

**Richmond**  
**Valley**  
**Council**



## **Minutes**

### **Ordinary Meeting**

**Tuesday, 15 August 2017**

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**MINUTES OF THE ORDINARY MEETING OF RICHMOND VALLEY COUNCIL,  
HELD IN THE COUNCIL CHAMBERS, CNR WALKER STREET AND  
GRAHAM PLACE, CASINO, ON TUESDAY, 15 AUGUST 2017 AT 5.00 P.M.**

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**PRESENT**

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Crs Robert Mustow (Mayor), Daniel Simpson (Deputy Mayor), Sam Cornish, Robert Hayes, Sandra Humphrys, Jill Lyons and Steve Morrissey.

Vaughan Macdonald (General Manager), Angela Jones (Director Infrastructure and Environment), Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond) and Roslyn Townsend (Corporate Support Officer) were also in attendance.

**1 ACKNOWLEDGEMENT OF COUNTRY**

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The Mayor provided an Acknowledgement of Country by reading the following statement on behalf of Council:

*"Council would like to show its respect and acknowledge all of the traditional custodians of land within the Richmond Valley Council area and show respect to elders past and present."*

**2 PRAYER**

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The meeting opened with a prayer by Pastor Craig Fraser (Ariseshine Fellowship).

**3 PUBLIC ACCESS AND QUESTION TIME**

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**3.1 PUBLIC ACCESS - MR MATTHEW McCORMACK, PRESIDENT, CASINO AUCTIONEERS ASSOCIATION INC - ITEM 14.3 - NORTHERN RIVERS LIVESTOCK EXCHANGE (NRLX) BUSINESS PERFORMANCE AS AT 30 JUNE 2017**

Mr McCormack representing the Casino Auctioneers Association Inc. congratulated Council and the General Manager on the recent funding approval of \$7 million for the NRLX project. Mr McCormack commented on the current vendor and agents fees and the increases in those fees during recent years. He also requested that Council consider removing the new Agent business usage fee of \$1.00 per head. Finally, Mr McCormack encouraged a good working relationship between agents, vendors and Council.

Following response to questions from Councillors, the Mayor thanked Mr McCormack for his presentation.

### 3.2 QUESTIONS - MS LIZ STOPS

Ms Stops asked the following questions:

#### Question 1

*"In light of the revelations in the Four Corners program titled 'Trashed: the dirty truth about your rubbish' which was aired on ABC1 on 7 August 2017 and the subsequent response from the Queensland Premier, is Richmond Valley Council going to continue trucking landfill rubbish to Ipswich? Isn't that just offloading the responsibility for our waste onto another community?"*

The General Manager advised that Council will continue to send putrescible, construction and demolition waste to the Ti-Tree Bioenergy waste facility in Queensland for the foreseeable future. Council does not consider that lawfully transporting waste to this facility is offloading the responsibility for the waste to another community as it is being used to facilitate the generation of electricity. Council continues to send its recycling and green waste material to Lismore so it is only the landfill waste that is going to the Ti-Tree facility. Council certainly considers it acceptable to continue this practice which is also providing time to plan Council's new landfill. Also the bioreactor facility, which is a private enterprise in Queensland, is producing gas for green power production.

Ms Stops did not ask a proposed second question enquiring of matters taken into consideration by Council in making its decision to transport landfill waste interstate, stating that the General Manager had answered her question in the response given to the first question.

#### Question 2

*"Could the General Manager please elaborate on his report in Item 14.5 of the business papers, in particular on the role of algae in the envisaged cycle? Also, is there enough suitable organic waste generated within this LGA to provide feedstock for the plant or will some need to be imported?"*

The General Manager advised that this is an existing project for Council and it also fits in with Council's Environmental Charter, in particular points 1 and 2.

The purpose of the algae farm will be to "polish" the output water from the bioHub as it is high in phosphorous and ammonia and therefore Council needs to make sure that it meets the environmental discharge requirements of anything that goes into the river system downstream. The algae farm utilises carbon dioxide produced by the bioHub as an additional carbon source to allow beneficial reuse of the biogas engine exhaust. The algal biomass can then also be used for agricultural land enrichment by farmers or it can be recycled back into the bioHub. The identified organic waste feedstock that will be needed will predominantly be sourced from within Council's local government area (LGA). It will include the Sewage Treatment Plant sludge, chicken waste and also all of the food organics and green waste that Council collects together with some fats and oils. Therefore most of the feedstock will come from within our LGA however there may be a need to source some appropriate waste from beyond our LGA.

**4 APOLOGIES**

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Nil.

**5 MAYORAL MINUTE**

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Nil.

**6 CONFIRMATION OF MINUTES**

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**6.1 ORDINARY MEETING MINUTES - TUESDAY, 18 JULY 2017**

A copy of the Minutes of the Ordinary Meeting, held on Tuesday, 18 July 2017, was distributed with the Business Paper.

**RECOMMENDATION**

Recommended that the Minutes of the Ordinary Meeting, held on Tuesday, 18 July 2017, be taken as read and confirmed as a true record of proceedings.

**150817/ 1 RESOLVED (Cr Cornish/Cr Lyons)**

That the Minutes of the Ordinary Meeting, held on Tuesday, 18 July 2017, be taken as read and confirmed as a true record of proceedings.

FOR VOTE - All Council members voted unanimously.

**7 MATTERS ARISING OUT OF THE MINUTES**

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Nil.

**8 DECLARATION OF INTERESTS**

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**8.1 DECLARATION OF INTERESTS - ORDINARY MEETING 15 AUGUST 2017**

Cr Morrissey declared a non-pecuniary (insignificant conflict) interest in Item 10.2 - Notice of Motion (Cr Jill Lyons) - Phasing out of single use plastic bags (Works at Woolworths).

**9 PETITIONS**

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Nil.

**10 NOTICES OF MOTION**

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**10.1 NOTICE OF MOTION (CR DANIEL SIMPSON) - POLICE PRESENCE AT CORAKI AND WOODBURN**

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Cr Daniel Simpson submitted the following Notice of Motion.

**Notice of Motion**

That Council write to the NSW Police Force and its State Member, Mr Chris Gulaptis, MP voicing concern that:

1. No arrangements have been made to cover the current shortage of police at Coraki and Woodburn.
2. Regularly our towns and villages are being left with no police presence due to the shortage of staff and the increased incidence of the available staff from these areas being relocated to cover shortages in the Ballina and/or Lismore areas.

**150817/ 2 RESOLVED (Cr Simpson/Cr Hayes)**

That Council write to the NSW Police Force and its State Member, Mr Chris Gulaptis, MP voicing concern that:

1. No arrangements have been made to cover the current shortage of police at Coraki and Woodburn.
2. Regularly our towns and villages are being left with no police presence due to the shortage of staff and the increased incidence of the available staff from these areas being relocated to cover shortages in the Ballina and/or Lismore areas.

FOR VOTE - All Council members voted unanimously.

## **10.2 NOTICE OF MOTION (CR JILL LYONS) - PHASING OUT OF SINGLE USE PLASTIC BAGS**

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Cr Jill Lyons submitted a Notice of Motion and the following background information.

### **Background**

On 14 July 2017 Australian supermarkets, Coles and Woolworths made headlines when they announced plans to phase out single use plastic bags by mid 2018.

South Australia, Australian Capital Territory, Tasmania and the Northern Territory have already implemented state wide bans on single use bags and Queensland is set to follow in July 2018.

Sadly New South Wales has no intention to join in this decision as NSW Premier Gladys Berejiklian has said she doesn't have to ban plastic bags in NSW *"because 80 per cent of plastic bags will already be banned by the supermarkets themselves."* In light of the polling of NSW residents in which 63 per cent voted for a state wide ban, the following proposed motion was submitted for consideration.

### **Notice of Motion**

That Council write to both the Premier of NSW, The Hon Gladys Berejiklian MP and the NSW Minister for the Environment, The Hon Gabrielle Upton MP asking the NSW Government to commit to a state wide ban on all single use plastic bags effective from July 2018.

### **150817/ 3 RESOLVED (Cr Lyons/Cr Simpson)**

That:

1. Council write to the NSW Minister for the Environment, The Hon Gabrielle Upton MP asking the NSW Government to commit to a state wide ban on all single use plastic bags effective from July 2018.
2. Richmond Valley Council actively promotes and encourages the minimisation of the use of single use plastic bags throughout the communities of the Richmond Valley and that Council also provide promotion and support to the Casino Boomerang Bag Group.
3. Council write to Coles and Woolworths to thank and congratulate them on their plastic bag free commitment.

FOR VOTE - All Council members voted unanimously.



### **10.3 NOTICE OF MOTION (CR STEVE MORRISSEY) - ST MARY'S CATHOLIC COLLEGE TEAM WINNERS OF AUSTRALIAN YOUTH ROCKETRY CHALLENGE**

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Cr Steve Morrissey submitted a Notice of Motion and the following background information.

#### **Background**

The St Mary's Catholic College team, the St Mary's Stingers, consisting of six students, supported by thirty other students' research and development, took out the top prize in the Australian Youth Rocketry Challenge, a national competition recently held in Queensland.

#### **Notice of Motion**

That Council acknowledge the efforts of the St Mary's Catholic College team, the St Mary's Stingers, in winning the Australian Youth Rocketry Challenge with their rocket, Beef Town Bullet and that Council congratulate the St Mary's Catholic College on this achievement.

#### **150817/ 4 RESOLVED (Cr Morrissey/Cr Humphrys)**

That Council acknowledge the efforts of the St Mary's Catholic College team, the St Mary's Stingers, in winning the Australian Youth Rocketry Challenge with their rocket, Beef Town Bullet and that Council congratulate the St Mary's Catholic College on this achievement.

FOR VOTE - All Council members voted unanimously.

## **11 MAYOR'S REPORT**

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### **11.1 MAYOR'S ATTENDANCES - 8 JULY TO 8 AUGUST 2017**

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#### **RECOMMENDATION**

Recommended that the Mayor's Report be received and noted.

#### **150817/ 5 RESOLVED (Cr Mustow/Cr Cornish)**

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

## **Report**

The Mayor attends a number of meetings/functions on behalf of Council.

The following information has been provided by the Mayor in regard to recent attendances.

### ***July 2017***

- 7<sup>th</sup> Northern Rivers Rail Trail
- 13<sup>th</sup> Variety Bash discussion with representatives
- 14<sup>th</sup> RVC staff send-off
- 15<sup>th</sup> Richmond Valley Cup
- 16<sup>th</sup> Heritage Weekend Casino Showground
- 16<sup>th</sup> Rappville Dog trials
- 18<sup>th</sup> Ordinary meeting
- 19<sup>th</sup> Meeting with resident
- 20<sup>th</sup> Annual General Meeting United Hospital Auxiliary Casino Hospital
- 21<sup>st</sup> Meeting with resident
- 22<sup>nd</sup> Bombers Sportsman's Dinner
- 25<sup>th</sup> Aboriginal Interagency Meeting
- 25<sup>th</sup> NSW Premier Gladys Berejiklian funding announcement
- 25<sup>th</sup> - 28<sup>th</sup> Saleyards Conference Rockhampton
- 29<sup>th</sup> Casino Quota Club Annual Arts Craft & Quilt Fair
- 29<sup>th</sup> Richmond Lodge Auxiliary Annual Fete
- 29<sup>th</sup> All Breeds Bull Sale
- 29<sup>th</sup> Richmond Valley Business Awards
- 30<sup>th</sup> Windara Jazz & Shiraz

### ***August 2017***

- 1<sup>st</sup> Councillor Information Session
- 2<sup>nd</sup> Aged and Disability Interagency Meeting
- 3<sup>rd</sup> Federal Member Kevin Hogan funding announcement at Woodburn
- 4<sup>th</sup> Casino Golf Club representatives
- 4<sup>th</sup> State Member Chris Gulaptis discussion
- 4<sup>th</sup> NOROC meeting Kyogle
- 5<sup>th</sup> Bentley Art Show
- 5<sup>th</sup> Truck Show official opening Casino
- 7<sup>th</sup> Acquisition of Bentley Art Prize
- 8<sup>th</sup> Community Gardens visit
- 8<sup>th</sup> Netball School Cup Casino

### ***Australian Livestock Markets Association National Saleyards Expo, Rockhampton - 25 to 27 July 2017***

The Expo started with a Regional Roundup Forum with Saleyards Managers followed by various presentations including some of the following issues:

- Dalby Saleyards
- National Saleyard Quality Assurance Program
- Australian Herd Predictions and Market Update
- The Future - Where will the Industry be in 20 Years?
- Biosecurity - Risk Planning

There was also an off site tour of Paradise Lagoons and Central Queensland Livestock Exchange which I found beneficial as we are currently in the process of upgrading the Northern Rivers Livestock Exchange (NRLX).

## **12 DELEGATES' REPORTS**

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Nil.

## **13 MATTERS DETERMINED WITHOUT DEBATE**

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**150817/ 6 RESOLVED** (Cr Morrissey/Cr Humphrys)

That Items 14.4, 14.7, 14.9 and 14.11 be determined without debate.

FOR VOTE - All Council members voted unanimously.

## **14 MATTERS FOR DETERMINATION**

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### **14.1 DELIVERY PROGRAM 2013/2017 PROGRESS REPORT (JULY 2013 TO JUNE 2017)**

**Responsible Officer:**

Vaughan Macdonald (General Manager)

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### **RECOMMENDATION**

Recommended that the Progress Report for the period July 2013 to June 2017 on the Delivery Program 2013/2017 be received and noted.

**150817/ 7 RESOLVED** (Cr Mustow/Cr Cornish)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

## Executive Summary

Council adopted its 2013/2017 Delivery Program on 25 June 2013 and adopted a revised 2013/2017 Delivery Program on 28 June 2016. This report represents the final progress towards achievement of the targeted outcomes prescribed in the 2013/2017 Delivery Program. (Council subsequently adopted its 2017/2021 Delivery Program at the 27 June 2017 Council meeting.)

In accordance with the *Local Government Act 1993* the General Manager must ensure that progress reports are provided to the Council reporting on the progress of all principal activities detailed in the Delivery Program at least every six months.

The report is presented in a traffic light indicator format (green, amber, red and blue) and provides commentary on the progress of all Delivery Program actions and milestones. The report represents the period 1 July 2013 to 30 June 2017.

## Delivery Program Links

Making Council Great

CS1 Leading and Advocating for our Community

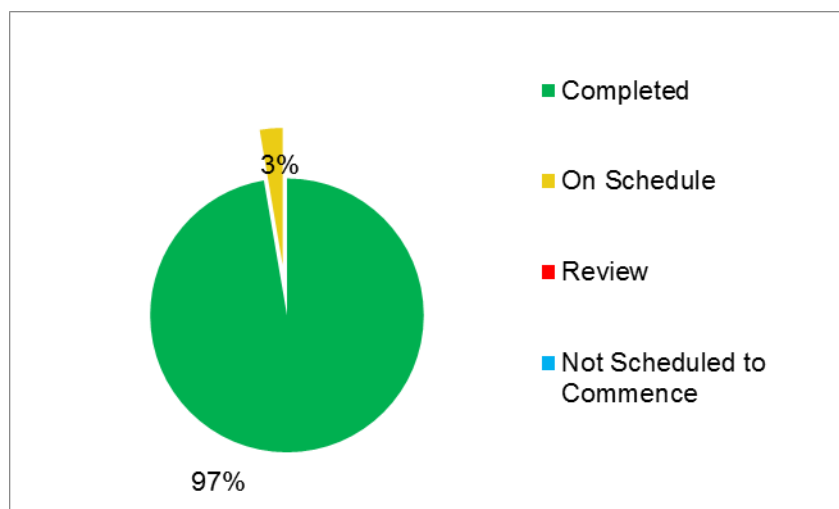
CS1.1 Improve decision making by engaging stakeholders and taking community input into account

## Budget Implications

Not applicable.

## Report

This report provides information on Council's final progress towards achieving the targeted outcomes for the 2013/2017 Delivery Program as at the 30 June 2017. The traffic lights in the graph below represent a dashboard of Council's overall performance at the completion of the four-year Delivery Program period.



The status is defined as:

- Green:** The action or milestone has been completed.
- Amber:** The action or milestone is on schedule and is being actively managed.
- Red:** The project has not yet commenced, behind schedule, or circumstances have occurred that will prevent the completion of the project as scheduled.
- Blue:** The project has not been budgeted or scheduled to commence in the current year.

The six-monthly progress report detailed in the attachment, circulated separately with the Business Paper, provides a report on the progress of principal activities for the period 1 July 2013 to 30 June 2017 being the final quarter of year four of the four-year program.

### ***Legal***

In accordance with *the Local Government Act 1993*, the General Manager must ensure that progress reports are provided to Council with respect to the principal activities detailed in Council's Delivery Program at least every six months.

### **Consultation**

The progress report has been compiled in consultation with management and staff.

### **Conclusion**

Council's Integrated Planning and Reporting framework consists of a range of plans and reports, including a four-year Delivery Program. This report provides a progress report to the Council with respect to the principal activities detailed in the 2013/2017 Delivery Program in accordance with the provisions of the *Local Government Act 1993*.

Note: A copy of the adopted Delivery Program 2013/2017 Progress Report (July 2013 to June 2017) was attached to the archived Minutes of this Meeting.

**14.2 RICHMOND-UPPER CLARENCE REGIONAL LIBRARY ANNUAL REPORT 2016-2017****Responsible Officer:**Gary Ellem (Manager Regional Library)

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**RECOMMENDATION**

Recommended that Council notes the Richmond-Upper Clarence Regional Library 2016/2017 Annual Report which highlights the important services provided in Casino, Evans Head, Coraki, Kyogle and by the Mobile Library.

**150817/ 8 RESOLVED** (Cr Mustow/Cr Simpson)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

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**Executive Summary**

Each year Richmond Valley Council, as the Administering Council, prepares an Annual Report for the Richmond-Upper Clarence Regional Library. The report includes details of the activities conducted throughout the year and a report on the services provided for the community for the Regional Library Service.

The Richmond-Upper Clarence Regional Library 2016/2017 Annual Report also provides a highlight of the achievements made during the period 1 July 2016 to 30 June 2017.

**Delivery Program Links**

Connecting People and Places

PP1 Fresh and Vibrant Community

PP1.7 Library be innovative and provide equitable community access to all library resources

**Budget Implications**

Nil.

**Report**

In accordance with Clause 4.7 of the Richmond-Upper Clarence Regional Library Agreement dated 21 June 2010, between Richmond Valley Council (the Administering Council) and Kyogle Council (the Delegating Council), an Annual Report is required to be prepared for the Regional Library Service.

In accordance with the Agreement and as the Administering Council, Richmond Valley Council has prepared a report and provided a copy to Kyogle Council as the Delegating Council.

The report includes details of the activities of the Regional Library Service and a report outlining the services provided throughout the 2016/2017 financial year.

A copy of the audited Statement of Accounts, also required to be provided in the agreement, will be consolidated into the Richmond Valley Council Financial Statements which will be available at a future Council meeting.

