COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
23 JULY 2009

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CITY SERVICES COMMITTEE

ORDINARY MEETING

23 JULY 2009

Mayor and Councillors

NOTICE OF MOTION

LOCAL ECONOMIC U-TURN

Purpose:

Councillor Rodney Degens has given notice of his intention to move:

Description of Item:

That the Coffs Harbour City Council investigate the establishment of a Community Banking Enterprise using a local branch of a major bank.

Councillor Degens comments:

As the list of internationally large corporations grow and prosper, smaller regional communities such as Coffs Harbour are often left out of their slice of the larger economy. Companies that have their bases in other major cities or even outside of Australia, while serving the local community well for so many reasons, ultimately take a large proportion of the profits that they make away from in this case, our local area. This has been acceptable in the past and will continue to be acceptable in the future, however it is vital that our local economy is supported as well and the type of support we are referring to in this case is a clear financial inclusion of the local economy into the larger economy, not just employment opportunities, community projects and the like as we have seen to date, but the creation of an economic trail that leads finances back to the community of Coffs Harbour.

This ‘trail’ will be created through clear incentives for local people to support local businesses. Price determines everything to the greatest extent, and it is at this level where support for local businesses is required. Discounts for locally owned and operated businesses, whether they be food outlets, lawn mowing, or cleaning services, will be part of the attraction of using for example, a credit card. Knowing that by investing in local community accounts, customers will be at the same time ensuring that some of banking profits derived through this activity, will be retained in the City of Coffs Harbour with the obvious flow on economic effects that that result.
Local Economic U-Turn  (Cont'd)

This proposal is for Coffs Harbour City Council to establish a local financial network or, a Community Banking Enterprise with a local branch of a major bank which will result in services such as Chequing Accounts, Credit Card, Superannuation facilities, Investment Accounts that will all result in clear traceable positive financial benefits for Coffs Harbour City Council as well as the community of Coffs Harbour. Businesses that are deemed indigenous to our area will be rewarded in two clear ways, firstly through the encouragement of patronage to local business and secondly through the increased local economy as a whole.

Risks to Council

None. There are no risks to council; customers will be handled by an existing local branch, loan applications, debt collection, mail outs, financial advising and all of the usual banking services will be handled by the branch. Future options will be available as well for Coffs Harbour City Council to take a greater role in areas of finance if desired.

Staff Comments:

The establishment of such a community bank by Council is outside its core business. There are numerous local and national credit unions and building societies that community members can avail themselves of in terms of their services. Local supermarkets and clubs also allow for a percentage of funds to be directed back into the local economy ie IGA stores Community Benefit Program, Clubs NSW Community Development Support Expenditure Scheme. The Economic Development Unit also provides support for local businesses to grow and develop. Given this the Council and other businesses in the community are supporting local initiatives and local growth.

Recommendation:

That Council not proceed with investigations into the establishment of a Community Banking Enterprise.
GENERAL MANAGER’S REPORT

10 BELLINGEN AND COFFS HARBOUR COMBINED LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

Purpose:
To request Council approval to combine and the LEMC’s of Bellingen and Coffs Harbour and develop and sign an agreement of operations.

Description of Item:
Under the State NSW State Emergency & Rescue Management 1989 (as amended) Councils are required to support a Local Emergency Management Committee (LEMC) in their area. As part of this support Council is amongst other things required to provide administration support and a number of liaison officers to the Committee.

When there is an emergency and the Emergency Operations Centre (EOC) is opened then Council is required to provide significant resources in assisting with the emergency and generally with no repayment of these expenses unless a "Natural Disaster" is declared. An EOC is only generally opened when the emergency is of such degree that it cannot be dealt with solely by the response (Combat) agency and their own resources and is essentially an operational version of the LEMC and may or may not involve all the members. The primary aim of the EOC when opened is to support the response agency in dealing with the emergency both in resources and strategic direction.

The activation of an EOC is the decision of the LEOCON in consultation with the Combat Agency, LEMO and DEOCON. The LEOCON is a senior police officer attached to the local area by the DEOCON. The LEOCON for Coffs Harbour is the LEOCON for Bellingen. Emergency Service organisations, Government and non Government Agencies who form part of the LEMC are represented by the same people for both LEMC’s.

Opening of the EOC is not a task taken lightly and only occurs in extreme cases. Both Bellingen and Coffs Harbour Councils have only opened their respective Centres a couple of times in two or more decades.

As part of the most recent run of disasters both Council areas needs to activate their EOC’s. Because of a number of reasons it was decided to run a single EOC between the two Local Government (LG) areas. This continued after the immediate disaster into the Recovery Committee phase.

As part of the debrief from the events, each LEMC/EOC has recommended that the State Government, through the District Emergency Management Committee (DEMC), and both Bellingen and Coffs Harbour City Council agree to the formation of a joint or combined LEMC and in times of disaster this logically follows into a joint EOC as needs dictate.

This report seeks approval from Council to move along these lines and develop an agreement between the Councils which will outline how the structure will work. Essentially this is an operational matter and the final agreement will be brought back to each respective Council for information provided Council is happy with the suggested policy shift.
Sustainability Assessment:

- **Environment**
  
  Specific reference to the committee structure suggests no environmental negative affect. A combined committee will generally reduce travel of most officers, but will increase travel of others at times. Overall there is expected to be a reduced effect in normal operational times.

  During emergency events this is dictated by the circumstances prevailing at the times.

- **Social**
  
  It is expected that there will be reduced hours of work for certain officers through the combined meetings, especially combat agencies.

- **Economic**

  **Broader Economic Implications**

  The recent disasters has meant an increase in workload to a great deal of staff. It is expected that as a result of the outcomes of the debriefs and the relative long time it will take communities to recover, an additional full time role will be required between the two Councils. Though this is not specific to this report such a position is a Broader Economic Implication and will be the subject of future reports to respective Councils and the State Government.

  **Management Plan Implications**

  Each Council has allowances in their respective Management Plans for emergency activities such as the LEMC and there is expected to be minimal change to those requirements. Major changes are in administration effectiveness and staff time.

**Consultation:**

This report has been developed jointly between the two Councils and is in response to a recommendation from the LEMC request.

**Related Policy and / or Precedents:**

No current policy exists regarding a joint LEMC. There are thought to be other examples where this is in place within NSW.

**Statutory Requirements:**

Issues:

Under the provisions of the State NSW State Emergency & Rescue Management 1989 (as amended) there are a number of different ways that Council can address the requirements of supporting the LEMC. The three worthy of discussion are:

- Standard arrangement as currently exists.
- Combined LEMC with single representation from Primary Response agencies, single Local Emergency Operations Controller (LEOC), dual Local Emergency Management Officer (LEMO) and dual/single Liaison Officer roles as agencies determine based on operational needs.
- Combined LEMC with single representation from all bodies as operational needs permit.

The standard arrangement has been talked about earlier in the report and does not warrant further discussion except to say that it results in duplication of resources for meetings etc. One major advantage is that each Council has complete autonomy over the operation within the LG area during normal times. At times of emergencies however, the type of emergency to a large extent dictates as we have seen recently.

The combined LEMC with single representation from Primary Response agencies, single LEOC, dual LEMO and dual/single Liaison Officer roles as agencies determine based on operational needs is seen as the most suited option to combining the Bellingen and Coffs LEMC and is the option recommended at the recent debrief.

The main advantage of this option is that it saves resource duplication as far as practical but allows each Council to maintain autonomy and control commitment of its resources in times of emergencies. What is meant by this is that those that sit on the LEMC and are involved in the EOC have to have significant delegation to commit their agency resources to the emergency without checking higher up the hierarchy.

In Council’s case in say involving engineering, the commitment could be in the hundreds of thousands of dollars in a single action. If these roles were combined then the resource commitment may be in another Council area and there is no guarantee that the cost will be recoverable. This model allows each Council and other agencies as they see fit to have a role on the combined LEMC and be able to control direct resource allocation. It must be said that it primarily affects Councils only as most other agencies are State Government and their regional boundaries encompass both Bellingen and Coffs Harbour LG areas.

Legally this option should be easily achievable as resources are controlled by their respective agency.

The roles that Council have on the LEMC vary and are to a large extent determined by the resources and size of the Council and pro-activeness of community. In general Councils are also the ‘go to people’ when a gap is identified and some resource or service etc is required.
General roles that are on the committee presently include:

- LEMO – supports LEMC and LEOCON
- General administration support
- Engineering – roads etc
- Services – water and sewer
- Health – general matters of public health
- Transport (potentially) – transport co-ordination for evacuation.

The above does not seem much in the way that it is written, however if there is an emergency then for each position there is generally three people required for 24 hour coverage. Then there is the ‘pointy’ end of the stick where the work happens and again three shifts are required and as with the last disaster this essentially cripples Council’s operational activities during the emergency.

One role that would require further discussion and would be teased out in the agreement is that of Chairman. The Chairman presently is the LEMO or Mayor. Under a combined arrangement it would likely be rotated yearly to each Mayor and the other Mayor take up a new role of Councillor Representative or similar. In the Chairing Mayor’s absence then a LEMO or the remaining Mayor could take the Chair.

