

Richmond
Valley
Council



Minutes

Ordinary Meeting

Tuesday, 15 November 2016

Table of Contents

PRESENT	1
1 ACKNOWLEDGEMENT OF COUNTRY	1
2 PRAYER.....	1
3 PUBLIC ACCESS AND QUESTION TIME	1
4 APOLOGIES	3
5 MAYORAL MINUTE.....	3
6 CONFIRMATION OF MINUTES.....	3
6.1 Ordinary Meeting Minutes - Tuesday, 25 October 2016.....	3
7 MATTERS ARISING OUT OF THE MINUTES.....	4
8 DECLARATION OF INTERESTS.....	4
9 PETITIONS.....	4
10 NOTICES OF MOTION	4
10.1 Notice of Motion (Cr Robert Hayes) - Possible artificial hockey playing surface Windsor Park Coraki.....	4
11 MAYOR’S REPORT	5
11.1 Mayor's Attendances - 19 October to 6 November 2016	5
12 DELEGATES’ REPORTS	6
12.1 Delegate's Report submitted to the November 2016 Ordinary Meeting	6
13 MATTERS DETERMINED WITHOUT DEBATE	9
14 MATTERS FOR DETERMINATION.....	9
14.1 Internal Audit Committee.....	9
14.2 Payment of Expenses and Provision of Facilities to Councillors Policy.....	10

14.3	2015/2016 Richmond Valley Council Financial Statements	10
14.4	Quarterly Budget Review of Richmond Valley Council as at 30 September 2016	10
14.5	Financial Analysis Report - October 2016.....	10
14.6	Section 356 Financial Assistance Grants.....	10
14.7	Tender RVC735629 - Provision of Legal Services	10
14.8	Tender RVC339.16 - Casino Library Internal Fitout	10
14.9	Proposed Local Emergency Management Committee (LEMC) amalgamation between Richmond Valley, Lismore City and Kyogle Councils	10
14.10	Shark Management Strategy - Shark Net Trial	10
14.11	Transfer of Crown Road to Council Control - Endries Lane Tatham.....	10
15	MATTERS FOR INFORMATION.....	10
15.1	Grant Application Information - October 2016	10
15.2	Development Applications determined under the Environmental Planning and Assessment Act for the period 1 October 2016 to 31 October 2016	10
16	QUESTIONS ON NOTICE.....	10
17	QUESTIONS FOR NEXT MEETING (IN WRITING).....	10
18	MATTERS REFERRED TO CLOSED COUNCIL.....	10
19	RESOLUTIONS OF CLOSED COUNCIL.....	10

**MINUTES OF THE ORDINARY MEETING OF RICHMOND VALLEY COUNCIL,
HELD IN THE COUNCIL CHAMBERS, CNR WALKER STREET AND GRAHAM
PLACE, CASINO, ON TUESDAY, 15 NOVEMBER 2016 AT 5.00 P.M.**

PRESENT

Crs Robert Mustow (Mayor), Sam Cornish, Robert Hayes, Sandra Humphrys, and Steve Morrissey.

Vaughan Macdonald (General Manager), Simon Adcock (Chief Operating Officer), 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

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

The meeting opened with a prayer by the General Manager.

3 PUBLIC ACCESS AND QUESTION TIME

**3.1 PUBLIC ACCESS – MR GEORGE WAGENER - ITEM 14.11 -
TRANSFER OF CROWN ROAD TO COUNCIL CONTROL – ENDRIES
LANE TATHAM**

Mr Wagener addressed the meeting in support of the proposed transfer to Council's control of the portions of Crown road reserve located at the southern end of Endries Lane, Tatham (one section being on the northern side of Lots 125 and 126 DP 755634 and the second section running adjacent to the western side of Lot 126 DP 755634). Mr Wagener also encouraged Council to consider taking control of the remaining Crown road to the north of Murphys Road which would provide total access from low flood land to Fogwells Road.

The Mayor thanked Mr Wagener for his presentation.

3.2 PUBLIC ACCESS – MS LIZ STOPS – ITEM 14.5 – FINANCIAL ANALYSIS REPORT – OCTOBER 2016

Ms Stops made reference to the comment regarding staff assessing the difference between investing with financial institutions which do not invest in the fossil fuel industry and those that do and provided an update of the current state of divestment of local government bodies in Australia based on information compiled from a recently formulated Wikipedia site.

The Mayor thanked Ms Stops for her presentation.

3.3 QUESTION – MS LIZ STOPS

Ms Stops asked her question as follows:

"Enova Energy is a community owned power company that was launched in Northern NSW in 2016 after a successful share issue was offered, principally to Northern Rivers residents, in late 2015. Enova conducts business within the Essential Energy network and offers a range of different power supply plans. The company actively promotes renewable energy and employs locals in all its enterprises, including well informed telephone operators to field enquiries. Myself and more than 1000 other households and businesses have become Enova customers since May 2016. According to the Enova website, www.enovaenergy.com.au, in the Northern rivers approximately \$300 million a year is spent on electricity. Buying power through this local company could return as much as \$80 million a year to the region.

My question to council is would Councillors and relevant Council staff consider examining the options provided by Enova for power supply with a view to potentially switching providers?"

The General Manager advised that Council currently tenders in the following categories for the supply of electricity; there are large contestable sites and unmetered sites which includes our street lighting and also small contestable sites. The annual spend for the large contestable sites is approximately \$500,000 and the annual spend for the small contestable sites is approximately \$300,000. Under the Local Government Act and the Regulation Council must tender for goods and services for any contract where the expenditure is close to or greater than \$150,000. Therefore, Council could use Enova Energy as its electricity provider as long as Enova Energy tender at the next opportunity and, as part of that tender process, that they are assessed as the most favourable tenderer. The timeframes for Council's current contracts are as follows - the large contestable sites expires in April 2017 and the small contestable sites in 2018 with an option, where performance is satisfactory, for this contract to be extended to 2020.

With respect to Ms Stops' comments on the financial analysis report, the General Manager advised that Council staff are working on preparing a report for the December meeting. At this stage, the information available is that of Council's current investment portfolio of around \$30 million, \$9 million of it is currently with

organisations that are deemed socially responsible investment institutions, \$7.2 million is with institutions that aren't and Council is currently waiting on advice as to whether Treasury Corporation is deemed a socially responsible investment institution. At the moment Council has about \$16.5 million with Treasury Corporation. In summary, around a third of Council's portfolio is already with socially responsible institutions, Council is awaiting advice regarding the Treasury Corporation and \$7.2 million is invested with other institutions.

4 APOLOGIES

Apologies were tendered on behalf of Cr Lyons and Cr Simpson

151116/ 1 RESOLVED (Cr Morrissey/Cr Hayes)

That such apologies be accepted and leave of absence granted.

FOR VOTE - All Council members voted unanimously.
ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

5 MAYORAL MINUTE

Nil.

6 CONFIRMATION OF MINUTES

6.1 ORDINARY MEETING MINUTES - TUESDAY, 25 OCTOBER 2016

A copy of the Minutes of the Ordinary Meeting, held on Tuesday, 25 October 2016, was distributed with the Business Paper.

RECOMMENDATION

Recommended that the Minutes of the Ordinary Meeting, held on Tuesday, 25 October 2016, be taken as read and confirmed as a true record of proceedings.

151116/ 2 RESOLVED (Cr Humphrys/Cr Hayes)

That the Minutes of the Ordinary Meeting, held on Tuesday, 25 October 2016, be taken as read and confirmed as a true record of proceedings.

FOR VOTE - All Council members voted unanimously.
ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

7 MATTERS ARISING OUT OF THE MINUTES

Nil.

8 DECLARATION OF INTERESTS

Nil.

9 PETITIONS

Nil.

10 NOTICES OF MOTION

10.1 NOTICE OF MOTION (CR ROBERT HAYES) - POSSIBLE ARTIFICIAL HOCKEY PLAYING SURFACE WINDSOR PARK CORAKI

Cr Hayes submitted the following Notice of Motion.

Notice of Motion

That:

1. Council staff investigate and report back to Council the possible impacts on infrastructure and current and future users of this ground if Council allows the Coraki Hockey Club to source finance and construct an artificial playing surface at this venue.
2. If the impacts are feasible, what can Council do to support this project.

151116/ 3 RESOLVED (Cr Hayes/Cr Cornish)

That:

1. Council staff investigate and report back to Council the possible impacts on infrastructure and current and future users of this ground if Council allows the Coraki Hockey Club to source finance and construct an artificial playing surface at this venue.
2. If the impacts are feasible, what can Council do to support this project.

FOR VOTE - All Council members voted unanimously.
ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

11 MAYOR'S REPORT

11.1 MAYOR'S ATTENDANCES - 19 OCTOBER TO 6 NOVEMBER 2016

RECOMMENDATION

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

151116/ 4 RESOLVED (Cr Mustow/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

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.

October 2016

- 19 October - Rous Water meeting
- 20 October - Emergency Services Forum
- 24 October - Northern Co-operative Meat Company AGM
- 25 October - RFS Cadets Graduation Ceremony
- 25 October - Resident meeting
- 25 October - Ordinary Council meeting
- 26 October - Casino and District Historical Society Inc. meeting
- 27 October - Signature Projects Night at Evans Head
- 29 October - One Voice Community Choir evening
- 31 October - Uniting Care Casino Transport Team meeting

November 2016

- 1 November - Melbourne Cup Luncheon Casino RSM
- 2 November - Resident meeting
- 2 November - Resident meeting
- 2 November - Councillor Information Session
- 3 November - Coraki Listening Tour
- 4 November - NOROC meeting
- 4 November - Year 12 Graduation ceremony Evans River K-12
- 5 November - Year 12 Graduation ceremony St Mary's
- 6 November - Shark nets trial information booth Evans Head

Northern Rivers Regional Organisation of Councils (NOROC) meeting report

The Mayor and the General Manager attended this meeting in Ballina with items on the agenda including:

- Joint Organisation briefing by the Department of Premier and Cabinet
- Presentation by the Chair and Executive Officer from the Namoi Joint Organisation which was a pilot Joint Organisation. Their challenges and successes were outlined with examples provided of benefits for their region.
- Byron Shire Council sought support for the Boomerang Festival which is being planned for 2017 and aims “to become the foremost indigenous arts and cultural festival in the world”.
- The next meeting will be held on Friday, 18 November to enable the election of the President as this was unable to proceed due to Tweed Shire Council not having a Mayor at the time of the NOROC meeting due to their election being delayed.

12 DELEGATES' REPORTS

12.1 DELEGATE'S REPORT SUBMITTED TO THE NOVEMBER 2016 ORDINARY MEETING

RECOMMENDATION

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

151116/ 5 RESOLVED (Cr Humphrys/Cr Mustow)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

Report

Council delegates are required to report on meetings/forums attended on Council's behalf.

The following information has been provided in regard to meetings/functions attended by Councillors.

Rous County Council Meeting 19 October 2016

Cr Robert Mustow and Cr Sandra Humphrys have provided the attached summary of the main items of business for Rous County Council Meeting held on 19 October 2016.



Summary of main items of business for Rous County Council meeting 19 October 2016

1. Election of chair and deputy chair

Elections were held for the positions of chair and deputy chair which resulted in Cr Robert Mustow elected as chair and Cr Keith Williams as deputy chair for the ensuing 12 months.

2. Reconciliation Action Plan Advisory Group: appointment of councillor member as chair

Councillor Vanessa Ekins was appointed to the position of chair and Cr Robert Mustow as alternate chair (in the absence of Cr Ekins).

3. Risk and Audit Committee: appointment of councillor members

Councillor Darlene Cook was appointed to the primary member position and Cr Keith Williams as the alternate. The term of appointment is two years.

4. Council meeting schedule 2017

Council determined its meeting schedule for the balance of 2016 and for 2017 with meetings to be held at 1.30pm at the Rous Water Administration Centre on:

2016	- 16 November	- 21 December	
2017	- 15 February 2017	- 15 March 2017	- 19 April 2017
	- 17 May 2017	- 21 June 2017	- 16 August 2017
	- 20 September 2017	- 18 October 2017	- 15 November 2017
	- 20 December 2017		

5. Re-vote of budget allocations from 2015/16

Council resolved to reinstate budget allocations for the three county councils. The total carryover was \$3.9M including the former Far North Coast County Council and Richmond River County Council. This figure included unexpended specific purpose grants, capital allocations and some operating allocations.

6. Annual Financial reports and Auditor's report for the year ending 30 June 2016

Council's external auditor presented on the financial results for 2015/16. The reports were endorsed and are now being advertised for public comment.

Council remains in a sound financial position with cash and investments at satisfactory levels to ensure that all current liabilities can be met when they fall due.

The Financial reports will be resubmitted to Council in November following public consultation.

7. Information reports**i). Investments – August/September 2016**

This report outlined all Council's investments and borrowings as at August/September 2016. As at 30 September 2016, investments totalled \$29,915,201 with a return of 2.73%.

i). Water production and usage – August/September 2016

These report indicated that for the August/September 2016 period water consumption by constituent councils had increased when compared to the same period last year.

Daily source usage during September 2016 averaged 28.130ML which was a slight increase from the August 2016 daily average of 26.956ML.

Rocky Creek Dam received 34mm of rainfall in September 2016. The dam level dropped to just below capacity at the beginning of September to 96.90%.

8. Risk and Audit Committee

Council adopted the minutes of the internal Risk and Audit Committee's for its meeting of 28 September 2016 which covered the latest internal audit undertaken and an update on progress of completion with action items.

For a copy of the draft Minutes for this meeting and the business paper, please go to Council's website <http://www.rous.nsw.gov.au>

13 MATTERS DETERMINED WITHOUT DEBATE

151116/ 6 RESOLVED (Cr Humphrys/Cr Morrissey)

That Items 14.1, 14.2, 14.5, 14.6, 14.7 and 14.8 be determined without debate.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

14 MATTERS FOR DETERMINATION

14.1 INTERNAL AUDIT COMMITTEE

Responsible Officer:

Vaughan Macdonald (General Manager)

RECOMMENDATION

Recommended that:

1. Until such time that Internal Audit changes are commenced under the Local Government Act 1993, Council's Internal Audit Committee consist of all Councillors and be formed at this Council meeting.
2. The Internal Audit Committee elect a chairperson at its first meeting.

151116/ 7 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

Executive Summary

The Internal Audit Committee provides independent assurance and assistance to the Richmond Valley Council on risk management, control, governance and external accountability responsibilities. The Committee meets four times a year in accordance with the meeting plan which is adopted annually.

With the recent formation of the new Council, it is prudent to discuss Council's Internal Audit function, in particular the membership of the Internal Audit Committee.

The Internal Audit Committee has consisted of the full Council. The General Manager and Executive Officer, Internal Audit also attend Internal Audit meetings.

Changes to the Local Government Act relating to Internal Audit have been proposed with the most relevant to Council being that a committee be made up of a majority of independent members. As these changes are yet to be formally adopted and guidance issued, it is recommended that the Internal Audit Committee consist of all Councillors until such time as the new requirements are made clear. It is also recommended that the Internal Audit Committee elect a Chairperson at its first meeting.

