



## **Notice of Reserve Trust Manager Meeting**

A Reserve Trust Manager Meeting will be held in the Ballina Shire Council Chambers, 40 Cherry Street, Ballina on **Thursday 28 August 2014 commencing at 12 noon.**

### **Business**

1. Apologies
2. Declarations of Interest
3. Deputations
4. Committee Reports

A handwritten signature in black ink, appearing to read 'Paul Hickey', with a long horizontal flourish underneath.

Paul Hickey  
**General Manager**

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1. Apologies
  2. Declarations of Interest
  3. Deputations
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**1. Apologies**

**2. Declarations of Interest**

**3. Deputations**

#### **4.1 Ballina Coastal Reserve - Crown Lands Grant**

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### **4. Committee Reports**

#### **4.1 Ballina Coastal Reserve - Crown Lands Grant**

**Delivery Program**      Open Spaces and Reserves

**Objective**              To obtain Reserve Trust approval to accept a grant for the Ballina Coastal Reserve.

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#### **Background**

The Ballina Coastal Reserve Trust has successfully received a \$38,000 grant through the Crown Lands Public Reserve Management Program from a recent Council application. The grant covers the 2014/2015 financial year and extends on previous restoration activities targeting persistent noxious and environmental weeds within the native vegetation communities of the Ballina Coastal Reserve.

The grant conditions require a Reserve Trust resolution to accept the grant.

#### **Key Issues**

- Grant funding opportunity for weed control

#### **Information**

The NSW Bitou Bush Threat Abatement Plan funding program has previously provided five years of funding to control Bitou Bush at eight sites between Lighthouse Beach and Seven Mile Beach, targeting high conservation value endangered ecological vegetation communities. This funding, combined with the efforts of volunteer community group's has enabled the previous restoration programs to achieve a high level of success. The completion of this funding has led to some persistent weeds beginning to re-establish, creating the need for further landscape scale funding alongside the volunteer restoration programs to target the Ballina Coastal Reserve.

The Ballina Coastal Reserve Trust is required to accept the grant as per Annexure B (copy attached) and return it to receive the funding and commence the project. The successful grant application identifies the project details (second attachment).

#### **Legal / Resource / Financial Implications**

The acceptance and implementation of the \$38,000 grant will assist Council's long term financial weed control requirements by maintaining low weed densities.

## **4.1 Ballina Coastal Reserve - Crown Lands Grant**

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### **Consultation**

Consultation with the two main environmental volunteer community groups being Ballina Coastcare Inc and Lennox Head Landcare Group has been undertaken.

### **Options**

1. The Ballina Coastal Reserve Trust accepts the \$38,000 grant from the Crown Lands Funding Program.
2. The Ballina Coastal Reserve Trust declines the offer of the grant from the Crown Lands Funding Program.

The recommendation is to accept the grant.

### **RECOMMENDATION**

That Council, acting as the Ballina Coastal Reserve Trust, resolves to accept the grant of \$38,000 for weed management, as per the attachments to this report.

### **Attachment(s)**

1. Annexure B (Grant) - Advice of Acceptance of Grant
2. 2014-15 Public Reserves Management Fund Program - Application for Funding

**ANNEXURE B (GRANT)**

Post to:

Crown Lands Funding Programs (PRMFP)  
Crown Lands  
Department of Primary Industries  
PO Box 2185  
Dangar NSW 2309

**ADVICE OF ACCEPTANCE OF GRANT FOR ACCOUNT F533587**

This is to certify that the Ballina Coastal Reserve Trust, at a duly convened meeting held on ..... at which a quorum was present, has resolved to:

Decline the offer of a grant [mark with a cross if appropriate]

Accept the grant of \$38,000 made to the Trust [mark if appropriate], and

1. use the grant for the purpose described in the Trust's application and specified in the letter of offer from the Minister
2. submit a project report within 2 months of project completion, including an acquittal of expenditure (using the template at the **Attachment** to this Annexure), and
3. acknowledge this funding in the Trust's annual report and in the financial statements submitted online (or via mail) to the Crown Reserve Reporting System.