The last option which is a Combined LEMC with single representation from all bodies as operational needs permit is not recommended. Though it is possible and maybe a logical progression in years to come, it essentially means as mentioned above that a Council has the potential to lose control of resources in an emergency at the expense of its community and then have to pay significant money for the privilege. The legal requirements for setting up this option would also require significant investigation.

Not part of this report, but requiring mention is that the under similar legislation a Rescue Committee operates. This Committee precedes the LEMC meeting when it meets and though having similar attendees is smaller in number. The adopted structure would support this and require no major changes.

**Implementation Date / Priority:**

Pending adoption by both Bellingen and Coffs Harbour Councils of similar recommendations outlining the intent and agreement by the State Government Agency(ies) an agreement can be signed and the committee combined. Practically this may be possible by Christmas 2009.
Recommendation:

1. That Council approve of the formation of a single Local Emergency Management Committee between the Coffs Harbour City Council and Bellingen Shire Council Local Government areas with dual roles by Local Government members as far as practical and single roles as far as practical with other agencies.

2. That Council write to the District Emergency Management Committee requesting approval to the formation of a single Local Emergency Management Committee between Coffs Harbour City Council and Bellingen Shire Council Local Government areas with dual roles by Local Government members as far as practical and single roles as far as practical with other agencies.

3. That the General Manager be authorised to develop and sign an Agreement with Bellingen Shire Council for the formation of a single Local Emergency Management Committee between the Coffs Harbour City Council and Bellingen Shire Council Local Government areas with dual roles by Local Government members as far as practical and single roles as far as practical with other agencies with that Agreement to be brought to the attention of Council when signed.
11 REPORT ON THE FORMATION OF A NON BINDING ALLIANCE BETWEEN COFFS HARBOUR CITY COUNCIL AND BELLINGEN SHIRE COUNCIL

Purpose:

To seek Council’s agreement to develop a non binding Alliance Agreement between the Bellingen Shire Council and Coffs Harbour City Council for operational purposes and other purposes that are in both Councils interests.

Description of Item:

Coffs Harbour City Council and Bellingen Shire Council have been working together for a number of years on projects that are of common interest. This has included supply of plant and services to each other, Recovery Committee during recent Natural Disaster etc.

During discussions between staff of each Council it has become apparent that there are many more opportunities that could be explored that would bring benefit to both organisations. To effectively do this it is suggested that an Alliance type agreement be drawn up that outlines how such opportunities will be reviewed, carried out and charged as applicable. The agreement should be non binding with easy exit clauses and not require extraordinary amounts of time to administer.

Such an agreement would complement that already formed between the two Councils relating to the Water Reform by the State Government but would not be required to be binding.

At the time of writing this report the type of activities that could be done with an Alliance Agreement umbrella include:

- Weed spraying
- Plant hire between Council’s eg; street sweeper, tipper trucks, asphalt truck, sucker truck
- fleet operations
- Septic tank inspections
- Adoption of joint specifications for subdivisions plus other works
- Explore use of Coffs Asset Management system by Bellingen
- Trade waste inspections
- Combine bridge works as programs allow
- Water meter reading
- Water sample testing using Coffs Environmental Laboratory by Bellingen
- Potential for part of Bellingen wastewater to be connected to Coffs supply.

Additional to the above, works that are currently being done between the Councils could be formalised more under an Alliance Agreement where applicable. These include at the time of writing this report:

- Pump servicing
- Mains chlorination/pressure testing
- MIDGOC activities
- Regional landfill.

Staff are certain that there are also many others that could be undertaken to the advantage of one or more of the Councils. They are probably only limited by time and resources.
It is suggested that the agreement be primarily managed at officer level in the first instance. In this way the Directors and General Managers would meet quarterly and review progress on works being undertaken with a report to each respective Council shortly thereafter. They would also take the opportunity to explore further projects. Once projects are agreed on, either at this meeting, or in the interim at Director/General Manager level responsible officers are assigned and it is their responsibility then to liaise with their counter part and carry out what is required and report quarterly.

In some cases payment for services is required. It is the intent that each Council is not in this to profit from each other and as such costs will be charged at direct costs with a profit margin of 5% where applicable. In this way Councils are not taking on risk and the cost should be as cheap as possible. As required budgets/estimates would be agreed up-front prior to any works commencing.

In carrying out the works it is not expected that additional staff will be employed unless there is some permanent commitment between the parties involved.

At any stage the agreement could be terminated by either party within a reasonable notice of time excepting any contractual agreements agreed external to the suggested document.

It is recommended that the General Manager be authorised to negotiate and sign an agreement between Coffs Harbour City Council and Bellingen Shire Council revolving around how the Councils may work together more effectively in the operational context with the signed document to be brought back to Council for information.

Sustainability Assessment:

- **Environment**

  Any works that are carried out as a consequence of forming this agreement will have the environmental implications assessed as required.

- **Social**

  Better co-operation between the two Council areas of Coffs Harbour and Bellingen can only lead to better relationships between their residents and improved conditions as knowledge and services are shared.

- **Economic**

  **Broader Economic Implications**

  Difficult to gauge at this stage. Works can only lead to improvements within the Council within which they are being conducted and in some cases a small financial return to the party that is carrying them out.

  **Management Plan Implications**

  There are no major impacts expected on either Council’s Management Plan.
Consultation:

To date consultation has occurred at officer level. Councillor involvement is sought to formalise discussions to date.

Related Policy and / or Precedents:

Current arrangements exist between Councils for work to be done. This is on an adhoc basis. A more formal agreement can only assist in the carrying out of these.

Statutory Requirements:

These do not change for either Council irrespective or not if an agreement is developed.

Issues:

There are very few issues with formulating and signing of an agreement between Bellingen Shire Council and Coffs Harbour Council for operational purposes. The agreement is seen as win-win for both parties and each party can walk away if they are not happy.

The only aspects that require consideration and dealing with at the present time is ensuring that resources are not over stretched and OH & S considerations are considered in all works.

Implementation Date / Priority:

Following agreement by both Councils of their intent to formulate such agreement, officers can then prepare documentation for review and signing by the General Managers with a report back to Council on the outcomes. Realistically the time frame is in the third to fourth quarter of 2009.

Recommendation:

That the General Manager be authorised to formulate and sign a non binding Alliance Agreement between Coffs Harbour City Council and Bellingen Shire Council for working together for operational efficiency with a report to be brought back to Council for information when the agreement has been developed.
Purpose:


Description of Item:

The Local Government Association of New South Wales has now made available to all councils, the 2009 Annual Conference program which sets out the draft conference program, delegate entitlements and details relating to the submission of motions. The 2009 Annual Conference will be held at Tamworth from 25 October 2009 to 28 October 2009.

The Association seeks all conference motions to be submitted no later than 5.00pm on 10 August 2009. Council should note that the LGA Executive has adjusted standing orders dealing with late motions which are now permitted up until Close of Business on Monday, 12 October 2009.

In terms of Council’s delegate entitlements, Council can nominate four (4) voting delegates. These nominations must be submitted by Monday, 12 October 2009.

Sustainability Assessment:

- Environment

Issues dealing with the environment are a regular feature on the agenda of the conference. The Annual Conference debates changes to policy and strategy.

- Social

Social issues are also debated and policy and strategy adopted. Councillors attending are able to network socially with their colleagues from councils across the state and interchange ideas and best practice.

- Economic

Registration cost per delegate has been set at $990 (for registrations received up to 4 September 2009, and $1,100 for registrations received after that date). Partner and sponsor registration has been set at $420.

Accommodation costs will be approximately $180 per night per room with each delegate being required to stay for four nights, equating to $720 per delegate for the full conference.

Transport costs will be approximately $1,000 for return air fares from Coffs Harbour to Tamworth.

Overall the cost to attend the conference per delegate will be in the range of $2,600 to $3,000 (plus incidental meals), depending on nights stayed and final travel arrangements.
Consultation:

Contact has been made with the Local Government Association and Tamworth Regional Council with respect to registration.

Related Policy and / or Precedents:

Council has been represented by delegates at recent conferences such as at Mudgee, Blue Mountains and most recently at Broken Hill.

Council has submitted motions to previous conferences.

Issues:

Council representatives have regularly attended the Annual LGA Conference. Council is permitted to register four voting delegates.

Council has previously hosted the Conference in 1998 and 2007.

As Conference motions are due on 10 August 2009, Councillors should advise the General Manager of motions they wish to submit by the 5 August 2009 in order to meet the due date.

Motions reaffirming existing policy or calling for actions to be taken, will be referred to the Association Executive for consideration unless brought forward at the conference.

Implementation Date / Priority:

All documentation will be dispatched to the Local Government Association and Tamworth Regional Council by the nominated deadlines.

Recommendation:

1. That Council approves the attendance of Councillors at the Local Government Association Conference at Tamworth and delegate to the Mayor and General Manager the determination of voting delegates.

2. That Councillors submit any issues seeking to place any motions regarding Local Government Association policies to the General Manager no later than the 5 August 2009.