In addition, the report outlines a number of highlights during the 2016/2017 period. The main highlights are summarised below:

- 127,730 patrons and visitors visited the Library and its facilities during the period,
- 16,513 registered members of the Regional Library,
- 1,161 new members joined the library during the period,
- The Library ran 795 programs during the year, an increase of 51% on the previous year and 110% over 2 years,
- 7,761 patrons attended 525 scheduled children/youth events held across the region. This was an increase of 61% participation and 54% increase in programs on the previous year,
- 270 successful adult programs including Tech Savvy for Seniors, Make, create, share craft programs, adult colouring-in and author visits,
- 1,372 loans of the eService,
- 17,509 internet bookings and 20,767 connections,
- RFID project launched (funded by a 2015/2016 Public Library Infrastructure Grant) totalling \$108,635,
- Casino Library internal fitout completed (funded by a 2015/2016 Public Library Infrastructure Grant) totalling \$177,230,
- Advised of being successful in obtaining a 2016/2017 Public Library Infrastructure Grant (\$113,243 for “Project Connect: expand internet access through purchase and installation of laptop dispensers at Casino, Evans Head and Kyogle Libraries”), and
- Richmond-Upper Clarence Regional Library was awarded the prestigious 2016 LIAC Excellence Award for the fourth time.

A copy of the Richmond-Upper Clarence Regional Library Annual Report 2016/2017 is provided for the information of Council and a copy has been circulated separately to each Councillor.

### **Consultation**

Nil.

## Conclusion

The Richmond-Upper Clarence Regional Library Annual Report 2016/2017 has been prepared in accordance with the Richmond-Upper Clarence Regional Library Agreement. Copies have been made available at Casino, Evans Head, Coraki, Kyogle and the Mobile Library as well as Richmond Valley Council and Kyogle Council for Library members and the community to access.

Note: A copy of the 2016/2017 Richmond-Upper Clarence Regional Library Annual Report was attached to the archived Minutes of this Meeting.

### 14.3 NORTHERN RIVERS LIVESTOCK EXCHANGE (NRLX) BUSINESS PERFORMANCE AS AT 30 JUNE 2017

#### Responsible Officer:

Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

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## RECOMMENDATION

Recommended that Council note the business performance of the Northern Rivers Livestock Exchange as at 30 June 2017.

### 150817/ 9 RESOLVED (Cr Lyons/Cr Hayes)

That:

1. Council note the business performance of the Northern Rivers Livestock Exchange as at 30 June 2017.
2. Council investigate a percentage of gross sales turnover for agents fees for the 2018/19 financial year in consultation with members of the Casino Auctioneers Association Inc.

FOR VOTE - All Council members voted unanimously.

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## Executive Summary

This report provides an update on the Northern Rivers Livestock Exchange (NRLX) business performance as at 30 June 2017, as well as monthly throughput information from 2010/2011 to 2016/2017.

NRLX throughput finished the year 13.5% higher than the 2015/2016 financial year. Combined with record sell prices, this highlights the strong results for the beef industry across the Northern Rivers region and the Eastern Seaboard in general.



Income from user charges and fees is \$1,209,969 as at 30 June 2017 (which is 119% of budgeted income for the year). Council has earned \$63,793 in interest from reinvesting the loan funds borrowed to upgrade the complex and has also received a LIRS subsidy payment of \$81,192.

Operating expenditure is \$1,038,545 as at 30 June 2017 (which is 99.96% of budgeted expenditure for the year). There were no major concerns in any area of expenditure as at the end of the 2016/17 Financial Year. Council will continue to look closely at areas where the NRLX can run in a more efficient manner.

The operating result is a surplus of \$316,409 against a budgeted surplus of \$57,563. The overall program result however is a \$687,614 deficit.

These results highlight the need for ongoing revenue monitoring and expenditure control to continue the improvement in the overall program result. The adjustments to the fees and charges in the 2017/18 Revenue Policy are an important step to achieving improved results for the NRLX business to enable the business to fund the loan repayments and avoid any reliance on the General Fund to pay off the loan principle and interest.

Sales turnover year to date is \$113,616,791.19, which is a record result, up from \$87,950,124.95 last year. This provides excellent returns for the regions beef producers, and businesses, operating out of the NRLX. It also provides important economic stimulus into the Richmond Valley local economy.

Whilst the operating result for 2016/2017 was favourable, the NRLX requires significant cash outflows in future budgets to fund the upgrade of the facility and subsequent increases in depreciation and loan principal and interest repayments.

### **Delivery Program Links**

Growing our Economy

EC2 Building on our Strengths

EC2.2 The Northern Rivers Livestock Exchange returns a profit to the community

### **Budget Implications**

As detailed in the report.

### **Report**

This report provides an update on the Northern Rivers Livestock Exchange (NRLX) business performance as at the end of June 2017 and monthly throughput from 2010/2011 to 2016/2017.

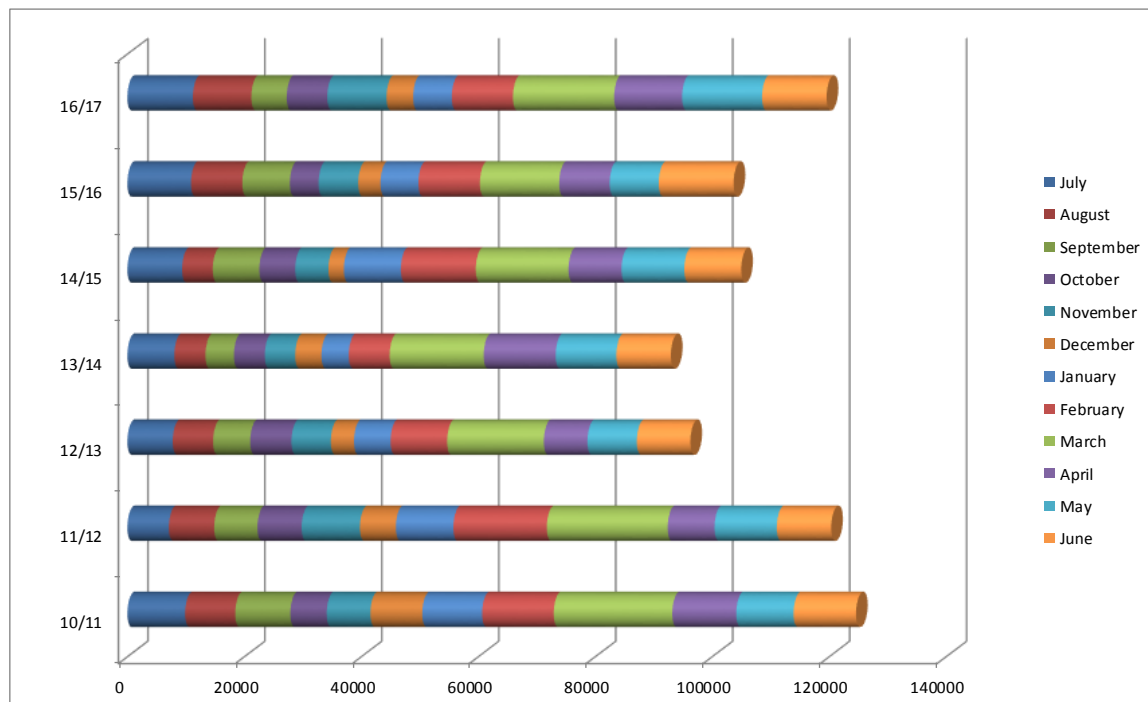
The graph below indicates 36,334 head were processed through sales at the NRLX in the 2016/17 June quarter compared with 29,817 head for the same period in 2015/16. This is a pleasing result, which has been driven by favourable seasonal conditions combined with a continued dominance of backgrounders,

feedlot and re-stocker buyers present in the market. Whilst processors have remained active, their presence has not been as dominant due to continued weak export markets coupled with the above average purchase prices. Whilst markets are expected to come back a little, a push to grow the national herd along with feedlots indicating they will continue to maintain cattle numbers, suggests NRLX will have a relatively strong 2017/18 result.

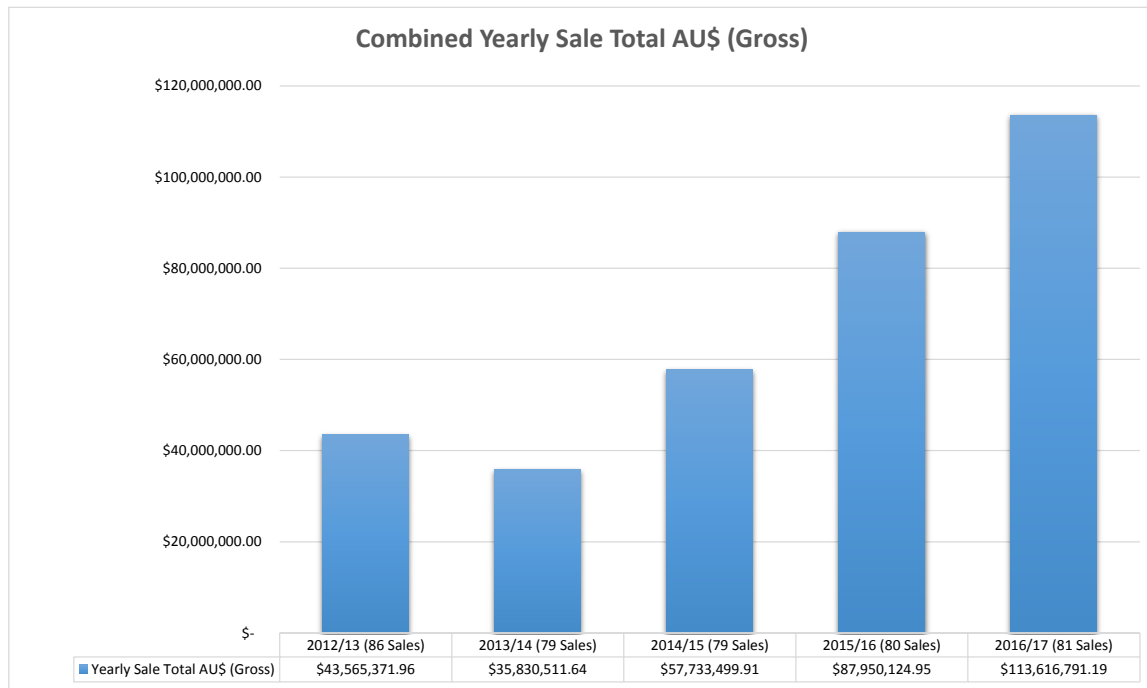
Set out below are recorded figures and graphs for total cattle sold at the NRLX.

	10/11	11/12	12/13	13/14	14/15	15/16	16/17
July	9879	7093	7760	8027	9361	10878	11207
August	8568	7754	6899	5320	5237	8774	9993
September	9425	7397	6345	4869	7965	8144	6053
October	6214	7559	7054	5286	6147	4899	6932
November	7473	9966	6737	5203	5667	6781	10132
December	8867	6144	3959	4487	2645	3805	4553
January	10240	9834	6248	4664	9744	6487	6602
February	12240	15977	9675	6991	12808	10509	10464
March	20270	20672	16538	16084	15866	13572	17302
April	10947	8014	7457	12311	9069	8620	11625
May	9793	10642	8444	10370	10730	8390	13667
June	10680	9305	9164	9332	9738	12807	11042
	<b>124596</b>	<b>120357</b>	<b>96280</b>	<b>92944</b>	<b>104977</b>	<b>103666</b>	<b>119572</b>

The following graph shows total cattle figures per month by year.



The following graph shows gross sales in dollars through the NRLX for the financial years from 2012/13 to 2016/17. The turnover for the 2015/16 financial year was \$87,950,124.95 compared to \$113,616,791.19 for the 2016/17 financial year; up \$25,666,666.24. This is a very pleasing result, with record sales prices being reached. This provides excellent returns for beef producers and businesses operating out of the NRLX and provides important economic stimulus into the Richmond Valley local economy.



Whilst these are pleasing results for 2016/17, the NRLX is subject to short and long-term fluctuations which can change these results quite quickly. Council is required to match the Federal Government's \$3.5 million grant and will have to pay principal and interest on its \$3.5 million loan over the next 10 years.

Whilst this year's operating result is positive, the overall program result is a deficit of \$687,614. This highlights there are both significant capital and operational expenses going forward that need to be funded. When completed, the upgraded asset will result in a significant increase in Council's depreciation expense in forward budgets. This increase is required to be funded, to ensure there are sufficient cash reserves put aside for the subsequent renewal of these assets at the end of their useful lives. Loan repayments and interest will also need to be funded.

### ***Financial Implications***

The following table shows actual income and expenditure against budget for the financial year to 30 June 2017.

<b>NRLX Income and Expenditure</b>	<b>Actual 30-Jun-17 (\$)</b>	<b>Budget (\$)</b>	<b>Percentage %</b>
<b>Operating Income</b>			
Fees & Rent	1,209,969	1,015,320	119.17%
Interest on Investment	63,793	0	0.00%
LIRS Subsidy	81,192	81,192	100.00%
<b>Total Operating Income</b>	<b>1,354,954</b>	<b>1,096,512</b>	<b>123.57%</b>
<b>Operating Expenses</b>			
Salaries and On costs	313,135	318,063	98.45%
Materials and Contracts	127,759	108,768	117.46%
Interest on Loans	106,091	106,091	100.00%
Depreciation	159,810	159,810	100.00%
SRA Lease Agreement	0	5,202	0.00%
Electricity Charges	21,473	33,000	65.07%
Telephone Charges	5,440	5,500	98.91%
Insurance Charges	6,337	9,300	68.14%
Advertising Costs	3,855	12,173	31.67%
Printing and Stationery	2,527	521	485.03%
Licence Fees	12,395	6,555	189.09%
Subscriptions	0	5,826	0.00%
Security Charges	3,493	2,081	167.85%
Staff Training	3,295	4,162	79.17%
Software Licences	1,750	8,947	19.56%
Consultants	19,480	0	0.00%
Other General Expenses	1,615	0	0.00%
Internal Charges	250,090	252,950	98.87%
<b>Total Operating Expenses</b>	<b>1,038,545</b>	<b>1,038,949</b>	<b>99.96%</b>
<b>Operating Result</b>	<b>316,409</b>	<b>57,563</b>	<b>549.68%</b>
<b>Capital Income</b>			
<b>Capital Grants &amp; Contributions/Loan Funding</b>			
Federal Grant - NRLX Upgrade	0	1,750,000	0.00%
Loan Funding - 2016/2017 funding from unexpended loan	834,303	1,000,000	83.43%
Capital Works Levy	119,222	100,000	119.22%
<b>Total Capital Income</b>	<b>953,525</b>	<b>2,850,000</b>	<b>33.46%</b>
<b>Capital Expenditure</b>			
Rail Replacement	7,381	10,000	73.81%
Pavement/Roadway Repairs	0	2,000	0.00%
Software/Hardware Upgrade	0	18,000	0.00%
Effluent Management Review	22,084	20,000	110.42%
NRLX Upgrade	1,668,605	1,000,000	166.86%
Loan Principal Repayments	259,479	259,479	100.00%
<b>Total Capital Expenditure</b>	<b>1,957,549</b>	<b>1,309,479</b>	<b>149.49%</b>
<b>Total Program Result - Surplus/(Deficit)</b>	<b>(687,614)</b>	<b>1,598,084</b>	<b>-43.03%</b>

As shown above, as at 30 June 2017 the NRLX operating result is a surplus of \$316,409. The overall program result, which incorporates capital income and expenditure is a deficit of \$687,614.

Income is higher than what was expected due to increased throughput numbers.

Operating expenditure was on budget as at 30 June 2017. The largest category of expenditure (outside of salaries) is internal charges covering administration overheads, Council rates, internal plant charges and on-site sewerage charges. Other significant expenditure items are Depreciation and Interest on Loans.

Although this year's operating result is pleasing, there is concern around the level of deficit in the program result. Council has increased the fees and charges for 2017/18 to cover both the increase in depreciation as a result of upgrading the facility and fund the loan and interest that are required to complete the upgrade.

### **Conclusion**

This report provides information on monthly throughput of cattle at the NRLX. The figures shown in the report are a pleasing result for the last financial year. Whilst this year has seen favourable results, the NRLX is subject to seasonal fluctuations which can change these results quite quickly. 2017/18 is not expected to match the 2016/17 results, however markets should still remain relatively strong. Throughput may be impacted by ongoing upgrade works over the next 18 months. The NRLX will continue to require significant cash outflows in future years, associated with the upgrade of the facility plus subsequent repayment of loan borrowings and increased depreciation expense.

## **14.4 ENVIRONMENTAL CHARTER**

### **Responsible Officer:**

Andrew Hanna (Manager Development and Environment)

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### **RECOMMENDATION**

Recommended that Council adopt the Environmental Charter without amendment for further review in 2 years.

### **150817/ 10 RESOLVED (Cr Morrissey/Cr Humphrys)**

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

## **Executive Summary**

Council adopted an Environmental Charter in July 2016. The Charter sets out Council's commitment to environmental sustainability in its operations and activities. The resolution to adopt the Charter in 2016 also included that it be reviewed annually.

Richmond Valley Council undertakes a range of environmental projects and activities consistent with the Community Strategic Plan and the adopted Environmental Charter helps establish Council's future direction and commitment to all environmental matters.

There is a growing demand for business, including local government, to demonstrate a responsible approach to its business activities. There are also a number of legislative responsibilities placed on Councils to meet environmental standards and comply with certain requirements.

The Environmental Charter adopted in 2016 has been reviewed in line with Council's 2017 Community Strategic Plan and it is recommended it be adopted without amendment.

## **Delivery Program Links**

Looking After Our Environment

EH2 Promoting and Facilitating the Protection of the Environment

EH2.1 Provide services and programs which protect and enhance our natural and built environment

## **Budget Implications**

The Environmental Charter does not have any significant budget implications as there is no need for capital investment. The principles of the charter are incorporated into the daily activities of the organisation.

## **Report**

Councils have a number of environmental responsibilities contained within a legislative framework. This includes requirements imposed on any organisation or business to ensure its activities and operations minimise impacts on the environment and do not cause pollution.

It also includes the need to rigorously assess environmental impacts on proposed developments within the planning and development framework and promote sustainable development. As an organisation Council aims to ensure land use development preserves our country atmosphere and village lifestyle and we are committed to improving the local government area and region's environment, including our rivers, creeks, biodiversity and coastal areas.

In addition to this, there is also a growing demand for local government to demonstrate a responsible environmental approach to business activities.

The current Environmental Charter guides this organisation's future direction with respect to all environmental matters and demonstrates the organisation's commitment in this domain. It is providing the opportunity to make a difference in the way Council operates by simply incorporating the principles of the charter into the business and activities Council undertakes on a daily basis.

A review of the current charter and the environmental initiatives being carried out by Council has identified that it does:

- improve information for employees about their environmental roles and responsibilities;
- assists in reducing incidents;
- assists in conserving energy and raw materials;
- Improves the monitoring of environmental impacts.

