



NAMBUCCA VALLEY COUNCIL

ORDINARY COUNCIL MEETING AGENDA ITEMS 16 JULY 2025

Council has adopted the following Vision and Mission Statements to describe its philosophy and to provide a focus for the program areas detailed in its Delivery Program.

Our Vision

Nambucca Valley ~ Living at its best.

Our Mission Statement

'The Nambucca Valley will value and protect its natural environment, maintain its assets and infrastructure and develop opportunities for its people.'

Our Values in Delivery

- *Professionalism:*
Show drive and motivation, innovation, risk awareness, an awareness of strengths and weaknesses and a commitment to learning.
- *Accountability:*
Take responsibility for own actions, act in line with legislation and policy and be open and honest.
- *Community Focus:*
Commit to delivering customer and community focused services in line with strategic objectives.
- *Team work:*
Be a respectful, inclusive and reliable team member, collaborate with others and value diversity.
- *Safety:*
Strive towards a safety focused workplace culture to ensure the wellbeing of staff, their families and the community.
- *Value for Money:*
Achieve results through efficient use of resources and a commitment to quality outcomes.
- *Leadership (Managers):*
Engage and motivate staff, develop capability and potential in others and champion positive change.

Council Meetings: Overview and Proceedings

Council meetings are held monthly on the **third Wednesday** of each month commencing at **5.30 pm**. Meetings are held in the Council Chamber at Council's Administration Centre—44 Princess Street, Macksville (unless otherwise advertised).

How can a Member of the Public speak at a Council Meeting?

Public Forums are held each month at 5.30pm on the Tuesday (same week) the day prior to the council meeting, except where Council meetings are held off-site.

1 Addressing Council with regard to an item on the meeting agenda:

Members of the public are welcome to attend meetings and address the Council. Registration to speak may be made by application on Council's website <https://nambucca.nsw.gov.au/addresscouncil> before 11.00 am on the Monday prior. Public addresses are limited to five (5) minutes per person with a limit of two people speaking for and two speaking against an item.

2 Public forum address regarding matters not on the meeting agenda:

Nambucca Valley Council believes that the opportunity for any person to address the Council in relation to any matter which concerns them is an important demonstration of local democracy and our values. Accordingly Council allows members of the public to address it on matters not listed in the agenda provided the request is received before publication of the agenda (registration to speak may be made by application on Council's website <https://nambucca.nsw.gov.au/addresscouncil> before 11.00 am on the Monday prior) and the subject of the address is disclosed and recorded on the agenda.

In relation to regulatory or enforcement matters it needs to be understood that the Council has certain legal obligations which will generally prevent the Council from providing an immediate response to any concerns or grievances which may be raised in the public forum. In particular the Council has to provide procedural fairness and consider all relevant information.

Generally this cannot be done with matters which have come direct to Council via the public forum. So the fact that the Council may not immediately agree to the representations and seek a report instead should not be taken to indicate disagreement or disinterest.

Where the subject matter concerns an on-going complaint which has been the subject of previous investigation by Council staff and/or external bodies such as the NSW Ombudsman, the General Manager in consultation with the Mayor will decide on whether or not the person will be allowed to speak in the public forum.

Speakers should address issues and refrain from making personal attacks or derogatory remarks. You must treat others with respect at all times.

Council Meeting Audio Recordings

Council audio records all Council Meetings and the recordings are posted on the website once the Minutes are released. Please note that the audio files could be quite large and may take a while to download.

Meeting Agenda

These are available Council's website: www.nambucca.nsw.gov.au

For Councillors

If you would like to submit a Notice of Motion or Question with Notice for an upcoming Council meeting, please use the link [Councillor Notice of Motion/Questions with Notice](#)



NAMBUCCA VALLEY COUNCIL

ORDINARY COUNCIL MEETING - 16 JULY 2025

Acknowledgement of Country *(Mayor)*

I would like to acknowledge the Gumbaynggirr people who are the Traditional Custodians of this Land. I would also like to pay respect to the elders both past and present and extend that respect to any Aboriginal People present.

Council Meeting Audio Recordings *(Mayor)*

This meeting is being webcast and those in attendance should refrain from making any defamatory statements. The Mayor and Councillors are being video recorded.

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13.1	Matters Regarding Realised or Potential Losses	
	<i>It is recommended that the Council resolve into closed session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (g) of the Local Government Act, 1993, on the grounds that the report contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.</i>	
a	Questions raised by Councillors at 8 above	
i	MOTION TO CLOSE THE MEETING	
ii	PUBLIC VERBAL REPRESENTATIONS REGARDING PROPOSAL TO CLOSE	
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15	REVERT TO OPEN MEETING FOR DECISIONS IN RELATION TO ITEMS DISCUSSED IN CLOSED MEETING.	

Statement of ethical obligations:

The Mayor and Councillors are reminded of their Oath/Affirmation of office made under Section 233A of the *Local Government Act 1993* and their obligations under Council's Code of Conduct to disclose and appropriately manage conflicts of interest.

NAMBUCCA VALLEY COUNCIL



DISCLOSURE OF INTEREST AT MEETINGS

Name of Meeting: _____
Meeting Date: _____
Item/Report Number: _____
Item/Report Title: _____

I _____ declare the following interest:
(name)

☐

Pecuniary – must leave chamber, take no part in discussion and voting.

☐

Non Pecuniary – Significant Conflict – Recommended that Councillor/Member leaves chamber, takes no part in discussion or voting.

☐

Non-Pecuniary – Less Significant Conflict – Councillor/Member may choose to remain in Chamber and participate in discussion and voting.

For the reason that _____

Signed _____ Date _____

Council's Email Address – council@nambucca.nsw.gov.au

(Instructions and definitions are provided on the next page).

Definitions

(Local Government Act and Code of Conduct)

Pecuniary – An interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.

(Local Government Act, 1993 section 442 and 443)

A Councillor or other member of a Council Committee who is present at a meeting and has a pecuniary interest in any matter which is being considered must disclose the nature of that interest to the meeting as soon as practicable.

The Council or other member must not take part in the consideration or discussion on the matter and must not vote on any question relating to that matter. *(Section 451).*

Non-pecuniary – A private or personal interest the council official has that does not amount to a pecuniary interest as defined in the Act (for example; a friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature).

If you have declared a non-pecuniary conflict of interest you have a broad range of options for managing the conflict. The option you choose will depend on an assessment of the circumstances of the matter, the nature of your interest and the significance of the issue being dealt with. You must deal with a non-pecuniary conflict of interest in at least one of these ways.

- It may be appropriate that no action is taken where the potential for conflict is minimal. However, council officials should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (for example, participate in discussion but not in decision making or visa-versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (for example, relinquishing or divesting the personal interest that creates the conflict or reallocating the conflicting duties to another officer).
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in section 451(2) of the Act apply (particularly if you have a significant non-pecuniary conflict of interest).

NAMBUCCA VALLEY COUNCIL

Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

The following document is the minutes of the Ordinary Council meeting held **18 JUNE 2025**. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on Wednesday **16 JULY 2025** and therefore subject to change. Please refer to the minutes of **16 JULY 2025** for confirmation.

PRESENT

Cr Gary Lee (Mayor)
Cr Martin Ballangarry OAM
Cr David Jones
Cr Jane Smith

Cr James Angel
Cr Susan Jenvey
Cr Tamara McWilliam
Cr Troy Vance

ALSO PRESENT

Bede Spannagle (General Manager)
David Moloney (Director Engineering Services)

Matthew Sykes (Director Corporate Services)
Suzanne Sullivan (Minute Secretary)

APOLOGIES

Apologies
Cr Ljubov Simson

ACKNOWLEDGMENT OF COUNTRY

I would like to acknowledge the Gumbaynggirr people who are the Traditional Custodians of this Land. I would also like to pay respect to the elders both past and present and extend that respect to any Aboriginal People present.

COUNCIL MEETING AUDIO RECORDINGS

This meeting is being webcast and those in attendance should refrain from making any defamatory statements. The Mayor and Councillors are being video recorded.

PRAYER

Reverend Lesley Fotakis from the Nambucca Anglican Church offered a prayer on behalf of the Nambucca Minister's Association

DISCLOSURE OF INTEREST

Councillor Smith declared a pecuniary interest in Item 12.4 *Cleanliness of Nambucca Heads CBD* under the Local Government Act as Cr Smith has a shop on Main Street. Cr Smith left the meeting for this item.

Councillor Jones declared a pecuniary interest in Item 12.4 *Cleanliness of Nambucca Heads CBD* under the Local Government Act as Cr Jones has ownership of assets in CBD. Cr Jones left the meeting for this item.

Councillor Jenvey declared a non-pecuniary - less significant conflict of interest in Item 11.4 *Two Lot Subdivision and Part Road Closure – 44 Kookaburra Lane, Bowraville* under the Local Government Act as Cr Jenvey's property looks onto the subdivision but isn't impacted by it.

Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

CONFIRMATION OF MINUTES - ORDINARY COUNCIL MEETING

SUBJECT: CONFIRMATION OF MINUTES - ORDINARY COUNCIL MEETING 28 MAY 2025

150/25 **RESOLVED:** (Vance/McWilliam)

That the minutes of the Ordinary Council Meeting of 28 May 2025 be confirmed.

Councillor Martin Ballangarry left the meeting after the commencement of this item, the time being 5:35 PM.

Councillor Martin Ballangarry returned to the meeting at the completion of this item, the time being 5:37 PM.

NOTICE OF MOTION - CR SMITH

ITEM 5.1	SF3422	180625	Notice of Motion - Coronation Park Drainage
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151/25 **RESOLVED:** (Smith/Jones)

That Council provides a report for drainage solutions for Coronation Park.

NOTICE OF MOTION - CR SMITH

ITEM 5.2	SF3422	180625	Notice of Motion - Bowraville Cemetery Lawn Beam
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MOTION: (Smith/Jones)

That Council:

- 1 Remove the installed concrete and undertake repair works.
- 2 Allocate funds from the Capital Projects Reserve to fund the removal of the concrete and any repair works.
- 3 Engage in community consultation with Gumbaynggirr representatives, including with the Aboriginal Advisory Committee, to ensure long-term, appropriate, and ongoing access to Aboriginal plots.
- 4 Provide a report to council outlining consultation that has taken place and proposed solutions and improvements.

The Motion was put to the meeting and was declared lost.

FORSHADOWED MOTION: (McWilliam/Vance)

That Council:

- 1 Engage in community consultation with Gumbaynggirr representatives, including with the Aboriginal Advisory Committee, to ensure long-term, appropriate, and ongoing access to Aboriginal plots and determine if part or all of the head beam should be removed.
- 2 Provide a report to Council outlining consultation that has taken place and proposed solutions.

Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

Upon being put to the meeting the foreshadowed motion became the motion.

152/25 **RESOLVED:** (McWilliam/Vance)

That Council:

- 1 Engage in community consultation with Gumbaynggirr representatives, including with the Aboriginal Advisory Committee, to ensure long-term, appropriate, and ongoing access to Aboriginal plots and determine if part or all of the head beam should be removed.
 - 2 Provide a report to Council outlining consultation that has taken place and proposed solutions.
-

PUBLIC FORUM

RECOMMENDATION:

That the following public forum be heard:

i Ms Holly Quin on behalf of the Mums of Nambucca Valley – Speaking about playgrounds in the Nambucca Valley

PUBLIC FORUM

i Ms Holly Quin addressed Council with speaking notes placed on 31999/2025 SF3424

153/25 **RESOLVED:** (Smith/Jones)

That a report be brought to Council outlining the design, approval and consultation for Gordon Park.

154/25 **RESOLVED:** (Jenvey/Jones)

That a report be presented from staff on the implementation of Council's community engagement strategy and how the community engage with it.

ASKING OF QUESTIONS WITH NOTICE

There were no questions with notice.

QUESTIONS FOR CLOSED MEETING WHERE DUE NOTICE HAS BEEN RECEIVED

There were no questions for Closed Meeting where due notice has been received.

That Council notes the list of outstanding actions and reports.

DIRECTOR CORPORATE SERVICES REPORTS

2 Provides the successful nominees with a copy of the Terms of Reference, Code of Conduct for Delegates, Section 355 Committee Guidelines and Volunteer Safety Handbook.

That Council notes the minutes of the 8 April 2025 and 8 May 2025 Duguula Bindarray-Garri Nambucca Valley Council Aboriginal Advisory Committee meetings.

4 Nambucca Valley Christian Life Centre Care Inc.

Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

ITEM 10.4 SF3638 180625 Donations Program (Section 356) 2025/2026 - Applications for Approval for Waste Services for one-off and special events

159/25 **RESOLVED:** (Angel/Smith)

That Council approves applications for provision of services, for one-off events/regular events being:

- Macksville Music Muster – 16 – 23 February 2026 (over one week) – held at Macksville Showground.
- Macksville Park and Sports Management Committee – NSW Touch Football Primary School Gala Day – 2 September 2025.
- Lions Club of Nambucca Heads – Nambucca Plaza Markets (first Sunday of each month).
- Lions Club of Nambucca Heads – Garden waste from Lions Park and BBQ clean-ups, and proposed Christmas Festival.
- Nambucca Heads Christmas Festival Committee - Nambucca Christmas Party - 5 December 2025 – to be confirmed.
- Nambucca Strikers Football Club – Challenge Cup dates 20-22 March 2026.
- Valla Beach Community Association – Bi-monthly markets on first Saturday of every second month on Valla Reserve.
- Valla Beach Community Association – Christmas Carols at Valla Reserve on Friday, 12 December 2025.
- Salvation Army - Annual Carols by Candlelight in Macksville Park – Sunday, 14 December 2025.
- EJ Biffin Playing Fields Committee – additional waste services for school athletic carnivals, Little Athletics carnivals, and Australian Rules games throughout 2025/2026.

ITEM 10.5 SF690 180625 Making of Rates and Charges 2025/2026

160/25 **RESOLVED:** (McWilliam/Ballangarry)

That Council:

- 1 In accordance with Section 494 of the NSW *Local Government Act 1993* (the Act) make an Ad Valorem rate subject to a Minimum Amount, pursuant to Section 548 of the Act, as set out hereunder for the below stipulated categories of all rateable land in the Nambucca Valley Local Government Area for the 2025/2026 financial year:

Category	Ad Valorem Rate	Minimum Amount
Farmland	\$0.0032280	\$639.00
Residential Town	\$0.0031183	\$900.00
Residential Non-Urban	\$0.0032317	\$900.00
Residential Village/Estate	\$0.0032628	\$900.00
Business Ordinary	\$0.0061586	\$900.00
Business CBD	\$0.0095819	\$900.00
Business Industrial Estate	\$0.0055922	\$900.00

- 2 In accordance with Section 496 of the NSW *Local Government Act 1993* make the following annual charges for Domestic Waste Management Services for the 2025/2026 financial year:

Type of Service	Charge per Annum
Full Domestic Waste Service	\$669.00
Vacant Waste Management	\$164.00
Domestic Waste no BGP	\$641.00

Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

- 3 In accordance with Section 501 of the NSW *Local Government Act 1993* make the following annual charges for Commercial Waste Management Services for the 2025/2026 financial year:

Type of Service	Charge per Annum
Full Commercial Waste Service	\$641.00
Vacant Waste Management	\$164.00
Commercial Waste with BGP	\$669.00

- 4 In accordance with Section 501 of the NSW *Local Government Act 1993* makes an annual charge for Waste Management Services for the 2025/2026 financial year of \$182.00 for all properties that are not on the waste collection route, and for properties categorised under Business or Farmland that have elected not to receive a domestic/commercial waste service, such a charge to have a short title of “Tip Provision”.

- 5 In accordance with Section 501 of the NSW *Local Government Act 1993* (the Act) make the following annual water access charges for the 2025/2026 financial year for all rateable land to which the service is provided or available, per Section 552(1) of the Act:

Type of Service	Charge per Annum
Water Access – Nambucca Heads	\$193.00
Water Access – Macksville	\$193.00
Water Access – Bowraville	\$193.00
Water Access – Scotts Head	\$193.00
Water Access – Valla Beach	\$193.00
Water Access – Hyland Park	\$193.00
Water Access - Rural	\$193.00
32mm	\$494.00
40mm	\$770.00
50mm	\$1,203.00
80mm	\$3,080.00
100mm	\$4,812.00

- 6 In accordance with Section 502 of the NSW *Local Government Act 1993* make a consumption charge per kilolitre of \$4.08 to apply to all water consumption billed during the 2025/26 financial year, such charge to have a short title of “Water Charge”.

- 7 In accordance with Section 501 of the NSW *Local Government Act 1993* (the Act) make the following annual sewer access charges for the 2025/2026 financial year for all rateable land to which the service is provided or available, per Section 552(3) of the Act:

Access Charge	Charge per Annum
Unconnected Sewer	\$328.00
Residential Sewer	\$867.00
Sewer Access – Residential – Pressured	\$833.00
Sewer Access – 20mm or 25mm	\$328.00
Sewer Access – 32mm	\$840.00
Sewer Access – 40mm	\$1,312.00
Sewer Access – 50mm	\$2,050.00
Sewer Access – 80mm	\$5,248.00
Sewer Access – 100m	\$8,200.00

- 8 In accordance with Section 502 of the NSW *Local Government Act 1993* make a consumption charge per kilolitre of \$4.80 to apply to the estimated volume discharged from all commercial properties, using the actual water consumption multiplied by a Sewer Discharge Factor, such charge to have a short total of “Sewer Usage Charge”.

- 9 In accordance with Section 501 of the NSW *Local Government Act 1993* make the following annual trade waste charges for the 2025/2026 financial year for all commercial properties to which the service is required under legislation:

Type of Service	Charge per Annum
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Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

Trade Waste Fee – Cat 1	\$120.00
Trade Waste Fee – Cat 2	\$180.00
Trade Waste Fee – Cat 3	\$300.00

- 10 In accordance with Section 502 of the NSW *Local Government Act 1993* make the following consumption charges per kilolitre to apply to the estimated volume discharged from applicable commercial properties, using the actual water consumption multiplied by a Trade Waste Discharge Factor:

Usage Charge	Charge per kilolitre (Kl)
Trade Waste Usage – Cat 1 Non-Conforming	\$2.25
Trade Waste Usage – Cat 2	\$2.25
Trade Waste Usage – Cat 2 Non-Conforming	\$18.00

- 11 In accordance with Section 501 of the NSW *Local Government Act 1993* make the following annual Onsite Sewer Management charges for the 2025/2026 financial year:

Type of Service	Charge per Annum
On-site Sewer Charge – Zone 1	\$198.74
On-site Sewer Charge – Zone 5	\$67.99
On-site Sewer Charge – Zone 10	\$36.61

- 12 In accordance with Section 496A and 510A of the NSW *Local Government Act 1993* make the following annual stormwater management charges for the 2025/2026 financial year, on all properties located within the township boundaries. Business properties are charged for each 350 square metres, or part thereof, of the area of the property up to 1,400 square meters. Individual business strata units are charged the greater of \$5.00 or an amount based on their unit entitlement proportion, within the strata scheme, of the maximum annual charge that would apply to the land if it were a parcel of land subject to Stormwater Business charges:

Type of Service	Charge per Annum
Stormwater Charge – Nambucca Heads	\$25.00
Stormwater Charge – Macksville	\$25.00
Stormwater Charge – Bowraville	\$25.00
Stormwater Charge – Scotts Head	\$25.00
Stormwater Charge – Valla Beach	\$25.00
Stormwater Charge – Hyland Park	\$25.00
Stormwater Residential Strata – Nambucca Heads	\$12.50
Stormwater Residential Strata – Macksville	\$12.50
Stormwater Residential Strata – Scotts Head	\$12.50
Stormwater Residential Strata – Valla Beach	\$12.50
Stormwater Residential Strata – Hyland Park	\$12.50
Stormwater Business – Nambucca Heads	\$25.00 minimum
Stormwater Business – Macksville	\$25.00 minimum
Stormwater Business – Bowraville	\$25.00 minimum
Stormwater Business – Scotts Head	\$25.00 minimum
Stormwater Business – Valla Beach	\$25.00 minimum
Stormwater Business Strata – Nambucca Heads	\$5.00 minimum
Stormwater Business Strata – Macksville	\$5.00 minimum
Stormwater Business Strata – Scotts Head	\$5.00 minimum

- 13 In accordance with Section 566 of the NSW *Local Government Act 1993* set the interest rate on overdue rates and charges at 10.5% from 1 July 2025 to 30 June 2026.

Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

ITEM 10.6 SF3528 180625 Investment Report for May 2025

161/25 **RESOLVED:** (McWilliam/Vance)

That Council:

- 1 Notes the Chief Financial Officer's report on Investments for May 2025.**
- 2 Adopts the certification of the Responsible Accounting Officer for May 2025.**

ITEM 10.7 SF270 180625 Remuneration Tribunal Determination

162/25 **RESOLVED:** (Jones/Jenvey)

That Council adopt the maximum amount for the Regional Rural Council category for the Mayoral Fee for the 2025/26 financial year of \$50,680 and the Councillor Fee for the 2025/26 financial year of \$23,220 per Councillor as recommended by the Local Government Remuneration Tribunal.

MANAGER DEVELOPMENT AND ENVIRONMENT REPORTS

ITEM 11.1 SF3410 180625 April 2025 - Approved Construction Certificates, Approved Complying Developments, Development Applications Received and Complying Developments Received

163/25 **RESOLVED:** (Vance/McWilliam)

That Council notes the approved Construction Certificates, approved Complying Development Certificates, Development Applications received and Complying Development Applications received for April 2025.

ITEM 11.2 SF1148 180625 Council's Rangers' Report and Penalties Issued for April 2025

164/25 **RESOLVED:** (Jones/Ballangarry)

That Council notes the Rangers' impounding statistics and penalties issued for April 2025.

Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

ITEM 11.3 SF453 180625 Waste Management Quarterly Report - January to March 2025

165/25 **RESOLVED:** (Jenvey/Ballangarry)

That Council notes the information provided in the quarterly report for the period 1 January-31 March 2025.

ITEM 11.4 DA2025/038 180625 Two Lot Subdivision and Part Road Closure - 44 Kookaburra Lane, Bowraville

166/25 **RESOLVED:** (Angel/McWilliam)

That Council:

- 1 Closes the unmade section of Kookaburra Road as shown in Figure 1 within this report in accordance with section 38D of the Roads Act 1993.**
- 2 The unmade section of Kookaburra Road (as shown in Figure 1) be categorised as Operational land in accordance with section 31 of the Local Government Act 1993.**
- 3 Approves DA2025/038 being a two (2) lot subdivision shown in Attachment 1, in accordance with section 4.16 of the Environmental Planning & Assessment Act 1979, subject to the recommended conditions of consent contained within Attachment 2 of this report.**
- 4 Obtains, at the applicant's expense, a valuation for the section of closed road with this valuation to be reported to a future Council meeting for the purpose of determining the compensation for the transfer of the land. Owners consent for a subdivision certificate for the development must not be provided until Council has agreed to the transfer of the closed road.**

Upon being put to the meeting, the motion was declared carried.

For the Motion: Councillors Angel, Ballangarry, Jenvey, Jones, Lee, McWilliam, Smith and Vance

Total (8)

Against the Motion:

Nil

Total (0)

DIRECTOR ENGINEERING SERVICES REPORTS

ITEM 12.1 SF90 180625 Event on Council Land Application with Temporary Road Closure - NAIDOC Week March Macksville CBD

167/25 **RESOLVED:** (Jones/McWilliam)

That Council:

- 1 Endorses the Temporary Road Closure application from Unkya Local Aboriginal Land Council for the annual NAIDOC Week March on 7 July 2025 starting from Wallace Street through to Princess Street from Macksville Public School to the Council chambers from 10.00am to 11.45am.**

Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

2 Advertises the road closure seven (7) days prior to the event.

3 Approves signs and devices necessary to effect the road closure.

ITEM 12.2 SF1031 180625 Review of Urban and Rural Road Naming Policy ES 23

168/25 **RESOLVED:** (Smith/McWilliam)

That Council:

1 Approves the review of ES 23 Urban and Rural Road Naming Policy subject to the below changes;

2 Acknowledges that Gumbaynggirr Language is a language, not a category.

3 Gives precedence of Gumbaynggirr names being used as road names.

ITEM 12.3 SF1031 180625 Review of Road Signage on Public Land Policy ES 17

169/25 **RESOLVED:** (McWilliam/Ballangarry)

That Council:

1 Approves the updated ES 17 Road Signage on Public Land Policy subject to the below changes;

2 Removes description of way finding signage in town centres.

3 Remove the requirement to use hoop shape signage.

4 Remove any reference to NSW Tourism Attraction Signposting Assessment Committee (TASAC).

Councillor Jane Smith left the meeting before the commencement of this item, the time being 6:58 PM

Councillor David Jones left the meeting before the commencement of this item, the time being 6:58 PM

ITEM 12.4 SF3422 180625 Cleanliness of Nambucca Heads CBD

170/25 **RESOLVED:** (Angel/McWilliam)

That Council notes the information contained in this report.

Councillor Jane Smith returned to the meeting at the completion of this item, the time being 7:04 PM

Councillor David Jones returned to the meeting at the completion of this item, the time being 7:04 PM

Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

ITEM 12.5 SF35 180625 Delegation of Tenders for the Repairs to Essential Public Assets
from Natural Disaster Tenders

171/25 **RESOLVED:** (Angel/Vance)

That Council:

- 1 **Delegates to the General Manager and Mayor to award, finalise and execute tenders/contracts for the repair to damaged assets as approved under the Disaster Recovery Funding Arrangements (DRFA) program and subject to the project being within approved funding limit until the 30 June 2026.**
- 2 **The Contracts Register will be updated for contracts over \$50,000.**
- 3 **A report will be presented to Council on the use of this delegation for contracts over \$150,000.**

Upon being put to the meeting, the motion was declared carried.

For the Motion:	Councillors Angel, Ballangarry, Jenvey, Jones, Lee, McWilliam and Vance Total (7)
Against the Motion:	Councillor Smith Total (1)

ITEM 12.6 SF3415 180625 Delegation of Tenders for the Repairs to the Macksville Memorial
Aquatic and Fitness Centre

172/25 **RESOLVED:** (McWilliam/Jenvey)

That Council:

- 1 **Delegates to the General Manager to award, finalise and execute tenders/contracts for the Macksville Memorial Aquatic and Fitness Centre (MMAFC) to repair recent damage to the facility as agreed with Councils insurer subject to the repairs being within the insurance funding.**
- 2 **The Contracts Register will be updated for contracts over \$50,000.**
- 3 **A report will be presented to Council on the use of this delegation for contracts over \$150,000.**

COUNCIL IN CLOSED MEETING (CLOSED TO THE PUBLIC)

173/25 **RESOLVED:** (Angel/Vance)

- 1 **That Council consider any written representations from the public as to why the Meeting should not be Closed to the public.**

Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

2 That Council move into Closed Meeting to discuss the matters for the reason(s) listed below.

Reason reports are in Closed Meeting:

DIRECTOR ENGINEERING SERVICES REPORTS

For Confidential Business Paper in Closed Meeting

ITEM 13.1	SF3420	180625	Project Management and Associated Services for Natural Disaster Recovery
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It is recommended that the Council resolve into closed session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (c) of the Local Government Act, 1993, on the grounds that the report contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

For Confidential Business Paper in Closed Meeting

ITEM 13.2	SF3420	180625	T2025-004 - Caretaker Services, Gumma Reserve Primitive Campground
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It is recommended that the Council resolve into closed session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (c) of the Local Government Act, 1993, on the grounds that the report contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

For Confidential Business Paper in Closed Meeting

ITEM 13.3	SF3420	180625	T2025-022 Landslip Remediation of Meadow Crescent
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It is recommended that the Council resolve into closed session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (d) of the Local Government Act, 1993, on the grounds that the report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret.

For Confidential Business Paper in Closed Meeting

ITEM 13.4	SF3420	180625	Matters Regarding Realised or Potential Losses
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It is recommended that the Council resolve into closed session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (g) of the Local Government Act, 1993, on the grounds that the report contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

CLOSED MEETING

The Ordinary Council Meeting's Meeting **IN CLOSED MEETING** commenced at 7:18PM.

RESUME IN OPEN MEETING

174/25 **RESOLVED:** (McWilliam/Angel)

That Ordinary Council Meeting resume in Open Meeting. The Ordinary Council Meeting resumed **IN OPEN MEETING** at 7:47 PM.

FROM COUNCIL IN CLOSED MEETING

The General Manager then read the Confidential resolutions.

DIRECTOR ENGINEERING SERVICES REPORTS

For Confidential Business Paper in Closed Meeting

ITEM 13.1	SF3420	180625	Project Management and Associated Services for Natural Disaster Recovery
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175/25 **RESOLVED:** (Jenvey/Angel)

That Council:

- 1 Authorises expenditure under LGP 808-4 for the provision of Project Management services and associated services for natural disaster works up to \$5 Million.**
- 2 Notes that BASEC Engineering Ltd is currently undertaking Project Management services for the Disaster Recovery section.**
- 3 The Contracts Register be updated.**

Upon being put to the meeting, the motion was declared carried.

For the Motion:	Councillors Angel, Ballangarry, Jenvey, Jones, Lee, McWilliam, Smith and Vance
	Total (8)
Against the Motion:	Nil
	Total (0)

For Confidential Business Paper in Closed Meeting

ITEM 13.2	SF3420	180625	T2025-004 - Caretaker Services, Gumma Reserve Primitive Campground
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176/25 **RESOLVED:** (Jones/Jenvey)

That Council:

- 1 Awards Tender T2025-004 – Caretaker Services, Gumma Reserve Primitive Campground to Heyden Lane for the first-year price of \$57,780.00 excluding GST, with an annual price adjusted by CPI on each contract anniversary date.**
- 2 Updates the Contract Register.**

Ordinary Council Meeting

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JUNE 2025

Upon being put to the meeting, the motion was declared carried.

For the Motion:	Councillors Angel, Ballangarry, Jenvey, Jones, Lee, McWilliam, Smith and Vance Total (8)
Against the Motion:	Nil Total (0)

For Confidential Business Paper in Closed Meeting

ITEM 13.3 SF3420 180625 T2025-022 Landslip Remediation of Meadow Crescent

177/25 **RESOLVED:** (Angel/Smith)

That Council:

- 1 Awards contract T2025-022 Landslip Remediation of Meadow Crescent to Alliance Construction Group Pty Ltd for the contract price of \$445,787.33 excluding GST.**
- 2 Updates the Contract Register.**

Upon being put to the meeting, the motion was declared carried.

For the Motion:	Councillors Angel, Ballangarry, Jenvey, Jones, Lee, McWilliam, Smith and Vance Total (8)
Against the Motion:	Nil Total (0)

For Confidential Business Paper in Closed Meeting

ITEM 13.4 SF3420 180625 Matters Regarding Realised or Potential Losses

178/25 **RESOLVED:** (McWilliam/Angel)

That Council notes the information concerning incidents where there is a realised or potential loss of funds and/or reputation.

CLOSURE

There being no further business the Mayor then closed the meeting the time being 7:51 PM.

Confirmed and signed by the Mayor on **16 JULY 2025**

Cr Gary Lee
MAYOR
(CHAIRPERSON)

Special Meeting of Council

MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 25 JUNE 2025

The following document is the minutes of the Ordinary Council meeting held **25 JUNE 2025**. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on Wednesday 16 July 2024 and therefore subject to change. Please refer to the minutes of 16 July 2024 for confirmation.

PRESENT

Cr Gary Lee (Mayor)
Cr Susan Jenvey
Cr Ljubov Simson
Cr Troy Vance

Cr Martin Ballangarry OAM
Cr David Jones
Cr Jane Smith

ALSO PRESENT

Bede Spannagle (General Manager)
David Moloney (Director Engineering Services)
Evan Webb (Chief Financial Officer)

Kristian Enevoldson (Acting Director Corporate Services)
Daniel Walsh (Manager Development Environment)
Suzanne Sullivan (Minute Secretary)

APOLOGIES

Apologies
Cr James Angel

Cr Tamara McWilliam

ACKNOWLEDGMENT OF COUNTRY

I would like to acknowledge the Gumbaynggirr people who are the Traditional Custodians of this Land. I would also like to pay respect to the elders both past and present and extend that respect to any Aboriginal People present.

COUNCIL MEETING AUDIO RECORDINGS

This meeting is being webcast and those in attendance should refrain from making any defamatory statements

PRAYER

Reverend Peter Shayler-Webb from the Macksville Anglican Church offered a prayer on behalf of the Nambucca Minister's Association.

DISCLOSURE OF INTEREST

Nil

Special Meeting of Council

MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 25 JUNE 2025

CONFIRMATION OF MINUTES - ORDINARY COUNCIL MEETING

ASKING OF QUESTIONS WITH NOTICE

There were no questions with notice.

QUESTIONS FOR CLOSED MEETING WHERE DUE NOTICE HAS BEEN RECEIVED

There were no questions for Closed Meeting where due notice has been received.

DIRECTOR CORPORATE SERVICES REPORTS

ITEM 8.1 SF3573 250625 Nambucca Valley Council Economic Development and Tourism Strategy 2025/26 to 2029/30

179/25 **RESOLVED:** (Jenvey/Simson)

That Council approves the Nambucca Valley Council Economic Development and Tourism Strategy 2025/26 to 2029/30 with the following changes to be made:

- 1 NSW Department of Primary Industries and Regional Development including the Regional Development Network and Business Attraction and Future Industries sections to replace NSW Department of Primary Industries as a strategic partner for the Agriculture pillar.
 - 2 NSW Department of Primary Industries and Regional Development including the Regional Development Network and Business Attraction and Future Industries sections to be added as a strategic partner to the Regional Economic Development pillar.
 - 3 Advanced Manufacturing Research Facility added as a strategic partner for the Manufacturing pillar.
 - 4 Include: Develop an event strategy to attract new and support existing events as a strategy in 'A Vibrant Place to Visit' pillar. (pg.47)
 - 5 Include: Explore options to tackle the lack of available services (e.g. medical services, early childcare) as a strategy in 'An Attractive Place to Live' pillar. (pg.48)
-

ITEM 8.2 SF1620 250625 Adoption of Integrated Planning and Reporting Documents

180/25 **RESOLVED:** (Smith/Jones)

That Council:

- 1 Adopts the following IP&R documents:
 - a) Community Strategic Plan 2025/26 to 2034/35
 - b) Delivery Program 2025-2029 and Operational Plan 2025/26
 - c) Annual Budget 2025/26

Special Meeting of Council

MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 25 JUNE 2025

- d) Revenue Policy, including 2025/26 Schedule of Fees & Charges
- e) 2025-2035 Long Term Financial Plan
- f) Workforce Management Strategy 2025/26 to 2028/29

- 2 Notes the submissions received and adopt the changes to the documents recommended in Table 1
- 3 Include: 'Council acknowledges its higher rates of males than females at all levels of the organisation. Council is dedicated to fostering a diverse and inclusive workplace by actively promoting gender equity and implementing strategies to support and increase the representation of women, particularly in leadership and decision-making roles' under Our Workforce Challenges (pg. 11) in the Workforce Management Strategy.

CLOSURE

There being no further business the Mayor then closed the meeting the time being 5:51 PM.

Confirmed and signed by the Mayor on **16 JULY 2025**

Cr Gary Lee
MAYOR
(CHAIRPERSON)

GENERAL MANAGER'S REPORT**ITEM 9.1 SF959 160725 OUTSTANDING ACTIONS AND REPORTS**

AUTHOR/ENQUIRIES: Bede Spannagle, General Manager; Matthew Sykes, Director Corporate Services; David Moloney, Director Engineering Services; Daniel Walsh, Manager Development and Environment; Joanne Hudson, Manager Human Resources; Evan Webb, Chief Financial Officer

SUMMARY:

The following table is a report on all outstanding resolutions and questions from Councillors (except development consents, development control plans & local environmental plans). Matters noted or received, together with resolutions adopting rates, fees and charges are not listed. Where matters have been actioned, they are indicated with strikethrough and then removed from the report to the following meeting. Please note that the status is updated one week before the Council meeting.

RECOMMENDATION:

That Council notes the list of outstanding actions and reports.

	FILE NUMBER	COUNCIL MEETING DATE	ACTION BY
MAY 2023			
1	SF2524	25/05/23	DES/DCS
RESOLUTION: Lease of Lots 1 and 2 in DP 866932 Reserve 85113 - Nambucca Heads RSL Club Ltd Carpark Council as Crown Land Manager execute the 21-year lease to Nambucca Heads RSL Club Limited over Lots 1 and 2 in DP 866932 Reserve 85113 under Council seal.			
STATUS: 31/05/23 Followed up with NHRSL Club who will revert with decision on acceptance of lease by 2/6/23. 07/06/23 Meeting with RSL representatives to be held 07/06/23. 20/06/23 Councillors updated at meeting 15/06/23 - NHRSL Club advised of Council's position. No response to hand at this stage. 04/07/23 NHRSL Club has responded requesting a further meeting with Nambucca Valley Council. 19/07/23 A meeting took place on 11 July 2023 with the RSL to organise a meeting between the RSL Board and Council. 09/08/23 Lease not yet executed. Awaiting completion of Council's stormwater remediation project to be commenced imminently. 23/08/23 The General Manager met with the RSL on 18 August 2023 and the lease will be discussed at their Board Meeting 30 August 2023. The stormwater is 50% completed. 06/09/23 NHRSLCL have advised they will suspend signing the lease due to new issue presented during the stormwater rectification project – being a sinkhole and large cavity requiring remediation. Council's Project Manager is liaising with RSL's Stakeholder Liaison from C2Hills Consultancy and seeking involvement from NSW Public Works. 20/09/23 Manager Projects is waiting on formal response from NSW Public Works confirming their contribution to works required. 04/10/23 Manager Projects has advised that NSW Public Works have undertaken their first review of Council's submission for funding. PWA have said that they will cover: - The full length of stormwater pipe replacement except for the first 12m - The asphalt concreting of the 2.4m (excavator width) on the full 60m long trench - The concrete carpark for 3 car parking bays out of 7. This is pending the final review by PWA which could be in 2 weeks. 17/10/23 The Club have advised they do not wish to proceed with execution of the new licence until the current carpark works being done by Council are completed, or at least have progressed significantly. Council has had verbal commitment from NSW PWA (Public Works) to provide partial, but significant funding to the rectification works, however an executed funding deed has not yet been received. Once written confirmation has been received, Council will proceed to engage the contractors to undertake the identified works – including the sink hole cavities presented once the stormwater project commenced. This step will enable focus back to progressing the execution of the new licence agreement. 02/11/23 Meeting on-site with NHRSL CEO and Project Manager; AMED & Manager Projects to walk through issues identified with sink holes, cavities and current rectification works. Need has been identified that there is a much larger problem in the sub-surface which needs full investigation prior to any re-surfacing. Engineers to undertake proper and full investigation, project to rectify to be scoped; responsibilities of works to be clearly delineated; funding for project to be sought. Report to be brought back to Council on status once fully understood. 22/11/23 DoPE Crown Lands have advised they are completing independent Native Title Advice to be supplied to			

ITEM 9.1 OUTSTANDING ACTIONS AND REPORTS

Council, however require 2 additional purposes to be added to the reserve purposes being Access, and Tourist Services. These will need to be gazetted and will provide approval for the existence of access to the boardwalk and boat ramp, and for the kiosk and café. The progressing of the new lease will be subject to the outcome of the exploration works with the stormwater rectification project works, then confirming our negotiated position with the RSL Club.

