	<b>Apr-04</b>	<b>Tweed Heads</b>	<b>Apr-05</b>	<b>Apr-04</b>
Number of Sales	482	481	Number of Sales	99	
Average \$ per Sale	\$8.59	\$11.21	Average \$ per Sale	\$4.28	
Average \$ per visitor	\$1.61	\$1.85	Average \$ per visitor	\$0.13	

**Highlights**

- Murwillumbah retail sales totalled \$4 140.00
- Soft toys and books were the primary sellers.
- Wholesale sales totalled \$ 592.00, majority being re order of maps
- Total retail sales for Tweed VIC were \$ 423.00, mainly posters
- Total sales for the month \$ 5 155.00.

**c. Reservations**

**March**

- Commissions revenue over budget - actual - \$3 957, budget - \$2 621. An increase of \$1 773 in commission revenue for the same period in 2004
- Commission increase attributed to Easter falling in March this year and the good response for accommodation from conference attendees for April and September 2005.

**April**

- A sensational month for commissions revenue. Commissions were \$ 1 163 over budget - actual - \$3 204, budget - \$2 041.

- Achieved some good tours bookings, as well as several long stay reservations for the coming months.

**d. Reservations System**

**March**

	No. Bookings	No. Nights	Total Value	Av. Stay (Nights)	Av. Value Per Bkg	Avg value per night
July	10	23	\$1,885	2.30	\$189	\$82
August	9	18	\$1,812	2.00	\$201	\$101
September	21	42	\$5,814	2	\$277	\$138
October	9	21	\$2,036	2.3	\$226	\$97
November	4	9	\$1,056	2.25	\$264	\$117
December	4	13	\$1,854	3.25	\$464	\$143
January	8	10	\$1,100	1.25	\$138	\$110
February	8	14	\$1,532	1.75	\$237	\$109
March	8	16	\$1,800	2	\$225	\$113
<b>Totals</b>	<b>81</b>	<b>166</b>	<b>\$18,889</b>	<b>2.05</b>	<b>\$233</b>	<b>\$114</b>

**Highlights**

- Continued trend – limited availability of on-line properties
- Number of bookings made through the website remains steady – can't get past that magic 8 figure.
- Aware of the need to increase the number of bookings through the CRS.
- Operators slow to provide rates for 2005 – 2006.

**April**

	No. Bookings	No. Nights	Total Value	Av. Stay (Nights)	Av. Value Per Bkg	Avg value per night
July	10	23	\$1,885	2.30	\$189	\$82
August	9	18	\$1,812	2.00	\$201	\$101
September	21	42	\$5,814	2	\$277	\$138
October	9	21	\$2,036	2.3	\$226	\$97
November	4	9	\$1,056	2.25	\$264	\$117
December	4	13	\$1,854	3.25	\$464	\$143
January	8	10	\$1,100	1.25	\$138	\$110
February	8	14	\$1,532	1.75	\$237	\$109
March	8	16	\$1,800	2	\$225	\$113
April	2	5	\$641	2.5	\$321	\$128
<b>Totals</b>	<b>83</b>	<b>171</b>	<b>\$19,530</b>	<b>2.06</b>	<b>\$235</b>	<b>\$114</b>

**Highlights**

- Very poor activity this month for reservations through the CRS
- Continued trend – limited availability of on-line properties
- Aware of the need to increase the number of bookings through the CRS.
- Operators slow to provide rates for 2005 – 2006.
- A couple of new operators showed interest following the Network Night

**e. Group Bookings**

**March**

- Past month continued receiving bookings for the SMBE Conference in April.
- Wintersun bookings progressing well.

Group/Event Booking	Dates:	No Pax	Room Nights Bked	Total \$ Value To Date	Comment:
Society Medical & Biological Engineers (SMBE 2005)	3rd - 6th April 2005	31	67	\$9,164.00	Held at Twin Towns Services Club
Lowrance Aust Opening	7th April 2005	19	27	\$2,735.00	South Tweed
Jaguar Car Club	9th April	23	11	\$766.00	
Netball Carnival	9th-10th April 2005	26	9	\$632.00	Murwillumbah
Wintersun 2005	4th - 14th June 2005	73	127	\$12,174.50	
Veterans Week Of Golf Tweed Coolangatta Golf Course	8 - 12 August 2005				
1st Field Squadron Reunion	26th - 28th Aug 2005	2	2	\$150.00	Being held Club Banora - 600 attendees
Speed on Tweed	16th - 18th Sept 2005	2	2	\$230.00	
Delta Co. 4RAR Reunion	18th-24th Sept 2005	30	73	\$7,703.00	Seagulls
Transforming Education	Jan-06				350 - 400 pax Twin Towns - to be confirmed

Group/Conference Bookings	Dates	Property	Room Nights Bked	Total \$ Value Accomm	Comments
Caloundra Netball	9th April 2005	M'bah Motor Inn	19	\$1,920.00	Numbers TBC - \$32.00pp
Philadelphian Church of God Conf	16th - 26th October 2005	Twin Towns			
<b>Total To Date:</b>			337	\$35,474.50	

**April**

- Wintersun bookings progressing well, however very difficult to obtain availability close to the festivities.
- Commissions benefited greatly this month from the group/conference bookings – SMBE conference at Twin Towns, the Lowrance Grand Opening, the Netball championships in Murwillumbah, as well as a couple of smaller group bookings at the last minute – the Codi Travel Club and the Jaguar Car Club

Group/Event Booking	Dates:	No Pax	Room Nights Bked	Total \$ Value To Date	Comment:
Society Medical & Biological Engineers (SMBE 2005)	3rd - 6th April 2005	29	65	\$8,874.00	Held at Twin Towns Services Club
Lowrance Aust Opening	7th April 2005	19	27	\$2,735.00	South Tweed
Jaguar Car Club	9th April	23	11	\$736.00	
Netball Carnival	9th-10th April 2005	26	9	\$632.00	Murwillumbah
Wintersun 2005	4th - 14th June 2005	73	127	\$12,174.50	
Veterans Week Of Golf Tweed Coolangatta Golf Course	8 - 12 August 2005				
1st Field Squadron Reunion	26th - 28th Aug 2005	2	2	\$150.00	Being held Club Banora - 600 attendees
Wedding Nugent/O'Dell	3rd September 2005				
Speed on Tweed	16th - 18th Sept 2005	2	2	\$230.00	
Delta Co. 4RAR Reunion	18th-24th Sept 2005	30	73	\$7,703.00	Seagulls
Wedding Milner/Heida	8th October 2005				
Transforming Education	Jan-06				350 - 400 pax Twin Towns - to be confirmed

Group/Conference Bookings	Dates	Property	Room Nights Bked	Total \$ Value Accom	Comments
Caloundra Netball	9th April 2005	M'bah Motor Inn	16	\$1,632.00	Numbers TBC - \$32.00pp
Philadelphian Church of God Conf	16th - 26th October 2005	Twin Towns			
<b>Total To Date:</b>			332	\$34,866.50	

**f. Famil/Events**

**March**

- Tropical Fruit World – 18 staff and volunteers attended

**April**

- Blue C Apartments, Bombora On The Park and Whitehall Lodge, 28<sup>th</sup> April 2005, 13 staff and volunteers attended
- Cabarita Beachfront Hideaway, Network Night, 28<sup>th</sup> April 2005, 12 staff and volunteers attended

**4. Membership**

**1. Current Financial Members**

	March 2005	March 2004
Service	36	40
TACTIC	127	144
Reciprocal	3	4
Corporate	6	6
<b>Corporate Affiliates</b>	<b>11</b>	<b>9</b>
<b>TOTAL</b>	<b>183</b>	<b>202</b>

**2. Membership activity**





**Tweed Shire Council Report**

Editor and Virgin Blue. Further pieces due in the May and June issues. It is hoped they get these right.

**b. To Come**

- 'Good Taste' magazine. The editor advises that we will have coverage in the July issue.
- 'Getaway' – Kingscliff / Outrigger. No word re 'to air' date as at 28 April. We have asked to be advised.

**c. Contacts Made**

- Contacted SMH Travel Editor to see if they'd be interested in covering the Tweed, given the changes etc. (the last time was almost 3 years ago). As they won't accept free trips, we'll have to fit in with whatever format the Travel section will take each week over the next months and a staff writer (or paid freelance) would be sent. Follow up continuing.
- Contacted by a Melbourne based producer with "A Current Affair" looking for story ideas.
- Adelaide Advertiser: Vincent Ross wants to leave his visit till March 2006.
- 'Sydney Weekender' Responded to email passed from the VIC and liaised with their researcher. They have already filmed 3 properties in the Valley, so suggested they might like to consider Midginbill Hill Country Resort. Follow up continuing.
- Peppers: Have now made contact with the PR Manager in Sydney. It is expected we will meet with her when she visits SALT site.
- Jetstar Magazine: established contacts with inflight magazine coordinator, and Editor (ACP publishes the magazine) through their Corporate Affairs Manager Simon Westaway. Pitched several angles of possible interest for a Tweed article but they can't guarantee they can send a journalist to prepare a feature within the next 6/9 months. Because they are new, they are concentrating on familiar destinations around their ports! So the Gold Coast is being featured in the next issue!

**d. Media Visit**

- Very successful visit by Aust.Senior Traveller Editor Sue Preston, she thoroughly enjoyed her few days and once again a big thank you for all the operators who assisted. Article will appear in June issue. We have since learnt that advertising from local operators is being sought for this feature. This was never discussed with anybody at AST either prior or following her visit.

**3. Website**

The TACTIC website was developed nearly 5 years ago and requires an upgrade. Please see attached proposal.

**4. Taste The Tweed Food Writers Festival**

- Due to the pause in marketing activity, the Marketing Officer has been seconded to coordinate the Taste the Tweed Food Writers Festival.
- Due to funding and sponsorship constraints it has been decided to hold the inaugural festival in 2006. 17<sup>th</sup> - 20<sup>th</sup> of August, 2006.
- Legal transfer of Taste the Tweed name to TACTIC is being pursued.

## 1. General

- Meeting held with Martin Ferguson, Shadow Federal Tourism Minister, Gary Matthews, Dennis Chant, Tom Senti
- Survey submitted to Consultant for NRT strategic review

## 2. Financial Results

### May 2005

#### a. Months Results:

- **Gross Profit - \$30,692**
- **Expenditure - \$30,177**
- **Profit / Loss - \$515**
  
- **Budgeted Profit / Loss - \$3,568**
- **Variance from Budget - (\$3,053)**

#### Reasons for Variance

##### Revenue

- Membership under \$1,809 having been putting time in

##### Expenditure

- Administration under \$983 good result
- Human Resources \$1,917 over – Training Res Consultant, no Annual Leave taken

#### b. Year to Date – end May

- **Gross Profit \$391,345**
- **Expenditure \$379,628**
- **Profit / Loss \$11,717**
- **Budgeted Profit/Loss (\$7,316)**
- **Variance from Budget \$19,033**

##### Revenue

- **(\$3,267)** Co-operative Marketing
- **(\$5,342)** under Membership
- **(\$14,645)** under Retail Sales
- **\$6,211** over Commissions – great result

**Expenditure**

- (\$5,097) under Administration
- \$10,686 over HR
- (\$28,475) under Marketing
- \$3,956 over Network Nights
- \$744 over Reservations
- (\$2,441) under Murwillumbah VIC
- (\$603) under Tweed VIC

**c. Cash at Bank @ 31<sup>st</sup> May 2005**

- \$70,049 (Cash in Bank \$21,734, Term Deposit \$47,765, Cash in Hand \$550)

**3. Reservations & Sales**

**a. Visitor Numbers to Visitor Information Centres**

May-05

	WHRC					Tweed Heads			
	2005	%	2004	Variance		2005	%	2004	Variance
<b>Total Visitors</b>	2433		2691	-9.59%	<b>Total Visitors</b>	1668		1821	-8.40%
<b>Type of Enquiry</b>					<b>Type of Enquiry</b>				
Tourism	780	66.90%	868	-10.14%	Tourism	594	50.94%	736	-19.29%
National Parks	134	11.49%	142	-5.63%	National Parks	18	1.54%	21	-14.29%
Street Directions	88	7.55%	146	-39.73%	Street Directions	193	16.55%	155	24.52%
Bus Timetables	10	0.86%	14	-28.57%	Bus Timetables	131	11.23%	81	61.73%
Other	85	7.29%	91	-6.59%	Other	112	9.61%	121	-7.44%
Retail	51	4.37%	0	#DIV/0!	Retail	39	3.34%	0	#DIV/0!
<b>TOTAL</b>	<b>1148</b>		<b>1261</b>	<b>-8.96%</b>	<b>TOTAL</b>	<b>1087</b>		<b>1114</b>	<b>-2.42%</b>

	Uki			Pottsville	
	2005	%		2005	%
<b>Total Visitors</b>	188		<b>Total Visitors</b>	12	
<b>Type of Enquiry</b>			<b>Type of Enquiry</b>		
Tourism	30	2.85%	Tourism	7	0.67%
National Parks	3	0.29%	National Parks		0.00%
Street Directions	37	3.52%	Street Directions	5	0.48%
Bus Timetables		0.00%	Bus Timetables		0.00%
Other	26	2.47%	Other		0.00%
Retail	0	0.00%	Retail		0.00%
<b>TOTAL</b>	<b>96</b>		<b>TOTAL</b>	<b>12</b>	

**Highlights**

- Continued trend of decreasing visitor numbers to both centres
- May is normally a quieter month for visitor numbers – this month has been noticeably quieter than the same period last year.
- Many operators have commented that occupancy figures are well down in comparison to May in previous years.

**Year to Date**

**Tweed Shire Council Report**

	2004/05	2003/04	Variance	2004/05	2003/04	Variance	2004/05	2004/05
	WHRC			Tweed Heads			Uki	Pottsville
Sept Qtr	8362	8164	2.43%	7003	6471	8.22%	212	0
Dec Qtr	6753	7457	-9.44%	5446	5721	-4.81%	262	7
Mar Qtr	7322	7341	-0.26%	5257	5927	-11.30%	382	33
Jun Qtr	5004	5609	-10.79%	3488	3544	-1.58%	125	29
<b>Total</b>	<b>27441</b>	<b>28571</b>	<b>-3.96%</b>	<b>21194</b>	<b>21663</b>	<b>-2.16%</b>	<b>981</b>	<b>69</b>

**Highlights**

- Visitor numbers YTD for Murwillumbah and Tweed Heads remain consistent with numbers at the same time last year – only showing minimal decrease in numbers overall.
- Murwillumbah showing significant decrease in numbers for the June quarter to date.
- Majority of domestic visitors to Murwillumbah originated from Queensland, in Tweed Heads the majority where from NSW.
- International visitors from New Zealand were the most predominant in both centres.

**b. Retail Sales**

Murwillumbah	May-05	May-04	Tweed Heads	May-05
Number of Sales	539	544	Number of Sales	107
Average \$ per Sale	\$9.95	\$8.25	Average \$ per Sale	\$3.75
Average \$ per visitor	\$2.19	\$1.69	Average \$ per visitor	\$0.13

**Highlights**

- Murwillumbah retail sales totalled \$ 5,325.00
- Higher average spend per sale due to the increase number of books sold this month.
- Wholesale sales totalled \$ 622.00.
- Total retail sales for Tweed VIC were \$ 401.00, mainly posters and maps.
- Total sales for the month \$ 6232.00,
- Number of visitors to Murwillumbah who sole purpose for their visit to the centre increased from 39 in April to 51 in May – the monthly advertisement being placed in the Tweed Link appears to be having positive results.

**c. Reservations**

- Slow month for accommodation and tour bookings, consistent with the lower visitors numbers for the month.
- The 1800 phone has been very slow – down 12% on calls received through during May 2004.
- Usual last minute requests for Wintersun bookings, however limited availability in Tweed Heads/Coolangatta areas.

**d. Reservations System**

	No. Bookings	No. Nights	Total Value	Av. Stay (Nights)	Av. Value Per Bkg	Avg value per night
July	10	23	\$1,885	2.30	\$189	\$82
August	9	18	\$1,812	2.00	\$201	\$101
September	21	42	\$5,814	2	\$277	\$138
October	9	21	\$2,036	2.3	\$226	\$97
November	4	9	\$1,056	2.25	\$264	\$117
December	4	13	\$1,854	3.25	\$464	\$143
January	8	10	\$1,100	1.25	\$138	\$110
February	8	14	\$1,532	1.75	\$237	\$109
March	8	16	\$1,800	2	\$225	\$113
April	2	5	\$641	2.5	\$321	\$128
May	5	11	\$1,220	2.2	\$244	\$111
<b>Totals</b>	<b>88</b>	<b>182</b>	<b>\$20,750</b>	<b>2.07</b>	<b>\$236</b>	<b>\$114</b>

**Highlights**

- Slight increase to bookings compared to April.
- Continued trend – limited availability of on-line properties
- Aware of the need to increase the number of bookings through the CRS.
- Still chasing rates from some operators
- Two new operators to the reservation system resulting from the last Network Night – Reflections on the River and Blue C Apartments.

**e. Group Bookings**

- Wintersun bookings progressing well, however very difficult to obtain availability close to the festivities.

