

Richmond
Valley
Council



Minutes

Ordinary Meeting

Tuesday, 21 February 2017

Table of Contents

PRESENT	1
1 ACKNOWLEDGEMENT OF COUNTRY	1
2 PRAYER.....	1
3 PUBLIC ACCESS AND QUESTION TIME	1
4 APOLOGIES	2
5 MAYORAL MINUTE.....	3
6 CONFIRMATION OF MINUTES.....	3
6.1 Ordinary Meeting Minutes - Tuesday, 20 December 2016.....	3
7 MATTERS ARISING OUT OF THE MINUTES.....	3
8 DECLARATION OF INTERESTS.....	4
8.1 Declaration of Interests - Ordinary Meeting 21 February 2017	4
9 PETITIONS.....	4
10 NOTICES OF MOTION	4
10.1 Notice of Motion (Cr Daniel Simpson) - Ilmenite Rehabilitation Gap Road.....	4
10.2 Notice of Motion (Cr Robert Hayes) - Shark Barrier Trials Evans Head	5
11 MAYOR'S REPORT	6
11.1 Mayor's Attendances - 14 December 2016 to 3 February 2017	6
12 DELEGATES' REPORTS	7
12.1 Delegate's Report submitted to the February 2017 Ordinary Meeting	7

13	MATTERS DETERMINED WITHOUT DEBATE	9
14	MATTERS FOR DETERMINATION.....	9
14.1	Casino Drill Hall Draft Master Plan Consultation.....	9
14.2	Woodburn Riverside Precinct Draft Master Plan Consultation.....	11
14.3	A Guide to Economic Development in the Richmond Valley.....	13
14.4	Draft Richmond Valley Tourism Plan	15
14.5	Casino Indoor Sports Stadium Update and Business Plan	20
14.6	Extension to Off Leash Dog Area - Airforce Beach Evans Head	29
14.7	Extension Existing Call Option - Evans Head Airpark	35
14.8	Proposed land swap with Woodburn-Evans Head RSL Club being Club Lane Evans Head for river front land being Part Lot 1 in DP1116804 and Part Lot B in DP376600	37
14.9	Delivery Program 2013/2017 Progress Report (July 2013 to December 2016)	45
14.10	Quarterly Budget Review of Richmond Valley Council as at 31 December 2016	47
14.11	Financial Analysis Report - December 2016 and January 2017	52
14.12	Applications for Change of Rating Category - Property ID 122075 and ID 153345.....	60
14.13	Northern Rivers Livestock Exchange Statistics and Financial Performance as at 31 December 2016	61
14.14	Tender RVC749195 Crushing of Aggregates and Flood Blend at Woodview Quarry	65
14.15	Road Naming - Subdivision at 249 Reardons Lane, Swan Bay (Redgum Drive, Spotted Gum Drive, Moonem View Drive)	68
15	MATTERS FOR INFORMATION.....	71
15.1	Customer Service Report - Quarterly Update 1 October to 31 December 2016	71
15.2	Write-off of Monies under Delegation - July to December 2016.....	74
15.3	Grant Application Information - December 2016 and January 2017	74
15.4	Development Applications determined under the Environmental Planning and Assessment Act for the period 1 December 2016 to 31 January 2017	82

16	QUESTIONS ON NOTICE.....	88
17	QUESTIONS FOR NEXT MEETING (IN WRITING).....	88
18	MATTERS REFERRED TO CLOSED COUNCIL.....	88
18.1	Proposed Purchase of No 38 Neville Bienke Memorial Drive Casino being Lot 4 DP1051960	89
18.2	Insurance Brokerage Services and Insurance Coverage Tender.....	89
19	RESOLUTIONS OF CLOSED COUNCIL.....	91

**MINUTES OF THE ORDINARY MEETING OF RICHMOND VALLEY COUNCIL,
HELD IN THE COUNCIL CHAMBERS, CNR WALKER STREET AND
GRAHAM PLACE, CASINO, ON TUESDAY, 21 FEBRUARY 2017 AT 5.00 P.M.**

PRESENT

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

Vaughan Macdonald (General Manager), Simon Adcock (Chief Operating Officer), David Timms (Acting 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 Pastor Craig Fraser (Ariseshine Fellowship).

3 PUBLIC ACCESS AND QUESTION TIME

3.1 PUBLIC ACCESS - MR MAX DUNNE - ITEM 14.5 CASINO INDOOR SPORTS STADIUM UPDATE AND BUSINESS PLAN

Mr Dunne, who is a nearby resident, expressed his concerns regarding the impact of noise from some of the sporting activities and blue light discos at the Casino Indoor Sports Stadium.

The Mayor thanked Mr Dunne for his presentation.

3.2 PUBLIC ACCESS - MS LIZ STOPS - ITEM 14.3 A GUIDE TO ECONOMIC DEVELOPMENT IN THE RICHMOND VALLEY, ITEM 14.4 DRAFT RICHMOND VALLEY TOURISM PLAN, ITEM 14.9 DELIVERY PROGRAM 2013/2017 PROGRESS REPORT (JULY 2013 TO DECEMBER 2016)

Ms Stops expressed her view that one of the major assets for tourism and economic development in this area is the gasfield free status and encouraged Council to consider capitalising on this status, including gasfield free branding, to attract tourists and sustainable businesses.

3.3 QUESTIONS - MS LIZ STOPS

Ms Stops asked her questions as follows:

Question

"Will Council consider investigating Gasfield Free branding with a view to adopting a Gasfield Free brand in order to protect this LGA from any future attempts to explore for gas?"

The General Manager advised that branding is not in Council's current plans at the moment and noted that this issue had not been raised significantly in the community consultation process informing the current planning. Ultimately, the issues raised are matters for Councillors to consider and if they so wish they can put the matter on Council's agenda.

Question

"Given the Richmond River's overall health rating of D+ and the F scores downstream from Casino (page 85, Minutes, Ordinary Meeting December 2016) and Council's intention as stated in the Delivery Program to 'produce a strategy for improving waterways health' (page 2, Delivery Program), will any RVC Councillors or staff be attending the meeting at the Fountain Room at Lismore City Hall at 6pm on Wednesday, 22 February, convened by the group Richmond Rivers Rescue which aims to restore the river and its tributaries?"

The Mayor advised that he had a mayoral commitment at that time and enquired whether any other Councillors were available. The General Manager stated that he had a work related commitment in Sydney however confirmed that a staff member would be present at the meeting. Cr Lyons indicated that she would also be available to attend the meeting.

4 APOLOGIES

Nil.

5 MAYORAL MINUTE

Nil.

6 CONFIRMATION OF MINUTES

6.1 ORDINARY MEETING MINUTES - TUESDAY, 20 DECEMBER 2016

A copy of the Minutes of the Ordinary Meeting, held on Tuesday, 20 December 2016, was distributed with the Business Paper.

RECOMMENDATION

Recommended that the Minutes of the Ordinary Meeting, held on Tuesday, 20 December 2016, be taken as read and confirmed as a true record of proceedings.

210217/ 1 RESOLVED (Cr Morrissey/Cr Lyons)

That the Minutes of the Ordinary Meeting, held on Tuesday, 20 December 2016, be taken as read and confirmed as a true record of proceedings.

FOR VOTE - All Council members voted unanimously.

7 MATTERS ARISING OUT OF THE MINUTES

7.1 BORA RIDGE WASTE FACILITY GRANT FUNDING (ORDINARY MEETING ITEM 14.6 MINUTE 201216/11 - PAGES 39 - 41)

Cr Simpson enquired regarding the opening hours of the Bora Ridge Transfer Station advising that he had been made aware that the opening hours are going to be 9.00am to 2.00pm and questioned why the Transfer Station isn't going to be open a full day from 9.00am to 4.00pm.

The Acting Director Infrastructure and Environment advised that since reducing the operating times of the facility the current usage numbers didn't justify more than a five hour opening period. Peak usage times had been between 9.00am. and 2.00pm with the hours having been set accordingly.

The General Manager advised that Council will monitor the usage and respond to any feedback by adjusting any opening times if required.

8 DECLARATION OF INTERESTS

8.1 DECLARATION OF INTERESTS - ORDINARY MEETING 21 FEBRUARY 2017

Cr Hayes declared a non-pecuniary (insignificant conflict) interest in Item 18.1 - Proposed Purchase of No 38 Neville Bienke Memorial Drive Casino being Lot 4 DP1051960 (Friend of the Sellers).

Cr Humphrys declared a non-pecuniary (insignificant conflict) interest in Item 14.1 - Casino Drill Hall Draft Master Plan Consultation (Ordinary member of the Casino RSL Sub-Branch and ordinary member of the Casino and District Historical Society).

9 PETITIONS

Nil.

10 NOTICES OF MOTION

10.1 NOTICE OF MOTION (CR DANIEL SIMPSON) - ILMENITE REHABILITATION GAP ROAD

Cr Simpson submitted the following Notice of Motion.

Notice of Motion

That:

- Council appoint a single point of contact for the Gap Road residents for all enquiries relating to the Ilmenite rehabilitation where these enquiries cannot be dealt between the residents and Flagship Commodities.
- the road be brought to a satisfactory condition and records taken at the start of the project and that the condition be reported to Council.
- Council's compliance staff monitor the obligations of the MOU with Flagship Commodities.
- Council receive an annual information report on the operation of the MOU unless otherwise required.

210217/ 2 RESOLVED (Cr Simpson/Cr Humphrys)

That:

- Council appoint a single point of contact for the Gap Road residents for all enquiries relating to the Ilmenite rehabilitation where these enquiries cannot be dealt between the residents and Flagship Commodities.
- the road be brought to a satisfactory condition and records taken at the start of the project and that the condition be reported to Council.
- Council's compliance staff monitor the obligations of the MOU with Flagship Commodities.
- Council receive an annual information report on the operation of the MOU unless otherwise required.

FOR VOTE - All Council members voted unanimously.

10.2 NOTICE OF MOTION (CR ROBERT HAYES) - SHARK BARRIER TRIALS EVANS HEAD

Cr Hayes submitted the following Notice of Motion.

Notice of Motion

That Council:

1. Write to the state government noting its concern with the results of the first three months of the shark barrier trials using shark nets and baited drum lines.
2. Ask the government not to extend the trials at Evans Head.
3. Recommend that the funding be rechanneled into local surf lifesaving clubs to increase "In Water Patrols" to protect beach users who swim between the flags and promote the increase in patrols as a draw card for tourism in our area.

The **Motion** was moved by Cr Hayes and seconded by Cr Lyons

That Council:

1. Write to the state government noting its concern with the results of the first three months of the shark barrier trials using shark nets and baited drum lines.
2. Ask the government not to extend the trials at Evans Head.
3. Recommend that the funding be rechanneled into local surf lifesaving clubs to increase "In Water Patrols" to protect beach users who swim between

the flags and promote the increase in patrols as a draw card for tourism in our area.

The **Motion** was **lost**.

FOR VOTE - Cr Hayes, Cr Lyons

AGAINST VOTE - Cr Cornish, Cr Humphrys, Cr Morrissey, Cr Mustow, Cr Simpson

11 MAYOR'S REPORT

11.1 MAYOR'S ATTENDANCES - 14 DECEMBER 2016 TO 3 FEBRUARY 2017

RECOMMENDATION

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

210217/ 3 RESOLVED (Cr Mustow/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Report

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

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

December 2016

- 14 December - Uniting Care Casino Transport Team Representatives meet with RVC & HART
- 14 December - Richmond Lodge Auxiliary luncheon
- 14 December - Evans Head Christmas carols
- 15 December - Casino High School year 10 dinner dance
- 16 December - meeting with General Manager
- 20 December - Life Education representatives
- 20 December - Ordinary meeting
- 21 December - Rous Ordinary meeting

January 2017

- 23 January - Australia Day selection panel meeting
- 26 January - Australia Day celebrations at Woodburn, Broadwater and Coraki
- 31 January - Kevin Hogan visit and Information Session

February 2017

- 1 February - Casino Men's shed official opening
- 1 February - Coraki SES Building Official opening
- 1 February - NSW Rural Fire Service meeting
- 3 February - NOROC group meeting Ballina
- 3 February - Friends of the Koala launch Ballina

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:

- Boomerang Festival
- Northern Rivers Refugee Resettlement Strategy
- Northern Rivers Regional Koala Communication Plan and launch
- Joint organisation presentation - Chris Presland, Office of Local Government
- Red Imported Fire Ants
- NOROC representative for Local Land Services Community Advisory Group
- Meeting venues 2017
- Financial report.

12 DELEGATES' REPORTS

12.1 DELEGATE'S REPORT SUBMITTED TO THE FEBRUARY 2017 ORDINARY MEETING

RECOMMENDATION

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

210217/ 4 RESOLVED (Cr Humphrys/Cr Mustow)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

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 21 December 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 21 December 2016.

**Summary of main items of business for
Rous County Council meeting
21 December 2016****1. Policy revocation and adoption**

Council resolved to revoke various redundant policies associated with a recent review process. This included the re-adoption of the current 'Nine-day fortnight' policy and 'Chairperson and member fees' policy.

2. Creation of easement for water supply – Tamarind Drive, Cumbalum

Council granted approval for creation of an easement for water supply 5 wide over lots at Tamarind Drive, Cumbalum.

3. Information reports**i). Investments – November 2016**

This report outlined all of Council's investments and borrowings as at November 2016. Investments totalled \$30,787,625 which was a decrease of \$586,000 compared to October 2016 (mainly due to three semi-annual loan repayments). The average return on funds for November was 2.68%.

ii). Water production and usage – November 2016

The report indicated that for the November 2016 period water consumption by constituent councils had increased when compared to the same period last year.

Daily source usage during the period averaged 34.812ML which was an increase from the October 2016 daily average of 32.203ML.

At the time of the report Rocky Creek Dam was below full capacity at 85.8%.

iii). Weed biosecurity operations report: September – November 2016

Council continues to deliver high-value, targeted weed control to the region. This report provided Council with an update on a new weed identification and reporting campaign; awareness-raising events conducted at various locations in the region; and funding secured for weed projects and surveillance.

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

210217/ 5 RESOLVED (Cr Humphrys/Cr Morrissey)

That Items 14.7, 14.11, 14.12, 14.13 and 14.15 be determined without debate.

FOR VOTE - All Council members voted unanimously.

14 MATTERS FOR DETERMINATION

14.1 CASINO DRILL HALL DRAFT MASTER PLAN CONSULTATION**Responsible Officer:**

Andrew Leach (Manager Asset Planning)

RECOMMENDATION

Recommended that:

1. Council adopt the Draft Master Plan of the Casino Drill Hall site as presented at this meeting to allow for a period of community consultation for 28 days.
2. Feedback from the consultation be considered in the preparation of a Final Draft Master Plan to be presented to Council in future.

210217/ 6 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Executive Summary

Council has engaged architects Chris Pritchett and Associates to prepare a Draft Master Plan for the Casino Drill Hall site. The Draft Master Plan has been created using information compiled from community meetings and feedback. The ideals of the project is to create an iconic public space in Casino which utilises the existing Drill Hall, incorporates an amphitheatre performance space, and encourages tourist visitation to the region. In the preparation of this draft, consideration of the variety of community groups (who will benefit from such a facility) remains prominent. Council Officers will compile information gathered through the consultation period to fine tune the Draft Master Plan prior to submission to Council for adoption.

Community Strategic Plan Links

Focus Area 3 Community and Culture - Long Term Goal 3.2 (Strategy 3.2.1) and Focus Area 4 Recreation and Open Spaces - Long Term Goal 4.2 Improved Recreational Facilities.

Budget Implications

Council currently has \$1.61 million committed to the Drill Hall site, including a \$500,000 commitment from the Federal Government. Council Officers will continue to explore and pursue any available grant funding opportunities deemed appropriate to complete works described in the Draft Master Plan.

Report

Council Officers in conjunction with Chris Pritchett and Associates have prepared a Draft Master Plan for consideration by Council. Two recent Council Information Sessions have allowed for Councillors to become familiar with the concepts and ideas illustrated in the Draft Master Plan, and provide initial feedback. This draft is presented to Council to approve and enable the final community consultation regarding the proposed works. A meeting is to be scheduled for Monday 27 February with current site stakeholders to explain the Draft Master Plan in more detail and give them the opportunity to ask questions and provide feedback. A copy of the Draft Master Plan will be available and circulated to Councillors at the Council Meeting.