05/12/23-05/02/24 No further action. Awaiting completion of works at premises (estimated to be completed by the end of this financial year given the funding parameters set by TfNSW who have funded a large portion of the required works), and native title advice from DoPE Crown Lands.

20/02/24 Dept Crown Lands have advised they have reviewed and will no longer require Council to add the 2 previously identified purposes to the Reserve, and accordingly will no longer be undertaking a Native Title Assessment. Council may continue with the leasing process which remains subject to completion of the civil works being done to remediate the stormwater infrastructure.

04/03/24 Stormwater works project to recommence late April 2024, to be completed by 30 June 2024.

12/03/24 Project Engineer advised Surveyors will stake boundaries end of March. This will assist with discussion and planning moving forward.

02/04/24 No further update.

12/04/24 Meeting with Project Engineer & Property Officer and RSL Club representatives to be arranged in coming days to update plan for physical stormwater works being completed by Council seeking the Club's intent to contribute to remainder of resurfacing works required.

16/04/24 Meeting with RSL scheduled for 23/4/24.

08/05/24 Meeting held with RSL representatives 01/05/24. Project Engineer provided budget for works to complete sub surface drainage and resurface works. Club asked for co-contribution of \$169,000 maximum (together with TfNSW funding) to complete full resurface works. This would be best opportunity for cost efficiency, and leave only the landscaping to complete works. Club Representatives agreed in principal, with further information to be supplied for review by Board. Should board agree to co-contribute, Agreement to be drafted and signed by both parties which will include commitment to enter into new lease.

22/05/24 Draft Deed of Agreement drafted and forwarded to RSL Club for review and response.

04/06/24 Deed of agreement signed by NVC & NH RSL. Amendments to draft lease now required to allow for these works.

18/06/24 No further update.

02/07/24 RSL Club invoiced for their co-contribution to works as per Deed of Agreement; works commenced 2 July 2024.

17/07/24 Current works progressing with an expected completion date at the end of July.

07/08/24 Pavement completed, line marking still to be done.

21/08/24-20/08/24 No further update.

03/09/24 Line marking contractor engaged to undertake work, awaiting surveying resources to be available to spot the car park.

08/10/24-22/10/24 No further update.

19/11/24 Met with contractor on 14/11/24 to discuss their remediation plan. Lease discussions to recommence once the remediation works are attended to.

11/12/24-19/02/25 The contractor has a management plan in place for the peak summer period with a review in early February.

07/03/25 Surface repairs were scheduled for week commencing 10 March, these works have been postponed due to severe weather conditions

08/04/25 Linemarking has been completed. The defects liability period has started.

09/05/25 Wheel stops to be installed.

10/06/25 Awaiting delivery of wheel stops and resources to become available from teams working on emergency works associated with the recent flooding event.

08/07/25 Rectification works have commenced.

DECEMBER 2023

2	SF3190	14/12/23	DCS
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RESOLUTION: Subdivision - Lots 9 & 10 DP884342 Warrell Creek

1 Approves the registration of the subdivision plan for Lots 9 and 10 DP 884342, Warrell Creek as submitted.

2 Approves the preparation of the newly created proposed Lot 2 DP 657578 to market for sale, noting any negotiated sale to be brought back to Council for formal approval.

STATUS:

10/01/24-05/02/24 Registration of subdivision underway as per Council resolution.

20/02/24-08/10/24 No change, registration process underway at NSW Land Registry Service.

22/10/24 Subdivision now registered. Newly created lot to be prepared for sale.

19/11/24 GIS to be updated then EOI to go to local Agents to attend to sale process on behalf of Council.

11/12/24-15/01/25 No further update.

05/02/25 Panel formed to review and appoint Real Estate sales EOI.

19/02/25-08/04/25 Property Officer has resigned, currently on hold.

09/05/25 Property and Governance Officer appointed. Real estate agents to be followed up for contracts to sell. Sale

ITEM 9.1 OUTSTANDING ACTIONS AND REPORTS

<p>pending approval of Land Disposal Policy. 10/06/25 EOI closing 19 June 2025. 08/07/25 Preparing Contract for Sale with Solicitor and Real Estate organising marketing material.</p>			
APRIL 2024			
3	SF3477	11/04/24	MDE
<p>RESOLUTION: Valla Urban Growth Area Amendment 1 Council forward the planning proposal within attachment 2 to the Minister for Planning for gateway determination in accordance with section 3.34 of the Environmental Planning and Assessment Act 1979, which amends the Nambucca Local Environmental Plan 2010 by altering the zoning of the Valla Urban Growth Area to be consistent with the Valla Urban Growth Area Development Control Plan. 2 If the Minister determines that the matter should proceed, Council staff undertake community consultation in accordance with the gateway determination. 3 Following community consultation, Council staff report the planning proposal back to Council for consideration of any submissions received and a final decision as to whether Council will proceed to make the amended plan.</p>			
<p>STATUS: 17/04/24 Awaiting final maps for planning proposal before forwarding to Minister. 09/05/24 Final maps received and will be sent to Minister. 22/05/24 Planning proposal drafted and sent to the Minister for gateway determination. 05/06/24-19/06/24 No further update. 02/07/24 Request for further information received from Minister with option to withdraw until information obtained. 17/07/24 Planning proposal being amended. 07/08/24 No further update. 21/08/24-03/09/24 Planning proposal still to be amended and will be resubmitted once complete as the previous one was refused. 08/10/24 Planning proposal amended and re-submitted to Minister for gateway determination. 22/10/24 Planning proposal returned to Council. Staff to meet with Department of Planning staff to try to resolve the issues raised. 19/11/24 Staff have met with the Department of Planning. Amended planning proposal to be resubmitted. 11/12/24 Amended planning proposal being reviewed by Department of Planning staff. 15/01/25 Amended planning proposal deemed satisfactory and re-submitted to the Department of Planning for gateway determination. 05/02/25-07/03/25 No further update. 08/04/25 Gateway determination received. Amendments are required to be made with regards to flooding and acoustic investigations prior to public exhibition. Quotes are being sought from consultants to undertake this work. 09/05/25-10/06/25 Consultants undertaking necessary work. 08/07/25 Acoustic and flood information received. Public exhibition to commence in July.</p>			
JULY 2024			
4	SF382	25/07/24	DES
<p>RESOLUTION: Endorsement of a new Master Plan for Crown Reserve 65963 and Surrounding Community Lands. That Council: 1 Endorses the preparation of a master plan for the core visitor precinct at Scotts Head, and surrounding community lands in consultation with Reflections Holidays, National Parks and Wildlife Service, Nambucca Valley Council and the community. 2 Endorses opportunities for funding (in full or part) a master plan under the Nambucca Valley Coastal Management Program and in partnership with Reflections Holiday Parks. 3 Notes the master plan will directly inform future work needed to update the Scotts Reserve and Adin Street Reserve statutory management plans.</p>			
<p>STATUS: 07/08/24 Consultation meeting to be scheduled with Reflections Holiday Parks, NPWS and Scotts Head community representatives/stakeholders. 21/08/24-08/10/24 No further update. Remembrance wall to be included in the discussions around the new Master Plan. 22/10/24 No further update. 19/11/24 Budget bid to be raised for the development of the Master Plan. 11/12/24 Meeting held on 03/12/24 with Crown Lands, Reflections and Scotts Head Community Group representatives regarding the proposed Master Plan and discussed co-contributions. 15/01/25 Emails sent to Crown Lands and Reflections seeking a contribution to the Master Plan. 05/02/25 Council met with Reflections representatives to discuss Master Plan process and Reflections involvement. A budget bid has been put in for the 2025/26 budget. 18/02/25-07/03/25 No further update. 08/04/25 GM and DES met with the CEO of Reflections on 26/03/25 to discuss the Master Plan, their involvement and potential contributions.</p>			

ITEM 9.1 OUTSTANDING ACTIONS AND REPORTS

09/05/25-08/07/25 No further update.			
AUGUST 2024			
5	SF3114	29/08/24	DES
RESOLUTION: Review of the Bowraville Theatre Project That Council: 1 Works with the Bowraville Arts Council to explore options to move the project forward including designs and approvals on the existing proposal or a reduced project scope and a financial analysis of the options. 2 Create a project group including Councillors and Arts Community representation to report back to Council. 3 Lobby State and Federal governments for additional funding to support the construction of the Bowraville Theatre Project.			
STATUS: 03/09/24 No further update. 08/10/24 Proposal submitted to funding body to de-scope the current project and deliver on some key facility upgrades. For example, disability access upgrades and some electrical upgrades. It will take 6-8 weeks for the assessment to be undertaken by the funding body and communicated back to Council. 22/10/24 Contract Project Manager engaged to progress project to construction stage ready for if the scope change to the funding body is approved. 05/11/24 Preparation of Scope of Works, Cost Estimate, Schedule and Grant Application for CC2 in the process of been generated as part of the activities for CC1. Boundary survey booked. Boundary locations / corners to be marked out prior to any construction works commencing. RFQ to drafted and reviewed for wheelchair lift and Access ramp. 19/11/24 CC has been lodged for disability access and awaiting assessment. 11/12/24 Issue of CC pending with works all quoted for disability access and stage access. 15/01/25 Purchase order for lift has been processed and deposit paid. Lift is compliant with CC guidelines. Waiting on structural drawings from consultant for issue of CC1. 05/02/25 CC1 has been issued. Contractors to be appointed for access and electrical work. Lift contractor engaged, with materials ordered and being delivered. 18/02/25 Disabled access contractor has been engaged. 07/03/25 Installation of lift has been delayed one week until week commencing 17 March 2025 due to bad weather. 08/04/25 Construction of disabled access ramps for the Historical Theatre ongoing. Wheel Chair Lift installation complete and operational. Installation of fence and CCTV being progressed. Electrical upgrades and upfront engineering scoping for CC2 ongoing. 09/05/25 Works ongoing. Inspection by funding body on 4 June 2025. 10/06/25 Inspection on the 4 June was cancelled, Electrical works and lighting upgrades works being substantially complete. Access ramp 80% installed and restricted access to the underneath building complete. 08/07/25 Council has received an extension of time until end of August to complete this project. Council staff are in the process of collating all the outstanding requirements of the Job as well as looking at any additional works than can be completed by the new deadline to see if additional funds can be spent to close out the grant.			
SEPTEMBER 2024			
6	SF3422	12/09/2024	DES
RESOLUTION: Notice of Motion – Council Motor Vehicle Leaseback Policy That Council: 1 Refers future reviews of the Motor Vehicle Leaseback Policy to the Audit Risk and Improvement Committee for consideration prior to adoption. 2 When priorities permit and in consultation with staff ARIC compare the financial and administrative efficiency of the current leaseback arrangements with the option of providing pool vehicles offset with an additional salary component for affected staff.			
STATUS: 08/10/24 We have reached out to a couple of Councils that provide allowances for vehicles to understand their policy and process in determining providing allowances for leaseback vehicles. 22/10/24 No further update. 19/11/24 Policies and process received from two councils. 11/12/24-15/01/25 No further update. 05/02/25-19/02/25 A review of the policy is underway. 07/03/25 Report to be presented to Executive Leadership Team 26 March 2025. 08/04/25 No further update. 09/05/25 Still being reviewed. 10/06/25-10/06/25 No further update. 08/07/25 - GM to review draft.			
NOVEMBER 2024			
7	SF3422	14/11/2024	DES
RESOLUTION: Notice of Motion – Feasibility Study and Funding to Construct a Sea Wall at the Southern Side of the Nambucca River That Council writes to the NSW Minister for Transport The Hon Jo Haylen and Member for Oxley Michael Kemp MP			

ITEM 9.1 OUTSTANDING ACTIONS AND REPORTS

<p>to:</p> <p>1 Fund a feasibility study whether a Southern Sea Wall will stop sand build up and create access to Nambucca River</p> <p>2 Fund a feasibility study into navigational dredging the Nambucca River, to allow access to Maritime Rescue</p> <p>3 Staff report on NSW coastal dredging strategy and the maritime infrastructure plan to see if Nambucca Valley Council is eligible as a key investment location or a priority regional location</p> <p>4 Staff report on the feasibility for a marine rescue service with ocean access at other possible beaches like Shelley Beach or Scotts Head</p> <p>5 Staff report on costs of monitoring of marine sediments in the Nambucca River Mouth with high resolution aerial photography be part of the Nambucca River, Creeks, Estuaries and Coastline Management Committee remit</p> <p>6 Staff report on what action mid coast council take when the Manning River closes from sand shoaling at Old Bar.</p>			
<p>STATUS:</p> <p>13/01/25 Letter sent.</p> <p>05/02/25 No further update.</p> <p>19/02/25 Environmental Project Officer to investigate Items 3-6.</p> <p>07/03/25 No further update.</p> <p>27/03/25 Mayor met with relevant minister and raised the dredging matter</p> <p>09/05/25 Report being developed.</p> <p>10/06/25-08/07/25 No further update.</p>			
8	SF3508	14/11/2024	MDE
<p>RESOLUTION: Amendment to the Nambucca Local Environmental Plan 2010 - Horticulture</p> <p>5 Establish a 'Nambucca Valley Farming' Fact Sheet to promote a greater understanding of existing government and regulatory bodies, and the roles they play in managing agriculture in the Nambucca Valley. Not only will this notify farmers of how they can be assisted on establishing or growing their business, but it will also improve the community understanding around existing controls and how they are enforced.</p>			
<p>STATUS:</p> <p>19/11/24 The planning proposal has been sent to the Planning Minister for final determination.</p> <p>11/12/24 Written requests made of relevant authorities and awaiting responses. Fact sheet still to be prepared.</p> <p>15/01/25 Awaiting determination from Minister if LEP amendment to require consent for horticulture in rural zones will be made prior to preparing the fact sheet. The determination is needed to inform the fact sheet of regulatory requirements. A determination is expected before the end of January.</p> <p>05/02/25 The Minister has decided not to make the requested amendment to the LEP due to insufficient evidence base to support the amendment and inadequate consideration given to submissions received. A meeting will be arranged with the Department of Planning and Department of Primary Industries to discuss reasons for refusal, with a view to resubmit the planning proposal.</p> <p>19/02/25 Difficulties in arranging meeting with Department of Planning as they are not willing to meet with Councillors to discuss reasons for decision.</p> <p>05/03/25 The Department of Planning have advised they will not be meeting with Councillors to discuss their reasons for refusal or explain what they expect to see in an amended planning proposal. They have advised that before meeting with Council staff they will provide clarification on their reasons and what they expect in an amended planning proposal in writing. Council is currently waiting for this written document.</p> <p>08/04/25 Council received the letter from the Department which didn't provide adequate clarification of what is expected in an amended planning proposal. Staff met with the Department on 4/4/25 to gain further insight as to what is expected. Unfortunately, this was not forthcoming. A report will be presented to the May 2025 Council meeting with options.</p> <p>09/05/25 Following the Council workshop, staff will prepare an amended planning proposal in consultation with relevant state agencies and industry stakeholders. Once the draft planning proposal has been prepared it will be reported to Council for consideration.</p> <p>10/06/25 – 08/07/25 No further update.</p>			
FEBRUARY 2025			
9	SF251	27/02/2025	GM
<p>RESOLUTION: Proposed Frequency and Timing of Future Council Meetings</p> <p>That Council:</p> <p>4 Amends the Code of Meeting Practice to reflect the changes adopted.</p> <p>5 Provide a report to review the Code of Meeting Practice to be presented at the next Council meeting.</p>			
<p>STATUS:</p> <p>11/03/25-08/04/25 Defer the review of the Code of Meeting Practice until OLG provides the revised Model Code of Meeting Practice.</p> <p>09/05/25 Mayor and GM sought advice from LGNSW and advised on current process and when new Code of Meeting Practice will be released.</p> <p>10/06/25 No further update.</p> <p>08/07/25 Report being prepared for August meeting.</p>			
MARCH 2025			
10	SF3422	19/03/2025	MDE

ITEM 9.1 OUTSTANDING ACTIONS AND REPORTS

RESOLUTION: Notice of Motion – Tree Preservation Orders – Significant Trees That Council: 1 Receive a report on the ability for tree permits to be required for the removal of trees from non-rural areas of the Nambucca Valley under Part 2.3 of the State Environmental Planning Policy (Biodiversity and Conservation) 2021. The report is to include: • A draft clause for an amendment to the Nambucca Development Control Plan 2010 which identifies vegetation which would require a tree permit. • Budget implications associated with requiring tree permits. • An estimated timeframe for implementing tree permit requirements.			
STATUS: 08/04/25 Report to be presented to June meeting. 09/05/25 No further update. 10/06/25 Report to be presented to July meeting. 08/07/25 Refer to separate report.			
11	SF3422	19/03/2025	GM / MDE
RESOLUTION: Notice of Motion - Explore All Funding Options for Nambucca Valley Water Quality Monitoring Program That Council: 1 Explore alternate funding and partnership options for the Nambucca Valley Water Quality Monitoring Program. a Report on all available and upcoming grant opportunities to fund the Nambucca Valley Water Quality Monitoring Program b Lobby the NSW Environmental Protection Agency to work to implement, partner or fund the Nambucca Valley Water Quality Monitoring Program 2 Writes to the State Member for Oxley Mr Michael Kemp MP and the Federal Member for Cowper Mr Pat Conaghan MP requesting the assistance in the advocacy and funding for Nambucca Valley Water Quality Monitoring Program. 3 Write to the Minister for Water and the Environment requesting assurances that greater resources be allocated to State agencies responsible for monitoring legislative compliance within the Nambucca Valley.			
STATUS: 08/04/25 Resolutions not yet actioned. 09/05/25 The EPA have advised Council that they have obtained funding to undertake a 12 month water quality monitoring program. Once sample sites have been finalised the program will commence. 10/06/25 No further update. It is considered appropriate to await finalisation of sampling program extent with EPA before undertaking further actions. This is expected within the coming weeks. 08/07/25 Still awaiting finalisation of program extent before commencement.			
12	SF3422	19/03/2025	GM / DES
RESOLUTION: Notice of Motion - Improvements for Nambucca Heads CBD That Council: 1 Notes the receipt of the petition. 2 Provides a report on the current state of the Nambucca CBD including: a Current cleaning schedule for the roads and footpaths. b Maintenance schedule for the gardens and small green areas. c List of upcoming programmed works within the CBD precinct in the next 12 months. d List of available an upcoming grant for master plans, beautification, infrastructure, or place making. e Extend one side for of Bowra St to a 2hr Parking Limit. 3 Writes a letter to the Member for Oxley Michael Kemp requesting his assistance to request an increase the presence of NSW police foot patrols in the Nambucca CBD and district. 4 Prepares a bid for the 2025/26 Budget to produce the Nambucca Main Street CBD Master Plan. 5 Establishes a Community Reference Group (CRG) for the Nambucca CBD project to ensure community consultation from the beginning of the project.			
STATUS: 08/04/25 Started preparing a report on the current state of the Nambucca CBD. \$100k proposed in the 2025/26 Budget for the Nambucca Main Street CBD Master Plan. 09/05/25 A report is being prepared for June 2025 meeting. 10/06/25 Item 2 – report is in June agenda. Item 3 – letter sent 11/06/25. 08/07/25 Awaiting Manager Economic Development Tourism to commence.			
APRIL 2025			
14	SF265	16/04/2025	DCS
RESOLUTION: Land Disposal Policy and Review of Land Acquisition Policy That Council: 1 Defer the motion 2 Report back on the feasibility of combining the policies 3 Conduct a Councillor workshop			
STATUS:			