Stephen Sawtell
General Manager
Local Government
Association of NSW

Ref: Out 17362.KR
2 July 2009

Cr Keith Rhoades AFSM
Mayor
Coffs Harbour City Council
Locked Bag 155
COFFS HARBOUR NSW 2450

Dear Cr Rhoades

Please find attached the “Information for Councils” booklet for the 2009 Local Government Association Conference. Please note the following key dates (further details are provided within the document):

Deadline for submitting Motions
Monday 10 August 2009

Deadline for applications for Outstanding Service Awards to be presented at the Conference
Monday 7 September 2009

Deadlines for the receipt of late motions
Monday 12 October 2009

Please note that due to unforeseen circumstances, the Saturday Forum has been postponed from the conference and the topic will be revisited at a later time; in its stead, from 3pm – 5pm, Saturday 24 October, we are offering another dedicated training workshop for councillors on the topic of “Leading Communities and Councils – the Resilience Factor”. We are also offering three other councillor training sessions on Sunday morning which can be booked online with your registration. See attached for information.

Yours sincerely

Mr Peter Coulton
Director Corporate Services

SCANNED
"Tough Times, Smart Solutions"
Hosted by Tamworth Regional Council

25 - 28 October 2009

Information for Councils

- Submission of motions  
- Voting delegate entitlements  
- Conference and social programs  
- Elections  
- Supply of printed material  
- Outstanding Service awards

Local Government Association of NSW
GPO Box 7003
Sydney NSW 2001
tel: (02) 9242 4000
fax: (02) 9242 4111
1. Registration

Tourism Tamworth will be handling arrangements for delegates, observers and partners attending this year’s annual conference in relation to:
- registration for business sessions
- registration for social functions and partners’ tours.

All registration information and bookings can be made online at www.LGAconference.lgsa.org.au.
Contact Kate Baker on 02 6767 5319 or k.baker@tamworth.nsw.gov.au.

Saturday Forum: The forum planned for Saturday 24 October 2009, 3-5pm has been postponed and will be revisited at a later date. It has been replaced with a FREE Local Government Councillor Professional Development workshop entitled: ‘Leading Communities and Councils – the Resilience Factor’. Presenter Darryl Rubiolo will describe the latest models of leadership which leaders of communities use to ‘bounce back’ from adversity or from major cultural change. He will give examples of organisational cultures which survive and those that don’t. The two hour workshop will be interactive and informative. Darryl Rubiolo is a Senior Learning and Development Consultant with Local Government Learning Solutions.

To book this workshop, please email directly to learning@lgsa.org.au and give your name and contact details for the Saturday Free Workshop to be held at the UNE Tamworth Campus rooms next door to the Tamworth War Memorial Town Hall where the official opening will take place on Sunday afternoon. The LGSIA will also run three other councillor workshops on Sunday morning as per the registration form and program which can be booked online at www.LGAconference.lgsa.org.au.

2. Accommodation

All hotel bookings are being managed by Tourism Tamworth. If you have not yet confirmed your accommodation booking please contact Kate Baker on (02) 6767 5319 or k.baker@tamworth.nsw.gov.au and mention that you are attending the LGA 2009 Conference.

3. Voting – Delegates & Nominations to Host the 2011 Conference

The Local Government Association should be contacted in relation to:
- voting delegate entitlements
- nominations to host the 2011 annual conference. The contact at the LGA is Peter Coulton on (02) 9242 4030 or peter.coulton@lgsa.org.au.

4. Additional Conference Printed Material

For additional conference material please contact Karen Rolls on (02) 9242 4050 or karen.rolls@lgsa.org.au.

5. Submitting Motions

Motions must be received by 5.00pm on Monday 10 August 2009 to enable us to meet business paper production deadlines. Please note all motions submitted must be adopted by council before submission to the Association.
Motions should seek to alter existing policy, through the addition or deletion of elements, or to introduce new policy. To guide this process, the Association’s current policy statements (resulting from the 2008 conference business paper) are available on the LGA website at www.LGAConference.lga.org.au. Policy statements will not be discussed during the course of debate, except by way of motions which propose specific amendments.

Motions seeking to vary existing policy or to address new or emerging policy issues will be classified as Category One and scheduled for debate at the conference.

Motions reaffirming existing policy, or calling for actions to be taken within existing policy, will be classified as Category Two. Motions in Category Two will be included in the Business Paper and may be individually brought forward to be debated with the agreement of the conference. Otherwise, they will be referred to the Executive of the Association for consideration. Where appropriate, some may be actioned prior to conference.

Motions should be emailed directly to the Local Government Association as a Word attachment to lgaconference@lga.org.au. Please set up your email system to give a confirmation receipt when sending the email so you can be sure the motions have been received by the Association. For inquiries regarding submission of motions please contact Skye Smith on (02) 9242 4052.

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<tr>
<th>Motions should be submitted in:</th>
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<tr>
<td><strong>From:</strong> (Name of council)</td>
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<tr>
<td><strong>Subject:</strong></td>
</tr>
<tr>
<td><strong>Motion text:</strong> That the Local Government Association …</td>
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<td></td>
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<td></td>
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<tr>
<td><strong>Note from Council:</strong> explaining the reason for submitting the motion and how it alters or adds to existing policy. Please summarise due to limited space in business paper.</td>
</tr>
</tbody>
</table>

**Details supporting the case:**
This should be on a separate page and give reasons for raising the issue. It will be used by the Association to progress the matter once the conference has dealt with it.

6. **Late Motions**

Any motions received after 10 August will be considered late motions. Late Motions received up until COB 12 October 2009 will be included in a special edition of the Weekly to be published 16 October 2009. Late motions will be dealt with at the conference after all other business has been concluded. Late motions will NOT be accepted at the conference, however the President or Office Bearers shall have the right at any time to introduce any matter considered emergent to be put before the conference.

7. **Voting Delegate Entitlements**
Councils are entitled to nominate voting delegates on a population basis. The current constitution of the Association provides for voting delegates to conference according to the following clause:

*13. (a) The Annual Conference shall consist of the Executive Committee of the Association and delegates from each council appointed in accordance with the scale as under, such delegates to be sitting members of a constituent council. Each member of the Executive Committee of the Association and each delegate from a council which is an ordinary member shall have one vote.

<table>
<thead>
<tr>
<th>Group No.</th>
<th>Population</th>
<th>Delegates</th>
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<tr>
<td>(1)</td>
<td>Less than 10,000</td>
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</tr>
<tr>
<td>(2)</td>
<td>10,000 - 20,000</td>
<td>2</td>
</tr>
<tr>
<td>(3)</td>
<td>20,000 - 50,000</td>
<td>3</td>
</tr>
<tr>
<td>(4)</td>
<td>50,000 - 100,000</td>
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</tr>
<tr>
<td>(5)</td>
<td>100,000 - 150,000</td>
<td>5</td>
</tr>
<tr>
<td>(6)</td>
<td>Over 150,000</td>
<td>7</td>
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<tr>
<td>(7)</td>
<td>County councils and Associate Members</td>
<td>2</td>
</tr>
<tr>
<td>(8)</td>
<td>Aboriginal Land Councils</td>
<td>27</td>
</tr>
</tbody>
</table>

Note that member councils currently under administration may have one vote only. Administrators are recognised under the constitution as delegates.

The population numbers are determined by the Association using the Australian Bureau of Statistics publication 3218.0 (latest figures June 2008). Councils unsure of their allowed delegate numbers should call Peter Coulton, Director Corporate Services.

Please forward to the LGA the details of your council's delegates no later than Monday 12 October 2009. Delegate voting cards will be issued to all eligible voting delegates only at the conference on registration.

8. **Changing Voting Delegates**

All changes to the names of voting delegates both before and during the conference must be made in writing by either the Mayor or General Manager. This ensures that voting lists are up to date and avoids the embarrassment of disputes about who may or may not vote.

Where changes are made to delegates before the conference new voting cards will be available for collection from the LGA desk at the conference on Monday 26 October. Original voting delegate cards are to be returned to the LGA desk at the conference when collecting replacement cards.

Changes of delegates during the conference should be reported to the LGA office. Our staff will help you with the procedures.

9. **Draft Conference Program**

Following is the draft program. It will be finalised when all invited speakers are confirmed. The conference venue will be the Tamworth Regional Entertainment and Conference Centre (TRECC).

**Draft conference program (as at 29 June)**

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LGA Conference 2009 Information for councils Page 4
Saturday 24 October
12.00pm – 5.00pm   Registration opens at Tamworth War Memorial Hall (town hall)
                   Local church services:
                   5.30pm  – St Nicholas Catholic Church
                   6.00pm  – St Johns Anglican Church

Sunday 25 October
9.00am – 5.30pm   Registration opens at Tamworth War Memorial Hall (town hall)
                   Local church services:
                   8.30am  – St Johns Anglican Church & Lutheran Church
                   9.30am  – St Stephens Presbyterian Church
                   10am & 6.45pm  – Baptist Church
                   5pm & 9.30pm  – St Nicholas Catholic Church

10.00am – 1.00pm  Interactive Workshops: Learning Solutions Presents:
                   Good Governance, Nargyan van de Graaff, Advanced HR Solutions
                   Understanding Sustainability for Councillors – Sue Martin, USSA Sustainability
                   Learning Officer, LGSA
                   Councillors as Change Initiators – Darryl Rubiolo, Senior Learning and
                   Development Consultant, LGSA
                   UNE Tamworth Campus (next door to town hall)

4.00pm – 5.30pm   Official Opening Ceremony, Tamworth War Memorial Hall
                   Mayoral procession
                   National Anthem
                   Indigenous welcome
                   Welcome from Cr James Trelor, Mayor of Tamworth Regional Council
                   Welcome address by Cr Genia McCaffery, President LGA
                   Welcome address by Prime Minister Kevin Rudd (invited)
                   Welcome by the Governor of NSW, Dr Marie Bashir AC (invited)
                   Presentation of Outstanding Service Awards