Consultation

Council undertook community consultation regarding the Drill Hall site in 2015 at a specially convened meeting at the Casino Community and Cultural Centre and at the community celebration at the Drill Hall site in 2015, as well as a forum at the Casino Civic Hall, focusing on signature projects within the Richmond Valley LGA in July 2016. Council discussions with interested parties have also been conducted. This information has been used as the foundation for the concepts presented in the Draft Master Plan.

Conclusion

The acquisition of the Drill Hall site provides an opportunity for Council to create an iconic new leisure and tourism space that will define the entry to Casino from the south. The Draft Master Plan follows significant consultation with the community to gather ideas for how to best utilise the space. Feedback on the Draft Master Plan will be considered before a final Master Plan for the site is considered by Council for adoption.

14.2 WOODBURN RIVERSIDE PRECINCT DRAFT MASTER PLAN CONSULTATION**Responsible Officer:**Andrew Leach (Manager Asset Planning)

RECOMMENDATION

Recommended that:

1. Council adopt the Draft Master Plan of the Woodburn Riverside Precinct as presented at this meeting to allow for a period of community consultation for 28 days.
2. Feedback from the consultation be considered in the preparation for a Final Draft Master Plan to be presented to Council in future.
3. Council approve the Woodburn Riverside Precinct project as Council's grant application for funding under the Federal Government's Building Better Regions Fund and for the General Manager to submit the required documents by 28 February 2017.

210217/ 7 RESOLVED (Cr Simpson/Cr Hayes)

That:

1. Council adopt the Draft Master Plan of the Woodburn Riverside Precinct as presented at this meeting to allow for a period of community consultation for 28 days.
2. Feedback from the consultation be considered in the preparation for a Final Draft Master Plan to be presented to Council in future.
3. Council approve the Woodburn Riverside Precinct project as Council's grant application for funding of \$700,000 under the Federal Government's Building Better Regions Fund to match Council's \$700,000 commitment and for the General Manager to submit the required documents by 28 February 2017.

FOR VOTE - All Council members voted unanimously.

Executive Summary

Council has engaged architects Locale Consulting to prepare a Master Plan for the Woodburn Riverside Precinct. The Draft Master Plan has been created using information compiled from community meetings and feedback. The ideals of the project is to consolidate the existing facilities in the park into one modern facility, create an adventure playground, and update the waterfront reserve to

encourage events both at a local and regional level. The Draft Master Plan will also deliver a proposed streetscape plan for the current Pacific Highway, taking into account the alteration to traffic conditions following the by-pass of Woodburn circa 2020.

Community Strategic Plan Links

Focus Area 3 Community and Culture - Long Term Goal 3.2 Events, Art and Culture and Focus Area 4 Recreation and Open Spaces - Long Term Goal 4.2 Improved Recreational Facilities.

Budget Implications

Council currently has \$610,000 committed to the Woodburn Riverside Precinct, which includes a \$110,000 commitment from the Federal Government for works dedicated to a new jetty/pontoon structure. Council Officers will continue to explore and pursue any available grant funding opportunities deemed appropriate to complete works described in the Draft Master Plan.

Report

Council Officers in conjunction with Locale Consulting have prepared a Draft Master Plan for consideration by Council. A recent Council Information Session allowed Councillors to become familiar with the concepts and ideas illustrated in the draft, and provide initial feedback. This Draft Master Plan is presented to Council to approve and enable the final community consultation regarding the proposed works. A copy of the Draft Master Plan will be available and circulated to Councillors at the Council Meeting. Locale Consulting is also preparing an application to the Building Better Regions Fund using the information and concepts documented in the Draft Master Plan. The application process closes 28 February 2017.

Consultation

Council undertook community consultation on the Woodburn Riverside Precinct at various forums, including a public information session in September 2016, a stall at the Woodburn Riverside Market, a Signature Projects Night in Evans Head, and presentations to the Local Chamber of Commerce. This information has been used as the foundation for the concepts presented in the Draft Master Plan.

Conclusion

This report recommends that Council approve the current Draft Master Plan to be placed on public exhibition for a period of 28 days, and the feedback gathered during this period be considered when compiling a final draft for adoption by Council. The Woodburn Riverside Precinct upgrade has been identified as Council's most suitable project for the Federal Government's Building Better Regions Fund which closes on 28 February 2017. The Draft Master Plan and supporting documents will be submitted to seek matched funding for the project.

14.3 A GUIDE TO ECONOMIC DEVELOPMENT IN THE RICHMOND VALLEY**Responsible Officer:**Vaughan Macdonald (General Manager)

RECOMMENDATION

Recommended that Council adopt the Guide to Economic Development in the Richmond Valley 2017.

210217/ 8 RESOLVED (Cr Simpson/Cr Hayes)

That Council adopt the Draft Guide to Economic Development in the Richmond Valley 2017 pending final review by Councillors.

FOR VOTE - All Council members voted unanimously.

Executive Summary

The Guide to Economic Development in the Richmond Valley 2017 is a showcase of the commitment of Council to creating an environment which will foster economic success. It identifies the relevant strategies and policies which are in place to create opportunities and highlight the assets of the region to potential investors and business operators.

Community Strategic Plan Links

Focus Area 2 Our Local Economy - Long term Goal 2.1 Business, Industry and Agriculture (Council will have a proactive philosophy to develop, promote and support all business, industry and agriculture sectors with a view to provide local employment opportunities).

Budget Implications

The Guide to Economic Development in the Richmond Valley sets out how Council will engage with and facilitate economic development opportunities in the future. Where required, the cost of specific activities will be included in project budgets.

Report

The community have identified economic development as a high priority for Council. Council's Economic Development team works across all areas of Council to ensure the key objectives for Economic Development as contained within the Community Strategic Plan are a consideration in Council decision making. Economic Development draws upon resources from across the organisation to achieve deliverables.

The Guide to Economic Development in the Richmond Valley 2017 is a showcase of the commitment of Council to creating an environment which will foster economic success. It identifies the relevant strategies and policies which are in place to create opportunities and highlight the assets of the region to potential investors and business operators.

The document is comprehensive and covers topics including:

- About the Richmond Valley
- Come and do business with us
- The General Manger's dedicated team
- Branding: 'proud to be local'
- Economic development vision
- The Richmond Valley way of life
- Planning for the future: community projects
- Events, entertainment and tourism
- Growth opportunities
- Key industry and development
- Economic sectors
- Infrastructure
- Land availability
- Land development demand, opportunity
- Existing residential zoned areas
- Land identified for future growth
- Industrial demand and opportunity
- Local success stories
- How to contact us

Consultation

Preparation of this document required extensive research and consultation with Council's existing policies and documents together with supporting information from the Draft North Coast Regional Strategy and Remplan data. Council thanks those businesses who have agreed to showcase their story in the Guide.

Conclusion

Adopting the Guide to Economic Development in the Richmond Valley 2017 ensures that Council has the ability to showcase its commitment to creating an environment which will foster economic success. It ensures compliance with the *Local Government Act 1993* in relation to the review of the Richmond Valley Council Towards 2025 Community Strategic Plan.

14.4 DRAFT RICHMOND VALLEY TOURISM PLAN**Responsible Officer:**Sharon Davidson (Manager Communications, Events and Tourism)

RECOMMENDATION

Recommended that Council adopts the Richmond Valley Tourism Plan.

210217/ 9 RESOLVED (Cr Simpson/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Executive Summary

Tourism is one of the most important contributors to the growth and character of the Richmond Valley. The annual economic contribution of tourism to the region is valued at around \$76 million. Over a period of four years, the Richmond Valley region attracted an average of 119,000 overnight domestic visitors, 180,000 domestic day visitors, and 3000 overnight international visitors per year. Around 292 people are directly employed in the tourism sector.

Given the significance of tourism to the Richmond Valley economy, and the competitiveness of tourism in regional Australia, it is important tourism is not only maintained and strengthened as an economic driver, but also planned and managed in a sustainable way to enhance and conserve the natural environment, protect the wellbeing of residents and attract visitors with shared values.

The need to develop a Richmond Valley Tourism Development Plan was identified as an important priority by Richmond Valley Council following the establishment of a renewed strategic focus on the management of tourism for towns and villages across the Richmond Valley region.

Community Strategic Plan Links

Focus Area 2 Our local Economy - Long Term Goal 2.3 Increase tourism in the Richmond Valley.

Budget Implications

Nil.

Report

Tourism is one of the most important contributors to the growth and character of the Richmond Valley. The annual economic contribution of tourism to the region is valued at around \$76 million. Over a period of four years, the Richmond Valley region attracted an average of 119,000 overnight domestic visitors, 180,000 domestic day visitors, and 3000 overnight international visitors per year. Around 292 people are directly employed in the tourism sector.

Given the significance of tourism to the Richmond Valley economy, and the competitiveness of tourism in regional Australia, it is important tourism is not only maintained and strengthened as an economic driver, but also planned and managed in a sustainable way to enhance and conserve the natural environment, protect the wellbeing of residents and attract visitors with shared values.

From a destination management perspective, Richmond Valley Council provides an important leadership and coordination role for tourism through its communications, economic development and events teams, which are responsible for the coordination of destination marketing activities and visitor information services.

The need to develop a Richmond Valley Tourism Development Plan was identified as an important priority by Richmond Valley Council following the establishment of a renewed strategic focus on the management of tourism for towns and villages across the Richmond Valley region.

The Plan identifies important approaches to move forward, such as:

- The establishment of working groups to assist with industry development and engagement, accommodation development, and development of a new agri-based tourism strategy.
- Development of strategies for product development, the Pacific Highway bypass, visitor road signage, Richmond Valley events, Richmond Valley Visitor Information Services, as well as annual marketing plans.
- Continuing to work with Richmond Valley Council's Assets team to determine the feasibility of new infrastructure, such as Casino Riverside Amphitheatre and Drill Hall Project and the Woodburn Riverside Rejuvenation Project, as well as the enhancement of existing infrastructure, like the Casino Civic Hall.
- Supporting operators to develop new products which focus on distinctive experiences related to leisure, nature-based, regional food, and arts and culture.
- Establishing a Richmond Valley Destination Research Program to regularly monitor visitor markets, profiles and satisfaction.

It is also important that tourism stakeholders are mindful that although the Richmond Valley region has many attractions and significant natural attributes,

they are not particular to the region and many other destinations can make similar claims. There is also fierce competition for tourism market share across regional Australia. Thus the immediate need to engage industry operators, and to review the Richmond Valley brand to articulate and promote the region's real points of difference.

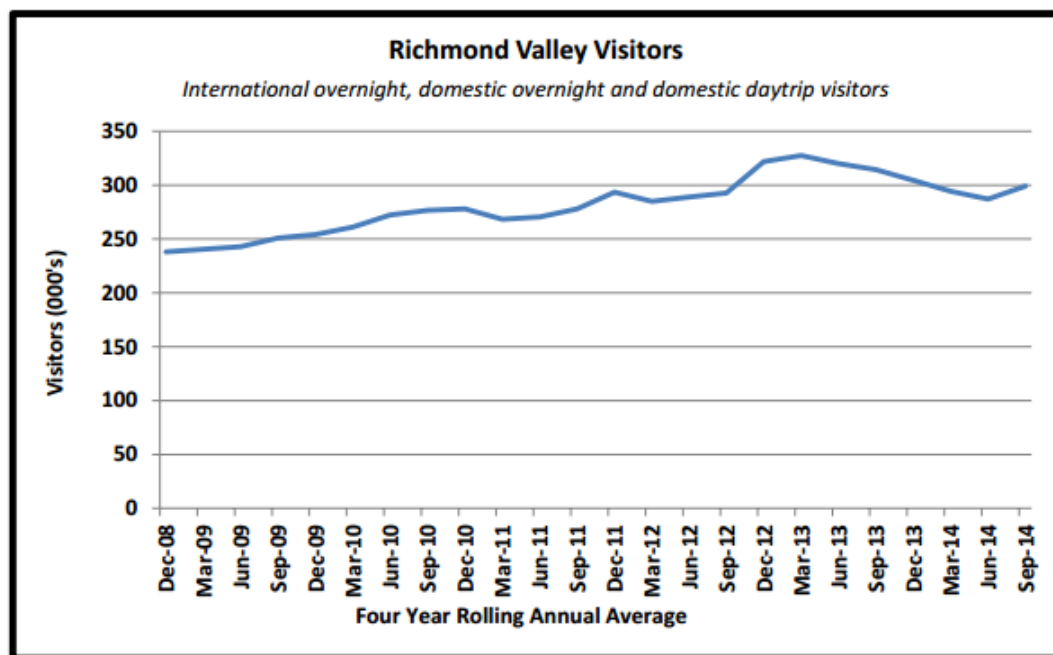
In this environment, it is particularly important Richmond Valley Council adopts a strategic approach to marketing and promotion, which focuses on its key domestic visitor markets - regional NSW, Brisbane and the Gold coast, and south-east Queensland, as well as potential visitor markets from Sydney and surrounding areas. It is also vital that key industry stakeholders encourage and support the development of some exciting, market-led signature experiences which reflect the region's distinctive cultural identity and 'sense of place', and which will differentiate the Richmond Valley from other competing destinations.

The Richmond Valley Visitor Economy

Over a period of four years, the Richmond Valley region attracted an average of 119,000 overnight domestic visitors, 180,000 domestic day visitors, and 3000 overnight international visitors per year. These visitors spend an estimated \$76 million per annum in the region with 292 people directly employed in the tourism sector (Destination NSW).

FIG. 1

Key Measures	Richmond Valley	NSW
Total Visitors (overnight and domestic daytrip) (000's)	299	80,316
Total Overnight Visitors (000's)	119	28,105
Total Nights (000's)	430	154,563
Total Spend (overnight and domestic daytrip) (\$ Million)	76	26,503
Total Overnight Visitor Spend (\$ Million)	56	20,955



SOURCE: International Visitor Survey and National Visitor Survey, Tourism Research Australia (TRA)

Why does the Richmond Valley need a Tourism Development Plan?

Richmond Valley Council has identified the potential for tourism development in the Richmond Valley region. As a dynamic and growing industry, tourism can make a positive contribution to economic growth and development by building on the estimated 300,000 tourists who visited the Richmond Valley in 2014 - proof the Richmond Valley can become a sustainable tourist destination.

It was determined that a number of key issues and challenges need addressing in order to move forward with tourism development in the Valley. This Tourism Plan will assist with implementing strategies to overcome various issues and challenges which are outlined in this document.

Due to the nature of the tourism industry it is recommended that this plan should be seen as a flexible and evolving document which is subject to change.

What is the Richmond Valley Experience?

The Richmond Valley currently has a multifaceted tourism industry. From heritage and culture to agricultural and coastal experiences, the Richmond Valley has plenty to offer visitors of all ages.

Natural Experiences

The Richmond Valley boasts a number of natural experiences and attractions throughout the region. The diversity is a major drawcard for overnight and daytrip visitors. In under an hour you can go from coast to hinterland and farmlands in between. The Richmond River flows through four Richmond Valley villages providing beautiful picnic areas and an abundance of opportunities for water activities. The Richmond Valley is also home to 3 National Parks; Bundjalung National Park, the Broadwater National park and the Bungawalbin National Park. The pristine river estuaries provide a magnificent backdrop for those who enjoy the great outdoors. As well as providing agricultural pastures and river activities, the Richmond Valley is also home to some of the North Coast's most beautiful and healthiest beaches.

Heritage and Cultural Experiences

The Richmond Valley has significant indigenous cultural heritage and embraces this connection with the original custodians of the land. Non-indigenous heritage is also highly appreciated in the Valley by residents and visitors alike, with support for sites such as the Evans Head Memorial Aerodrome, listed as a State Heritage item. The Casino & District Family History Group cooperatively with the Casino & District Historical Society's Folk Museum, provides local residents and visitors with multitudes of historical information. There are also landscapes of great cultural and spiritual significance, such as the Goanna Headland at Evans Head which is associated with a number of traditional dreamtime stories and legends. Additionally, a number of sites and places important in indigenous history since 'European' settlement, such as massacre sites, camping places and former mission stations, are also significant elements of local indigenous cultural heritage. A number of sites, items and places within Richmond Valley Council possess heritage significance based on their historical, social or cultural associations. Places of well-documented significance include the Coraki conservation area, the myriad of civic buildings, churches and hotels throughout

the Valley, such as the Rappville Pub circa 1905, and a number of homesteads throughout the rural areas.



