

Richmond Tweed Regional Library

Meeting Notice

A meeting of the Richmond Tweed Regional Library will be held at the
Online on Wednesday, 11 June 2025 at 10:00 AM

Members of the Committee are requested to attend.

*Richmond Tweed Regional Library acknowledges the people of the Bundjalung nation,
traditional custodians of the land on which we meet.*

Alex Geikie
Acting RTRL Executive Officer
5 June 2025



ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A guiding checklist for councillors, staff and community committees

Ethical decision making

- Is the decision or conduct legal?
- Is it consistent with government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Do you stand to gain personally at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny? Conflict of interest

A conflict of interest is a clash between private interest and public duty. There are two types of conflict:

- Pecuniary – an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to yourself or another person or entity defined in part 4 of the Lismore City Council Code of Conduct with whom you are associated.
- Non-pecuniary – a private or personal interest that you have that does not amount to a pecuniary interest as defined in the Lismore City Council Code of Conduct. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.

The test for conflict of interest

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of "corruption" – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest.

Identifying problems

- Do I have private interests affected by a matter I am officially involved in?
- Is my official role one of influence or perceived influence over the matter?
- Do my private interests' conflict with my official role?

Disclosure and participation in meetings

- A councillor or a member of a Council Committee who has a pecuniary interest in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.
- The councillor or member must not be present at, or in sight of, the meeting of the Council or Committee:
 - a. at any time during which the matter is being considered or discussed by the Council or Committee, or
 - b. at any time during which the Council or Committee is voting on any question in relation to the matter.

No Knowledge - a person does not breach this clause if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.

Non-pecuniary Interests - Must be disclosed in meetings.

There are a broad range of options available for managing conflicts & the option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with. Non-pecuniary conflicts of interests must be dealt with in at least one of the following ways:

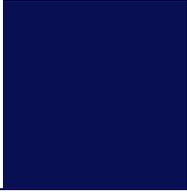
- It may be appropriate that no action be taken where the potential for conflict is minimal. However, councillors should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (eg. participate in discussion but not in decision making or vice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

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

Agenda

- 1. Acknowledgement of Country and welcome to delegates**
- 2. Apologies**
- 3. Disclosure of Interest**
- 4. Confirm Minutes from Previous Meetings**
 - Richmond Tweed Regional Library held 14 May, 202536
- 5. Reports/Recommendations**
 - 5.1 6 Centenary Drive & Lot 2 DP1061931 options investigations.....6
 - 5.2 Financial Year 2025/2026 SLA Targets35
- 6. Other Business**
- 7. Next Meeting**

Reports/Recommendations



Reports/Recommendations

Subject 6 Centenary Drive & Lot 2 DP1061931 options investigations

TRIM Record No BP25/361:EF09/74-7

Prepared by RTRL Business Manager

Item Number 5.1

Overview of Report

This report has been prepared to provide transparent information, to the greatest extent possible, in order that the RTRL Committee may endorse detailed investigation into RTRL owned property assets and their respective sale or redevelopment options. Four options, articulated below, have been supported by the Committee as resolved within the meeting conducted May 14 2025.

Recommendation

That:

1. That the Committee resolve to release **\$70,000** from RTRL reserves for FY 25/26 i.e. not before July 1 2025, in order to fund detailed research and further investigations into the 4 property options supported by the Committee for both 6 Centenary Drive & Lot 2 DP1061931.