5.30pm – 7.30pm   President’s Welcome Reception at Bi-Centennial Park

Monday 26 October
(Parliament sitting Tues – Fri)
9.00am            Conference Opening of Business Session
                   Adoption of Standing Orders
                   Presentation and Adoption of Treasurer’s Report
                   Other general business

9.30am            Hon Barbara Perry MP, Minister for Local Government
10.00am           Keynote speaker: The Premier Hon Nathan Rees MP (invited)
10.30am           Session breaks for Morning Tea in trade display
11.00am           Hon Kristina Keneally MP, Minister for Planning
11.30am           Hon Tony Kelly MP, Minister for Police, Lands & Rural Affairs (invited)
12.00am           Hon Michael Daley MP, Minister For Roads
12.30pm           Hon Phillip Costa MP, Minister for Water & Regional Development (invited)
1.00pm            Lunch in trade display
2.00pm            Mr Barry O’Farrell, Leader of the Opposition
2.30pm            Consideration of Motions
3.30pm            Session Breaks for Afternoon Tea in trade display
4.00pm Consideration of motions
4.50pm Address by Social Night Sponsor WSN
5.00pm End of conference. Buses return to accommodation.
From 6.30pm Buses pickup for Social Night from accommodation
7.00pm Social Night ‘A Country Spectacular’ sponsored by WSN, AELEC Centre
10.00pm Buses return to accommodation

Tuesday 27 October
8.30am Ballot to host 2011 LGA Conference opens
9.00am LGA Conference Host Contenders for 2011 presentation
9.30am Consideration of motions
10.00am Mr Chris Hartcher, Shadow Special Minister of State, Inter-Governmental Relations
10.30am Session breaks for Morning Tea in trade display
11.00am Consideration of motions
Ballot for Election of 2011 Conference Host closes
12.30pm Lunch in trade display
1.30pm Mr Rod Geer, Managing Director, StateCover (invited)
1.45pm Consideration of motions
2.00pm Session breaks for Afternoon tea in trade display
2.30pm Consideration of motions
3.00pm Conference adjourns for Happy Hour drinks in trade display
3.30pm Draw Prizes from trade display
4.00pm Happy Hour concludes
4.30pm Buses return to accommodation
From 6.30pm Buses pickup for Gala Dinner from accommodation
7.30pm Gala dinner at Entertainment Centre sponsored by Country Energy
10.30pm Buses return to accommodation

Wednesday 28 October
9.00am Opening of Business Session
Mr Peter Lambert, CEO, Local Government Superannuation Scheme
9.15am Presentation, Mayor or General Manager, Albury City Council: 2010 LGA Conference
9.30am Consideration of Motions
10.30am Session breaks for Morning Tea in trade display
11.00am Consideration of motions
11.30am Drawing of prizes. Submission of conference evaluation forms closed.
Closing ceremony

10. Social Program

Full details of the social program and partners program will be described in registration material distributed by the Local Government Association of NSW and online at www.LGACconference.lgaa.org.au.

11. Printed Material for the Conference
The Business Paper will be available online for comment approximately six weeks before conference and a printed copy will be distributed to registered participants for business sessions approximately one month before the conference. The Record of Decisions will be available for download one week from the conclusion of the conference. The Business Paper is online and we ask you to support the principles of sustainability in preference to ordering additional copies. Additional copies of material can be ordered by fixing in the form on Page 7. The information will be on the website www.LGACconference.lgsa.org.au in due course.

12. Outstanding Service Awards

Outstanding Service Awards will be presented at the Official Opening Ceremony to those who have given outstanding service to Local Government. To enable the processing of awards, councils are asked to advise the Association whether or not nominees for the award will be attending the conference. The deadline for applications for awards to be presented at LGA Conference in Tamworth is Monday 7 September 2009. A letter confirming the presentation will be sent to your General Manager, if you do not receive confirmation by 2 October 2009 please contact Karen Rolls on (02) 9242 4050. The eligibility criteria for the awards are that intended recipients must have completed a cumulative total of at least 20 years service in Local Government in NSW as an elected person. For those who continue to serve, and at retirement have completed 25 or more years a bar to be affixed to the original medal is available (at no additional cost) with the total number of years served inscribed upon it.

The Outstanding Service Award set comprises four pieces (medal for men or bow for women, miniature, lapel badge and citation A5 in size) featuring the Association’s coat of arms and is finished in 24ct gold and presented in a gold embossed presentation case. On the reverse side of the medal will be inscribed the recipient’s name and the year the award was presented. The nomination form is to be found on the LGSA website at www.LGACconference.lgsa.org.au.

Local Government Association of NSW
Annual Conference 2009

Request for Additional Printed Business Papers. (The Business Paper is online and we ask you to support the principles of sustainability in preference to ordering additional copies. However, use this if printed copies are deemed necessary.)

Council: .................................................................................................................................

Contact Officer: ......................................................................................................................

No. of additional packages required: ........................................................................................

NB. RECORD OF DECISIONS IS AVAILABLE FOR DOWNLOAD FROM OUR WEBSITE.

Please complete and return this form to:

Attn: Karen Rolls
Local Government Association of NSW
GPO Box 7003 Sydney NSW 2001
ABOUT Tamworth

Tamworth is a beautiful, vibrant and prosperous regional city approximately 400km north of Sydney and 600km south of Brisbane. Tamworth covers 184 square kilometres and is home to around 55,000 people. You’re heading in the right direction if you’ve chosen to take your next journey to the Tamworth region – home of Australia’s only true Country Music experience, full of adventure with new and delightful discoveries.

Tamworth is the “capital city” of the New England North West region of NSW, servicing around 182,000 people. Tamworth is the hub of a regional council area surrounded by the localities of Barraba, Manilla, Bendemeer and Nundle and makes up an area about three times the size of Sydney basin or about the same as Lake Eyre.

The Tamworth region is one of the most progressive and exciting places in inland Australia combining country living with city style, history, sport and culture. The retail industry is one of the largest employers for the area and the range of products and services available compares favourably with cities.
I would like to invite you to attend the 2009 Local Government Association Conference in Tamworth.

Our theme is "Tough Times, Smart Solutions", which is certainly appropriate given our current global climate. This year—and probably for a number to come—we must find a way to continue to deliver quality services and infrastructure to our communities despite the severe downturn of our finances.

Not only that, but we must also continue to deal with ongoing issues such as planning reform and climate change.

I invite you to share your ideas and experiences so that we can coordinate a strong and united response to our tough times.

Linda McCaffrey
President

I'm more than pleased to welcome delegates and visitors to the Tamworth region and to the Local Government Association's conference—which we last hosted 20 years ago. It is wonderful to have the opportunity to showcase where we are today.

We also look forward to showing you just why Keep Australia Beautiful judged Tamworth the Australian Tidy Towns winner of 2009 as a great place to live.

Importantly, I hope you will share with us and experience the civic pride and loyalty Tamworth puts on show. The Tidy Towns competition celebrates the partnerships that local government, business and the community share. Local Government generally promotes those principles and supports the work to make the future better for all our communities and make them more sustainable.

It has been a big couple of years for this amalgamated council. We have a new $30 million aquatic centre, a new performing arts theatre, we have just embarked on an $8 million sewerage augmentation scheme with a 100% efficient re-use farm, we built a new library and gallery complex four years ago, we ran six water schemes and six swimming pools (none of them heated).

We are the state's largest road authority—with something like 1,300 km of sealed roads and another 1,900 km of unsealed roads and we have 236 bridges to look after. We took the plunge 10 years ago and built a new entertainment centre. It struggled early but it is the host venue for this conference and we are seeing again from it the very real benefits of committing to infrastructure building and taking the long term view to press ahead with cultural and community asset development. It is probably the story of local government in so many ways.

Enjoy your stay in Tamworth—and please try to get out and see a bit more of what we're all about. We are more than just a city—we like to pride ourselves on being many places of city style with country heart.