Group/Event Booking	Dates:	No Pax	Room Nights Bked	Total \$ Value To Date	Comment:
Wintersun 2005	4th - 14th June 2005	86	153	\$15,851.50	
Veterans Week Of Golf Tweed Coolangatta Golf Course	8 - 12 August 2005				
1st Field Squadron Reunion	26th - 28th Aug 2005	6	17	\$801.00	Being held Club Banora - 600 attendees
Wedding Nugent/O'Dell	3rd September 2005				
Speed on Tweed	16th - 18th Sept 2005	2	2	\$230.00	
Delta Co. 4RAR Reunion	18th-24th Sept 2005	37	85	\$9,328.00	Seagulls
Wedding Milner/Heida	8th October 2005				
Transforming Education	Jan-06				350 - 400 pax Twin Towns - to be confirmed

Group/Conference Bookings	Dates	Property	Room Nights Bked	Total \$ Value Accom	Comments
Philadelphian Church of God Conf	16th - 26th October 2005	Twin Towns			
<b>Total To Date:</b>			257	\$26,210.50	

**f. Famil/Events- May**

- Wooyung Caravan Park, Outrigger @ Salt, Sunrise Cove, Kingscliff Amenities Hall; 15 attendees

#### 4. Membership

##### 1. Current Financial Members

	May 2005	May 2004
Service	36	43
TACTIC	130	147
Reciprocal	3	4
Corporate	6	7
<b>Corporate Affiliates</b>	<b>11</b>	<b>9</b>
<b>TOTAL</b>	<b>186</b>	<b>210</b>

##### a) New members to be ratified - 3

- **Service**            1  
Murwillumbah Cottage Markets
- **TACTIC**            1  
Salt Developments
- **Corporate**        1  
Peppers

**Total Financial Members end May 2005 - 189 incl affiliates**

##### b) Targets for 2005-2006

Total membership of 200 with the breakdown as follows:

<b>Service</b>	<b>42</b>	\$135.00 ea
<b>TACTIC</b>	<b>150</b>	\$320.00 ea
<b>Corporate</b>	<b>8</b>	\$695.00 ea

#### 5. Marketing

- A Marketing meeting was held to discuss the draft "TARGET 600" Marketing Campaign for 2005-2006. With some minor changes and updates this will now be presented to major industry marketing players on Tuesday 21<sup>st</sup> June.
- Total Campaign spend is based on \$150,000 including co-operative revenue. Proposed breakdown will be as per
 

TV	\$30,000
Press	\$20,000
Magazines	\$40,000
Public Relations	\$24,000
Website	\$ 6,000
Trade Shows	\$10,000
Collateral Material	\$20,000

##### 5.1 Public Relations

- Current Total EVP \$882,413 over 24 months
- It is believed that the total should nearly be at the \$1million mark by 30<sup>th</sup> June 2005
- Media famil recently from Getaway & Australian Senior Newspaper that has generated good response for information
- VJP Famil in June for Sunday Mail
- Account will start at \$zero from 1<sup>st</sup> July 2005

## 5.2 Website & 1800

While there has still been positive growth in the number of visits to the website the upward movement has steadied.

### MonthVisits

Jan	up 228%
Feb	up 286%
Mar	up 157%
Apr	up 119%
May	up 142%

### Media Downloads

Creating the future 137 / Junior Tourism Officer 224	
CTF 186	JTO 72
CTF 206	JTO 85
CTF 323	
CTF 441	

### 1800 Number

This is certainly a concern with the first 5 months of 2005 at an overall decrease of 6% compared to calls received during the same period in 2004. The swing in calls for March and April could be attributed to Easter being in March in 2005. Last year the marketing campaign had been in full swing with TV advertisements and press ads which have not occurred during the same period this year.

### MonthCalls

Jan	688	down 29%
Feb	556	up 3%
Mar	772	up 25% (Easter)
Apr	560	down 19%
May	501	down 12%

## 7. Taste The Tweed Food Writers Festival

- Proposed Master classes put on by Taste the Tweed group during the Kingscliff Art Food & All that Jazz festival are to be a forerunner for the Food Writers Festival providing the group with an activity for 2005 and promotional opportunities for the 2006 festival.

## LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

## POLICY IMPLICATIONS:

Nil.

## UNDER SEPARATE COVER/FURTHER INFORMATION:

Nil.

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**3 [GC] Tweed Economic Development Corporation (TEDC) Quarterly Performance Reports - April to June 2005**

**ORIGIN:**

**Corporate Performance**

**SUMMARY OF REPORT:**

The Tweed Economic Development Corporation, Chief Executive Officer's quarterly performance report for April to June 2005 is detailed in this report.

**RECOMMENDATION:**

**That this report be received and noted.**

**REPORT:**

In accordance with the terms of agreement between Tweed Shire Council and the Tweed Economic Development Corporation, following is the Chief Executive Officer's report on the activities of the Tweed Economic Development Corporation for the period April to June 2005.

The Financial Statement Report has yet to be finalised and will be forwarded to Council upon completion and approval by the Board of Directors.

**CHIEF EXECUTIVE OFFICER'S QUARTERLY PERFORMANCE REPORT:**

1. Economic Input – Output Model

- The Tweed and Northern Rivers Regional Model was launched on 07<sup>th</sup> July 2005 by Dr John Griffin, General Manager of Tweed Shire Council also representing the Northern Rivers Regional General Managers Group.
- Each of the five (5) participating Local Government Authorities (LGA) – Tweed, Byron, Ballina, Lismore and Kyogle- now have their own individual Regional Model.  
TEDC has a copy of the Tweed LGA Model and also a copy of the Regional Model.  
A separate Model is being developed for Richmond Valley Council and the findings of this LGA will be added to the TEDC managed Regional Model.
- The total value of this Project including Richmond Valley is now \$274,000.00.
- The launch was attended by fifty (50) representatives including representation from NSW Government Dept of Infrastructure, Planning and Natural Resources, Dept of State and Regional Development, University of QLD, Griffith University, Southern Cross University, Federal Government Sustainable Regions Committee and Regional Council Representatives.
- Press coverage/press articles in the Tweed Daily News, The Gold Coast Bulletin, The Tweed Sun, The Northern Star, local papers of Ballina, Kyogle, Lismore and Richmond.
- TV coverage included NBN Channel 9 and Prime.
- Radio interviews included ABC 2 NR Lismore, ABC Gold Coast, 92.5 Gold Coast, and 2LM Lismore.

2. Gold Coast Transport Aviation Hub Project.

- Project progressing on schedule.
- John Giles of John Giles Consulting has agreed to meet with TSC Executive Management Team on Wednesday 13<sup>th</sup> July 2005, to discuss General Aviation opportunity in the Tweed.
- The Project will deliver a Marketing Plan to promote the opportunity to grow industry in the Tweed Region, particularly transport related industries in the form of a transport hub. A CD will be produced to assist the Marketing Program.
- The Project has identified the need to generate a substantial enterprise/industrial land bank.
- A full report will be made available to TSC at Project completion.

3. Tweed Slipway Refurbishment.

- The TEDC has submitted the full application to the Dept of Transport, Regional Services Sustainable Regions Committee for their consideration.
- The TEDC has received \$40,000.00 from the NSW Government Dept of Lands as their contribution to this Project.
- The Tweed Marine Industry has raised, via a levy, almost \$36,000.00 as their contribution to the Project.
- TSC has confirmed their contribution of \$10,000 00 to the Project.
- The total value of the Project, subject to final quotes is in the vicinity of \$360,000.00.
- Chris Chrisostomos has been elected Chairman of the Tweed Marine Industry Association, to fill the vacancy caused by the death of Bernie Bell.

4. Tweed Heads CBD Master Plan Project Facilitation Team.

The TEDC CEO continues to be a representative of the Project Facilitation Team (PFT).

5. Industrial Land.

- The developers of Tweed Valley Industrial Estate advise that 22 blocks of stages 1 & 2 have been sold out of a total of 25 available lots.
- The joint TEDC/TSC Growth Management Strategy 2005/2008 identified the need to establish an "Industrial Land Taskforce" to identify suitable parcels of land across the Tweed for enterprise/industrial land use. This was a TSC action and responsibility and I am informed that this has not happened as yet.
- The TEDC has fielded several enquiries from property developers and investors expressing an interest in the development of industrial/enterprise land in Tweed Shire.

6. NRMA North Coast Panel.

- The TEDC CEO was invited by the NRMA to attend a meeting in Ballina on Monday 27<sup>th</sup> June 2005, to prioritise a list of priority roads for the region.
- The CEO discussed the roads issue with Mike Rayner, Director of Engineering, TSC and resolved the following:
  - a. Tugun Bypass – Major priority however acknowledged as being underway in terms of approval and funding.
  - b. Sexton Hill at South Tweed was identified as a major bottleneck and urgent in terms of priority, particularly with in excess of 40,000 vehicles per day crossing the NSW/QLD border.
  - c. Kyogle road was also seen as a priority in terms of upgrading.
  - d. The Murwillumbah (Tweed Valley Way) to Tweed Motorway interchange was also prioritised as needing upgrading to 4 lanes as acknowledged when approval of the motorway bypass was granted.

- e. The above priority list was put forward at the NRMA Panel Meeting by TEDC.

7. TEDC/TSC EMT Meetings.

Regular meetings between TEDC and EMT continue to take place, which has seen a continued strengthening of the TEDC/TSC partnership.

8. Rural Land Use Stage II.

- TEDC continues to develop up this Project.
- TEDC has met with the Heilbronn Group and Topoclimate to discuss the macro and micro approaches in relation to future rural land use in Tweed Shire.
- TEDC hosted a meeting of agricultural industry representatives to seek feed back on a proposal by Topoclimate.
- It is anticipated that this Project will be developed further over coming months if TEDC limited resources permits.

9. TEDC Invitation to Meet London's Chief Economist.

- The TEDC CEO and Business Development Officer have been invited to meet with Bridget Rosewall, Chief Economist for the City of London in a Roundtable Discussion on 12<sup>th</sup> July 2005 in Brisbane.
- Other representatives also invited to attend include Economic Development Managers and Policy Advisors from Brisbane, Pine Rivers, Redcliffe, Caloundra and Gold Coast Council.

10. Tweed River Link and Murwillumbah Master Plan.

- The TEDC has submitted an Expression of Interest to DOTARS Far North East Sustainable Regions Committee for funding consideration for this Project.
- Consultation for this Project has included representatives from TSC, TACTIC, Murwillumbah Business Chamber and advice from a Consultant.

11. TEDC Website E Bulletin Update.

- The TEDC is in the process of update its website.
- The TEDC E Bulletin continues to attract broad interest and a growing number of recipients who have requested to be on the email list.
- The E Bulletin has proven to be a most effective tool in communicating to government, business and other interested parties.
- Management of the E Bulletin continues to put pressure on and stretch TEDC staff resources.

12. Tweed Rural Village Program.

- This Project has now been terminated as a result of funding commitment up until 30<sup>th</sup> June 2005.

- The Private Contractor has met all of the objectives and milestones of the Project.
- All contract obligations have been met by TEDC and the Contractor.

13. NRRD Board.

- The CEO of TEDC continues to be a Director of the Northern Rivers Regional Development Board.
- The NRRDB are promoting the Regional Industry Economic Plan to the Local Government Authority (LGA) of the Northern Rivers.
- The RIEP will inform the development of the Regional Strategy by DIPNR as will the TEDC Economic Model.

14. Cross Border Issues.

TEDC continues to work with Gold Coast City Council and REDAB on Cross Border issues.

	<b>No. of Visitors</b>	<b>No. of Repeat visitors</b>	<b>No. of Page Views</b>	<b>No. of Hits</b>
<b>March 04</b>	1593	1133	1636	9268
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<b>June 04</b>	1460	923	1246	6976
<b>July 04</b>	1272	823	1016	6811
<b>August 04</b>	2064	1807	2216	13503
<b>September 04</b>	1913	1479	1774	9918
<b>October 04</b>	2166	2079	2062	12376
<b>November 04</b>	1989	1862	2336	12990
<b>December 04</b>	2099	1941	1762	10677
<b>January 05</b>	2066	1949	1857	10740
<b>February 05</b>	2450	2346	1956	11687
<b>March 05</b>	2639	2443	2431	15624
<b>April 05</b>	2715	2479	2460	14170
<b>May 05</b>	2442	2273	2552	15200
<b>June 05</b>	2031	1847	2609	13945

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

## REPORTS FROM DIRECTOR ENGINEERING & OPERATIONS

### 4 [EO] Road Grants 2005/2006

#### ORIGIN:

Works

#### SUMMARY OF REPORT:

Council has received advice from the Roads and Traffic Authority of its road grants for 2005/2006. These grants include funding for the Regional Roads as well as Road Safety and Traffic Facilities. The total grants amount to \$2,471,000. Council has already accepted the funding for the Regional Road Block Grant and now needs to formally accept the balance funding.

A copy of the Roads & Traffic Authority advice forms part of this report.

#### RECOMMENDATION:

That Council:-

1. **Accepts the Grants under the usual terms and conditions.**
2. **Votes the expenditure.**

**REPORT:**

Council has received advice from the Roads and Traffic Authority of its road grants for 2005/2006. These grants include funding for the Regional Roads as well as Road Safety and Traffic Facilities. The total grants amount to \$2,471,000. Council has already accepted the funding for the Regional Road Block Grant and now needs to formally accept the balance funding.

The Block Grant will be used for maintenance on Council's 164km of Regional Roads.

Funding has already been approved for the 50% necessary of the REPAIR programme.

The Ex 3X3 works will be used on the Tweed Coast Road at Bogangar to complete the upgrading of that road into the village.

Minjungbal/Machinery Drive is the proposed work at Shallow bay Drive which will allow the extension of the right turn bay into Tweed City.





Council 2005/2006 Road Related Works Program				
Program Position	Project	Council	Description	Allocation \$'000
12601	A/07143/01	Tweed	Block Grant Tweed	1,561
12602	A/01661/01	Tweed	REPAIR MRI42 Pavement Rehabilitation & Formation/Widening Uki -Clarrie Hall Dam Road	161
12602	A/01662/02	Tweed	REPAIR MRI42 Pavement Rehabilitation & Formation/Widening 00 - 1.80km east of Nobbys Creek Road	148
12604	A/07144/02	Tweed	Ex 3X3 Ccl Determined Tweed	152
16106	S/00855	Tweed	Tweed Road Safety Officer	56
17102	T/01837	Tweed	Minjungbal Drive Machinery Drive Tweed TCS	100
17201	093226	Tweed	Bus stop remedial works - Tweed	24
17304	T/01824	Tweed	Cycleway Tweed Nullim Street, Murwillumbah	25
17401	093559	Tweed	PAMP. Tweed - Works resulting from study	30
17504	T/00848/1	Tweed	Traffic Facilities Block Grant	214

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

**5 [EO] Coastline Cycleway**

**ORIGIN:**

**Works**

**SUMMARY OF REPORT:**

Council has been offered a grant of \$96,486 from the Department of Infrastructure Planning & Natural Resources (DIPNR) on a dollar for dollar basis to construct a section of cycleway from River Terrace along Brett Street and Solander Street to Keith Compton Drive foreshore and northward in the reserve towards Bay Street, Tweed Heads (see plan at the end of report). This section forms part of Council's shared cycleway from Pottsville to the Queensland border.

**RECOMMENDATION:**

**That Council:**

- 1. Accepts the DIPNR Grant of \$96,486 for the shared cycleway project from River Terrace, Brett Street, Solander Street, Keith Compton Drive foreshore to Bay Street, Tweed Heads.**
- 2. Allocates \$97,000 from the Section 94 Plan - Shirewide Cycleways towards the construction of (1) above.**
- 3. Votes the expenditure in (1) and (2) above.**

**REPORT:**

This is the second grant Council has been offered by DIPNR under the NSW Coastline cycleway Grants Program (see letter following):-



NEW SOUTH WALES  
MINISTER FOR INFRASTRUCTURE AND PLANNING  
MINISTER FOR NATURAL RESOURCES

Mr Max Boyd  
Administrator  
Tweed Shire Council  
PO Box 816  
Murwillumbah NSW 2484

BRETT ST → BAY ST.  
TWEED SHIRE COUNCIL  
FILE No. CYCLEWAYS GRANT  
DOCUMENT No. [ ] Y04/3962  
REC'D 29 JUN 2005 17/6/05  
ASSIGNED TO [ ]  
HARD COPY  IMAGE

Dear Mr Boyd

NSW Coastline Cycleway Grants Program 2004/05

I am pleased to advise that your submission for funding under the 2004/05 NSW Coastline Cycleway grants program has been successful

The NSW Government has approved the following grant funds to Tweed Shire Council on a dollar for dollar basis

	Grant Amount
Shared Path, Brett St to Bay St Boat Harbour, Tweed Heads (3m wide path along foreshore)	\$96,486

The conditions set out in Appendix A of the Guidelines apply to these funds. Please also carefully recheck the requirements for progress and completion reports set out in Appendix C

If you wish to accept the grant, please forward the following to Ms Julie Conlon, Acting Team Leader, Coastal Policy Unit, DIPNR, GPO Box 39 Sydney NSW 2001

- written confirmation that the project will commence within ninety days, and
- an invoice for GST purposes.

I am greatly encouraged that Tweed Shire Council shares the State Government's commitment to improving facilities for cyclists through the implementation of the NSW Coastline Cycleway. I look forward to being invited to open the project when it is completed

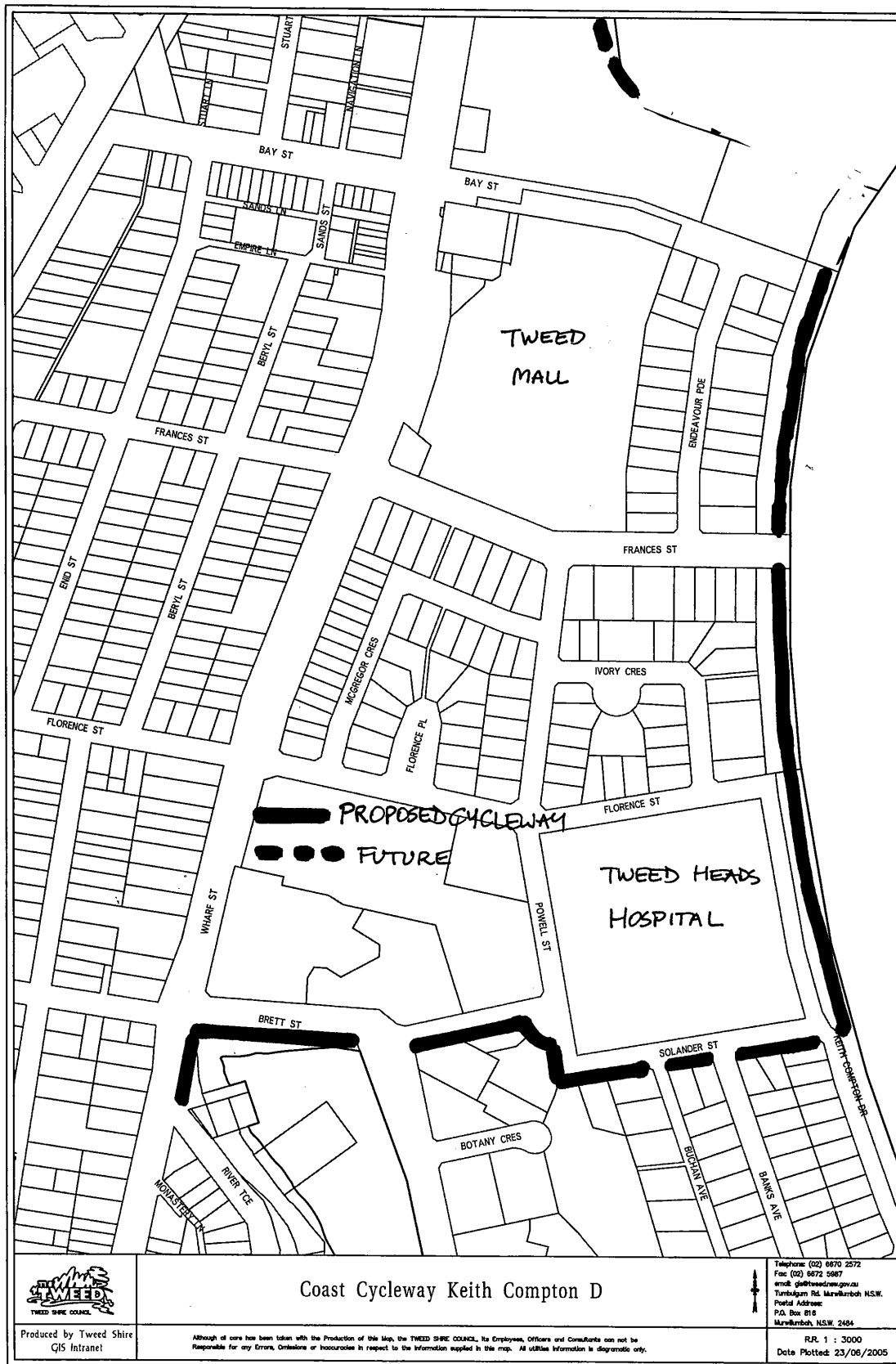
Should you have any further enquiries in respect of this matter, I have arranged for Ms Julie Conlon to assist you. Julie Conlon may be contacted at the Department's Sydney Office on telephone number (02) 9228 6557

Yours sincerely  
  
Craig Knowles MP  
Minister for Infrastructure and Planning  
Minister for Natural Resources

Related doc no: 1109275  
19/10/04

Council has been offered a grant of \$96,486 from the Department of Infrastructure Planning & Natural Resources (DIPNR) on a dollar for dollar basis to construct a section of cycleway from River Terrace along Brett Street and Solander Street to Keith Compton Drive foreshore and northward in the reserve towards Bay Street, Tweed Heads. This section forms part of the shared cycleway from Pottsville to the Queensland border.