RECAP OF PROPERTY OPTIONS

These remaining property options are underpinned by the requirement for the Committee to make a future decision/resolution to sell these assets or, to keep a combination of one or both in order to support the future sustainability of Richmond-Tweed Regional Library [Refer to attachment for further information].

| Option in the attached | Committee Decision | Description | Activity & costs to investigate |
|--------------------------|--------------------|---|--|
| Option 2 from Attachment | SELL VACANT LOT | Sale of Lot 2 DP1061931 and entire proceeds redirected to rectification works for 6 Centenary drive | \$30,000 to both value the vacant lot (\$5000) as well as investigate rectification works with a quantity surveyor and at least two potential contractors (\$20,000), providing one initial concept design which will illustrate future additional costs estimated for the planning and anticipated DA costs (\$5000). Storage and alternative temporary relocation costs will also require investigation. |
| Option 3 from Attachment | SELL VACANT LOT | Entire proceeds of sale of Lot 2 DP1061931 distributed to Member Councils | Value the vacant lot (\$5000) as well as ensure multiple commercial sales agent campaign approaches and marketing cost estimates are obtained. |

Reports/Recommendations

| | | | |
|---|--|---|---|
| Option 4 from Attachment | SELL ADMINISTRATION CENTRE [6 Centenary Drive] | Entire proceeds to RTRL to reinvest in purpose built Support Services Centre on Vacant land | Estimated total cost of \$30,000 to complete a development and concept design process providing at least two options for a purpose-built administration building. This will take into account demolition costs as well as a concept design that presents an optimal opportunity to attract a combination of both Federal and State funding. |
| Option 7 from Attachment | SELL BOTH VACANT LOT & ADMINISTRATION CENTRE [6 Centenary Drive] | Entire proceeds returned to Member Councils | Estimated costs to support valuation for both sites combined as well as to ensure multiple commercial sales agent campaign approaches and marketing cost estimates obtained. |
| Dedicated support to deliver findings quickly | SKILLED CONTRACTOR | | \$10,000 is allocated to engage a contractor for a period of ~30 days to undertake co-ordination of efforts to deliver data-driven evidence and findings for the RTRL Business Manager and the Committee to consider. |

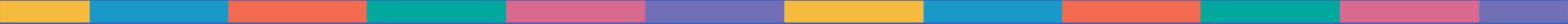
Wherever possible, RTRL will demonstrate value for money and negotiate reduced costs within this allocated budget. This with the aim of ensuring there is no compromise to the desired outcomes for the Committee and ultimately the Community.

Attachment/s

1. [↓](#) RTRL Support Services - Decision Information Workshop PPT

RTRL Support Services Building & Vacant Land

Decision Information Workshop



Richmond Tweed Regional Library

Workshop Structure

Purpose

Committee role and previous decisions

Part 1 – Property Details

Part 2 – Presents 3 options to sell, with 7 options for utilisation of net proceeds of sale