Community Strategic Plan Links

Focus Area 7 Governance and Process - Long term Goal 7.5 Sound Governance and Legislative Practices

Budget Implications

None.

Report

Recent discussions with Council's Internal Auditors (Grant Thornton), confirmed that the "Internal Audit Guidelines" issued in 2010 by the NSW Office of Local Government, is still the recognised source of guidance on committee requirements.

The Internal Audit requirements for Councils are issued under Section 23A of the Local Government Act 1993.

Recently the Government has proposed some changes to the legislation and guidelines including:

- to require the information reported in council's annual reports to be endorsed as factually accurate by an internal audit committee.
- introduce a mandatory requirement for council to have an internal audit function.
- require council to comply with guidelines issued by the Chief Executive of the Office of Local Government with respect to the implementation of their internal audit functions.
- require council to appoint an audit, risk and improvement committee with a majority of independent members and an independent chair
- permit councils to have joint arrangements for internal audit and share audit committees.

Please note that these are proposed amendments and are not requirements as yet. Council currently complies with all of the above points except for the one referring to majority independent members.

The guidelines state:

“A suggested membership is:

- *1 or 2 councillors (excluding the mayor)*
- *2 or 3 independents, at least one with financial expertise and one of whom should be the chair”*

It is recommended that Council’s Internal Audit Committee have its first meeting at 4pm on 6 December 2016.

Consultation

None.

Conclusion

Given that the above changes have not commenced, and a definitive timeline has not been established for their implementation, it would be prudent for the Internal Audit Committee to remain as is until such time as a decision is made.

The Internal Audit Committee has functioned well so far with the Councillors as its members and would continue to do so in the short term until the new arrangements under the Auditor General are finalised.

14.2 PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO COUNCILLORS POLICY

Responsible Officer:

Deborah McLean (Manager Governance and Risk)

RECOMMENDATION

Recommended that:

1. The revised Draft Payment of Expenses and Provision of Facilities to Councillors Policy be adopted.
2. A copy of the revised Policy be forwarded to the Office of Local Government.

151116/ 8 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

Executive Summary

At the September 2016 Extraordinary Meeting, Council resolved to place the draft Payment of Expenses and Provision of Facilities to Councillors Policy on public exhibition for a period of not less than 28 days with the public invited to make submissions.

The draft Policy was reviewed against the Local Government Act (the Act), Local Government (General) Regulation 2005 and Guidelines issued by the Office of Local Government.

Section 252 of the Act requires Council to adopt an Expenses and Facilities Policy within five months after the end of each financial year and provide a copy of the revised policy to the Office of Local Government, together with details of any submissions received. The policy was advertised and placed on public exhibition for a period of 28 days. One submission was received during the exhibition period.

Community Strategic Plan Links

Focus Area 7 Governance and Process - Long Term Goal 7.5 Sound Governance and Legislative Practices

Budget Implications

Council's annual budget provides for the expenses and facilities as set out in the draft policy.

Report

The draft Payment of Expenses and Provision of Facilities to Councillors Policy is attached to this report. It is proposed that no changes be made to the Policy that was placed on public exhibition.

One objection was received which related to the financial contribution the Mayor makes for the use of a Council vehicle. The submission suggests that the Mayor should make a financial contribution toward the cost of the vehicle equal to that paid by staff or that there be restrictions placed on the private use of the vehicle. The submission also suggests that a log book be completed so that the private use can be reported.

For comparison purposes the policies of three of our neighbouring Councils were reviewed:

- Lismore City Council provides a car at no cost to the Mayor with no restrictions.
- Ballina Shire Council provides a car at no cost to the Mayor. The only restriction is that the Mayor must pay for fuel purchased outside a 200km radius from the Ballina Council Administration Centre.

- Kyogle Council does not provide a vehicle for the Mayor. Under their Policy, the Mayor can claim travelling expenses for each kilometre travelled for Council business. The cost of this option for the travel required as Mayor of Richmond Valley Council is likely to be considerably higher than the cost of the provision of a Council vehicle for the Mayor.

Given the above information, the amount of the annual payment that is made to the Mayor (\$35,920) and the time commitment that goes with fulfilling the important role of Mayor of Richmond Valley Council, it is considered that a contribution of 25% of the staff contribution is appropriate.

Consultation

The Policy was placed on exhibition for a period of not less than 28 days and advertised in accordance with the requirements of the Act. One objection was received from a resident of Richmond Valley.

Legal

Council is required to review its Payment of Expenses and Provision of Facilities to Councillors Policy annually and provide a copy to the Office of Local Government, together with any submissions and a statement setting out Council's response to the submissions and the reasons for Council's response.

Conclusion

Council has satisfied the legislative requirements by placing the revised draft policy on public exhibition and allowing for the public to make submissions. Council must adopt a revised Payment of Expenses and Provision of Facilities to Councillors Policy before 30 November 2015 to comply with the Act.



Council Policy

Policy Title:	Payment of Expenses and Provision of Facilities to Councillors
Policy Number:	1.7
Focus Area:	Governance and Process
Responsibility:	Governance and Risk
Meeting Adopted:	

OBJECTIVE

The objective of the policy is to ensure that there is accountability and transparency in the reimbursement of expenses incurred by councillors. The policy also ensures that the facilities provided to assist councillors to carry out their civic duties are reasonable.

POLICY

1. Legislative provisions

The Local Government Act 1993 provides:

Section 252

- (1) Within 5 months after the end of each year, a council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the mayor, the deputy mayor (if there is one) and the other councillors in relation to discharging the functions of civic office.
- (2) The policy may provide for fees payable under this Division to be reduced by an amount representing the private benefit to the mayor or a councillor of a facility provided by the council to the mayor or councillor.
- (3) A council must not pay any expenses incurred or to be incurred by, or provide any facilities to, the mayor, the deputy mayor (if there is one) or a councillor otherwise than in accordance with a policy under this section.
- (4) A council may from time to time amend a policy under this section.
- (5) A policy under this section must comply with the provisions of this Act, the regulations and any relevant guidelines issued under section 23A.

Section 253

- (1) A council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.

- (2) Before adopting or amending the policy, the council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy or amendment.
- (3) Despite subsections (1) and (2), a council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the council is of the opinion that the proposed amendment is not substantial.
- (4) Within 28 days after adopting a policy or making an amendment to a policy for which public notice is required to be given under this section, a council is to forward to the Director-General:
 - (a) a copy of the policy or amendment together with details of all submissions received in accordance with subsection (1), and
 - (b) a statement setting out, for each submission, the council's response to the submission and the reasons for the council's response, and
 - (c) a copy of the notice given under subsection (1).
- (5) A council must comply with this section when proposing to adopt a policy each year in accordance with section 252 (1) even if the council proposes to adopt a policy that is the same as its existing policy.

Section 254

The council or a council committee all the members of which are councillors must not close to the public that part of its meeting at which a policy for the payment of expenses or provision of facilities is adopted or amended or at which any proposal concerning those matters is discussed or considered.

2. Reporting requirements

Clause 217 of the Local Government (General) Regulations 2005 requires the following details in relation to mayoral and councillor fees, expenses and facilities to be included in Council's annual report.

- Details of the total cost during the year of the payment of the expenses of, and the provision of facilities to, councillors in relation to their civic functions (as paid by the council, reimbursed to the councillor or reconciled with the councillor), including separate details on the total cost of each of the following:
 - the provision during the year of dedicated office equipment allocated to councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in councillors' homes (including equipment and line rental costs and internet access costs but not including call costs),
 - telephone calls made by councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in councillors' homes,
 - the attendance of councillors at conferences and seminars,
 - the training of councillors and the provision of skill development for councillors,

- interstate visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,
- overseas visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,
- the expenses of any spouse, partner (whether of the same or the opposite sex) or other person who accompanied a councillor in the performance of his or her civic functions, being expenses payable in accordance with the *Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for Local Councils in NSW* prepared by the Director-General from time to time,
- expenses involved in the provision of care for a child of, or an immediate family member of, a councillor, to allow the councillor to undertake his or her civic functions.

3. Other Government policy provisions

- Office of Local Government Circular 09/36 "Revised Guidelines for Payment of Expenses and Provision of Facilities to Mayors and Councillors in NSW".
- Richmond Valley Council's Code of Conduct.

4. Travelling expenses

(a) Within the Local Government Area

Councillors will be entitled to be reimbursed for travel from their home whilst on Council business at the rate per kilometre as set out in the Local Government State Award.

The travelling expense is payable for Council Meetings, Committee Meetings, formal and social functions where representing Council, consultation with the Mayor, General Manager, or staff or other meetings involving the general community and attendance is approved for the purpose of this policy by the Mayor or General Manager.

(b) Outside the Local Government Area

Councillors will be entitled to travel to official engagements at Council's expense by the most practical method, i.e. aircraft, Council vehicle or private vehicle. Councillors, when travelling by air, will travel Economy Class or as determined by the General Manager.

A Councillor who travels in his/her own vehicle will be reimbursed at the appropriate per kilometre rate or airfare whichever is the lower.

(c) Overseas

Overseas travel must be approved by resolution of the council following receipt of a written report. Council will not assist overseas travel unless direct and tangible benefits can be established for the Council and local community.

The following will apply in relation to the payment of expenses and provision of facilities to Councillors (in relation to Council business):

5. Attendance at Seminars, conferences and courses

Councillors may attend conferences, seminars and similar functions that will assist in the professional development of a Councillor, or have an identifiable benefit to the local area by the association of a Councillor with a Council activity or function and within the budget framework and approved by the General Manager.

6. Expenses incurred at conferences, seminars and courses

The following costs will be paid for by Council in advance or reimbursement for attendance at Conferences, Seminars and courses by Councillors:

Registration

Including official luncheons, dinners and tours relevant to the Conference.

Travel

By Council vehicle, private vehicle, hire vehicle, rail or air. Persons using private vehicles to be reimbursed according to the relevant kilometre rate in the staff award (subject to the costs not exceeding the economy class air fare as applicable). With all travel arrangements, due consideration is to be given to the physical capacity of the Councillor and any variation to these arrangements be with the approval of the Mayor and the General Manager. All travel by Councillors will be undertaken by utilising the most practicable and economical mode of transport.

Accommodation

Accommodation for other Council business will be as follows:

- (i) At a standard of up to four star rating;
- (ii) Booked and paid for by Council in advance or, where this is not possible, a claim for reimbursement made not later than three months after the expenses were incurred and submitted on the standard claim form, with receipts attached.

Meals and other expenses

Reasonable costs (including sustenance, telephone charges, taxi fares and incidental expenses) including the night before and after the conference where necessary to be met by the Council and submitted on the standard claim form, with receipts attached. Costs of meals not included in the costs of the registration for the conference, seminar or course will be reimbursed in accordance with the most recent Australian

Taxation Office Determination, Table 2, as outlined on the Claim for Cash Advance Form.

7. Costs of Councillors' spouses, partners and accompanying persons

Council will meet the costs of Councillors' spouses, partners and accompanying persons in the following circumstances:

- Cost of registration and official conference dinner at the Local Government NSW Annual Conference. (Cost of accommodation and travel are to be met by the Councillor.)
- Payment of expenses at official Council functions that are of a formal or ceremonial nature within the Council's area, e.g. Australia Day Award Ceremonies, Civic Receptions.
- Payment of expenses for the spouse, partner or accompanying person of a Mayor, or a Councillor when they are representing the Mayor, when they are called upon to attend an official function of Council or carry out an official duty while accompanying the Mayor outside Council's area, but within the State. This is to be restricted to direct costs associated with the function.

8. Provision of Facilities

Mayor

Council will provide the Mayor with the following facilities:

- An office in the Council's Administration Building. Council's Meeting Rooms are also available for use by the Mayor.
- Access to telephone, email and photocopy facilities for Council business purposes.
- Executive Assistant and administrative services for Council business as required.
- Private use of the mayoral vehicle from the range of vehicles available to Managers and Senior Staff in accordance with Council's Motor Vehicle Lease agreement with a payment equivalent of 25% of the staff contribution, or as approved by the General Manager.
- An allocated parking space at Council's Administration Offices, Casino.
- Identification badge and business cards.
- Ceremonial clothing including mayoral robes and/or chain of office.

Facilities/services will not be provided for candidature to Federal, State or Local Government or any political party.

Councillors

Council will provide the Councillors with the following facilities:

- Use of Council's meeting rooms and areas of Council's Administrative Building as required.
- Access to telephone, email and photocopy facilities for Council business as required.
- Secretarial/administrative services relating to the preparation of reports for Council.
- Identification badge and business cards.

Facilities/services will not be provided for candidature to Federal, State or Local Government of any political party.

Council clothing/protective clothing and equipment

- Council purchase and issue to Councillors corporate business shirts, corporate tie or scarf and corporate style jacket.
- Councillors' access to protective clothing, accessories and equipment where required in accordance with WH&S requirements and when considered appropriate by the General Manager.

9. Legal expenses

Council may consider reimbursement of a Councillor's legal costs under certain circumstances on a solicitor/client basis (but shall not reimburse any Councillor for any costs incurred by Senior Counsel). Reasonable legal expenses of a Councillor may only be met for legal proceedings being taken against a Councillor in defending an action arising from the performance in good faith of a function under the Local Government Act (section 731 refers) or defending an action in defamation, provided that the outcome of the legal proceedings is favourable to the councillor.

Reasonable legal costs may also be available for an inquiry, investigation or hearing into a Councillor's conduct by an appropriate investigative or review body including:

- (i) Local Government Pecuniary Interest and Disciplinary Tribunal
- (ii) Independent Commission Against Corruption;
- (iii) Office of the NSW Ombudsman;
- (iv) Office of Local Government;
- (v) NSW Police Force;
- (vi) Director of Public Prosecutions;
- (vii) Council's Conduct Review Committee/Reviewer.

This is provided that the subject of the inquiry, investigation or hearing arises from the performance in good faith of a Councillor's functions under the Act and the matter before the investigative or review body has proceeded past any initial assessment phase to a formal investigation or review. In the case of a conduct complaint made

against a Councillor, legal costs may only be made available where a matter has been referred by the General Manager to a conduct reviewer/conduct review committee to make formal enquiries into that matter in accordance with the procedures in the Model code of Conduct. In the case of a pecuniary interest or misbehaviour matter legal costs may only be made available where a formal investigation has been commenced by the Office of Local Government.

In addition, legal costs may only be provided where the investigative or review body makes a finding that is not substantially unfavourable to the Councillor. This may include circumstances in which a matter does not proceed to a finding. In relation to a Councillor's conduct, a finding by an investigative or review body that an inadvertent minor technical breach had occurred may not necessarily be considered a substantially unfavourable outcome.

Council will not meet the legal costs of legal proceedings initiated by a Councillor under any circumstances or the legal costs of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation. Legal costs will not be met for legal proceedings that do not involve a Councillor performing their role as a Councillor.