The route of the shared cycleway is shown on the following diagram:-



It is proposed that Council allocates the sum of \$97,000 from its Section 94 Contributions Plan No. 22 Shirewide Cycleways to match the grant which currently has a balance of \$314,053.

When this project is completed only a small section of the shared cycleway will be missing between Kingscliff and the Queensland border. Ultimately the Tweed Shire Coastal Cycleway will form part of the NSW Coastline Cycleway. The project is included in the Section 94 Contributions Plan No. 22 - Cycleways.

It is therefore recommended that Council formally accepts the DIPNR grant of \$96,486 and uses Section 94 Contributions Plan No. 22 funds to match the grant as it is offered on a dollar for dollar basis.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

The project is included in the Section 94 Contributions Plan No. 22 - Cycleways.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

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**6 [EO] Black Spot Program - Clothiers Creek Road**

**ORIGIN:**

**Works**

**FILE NO: R1160 Pt7**

**SUMMARY OF REPORT:**

The Roads and Traffic Authority has advised Council that it has approved Black Spot funding of \$370,000 for the improvement to Clothiers Creek Road from Tanglewood to Bogangar. The work involves improvement of the existing pavement with some minor widening. The road has a bad accident record due mainly to the failed pavement. A Development Consent has already been granted for the work.

The estimated cost of the work is \$747,500 for which Council has approved its 50% in the 2005/06 Infrastructure Program.

**RECOMMENDATION:**

**That Council:-**

- 1. Accepts the Grant under the terms and conditions of the "*Arrangements with Councils for Road Management*".**
- 2. Votes the expenditure.**

**REPORT:**

As per Summary of Report

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Council has voted the necessary matching funds.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

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**7 [EO] Shallow Bay Drive Extension to Eastlakes Drive, Tweed Heads South**

**ORIGIN:**

**Works**

**FILE NO: R5006 Pt1**

**SUMMARY OF REPORT:**

The Roads & Traffic Authority (RTA) has offered Council \$120,000 towards the cost of the above project. The project is scheduled Project Number 141 under the Section 94 Contributions Plan No. 4 Tweed Road Contribution Plan. The project has development approval and is scheduled to be constructed during the remainder of 2005. Council will need to allocate \$193,060 from the above S94 plan to complete the project.

**RECOMMENDATION:**

**That Council:-**

- 1. Accepts the Roads & Traffic Authority grant of \$120,000 towards the Shallow Bay Drive Extension to Eastlakes Drive, Tweed Heads South.**
- 2. Allocates \$193,060 from Section 94 Contributions Plan No. 4 to fund the remainder of the project in (1) above.**
- 3. Votes the expenditure of the funds in (1) and (2) above for the construction of the Shallow Bay Drive Extension to Eastlakes Drive, Tweed Heads South.**

**REPORT:**

The extension of Shallow Bay Drive to Eastlakes Drive will enable people accessing Soorley Street, including the Golf Club, to utilise the traffic signals at Shallow Bay Drive to access Minjungbal Drive, instead of the uncontrolled intersection of Soorley Street and Minjungbal Drive. This is much safer for road users and enables the northbound right turn into Tweed City at Machinery Drive to be extended, thereby improving the capacity of this intersection. The estimated cost of the project is \$313,060.

To enable the project to be completed Council will need to allocate \$193,060 from the Tweed Road Contributions Plan No. 4 in conjunction with the RTA grant.

The project has development consent and is scheduled to be constructed in the latter half of 2005, subject to the above funding being allocated.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

That an allocation of \$193,060 be made from Tweed Road Contributions Plan No. 4 for the extension of Shallow Bay Drive to Eastlakes Drive and that this amount be added to the RTA funding of \$120,000.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

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**8 [EO] Southern Boat Harbour Commercial Operators Wharf - Additional Berths**

**ORIGIN:**

**Water**

**SUMMARY OF REPORT:**

Council has completed the construction of an 18 berth marina, booking office and carpark at the Southern Boat Harbour, River Terrace, Tweed Heads. An amendment to the conditions of consent for this facility has recently been approved, which allows the facility to be modified to increase its capacity to 22 berths. It is proposed to increase the capacity of the marina by attaching two additional fingers to the central pontoon structure.

There is an unfulfilled demand for marina berths at Tweed Heads, and it is expected that additional berths created through modification of the existing facility will be taken up quickly.

**RECOMMENDATION:**

**That:-**

- 1. Two additional pontoons be attached to the existing 18 berth marina, increasing capacity to 22 berths.**
- 2. Council calls for public expressions of interest to allocate berths and enter into license agreements with berth holders.**

**REPORT:**

At the Council meeting of 1 October 2003, Council resolved to proceed with the construction of an 18 berth marina, booking office and car park facility at the Southern Boat Harbour, River Terrace, Tweed Heads. See Figure 1.



**Figure 1. Location of Tweed Marina in relation to the Tweed River and Tweed Heads**

This facility has since been constructed and is operating. The facility was constructed with 18 berths, 15 of which have been taken up by commercial operators under a license agreement with Council. Two berths are allocated for use by the public, and one berth remains unallocated. The completed facility is shown in Figure 2 below.

Council has financed the construction of this facility through a loan of \$667,853 from the Land Development Fund, and has accepted a grant of \$54,184 from NSW Maritime as a contribution to the construction of public berths. The total project budget is \$722,037. As of 11 July 2005, the total expenditure on this project is \$650,660.



**Figure 2. Tweed Marina**

On 25 February 2005 an amendment to the conditions of consent of this facility was issued by Council, which allows for a modification of the structure to increase the number of berths from 18 to 22.

This report seeks Council support to make the necessary modifications to increase the number of marina berths from 18 to 22. The cost of modifications is estimated at \$20,000.

Given the funds unspent within the original project budget, no further vote on expenditure is required from Council. Councils resolution of 25 February 2005 also included delegated authority for the Director of Engineering Services to approve variations up to a total of 10% of the total project value.

Once constructed, public expressions of interest will be called to allocate the five available berths. The establishment of this facility has generated significant interest amongst the boating community, and Council Offers have fielded numerous enquiries regarding the potential availability of additional berths. It is expected that licences for the four additional and one remaining berth will be taken up swiftly. It is preferable that commercial operators take up the additional berths as these businesses have a greater economic benefit in the Shire than private owners.

At present, rent for the berths is charged at \$360 per metre of vessel per annum. This rent has been set to recoup the cost of constructing and maintaining the facility over the duration of its 25-year design life including interest.

It is recommended that rent for the additional pontoons be set at fee that reflects market demand for the berths. This may be equivalent to, or higher than the existing fee. The current licences allow for a review of rental rate to market rents 12 months from the commencement date.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

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**9 [EO] Section 138 Application - Chinderah Bay Marina**

**ORIGIN:**

**Design**

**FILE NO: DA4030/3750 Pt8**

**SUMMARY OF REPORT:**

At its meeting held on 6 July 2005, Council received a confidential report relating to a section 138 application forming part of the Chinderah Bay Marina development. It was resolved that the item be deferred until information was obtained from the Department of Infrastructure, Planning and Natural Resources as to the nature and status of the proposal, with a view to making this information public.

**RECOMMENDATION:**

**That:-**

- 1. Resolution 179 of 17 March 2004 be rescinded; and**
- 2. That any application made under Section 138 of the Roads Act for a fuel line within the road reserves of Chinderah Bay Drive and River Street Chinderah be assessed and considered on its merits.**

**OR**

- 3. Council formally exhibits the letter and plans from the Department of Planning, Infrastructure and Natural Resources for further community input.**

**REPORT:**

At its meeting held on 6 July 2005, Council received a confidential report relating to a section 138 application forming part of the Chinderah Bay Marina development.

It was resolved that the item be deferred until information was obtained from the Department of Infrastructure, Planning and Natural Resources as to the nature and status of the proposal, with a view to making this information public.

The Department, upon request, provided an update of the proposal, providing plans of the amended proposal showing 115 berths, and requested that Council, as the local roads authority, provide its General Terms of Approval under section 138 of the Roads Act, 1993 for the proposed fuel pipeline by 15 August, 2005 (please note that the Department's letter contained a typographical error, where the date was shown as "5 August". This error was corrected by verbal advice from the Department).

Further, the Department's letter noted that:

*"under Clause 90 of the EP & A Regulation, that a consent authority has the discretion to dispense with the exhibition requirements for an amended DA provided it is of the opinion that the amended application differs in minor respects from the original application. The guiding principle for exercising this discretion is whether the amendments are likely to attract objections which have been made to the original application.*

*The Department has considered the proposed amendments to Rivercolt's DA and does not believe that they are likely to attract objections which have not been made to either the original or amended DA. Consequently, at this stage, the Department does not believe that the amended DA should be re-exhibited. In addition, the Department believes that it is in the public interest to bring matters to a head and determine the DA, as the DA was lodged over 2 years ago and continues to be a cause of uncertainty and concern within the broader Chinderah community."*

To enable Council to consider any future section 138 application it will be necessary to resolve to rescind Resolution 179 of 17 March 2004 and to consider and assess any future section 138 application.

Alternatively, Council may resolve to formally exhibit the amended plans and letter from the Department for further community input.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.



**UNDER SEPARATE COVER/FURTHER INFORMATION:**

1. Letter from Department of Infrastructure, Planning & Natural Resources dated 21 July 2005 (DW1237508)
  2. Drawings 2659-202/A AND 2659-203/A (DW1239953, 1239952).
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## REPORTS FROM DIRECTOR ENVIRONMENT & COMMUNITY SERVICES

### 10 [EC] Non-Complying Structures - Site 125 Hacienda Caravan Park, Chinderah

#### ORIGIN:

Environment & Health Services

#### SUMMARY OF REPORT:

An inspection was requested by the owner, Mr Ray Wilson, of site 125 in the Homestead Caravan Park to determine whether the structures comply with the Regulations. Structures on site include an Unregistrable Moveable Dwelling (UMD), rigid annexe, carport, awning and garden shed.

A number of non-complying aspects were identified regarding structures on the site, however they were on the site prior to 1986 and prior to the introduction of the current regulatory requirements. To achieve compliance would need significant and costly modifications to the existing structures.

Therefore, subject to certain works being completed, it is recommended that Council not require full compliance with respect to setback requirements under the Regulations.

#### RECOMMENDATION:

**That Council provides to the owner of Site 125 Hacienda Caravan Park such documentation as to indicate compliance with the regulations subject to the following works being completed to the satisfaction of the Director Environment & Community Services at Tweed Shire Council within 90 days of this resolution:**

- 1. Ensure that a compliance plate is fitted.**
- 2. Remove any cladding, which partially encloses the carport.**
- 3. Replace /repair the draw bar so that it is in working order.**
- 4. Remove the garden shed which does not achieve separation distances.**
- 5. Remove the extended eave overhang outside the kitchen, which was extended.**

## REPORT:

An inspection has been requested by the owner, Mr Ray Wilson, of site 125 in the Homestead Caravan Park to determine whether the structures comply with the Regulations. This inspection was requested because Mr Wilson is selling the structures. Structures on site include an Unregistrable Moveable Dwelling, rigid annexe, carport, awning and garden shed.

Photographs of the structures are included at the end of this report. The following is a summary of matters identified during that inspection:

3. Structures on site include a Unregistrable Moveable Dwelling, rigid annexe, carport, awning and garden shed. Council has received a structural engineer's certification for the annexe, carport and deck.
4. Openings exist between the UMD and annexe.
5. The annexe is slab on ground construction and contains both the kitchen and a bedroom. The current owner is believed to have relocated the kitchen to the annexe.
6. A deteriorated rear deck/awning was removed and replaced with a larger deck and awning.
7. The carport is partially enclosed.
8. The draw bar has been modified. The UMD has tie-downs and wheels fitted.
9. There is only a 1240mm setback to enclosed structures (caravan and annexe) on site 123.
10. There is only a 2000mm setback from the enclosed annexe on site 125 to enclosed structures on site 126.
11. A fire hose reel exists on a nearby site and extends to site 125.
12. The site is approved as a short term site, but appears to be occupied on a long term basis.

The owner has advised that he commenced modification works on his site in September 2002 and completed it more than 18 months ago. He has done relatively minor external modifications which impact setbacks to structures on adjoining sites – a small porch addition to the caravan and an eave overhang to the annexe.

Whilst there are several non-conforming aspects to the structures, due to the age of the structures the critical issue is considered to be setbacks and fire safety. To achieve the minimum 2.5m setback between enclosed structures would require significant

modifications to the rigid annexe on site 125 and, either modification of the UMD on site 125 or modification of the rigid annexe on adjoining site 123.

Importantly, the 1986 aerial photograph of the Park indicates that most of the current structures existed at that time (a garden shed and a carport appear to have been erected since). The following comments from Ordinance 71 and relevant DLG Technical Bulletins are noted:

- When Ordinance 71 was introduced Clause 23(4) required a minimum 2.5m setback between moveable dwellings.
- DLG Technical Bulletin No. 3 (30.1.87) specifically addressed Council using 'discretion' in dealing with setback issues (note that this provision is applicable as the aerial photograph indicates the structures were present in 1986). The Bulletin stated that there are two major advantages provided by the minimum setbacks under Clause 23 – fire protection and site enjoyment. It also states that *'the problems in relocating existing vans are considerable – not the least of which will be the expense.....councils can use their discretion under Clause 12(3) for variations to this clause.'*
- DLG Technical Bulletin No. 4 (24.7.87)) discusses the use of discretion in applying setback requirements under Clause 12(3). It states that *'it is the Department's intention to encourage wider use of Clause 12(3) where circumstances warrant a more flexible approach.'*

Clause 12(3) stated:

"If it would not significantly reduce the amenity of the licence premises to do so, or in any other case with the approval of the Minister, the council, as a condition referred to in section 289H(7)(c) of the Act, may in relation to any matter make a less onerous requirement or prescribe a less onerous standard than a requirement or standard made or prescribed by this Ordinance in relation to the same matter."

It should be noted that the 'programme of works' issued for the Park on 9 December 1988 required the minimum 2.5m setback to be observed. At the time of introduction of Ordinance 71 it was intended that any discretionary concessions, as indicated above, would have been identified and approved. This was not the case and the programme of works did require compliance with the 2.5m setback requirement. Unfortunately staffing resources did not exist to pursue this matter at that time. If Council does not require compliance with respect to non-complying setbacks between 'main' structures then Council could be liable in the event of any future fire unless a satisfactory alternative is approved by Council.

### **Possible Options**

There appear to be several options in this matter:

1. Require no modifications to the existing structures due to their age.

2. Request the current owner to make application to erect fire resistant masonry construction where setbacks do not comply. Whilst this is not provided for in the Regulations, a Section 82 appeal could then be made under the Local Government Act, 1993 to Council and the Department to formalise this as an acceptable variation on the site.
3. Issue orders requiring demolition/modification of structures (possibly on both site 125 and 123) so that full compliance is achieved.
4. Require certain non-conforming structures to be removed or modified and consider exercising discretion in the matter of setbacks to the 'main' enclosed structures (as implied by the above Ordinance 71 extract and DLG Technical Bulletins).

Option 4 is the preferred option, as follows. At the time of introduction of Ordinance 71 the difficulty in complying with all requirements with respect to existing structures was acknowledged by the DLG Technical Bulletins, and the possible need for Council to exercise discretion was clearly identified. As a fire hose reel extends to the site and the structures existed prior to 1986 it may be appropriate that the 'main' structures be permitted to remain in their current location.

### **Legal Advice**

Due to the legal complexities of this matter and the fact that a decision may set a precedent with respect to similar structures, legal advice has been sought and is attached. That legal advice reviews the above legislative provisions and recommends as follows:

*"That Council:*

*Provides to the owner of Site 125 Hacienda Caravan Park such documentation as to indicate compliance with the regulations subject to the following works being completed to the satisfaction of the Director Environment & Community Services (sic) at Tweed Shire Council within 90 days of this resolution:*

1. *Ensure that a compliance plate is fitted to remove any cladding, which partially encloses the carport.*
2. *Replace /repair the draw bar so that it is in working order.*
3. *Remove the garden shed which does not achieve separation distances.*
4. *Remove the extended eave overhang outside the kitchen, which was extended."*

Item No. 1 is considered an error and needs to be separated into separate requirements as reflected below.

## Required Modifications

If the option 4 approach were taken then it is considered necessary that the following modifications be required of the owner:

1. Ensure that a compliance plate is fitted.
2. Remove any cladding which partially encloses the carport.
3. Replace /repair the draw bar so that it is in working order.
4. Remove the garden shed which does not achieve separation distances.
5. Remove the extended eave overhang outside the kitchen.