ITEM 9.1 OUTSTANDING ACTIONS AND REPORTS

09/05/25 Councillor workshop to be held in June 2025. 10/06/25 Councillor workshop to be held 17 June 2025. Information from workshop to be included in policy to be presented to 16 July 2025 Council meeting. 08/07/25 Councillor workshop to be held 15 July 2025. Information from workshop to be included in policy to be presented to August 2025 Council meeting for adoption.			
JUNE 2025			
14	SF3422	18/06/2025	DES
RESOLUTION: Notice of Motion – Coronation Park Drainage That Council provides a report for drainage solutions for Coronation Park.			
STATUS: 08/07/25 No update.			
14	SF3422	18/06/2025	GM/MDE
RESOLUTION: Notice of Motion – Bowraville Cemetery Lawn Beam That Council: 1 Engage in community consultation with Gumbaynggirr representatives, including with the Aboriginal Advisory Committee, to ensure long term, appropriate, and ongoing access to Aboriginal plots and determine if part or all of the head beam should be removed. 2 Provide a report to Council outlining consultation that has taken place and proposed solutions.			
STATUS: 08/07/25 Lawn Beam removed after consultation with Gumbaynggirr representatives. Further consultation will be undertaken regarding future development of the cemetery.			
14	SF3424	18/06/2025	DES
RESOLUTION: Public Forum That a report be brought to Council outlining the design, approval and consultation for Gordon Park.			
STATUS: 08/07/25 Report to be brought to August meeting.			
14	SF3424	18/06/2025	DCS
RESOLUTION: Public Forum That a report be presented from staff on the implementation of Council's community engagement strategy and how the community engage with it.			
STATUS: 08/07/25 – Report pending appointment of Communications and Engagement Officer.			

ATTACHMENTS:

There are no attachments for this report.

DIRECTOR CORPORATE SERVICES REPORT

ITEM 10.1 SF45 160725 2025 LGNSW ANNUAL CONFERENCE VOTING DELEGATES

AUTHOR/ENQUIRIES: Kristian Enevoldson, Acting Director Corporate Services

SUMMARY:

The 2025 Local Government NSW (LGNSW) Annual Conference will be held from Sunday 23 to Tuesday 25 November 2025 in Penrith.

Nambucca Valley Council is categorised as a Regional Rural Council, and allocated three voting delegate positions at the LGNSW annual conference.

Council needs to determine who will be the three voting delegates. Last year it was the Mayor and two other Councillors attending the conference.

RECOMMENDATION:

That Council:

- 1 In addition to the Mayor, nominates two additional Councillor voting delegates for the 2025 LGNSW Annual Conference.**
- 2 Nominate any further Councillors to attend the 2025 LGNSW Annual Conference**

OPTIONS:

A maximum of three voting delegates is allowed for Nambucca Valley Council however Council may choose a lesser number. Council may also send additional delegates.

DISCUSSION:

Early Bird registrations opened on 1 July 2025 and will close on 30 September 2025. Council will purchase tickets for Councillors to attend the conference following resolution of this report when names of Councillors attending are known.

Voting delegates are to be nominated by Friday 7 November 2025.

Further information can be found on the LGNSW Website at: <https://lgnswconference.org.au/>

CONSULTATION:

LGNSW
Mayor

SUSTAINABILITY ASSESSMENT:

Nil

FINANCIAL IMPLICATIONS:

Direct and indirect impact on current and future budgets

Attendance and accommodation costs for four Councillors has been budgeted for in the 2025/26 Budget.

Service level changes and resourcing/staff implications

The only staff member attending is the General Manager.

ATTACHMENTS:

There are no attachments for this report.

DIRECTOR CORPORATE SERVICES REPORT

ITEM 10.2 SF1031 160725 DRAFT REVISED COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT POLICY G13

AUTHOR/ENQUIRIES: Kristian Enevoldson, Acting Director Corporate Services

SUMMARY:

The Councillor Induction and Professional Development Policy G13 was due for review in October 2024.

The objective of the policy is to demonstrate Council's commitment to ensuring that the Mayor and Councillors have access to induction and ongoing professional development which will assist them to develop and maintain the skills and knowledge required to effectively perform their civic role and responsibilities under the *Local Government Act 1993*.

The changes to the policy are listed in the discussion section with deletions noted as ~~struck through~~ text and additions as **red font** text on the attached draft revised Councillor Induction and Professional Development Policy.

RECOMMENDATION:

That Council approves the Councillor Induction and Professional Development Policy G13.

OPTIONS:

- 1 Do nothing/business as usual
- 2 Proposed recommendation
- 3 Alternative option – change amendments.

DISCUSSION:

Over the months of October 2024, April and May 2025, Councillor Induction and Professional Development Planning was undertaken and therefore it is an opportune time to review the policy for any changes to improve the effectiveness of these processes.

Major changes to the policy include:

- Addition of background and principles sections as per the policy template and following the content of the OLG Councillor Induction and Professional Development Guidelines 2018.
- Additional content of items to be covered in induction program.
- Annual review of professional development plans.

CONSULTATION:

Manex

SUSTAINABILITY ASSESSMENT:

Environment

Educating councillors on sustainable practices can lead to more environmentally conscious decision-making, promoting policies that support green initiatives and reduce the Council's carbon footprint.

Training on efficient resource management can help Council implement practices that minimise waste and optimise the use of resources.

Social

Well trained Councillors are better equipped to engage with the community, understand their needs, and represent their interests effectively.

Professional development can enhance Councillors skills and knowledge, leading to more transparent and accountable governance, which can increase public trust.

ITEM 10.2 DRAFT REVISED COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT POLICY G13

Economic

Councillors with a strong understanding of economic principles can create policies that foster local economic growth and attract investment.

Risk Analysis

Identified	Risk Likelihood (H,M,L)	Impact of risk (H,M,L)	Strategy to manage risk	Residual Risk
<p>Without proper training, Councillors may make poor financial decisions, leading to inefficient use of public funds and resources.</p> <p>Ineffective training can result in a lack of understanding of environmental regulations and best practices, potentially leading to non-compliance and environmental degradation.</p> <p>Without proper training, Councillors may not be able to develop and implement policies that ensure equitable access to services for all community members and they may not be fully aware of legal and safety requirements, leading to potential compliance issues and risks to public safety.</p>	M	M	<p>Develop induction and professional development programs tailored to address specific skills and knowledge gaps among Councillors.</p> <p>Encourage councillors to participate in external workshops, seminars, and conferences to stay updated on best practices.</p>	L

Delivery Program Action

CC4 - Maintain an effective governance regime

FINANCIAL IMPLICATIONS:

Direct and indirect impact on current and future budgets

Per the 16.4.25 adopted Payment of Expenses and Provision of Facilities to Councillors Policy, Council will set aside \$10,000 per Councillor and \$14,000 for the Mayor in its budget over the four-year term of Council, to facilitate professional development of Councillors through programs, training, education courses, conferences, seminars and membership of professional bodies.

Working funds – justification for urgency and cumulative impact

As above.

Impacts on 10 Year Long Term Financial Plan

Per 'Direct and indirect impact on current and future budgets' section.

Service level changes and resourcing/staff implications

Nil.

ATTACHMENTS:

1  22343/2025 - Draft Revised Councillor Induction and Professional Development Policy No. G 13

DIRECTOR CORPORATE SERVICES REPORT

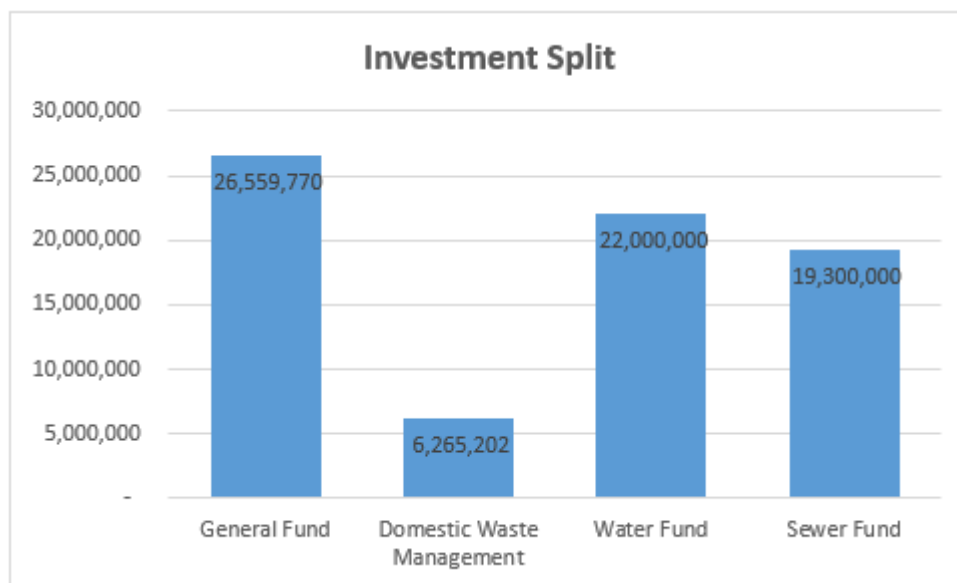
ITEM 10.3 SF3528 160725 INVESTMENT REPORT FOR JUNE 2025

AUTHOR/ENQUIRIES: Evan Webb, Chief Financial Officer

SUMMARY:

The purpose of this report is to provide a statement of Council's investments held for the period June 2025.

Council's investments as at 30 June 2025 of \$74,124,972 are split up as below:



The following investment report is in accordance with the *Local Government Act 1993* (as amended), the *Local Government (General) Regulation 2021* and Council's Investment Policy and Strategy.

RECOMMENDATION:

That Council:

- 1 Notes the Chief Financial Officer's report on Investments for June 2025.**
- 2 Adopts the certification of the Responsible Accounting Officer for June 2025.**

OPTIONS:

This report is for information only.

DISCUSSION:

Section 212(1) of the *Local Government (General) Regulation 2021* requires that a written report be presented each month at an Ordinary Meeting of the Council detailing all money that Council has invested under Section 625 of the *Local Government Act 1993*.

ITEM 10.3 INVESTMENT REPORT FOR JUNE 2025

For the period June 2025, the investments held by Council is shown below:

	Last Month	Current Month
TCorp	\$3,253,086	\$3,318,114
Floating Rate Notes	\$1,006,965	\$1,006,678
Fixed Bonds	\$3,999,999	\$4,000,180
Term Deposits	\$60,300,000	\$65,800,000
Total	\$68,560,050	\$74,124,972

Portfolio Performance

Council's total portfolio performance returned +0.46% in June, outperforming the benchmark AusBond Bank Bill index of +0.32%. On an annualised basis, the portfolio returned +5.75p.a., outperforming the benchmark of +3.94%p.a. The Reserve bank of Australia official cash rate remained at 3.85%.

Council's term deposits portfolio yielded 4.73% p.a. for the month of June, down 12basis points from May.

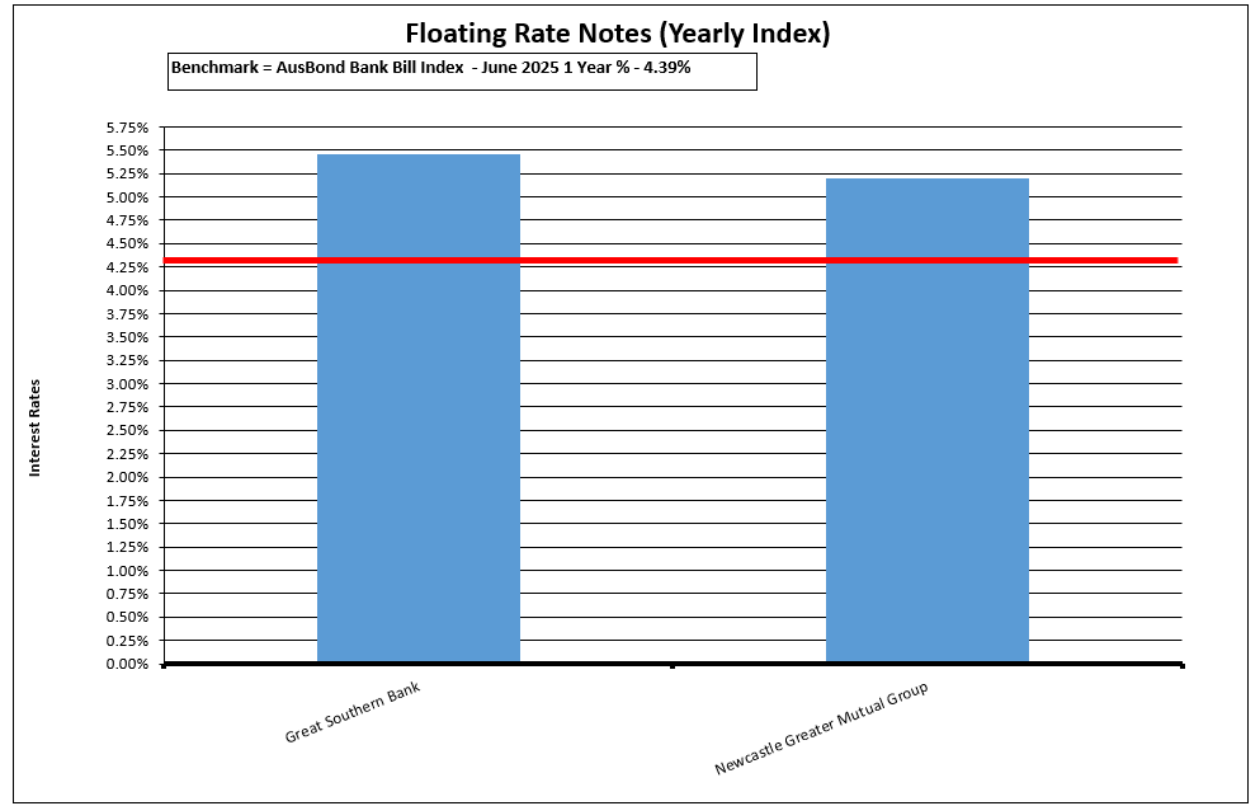
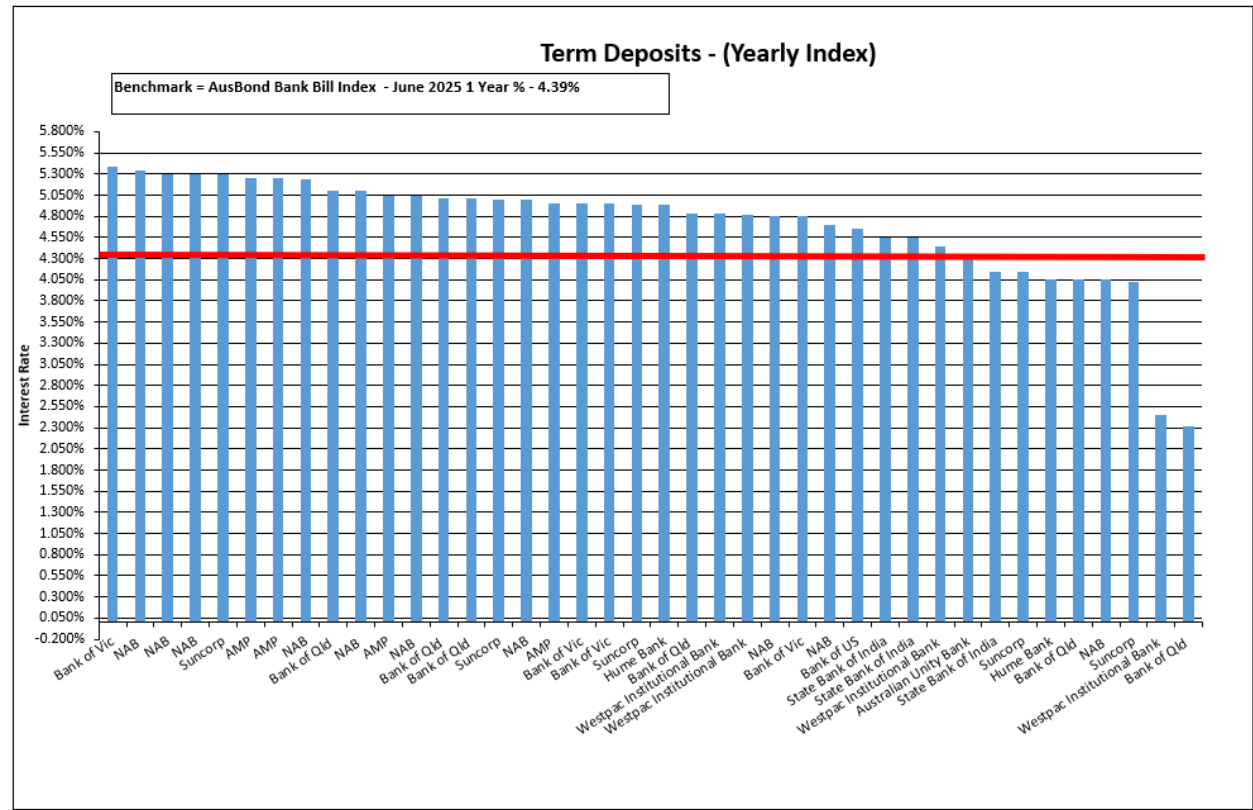
Council's Floating Rate Notes (FRN) portfolio is reported at current valuation being the "Capital Value", which can be different to the "Face Value" being the initial purchase value. FRN's are market driven and can change from month to month depending on market fluctuations. Council's FRN portfolio yielded 5.95% p.a. for the month of June.

Council invests in NSW TCorp Long Term Growth fund which invests in domestic and international shares. Council will continue to monitor the TCorp Long Term Growth fund which fluctuates from month to month, however returned a positive return for the month of June of +2.00%. Funds held with TCorp are looked at with a long-term view.

Council has invested in Senior Fixed Bonds. Council holds 2 sub-optimal Senior Fixed Bonds returning 1.2% p.a. and 1.5% p.a., however the advice provided by Arlo Advisory is to hold to maturity as the penalty rates would be high. The bonds have a maturity of December 2025 and December 2026.