Questions

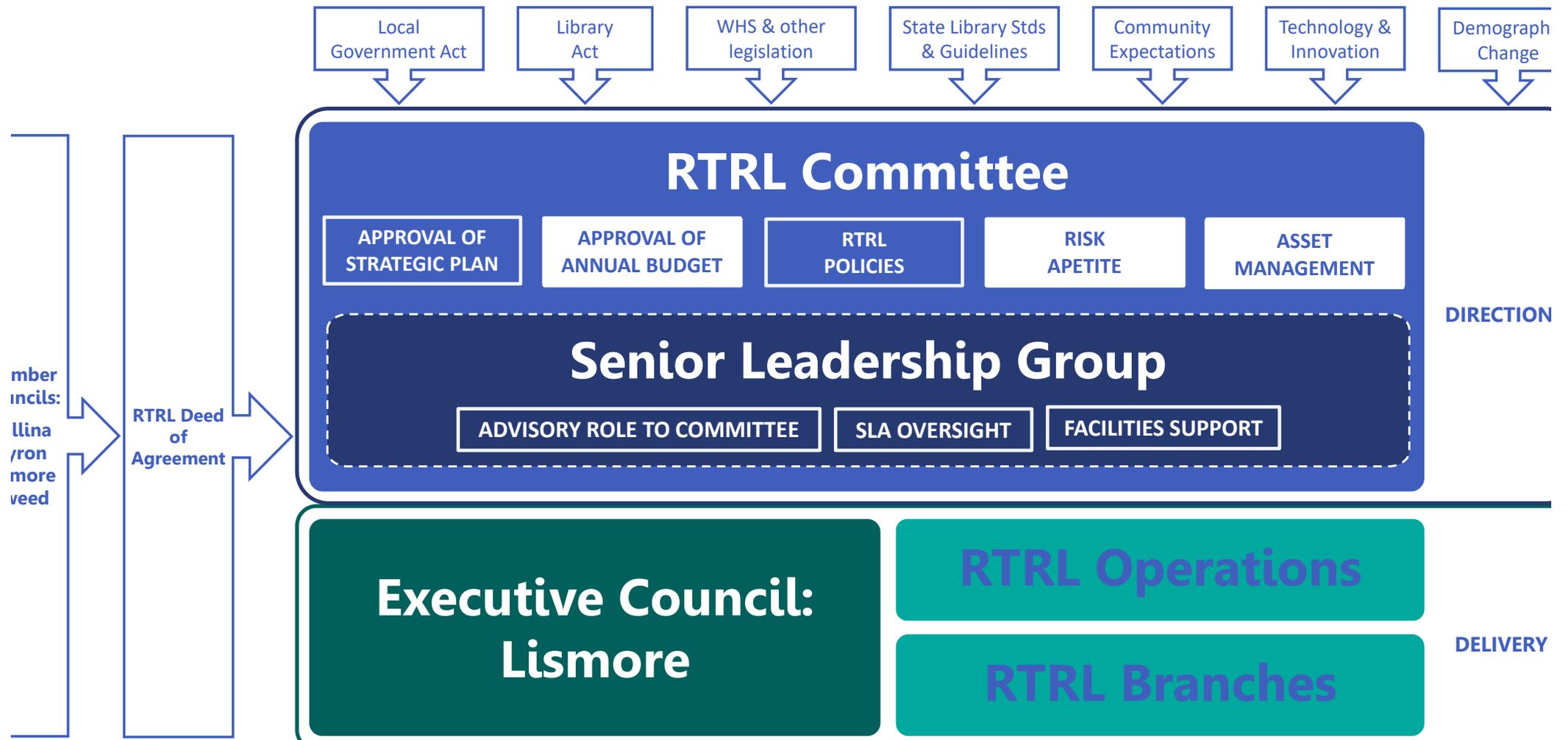
Workshop Purpose

Present options for the possible sale and distribution of proceeds of:

- 6 Centenary Drive Goonellabah
- Lot 2 DP1061931, 1 Lancaster Drive Goonellabah

to inform the decision of the RTRL Committee at the February 2025 meeting.

RTRL Governance Framework



Committee Functions

Committee Functions In accordance with the Deed – Richmond Tweed Regional Library and Delegation of Function from Lismore City Council, the RTRL Committee is responsible to efficiently and effectively perform its functions including:

- a) oversee the efficient and effective functioning of the RTRL
- b) deliberate on matters concerning the affairs of the RTRL
- c) review and endorse policies and plans relating to the provision of the Library Services
- d) monitor and review the provision of the Library Services
- e) oversee the finances of the RTRL
- f) review and endorse the RTRL Annual Budget for each financial year
- g) liaise with the Executive Council relating to the provision of the Library Services
- h) consider and determine any application from a Council to become a Member Council of the RTRL
- i) exercise functions delegated to it by the Executive Council.

Based on the functions listed above, the endorsement of the sale RTRL assets is considered to be within the Committee's functions.

Previous RTRL Committee Resolutions



March 2023

Sale of vacant lot surplus to RTRL requirements recommended



August 2023

Feedback from RTRL Member Councils report to Committee

- Ballina & Byron Councils support unconditional sale of vacant lot,
- Tweed supports a conditional sale of vacant lot where proceeds are distributed back to member councils,
- Lismore supports a conditional sale for Lismore City Council to purchase the vacant lot



June 2024

Councillor workshop held on how net proceeds of sale of vacant lot can be applied



August 2024

Update to Committee on options for sale of vacant lot & options for Support Services building



November 2024

Committee update and notice of January 2025 Councillor briefing

Resolution:

Seek Member Council feedback on proposed sale

Resolution:

- sale of vacant lot to LCC endorsed,
- report requested on how net proceeds of sale can be utilised or distributed to Member Councils

Resolution:

Defer decision of the Support Services building and sale of vacant lot to November 2024 Committee meeting

Part 1

PROPERTY DETAILS

6 Centenary Drive Goonellabah - RTRL Support Services Building

1 Lancaster Drive - adjacent vacant lot

Purchase History

- Purchased at auction February 2002 for the purpose of providing more appropriate premises for the RTRL Support Services & easy access for the RTRL Mobile Library
- Total purchase investment of \$500,000 funded from RTRL reserves
- Alterations & renovations were funded from sale of Support Services previous premises at 13 Rous Rd Goonellabah (sold November 2002 for \$150,000).



Vacant Lot

Lot 2 DP1061931, 1 Lancaster Drive
Goonellabah

- 2,044 square metres
- Valuation \$770,000 (August 2022)
- Surplus to RTRL requirements.

Previous Committee resolutions:

- Sell vacant lot to LCC
- Unconditional sale supported by Ballina & Byron
- Conditional sale supported by Tweed (net profits returned to member councils) & Lismore (option to purchase).

References: Herron Todd White Valuation Report August 2022, 1 Lancaster Drive Goonellabah



Administration & Support Services Building

6 Centenary Drive Goonellabah

- 2,960 square metres
- Older style light industrial building (low clearance storage/workshop and office)
- Valuation - \$1-1.2 million (August 2022)

References: Herron Todd White Valuation Report August 2022, 2 Centenary Drive Goonellabah



Administration & Support Services Building

Challenges

- Inadequate maintenance budget
- Significant maintenance issues – roof, drainage, air-con, electrical board, asbestos,
- Water leaks & Mould
- Workplace health & safety
- No major refurbishment since purchase in 2002.

Building Reports:

- Tecton Building Services Report
- Assessment Corp Preliminary Mould Assessment report



Administration & Support Services Current Use

16 staff - 12 Fulltime equivalent

Regional Library Management &
Administration

Branch Support Services

Regional Courier

Mobile Library Management



Research & Family History Centre

- Currently closed
- Family history and general research
- Access to microfilm, microfiche, and other family history research tools
- Archive for Northern Star newspaper.



Part 2

OPTIONS

Options for proposed sale of Support Services building, adjacent vacant block, & possible allocation of net proceeds

OPTIONS

Sell Vacant Lot

Option 1: Entire proceeds to RTRL for Projects & IT Reinvestment

Option 2: Entire proceeds to RTRL for rectification of 6 Centenary Drive

Option 3: Entire proceeds distributed to Member Councils

Sell Administration Centre

Option 4: Entire proceeds to RTRL to reinvest in purpose-built Support Services Centre on vacant lot

Sell Vacant Lot & Administration Centre

Option 5: Entire proceeds to RTRL to reinvest in new asset for Support Services Centre

Option 6: Entire proceeds to RTRL with cash investments funding rental costs for Support Services Centre

Option 7: Entire proceeds returned to Member Councils.

Options for selling vacant lot 1 Lancaster Drive Goonellabah



Richmond Tweed Regional Library

Previous Committee resolutions

- ✓ Sell vacant lot to LCC
- ✓ Unconditional sale of vacant lot supported by Ballina & Byron
- ✓ Conditional sale of vacant lot supported by Tweed (net profits returned to member councils) & Lismore (option to purchase)

Sell Vacant Lot

Vacant Block Sale Potential: \$770,000

Option 1: Entire proceeds to RTRL for Projects & IT Reinvestment

|  Purpose |  Benefits |  Key Considerations |  Risks |
|---|---|--|--|
| <p>To address subpar and outdated IT & other infrastructure</p> | <ul style="list-style-type: none"> Enhanced customer experience Ensured business continuity | <p>Sustainability Issue- Sale of asset proceeds should not fund operations</p> | <ul style="list-style-type: none"> Loss of long-term financial benefit from asset retention Lack of budget for ongoing asset maintenance |
| <p>\$ Estimated Cost</p> <p>IT - \$435,445 – min spend Prime-mover - \$200,000 Strategic Plan - \$60,000</p> | | | |

Opportunities

- Updated arrangements for better service capabilities
- Minimise tech asset burden by moving to a lease model
- Improved accessibility and quality for library assets
- Additional funds from sale could be used to part fund Mobile Library prime-mover purchase, RTRL strategic plan development.