One aim of this plan is to make the Richmond Valley a 'regional flavour destination', capitalising on our reputation as the Beef Capital

Coastal and On-water Experiences

The Richmond Valley offers a variety of coastal and on-water experiences. The coastal village of Evans Head boasts 7km of pristine coastline and is central to the mouth of the Evans River. The Evans River provides excellent fishing, boating and rowing facilities with two boat ramps and a boat harbour. The Evans Head beaches are known for their cleanliness and safety along with a well-known surf break. Airforce Beach has 4WD access and is dog friendly. The Richmond River which runs throughout Casino, Coraki, Woodburn, and Broadwater is ideal for on-water activities such as fishing, boating, water skiing and rowing. Coraki and Woodburn host annual water skiing events that attract visitors far and wide.

Casino is home to the platypus pools and if you're lucky enough, in the early morning or late afternoon from both the eastern and the western side of the bridge, you may view the platypus swimming or feeding in their natural environment.

Agricultural Experiences

The Richmond Valley is a leader in primary industries and food manufacturing enterprises, with the NSW Sugar Mill located at Broadwater, the Richmond Dairies and the Northern Rivers Meat Cooperative in Casino. This is supported by a number of agricultural businesses located across the Richmond Valley specialising in grain, dairy, beef, fruits, vegetables, timber and tea-tree.

For a true 'country' experience, the Casino saleyards are open to visitors in their full splendour on sale days. Some of our agri-tourism operators include Aranyani

Adventure Tourist Park and the Mongogarrie Lodge Olives. The Aranyani Bison Adventure Tourist Park is set on 1180 acres in the beautiful Bungawalbin catchment at Myrtle Creek, NSW. Aranyani is a working American Bison ranch offering visitors one of Australia's most unique experiences. Mongogarrie Lodge Olives is located south of Casino at Mongogarrie producing Table Olives, Virgin Olive Oil and other Olive products. Mongogarrie Lodge is a family run business, offering grove tours and lunches as well as farm stay accommodation (Mongogarrie Lodge Olives).

Consultation

There is an immediate need to consider ways to unite and engage tourism and hospitality operators and provide industry development and networking opportunities.

It is important for the Richmond Valley to consider creating tourism partnerships to increase knowledge base, collaborate on tourism products and provide contemporary experiences. The Kyogle Council has expressed an eagerness to rebuild the previous tourism partnership, working together and supporting each other where possible.

It is proposed that a Destination Richmond Valley working group be established as part of this Plan to lead and drive initiatives. Important stakeholder organisations involved in tourism should be represented to guide and inform planning and decision making.

Conclusion

Richmond Valley Tourism Development Plan is a living document, which provides an integrated framework and clear strategic directions to build a resilient visitor economy for the Richmond Valley region over the next four years. The successful implementation of this Plan will require participation and cooperation of tourism and business operators as part of a 'whole-of-destination' approach. The Plan can also be used as a resource to apply for relevant funding opportunities.

14.5 CASINO INDOOR SPORTS STADIUM UPDATE AND BUSINESS PLAN

Responsible Officer:

Vaughan Macdonald (General Manager)

RECOMMENDATION

Recommended that Council:

1. Note the performance of the Casino Indoor Sports Stadium following its first full calendar year of operations.
2. Endorse the Casino Indoor Sports Stadium Business Plan.

3. Approve the write off of the Casino Netball Association's \$20,000 debt which was for a contribution to the construction of the Stadium.
4. Authorise the General Manager to negotiate an agreed funding contribution and/or user funding agreement for the Casino Netball Association's future use of the Stadium in conjunction with their seasonal use of the Colley Park Netball facility and report it back to Council.
5. Approve funding of \$60,000 to address the noise concerns being raised by neighbours adjacent to the Stadium.

210217/ 10 RESOLVED (Cr Mustow/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Executive Summary

The Casino Indoor Sports Stadium is owned by Richmond Valley Council, operating since 29 November 2015.

A large, enclosed area with high ceilings and ventilation, the stadium has two full-sized courts with sprung wooden flooring equipped to provide sporting activities, in particular basketball, futsal, netball and volleyball. The Stadium has on-street parking, and toilet and shower facilities with wheelchair access.

Competitions for basketball, futsal, netball and volleyball commenced the week beginning 22 February 2016, and are year round rather than seasonal, with a break during the Christmas-New Year holiday period. This decrease in business activity is minimised by providing coaching clinics and development programs, as well as movie and games nights.

All ages, male and female, beginner to advanced are able to participate with the schedule adjusted accordingly to demand and need.

The Casino Indoor Sports Stadium exists to help shape the future of community involvement in the Richmond Valley. This will not only be in the field of sport, but developing relationships with all demographics and market segments, and be inclusive of all ages and abilities.

The Stadium is in the position to be a positive environment in the community, in regards to creating opportunities with activities outside of the sporting arena. Being able to provide a large undercover area for events and trade shows, showcasing cultural diversity, expositions and other activities which promote healthy lifestyles and increase revenue, is a key to its success.

Casino Indoor Sports Stadium is an investment for the future. It is balanced between being a community service and a facility which either makes enough of an income to cover costs or, eventually, makes a profit. The increase in income will come as more people use it for one or two services and then come to increase their own usage for other services.

Further investment in the Stadium will provide user groups with the opportunity for growth, and better meet demand during peak competition and program times.

Community Strategic Plan Links

Focus Area 4 Recreation and Open Spaces - Long Term Goal 4.1 Improved Sporting Facilities (Maximise opportunities to improve existing sporting facilities in partnership with local sporting organisations to facilitate greater participation in sporting activities).

Budget Implications

To respond to the noise concerns, it is proposed that expenditure of \$60,000 be committed to insulate and install netting along the western wall and side walls to reduce the impact from ball strikes on the colourbond walls.

Options to fund any additional works including grant applications will continue to be explored and may require re-allocation of priorities within the 2016/17 budget.

Report

Timeframe for approval of the Stadium

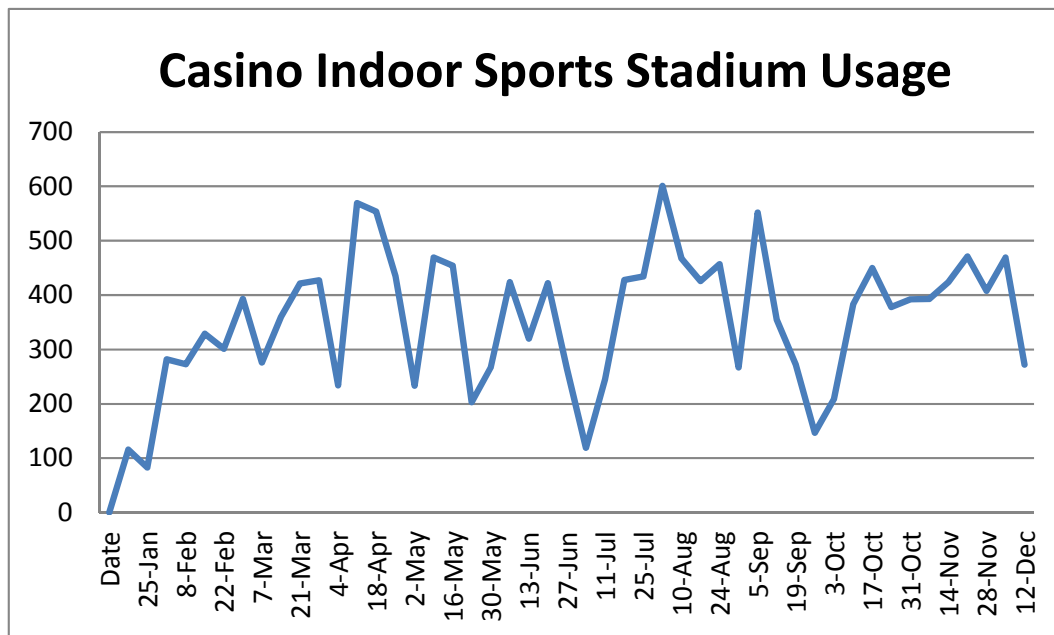
Some concerns have been raised by community members with the development approval notification process implemented by Council for the Casino Indoor Sports Stadium. The Casino Indoor Sports Stadium Development Application (DA) was advertised as being on Pratt Street, which isn't the nearest street to the location of the Stadium. A review of Council's systems shows this is due to the lot numbering of Colley Park at that time, and the street linked with the lot in Council's records system, which was Pratt Street.

The DA was lodged 18 December 2013 and advertised and publicly exhibited from 18 December 2013 to 8 January 2014. File records indicate residents adjacent to the proposed site on Farley and Jersey Streets and Cedar Avenue were notified by mail of the opportunity to comment. The DA was approved on 29 January 2014. A section 96 modification was then approved 8 January 2015, with amended conditions 1 & 9 re minor redesign of facility and landscaping.

A construction certificate was issued 5 February 2015 and amended on 24 March 2015, which moved the facility 3m west and 1m south to achieve visible site lines to adjoining netball courts following a request from the Casino Netball Association. An interim occupation certificate was issued 25 November 2015. The final occupation certificate requires the formalising of car parking, sealing of the access road, and completed landscaping works.

Performance of the Stadium

The Casino Indoor Sports Stadium has now completed a full year of activities so it is timely to review its progress. The response from the community has been very positive with the Stadium becoming a hive of activity most afternoons and evenings, and again on Saturday particularly during the winter season. The number of people using the facility each fortnight throughout 2016 is outlined in the following chart.



Peak highs were due to netball and futsal carnivals, Blue Light Disco and Aboriginal Medical Service event – One Deadly Step.

Peak lows are from school holidays and extreme heat/cold.

Regular sporting usage has included netball, futsal, basketball, volleyball, Laser Tag, Rugbytots, Just Dance & Cheer. Other health and fitness-related activities have included Kanga-training, low-impact fitness, high-intensity interval training, Boxercise, self defence, Muay Thai kickboxing, seniors' fitness, Kinda Train and yoga/chair yoga.

Business Plan for the Stadium

A Business Plan for the Stadium has been prepared and is at Attachment 1. The Stadium has been successful in engaging with the community and is a hive of activity most days. The challenge for Council now is to achieve a financially sustainable funding model moving forward. An ambitious income target of \$60,000 was set for the 2016/17 year. With the focus being on attracting people to the Stadium and developing new activities. It is expected that income of \$40,000 is more realistic for the current financial year.

The Business Plan includes a series of strategies and actions which will need to be implemented to move the Stadium towards a breakeven funding model.

Community facilities such as the Stadium usually carry a level of subsidy, the Business Plan aims to minimise the subsidy and, therefore, the burden on general rate base.

Registration as an Incorporated Association

By becoming an Association, the stadium has access to grants, funding and other opportunities not able to be provided directly by Council. This will mean costs are kept as low as possible for memberships to sporting competitions, and give greater value to participants, as well as other activities which will especially be of benefit to kids.

It also enables the Stadium Manager to achieve a lot more than an individual can as the growth of the sports and activities are increasing and, therefore, the numbers of participants.

The first public meeting was held on Wednesday 8 February at 6pm, where all interested parties were invited and welcome to attend. The focus of the Casino Indoor Sports Stadium has been to foster a wide cross section of community involvement and this is essential to the long term viability of the Casino Indoor Stadium Association Inc. All people of different cultural backgrounds, abilities and ages were encouraged to attend and become members and/or committee members.

Contributions to the construction of the Stadium

A Council report in November 2014 the funding of the Stadium was outlined as follows:

Loan funding	\$1,500,000
Bi-annual loan payment	\$99,523
Contribution from Casino Basketball Association	\$27,000
Contribution from Casino Netball Association	\$20,000
Section 94A contributions	\$181,382

There is contention about commitments to a funding contribution from the Casino Netball Association to the construction of the Casino Indoor Sports Stadium. The Council report included that the Association would contribute \$20,000 to the construction of the facility but it was not included in a resolution. Netball Association representatives had significant input to the design and planning of the facility including the need for larger surrounds for the two courts to enable hosting of regional carnivals and the inclusion of the verandah to provide cover for the other outdoor netball courts. However, the Association disputes that it agreed to a \$20,000 contribution to its construction.

The Casino Netball Association has advised Council that two of its existing courts are in need of re-surfacing at an estimated cost of \$60,000, and its surplus funds have been accrued to enable this to be funded. A contribution to the Stadium would impact on its ability to fund this, either delaying the resurfacing or leading the Netball Association to seek funding support from Council.

It is proposed that Council approves the writing off of the \$20,000 debt and authorise the General Manager to negotiate an agreed funding contribution and/or user agreement for the Netball Association's future use of the facility in conjunction with their seasonal use of the Colley Park Netball facility. The funding agreement should require a contribution to the construction cost of the Stadium and any discounts for seasonal use limited to improve the financial sustainability of the Stadium.

Feedback since operations commenced

User concerns with temperatures on hot days

Sports Medicine Australia recommends postponing sports to cooler conditions when temperatures exceed 36 degrees Celsius with humidity of 33%. These are guidelines only and not a 'one size fits all'. Temperature recordings in Casino Indoor Sports Stadium Jan/Feb 2017, average from 12pm and 6pm

9/1 - 33	
10/1 - 36	
11/1 - 38	CLOSED
12/1 - 33	
13/1 - 36	Senior Fitness cancelled
14/1 - 40	CLOSED
15/1 - 33	
16/1 - 29	
17/1 - 35	
18/1 - 41	CLOSED
19/1 - 28	
20/1 - 37	Some cancellations
23/1 - 31	
24/1 - 37	Some cancellations
25/1 - 35	
26/1 - 34	
27/1 - 31	
28/1 - 32	
29/1 - 33	
30/1 - 32	
31/1 - 37	Some cancellations
1/2 - 36	
2/2 - 39	Some cancellations

During November and December last year, disability services and senior fitness classes were cancelled on two separate occasions.

Neighbour complaints about noise from the Stadium

Councillors have been contacted by neighbours close to the facility with serious concerns about noise and have met with them on a couple of occasions. Residents from two properties met with the General Manager and staff to outline their concerns in mid-January. A commitment was made to keep them informed of any changes which could be implemented in the short term, and given that the

potential cost to address the issues raised a report would be submitted to Council at its February meeting. The General Manager visited one of the properties on 1 February during the evening to understand the noise impacts and provide an update on what Council is doing.

The Stadium Manager has communicated regularly with the neighbours and let them know what changes have been implemented. On a daily basis he communicates to clients and customers the need to minimise noise. Other initiatives to reduce the noise impact include:

- Moving as many futsal games to the far side of the stadium as possible.
- Cancelling training sessions for futsal.
- Requiring schools not to use whistles during games.
- Keeping the rear roller doors closed (they are unable to be locked, students open them when hot)
- Signage around the stadium to keep noise to a minimum.
- Reiterating to customers regularly to not kick futsal balls hard or uncontrolled.
- Limit cheering and clapping during matches.
- Customers to place rubbish in bins provided, not to leave it on the ground when they drive off.

Council's response to noise and heat impacts

1. Closing the sub floor area

The western end and the first sections of both external sides below floor level have been closed in. The sub floor area still has good cross flow ventilation and no additional air vents are required. This was done to reduce the noise coming through the floor from bouncing balls and impacting neighbours. This was done at a cost of \$1800.

To enclose any additional sections along each side air vents would need to be installed with the cladding. Costs for cladding and one vent (1000mm wide and 400mm high) per section \$700. There are a further 14 sections which can be covered in; total cost would be \$9800. It is not planned to proceed with this work at this time and the noise will continue to be monitored.

2. Insulating internal western wall to reduce noise and heat

Noise reduction options for the western wall only have been explored with the cost estimated at \$45,000 to insulate and line the western wall to reduce the noise that travels to neighbouring properties.

3. Netting to side walls

Installing netting to the western and side walls to reduce the noise that emanates from balls hitting the side colourbond walls is being considered and is estimated to cost \$15,000.

4. Options to install fans to reduce heat

Options to install fans to cool the Stadium are being explored. It is estimated that fans can be provided for a cost of \$15,000. Grant funding opportunities will be explored. However, Council needs to be mindful that any cooling solution will lead to increased recurrent funding for power.

To respond to the noise concerns, it is proposed that expenditure of \$60,000 be committed to insulate the western wall and install netting along the western wall and side walls to reduce the noise from ball strikes on the colourbond walls.

Options to fund any additional works including grant applications will continue to be explored and may require re-allocation of priorities within the 2016/17 budget.

Consultation

There have been a number of discussions with the owners of neighbouring properties about the impacts of noise from the Stadium on their amenity. Council needs to respond to these concerns and this report identifies options to do this.

Conclusion

The Casino Indoor Sports Stadium is a valued new facility for the community of Casino and the Richmond Valley and has performed well during its first year with usage steadily increasing. This success has led to some noise impacts on neighbouring residents. Council has acted to reduce the noise through actively working with the users of the facility, however, now needs to invest funds to insulate the facility and this report includes options to address this issue.