**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

1. Confidential - Legal advice from Stacks / Northern Rivers (DW 1238258).
-



**11 [EC] Petition for Hydrotherapy Pool, Tweed Heads**

**ORIGIN:**

**Environment & Health Services**

**SUMMARY OF REPORT:**

Council has received a petition containing 287 signatures, with 31 living outside Tweed Shire, for provision of a Hydrotherapy Pool at Tweed Heads. Currently Council has a heated, indoor pool and learn to swim at Tweed Heads.

With the proposed upgrade of the Murwillumbah Pool Complex Council has resolved to include a hydrotherapy pool with \$100,000 being contributed by Murwillumbah Rotary.

A similar pool was considered for Tweed but due to the cost estimated being \$500,000, the location of a hydrotherapy pool at Palm Beach/Currumbin and the small travel distance to Murwillumbah, it was considered that no action be taken at this time.

**RECOMMENDATION:**

**That Council notes the request and further considers such in its next seven (7) year project planning.**

**REPORT:**

Council has received a petition containing 287 signatures, with 31 living outside Tweed Shire, for provision of a Hydrotherapy Pool at Tweed Heads.

Currently Council's only indoor heated pool that operates 12 months per year is located at Tweed Heads South. It consists of a 25m pool and a learn-to-swim pool. The water within this complex is heated to 30° C which is 4° C less than is required for hydrotherapy and should the water be heated to the 34° C it is unsuitable for normal swimming activity. The current layout of the complex does not allow the inclusion of a hydrotherapy pool therein unless the teaching pool was converted which would mean the loss of this well used facility. The provision of a new "*stand alone*" facility adjoining the existing complex would be possible and it is estimated that such would cost approximately \$600,000. Having the facility associated with the existing complex takes advantage of existing staff and parking.

It is noted that in the proposed upgrade of the Murwillumbah Pool Complex that Council has resolved to provide a hydrotherapy pool with a contribution of \$100,000 for its construction being provided by the local community as a Rotary project.

The provision of another hydrotherapy pool at Tweed Heads has been considered, however it was not felt warranted due to the existing heated indoor pool at Tweed Heads South, the travel distance from Tweed Heads and surrounding communities to Murwillumbah, the existence of an existing hydrotherapy pool at Palm Beach and the financial assistance being provided by the Murwillumbah Rotary Club. A hydrotherapy pool also has a greater running cost due to heating and would significantly increase Tweed Heads Pool running costs. Therefore, such is has not been included in the current ten (10) year financial plan.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Installation cost is approximately \$600,000 with ongoing running and maintenance costs.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

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**12 [EC] Senior Citizens Week 2005**

**ORIGIN:**

**Environment & Health Services**

**SUMMARY OF REPORT:**

Seniors Week is a large event on the Tweed calendar. It attracts wide community involvement and support, and allows seniors to enjoy a social occasion, make new friends and discover new interests. It also provides a promotional opportunity for local business. Council's Community Worker Aged & Disability and Council's Healthy Ageing Project Officer assisted Tweed Shire Senior Citizens Week Committee to organise and facilitate Seniors Week. The Committee gained funding from the Department of Ageing Disability and Home Care, Tweed Shire Council and CDSE funding. The Committee also sought donations from the community and raised further funds through raffles. The Committee also sought donations from the community and raised further funds through raffles. Response from local business and community groups was excellent. Strong community partnerships were forged and the outcomes of these partnerships are diverse and encouraging. All events across the shire were well attended, and feedback has been excellent. The Seniors Week Program is attached.

**RECOMMENDATION:**

**That Council:-**

- 1. Notes the report.**
- 2. Continues to provide in kind support to the Seniors Week events in the Tweed.**

## REPORT:

Seniors Week is a large and much anticipated event on the Tweed calendar. It attracts wide community involvement and support, and allows seniors to enjoy a social occasion, make new friends and discover new interests. It also provides a promotional opportunity for local business.

Council's Community Worker Aged & Disability and Council's Healthy Ageing Project Officer assisted Tweed Shire Senior Citizens Week Committee to advertise for a new membership and organise and facilitate a week of festivities in the Tweed shire. Other organizations such as schools, clubs and shopping centres were also encouraged to apply for funding and plan events and these were advertised at no cost on the committee's program. A variety of events were held across the Shire and the Committee again produced one of the largest programs in New South Wales. The Committee applied for, and was successful in gaining, funding from the Department of Ageing Disability and Home Care, Council funding of \$2,200 and CDSE funding. The Committee also sought donations from the local community and raised further funds through raffles. The monies raised enabled the Committee to provide free events for the most needy, such as nursing home and hostel residents, and charge only a nominal fee for most other events.

This year the response from local business and community groups such as the Good Guys, Rotary and Pets as Therapy was excellent. Strong community partnerships were forged during Seniors Week and the outcomes of these partnerships are as diverse as they are encouraging. For example:

- Pets as Therapy attended a nursing home friendship lunch held at the Seventh Day Adventist Church in Chinderah. The residents enjoyed this so much that the owners and their dogs now visit the nursing homes.
- Tweed Heads residents who joined our Healthy Heart walk and breakfast, which was supported by Rotary Club of Tweed Heads South, have since joined regular walking groups.
- Several people who attended the Bowls Open day at Tweed Heads Bowls Club have since joined up to play regularly.

All events across the Shire were well attended, and feedback has been excellent. The Seniors Week Program is attached.

The Tweed Shire Seniors Citizens Week Committee has requested Council confirms its ongoing in kind support.

**TWEED SHIRE SENIOR CITIZENS WEEK  
13 – 20 March 2005**

*'The Best Time for Ages'*

**Come and join us in Seniors Week for a celebration of the valuable contribution Seniors make to our community. Take some time out to learn something new, be adventurous or simply get together with some friends - there's something for everyone!**

**Booking Information:**

- Tickets are required for most events. **Carers also require tickets.**
- If the event has ► next to it, use that contact number for booking.
- For all other events, book and collect tickets on Information Days.
- **There is a small cost for some events.** Where there is a cost involved it is listed under the event.
- You do NOT need to be a member of a Seniors Club to attend events, but you do need to be over 60 or the carer of a Senior

**All times quoted are NSW Daylight Saving Time, except where indicated.**

**Transport Information:**

Murwillumbah: Murwillumbah Bus Co. Timetable ph: 02 6672 6222  
Tweed Heads & Coast: Surfside Buslines Timetable & routes ph: 13 12 30

**Enquiries (Not Bookings):** Contact Tweed Shire Council's  
Community Worker (Aged and Disability)  
Ph: 02 6670 2440

**INFORMATION DAYS, for PROGRAMS, BOOKINGS and TICKETS**

<b>Murwillumbah</b>	Thursday 24 February Sunnyside Mall, Murwillumbah (upstairs)	9am – 1pm (NSW)
<b>Tweed Heads</b>	Friday 25 February Civic Centre (outside Library)	9am – 1pm (NSW)
<b>South Tweed Heads</b>	Thursday 3 March Tweed City Shopping Centre (near Woolworths)	9am – 1pm (NSW)
<b>Murwillumbah</b>	Friday 4 March Sunnyside Mall, Murwillumbah (upstairs)	9am – 1pm (NSW)

Tweed Shire Senior Citizens Week Committee gratefully acknowledges the support of our sponsors: Tweed Shire Council, The Good Guys, Tweed Endeavour Cruises, Twin Towns Services Club, Bridglunds Refravision, Department of Aging, Disability and Home Care, Mt Warning Forest Hideaway, Tweed City Shopping Centre, Sunnyside Shopping Centre, Murwillumbah Bowls and Sports Club, John Taylor Electrical, Pipsqueaks Kindergarten, Rotary Club of Tweed Heads South, Murwillumbah Central Rotary, RSL Oxley Club, Club Banora, Julia Hancock, Dennis and Kathy Parker, Perch Creek Jug Band, Mountain View Retirement Village, Phil Milsom's Jazz Combo, U3A Tappers, Pets as Therapy, Pottsville Beach Neighbourhood Centre, Ladies Church Guilds, All Saints Anglican Church Ladies Guild, Marie Twohill, South Tweed Sports Club, Tweed Heads Bowls Club, Seagulls Club, Seventh Day Adventist Church Chinderah, Lindistarne Anglican School, Tweed Valley College, University of the Third Age – Tweed Coast Inc, Computer Association of Tweed Seniors (CATS) Inc, Murwillumbah Pharmacy, Murwillumbah Print Spot, Mick and Mary Loades Butchery, Murwillumbah Services

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

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**13 [EC] Tweed Seniors Expo 2005**

**ORIGIN:**

**Environment & Health Services**

**SUMMARY OF REPORT:**

Seniors Expo is a much-anticipated event in Tweed and over 1000 people attended Expo on 19 May 2005. Council's Healthy Ageing Project Officer and Council's Community Worker Aged & Disability assisted Tweed Shire Senior Citizens Week Committee to plan and facilitate the Tweed Senior's Expo. Tweed Seniors Expo has gained a widely-known excellent reputation and this year attracted enormous stallholder interest and was able to provide 85 information stalls on health, art, legal issues, cultural and hobby displays, free health tests, cooking and sport demonstrations, over 30 different information and workshop sessions and first class international entertainment.

**RECOMMENDATION:**

**That Council:-**

- 1. Notes the report.**
- 2. Owing to the high population of people over 65 in Tweed Shire, and the need for information on aged services to reach the appropriate sector, that Council continues to provide in kind support to Tweed Shire Senior Citizens Week Committee to provide an annual Seniors Expo.**

## REPORT:

Seniors Expo is a much anticipated event in Tweed and over 1000 people from across the shire attended Tweed Seniors Expo held on 19 May 2005. Council's Healthy Ageing Project Officer and Council's Community Worker Aged & Disability assisted Tweed Shire Senior Citizens Week Committee to plan and facilitate the sixth annual Tweed Senior's Expo. This year, the Committee worked with Veterans Affairs Tweed Heads, Tweed Shire Council, the Seventh Day Adventist Church, Murwillumbah, Twin Towns Services Club, Seagulls Club, Job Futures SEQ, the Weekly and Tweed Weekly, Solo Resource Recovery and Tweed Shire City of the Art 2003-2005 in partnership with the NSW Ministry of the Arts.

Tweed Seniors Expo has gained a widely-known excellent reputation and this year attracted enormous stallholder interest and was able to provide 85 information stalls on health, art, legal issues, cultural and hobby displays, free health tests. Cooking and sport demonstrations, over 30 different information and workshop sessions and first class international entertainment . The programs are attached.

The event was widely advertised, admission, parking, entertainment and all workshops were free.

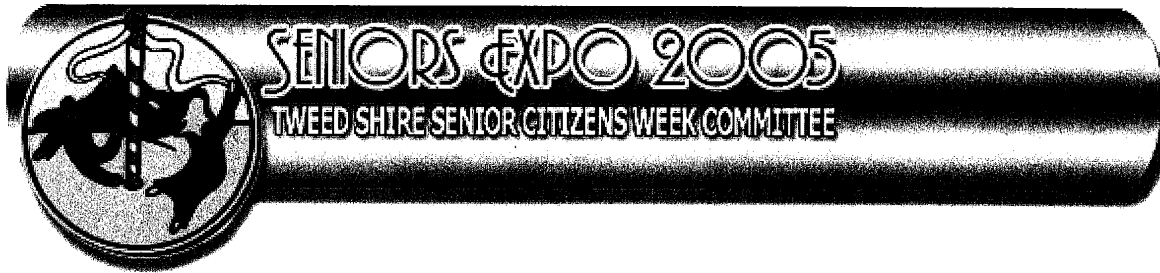
The Committee applied for, and was successful in securing, \$4,500 from Council's Festival Funding, which paid for the majority of the furniture and equipment hire costs. Fees were charged to profit organizations for stalls. Non profit stalls were free. Catering was organised by The Friendship Club. The Committee also raised funds to cover costs of insurance and incidentals for this event by seeking donations and conducting raffles.

The Committee received enormous support and generosity from the Seventh Day Adventists Church, without which it would not have been possible to hold such a large successful event. The event was held at the Seventh Day Adventist Complex in Murwillumbah as this is the only suitable venue in Tweed for such a large event requiring display space, many enclosed workshop areas, sporting demonstrations and parking. The Committee provided a regular free shuttle bus from Murwillumbah and free buses from Tweed Heads and the Tweed Coast. Press coverage was excellent.

This year Council officers had a high profile at Seniors Expo and utilised the expo to get their information out to the public. Joanne Carmody - Tweed Librarian educated seniors on how to access their library catalogue on line at home, Ray Clark - Council Road Safety Officer was one of the presenters in the well attended ' Seniors Drivers Information Session'. Dan Walton-Agenda 21 Officer - conducted a workshop on 'How to save energy around the home' and Blyth Short from Recreation Services promoted the Council Garden Competition and, through the impressive plant display, the Council plant nursery. Tweed City of the Arts contributed to the expo through a community stories workshop with local indigenous elders, demonstrations by the Community Printmakers and the funding of making of a documentary which will be used to promote future Tweed Expos.



The Tweed Shire Seniors Week Committee has requested that Council continues with ongoing "in kind" support.



### Seniors Expo 2005-Entertainment Program

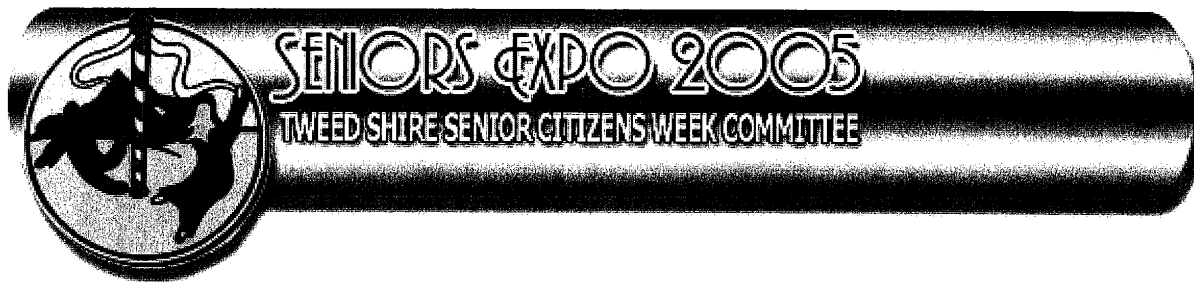
10.30am – 11.15am – Naomi Terashima  
Harpist

1pm – 1.45pm – Ecclesia Quartet  
Men's Accapella singing group

### Seniors Expo 2005 – Demonstration Program

- |               |   |
|---------------|---|
| 9.30am – 10am | Lifeball demonstration<br>Stay Active / Stay Independent<br>demonstration game, give it a try.  |
| 10.15 – 10.30 | Tai Chi Chi Chung exercise demonstration<br>U3A Tweed Coast Inc   |
| 10.45 – 11.00 | Dog obedience demonstration<br>Murwillumbah Pets as Therapy   |
| 11.15 – 11.45 | International Folk Dance- gentle dance/ exercise<br>Demonstration & audience participation<br>Health Promotion – Tweed Community Health |
| 12.00 – 12.40 | Pole Walking<br>Demonstration & come and try<br>Michael Gates – Tweed Fitness & Lifestyle Centre  |
| 2 pm – 2.30   | Lifeball demonstration<br>Stay Active / Stay Independent<br>demonstration game, give it a try.  |
| 2.30 – 2.45pm | Dog obedience demonstration<br>Murwillumbah Pets as Therapy   |

Community Printmakers will be running art and printmaking demonstrations throughout the day presented by Tweed Shire City of the Arts 2003 - 2005 in partnership with NSW Ministry for the Arts.  
Artists –Lorraine Abernathy, Bret Coomber and Steve Sawkins



### Workshop information session timetable

- 9.30am**      Cooking Demonstration (40min)  
Room 1        Carol Boehm
- 9.30am**      Working with emails (30min)  
Computer Inn Uki & Pottsville Community Technology Centres
- 9.30am**      Lifeball demonstration game/ give it a try (30min)  
demo area    Stay Active Stay Independent & local Lifeball groups
- 10.00am**     Volunteering Tweed'- information session (30min)  
Room 4        Volunteering opportunities and rights and responsibilities.  
Richard Patterson – Volunteering Tweed
- 10.00am**     'Skin care to suit you' - Grace Cosmetics  
Room 7        Try aloe based skin care products (1hr)
- 10.00am**     Community Stories with local indigenous elders  
Room 6        Maureen Logan and Bakoi Bolton (1hr)  
presented by Tweed Shire City of the Arts 2003 - 2005  
in partnership with NSW Ministry for the Arts
- 10.00am**     Bereavement – Marcus Gibney NRAHS (1hr)  
Room 2        normalising bereavement in society, signs & symptoms & counselling
- 10.15am**     Accessing your online Library Catalogue at home (20min)  
Computer inn Joanne Carmody – Richmond / Tweed Libraries
- 10.30am**     'Human energetics & the adverse effects of electromagnetic radiation  
& pollution.' (30min)  
Room 4        Allan Pearce
- 10.45am**     Computer Viruses (30min)  
Computer Inn Uki & Pottsville Community Technology Centres
- 11.00am**     Stretch your Mind (15 min)  
Room 7        Explanation of stretch your mind program & try some activities  
Pam Hetherington – Pottsville Beach Neighbourhood Centre
- 11.10am**     'Can dementia and Alzheimers disease be prevented?'  
Room 2        Pam Martin – Dementia Outreach Service (30min)

- 11.15am** International Folk Dancing (30min)  
demo area demonstration of gentle dance & opportunity to join in  
Julia Gill – Health Promotions, Tweed
- 11.30am** Scanning (30min)  
Computer inn Uki & Pottsville Community Technology Centres
- 11.30am** ‘Savvy Seniors’ - be aware of rorts and scams aimed at seniors  
Room 7 Office of Fair Trading (1hr)
- 11.30am** Laughter Yoga (30 min)  
Room 4 Cathy Hulme
- 11.30am** Cooking Demonstration (40min)  
Room 1 Carol Boehm
- 11.50am** ‘Good bladder habits’ (30min)  
Room 2 Sue Bedford – Community Health Nurse/ Continence Specialist
- 12.00pm** Pole walking – demonstration and opportunity to try  
demo area Michael Gates, Tweed Fitness & Lifestyle Centre
- 12.15pm** Accessing your online Library Catalogue (20min)  
Computer inn Joanne Carmody, Richmond Tweed Libraries
- 12.15pm** Pain relief drug free (30min)  
Room 4 Kay Bristow - Mt Warning Healing Centre
- 12.30pm** Household energy and water efficiency (30min)  
Room 7 Dan Walton- Agenda 21 Officer, Tweed Shire Council
- 12.30pm** National Relay Service information session (25min)  
Room 2 Maggie Lund – Australian Communication Exchange
- 12.30pm** Volunteering Tweed- information session (30min)  
Room 6 Volunteering opportunities and rights and responsibilities.  
Richard Patterson – Volunteering Tweed
- 1.30pm** Senior Drivers Information Session (1hr)  
Room 2 information on driving skills as people get older and ways to improve  
and assess them.  
Bob Harris –RTA,  
Helen Albury – Occupational Therapist, Rehabilitation Unit  
Ray Clark – Tweed Shire Council Road Safety Officer
- 1.45pm** Yoga rest & relaxation (45 min)  
Room 4 Narelle Head
- 1.50pm** Bessemer Cookware demonstration  
Room 1 Hazel Daley

- 2.00pm** Skin care to suit you - Grace Cosmetics  
Room 7 Try aloe based skin care products (1hr)
- 2.00pm** Community Technology Centre Services (30min)  
Computer Inn Uki & Pottsville CTC's
- 2.00pm** Lifeball demonstration game/ give it a try (30min)  
demo area Stay Active Stay Independent & local Lifeball groups

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

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## MINUTES OF SUBCOMMITTEES / WORKING GROUPS

### 1 [SUB-AAC] Minutes of the Aboriginal Advisory Committee Meeting held Friday 6 May 2005

#### FOR THE CONSIDERATION OF COUNCIL:

#### MINUTES OF THE ABORIGINAL ADVISORY COMMITTEE MEETING HELD FRIDAY, 6 MAY 2005

#### Aboriginal Matters

##### VENUE:

Tweed Heads Civic Centre Meeting Room

##### TIME:

10.00 am

##### PRESENT:

Cr M R Boyd TSC  
Cr Dot Holdom TSC  
Lesley Mye  
Maureen Logan TBALC  
Kathleen Lena TBALC  
Rebecca Couch Police  
Geoff Togo Police  
Robert Slockee TBALL  
Russell Logan TBALL/Centrelink  
Clare Gray Tweed Aboriginal Cultural Advisory Committee  
Brad Pearce TSC

##### APOLOGIES:

Jackie MacDonald  
Chris Morgan  
Tracey McKenzie  
Wendy Bright  
Aaron Stephens

**Moved: Cr Max Boyd**

**Seconded: Geoff Togo**

**RESOLVED** Apologies be accepted.

The Chair was declared vacant and nominations called. Russell Logan was nominated and was unanimously elected to Chair the meeting.