Sell Vacant Lot

Vacant Block Sale Potential: \$770,000

Option 2: Entire proceeds to RTRL for rectification of 6 Centenary Drive

|  Purpose |  Benefits |  Key Considerations |  Risks |
|--|--|---|---|
| Reinvestment and rectification of current Administration & Support Services Centre | <ul style="list-style-type: none"> • Long-term stability and extended asset lifespan • WHS risks addressed redesign for current/future needs | <ul style="list-style-type: none"> • Additional costs and time delays for design and approvals • Build times currently unknown • Does not include cost of refit and lease during build | <ul style="list-style-type: none"> • Loss of long-term financial benefits of retaining property asset • Cost of refurbishment may exceed property value • Temporary staff relocation required during rebuild • Costs may exceed revenue |
| <p>\$ Estimated Cost</p> <p>\$1,200–\$3,000 per m2 Total: \$1,094,400–\$2,736,000 (for 912 m2)</p> | | | |

Opportunities

- Ensure long-term strategic benefit to RTRL
- Improve working conditions and reduce WHS impacts
- Potential to lease part of the building for commercial income.

Sell Vacant Lot

Vacant Block Sale Potential: \$770,000

Option 3: Entire proceeds distributed to Member Councils

|  Purpose |  Benefits |  Key Considerations |  Risks |
|---|---|--|---|
| <ul style="list-style-type: none"> Liquidate RTRL asset Increase Member Council income for one instance | <p>Increase Member Council income/ decrease Member Council RTRL contributions for one year.</p> | <ul style="list-style-type: none"> Loss of long-term financial benefit from retaining the asset Increase in Member Council contributions to fund new outgoings | <ul style="list-style-type: none"> Competitive rental market limits available properties Restricts RTRL's ability to mitigate future risks Missed long-term opportunity Perception of no reinvestment into strategic planning or risk management. |
| <p>\$ Estimated Return</p> <p>B - \$162,701 Y - \$126,434 L - \$147,609 T - \$333,256</p> | | | |

Opportunities

- Potential to reinvest proceeds into strategic initiatives.

Options for Selling Administration and Support Services Centre 6 Centenary Drive Goonellabah

Richmond Tweed Regional Library

Sell 6 Centenary Drive

Sale Potential: \$1M-\$1.2M

Option 4: Entire proceeds to RTRL to reinvest in purpose-built Support Services Centre on vacant lot

|  Purpose |  Benefits |  Key Considerations |  Risks |
|--|--|--|--|
| <p>Reinvest in a new asset to house RTRL functions on a vacant block</p> | <ul style="list-style-type: none"> • Long-term stability • WHS risks addressed • Custom design for future needs • Potential commercial arm for income – leasable space | <ul style="list-style-type: none"> • Additional costs and time delays for design and approvals • Build times unknown • Cost estimate does not include fit out • Requires additional funding. | <ul style="list-style-type: none"> • Costs may exceed sale value • Unknown build timelines • Temporary rental costs |
| <p> Estimated Cost</p> <p>Build costs: \$1,200–\$3,000/m² Total= \$840K–\$2.1M</p> | | | |

Opportunities

- Potential commercial leasing for additional income
- Custom design increases productivity and flexibility
- Lower operating costs (electricity, maintenance, etc.)
- Long-term strategic benefits to RTRL.