Council may lawfully obtain insurance cover against the risk of having to meet the reasonable legal costs of a Councillor, or to reimburse those costs, provided that the costs or reimbursements are ones that the Council is authorised to meet.

10. Insurance

Section 382 of the Act requires a council to make arrangements for its adequate insurance against public liability and professional liability and Councillors are to receive the benefit of insurance cover for:

- Public liability (for matters arising out of Councillors' performance of their civic duties and/or exercise of their council functions).
- Professional indemnity (for matters arising out of Councillors' performance of their civic duties and/or exercise of their council functions).
- Personal injury while on council business. (This cover does not cover workers' compensation payments or arrangements.)

All insurances are subject to any limitations or conditions set out in Council's policy of insurance.

11. General

- Light meals and/or refreshments are to be provided to the Mayor and Councillors in conjunction with Council/Committee Meetings and other functions/meetings, where considered appropriate by the General Manager.
- Council will provide Councillors with appropriate electronic equipment for communication purposes.
- Council will reimburse child care costs when provided by a registered provider if a Councillor is required to arrange such care while on Council business.

- Council will provide a filing cabinet up to a four drawer capacity while Councillors are in office.
- Council will reimburse costs for mobile telephone calls equal to fifty percent (50%) of the total cost of the mobile telephone account claimed up to a maximum of \$100.00 per quarter.
- Council will reimburse reasonable out of pocket or incidental expenses that are incurred whilst conducting Council business.
- Council will provide a non-dedicated motor vehicle drawn from Council's pool to attend conferences/seminars/training and other functions/meetings when available and considered appropriate by the General Manager.
- Council will provide the optional ability for Councillors to substitute part or all of their Councillor fee to be paid as contributions to a complying superannuation fund of their choice. Any Councillor undertaking this option is on the basis they have either received independent financial advice or understand this decision. A signed declaration to this effect will be required before commencement of superannuation contributions to a complying superannuation fund.

12. Return of equipment

Upon completion of the term of a Councillor's Office, extended leave of absence or cessation of their civic duties, all equipment previously provided must be returned to the Council.

Councillors will also have the option of purchasing the equipment previously allocated at an agreed fair market price or written down price value.

REVIEW

This policy will be reviewed by Council annually.

14.3 2015/2016 RICHMOND VALLEY COUNCIL FINANCIAL STATEMENTS**Responsible Officer:**Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

RECOMMENDATION

Recommended that in accordance with Sections 418 and 419 of the *Local Government Act 1993*, Council present the Financial Statements of Richmond Valley Council for the financial year ended 30 June 2016 to the public.

151116/ 9 RESOLVED (Cr Mustow/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

Executive Summary

At the Ordinary October 2016 Meeting, Council was required by Section 413 of the *Local Government Act 1993* to adopt the Financial Statements for the 2015/2016 financial year as a result of the completion of the audit of these Financial Statements. At this meeting, Council also resolved to present to the public the audited Financial Statements for the 2015/2016 financial year at the November 2016 Ordinary Meeting.

Council's operating result from continuing operations for the 2015/2016 year was a surplus of \$1,727,000, compared to the 2014/2015 surplus of \$3,484,000. The operating result before capital grants and contributions ended up a deficit of \$2,271,000 compared to a deficit of \$1,854,000 last financial year.

Council's revenue has decreased slightly from \$49,935,000 to \$49,353,000. Council's expenditure has increased from \$46,451,000 to \$47,626,000.

Council's Cash, Cash Equivalents and Investments have increased by \$3,314,000 to \$32,376,000 at year end.

Council has achieved some improvements in its financial key performance indicators, meeting the majority of benchmarks in both the Consolidated and General Funds.

	Benchmarks	2015/2016	2014/2015
Consolidated Funds Ratios:			
Operating Performance Ratio	≥ 0.00%	0.00%	0.95%
Own Source Operating Revenue Ratio	≥ 60.00%	69.65%	69.11%
Unrestricted Current Ratio	≥ 1.50	2.51	2.33
Debt Service Cover Ratio	≥ 2.00	3.85	4.53
Rates, Annual Charges, Interest & Extra Charges	<10.00%	17.00%	16.52%
Outstanding Ratio			
Cash Expense Cover Ratio	≥ 3.00	5.44	9.98
Building, Infrastructure & Other Structures Renewals Ratio	> 100.00%	98.97%	118.22%
Infrastructure Backlog Ratio	< 2.00%	1.32%	1.80%
Asset Maintenance Ratio	> 1.00	1.09	0.97
General Fund Ratios:			
Operating Performance Ratio	≥ 0.00%	-5.68%	-5.13%
Own Source Operating Revenue Ratio	≥ 60.00%	58.98%	58.46%
Unrestricted Current Ratio	≥ 1.50	2.51	2.33
Debt Service Cover Ratio	≥ 2.00	7.13	14.43
Rates, Annual Charges, Interest & Extra Charges	<10.00%	10.28%	9.91%
Outstanding Ratio			
Cash Expense Cover Ratio	≥ 3.00	4.15	7.42
Building, Infrastructure & Other Structures Renewals Ratio	> 100.00%	78.77%	118.08%
Infrastructure Backlog Ratio	< 2.00%	0.37%	1.07%
Asset Maintenance Ratio	> 1.00	1.12	0.99

Note: these indicators in the Financial Statements are stand-alone ratios for each year, while the Fit for the Future ratios in most cases are averaged over a number of years.

The performance indicators as at 30 June 2016 show that Council has made some progress in terms of improving its Financial Sustainability. The Operating Performance Ratio (0.00%) meets the benchmark of 0% on a Consolidated Fund basis.

Improvement was shown in the Own Source Operating Revenue Ratio, Unrestricted Current Ratio, Infrastructure Backlog Ratio and the Asset Maintenance Ratio.

The approval of a five-year Special Rate Variation has enabled Council to channel additional funding towards addressing its infrastructure ratios and the improvement in these ratios is largely a result of this.

The improvements in the key performance indicators demonstrate that Council is taking steps forward in the area of Financial Sustainability.

Community Strategic Plan Links

Focus Area 7 Governance and Process – Long Term Goal 7.5 Sound Governance and Legislative Practices

Budget Implications

Not Applicable.

Report

Section 418(1)(a) of the *Local Government Act 1993* requires Council to fix a date for a meeting where the Financial Statements are to be presented to the public, and Section 419(1) of the *Local Government Act 1993* requires Council to present the financial reports and Auditors reports to the meeting on the date fixed. Council resolved at the October 2016 Ordinary Meeting that the Financial Statements would be presented at the November 2016 Ordinary Meeting.

A summary of the financial results for the year, as presented to the October 2016 Ordinary Meeting, are as follows:

Income Statement	Actual 2016 \$'000	Actual 2015 \$'000
Total Income from Continuing Operations	49,353	49,935
Total Expenses from Continuing Operations	47,626	46,451
Operating Result from Continuing Operations	1,727	3,484
Net Operating Result from Discontinued Operations	0	0
Net Operating Result for the Year	1,727	3,484
Net Operating Result before Grants and Contributions provided for Capital Purposes	(2,271)	(1,854)

Balance Sheet	Actual 2016 \$'000	Actual 2015 \$'000
Total Current Assets	41,780	44,299
Total Non-Current Assets	666,531	661,564
Total Assets	708,311	705,863
Total Current Liabilities	10,514	11,630
Total Non-Current Liabilities	27,209	27,555
Total Liabilities	37,723	39,185
Net Assets	670,588	666,678
Equity		
Retained Earnings	330,145	328,418
Asset Revaluation Reserve	340,443	338,260
Total Equity	670,588	666,678

Cash Flow Statement	Actual 2016 \$'000	Actual 2015 \$'000
Cash Flows from Operating Activities - Receipts	52,636	48,114
Cash Flows from Operating Activities - Payments	(33,795)	(33,453)
Net Cash provided by (or used in) Operating Activities	18,841	14,661
Cash Flows from Investing Activities - Receipts	990	4,289
Cash Flows from Investing Activities - Payments	(29,127)	(15,508)
Net Cash provided by (or used in) Investing Activities	(28,137)	(11,219)
Cash Flows from Financing Activities - Receipts	1,240	5,620
Cash Flows from Financing Activities - Payments	(1,627)	(1,111)
Net Cash provided by (or used in) Financing Activities	(387)	4,509
Net Increase (Decrease) in Cash Assets Held	(9,683)	7,951
Cash and Cash Equivalents – beginning of year	21,749	13,798
Cash and Cash Equivalents – end of year	12,066	21,749
Plus: Investments on Hand – end of year	20,310	7,493
Total Cash, Cash Equivalents & Investments	32,376	29,242

The schedule of restricted assets (reserves) held by Council as at 30 June 2016 compared to total Cash, Cash Equivalents and Investments are as follows with restricted assets (reserve) levels from 30 June 2015 shown in comparison:

Restricted Asset	30 June 2016 \$	30 June 2015 \$
External Restricted Assets		
Bonds and Deposits	476,840.38	411,187.57
Developer Contributions - General	547,674.43	422,440.36
Developer Contributions – Sewerage	2,959,716.52	2,855,170.80
Developer Contributions – Water	1,492,111.74	1,434,222.12
RMS Contributions	0.00	0.00
Unexpended Grants	1,259,133.98	888,581.17
Water Supply	1,618,219.75	1,018,936.78
Sewerage Services	6,418,760.00	8,552,561.07
Stormwater Management	202,445.14	132,192.76
Specific Purpose Unexpended Loans General Fund	3,089,227.63	3,928,750.00
Domestic Waste Management	3,506,185.57	3,207,950.36
Unearned Revenue	0.00	0.00
Other	563,896.03	618,885.24
Total External Restricted Assets	22,134,211.17	23,470,878.23
Internal Restricted Assets		
Employee Leave Entitlements	970,782.50	944,191.87
Unexpended Rates Special Variation	221,085.00	216,189.00
Plant Replacement	1,542,095.19	652,391.39
Petersons Quarry	1,038,615.43	439,763.04
Woodview Quarry	905,036.82	387,890.07
Quarry Rehabilitation	113,135.20	95,832.26
Insurance Reserve	89,501.86	87,050.32
Real Estate and Infrastructure	1,529,024.41	409,629.85
Road Rehabilitation Reserve	213,417.96	0.00
Other Waste Management	1,880,499.45	1,287,071.00

Restricted Asset	30 June 2016 \$	30 June 2015 \$
Casino Saleyards	308,688.52	317,787.87
Rural Road Safety Program	43,978.79	0.00
Richmond Upper Clarence Regional Library	263,850.75	419,311.93
RMS State Roads Maintenance Contract	202,816.23	0.00
Public Cemeteries Perpetual Maintenance	467,382.27	455,528.98
Revolving Energy and Sustainability Fund	8,225.30	8,000.00
Carry Over Works	90,832.00	50,832.00
Total Internal Restrictions	9,889,057.67	5,771,469.56
Total Restrictions	32,023,268.84	29,242,347.79
Available Cash Assets and Investments	32,023,268.84	29,242,347.79
Unrestricted Cash and Investments	0.00	0.00

Commentary on the Financial Statement results were provided by the Auditor in his presentation to Council at the October 2016 Ordinary Meeting. The audit report and details on the conduct of the audit were also provided to that meeting.

Consultation

Council is currently advertising the Financial Statements for the year ended 30 June 2016 to the public and has invited submissions in writing. Submissions close at 4.00pm, Tuesday, 22 November 2016. Any submission will be reported to the December 2016 Ordinary Meeting. Council has also made available, copies of the Financial Statements for inspection by the public from the date the public notice was given until the day after submissions close.

Conclusion

Presentation of Council's Financial Statements to the public is the last step in complying with the legislative requirements regarding annual financial reporting. Council has also advertised the Financial Statements for the year ended 30 June 2016 stating that they will be presented to the public at this Ordinary Meeting and inviting submissions. Section 420 of the *Local Government Act 1993* invites submissions from the public on the Financial Statements, and Section 420(3) requires Council to refer any submissions it may receive to the Auditor. Submissions close at 4.00pm, Tuesday, 22 November 2016. If any submissions are received, these will be reported to Council at its December 2016 Ordinary Meeting.

14.4 QUARTERLY BUDGET REVIEW OF RICHMOND VALLEY COUNCIL AS AT 30 SEPTEMBER 2016**Responsible Officer:**Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

RECOMMENDATION

Recommended that:

1. Council adopt the Quarterly Budget Review Statement as at 30 September 2016 and approve the variations thereto.
2. Council note the reduction of \$39,902 in the approved Financial Assistance Grant for 2016/2017 in comparison to 2015/2016.
3. The General Manager write to the NSW Local Government Grants Commission to raise concern with a rural Council receiving a reduction in Financial Assistance Grant funding allocations.

The Chief Financial Officer provided a presentation to the meeting on the Quarterly Budget Review Statement.

151116/ 10 RESOLVED (Cr Mustow/Cr Humphrys)

That:

1. Council adopt the Quarterly Budget Review Statement as at 30 September 2016 and approve the variations thereto.
2. Council note the reduction of \$39,902 in the approved Financial Assistance Grant for 2016/2017 in comparison to 2015/2016.
3. The General Manager write to the NSW Local Government Grants Commission to raise concern with a rural Council receiving a reduction in Financial Assistance Grant funding allocations.
4. The Mayor and General Manager pursue opportunities to discuss the impacts of this reduction with relevant Members of Parliament.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

Executive Summary

A detailed Quarterly Budget Review Statement for the first quarter of the 2016/2017 year has been circulated separately to each Councillor.

Council's projected operating surplus from continuing operations for 2016/2017 is \$3,956,578. This is a decrease from the original budget surplus of \$4,138,038. Council's projected funding from reserves has increased to \$1,661,001. This increase is primarily due to the carry forward of funding for capital works that were not completed at the end of the 2015/2016 financial year. Carry over works were adopted by Council at the August 2016 Ordinary Meeting.

Income from continuing operations has increased by \$207,446 from the original budget, with total income now projected to be \$57,852,046. \$155,041 of this increase was a result of approved carry overs adopted by Council at the August 2016 Ordinary Meeting and \$120,000 was due to previously adopted Monthly Budget Adjustments. The recommended changes for Council resolution include a net reduction in income of \$67,595. These changes are disclosed by Focus Area on page 4 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-10.

Expenses from continuing operations have increased by \$388,906 from the original budget, with total operating expenses now projected to be \$53,895,468. \$198,951 of this relates to approved carry over works adopted by Council at the August 2016 Ordinary Meeting. The recommended changes for Council resolution include net increases in expenditure budgets of \$189,955. This is mainly a result of unexpended grant funding in the Waste Management program and simply represents a timing difference of when Council receives the cash and when it expends the funds. Changes are disclosed by Focus Area on page 5 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-10.