Mr Logan opened the meeting and welcomed all present and paid respect to the Land and Elders.

**MINUTES OF PREVIOUS MEETING:**

**Moved: Cr Max Boyd**

**Seconded: Cr Dot Holdom**

**RESOLVED** that the minutes of the Aboriginal Advisory Committee meeting held 1 April 2005 be accepted as a true and correct record of the proceedings of that meeting.

**SUSPENSION OF BUSINESS:**

To permit address by Jan Levy from ACE North Coast to address meeting.

**Moved: Cr Max Boyd**

**Seconded: Geoff Togo**

**Voting: Unanimous**

- Jan Levy of ACE North Coast addressed meeting and advised of the activities undertaken by ACE.
- Jan also advised that painters from Cabbage Tree Island will be having an exhibition "Colours of Cabbage Tree Island" and requested that Kathleen Lena represent Elders and open the exhibition which is to be held at the City of the Arts Space on Monday 6 June 2005 and will run for one week.
- Cr Max Boyd suggested that Jan Levy contact Mr Gary Corbett regarding a possible exhibition at the Tweed Regional Art Gallery.
- Russell Logan thanked Jan for her attendance at the meeting.
- Clare Gray advised that TSC had contacted the Land Council regarding naming of two streets in the Cabarita area with Aboriginal names requested by a Developer. The Land Council had chosen the following two names:

BURRUGAH – which means OCEAN

GABAY – which means HONEY BEE

Clare Gray requested that the Committee note the names chosen.

- Cr Max Boyd requested if it was at all possible for the Committee and the Land Council to bring forth a list of Aboriginal names for streets together with their meaning, this would assist Council.

**Moved: Cr Max Boyd**

**Seconded: Cr Dot Holdom**

**RESOLVED** that the Committee endorse the two names of Burrugh and Gabay as suggested by the Elders and descended Traditional owners of the Land Council and recommends that Council adopt these for use in a street in the Cabarita area.

**Voting: Unanimous**

**Moved: Cr Max Boyd**

**Seconded: Geoff Togo**

**RESOLVED** that the Committee recommends that Council request the Developers to include the meaning of the street names in English on the street signs.

**Voting: Unanimous**

**Moved: Cr Dot Holdom**

**Seconded: Leslie Mye**

**RESOLVED** That a list of Aboriginal names of Local origin and their meanings be drawn up and endorsed by the Aboriginal Advisory Committee and local Aboriginal Land Council and be given to TSC to assist any and all developers who wish to use (and be encouraged to use) local Aboriginal words for street naming etc and a meaning of the word be attached to the street sign and that the wording used shall be applicable to the locality where the sign is to be placed.

**Voting: Unanimous**

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**BUSINESS ARISING:**

**1. Council Development on Crown Land**

Cr Max Boyd advised of the need for Aboriginal peoples involvement regarding TSC Development on Crown Land.

**Moved: Cr Max Boyd**

**Seconded: Cr Dot Holdom**

**RESOLVED** that as a matter of protocol that TSC be requested to advise the local Aboriginal Land Council and the Aboriginal Advisory Committee of any projects being considered by Council on Crown Land and that full and adequate consultation be undertaken with the Aboriginal people before any decision is finalised.

**Voting: Unanimous**

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**2. Leticia Spit Road**

There was general discussion regarding problems associated with this area regarding dumping of rubbish and problems with damage by 4WD vehicles.

**Moved: Cr Max Boyd**

**Seconded: Cr Dot Holdom**

**RESOLVED** that Tweed Shire Council be requested to organise a summit meeting of all interested parties in relation to the problems associated with Leticia Spit Road and land owned by the Aboriginal people and Sand Bypassing project and that the parties be invited to include the Local Aboriginal Land Council, NSW Police, the Company operating the Sand Bypass, representatives of the fishing fraternity, representatives of the Fingal Progress Association, representatives of the Aboriginal Advisory Committee, Ambulance Service, Volunteer Rescue Association, Gold Coast 4WD Club and appropriate Council Officers and Councillors together with representatives from Fingal Surfboard Riders Association and invitations to be extended to all residents adjacent to Leticia Spit Road North of and including Leticia Primary School.

**Voting: Unanimous**

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### **3. NSW Local Government Aboriginal Network Conference**

**Moved: Cr Max Boyd**

**Seconded: Geoff Togo**

**RESOLVED** that TSC be advised that the two people nominated to represent the Aboriginal Advisory Committee at the conference be Mr Russell Logan and Ms Lesley Mye.

**Voting: Unanimous**

### **4. Upgrade of Border Caravan Park**

**Moved: Robert Slockee**

**Seconded: Maureen Logan**

**RESOLVED** that Council be requested to seek the support and involvement of the Southern Cross University in the development of an appropriate plan that encompasses the endorsed Aboriginal Cultural Project in the former Border Caravan Park Site.

**Voting: Unanimous**

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### **5. Aboriginal Position at Council**

**Moved: Kathleen Lena**

**Seconded: Robert Slockee**

**RESOLVED** that the Aboriginal Advisory Committee request TSC to make application under the Community Development Employment Project Program to employ an Aboriginal Community Development Officer on the basis of a three (3) day per week appointment".

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**Note to Motion:**

The Committee wish it noted that the Committee wishes to draw to the attention of Council that the request follows from the major void left when Lesley Mye terminated her employment.

**Voting: Unanimous**

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**6. Flag Raising Ceremony**

**Moved: Rebecca Couch**

**Seconded: Geoff Togo**

**RESOLVED** that the Aboriginal Advisory Committee request that Council organises a flag raising ceremony with Councillors, Federal and State members of Parliament, Traditional owners of the Aboriginal Community, NSW Police and two children representing both the Indigenous Aboriginal and non-Indigenous Aboriginal Community from Murwillumbah schools to be carried out on a Saturday before the 1 July 2005.

**Voting: Unanimous**

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**Moved: Robert Slockee**

**Seconded: Cr Dot Holdom**

“That Business arising has been dealt with”.

**Voting: Unanimous**

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**GENERAL BUSINESS:**

Cr Dot Holdom advised that she was pleased to be on the Committee and that during her reading of the “Draft Aboriginal Advisory Committee Terms of Reference and Guidelines” a question arose over the meaning of the word “Advice” as it appears in the draft, as opposed to the meaning of the word ‘Advise”.

---

Cr Dot Holdom requested that the Minutes and Agenda be sent to her prior to the next meeting and thereafter.

---

Discussion ensued regarding place name signs that contain Aboriginal words.

---

**Moved:** Cr Dot Holdom

**Seconded:** Kathleen Lena

**RECOMMENDATION:**

That Council amends all place name signs that use Aboriginal words to include the traditional clans of the Tweed.

**Voting:** Unanimous \_\_\_\_\_

Cr Max Boyd requested that Sections 06.1 and 06.2 of TSC Council Administration Policy be included as and ADDENDUM to the Minutes.

\_\_\_\_\_

Russell Logan introduced Rebecca Couch to the Committee as the new Female Aboriginal Community Liaison Officer.

\_\_\_\_\_

Russell Logan advised that the Tweed Ballina Byron Community Transport Officer had contacted him regarding Aboriginal Transport within the Community and requested that this item be placed on the Agenda of the next meeting for discussion.

\_\_\_\_\_

**Entry Points to Tweed Shire.**

**Moved:** Greg Togo

**Seconded:** Rebecca Couch

**RECOMMENDATION:**

That Council amends all signage that identifies the entry points to the Tweed Shire to include the Aboriginal welcoming of the Bunjalung dialects.

\_\_\_\_\_

**NEXT MEETING:**

The next meeting will be held at the HACC Centre, Heffron Street, South Tweed Heads on Friday, 10 June 2005 at 10.00 am.

There being no other general business, the meeting was closed by Mr Russell Logan.

The meeting closed at 1.00 pm.

**DIRECTOR'S COMMENTS:**

These minutes have been delayed in presentation to Council owing to some difficulties in drafting.

**DIRECTOR'S RECOMMENDATIONS:**

**SUSPENSION OF BUSINESS:**

**1. Use of Aboriginal Names**

The matter of the use of the names of "Burrugah" and "Gabay" has been further dealt with at the Committee meeting held on 10 June 2005.

**RECOMMENDATION:**

That this item be noted as it has been further dealt with by the Committee.

---

**2. Street Name Signs**

**RECOMMENDATION:**

That the resolution:

*"That the Committee recommends that Council request the Developers to include the meaning of the street names in English on the street signs.."*

be referred to the Director Engineering and Operations.

---

**BUSINESS ARISING:**

**3. Development on Crown Land**

**RECOMMENDATION:**

That the resolution

*"That as a matter of protocol that TSC be requested to advise the local Aboriginal Land Council and the Aboriginal Advisory Committee of any projects being considered by Council on Crown Land and that full and adequate consultation be undertaken with the Aboriginal people before any decision is finalised."*

be referred to Council's Executive Management Team to review and report to Council.

---

4. Leticia Spit Road

**RECOMMENDATION:**

That the resolution:

*"that Tweed Shire Council be requested to organise a summit meeting of all interested parties in relation to the problems associated with Leticia Spit Road and land owned by the Aboriginal people and Sand Bypassing project and that the parties be invited to include the Local Aboriginal Land Council, NSW Police, the Company operating the Sand Bypass, representatives of the fishing fraternity, representatives of the Fingal Progress Association, representatives of the Aboriginal Advisory Committee, Ambulance Service, Volunteer Rescue Association, Gold Coast 4WD Club and appropriate Council Officers and Councillors together with representatives from Fingal Surfboard Riders Association and invitations to be extended to all residents adjacent to Leticia Spit Road North of and including Leticia Primary School."*

be referred to the General Manager.

---

5. Upgrade of Border Caravan Park

**RECOMMENDATION:**

That the resolution:

*"that Council be requested to seek the support and involvement of the Southern Cross University in the development of an appropriate plan that encompasses the endorsed Aboriginal Cultural Project in the former Border Caravan Park Site."*

be referred to Council's Executive Management Team.

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6. Flag Raising Ceremony

This matter has been previously dealt with by Council.

---

**7. Inclusion of Traditional Clan Names**

**RECOMMENDATION:**

That the Committee's recommendation:

*"that Council amends all place name signs that use Aboriginal words to include the traditional clans of the Tweed."*

be referred to the General Manager to organise a discussion with representatives of the Aboriginal Advisory Committee and report to Council on the logistical and financial implications.

---

**8. Entry Points to Tweed Shire.**

**RECOMMENDATION:**

That the resolution:

*"that Council amends all signage that identifies the entry points to the Tweed Shire to include the Aboriginal welcoming of the Bunjalung dialects."*

be referred to the General Manager to investigate the impacts and report back to Council.

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## O6 COUNCIL ADMINISTRATION

### Objective

To make known Council's standard procedures and ensure uniformity of and compliance with those procedures.

#### O6.1 Aboriginal Reconciliation Statement

Council's Aboriginal Reconciliation Statement is as follows:

- *Tweed Shire Council acknowledges that the Aboriginal and Torres Strait Islander peoples were the first peoples of this land and have survived 200 years of sometime violent dispossession of their land.*
- *Tweed Shire Council recognises that colonisation initiated massive changes to the land and its people.*
- *As a vital step towards building a just, common future, Tweed Shire Council recognises the loss and grief held by Aboriginal and Torres Strait Islander peoples. Council acknowledges that this loss and grief has been caused by alienation from their traditional lands, the loss of their lives and their freedom and the forced removal of their children.*
- *Tweed Shire Council supports the right of Aboriginal and Torres Strait Islander peoples to live according to their own values and culture within the laws of Australia.*
- *Tweed Shire Council recognises the vital importance of the Aboriginal and Torres Strait Islander peoples' contribution to strengthening and enriching our region and our community.*

#### O6.2 Aboriginal Statement

Council, on significant occasions such as State, National, International functions/events and other appropriate functions/events to use the following statement:

*"Tweed Shire Council acknowledges the Bundjalung Nation as the original inhabitants of this area."*

#### O6.3 ANZAC Day

Council be represented at ANZAC Day Services held within the Tweed Council area, and Council's representative place a wreath at the Service.

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**2 [SUB-AAC] Minutes of the Aboriginal Advisory Committee Meeting held Friday 10 June 2005**

**FOR THE CONSIDERATION OF COUNCIL:**

**Aboriginal Matters**

**VENUE:**

Tweed Heads Civic Centre Meeting Room

**TIME:**

10.00 am

**PRESENT:**

Max R Boyd	Tweed Shire Council Administrator
Kathleen Lena	TBALC Elder
Lesley Mye	Community Member
Maureen Logan	TBALC
Geoff Togo	Police
Russell Logan	TBLALC/Centrelink
Jackie McDonald	Tweed Wollumbin AECG
Janette Saunders	Tweed Wollumbin AECG, Community, TRHS
Wendy Bright	Community Member
Brad Pearce	Tweed Shire Council
Gabby Arthur	Tweed Shire Council (Minutes)

**APOLOGIES:**

Clare Gray  
Tracey McKenzie  
Aaron Stevens  
Rebecca Cooch  
Robert Slockee  
Franc Krasna

**Moved: Max Boyd**

**Seconded: Jackie McDonald**

**RESOLVED** Apologies be accepted.

The Chair was declared vacant and nominations called. Russell Logan was nominated and was unanimously elected to Chair the meeting.

Mr Logan opened the meeting and welcomed all present and paid respect to the Land and past and present Elders.

**MINUTES OF PREVIOUS MEETING:**

**Moved:** Max Boyd  
**Seconded:** Lesley Mye

**RESOLVED** that the revised minutes of the Aboriginal Advisory Committee meeting held 6 May 2005 be accepted as a true and correct record of the proceedings of that meeting with the following amendments:

1. ***“RESOLVED** that the Committee endorses the two names of Burrugah and Gabay as suggested by the Elders and descended Traditional Owners and the Land Council and recommends that Council adopt these for use in a street in the Bogangar area.”*
2. *That the Motion on the back page should read “Motion by “Geoff Togo” not “Greg Togo””.*
3. *That the last paragraph on the last page should read “Bundjalung”.*

**Voting:** UNANIMIOUS

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**SUSPENSION OF BUSINESS:**

Business was suspended to permit the address by guest, Louise Moore of Tweed Valley Division of General Practice. Louise was welcomed to the meeting by the Chairman.

Louise advised that the Tweed Valley Division of General Practice are a Commonwealth funded organisation with the primary aim of improving health outcomes in the Tweed Valley region by integrating General Practitioners and local community services. They are requesting assistance in undertaking an Aboriginal health project to offer cultural training to General Practitioners in the area which will improve their knowledge and improve the Aboriginal community’s access to medical services offered by General Practitioners. Local Aboriginal input is important to get the project off the ground to ensure that it is specific to the local community. It was requested that a local Aboriginal person be nominated to provide cultural awareness training to General Practitioners.

Specific services are available to Aboriginal people in the Tweed Valley region however the Commonwealth statistics that they have received indicate that no local General Practitioners are currently providing those services.

Louise advised that their base office is in Murwillumbah however they cover an area from Coolangatta to Pottsville and across to the McPherson Ranges. It is felt that working closely with Bugalwena (the main indigenous health workers) would be a good start and that it would be helpful if a General Practitioner could attend at Bugalwena to see the people rather than relying on the people attending at the



General Practitioners' rooms. Russell Logan advised that he would be keen to sit down with the Board and Bugalwena to draw up a strategy and to give Louise contact names. Auntie Joyce Summers was also nominated as a participant. Louise left business cards so that anyone wanting to be involved in the cultural awareness project could contact her. Louise advised that funding is available for the project. Louise also advised that she will be meeting with Sue Follent on 30 June 2005.

Louise was invited back to address the committee at the completion of the project.

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**BUSINESS ARISING:**

**1. List of Aboriginal Names**

Discussion occurred in relation to whether developers should be permitted to allocate names without consultation with the Aboriginal Advisory Committee. Max Boyd suggested that a list of Aboriginal names be provided to developers for consideration when they are working on subdivisions. He explained the process that is used by developers to arrange a development, including linen plan etc.

Discussion that a policy be developed by Council that planning staff encourage developers to use Aboriginal street names.

Received and noted by Committee.

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**2. Cabbage Tree Island Exhibition**

Lesley Mye advised that the Cabbage Tree Island exhibition held at the City of the Arts Space was "extraordinary and powerful". Lesley has travelled and seen many exhibitions around Australia and this exhibition matched those that she has seen. Lesley advised that the exhibition closes on Friday, 10 June 2005 at 3:00pm and urged Committee Members to visit the exhibition if they could.