### **Conclusion**

An annual review of Council's Environmental Charter has been carried out in line with a resolution of Council in July 2016. A copy of the reviewed Environmental Charter is included below.

The Environmental Charter is assisting to guide this organisation's future direction with respect to all environmental matters and demonstrates Council's commitment to sustainability. It is also providing a method to ensure our practices and outcomes consider all environmental matters and good environmental practice is included in our daily operations.

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### **Environmental Charter**

Richmond Valley Council is committed to the long term care of the environment from which our community derives prosperity, enjoyment and quality of life. Richmond Valley Council's activities are based on the principles of sustainability, giving due consideration to the natural environment through the following:

- Efficient use of water, energy and other resources, minimising waste and emissions where practicable and encouraging reuse and/or recycling of wastes.
- Uptake of new and alternate technology opportunities such as renewable energy options, where they are shown to be economically viable.
- Monitoring Council operations to assess potential impacts on the environment, addressing unacceptable risks in appropriate timeframes and ensuring that appropriate response plans are in place for environmental emergencies.

- Council shall show due consideration for the environmental impacts of activities when planning Council works, assessing development applications and generally within proposals by the broader community. Consideration shall be based on a balance of environmental, social and economic factors.
- Treating compliance with environmental legislation, licences and approvals as a minimum standard for Council activities and beyond that, aiming for continual improvement in environmental management.
- Keeping abreast of environmental legislation and proposed changes, and working effectively with environmental authorities to provide optimal outcomes for Council and the communities that we serve.
- Ongoing training of employees and contractors to provide understanding of their responsibilities regarding the environment including potential impacts of their activities.
- Providing education to the Richmond Valley Community to assist the community embrace continual improvement in environmental sustainability.

#### **14.5 CASINO BIOHUB - UTILITAS**

**Responsible Officer:**

Vaughan Macdonald (General Manager)

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#### **RECOMMENDATION**

Recommended that Council authorise the General Manager to enter into discussions with Utilitas based on the following:

1. A long term lease (30 years) for the siting of the Utilitas bioHub and algae farm on land adjacent to the Casino sewage treatment plant.
2. Contractual arrangements for the supply of Food Organics Garden Organics (FOGO) to the bioHub and supply by the bioHub to the sewage treatment plant of electricity.
3. Any further opportunities for supply or purchase of goods prior to bringing back to Council for consideration and/or ratification.
4. Regular updates on progress to be provided to Council.

**150817/ 11 RESOLVED** (Cr Mustow/Cr Simpson)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.



## **Executive Summary**

Council commenced discussions with Utilitas in July 2016 to consider opportunities for a bioHub in Casino. In July 2017 a prospectus for a \$4.3m investment was launched by ASX listed Domacom to raise the capital required to make the bioHub a reality. In the meantime Utilitas and Council are continuing to work together on the asset and regulatory requirements. In addition to 'feedstock' supply and opportunities from the power generated by the bioHub this project broadly aligns with Council's Environmental Charter and specifically in the area of 'uptake of new and alternative technology opportunities such as renewable energy options, where they are shown to be economically viable'.

## **Delivery Program Links**

Growing our Economy

EC1 Driving Economic Growth

EC1.1 Review Council's existing businesses and investigate further business opportunities

## **Budget Implications**

Full benefits have not yet been determined as they are subject to the negotiations referenced above.

## **Report**

In April 2013 the NSW North Coast Bioenergy Scoping Study was undertaken by Regional Development Australia Northern Rivers. The project was initiated and developed by Sustain Northern Rivers Energy Working Group and funded by the NSW Office of Environment and Heritage. Following this study and further detailed analysis in 2015/2016 Casino was recognised as a possible opportunity for a bioHub.

The company Council is working with, Utilitas (Latin for Useful) which started seven years ago, specialises in advanced anaerobic digestion and post treatment technologies. It has carried out in excess of 100 organic waste site investigations and successfully delivered the design, and some grid-connection, for three other biogas plants that produce in excess of 5Mega Watts of electricity.

BioHubs of the type being proposed for Casino are prevalent across Europe and now rapidly expanding in the USA and across Asia. Whilst augmenting a sewage treatment plant (STP) with anaerobic co-digestion exists in Australia, they are few in number and this will be the first to incorporate algae water polishing to produce additional feedstock in the form of algal biomass. Existing anaerobic digesters treat effluent waste. Utilitas bioHubs target resource recovery via engineered bio-digesters that co-digest multiple waste inputs to maximise the recovery of energy, nutrients, water and biomass for beneficial reuse. A bioHub's philosophy is bringing organic feedstocks together with zero waste output. Utilitas incorporates stable digestion technology that can deal with input variability and discovers what the local, regional needs are for beneficial reuse

implementing the necessary post-treatment to meet those needs – electricity, gas, fertiliser, irrigation water.

Utilitas have a goal to build 100 plants by 2025 (25 will be in NSW) with Casino being the first. An exciting time for everyone involved.

The proposed bioHub will be operated by Utilitas as a stand-alone business from Council's sewage treatment plant but affords Council the opportunity to contract FOGO (Green Bin household collection) to the plant and purchase electricity to run the sewage treatment plant and develop other opportunities around inputs (feedstock) and outputs (digestate).

The bioHub operation will also include an algae farm to 'polish' residual water and provides an algal biomass for use as additional feedstock enhancing the digestate for sale to farmers as a soil conditioner.

Utilitas intends to engage local contractors to build the project and three jobs will be created at the plant as well as provide employment opportunities for the sales and transport of both feedstock and soil conditioner (digestate). For example, a dedicated truck regularly moving soil conditioner to local farmers, and a tanker to bring in a new feedstock such as saleyard effluent.

Utilitas and Council have been working and learning together on this project and recently had an initial phone hook-up with the Environment Protection Authority (EPA) to commence an understanding of the regulatory requirements this new technology would need to address.

In the meantime, DomaCom, an ASX listed company, has commenced an innovative public campaign to raise the \$4.3m capital required to build the plant with a very attractive return for investors. The prospectus was launched on 19 July 2017.

Subject to successful capital raising and an approved regulatory pathway, the bioHub is estimated to be fully operational within a 9 to 12 month period.

### **Consultation**

Internal discussions with relevant departmental staff and government agencies are ongoing.

### **Conclusion**

Council is well placed to be a leader both regionally and state wide in delivering green energy and waste management benefits to its community via a technology driven bioHub. We have a sound project based on detailed studies and research and an effective collaboration with Utilitas that has every chance of being brought to a successful conclusion.

**14.6 EXTENSION OF EXISTING CALL OPTION - EVANS HEAD AIRPARK****Responsible Officer:**Mike Perkins (Manager Property and Economic Projects)

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**RECOMMENDATION**

Recommended that:

1. Council formally extend the completion date for the Option Deed Agreement between Evans Head Airpark Pty Ltd and Richmond Valley Council for a further period of 6 months, and
2. Council further extend the completion date by an additional 18 months subject to lodgement of an amended development application within the initial 6 month period.
3. Council authorise the General Manager to enter into and endorse relevant documents, including affixing the seal of Council where appropriate, for the sale of the land generally in accordance with the details considered by Council.

**150817/ 12 RESOLVED** (Cr Lyons/Cr Hayes)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

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**Executive Summary**

On 16 November 2012 Council agreed after lengthy negotiations to sell part of the Evans Head Memorial Aerodrome to Evans Head Airpark Pty Ltd for the purposes of building an Airpark. The sale agreement was signed in the form of an Option Deed on legal advice.

The Option Deed contained Conditions Precedent on both parties.

Council was required to finalise a subdivision of the land and register the previously agreed Heritage Agreement on the land title. On completion of these a two year sunset clause would be triggered for the purchaser to have approved a Development Application for the entire site and to settle the purchase. The sunset clause requiring completion of the sale was to expire on 19 March 2016.

At its meeting of 22 December 2015 the Council resolved to extend the completion date for 12 months however during this time the proponent of the development passed away leading to Council granting a further six month extension at its meeting of 21 February 2017, extending the completion date to 19 September 2017, to allow for the executor of the estate to come up to speed with the development.

The development application previously lodged has stalled due to the complexity of the application. The executor has recently proposed to amend or withdraw the current application and lodge a much simpler application. To ensure adequate time for this to be progressed the applicant has requested a further 2 year extension of the existing option.

It is being recommended to grant a further 6 month extension with a subsequent 18 month extension available subject to the proponent having lodged an amended development application within the first 6 month extension.

### **Delivery Program Links**

Growing Our Economy

EC2 Building on our Strengths

EC2.4 Acquisition, management and disposal of Council land to realise commercial opportunities

### **Budget Implications**

There would be a delay in receiving the purchase price however a loss would be incurred if the project was ended and the sale did not progress.

### **Report**

Evans Head Airpark Pty Ltd negotiated with Council over a long period to construct an Airpark on the site of the Evans Head Memorial Aerodrome. The Airpark would provide for residential accommodation for aviators, a hotel, museum, industrial land for aeronautical use and other related uses.

The sale of the land was agreed and a Deed of Option was eventually signed on 16 November 2012.

The Deed had a sunset clause which terminated the Agreement two years after the completion of stipulated Conditions Precedent. These required the Council to complete a subdivision of the land and register the previously approved Heritage Agreement on the land title. These proved more difficult and time consuming than planned and involved Council fighting caveats placed by existing hangar lessees in the Supreme Court and other unforeseen delays. Eventually the Conditions Precedents were satisfied and the two year time period to complete started on 19 March 2014. This meant that the purchaser had two years to obtain a Development Approval for the project from that date.

A complication occurred when the Evans Head Memorial Aerodrome Heritage Aviation Association Inc was able to secure an F-111 aircraft for the museum. Whilst this was an outstanding achievement it meant that the Bellman Hangar had to be restored urgently to house it. Funds to do this were not meant to be available until after completion of the purchase agreement however Mr Peter Lynch, the proponent, advanced funds for the project when he had no need or requirement to do so and personally gave a bank guarantee to secure the F-111's return if things didn't work out. Council similarly advanced a commitment it

had made to provide funds for the project. These actions allowed the hangar to be restored in time, the F-111 to be housed and the museum to become a reality. It is a significant addition to Evans Head. Due to this delay a 12 month extension to the completion date was granted by Council at its meeting of the 22 December 2015 extending the option expiry date to 19 March 2017.

The Development Application (DA) was lodged by the proponent in July 2016. Upon lodgement of the DA there were a number of planning questions and additional information requests raised regarding the application which Council was working through with the proponent until his passing in January of this year. Upon the passing of the proponent Council granted a six month extension to the option expiry date to allow the executor of the estate to come up to speed with the matter and determine if they would proceed with the development. Recently the executor has advised Council that they wish to proceed with the development. In order to progress the DA from the stalled state that it is currently in the proponent has proposed to amend or withdraw the current development application and lodge a simplified application which is more likely to progress to approval. However, due to the need to prepare an amended application and have it go through the determination process, the proponent has requested a further 2 year extension to allow sufficient time for this to occur.

Upon reviewing the status of the current DA it is evident that the approval of the DA in its current form is unlikely and that the proposal by the proponent to amend or withdraw the current development application and lodge a simplified application is more likely to be successful. Therefore an extension which provides an appropriate timeframe for this course of action is supported. It has been recommended that an extension for six months, to allow for the preparation and submission of an amended development application, be granted and subject to having lodged the amended application within the 6 month timeframe that a further 18 month extension, to allow for the processing and determination of the development application, be available. This should provide the necessary time to prepare, lodge and have determined an amended application whilst ensuring that the proponent progresses the matter in a timely manner.

### **Consultation**

The extension and impacts on Council's budget and long term financial plan has been discussed with Council's Finance Section. No significant issues were identified regarding impact on financial sustainability arising from the delay of the sale.

### **Conclusion**

This project will deliver enormous benefit to Council's area and with the substantial work that has been done to date and the recent passing of the proponent it would be unwise to enforce the sunset deadline of 19 September 2017. An extension for six months to allow for the submission of an amended development application and a further 18 month extension to allow for the processing and determination of the development application is considered in the best interest of all parties.

**14.7 MONTHLY BUDGET ADJUSTMENTS - JULY 2017****Responsible Officer:**Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

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**RECOMMENDATION**

Recommended that Council:

1. Approve carry over works for the financial year ended 30 June 2017; and
2. Note the revised 2017/2018 budget position as at 31 July 2017.

**150817/ 13 RESOLVED** (Cr Morrissey/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

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**Executive Summary**

This report details proposed carry over works for the financial year ended 30 June 2017.

Carry over works represent those projects that were not fully completed in the previous financial year, being 2016/2017. This is an annual occurrence and can be due to several factors. These can include savings in completion of projects, where those funds can then be utilised on new or additional projects, weather events as well as timing of grant funding and the associated expenditure of those funds.

The proposed adjustments for carry over works in this report total \$458,055. This comprises \$40,966 in operating expenditure and \$417,089 in capital expenditure. These adjustments are in addition to the carry over works approved at the July 2017 Ordinary Meeting. This brings total carry over requests to \$2,440,234, comprising \$232,851 in operating expenditure and \$2,207,383 in capital expenditure. This represents only 0.42% of budgeted operating expenditure and 14.40% of budgeted capital expenditure for 2016/2017.

Council's annual Financial Statements are being prepared for audit and as such, the final amount of carry over works is still subject to change. Any changes will be included in the Quarterly Budget Review Statement as at 30 September 2017 once unexpended grants and final reserve balances have been audited.

In summary, the proposed changes will have no impact on the projected budget surplus of \$114,131 for 2017/2018 as the carry over works are fully funded from unexpended grants and contributions or other reserves. The report provides further details of the proposed carry over works, along with the revised budget position for 2017/2018.

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## Delivery Program Links

Making Council Great

CS2 Great Support

CS2.14 Provide efficient, effective and highly valued financial services to the organisation

## Budget Implications

As detailed in the report.

## Report

Carry over works from 2016/2017 of \$1,982,179 were approved by Council at the July 2017 Ordinary Meeting. These represented only the carry over works known at the time of writing the report that were not likely to incur further expenditure in 2016/2017.

Invoices are continued to be paid in July that relate to the previous financial year, meaning carry over requests cannot be finalised until such time that the year is closed off. This has now occurred which has led to further carry over requests of \$458,055 that are the subject of this report. This includes \$40,966 in operating expenditure and \$417,089 in capital expenditure.

The reasons for the carry over requests include unexpended grants and contributions as well as projects that were not fully completed during 2016/2017. These are detailed below.

### ***Unexpended Grant and Contributions 2016/2017***

The following projects have unexpended funding from the 2016/2017 financial year. Council is obligated to restrict these funds and carry over to enable the completion of the projects' expenditure as per funding agreements.

Project Description	Budget Est 30-Jun-17	Actual 30-Jun-17	Carry Over Request
Responsible Pet Ownership Grant Program	8,500	341	8,159
Richmond Upper Clarence Regional Library - Casino Library Redesign	177,230	170,554	6,676
Richmond Upper Clarence Regional Library – Radio Frequency Identification Implementation	108,635	106,015	2,620
Evans Head Surf Club Upgrades	22,369	19,424	2,945

It is also requested that the following Roads to Recovery Grant project be carried over where 70% of works were completed as at 30 June 2017 and remaining funds are required to be carried over for completion in July 2017.

Project Description	Budget Est 30-Jun-17	Actual 30-Jun-17	Carry Over Request
Casino RTR - Cope Street Kerb & Gutter	205,000	143,402	61,598

**Projects Not Fully Completed 2016/2017**

The following projects were not fully completed during the 2016/2017 year. As such, it is requested that the remaining funding be carried over to enable completion of projects in 2017/2018.

Project Description	Budget Est 30-Jun-17	Actual 30-Jun-17	Carry Over Request
Events – Sculpture Prize	10,000	0	10,000
Public Toilet - Sharps Disposal Trial Program	3,233	0	3,233
Rappville Hall – Accessible Toilet	4,200	0	4,200
Casino Indoor Sports Stadium – Noise Prevention	65,000	58,407	6,593
Kalimna Park - 2 x Replas Picnic Tables	3,800	3,399	401
Coast Guard Park – Boat Ramp 2 Shelter & Table	20,000	18,807	1,193
Casino Roads - Lennox St - East to Boundary	70,000	60,508	9,492
Casino Roads - McAuliffe Park Carpark Seal	40,000	25,591	14,409
Kerb & Gutter Replacement - Little Pitt Street Broadwater	32,675	30,887	1,788
Water Treatment Plant - Jabour Weir Fishway	380,000	359,532	20,468
Sewer Pump Station Casino - Pump Station 10 Upgrade	260,000	27,055	232,945

In addition, it is requested that the remaining funds for the following projects be carried over and added to the existing budget for 2017/2018. The Records Management System upgrade, Broadwater Youth Space and Manifold Road projects were in the planning stage during 2016/2017 with the bulk of works being programmed to occur during the 2017/2018 year. The Casino Riverbank Presentation represents a saving in works completed during the 2016/2017 year with a request to add the surplus funds to the budget for the 2017/2018 year to enable further maintenance works to be performed. The renewal of water and sewerage SCADA was not required during 2016/2017 so these funds have been requested to be carried forward and added to the 2017/2018 budget.

Project Description	Budget Est 30-Jun-17	Actual 30-Jun-17	Carry Over Request
Records Management System Upgrade	40,000	19,003	20,997
Casino Riverbank Presentation	50,000	48,190	1,810
Broadwater Youth Space	15,167	1,760	13,407
Manifold Road	42,000	36,879	5,121
Water SCADA Renewal	10,000	0	10,000
Sewer Pump Station SCADA Renewal	20,000	0	20,000

After inclusion of these carry overs, the revised budget for 2017/2018 for these projects is as follows:

Project Description	Original Budget 1-Jul-17	Carry Over Request	Revised Budget 31-Jul-17
Records Management System Upgrade	160,000	20,997	180,997
Casino Riverbank Presentation	50,000	1,810	51,810
Broadwater Youth Space	60,000	15,167	75,167
Manifold Road	320,000	5,121	325,121
Water SCADA Renewal	20,000	10,000	30,000
Sewer Pump Station SCADA Renewal	20,000	20,000	40,000



### **Revised Budget Position**

The effect of the proposed carry over works on the 2017/2018 budget is summarised in the table below, with the important information for Council to note being the recommended changes for resolution.