Summary of User Groups and activities

Netball

From March to October, Casino Netball Association utilised the Stadium almost every Saturday and hosted Netball NSW Tournaments which brought in 120 players each week x 15 weeks = 1800 entries. Twilight Netball became a regular Tuesday night activity at 6pm and grew from six teams to:

- 10 Adult Mixed teams with 80 players
- 4 Mixed Under 13s teams with 20 players (numbers dropped after the first four weeks until it wasn't viable)

Futsal

Until the end of soccer season, numbers were low, with three teams of under 16s and three teams of Mixed Adults from the beginning of the Stadium's opening to the end of soccer season which then saw:

- 8 Mixed Adult teams with 50 players
 - 6 Mixed Under 16 teams with 42 players
 - 4 Mixed Under 13's teams with 20 players.
 - 3 Women's teams with 20 competitors playing 1 hour a week
- Total: 21 teams, 132 players.

High school tournaments held in September hosting Maclean, Grafton, Kyogle, Murwillumbah, Lismore, Evans Head, Kadina. Now that Futsal is well established, numbers during soccer season are expected to remain strong.

Basketball

Basketball fluctuated and now continues to grow with steady numbers at:

- 4 Men's teams with 20 competitors.
- 6 Mixed teams with 30 competitors playing.
- 15 to 42 Miniballers (Under 13s basketball)

Total: 10 teams, 65 to 102 players per week.

On Saturday February 25, the Stadium will host the Sunshine Conference with teams from Grafton and Lismore choosing the Casino location to play matches in the men's competition and exhibition matches in the women's.

Volleyball

Another sport which has fluctuated and now has steady numbers. Thursday night five teams of six players - 35 players.

Laser Tag

Aim to Please came every Friday night that saw up to 50 players come in for games. As they needed consistent numbers of at least 30 (some weeks there were 18), it has been postponed.

Just Dance & Cheer

A local group from Evans Head/Woodburn have been coming to the Stadium since May 2016, bringing a mixture of dance, gymnastics and All Star Cheerleading. Great activity for all ages - 35 regular entries.

Rugby tots

A program for pre-schoolers that ran from April to December that provided toddlers with games and exercises to develop skills towards playing Rugby Union in the future. Five entries per week. Due to low numbers, the program is postponed.

Health and Fitness

Kanga-Training – a complete workout for new mums during which both cardiovascular endurance, flexibility and muscular capacity/strength are enhanced. Unlike traditional exercise classes, new mums need not worry about finding a babysitter or minding an unsettled baby during class because the babies are worn on them and get to be part of the action. The class ran from February to July 2016 with six mothers in the group. The instructor was to become a mother again, and as another instructor was not found, it has been postponed.

Low Impact Fitness - a balance of cardio, strength and stretch, ideal for those just beginning a fitness regime, recovering from an injury or losing weight.

High Intensity Interval Training – a class for those seeking an extra level of fitness. 20 seconds on 10 seconds off through a series of exercises in a short duration of 25 minutes for the time-poor.

Boxercise – utilising the skills and training techniques from boxing, a class designed to get people fit through fun.

Self Defence – primarily for women, although anyone is welcome to attend.

Muay Thai Kickboxing – a combination of learning to fight and move through a grading system as well as self defence.

Senior Fitness - Exercises are adapted at a lower intensity that keeps bodies supple and strong to improve bone density and the cardiovascular system.

KindaTrain - Exercises and games to develop preschoolers' coordination and strength.

Yoga/Chair Yoga – designed for beginners and the less mobile to improve posture and spinal difficulties. Combined total of 40-50 entries per week.

14.6 EXTENSION TO OFF LEASH DOG AREA - AIRFORCE BEACH EVANS HEAD

Responsible Officer:

Andrew Hanna (Manager Development and Environment)

RECOMMENDATION

Recommended that the off leash dog area located at Airforce Beach, Evans Head be extended in accordance with Option 2 of this report.

210217/ 11 RESOLVED (Cr Simpson/Cr Humphrys)

That:

1. the off leash dog area located at Airforce Beach, Evans Head be extended in accordance with Option 2 of this report.
2. Council conduct an audit of all information, signage, websites, print, etc. and make relevant adjustments so that one clear, concise and consistent message is communicated to the community.

FOR VOTE - All Council members voted unanimously.

Executive Summary

A proposal to extend the off leash dog area on Airforce Beach a further 380m south of the existing area was presented to Council at its meeting on 25 October 2016. Council endorsed for a proposal to be placed on public exhibition seeking feedback, with the details of which to be reported back to Council at a later date.

This report presents the outcomes of the submissions received and recommends options for the off leash dog area. A total of 26 submissions were received of which 13 support and 13 oppose the proposal. One submission suggests for the area to become an on-leash area rather than an off-leash area.

The proposal to extend the off leash dog area is in response to concerns raised from dog owners who use this area of the beach about conflict between 4WD vehicles and dogs. The beach is very popular and heavily used during the warmer months by 4WD vehicles and also those walking dogs, therefore the potential for conflict during busy periods highly exists.

The section of beach where the extended area is proposed is an area whereby both vehicles and dogs are prohibited.

Submissions opposing the proposal raise general concerns about dogs being a nuisance on the beach, suggest for dog owners to control their dogs better when vehicles approach, raise environmental concerns about the impact of dogs, and raise concern that dog faeces is left behind.

Submissions supporting the proposal are generally based around safety concerns/conflict between dogs and vehicles and suggest the area proposed for extension is currently not well used, therefore provides a good off leash dog area.

Community Strategic Plan Links

Focus Area 3 Community and Culture – Long Term Goal 3.3 Community Health and Wellbeing and Social Inclusion and Focus Area 4 Recreation and Open Space - Long Term Goal 4.3 Manage Public Lands and Resources for the Community Benefit.

Budget Implications

As outlined in the report presented at the Council meeting on 25 October 2016, additional signage will be required to establish an extension to the off leash dog area. This includes signage on the beach to the point of the extension and at any entrance to beach access tracks leading from residential areas.

Additional dog poo bag receptacles will also be required at any access track leading to the extended area.

The cost of signage and dog poo receptacles is estimated to be \$3,500 and will be funded from within the existing budget.

Report

The 1.3 km section of Airforce Beach is one of just two off leash dog areas in Evans Head and is the only beach in our LGA whereby dog owners can walk their dogs off-leash. The other off-leash area is on a parcel of land in South Evans Head adjoining the Fishermens Co-Op.

The Airforce Beach off leash dog area extends from the 4WD access point for a distance of approximately 1.3km north. This section of beach also forms part of the 4WD vehicle area and concerns have been raised by dog owners about a conflict between dogs and vehicles using the same section of beach.

Rangers investigated the potential to extend the off-leash dog area southward of the existing 4WD access point by 380m. This coincides with a point on the beach where an access track exists which links to the footpath on Beech Street.

There is another access point at the southern end of Terrace Street adjacent to the public amenities building which connects the residential area to the beach. This track is approximately 165m south of the 4WD access track.

A large section of beach (approximately 700m in distance) remains between the north wall of the Evans River to what will be the commencement of the off-leash area if it is extended. Airforce beach is prohibited to dogs, apart from the section provided as an off-leash area, thereby providing 700m of beach northward from the wall for people to use where there are no dogs or vehicles.

Submissions

The number of submissions received totals 26 with 13 in support of the proposed extension and 13 opposing it. One person's submission is supportive of the extension if it is made an on-leash area rather than an off-leash area.

The 26 submissions are in response to a public exhibition period of ten weeks and a mailbox drop of over 300 information flyers.

Similar reasons are generally provided in submissions depending on the viewpoint. People opposing the proposal suggest dogs are a nuisance on the beach and disturb people when let off a leash, particularly if they run up to elderly people, children and families. They raise issues about dog faeces being left around, environmental impacts dogs have on beaches, increased risk of dog attacks, and finding it hard to go somewhere in Evans Head that is "dog free." Some submissions suggest the existing 1.3km stretch of off-leash area is sufficient and dog owners need to control their dogs better to prevent a conflict between dogs and 4WD vehicles.

Main points:

- Environmental concerns – impact of dogs on wildlife and dunal system.
- Increase in enforcement and surveillance of existing area and dogs generally to prevent conflict and due to people already walking their dogs in dog prohibited areas.
- Dog owners are not in effective control of their dogs while off-leash and they should not breach a requirement to be in control.
- 4WD Owners speed while driving on beach and should not breach speed limit rules.

- Suggestion that less than 10% of beach goers bring dogs and less choose to let them off-leash, and the existing 1.3km stretch is generous enough and remaining dog prohibited area barely enough to cater for the 90% of dog free beachgoers.
- Inconvenience for residents north of Pine Lane Evans Head to travel 0.6km to reach a dog free section of beach.
- Walking Track off Beech St through Coastal Reserve should be dog prohibited to preserve natural environment.
- The area is easily accessible to young families and the elderly who like to visit a quiet dog free beach.
- Dogs are intrusive and can cause unpleasant experiences to people on the beach.
- Create another off-leash area not on the beach.

Submissions supporting an extended off leash dog area suggest it is needed for safety reasons due to the conflict between vehicles and dogs, and that the section of beach where the proposed extension is, is not well used and therefore provides a good area to have dogs off-leash. Some submissions of support suggest the beach is very popular for dog walkers and an off-leash area on the beach (that is free of vehicles) is needed.

Main points:

- Safety concerns between dog owners and 4WD users in the same area on the beach.
- The section of beach proposed for the extension is not well utilised and would be a good use for this section of beach.
- It provides a good space to separate 4WD users from dog walkers.
- A safe place to exercise dog's off-leash is required and this area is appealing to residents and visitors to do such.
- Ballina Council has such an area and it is very well patronised and enjoyed.
- Suggestion that this beach is the most popular dog beach between Coffs Harbour and the Gold Coast and therefore the proposal is strongly supported.

All submissions received have been circulated separately to Councillors for information only.

Proposed Extension

The extension is proposed from the 4WD track on Airforce Beach south towards the Evans River for a distance of 380m and is a continuation of the existing off leash dog area which currently heads north only from the 4WD access. Refer to Figure 1 below:



An existing semi-formal access track linking the footpath along Beech Street to Airforce Beach coincides with the southern end of the extended area. There is another access point at the southern end of Terrace Street adjacent to the public amenities building. This track is also semi-formal consisting of a grass and sand base in good condition.

The track that accesses the beach from the footpath near the amenities block is 165m south of the 4WD track. This provides an alternative extension to the dog off-leash area that has been originally proposed, being approximately half as long.

An extension of 165m is an option for Council to consider which partly recognises concerns raised by opponents of an extended off-leash area by significantly reducing it but which also provides an extended off-leash area for supporters of it free of vehicles. Refer to Figure 2 below:



The following options may be considered by Council with respect to the Airforce Beach off leash dog area. Option 2 partly recognises concerns raised by opponents of the proposal by reducing the extension by about $\frac{1}{2}$ from that originally proposed however also provides an extended off-leash area for supporters of which is free of vehicles.

- Option 1 - Extend the off-leash area 380m south to the access track linking the residential area adjacent to Cudgerie Street.
- Option 2 - Extend the off-leash area 165m south to the access track linking the residential area adjacent to the corner of Terrace and Currajong Street.
- Option 3 - Do not extend the off-leash area so it remains as it currently does.

Other Issues

Some of the submissions opposing the proposal have also raised indirect issues relating to dogs around Evans Head. This includes concerns about signage, it being unclear as to where dog prohibited, off-leash areas and dog on-leash areas are and concerns regarding an increase in the number of dogs around Evans Head.

These matters are being investigated and addressed by Rangers and will be dealt with.

Consultation

The proposal was placed on public exhibition for a period of ten weeks which included an extended exhibition period until 14 February 2017 to account for

community feedback whereby people were not aware of the proposal. In addition, a mailbox drop of over 300 information sheets was carried out.

The area is not within National Park and the section of Crown land proposed off-leash is under the management of Council.

Conclusion

The proposal to extend the off-leash area by 380m resulted in 26 submissions after it was placed on public exhibition. The number for and against was even (13 each) with one submission stating they support an extension as proposed subject to it being an on-leash on lead area not off-leash.

Submissions opposing the proposal raise general concerns about dogs being a nuisance, raise environmental concerns, the prevalence of dog faeces, and the need for owners to have better control of their dogs.

Submissions supporting the proposal are generally based around safety concerns/conflict between dogs and vehicles and suggest the area proposed is a good use for this section of beach which is not currently heavily used by people.

An alternative option to extending the off-leash area by 380m is to extend it by a reduced amount being 165m. This coincides with a point on the beach where an access track links the residential area at the corner of Terrace and Currajong Streets to the beach.

14.7 EXTENSION EXISTING CALL OPTION - EVANS HEAD AIRPARK

Responsible Officer:

Mike Perkins (Manager Property and Economic Projects)

RECOMMENDATION

Recommended that Council formally extend the completion date for the Option Deed Agreement between Evans Head Airpark Pty Ltd and Richmond Valley Council for a further period of six months.

210217/ 12 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Executive Summary

On 16 November 2012 Council agreed after long negotiations to sell part of the Evans Head Memorial Aerodrome to Evans Head Airpark Pty Ltd for the

purposes of building an Airpark. The sale agreement was signed in the form of an Option Deed on legal advice.

The Option Deed contained Conditions Precedent on both parties.

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

At its meeting of the 22 December 2016 the Council adopted a recommendation to extend the completion date for 12 months.

Since the previous extension a development application has been lodged and is currently being assessed. However due to time delays related to the complexity of the development application the proponent requested a further extension to the existing call option of a minimum of one year. Since then, Mr Peter Lynch the sole director and owner of the company with the option, tragically died leaving a level of uncertainty as to how the development will be progressed.

This report recommends a further six month extension of the date for completion, being 19 September 2017, to allow the investigation of how the development may be progressed under the current circumstances.

Community Strategic Plan Links

Focus Area 2 Local Economy - Long term Goal 2.1 Business, Industry and Agriculture.

Budget Implications

Approving the extension will lead to a delay of at least six months in receiving the purchase price.

Report

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

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

The Deed had a sunset clause which terminated the Agreement two years after the completion of stipulated Conditions Precedent. These required the Council to complete a subdivision of the land and register the previously approved Heritage Agreement on the land title. These proved more difficult and time consuming than planned and involved Council fighting caveats placed by existing hangar lessees in the Supreme Court and other unforeseen delays. Eventually the

Conditions Precedents were satisfied and the two year time period to complete started on 19 March 2014. This meant that the purchaser had two years to obtain a Development Approval for the project.

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

The Development Application was lodged by the proponent in July 2016. However, there are a number of planning questions and additional information requests regarding the application which Council has been working through with the proponent. These are yet to be resolved and the determination of the Development Application will require considerable effort and time to obtain an approval. With the recent tragic death of Mr Lynch, at this point in time it is too early to know how the development application will be progressed. Therefore it is proposed to extend the existing Option Deed for a six month period to allow time to consider the appropriate course of action.

Conclusion

This project will deliver economic benefits to our area and with the substantial work that has been done to date and the recent tragic death of the proponent, it is appropriate to extend the Deed Option for six months to allow time for Council to determine the best way forward.

14.8 PROPOSED LAND SWAP WITH WOODBURN-EVANS HEAD RSL CLUB BEING CLUB LANE EVANS HEAD FOR RIVER FRONT LAND BEING PART LOT 1 IN DP1116804 AND PART LOT B IN DP376600

Responsible Officer:

Mike Perkins (Manager Property and Economic Projects)

RECOMMENDATION

Recommended that:

1. Council agree to the exchange of land with the Woodburn-Evans Head RSL Club as outlined in the report.
2. Council authorise the General Manager to have prepared and endorse, including affixing the seal of Council where appropriate, relevant documents

for the exchange of land generally in accordance with the details considered by Council.

3. Upon the acquisition of the land, in accordance with Section 31(2) of the Local Government Act, the land will become Community Land.

210217/ 13 RESOLVED (Cr Mustow/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Executive Summary

Council has recently closed and acquired Club Lane at Evans Head. The land is now Lot 6 in DP1200905. The land is currently utilised by the Woodburn-Evans Head RSL Club for access to the existing Club and car parking. The RSL Club has plans to construct a senior's living units development upon part of their existing carpark, part of the closed road and other lands in their ownership. The Club approached Council regarding purchasing the closed road. Council has since had the land valued with the resulting valuation report determining the land value as \$330,000. The RSL Club has identified that should it be required to purchase the land for this value it may jeopardise the viability of the project. As an alternate to outright purchase a land swap has been proposed. The proposal is to swap Lot 6 in DP1200905 with a land area of 1194m² for a strip of river front land 10m wide running the full frontage of their land to the Evans River. This would be an area of approximately 600m².