Lesley Mye advised that she has Application forms available for the Aboriginal Art Award 2005.

---

**3. Flag Raising Ceremony**

The flag raising ceremony is to be held on Saturday, 25 June 2005 at 10:00am followed by morning tea at the Tweed Heads Civic Centre. Lesley Mye to contact schools to arrange for student representatives from both the indigenous and non-indigenous community.

---

**RECOMMENDATION:**

That the Committee requests Council to waive the fee for the hiring of the foyer area of the Tweed Heads Civic Centre and that Council provide a morning tea for those attending.

Discussion in relation to bark artwork displaying message to be prepared and presented to Council. Artwork to be written in traditional language and Clare Gray to provide a letter of interpretation to be displayed alongside the artwork. Geoff Togo will make frame for artwork. Correct name for the artwork to be advised.

Administrator Boyd requested that if possible, the Flag Raising Ceremony item from the last Minutes of 6 May 2005 be added as a late agenda item to the next Council meeting to be held on Wednesday, 15 June 2005 with the additional request that the prescribed hiring fee of \$219.40 be waived and Council to supply morning tea for those attending.

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**4. Council Development on Crown Land**

It was confirmed that this motion will be considered by the Administrators at the next council meeting on 15 June 2005.

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**NEXT MEETING:**

The next meeting will be held at the HACC Centre, Heffron Street, Tweed Heads South on Friday, 1 July 2005 at 10.00 am.

There being no further business, the meeting was closed by Mr Russell Logan.

The meeting closed at 12:35 pm.

**DIRECTOR'S COMMENTS:**

Nil.

**DIRECTOR'S RECOMMENDATIONS:**

**MINUTES FROM PREVIOUS MEETING**

**1. List of Aboriginal Names**

**RECOMMENDATION:**

That the resolution:

*"That the names "Burrugah" (which means Ocean) or "Gabay" (which means Honey Bee) be referred to Council's Planning & Development Division for use for future street names in the Bogangar area."*

be referred to Council's Director Planning and Development for use for future street names in the Bogangar area.

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**3. Flag Raising Ceremony**

**This recommendation has previously been dealt with by Council.**

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**3 [SUB-TDA] Minutes of the Tweed Shire Council Disability Access Committee Meeting held Thursday 16 June 2005**

**FOR THE CONSIDERATION OF COUNCIL:**

**MINUTES OF THE TWEED SHIRE COUNCIL DISABILITY ACCESS COMMITTEE MEETING HELD THURSDAY 16 JUNE 2005**

**Disability Access Cttee**

**VENUE:**

HACC Centre, Heffron Street, Tweed Heads South

**TIME:**

1.10 p.m.

**PRESENT:**

Maggie Groff, Ron Douglas, Stephen Pollitt, Stefan Zak, Una Cowdroy, Gail Martin, Paige Ridgway, Melina Morrow. Ray Clark arrived at 2.00 p.m.

**APOLOGIES:**

Barbara Carroll, Vic Sparks, Graham Williams, Max Boyd

**MINUTES OF PREVIOUS MEETING:**

**Moved:** Stefan Zak

**Seconded:** Melina Morrow

**RESOLVED** that the Minutes of the Tweed Shire Council Disability Access Committee Meeting held Thursday 21 April 2005 be accepted as a true and accurate record of the proceedings of that meeting.

---

**BUSINESS ARISING:**

**Item from Meeting held 17 February 2005**

**9. Mobility Map**

Letters requesting quotes for upgrade of existing mobility map have been forwarded to Greg Warwick, DAISI and Spinal Cord Injuries Australia.

**Moved:** Melina Morrow

**Seconded:** Una Cowdroy

**RECOMMENDATION:**

That the existing funds of the Tweed Shire Disability Access Committee be rolled over to 2005-2006 to cover the costs of upgrading the Mobility Map.

**Item from Meeting held 17 February 2005**

**6. Ramp to Library at Tweed Heads**

Council has resolved to modify the external ramp at the Tweed Heads Civic Centre, in line with the preferred option as outlined in the report.

Maggie is to ascertain when the work will commence and report back at the next meeting.

---

**Item from Meeting held 17 February 2005**

**7. Footpath Access – Kennedy Drive**

Council has resolved that Council pursue the issue of Country Energy power poles impeding safe access on the Kennedy Drive footpath between Second Avenue and Boyds Bay Bridge. Country Energy have advised Ray Clark that one pole can be relocated. However, one cannot. Country Energy are costing the work and will report back in due course. Ray Clark will advise at the next meeting.

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**Item from Meeting held 16 December 2004**

**2. ATM – Tweed Heads South**

No feedback has been received to date.

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**Item from Meeting held 17 February 2005**

**1. Kingscliff Pool Hoist**

Council has resolved to further research conversion of manual hoists to hydraulic hoists at each of the Council pools. Maggie is to seek advice on the use of hydraulic pool hoists from the Disability Discrimination Board and report back to the Committee.

**Items from Meeting held 21 April 2005**

**1. Use of Access Budget**

Response noting that the Committees budget cannot be used to fund private organisations renovations has been forwarded to Jeff Needham.

---

**2. Northern Rivers Area Health Service**

This matter has been finalised. The gentleman concerned has been listed for Community Housing. Correspondence has been sent to the Northern Rivers Area Health Service.

---

**3. Blind Citizens Australia**

Overhanging branches on Florence Street, Tweed Heads have been removed. With reference to tree roots raising the footpath, Council Engineers have been in touch with Mr Harrison, President of Blind Citizens Australia Tweed Valley Branch. Correspondence has also been sent to Mr Harrison on this matter.

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**4. Unfenced Footpath Leisure Drive, Banora Point**

No further discussion on this matter.

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**5. Powell Street Pedestrian Crossing, Tweed Heads**

Messrs Pollitt, Douglas and Clark met on 26 May on site to discuss this issue. Mr Clark advised the RTA warrants would not meet requirements for a marked pedestrian crossing. However, there needs to be a suitably designated crossing site. A proposal has been put forward to remove one car space and construct a blister on both sides of the road with ramps to the existing footpath. Work is about to commence on this. Signage for the crossing was discussed.

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**6. Booklet – Communicating with People with a Disability**

Distributed to members of the Committee.

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## 7. **Playground Parks in Tweed Shire**

No response from Ms Jones to date on suitable parks for children with a disability for Council to visit. This issue was tabled at the Executive Management Team meeting on 18 May 2005, at which a decision was made that the issue of the provision of fencing and shade to new playground areas be referred to the Manager Recreation Services for consideration in the next review for embellishment of parks.

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## 8. **Murwillumbah Post Office Delivery Truck**

Mr Douglas met with Ranger Paul Bouwer on site. The matter has been resolved.

---

### **CORRESPONDENCE:**

#### 1. **Beach Access at North Kingscliff**

Correspondence (letter) from J. White requesting provision of beach access at North Kingscliff. Response has been sent advising that a planning process for beach access along the whole Tweed Coast will be implemented in due course and his comments are noted. Also advised that a plan to construct beach access and a platform has been put forward to Council by Wommin Bay Hostel, Kingscliff and funding is being sought for this project.

---

2. **'Missed Business' - How to attract more customers by providing better access to your business"** - a guide developed by the [Human Rights and Equal Opportunity Commission](#) and [Marrickville Council](#). It aims to provide small businesses with information on how they can make their businesses more accessible to all their customers, particularly people with disabilities. There is also a template available. To be distributed to members for discussion at next meeting.
- 

#### 3. **Budd Park, Murwillumbah - Bus Stop**

Correspondence (email) from Bill McKennariey regarding the Countrylink bus service from Casino. The drop off point in the evening is the Tourist Centre where low lighting and lack of telephone facilities may pose a security risk. The Committee discussed the possibility of the bus depositing passengers at the existing Rail Station buildings.

Mr Clark advised that Rob Spragg from Strategic Planning has been in contact with Countrylink regarding this issue. Maggie will contact Rob Spragg and report back at the next meeting. Maggie will also respond to Mr McKennariey advising him of progress.

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**GENERAL BUSINESS:**

**1. Committee Membership**

Subsequent to recent Council dissolution, Maggie has asked Council for clarification on Max Boyd and Barbara Carroll continuing on this committee. All agreed they are both invaluable on this committee. No response has been received. Committee decided that Barbara Carroll be invited to attend meetings in her capacity as CEO of Tweed Valley Respite Service.

**Moved:** Paige Ridgeway

**Seconded:** Stephen Pollitt

**RESOLVED** that Ms Barbara Carroll be invited to attend the meetings of the Tweed Shire Council Disability Access Committee as a representative of Tweed Valley Respite Service.

---

**2. Companion Animal – Banora Point**

A representative of the Body Corporate of a strata-titled multi-housing development has complained to a resident regarding the walking of an unleashed dog on the resident's private property. The residents both have a disability and the use of a leash is inadvisable. The dog is a small breed and obedient.

The Committee discussed the issue and will organise an advocate to meet with the resident and body corporate to attempt to resolve the issue. The Committee will be informed of the outcome at the next meeting.

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**3. Pedestrian Crossing – Tactile Surfaces**

Mr Clark will advise of the policy at the next meeting.

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**4. Footpaths Program**

Mr Clark advised that a program is being developed. A copy will be furnished for the Committee. Any areas of concern should be advised to the Chair.

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**5. Regional Access Committees**

Lismore is addressing the Missed Business project for local business.

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Byron Shire Council is commencing their consultation with PAMPS.

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## **6. Murwillumbah Bowling Club**

Mr Douglas has approach the Club to ascertain if they will install a disability toilet. Maggie will seek further information. There is also the issue of trucks utilising the loading dock and in doing so parking across the footpath.

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## **7. Strata Title Management - Tweed Heads**

Una Cowdroy advised that the Strata Title office premises in Bay Street, Tweed Heads, are not accessible. Maggie advised that this is not a government office, but a private business. Maggie will seek further information and report for the next meeting.

---

### **NEXT MEETING:**

The next meeting will be held at the HACCC Centre, Heffron Street, Tweed Heads South on 18 August 2005.

The meeting closed at 3.15pm

### **DIRECTOR'S COMMENTS:**

#### **Item from Meeting held 17 February 2005**

## **9. Mobility Map**

These funds are amongst those being recommended to Council for roll over to the 2005/2006 budget.

### **DIRECTOR'S RECOMMENDATIONS:**

#### **Item from Meeting held 17 February 2005**

## **9. Mobility Map**

### **RECOMMENDATION:**

**That Council endorse the roll over of the remaining funds in the Disability Access Committee budget to the 2005/2006 budget to cover costs of upgrading the mobility map.**

---

4 [SUB-PTW] Minutes of the Public Transport Working Group Meeting held Friday 24 June 2005

**FOR THE CONSIDERATION OF COUNCIL:**

**MINUTES OF THE PUBLIC TRANSPORT WORKING GROUP COMMITTEE MEETING HELD FRIDAY 24 JUNE 2005**

**GT1/41 Pt3**

**VENUE:**

Kingscliff TAFE

**TIME:**

3.30pm

**PRESENT:**

**Committee Members:** Don Stubbs (Tweed Valley Taxis), Gary McDougall (Surfside Buslines)

**Informal:**

Linda Lomman (PTDP), Penny Baldwin (TBBCT), Rob Lake (MOT), Rosemary Beard (DVA), Robin Spragg (TSC).

**APOLOGIES:**

Bill McKenniarey

**CORRESPONDENCE:**

**Outwards:** Nil.

**Inwards:** Mona Martin, Banks Ave - Kirkwood Road bus stop - 26/5/05  
Christine Disney, Piggabeen/Cobaki Progress Association - 9/5/05  
B Von Fromberg, Scenic Drive - footpath/bus stop - 16/5/05

---

**MINUTES OF PREVIOUS MEETING:**

**RESOLVED** that the Minutes of the Public Transport Working Group Committee meeting held 27 May 2005 not be resolved due to failure to circulate draft Minutes.

---

**BUSINESS ARISING:**

**1. Policy Document Review**

(a) Healthy Ageing:

The Minutes from the Transport Providers Forum held on 31 May 2005 were circulated and discussed.

(b) Mobility Management Project:

Linda explained the proposals for MM Offices in each of the 3 sub-regions of the Northern Rivers. There is already an Office on the Gold Coast, but this area is urban, not rural. The model is still evolving, with data collection, MOUs and funding issues being debated. The Lismore pilot model is a town model, not including outlying villages; Community Transport and Health Department also provide transport services.

There is no funding to set up an Office in Tweed at present. Resources in Tweed included:

- Community Technology Centres and volunteers;
- Going Places website, that could be extended to Tweed if each Council contributes its agreed \$3,000;
- An information/education program about public transport, including health practitioners.

It was agreed to:

- Secure the \$3,000 and add data to the website for Tweed and Clarence;
- Design a promotional strategy, including CTCs, Taxi organisations, the existing Access Guide, bus shelter advertising, and health professionals;
- Marketing through the Healthy Ageing Program, with driver education days.

**RECOMMENDATION:**

That Council subscribes the allocated \$3,000 to Going Places website enhancement.

The promotional strategy could be a two year program for the PTWG to implement, including the transport aspects of the Healthy Ageing Program, 'transport days' and links with the At Risk Drivers Program. There is likely to be a large increase in older drivers becoming public transport users; doctors are delaying advising them not to drive because of the traumatic loss of mobility.

Linking the Going Places website (funded for three years) to Council and Surfside websites could be explored.

A meeting, including all participants, to discuss the draft promotional strategy will be held at Tweed Heads on Monday, 25 July (unless an alternative date is suggested) at 10.00am, following a regular PTWG meeting at 9.00am.

(c) PTWG Goals:

The discussion paper for a future workshop on goals has not been finished; this item will be deferred.

(d) Sustainable Local Transport Plan:

The National Charter of Integrated Land Use & Transport Planning, prepared by DOTARS, was tabled for information.

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**2. Major Development Review**

(a) Kingscliff TAFE Bus Terminal:

CPTIGS funding adjustments are being approved to enable the lay-by and shelter to be constructed at the Swimming Pool.

(b) Tweed Centro Taxi Rank Canopy:

Following agreement by Centro, a design is being prepared. This will be tabled at PTWG. The Lismore Central canopy design may be a useful reference.

(c) CPTIGS 05/06 Submission:

The 4 projects previously envisaged have been submitted; these include Murwillumbah Station, Tweed Heads-Kingscliff shelter renewals program, Kingscliff St footpaths and Jack Evans Harbour river taxi terminal.

(d) Tweed Coast-Murwillumbah Bus Service:

Consultation with TAFE and Parsons Bus Services is necessary, for data on patronage and routes; a maxi-taxi service might be included.

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### 3. Studies and Submissions

#### (a) Surfside Timetable Review:

The timetable proposals are awaiting Surfside board consideration.

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### 4. Bus Stop Requests

#### (a) Alma Street Coach Stop, Murwillumbah:

Awaiting a response from CountryLink regarding proposals to use Murwillumbah Station rather than Alma Street.

#### (b) Scenic Drive:

A request for a footpath to the Simpson Drive bus stop, or alternatively a bus stop at 65-71 Scenic Drive. A new footpath is programmed for Simpson Drive, but 400m from this property.

#### RECOMMENDATION:

That Council considers adding a Scenic Drive footpath to the Works Program, as a less expensive and needed solution to a dangerous situation than providing a bus lay-by.

#### (c) Minjungbal Drive/Kirkwood Road:

A request for a bus stop near the doctor's surgery at this intersection. It was agreed to respond that an informal stop should be retained pending possible changes to bus routes into Tweed City.

#### (d) Piggabeen Road, Keys Park:

A request for a bus shelter for up to 15 school children. It was agreed that future use of a relocated shelter from the CPTIGS program should be considered.

#### (e) 54 Laura Street, East Banora Point:

A request for a shelter. Surfside will identify the demand in this area and report back.

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#### GENERAL BUSINESS:

No items.

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**NEXT MEETING:**

The next meeting of Public Transport Working Group Committee will be held on Monday, 25 July 2005 at Tweed Heads - 9.00am PTWG Agenda; 10.00am Mobility Management Strategy.

The meeting closed at 12.15pm.

**DIRECTOR'S COMMENTS:**

Nil.

**DIRECTOR'S RECOMMENDATIONS:**

**1. Policy Document Review**

**(b) Mobility Management Project:**

**RECOMMENDATION:**

That Council subscribes the allocated \$3,000 to Going Places website enhancement.

---

**4. Bus Stop Requests**

**(b) Scenic Drive:**

**RECOMMENDATION:**

That Council considers adding a Scenic Drive footpath to the Works Program, as a less expensive and needed solution to a dangerous situation than providing a bus lay-by.

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**5 [SUB-LTC] Minutes of the Local Traffic Committee Meeting held Thursday 4 July 2005**

**FOR THE CONSIDERATION OF COUNCIL:**

VENUE:

Peter Border Room

TIME:

Commencing at 9.00am.

PRESENT:

Committee Members: Mike Baldwin, Roads and Traffic Authority; Jason Thrupp, NSW Police; Mr Neville Newell, MP, Member for Tweed.

Informal: Chairman: Mr Paul Morgan, Mr Ray Clark and Judith Finch Tweed Shire Council.

APOLOGIES:

Mr Don Page MP, Member for Ballina.

MINUTES OF PREVIOUS MEETING:

RESOLVED that the Minutes of the Local Traffic Committee Meeting held Thursday 19 May 2005 were tabled at the meeting and accepted by the Committee as a true and accurate record of the proceedings.

