



RICHMOND VALLEY COUNCIL

Minutes

Reserve Trust Meeting

Tuesday, 7 September 2010

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MINUTES OF THE RESERVE TRUST MEETING OF RICHMOND VALLEY COUNCIL, HELD IN THE COUNCIL CHAMBERS, CNR WALKER STREET AND GRAHAM PLACE, CASINO, ON TUESDAY, 7 SEPTEMBER 2010 AT 1.00 P.M.

PRESENT

Crs. C.J. Sullivan (Mayor), C.J. Cox, O. Crawford, S.A. George, B.J. Jeffery, D.A. Kinnish, S.E. Morrissey and S.N. Wheatley.

The General Manager, Director Works, Co-ordinator Silver Sands Holiday Park (Tim Gooley) and Executive Assistant (Roslyn Townsend) were also in attendance.

1 APOLOGIES

An apology was tendered on behalf of Cr. Mustow.

RT070910/1 RESOLVED (Cr. Morrissey/Cr. Wheatley)

That such apology be accepted and leave of absence granted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr. Mustow

2 DECLARATION OF INTERESTS

2.1 DECLARATION OF INTERESTS - RESERVE TRUST MEETING 7 SEPTEMBER 2010

Cr. Wheatley declared a non-pecuniary (insignificant conflict) interest in Item 3.1 - Evans Head Recreation Reserve Masterplan and Business Development Strategy (Daughter is owner of holiday van at Silver Sands Holiday Park).

RT070910/2 RESOLVED (Cr. Morrissey/Cr. George)

That the declaration of interest of Cr. Wheatley be noted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr. Mustow

3 REPORTS

3.1 EVANS HEAD RECREATION RESERVE MASTERPLAN AND BUSINESS DEVELOPMENT STRATEGY

Reference: Parks and Reserves - Design and Construction, Service Provision, Trusts, Planning; P1001587

Prepared by: Co-ordinator Silver Sands Holiday Park

Background

The public exhibition period and associated actions for the Evans Head Recreation Reserve Business Development Strategy (Masterplan) have previously been reported to the Reserve Trust.

In May 2010, the Reserve Trust assessed the issues raised in the submissions received and prepared a response to both the Land and Property Management Authority and Integrated Site Design.

Responses from the Land and Property Management Authority and Integrated Site Design were reported to the August 2010 Reserve Trust Meeting.

Report

Issues

Following the August 2010 Reserve Trust Meeting, the Land and Property Management Authority was requested to clarify the relocation strategy of holiday vans into the designated holiday van precinct. The Land and Property Management Authority's response is reproduced below:

"The Land & Property Management Authority (LPMA) supports the relocation of any existing Holiday Van to within the designated Holiday Van precinct, subject to an existing Holiday Van site being available.

Please note that LPMA does not support the relocation of any Holiday Van to an existing and/or new tourist site and prior to any agreed relocation the Trust must be satisfied that relocation is in the best interest of the Trust. The LPMA confirms that all relocations will be at the Holiday Van owners expense."

Following the response from the Land and Property Management Authority the consultant, Integrated Site Design was advised to prepare the final amended "Masterplan and Business Development Strategy for the Evans Head Recreation Reserve".

The Masterplan is the result of extensive exhibition and consultation and the main sections for review from the Masterplan are:

- Business Performance - Section 5
- The eight year works program - Section 7.3

- The concept Masterplan, including drawings - Section 7.4
- Revenue Targets - Section 8
- Strategy for holiday vans and long term residents - Section 8.3
- Recommendations - Section 10

The final draft Masterplan has now been completed and had been circulated previously to the Reserve Trust Members.

Consultation

Extensive consultation has been undertaken with the public, Silver Sands Holiday Park clients, residents, Reserve Trust and relevant authorities in regard to the Masterplan. The Reserve Trust submitted its concerns to the Land and Property Management Authority for consideration.

Strategic Links

The Masterplan will be the overarching Plan of Management for the Silver Sands Holiday park business.

Conclusion

The Evans Head Recreation Reserve Masterplan and Business Development Strategy has been completed and is submitted to the Reserve Trust for adoption.

RECOMMENDATION

Recommended that the Masterplan and Business Development Strategy for the Evans Head Recreation Reserve, be adopted.

A **Motion** was moved by Cr. Jeffery and seconded by Cr. George

That the Masterplan and Business Development Strategy for the Evans Head Recreation Reserve, be endorsed. Further, that such endorsement is made on the basis that some representations made by the Trust in relation to the Masterplan have not been included in the final document.

The **Motion** was **carried** on the casting vote of the Mayor (as follows):

RT070910/3 RESOLVED (Cr. Jeffery/Cr. George)

That the Masterplan and Business Development Strategy for the Evans Head Recreation Reserve, be endorsed. Further, that such endorsement is made on the basis that some representations made by the Trust in relation to the Masterplan have not been included in the final document.

FOR VOTE - Cr. Sullivan, Cr. George, Cr. Jeffery, Cr. Morrissey
AGAINST VOTE - Cr. Cox, Cr. Crawford, Cr. Kinnish, Cr. Wheatley
ABSENT. DID NOT VOTE - Cr. Mustow

3.2 EMERGENCY AND EVACUATION PLAN FOR EVANS HEAD RECREATION RESERVE 82910 (INCORPORATING SILVER SANDS HOLIDAY PARK)

Reference: Parks and Reserves - Design and Construction, Service Provision, Trusts, Planning; P1001587

Prepared by: Co-ordinator Silver Sands Holiday Park

Background

The Emergency and Evacuation Plan provides the community with important information about what to do to prepare themselves for an event, what to expect before, during and after an emergency and what to do and what to expect in the case of a partial or full evacuation of the Reserve and/or Holiday Park.