Maturing investments are being monitored closely and being reinvested to optimise their returns in line with Council's Investment Policy. The following charts indicate Council's performance against the 1-year Actual AusBond Bank Bill Index.

ITEM 10.3 INVESTMENT REPORT FOR JUNE 2025



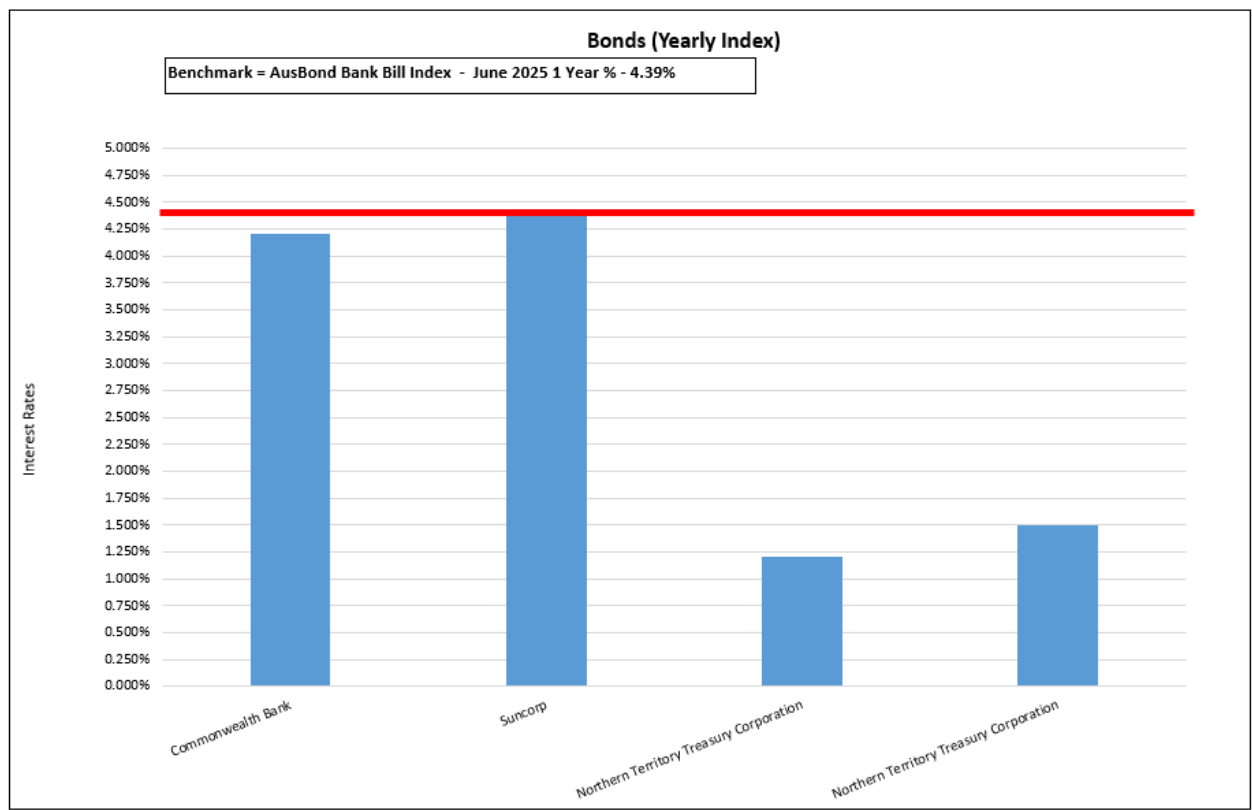
ITEM 10.3 INVESTMENT REPORT FOR JUNE 2025**Council's Investment Policy**

Table 1 shows the percentage held by Council (holdings) and the additional amount that Council could hold (capacity) for each term to maturity allocation in accordance with limits established by Council's Policy.

Table 1: Maturity – Term Limits**Maturity Compliance** as at 30/06/2025

Compliant	Term	Invested (\$)	Invested (%)	Min Limit (%)	Max Limit (%)	Available (\$)
✓	0 - 90 days	25,000,180.00	33.73	3.00	100.00	49,124,792.10
✓	91 - 365 days	26,000,000.00	35.08	0.00	100.00	48,124,972.10
✓	1 - 2 years	15,806,678.50	21.32	0.00	70.00	36,080,801.97
✓	2 - 5 years	4,000,000.00	5.40	0.00	50.00	33,062,486.05
✓	5 - 10 years	3,318,113.60	4.48	0.00	25.00	15,213,129.43
TOTALS		74,124,972.10	100.00			

ITEM 10.3 INVESTMENT REPORT FOR JUNE 2025**Table 2: Credit Rating Limits****Credit Quality Compliance** as at 30/06/2025**Long Term Investments**

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✓	AA	33,300,180.00	44.92	100.00	40,824,792.10
✓	A	8,500,000.00	11.47	60.00	35,974,983.26
✓	BBB	29,006,678.50	39.13	45.00	4,349,558.94
✓	Unrated	3,318,113.60	4.48	5.00	388,135.01
TOTALS		74,124,972.10	100.00		

Certification by Responsible Accounting Officer

I, Evan Webb, hereby certify that all investments have been made in accordance with Section 625 of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2021* and Council's Investment Policy.

CONSULTATION:

Arlo Advisory

SUSTAINABILITY ASSESSMENT:

Nil

Risk

Quote from *Arlo Advisory June 2025 report page 2:*

Global equity markets set all-time highs again, despite the escalating tensions in the Middle East throughout the month. The global tariff wars seem to have taken a backburner for now, whilst market expectations are for further rate cuts to be delivered by most global central banks.

In the deposit market, over June, at the very short-end of the curve (less than 6 months), the average deposit rates offered by the domestic major banks fell between 7-10bp compared to the previous month (May). At the longer-end of the curve (1-5 years), the average rates dropped by 10-15bp compared to where they were in May, as the market continues to expect additional rate cuts over the next few months.

With additional rate cuts and a global economic downturn priced in over 2025, investors should consider diversifying and taking an 'insurance policy' against a potentially lower rate environment by investing across 1-5 year fixed deposits and locking in rates close to or above 4% p.a. (small allocation only).

Delivery Program Action

CC5 - Identify and implement initiatives to improve financial sustainability

FINANCIAL IMPLICATIONS:**Direct and indirect impact on current and future budgets**

ITEM 10.3 INVESTMENT REPORT FOR JUNE 2025

Interest accrued on investments for the month of June was \$249,891 totalling \$3,010,624 this financial year. Along with interest received from council's general cash bank accounts of \$602,634, council has exceeding the forecasted total budgeted interest revenue for 2024/2025 of \$3,182,100.



Working funds – justification for urgency and cumulative impact

As above

Service level changes and resourcing/staff implications.

There are no changes or implications stemming from this report.

ATTACHMENTS:

- 1  36326/2025 - Investment Report June 2025
- 2  36325/2025 - Arlo Investment Review June 2025

DIRECTOR CORPORATE SERVICES REPORT**ITEM 10.4 SF963 160725 NOMINATIONS TO COUNCIL SECTION 355 COMMITTEES OF MANAGEMENT****AUTHOR/ENQUIRIES:** Jocelyn Box, Community Development Officer**SUMMARY:**

Council has twenty four (24) Section 355 Committees of Management (CoM). The Committees have a long history within Council with many long term and new volunteers who manage a Council facility on behalf of Nambucca Valley Council. The nomination for Missabotti Community Hall is shown in the table below in the discussion section for Council's consideration. It is recommended that the following nomination be endorsed and be provided with the Terms of Reference, Code of Conduct for Delegates, Section 355 Committee Guidelines and Volunteer Safety Handbook.

RECOMMENDATION:**That Council:**

- 1 Approves the new nomination to the Macksville Park and Sport Section 355 Committee of Management as per the table in the Discussion section in the report.**
- 2 Provides the successful nominees with a copy of the Terms of Reference, Code of Conduct for Delegates, Section 355 Committee Guidelines and Volunteer Safety Handbook.**
- 3 Acknowledge the resignation of Nambucca Community & Arts Centre Committee Member Carol McKee and her 13 years of service to Nambucca Valley Council.**

OPTIONS:

- 1 Per recommendation.
- 2 Council does not approve the new nomination.

DISCUSSION:

Committee	Nominees	Reason for nominating
Macksville Park and Sport	Ken Capell	Continue as Secretary

Resignations	Member	Role and term of service
Nambucca Community & Arts Centre	Carol McKee	Booking Officer – 13 years

Committees of Management continue to be challenged by volunteer availability or capacity, clarity and consistency with processes and procedures, limited skills and efficiency methods (such as technological solutions), and ongoing maintenance of ageing assets.

An independent Services Review containing analysis of the effectiveness of the Section 355 model and Council's implementation is currently in draft.

CONSULTATION:

Director Corporate Services

SUSTAINABILITY ASSESSMENT:**Environment**

ITEM 10.4 NOMINATIONS TO COUNCIL SECTION 355 COMMITTEES OF MANAGEMENT

Nil

Social

Provision of venues and recreational facilities to support community connection, health, and wellbeing.
Providing meaningful volunteer opportunities.

Economic

Nil

Risk Analysis

Identified	Risk Likelihood (H,M,L)	Impact of risk (H,M,L)	Strategy to manage risk	Residual Risk
Injury to volunteers	M	H	Volunteers are given Volunteer Safety Handbook after approval of Council.	M
Mismanagement	L	H	Council Code of Meeting Practice and Code of Conduct must be adhered to.	M
Fraud	L	H	Code of Conduct must be adhered to.	M
Lack of volunteers	M	H	Promote the positive aspects of volunteering. Recognise need for succession planning for Committees.	L

Delivery Program Action

LW10 - Work with S355 Committees

FINANCIAL IMPLICATIONS:**Direct and indirect impact on current and future budgets**

Section 355 Committees are volunteers overseeing the management of Council facilities, reducing cost to Council. Dwindling volunteer numbers could result in Council having to dissolve a Section 355 Committee of Management and explore options for operating the community facility such as lease arrangements or directly managing the facility which would have impact on current and/or future budgets.

Working funds – justification for urgency and cumulative impact

Per 'Direct and indirect impact on current and future budgets' section.



Impacts on 10 Year Long Term Financial Plan

Per 'Direct and indirect impact on current and future budgets' section.

Service level changes and resourcing/staff implications

More involvement of the Community Development Officer will be required to support some Section 355 Committees to correct practices and ensure sustainability.

ATTACHMENTS:

- 1  36077/2025 - Nomination Macksville Park and Sport CoM - Ken Capell - Redacted
- 2  36081/2025 - NCAC CoM Resignation - Carol McKee

DIRECTOR CORPORATE SERVICES REPORT

ITEM 10.5 SF3409 160725 MINUTES OF THE DISABILITY ACCESS AND INCLUSION COMMITTEE 24 JUNE 2025 MEETING

AUTHOR/ENQUIRIES: Jocelyn Box, Community Development Officer

SUMMARY:

The minutes of the Nambucca Valley Council Disability Access and Inclusion Committee meeting held Tuesday 24 June 2025 are attached for Council's consideration.

RECOMMENDATION:

That Council:

- 1 Notes the minutes of the Disability Access and Inclusion Committee meeting held 29 April 2025.**
- 2 Endorse the new members to the Committee as per the table in the Discussion section in the report.**

OPTIONS:

For information only.

DISCUSSION:

The Committee discussed access issues related to roads and paths, planned a visit to new amenities in the Valley, and how to recognise Disability Pride Month in July.

New members were introduced and new connections with services and support available. Advice was shared on disability Inclusive playgrounds, support for businesses to be more accessible, and the transition of young people from school to work.

New member	Service or community
Angela Hayward	Guide Dogs NSW
Stacy Harpley	Blue Sky Community Services
Matt Crawley	Blue Sky Community Services - NDIS

CONSULTATION:

Disability Access and Inclusion Committee Members

SUSTAINABILITY ASSESSMENT:

Environment

Nil

Social

The social challenges faced by people with disabilities are many, varied and impactful. Improvements implemented via the DIAP can have real and lasting positive social outcomes.

Economic

Improving economic participation of people with disability improves our community's overall economic health and wellbeing.

Risk Analysis

Identified	Risk Likelihood (H,M,L)	Impact of risk (H,M,L)	Strategy to manage risk	Residual Risk
Nil				

ITEM 10.5 MINUTES OF THE DISABILITY ACCESS AND INCLUSION COMMITTEE 24 JUNE 2025 MEETING

Delivery Program Action

LW12 - Promote social equity with equal opportunities for access and participation

FINANCIAL IMPLICATIONS:**Direct and indirect impact on current and future budgets**

Activities accounted for in existing budget.

Working funds – justification for urgency and cumulative impact

Nil

Impacts on 10 Year Long Term Financial Plan

Nil

Service level changes and resourcing/staff implications

Staffing implications are effectively unchanged from approved resourcing.

ATTACHMENTS:

1  36139/2025 - NV DAIC Minutes - 24 June 2025

DIRECTOR CORPORATE SERVICES REPORT

ITEM 10.6 SF3586 160725 MINUTES DUGUULA BINDARRAY-GARRI NAMBUCCA VALLEY COUNCIL ABORIGINAL ADVISORY COMMITTEE

AUTHOR/ENQUIRIES: Jocelyn Box, Community Development Officer

SUMMARY:

Duguula Bindarray-Garri Nambucca Valley Council Aboriginal Advisory Committee met on 1 July 2025. This meeting was preceded by a site visit and meeting at Bowraville Cemetery.

RECOMMENDATIONS:

That Council:

- 1 Note the minutes of the 1 July 2025 Duguula Bindarray-Garri Nambucca Valley Council Aboriginal Advisory Committee meetings.**
- 2 Undertake a Reflect level Reconciliation Action Plan (RAP) and approve Community Development Officer to arrange Advisory Committee and Community Workshops for the RAP**

OPTIONS:

- 1 Do nothing/business as usual
- 2 Proposed recommendation

BACKGROUND:

In response to Resolution 152/25 That Council:

1. Engage in community consultation with Gumbaynggirr representatives, including with the Aboriginal Advisory Committee, to ensure long-term, appropriate and ongoing access to Aboriginal Plots.
2. Provide a report to Council outlining consultation that has taken place and proposed solutions

Council met with Aboriginal Advisory Committee members on site at Bowraville Cemetery.

The attached contains the consultation and recommendations from Duguula Bindarray-Garri, Council's Aboriginal Advisory Committee.

Council has also expressed desire to undertake a Reconciliation Action Plan if advised so by Aboriginal Advisory, and has provided funding to support the engagement of an Aboriginal-identified role within Council for engagement with community and to improve Council's cultural awareness. Council is seeking input from the Advisory Committee on the key responsibilities of the role.

DISCUSSION:

Duguula Bindarray-Garri Nambucca Valley Council Aboriginal Advisory Committee met at Bowraville Cemetery with General Manager and Manager Development & Environment regarding recent installation of a lawn beam at the entrance of Aboriginal Community members to the cemetery. Solutions were discussed and Committee voted on recommendation to Council about next steps. The Lawn Beam has been removed after consultation with Gumbaynggirr representatives. Further consultation will be undertaken regarding future development of the cemetery.

Committee also agreed on undertaking a Reconciliation Action Plan (Reflect level) and requested workshops to facilitate input and understanding into the Plan. This would align with the required "Working Group" of undertaking a RAP under Reconciliation Australia.

Committee reviewed a proposed Statement of Commitment from Council to Aboriginal community, as well as position descriptions for an Aboriginal Community Development Officer role. Committee will return in the August meeting with final feedback and advice on those two items.

ITEM 10.6 MINUTES DUGUULA BINDARRAY-GARRI NAMBUCCA VALLEY COUNCIL ABORIGINAL ADVISORY COMMITTEE

Other items discussed included the upcoming NAIDOC Week and Council's contribution and Council's Heritage Strategy and Planning. Committee also provided an avenue of connection to advice for another service in the community which will contribute to youth empowerment and cultural knowledge.

CONSULTATION:

Duguula Bindarray-Garri Nambucca Valley Council Aboriginal Advisory Committee.

SUSTAINABILITY ASSESSMENT:

Environment

By involving Aboriginal voices in planning, Council can create more inclusive and effective environmental policies.

Social

Community consultation fosters trust and collaboration between councils and Aboriginal communities by acknowledging past injustices and committing to ongoing dialogue and partnership. Reconciliation Action Plan helps build mutual respect and understanding, which can reduce social tensions and promote harmony.

Economic

By involving Aboriginal communities in planning and decision-making, Council ensures that economic development aligns with local needs and values.

Risk Analysis

Identified	Risk Likelihood (H,M,L)	Impact of risk (H,M,L)	Strategy to manage risk	Residual Risk
Nil				

Delivery Program Action

CC2 - Use information from the community in decision making

LW21 - Promote an understanding and respect for the Valley's Indigenous Culture and Heritage

FINANCIAL IMPLICATIONS:

Direct and indirect impact on current and future budgets

A RAP is included in the draft 2025/26 budget

Working funds – justification for urgency and cumulative impact

As above.

Impacts on 10 Year Long Term Financial Plan

Each Council term the plan will be reviewed.

Service level changes and resourcing/staff implications.

Nil

ATTACHMENTS:

1  36182/2025 - Minutes - Duguula Bindarray-Garri 2025_07_01

DIRECTOR CORPORATE SERVICES REPORT

**ITEM 10.7 SF281 160725 NAMBUCCA VALLEY YOUTH COUNCIL TERMS OF
REFERENCE AND COUNCILLOR DELEGATE**

AUTHOR/ENQUIRIES: Jocelyn Box, Community Development Officer

SUMMARY:

Nambucca Valley Council's first Youth Council has been established and seeks approval from Council as an official Advisory Committee, endorsement of their Terms of Reference, and the election of a Councillor Delegate.

RECOMMENDATION:

That Council:

- 1 Approve Nambucca Valley Youth Council as an Advisory Committee of Nambucca Valley Council.**
- 2 Endorse the Nambucca Valley Youth Council Terms of Reference.**
- 3 Elect a Councillor Delegate to the Nambucca Valley Youth Council.**

OPTIONS:

- 1 Do nothing/business as usual**
- 2 Proposed recommendation**

BACKGROUND:

Nambucca Valley Council's Community Strategic Plan highlights youth as a focus group of concern for Valley residents and the establishment and facilitation of the Youth Council is outlined in the Delivery Program 2025 – 2029 Actions 1.3.1 and 1.3.2

The first meeting of the Youth Council was in Youth Week, gathering feedback from young people about what mattered to them and what the objectives of the Youth Council should be. The Second meeting was establishing the Terms of Reference, how the Youth Council would work and, and selecting areas of interest for working groups of the Council.

This establishment work has ensured a youth-led approach to forming the Youth Council, in which the young people of Nambucca Valley are empowered.

Special acknowledgement to the schools and organisations who are enabling the Youth Councillors to attend meetings and are helping facilitate and to our partner, Becoming U, who have helped in designing the meeting activities and providing their youth expertise.

DISCUSSION:

Nambucca Valley Youth Council met on 2 July 2025 to review the final draft of their Terms of Reference (Youth Version). The Youth Councillors gathered in the Hubs and elected Delegates to speak on behalf of each group. They discussed the Objectives and the Code of Conduct, spoke in favour of the Terms of Reference, with one amendment to include youth Justice put forward and agreed.