SCHEDULE OF OUTSTANDING LOCAL TRAFFIC COMMITTEE ITEMS

Item from Meeting held 17/2/2005

11. Bay Street, Tweed Heads

R0470 Pt2; Traffic - Parking Zones

*"Request from the Chamber of Commerce to introduce permit parking due to congestion caused by construction vehicles.*

*The Committee discussed the parking situation in Bay Street for Business owners and agreed to introduce a Business Permit Parking Scheme to the 31 December 2005.*

*That a Business Permit Parking Scheme be implemented as per the RTA Traffic Direction TDT 2001/05 to apply to the two off street car parks on Bay Street and on-street parking on Bay Street between Enid Street and Thompson Street. The scheme will apply to the 31 December 2005 and any extension of time will be considered by the Traffic Committee at its December meeting.*

**RECOMMENDATION:**

*That a Business Permit Parking Scheme be implemented as per the RTA Traffic Direction TDT 2001/05 to apply to the two off street car parks on Bay Street and on-street parking on Bay Street between Enid Street and Thompson Street. The scheme will apply to the 31 December 2005 and any extension of time will be considered by the Traffic Committee at its December meeting.*

*Current Status: To be brought forward to the LTC for meeting in December 2005."*

From Meeting 21/4/2005:

*"The Road Safety Officer tabled a sample of the Parking Permit. The RTA Representative advised that the RTA Guidelines should be checked on the issuance of number of parking permits which should be in line with available spaces.*

*To be brought forward to the LTC meeting of 19 May 2005.*

*For Council's information."*

*The Committee noted that this is now operational and should be brought forward to the December 2005 meeting of the Local Traffic Committee for assessment.*

*For Council's information.*

*Current Status: To be brought forward to the LTC for meeting in December 2005."*

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Item from Meeting held 21/4/05

9. Cabarita Road, Cabarita Beach  
R0900 Pt1; R0360 Pt1; R4360 Pt1; DW1184098; Traffic - Speed

*"Request received in relation to the provision of traffic calming for speeding vehicles on Cabarita Road. It is reported that speeding is particularly bad between Banksia Avenue and the 'Stop' signs at Poinciana Street.*

*The Committee noted that speed surveys are being undertaken and that reporting showing any anomalies would be given to the Police for enforcement. The Police Representative advised that this area is being reviewed.*

*To be brought forward to the May 2005 Local Traffic Committee meeting*

*For Council's information."*

Item from Meeting held 19/5/05

*"The Committee noted that some vehicles are speeding but the majority are not. The traffic counter has been stolen and will be replaced.*

*The Police Representative advised that enforcement of this area is also being undertaken. The Road Safety Officer advised that the speed trailer would be placed on Cabarita Road.*

*This item to be brought forward to the August 2005 meeting.*

*For Council's information."*

Current Status: To be brought forward to the LTC for meeting in August 2005."

---

Item from Meeting held 19/5/05

4. Pottsville / Mooball Road, Pottsville  
R4420 Pt3; DW1195084; Traffic - Speed Zones; Safety

*"Request received for a reduction in the speed limit from 100kph to 80ph on the section of Pottsville Mooball Road from where the 100kph commences to Mooball to take in all the winding areas.*

*It was noted that speed counts have been performed in the past and this location will be reviewed once the reconstruction of Cudgera Creek Road is completed.*

*To be brought forward to the meeting of June 2006.*

*For Council's information."*

Current Status: To be brought forward to the LTC for meeting in June 2006.

---

BUSINESS ARISING:

Item from Meeting held 17/2/2005

9. Barrett Street, Tweed Heads West  
R0440 Pt1; DW1156097; Traffic - Safety; Local Area Traffic Management; DW1166740;  
DW1221095

*Crash data indicates that vehicles turning right out of Barrett Street, Tweed Heads West are impacting with vehicles heading west along Kennedy Drive.*

*It is proposed by Engineering and Operations to prohibit right turns into Barrett Street from Kennedy Drive. Support for the initiative is requested from the Local Traffic Committee.*

*The Safety Officer is in negotiations with the land owner on the corner of Barrett Street/Kennedy Drive regarding widening of the footpath which would enable the pedestrian fence to be removed resulting in improved sight distance for drivers.*

*The Committee also agreed to a trial closure of the right hand turn into Barrett Street based on an analysis of crash data at the intersection.*

*The Committee considered this to be beneficial in that drivers turning right out of Barrett Street will not have to wait for drivers turning right into Barrett Street from Kennedy Drive. Peak low counts show in the morning peak 22 cars take this turn but 19 of these enter the Service Station. In the afternoon peak 23 cars turned right and 16 entered the Service Station. This indicates that the ban would not have a major impact on residents as the low volumes making this turn can use the highway dual roundabouts to make a U turn.*

*This would also apply to the service station customers.*

**RECOMMENDATION:**

*That:-*

- 1. A trial closure of the right hand turn into Barrett Street from Kennedy Drive be advertised prior to implementation.*
- 2. The trial period be for 6 months.*

From Meeting held 14/7/2005

The above item is brought forward for further discussion by the Committee as a result of community consultation. Whilst the closure of the right turn bay would reduce the number of conflicting traffic movements the crash data shows the majority of crashes are occurring turning right out of Barrett Street and the impact of the closure of the right turn bay into Barrett Street is not expected to result in a significant reduction in crashes. The Road Safety Officer is meeting with the owner on the property on the south west corner to negotiate road widening which would improve visibility of vehicles travelling west for vehicles exiting Barrett Street by allowing the fence to be removed.

The Road Safety Officer suggested that Council apply for Black Spot funding for traffic lights at the location and it was agreed that given the traffic volumes on Kennedy Drive signals appear to be the most appropriate option subject to a detailed traffic analysis for signals.

RECOMMENDATION:

That:-

1. Council undertakes a traffic analysis of the intersection at Kennedy Drive and Barrett Street to determine if traffic signals are a suitable solution and if suitable:-
2. A Federal and State "Black Spot" funding application be made to the Roads & Traffic Authority.
3. The previously resolved items be deferred until the traffic analysis is completed. The previously resolved item was:-
  - "1. A trial closure of the right hand turn into Barrett Street from Kennedy Drive be advertised prior to implementation.
  2. The trial period be for 6 months."

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Item from Meeting held 21/4/2005

2. Bells Boulevard, Kingscliff  
DA05/0258 Pt1; Traffic - Committee; Traffic - Parking; Property No. 94650; DW1235385;  
Parks - Central Park - SALT

*"Request received for Local Traffic Committee advice in relation to traffic and off site parking issues for an outdoor concert at Central Park, SALT. This is in respect to Lot 174 DP 1075495, Lot 1 DP 1075645, Lot 12 DP 873604, Lot 102 DP 873985, Lot 3 DP 803772.*

*It was noted that there could be a number of events held at Central Park, SALT per year with 4 - 5,000 people attending such events. Offsite parking at Council's Sewage Treatment Works is proposed, catering for up to 2,000 vehicles and bus people to the site. Parking at Kingscliff TAFE of 350 - 400 spaces is also proposed. Permission has been given for use of these sites.*

*The RTA Representative suggested that a 12 month periodic approval could be given with traffic monitoring. The Committee decided that the plans tabled seem suitable however if these parking areas were not available at the time of the events then another plan should be in place. It was also a concern that Casuarina Way was proposed to be closed off to through traffic and such a closure was not supported. It was noted that access is proposed to only be given by permit parking and access to residents.*

*Temporary 'No Parking' zones may be supported on Casuarina Way during times of special events.*

*The placement of VMS signs on the Pacific Highway should be referred to the Roads & Traffic Authority.*

*It was noted that 'No Stopping' zones would have to be installed on Casuarina Way.*

*Cr Murray suggested that for events of this size a Workshop should be organised with the Local Traffic Committee a minimum of 2 months prior to the first event for finer details to be discussed in more detail.*

*It should be considered that crowd control should use the Police "user pays" system.*

*For Council's information."*

From Meeting held 14/7/2005

Request received for a representative from SALT to address the Local Traffic Committee meeting at 9:15am.

Mr Kieron Hendicott from Eppell Olsen & Partners attended the meeting at 9:00am.

Mr Hendicott advised that the broad scale traffic management plan will be applied to each event (5 or 6 per year). The Committee requested that a traffic management plan be put to the Local Traffic Committee prior to each event to enable a revision to take place to rectify any traffic management issues.

It was noted that VMS signage could not be placed on the Highway due to RTA restrictions. The Traffic Committee advised that Eppell Olsen should ensure RTA standards for placement of VMS signage on Council roads be applied. The Road Safety Officer requested that the signage locations be forwarded to him prior to the event and that it is important that major stakeholders be kept informed. The RTA Representative requested that the VMS messages need to be shortened and kept to 2 screens.

It was noted that 2,500 car parks would be needed for each event. Mr Hendicott reported that two remote car parks are proposed with people transported to the event by shuttle bus.

*Jason Thrupp arrived at 9:10am*

Mr Hendicott advised that Kingscliff TAFE (400 cars) and the 'Tunfall' site at 121 Coast Road, Cudgen (opposite Plantation Road), which is a private road, will be used (taking approximately 2,000 cars). This area is grassed and owners consent has been obtained and a development application is about to be lodged. Shuttle buses will take people from the parking locations. Parking requirements will be advertised and on ticketing prior to the event and shuttle services included in the ticket price. Tickets are pre-sold with no ticket sales on the day of the event.

Within the SALT precinct each small catchment has 2 access points, 1 will be blocked off with traffic control at the other exit. Residents and guests will be provided with passes to allow them through the traffic control points.

Gunnamatta Avenue will have a bus pick up area where the parking indent is, with enough space for 3 buses (to go the TAFE and the 'Tunfall site'). There is also a taxi pick up and set down area. Casuarina and Kingscliff shuttle stops have been organised and will be on the 'event side' of the road so that passengers do not have to cross the road. There is also an area allocated for tour buses.

Mr Hendicott also advised that the Emergency Services Route has been organised with the Police, Fire Brigade and Ambulance.

For the 1<sup>st</sup> event Peppers will not be constructed therefore the end section will be blocked off where the stage will be and used for articulated vehicles in and out of the site. There is critical event staff parking and disabled parking organised at The Outrigger Resort and Stage 1A3 vacant lot on the corner of Casuarina Way and Gunnamatta Avenue.

It was noted that the first event is the labour day weekend in October 2005.

It will start at 7:00pm and buses will run from 3:00pm with increasing frequency closer to the event. The last bus will depart about 11:30pm.

Responsible service of alcohol was discussed by the Road Safety Officer. Mr Hendicott undertook to look into adding a 'designated driver' system to their advertising campaign. Breathalyser units on stands was also suggested and the Road Safety Officer offered to help in the arranging of breathalyser units and noted that electricity is needed for these.

Mr Hendicott undertook to email a copy of the plans to Paul Morgan and are attached to this report (DW1235385).

For Council's information.

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Item from Meeting held 21/4/05

12. Kyogle Road, Dum Dum  
R2970 Pt13; Traffic - Committee; Speed Zones; Safety; DW1190367; 1189409

*"Request received in relation to Kyogle Road which runs through Dum Dum Farm at 973 Kyogle Road. It is reported that there are regular accidents along this road with a 'black spot' 50 metres either side of the Mt Warning turn off. In wet weather it is particularly bad. It is also reported that despite good fencing cows do sometimes wander on to the road and cause accidents (as occurred on 18 April 2005).*

*A review of the speed limit is requested from "Drive to Suit conditions" to 80kph along the sharp curvy parts of the road.*

*The RTA Representative suggested that a Road Safety Audit of Kyogle Road be implemented together with an analysis of crash data to ascertain driver behaviour on the road.*

*To be brought forward to the May 2005 Local Traffic Committee meeting*

*For Council's information."*

Item from Meeting held 19/5/05

*The Road Safety Officer advised that the Road Safety Audit had not been completed as yet.*

*To be brought forward to the June 2005 meeting.*

*For Council's information.*



The Road Safety Officer tabled crash data details and preliminary road safety audit as follows:-

Bus ARISING

12

	2000 - 2004 (mid)	4.5 years		4.5
		Bridge to Uki	Uki west	
No. crashes		41		60
Per year		9		13
Distance		7.5		15.5
ADT		3035		1442
RUM				
intersection	10-20			2
head on	20-29	5		5
vehicles same direction	30 -39	2		6
manouvring	40- 49	3		0
overtaking	50 -59	2		1
on path	60 -69	2		2
off path on straight	70 -79	4		3
off path on curve or turning	80 -89	23	56%	41 68%
Vehicle type				
motorcycles		7		2
cars		37		58
light trucks		3		2
art trucks		0		1
No. vehicles involved	1	28	68%	45 75%
	2	12		15
	4	1		
Killed		1		0
Injured		24		32
wet road		18	44%	37 62%
dry road		23		23
postcode (of main driver)				
	2484	18	44%	19 32%
	2486-90	6		
	QLD	10		11
	2480			12
	other			14
	UK	7		4
direction of travel				
	north	7		7
	south	9		8
	east	11		23
	west	12		22

The Committee concluded that the data indicated that it is local drivers that are involved in most crashes. It was noted that the 85<sup>th</sup> percentile speed of travel was 89.6kph on average over the 3 survey locations. Speed zoning was discussed and it was noted that an 80kph zone could be considered for a 5.0km section of Kyogle Road, east of Uki, but that would impact on some sections of high standard road including an overtaking lane. Generally the road pavement and lane widths are of good quality but some sections of curved road appear to be the prevalent crash areas.

The RTA Representative advised that as the majority of crashes are on curves there should be an assessment of advisory kerb sides and speeds and check the need for identified curve markers on identified crash clusters. It was agreed a formal review be undertaken from Byangum Bridge to Uki and such review be undertaken by the RTA Representative and Council's Road Safety Officer.

To be brought forward to the December 2005 meeting.

For Council's information.

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Item from Meeting held 19/5/05

1. Ranger's Report

Rangers

*"The provision of the Ranger's Report was discussed. Due to this report only being prepared quarterly it was deferred to the next applicable quarter and the Head Ranger be invited to attend to discuss and answer questions on the report.*

*To be brought forward to the July 2005 meeting. It was suggested that a Ranger be requested to attend this section of the meeting to address the statistics.*

*For Council's information."*

No report was tabled as the Local Traffic Committee meeting was not within the Ranger's quarterly time frame.

For Council's information.

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Item from Meeting Held 21 April 2005 (Part B):

3. Lot 7 DP685566 Greenway Drive Tweed Heads South  
DA04/1643 Pt2; LN: 25635; Traffic - Local Area Traffic Management; Traffic - Committee  
DW1190630; DW1231274

*Request received for Local Traffic Committee advice in relation to SEPP No. 11 - Traffic Generating Developments.*

*The development is for a mixture of residential and commercial premises. There are an estimated 741 vehicle movements per day.*

**DECLARATION OF INTEREST**

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*Cr J Murray declared a non-pecuniary interest in Item 3, Part B in accordance with the code of conduct.*

*This declaration is due to political support contributions.*

*As the interest is extremely remote it is the intention of Cr J Murray to declare this possible non-pecuniary interest, but take part in the discussions and voting on these matters, as Cr J Murray fully supports the recommendations of the professional staff in these matters. This was declared during the meeting as an incorrect name appeared on the Late Agenda handed out at the meeting.*

*The Committee noted that the intersection of Minjungbal and Machinery Drive is already at capacity. The Committee requested that the consultant provide a review of other options for access to the property from Greenway Drive.*

From Meeting held 14/7/2005

Brought forward to meeting of 14 July 2005 as further information received from the applicant.

The Committee noted that the issue of queuing within the property has been resolved by providing a wider egress driveway. The Committee is still concerned about the right turn into the site from Greenway Drive, given its location on a relatively tight sweeping bend and the potential for crashes caused by vehicles turning right into the site. The Committee suggests the applicant be advised that 'channelisation' is considered necessary at the entrance and an appropriate design submitted to Council for consideration in the DA assessment.

For Council's information.

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GENERAL BUSINESS:

PART A

1. Buchanan Street, Murwillumbah

R0850 Pt1; DW1210324; Traffic- Parking Zones; LN1678

Request received for the provision of a "No Parking" sign to be installed near the approach to the Building Supplies Division of J H Williams on Buchanan Street, Murwillumbah.

The store is located at 28-32 Buchanan Street and it is reported that every day vehicles park right to the edge of the driveway entrance. It is also reported that the line of sight on the approach to the entrance is not good, even though it has been recently change to "Entry Only".

The applicant has also reported that Buchanan Street is a very busy street during week with not only trucks and cars travelling up and down the no through road but also dealing with the parking issues of employees of the surrounding businesses.

The applicant is requesting installation of a "No Parking" sign approximately 6 metres from the edge of the driveway on Buchanan Street to assist staff and customers.

The Committee noted that the internal directional signage of the car park is not easily followed by customers and upgrading of signage may be of benefit into successfully operating the subject driveway as an entry only. However as the driveway is an 'entry' only sight lines are not considered to be an issue. It was noted that if trucks are having difficulty entering the site then the driveway may need to be widened to industrial standard. The Committee suggests that the owner be notified of the above and that Council staff can provide advice on the driveway width and appropriate internal signage, but that 'No Parking' signage at private driveways is not supported.

**RECOMMENDATION:**

That the applicant be advised that:-

1. The request to install 'No Parking' signage on the approaches to driveways in Buchanan Street is not supported.
2. It is the owner's responsibility to provide a driveway in a location and to a standard that is functional for its intended use.
3. The owners can apply to have the driveway widened at their own cost to facilitate the types of vehicles entering the premises.

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2. Quayside Court, Tweed Heads

R4492 Pt1; DW1213939; Traffic - Parking Zones

Request received in relation to the parking of vehicles on the street entrance to Quayside Court from Keith Compton Drive, opposite the Amaroo Residential Care Centre. It is suggested that drivers may be utilising this area to park in the shade and it is reported that this is inhibiting the regular flow of vehicles into and out of Quayside Court.

The Committee noted the section of Quayside Court is about 30 metres long with a pavement width of about 7 metres.

The Committee noted that one vehicle could be legally parked on either side of Quayside Court and would only be a problem where 2 vehicles parked opposite each other. In this instance the Police or Rangers are able to infringe both vehicles. The road is a low volume local access road and parking restrictions are not supported.

For Council's information.

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3. Parkside Drive, Tweed Heads South

R4144 Pt1; DW1210626; Traffic - Parking Zones

Request received for the installation of "No Parking" signage from the northern side of the intersection of Parkside and Enterprise Avenue, Tweed Heads South to the southern side of the entrance to the Australia Post building located at 18 Enterprise Avenue, Tweed Heads South.

It is reported that with the completion of the Centrelink building and the increase in traffic that the line of vision is obstructed when exiting Parkside Drive.

The Committee discussed the request and noted that if vehicles stop upon exiting there is not a safety issue and visibility is adequate. It was also noted on inspection that several vehicles were illegally parked on the concrete footpath which should be referred to the Rangers for enforcement as these vehicles did impact on sight distances.

For Council's information.

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4. Stuart Street, Tweed Heads (Twin Towns Services Development)

DW1220935; R5270 Pt1; PF3668/5 Pt4; Bus Zones; LN: 40043; Transport - Bus Services - Stops; DW1233726

Request received from Eppell Olsen & Partners to address the Local Traffic Committee at 10:40am in relation to the Twin Towns tower development and a bus zone in Stuart Street.