<b>2017/2018 Budget Adjustments</b>	<b>Original Budget 1-Jul-17</b>	<b>Recommended Changes for Council Resolution</b>	<b>Projected Year End Result 2017/2018</b>
Income from Continuing Operations	59,750,110	0	59,750,110
Expenses from Continuing Operations	55,454,654	40,966	55,495,620
<b>Operating Result from Continuing Operations</b>	<b>4,295,456</b>	<b>(40,966)</b>	<b>4,254,490</b>
Add: Non-Cash Expenses	14,040,489	0	14,040,489
Add: Non-Operating Funds Employed	5,084,481	0	5,084,481
Less: Capital Expenditure	26,788,314	417,089	27,205,403
Less: Loan Repayments	2,067,243	0	2,067,243
<b>Estimated Funding Result - Surplus/(Deficit)</b>	<b>(5,435,131)</b>	<b>(458,055)</b>	<b>(5,893,186)</b>
Restricted Funds – Increase/(Decrease)	(5,549,262)	(458,055)	(6,007,317)
<b>Working Funds – Increase/(Decrease)</b>	<b>114,131</b>	<b>0</b>	<b>114,131</b>

### **Conclusion**

In conclusion, the proposed carry over works of \$458,055 for the financial year ended 30 June 2017 will have no impact on the projected budget surplus of \$114,131 for 2017/2018 as the works are fully funded from unexpended grants and contributions or from other reserves.

### **14.8 LOAN REFINANCING OPTIONS**

#### **Responsible Officer:**

Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

### **RECOMMENDATION**

Recommended that Council:

1. Note the Loan Refinancing Analysis in the report and potential savings.
2. Approve for the General Manager to seek firm loan refinancing pricing.
3. Approve delegation to the Mayor and General Manager for loan refinancing options which are advantageous to Council.

**150817/ 14 RESOLVED** (Cr Mustow/Cr Simpson)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

## **Executive Summary**

The Loan Refinancing Analysis report provides an overview of the options available to Council regarding refinancing some of its existing loans. These loans were originally undertaken at higher interest rates than what are available in the market today and so refinancing options have been considered. For this exercise only the four major banks being CBA, ANZ, NAB and Westpac were approached for pricing. If the Council resolves to go ahead, pricing from various financial institutions will be requested.

Council could potentially achieve savings on its NAB and ANZ loans if the required break costs were paid up front and the loans refinanced. This option has not been recommended though as Council would be required to pay an estimated \$1,771,006.00 in break costs on these three loans before the end of the financial year.

Indicative pricing for the CBA loans depicts a cost to Council to refinance these loans (incorporating break costs) which would make the option unfeasible. The indicative pricing for the NAB and ANZ loans however displays a saving to Council. It is recommended that Council staff obtain formal pricing for the refinancing of these loans (incorporating break costs) and execute the refinancing if savings can be obtained.

## **Delivery Program Links**

Making Council Great

CS2 Great Support

CS2.14 Provide efficient, effective and highly valued financial services to the organisation

## **Budget Implications**

Actual budget savings cannot be anticipated until actual prices have been received from the banking institutions. The purpose of this report is to show the effects of indicative pricing. Potential savings based on indicative rates as at May 2017 are \$1,057,579.50 over 14 years.

## **Report**

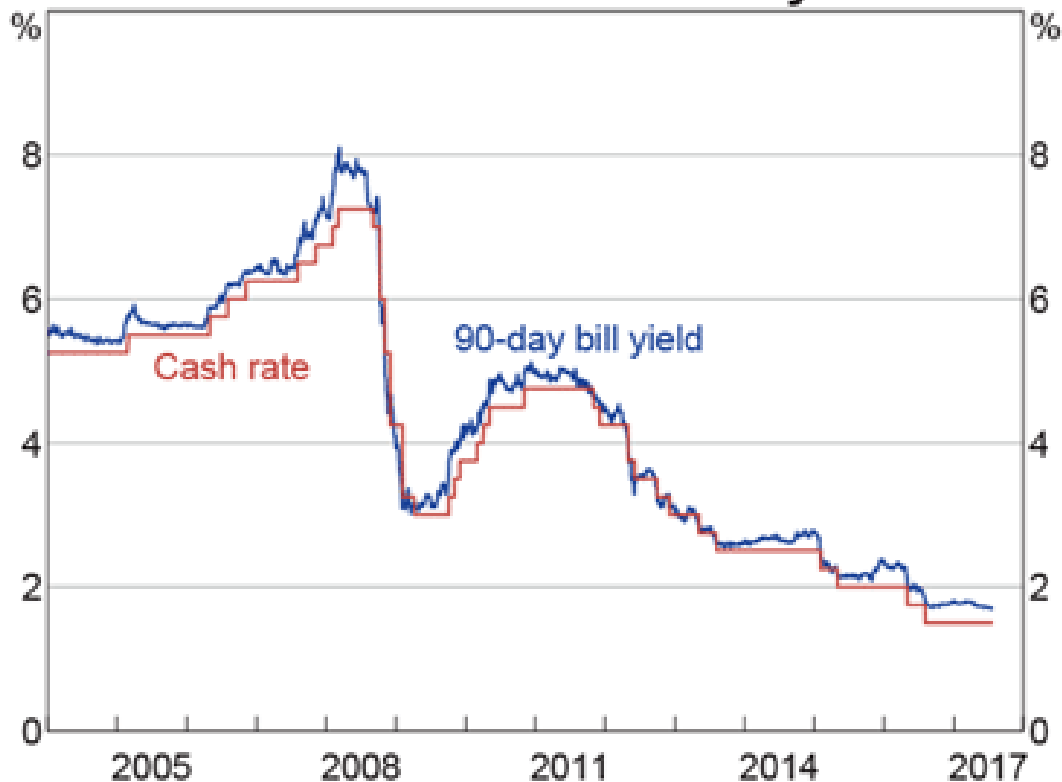
Council currently holds ten loans with four different institutions being Commonwealth Bank of Australia (CBA), National Australia Bank (NAB), Australia and New Zealand Banking Group (ANZ) and NSW Treasury Corporation (TCorp). These funds were borrowed from 27 May 2006 up until 11 January 2017 and have been used for parks and gardens, saleyards, local roads, sporting grounds, toilet amenities, real estate and sewer projects. As at 31 May 2017, the balance of each of these loans is shown in the table below.

Loan No	Institution	Interest Rate	Amount Borrowed	Principal Remaining
323	CBA	6.44%	\$5,800,000.00	\$3,509,979.52
324	CBA	6.52%	\$6,800,000.00	\$4,455,995.84
326	NAB	7.51%	\$5,500,000.00	\$4,496,563.65
328	ANZ	7.76%	\$6,100,000.00	\$4,346,250.00
330	ANZ	7.95%	\$2,418,000.00	\$1,813,496.00
006	NAB	3.92%	\$1,500,000.00	\$1,245,045.94
007	NAB*	3.92%	\$3,000,000.00	\$2,490,091.87
008	NAB	4.15%	\$1,120,000.00	\$980,032.57
009	TCorp	3.16%	\$1,240,000.00	\$1,132,752.24
010	TCorp	3.25%	\$1,260,000.00	\$1,260,000.00
			<b>\$34,738,000.00</b>	<b>\$25,730,207.63</b>

\*This funding is subject to an interest subsidy under the Local Infrastructure Renewal Scheme (LIRS).

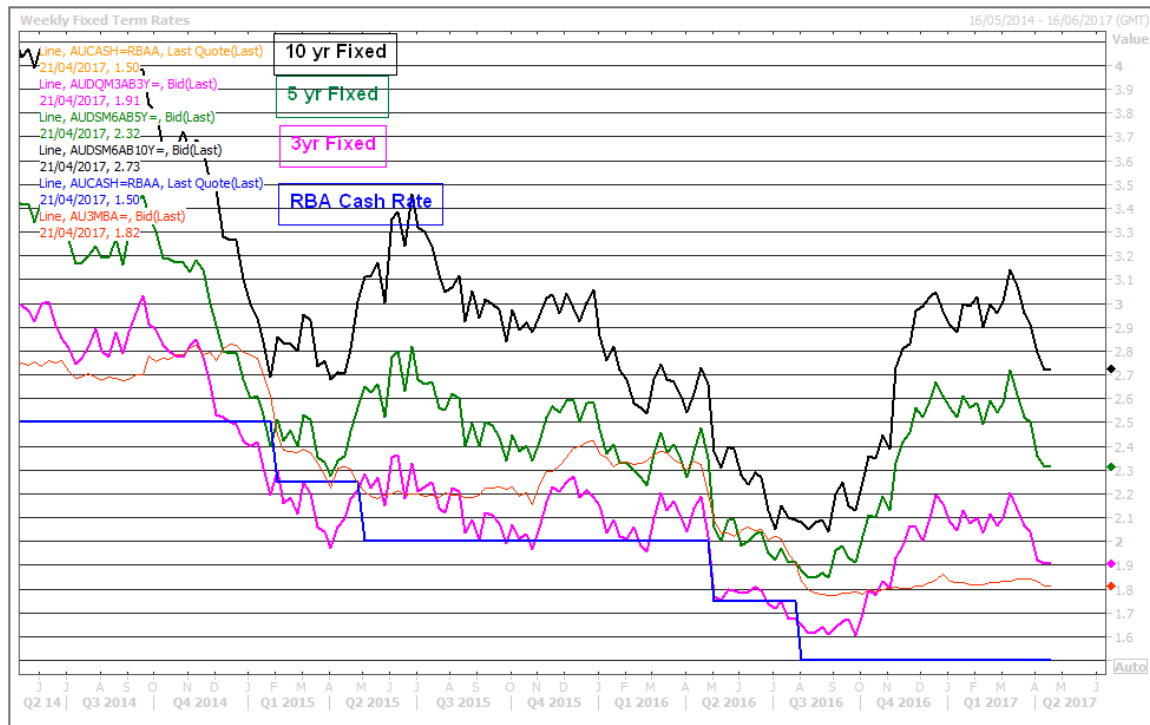
The interest rates that banking institutions are willing to offer on lending services are dictated by a variety of factors in the economic market. These factors ultimately determine the bank bill swap rate (BBSW) which defines the cost to lenders. The 90 day BBSW is often referred to as the reference rate for market interest rates and, in particular, is used as a benchmark interest rate for floating rate bonds and other floating rate financial instruments. Typically, there is a strong correlation between changes in the cash rate and the impact on BBSW, as shown in the table below.

### Australian Cash Rate and 90-day Bill Yield



Sources: ASX; RBA

There are many economic factors that impact the market rates charged by banks and other financial institutions. The market pricing moves daily which make quantifying the impact of loan refinancing for a future date difficult. It is important to note that the estimates that have been provided to Council for this report are indicative only and have been provided over a period of two weeks during May 2017. Market prices are likely to move (favourably or otherwise) between the timing of this report and the refinancing date. Potentially the timing of the loan refinancing could be favourable for Council as the BBSW rate has declined sharply over the past few months as shown in the table below.



Due to the lower interest rates achieved on the more recent loans 006, 007, 008, 009 and 010, Council has only requested estimates for refinancing loans 323, 324, 326, 328 and 330. These loans were taken out using fixed interest rates which means that to refinance the loans before their original final repayment dates, Council is required to pay break costs or economic costs. Estimated break costs are shown in the table below.

Loan No	Institution	Interest Rate	Break Costs (Economic Cost)
323	CBA	6.44%	\$628,435.00
324	CBA	6.52%	\$849,474.00
326	NAB	7.51%	\$971,800.00
328	ANZ	7.76%	\$539,951.00
330	ANZ	7.95%	\$259,255.00
			<b>\$3,248,915.00</b>

The interest rates that have been offered by the four major banking institutions for refinanced loans are shown in the table below.

Loan No	Institution	Current Interest Rate	Interest Rate (ANZ)	Interest Rate (CBA)	Interest Rate (NAB)	Interest Rate (Westpac)
323	CBA	6.44%	3.84%	3.93%	N/A	4.58%
324	CBA	6.52%	3.96%	4.08%	N/A	4.62%
326	NAB	7.51%	4.12%	4.47%	4.17%	4.62%
328	ANZ	7.76%	4.12%	4.47%	4.48%	4.62%
330	ANZ	7.95%	4.12%	4.47%	4.48%	4.62%

The interest payments and break costs applicable on refinanced loans (where the break costs are repaid up front) are shown in the tables below. These scenarios assume that the break costs totalling \$3,248,915.00 have been paid up front.

#### ANZ

Loan No	Institution	Interest to Pay (Current Loan) \$	Interest to Pay (Refinanced Loan) \$	Break Costs \$	Total Cost (Refinanced Loan) \$	Interest Saving/(Cost) \$
323	CBA	1,171,294.18	623,372.36	628,435.00	1,251,807.36	(80,513.18)
324	CBA	1,679,816.05	904,336.24	849,474.00	1,753,810.24	(73,994.19)
326	NAB	2,738,131.75	1,229,881.68	971,800.00	2,201,681.68	536,450.07
328	ANZ	2,415,509.70	1,186,308.94	539,951.00	1,726,259.94	689,249.76
330	ANZ	1,046,060.81	494,993.73	259,255.00	754,248.73	291,821.08
		<b>9,050,812.49</b>	<b>4,438,892.95</b>	<b>3,248,915.00</b>	<b>7,687,807.95</b>	<b>1,363,004.54</b>

#### CBA

Loan No	Institution	Interest to Pay (Current Loan) \$	Interest to Pay (Refinanced Loan) \$	Break Costs \$	Total Cost (Refinanced Loan) \$	Interest Saving/(Cost) \$
323	CBA	1,171,294.18	691,594.95	628,435.00	1,320,029.95	(148,735.77)
324	CBA	1,679,816.05	1,015,851.61	849,474.00	1,865,325.61	(185,509.56)
326	NAB	2,738,131.75	1,602,200.48	971,800.00	2,574,000.48	164,131.27
328	ANZ	2,415,509.70	1,548,641.23	539,951.00	2,008,592.23	326,917.47
330	ANZ	1,046,060.81	646,178.81	259,255.00	905,433.81	140,627.00
		<b>9,050,812.49</b>	<b>5,504,467.08</b>	<b>3,248,915.00</b>	<b>8,753,382.08</b>	<b>297,430.41</b>

NAB

Loan No	Institution	Interest to Pay (Current Loan) \$	Interest to Pay (Refinanced Loan) \$	Break Costs \$	Total Cost (Refinanced Loan) \$	Interest Saving/(Cost) \$
323	CBA	1,171,294.18	N/A	628,435.00	N/A	N/A
324	CBA	1,679,816.05	N/A	849,474.00	N/A	N/A
326	NAB	2,738,131.75	1,411,459.72	971,800.00	2,383,259.72	354,872.03
328	ANZ	2,415,509.70	2,499,824.23	539,951.00	3,299,030.23	162,540.28
330	ANZ	1,046,060.81	*	259,255.00	*	*
		<b>9,050,812.49</b>	<b>3,911,283.95</b>	<b>3,248,915</b>	<b>5,682,289.95</b>	<b>517,412.31</b>

\* The information for the ANZ loans has been combined into one new loan by the NAB.

Westpac

Loan No	Institution	Interest to Pay (Current Loan) \$	Interest to Pay (Refinanced Loan) \$	Break Costs \$	Total Cost (Refinanced Loan) \$	Interest Saving/(Cost) \$
323	CBA	1,171,294.18	812,519.71	628,435.00	1,440,954.71	(269,660.53)
324	CBA	1,679,816.05	1,157,470.29	849,474.00	2,006,944.29	(327,128.24)
326	NAB	2,738,131.75	1,595,470.77	971,800.00	2,567,270.77	170,860.98
328	ANZ	2,415,509.70	1,631,248.75	539,951.00	2,171,199.75	244,309.95
330	ANZ	1,046,060.81	680,647.24	259,255.00	939,902.24	106,158.57
		<b>9,050,812.49</b>	<b>5,877,356.76</b>	<b>3,248,915.00</b>	<b>9,126,271.76</b>	<b>(75,459.27)</b>

Based on the indicative pricing received there are no options for the CBA loans that will benefit Council. The best options for the NAB and ANZ loans are with the ANZ and would result in loan savings of \$1,517,511.91 over the course of the loan terms. This would require Council to pay \$1,771,006.00 in break costs before the end of the 2016/17 financial year.

Another option is to incorporate the break costs into the refinanced loans. The principal and interest payments applicable on refinanced loans are shown in the tables below.

### ANZ

Loan No	Institution	Interest to Pay (Current Loan) \$	Principal to Pay (Current Loan) \$	Total Repayment (Current Loan) \$	Interest to Pay (Refinanced Loan) \$	Principal Repayment (Refinanced Loan) \$	Total Repayment (Refinanced Loan) \$	Interest Saving/(Cost) \$
323	CBA	1,171,294.18	3,509,979.52	4,681,273.70	734,982.42	4,138,414.52	4,873,396.94	(192,123.24)
324	CBA	1,679,816.05	4,455,995.84	6,135,811.89	1,076,745.10	5,305,469.84	6,382,214.94	(246,403.05)
326	NAB	2,738,131.75	4,496,553.65	7,234,685.40	1,471,671.03	5,468,353.65	6,940,024.68	294,660.72
328	ANZ	2,415,509.70	4,346,250.00	6,761,759.70	1,333,688.45	4,886,201.00	6,219,889.45	541,870.25
330	ANZ	1,046,060.81	1,813,496.00	2,859,556.81	565,757.28	2,072,751.00	2,638,508.28	221,048.53
		<b>9,050,812.49</b>	<b>18,622,275.01</b>	<b>27,673,087.50</b>	<b>5,182,844.28</b>	<b>21,871,190.01</b>	<b>27,054,034.29</b>	<b>619,053.21</b>

### CBA

Loan No	Institution	Interest to Pay (Current Loan) \$	Principal to Pay (Current Loan) \$	Total Repayment (Current Loan) \$	Interest to Pay (Refinanced Loan) \$	Principal Repayment (Refinanced Loan) \$	Total Repayment (Refinanced Loan) \$	Interest Saving/(Cost) \$
323	CBA	1,171,294.18	3,509,979.52	4,681,273.70	815,419.74	4,138,414.52	4,953,834.26	(272,560.56)
324	CBA	1,679,816.05	4,455,995.84	6,135,811.89	1,209,509.67	5,305,469.84	6,514,979.51	(379,167.62)
326	NAB	2,738,131.75	4,496,553.65	7,234,685.40	1,948,469.00	5,468,363.65	7,416,822.65	(182,137.26)
328	ANZ	2,415,509.70	4,346,250.00	6,761,759.70	1,741,034.76	4,886,201.00	6,627,235.76	134,523.94
330	ANZ	1,046,060.81	1,813,496.00	2,859,556.81	738,555.68	2,072,751.00	2,811,306.68	48,250.12
		<b>9,050,812.49</b>	<b>18,622,275.01</b>	<b>27,673,087.50</b>	<b>6,452,988.85</b>	<b>21,871,200.01</b>	<b>28,324,178.86</b>	<b>(651,091.38)</b>

NAB

Loan No	Institution	Interest to Pay (Current Loan)	Principal to Pay (Current Loan)	Total Repayment (Current Loan)	Interest to Pay (Refinanced Loan)	Principal Repayment (Refinanced Loan)	Total Repayment (Refinanced Loan)	Interest Saving/(Cost)
323	CBA	1,171,294.18	3,509,979.52	4,681,273.70	N/A	N/A	N/A	N/A
324	CBA	1,679,816.05	4,455,995.84	6,135,811.89	N/A	N/A	N/A	N/A
326	NAB	2,738,131.75	4,496,553.65	7,234,685.40	1,688,820.12	5,468,353.65	7,157,173.77	77,511.63
328	ANZ	2,415,509.70	4,346,250.00	6,761,759.70	2,903,781.13	6,958,952.00	9,862,733.13	(241,416.62)
330	ANZ	1,046,060.81	1,813,496.00	2,859,556.81	*	*	*	*
		<b>9,050,812.49</b>	<b>18,622,275.01</b>	<b>27,673,087.50</b>	<b>4,592,601.25</b>	<b>12,427,305.65</b>	<b>16,924,842.87</b>	<b>(163,904.99)</b>

\* The information for the ANZ Loans has been combined into one new loan by the NAB.