The Trust Board/Committee requests that the funds be paid to its official account as follows:

**Account Name:** .....

**BSB:** .....

**Account Number:** .....

**Trust ABN:** .....

Signed on behalf and with the authority of the Trust:

**Chair**  
(sign and print name)

**Secretary**  
(sign and print name)

**2014-15 Public Reserves Management Fund Program  
– Application for Funding**

**Electronic Form Information**

<b>Application Number</b>	600265
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**1 Eligibility**

<b>What type of public reserve is the application for?</b>	> <b>Gazetted Crown lands reserve</b> Showgrounds situated on land other than Crown lands Schools of arts (as per the Trustees of Schools of Arts Enabling Act 1902 No 68) Common Other public reserve. Please provide details:
<b>Who is the application from?</b> (must be the authorised manager of the public reserve)	For Crown lands reserve trusts: Trust board > <b>Corporate manager (includes local government councils)</b> Administrator Other authorised applicant. Please provide details:

**2 Applicant Details**

Reserve Details	Name	Number	Address
	Ballina Coastal Reserve	R1010068	East Ballina
<b>Reserve Manager Name</b> (e.g. name of the trust)		Ballina Shire Council	
<b>Contact Details</b> (in relation to this application)	<b>Name</b>	James Brideson	
	<b>Role</b>		
	<b>Phone</b>	Business: 02 6686 1412 Mobile: 0400398647	
	<b>Email</b>	jamesb@ballina.nsw.gov.au	
	<b>Postal address</b>	Ballina Shire Council PO Box 450 Ballina NSW 2478	
<b>Financial Details of the Reserve Manager</b> (the official account)	<b>Account Name</b>	Ballina Shire Council	
	<b>BSB</b>	062502	

## 4.1 Ballina Coastal Reserve - Crown Lands Grant

	<b>Account Number</b>	28011162
	<b>ABN</b>	53929887369
<b>Purpose of the reserve – as gazetted</b> (list all purposes)	Environmental protection, conservation of natural resources, public use and enjoyment.	
<b>PRMF Program area</b>	<ul style="list-style-type: none"> <li>• Caravan Park</li> <li>No</li> <li>• Contributor to Caravan Park Levy scheme? (select if answer is yes)</li> <li>No</li> </ul>	
	<ul style="list-style-type: none"> <li>• Showground (freehold and Crown Reserve)</li> <li>No</li> </ul>	
	<ul style="list-style-type: none"> <li>• Local Parks and Reserves (includes public halls, schools of arts, memorials and museums)</li> <li>Yes</li> </ul>	
	<ul style="list-style-type: none"> <li>• State Parks (must be gazetted)</li> <li>No</li> </ul>	

### 3 Governance Criteria

Is the proposed activity consistent with the gazetted purpose of the reserve?	>Yes No
Does the reserve have an endorsed (current) plan or strategy?	>Yes No
Will the activity directly contribute to the achievement of the plan or strategy?	>Yes No
Which PRMFP objective/s does the activity address?	<p>Maintain and develop recreational and tourism facilities on public reserves for community use and enjoyment</p> <p>Facilitate improved management of community facilities on public reserves, including community halls, showgrounds and parks</p> <p>Manage and renovate infrastructure and other assets on public reserves to optimise value to the community and comply with regulatory obligations</p> <p>&gt; <b>Enhance environmental assets by supporting conservation initiatives, bushfire management and weed and pest control on public reserves</b></p> <p>Support business opportunities that realise the potential of the Crown land estate and support regional economies and promote greater financial sustainability</p> <p>&gt; <b>Support the important role that volunteers play in the ongoing management of the Crown reserve system</b></p>