Council's capital works budget has increased to \$21,406,097 as at 30 September 2016, which is an increase of \$1,557,175 from the original budget. This includes approved carry over works of \$823,103 and other monthly adjustments of \$520,000 as previously adopted by Council. Carry over works occur on an annual basis due to the timing of grant funding, weather events and other unforeseen circumstances. Council has successfully reduced the level of carry over works in recent years and will continue to monitor capital works budgets as necessary to ensure works are delivered as budgeted. The recommended changes for Council resolution include further increases of \$214,072. This is mainly as a result of unexpended grant funding of \$111,721 in the Waste Management program, along with grant funding of \$95,000 from the NSW Rural Fire Service for construction of Ellangowan Station. Changes are disclosed by Focus Area on page 6 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-10.

Community Strategic Plan Links

Focus Area 7 Governance and Process - Long term Goal 7.5 Sound Governance and Legislative Practices.

Budget Implications

As detailed in the report.

Report

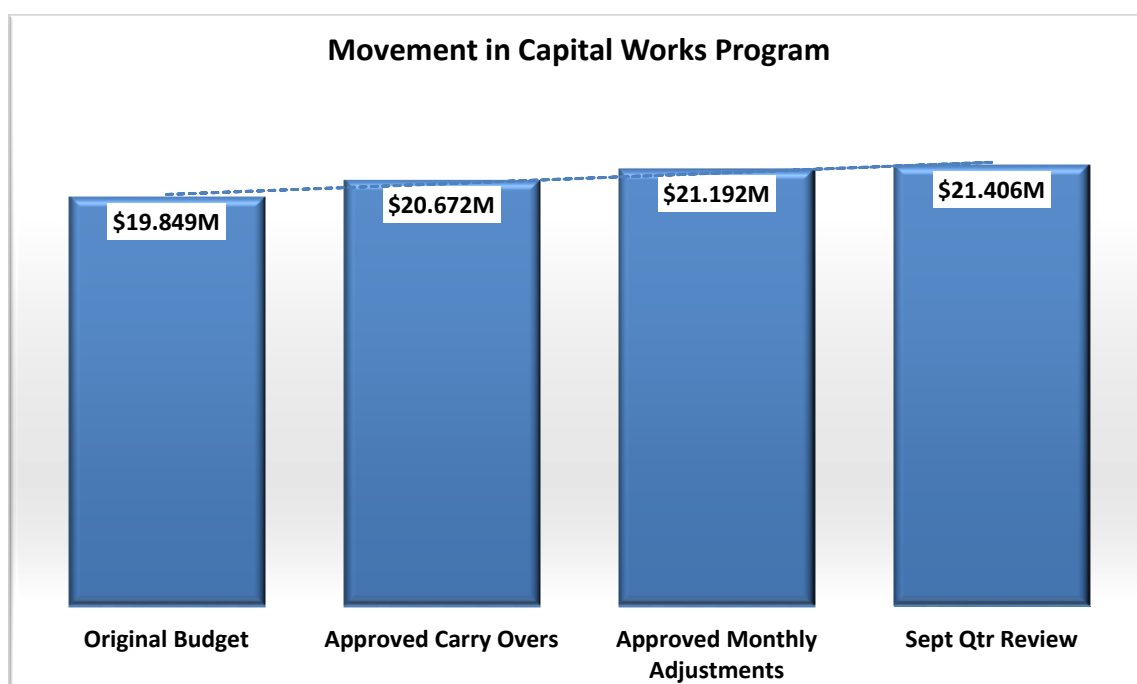
The budget review for the first quarter of the 2016/2017 financial year has seen the estimated budget result (unrestricted cash result) decrease from the original surplus of \$177,360 to a surplus of \$145,413. This is a direct result of a reduction in the approved Financial Assistance Grant for 2016/2017 in comparison to the previous financial year. Council received funding of \$4,633,094 in 2015/2016 and the approved funding for 2016/2017 is \$4,593,192 which is a decrease of \$39,902.

The Financial Assistance Grant represents a significant portion of Council's revenue base and at a time when the Commonwealth Government has already ceased indexation on these grants for a period of 3 years to 2016/2017, it is concerning that a rural Council can actually receive a reduction in funding allocations year on year.

In overall cash terms the estimated reduction in cash has increased from the original budget of \$76,953 to a projected reduction in cash of \$1,515,588. This is predominately due to carry over works from 2015/2016 and reflects expenditure of grant funding and other projects that have available funding from reserves.

Council's Capital Works Program has increased by \$1,557,175 to a projected total of \$21,406,097. This increase includes carry over works of \$823,103 and monthly budget adjustments of \$520,000 previously adopted by Council, along with recommended changes for Council resolution of \$214,072. These changes are disclosed by Focus Area on page 6 of Council's Quarterly Budget Review Statement and detailed explanations are provided on pages 9-10.

The following graph tracks the movement in Council's Capital Works Program for 2016/2017 from the original budget, after the adoption of approved carry over works, approved monthly adjustments and as at the September Quarterly Budget Review.



Council's projected budget position and recommended changes for Council resolution are summarised in the table below with detailed explanations contained in the attachment to the Business Paper.

2016/2017 Budget Review Statement as at 30 September 2016	Original Budget	Approved Carry Overs & Monthly Adjustments	Recommended Changes for Council Resolution	Projected Year End Result 2016/2017
Income from Continuing Operations	57,644,600	275,041	(67,595)	57,852,046
Expenses from Continuing Operations	53,506,562	198,951	189,955	53,895,468
Operating Result from Continued Operations	4,138,038	76,090	(257,550)	3,956,578
Add: Non-Cash Expenses	12,747,045	0	0	12,747,045
Add: Non-Operating Funds Employed	4,737,300	300,000	0	5,037,300
Subtract: Funds Deployed for Non-Operating Purposes	21,699,336	1,343,103	214,072	23,256,511
Add: Movements in Balance Sheet	0	0	0	0
Estimated Funding Result - Surplus/(Deficit)	(76,953)	(967,013)	(471,622)	(1,515,588)
Restricted Funds – Increase/(Decrease)	(254,313)	(974,968)	(431,720)	(1,661,001)
Working Funds – Increase/(Decrease)	177,360	7,955	(39,902)	145,413

Pages 9 and 10 of the attached Budget Review Statement contain the budget variation explanations. A summary of the main contributing factors within each Focus Area is as follows:

Environment

Increases in expenditure to employ a waste educator and fund education programs, with funding available from unexpended grants.

Local Economy

No significant changes recommended.

Community and Culture

NSW Rural Fire Service budgets increased to fund upgrades to Ellangowan and Mallanganee fire stations.

Recreation and Open Space

No significant changes recommended.

Rural and Urban Development

No significant changes recommended.

Transport and Infrastructure

Transfer of funds from operational expenditure to capital expenditure to allow for signage replacement work on Council's road network.

Governance and Process

Decrease in Council's Financial Assistance Grant allocation for 2016/2017.

Conclusion

As at the end of the first quarter Council's projected financial position at year end remains satisfactory. The estimated budget result (unrestricted cash result) has decreased slightly but is still projected to finish the year with a surplus of \$145,413. Council's capital works program has increased mainly due to the addition of carry over works, however there has been a significant reduction in the level of carry overs in comparison to previous years.

Note: A copy of the adopted Quarterly Budget Review Statement as at 30 September 2016 was attached to the archived Minutes of this Meeting.

14.5 FINANCIAL ANALYSIS REPORT - OCTOBER 2016

Responsible Officer:

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

RECOMMENDATION

Recommended that Council adopt the Financial Analysis Report detailing investment performance for the month of October 2016.

151116/ 11 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

Executive Summary

The Financial Analysis Report gives an overview of Council's performance in regard to investment returns; investments made and reports on the balance 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 October 2016 is shown below:

Period	Investment Portfolio
31 October 2016	\$31,431,460.40

The rate of return on Council's investments for October 2016 is 2.51% which is above the 90 Day Bank Bill Index of 1.75%.

Community Strategic Plan Links

Focus Area 7 Governance and Process - Long Term Goal 7.5 Sound Governance and Legislative Practices

Budget Implications

As at 31 October 2016, Council had earned \$107,926.32 in interest and \$144,621.29 in fair value gains for total investment revenue of \$252,547.61 against a budget of \$878,540.00 (which equates to 28.75%).

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 (RBA) left the cash rate unchanged at the October 2016 meeting, so the cash rate in Australia was 1.50% per annum at 31 October 2016.

Council's cash and term deposit investment portfolio has maturity dates ranging from same day up to 210 days. Deposits are made taking into account cash flow requirements and the most beneficial investment rates available at the time of making any investment. Council had a term deposit portfolio of \$11,000,000.00 representing 35.00% of the total portfolio as at 31 October 2016. Council made one new term deposit for the period and three term deposits matured within the period. All investments are in accordance with Council's Investment Policy.

Average interest rates available for investments have decreased from the previous month from 2.83% to 2.51%.

Council has invested \$16,000,000 in longer term investments being the Cash Facility Trusts with NSW Treasury Corporation. The investment values as at 31 October 2016 are shown below:

Period	Hourglass Cash Facility Trust	Hourglass Strategic Cash Facility Trust
As at 31 October 2016	\$8,220,804.93	\$8,233,418.21

The value of Council's Investment Portfolio as at 31 October 2016 as well as our General Bank Accounts and Trust Funds are shown below:

Period	Investment Portfolio	Face Value	General Bank Accounts	Trust Funds
31 October 2016	\$31,431,460.40	\$30,977,237.26	\$1,270,744.99	\$120,994.55

Council staff continually look for ways to increase Council's investment performance, both on a returns basis and in the way of environmentally and socially responsible investments. Council staff are currently assessing the difference between investing with financial institutions which do not invest in the fossil fuel industry and those that do, to understand the financial impact of a change in policy. Once enough data is collected to understand the impact a further report will be presented to Council.

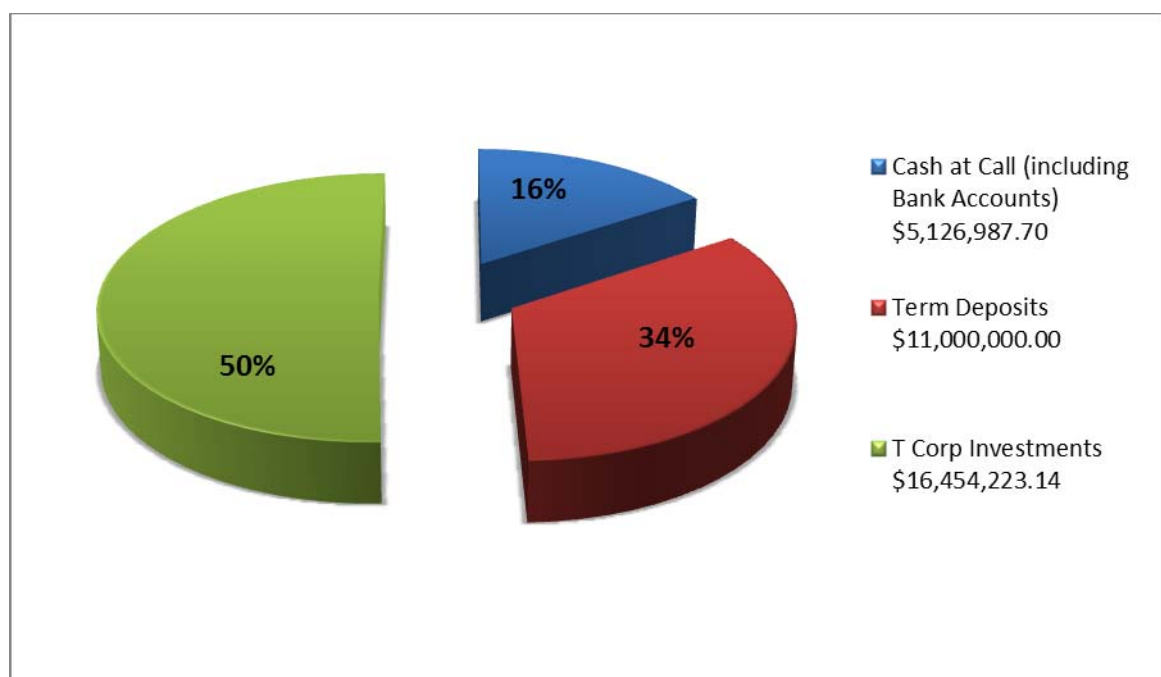
Conclusion

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 now 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.

Appendix to Financial Analysis Report – October 2016

The following graph shows a breakup of Council's investment portfolio as at 31 October 2016:



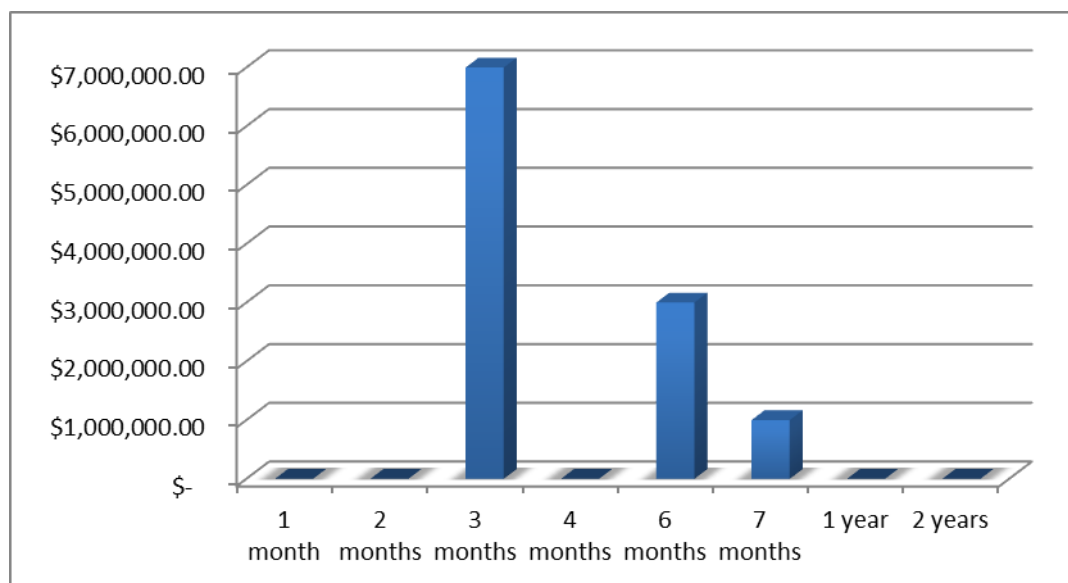
Council made one new term deposit during the month of October 2016.

Financial Institution	Investment Amounts (\$)	Maturity Date	Investment Rate per annum (%)	Days Invested
Members Equity Bank	1,000,000.00	5/01/2017	2.68	91

Total term deposit maturities during the month ending 31 October 2016 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 (\$)
Bank of QLD	1,000,000.00	6/10/2016	3.15	15,793.15
Elders Rural Bank	1,000,000.00	6/10/2016	2.90	9,956.33
Westpac Ltd	1,000,000.00	20/10/2016	3.00	10,027.40

The following graph shows the length of time of Council's term deposit maturities as at 31 October 2016.