Westpac

Loan No	Institution	Interest to Pay (Current Loan) \$	Principal to Pay (Current Loan) \$	Total Repayment (Current Loan) \$	Interest to Pay (Refinanced Loan) \$	Principal Repayment (Refinanced Loan) \$	Total Repayment (Refinanced Loan) \$	Interest Saving/(Cost) \$
323	CBA	1,171,294.18	3,509,979.52	4,681,273.70	957,995.15	4,138,414.52	5,096,409.67	(414,135.97)
324	CBA	1,679,816.05	4,455,995.84	6,135,811.89	1,378,126.00	5,305,469.84	6,683,595.84	(547,783.95)
326	NAB	2,738,131.75	4,496,553.65	7,234,685.40	1,940,285.62	5,468,363.65	7,408,639.27	(173,953.87)
328	ANZ	2,415,509.70	4,346,250.00	6,761,759.70	1,833,904.92	4,886,201.00	6,720,105.92	41,653.78
330	ANZ	1,046,060.81	1,813,496.00	2,859,556.81	777,951.68	2,072,751.00	2,850,702.68	8,854.13
		<b>9,050,812.49</b>	<b>18,622,275.01</b>	<b>27,673,087.50</b>	<b>6,888,263.37</b>	<b>21,871,200.01</b>	<b>28,759,453.38</b>	<b>(1,086,365.88)</b>

Based on the indicative pricing received there are no options for the CBA loans that will benefit Council. The best options for the NAB and ANZ loans are with the ANZ and would result in loan savings of \$1,057,579.50 over the course of the loan terms.



The table below shows the best options based on indicate pricing for incorporating the break costs into the refinanced loans with ANZ.

Loan No	Institution	Interest to Pay (Current Loan) \$	Principal to Pay (Current Loan) \$	Total Repayment (Current Loan) \$	Interest to Pay (Refinanced Loan) \$	Principal Repayment (Refinanced Loan) \$	Total Repayment (Refinanced Loan) \$	Interest Saving/(Cost) \$
326	NAB	2,738,131.75	4,496,553.65	7,234,685.40	1,471,671.03	5,468,353.65	6,940,024.68	294,660.72
328	ANZ	2,415,509.70	4,346,250.00	6,761,759.70	1,333,688.45	4,886,201.00	6,219,889.45	541,870.25
330	ANZ	1,046,060.81	1,813,496.00	2,859,556.81	565,757.28	2,072,751.00	2,638,508.28	221,048.53
		<b>6,199,702.26</b>	<b>10,656,299.65</b>	<b>16,856,001.91</b>	<b>3,371,116.76</b>	<b>12,427,305.65</b>	<b>15,798,422.41</b>	<b>1,057,579.50</b>

## Conclusion

Based on the indicative pricing it seems that Council would benefit from refinancing some of its older fixed interest loans including the estimated break costs. For this exercise, Council staff only approached the four major banking institutions. With Council approval, Council staff will approach numerous banking institutions for formal pricing on refinancing and if a benefit exists then the most advantageous refinancing options will be exercised. At this stage, it is not possible to state what the actual saving will be or what the additional borrowing amount will be. When a final decision is made, the Mayor and General Manager need to be authorised to approve any loan documentation to secure the pricing.

## 14.9 FINANCIAL ANALYSIS REPORT - JULY 2017

### Responsible Officer:

Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

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## RECOMMENDATION

Recommended that Council adopt the Financial Analysis Report detailing investment performance for the month of July 2017.

### 150817/ 15 RESOLVED (Cr Morrissey/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

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## Executive Summary

The Financial Analysis Report gives an overview of Council's Investment Portfolio as at the end of the reported month. This overview is both a legislative requirement and essential in keeping Council up to date on the monthly performance of Council's investments. Council's investment balance as at 31 July 2017 is shown below.

Period	Investment Portfolio
31 July 2017	\$34,536,810.13

The rate of return on Council's investments for July 2017 was 2.57% which is above the 90 Day Bank Bill Index of 1.69%.

## **Delivery Program Links**

Making Council Great

CS 2 Great Support

CS2.14 Provide efficient, effective and highly valued financial services to the organisation

## **Budget Implications**

As at 31 July 2017, Council had earned \$12,939.95 in interest and \$36,087.17 in fair value gains for total investment revenue of \$49,027.12 against a budget of \$873,396.00 (which equates to 5.61%).

## **Report**

The Financial Analysis Report aims to disclose information regarding Council's investment portfolio in accordance with the *Local Government Act 1993* (Section 625), *Local Government (General) Regulations 2005* (Clause 212) and Council's Investment Policy.

This report includes the provision of Fair Value for all of Council's investments. Council receives indicative market valuations on these investments monthly (where available) and this can be compared to the Face Value (or original cost of the investment when purchased) where available. The notion of Fair Value is to comply with Australian Accounting Standard AASB 139. The market valuations of Fair Value valuations are an indication only of what a particular investment is worth at a point in time and will vary from month to month depending upon market conditions.

The Reserve Bank of Australia left the cash rate unchanged at its July 2017 meeting therefore the cash rate in Australia remained at 1.50% per annum as at 31 July 2017.

Council's cash and term deposit investment portfolio has maturity dates ranging from same day up to 182 days. Deposits are made considering cash flow requirements and the most beneficial investment rates available at the time of making any investment. Council does give investment preference to financial institutions which do not support the fossil fuel industry, if the investment rate quoted is equal to or greater than the most beneficial rate quoted for that investment. Council had a term deposit portfolio of \$17,000,000.00 representing 49.27% of the total portfolio as at 31 July 2017. Council didn't make any new term deposits for the period. One term deposit matured within the period and all investments are in accordance with Council's Investment Policy.

Average interest rates available for investments increased from June 2017 to July 2017 from 2.55% to 2.57%.

Council has \$14,000,000 in longer term investments being the Cash Facility Trusts with NSW Treasury Corporation as at 31 July 2017. The investment value as at 31 July 2017 is shown below.

Period	Hourglass Cash Facility Trust	Hourglass Strategic Cash Facility Trust
As at 31 July 2017	\$7,361,839.07	\$7,385,150.40

The value of Council's Investment Portfolio as at 31 July 2017 as well as our General Bank Accounts and Trust Funds is shown below.

Period	Investment Portfolio	Face Value	General Bank Accounts	Trust Funds
31 July 2017	\$34,536,810.13	\$33,789,820.66	\$560,537.64	\$120,994.55

Council staff continually look for ways to increase and improve Council's investment performance, both on a returns basis and in the way of environmentally and socially responsible investments.

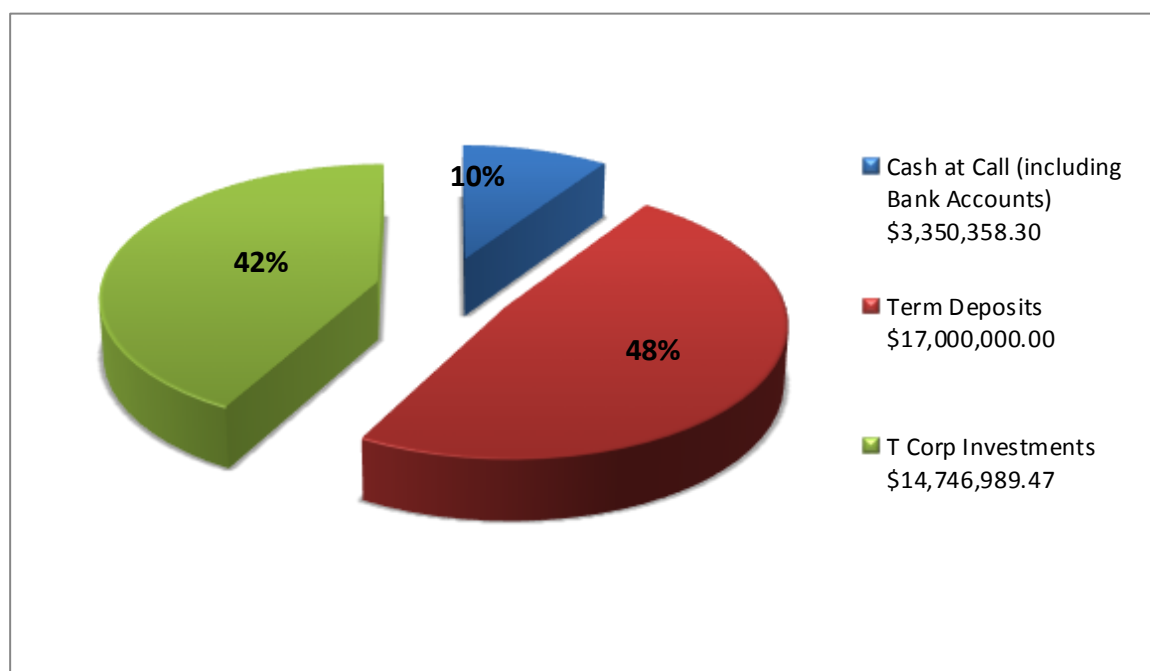
### Conclusion

Interest rates on investments have increased marginally. Council is continually looking for ways to increase its investment performance consistent with Council's Investment Policy.

A significant portion of the investment portfolio is invested with New South Wales Treasury Corporation in the Hourglass Cash Facility Trust and Hourglass Strategic Cash Facility Trust with the aim of achieving higher returns.

Further information has been included in this report below providing an in-depth breakdown of Council's performance.

The following graph shows a breakup of Council's investment portfolio as at 31 July 2017.

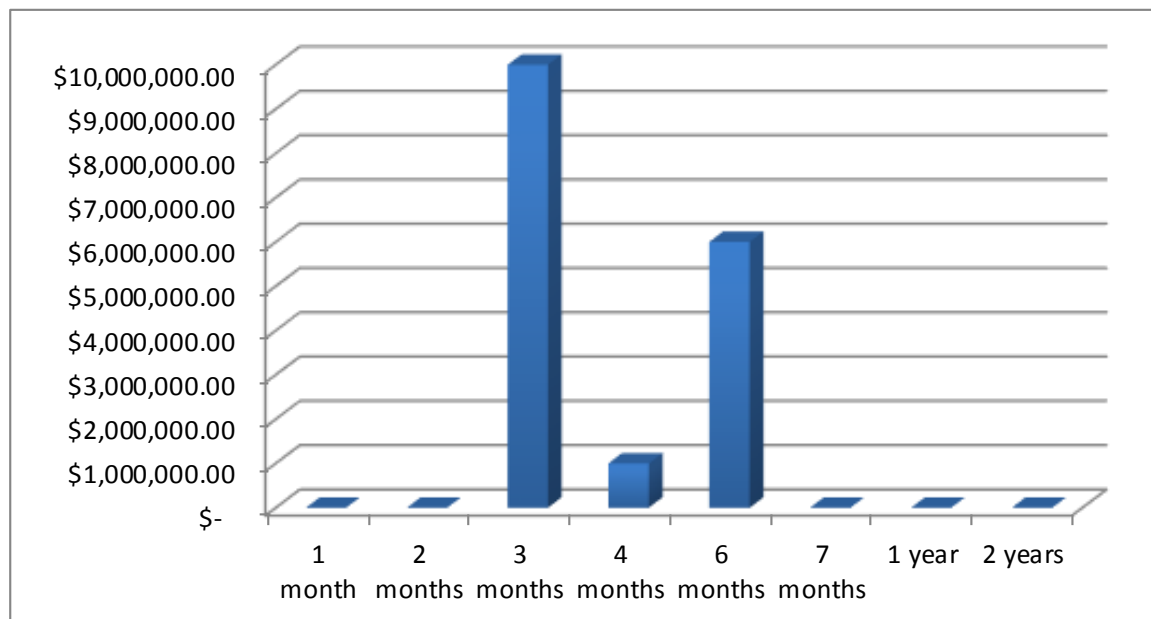


Council didn't make any new term deposit during the month of June 2017.

Total term deposit maturities during the month of July 2017 included returning principal (in full) and interest, are shown in the following table.

Financial Institution	Investment Amount (\$)	Maturity Date	Investment Rate per annum (%)	Interest Received (\$)
Beyond Bank	1,000,000.00	06/07/2017	2.67	6,876.16

The following graph shows the length of time of Council's term deposit maturities as at 31 July 2017.



RICHMOND VALLEY COUNCIL FINANCIAL ANALYSIS REPORT AT 31 JULY 2017																									
Investment Name	Investment Source	Investment Type	Rating	Investment Date	Maturity Date	Interest Basis	Interest Frequency	Current Interest Rate for Month	Original Investment Value	Current Investment Fair Value	Fair Valuation Date	% of Total Portfolio	Capital Guarantee Maturity												
<u>Cash at Call</u>																									
CBA Business Online Saver	Commonwealth Bank	At Call	A1+/AA		At Call	Variable	Monthly	0.05%	N/A	2,789,820.66	31/07/2017	8.08%	No												
Total Cash at Call										2,789,820.66		8.08%													
<u>Term Deposits</u>																									
Term Deposit	AMP Ltd	Term Deposit	A1/A	1/03/2017	29/08/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	AMP Ltd	Term Deposit	A1/A	16/03/2017	13/09/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Members Equity Bank	Term Deposit	A2/BBB	9/05/2017	8/08/2017	Fixed for Term	Maturity	0.21%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Beyond Bank	Term Deposit	A2/BBB+	29/05/2017	28/08/2017	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Auswide Bank	Term Deposit	A3/BBB-	29/05/2017	27/11/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Newcastle Permanent	Term Deposit	A2/BBB	30/05/2017	7/09/2017	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Bank Australia	Term Deposit	A2/BBB	30/05/2017	27/09/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Bank Australia	Term Deposit	A2/BBB	30/05/2017	27/11/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Auswide Bank	Term Deposit	A3/BBB-	31/05/2017	28/11/2017	Fixed for Term	Maturity	0.24%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	IMB Ltd	Term Deposit	A2/BBB	1/06/2017	31/08/2017	Fixed for Term	Maturity	0.21%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	IMB Ltd	Term Deposit	A2/BBB	2/06/2017	1/09/2017	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Westpac	Term Deposit	A1+/AA-	5/06/2017	4/09/2017	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Greater Bank	Term Deposit	A2/BBB	7/06/2017	6/09/2017	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Greater Bank	Term Deposit	A2/BBB	9/06/2017	7/12/2017	Fixed for Term	Maturity	0.24%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Westpac	Term Deposit	A1+/AA-	13/06/2017	12/09/2017	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Members Equity Bank	Term Deposit	A2/BBB	14/06/2017	13/09/2017	Fixed for Term	Maturity	0.21%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Term Deposit	Newcastle Permanent	Term Deposit	A2/BBB	14/06/2017	13/09/2017	Fixed for Term	Maturity	0.21%	N/A	1,000,000.00	31/07/2017	2.90%	Part												
Total Term Deposits										17,000,000.00		49.22%													
<u>Fixed Interest Securities</u>																									
Total Fixed Interest Securities										0.00	0.00														
<u>NSW Treasury Corporation Hourglass Investments</u>																									
Cash Facility Trust	NSW Treasury Corporation	Trust	Various	N/A			Monthly	0.21%	7,000,000.00	7,361,839.07	31/07/2017	21.32%													
Strategic Cash Facility Trust	NSW Treasury Corporation	Trust	Various	N/A			Monthly	0.23%	7,000,000.00	7,385,150.40	31/07/2017	21.38%													
Total Fixed Interest Securities										14,000,000.00	14,746,989.47		42.70%												
Total Investment Portfolio at Face Value										33,789,820.66															
Total Investment Portfolio at Fair Value											34,536,810.13														
<u>Bank Accounts</u>																									
Overall Average Interest Rate for month - Portfolio 0.21%																									
Total Bank Account Portfolio											681,532.19														
Total Portfolio											35,218,342.32														
<table><tr><td>Account Name</td><td>Balance \$ 31-Jul-17</td></tr><tr><td>General Fund Bank Account</td><td>548,242.30</td></tr><tr><td>Trust Fund Bank Account</td><td>120,994.55</td></tr><tr><td>NAB Cheque Account</td><td>-20.00</td></tr><tr><td>Evans Head Memorial Areodrome Fund</td><td>12,315.34</td></tr><tr><td>Total</td><td>681,532.19</td></tr></table>														Account Name	Balance \$ 31-Jul-17	General Fund Bank Account	548,242.30	Trust Fund Bank Account	120,994.55	NAB Cheque Account	-20.00	Evans Head Memorial Areodrome Fund	12,315.34	Total	681,532.19
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Total	681,532.19																								

**14.10 REVIEW OF COUNCIL POLICY - COMMUNITY FINANCIAL ASSISTANCE PROGRAM****Responsible Officer:**Vaughan Macdonald (General Manager)

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**RECOMMENDATION**

Recommended that Council adopt the reviewed Community Financial Assistance Program Policy incorporating the changes outlined in the report in accordance with Section 356 (*Local Government Act 1993*) Financial Assistance.

**150817/ 16 RESOLVED** (Cr Humphrys/Cr Morrissey)

That Council adopt the reviewed Community Financial Assistance Program Policy incorporating the changes outlined in the report in accordance with Section 356 (*Local Government Act 1993*) Financial Assistance, subject to the following further amendments to the policy:

1. Deletion of the word "individuals" from the second last paragraph of page 1.
2. Substitution of the word "workshop" with the words "information session" in the fourth paragraph of page 2.

FOR VOTE - All Council members voted unanimously.

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**Executive Summary**

Council allocates an amount of financial assistance each year for requests from individuals, groups and organisations seeking financial assistance. Council's Policy 1.2, Community Financial Assistance Program provides for two rounds of funding allocations each year in accordance with Section 356 of the *Local Government Act 1993*. The policy also sets out the method of determining allocations in accordance with the strategies, eligibility and selection criteria outlined in the policy.

The 2016/2017 applications showed that interest in these grants is strong. Council allocated \$70,000 of funding across the 2016/2017 financial year. However, there were 28 applications for a total of \$93,728.25 in Round 1, with 25 applications for a total of \$84,238.40 in Round 2. This is a total of 53 applications for \$177,966.65 across the 2016/2017 financial year.

With the strong competition for community financial assistance, a number of issues have surfaced, specifically in relation to interpretation of the policy and clarification of eligibility of applicants and requirements for projects.

To address these, a number of changes have been proposed to the policy and application form. A summary outlining the proposed changes has been included below.