## 4.1 Ballina Coastal Reserve - Crown Lands Grant

	Ensure the PRMFP is self-sustaining and managed in a contemporary and efficient manner, with appropriate planning and administrative processes
Which PRMFP priority/ies does the activity address?	<p>Compliance with legislative and/or regulatory obligations</p> <p>Substantial repairs, maintenance or upgrades that preserve or broaden the reserve user base, especially where this promotes greater financial sustainability</p> <p><b>&gt; Environmental management, such as for conservation, contaminated site management or remediation, bushfire management, and pest and weed control</b></p> <p>Collaborative projects which address common issues across multiple reserves, particularly those which involve more than one trust</p> <p>Projects of regional or state-wide significance, particularly where these facilitate increased regional investment and employment</p> <p>Business support and planning, including for concept development and asset management</p> <p>Projects that facilitate the development of tourism and events-based activities, especially where this features investment in long-term infrastructure that benefits regional communities and multiple user groups</p>
Was the reserve's annual report submitted? <i>(direct into the Crown Reserve Reporting System or through a Crown Lands office)</i>	<p>Yes</p> <p>Date of report:</p> <p><b>&gt;No</b></p> <p><b>&gt;Please provide a reason: Online reporting access has not yet been established for the necessary staff and with recent staff restructuring the reserves annual report can be submitted this financial year.</b></p>
Are all PRMFP loan repayments up to date?	<p><b>&gt;Yes</b></p> <p>No</p> <p>Not Applicable</p> <p>If no, what was the date of the last repayment:</p>
Are all Expenditure Reports for previous loans and/or grants up to date?	<p><b>&gt;Yes</b></p> <p>No</p> <p>Not Applicable</p> <p>Details of any outstanding:</p>

### 4 Activity Details

<p>What type of activity are you proposing?</p> <p>Note: If you wish to apply for more than one type of activity for the same reserve, please complete separate applications e.g. one application to upgrade a kitchen in the community hall and another one to spray for <u>weeds on the surrounding reserve</u></p>	<p>Pest Management(Crown land only)</p> <p><b>&gt;Weed Management(Crown land only)</b></p> <p>Other(e.g. building repairs, upgrade of facilities)</p>
Describe the activity in one sentence	Undertake comprehensive noxious and environmental weed control along the Ballina Coastal Reserve to conserve and

## 4.1 Ballina Coastal Reserve - Crown Lands Grant

What outcome/s will the activity deliver? <i>(specific improvements made and / or problems or legislative requirements addressed)</i>	protect multiple endangered ecological communities. 1. Removal of noxious and environmental weeds from endangered ecological communities 2. Improved biodiversity enhancement through removal of threats 3. Improved amenity value to reserve users and caravan parks.
How will the outcome/s be achieved? <i>(purchase, repair, maintain, install, replace, upgrade, construct, remove etc)</i>	Engage qualified bush regeneration contractors to undertake effective and targeted noxious and environmental weed control to a prioritised program. Undertake additional monitoring of those works and reporting.
Is this activity following on from a previous year's activity (funded through the PRMFP)? If so, provide details.	Yes >No
Which user group/s will benefit from the activity, and how?	All reserve users, adjacent tourist facilities including Crown and Council Caravan Parks, landcare groups, tourists visiting the shire and the Ballina Coastal Reserve, Ballina Council and the Far North Coast Weeds Authority.
What community, council or other stakeholder consultation has been undertaken?	Extensive consultation has been undertaken including ongoing adaptive management based off this consultation. All the reserve contains DA approved Vegetation Management Plans that have been exhibited and consulted upon with landcare/resident groups/caravan park users.
Will the activity be supported by contributions from the local community, council, sponsors, or other funding programs? <i>(funds, materials and/or labour)</i>	>Yes No Please Provide Details: Ballina Council will further support this valuable restoration project with \$8,000 additional contributions combined as cash and in-kind. The Ballina Coastcare and Lennox Head Landcare Groups combined will additionally provide 1900 hours equaling \$38,000 in kind contributions towards the project.
What are the risks associated with undertaking the activity, and how will they be managed?	Bad weather causing weed control holdups will be managed through project timeframes allowing for seasonality differences for successful implementation. Substandard contractors will be managed through the procurement process engaging qualified and experienced contractors and through monitoring.
What planning approvals, assessments, or other consents are required?	Exempt development (no planning approval or environmental assessment required)