The Youth Council voted unanimously to recommend their Terms of Reference to Nambucca Valley Council.

ITEM 10.7 NAMBUCCA VALLEY YOUTH COUNCIL TERMS OF REFERENCE AND COUNCILLOR DELEGATE

The remainder of the meeting, they broke into their Working Groups and started working on project ideas to address issues in the Valley, including diversifying and growing the sports available, an expo of job opportunities, spaces and places for young people to seek help, public transport and public e-bikes, and the establishment of a Youth Hub that includes indoor sports like basketball, art gallery space, skate park and teen hang out.

CONSULTATION:

Nambucca Valley Youth Council

SUSTAINABILITY ASSESSMENT:

Social

Youth Council is a way to have young people involved in forming solutions to issues that matter to them and giving them a voice to local government.

Economic

Creates pathways for engagement of young people with local businesses and participation in work.

Risk Analysis

Identified	Risk Likelihood (H,M,L)	Impact of risk (H,M,L)	Strategy to manage risk	Residual Risk
Child Safety	L	H	Council is a Child Safe organisation and all workers with the young people carry a WWCC and systems are in place to ensure the safety of young people when interacting in their capacity as Youth Councillors.	L

Delivery Program Action

New Delivery Program Actions 1.3.1 and 1.3.2

FINANCIAL IMPLICATIONS:



Direct and indirect impact on current and future budgets

Youth Council has been accommodated in the 2026-2027 budget. There are also grant opportunities and partnerships with organisations that will enable the delivery of projects

Service level changes and resourcing/staff implications

Community Development Officer has been allocated as the resource for this new Committee in the 2025-2029 Delivery Program.

ATTACHMENTS:

- 1  36220/2025 - NV Youth Council Terms of Reference 2025 (Formal)
- 2  36221/2025 - NV Youth Council Terms of Reference 2025 (Youth Version)

DIRECTOR CORPORATE SERVICES REPORT

ITEM 10.8 SF1031 160725 DRAFT REVISED LIBRARY MANAGEMENT CHILDREN AND YOUNG PERSONS POLICY G15

AUTHOR/ENQUIRIES: Rowena Sierant, Team Leader Library Services

SUMMARY:

The Library Management Children and Young Persons Policy G15 was due for review in January 2023. The changes to the policy are listed in the discussion section with deletions noted as ~~struck through~~ text and additions as **red font** text on the attached draft revised Library Management Children and Young Persons Policy.

RECOMMENDATION:

That Council place the draft Library Management Children and Young Persons Policy G15 on public exhibition for 28 days.

OPTIONS:

- 1 Do nothing/business as usual
- 2 Proposed recommendation
- 3 Alternative option – change amendments.

DISCUSSION:

Based on discussions between the Team Leader Library Services and other library staff about their experiences with children under the age of 10 being left unattended at the libraries and the amount of library staff supervision that these circumstances have required it is proposed that the following change in the policy be made:

‘There is no law that specifies a minimum age at which children may be left unattended in public. The *Children and Young Persons (Care and Protection) Act 1998* is concerned with individual circumstances rather than age. For example, a 7 year old child who uses the library constructively on his/her own for an hour every day after school while waiting for a parent is unlikely to be considered a problem and is indeed a welcome client. On the other hand, a 10 year old child who is left at the library every day of the summer holidays from opening time until closing time is at risk and presents an unreasonable burden for the public library.’

is replaced with

‘Nambucca Valley Libraries do not provide child supervision as part of their services. Children under the age of 10 years cannot be left unattended and are the responsibility of their parent or guardian (minimum age of 16).’

The Community Development Officer has advised that ‘For minimum age - there is no standard or law that sets the minimum age in which children may be left unattended and is based on individual circumstances.’

Also included in the draft revised policy are the Child Safe Standards, services for children and young people that the library offers, that Council will develop a Child Safe Policy which will clarify and identify professional and legal obligations of Council and our employees and volunteers including the requirement for Working With Children Checks for staff and volunteers, and a statement by Council that we are committed to being an organisation that systematically; reduces the likelihood of harm occurring against a child, increases the likelihood of identifying and reporting harm and provides adequate support to a child when harm has occurred or is alleged to have occurred.

Other changes include:

1. References to Young Adults changed to Young Persons to reflect the name of the relevant legislation.
2. The definition of a young person changed from being clients aged 13 up to and including 18 years to clients aged 13 to 17 years old.

ITEM 10.8 DRAFT REVISED LIBRARY MANAGEMENT CHILDREN AND YOUNG PERSONS POLICY G15

CONSULTATION:

Community Development Officer
Manex

SUSTAINABILITY ASSESSMENT:

Environment

By promoting the sharing of books and other materials, libraries help reduce the need for individual purchases, thereby lowering overall consumption and waste.

Libraries can educate the community about environmental issues and sustainability practices through workshops and informational resources.

Social

Libraries play a crucial role in developing literacy and lifelong learning skills among children and young people, which are essential for their personal and professional growth.

Libraries provide a safe and welcoming space for all children, regardless of their background, promoting social equity and inclusion.

Libraries often host programs and activities that encourage community participation and foster a sense of belonging among young people.

Economic

By providing free access to books, educational materials, and internet services, libraries can reduce the financial burden on families and support lifelong learning.

Risk Analysis

Identified	Risk Likelihood (H,M,L)	Impact of risk (H,M,L)	Strategy to manage risk	Residual Risk
Inadequate supervision and safety measures can put children at risk of harm, such as accidents or encounters with strangers.	M	H	Change the draft revised policy to state that Nambucca Valley Council Libraries do not provide child supervision as part of their services and that children under the age of 10 years cannot be left unattended and are the responsibility of their parent or guardian. Place the policy on public exhibition so that Council involves parents, and young patrons in the policy-making process to ensure the policy meets the community's needs	L

Delivery Program Action

CC16 - Provide leadership on the safety of children

FINANCIAL IMPLICATIONS:

Nil

Service level changes and resourcing/staff implications

The proposed change in the revised draft policy will have a positive impact on Library staff resourcing as it is removing the likelihood of staff having to provide supervision for children under the age of 10.

ATTACHMENTS:

1  22323/2025 - Draft Revised Library Management Children and Young Persons Policy No. G 15

MANAGER DEVELOPMENT AND ENVIRONMENT REPORT

ITEM 11.1 SF1031 160725 DRAFT LOCAL APPROVALS AND ORDERS POLICIES

AUTHOR/ENQUIRIES: Daniel Walsh, Manager Development and Environment

SUMMARY:

This report provides a draft Local Approvals Policy and draft Local Orders Policy for consideration. The existing policies will be automatically revoked in September 2025 in accordance with section 165(4) of the Local Government Act 1993 as this will be 12 months since the declaration of the poll of the 2024 Council election.

The draft policies are contained within **attachment 1** and **attachment 2** with recommended amendments from the existing policies shown as track changes for ease in identification.

RECOMMENDATION:

That Council:

- 1 Exhibit the draft Local Approvals Policy and draft Local Orders Policy contained within attachments 1 and 2 in accordance with section 160 of the Local Government Act 1993.**
- 2 At the completion of the exhibition period, consider any submissions received prior to seeking the Departmental Chief Executive's consent for the inclusion of the parts of the draft Local Approvals Policy which specify that a person would be exempt from the necessity to obtain a particular approval from Council (s162 Local Government Act 1993).**

OPTIONS:

- 1 Not adopt the draft policies. This would result in the existing policies being automatically revoked which would lead to increased costs to the community and Council due to no exemptions being in place and lead to inconsistency in compliance investigations.
- 2 Make changes to the draft policies prior to exhibition.
- 3 Proposed recommendation

DISCUSSION:

Council currently has a Local Approvals Policy and a Local Orders Policy which are in operation. However, under section 165(4) of the act these existing policies will be automatically revoked in September 2025 as this will be 12 months since the declaration of the poll of the 2024 Council election.

It is recommended that Council adopt new Local Approvals and Local Orders policies as they make clear what matters will be considered as part of an approval application under s68 of the Local Government Act 1993 (the act), provide exemptions for the need to obtain approval under s68 of the act from Council for minor activities, and provide a consistent framework with regards to Council compliance action for breaches of the act.

The draft policies are contained within **attachment 1** and **attachment 2** with recommended amendments from the existing policies shown as track changes for ease in identification.

CONSULTATION:

Nil.

ITEM 11.1 DRAFT LOCAL APPROVALS AND ORDERS POLICIES

SUSTAINABILITY ASSESSMENT:**Environment**

It is not considered that the draft policies will result in any adverse environmental impacts.

Social

It is considered that the draft policies will result in positive social outcomes.

Economic

It is considered that the draft policies will result in positive economic outcomes.

Risk Analysis



Nil

Delivery Program Action

CC4 - Maintain an effective governance regime

FINANCIAL IMPLICATIONS: Nil.

ATTACHMENTS:

- 1  35564/2014 - Draft Local Orders Policy
- 2  7453/2022 - Draft Local Approvals Policy

MANAGER DEVELOPMENT AND ENVIRONMENT REPORT

ITEM 11.2 SF3422 160725 TREE PERMIT REQUIREMENTS

AUTHOR/ENQUIRIES: Daniel Walsh, Manager Development and Environment

SUMMARY:

This report provides information relating to the requirement for tree permits within the LGA.

RECOMMENDATION:

That Council notes the information contained within the report.

OPTIONS:

- 1 Do nothing/business as usual.
- 2 Amend the Nambucca Development Control Plan 2010 (DCP) by including a provision which identifies either the species, size, or location of vegetation in non-rural areas which require a tree permit from Council before removal.
- 3 Allocate funding to increase Councils street tree planting program. This will require a budget variation.

BACKGROUND:

The term 'tree preservation order' is an outdated term relating to old planning legislation which was repealed many years ago. The term has just hung around within the community. These days requirements for tree permits in non-rural areas fall under the State Environmental Planning Policy (Biodiversity and Conservation) 2021 (SEPP). Under this SEPP, a tree permit from Council is required to remove vegetation in a non-rural area if it is specified in a DCP.

Approval from Council is currently only required for the removal of trees in a non-rural area on public land or in some areas of the Pearl Estate, Valla. This is outlined in clause A4.14 of the Nambucca Development Control Plan 2010 (DCP) which is contained within **attachment 1**. Tree removal proposed as part of a development application is the only other approval functions Council has in tree removal.

A Non-rural area is land within the following zones of the LGA:

RU5 Village, R1 General Residential, R2 Low Density Residential, R3 Medium Density Residential, R4 High Density Residential, R5 Large Lot Residential, E1 Local Centre, E2 Commercial Centre, E3 Productivity Support, E4 General Industrial, MU1 Mixed Use, SP1 Special Activities, SP2 Infrastructure, SP3 Tourist, RE1 Public Recreation, RE2 Private Recreation, C2 Environmental Conservation, C3 Environmental Management, C4 Environmental Living.

A non-rural area does not include the rural zones (RU1, RU2, RU3) or waterways zones (W1 & W2) of the LGA. There is no mechanism for Council to introduce permits for the removal of vegetation within rural or waterways zones other than requiring development consent for forestry. However, there is a state exemption for undertaking forestry by or on behalf of a public authority on forestry zoned land.

The reason Council does not require approvals for tree removal anywhere else is to prevent a duplicate approval process with NSW Local Land Services (LLS) and to avoid the resourcing implications associated with requiring applications for tree permits for negligible public benefit.

At the Council meeting on 19 March 2025 the following resolution was made after considering a notice of motion and representations in the public forum:

72/25 RESOLVED:(Jones/Simson)

That Council:

ITEM 11.2 TREE PERMIT REQUIREMENTS

- 1 *Receive a report on the ability for tree permits to be required for the removal of trees from non-rural areas of the Nambucca Valley under Part 2.3 of the State Environmental Planning Policy (Biodiversity and Conservation) 2021. The report is to include:*
- *A draft clause for an amendment to the Nambucca Development Control Plan 2010 which identifies vegetation which would require a tree permit.*
 - *Budget implications associated with requiring tree permits.*
 - *An estimated timeframe for implementing tree permit requirements.*

DISCUSSION:

Council has the ability to require tree permits for the removal of vegetation within non-rural areas. This can be done by amending clause A4.14 of the DCP by specifying what vegetation requires a tree permit before removal. The amended clause must specify either the species, size, or location of vegetation which Council would like to capture as part of tree permit requirements.

When Council considered this matter on 19 March 2025 the discussion by Councillors referred to significant trees (large) within non-rural areas being the focus of the tree permit requirements. These discussions followed comments made by two community members in the public forum whose primary focus was the need for significant trees to be retained in public spaces; such as the main street of Bowraville, for cooling and aesthetics purposes.

It is agreed that the retention and an increase in plantings of significant trees in our public spaces will provide greater benefits to the community with regards to passive cooling and improved aesthetics of our urban areas. However, Councils tree permit requirements already apply to all public spaces.

The only parts of non-rural areas not captured by the tree permit requirements are private properties outside of the Pearl Estate in Valla.

Amending the DCP to require tree permits on private properties in non-rural areas is not recommended for the following reasons:

- The dissatisfaction of people if they were refused a permit to remove a tree on their land. The refusal of an application would open up potential court appeals and liabilities for Council should there be injury or damage in the event of tree failure or bushfire post refusal for removal. At present property owners are liable for damages caused to surrounding properties by trees on their land. If a tree failed following Councils refusal for its removal, Council would open itself up to being liable for the damages.
- Additional costs to the community. Currently a tree permit application is \$153 or \$418 where it is proposed to clear more than 100m² of vegetation. In addition to this, arborist or ecology reports may also be required.
- If permits were required the number of applications which would be received and compliance investigations to undertake would be substantial and could not be carried out with our current staffing levels. The only way to minimise impact on resources would be to set the size of trees requiring a permit to a considerable size to minimise the frequency of applications and compliance requests.
- Retaining large trees within close proximity to buildings is not desired by many in the community due to potential impacts on safety and buildings. Even healthy trees can fail, particularly during times of saturated soils and/or high winds.
- Councils planning controls encourage infill development within our urban areas to make the most efficient use of public infrastructure and increase potential housing supply. Providing infill

ITEM 11.2 TREE PERMIT REQUIREMENTS

development on urban lots makes the retention of large trees difficult due to the inevitable close proximity to buildings.

- The above issues can be overcome by increasing plantings of significant trees in public places. By doing this Council will improve the aesthetics of our urban areas and improve passive cooling. Councils Greenspace Team currently undertake a planting program in public places. This program could be enhanced with additional funding. Instead of allocating funds for resources to accommodate an increase in tree permit applications, these funds could be better spent enhancing Councils planting program. Currently there is \$10,700 in funding for planting and \$50,000 in funding for a tree planting strategy in the 2025/26 budget.
- Broadscale clearing in non-rural areas would be a rare occurrence, mostly due to the urban areas being located on modified land and any such clearing being captured under the development consent process or approval requirements of NSW Local Land Services (LLS) under the Local Land Services Act 2013 and Biodiversity Conservation Act 2016. Clearing of vegetation which exceeds the exempt provisions in these acts requires an approval from LLS, even if the vegetation is listed in the DCP. As such, duplicating the approval process with an additional tree permit requirement would add additional unnecessary costs to both Council and those wanting to undertake the clearing works.

Having regard to the points raised in Councils resolution the following is provided:

- *A draft clause for an amendment to the Nambucca Development Control Plan 2010 which identifies vegetation which would require a tree permit.*

If the DCP is to be amended to require tree permits on private property in non-rural areas it is recommended that the provision be based on the diameter of the tree trunk rather than height. The reason for this is that for any compliance investigation, proving what the height of the tree was to satisfy that there was a need for a permit could be more difficult compared to proving the diameter of the trunk. Alternatively, Council could opt for specific trees or locations.

Suggested wording for an amendment to clause A4.14 DCP amendment is:

A4.14 CLEARING OF VEGETATION

The following vegetation is declared to be vegetation to which Part 3 of the State Environmental Planning Policy (Biodiversity and Conservation) 2021 applies:

- Areas of vegetation on public land to be cleared by persons other than a public authority.
- Areas of vegetation identified on the following map within the Pearl Estate Valla as vegetation to be retained/not to be cleared.
- Trees (excluding noxious weeds) in a residential, village, or employment zone with a trunk diameter exceeding 800mm.

- *Budget implications associated with requiring tree permits.*

While there would be income associated with payments made by those submitting tree permit applications, it is unlikely such income would cover costs to employ additional resources to undertake the required administrative, assessment, and compliance work associated with the change. Definitive figures would depend on the extent of Councils tree permit requirements which will influence the number of applications received.

As such this resourcing burden would need to be placed on existing positions within the organisational structure. The impact this would have is slower customer service timeframes, increased DA assessment timeframes, and greater backlog of compliance investigations.

The alternate would be to employ a new staff member which would cost in excess of \$100k including on costs. This would require a budget variation.

- *An estimated timeframe for implementing tree permit requirements.*

ITEM 11.2 TREE PERMIT REQUIREMENTS

If Council wanted to proceed to amend the DCP, this could be done by resolving to exhibit a draft DCP with specified changes. After exhibition this would be reported back to Council for consideration and adoption. It is considered this process could be completed within 2-3 months.

CONSULTATION:

Green Space Coordinator

SUSTAINABILITY ASSESSMENT:


It is considered that focusing on planting and retaining significant trees in public places provides the most beneficial environmental, social and economic advantage to the community compared to implementing tree permits on private property.

Risk Analysis

Nil risk if recommendation adopted.

FINANCIAL IMPLICATIONS: Addressed in report.

ATTACHMENTS:

1  33532/2025 - DCP Extract

MANAGER DEVELOPMENT AND ENVIRONMENT REPORT

ITEM 11.3 SF95 160725 PROPOSED RESTRICTED PARKING AREAS

AUTHOR/ENQUIRIES: Daniel Walsh, Manager Development and Environment

SUMMARY:

This report outlines a proposal to implement restricted parking areas to reduce the occurrence of illegal camping in hotspot areas. The affected areas are already signposted prohibiting camping. The proposed restricted parking areas will make it easier for Council to regulate illegal camping in these areas. It is hoped that this will result a reduction in illegal camping in these areas.

Council will still offer 24 spaces for free camping within the LGA in areas where there is less impact on local residents, while being close to the commercial areas of Macksville and Bowraville to support local businesses.

RECOMMENDATION:

That Council implements restricted parking areas in the locations outlined in the report.

OPTIONS:

- 1 Implement restricted parking areas as recommended.
- 2 Not implement restricted parking areas.
- 3 Alter the locations for restricted parking areas.

BACKGROUND:

Illegal camping on public land is a common occurrence in coastal areas, particularly during holiday periods when the number of travellers coming to coastal areas increases. The Nambucca Valley is no exception to this issue, with numerous complaints received annually about people illegally camping; most notably within vehicles in public car parks adjoining coastal areas.