Options for selling both 6 Centenary Drive Goonellabah 1 Lancaster Drive Goonellabah

Sell 6 Centenary Drive & Vacant lot

Sale Potential: \$1M-\$1.2M building + \$770,000 block = \$1.77M- \$1.97M

Option 5: Entire proceeds to RTRL to reinvest in new asset for Support Services Centre

|  Purpose |  Benefits |  Key Considerations |  Risks |
|--|--|---|---|
| Reinvest in a new asset for RTRL Administration & Support Services | <ul style="list-style-type: none"> • Long-term stability • WHS risks addressed • Custom design for future needs | <ul style="list-style-type: none"> • Requires a new location • Limited properties available | <ul style="list-style-type: none"> • Costs may exceed proceeds • Securing a suitable property • Temporary rental expenses • Pre-built properties may not meet library needs |
| <div data-bbox="69 735 577 831"> <p> Estimated Cost</p> </div> <div data-bbox="69 839 577 1013"> <p>Suitable properties: \$1.2M-\$2.2M</p> </div> | | | |

|  Opportunities |
|--|
| <ul style="list-style-type: none"> • Strategic reinvestment for long-term gains • Capital returned for asset investment • Invest in an asset with less WHS and maintenance burden |

Sell 6 Centenary Drive & Vacant lot

Sale Potential: \$1M-\$1.2M building + \$770,000 block = \$1.77M- \$1.97M

Option 6: Entire proceeds to RTRL with cash investments funding rental costs for Support Services Centre

|  Purpose |  Benefits |  Key Considerations |  Risks |
|---|--|---|---|
| <p>Fund rental and invest in a new site for RTRL Administration & Support Service</p> | <ul style="list-style-type: none"> • Long-term stability & future options to purchase • WHS risks addressed • Adaptable for future needs by moving location | <ul style="list-style-type: none"> • Requires new location • Limited properties on market • Will require additional investment for fit out of new premises | <ul style="list-style-type: none"> • Loss of long-term financial benefit from asset • High competition for rentals • Cost escalation (rent, modifications) • Uncertain lease terms. |
|  Estimated Cost | | | |
| <p>Rental cost estimates \$1,500/wk., \$78,000pa Investment return of 4.5% on \$2M = \$90,000pa approx.</p> | | | |

Opportunities

- Potential for commercial leasing
- Custom spaces for flexibility and productivity
- Highly adaptive to change
- Depending on markets
- Custom spaces for flexibility and productivity
- Highly adaptive to change.

Sell 6 Centenary Drive & Vacant lot

Sale Potential: \$1M-\$1.2M building + \$770,000 block = \$1.77M- \$1.97M

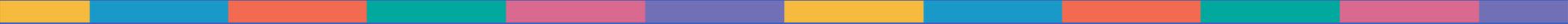
Option 7: Entire proceeds returned to Member Councils

|  Purpose |  Benefits |  Key Considerations |  Risks |
|---|---|--|---|
| <ul style="list-style-type: none"> Liquidate RTRL asset Provide one-time income for Member Councils | <ul style="list-style-type: none"> Reduced rates and maintenance commitments | <ul style="list-style-type: none"> New location and funding source required for Support Services function Loss of long-term financial benefit from retaining the money in an asset portfolio | <ul style="list-style-type: none"> Loss of long-term asset value Ongoing rental costs Competitive rental market with limited availability Lack of long-term stability Increased Member Council contributions to Support Services functions |
|  Estimated Return | | | |
| <p>B= \$401,470 Y= \$311,980 L=\$364,230 T= \$822,320</p> | | | |

Opportunities

- Flexibility for Member Councils
- Adaptable to changing needs.

QUESTIONS



Richmond Tweed Regional Library

Reports/Recommendations

| | |
|-----------------------|--------------------------------------|
| Subject | Financial Year 2025/2026 SLA Targets |
| TRIM Record No | BP25/329:EF09/74-7 |
| Prepared by | RTRL Business Manager |
| Item Number | 5.2 |

Overview of Report

This report provides the context and background for the two signed and two draft SLA agreements for each of the RTRL Member Councils. It is anticipated that through strategic discussions to be led by the RTRL Business Manager in the coming quarter that these may be adjusted to reflect greater alignment to endorsed CSP and Delivery Plans.