James Treloar
Mayor
SUNDAY 25TH OCTOBER

9.00am – 5.30pm  Registration opens at Tamworth War Memorial Town Hall

10am – 1:00pm  Concurrent Interactive Workshops – UNE Tamworth Campus

1. Good Governance – Harayen de Graaff, Advanced HR Solutions
2. Understanding Sustainability for Councillors – Sue Martin, USWA Sustainability Learning Officer, LGSA
3. Councillors as Change Initiators – Deryl Rubbo, Senior Learning and Development Consultant, Local Government Learning Solutions

4.00pm – 5.30pm  Official Opening Ceremony – Tamworth War Memorial Town Hall
   Mayoral Procession
   National Anthem
   Indigenous Welcome
   Welcome from Mayor Cr James Treloar, Tamworth Regional Council
   Welcome from Cr Gaila McCaffery, President LGSA
   Presentation of Outstanding Services Awards

5.30pm – 7.30pm  President’s Welcome Reception – Tamworth Bi-Centennial Park
   (Finishing Tamworth War Memorial Town Hall)

Sponsored by:

BLUEDOG FENCES
AUSTRALIA

7.15pm  Dinner by choice of local restaurants

MONDAY 26TH OCTOBER

6.00am  Conference Opening of Business Session

6.30am  Hon Barbra Pay, MP, Minister for Local Government (invited)

10.00am  Keynote Speaker – The Reverend Hon Kenneth Roos MP (invited)

10.50am  Morning tea – In trade display area

11.00am  Hon Kristina Keneally MP, Minister for Planning

11.30am  Hon Tony Kelly MP, Minister for Police, Lands & Rural Affairs (invited)

12.00am  Hon Michael Daley MP, Minister for Roads (invited)

12.30pm  Hon Phillip Costa MP, Minister for Water & Regional Development (invited)

1.00pm  Lunch – In trade display area

2.00pm  Mr Barry O’Farrell, Leader of the Opposition

2.30pm  Consideration of Motions

3.30pm  Afternoon tea – In trade display area

4.00pm  Consideration of Motions

4.30pm  Address by Social Night Sponsor, WSN Environmental Solutions

5.00pm  End of Conference sessions day 1

Bus transport back to accommodation

From 6.30pm  Bus transport to Social night event

7.00pm  Social night – Australian Equine & Livestock Events Centre

Sponsored by:

WSN ENVIRONMENTAL SOLUTIONS

10.00pm  Buses return to Accommodation
Tuesday 27th October
8.30am  Ballot to host 2011 LGA Conference opens
9.00am  Presentation by LGA Conference Host Candidate for 2011
9.30am  Consideration of Motions
10.00am  Mr Chris Harshman, Shadow Special Minister of State,
Inter-Governmental Relations
10.30am  Morning tea – In trade display area
11.00am  Consideration of Motions
12.00pm  Ballot for 2011 Conference Host closes
12.30pm  Lunch – In trade display area
1.00pm  Mr Rod Green, Managing Director, State Cover (invited)
1.45pm  ALGA President & Geoff Lake (invited)
2.00pm  Consideration of Motions
3.00pm  Afternoon Tea – In trade display area
3.30pm  Consideration of Motions
4.00pm  Conference adjourns for Happy Hour drinks
– to be held in Trade display area
6.00pm  Happy hour conclusion
Buses transfers back to accommodation
From 6.30pm  Buses pick up from accommodation for Gala Dinner
7.30pm  Gala Dinner at Tamworth Regional Entertainment Centre

Sponsored by:

Wednesday 28th October
9.00am  Opening of Business Session
Mr Peter Lambert, CEO, Local Government Superannuation Scheme
9.15am  Presentation, Mayor or GM, Albany Regional Council
2010 LGA Conference
9.30am  Consideration of Motions
10.30am  Morning Tea – In trade display area
11.00am  Consideration of Motions
11.30am  Drawing of prizes
Submission of conference evaluation forms
Closing ceremony

Note: Program content correct at time of printing. Changes may occur without notice

Registration Guide
REGISTRATION FEES

<table>
<thead>
<tr>
<th></th>
<th>EARLY BIRD REGISTRATION Before 4th September 2009</th>
<th>After 4th September 2009</th>
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<tbody>
<tr>
<td>Delegate Registration</td>
<td>$990</td>
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</tr>
<tr>
<td>Sponsor Registration</td>
<td>$420</td>
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<tr>
<td>Partner Registration</td>
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The registration fees to attend this conference have been significantly reduced from the real cost of attendance due to successful sponsorship funding supporting the conference infrastructure. Similar business conferences for industry and associations meetings are priced for delegates between $1500 to $3000 for a three (3) day conference. This four (4) day conference and its inclusions represents great value and we are extremely grateful to our sponsors for their support. All fees include GST.

REGISTRATION ENTITLEMENTS

A delegate is considered to be anyone registering to attend the conference and a sponsor is considered to be an employee of an organisation who is sponsoring or exhibiting at the conference.

Delegate entitlements include:
- Sunday Workshops (bookings required)
- Opening Ceremony (bookings required)
- President's Welcome Reception
- All conference sessions
- Coffee & afternoon tea & lunch during all conference sessions
- Happy hour on Tuesday
- Monday social night function
- Tuesday night Gala Dinner
- Conference bag and materials

Sponsorship entitlements include:
- Opening Ceremony
- President's Welcome Reception
- All conference sessions
- Coffee & afternoon tea & lunch during conference sessions
- Happy hour on Tuesday

Please note, some sponsorship packages include tickets to the Gala Dinner and President's Welcome Reception. Please check your sponsorship package. If your sponsorship does not include tickets and you wish to attend, please indicate so on your registration form (fees apply).

Partner entitlements include:
- Opening Ceremony
- Presidents Welcome Reception
- Monday social night
- Happy hour on Tuesday
- Gala Dinner
- One local sights tour

A partner is someone who is accompanying a registered delegate.

HOW TO REGISTER

Complete one registration form per person, indicating the functions you wish to attend (both inclusive and optional). Calculate the total cost for your organisation on the payment summary form and include the appropriate registration forms. If you require additional registration forms, simply photocopy the blank form or complete additional forms online.

PAYMENT DETAILS

Payment must accompany registration forms. Payment may be made by cheque, credit card (Mastercard and Visa only) or direct deposit (details available on the payment summary form). Please note – registrations will not be processed, and thus bookings not confirmed, without required payment.

REGISTRATION ENQUIRIES & DUE DATE

You are requested to submit registrations no later than Friday 11th September.

Registrations should be sent to:
Tourism Tamworth Ltd
PO Box 652
Tamworth NSW 2340
Ph: 02 6767 5319
Fax: 02 6767 5312
E: kbarker@tamworth.nsw.gov.au

For registration or conference enquiries call Kate Baker at Tourism Tamworth on 02 6767 5319

CONFIRMATION

All registrations will be confirmed after receipt of registration form and required payment.
CANCELLATIONS

All cancellations must be advised in writing. Cancellations made by 5pm on Friday 25th September, 2009 will be eligible for a full refund on all registration payments made, less a $100 administration fee per registration. Cancellations made between 5pm on Friday 25th September and 5pm Friday 9th October, will be entitled to a 50% refund on conference registration. Cancellations made after Friday 9th October will not be entitled to any refund, however substitute delegates may be sent. Please notify Kate Baker of any delegate changes.

PRIVACY POLICY

Tamworth Regional Council is hosting the LGA 2009 conference on behalf of the LGA and is bound by and committed to supporting the principles set out in the Privacy and Personal Information Act 1998. Tamworth Regional Council will collect and store information you provide in the registration form for the purposes of enabling us to register your attendance at the conference. With your permission, Tamworth Regional Council may disclose some of the information that is collected in the registration form, such as your name, organisation and its location and your email address. Tamworth Regional Council will not otherwise, without your consent, use or disclose your personal information for any purpose unless it would reasonably be expected that such purpose be related to the offer, provision and improvement of conferences and services or where such purpose is permitted or required by law.

LIABILITY

In the event of unforeseen circumstances the Conference organiser does not accept responsibility for loss of monies incurred by delay.

By completing and submitting this registration form you are deemed to have read and accepted the cancellation and privacy policies.

REGISTRATION Desk

Tamworth War Memorial Town Hall
- Sunday 25th October 2009
  9.00am - 6.00pm

Tamworth Regional Entertainment & Conference Centre
- Monday 26th October 2009
  8.30am - 5.00pm
- Tuesday 27th October 2009
  8.30am - 2.00pm
- Wednesday 28th October 2009
  9.00am - 11.45am

SPECIAL REQUIREMENTS

Food
If you have any special dietary or access requirements, please ensure that you complete the appropriate section of the registration form.

Church Services
- Anglican St Johns
  102 Carriage Street
  Sunday 8.30am
- Catholic St Nicholas
  Corner Martin & White Street
  Sunday 5.30pm & 8.30pm
- Baptist Church
  Corner Hillview & Werris Creek Rd
  Sunday 10.00am & 6.45pm
- Lutheran
  Damion Street
  Sunday 8.30am
- Presbyterian St Stephens
  Mathews Street
  Sunday 9.30am & 6.30pm

ACCOMMODATION AND CHILD CARE

For all accommodation requirements, please contact Kate Baker at Tourism Tamworth on 02 5767 5319.

Child care arrangements may be made directly with your accommodation venue. If the venue is unable to assist please contact Tourism Tamworth.

GETTING TO TAMWORTH

Canberrlink operates regular flights to Tamworth from Sydney. For all air travel inquiries call 131313 or visit www.qantas.com.au.

Driving – Sydney to Tamworth is approximately 5 hours north on the New England Highway. Coming from west or north there are a number of options. If you are not sure of the best travel route, please contact Tourism Tamworth to discuss options.

Tamworth Train Station 0768 3723
There is a relaxing train connection from Sydney on a daily basis. Approximately a 6 hour journey.

Country Link 13 22 32
There are a number of Country Link coach options. Contact Country Link or Tourism Tamworth if you would like to discuss these.

Tamworth Taxis 131 008

TRANSPORT TO CONFERENCE VENUE

Tamworth Regional Entertainment Centre is located approximately 5kms from the CBD.
There is sufficient parking at the facility for those with transport. Bus transport has been arranged from all conference hotels – morning and night. Transport will also be provided to and from the airport and to the conference social functions. Please confirm your requirements on the registration form.
SOCIAL FUNCTIONS

SUNDAY – PRESIDENT’S WELCOME RECEPTION

Bi Centennial Park (weather permitting).
5.30pm – 7.30pm

The President’s Welcome Reception will immediately follow the Opening Ceremony.