RICHMOND VALLEY COUNCIL FINANCIAL ANALYSIS REPORT AT 31 OCTOBER 2016													
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	0.06%	N/A	3,977,237.26	31/10/2016	12.65%	No
Total Cash at Call										3,977,237.26		12.65%	
<u>Term Deposits</u>													
Term Deposit	AMP Ltd	Term Deposit	A1+/AA-	7/06/2016	5/12/2016	Fixed for Term	Maturity	0.25%	N/A	1,000,000.00	31/10/2016	3.18%	Part
Term Deposit	Newcastle Permanent	Term Deposit	A2/BBB+	11/08/2016	9/11/2016	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/10/2016	3.18%	Part
Term Deposit	AMP Ltd	Term Deposit	A1+/AA-	18/08/2016	16/03/2017	Fixed for Term	Maturity	0.25%	N/A	1,000,000.00	31/10/2016	3.18%	Part
Term Deposit	Beyond Bank	Term Deposit	A2/BBB+	29/08/2016	28/11/2016	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/10/2016	3.18%	Part
Term Deposit	Greater Bank	Term Deposit	A2/BBB+	30/08/2016	27/02/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/10/2016	3.18%	Part
Term Deposit	Greater Bank	Term Deposit	A2/BBB+	30/08/2016	28/11/2016	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/10/2016	3.18%	Part
Term Deposit	Newcastle Permanent	Term Deposit	A2/BBB+	31/08/2016	29/11/2016	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/10/2016	3.18%	Part
Term Deposit	Bank of QLD	Term Deposit	A2/BBB	1/09/2016	1/03/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/10/2016	3.18%	Part
Term Deposit	Members Equity Bank	Term Deposit	A2/BBB	5/09/2016	5/12/2016	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/10/2016	3.18%	Part
Term Deposit	Beyond Bank	Term Deposit	A2/BBB+	28/09/2016	3/01/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/10/2016	3.18%	Part
Term Deposit	Members Equity Bank	Term Deposit	A2/BBB	6/10/2016	5/01/2017	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/10/2016	3.18%	Part
Total Term Deposits										11,000,000.00		35.00%	
<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	0.17%	8,000,000.00	8,220,804.93	31/10/2016	26.15%	
Strategic Cash Facility Trust	NSW Treasury Corporation	Trust	Various	N/A			Monthly	0.17%	8,000,000.00	8,233,418.21	31/10/2016	26.19%	
Total Fixed Interest Securities										16,000,000.00	16,454,223.14		52.35%
Total Investment Portfolio at Face Value									30,977,237.26				
Total Investment Portfolio at Fair Value										31,431,460.40			
<u>Bank Accounts</u>													
Account Name		Balance \$		31-Oct-16									
General Fund Bank Account				1,137,475.52									
Trust Fund Bank Account				120,994.55									
NAB Cheque Account				-20.00									
Evans Head Memorial Areodrome Fund				12,294.92									
Total				1,270,744.99									
Overall Average Interest Rate for month - Portfolio									0.21%				
Total Bank Account Portfolio										1,270,744.99			
Total Portfolio										32,702,205.39			

14.6 SECTION 356 FINANCIAL ASSISTANCE GRANTS**Responsible Officer:**Vaughan Macdonald (General Manager)

RECOMMENDATION

Recommended that:

1. Council delegate the responsibility for determining the allocation of the Section 356 Community Financial Assistance Program to the General Manager.
2. The General Manager makes determinations in accordance with Council's Section 356 Community Financial Assistance Program Policy.
3. The General Manager conducts a workshop with Council before each determination and advises Councillors of the final outcome as soon as is practical.

151116/ 12 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

Executive Summary

Council allocates an amount of financial assistance each year to 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. The policy also sets out the method of determining allocations in accordance with the strategies, eligibility and selection criteria outlined in the policy.

Council has allocated \$70,000 in the 2016/17 budget for financial assistance funding. The policy provides for two equal funding rounds of \$35,000 and there is currently \$35,000 worth of funding available.

Recent changes to the legislation have allowed Councils to delegate the determination of 356 Grants to the General Manager and this report seeks to establish that delegation.

Community Strategic Plan Links

Focus Area 7 Governance and Process - Long Term Goal 7.5 Sound Governance and Legislative Practices

Budget Implications

Council has allocated \$70,000 in the 2016/17 budget for financial assistance. The total amount of current funds available is \$70,000. The policy provides for two rounds of funding in the budget period. The proposed allocation of \$35,000 is within budgetary constraints.

Report

There has been a recent amendment to the Local Government Act that allows Council to delegate the determination of Section 356 Grants on the following provisos (Section 377 1A *NSW Local Government Act 1993*):

- a. the financial assistance is part of a specified program, and
- b. the program is included in the Council's draft operational plan for the year in which the financial assistance is proposed to be given, and
- c. the program's proposed budget for that year does not exceed 5 per cent of the Council's proposed income from the ordinary rates levied for that year, and
- d. the program applies uniformly to all persons within the Council's area or to a significant proportion of all the persons within the Council's area.

Council's Community Financial Assistance Program meets these criteria. It is therefore recommended that Council give the delegation for the determination of application under the 356 Program in accordance with Council's policy.

To ensure that Councillors are fully informed about the Section 356 Grants Program, the General Manager will hold a workshop prior to the six monthly determination of Section 356 Applications and advise Council of the final outcome as soon as is practical.

Consultation

The call for Applications for Section 356 Community Financial Assistance Program is advertised for no less than 28 days in the Richmond River Express Examiner and on Council's website and Facebook page.

Conclusion

Changing legislation has allowed Councils to delegate the determination of Section 356 Grants to the General Manager. This report recommends that the delegation be established.

14.7 TENDER RVC735629 - PROVISION OF LEGAL SERVICES**Responsible Officer:**Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

RECOMMENDATION

Recommended that:

1. All ten tenderers:

- Northern Rivers Lawyers & Agriculturalists Pty Ltd t/as Hannigans
- Maddocks
- Lindsay Taylor Lawyers
- Locale Consulting Pty Ltd
- Marsdens Law Group
- Redenback Lee
- Swaab Attorneys
- Moray & Agnew
- P G Lamond Pty Ltd as Trustee for the Omagh Trust t/as Mitchell Playford & Radburn
- Hunter Councils Legal Services Ltd t/as Local Government Legal

be appointed to a panel to provide legal services at their tendered unit rates at best advantage to Council.

2. The contract will run for the period 1 December 2016 to 30 November 2021.
3. The Common Seal of Council be affixed to any documentation, where required.

151116/ 13 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

Executive Summary

Council invited tenders to appoint a panel of suitably qualified legal firms, organisations or individuals, to provide all of, or components of Council's legal requirements over the next five-year period.

Council requires legal services generally, but not limited to, the following areas of law and general practice:

- *Local Government Act 1993* and associated Regulations;
- *Environmental Planning & Assessment Act 1979* and associated Regulations;
- Land and Environment Court appeals as well as civil enforcement matters and prosecutions;
- Local Government prosecutions specifically but not limited to, those relating to the Regulations under the *Local Government Act 1993*; the *Companion Animals Act*; the *Food Act*; the *Roads Act*; the *Protection of the Environment Operations Act*;
- Provision of legal advice on procurement issues;
- *Government Information (Public Access) Act* and the *Privacy and Personal Information Protection Act*;
- Employment, Industrial, and Work Health and Safety matters;
- *Real Property Act*, *Just Terms Compensation Act* and any other legislation relating to the sale and purchase, leasing, licensing and resumption of property; and
- Debt recovery (excluding matters dealt with by Council's nominated debt recovery agency/s).

Community Strategic Plan Links

Focus Area 7 Governance and Process - Long Term Goal 7.5 Sound Governance and Legislative Practices

Budget Implications

Council's budget does contain amounts for legal services as required, in most cases these costs are then passed onto the offending person/entity.

Report

Council's Chief Operating Officer, Principal Accountant, Manager Governance & Risk and Coordinator Purchasing, Stores have been involved in the development of specifications and assessment criteria.

Contract Duration

This contract will run for five years from 1 December 2016 to 30 November 2021.

Probity

The Tender has been conducted in accordance with Clause 166(a) of the *Local Government (General) Regulation 2005*.

All tenderer insurance records were checked against Tender requirements and potential non-conformities were noted in the Evaluation Matrix for the consideration of the panel.

The evaluation was conducted in accordance with the Local Government Tendering Guidelines and confidentiality and probity were maintained throughout the process.

Tender Analysis

The tenderers are not ranked and the works would be offered to the tenderer with the best schedule of rates for the specific legal requirements Council requires.

Tenders were evaluated by the Tender Evaluation Panel on the following:

- Expertise in legal matters relating to legislation applicable to Local Government and relevant experience demonstrated through a successful track record of quality, accurate and timely provision of legal services to customers in the industry;
- Knowledge, skills and experience of professional and other staff and the capacity and availability of staff to provide prompt, authoritative, and appropriate legal services to Council;
- Methodology to be utilised in delivering legal services in accordance with the requirements stipulated within Section C of the Request for Tender document including engagement, allocation of resources, communication and reporting processes; and
- Price.

The evaluation panel evaluated all tenderers as complying with the tendering requirements.

Consultation

No consultation was required for this Tender.

Conclusion

It is recommended that all ten legal firms be placed on the panel of providers for Council's legal services over the next five year period.

The appointment of a legal firm from the panel to provide legal services to Council would be the firm which provides best advantage to Council, based on the tendered schedule of rates for a period from 1 December 2016 until 30 November 2021.

14.8 TENDER RVC339.16 - CASINO LIBRARY INTERNAL FITOUT**Responsible Officer:**Ryan Gaiter (Chief Financial Officer / Manager Mid-Richmond)

RECOMMENDATION

Recommended that:

1. Council accept Quantum Libraries as the preferred contractor for the Casino Library Internal Fitout for \$162,019.00 (exclusive of GST).
2. The Common Seal of Council be affixed to any documentation where required.

151116/ 14 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

Executive Summary

Council, through a selective tender process, invited three potential contractors to respond to this Tender. Tender documents were sent to all three potential contractors. Council received responses from two out of the three invitations.

The project will fit out the Casino Library to provide a modern layout to a much valued public space. The total internal fitout will include:

- New shelving and new furniture;
- Shelving that is accessible (with some shelving being mobile);
- The bottom shelves to have a tilt for easier access; and
- Some curved furniture.

This new Library fitout will provide a “community living room style” space that will play host to events, workshops and programs and be a place to meet, communicate, read and relax. The furniture with seating and tables are to be designed for comfort throughout the Library with a designated area for teenagers.

Modernising the shelving, layout and furniture to the “community living room style” concept from its current traditional crowded layout will help the Casino Library evolve to meet needs of a diverse community. Its high community benefits will include:

- An accessible collection;
- Enhance current Wi-Fi facility;
- Better experience for young families;
- Support private tutoring; and
- Increase community programs.

Community Strategic Plan Links

Focus Area 3 Community & Culture – Long Term Goal 3.2 Events, Art and Culture

Budget Implications

Council received a grant allocation for \$177,230.00 (exclusive of GST) in the 2016/17 financial year. The remaining grant funding will be utilised for electrical power outlets that are required to be moved and any extra lighting requirements to accommodate for the new design.

Report

Tenders were called under the provisions of the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and the requirements of the Richmond Valley Council Purchasing Policy. Tenders closed on Thursday, 6 October 2016 and Council received submissions from the following companies:

Tenderer	ABN	Assessed Tender Amount (ex GST)	Total Score out of 50	Recommended Tender Amount (incl GST)
Queensland Library Supplies Pty Ltd t/as Quantum Libraries	30010147547	\$162,019	30	\$178,220.90
CEI Limited t/as RAECO	72006501926	\$147,328	22	

Council's Manager Regional Library, Deputy Regional Library Manager and Coordinator Purchasing and Stores have been involved in the development of specifications and the assessment criteria.

Tender Analysis

1. Pre-Evaluation Actions

Council called for Tenders using the selective tendering method following an expression of interest, in accordance with Section 55(4) of the Act and Clauses 168 and 169 of the *Local Government (General) Regulation 2005*. Council utilised Tenderlink for its tendering requirements.

A Tender Evaluation Plan consistent with the Regulation and the Conditions of Tendering in the Request for Tender Documents was prepared and endorsed by the Tender Evaluation Panel prior to close of Tenders.

2. Initial Evaluation

All Tenders were received prior to the nominated closing date and time.

The initial evaluation identified that only Quantum Libraries demonstrated the full understanding of the requirement and that there were extra unknown cost associated with RAECO. The RAECO submission specifically excluded the removal of the current shelving. This exclusion is likely to bring the total cost of the RAECO offering up considerably.

3. Evaluation of Non-Price Criteria

The non-price criteria for evaluation are as follows:

- Understanding of the project requirement;
- Proposed Methodology and Program;
- Evidence of benefit to the local economy; and
- Referees.

The scores were weighted against each criterion and totalled as shown in the table below.

Tenderer	Total weighted score (out of 10)	Rank
Queensland Library Supplies Pty Ltd T/A Quantum Libraries	8.60	1
CEI Limited T/A RAECO	5.95	2

Note: Due to the price scoring methodology the lowest submitted price receives maximum points to be awarded and the highest the minimum points however in the responses it was identified that there were too many unknown costs associated with RAECO's response, therefore the higher priced score was awarded to Quantum Libraries.

Consultation

Referees were consulted to confirm work history, experience and capabilities of Tenderers to ensure suitability for the proposed works. These checks were performed by Council's Manager Regional Library who is considered the subject expert on the Tender Evaluation Panel.

Conclusion

Quantum Libraries response is seen as representing the best value for Council. It is recommended that Quantum Libraries be awarded this contract.

14.9 PROPOSED LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) AMALGAMATION BETWEEN RICHMOND VALLEY, LISMORE CITY AND KYOGLE COUNCILS**Responsible Officer:**Angela Jones (Director Infrastructure and Environment)

RECOMMENDATION

Recommended that:

1. Council endorse the proposal to establish a combined Local Emergency Management Committee with Lismore City and Kyogle Councils.
2. The General Manager progress the proposal for a combined committee with Lismore City and Kyogle Councils as required under the State Emergency and Rescue Management Act.
3. The General Manager explore opportunities for resource sharing with Lismore City and Kyogle Councils to ensure the success of the proposed combined committee.

151116/ 15 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

Executive Summary

This report outlines a proposal for Council to combine its Local Emergency Management Committee with that of Lismore City and Kyogle Councils. The proposed combined committee would be known as the Northern Rivers Local Emergency Management Committee.

Community Strategic Plan Links

Focus Area 3 Community and Culture - Long Term Goal 3.1 Support a Safer Community.

Budget Implications

As the proposed combination of the committees will allow Council to better meet its obligations and make more efficient use of resources. There should be no budget implications for Richmond Valley Council as a result of supporting the recommendation.

Report

All Councils in NSW have responsibilities under the State Emergency and Rescue Management Act (SERM Act) to support their local emergency services agencies in preparation for, response to and recovery from emergencies and disasters.