Recommendation

That:

1. That the committee resolve to adopt the two signed and two draft SLA agreements, (See Attachments) for all four Member Councils.

SERVICE LEVEL AGREEMENTS

Service Level Agreements (SLA's) and their respective content have been historically influenced by the RTRL Core Activity Statement as well as obligations with RTRL funder, The State Library of NSW. Targets have traditionally been set between Area Librarians and Senior Leadership Group Members with approval from each respective Member Council General Manager.

Please refer to the attached for SLA's that will commence for the August quarter.

It is anticipated that with Business Manager activity underway to articulate RTRL's strategy on a page, that these targets may be iterated slightly for greater alignment to endorsed Member Council Community strategic plans and likewise their delivery plans.

Attachment/s

1. RTRL SLA Byron Area - 2025/2026 (Over 7 pages)
2. RTRL SLA Tweed Area - 2025/2026 (Over 7 pages)
3. DRAFT - RTRL SLA Lismore Area - 2025/2026 (Over 7 pages)
4. DRAFT - RTRL SLA Ballina Area - 2025/2026 (Over 7 pages)

MINUTES OF THE RICHMOND TWEED REGIONAL LIBRARY HELD IN LISMORE LIBRARY ON WEDNESDAY, 14 MAY 2025 AT 10AM

Please note: These minutes are subject to confirmation at the next Council meeting. Decisions recorded in the draft minutes are subject to the Council's Code of Meeting Practice in relation to rescinding decisions.

Richmond Tweed Regional Library acknowledges the people of the Bundjalung nation, traditional custodians of the land on which we work.

Present

Councillors Simon Chate, Ballina (Chair); Janet Swain, Byron; Delta Kay, Byron; Harper Dalton-Earls, Lismore (Deputy Chair); Steve Krieg (via Audio Visual Link), Lismore; Therese Crollick, Ballina; Meredith Dennis (via Audio Visual Link), Tweed.

In Attendance

Ms Carruth, Manager Inclusive & Creative Communities – Tweed; Mrs Davis, Director Corporate and Community Services - Byron; Mr Geikie, Acting Executive Officer RTRL and Acting Head Customer Experience – Lismore; Ms Brown, Business Manager RTRL; Mr Hewage, Financial Accountant, Finance – Lismore; Ms Ryan, Acting Communications & Engagement Support Librarian; Mr Lewis, Area Librarian Lismore; Ms Shepherd, Area Librarian Byron; Ms Kelly, Systems & Resources Librarian; Mr Dardengo, Mobile Library Officer; Ms Birch, Area Librarian Ballina; Ms Choice, Area Librarian Tweed; Ms McKinnon, Acting Administration Officer RTRL - Minute Taker

Welcome

Apologies & Absences

Apology: Ms Sullivan, Executive Officer RTRL – Lismore; Ms Lister, Manager Communications and Customer Service – Ballina

Absent: Kimberly Hone, Tweed;

Disclosures of Interest

Nil

Confirmation of Minutes

RTRL9/25 **RESOLVED** that the minutes of the Extra Ordinary Richmond Tweed Regional Library held on 26 February 2025 be confirmed.

(Councillors Crollick/Dalton-Earls)

Voting for: Councillors Chate, Crollick, Dalton-Earls, Dennis, Kay, Krieg and Swain

Voting against: Nil

RTRL10/25 **RESOLVED** that the minutes of the Richmond Tweed Regional Library held on 12 February 2025 be confirmed.

(Councillors Crollick/Dalton-Earls)

Voting for: Councillors Chate, Crollick, Dalton-Earls, Dennis, Kay, Krieg and Swain

Voting against: Nil

Reports/Recommendations

5.1 Business Manager's Report

RTRL11/25 **RESOLVED** that the Committee receive and note the report.