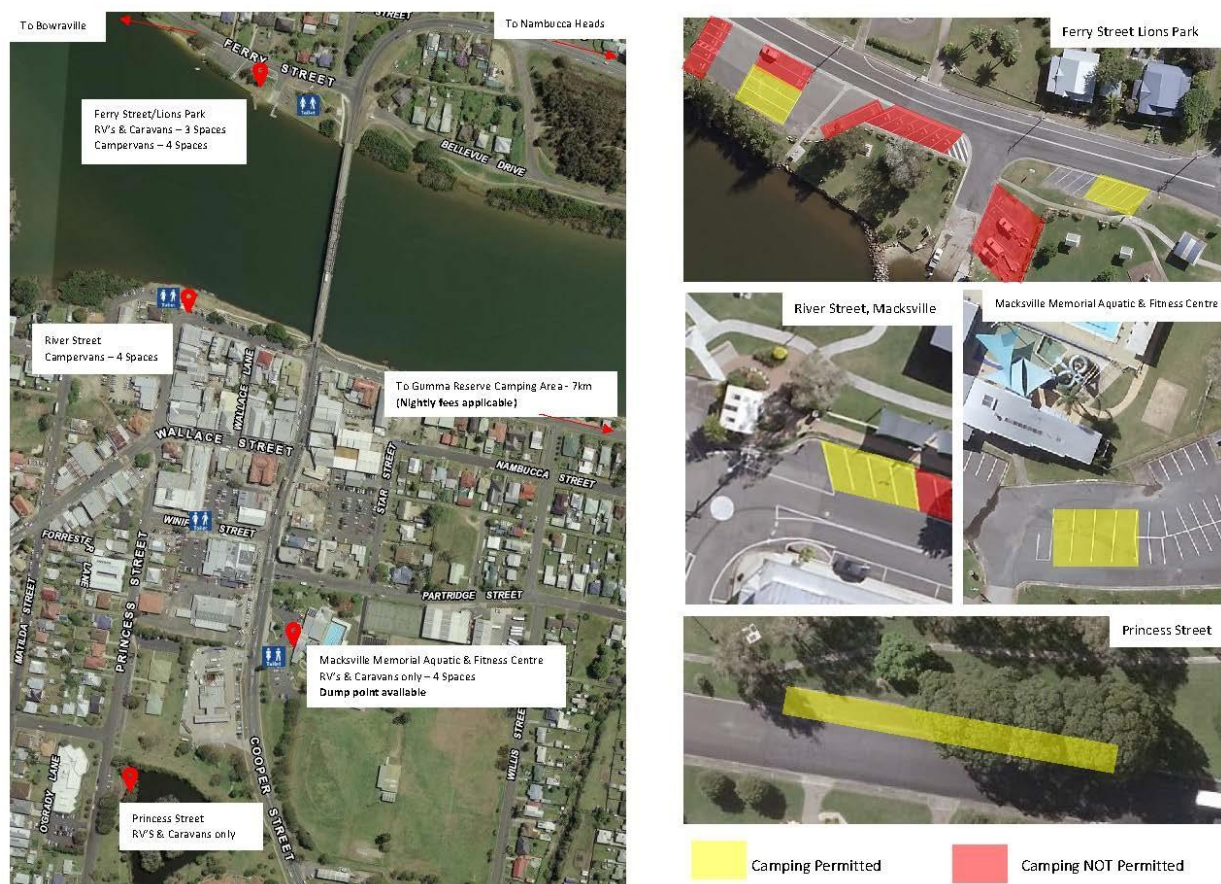
The main reasons for complaints about people illegal camping are the congestion it creates in these areas which restricts the daily use by locals; as well as health and environmental concerns.

In 2018 Council undertook a review of the overnight camping arrangements at the Ferry Street carpark in North Macksville. Council called for the review as a result of community concern primarily relating to congestion of the carpark restricting access to the boat ramp for boat users, pollution of the river, and amenity impacts on adjoining residents.

Aside from the Ferry Street carpark, there were no areas at the time of the review within the Nambucca Local Government Area (LGA) which permitted free overnight areas for travellers to park. Due to the economic benefit of having travellers stop within the LGA, the continual demand for free overnight areas for travellers, and the impacts overnight camping was having on locals in some areas; Council opted to keep prohibiting overnight camping in problematic areas while identifying areas in Macksville for free overnight camping.

As a result of the review Council signposted 21 parking spaces within Macksville and the Ferry Street Carpark which permit overnight camping in vehicles. These spaces can be seen in the images below.

ITEM 11.3 PROPOSED RESTRICTED PARKING AREAS



In 2024, Council also provided an additional 6 spaces in Cook & Belmore Streets in Bowraville, bringing the total allocated free spaces to 27 within the LGA.

Macksville is currently recognised as a 'RV Friendly Town' by the Motorhome Club of Australia. A key criterion to be considered a 'RV Friendly Town' is the provision of a minimum of 6 parking spaces for self-contained recreational vehicles (RV).

DISCUSSION:

Councils existing method of restricting where travellers park overnight is by erecting signs prohibiting overnight camping. In order to enforce these regulatory signs, Rangers are required to obtain evidence a vehicle has been used to camp overnight. This requires a patrol in the evening and another in the morning and capturing of the required evidence.

It is considered that regulating illegal camping could be made more efficient and effective if signage was altered so that sufficient evidence could be obtained with only one patrol. Making this adjustment would enable more illegal campers to be identified while freeing up more time for Councils Rangers to dedicate to other matters. Currently with the need to do an evening and morning patrol to gain the required evidence, there are periods where staffing levels do not facilitate the capture of the required evidence on a daily basis. This is particularly the case during periods of staff leave, which typically occurs during holiday periods.

As such, it is recommended to implement restricted parking areas in illegal camping hotspots under rule 168 of the Road Rules 2014. Implementing restricted parking areas which restrict the parking of RVs, caravans, campervans, or moveable dwellings between the hours of 4pm-8am will mean that only one patrol will be needed to obtain evidence that one of the listed vehicles was parked in the area.

The locations where the restricted parking areas are proposed to be implemented are:

ITEM 11.3 PROPOSED RESTRICTED PARKING AREAS

- Valla Beach Road carpark, Valla Beach.
- Thompson Street carpark, Valla Beach.
- Gregory Street carpark, Valla Beach
- Cockburn Street carpark, Valla Beach
- Main Beach carpark, Nambucca Heads
- Liston Street Headland carpark, Nambucca Heads.
- Newry Street, Nambucca Heads – from the Lions Lookout to Beilbys Beach.
- Shelly Beach carpark, Nambucca Heads
- V-wall carpark, Nambucca Heads
- Gordon Park carpark, Nambucca Heads
- Bellwood Park carpark, Nambucca Heads
- Stuarts Island carpark, Nambucca Heads
- Day reserve - Short Street, Scotts Head

It is also proposed to make the Ferry Street carpark a restricted parking area, restricting all long vehicle parking spaces to boat and trailer parking only. This will assist resolve the ongoing issues of boat users not being able to park their cars and trailers after launching their boat. While fines have being a discouragement, the continual issues of campers not obeying the signage continues, which at times results in all spaces being occupied by campers with no room for boats and trailers.

The proposed changes will result in there being 24 spaces permitted for free camping in the LGA. It is considered that this will be enough to cater for demand while enabling hotspot areas which have been problematic for locals in the past to be adequately regulated.

Example signage proposed for the restricted parking areas are as follows:



Ferry Street carpark:



ITEM 11.3 PROPOSED RESTRICTED PARKING AREAS

The proposed restricted parking areas were publicly exhibited between 18 April – 16 May 2025. 12 submissions were received during the exhibition period. 11 submissions were in support of the proposed changes with 1 submission indicating opposition. Copies of the submissions are contained within attachment 1.

Some of the submissions requested additional parking areas be included. Those areas mentioned in the submissions and not included in the list above have not been included due to the current low usage by campers and to enable the implementation of the listed areas to gauge the effectiveness of the changes. They can be considered at a later date.

The letter indicating objection listed reasons of nowhere for homeless to stay or campers when caravan parks are full. The proposal will result in 24 free camping spaces being retained within the LGA. These spaces have been available for a number of years now, with there never being 100 percent occupancy in these spaces at any one time. Instead, campers are utilising prime locations which impede locals daily use of the coastal areas. The intent of the proposal is to redirect these campers to the free spaces to reduce the impact on the community, while still generating economic activity that comes with tourists stopping in our LGA. It is noted that the campers identified using public spaces the subject of this report are travellers and are not homeless.

This proposal was reported to the Nambucca Valley Traffic Committee on 17 June 2025 who resolved to support the implementation of restricted parking areas in the locations outlined in this report.

CONSULTATION:

Nambucca Valley Traffic Committee
Rangers

SUSTAINABILITY ASSESSMENT:**Environment**

The recommendation will minimise potential environmental impacts.

Social

The recommendation will minimise existing social impacts reported to Council.

Economic

The recommendation will not result in any adverse economic impacts on the local area.

Risk Analysis

Nil.

Delivery Program Action

LW9 - Operate and Maintain Open Spaces

FINANCIAL IMPLICATIONS:**Direct and indirect impact on current and future budgets**

Costs of signage can be accommodated within existing signage budgets. The costs of signage will be outweighed by efficiencies created with staff time while also generating increased fine revenue.

Working funds – justification for urgency and cumulative impact

N/A


Impacts on 10 Year Long Term Financial Plan

N/A

Service level changes and resourcing/staff implications

Increased efficiencies as addressed in report.

ATTACHMENTS:

1  28310/2025 - Submissions

MANAGER DEVELOPMENT AND ENVIRONMENT REPORT

ITEM 11.4 SF3410 160725 UNDETERMINED DEVELOPMENT APPLICATIONS GREATER THAN 12 MONTHS, WHERE SUBMISSIONS HAVE BEEN RECEIVED, OR WHERE AN APPLICATION TO VARY DEVELOPMENT STANDARDS UNDER CLAUSE 4.6 OF THE NAMBUCCA LEP 2010 WAS APPROVED UNDER STAFF DELEGATION

AUTHOR/ENQUIRIES: Daniel Walsh, Manager Development and Environment

SUMMARY:

This report contains information in relation to development applications which have been undetermined for over 12 months, undetermined development applications which have received submissions and development applications determined where an application to vary a development standard was approved.

In accordance with Minute 848/08 from Council's meeting of 18 December 2008, should any Councillor wish to "call in" an application a motion is required specifying the reasons why it is to be "called in". If an application is not called then it will be determined under delegated authority if the delegations permit.

In the interests of transparency, all development applications determined under delegation, where an application to vary development standards under Clause 4.6 of the Nambucca Local Environmental Plan 2010 was approved, are reported to Council for information.

RECOMMENDATION:

That Council notes the information on undetermined development applications greater than 12 months, or where submissions have been received to 8 July 2025, and development applications determined from 9 May – 8 July 2025 where an application to vary development standards under Clause 4.6 of the Nambucca LEP 2010 was approved under delegation.

OPTIONS:

In addition to the above recommendation, Council may choose to "call in" any or all of the development applications referred to in this report, or any other development application not yet determined under delegation by Council staff. Please see information in the summary above regarding how to "call in" a development application.

DISCUSSION:

TABLE 1: UNDETERMINED DEVELOPMENT APPLICATIONS IN EXCESS OF 12 MONTHS OLD

Nil.

TABLE 2: UNDETERMINED DEVELOPMENT APPLICATIONS WITH SUBMISSIONS

DA NUMBER	DATE OF RECEIPT	PROPOSAL	ADDRESS
2025/005	4 February 2025	Demolition of existing dwelling & construction of new dwelling	8 Gregory Street, Valla Beach – Lot 4 Sec 2 DP 245317
STATUS: 1 submission received. Amended plans have been requested which minimise the impact on the views from neighbouring properties.			
DA NUMBER	DATE OF RECEIPT	PROPOSAL	ADDRESS
2025/083	9 April 2025	18 Multi dwelling housing	1 Bellevue Drive, North Macksville – Lot 1 DP 205344
STATUS: 9 submissions received. Amended plans and documentation has been requested which address the flood and bushfire risks of the development.			
DA NUMBER	DATE OF RECEIPT	PROPOSAL	ADDRESS
2025/122	17 June 2025	Function Centre	86 Jellico Street, Macksville – Lot 8 Sec M DP 9654

**ITEM 11.4 UNDETERMINED DEVELOPMENT APPLICATIONS GREATER THAN 12 MONTHS,
WHERE SUBMISSIONS HAVE BEEN RECEIVED, OR WHERE AN APPLICATION TO
VARY DEVELOPMENT STANDARDS UNDER CLAUSE 4.6 OF THE NAMBUCCA LEP
2010 WAS APPROVED UNDER STAFF DELEGATION**

STATUS: 2 submissions received. Exhibition closes on 17 July 2025. Assessment to be completed after closure of the exhibition period.
--

**TABLE 3: DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATION WHERE AN
APPLICATION TO VARY DEVELOPMENT STANDARDS UNDER CLAUSE 4.6 OF THE NLEP WAS
APPROVED**

No development applications were determined between 9 May – 8 July 2025 where an application to vary development standards under Clause 4.6 of the NLEP was approved under staff delegation.

CONSULTATION:

Nil

SUSTAINABILITY ASSESSMENT:**Environment**

To be undertaken in assessment of individual development applications.

Social

To be undertaken in assessment of individual development applications.

Economic

To be undertaken in assessment of individual development applications.

Risk Analysis

None identified.

FINANCIAL IMPLICATIONS:

N/A

ATTACHMENTS:

There are no attachments for this report.

MANAGER DEVELOPMENT AND ENVIRONMENT REPORT

ITEM 11.5 SF3410 160725 MAY 2025 - APPROVED CONSTRUCTION CERTIFICATES, APPROVED COMPLYING DEVELOPMENTS, DEVELOPMENT APPLICATIONS RECEIVED AND COMPLYING DEVELOPMENTS RECEIVED

AUTHOR/ENQUIRIES: Melanie Ellis, Senior Business Services Officer



SUMMARY:

The attached reports are for the information of Councillors with regard to approved Construction Certificates, approved Complying Development Certificates, Development Applications received and Complying Development Applications received for the month of May 2025 as at 13 June 2025.

RECOMMENDATION:

That Council notes the approved Construction Certificates, approved Complying Development Certificates, Development Applications received and Complying Development Applications received for May 2025.

ATTACHMENTS:

- 1**  31495/2025 - 2025 May - Development Applications and Complying Development Applications Received
- 2**  31489/2025 - 2025 May - Approved Construction Certificates and Complying Development Applications

MANAGER DEVELOPMENT AND ENVIRONMENT REPORT**ITEM 11.6 SF1148 160725 COUNCIL'S RANGERS' REPORT AND PENALTIES ISSUED FOR MAY 2025****AUTHOR/ENQUIRIES:** Melanie Ellis, Senior Business Services Officer**SUMMARY:**

The following is the Council's Rangers' report and attached listing of penalty notices issued for the month of May 2025 by Council staff.

RECOMMENDATION:

That Council notes the Rangers' impounding statistics and penalties issued for May 2025.

DISCUSSION:

MAY 2025	Cats	Dogs
COUNCIL'S SEIZURE ACTIVITY		
<i>Seized (doesn't include those animals dumped or surrendered)</i>	0	0
<i>Returned to Owner</i>	0	0
<i>Transferred to - Council's Facility from Seizure Activities</i>	0	0
ANIMALS IN AND ARRIVING AT COUNCIL'S FACILITY		
<i>Animals In Council's Facility - (Start of Month)</i>	3	6
<i>Abandoned or Stray</i>	4	2
<i>Surrendered</i>	1	2
<i>Animals transferred from Seizure Activities</i>	0	1
<i>Total Incoming Animals</i>	8	10
ANIMALS LEAVING COUNCIL'S FACILITY		
<i>Released to Owners</i>	1	0
<i>Sold</i>	0	0
<i>Released to Organisations for Rehoming</i>	2	0
<i>Died at Council's Facility (other than euthanised)</i>	0	0
<i>Stolen from Council's Facility</i>	0	0
<i>Escaped from Council's Facility</i>	0	0
<i>Other</i>	0	0
EUTHANISED		
<i>Restricted Dogs</i>	0	0
<i>Dangerous Dogs</i>	0	0
<i>Owner's Request</i>	0	0
<i>Due to Illness, Disease or Injury</i>	0	0
<i>Feral/infant animal</i>	0	0
<i>Unsuitable for rehoming</i>	0	0
<i>Unable to be rehomed</i>	0	1
<i>Total Euthanised</i>	0	1
TOTAL IN COUNCIL'S FACILITY - (END OF MONTH)	5	9

ATTACHMENTS:

1  32799/2025 - Ranger Report to Council - May 2025

DIRECTOR ENGINEERING SERVICES REPORT

ITEM 12.1 SF90 160725 MINUTES OF THE NAMBUCCA VALLEY TRAFFIC COMMITTEE MEETING 17 JUNE 2025

AUTHOR/ENQUIRIES: Keith Williams, Manager Technical Services

SUMMARY:

The agenda and minutes of the meeting held on 17 June 2025 are **attached** for Council's information and adoption.

All voting members included in their response whether they:

- a) Support the recommendation
- b) Oppose the recommendation
- c) Require additional information or time before they can declare support or otherwise.

RECOMMENDATION:

That Council:

- 1 Approves permanent 2-hour parking restriction along High Street Bowraville, both sides of the road, between Belmore Street and the southern end of the medium island, other than where the 15-minute parking currently exists.**
- 2 a) Endorse the Drag-Ens Hot Rod Club Temporary Road Closure application of Bowra Street and Mann Street, Nambucca Heads, from the Ridge Street Intersection to West Street Intersection between 8.00am to 1.00pm on Saturday 4 October 2025, noting the following being received by Council:**
 - **Certificate of Currency for Public Liability Insurance;**
 - **Traffic Management Plan confirming Accredited Traffic Controllers will be on site; and**
 - **Police approval for the road closures.****b) Approve signs and devices necessary to affect the road closure.**
c) Note the endorsement is based on the additional requirement of the Drag-Ens Hot Rod club to mitigate the risk of both pedestrian and vehicle movement on Mann Street for access residences by:
 - **The provision of six volunteers in high visibility clothing to guide vehicles (if necessary) to and from their residence(s) to ensure pedestrian safety is maintained, and**
 - **Advice to the residents impacted by the road closures along Mann Street of the true extent of the road closure on their residence(s), being up to six hours**
- 3 Install a NO STOPPING ZONE at the Bank Street turning head, Nambucca Heads.**
- 4 Install a BUS ZONE fronting the existing shelter at 71 Marshall Way, Nambucca Heads.**

OPTIONS:

- 1 Do nothing/business as usual**
- 2 Seek clarification or refer matters back to the Traffic Committee.**
- 3 Alternative option – That would need to be endorsed the Local Traffic Committee**

ITEM 12.1 MINUTES OF THE NAMBUCCA VALLEY TRAFFIC COMMITTEE MEETING 17 JUNE 2025

BACKGROUND:

The TfNSW is legislated as the organisation responsible for the control of traffic on all roads in New South Wales. Traffic is controlled by the installation of prescribed traffic control devices, such as regulatory signs, or traffic control facilities, such as medians.

The Local Traffic Committee (LTC) has no decision-making powers and is primarily a technical review committee. It only advises the Council on matters for which the Council has delegated authority, being certain prescribed traffic control devices and traffic control facilities.

The Council must refer all traffic related matters to the LTC prior to exercising its delegated functions. Matters related to State Roads or functions that have not been delegated to the elected Council must be referred directly to TfNSW or relevant organisation.

Council is not bound by the advice given by its LTC. However, if Council does wish to act contrary to unanimous advice of the LTC or when the advice is not unanimous, it must notify TfNSW and the NSW Police and wait 14 days before proceeding.