Local Councils are responsible to undertake a range of duties, but primarily, our role covers two key areas:

- Chair and provide administrative support to the Local Emergency Management Committee (LEMC)
- Provide administrative support to the Local Emergency Operations Controller (LEOCON) during response to emergencies and disasters.

The LEMC meets quarterly and coordinates and oversees the implementation of strategies and activities to meet our obligations under the SERM Act. These include:

- Preparation and regular review of an Emergency Management Plan (EMPLAN),
- Identification and establishment of suitable premises for an Emergency Operations Centre (EOC) to be used when required for coordination of response across multiple agencies during major emergencies and disasters,
- Identification and establishment of suitable premises for use as evacuation centres when required during major emergencies and disasters,
- Ensuring member agencies have their own plans and procedures in place, and
- Organising, conducting and reviewing exercises to test plans.

In meeting its requirements to the LEMC and LEOCON, Council must appoint a Local Emergency Management Officer (LEMO). Richmond Valley Council's LEMO is Angela Jones, Director Infrastructure and Environment.

There is a considerable amount of work required to meet our obligations to the LEMC and LEOCON. Further, other emergency services and response agencies have similar workloads, but for many, these are repeated across neighbouring local government areas.

There are a number of examples throughout NSW of LEMCs from adjoining local government areas being combined. The closest examples to Richmond Valley are the Tweed-Byron LEMC and the Coffs-Bellingen LEMC. Both examples are working well in their respective areas.

The benefits of this approach are many and include:

- Aligning LEMC boundaries with those of the emergency services represented on the committees e.g. Local Police Command,
- Better planning and coordination of resources,
- More flexibility in the use and availability of resources e.g. establishment of EOCs during response events,
- Greater efficiency for agencies in not having to attend multiple meetings across several LGAs, and
- Opportunities for resource sharing among member Councils for administrative and LEMO roles in supporting emergency management activities.

The concept of a combined LEMC between Richmond Valley and its neighbours has been discussed intermittently over the last 2-3 years. The discussions have been based around a combined LEMC to match the Police command boundaries of the Richmond Command as the Local Area Commander is the LEOCON for all four Council areas. This includes the Councils of Ballina, Kyogle, Lismore and Richmond Valley.

Response to the suggestion has been mixed but most recently Lismore City and Kyogle Councils have shown significant interest in combining their LEMCs with Richmond Valley. Ballina remains content to stand alone. As such the matter was considered formally at the Richmond Valley Local Emergency Management Committee meeting held on 1 August 2016 where it was resolved unanimously to pursue the opportunity of a combined committee with Lismore City and Kyogle. Similar resolutions have been passed at the Lismore City and Kyogle LEMCs.

Subsequently, a workshop of representatives for each Council and the respective agencies was held on 1 September 2016 to explore the opportunity, pros and cons of a combined committee. The workshop was facilitated by the Regional Emergency Management Officer, Peter Davidson.

Whilst there were some weaknesses and threats identified in the workshop, none of these were regarded as insurmountable or fatal to the proposal. As such the group that attended the workshop were also unanimous in their view that a proposal to combine the three committees should be progressed further.

Each Council is now seeking the formal endorsement of its elected Council to proceed further. The next step would be for each Council to write to the Chair of the North Coast Regional Emergency Management Committee requesting to combine and referencing Section 27 of the SERM Act 1989, as amended. Upon endorsement by the regional committee, the proposal will be forwarded to the State Emergency Management Committee and Minister for Emergency Services for approval.

If a combined committee is established, the first task will be to review and combine the Emergency Management Plans (EMPLANs) of each committee into

a single plan. The NSW Government has issued a new template for the preparation of EMPLANS and this is mandatory for all EMPLANS across the state. There will be a considerable amount of work required to do this and resource sharing is an obvious possibility to undertake the task as well as to support the activities of a combined committee moving forward.

In discussion with the Local Area Commander, Superintendent Greg Martin, the name of Northern Rivers Local Emergency Management Committee is favoured for the combined committee. This needs further discussion with Lismore City and Kyogle Councils but is considered a good description of the area covered by the committee.

Consultation

Not applicable.

Conclusion

The SERM Act imposes statutory responsibilities on all Councils in NSW in regard to Emergency Management. The proposed combination of the committees will allow Council to better meet its obligations and make more efficient use of resources.

It is recommended that Council proceed with a proposal to combine its Local Emergency Management Committee with that of Lismore City and Kyogle Councils.

14.10 SHARK MANAGEMENT STRATEGY - SHARK NET TRIAL

Responsible Officer:

Angela Jones (Director Infrastructure and Environment)

RECOMMENDATION

Recommended that:

1. Council support the NSW Government's proposed Shark Net Trial on North Coast Beaches, including at Evans Head; and
2. Council support the Shark Management Strategy and proposed mitigation measures such as aerial surveillance and trials of new technology.

151116/ 16 RESOLVED (Cr Hayes/Cr Cornish)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

Executive Summary

The NSW Government Shark Management Strategy is a \$16 million program of integrated measures designed to mitigate the risk of shark interactions with beachgoers. The strategy includes detection measures such as aerial surveillance from helicopters and drones, trials of new technologies such as Clever Buoys, shark tagging and tracking and enhancement of the SharkSmart app.

The NSW Government has acknowledged the North Coast community is suffering after an extraordinary run of shark attacks. After a number of incidents in the past six months, the NSW Premier announced a shark net trial would be implemented on North Coast beaches. Following a change to NSW legislation, a trial on North Coast beaches is due to commence in December 2016 prior to the start of Queensland school holidays.

Community Strategic Plan Links

Focus Area 1 Natural Environment and Focus Area 4 Recreation and Open Space.

Budget Implications

Nil.

Report

The NSW Government Shark Management Strategy is a \$16 million program of integrated measures designed to mitigate the risk of shark interactions with beachgoers. The strategy includes detection measures such as aerial surveillance from helicopters and drones, trials of new technologies such as Clever Buoys, shark tagging and tracking and enhancement of the SharkSmart app. Council has been working closely with NSW Department of Primary Industries (DPI) to support and complement their activities and the recent announcement of the shark net trial at Evans Head Main Beach is a result of this cooperation.

The NSW DPI Industries Shark Incident Response Plan was announced recently after a number of further shark attacks on the North Coast this year. The NSW Government introduced a Bill to NSW Parliament to legalise a six-month trial of traditional shark nets on the North Coast. Following the change to NSW legislation, the trial is scheduled to commence in December 2016 prior to the start of Queensland school holidays. DPI has commenced procurement of nets and started negotiations with contractors.

Department of Primary Industries has held meetings with the community on the North Coast to discuss the six-month shark net trial. In addition to the stakeholder meetings, an on-line community survey and a number of drop-in stands have been rolled out to enhance community engagement on the topic. The survey aims to inform how the trial will proceed, including the beach

locations. The survey closed at 5pm on Sunday, 6 November 2016. An analysis of results has been undertaken and a summary of the results made available to the public. DPI have also engaged an independent research company to undertake random phone surveys.

The NSW Government has acknowledged the North Coast community is suffering after an extraordinary run of shark attacks. The Government has an obligation to do all it can to ensure public safety, whilst balancing the benefits of its actions with any impacts on the environment and wildlife. Protecting human life is the first priority. Marine life is important, which is why DPI world-leading fisheries experts are investigating how mesh nets might be improved to avoid unnecessary entanglements. Strategies to reduce bycatch include fitting the nets with whale alarms and dolphin pingers to deter marine mammals. Once the nets are in place, they will be checked frequently and it is hoped SMART automatic alert devices can be fitted to the nets to alert contractors of trapped animals so they can be released quickly. The six-month trial will be concluded and nets removed from the water before the whale migratory period commences.

Nets are generally installed parallel to a beach, near surf clubs and patrolled swimming areas. The nets which are currently used in NSW are 150 metres long and 6 metres deep. They are mid-water nets and are set approximately 4 metres below the water surface in about 10 to 12 metres of water. The shark nets are not a barrier; they are essentially passive fishing nets which are designed to reduce the level of risk to beachgoers entering the water.

The attached “North Coast Shark Net Trials- FAQs” contains detailed information on the proposed trial and a suite of information in relation to the Shark Management Strategy is available on the DPI website. To find out more, visit <http://www.dpi.nsw.gov.au/fishing/sharks/management>. Furthermore, a copy of the Media Release from Mr Niall Blair, Minister for Primary Industries/Minister for Lands and Water announcing the commencement of the Shark Nets Trial is also attached for Councillors' information.

In addition to Council's own Early Warning Shark Alarm System, the Richmond Valley coastline has had a number of initiatives from the Shark Management Strategy undertaken in the vicinity of Evans Head. These include a VR4G listening station, SMART drumlines, tagging program and drone trials. At present, Evans Head is part of the drone trial which was rolled out in five locations across NSW in late September of this year. Phase 3 of the drone trials continues with great success. A decision will be made as to whether or not the trial will be extended in the coming month. Feedback on the drone trial from residents to date has been positive with many wanting drones to be a permanent fixture on our beaches and an increase in the frequency of flights.

Consultation

Representatives from Richmond Valley Council have been attending Shark Management Strategy Stakeholder meetings for the past 12 months. Staff are in regular contact with NSW DPI and will continue to actively participate in the initiatives of the NSW Government in relation to shark management.

Department of Primary Industries has been consulting widely through a number of channels such as an on-line community survey, drop-in stands and a random phone survey. Council recently consulted with the community of Evans Head with regard to shark management strategies which resulted in feedback being overwhelmingly in support of shark net trials. The support for the trials has also come from the surf club, board riders groups, business chamber as well as families with young children.

Conclusion

No one measure can stop shark attacks, but the trial of shark mesh nets with new technology included to minimise by-product catch will complement the existing \$16 million Shark Management Strategy, and help reduce the risk of further attacks. The shark mesh nets are not a barrier; they are essentially passive fishing nets which are designed to reduce the level of risk to beachgoers entering the water. Richmond Valley Council Officers have participated in the Shark Management Strategy stakeholder meetings since their inception and will continue to participate in the stakeholder forums and advocate on behalf of its community regarding shark management initiatives.



North Coast shark net trials – FAQs

October 2016

Why is the Government introducing shark nets on the NSW north coast?

The Government has an obligation to do all it can to ensure public safety – balancing the benefits of its actions with any impacts on wildlife and the environment. It has made the decision following a spate of shark attacks on the north coast and calls from sections of the local community to introduce shark meshing nets. The Government believes shark nets are worth trialling - along with all possible measures to reduce the loss of life of non-target marine animals coming up against the nets. Coastal communities need to have some areas made as safe as possible from ocean predators.

How many nets are proposed and what are the proposed locations?

The number and location of shark mesh nets on the north coast is open for discussion with the community. A feedback survey is asking people to nominate up to three trial beaches. All beaches in the Ballina and Richmond Valley shires are potential sites. To have your say go online at <http://www.dpi.nsw.gov.au/sharks> by Sunday 6 November and make your comments.

Where do the nets go?

They will be set generally in line with how they are used in the Newcastle to Wollongong shark meshing area, but with possible modifications to suit local conditions. They are generally installed parallel to the beach near surf clubs and patrolled swimming areas. Shark nets currently used in NSW are 150 metres long by 6 metres deep, with a mesh size of 60cm. They are a 'mid-water net' set below the surface in about 10 to 12 metres of water, within 500 metres of the shore.

When will the nets go in?

Weather permitting, the nets will go in before the start of the Queensland school holidays, by 8 December. Public consultation is important and will be conducted before any nets go in.

What evidence do we have that nets are effective in protecting people?

There has been only one fatality at a netted beach between Newcastle and Wollongong in the last 70 years. The frequency of shark interactions with people dropped considerably after nets were installed around Sydney and in Queensland - compared to what it had been previously. Mesh netting programs of course don't prevent all shark interactions because they are not full-beach barriers.

How do shark nets work?

They are passive fishing nets designed to catch large sharks by entangling them; to reduce the numbers of dangerous sharks aggregating near the netted beach; and above all, to reduce the likelihood of shark interactions. They do NOT create an enclosed area, or provide a barrier between beachgoers and sharks.

What are our strategies to limit unintended impacts on bycatch?

Nets will be fitted with whale alarms and dolphin pingers to deter marine mammals. While the Sydney nets are checked at least once every 72 hours, it is proposed that more frequent checking will be done for the North Coast trial. The exact regime will be informed by community feedback. It is also proposed to trial the use of SMART automatic alert devices so that a meshing contractor can be notified and respond quickly to release any trapped animals.

Will the nets be monitored by DPI or contractors?

Contractors will set and check the nets, with a trained DPI observer present on every trip.

What are the latest statistics for bycatch in nets?

The Shark Meshing (Bather Protection) Program 2014-15 Annual Performance Report indicates there were a total of 189 entanglements of marine animals on 51 nets during the 2014-15 meshing season, comprised of 44 with target sharks, and 145 with non-target marine life. It is important to note, however, that the number of non-target species caught in the nets can vary considerably year to year and the Far North Coast waters are more biologically diverse than those of the temperate waters further south with more abundant marine life. See the 2014-2015 Annual Performance Report

at http://www.dpi.nsw.gov.au/_data/assets/pdf_file/0007/623248/shark-meshing-bather-protection-program-2014-15-annual-performance-report.pdf

How long can dolphins and turtles survive if they are caught?

Deterrent devices will be used to deter dolphins from the immediate area of the net. However, if dolphins or green turtles are inadvertently caught, it is unlikely they would survive for more than 30 minutes. Loggerhead and Leatherback turtles are likely to be able to survive for considerably longer than this.

Will the nets be removed during whale migration?

The trial will start in December 2016 and run for six months. This period will avoid most of the whale migration time.

Will drumlines be used as well as nets?

DPI will trial running the nets together with SMART drumlines which allow captured sharks to be tagged, relocated and released.

If the barriers could not withstand the sand movement and dynamic conditions at Lighthouse Beach and Lennox, how will the nets?

The nets are lightweight gear are not firmly fixed to the seafloor in the same way that barriers are. They can be removed from the water if very rough conditions are forecast.

How will DPI evaluate this trial - what is success?

Two types of information will be used to evaluate the trial. First, how effective are the nets at catching target sharks with minimal impact on other marine animals. Second, how acceptable the approach is to the community in terms of reducing risk of shark bites.

What happens to potentially dangerous sharks caught in the nets? Are they released alive?

Yes, whenever safe and practical to do so. Potentially dangerous White, Bull and Tiger sharks will be relocated further out to sea before being released.

How will DPI protect the local resident dolphin population?

Nets will be fitted with the most sophisticated dolphin pingers available. However, even with the best available technology and regular checking, the nature of mesh nets means that some dolphins may be caught and killed.

Is it true that 40% of sharks caught are on the beach side of the net?

There are no available data on this for meshed beaches in NSW or Queensland.

What happens after the 6 month trial?

That will depend on the outcome of the trial and the community's reaction to the trial.

How will the net trial affect endangered species, such as the Grey Nurse Shark?