Additional tickets are available for $55.00 inc GST. Dinner on the Sunday evening is at the discretion of delegates. Tamworth is able to provide a list of restaurants open for LGQ delegates. A round of bus pick-ups will be provided from accommodation to and from the Official Opening/President’s Welcome Reception.

MONDAY – SOCIAL NIGHTS: PUTTING OUR BEST FOOT FORWARD

7.00pm – 10.00pm

Sponsored by

Prepare to be overwhelmed with the World Class $20 Million Australian Equine & Livestock Events Centre – a truly spectacular super centre! Tamworth is proud to host elite equestrian riders to entertain LGQ delegates. Enjoy the beautiful voice of the very best Lassies, best known as the voice of Charmaine from the series “Moo-Laan’s Daughters”. Finally get your foot tapping and boot scoot along with Chris Watson, Australian Line dancing champion.

Add to this the welcome thrills of the most awesome non-dancers up and toe-tapping… comfy shoes a must!

Additional tickets are available for $55.00 inc GST

TUESDAY – GALA DINNER: A GOLDEN SHOWCASE

Tamworth Regional Entertainment & Conference Centre
7.30pm – 11.00pm

Sponsored by

Be amazed by the transformation of the Tamworth Regional Entertainment and Conference Centre. This truly flexible venue will be transformed for your Gala Dinner. Your testbeds will go crazy thanks to the stunning food prepared by Tamworth’s own 3 star Michelin Chef, Mr Ben Davies, and his team at the Quality Hotel Powerhouse. Your host for the evening will be Canadian poet Murray Hatton and you will be entertained by multi award winner Adam Brand. Adam has won 12 Golden Guitars, 3 CMYK Entertainer of the year awards, nominated for several APRA awards, 3 platinum albums, 5 gold albums and 2 gold DVDs… and this is just the beginning! Keep your eyes open for other unexpected surprises throughout the night.

Additional tickets are available for $195.00 inc GST

PARTNERS / OPTIONAL TOURS

OPTION 1 – TAMWORTH FARM TOUR (4 HOURS)

Monday 28th October, 9.00am – 1.00pm

Minimum 20 participants required

9.00am Visit the A Country Mile Interactive Centre at the Tamworth Visitor Information Centre. Walk A Country Mile is designed to tell the story of Australian Country Music. Static and interactive displays provide a unique understanding of Australian Heritage, with documentation of historic events through the lyrics of Country music.

10.00am Tamworth Regional Art Gallery – one of the largest and most respected galleries in NSW.

10.30am Morning tea at Hartley’s Goldfields Vineyard.

11.15am Golden Guitar Tourist Centre & Wax Museum

The Golden Guitar is one of Australia’s most visited attractions and is home to the largest collection of Country Music Memorabilia in the world. The Wax Museum is known for its impressive collection of life-like figures of country music legends and is a must-see for any fan.

12 noon Lunch at the Powerstation Museum – the museum’s collection includes the first official Australian zip drive.

OPTION 2 – Nundle Country Tour (4 HOURS)

Tuesday 29th October, 9.00am – 1.00pm

Minimum 20 participants required

9.30am Depart Tamworth by bus to historic town of Nundle.

10.45am Visit the Nundle Woolshed – possibly the only working woolshed still in Australia.

11.15am Short walk to Nundle Hotel – possibly the oldest operating hotel in Australia.

11.45am Lunch at the Nundle Hotel – possibly the oldest operating hotel in Australia.

12.30pm Visit the Nundle Post Office – possibly the oldest operating post office in Australia.

1.00pm Depart Nundle for tour of the nearby Packing Shed – possibly the oldest operating packing shed in Australia.

1.30pm Depart Nundle for tour of the nearby Packing Shed – possibly the oldest operating packing shed in Australia.

2.00pm Return to Tamworth.

REGISTRATION GUIDE

- 29 -
REGISTRATION FORM
Please complete one registration form per person attending and return with payment. Note all fees are inclusive of GST.
See our online registration website at www.LGACconference.com.au

Section 1 - Personal Information (Delegate)

Surname ___________________________ Given Name (to appear on name tag) ___________________________

Post Nominal: eg: CAM ___________________________ Council / Organisation Name ___________________________

Postal Address __________________________________________________________

City ___________________________ State ___________________________ Post Code ___________________________

Telephone ___________________________ Fax ___________________________ Mobile ___________________________

Email __________________________________________________________

Section 2 - Registration Fees

Please clearly confirm all your registration requirements. Registration brochure will outline incursions.

[ ] Delegate Registration (Early Bird Registration - before 9 September 2009) ___________________________ $450

[ ] Delegate Registration (after 9 September, 2009) ___________________________ $500

[ ] Partner Registration ___________________________ $200

[ ] Sponsor Registration ___________________________ $250

TOTAL Section 2 $ ___________________________

Partner’s Name ___________________________ Sponsor’s Name ___________________________

Section 3 - Functions

The following events are included in the registration fees, please tick to indicate which events you will be attending during the event.

If you wish to purchase additional tickets please complete this section.

Ticked events | Delegate | Partner | Additional Ticket Price | # of Additional Tickets | Total |
---|---|---|---|---|---|
Sunday - Local Government Workshops (limited to 20 - booklets essential) | No charge | | | | |
1. Good Governance | Workshop 1 | | | | |
2. Understanding Subsidies for Councillors | Workshop 2 | | | | |
3. Council as Change Initiators | Workshop 3 | | | | |
Sunday - Opening Ceremony | No charge | | | | |
Sunday - Presidents Welcome Reception | $60.00 | | | | |
Monday - Social Evening | $60.00 | | | | |
Tuesday - Happy Hour | No Charge | | | | |
Tuesday - Gala Dinner | $155.00 | | | | |

TOTAL Section 3 $ ___________________________

Section 4 - Special Requirements

Please indicate any special needs including: [ ] Dietary (please specify) ___________________________

[ ] Access Provisions [ ] Child Care [ ] Other (please specify) ___________________________

Section 5 - Optional Activities

Partners Tours

[ ] Option 1 - Tamworth City Tour - Monday 26th October 9am - 1pm ($89.00)

[ ] Option 2 - Nundle Country Tour - Tuesday 27th October, 9am - 2pm ($130.00)

TOTAL Section 6 $ ___________________________

Section 6 - Airport Transfers ($15 per person each way)

[ ] I would like to book a transfer from Tamworth Airport to my accommodation

Name of accommodation ___________________________

Arrival Date & Time ___________________________

Flight Number ___________________________ Number of persons ___________________________

[ ] I would like to book a transfer from TRECC / Accommodation to Tamworth Airport

Name of accommodation / pick up location ___________________________

Departure Date & Time ___________________________

Flight Number ___________________________ Number of persons ___________________________

TOTAL Section 8 $ ___________________________
TAX INVOICE

Tourism Tamworth - ABN: 68 697 932 333

TOTALS:

Section 2 Registrations $_____
Section 3 Functions $_____
Section 4 Optional Activities $_____
Section 5 Airport Transfers $_____

GRAND TOTAL: $_____

SUMMARY OF PAYMENT FORM

Please complete this summary form for your organisation and return it with the appropriate payment and individual registration forms.

Organisation Name______________________________________________
Contact Person_________________________________________________
Address_____________________________________________________________________
Suburb_________________________ State_________________________ Post Code________
Telephone________________________ Fax_________________________ Mobile______________________
Email________________________________________________________________________

Total people included in this summary ________ Total amount being paid $_____

PAYMENT METHOD:
☐ Cheque - please make payable to: Tourism Tamworth
☐ Credit Card - Please note a 1.95% exchange applies
☐ Visa
☐ Mastercard
Name on Card_________________________
Card Number_________________________
Expiry Date_________________________
Conductor Signature___________________________________________________

EFT details as follows:
BNK: 062 - 042
Account Number: 53566 - 7699
Account Name: Tourism Tamworth

REGISTRATION FORMS SUMMARY

Name of Conference Attendee________
Sub Total $_____

1. $_____
2. $_____
3. $_____
4. $_____
5. $_____
6. $_____
7. $_____
8. $_____

TOTAL $_____

Please ensure you fax or email details of your EFT payment to the conference secretary.
Ref: NOK001 and your conference name. If EFT advice is not received this payment may not
be processed with your registration - and your registrations may not be processed.

Cancellations
All cancellations must be advised in writing. Cancellations made by 25th September 2009 will
be eligible for a full refund or all registration payments made. A $100 administration fee per
registration will be charged. Cancellation made after 25th September will be eligible to any refund, however alternate delegates may be sent. Please email Kate Baker at kate.baker@tamworth.nsw.gov.au

For registration or conference enquiries please call Kate Baker at Tourism Tamworth on 02 6797 5319.

OCTOBER 24-28 2009 TAMWORTH REGIONAL ENTERTAINMENT & CONFERENCE CENTRE

- 31 -
Purpose:
To confirm minutes from the Traffic Committee Meeting held on 2 July 2009.

Recommendation:

**T.31 – Lindsays Road, Boambee - B-Double Access** (R.500330)

That B-Double access be approved in principle in Lindsays Road, Boambee, to gain access to a truck depot, subject to DA approval for such use.