Community Strategic Plan Links

Focus Area 3 Our Community and Culture – Long Term Goal 3.3 Community Health and Wellbeing and Social Inclusion (Strategy 3.3.2)

Focus Area 4 Our Recreation and Open Spaces – Long Term Goal 4.2 Improved Recreational Facilities (Strategy 4.2.3)

Budget Implications

There will be a cost of approximately \$10,000 for the survey to create the proposed river front lot and legal expense for the land transfer. At this stage it is envisaged that the survey work will be undertaken by the RSL Club in conjunction with other survey work they require for their proposed development. Therefore the expected cost to Council will be the legal expenses, estimated at \$2,000.

Report

The Woodburn-Evans ead RSL Club is proposing to develop a number of units under the State Environmental Planning Policy (Housing for Seniors or People with a Disability) upon land in Elm Street, Evans Head.

Sometime ago the Club approached Council regarding the possibility of closing and purchasing an existing public lane (Club Lane), which ran from McDonald Place through to Elm Street, upon which their existing driveway and access road is constructed. Since the initial approach and after some level of confusion within Land and Property Information NSW, regarding the status of the land, the lane has been closed and the land titled to Council as Lot 6 in DP1200905.

Upon acquiring title to Lot 6 in DP1200905 Council engaged Opteon Property Group to undertake a valuation of the property on the basis of a possible sale to the RSL Club. The valuation report determined the commercial value of the land as \$330,000 based on land value, however this valuation does not take into consideration that the land is necessary to provide access to the RSL Club and therefore would be very difficult to develop and still have suitable access to the existing Club building.

A copy of the valuation report has been provided to the Club and though they have not challenged the valuation they indicated that should they be required to purchase the land at the valued amount it would most likely make the project unfeasible. In response to this the idea of a land swap was tabled with the Club.

Currently there is no public access to the section of the Evans River between McDonald Street and Elm Street. Though the area is heavily utilised by the public, the photos included as an attachment to this report show the extent of use. This land is owned by the RSL Club. The RSL Club's land has approximately 60m frontage to the Evans River. The RSL Club have indicated that they would be interested in a land swap being the closed lane owned by Council for a strip of their land approximately 10m wide running for the frontage of the land to the river, as well a temporary right of way (until such time as access can be acquired across lots A and B DP343116 and lot 3 DP41089) over their existing access from McDonald Place to provide access to the proposed strip of land, as shown in the sketch included as an attachment to the report.

If this land was acquired by Council it would both formalise the existing use by the community and also provide the opportunity for Council to provide facilities within this location. This strip of land could be utilised to eventually extend the existing riverside shared pathway which currently runs from the Surf Club to the MacDonald Place carpark, through to the Evans River bridge.

To ensure that the value of the land proposed to be swapped is comparable Opteon Property Group were approached regarding valuing the river front land. After discussions with the valuer it was concluded that due to the value in the river front land being associated with a public benefit a commercial valuation would not be the most suitable mechanism to compare the relevant value to Council of the two parcels of land, therefore a commercial valuation of the river front land was not undertaken.

Whilst we have not obtained a commercial valuation of the riverfront land, the benefit to the community of the river front land in our opinion it outweighs the value of the closed road. The closed road is currently utilised as access to the Club's building and parking. The closed road has very little alternate use other

than to be incorporated within the Club's land. Being a strip of land 10m wide it presents very little opportunity anything other than its existing use. In contrast the riverfront land will provide public access to the river foreshore, allow for improved facilities to be provided within the area and provide future connection from McDonald Street through to Elm Street. Therefore it is considered that the value to Council of the land to be acquired exceeds that of the land to be disposed.

In regard to the probity of a land swap the relevant legislation has been reviewed and no impediment to Council swapping land has been identified. The Local Government Act, Section 55(3)(d) excludes the purchase or sale of land from tendering requirements. The Department of Local Governments "*Tendering Guidelines for NSW Local Government*" reiterates the exemption though does encourage the use of the tendering process for the sale/purchase of land where such maybe considered controversial, contentious or political. It is thought that none of these apply in this instance.

The Independent Commission Against Corruption document "*Direct Negotiations, Guidelines for Managing Risks in Direct Negotiations*" pp28, again reiterates the exemption from tendering requirement however recommends that where tenders are not called an independent valuation should be commissioned as Council has an obligation to ensure that it obtains best value for money from land sales. In this instance it is considered that the test as to, best value for money, is one of value to the community of the pieces of land. As each piece has very limited value on an open market the test is one of value to the public. As stated previously in this report the value to the public of the river front land is considered to be greater to that of the closed road.

The only other guidance found relating to the disposal of public land was found in The Independent Commission Against Corruption document "*Corruption Risks in NSW Development Approvals Processes: Position Paper*" pp59, which after undertaking an assessment of corruption risks relating to Council Land Disposal and development approval processes recommended:

That Councils disposing of land:

- a) *Consider using a competitive process for the sale of valuable land notwithstanding the absence of a statutory requirement to do so;*
- b) *In the absence of a competitive process, consider at least two valuations based on the lands "highest and best use";*
- c) *Clearly identify their reasons if they decide to dispose of land at below market price for strategic purposes.*

Whilst this situation does not fully fall within point c), as there is no market price, this report does clearly articulate the strategic purpose within the proposed land swap, as recommended, and is therefore considered to align with the principles of the ICAC recommendation. To further confirm the above interpretation of the legislation the Office of Local Government was contacted and a draft of this report provided for their comment. They verbally responded that there was nothing within the Local Government Act that would limit the proposed transaction and that the report appeared to adequately address the principles of "transparency and best value for community" as recommended within the guidelines.

Consultation

Consultation has been undertaken with Council's Parks and Reserves Coordinator regarding the benefit/desirability of acquiring the foreshore area and Council's planning section regarding planning mechanisms for the creation of the public reserve lot.

The benefit to the community of the acquisition of this strip of waterfront land was reiterated by Council's Parks and Reserves Coordinator who was excited with the concept of extending the existing river front park. Should the acquisition progress it will present an opportunity for Council to look at the embellishment of this area of the riverbank for more intensive public use. Should this eventuate it will need to be planned for in future capital budgets.

Council's planning section has reviewed the appropriate planning legislation and identified that the subdivision of the land to create the water front lot as a public reserve can be undertaken as exempt development. Therefore no development consent will be required and the lot can be created by survey and registration of a plan of subdivision, a relatively simple process.

Conclusion

A proposed land swap of 1194m² of closed road for approximately 600m² of land fronting the Evans River has been negotiated with the Woodburn Evans Head RSL Club. The land swap will create public access to the Evans River for the community and facilitate the development of Senior Living Units upon the Club's existing site. Though it is difficult to compare the commercial value of the parcels of land proposed to be swapped it is thought that the riverfront land is of greater value to Council and the community than the closed road. Therefore it is recommended to enter into a contract with the Woodburn-Evans RSL Club for the acquisition and disposal of land as outlined within this report.

Included below are:

1. Photos of the parcels of land the subject of this report.
2. Sketch plan showing proposed land swap areas.







14.9 DELIVERY PROGRAM 2013/2017 PROGRESS REPORT (JULY 2013 TO DECEMBER 2016)**Responsible Officer:**Vaughan Macdonald (General Manager)

RECOMMENDATION

Recommended that the Progress Report for the period July 2013 to December 2016 on the Delivery Program 2013/2017 be received and noted.

210217/ 14 RESOLVED (Cr Simpson/Cr Hayes)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Executive Summary

Council adopted its 2013/2017 Delivery Program on 25 June 2013 and adopted a revised 2013/2017 Delivery Program on 28 June 2016. In accordance with the *Local Government Act 1993* the General Manager must ensure that progress reports are provided to the Council reporting on the progress of all principal activities detailed in the Delivery Program at least every six months. This report relates to and provides information about the achievement of the targeted outcomes prescribed in the Delivery Program.

The report is presented in a traffic light indicator format (green, amber, red and blue) and provides commentary on the progress of all Delivery Program actions and milestones. The report represents the period 1 July 2013 to 31 December 2016.

A dashboard has been provided to summarise Council's overall performance in meeting its four year targets. The accumulated percentage of Green and Amber traffic lights (91%) demonstrates a strong performance towards achieving the outcomes detailed in the four year program.

Community Strategic Plan Links

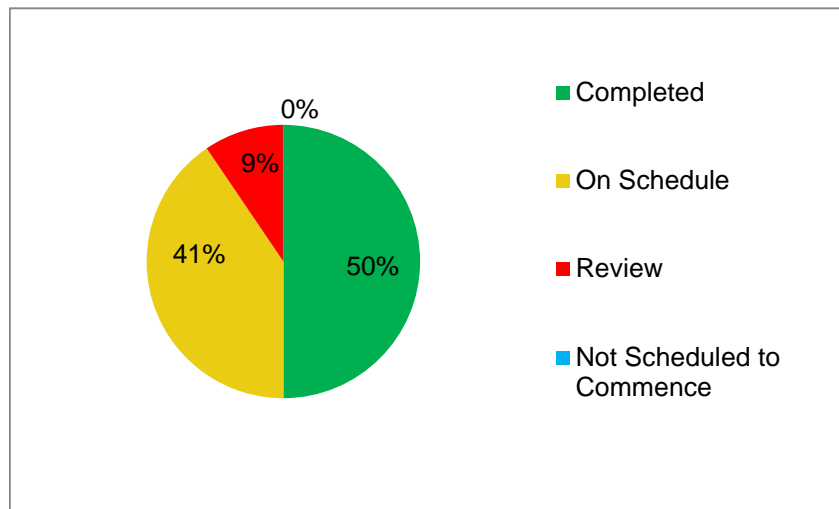
Focus Area 7 Governance and Process - Long Term Goal 7.5 Sound Governance and Legislative Practices.

Budget Implications

Not applicable.

Report

The traffic lights in the graph below represent a dashboard of Council's overall performance at the completion of the second quarter of year four of the Delivery Program.



The status is defined as:

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

The six monthly progress report detailed in the attachment circulated separately with the Business Paper provides a report on the progress of principal activities for the period 1 July 2013 to 31 December 2016 being the completion of the second quarter of year four of the four year program.

Legal

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

Consultation

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

Conclusion

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

Note: A copy of the Progress Report for the period July 2013 to December 2016 on the Delivery Program 2013/2017 was attached to the archived Minutes of this Meeting.

14.10 QUARTERLY BUDGET REVIEW OF RICHMOND VALLEY COUNCIL AS AT 31 DECEMBER 2016

Responsible Officer:

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

RECOMMENDATION

Recommended that Council adopt the Quarterly Budget Review Statement as at 31 December 2016 and approve the variations thereto.

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

210217/ 15 RESOLVED (Cr Simpson/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Executive Summary

A detailed Quarterly Budget Review Statement for the second 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 \$4,225,324. This is an improvement from the revised budget surplus of \$3,956,578 as at 30 September 2016. Council's projected funding from reserves has decreased to \$740,350. This decrease is primarily due to a reduction in capital works budgets and an improvement in the operating result from continuing operations.

Income from continuing operations has increased by \$703,673 from the revised budget with total income now projected to be \$58,555,719. \$600,000 of this increase relates to projected increases in royalty fees at Petersons Quarry.

Expenses from continuing operations have increased by \$434,927 from the revised budget, with total operating expenses now projected to be \$54,330,395. \$157,899 of this relates to projected increases in Waste Management operating expenses. A further \$150,000 is due to a transfer between Sewerage capital and operating expenditure for monitoring works at Salty Lagoon in Evans Head.

Council's Capital Works Program has decreased by \$631,317 to a projected total of \$20,774,780. This decrease is mainly due to a reduction in Waste Management capital works of \$360,316. There has also been a reduction in the Corporate Support Services capital works budget of \$253,075. This is mainly due to a reduction of \$270,000 in the budget for upgrading the Evans Head Office. The capital works program as a whole will need to be closely monitored and further reviewed during the March quarter as actual expenditure as at 31 December 2016 represents 26% of the capital works budget.

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 second quarter of the 2016/2017 financial year has seen Council's operating surplus from continuing operations improve to a projected surplus of \$4,225,324. This is an improvement of \$268,746 from the revised budget as at 30 September of \$3,956,578. This is mainly due to an increase in projected royalty fees at Petersons Quarry, partially offset by increased costs in Waste Management operations.

Council's estimated budget result (unrestricted cash result) has decreased slightly, from \$145,413 to a projected surplus of \$124,825. This is primarily as a result of Council's excess of \$20,000 associated with an insurance claim for storm damage incurred at Coraki in January 2016, with claims recently being finalised.

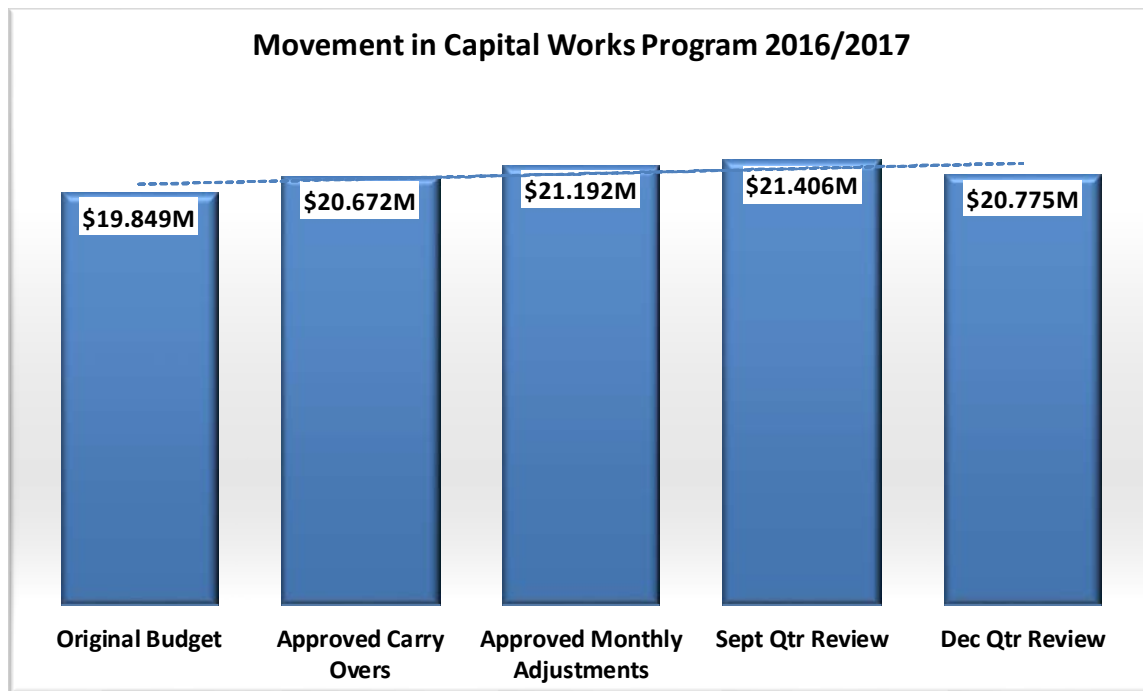
In overall cash terms the estimated reduction in cash for the 2016/2017 financial year has improved from the revised budget at 30 September 2016 of \$1,515,588 to a projected reduction in cash of \$615,525. This improvement is predominately due to a reduction in capital works of \$631,317 as well as the projected improvement in the operating result from continuing operations.

Income from continuing operations has increased by \$703,673 from the revised budget with total income now projected to be \$58,555,719. \$600,000 of this increase relates to projected increases in royalty fees at Petersons Quarry. This increase has been partially offset by a projected decrease in Waste Management income of \$202,417, staff have performed a full review of the Waste Management Income budgets and have adjusted accordingly. The increased take up by the community of recycling whilst being beneficial to the environment, has had a negative effect on the Waste Management income budget. The recommended changes for Council resolution of \$703,673 are disclosed by Focus Area on page 4 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-10.