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## Delivery Program Links

Making Council Great

CS1 Leading and Advocating for Our Community

CS1.1 Improve decision making by engaging stakeholders and taking community input into account

## Budget Implications

Council has allocated \$70,000 in the 2017/2018 budget for the Community Financial Assistance Program. The proposed changes aim to make clearer the eligibility of projects to ensure funds are utilised to best effect.

## Report

The following table summarises changes to the policy for the Community Financial Assistance Program.

Change to Policy	Reason
<b>Under 'Strategies'</b>	
<p>Process for selection of projects to be funded has been streamlined as below:</p> <p>'Applications will be collated based on each applicant's eligibility, including how well they have addressed the selection criteria, the application's overall merit and the amount of financial assistance requested. Applications may be recommended for partial funding, full funding or no funding.</p> <p>A summary of applications along with funding recommendations will be presented to Councillors at a workshop prior to the determination of Community Financial Assistance Program Applications. Councillors will then make a decision regarding recommended recipients and allocations.</p> <p>Based on this feedback, Council staff will finalise recommended allocations, and prepare a report to Council advising of the collective recommendations.' The following sentence has been deleted: 'The allocations are to be approved by resolution of Councillors.'</p>	<p>Streamlining the process in this way avoids doubling up as the decision is made in the Councillor workshop and assists Councillors to avoid conflicts of interest.</p>
<b>Under 'Eligibility'</b>	
<p>Inclusion of wording 'Only one application per organisation per round of funding will be considered.'</p>	<p>Clarifies that only one application per organisation per round of funding will be considered.</p>



Change to Policy	Reason
<b>Under 'Eligibility'</b>	
Inclusion of wording 'Fundraising or scholarship based initiatives will not be funded. Similarly, promotional items will not be funded.'	Clarifies projects which are not eligible for funding.
Clarification of suggested maximum amount of funding. Applicants are encouraged to apply for up to '\$5,000':  'Groups are encouraged to contact Council to discuss their application if they intend to apply for more than \$5,000 of the funding available, or if they are unsure of the eligibility of their project.'	Clarifies the amount for which applicants can apply. Council is increasingly receiving applications for large amounts of funding.
Update name of acquittal form: 'Acquittal for Community Financial Assistance Program – Evaluation of Grant and Financial Report'	Update to current name of acquittal form.
<b>Under 'Procedures'</b>	
Update wording to 'General Manager'	Previous wording was Chief Executive Officer.

### Consultation

Consultation with community groups on these matters has been ongoing during the 2016 / 2017 period.

### Conclusion

Changes made to the Community Financial Assistance Program Policy and Application Form should ensure clarity in interpretation of the Policy and clarity in eligibility of applicants and requirements for projects.



# Council Policy

<b>Policy Title:</b>	<b>Community Financial Assistance Program</b>
<b>Policy Number:</b>	1.2
<b>Focus Area:</b>	Governance and Process
<b>Responsibility:</b>	Governance and Corporate Risk
<b>Meeting Adopted:</b>	

## OBJECTIVE

To allocate financial assistance funds to community groups in an equitable and appropriate manner and to assist Council in exercising its functions.

## POLICY

### Overall Aims

1. To acknowledge and support community groups.
2. To consult with the community on a regular basis to determine the growing and changing needs of the community.
3. To comply with S356 of the Local Government Act in maintaining a consistent, open and equitable approach to the provision of financial assistance by Council to applicants in the Richmond Valley community.
4. To link financial assistance to Council's Community Strategic Plan through its Delivery Program and Operational Plans.

### Introduction

During the annual budget review each year Council allocates funds for Community Financial Assistance. To optimise the benefit of these funds in the community, funds are allocated in accordance with the strategies, eligibility and selection criteria outlined in this Policy.

### Strategies

Each year Council will allocate an amount in its annual budget for Community Financial Assistance. Council will advertise and call for applications from individuals/groups/organisations for financial assistance on a bi-annual basis.

Ordinarily, advertisements will be placed in the local newspaper in March and September, with those applications then determined by Council in May and November. The advertisement will advise the deadline for applications, which will be no less than 28 days from the first date of publication.

All applicants will be made aware that there are limited funds available as determined in Council's budget.

All applicants will be required to complete an application, in the approved form, which will include a brief description of the organisation, the organisation's viability, the purpose of the funding request, the expected beneficiaries of the funding request and the need to be accountable for any funds provided.

Applications will be collated based on each applicant's eligibility, including how well they have addressed the selection criteria, the application's overall merit and the amount of financial assistance requested. Applications may be recommended for partial funding, full funding or no funding.

A summary of applications along with funding recommendations will be presented to Councillors at a workshop prior to the determination of Community Financial Assistance Program Applications. Councillors will then make a decision regarding recommended recipients and allocations.

Based on this feedback, Council staff will finalise recommended allocations, and prepare a report to Council advising of the collective recommendations.

Funds will be made available to groups as soon as practicable after the resolution has been made.

### **Eligibility**

Financial Assistance is available to non-profit organisations which provide a community service or the like within the Council area; that service should assist Council in exercising its functions.

Only one application per organisation per round of funding will be considered.

Financial assistance will only be provided to applicants who act for private gain, in exceptional circumstances, and then only strictly in accordance with the requirements of the Act, including 28 days public notice.

Recurrent budgets and salaries will not be funded.

Groups already receiving financial assistance from another source of Council funding are not eligible for assistance under this process. Event funding is subject to another process. Events, including equipment to support events, will only be funded under the Community Financial Assistance Program if they are one off community based events that provide a social benefit to the community.

Fundraising or scholarship based initiatives will not be funded. Similarly, promotional items will not be funded.

Preference will be given to programs and activities with a direct social or community benefit. Equipment and infrastructure may be funded if the request is considered of sufficient benefit to the community.

Groups are encouraged to contact Council to discuss their application if they intend to apply for more than \$5,000 of the funding available, or if they are unsure of the eligibility of their project.

Groups who receive funding will be required to acquit funding by showing proof of expenditure for the purpose nominated within 12 months by completing the Acquittal for Community Financial Assistance Program - Evaluation of Grant and Financial Report form. Groups who fail to comply will not be considered for further funding.

### **Selection Criteria**

In ranking applications and making recommendations of the amount of financial assistance that should be allocated to applications, Council should:

- Consider how each project will assist Council exercise its functions.
- Consider the impact each project will have on the community or on disadvantaged groups within the community.
- Consider the number of potential beneficiaries from the proposed project or service.
- Where the project has a smaller number of potential beneficiaries from the proposed project or service, consider the relative disadvantage of that group of people (e.g. low income, youth, Aboriginality, rural or social isolation, disability, etc.).
- Consider the availability of other funding sources.
- Consider resources/projects availability to the general community.
- Consider the equity of support to groups across the area.
- Consider whether or not the applicant has received previous community financial assistance in previous years.
- Include consideration of whether requirements for previous funding have been met.

### **Procedures**

The General Manager will ensure that staff develop, maintain and comply with procedures supporting implementation of this Policy.

### **REVIEW**

This policy will be reviewed by Council at the time of any relevant legislative changes, compliance requirements or at least every four years.

Version Number	Date	Reason / Comments
1	23/6/2015	Policy review and presentation in new template
2	22/12/2015	Policy review
3	15/08/2017	Policy review

**14.11 REVIEW OF COUNCIL POLICY - DEBT RECOVERY AND PROVISION OF CREDIT****Responsible Officer:**Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

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**RECOMMENDATION**

Recommended that Council adopt the reviewed Debt Recovery and Provision of Credit Policy.

**150817/ 17 RESOLVED** (Cr Morrissey/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

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**Executive Summary**

Council adopted the Debt Recovery and Provision of Credit Policy in its current form on 23 June 2015. The policy has been reviewed by the Revenue Section with a number of changes and additions recommended to be made to the policy.

**Delivery Program Links**

Making Council Great

CS2 Great Support

CS2.12 Examine all revenue and expenditure reduction opportunities within legislative powers

**Budget Implications**

Nil.

**Report**

Council adopted the Debt Recovery and Provision of Credit Policy in its current form on 23 June 2015. The Policy has been reviewed by the Revenue Section with changes recommended to be made to the policy.

The policy sets out the legislative requirements, recovery action steps, as well as information on payment arrangements, sale of land for unpaid rates and sundry debtor and provision of credit information.

The changes/additions to the policy are as follows:

- Council has always referred to a minimum of \$500.00 in its procedures for the amount when a debt is forwarded to Council's debt recovery agents. This has now been added to the policy so both procedure and policy align.
- Under recovery actions, the stipulation that if a Statement of Claim is issued, it will be issued for the arrears as at the date of issue, picking up all current interest charges.
- Under recovery actions, the garnishee of ratepayer bank accounts and wages has been added to the list of possible actions available to Council's debt recovery agents.
- Under payment arrangements, the condition that if a ratepayer has a history of three broken arrangements, then no further arrangements will be approved and the debt will be referred to Council's debt recovery agents.

### **Conclusion**

Council staff have reviewed the Policy titled Debt Recovery and Provision of Credit and have identified areas which required minor adjustments. The recommended changes make the policy clearer and set a more defined guideline for both operational staff and ratepayers.



# Council Policy

**Policy Title:** Debt Recovery and Provision of Credit  
**Policy Number:** 6.5  
**Focus Area:** Governance and Process  
**Responsibility:** Finance and Procurement  
**Meeting Adopted:**

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## OBJECTIVE

To provide direction to staff to ensure the efficient and effective recovery of all types of Council debts.

## POLICY

### 1. Background/Legislative Requirements

Sections 569, 605 and 712-726 of the *Local Government Act 1993* deals with debt recovery of outstanding rates and charges, expenses with tracing persons, liability of the occupier and sale of land. Regulation 133 of the *Local Government (General) Regulation 2005* details procedures for the sale of land to recover overdue rates and charges.

### 2. Recovery Action

- (a) Recovery action will commence when rates and charges are not paid by the due date for each quarterly instalment and by the invoice due date for a sundry debtor account.
- (b) A reminder letter will be issued after the due date for amounts with an outstanding balance greater than \$20.00. The reminder letter will request full payment or an acceptable payment arrangement to be entered into within 14 days from the issue date of the letter.
- (c) If no acceptable payment arrangement or full payment is received by the due date of the Reminder Letter, a Letter of Demand will be issued with an outstanding balance greater than \$500.00. The Letter of Demand will request full payment or an acceptable payment arrangement to be entered into within 14 days from the issue of the letter.
- (d) If full payment is not received or a suitable arrangement is entered into following the issuing of a Letter of Demand the debt will be forwarded to Council's external debt recovery agent for recovery of the outstanding debt.

- (e) The external debt recovery company will forward a Letter of Demand advising that legal proceedings and costs will be incurred if full payment or a suitable payment arrangement is not actioned within 14 days from issue.
- (f) If full payment is not received or suitable payment arrangement entered into, a Statement of Claim will be issued for the arrears as at the date of issue and served. Following the expiration of the statutory period, to protect Council's interest in the matter and all available actions to recover the amount outstanding, if the debt is not cleared, a Notice of Motion Default Judgement for liquidated claim will be lodged.
- (g) Recovery actions by Council's external debt recovery company to recover the outstanding debts that will be considered may include, but not limited to:
  - (i) Writ of Execution on goods and chattels,
  - (ii) Examinations summons,
  - (iii) Service of a rent order where the property is tenanted,
  - (iv) A garnishee of income (bank or wages),
  - (v) Sale of land for unpaid rates in accordance with Section 713 of the Local Government Act 1993.

All legal costs and expenses incurred in recovering outstanding rates and charges will be charges against the property in accordance with Section 605 of the *Local Government Act 1993*. Legal costs incurred in outstanding sundry debtor accounts will be billed against the applicable sundry debtor account of which the debt is owed.

### 3. Payment Arrangements

Ratepayers or sundry debtors who are unable to pay a debt amount owing to Council by the due date, may apply to enter into an arrangement with Council to make periodical payments by completing a Council issued payment arrangement form. Arrangements are to be negotiated with the aim of recovering all arrears and the current year's charges within the current financial year where possible. Payments can be made periodically weekly, fortnightly or monthly.

Where the ratepayer fails to adhere to a payment arrangement and has not contacted Council to amend the current arrangement, recovery action will commence. If legal action has been suspended due to the ratepayer entering into a payment arrangement and the agreement has not been met by the ratepayer, the legal action will be reactivated at the level when the suspension took place. If the ratepayer has had a history of three (3) broken payment arrangements no further arrangements will be approved and will be referred to Council's debt recovery agents.

In accordance with Section 556 of the *Local Government Act 1993*, Council charges interest on overdue rates and charges. Entering into a payment arrangement does not negate the charging of interest.

If a ratepayer is experiencing financial hardship due to rates and charges they can apply for relief in accordance with Council's policy titled "Financial Hardship".



#### **4. Sale of Land for Unpaid Rates**

Where any rate or charge is overdue and has remained unpaid for more than five (5) years from the date on which it became payable, Council may proceed to sell the land in accordance with Division 5, Part 2, Chapter 17 of the *Local Government Act 1993*.

Where any rate or charge is overdue in respect of vacant land and the amount exceeds the Valuer General's current valuation of the property, Council may proceed to sell the land in accordance with Division 5, Part 2, Chapter 17 of the *Local Government Act 1993*.

On an annual basis, a report shall be referred to Council for consideration listing all ratepayers who fall into the above category. The report will provide a detailed history of the circumstances of each case together with a recommendation in relation to the possible sale of the land to recover the overdue rates and charges.

#### **5. Sundry Debtors and the Provision of Credit**

Sundry debtors are overdue if not paid within 30 days of the issuing of an invoice.

Council may cease the provision of credit facilities to debtors when an account is overdue by more than 30 days.

Debtors are subject to the same recovery procedures as rates and charges outlined in this policy.

No credit is to be provided to any person(s) or organisation(s) except for Government Departments or other Councils without prior approval of the General Manager or delegated nominee.

Approval will only be considered upon completion of an approved Application Form.

Credit approval for all amounts less than or equal to \$300.00 will be denied unless otherwise approved by the General Manager or delegated nominee. Any approvals in this instance also require a Council issued credit application to be completed.

#### **REVIEW**

This policy will be reviewed by Council at the time of any relevant legislative changes, compliance requirements or at least every four (4) years.

**15 MATTERS FOR INFORMATION**

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**RECOMMENDATION**

Recommended that the following reports submitted for information be received and noted.

**150817/ 18 RESOLVED** (Cr Morrissey/Cr Hayes)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

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**15.1 NATIONAL SALEYARDS EXPO ROCKHAMPTON - 26 AND 27 JULY 2017****Responsible Officer:**

Vaughan Macdonald (General Manager)

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**Report**

The National Saleyards Expo is an annual event hosted by Australian Livestock Markets Association (ALMA). It is attended by Saleyard Operators across Australia.

The Expo was attended by Mayor Robert Mustow, General Manager Vaughan Macdonald, Project and Performance Co-ordinator Ben Zeller and Project and Performance Officer Brad Birney.

Key Speakers were Ray Brown (Western Downs Regional Council), Hayley Robinson (MLA), Christian Ruberg (MLA), Steve Blume (Australian Solar Council), Ian O'Loan (National Saleyard Quality Assurance Inc.), Damon Holmes (MLA), Jo Quigley (NLIS), Allison Crook (Biosecurity QLD) and Clive Phillips (Centre for Animal Welfare and Ethics). There was also a Q&A panel consisting of Cr Christine Rolfe (Producers), Dawn Lowe (Animal Welfare), Cr Kerry Hayes (Agents), Mark Collins (Livestock Transporters), Steve Loane (Saleyards) and Trevor Francis (Buyers).

Some interesting and useful feedback came out of the Expo, with a clear difference in how modern upgraded or new facilities are performing in comparison to older facilities.

Gunnedah has seen a reduction of 30,000 head in 2016/17. They put this down to a few factors including Agents encouraging Woolworths and Coles to purchase at the Gunnedah Saleyards, however Woolworths and Coles are now going directly to producers bypassing the Gunnedah Saleyards. Another factor is Auctions Plus conducting on farm sales with larger producers. In addition,

Gunnedah is being bypassed for more modern facilities which is an encouraging trend for the Northern Rivers Livestock Exchange (NRLX) given NRLX will be the only facility with roof and soft flooring between Armidale and Dalby.

Central Queensland Livestock Exchange (CQLX) is live streaming all their Store Sales and are looking at setting up their own online auction platform.

Jeff White of the Australian Saleyards Managers Association said a common theme amongst saleyard operators is Biosecurity issues, resulting from transit cattle entering facilities without the correct information being supplied to the Saleyard operators. This is an issue at the NRLX facility that is currently being addressed.

There was also an acknowledgment that technology will play an important part in the future of saleyards. Producers being educated in eNVDs plus technology like live streaming of sales and online bidding running alongside live auctions, were some of the key areas currently being looked at.

Livestock Exchange, the software provider for the NRLX, was also present. Council staff discussed with them their capabilities which could help with more efficient processes at the NRLX. They have agreed to visit and go through their software options and look at some of their future programs.

As part of the Expo, attendees were given the opportunity to visit the Regional Livestock Exchange (RLX) managed Central Queensland Livestock Exchange (CQLX). It has a Stadium style selling ring to conduct its Stud Sales, with selling pens for its normal sales.

The RLX business model has them taking control of all aspects of the saleyards they manage. Agents come in to sell the cattle, but RLX employs all staff and consult with all other stakeholders including producers.

They are also doing some interesting trials around spelling cattle prior to sale, with the correct feed rations. As a result this has seen some improved cattle yields, when compared with direct consignment to processors and feedlots. This has helped to encourage some larger producers to return to RLX run facilities.

### **Delivery Program Links**

Growing our Economy

EC1 Building on our Strengths

EC2.2 The Northern Rivers Livestock Exchange returns a profit to the community

**15.2 INSURANCE PROGRAM 2017/2018****Responsible Officer:**Deborah McLean (Manager Governance and Risk)

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**Report**

At the February 2017 Ordinary Meeting, Council resolved to enter into a three-year contract with AON Pty Ltd for Insurance Brokerage Services and Insurance Coverage.

In March 2017 Council entered into a three-year contract with AON Pty Ltd and commenced the renewal process for its insurance program for 2017/2018. The total cost for 2017/2018 is \$433,061.65 (exclusive GST), inclusive of insurance placement for 2017/2018, brokerage fees for 2017/2018 and a three-year risk program with AON's Risk Consulting Service for the period 2017/2020. This represents a saving of \$330,824 or 43.30 per cent on the cost of premiums and risk management services paid to Statewide Mutual in 2016/2017.

It should be noted that Workers' Compensation Insurance does not form part of the AON contract.

A summary of Council's 2017/2018 insurance program is as follows:

***Industrial Special Risks***

Industrial Special Risks includes Property Insurance and Business Interruption Insurance.

Property insurance reflects the estimated cost of reconstruction of property and includes all tangible property both real and personal, which Council owns, controls or is legally responsible for, and includes money. Council's 2017/2018 total insured property value is \$137,234,685.