<p><i>Please refer to the Reserve Trust Handbook for guidance if needed. NB: It is not necessary to obtain any required approvals, assessments or consents prior to applying for PRMFP funding, but applicants should know what will be required.</i></p>	<p>Complying development (complying Development Certificate required)</p> <p>Development permitted without consent (environmental assessment required)</p> <p>Development requires consent (development application to be submitted to local council. Trusts must provide Crown Lands with a copy of the DA before lodgement; third parties must obtain landowner's consent through Crown Lands before lodging a DA.)</p> <p>Clearing of native vegetation (refer Reserve Trust Handbook for details)</p> <p><b>&gt;Relevant approvals have already been obtained</b></p> <p>Other (please specify):</p>
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**4 Weed Management**

<p>What is the severity of the weed problem and the potential to spread and or degrade agricultural land, natural vegetation, community land etc.?</p>	<p>Noxious and environmental weeds that include Bitou Bush, Lantana and Morning Glory continue to persist and threaten the existing endangered ecological communities. Previous restoration project areas are been threatened by the persisting weeds and if not controlled will take much greater resources in the future to control.</p>
<p>Does the project address the objectives of the NSW Invasive Species Plan?</p>	<p>&gt;Yes Describe How: Meets the 4 goals of exclude, contain, effectively manage and capacity through excluding noxious and environmental weeds and their spread vectors, synergy with other legislation primarily reducing threats to high conservation value native vegetation and controlling Noxious Weeds under the Act, governmental management of invasive species, government commitment, prioritization of management programs and effective and targeted onground control. No</p>
<p>Is the project compatible with the Regional Weeds Strategy and NSW Weeds Action Program?</p>	<p>&gt;Yes Describe How: This project has strong links with the Australian Weeds Strategy, the NSW Biodiversity Strategy, NSW Invasive Species Strategy and the NSW Weed Action Program. Councils platform is based on the achievement of the four goals outlined below: 1. Prevent the establishment of new weed species in our project area Exclude. 2. Eliminate or prevent the spread of new weed species in our project area Eradicate or contain. 3. Reduce the impacts of widespread invasive weed species Effectively manage. 4. Ensure community through landcare and Council have the ability and long-term commitment to manage invasive weed species Build capacity. No</p>
<p>How does the project demonstrate best practice in weed management / control as recommended by DPI or Local Control Authorities?</p>	<p>This project through the use of qualified bush regeneration will adhere to and implement the following best practice methodologies from the following: Bitou Bush Manual, OEH bush regeneration guidelines in threatened species and endangered ecological communities, NSW Bitou Bush Threat Abatement Plan and the NSW DPI Noxious and Environmental Weed Control Handbook.</p>
<p>How will the project lead to long term control of weeds?</p>	<p>This valuable project will assist in the localised removal of persistent noxious and environmental weeds and assist in the canopy restoration of various endangered ecological</p>