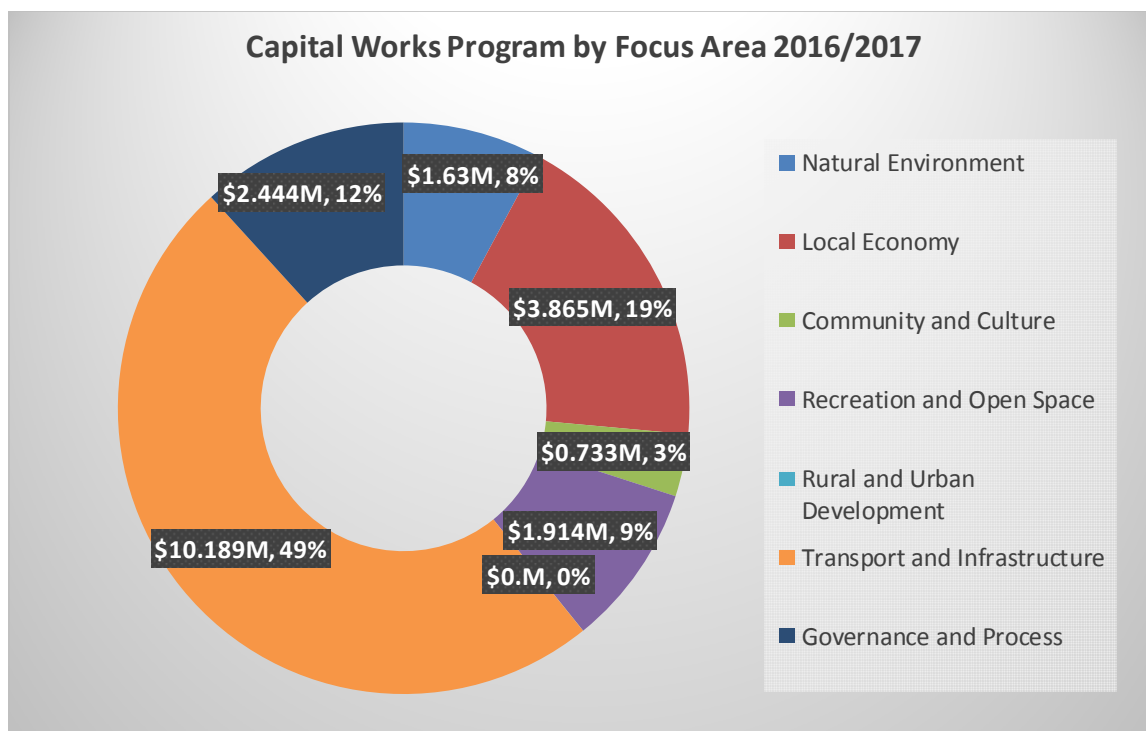
Expenses from continuing operations have increased by \$434,927 from the revised budget, with total operating expenses now projected to be \$54,330,395. \$157,899 of this relates to projected increases in Waste Management operating expenses, this is mainly due to a large amount of Virgin Excavated Natural Material (VENM) being brought into the Nammoona Landfill to address capping issues. A further \$150,000 is due to a transfer between Sewerage capital and operating expenditure for monitoring works at Salty Lagoon in Evans Head. These works are not of a capital nature and have been transferred to operational budgets. The recommended changes for Council resolution of \$434,927 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 Program has decreased by \$631,317 to a projected total of \$20,774,780. This decrease is mainly due to a reduction in Waste Management capital works of \$360,316, offsetting the projected decrease in income and increase in expenditure. There has also been a reduction in the Corporate Support Services capital works budget of \$253,075. This is mainly due to a reduction of \$270,000 in the budget for upgrading the Evans Head Office, with works now to be included in the draft 2017/2018 budget. The capital works program as a whole will be closely monitored and full review will be undertaken during the March quarter. Actual expenditure as at 31 December 2016 represents 26% of the capital works budget as there are a number of large capital projects which are in the current budget that are unlikely to be either started or full allocations expended this financial year. The upgrade to the NRLX and the Casino Drill Hall / Amphitheatre project are two examples of such projects. Council staff will be in a much better position to adjust these project budgets in the March Quarterly Review. Recommended changes to the capital works program 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 and other approved changes up to the December Quarterly Budget Review.



The following graph provides a summary of the capital works program by Focus Area:



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 31 December 2016	Revised Budget 30-Sep-16	Recommended Changes for Council Resolution	Projected Year End Result 2016/2017
Income from Continuing Operations	57,852,046	703,673	58,555,719
Expenses from Continuing Operations	53,895,468	434,927	54,330,395
Operating Result from Continued Operations	3,956,578	268,746	4,225,324
Add: Non-Cash Expenses	12,747,045	0	12,747,045
Add: Non-Operating Funds Employed	5,037,300	0	5,037,300
Subtract: Funds Deployed for Non-Operating Purposes	23,256,511	(631,317)	22,625,194
Estimated Funding Result - Surplus/(Deficit)	(1,515,588)	900,063	(615,525)
Restricted Funds – Increase/(Decrease)	(1,661,001)	920,651	(740,350)
Working Funds – Increase/(Decrease)	145,413	(20,588)	124,825

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

- Projected decrease in Waste Management income, along with a projected increase in operating expenditure associated with transport and disposal of waste to South East Queensland and general waste operations. The effects of this have been offset by a reduction in capital works budgets.

Local Economy

- No significant changes recommended.

Community and Culture

- NSW Rural Fire Service budgets increased to fund meter box and amenities upgrades at various locations.

Recreation and Open Space

- Transfer of \$40,000 in funds for improvement of toilet facilities at Webb Park Casino from the Transport and Infrastructure Public Toilets activity.

Rural and Urban Development

- No significant changes recommended.

Transport and Infrastructure

- Transfer of \$40,000 in funds to Recreation and Open Space for improvement of toilet facilities at Webb Park.
- Approved funding of \$116,450 from Roads and Maritime Services for safety improvements on Naughtons Gap Road.
- Transfer of \$150,000 from Sewerage capital expenditure to operating expenditure for Salty Lagoon monitoring works.
- Projected increase of \$600,000 in quarry royalty fees at Petersons Quarry.

Governance and Process

- Insurance claim proceeds of \$61,230 received for storm damage incurred at Coraki Depot with associated expenditure of \$81,818.
- Reduction of \$270,000 in capital works budget for upgrades to the Evans Head Office.

Conclusion

As at the end of the second 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 \$124,825. Council's capital works program will need to be monitored closely as actual expenditure as at 31 December 2016 represents 26% of the capital works budget.

Note: A copy of the adopted Quarterly Budget Review Statement as at 31 December 2016 was attached to the archived Minutes of this Meeting.

14.11 FINANCIAL ANALYSIS REPORT - DECEMBER 2016 AND JANUARY 2017

Responsible Officer:

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

RECOMMENDATION

Recommended that Council adopt the Financial Analysis Report detailing investment performance for the months of December 2016 and January 2017.

210217/ 16 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Executive Summary

The Financial Analysis Report gives an overview of Council's Investment Portfolio as at the end of the reported month. This overview is both a legislative requirement and essential in keeping Council up to date on the monthly performance of Council's investments. Council's investment balance as at 31 December 2016 and 31 January 2017 is shown below:

Period	Investment Portfolio
31 December 2016	\$33,431,661.29
31 January 2017	\$32,978,432.54

The rate of return on Council's investments for December 2016 was 2.51% which is above the 90 Day Bank Bill Index of 1.82% while the rate of return on Council's investments for January 2017 was 2.67% which is also above the 90 Day Bank Bill Index of 1.77% for that month.

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 December 2016, Council had earned \$141,009.97 in interest and \$190,703.27 in fair value gains for total investment revenue of \$361,800.38 against a budget of \$878,540.00 (which equates to 41.18%).

As at 31 January 2016, Council had earned \$190,595.85 in interest and \$232,223.77 in fair value gains for total investment revenue of \$422,819.62 against a budget of \$878,540.00 (which equates to 48.13%).

Report

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

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

The Reserve Bank of Australia left the cash rate unchanged at its December 2016 meeting and didn't hold a meeting in January 2017, therefore the cash rate in Australia remained at 1.50% per annum as at 31 January 2017.

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 does give investment preference to financial institutions which do not support the fossil fuel industry, if the investment rate quoted is equal to or greater than the most beneficial rate quoted for that investment. Council had a term deposit portfolio of \$13,000,000.00 representing 38.89% of the total portfolio as at 31 December 2016. Council made four new term deposits for the period, all of which were with institutions that do not support the fossil fuel industry. Two term deposits matured within the period.

Council had a term deposit portfolio of \$13,000,000.00 representing 39.42% of the total portfolio as at 31 January 2017. Council made two new term deposit for the period, both were with institutions which do not support the fossil fuel industry. Two term deposits matured within the period. All investments are in accordance with Council's Investment Policy.

Average interest rates available for investments increased from November 2016 to December 2016 from 2.44% to 2.51%. Average interest rates available for investments increased from December 2016 to January 2017 from 2.51% to 2.67%.

Council had \$16,000,000 in longer term investments being the Cash Facility Trusts with NSW Treasury Corporation as at 31 December 2017 which was reduced to \$15,000,000 as at 31 January 2017. The investment values as at 31 December 2016 and January 2017 are shown below:

Period	Hourglass Cash Facility Trust	Hourglass Strategic Cash Facility Trust
As at 31 December 2016	\$8,245,189.79	\$8,255,115.36
As at 31 January 2017	\$7,264,566.74	\$8,277,258.88

The value of Council's Investment Portfolio as at 31 December 2016 and January 2017 as well as our General Bank Accounts and Trust Funds are shown below:

Period	Investment Portfolio	Face Value	General Bank Accounts	Trust Funds
31 December 2016	\$33,431,661.29	\$32,931,356.17	\$500,921.64	\$120,994.55
31 January 2017	\$32,978,432.54	\$32,436,606.92	\$598,185.66	\$120,994.55

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

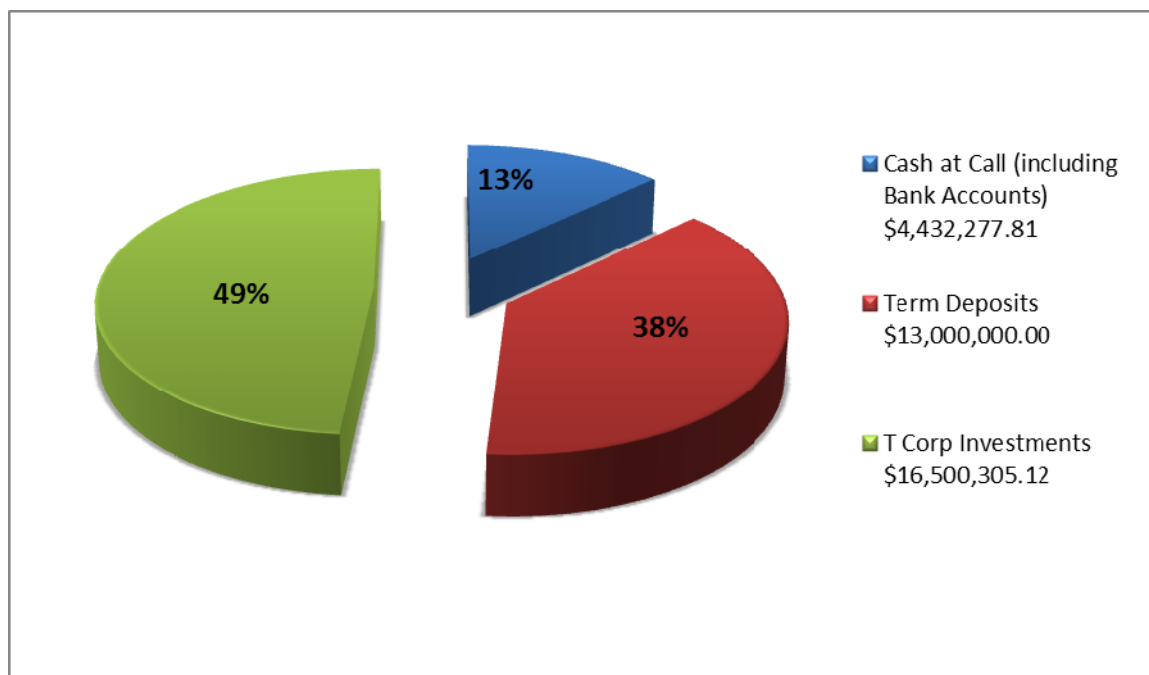
Conclusion

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

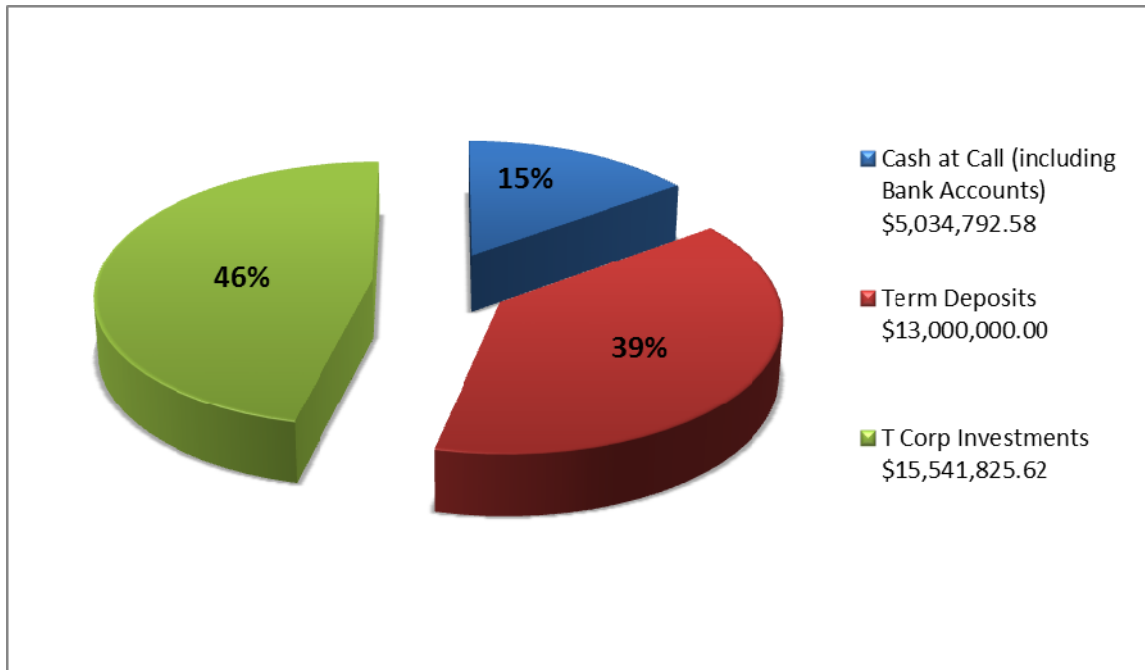
A significant portion of the investment portfolio is invested with New South Wales Treasury Corporation in the Hourglass Cash Facility Trust and Hourglass Strategic Cash Facility Trust with the aim of achieving higher returns.

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

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



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



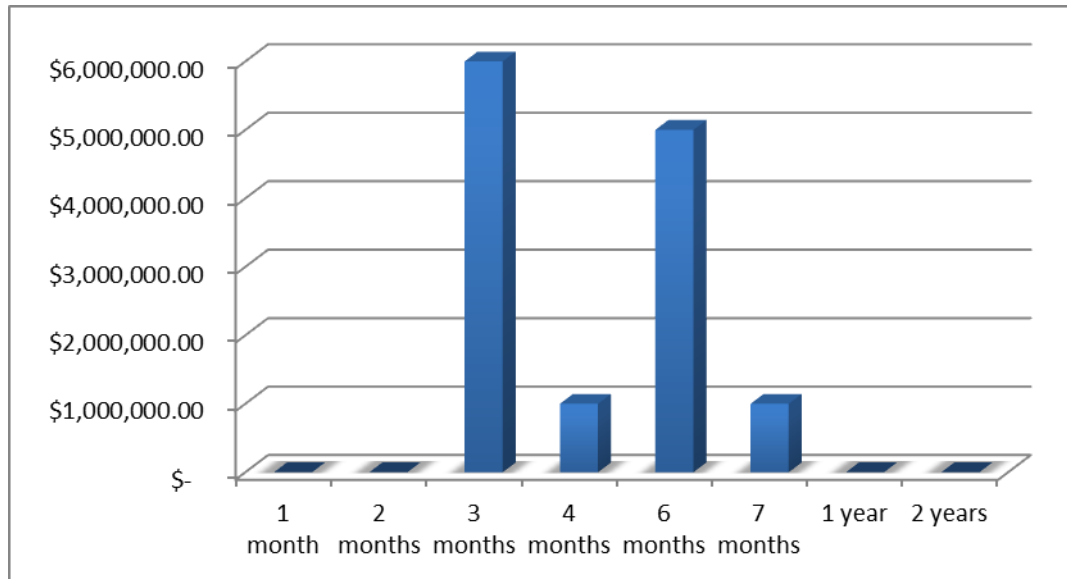
Council made six new term deposit during the months of December 2016 and January 2017.