**T.32 – Cavanba Road, Toormina - Pick-up / Drop Off area** (R.501250 [2166765]

That the following be approved:

1. Extend bus zone in bus bay off Cavanba Road, Toormina, adjacent Toormina High School and change bus zone times to read '8.00am - 9.00am' and '3.00pm - 4.00pm', as per Plan T.32.
2. A permanent bus zone of 15m be installed at the western end of the timed bus zone, as per Plan T.32.
3. The existing pedestrian crossing in Alleena Drive, Toormina, be replaced with 'No Parking' zone, as per Plan T.32.
4. Information on bus zones and use of 'No Parking' zones be provided to Toormina High School for inclusion in their school newsletter.

**T.33 – Wharf Street / Lake Road, Woolgoolga** (R.508400 / R.509030 / R.508800 / R.509000 [2192282])

That:

1. No action be taken to linemark Wharf Street and Lake Road, Woolgoolga, at the intersections with Pacific Street and Hofmeier Close.
2. Owner of No. 8 Pacific Street be contacted to trim bushes to improve sight distance.

**T.34 – Mackays Road, Coffs Harbour - 'No Parking' signs** (R.502870 [2169218])

That no action be taken to install 'No Parking' signs in Mackays Road, Coffs Harbour, adjacent the entrance to Baringa Private Hospital.

**T.35 – James Small Drive, Korora - 'No Parking' signs** (R.502780 [2210448])

That 'No Stopping' signs be installed on the bend in James Small Drive, Korora, adjacent Korora Public School, as per Plan T.35.

**T.36 – Scarba Street, Coffs Harbour - 'No Parking' signs** (R.505900 / R.505370 [2172914])

That parking signs on southern side of Scarba Street, Coffs Harbour, east of Murdock Street, be moved back 15m from the intersection, as per Plan T.36.
T.37 – Ganderton Street, Woolgoolga - Youth Driver Awareness Program (R.508550 [2229298])

1. That the request by Rotary Club of Woolgoolga to run a one day Youth Driver Awareness Program in Ganderton Street, Woolgoolga, be refused.

2. Council work with Rotary and the NRMA on determining an appropriate venue.

T.38 – Sawtell Road, Sawtell - Sawtell Fire Station (R.502390)

That ‘Keep Clear’ markings be installed on Sawtell Road, Sawtell, at the driveway access to the Sawtell Fire Station, as per Plan T.38.

T.39 – Mildura Street, Coffs Harbour - Traffic Problems (R.505300 [2182847])

That no action be taken to install traffic calming in Mildura Street, Coffs Harbour.

T.40 – Hobbs Crescent / Anderson Street, Toormina - Traffic Problems (R.501310 / R.500930 [2124928])

That no action be taken to install traffic calming in Hobbs Crescent and Anderson Street, Toormina.

T.41 – Market Street, Coffs Harbour - Coffs Harbour Fire Station (R.505210)

1. That ‘Emergency Vehicles Only’ signs be installed in Market Street, Coffs Harbour, during redevelopment of the site, as per Plan T.41.

2. Signs to be removed at the completion of the redevelopment works.

T.42 – Howard Street, Coffs Harbour - Traffic Management Plan - Coffs Cup (R.503110 [2246443])

That:

(a) the traffic management plan as submitted for Hogbin Drive, Coffs Harbour, on Thursday, 6 August 2009 be approved as per Plan T.42.

(b) the temporary road closure of Howard Street, Coffs Harbour, on Thursday, 6 August 2009, between 9.00am and 6.30pm for the purpose of holding the Coffs Harbour VB Gold Cup, be advertised and providing no substantive objections are received, the closure be approved.

(c) the organisers to liaise with affected traders and obtain traders approval.

(d) the organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.

(e) the organisers be responsible for all costs associated with the temporary closure.
T.43 – Albany Street, Coffs Harbour - Parking Problems  (R.503600)

That businesses in Albany Street, Coffs Harbour, be consulted with the view to installing 2 hour parking on northern side of Albany Street, Coffs Harbour, east of Gordon Street.

T.44 – Beach Street, Woolgoolga - U-Turns  (R.508400)

That double unbroken centreline be installed on Beach Street, Woolgoolga at Nightingale Street, as per Plan T.44.

T.45 – Harbour Drive, Coffs Harbour - Temporary Road Closure - Buskers Festival  (Harbour Drive)

That:

(a) the temporary road closure of Harbour Drive, Coffs Harbour, on Wednesday, 7 October 2009, between 6.00am and 5.00pm for the purpose of holding the Coffs Harbour International Buskers & Comedy Festival, be advertised and providing no substantive objections are received, the closure be approved.

(b) the organisers (Streets Ahead) to liaise with affected traders and obtain traders approval.

(c) the organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.

(d) the organisers be responsible for all costs associated with the temporary closure.

T.46 – First Avenue, Sawtell - Temporary Road Closure - Buskers Festival  (R.501520)

That:

(a) the temporary road closure of First Avenue, Sawtell, on Saturday, 10 October 2009, between 11.00am and 5.00pm for the purpose of holding the Coffs Harbour International Buskers & Comedy Festival, be advertised and providing no substantive objections are received, the closure be approved.

(b) the organisers (Streets Ahead) to liaise with affected traders and obtain traders approval.

(c) the organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.

(d) the organisers be responsible for all costs associated with the temporary closure.
T.31 – Lindsays Road, Boambee - B-Double Access  (R.500330)

Consideration to a request B-Double access to Lindsays Road, Boambee.

RECOMMENDED: that B-Double access be approved in principle in Lindsays Road, Boambee, to gain access to a truck depot, subject to DA approval for such use.

Reason: To allow B-Double access to the subject site which is located approximately 50m from the Pacific Highway.

T.32 – Cavanba Road, Toormina - Pick-up / Drop Off area  (R.501250 [2166765]

Further consideration to the ‘Pick Up / Drop Off’ area in Cavanba Road, Toormina, adjacent Toormina High School, and also a ‘No Parking’ area in Alleena Drive.

RECOMMENDED: that

1. Extend bus zone in bus bay off Cavanba Road, Toormina, adjacent Toormina High School and change bus zone times to read ‘8.00am - 9.00am’ and ‘3.00pm - 4.00pm’, as per Plan T.32.

2. A permanent bus zone of 15m be installed at the western end of the timed bus zone, as per Plan T.32.

3. The existing pedestrian crossing in Alleena Drive, Toormina, be replaced with ‘No Parking’ zone, as per Plan T.32.

4. Information on bus zones and use of ‘No Parking’ zones be provided to Toormina High School for inclusion in their school newsletter.

Reason: To improve safety and useability of existing parking at the school.
Consideration to a request for linemarking to be carried out in Wharf Street and Lake Road, Woolgoolga for driver safety.

RECOMMENDED: that:

1. No action be taken to linemark Wharf Street and Lake Road, Woolgoolga, at the intersections with Pacific Street and Hofmeier Close.

2. Owner of No. 8 Pacific Street be contacted to trim bushes to improve sight distance.

Reason: There is insufficient road width to incorporate linemarking.

Consideration to a request for a 'No Parking' signs in Mackays Road, Coffs Harbour, in front of Baringa Private Hospital, just before the driveway entrance.

RECOMMENDED: that no action be taken to install 'No Parking' signs in Mackays Road, Coffs Harbour, adjacent the entrance to Baringa Private Hospital.

Reason: Carparking is at a premium at Baringa Private Hospital and the loss of car parking spaces should be minimised.

Consideration to a request for 'No Parking' to be installed on the bend in James Small Drive near the Kororo Public School.

RECOMMENDED: that 'No Stopping' signs be installed on the bend in James Small Drive, Korora, adjacent Kororo Public School, as per Plan T.35.

Reason: To improve pedestrian safety for school children adjacent Kororo Public School.

Consideration to a request for 'No Parking' signs in Scarba Street, Coffs Harbour, near the intersection of Murdock Street to improve driver visibility when exiting Murdock Street.
RECOMMENDED: that parking signs on southern side of Scarba Street, Coffs Harbour, east of Murdock Street, be moved back 15m from the intersection, as per Plan T.36.

Reason: To improve sight distance of vehicles exiting Murdock Street into Scarba Street.

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T.37 – Ganderton Street, Woolgoolga - Youth Driver Awareness Program  (R.508550 [2229298])

Consideration to a request from the Rotary Club of Woolgoolga to run a one day education course (for Woolgoolga High Year 11 students) on Thursday, 20 August 2009, in Ganderton Street, Woolgoolga.

RECOMMENDED: that:

1. The request by Rotary Club of Woolgoolga to run a one day Youth Driver Awareness Program in Ganderton Street, Woolgoolga, be refused.
2. Council work with Rotary and the NRMA on determining an appropriate venue.

Reason: 1. The course would require cars to exceed the existing speed limit of 50km/h in this street which would be illegal.
2. The NRMA currently run a Driver Awareness program.

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T.38 – Sawtell Road, Sawtell - Sawtell Fire Station  (R.502390)

Consideration to a request for approval of installation of 'Keep Clear' markings on Sawtell Road, Sawtell, at the Fire Station's driveway access.

RECOMMENDED: that 'Keep Clear' markings be installed on Sawtell Road, Sawtell, at the driveway access to the Sawtell Fire Station, as per Plan T.38.