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	communities primarily littoral rainforest. This in turn will greatly assist in creating a more sustainable forest system that is less likely to continued invasion of weeds.
What (if any) is the involvement of Local Lands Services in the project?	The Northern Rivers LLS through John Nagle are well aware of this project area and have been consulted on with regards to its significance and beneficial outcomes.
Have any contributions been secured from agencies, trusts, community groups or other parties in cash or kind?	>Yes Describe How: The local Ballina Coastcare Inc and the Lennox Head Landcare Group will both be contributing approximately \$38,000 in total of in-kind contributions. This is in the form of expert volunteer bush regeneration under NPWS scientific license valued conservatively at \$20 per hour. Ballina Council will contribute additionally \$8,000 in cash and in-kind contributions to further assist the projects success. No
How do you intend to implement follow up work to provide long term control of weeds?	This project will enable the vegetation communities to become more sustainable and get to a stage whereby the local Landcare groups can easily manage the maintenance of the project area along with Councils ongoing contributions.
How does the project promote effective management of Crown land?	The project protects and conserves high profile high conservation value native vegetation on Crown Lands. In turn this improves the natural assets on Crown Land and the tourism and amenity value of users to the Crown Land system. The project will ensure effective implementation of the approved Vegetation Management Plans are implemented. (Please note just the covers of the plans were uploaded and the full plans that were too large are available on Councils website.
How will the project monitor effectiveness and achievements of the proposed weed control?	The project will ensure staged monitoring and reporting of the conservation outcomes is undertaken so that the project can be adjusted should it be required to effectively meet the outcomes.

## 5 Funding Details

### Activity Elements

List each element of the activity with a financial impact in priority order of importance (highest first). These elements should be consistent with the description of how the activity outcome/s will be achieved (Section 4).

Activity Element	Start Date	End Date	PRMFP Funds	Reserve manager funds	Other sources of funds	Total Cost
Procurement of qualified bush regeneration contractors	04-08-2014	01-09-2014		500		500

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Professional bush regeneration contractors undertaking onground weed control	02-09-2014	26-05-2015	45150	4000	42000	91150
<b>Totals</b>			45150	4500	42000	91650

### Funding Type

Type of funding requested?	> <b>Grant</b> Loan Combination grant and loan: \$ 45150(grant) / \$ (loan)
<i>For grant applicants</i> If you were unsuccessful in achieving a grant, would you accept a loan or combined grant/loan instead?	Yes > <b>No</b>
<i>For loan applicants</i> If a loan is approved, over what period would you prefer to repay the loan?	Years

### Additional Financial Information

The following information must be provided, as relevant to each application (and type of applicant).

All grant and loan applications totalling between \$10,000 and \$49,999	<b>Gross Income</b>	<b>Operating Expenditure</b>	<b>Loan Repayments</b>	<b>Surplus or Deficit</b>	
	Previous Financial Year	114891000	87680000	3464000	27211000
	Current Financial Year	44850000	54147000	3265000	9297000
	Budget for Next Year	79882000	92965000	5878000	13083000
All grant and loan applications totalling over \$50,000	Complete the separate Financial Summary Statement				

## 6 Additional Information to Support Application

Please ensure you include all supporting documentation with your application (email attachment, CD/DVD or hardcopy) and indicate below::

- Financial Summary Statement: Not Submitted
- Financial statements for latest financial year: Not Submitted
- Quotation/s or estimates for proposed works: Submitted(File: Bush regen costings.pdf)
- Reserve endorsed (current) plan or strategy: Submitted(File: Angels VMP cover.pdf)
- Site and/or building plan/s showing proposed works: Not Submitted
- Business plan or strategy for the reserve: Not Submitted
- Correspondence authorising application e.g. email from the Chair of the Trust Board (refer also Section 7): Submitted(File: Council consent.pdf)
- Other: Not Submitted

**7 Declaration of Authority to Apply**

All applications must have the support of the authorised manager/s of the public reserve (as per Section 1). Administrators (where they are an individual) must be the person to complete the application. All other applications must include the following declaration:

*I declare that this application has been made on behalf and with the authority of the manager of the reserve*

**Name:** James Brideson

**Date:** 12-03-2014

**8 Prepared by**

<b>Details of person who has completed this form</b>	<b>Name</b>	James Brideson
	<b>Role</b>	Natural Resource Officer
	<b>Organisation</b>	Ballina Shire Council
	<b>Phone</b>	Business: 0266861412 Mobile: 0400398647
	<b>Email</b>	jamesb@ballina.nsw.gov.au