Financial Institution	Investment Amounts (\$)	Maturity Date	Investment Rate per annum (%)	Days Invested
Auswide Bank	1,000,000.00	31/05/2017	2.83	181
Newcastle Permanent	1,000,000.00	6/03/2017	2.75	91
Members Equity	1,000,000.00	4/04/2017	2.78	120
Newcastle Permanent	1,000,000.00	13/03/2017	2.75	91
Beyond Bank	1,000,000.00	3/04/2017	2.65	90
Members Equity	1,000,000.00	5/05/2017	2.78	120

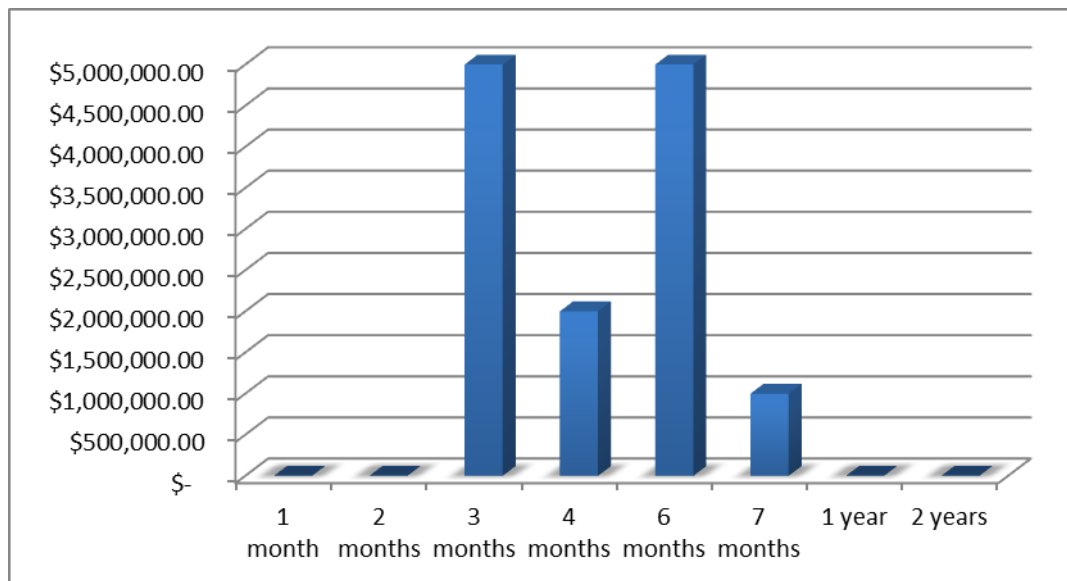
Total term deposit maturities during the months of December 2016 and January 2017 included returning principal (in full) and interest, are shown in the following table.

Financial Institution	Investment Amount (\$)	Maturity Date	Investment Rate per annum (%)	Interest Received (\$)
AMP Ltd	1,000,000.00	5/12/2016	3.05	15,124.66
Members Equity	1,000,000.00	5/12/2016	2.68	6,681.64
Bank of QLD	1,000,000.00	3/01/2017	2.70	7,175.34
Members Equity	1,000,000.00	5/01/2017	2.68	6,681.64

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



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



RICHMOND VALLEY COUNCIL FINANCIAL ANALYSIS REPORT AT 31 DECEMBER 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	3,931,356.17	31/12/2016	11.76%	No	
Total Cash at Call										3,931,356.17		11.76%		
<u>Term Deposits</u>														
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	31/12/2016	2.99%	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	31/12/2016	2.99%	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	31/12/2016	2.99%	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	31/12/2016	2.99%	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	31/12/2016	2.99%	Part	
Term Deposit	Bank of QLD	Term Deposit	A2/BBB	9/11/2016	9/05/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/12/2016	2.99%	Part	
Term Deposit	NAB	Term Deposit	A2/BBB	28/11/2016	27/02/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/12/2016	2.99%	Part	
Term Deposit	Beyond Bank	Term Deposit	A2/BBB+	28/11/2016	27/02/2017	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/12/2016	2.99%	Part	
Term Deposit	Auswide Bank	Term Deposit	A2/BBB	29/11/2016	29/05/2017	Fixed for Term	Maturity	0.24%	N/A	1,000,000.00	31/12/2016	2.99%	Part	
Term Deposit	Auswide Bank	Term Deposit	A2/BBB	1/12/2016	31/05/2017	Fixed for Term	Maturity	0.24%	N/A	1,000,000.00	31/12/2016	2.99%	Part	
Term Deposit	Newcastle Permanent	Term Deposit	A2/BBB	5/12/2016	6/03/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/12/2016	2.99%	Part	
Term Deposit	Members Equity	Term Deposit	A2/BBB+	5/12/2016	4/04/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/12/2016	2.99%	Part	
Term Deposit	Newcastle Permanent	Term Deposit	A2/BBB	12/12/2016	13/03/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/12/2016	2.99%	Part	
Total Term Deposits										13,000,000.00		38.89%		
<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	0.15%	8,000,000.00	8,245,189.76	31/12/2016	24.66%		
Strategic Cash Facility Trust	NSW Treasury Corporation	Trust		Various	N/A		Monthly	0.15%	8,000,000.00	8,255,115.36	31/12/2016	24.69%		
Total Fixed Interest Securities										16,000,000.00	16,500,305.12		49.36%	
Total Investment Portfolio at Face Value									32,931,356.17					
Total Investment Portfolio at Fair Value										33,431,661.29				
<u>Bank Accounts</u>														
Account Name	Balance \$ 31-Dec-16													
General Fund Bank Account	488,642.61													
Trust Fund Bank Account	120,994.55													
NAB Cheque Account	-20.00													
Evans Head Memorial Areodrome Fund	12,299.03													
Total	621,916.19													
Overall Average Interest Rate for month - Portfolio								0.21%						
Total Bank Account Portfolio										621,916.19				
Total Portfolio										34,053,577.48				

RICHMOND VALLEY COUNCIL FINANCIAL ANALYSIS REPORT AT 31 JANUARY 2017													
Investment Name	Investment Source	Investment Type	Rating	Investment Date	Maturity Date	Interest Basis	Interest Frequency	Current Interest Rate for Month	Original Investment Value	Current Investment Fair Value	Fair Valuation Date	% of Total Portfolio	Capital Guarantee Maturity
<u>Cash at Call</u>													
CBA Business Online Saver	Commonwealth Bank	At Call	A1+/AA		At Call	Variable	Monthly	0.06%	N/A	4,436,606.92	31/01/2017	13.45%	No
Total Cash at Call										4,436,606.92		13.45%	
<u>Term Deposits</u>													
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	31/01/2017	3.03%	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	31/01/2017	3.03%	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	31/01/2017	3.03%	Part
Term Deposit	Bank of QLD	Term Deposit	A2/BBB	9/11/2016	9/05/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/01/2017	3.03%	Part
Term Deposit	NAB	Term Deposit	A2/BBB	28/11/2016	27/02/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/01/2017	3.03%	Part
Term Deposit	Beyond Bank	Term Deposit	A2/BBB+	28/11/2016	27/02/2017	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2017	3.03%	Part
Term Deposit	Auswide Bank	Term Deposit	A2/BBB	29/11/2016	29/05/2017	Fixed for Term	Maturity	0.24%	N/A	1,000,000.00	31/01/2017	3.03%	Part
Term Deposit	Auswide Bank	Term Deposit	A2/BBB	1/12/2016	31/05/2017	Fixed for Term	Maturity	0.24%	N/A	1,000,000.00	31/01/2017	3.03%	Part
Term Deposit	Newcastle Permanent	Term Deposit	A2/BBB	5/12/2016	6/03/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/01/2017	3.03%	Part
Term Deposit	Members Equity	Term Deposit	A2/BBB+	5/12/2016	4/04/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/01/2017	3.03%	Part
Term Deposit	Newcastle Permanent	Term Deposit	A2/BBB	12/12/2016	13/03/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/01/2017	3.03%	Part
Term Deposit	Beyond Bank	Term Deposit	A2/BBB+	3/01/2017	3/04/2017	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2017	3.03%	Part
Term Deposit	Members Equity	Term Deposit	A2/BBB+	5/01/2017	5/05/2017	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/01/2017	3.03%	Part
Total Term Deposits										13,000,000.00		39.42%	
<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	0.24%	7,000,000.00	7,264,566.74	31/01/2017	22.03%	
Strategic Cash Facility Trust	NSW Treasury Corporation	Trust	Various	N/A			Monthly	0.27%	8,000,000.00	8,277,258.88	31/01/2017	25.10%	
Total Fixed Interest Securities										15,000,000.00	15,541,825.62		47.13%
Total Investment Portfolio at Face Value									32,436,606.92				
Total Investment Portfolio at Fair Value										32,978,432.54			
Overall Average Interest Rate for month - Portfolio									0.22%				
Total Bank Account Portfolio										719,180.21			
Total Portfolio										33,697,612.75			
<u>Bank Accounts</u>													
Account Name	Balance \$ 31-Jan-17												
General Fund Bank Account	585,904.54												
Trust Fund Bank Account	120,994.55												
NAB Cheque Account	-20.00												
Evans Head Memorial Areodrome Fund	12,301.12												
Total	719,180.21												

**14.12 APPLICATIONS FOR CHANGE OF RATING CATEGORY -
PROPERTY ID 122075 AND ID 153345****Responsible Officer:**Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

RECOMMENDATION

Recommended that:

1. The rating category change applications subject of this report be approved.
2. Council write-back the amount of \$4,549.83 of the general rate revenue for 2016/2017.
3. Council advise the applicants in writing of its decision.

210217/ 17 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Executive Summary

This report deals with two applications for a change of rating category. For both of the applications received, the previous use of the land was commercial. This type of use has now ceased and both properties' dominant use is now residential. Council staff have assessed the applications and found they meet the relevant sections of the *Local Government Act 1993*.

If Council approves the applications subject of this report, this will result in \$4,549.83 of the 2016/2017 general rate revenue being written-off.

Community Strategic Plan Links

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

Budget Implications

If Council approves the applications subject of this report, which do meet the requirements of the *Local Government Act 1993* in regard to rating category change, this will result in \$4,549.83 of the 2016/2017 general rate revenue being written-off.

Report

Property ID 122075 was previously used as a landscape supply yard. This operation has now ceased and the dominant use of the property is for residential purposes.

Property ID 153345 was previously used as a brick works. This operation has ceased and the dominant use of the land is used for residential purposes. The owner has requested that the property be categorised as rural residential due to the size of the property. Due to the commercial activity ceasing some time ago, the owner has requested for the application to be backdated. The legislation however, does not support this request. Section 524 of *Local Government Act 1993* states:

A ratepayer (or the person's agent) must notify the Council within 30 days after the rateable land changes from one category to another

The onus is on the owner of the property to advise Council if the use changes. Council is therefore unable to backdate the change. The rating category is shown on the annual rates notice.

Conclusion

The owner of the rateable property 122075 has requested that the property's rating category be amended from business to residential. The application meets the relevant sections of the *Local Government Act 1993* as the dominant use of the land is for residential purposes. It is recommended that Council approves the application for the change of rating category. This will result in \$2,365.58 of the 2016/2017 general rate revenue being written-off.

The owner of the rateable property 153345 has requested that the property's rating category be amended from business to rural residential. The application meets the relevant sections of the *Local Government Act 1993* as the dominant use of the land is for residential purposes. It is recommended that Council approves the application for the change of rating category. This will result in \$2,185.25 of the 2016/2017 general rate revenue being written-off.

14.13 NORTHERN RIVERS LIVESTOCK EXCHANGE STATISTICS AND FINANCIAL PERFORMANCE AS AT 31 DECEMBER 2016

Responsible Officer:

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

RECOMMENDATION

Recommended that Council note the performance of the Northern Rivers Livestock Exchange (NRLX) as at 31 December 2016.

210217/ 18 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Executive Summary

This report provides an update of NRLX throughput as at 31 December 2016 and also monthly throughput from 2011/2012 to 2016/2017.

The throughput is up 12.9% (compared to the same period in the 2015/2016 financial year).

Saleyards fee income is \$618,862 (which is 60.9% of the budgeted sales income for the year). Council has also earned \$50,380 in interest from reinvesting the loan funds borrowed to upgrade the complex and received an LIRS subsidy payment of \$41,131.

Expenditure is at \$529,909 (or 51.4% of total recommended budget expenditure). There are no major concerns in any area of expenditure as at the end of the second quarter.

The operating result is \$180,464 surplus against an adopted budget surplus of \$65,663. This means that overall Council has 2.7 times the budgeted surplus with 50% of the year gone. Council is on-track to meet or better its budgeted surplus.

Community Strategic Plan Links

Focus Area 2 Local Economy - Long Term Goal 2.1 Business Industry and Agriculture.

Budget Implications

As detailed in the report.

Report

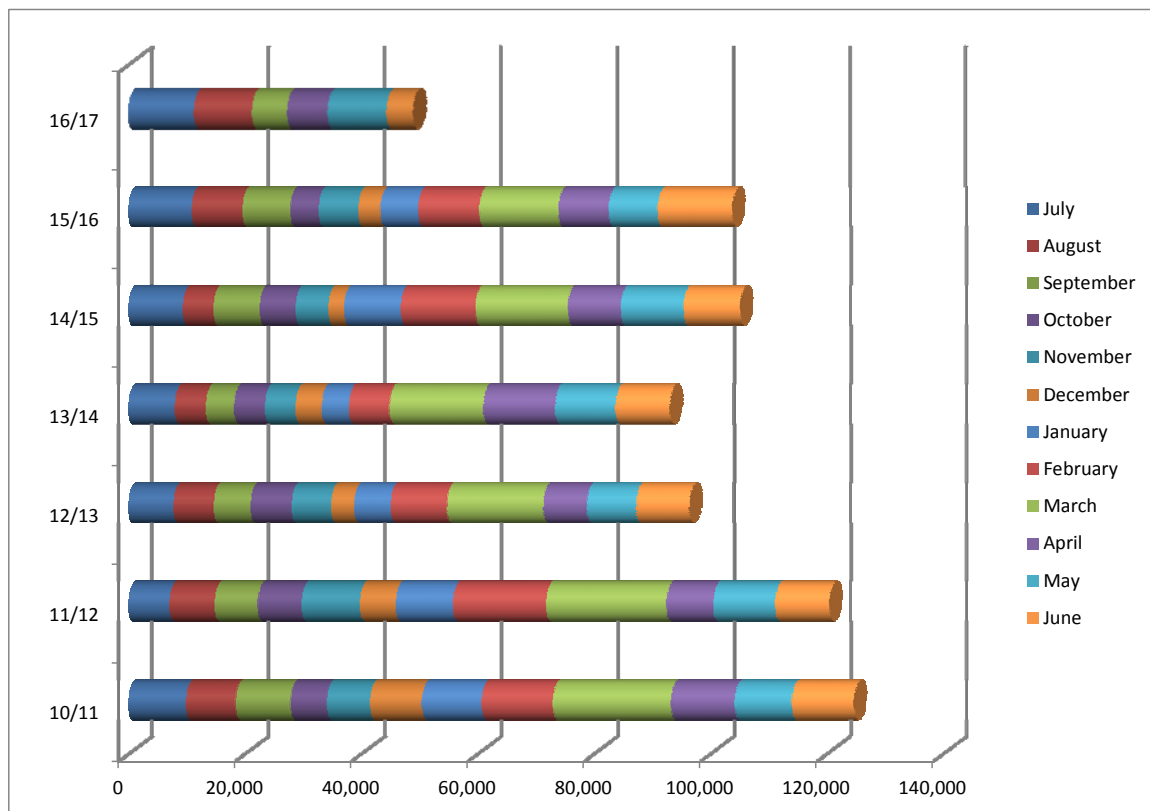
This report provides an update of the NRLX throughput as at the end of December 2016 and also monthly throughput from 2011/2012 to 2016/2017.

The below graph indicates 21,617 head were processed through sales at NRLX in the 2016/2017 December quarter compared with 15,485 head for the same period in 2015/16. A very pleasing result, which has been assisted by favourable seasonal conditions and continued dominance of re stocker buyers being present, offering top dollar, building the national cattle herd and setting NRLX up for a solid start to 2017.