Reason: To keep the access clear for safe entry and exit of the Station's vehicles.

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T.39 – Mildura Street, Coffs Harbour - Traffic Problems  (R.505300 [2182847])

Consideration to a request for traffic calming to be installed in Mildura Street, Coffs Harbour, to change driver behaviour in the street.

RECOMMENDED: that no action be taken to install traffic calming in Mildura Street, Coffs Harbour.

Reason: Data from traffic counts have shown that 85th percentile speeds are satisfactory.
T.40 – Hobbs Crescent / Anderson Street, Toormina - Traffic Problems (R.501310 / R.500930 [2124928])

Consideration to a request for traffic calming to be installed in Hobbs Crescent and Anderson Street, Toormina, to slow down traffic.

RECOMMENDED: that no action be taken to install traffic calming in Hobbs Crescent and Anderson Street, Toormina.

Reason: Data from traffic counts have shown that 85th percentile speeds are satisfactory.

T.41 – Market Street, Coffs Harbour - Coffs Harbour Fire Station (R.505210)

Consideration to a request to remove parking in Market Street, Coffs Harbour, adjacent the old Fire Station site which is being redeveloped.

RECOMMENDED: that:

1. 'Emergency Vehicles Only' signs be installed in Market Street, Coffs Harbour, during redevelopment of the site, as per Plan T.41.
2. Signs to be removed at the completion of the redevelopment works.

Reason: To allow parking of emergency on-call staff during redevelopment of the site.

T.42 – Howard Street, Coffs Harbour - Traffic Management Plan - Coffs Cup (R.503110 [2246443])

Consideration to traffic management plan for the Coffs Cup to be held on Thursday, 6 August 2009.

RECOMMENDED: that:

(a) the traffic management plan as submitted for Hogbin Drive, Coffs Harbour, on Thursday, 6 August 2009 be approved as per Plan T.42.
(b) the temporary road closure of Howard Street, Coffs Harbour, on Thursday, 6 August 2009, between 9.00am and 6.30pm for the purpose of holding the Coffs Harbour VB Gold Cup, be advertised and providing no substantive objections are received, the closure be approved.
(c) the organisers to liaise with affected traders and obtain traders approval.
(d) the organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
(e) the organisers be responsible for all costs associated with the temporary closure.
T.43 – Albany Street, Coffs Harbour - Parking Problems (R.503600)

Consideration to installation of 2 hour parking on northern side of Albany Street, Coffs Harbour, east of Gordon Street, adjacent medical businesses.

RECOMMENDED: that businesses in Albany Street, Coffs Harbour, be consulted with the view to installing 2 hour parking on northern side of Albany Street, Coffs Harbour, east of Gordon Street.

Reason: To allow short-term parking for medical businesses along this section of Albany Street.

T.44 – Beach Street, Woolgoolga - U-Turns (R.508400)

Reconsider issues associated with vehicles undertaking U Turns at the intersection of Beach Street and Nightingale Street, Woolgoolga.

RECOMMENDED: that double unbroken centreline be installed on Beach Street, Woolgoolga at Nightingale Street, as per Plan T.44.

Reason: To better define the safe area for undertaking U -Turns and discouraging vehicles from undertaking U-Turns at Nightingale Street.

T.45 – Harbour Drive, Coffs Harbour - Temporary Road Closure - Buskers Festival (Harbour Drive)

Consideration to the temporary road closure of Harbour Drive, Coffs Harbour, between Grafton Street and Gordon Street on Wednesday, 7 October 2009 between the hours of 6.00am and 5.00pm for the Coffs Harbour International Buskers & Comedy Festival.

RECOMMENDED: that:

(a) the temporary road closure of Harbour Drive, Coffs Harbour, on Wednesday, 7 October 2009, between 6.00am and 5.00pm for the purpose of holding the Coffs Harbour International Buskers & Comedy Festival, be advertised and providing no substantive objections are received, the closure be approved.

(b) the organisers (Streets Ahead) to liaise with affected traders and obtain traders approval.

(c) the organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.

(d) the organisers be responsible for all costs associated with the temporary closure.
T.46 – First Avenue, Sawtell - Temporary Road Closure - Buskers Festival (R.501520)

Consideration to the temporary road closure of First Avenue, Sawtell, between Boronia Street and Second Avenue on Saturday, 10 October 2009 between the hours of 11.00am and 5.00pm for the Coffs Harbour International Buskers & Comedy Festival.

RECOMMENDED: that:
(a) the temporary road closure of First Avenue, Sawtell, on Saturday, 10 October 2009, between 11.00am and 5.00pm for the purpose of holding the Coffs Harbour International Buskers & Comedy Festival, be advertised and providing no substantive objections are received, the closure be approved.
(b) the organisers (Streets Ahead) to liaise with affected traders and obtain traders approval.
(c) the organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
(d) the organisers be responsible for all costs associated with the temporary closure.

The meeting closed at 12 noon.
NOTES:
That "No Stopping" signs be installed on the bend in James Small Drive, Korora adjacent Korora Public School.

TRAFFIC INSTRUMENT
T.35-2009
JAMES SMALL DRIVE
KORORA
That parking signs on southern side of Scarba Street, Coffs Harbour, east of Murdock Street, be moved back 15m from the intersection.

TRAFFIC INSTRUMENT
T.36-2009
SCARBA STREET
COFFS HARBOUR
FIRE STATION

NOTES:
That 'Keep Clear' markings be installed on Sawtell Road, Sawtell, at the driveway access to the Sawtell Fire Station.

TRAFFIC INSTRUMENT
T.38-2009
Sawtell Road
Sawtell
NOTES:
'Emergency Vehicles Only' signs be installed in Market Street, Coffs Harbour, during redevelopment of the site.

TRAFFIC INSTRUMENT
T.41-2009
MARKET STREET
COFFS HARBOUR
NOTES:
Temporary road closure of Howard Street, Coffs Harbour, on Thursday, 6 August 2009, between 9:00am and 6:30pm for the purpose of holding the Coffs Harbour VB Gold Cup.
NOTES:
That double unbroken centreline be installed on Beach Street at Nightingale Street Woolgoolga

TRAFFIC INSTRUMENT
T.44-2009
BEACH STREET
WOOLGOOLGA
S34 RECLASSIFICATION OF REGIONAL ROADS

Purpose:

To advise Council of the NSW State Government's reclassification of Regional Roads in the Coffs Harbour Local Government area and to seek Council approval to lodge an objection to this reclassification.

Description of Item:

Regional Roads are designated roads that are considered to be a secondary importance throughout NSW. Regional Roads are owned by Council and it is Council's responsibility to maintain, fund, determine priorities and carry out works. They are capitalised as a Council asset.

Regional Roads are eligible for State government funding in recognition of their relative importance. Funding takes the form of the block grant and the Regional Roads Repair Program.

Up until 30 June 2009 the following were designated as Regional Roads within the Coffs Harbour Local Government area:

- Main Road 120 (Eastern Dorrigo Way) - Coramba to Dorrigo.
- Main Road 151 (Coramba Road and Orara Way) - Coffs Harbour to Grafton via Coramba and Glenreagh.
- Main Road 540, Pacific Highway to Albany Street (via Lyons Road, First Avenue, Sawtell Road and Hogbin Drive).

The NSW Government has been carrying out a review of Regional Road classifications since 3004. Council made a submission on 6 April 2006 as an original proposal was to delete all of MR120.

The NSW Government has subsequently reclassified Regional Roads throughout the State including the following changes:

Council gains:

- Stadium Drive has been reclassified from local to regional (2.0km)
- Arthur Street and Hogbin Drive North to Orlando Street have been reclassified from local to regional (1.4km).

Council losses:

- MR120 (Eastern Dorrigo Way) between Ulong and Megan reclassified from regional to local (13.9km).

The NSW Government has advised that any losses in funding will be phased in over a three year period.

There is also a section of Hogbin Drive - Albany Street to Orlando Street that has not been classified as Regional Road.

Council has written to the Roads and Traffic Authority to seek inclusion of this obvious missing link.
Sustainability Assessment:

- **Environment**
  
  Regional Road grants are used to maintain existing roads. Roadworks are undertaken using appropriate environmental protection measures such as erosion, noise and dust control.

- **Social**
  
  Council is responsible for ensuring the roads are safe and trafficable to enhance business and community use and enjoyment.

- **Economic**

  **Broader Economic Implications**
  Using the 2008/09 formulas for the block grant (approximations)

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  The section of Eastern Dorrigo Way deleted is unsealed and loss of this road reduces the chance of funding from the NSW Government to upgrade the road and seal it.

  **Management Plan Implications**
  This reduction in grant funding will mean that Council will be required to allocate more funds to our road system.

Statutory Requirements:

Council is responsible for fulfilling the functions of the road authority for Regional and Local roads within our Local Government area, as outlined in the Roads Act 1993.

Issues:

The Regional Road reclassification is another example of cost shifting from the NSW Government to Local Government. The legislation requires Council to pick up increased costs in road maintenance.

Implementation Date / Priority:

The recommendation should be implemented as soon as approved by Council.

Recommendation:

That Council lodge a letter of objection in the strongest possible terms to the deletion of the section of MR120 from Ulong to Megan as a Regional Road.

Jason R Gordon
Director of City Services