It is possible that some Grey Nurse Sharks might be entangled during the course of the trial. These sharks generally have a relatively good survival rate in the Sydney meshing program and can usually be released alive.

How are animals removed out of the nets?

It depends on what has been caught and the extent to which they have become entangled. Sometimes, the net has to be cut away in order to release the captured animal.

What consultation will DPI undertake before nets go in?

DPI has established a mobile drop-in centre on the meshing trial. This stand will be at a number of North Coast locations from 29 October to late November – a schedule will be available at www.dpi.nsw.gov.au/sharks. DPI is also conducting an online survey at www.dpi.nsw.gov.au/sharks to gauge community views on the shark netting which closes on 6th November at 5pm. Key stakeholders will continue to be consulted and media interviews will be conducted to disseminate information.

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Disclaimer: The information contained in this publication is based on knowledge and understanding at the time of writing (October 2016). However, because of advances in knowledge, users are reminded of the need to ensure that information upon which they rely is up to date and to check currency of the information with the appropriate officer of the Department of Primary Industries or the user's independent adviser.

Published by the Department of Primary Industries

JTN 14209



Niall Blair
Minister for Primary Industries
Minister for Lands and Water

MEDIA RELEASE

Tuesday, 8 November 2016

NSW NORTH COAST READY FOR NETS

Legislation will tomorrow be introduced to the NSW Parliament to fast-track a trial of mesh nets on five beaches on the NSW North Coast, which have been selected following extensive community consultation.

The locations where the nets will be trialled are Lighthouse Beach, Sharpes Beach and Shelly Beach at Ballina, Seven Mile Beach at Lennox Head and Evans Head Beach.

NSW Minister for Primary Industries, Niall Blair, said the community consultation had demonstrated strong support for these five beaches, and for the six-month trial of the nets.

"The NSW Government has consistently said all options are on the table to deal with the rise in shark attacks on the North Coast – we now know that the local community is in strong support for the trial of nets," Mr Blair said.

"We've surveyed the North Coast community over the last fortnight – through an online survey, and also a targeted phone survey of Evans Head and Ballina residents – and a majority of respondents support a trial of nets.

"Our legislation – to be introduced to NSW Parliament tomorrow – will allow this trial to be fast-tracked, so that we can have nets in the water in time for the summer school holidays."

The nets will be tested in a number of environments to give the trial the best chance of success before the six month campaign gets underway.

This will involve assessing how easily the nets can be pulled in and out of the water, how they operate in shallow waters and potential enhancements with SMART technologies.

The nets will complement the other measures in place under our \$16 million Shark Management Strategy, including smart drumlines, more VR4G stations to identify tagged sharks, increased traditional aerial surveillance and trials of drone surveillance.

The phone poll of 600 Ballina and Evans Head residents also had strong results:

- 57 per cent were 'extremely' or 'very' concerned for the community about shark bites
- 54pc felt the trial would have a positive impact on the community, compared with 12pc who felt it would have a negative impact
- 63pc of surfers felt the trial would have a positive impact.

More than 5400 people also participated in an online survey and dropped in to a community stand in Ballina, with those results similarly supportive of the trial, with 61pc of surfers believing it would be a positive initiative for the area.

MEDIA: Evie Madden | Minister Blair | 0409 682 163

14.11 TRANSFER OF CROWN ROAD TO COUNCIL CONTROL - ENDRIES LANE TATHAM**Responsible Officer:**Andrew Leach (Manager Asset Planning)

RECOMMENDATION

Recommended that:

1. Council apply to Department of Industry – Lands to transfer the portion of Crown Road Reserve to Council's control, as shown in the diagram set out in the report.
2. Council continue to maintain the existing road pavement up to the entrance to 97 Endries Lane. No new road pavement will be constructed as a result of this transfer.
3. Any improvements or modifications to the road reserve (including fencing) be at the expense of the person(s) seeking the improvement. This would also include future maintenance of the item.
4. Any gates proposed to be installed across the road reserve would need to follow Council's existing Public Gates and Bypasses (Cattle Grids) Procedure.
5. Council record in its Asset database the limits of the road to be maintained.

151116/ 17 RESOLVED (Cr Morrissey/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

Executive Summary

Department of Industry – Lands (Crown Lands) have been processing a crown road closure application that has been halted following the receipt of objections from interested parties. The road is located at the southern end of Endries Lane, Tatham. The road reserve is approximately 1430 metres long and contains approximately 140 metres of Council maintained unsealed pavement.

The road reserve serves as the legal access to local properties that have not been developed yet. The basis for the objection was to allow the road reserve to be used by farm machinery to move between neighbouring farms in the area.

Crown Lands would like Council to take control of the road reserve as Crown Lands are not the appropriate authority to authorise any construction activities within the road reserve.

Information supplied by local residents have indicated that when Shannon Brook is experiencing flooding and access is cut on Tatham Greenridge Road and at the Tatham Bridges, these road reserves offer an alternative access via public road reserves to Murphys Road.

Community Strategic Plan Links

Focus Area 6 Transport and Infrastructure - Long term Goal 6.1 Roads, Drainage and other Infrastructure Asset Classes.

Budget Implications

The estimated costs incurred in the transfer of the crown road reserve to Council control is approximately \$100, which can be funded from existing budgets.

Report

Department of Industry – Lands (Crown Lands) has received a road closure application for two sections of crown road reserve located at the southern end of Endries Lane, Tatham. One section of road runs adjacent to the northern side of Lots 125 and 126 DP 755634 and the second section of road runs adjacent to the western side of Lot 126 DP 755634. The applicant owns both Lot 125 and 126 DP 755634. Both sections of road reserve are 20.115 metres wide.

Multiple objections were received by Crown Lands, with one coming from the adjoining owner on the western side of Lot 126 DP 755634. The basis for the objection was that the closure of this road reserve would remove the ability to drive farm machinery between neighbouring farms. Whilst the adjoining owner has several parcels of contiguous land, the closure of road reserves would also remove the legal access via a public road. It would also limit his ability to sell individual parcels of land within the holding as they would have to rely on access across an adjoining land to reach a road reserve.

The road reserve running east to west adjacent to the northern side of Lots 125 and 126 DP 755634, is approximately 560 metres long and contains approximately 140m of Council maintained unsealed road pavement. This pavement leads to the property entrance to 97 Endries Lane, Tatham. The remainder of this section is traversable by vehicle but has not been constructed. It is generally fenced on both sides with some mature trees and other vegetation sparsely located within the road reserve.

The road reserve running north to south adjacent to the western side of Lot 126 DP 755634, is approximately 870 metres long. There is an opening in the fence at the northern end of the road reserve. The road reserve is fenced along the western boundary with the land currently being used by the applicant under a Crown Lands Enclosure permit. The majority of the road reserve is grass

paddock with approximately 150 metres containing the eastern tip of a larger stand of vegetation that covers the majority of Lot 114 DP 755634.

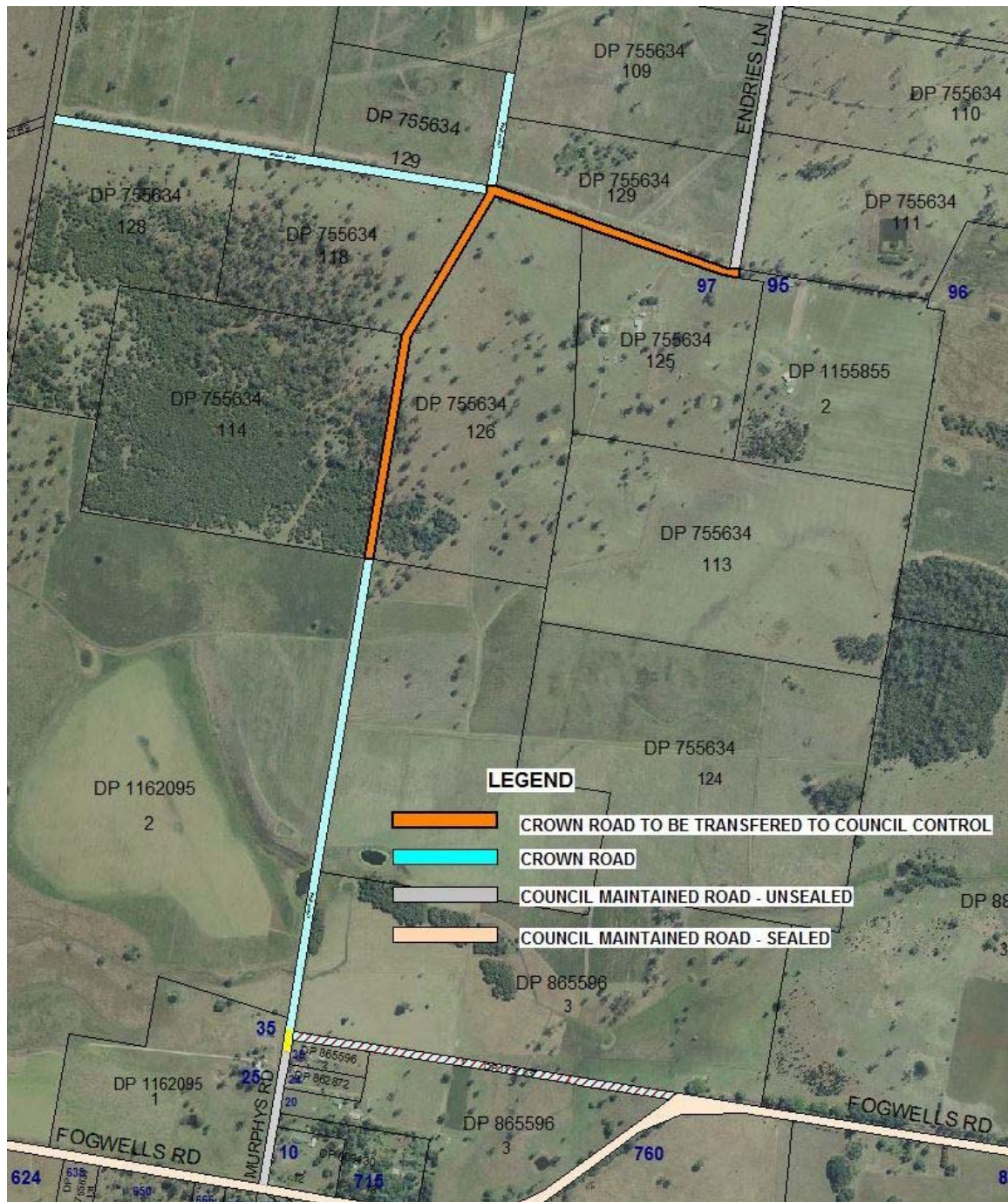
At the northern end of Murphys Road there are gates and a farm track in use evident in aerial photography which generally follows the road reserve northwards.

An inspection of the road reserve was undertaken and the site could be used by farm machinery. Some clearing would be required through the stand of vegetation (approximately 8 metres wide x 150 metres long) to allow for farm machinery to use the road. If road base was required to be imported to the site, local drainage through the use of pipe culverts would be required to maintain natural drainage flows.

During discussions with local residents it was identified that these road reserves do allow for a southern flood evacuation route along public road reserves to Murphys Road when Shannon Brook is experiencing flooding.

Correspondence and phone conversations were made with Crown Lands to discuss the options available to the road closure application. These included closing the road reserve and creating a Right of Carriageway to access the required properties, but this was not accepted. Some types of developments are restricted based on the distance from a road reserve, so a right of carriageway would restrict the development potential of the adjoining land.

Crown Lands did state they are not the appropriate authority to authorise works within a road reserve. If works were required to be undertaken within the road reserve, it would need to be transferred to Council's control. Crown Lands also identified there is a section of formed pavement near the end of Endries Road, so transferring this road to Council's control is warranted.



Location Diagram of Crown Road to be transferred to Council

Transfer of the road reserves would not involve the construction of additional road pavement beyond the entrance to 97 Endries Lane, Tatham. If any improvements were required to raise the existing standard of access within the road reserve, they would be paid for by the person(s) seeking the improvement. Any gate that is requested to be installed on the road reserve would be processed in accordance with Council's existing Public Gates and Bypasses (Cattle Grids) Procedure. Council's asset database would need to be updated to reflect that this road reserve will not contain a maintained road pavement, except for the 140 metres from Endries Lane to the property access for 97 Endries Lane, Tatham.

Transfer of the road reserve to Council's control will also terminate the existing Enclosure Permit held by the original applicant. Council does not have any Enclosure permits for Council controlled road reserves.

Consultation

Council has been in consultation with Crown Lands and one of the objectors to the road closure application. These discussions have resulted in all parties accepting the proposal for Council to take control of the road reserves.

Conclusion

Transfer of these road reserves to Council's control will ensure legal access is maintained to private properties and the ability to have an alternate flood evacuation route along public road reserves is preserved. It also allows for Council to have control over any construction activities within the road reserve.

15 MATTERS FOR INFORMATION

RECOMMENDATION

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

151116/ 18 RESOLVED (Cr Morrissey/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Lyons, Cr Simpson

15.1 GRANT APPLICATION INFORMATION - OCTOBER 2016

Responsible Officer:

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

Report

This report provides information on grant applications that have been approved, grant applications that have been received, grant applications that were unsuccessful and grant applications submitted in the month of October 2016.