Interruption insurance reflects loss resulting from the interruption of or interference with the Business caused by damage occurring during the period of insurance.

***Public Liability and Products Liability and Professional Indemnity***

General Liability provides compensation in respect of injury to any person, property damage, and advertising injury, which occurs as a result of an occurrence happening in connection with Council business or caused by any of Council's products.

Professional Indemnity provides compensation for loss for civil liability from any claim notified to the insurers during the period of insurance and arising from a breach of professional duty in the performance of professional services in the conduct of the Council's business.

***Commercial Motor Vehicle***

Council has a fleet of 240 vehicles. Fifty eight are comprehensively insured. The balance of Council's motor vehicle fleet is insured for Third Party Fire, Theft and Third Party Liability. The comprehensively insured vehicles comprise leased vehicles, high risk vehicles and lease back vehicles.

***Councillor and Officers Liability/Employment Practices Liability***

Councillors and Officers Liability covers individual Councillors and/or Officers and the Council for liability arising out of the individuals 'wrongful act' or 'breach of duty'.

Employment Practices Liability covers for and against wrongful termination, failure to promote, refusal to employ and/or demotion, harassment, including invasion of privacy, unlawful workplace harassment, unlawful discrimination or unlawful workplace bullying, defamation, libel and/or slander, damages and legal costs.

***Comprehensive Crime/Cyber, Privacy and Media Risks***

Crime covers loss of money or goods owned by the insured by an act of fraud or dishonesty.

Cyber includes cyber incident response, cybercrime, system damage and business interruption, network security and privacy liability, media liability, technology errors and omissions and court attendance costs relating to cybercrime.

***Council Community Liability***

Covers third party liability by reason of death or personal injury or loss of damage to property for the hire of Council owned or controlled facilities and uninsured performers, stallholders, artists, buskers, street stallholders, tutors and instructors.

***Group Personal Accident***

Provides lump sum and weekly benefits for accidental death or injury to employees of Council.

***Business Travel/Journey Accident***

Business travel provides for the payment of benefits in connection with a journey undertaken by an employee, or their accompanying spouses/partners and dependent children on a journey undertaken on the business of Council.

Journey accident provides for the payment of benefits in connection with a journey travelling to and from an employee's normal place of employment.

***Voluntary Workers***

Provides lump sum and weekly benefits for accidental death or injury to all voluntary workers of Council while actually engaged in voluntary work.

**Workers' Compensation Top-Up**

Provides lump sum and weekly benefits for accidental death or injury to nominated employees who are in receipt of salary in excess of the maximum amount of weekly earnings payable under the Workers Compensation Act.

**Carrier's Liability/Marine transit**

Carrier's Liability provides cover for Council's customers' cargo that is lost or damaged in transit.

Marine transit provides cover for loss or damage to property in transit by road for goods owned by Council and consists principally of books, video tapes, audio cassettes, music CDS, CD Roms and Library Computer equipment carried by the mobile library.

**Delivery Program Links**

Making Council Great

CS1 Leading and Advocating for our Community

CS1.2 Facilitate Council's compliance with legal and governance requirements including risk and insurance

**Budget Implications**

The 2017/2018 insurance program is within the allocated budget and represents savings of \$330,824 or 43.30 per cent on the 2016/2017 premiums.

**15.3 DISCLOSURE OF INTEREST - APPOINTMENT OF DESIGNATED PERSONS****Responsible Officer:**

Deborah McLean (Manager Governance and Risk)

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**Report**

Section 449(1) of the *Local Government Act 1993 (The Act)* provides that a councillor or designated person must complete and lodge with the General Manager, within three months after becoming a councillor or designated person, a return in the form prescribed by the *Local Government (General) Regulation 2005*.

The following is a newly appointed designated person position of Council:

- Environmental Health Officer

The disclosure for the above designated person position has been received. The disclosure is tabled for the information of Council and will be made available on request to any member of the public at Council's Casino Administration Office.

This report provides information to Council regarding the appointment of designated persons and fulfils Council's obligations under Section 449 of *The Act*.

### **Delivery Program Links**

Making Council Great

CS1 Leading and Advocating for our Community

CS1.2 Facilitate Council's compliance with legal and governance requirements, including risk and insurance

## **15.4 OUTCOMES OF GRANT FUNDING 2016/17 AND 2017/18 YEAR TO DATE**

### **Responsible Officer:**

Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

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### **Report**

This report provides details of the grant funds that Council applied for during the 2016/17 year and 2017/18 year to date.

In 2016/17 Council was successful with 13 of the 37 grant applications at a success rate of 35%, although there are still 13 application outcomes pending which equates to a further 35%. Council is also receiving \$1 million in funding from the Federal Government election promise for Woodburn-Coraki Road Reconstruction Works.

Year to date in 2017/18 Council has been successful with 5 of the 9 grant applications at a success rate of 56% although there are still 4 application outcomes pending which accounts for the remaining 45%. Council is also receiving \$7 million in funding from the NSW Government for additional works on the Northern Rivers Livestock Exchange (NRLX) upgrade project.

During the 2016/17 financial year:

- Council applied for \$8.662 million in funding
- Council had funding approved of \$5.888 million
- Council was successful in obtaining 68% of the grant funds applied for
- Council's contribution for these projects total \$5.405 million
- Successful grant funding of \$5.888 million has enabled Council to increase the impact of its contribution of \$5.405 by 109%

During the 2017/18 financial year to date:

- Council applied for \$18.935 million in funding (this includes \$11.642 million in natural disaster funding and \$7 million in funding from the NSW Government for the NRLX project)
- Council had funding approved for \$8.338 million
- Council has been successful in obtaining 44% of the grant funds applied for

### ***Successful Projects***

Council staff have strengthened the focus on grants by the organisation and in the community this year, increasing the scope and number of grant applications. This has led to some key successes in funding applications.

Grant funding continues to provide an important revenue stream for Council to deliver projects for our community.

### ***Grant Application Details***

The following table provides details of grant applications submitted.

Funding Name	Project Name and ID	Project Value (excl. GST)	Grant Amount (excl. GST)	Council / Other Contribution (excl. GST)	Successful
Community Building Partnership 2016	Playground Replacement at Woodburn Oval (10214)	\$31,170.00	\$15,000.00	\$16,170.00	Yes
Community Building Partnership 2016	Coraki Youth Hall Toilet Upgrade (10215)	\$99,478.00	\$49,739.00	\$49,739.00	No
Community Building Partnership 2016	Rappville Hall Toilet Upgrade (10216)	\$20,182.00	\$10,091.00	\$10,091.00	No
Tourism Demand-Driver Infrastructure Program	Woodburn Riverfront Master Plan (10217)	\$100,000.00	\$50,000.00	\$50,000.00	No
Active Transport Program	Summerland Way Shared Cycleway - Light St to Bennett St (10218)	\$200,000.00	\$200,000.00	\$ 0.00	Not yet known
Bush Fire Risk Mitigation and Resilience Grant Funding	Establish/ Enhance Aerial Firefighting Capability - Casino Air Base (10219)	\$40,000.00	\$40,000.00	\$ 0.00	Yes
Regional Capital – Arts NSW	Casino Civic Hall Restoration (10220)	\$120,000.00	\$60,000.00	\$60,000.00	No
Active Transport Program	Woodburn Street Shared Pathway Link (10221)	\$51,000.00	\$30,000.00	\$21,000.00	Not yet known
2017 NSW Seniors Festival Grants Program	Richmond Valley Seniors Week 2017 Program (10222)	\$3,220.00	\$1,650.00	\$1,570.00	No
Country Passenger Transport Infrastructure Grants Scheme	Reardons Lane Bus Shelter/ Footpath Program (10223)	\$14,000.00	\$14,000.00	\$ 0.00	Not yet known



Funding Name	Project Name and ID	Project Value (excl. GST)	Grant Amount (excl. GST)	Council / Other Contribution (excl. GST)	Successful
Sport & Recreation Infrastructure grant round 2016/17 (Clubgrants Category 3)	Woodburn Riverside Park Upgrade (10224)	\$746,931.00	\$746,931.00	\$ 0.00	No
Environmental Restoration and Rehabilitation	Richmond River Riparian Restoration in Coraki (10225)	\$117,777.00	\$100,000.00	\$17,777.00	Not yet known
Fixing Country Truck Washes	NRLX Truck Wash Upgrade (10226)	\$418,076.00	\$358,076.00	\$60,000.00	Yes
Building Resilience to Climate Change Grant Applications	Riverbank Resilience at Coraki (10227)	\$91,300.00	\$80,000.00	\$11,300.00	No
Building Resilience to Climate Change Grant Applications	Evans Head Storm Water Quality System Resilience (10228)	\$94,500.00	\$80,000.00	\$14,500.00	No
National Youth Week in NSW 2017	Youth Week 2017 (10229)	\$2,460.00	\$1,230.00	\$1,230.00	Yes
Public Library Infrastructure Grants 2016/17	Digital Promotions at Casino, Evans Head and Kyogle Libraries - Kyogle Library Submission (10230)	\$39,087.00	\$35,247.00	\$2,840.00	No
Public Library Infrastructure Grants 2016/17	Project Connect - Expansion of Internet Equipment Access at Casino, Evans Head and Kyogle Libraries - RUCRL Library Submission (10231)	\$129,589.00	\$113,243.00	\$16,346.00	Yes
Public Library Infrastructure Grants 2016/17	Makerspace for Creative Community Programs - Casino Library Submission (10232)	\$43,800.00	\$39,609.00	\$4,200.00	No
Circulate Civil Construction Market Program	Reuse of Concrete Wastes for Road Construction (10233)	\$27,665.00	\$27,665.00	\$ 0.00	No

Funding Name	Project Name and ID	Project Value (excl. GST)	Grant Amount (excl. GST)	Council / Other Contribution (excl. GST)	Successful
Aboriginal Environmental Health Officer Training Program	Aboriginal Environmental Health Officer Training (10234)	\$480,000.00 (\$80,000.00 per annum for 6 years)	\$240,000.00 (\$40,000.00 per annum for 6 years)	\$240,000.00 (\$40,000.00 per annum for 6 years)	Yes
Smart, Skilled and Hired Youth Employment - Program Implementation	Smart Skilled and Hired Youth Employment Program (10235)	Project value is equal to Council's entire YES program cost.	\$65,000.00 (\$16,250.00 over 4 years)	Council's YES program costs less the grant funding.	Not yet known
Future Towns Program	Casino Place Activation (10236)	\$50,000.00	\$50,000.00	\$ 0.00	Yes
Future Towns Program	Coraki Place Activation and Digital Readiness (10237)	\$50,000.00	\$50,000.00	\$ 0.00	Yes
Back to Business	Back to Business Week Event (10238)	\$5,000.00	\$5,000.00	\$ 0.00	Yes
Federal Funding Via an Election Promise	Woodburn-Coraki Road Reconstruction Works (10239)	\$2,000,000.00	\$1,000,000.00	\$1,000,000.00	Yes
Federal funding from Department of Infrastructure and Regional Development and NSW Government funding	Expansion of Northern Rivers Livestock Exchange, Casino Project (10240)	\$14,000,000.00	\$10,500,000.00	\$3,500,000.00	Yes
2016/17 Clubgrants Category 3 - Arts and Culture Infrastructure Grant Round	Casino Drill Hall Revitalisation (10241)	\$252,000.00	\$252,000.00	\$ 0.00	Not yet known
Building Better Regions Fund Infrastructure Projects Stream	Woodburn Riverside Precinct Upgrade (10242)	\$1,510,000.00	\$700,000.00	\$810,000.00	Yes
Public Reserves Management Fund Program	Casino Showground Master Plan (10243)	\$24,960.00	\$24,960.00	\$ 0.00	Not yet known
Regional Growth - Environment and Tourism Fund	Woodburn Riverside Tourism Precinct (10244)	\$1,556,000.00	\$856,000.00	\$700,000.00	Not yet known
Indigenous Advancement Strategy - National Reconciliation Week 2017	Richmond Valley Reconciliation Week Ball and Awards (10245)	\$6,000.00	\$5,000.00	\$1,000.00	Yes

Funding Name	Project Name and ID	Project Value (excl. GST)	Grant Amount (excl. GST)	Council / Other Contribution (excl. GST)	Successful
Australia's Legendary Capital 2017	Australia's Legendary Capital 2017 (10246)	\$2,500.00	\$2,500.00	\$ 0.00	Not yet known
Elsa Dixon Aboriginal Employment Program	Elsa Dixon Aboriginal Employment Program – School Based Element x 5 (10247)	\$50,000.00	\$50,000.00	\$ 0.00	Yes
Social Housing Community Improvement Fund 2017 - Round Three	Accessible Carousel for Crawford Square (10248)	\$45,235.00	\$40,235.00	\$5,000.00	Not yet known
Social Housing Community Improvement Fund 2017 - Round Three	Indoor Rock Climbing Wall for Casino Indoor Sports Stadium (10249)	\$45,400.00	\$45,400.00	\$ 0.00	Not yet known
Investing in Women Funding Program	Try a Trade Week and Women's Leadership Training (10250)	\$24,726.00	\$16,900.00	\$7,826.00	Not yet known
Regional Growth – Marketing and Promotion	Promoting the Richmond Valley: Attracting New Business and Skilled Workers (10251)	\$20,000.00	\$15,000.00	\$5,000.00	Not yet known
The Country Arts Support Program	Masterpieces of Junk (10252)	\$7,550.00	\$4,000.00	\$3,550.00	Not yet known
Safer Roads Program	Mongogarrie Road Safety Works (10253)	\$28,100.00	\$28,100.00	\$ 0.00	Not yet known
Safer Roads Program	Broadheads Road and Mongogarrie Road Safety Works (10254)	\$35,900.00	\$35,900.00	\$ 0.00	Not yet known
Safer Roads Program	Broadheads Road and Mongogarrie Road Safety Works (10255)	\$213,400.00	\$213,400.00	\$ 0.00	Not yet known
Natural Disaster Funding	Flood Event of 12 March 2017 Restoration Works (10256)	\$3,784,619.00	\$3,755,619.00	\$29,000.00	Not yet known
Natural Disaster Funding	Flood Event of 12 March 2017 Emergency Works (10257)	\$123,755.00	\$123,755.00	\$ 0.00	Not yet known

Funding Name	Project Name and ID	Project Value (excl. GST)	Grant Amount (excl. GST)	Council / Other Contribution (excl. GST)	Successful
Natural Disaster Funding	Flood Event of 28 March 2017 Restoration Works (10258)	\$7,726,567.00	\$7,697,567.00	\$29,000.00	Not yet known
Natural Disaster Funding	Flood Event of 28 March 2017 Restoration Works (10259)	\$65,648.00	\$65,648.00	\$0.00	Not yet known

## Delivery Program Links

Making Council Great  
CS2 Great Support  
CS2.5 Financial Services

## Budget Implications

All Council funding required regarding the grants in this report has been included in Council's budget.

## 15.5 GRANT APPLICATION INFORMATION - JULY 2017

### Responsible Officer:

Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

## Report

This report provides information on grant applications that have been approved, grants that have been received, grant applications that were unsuccessful and grant applications submitted for the month of July 2017.

Four grant projects were partially approved although Council didn't receive any funding during the reporting period. Council wasn't notified as being unsuccessful with any grant applications and applied for eight new grants during July 2017. The details of these grants are provided below:

### ***Grants that have been approved***

#### *Reardons Lane Bus Shelter/Footpath*

Project ID	10223
Funding Body	Transport for NSW
Funding Name	Country Passenger Transport Infrastructure Grants Scheme
Government Level	State
Project Value (excl GST)	\$10,000.00
Grant Amount (excl GST)	\$10,000.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	20 September 2016

Comment (if required)	Original application sought \$14,000.00 in grant funds although only \$10,000.00 has been awarded by CPTIGS.
Date Approved	21 July 2017

**Flood Event of 12 March 2017 Restoration Works**

<b>Project ID</b>	<b>10256</b>
Funding Body	Roads and Maritime Services
Funding Name	Natural Disaster Funding
Government Level	State
Project Value (excl GST)	\$3,784,619.00
Grant Amount (excl GST)	\$3,755,619.00
Council/Other (excl GST)	\$ 29,000.00
Date Application Submitted	Various
Comment (if required)	At this stage \$899,153.00 of funding has been approved by RMS. The total funding project submitted consists of \$2,292,437.00 Local Roads component, \$1,348,631.00 Regional Roads component and \$143,551.00 Crown Roads component.
Date Approved	July 2017

**Flood Event of 28 March 2017 Restoration Works**

<b>Project ID</b>	<b>10258</b>
Funding Body	Roads and Maritime Services
Funding Name	Natural Disaster Funding
Government Level	State
Project Value (excl GST)	\$7,726,567.00
Grant Amount (excl GST)	\$7,697,567.00
Council/Other (excl GST)	\$ 29,000.00
Date Application Submitted	Various
Comment (if required)	At this stage \$249,640.00 of funding has been approved by RMS. The total funding project submitted consists of \$3,303,846.00 Local Roads component and \$4,422,721.00 Regional Roads component.
Date Approved	July 2017

**Expansion of Northern Rivers Livestock Exchange, Casino Project**

<b>Project ID</b>	<b>10259</b>
Funding Body	NSW Government
Funding Name	TBA
Government Level	State
Project Value (excl GST)	\$7,000,000.00
Grant Amount (excl GST)	\$7,000,000.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	N/A
Comment (if required)	This funding was announced by the NSW Premier Gladys Berejiklian and alongside the previous grant funding project 10240 takes the total project value to \$14,000,000.00 over the 2 projects.
Date Approved	25 July 2017

***Grant Applications Submitted*****Masterpieces of Junk**

<b>Project ID</b>	<b>10252</b>
Funding Body	Regional Arts NSW
Funding Name	The Country Arts Support Program
Government Level	State
Project Value (excl GST)	\$7,550.00
Grant Amount (excl GST)	\$4,000.00
Council/Other (excl GST)	\$3,550.00
Date Application Submitted	27 July 2017
Comment (if required)	N/A

**Mongogarie Road Safety Works**

<b>Project ID</b>	<b>10253</b>
Funding Body	Roads and Maritime Services
Funding Name	Safer Roads Program
Government Level	State
Project Value (excl GST)	\$28,100.00
Grant Amount (excl GST)	\$28,100.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	31 July 2017
Comment (if required)	N/A

**Broadheads Road and Mongogarie Road Safety Works**

<b>Project ID</b>	<b>10254</b>
Funding Body	Roads and Maritime Services
Funding Name	Safer Roads Program
Government Level	State
Project Value (excl GST)	\$35,900.00
Grant Amount (excl GST)	\$35,900.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	31 July 2017
Comment (if required)	N/A

**Broadheads Road and Mongogarie Road Safety Works**

<b>Project ID</b>	<b>10255</b>
Funding Body	Roads and Maritime Services
Funding Name	Safer Roads Program
Government Level	State
Project Value (excl GST)	\$213,400.00
Grant Amount (excl GST)	\$213,400.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	31 July 2017
Comment (if required)	N/A

*Flood Event of 12 March 2017 Restoration Works*

<b>Project ID</b>	<b>10256</b>
Funding Body	Roads and Maritime Services
Funding Name	Natural Disaster Funding
Government Level	State
Project Value (excl GST)	\$3,784,619.00
Grant Amount (excl GST)	\$3,755,619.00
Council/Other (excl GST)	\$ 29,000.00
Date Application Submitted	Various
Comment (if required)	Funding consists of \$2,292,437.00 Local Roads component, \$1,348,631.00 Regional Roads component and \$143,551.00 Crown Roads component.