The Nambucca Traffic Committee meets every two months, generally on the first Tuesday of that month.

DISCUSSION:

Recommendations 4 & 5 were tabled as General Business and were not items on the LTC agenda.

4. Install a NO STOPPING ZONE at the Bank Street turning head, Nambucca Heads

Council green space staff requested the provision of a No Parking zone in front the steep vegetated embankment they maintain at the end of Bank Street, Nambucca Heads. Provision of a No Stopping Zone will deter motorists from parking their vehicles on the tight turning head in front of the embankment and allow garbage trucks and other maintenance vehicles clear turning movements and avoid unnecessary hazardous manoeuvres.



ITEM 12.1 MINUTES OF THE NAMBUCCA VALLEY TRAFFIC COMMITTEE MEETING 17 JUNE 2025**5. Install a BUS ZONE fronting the existing shelter at 71 Marshall Way, Nambucca Heads**

Busways have requested installation of a permanent bus zone adjacent to the shelter, outside Teddy Bears Kindy on Marshall Way, Nambucca Heads. They have advised;

“Its currently being used by a lot of passengers that board & alight bus at this stop however cars are always parked there so it seems to be a wasted bus shelter”.

Owners of Teddy Bears Kindy have been contacted and they do not object to the proposal of having the bus zone outside their adjacent block # 71 also near the shelter, this allows parents to park vehicles near the entry to the kindy to drop off/ pick up their children. Kindy staff will be impacted as they will need to walk a little further to the premises as they have been advised they will not be able to park on the road verge after clarification was sought.

**CONSULTATION:**

Nambucca Valley Traffic Committee

SUSTAINABILITY ASSESSMENT:**Environment**

No Impact

Social

Recommendations are aimed at improving social outcomes

Economic

No Impact

Risk Analysis

Identified	Risk Likelihood (H,M,L)	Impact of risk (H,M,L)	Strategy to manage risk	Residual Risk
Vehicle/pedestrian collisions	M	H	Modify intersection and approve traffic management schemes	M

Delivery Program Action

CC1 - Using a variety of tools, engage with the community in ways that are accessible and transparent

LW12 - Promote social equity with equal opportunities for access and participation

ITEM 12.1 MINUTES OF THE NAMBUCCA VALLEY TRAFFIC COMMITTEE MEETING 17 JUNE 2025

FINANCIAL IMPLICATIONS:

Direct and indirect impact on current and future budgets

Approximately \$5,000

Working funds – justification for urgency and cumulative impact

Not Urgent

Impacts on 10 Year Long Term Financial Plan

Nil

Service level changes and resourcing/staff implications

ATTACHMENTS:

1  31967/2025 - Minutes - Nambucca Valley Traffic Committee - 17 June 2025

DIRECTOR ENGINEERING SERVICES REPORT

ITEM 12.2 SF1575 160725 STRATEGIC ASSET MANAGEMENT PLAN, TRANSPORT ASSET MANAGEMENT PLAN & BRIDGES ASSET MANAGEMENT PLAN

AUTHOR/ENQUIRIES: Mathias De Souza, Manager Assets

SUMMARY:

This report presents drafts of the consolidated and reviewed resourcing documents as per the requirements set out in the IP&R Framework:

- Strategic Asset Management Plan (SAMP) – Covers all Council assets;
- Transport Asset Management Plan (Transport AMP); and
- Bridges Transport Asset Management Plan (Bridges AMP).

The Transport AMP consolidates the currently adopted AMPs for the following asset classes:

- Car Parks;
- Sealed Roads;
- Unsealed Roads;
- Pathways;
- Kerb and Gutter; and
- Other Road Assets (which consists mostly of guardrail and bus shelters).

RECOMMENDATION:

That Council:

- 1 Places the draft Strategic Asset Management Plan, Transport Asset Management Plan and Bridges Asset Management Plan documents on public exhibition for a period of 28 days to invite community and stakeholder feedback.**
- 2 Receives a further report following the exhibition period, which will include all submissions received and the final versions of the documents for adoption.**

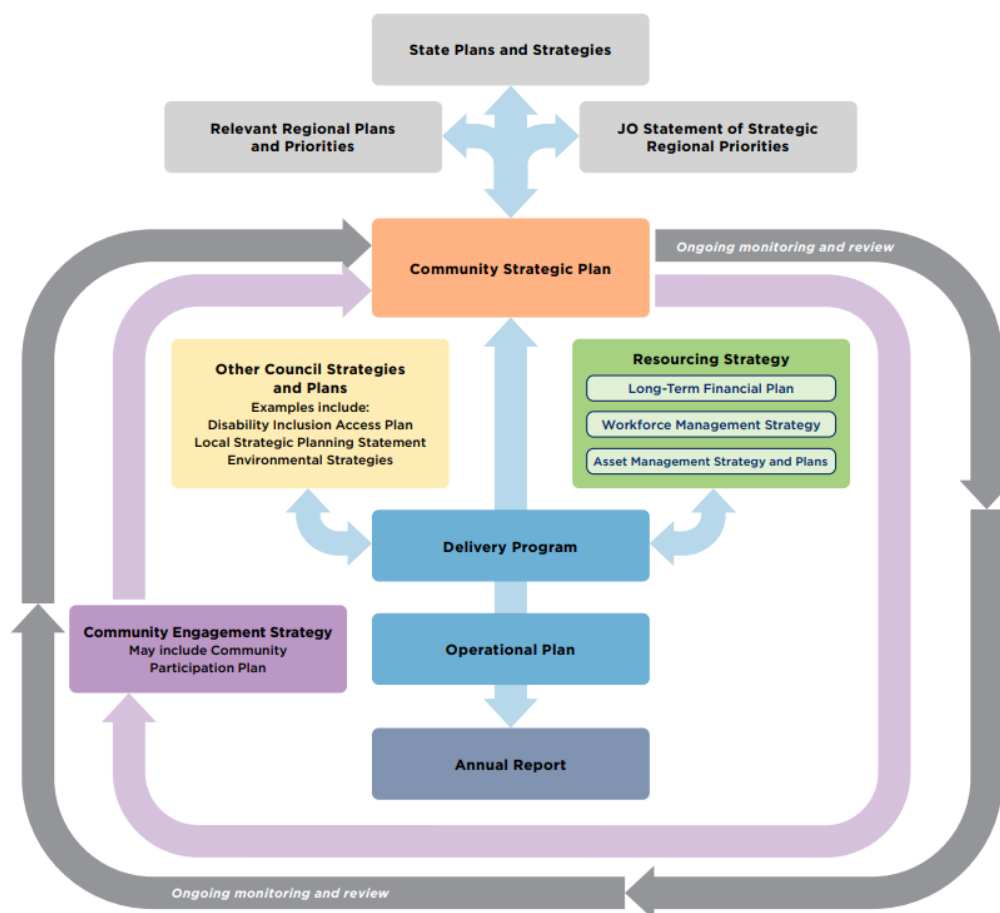
OPTIONS:

- 1 Do nothing/business as usual
- 2 Proposed recommendation
- 3 That Council:
 - Receives and notes the report on the draft Strategic Asset Management Plan (SAMP) and the Transport and Bridges Asset Management Plans (AMPs).
 - Defers the public exhibition of the draft documents pending a comprehensive review and amendment to address the matters raised by Council.
 - Directs staff to undertake the required revisions and present the updated draft Strategic Asset Management Plan and Asset Management Plans for consideration at a future Council meeting.

BACKGROUND:

NSW Councils must comply with the requirements set out in the Integrated Planning and Reporting Framework (IP&R). The IP&R framework was introduced in 2009 by the Office of Local Government (OLG) to support Councils in planning for the future and continual improvement. In doing so Council will also comply with the underlying legislation, namely the Local Government Act 1993 NSW and the Local Government (General Regulation) 2021 NSW. An overview of the framework is shown below:

ITEM 12.2 STRATEGIC ASSET MANAGEMENT PLAN, TRANSPORT ASSET MANAGEMENT PLAN & BRIDGES ASSET MANAGEMENT PLAN



One of the main requirements is that Councils periodically review the plans and strategies within its remit. This report focuses on the resourcing strategy, more specifically, the review of the Asset Management Strategy/Strategic Asset Management Plan (referred in this report as the SAMP) and review/consolidation of the Transport and Bridges Asset Management Plans (referred as the AMPs).

The SAMP covers all council assets such as water, sewer, transport, bridges, buildings etc.

The Transport AMP reviews and combines the following previous AMPs last reviewed in 2022:

- Car Parks;
- Sealed Roads;
- Unsealed Roads;
- Pathways;
- Kerb and Gutter; and
- Other Road Assets (which consists mostly of guardrail and bus shelters).

The Bridges AMP has been reviewed separately from the other Transport assets due to its high criticality.

ITEM 12.2 STRATEGIC ASSET MANAGEMENT PLAN, TRANSPORT ASSET MANAGEMENT PLAN & BRIDGES ASSET MANAGEMENT PLAN

DISCUSSION:

While the report presents the both the SAMP and AMPs for Transport and Bridges, the main focus of discussion will be the SAMP. This is because 1. the SAMP covers every asset under Council's care and control 2. Asset management is not about the infrastructure, it is about the services provided to the Community and this is best captured at the SAMP and Asset Management Policy (AM Policy) level and 3. AMPs are generally quite technical and long often making them hard to digest.

The main purpose of the SAMP is to convert the Council's and Community vision in the Community Strategic Plan (CSP) into solid, measurable Asset Management Objectives (AM Objectives). This means the two documents are linked and that by achieving the AM objectives, Council can be confident that it is meeting the CSP vision and is on the right track. Note also that the AM Policy is also included as an appendix to the SAMP as the AM Policy explains what the underlying AM principles are, and these are also based on the CSP vision. That said, the readers should draw their attention to two main sections:

- AM Objectives; and
- Actions to Improve Asset Management.

The AM Objectives in the draft SAMP are currently in there as a starting point to start a very crucial discussion. These are not meant to be exhaustive or final and should be discussed by as many people as possible to ensure they represent the Council's and Community goals and are realistic and achievable given Council's constraints.

The Improvement Actions in the later section of the SAMP are there to support Council's desire for continual improvement in the provision of services to the Community. These actions are not to be confused with the AM Objectives, even though they are related. Note that similar to the AM objectives, these are also not meant to be exhaustive or final, and should be discussed and modified accordingly.

The intention with both the SAMP and the AMPs was to ensure that special consideration was made regarding the impact of natural disasters on service provision given the recent natural disasters. This is reflected in the AM Objectives and throughout the AMPs.

The following should be the main things readers should take away from the SAMP and AMPs:

- Despite Council's desire to provide the best possible levels of service to the Community, it must operate within many constraints especially from a financial, resourcing and legislative perspective. This simply means that the amount of money available is limited, along with the number of people Council has on the books to be able to provide the services the Community needs and to the extent that they want. This is why Council relies heavily on getting grants to either fix, rebuild or improve things. Note that Council has to compete for these grants with 128 other Councils across the state, meaning a lot of time and effort is put into getting all the information together to support grant applications that are not even guaranteed to be successful.
- Natural disasters such as bushfires and floods make everything worse for everyone not just during but also after. Recovering from these disasters puts incredible strain on everyone, and provides many setbacks that were not expected meaning finances and staff get stretched very thin.
- Council prioritises providing services in a way that is fair and that focuses on keeping the Community safe, however there are many constraints and things that must be considered when deciding on what to fix/rebuild/build next.
- The numbers and statements in these documents are not gospel, and should be treated as a guide only to help give people an idea of Council's current situation.
- The SAMP and AMPs are 'living' documents, which means they are meant to be constantly reviewed and updated to make sure they still make sense and reflect what both the Community and Council would like to achieve. This is the backbone of the continual improvement process.

ITEM 12.2 STRATEGIC ASSET MANAGEMENT PLAN, TRANSPORT ASSET MANAGEMENT PLAN & BRIDGES ASSET MANAGEMENT PLAN

CONSULTATION:

The draft SAMP and AMPs have been developed in consultation with internal stakeholders across different teams and directorates from Engineering to Governance. To further support Council's efforts in involving the community to help shape the vision of the organisation, the recommendation includes placing these documents on public exhibition for 28 days. This will be invaluable to get feedback, insights and questions from the community regarding the way Council proposes to plan for and manage the entire lifecycle of its infrastructure assets.

SUSTAINABILITY ASSESSMENT:

Environment

The principles of climate change resilience, resource management and pollution reduction were all considered in the development of these documents and are reflected in the AM Objectives listed in the SAMP.

Social

The values of keeping people safe and ensuring services are provided through assets in a fair manner are embedded in both the SAMP and AMPs.

Economic

The SAMP and AMPs adopts a lowest lifecycle cost approach meaning trying to get the best value from the assets over their lives for the lowest possible cost.

Risk Analysis

Identified	Risk Likelihood (H,M,L)	Impact of risk (H,M,L)	Strategy to manage risk	Residual Risk
Adopted documents lack sufficient alignment with Council and Community vision	M	M	Ensure sufficient engagement from senior leadership, Council and Community.	L

Delivery Program Action

CC6 - Use of effective asset management practices
 CC2 - Use information from the community in decision making
 CC1 - Using a variety of tools, engage with the community in ways that are accessible and transparent
 CC3 - Keep the community informed of the decisions, key issues and actions of Council
 CC4 - Maintain an effective governance regime
 CC7 - Embrace a culture of continuous improvement including the best utilisation of the human resources
 CC8 - Integrate effective risk management practices across the organisation
 CC6 - Use of effective asset management practices
 PP11 - Maintain and construct road network to the level of service agreed with the community
 PP12 - Maintain and construct bridges to the level of service agreed with the community
 PP13 - Maintain and construct footpath and cycle ways to the level of service agreed with the community
 PP16 - Install bus shelters at high use bus stops
 PP11 - Maintain and construct road network to the level of service agreed with the community

**ITEM 12.2 STRATEGIC ASSET MANAGEMENT PLAN, TRANSPORT ASSET MANAGEMENT PLAN
& BRIDGES ASSET MANAGEMENT PLAN**

FINANCIAL IMPLICATIONS:**Direct and indirect impact on current and future budgets**

No impact at this stage.

Working funds – justification for urgency and cumulative impact

No impact at this stage.




Impacts on 10 Year Long Term Financial Plan

No impact at this stage. While one of the purposes of the SAMP and AMPs is to provide inputs to the Long Term Financial Plan (LTFP), the AMPs are meant to be viewed only as a conversation starter rather than a set-in stone financial document. This is because there are many assumptions that are made in the financial modelling that may not perfectly reflect the financial reality of the Council. Simply put, any financial and non-financial figures or statements presented in these documents should be taken only as a rough guide, as a means of providing both the community and Council with a general picture.

Service level changes and resourcing/staff implications

No impact at this stage.

ATTACHMENTS:

- 1  35387/2025 - Draft - NVC - Strategic Asset Management Plan
- 2  35377/2025 - Draft - NVC - Asset Management Plan - Bridges
- 3  35339/2025 - Draft - NVC - Asset Management Plan - Transport Infrastructure

DIRECTOR ENGINEERING SERVICES REPORT

**ITEM 12.3 SF2768 160725 REVIEW OF PUBLIC LIGHTING - ROADS AND SPACES
POLICY ES 02**

AUTHOR/ENQUIRIES: Mathias De Souza, Manager Assets

SUMMARY:

This report presents the revised public lighting policy and new procedure which propose a number of fundamental changes including re-naming the policy from 'Street Lighting – Public Roads' to 'Public Lighting – Roads and Spaces' to include all roads and spaces in order to align with current versions of AS/NZS standards.

RECOMMENDATION:

That Council:

- 1 Adopts the reviewed and renamed ES 02 Public Lighting – Roads and Spaces Policy**
- 2 Notes Procedure - ES 02 Public Lighting – Roads and Spaces**

OPTIONS:

- 1 Do nothing/business as usual
- 2 Proposed recommendation
- 3 Proposed recommendation subject to amendments

BACKGROUND:

Council is committed to periodically reviewing its policies to ensure that they remain both current and relevant to the organisations strategic vision and operational needs. This report concerns itself with the review of the in-force Council policy 'ES 02 Street Lighting - Public Roads' (referred as the policy). The policy is now due for review.

DISCUSSION:

The major changes resulting from the policy review are as follows:

- Re-naming the policy from 'Street Lighting – Public Roads' to 'Public Lighting – Roads and Spaces' to mirror the updated suite of Australian/New Zealand Standards (AS/NZS).
- Re-aligning the content of the policy to reflect the name change. The scope of the policy now applies to all existing and proposed outdoor public lighting regardless of ownership or care/control.
- Inclusion of clearly defined roles and responsibilities of stakeholders in relation to public lighting assets.
- Introduction of classification categories (V for roads and P for pedestrian areas) per AS/NZS which helps establish practicable performance, design and installation criteria.
- Inclusion of Council commitments to best practice asset management activities (maintenance plan), and acknowledgement of the importance of having an accurate account of public lighting assets in the LGA regardless of ownership (in the asset register). Note that incorporating these best practice management tasks is not expected to impact current resourcing/staff. It is expected to have a net positive effect, through the improvement of Council's awareness and risk management capability of the lighting assets that exist within its remit.
- Addition of clearly defined procedures dealing with reporting lighting defects and assessment of existing or proposed lighting.
- Removed sections specific to urban and rural area lighting requirements, instead opting for a more holistic approach that would assess public lighting requirements on a case to case basis.
- The preceding point is directly relevant to Council's resolution from 1989 which states that Council would not require lighting in rural residential areas. That said, adoption of this revised policy in its current draft may impact this resolution, as a case by case assessment approach is encouraged.

ITEM 12.3 REVIEW OF PUBLIC LIGHTING - ROADS AND SPACES POLICY ES 02

A new procedure 'Procedure ES02 – Public Lighting Roads and Spaces' has been created to be read in conjunction with the policy. The procedure covers fault reporting, assessment and upgrade requests, and explains Essential Energy's cost recovery model for any works carried out.

CONSULTATION:

Internal consultation

SUSTAINABILITY ASSESSMENT:**Environment**

The policy conveys Council's commitment to energy efficiency and pollution reduction through an 'LED first' approach and a strategy that ensures future compatibility of current assets with smart controls.

Social**Economic**

The 'LED first' and smart controls forward compatibility approach will not only provide environmentally sustainable benefits, but also economic benefits through reduced power bills.

Risk Analysis

Identified	Risk Likelihood (H,M,L)	Impact of risk (H,M,L)	Strategy to manage risk	Residual Risk
Council being unaware of lighting assets it is responsible for or their state.	M	M	1. Undertake audit to include all lighting assets to register. 2. Develop maintenance / inspection plan	L

Delivery Program Action

CC6 - Use of effective asset management practices

CE5 - Promote sustainable building practices including energy and water efficiency



FINANCIAL IMPLICATIONS:**Direct and indirect impact on current and future budgets**

No financial implications at this stage.

Working funds – justification for urgency and cumulative impact**Impacts on 10 Year Long Term Financial Plan****Service level changes and resourcing/staff implications**

Adoption of this revised policy is not expected to change current service levels nor impact resourcing/staff.

ATTACHMENTS:

- 1  2269/2010 - UNDER REVIEW - ES 02 - POLICY - Public Lighting Roads and Spaces
- 2  27469/2025 - PROCEDURE ES 02 - Public Lighting Roads and Spaces