A copy of the proposed Plan has been distributed separately to each Councillor.

Report

Issues

The Emergency and Evacuation Plan has been developed as a result of a Risk Management Study undertaken for Reserve 82910 and Silver Sands Holiday Park as part of the Emergency Risk Assessment for the Richmond Valley Local Government Area.

The Plan focuses on emergencies which may require a significant and co-ordinated response, however, the Plan is also designed for use in routine emergencies and to prepare for and respond to an event.

Consultation

Once adopted, the Emergency and Evacuation Plan will be presented to the key stakeholders of the reserve for implementation. This includes park management, park residents, emergency authorities and relevant Council staff.

Strategic Links

This Plan has been prepared in accordance with the recommendations in the Richmond Valley Emergency Risk document. This Plan is not a sub-plan of the Richmond Valley Local Disaster Plan.

Conclusion

The Emergency and Evacuation Plan will provide the Reserve visitors and the park community, park management, Council and emergency services with an avenue to be better prepared for emergency events and be able to more effectively respond to routine and non-routine events.

RECOMMENDATION

Recommended that the Emergency and Evacuation Plan for Evans Head Recreation Reserve 82910 (incorporating Silver Sands Holiday Park), be adopted.

RT070910/4 RESOLVED (Cr. Cox/Cr. Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr. Mustow

Note: A copy of the adopted Emergency and Evacuation Plan was attached to the archived Minutes of this Meeting.

3.3 CASINO NEIGHBOURHOOD CENTRE - AGREEMENT FOR USE OF LAND AT QUEEN ELIZABETH PARK, CASINO (LOT 74, DP755627)

Reference: Community Services Agreements; Council Properties - Leasing-Out, Usage; Economic Development - Projects; P1963

Prepared by: Director Corporate Services

Background

The Casino Neighbourhood Centre Inc has been successful in obtaining funding of \$50,000 for the construction of a community garden under the Village Showcase Program of the Foodlinks Project. The Centre has approached Council for use of land at Queen Elizabeth Park for construction of the garden.

Report***Issues***

The total area of land is 2,500 m² and is adjacent to the Archery Club area and Hartley Street. Casino TAFE are also involved with the project which will consist of a number of raised garden beds and the possible erection of a small shed for storage of tools. The garden will be developed in three stages and it is proposed that a User Agreement be prepared effective for a period of one year with a fee based on Council's Revenue Policy (approximately \$40.00 per year).

A copy of the plan relating to the proposed community garden site has been distributed separately to each Councillor.

Legal

The proposed User Agreement will address legal matters in relation to the project for both parties. The community garden will be permitted as "exempt" development pursuant to the Infrastructure SEPP Clauses 66(1a-1) and 66 1(b).

Environmental

A Review of Environmental Factors will be undertaken to address matters of an environmental nature.

Social

The project will have social benefits to the Casino Community including the Indigenous and disabled communities, at the same time promoting healthy eating and activity.

Consultation

The Casino Neighbourhood Centre has consulted with a number of community groups and will also be consulting with residents in the area regarding the project.

Financial Implications

Costs such as fencing, water consumption, electricity (if required) would be met by the Casino Neighbourhood Centre. There will be no additional costs to Council and there could be savings in that the proposed area would be maintained by the Neighbourhood Centre and not required to be maintained by Council staff.

Conclusion

The proposal is most worthwhile and will provide benefits to the community and the Agreement will provide a method whereby legal use of the park is accomplished.

RECOMMENDATION

Recommended that Council enter into a User Agreement with the Casino Neighbourhood Centre for use of a portion of Lot 74, DP 755627, for a period of one year, effective from the date of commencement of the project and authorise all necessary action, including the affixing of Council's Common Seal (if required).

RT070910/5 RESOLVED (Cr. Kinnish/Cr. Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.
ABSENT. DID NOT VOTE - Cr. Mustow

3.4 SUMMARY OF CORAKI PUBLIC RECREATION RESERVE BOARD MEETING HELD ON 9 AUGUST 2010

Reference: Parks and Reserves - Design and Construction, Service Provision, Trusts; Laws and Enforcement - Standards; P42846

Prepared by: Director Corporate Services

Background

The Coraki Public Recreation Reserve Board met on 9 August 2010.

The Board has the function of care, control and management of Coraki Caravan Park and to provide input to the Reserve Trust in respect of the Caravan Park and other Public Recreation Reserves in Coraki.

Report

Issues

The Coraki Public Recreation Reserve Board considered the following matters at its meeting held on 9 August 2010:

- Revised Draft Plan of Management - Richmond River Foreshore Reserve Coraki - Awaiting the Land and Property Management Authority approval to place on public exhibition.
- River Bank Erosion - Director Corporate Services to follow up types of revegetation.
- Treasurer's Report - Accepted as presented.
- Signage of Unisex Disabled Toilet - Director Corporate Services to follow up additional signage requirements.
- Cleaning of Unisex Disabled Toilet - The Board to open, close and clean toilets.
- Notice of Determination of an Application to Operate a Caravan Park and Camping Ground - Approval given conditionally to operate the Coraki Riverside Caravan Park effective for a five year period.
- Enclosed Land Declaration - Approval from Land and Property Management Authority unlikely.

A copy of the Minutes of the Coraki Public Recreation Reserve Board Meeting held on 9 August 2010 have been circulated separately to each Councillor.

Conclusion

This report provides information in relation to the Coraki Public Recreation Reserve Board Meeting held in August 2010. No specific recommendations from the Meeting require consideration by the Trust.

RECOMMENDATION

Recommended that the information be received and noted.

RT070910/6 RESOLVED (Cr. Kinnish/Cr. Wheatley)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr. Mustow

The Meeting closed at 1.16 p.m.

CONFIRMED - 21 September 2010

CHAIRMAN