(Councillors Crollick/Kay) (BP25/272)

Voting for: Councillors Chate, Crollick, Dalton-Earls, Dennis, Kay and Swain

Voting against: Nil

Cr. Chate gave a welcome to both Alex Geikie and Courtney Brown from the RTRL Committee.

An acknowledgment was given to the Lismore Library staff for their efforts in the pack up and re-opening as a result of Ex Tropical Cyclone Alfred.

Cr. Crollick gave congratulations to all library staff in response to the presentations by each Area Librarian.

Councillor Steve Krieg left the meeting, the time being 10:40 AM

5.2 Finance Related Matters

RTRL12/25 **RESOLVED** that the Committee note the financial information reported in the March 2025 Finance Related Matters.

(Councillors Dalton-Earls/Dennis) (BP25/218)

Voting for: Councillors Chate, Crollick, Dalton-Earls, Dennis, Kay and Swain

Voting against: Nil

5.3 RTRL Annual Training Investment

RTRL13/25 **RESOLVED** that :

1. The Committee resolve to support this annual training investment. Noting that for year 1 this will be a larger sum due to compliance foundations. Free training or LCC supported training will always be explored in the majority to ensure value for money.

(Councillors Kay/Dalton-Earls) (BP25/265)

Voting for: Councillors Chate, Crollick, Dalton-Earls, Dennis, Kay and Swain

Voting against: Nil

5.4 Funds allocation: Mobile Library asset

RTRL14/25 **RESOLVED** that :

1. The Committee resolve to support this financial management activity so that the specialized trailer may be purchased within Grant funding committed timeframes.

(Councillors Crollick/Swain) (BP25/268)

Voting for: Councillors Chate, Crollick, Dalton-Earls, Dennis, Kay and Swain

Voting against: Nil

5.5 Shortlisting of RTRL Support Services Building Options

- RTRL15/25 **RESOLVED** that:
- ~~1. The Committee formally endorse the shortlisting of options, from 7 options down to the following: Options 2, 3, 4, & 7.~~

Amendment: That the Committee formally focus further efforts on options 2, 3, 4, & 7.

(Councillors Swain/Crollick) (BP25/269)

Voting for: Councillors Chate, Crollick, Dalton-Earls, Dennis, Kay and Swain

Voting against: Nil

5.6 Request for Extraordinary Meetings

- RTRL16/25 **RESOLVED** that :
- The Committee support to resolve that three Extraordinary Meetings of the RTRL Committee be scheduled online for the following dates.
Wednesday, ~~4~~ 11 June 2025 - 10am – 12pm, online
Tentative: Wednesday, 25 June 2025 online time TBC
Wednesday, 9 July 2025 – 10am – ~~11.30am~~ 12pm, ~~online~~ in person at Lismore Library

With amendments noted above.

(Councillors Swain/Dennis) (BP25/266)

Voting for: Councillors Chate, Crollick, Dalton-Earls, Dennis, Kay and Swain

Voting against: Nil

5.7 Senior Leadership Group Meeting Minutes

RTRL17/25 **RESOLVED** that the Committee receive and note the attached February & March 2025 confirmed Senior Leadership Group (SLG) meeting minutes.

(Councillors Crollick/Dalton-Earls) (BP25/214)

Voting for: Councillors Chate, Crollick, Dalton-Earls, Dennis, Kay and Swain

Voting against: Nil

Upcoming Meeting Dates

RTRL18/25 **RESOLVED** that:
Leave of absence requests were received for the following meetings;
Councillors Kay, for the Extraordinary meeting being held on Wednesday, 11 June 2025
Councillor Dalton-Earls, for the Extraordinary meeting tentatively booked for Wednesday, 25 June 2025.
Councillor Crollick, for the Ordinary meeting being held on Wednesday, 13 August 2025.

(Councillors Kay/Dalton-Earls)

Voting for: Councillors Chate, Crollick, Dalton-Earls, Dennis, Kay and Swain

Voting against: Nil

Closure

This concluded the business and the meeting terminated at 11.50am.