Several representatives addressed the Committee from:-

Eppell Olsen & Partners (Kris Stone and Justin Jahnke),  
Baulderstone Hornibrook (Michelle Lee)  
Twin Towns Clubs & Resorts (Rob Smith)  
M L Design(John Irvine)

The group above addressed the Committee at 10:50am with the following pointers:-

- In developing the new tower there has been an opportunity to handle buses on site. There may now be more bus traffic and they are looking for a better way to handle such traffic with pick up and drop off for buses.
- Twin Towns had planned to use Navigation Lane for luggage drop off however as a result of the Ultima Development and other changes have been advised that this is not permitted. They then looked at the location near the pedestrian bridge with Twin Towns Resort and were advised that this was not preferred and that they should look into the possibility of utilising Stuart Street.
- Advised that they have developed their Stuart Street facade for an 'active street' front in line with the task force plan which is the length of 2 buses along the footpath and provides a link from the roadway through to the building. This plan was tabled by

Eppell Olsen and reported that this is the plan that has been used at meetings with the task force. Have factored in a bus set down area at this location. The proposed bus bay is between Stuart Street and Navigation Lane has been designed to comply with applicable standards.

- A lot of people travelling to the Resort use bus and coach travel rather than driving their own vehicles.
- Previously understood that Navigation Lane could be used for buses to get into the car parking area of the Harbour Tower. The opening has been created and they have been advised that Navigation Lane is being closed to vehicular traffic after the Dolphin Hotel and for the Ultima Development. Twin Towns have requested access to Navigation Lane for buses, service facilities and rubbish removal etc.
- There is an approx 600mm difference in levels between the Resort and Navigation Lane and advice given that design and engineering requirements would be used to solve this problem by Twin Towns engineers.
- Requested confirmation on how Navigation Lane would work after reconstruction. The Chairman responded that Navigation Lane will be 2 way traffic flow to Dolphins Hotel to Stuart Street and then closed and used as a pedestrian mall. Therefore Navigation Lane would need to accommodate 2 way traffic flow (unobstructed). Noted that the 'bell' design of Navigation Lane was for truck turning movements not for truck/bus parking. The Chairman stressed that as long as there is not an access problem with Navigation Lane and that there are no obstructions to traffic flow then Council would consider access to the Twin Towns Tower for rubbish removal.
- Garbage pick up in Navigation Lane will be on the road reserve. The Chairman advised that this would be subject to the group showing Council that such a service can be operated satisfactorily and conform to turnaround circles.

The RTA Representative advised that with pedestrian crossings there has to be a 20m "No Stopping" zone either side of the pedestrian crossing. The Committee was advised by Eppell Olsen that this is achievable. The RTA Representative also noted that the 20m "No Stopping" zone can only be reduced if there is a blister on both approaches. The Committee noted that detailed design was yet to be lodged with Council.

The Chairman advised that the impact of loss of public car parking needs to be addressed. We understand that the extra level of car parking within the resort exceeds requirements and balances the loss of on street parking. The Chairman noted that the change to the school bus zones in Stuart Street was only temporary and will return to Stuart Street when the development is complete.

Mr Newell queried if the school buses would be allowed to use the new bus zone. It was noted that school buses previously used the same side of the road that the school is on and it is undesirable for them to use the proposed zone as children would have to cross Stuart Street.

The Chairman advised that Council would make a determination after considering the Committee's recommendations on the bus parking area. The Chairman queried if the relocated crossing in Stuart Street should be on the southern corner of Navigation Lane to make traffic and pedestrian conflict less likely.

The group left the meeting at 11:30am.

The Committee discussed the likelihood of a similar request from the Ultima Development and concern was noted regarding the creation of too many bus zones within Stuart Street.

In principle, subject to detailed design and Section 138 applications, the bus zone on Stuart Street was supported. However, the Committee noted that the Tweed Heads Masterplan may be affected by the proposal and whilst satisfactory technically, suggest that the Masterplan Project Management Team be requested to endorse the proposal.

**RECOMMENDATION:**

That:-

1. The matter be referred to the Tweed Heads CBD Project Management Team to determine the suitability of the proposed bus zone in Stuart Street adjacent to Twin Towns Resort in relation to the overall Tweed Heads Masterplan and the potential need for a similar facility at the Ultima Development.
2. Subject to endorsement from the Tweed Heads CBD Project Management Team in (1) the Committee supports the Stuart Street bus zone.

- 
5. Stuart Street, Tweed Heads (Tweed Heads Public School)  
DW1221242; R5270 Pt1; Traffic - School Zones; Traffic - Parking Zones

Request received from Tweed Heads Public School in relation to parking problems being experienced in the afternoon on school days. An on-site meeting has been held with school representatives and developers and the following was recommended:-

That the current 2 hour on-street parking at Stuart Street (west side) between Stuart Lane and the existing "No Stopping" signs towards the School, be designated as "5 Minute Parking on School Days between 2:30pm and 3:30pm". Outside these hours from Monday to Friday 9:00am - 2:30pm and 3:30pm - 5:30pm and Saturdays 9:00am to 12 noon it will remain as 2 hour parking.

Given the extent of the problem the signage has already been installed and the Committee's endorsement was requested. The Committee noted the signs are working and all parties are satisfied and supported this signage.

**RECOMMENDATION:**

That the current 2 hour on-street parking at Stuart Street (west side) between Stuart Lane and the existing "No Stopping" signs towards the School, be designated as "5 Minute Parking on School Days between 2:30pm and 3:30pm". Outside these hours from Monday to Friday 9:00am - 2:30pm and 3:30pm - 5:30pm and Saturdays 9:00am to 12 noon it will remain as 2 hour parking.

6. Doyle Drive, Banora Point

DW1221165; R1673 Pt1; School Zones; Parking Zones

Request received in relation to parking problems being experienced by parents double parking and parking in the bus zone. Police have advised the school that as this is a road related area, signage, if approved by Council, can be enforced and this information will be relayed to the parents.

A request is made for a "No Stopping" zone opposite the bus bay stating:-

"Bus Zone 8:00am - 9:00am and 2:30pm - 4:00pm

No Parking 8:00am - 9:30am and 2:30pm - 4:00pm in parent drop off and pick up area".

RECOMMENDATION:

That the following signage be installed on the school site at St James Primary and St Joseph' High School as follows:-

1. "Bus Zone 8:00am - 9:00am and 2:30pm - 4:00pm"
2. "No Parking 8:00am - 9:30am and 2:30pm - 4:00pm in the parent drop off and pick up area".
3. "No Stopping signage be installed opposite the bus bay outside the 'teacher parking' area".

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7. Second Avenue, Tweed Heads

R4980; DW1217421; Traffic Committee; Parking - Zones

Request received in relation to the parking of vehicles opposite a garage at Second Avenue making it impossible at times to exit the garage.

It is suggested that "No Parking" signs be placed in the section opposite the garage to 33 Kennedy Drive on Second Avenue.

The Committee noted that the single garage is within the building line and not perpendicular to the road as a result egress to head north is relatively easy but difficult to turn south.

The Committee agreed that the Technical Officer should talk the owner in relation to the possibility of widening the driveway to make exit easier and did not support the use of parking restriction signage.

For Council's information.

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8. Triton Street, Tweed Heads South (Shallow Bay Estate)  
R2182; DW1216322; Traffic - Parking Zones;

Request received in relation to the narrow road width in Triton Street and the problems encountered when two cars park side by side. A suggestion has been received that one side of the road should have "No Parking" signage installed.

The Committee noted Triton Street is a local residential street with a 6 metre pavement width. Parking restrictions are not supported in residential streets and the street can be negotiated at low speed which is desirable. If vehicles parked in such a way that access is blocked the Police or Rangers should be called.

This request was not supported by the Committee.

- 
9. Kennedy Drive, Tweed Heads West (Endless Summer Shopping Centre)  
DW1228622; DA03/1731 Pt2; LN: 24140 Pt4; R2830 Pt7; Traffic - Local Area Traffic Management

It is reported that there are a large number of drivers disobeying the "No Right Turn" signage into the Shopping Centre.

It was noted that the Police had received a number of requests in relation to having the "No Right Turn" signage removed.

It was noted that the item is being referred to the Planners in relation to heavy vehicle access. The Committee noted that the previous requirements of the Traffic Committee had been adhered to. It was noted that there is not enough room on Kennedy Drive for the installation of a "seagull" type channelised intersection near the Shopping Centre.

The Committee suggested that signage within the car park to show drivers how to move between the two car parks may assist.

The Committee agreed that the "No Right Turn" signage should remain and that the situation needed to be monitored and Police enforcement may be required.

**RECOMMENDATION:**

That the installation of an advisory sign for motorists heading west along Kennedy Drive be approved stating that there is a further entrance at the western end of the site at the owner's expense.

10. Riverside Drive, Tumbulgum

R4740 Pt2; DW1215706; Traffic - Parking Zones

Request received for the installation of a limited 2 hour parking zones between the southern boundary of the Art Gallery to the corner of Riverside Drive and Fawcett Street. This is due to the parking of boat trailers in front of business premises, usually for the whole day, thus restricting parking for customers of businesses, which is worst at weekends.

The Committee noted there are parking bays on Fawcett Street for the shop's patrons and did not consider such parking restrictions warranted at this time, as they would need to cover a wider area than the shop frontage. The Committee felt the issue should be dealt with on a wider scale and the Local Progress Association be asked to comment on banning vehicles with trailers from parking on the east side of Riverside Drive between Fawcett Street and Government Road.

RECOMMENDATION:

That the Tumbulgum Progress Association be requested to consider banning trailer parking on the eastside of Riverside Drive between Fawcett Street and Government Road.

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11. 1 Banner Street, Murwillumbah

DW1221643; LN: 14357; Traffic - Parking Zones; R0380 Pt1

Request received for:-

1. The installation of "No Parking" signage at the entrance to the Masonic Centre. Vehicles are currently parking at the entry making it difficult for disabled persons to enter and exit the centre and in the event of fire would restrict a safe exit.
2. A Disabled parking zone to be made available adjacent to the entrance to the Centre, allowing easy access to get into and out of their wheelchairs without hindrance from other parked vehicles. It is requested that these two areas are placed together.

The Committee supported items (1) and (2) above.

RECOMMENDATION:

That:-

1. "No Parking" signage adjacent to the entrance to the Masonic Centre at 1 Banner Street, Murwillumbah be erected.
  2. A Disabled parking zone be made available adjacent to the 'No Parking' zone in (1) above at the Masonic Centre at 1 Banner Street, Murwillumbah.
-

12. Wollumbin Street

R5940 Pt2; DW1206714; 1220526; Traffic - Parking Zones

Request received in relation to parking outside the premises of Budds Mitre 10 in the "No Stopping" zone. It is reported that drivers are using this area to drop off videos and/or pick up goods from Mitre 10.

It is suggested that the zone be changed to accommodate a 5 minute pick up drop off zone for two vehicles in the front of the gates and driveway to Mitre 10. This would create an extra two parking spaces. It is reported that the area is 44 metres from the "No Stopping" sign to the corner so would not pose a safety issue with large vehicles.

The Committee did not support the provision of a 5 minute pick up/drop off zone as the driveway exists and makes its obstruction illegal. It is also in close proximity to the major intersection of Wollumbin Street and Brisbane Street and any parking would impact on traffic flow.

For Council's information.

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13. Coronation Avenue, Pottsville

R1360 Pt1; DW1229242; Traffic - Pedestrian Crossings

Request received for the provision of a pedestrian crossing at the Pottsville Shopping Centre (or some form of pedestrian refuge) on Coronation Avenue, Pottsville.

The Committee noted that this location does not meet the RTA warrants of pedestrians crossing per hour with regard to the number of vehicles using the road. Based on the RTA requirements of a minimum of 30 pedestrians in 3 x 1 hour periods and minimum 500 vehicles per hour and a product of the two greater than 60,000, over 250 pedestrians/hour would be required. Given the RTA warrants are not met a marked pedestrian crossing cannot be provided. A pedestrian refuge could be constructed but would delete all on street parking from Philip Street to Elizabeth Street, which would not likely be supported by the affected adjacent shop owners.

It was noted that a pedestrian refuge exists on Coronation Avenue and is a short distance away at the Coast Road roundabout. Given the above and adequate sight distances on Coronation Avenue a refuge is also not supported.

For Council's information.

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14. Brett Street, Tweed Heads

R0740 Pt2; DW1228602; Traffic - Parking Zones

Request received in relation to the parking of vehicles in Brett Street near the Tweed Heads Hospital. It is reported that Brett Street is always parked with vehicles who are visitors or workers for the Hospital and when taxis are called, they cannot pick up anywhere near the homes residents.

The Committee did not support this request as taxis should be able to utilise the driveways of residents to pick up passengers in homes.

For Council's information.

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PART B

1. Development Application - Mixed Use Commercial and Residential Development consisting of a 3 Storey Building at Lot 11 DP 21242, Lot 1 DP 397057, Lot 1 DP 781718, No. 38 Pearl Street, Kingscliff

Traffic - Committee; DA05/0736 Pt1; DW1230890; LN11310; 1311; 11312

Request received for Local Traffic Committee comments in accordance with the provisions of State Environmental Planning Policy No. 11 (SEPP 11) - Traffic Generating Developments in relation to a three-storey building comprising of 19 commercial premises; 1 café/restaurant and 11 apartments. The subject site is located on the north west corner of Pearl Street / Turnock Street, Kingscliff.

This item has been deferred to the Local Traffic Committee meeting of 18 August 2005 as it was only received by the Secretary of the Committee on 13 July 2005 which did not give the Committee enough time to review this item. It should be noted that the Development Assessment Unit has been requested to refer all planning items to the Local Traffic Committee Secretary one (1) week prior to the meeting.

For Council's information.

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2. Development Application - 136 - 150 Dry Dock Road, Tweed Heads South

Traffic - Committee; DA05/0696 Pt1; DW1218462; LN 66940

Request received for Local Traffic Committee comments in relation to a change of use to a Hotel/Tavern at 136 - 150 Dry Dock Road, Tweed Heads South. Previous use as club watersports licensed club.

It was noted that the infrastructure such as driveway access building and car park exists and the use is similar to the previous use and traffic generation will be similar.

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The Committee had no concerns for the Watersports Licensed Club to have a change of use to a Hotel/Tavern.

For Council's information.

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**NEXT MEETING:**

The next meeting of the Local Traffic Committee will be held on 18 August 2005 in the Peter Border Room commencing at 9.00am.

The meeting closed at 1.15pm.

**DIRECTOR'S COMMENTS:**

Nil.

**DIRECTOR'S RECOMMENDATIONS:**

**SCHEDULE OF OUTSTANDING RESOLUTIONS  
BUSINESS ARISING:**

**Item from Meeting held 17/2/2005**

9. **Barrett Street, Tweed Heads West**  
**R0440 Pt1; DW1156097; Traffic - Safety; Local Area Traffic Management;**  
**DW1166740; DW1221095**

**RECOMMENDATION:**

**That:-**

1. **Council undertakes a traffic analysis of the intersection at Kennedy Drive and Barrett Street to determine if traffic signals are a suitable solution and if suitable:-**
2. **A Federal and State "Black Spot" funding application be made to the Roads & Traffic Authority.**
3. **The previously resolved items be deferred until the traffic analysis is completed. The previously resolved item was:-**

***"1. A trial closure of the right hand turn into Barrett Street from Kennedy Drive be advertised prior to implementation.***

***2. The trial period be for 6 months."***

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**GENERAL BUSINESS:**

**PART A**

1. **Buchanan Street, Murwillumbah**  
**R0850 Pt1; DW1210324; Traffic- Parking Zones; LN1678**

**RECOMMENDATION:**

That the applicant be advised that:-

1. The request to install 'No Parking' signage on the approaches to driveways in Buchanan Street is not supported.
2. It is the owner's responsibility to provide a driveway in a location and to a standard that is functional for its intended use.
3. The owners can apply to have the driveway widened at their own cost to facilitate the types of vehicles entering the premises.

- 
4. **Stuart Street, Tweed Heads (Twin Towns Services Development)**  
**DW1220935; R5270 Pt1; PF3668/5 Pt4; Bus Zones; LN: 40043; Transport - Bus Services - Stops; DW1233726**

**RECOMMENDATION:**

That:-

1. The matter be referred to the Tweed Heads CBD Project Management Team to determine the suitability of the proposed bus zone in Stuart Street adjacent to Twin Towns Resort in relation to the overall Tweed Heads Masterplan and the potential need for a similar facility at the Ultima Development.
2. Subject to endorsement from the Tweed Heads CBD Project Management Team in (1) the Committee supports the Stuart Street bus zone.

5. **Stuart Street, Tweed Heads (Tweed Heads Public School)**  
**DW1221242; R5270 Pt1; Traffic - School Zones; Traffic - Parking Zones**

**RECOMMENDATION:**

That the current 2 hour on-street parking at Stuart Street (west side) between Stuart Lane and the existing "No Stopping" signs towards the School, be designated as "5 Minute Parking on School Days between 2:30pm and 3:30pm". Outside these hours from Monday to Friday 9:00am - 2:30pm and 3:30pm - 5:30pm and Saturdays 9:00am to 12 noon it will remain as 2 hour parking.

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6. **Doyle Drive, Banora Point**  
**DW1221165; R1673 Pt1; School Zones; Parking Zones**

**RECOMMENDATION:**

That the following signage be installed on the school site at St James Primary and St Joseph' High School as follows:-

1. "Bus Zone 8:00am - 9:00am and 2:30pm - 4:00pm"
  2. "No Parking 8:00am - 9:30am and 2:30pm - 4:00pm in the parent drop off and pick up area".
  3. "No Stopping signage be installed opposite the bus bay outside the 'teacher parking' area".
- 

9. **Kennedy Drive, Tweed Heads West (Endless Summer Shopping Centre)**  
**DW1228622; DA03/1731 Pt2; LN: 24140 Pt4; R2830 Pt7; Traffic - Local Area Traffic Management**

**RECOMMENDATION:**

That the installation of an advisory sign for motorists heading west along Kennedy Drive be approved stating that there is a further entrance at the western end of the site at the owner's expense.

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**10. Riverside Drive, Tumbulgum**

**R4740 Pt2; DW1215706; Traffic - Parking Zones**

**RECOMMENDATION:**

**That the Tumbulgum Progress Association be requested to consider banning trailer parking on the eastside of Riverside Drive between Fawcett Street and Government Road.**

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**11. 1 Banner Street, Murwillumbah**

**DW1221643; LN: 14357; Traffic - Parking Zones; R0380 Pt1**

**RECOMMENDATION:**

**That:-**

- 1. "No Parking" signage adjacent to the entrance to the Masonic Centre at 1 Banner Street, Murwillumbah be erected.**
  - 2. A Disabled parking zone be made available adjacent to the 'No Parking' zone in (1) above at the Masonic Centre at 1 Banner Street, Murwillumbah.**
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