*Flood Event of 12 March 2017 Emergency Works*

<b>Project ID</b>	<b>10257</b>
Funding Body	Roads and Maritime Services
Funding Name	Natural Disaster Funding
Government Level	State
Project Value (excl GST)	\$123,755.00
Grant Amount (excl GST)	\$123,755.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	Various
Comment (if required)	N/A

*Flood Event of 28 March 2017 Restoration Works*

<b>Project ID</b>	<b>10258</b>
Funding Body	Roads and Maritime Services
Funding Name	Natural Disaster Funding
Government Level	State
Project Value (excl GST)	\$7,726,567.00
Grant Amount (excl GST)	\$7,697,567.00
Council/Other (excl GST)	\$ 29,000.00
Date Application Submitted	Various
Comment (if required)	Funding consists of \$3,303,846.00 Local Roads component and \$4,422,721.00 Regional Roads component.

*Flood Event of 28 March 2017 Emergency Works*

<b>Project ID</b>	<b>10259</b>
Funding Body	Roads and Maritime Services
Funding Name	Natural Disaster Funding
Government Level	State
Project Value (excl GST)	\$65,648.00
Grant Amount (excl GST)	\$65,648.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	Various
Comment (if required)	N/A

**Delivery Program Links**

Making Council Great

CS2 Great Support

CS2.12 Examine all revenue and expenditure reduction opportunities within legislative powers

**Budget Implications**

All Council funding required regarding the grants in this report has been included in Council's budget.

**15.6 LOCAL GOVERNMENT PROCUREMENT RVC VP 76779 - SUPPLY AND DELIVERY OF ROAD MAINTENANCE TRUCK****Responsible Officer:**

Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

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**Report**

Council has sought quotes from Local Government Procurement (Vendor Panel) for the Supply and Delivery of one 6x4 Road Maintenance Truck. The requirement was for a diesel powered, cab over, fully automatic truck capable of sealing prepared surfaces of varying widths and materials.

Clause 163 of Local Government (General) Regulation 2005 stipulates that Local Government Procurement Partnership is a prescribed provider. This means Council does not need to go to tender or approve procurement for goods or services when quotes are sought and purchases are made from Local Government Procurement (Vendor Panel).

Quotes were received from the following companies:

- Paveline International
- Ausroads Jet Master Trucks

These two suppliers are currently the only two companies that manufacture this type of vehicle. Council currently operates a similar vehicle which is the vehicle due for replacement.

Paveline International was the successful supplier. The vehicle offered was not only the most advantageous in relation to price but this vehicle also displayed better whole of life costings and hourly charge out rate, when the calculations were completed.



**Delivery Program Links**

Making Council Great

CS2 Great Support

CS2.15 To sustainably and strategically manage Council's fleet program

**Budget Implications**

Council has an estimated replacement value for the existing vehicle of \$400,000.00 in the ten-year plant replacement plan. This vehicle has been budgeted for replacement in the current financial year. The quoted price for replacement from Paveline International is \$383,841.00 exclusive of GST. It is also estimated that the existing vehicle will sell at auction for approximately \$70,000.00 excluding GST.

Council has purchased a replacement road maintenance truck from Paveline International for \$383,841.00 exclusive of GST. The quote from Paveline International offered the best value for Council, along with better whole of life costing and hourly charge out rate.

**15.7 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2017****Responsible Officer:**

Andrew Hanna (Manager Development and Environment)

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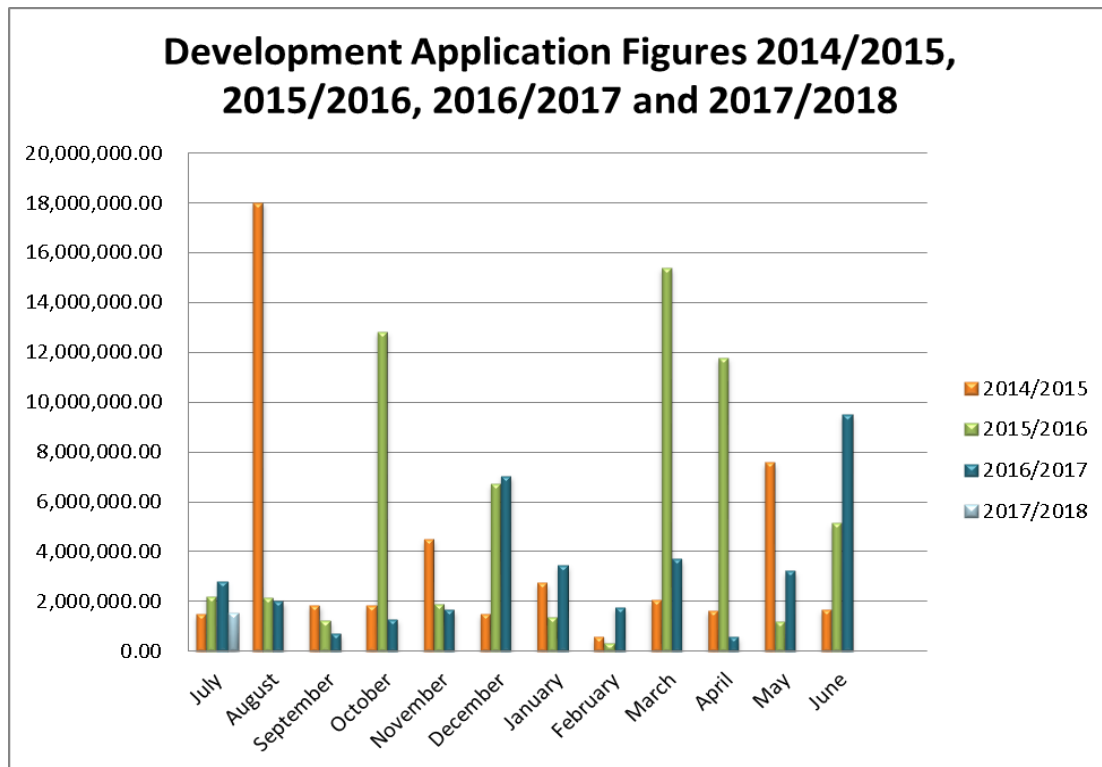
**Report**

This report provides a summary of development activity on a monthly basis. All Development Applications determined in the month are outlined in this report, including Section 96 approvals, applications that are refused and withdrawn, and applications with no development value such as subdivisions.

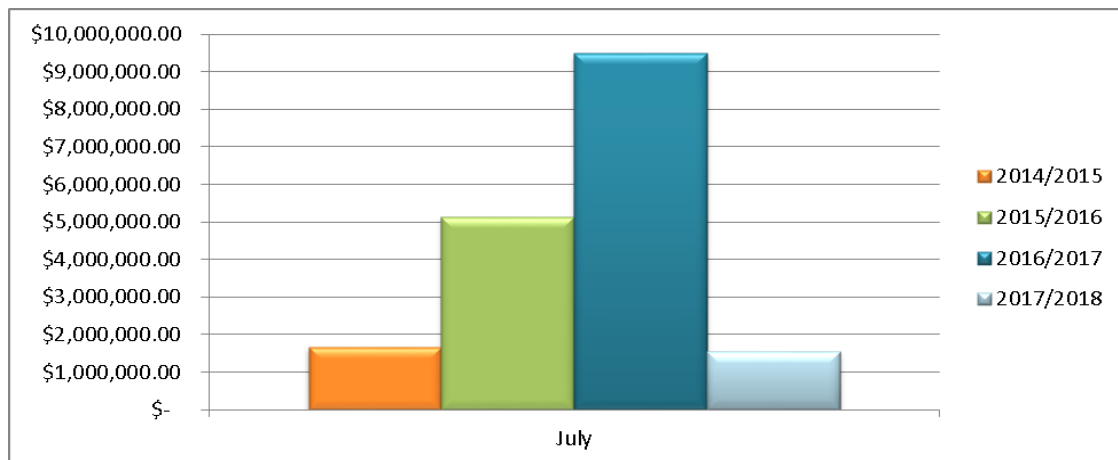
Council receives a weekly summary of the status of applications (including all received). Council notifies all determinations of Development Applications in the local newspaper pursuant to Clause 101 of the Environmental Planning and Assessment Act 1979 (as amended) on a monthly basis.

The total number of Development Applications and Complying Development Applications determined within the local government area for the period 1 July 2017 to 31 July 2017 was 28, with a total value of \$1,538,780.00.

In order to provide a better understanding of the value of Development Consents issued by Council over a 12 month period, a graph is set out below detailing this information.



The following graph provides a closer look at the value of Development Consents issued by Council for the reporting month of July.



### Activity for the month of July

General Approvals (excluding Subdivisions, Section 96s)	22
Section 96 amendments to original consent	5
Subdivision	1
Refused	0
Withdrawn	0
Complying Development (Private Certifier Approved)	0
<b>TOTAL</b>	<b>28</b>

### Delivery Program Links

Growing our Economy

EC1 Driving Economic Growth

EC1.6 Improved customer satisfaction with the DA process

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 July 2017 to 31 July 2017							
Application ID	Applicant	Owners	Location	Parcel Description	Development	Determination Date	Estimated Cost
DA2017/0186	Newton Denny Chapelle	Mr C J Cusack Mrs M Y L Cusack	Rileys Hill Road, Rileys Hill	Lot 4 DP 771702	Boundary Adjustment to Create Two (2) Lots being Lot 1 (9.367Ha) and Lot 2 (3.8Ha)	4/07/2017	\$ -
DA2017/0208	Richmond Valley Building Design	Mrs H C Todd Mr S A Todd	3 Ocean Street, Evans Head	Lot 508 DP 755624	Conversion of Residence to Dual Occupancy, Additional Carport and Strata Subdivision	20/07/2017	\$ 45,000.00
DA2017/0216	Newton Denny Chapelle	Mr A Simeoni Mr J Simeoni Mr P A Simeoni Mrs L C Parker	1178 Barker Street, Casino	Lot 5 DP 234102	Change of Use to Medical Centre	18/07/2017	\$ 25,150.00
DA2017/0220	DA & D S Allen	Mr D S Allen Ms D A Allen	31 Ironbark Place, Naughtons Gap	Lot 6 DP 1176405	Dwelling	4/07/2017	\$ 343,000.00
DA2012/0189.01	Hayes Building Consultancy	Mr R J Grissell	20 Wirraway Avenue, Evans Head	Lot 3 DP 258447	Dwelling Alterations/Additions	21/07/2017	\$ -
DA2017/0223	AGS Commercial Pty Ltd	Mrs M A McIlveen	40 Queensland Road, Casino	Lot 8 DP 236721	Shed, Carport and Concrete Works	3/07/2017	\$ 19,500.00
DA2017/0230	5 Barker Street Pty Ltd CJ, MM & SA George	Mr S A George Mrs M M George Mr C J George 5 Barker Street Pty Ltd	143 Johnston Street, Casino	Lot 1 DP 1194099	Alterations and Additions to Existing Commercial Premises	5/07/2017	\$ 20,000.00
DA2017/0232	JTA & NM Oomen	Mr J T A Oomen Mrs N M Oomen	26 Canterbury Street, Casino	Lot A DP 374440	Resited Dwelling	5/07/2017	\$ 70,000.00
DA2017/0118.01	JC & LP Manning	Mrs L P Manning Mr J C Manning	145 Myrtle Forest Road, Myrtle Creek	Lot 6 DP 264440	Section 96 Modification to Dwelling & Carport	4/07/2017	\$ -
DA2017/0234	Sarwood Timbers Pty Ltd	Mr A F McDonald	3 View Street, Fairy Hill	Lot 4 DP 788397	Shed with Bathroom	4/07/2017	\$ 58,090.00
DA2017/0235	EM Leeson-Cooper JR Cooper	Mrs E M Leeson-Cooper Mr J R Cooper	11 Zinnia Court, Fairy Hill	Lot 4 DP 1083470	New Garage	19/07/2017	\$ 19,800.00
DA2017/0236	PJ Ford	Ms P J Ford	17 Ivory Circuit, Casino	Lot 7 DP 1201423	Dwelling	20/07/2017	\$ 330,000.00
DA2017/0237	CR Oag	Ms C R Oag	112 Hotham Street, Casino	Lot 4 Sec 1 DP 17178	Demolition of Existing Shed and Construction of New Shed	24/07/2017	\$ 10,000.00
DA2017/0238	AJ & CA Summers	Mrs C A Summers Mr A J Summers	38 Convent Parade, Casino	Lot 8 DP 391571	Carport	13/07/2017	\$ 9,900.00
DA2017/0239	BA Lee KJ Evans	Mr B A Lee Miss K J Evans	199 Reardons Lane, Swan Bay	Lot 14 DP 1087247	Storage Shed and Farm Shed	19/07/2017	\$ 19,900.00
DA2017/0242	AW Towell	Ms A W Towell	78 Hotham Street, Casino	Lot 2 DP 16878	Shed	19/07/2017	\$ 14,110.00
DA2017/0243	SM & SN Wheeler	Mr S N Wheeler Mrs S M Wheeler	12-18 Country Lane, Casino	Lot 210 DP 789978	Shed	27/07/2017	\$ 19,800.00
DA2017/0245	Newton Denny Chapelle	RSM Properties Pty Ltd	89 North Street, Casino	Lot 21 DP 12626	Demolition of existing dwelling and shed	20/07/2017	\$ 25,000.00

DA2017/0246	Newton Denny Chapelle	Mrs J Kruse	25 Hickey Street, Casino	Lot 34 DP 31850	Resited Dwelling	24/07/2017	\$ 120,000.00
DA2017/0247	Newton Denny Chapelle	Mrs J Kruse	23 Hickey Street, Casino	Lot 33 DP 31850	Resited Dwelling	24/07/2017	\$ 120,000.00
DA2017/0248	Newton Denny Chapelle	Mrs J Kruse	21 Hickey Street, Casino	Lot 32 DP 31850	Resited Dwelling	24/07/2017	\$ 120,000.00
DA2017/0250	Northern Rivers Pools	Mrs C A Williams	32 Cassia Street, Evans Head	Lot 27 DP 806937	Fibreglass Pool	13/07/2017	\$ 48,130.00
DA2017/0191.01	Hayes Building Consultancy	Ms S J Wilson	66 Heath Street, Evans Head	Lot 18 Sec 34 DP 758403	Demolition of Existing Dwelling, Construction of Dual Occupancy and Variation to Development Control Plan 2015	7/07/2017	\$ -
DA2017/0251	SJ Litchfield	Ms S J Litchfield	23 Cashmore Lane, Evans Head	Lot C DP 390937	Fibreglass Pool	25/07/2017	\$ 40,000.00
DA2016/0102.01	BP & EM Wenzel	Mr B P Wenzel Mrs E M Wenzel	43 Jersey Drive, North Casino	Lot 14 DP 1061945	Shed	19/07/2017	\$ -
DA2018/0001	AL & BW Watson	Mr B W Watson Mrs A L Watson	7 Heathwood Place, North Casino	Lot 10 DP 1132283	Room Addition and Patio	26/07/2017	\$ 46,000.00
DA2017/0141.01	Mettricon Homes QLD Pty Ltd	Mr S C Sharp Ms F F Swanbrough	5 Tullarook Grove, Spring Grove	Lot 4 DP 867422	Dwelling	26/07/2017	\$ -
CDC2018/0001	Trueline Patios & Extensions Northern Rivers	RA Scott SJCoss	8 Woodside Grove, Casino	Lot 61 DP 263435	Patio	17/07/2017	\$ 15,400.00

**16 QUESTIONS ON NOTICE**

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Nil.

**17 QUESTIONS FOR NEXT MEETING (IN WRITING)**

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Nil.

**18 MATTERS REFERRED TO CLOSED COUNCIL**

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**Set out below is section 10A(2) of the *Local Government Act 1993* in relation to matters which can be dealt with in a closed part of a meeting.**

The matters and information are the following:

- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) commercial information of a confidential nature that would, if disclosed:
  - (i) prejudice the commercial position of the person who supplied it, or
  - (ii) confer a commercial advantage on a competitor of the council, or
  - (iii) reveal a trade secret
- (e) information that would, if disclosed, prejudice the maintenance of law
- (f) matters affecting the security of the council, councillors, council staff or council property
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege
- (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) alleged contraventions of any code of conduct requirements applicable under section 440.

In accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*, the following business is of a kind as referred to in section 10A(2) of the Act and should be dealt with in a part of the meeting closed to the media and public.

**18.1 FINANCIAL HARDSHIP APPLICATION - PROPERTY IDS 146415 / 124940 / 135455****Reason for Confidentiality**

This matter is classified CONFIDENTIAL under section 10A(2)(b) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

- (b) the personal hardship of any resident or ratepayer.

This matter is classified confidential because it contains personal matters relating to the hardship of a ratepayer.

It is not in the public interest to reveal the personal details of a ratepayer's financial position and private matters.

**RECOMMENDATION**

Recommended that:

1. Council resolve into Closed Council to consider the business identified in Item 18.1, together with any late reports tabled at the meeting.
2. Pursuant to section 10A(1)-(3) of the *Local Government Act 1993*, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above.
3. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993*.

*Section 10A(4) of the Local Government Act 1993 provides that members of the public be allowed to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.*

*In addition, Council's Code of Meeting Practice provides for any written representations to be read to the meeting by the General Manager.*

The General Manager reported that no written representations had been received in respect to the items listed for consideration in Closed Council.

The Mayor called for verbal representations from the gallery.

There were no representations from the gallery.

**150817/ 19 RESOLVED** (Cr Simpson/Cr Hayes)

That:

1. Council resolve into Closed Council to consider the business identified in Item 18.1, together with any late reports tabled at the meeting.
2. Pursuant to section 10A(1)-(3) of the *Local Government Act 1993*, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above.
3. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993*.

FOR VOTE - All Council members voted unanimously.

Council closed its meeting at 6.56pm. The public and media left the Chamber.

The Open Council Meeting resumed at 6.58pm.

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**19 RESOLUTIONS OF CLOSED COUNCIL**

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The following resolution of Council, passed while the meeting was closed to the public, was read to the Open Council Meeting by the General Manager.

**18.1 FINANCIAL HARDSHIP APPLICATION - PROPERTY IDs 146415 / 124940 / 135455**

That:

1. Council refuse the Financial Hardship Application for Property IDs 146415 / 124940 / 135455.
2. Council advise the applicant in writing of its decision.

The Meeting closed at 6.59pm.

**CONFIRMED - 19 September 2017**

**CHAIRMAN**