No grant projects were approved though Council received funding for five grants during the reporting period totalling \$250,440.00. Council wasn't notified as being unsuccessful with any grant applications during the month of October 2016. Council applied for seven new grants in this period. The details of these grants are provided below:

Grants that have been received*Project - Flood Event of April-May 2015/Restoration Works*

Project ID	10199
Funding Body	NSW Roads and Maritime Services
Funding Name	Natural Disaster Funding
Government Level	State
Project Value (excl GST)	\$1,606,655.00
Grant Amount (excl GST)	\$1,577,655.00
Council/Other (excl GST)	\$ 29,000.00
Date Application Submitted	17 August 2015
Comment (if required)	N/A
Date Approved/Received	\$17,000.00 received 31 October 2016
Total Funds Received To Date	\$1,331,980.00

Project - Regional Roads Block Grant 2016/2017

Project ID	N/A
Funding Body	Roads and Maritime Services
Funding Name	Regional Roads Block Grant 2016/2017
Government Level	State
Project Value (excl GST)	\$871,000.00
Grant Amount (excl GST)	\$871,000.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	N/A – Annual allocation
Comment (if required)	N/A
Date Approved/Received	\$217,750.00 received 31 October 2016
Total Funds Received To Date	\$435,500.00

Project - MR145 Casino-Coraki Road 2016-17 - Ranns Road (Reconstruction and realignment of road pavement)

Project ID	N/A
Funding Body	NSW Roads and Maritime Services
Funding Name	Regional Road Repair Program 2016/17
Government Level	State
Project Value (excl GST)	\$314,322.00
Grant Amount (excl GST)	\$156,161.00
Council/Other (excl GST)	\$156,161.00
Date Application Submitted	N/A
Comment (if required)	Council contribution funded from Regional Roads Block Grant
Date Approved/Received	\$2,000.00 received 31 October 2016
Total Funds Received To Date	\$3,000.00

2015/16 Speed Management Engineering - Various Roads, Fairy Hill, North Casino and Gap Road, Woodburn

Project ID	N/A
Funding Body	NSW Roads and Maritime Services
Funding Name	2015/16 Speed Management Engineering
Government Level	State
Project Value (excl GST)	\$12,800.00
Grant Amount (excl GST)	\$12,800.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	N/A
Comment (if required)	Original grant funding was approved for \$14,492.00 although the work was completed at a lower cost resulting in a lower payment.
Date Approved/Received	\$12,800.00 received 31 October 2016
Total Funds Received To Date	\$12,800.00 (funding complete)

2015/16 Speed Management Engineering – Rileys Hill Road, Rileys Hill

Project ID	N/A
Funding Body	NSW Roads and Maritime Services
Funding Name	2015/16 Speed Management Engineering
Government Level	State
Project Value (excl GST)	\$890.00
Grant Amount (excl GST)	\$890.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	N/A
Comment (if required)	N/A
Date Approved/Received	\$890.00 received 31 October 2016
Total Funds Received To Date	\$890.00 (funding complete)

Grant Applications Submitted

NRLX Truck Wash Upgrade

Project ID	10226
Funding Body	Transport for NSW
Funding Name	Fixing Country Truck Washes
Government Level	State
Project Value (excl GST)	\$418,076.00
Grant Amount (excl GST)	\$358,076.00
Council/Other (excl GST)	\$ 60,000.00
Date Application Submitted	6 October 2016
Comment (if required)	N/A

Riverbank Resilience at Coraki

Project ID	10227
Funding Body	Local Government NSW
Funding Name	Building Resilience to Climate Change Grant Applications
Government Level	State
Project Value (excl GST)	\$91,300.00
Grant Amount (excl GST)	\$80,000.00
Council/Other (excl GST)	\$11,300.00
Date Application Submitted	12 October 2016
Comment (if required)	N/A

Evans Head Storm Water Quality System Resilience

Project ID	10228
Funding Body	Local Government NSW
Funding Name	Building Resilience to Climate Change Grant Applications
Government Level	State
Project Value (excl GST)	\$94,500.00
Grant Amount (excl GST)	\$80,000.00
Council/Other (excl GST)	\$14,500.00
Date Application Submitted	12 October 2016
Comment (if required)	N/A

Youth Week 2017

Project ID	10229
Funding Body	Department of Family and Community Services
Funding Name	National Youth Week in NSW 2017
Government Level	State
Project Value (excl GST)	\$2,460.00
Grant Amount (excl GST)	\$1,230.00
Council/Other (excl GST)	\$1,230.00
Date Application Submitted	26 October 2016
Comment (if required)	N/A

Digital Promotions at Casino, Evans Head and Kyogle Libraries - Kyogle Library Submission

Project ID	10230
Funding Body	State Library NSW
Funding Name	Public Library Infrastructure Grants 2016/17
Government Level	State
Project Value (excl GST)	\$39,087.00
Grant Amount (excl GST)	\$35,247.00
Council/Other (excl GST)	\$ 2,840.00
Date Application Submitted	27 October 2016
Comment (if required)	N/A

Project Connect - Expansion of Internet Equipment Access at Casino, Evans Head and Kyogle Libraries - RUCRL Library Submission

Project ID	10231
Funding Body	State Library NSW
Funding Name	Public Library Infrastructure Grants 2016/17
Government Level	State
Project Value (excl GST)	\$129,589.00
Grant Amount (excl GST)	\$113,243.00
Council/Other (excl GST)	\$ 16,346.00
Date Application Submitted	27 October 2016
Comment (if required)	N/A

Makerspace for Creative Community Programs - Casino Library Submission

Project ID	10232
Funding Body	State Library NSW
Funding Name	Public Library Infrastructure Grants 2016/17
Government Level	State
Project Value (excl GST)	\$43,800.00
Grant Amount (excl GST)	\$39,609.00
Council/Other (excl GST)	\$ 4,200.00
Date Application Submitted	28 October 2016
Comment (if required)	N/A

Community Strategic Plan Links

Focus Area 7 Governance and Process – Long Term Goal 7.1 Generate Revenue to Fund the Operations of Council.

Budget Implications

All Council funding required regarding the grants in this report has been included in the Richmond Valley Council budget.

15.2 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 OCTOBER 2016 TO 31 OCTOBER 2016

Responsible Officer:

Angela Jones (Director Infrastructure and Environment)

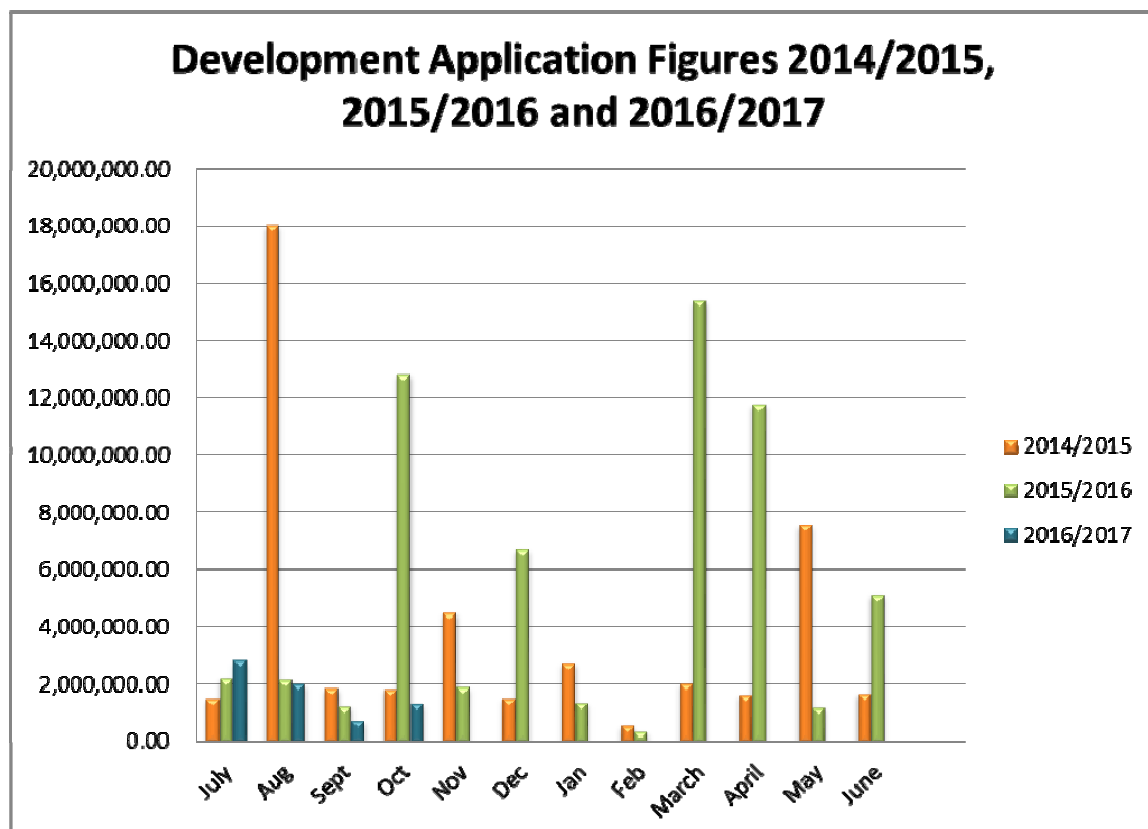
Report

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.

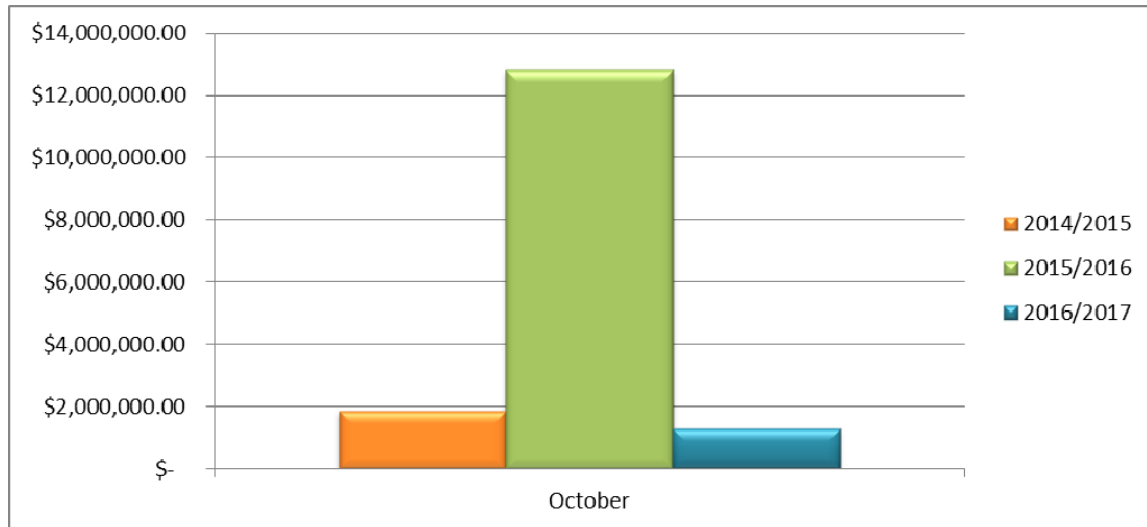
Council receives a weekly summary of the status of applications (including all received). Council notifies all determinations of Development Applications in the local newspaper pursuant to Clause 101 of the Environmental Planning and Assessment Act 1979 (as amended) on a monthly basis.

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 October 2016 to 31 October 2016 was 16, with a total value of \$1,297,084.42.

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 months of October.



Activity for the month of October

General Approvals (excluding Subdivisions, Section 96s)	12
Section 96 amendments to original consent	3
Subdivision	1
Refused	0
Withdrawn	0
Complying Development (Private Certifier Approved)	0
TOTAL	16

Community Strategic Plan Links

Focus Area 5 Rural and Urban Developments – Long term Goal 5.1 Land use Development should be appropriate for the retention of a Country Atmosphere and Village Lifestyle.

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 October 2016 to 31 October 2016							
Application ID	Applicant	Owners	Location	Parcel Description	Development	Determination Date	Estimated Cost
DA2016/0007.01	Rabbits Eat Lettuce Pty Ltd	Mr K L Jenner	1048 Seery Road, Kippenduff	Lots 63, 64, 70 & 71 DP 755636 & Lots 1, 2, 3, 4, 5 & 6 DP 127047	Music Festival and Primitive Camping Ground - Two (2) Events per Year for a Five (5) Year Period	27/10/2016	\$ -
DA2008/0091.01	Country Member Pty Ltd & Western Views Pty Ltd	Country Member Pty Ltd & Western Views Pty Ltd	Summerland Way, Casino	Lot 8 DP 577269, Lot A DP 405777, Lot 1 DP 518029, Lot 244 DP 755727, Lots 9, 12 & 13 DP 755727, Lot 2 DP 1091888, Lot 1 DP 118483, Lot 2 DP 570138 & Lot 1 DP 1174111	Section 96 Modification - Subdivision to create 13 lots	12/10/2016	\$ -
DA2017/0031	William John Townend t/as WJ Townend - Town Planning Pty Ltd	Mr A De Re	510 Manifold Road, North Casino	Lot 13 DP 1080341	Subdivision to Create Two (2) Lots being Lot 1 (70ha) and Lot 2 (58ha)	13/10/2016	\$ -
DA2017/0033	TMMM Constructions Pty Ltd t/as GJ Gardner Homes	Mr A S Hughes Mrs N A Hughes	37 Ironbark Place, Naughtons Gap	Lot 8 DP 1176405	Dwelling and Shed	13/10/2016	\$ 343,820.00
DA2012/0030.01	Newton Denny Chapelle	Mr P M McAuliffe	85 Bundocks Road, Casino	Lot A DP 951055 & Lot 2 DP 932839	Section 96 Modification - Subdivision to create 2 Lots being Lot 1 (56.1ha) & Lot 2 (40ha)	13/10/2016	\$ -
DA2017/0039	M Dalsanto	Ms M Dalsanto	47-63 Martin Street, Coraki	Lot 2 Sec 71 DP 758291	Dwelling	19/10/2016	\$ 204,180.00
DA2017/0040	GA Convine LJ Convine	Mrs L J Convine Mr G A Convine	225 Manifold Road, North Casino	Lot 7 DP 710393	Swimming Pool	11/10/2016	\$ 29,900.00
DA2017/0042	Metricon Homes QLD Pty Ltd	Mr J Innes	19 Ivory Circuit, Casino	Lot 6 DP 1201423	Dwelling	6/10/2016	\$ 208,509.42
DA2017/0046	AGS Commercial Pty Ltd	Childs Holdings Pty Limited	Neville Bienne Memorial Drive, Casino	Lot 7 DP 1142601	"As Built" Site Filling	28/10/2016	\$ 18,250.00
DA2017/0047	MJ Clapham CR Clapham	C R Clapham M J Clapham	765 Ellangowan Road, Yorklea	Lot 1 DP 252686	Dwelling Extension	17/10/2016	\$ 17,640.00
DA2017/0050	Atlas Awnings	Mr M P O'Brien	2/46 Woodburn Street, Evans Head	Lot 2 SP 72320	Awning	19/10/2016	\$ 7,106.00
DA2017/0051	KJ Moses	Mr K J Moses Ms K H Gibson	3 Minor Lane, Casino	Lot B DP 356309	Garage	14/10/2016	\$ 4,200.00
DA2017/0053	TMMM Constructions Pty Ltd t/as GJ Gardner Homes	Mrs W L Imeson Mr G N Imeson	28 Flatley Place, North Casino	Lot 20 DP 1140721	Dwelling	17/10/2016	\$ 318,480.00
DA2017/0055	GM Smith-Roberts	Mr G M Smith-Roberts	48 Barker Street, Casino	Lot 1 DP 17384	Dwelling Alterations and Additions	18/10/2016	\$ 40,000.00
DA2017/0056	MA McLennan SF Ball	Mr M A McLennan Ms S F Ball	3 Woodside Grove, Casino	Lot 56 DP 263435	Swimming Pool and Variation to Development Control Plan 2015	25/10/2016	\$ 24,999.00
DA2017/0062	Hayes Building Consultancy	Mr R J Wright	220 Woodburn Evans Head Road, Woodburn	Lot 100 DP 1121862	Dwelling Extensions	26/10/2016	\$ 80,000.00

16 QUESTIONS ON NOTICE

Nil.

17 QUESTIONS FOR NEXT MEETING (IN WRITING)

Nil.

18 MATTERS REFERRED TO CLOSED COUNCIL

Nil.

19 RESOLUTIONS OF CLOSED COUNCIL

Nil.

The Meeting closed at 5.42pm.

CONFIRMED - 20 December 2016

CHAIRMAN