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

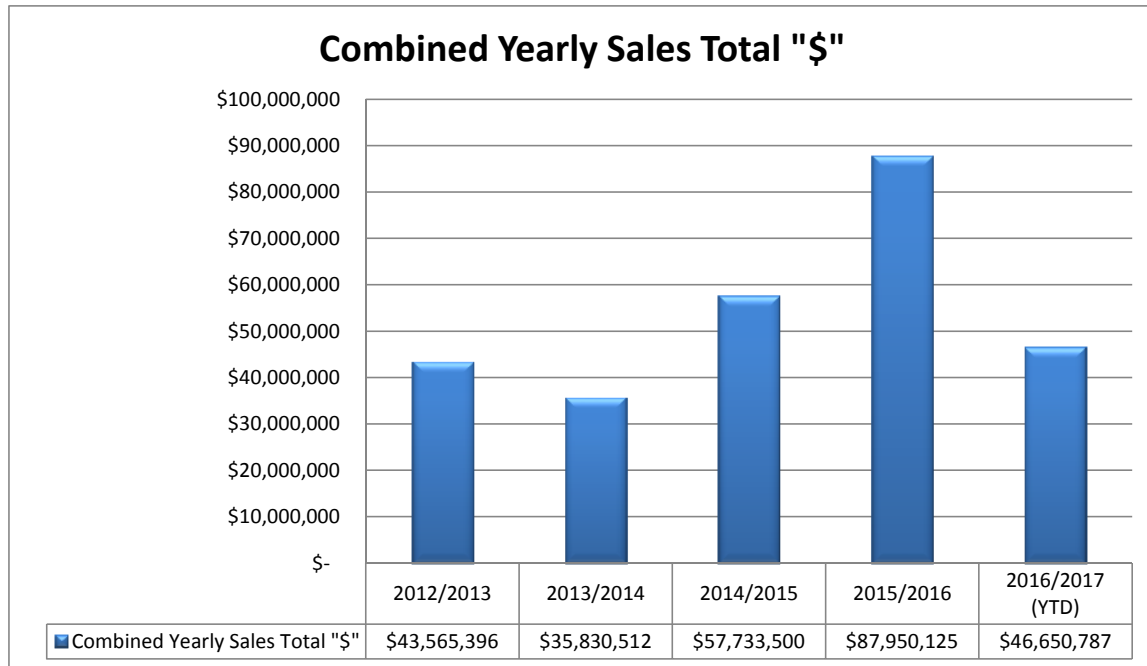
	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
July	7,093	7,760	8,027	9,361	10,878	11,207
August	7,754	6,899	5,320	5,237	8,774	9,993
September	7,397	6,345	4,869	7,965	8,144	6,053
October	7,559	7,054	5,286	6,147	4,899	6,932
November	9,966	6,737	5,203	5,667	6,781	10,132
December	6,144	3,959	4,487	2,645	3,805	4,553
January	9,834	6,248	4,664	9,744	6,487	
February	15,977	9,675	6,991	12,808	10,509	
March	20,672	16,538	16,084	15,866	13,572	
April	8,014	7,457	12,311	9,069	8,620	
May	10,642	8,444	10,370	10,730	8,390	
June	9,305	9,164	9,332	9,738	12,807	
TOTAL	120,357	96,280	92,944	104,977	103,666	48,870

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



The following graph shows total sales dollars through the NRLX for the last four financial years including this year to-date. Last year, up until 31 December turnover was \$34,405,154.13 compared to \$46,650,786.83 this year, \$12,245,632.70 up year on year. As can be seen in the graph below, last financial year was an extremely good year with a total turnover of \$87,950,124.95 and with the way the current year is tracking the year end result

should be even better. These are very pleasing results with record sales prices being reached. This puts important income into the Richmond Valley local economy.



Financial Implications

The following table shows actual income and expenditure against the original budget for the financial year to 31 December 2016.

NRLX Income and Expenditure	Actual 31 December 2016 (\$)	Budget (\$)	Percentage %
Income			
Fees & Rent	618,862	1,015,320	60.95
Interest on Investment	50,380	0	100.00
LIRS Subsidy	41,131	81,192	50.66
Expenses			
Salaries and On Costs	175,144	318,063	55.06
Materials and Contracts	40,814	100,768	40.50
Interest on Loans	53,744	106,091	50.66
Depreciation	87,389	159,810	54.68
SRA Lease Agreement	0	5,202	0.00
Electricity Charges	10,558	33,000	31.99
Telephone Charges	3,015	5,500	54.82
Insurance Charges	6,337	9,300	68.14
Advertising Costs	2,620	12,173	21.52
Printing and Stationery	1,698	521	325.91
Licence Fees	6,145	6,555	93.75
Subscriptions	0	5,826	0.00
Security Charges	1,625	2,081	78.09
Staff Training	1,036	4,162	24.89
Software Licences	1,750	8,847	19.78
Other General Expenses	366	0	100.00
Internal Charges	137,668	252,950	54.42
Net Operating Result	180,464	65,663	274.83

As shown above, as at 31 December 2016 the NRLX operating result is a surplus of \$180,464.

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

The majority of expenditure categories are within budget with those that are over are minor expenditure items. The largest category of expenditure (outside of salaries) is internal charges; this covers administration overheads, Council rates, internal plant charges and on-site sewerage charges.

Conclusion

This report provides information on monthly throughput of cattle at the NRLX. The figures shown in the report are a pleasing result for this stage of the year, this keeps the NRLX operation on track to meet or better the budgeted surplus set for the 2016/2017 financial year.

14.14 TENDER RVC749195 CRUSHING OF AGGREGATES AND FLOOD BLEND AT WOODVIEW QUARRY

Responsible Officer:

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

RECOMMENDATION

Recommended that:

1. Council accept Smith Plant Pty Ltd as the preferred contractor for the crushing of aggregates and flood blend at Woodview Quarry for \$525,500.00 (exclusive of GST).
2. The Common Seal of Council be affixed to any documentation where required.

210217/ 19 RESOLVED (Cr Mustow/Cr Hayes)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Executive Summary

Council called for tenders from suitably qualified contractors for the crushing of aggregates and flood blend at Woodview Quarry. The scope of works consists of the following:

- Establishment and set up of suitable plant for the crushing of:
 - Flood Blend, and
 - Various Road Base materials.
-

- Transporting and loading of feed rock into a primary crusher,
- Crushing of feed rock through necessary crushers,
- Screening of rock to meet specifications,
- Re-crushing and re-screening of oversize rock to meet specifications,
- Stockpiling of materials in uniform windrows to suit stockpile area,
- Testing of MB20 and DGS40 to NSW Roads and Maritime Services specifications for quality and Council requirements for the number of tests required, and
- Testing of Flood Blend, 20mm Aggregate, Gabion Rock and -70mm to Council requirements.

Council received three tenders prior to the nominated closing time and all three tenders were conforming tenders.

After evaluation it is recommended that Council except Smith Plant Pty Ltd's tender response as it is the tender that is most advantageous to Council.

Community Strategic Plan Links

Focus Area 6 Transport and Infrastructure - Long Term Goal Roads, Drainage and other Infrastructure Asset Classes

Budget Implications

As at 30 June 2016 Woodview Quarry has \$905,037.00 exclusive of GST in its reserve. It is proposed that the crushing of aggregates and flood blend be funded from this reserve.

Report

Tenders were called for and were closed on Friday, 20 January 2017.

Tenderer	ABN	Tendered Amount (excl GST)	Assessed Tender Amount (\$) (GST inclusive)	Total Score out of 60	Recommended Tender Amount (GST inclusive)
Smith Plant Pty Ltd	64 001 668 695	\$525,500.00	\$578,050.00	45.50	\$578,050.00
Holmes's Pty Ltd	92 065 213 694	\$568,330.00	\$625,163.00	43.63	
Terragon Rock Crushing Pty	79 834 125 814	\$754,232.70	\$829,656.00	26.50	

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.

Council's Manager Infrastructure Services, Operations Coordinator Roads, Drainage and Quarries, and Coordinator Purchasing and Stores have been involved in the development of specifications and the assessment criteria.

Richmond Valley Council's Purchasing Policy references the *Local Government Act Section 55* which requires Council to tender any contract with an estimated expenditure of more than \$150,000.

The estimated revenue in this contract will exceed the tenderable limit.

Tender Analysis

Council decided to call tenders using the open tendering method, in accordance with Clause 167 of the *Local Government (General) Regulation 2005*. Council uses 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 Committee prior to close of tenders.

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

The non-price criteria for evaluation are as follows:

- Cost of production of the specified materials,
- Quality Management Plan and systems to ensure compliance with material specification,
- Safety Management Plan and systems to ensure Safe Work Practices,
- Production Rates of the specified materials,
- Confirmation of performance of referees, and
- Proposed commencement date.

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

Tenderer	Total weighted score (out of 10)	Rank
Smith Plant Pty Ltd	7.78	1
Holmes's Pty Ltd	6.98	2
Terragon Rock Crushing Pty	1.83	3

Note: Due to the price scoring methodology the lowest submitted price receives maximum points to be awarded and the highest the minimum points.

Consultation

No consultation was required.

Conclusion

It is recommended that Council accept Smith Plant Pty Ltd as the preferred contractor for the crushing of aggregates and flood blend at Woodview for the price of \$525,500.00 (exclusive of GST).

14.15 ROAD NAMING - SUBDIVISION AT 249 REARDONS LANE, SWAN BAY (REDGUM DRIVE, SPOTTED GUM DRIVE, MOONEM VIEW DRIVE)**Responsible Officer:**Andrew Hanna (Manager Development and Environment)

RECOMMENDATION

Recommended that:

1. Council, as the Road Naming Authority, formally endorse that the road south of Eucalypt Drive be named Moonem View Drive.
2. Council proceed with the online processing and gazettal through the Geographical Names Board.

210217/ 20 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

Executive Summary

Council received a development application for a rural residential subdivision of Lot 4, DP 809345, at 249 Reardons Lane, Swan Bay known as Bayholme Estate. Within the subdivision there are to be three new roads constructed. The applicant had requested the roads be named Eucalypt Drive, Redgum Drive, and Casuarina Drive as a new section of road that will become the southern end of the existing Casuarina Drive.

Since the adoption of the original road naming report, the entire road naming process through the Geographical Names Board has changed to an online process. In completing the online registration of the names, it has been discovered that despite a check of the usual road naming sources at the time of the original report, there is an existing Redgum Road within Richmond Valley Council.

The developer has suggested Moonem View Drive as an alternative to both Redgum Drive and the initial alternative Spotted Gum Drive. Moonem View Drive has been accepted by the Geographical Names Board.

Community Strategic Plan Links

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

Budget Implications

Nil.

Report

The original names were checked against a number of different road naming sources used at the time, with Council accepting the proposed names for the subdivision at 249 Reardons Lane (Eucalypt Drive, Redgum Drive and a continuation of Casuarina Drive).

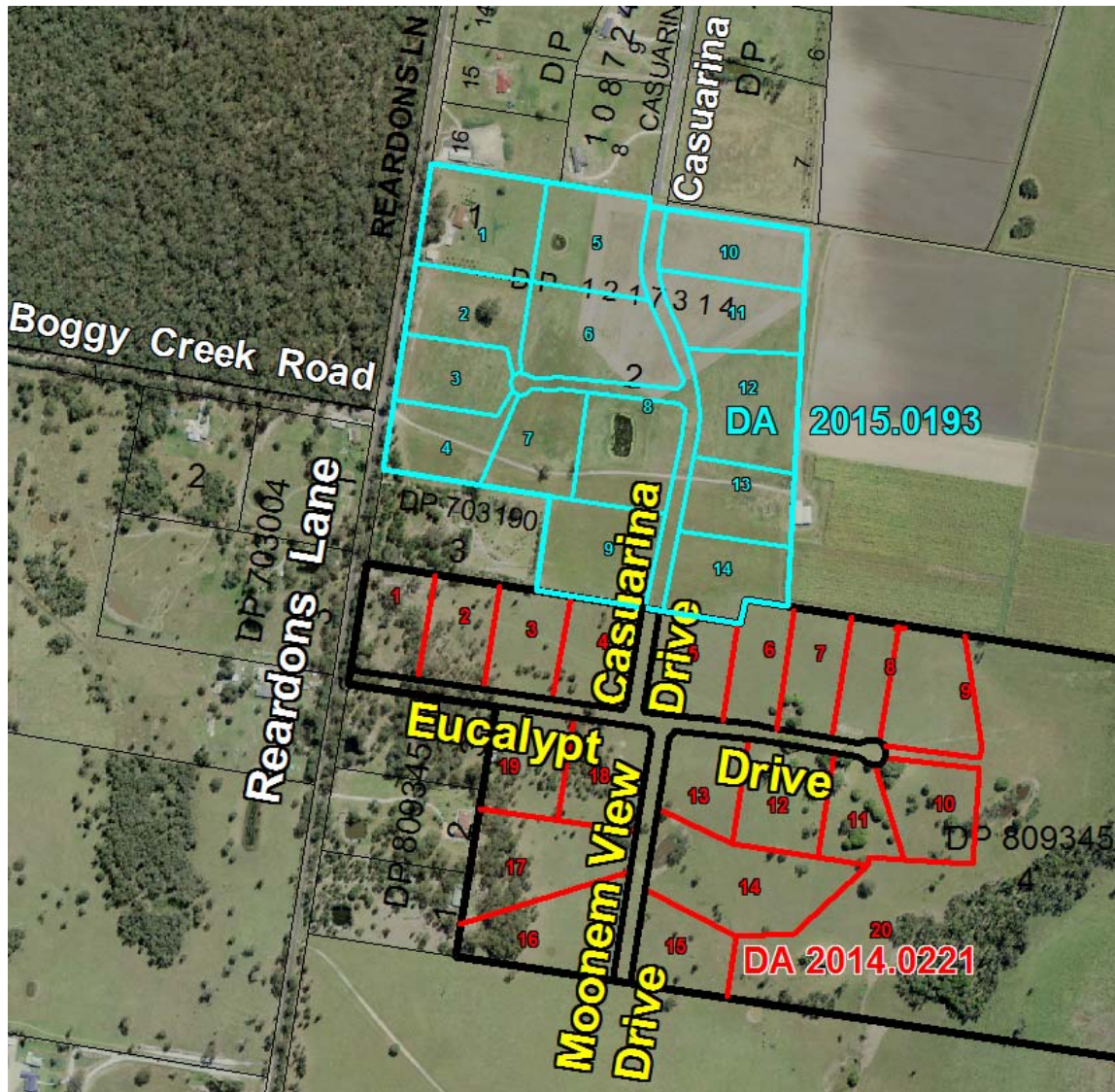
Since the initial consultation and Council report (which was presented at the Ordinary Council Meeting in July 2015) the Geographical Names Board have rolled out a new online process. A duplicate road name (Redgum Road) was identified through the new online registration portal. Redgum Road is a track off Coraki Ellangowan Road which crosses Bungawalbin National Park (with no road reserve) to intersect with other tracks administered by National Parks and Wildlife Service. The track is not suitable for everyday traffic and is not available for public use due to large rocks across the access area and a locked pipe barrier meaning it is only accessible for those with a key. An alternative name of Spotted Gum Drive was then proposed, however this was also rejected due to a similar Spotted Gum Trail in the Bungawalbin National Park.

The accepted Eucalypt Drive commences at an intersection with the existing Reardons Lane, approximately 550 metres south of Boggy Creek Road, and runs in an easterly direction for approximately 635 metres.

The proposed Moonem View Drive commences at an intersection with proposed Eucalypt Drive, approximately 380 metres east of Reardons Lane, and runs in a southerly direction for approximately 300 metres. (Future development to the south will extend Moonem View Drive.)

The accepted Casuarina Drive commences at an intersection with proposed Eucalypt Drive, approximately 330 metres east of Reardons Lane, and runs in a northerly direction for approximately 125 metres. (This road will link to a future southerly extension of the existing Casuarina Drive.)

An aerial image of the road names and locations is set out below:



Consultation

Prior to the original report to Council, consultation was undertaken in accordance with the processes at the time. In accordance with the Roads Act 1993, Roads (General) Regulation 2000, Part 2, Division 2, Section 7, Council placed advertisements in local newspapers and requested a number of Government Departments and organisations to forward in writing any objections to the above proposal. Details were also placed on Council's website. The new online process automatically refers the proposed road names to the various authorities.

At the time, Council received no submissions or objections in relation to the proposed new road names from neither the public nor authorities. The alternative Moonem View Drive is in keeping with the outlook of the area and does not conflict with other names.

Conclusion

This report recommends formally accepting the alternative name Moonem View Drive. The road names Eucalypt Drive and Casuarina Drive are continuing through the online process and are ready for gazettal. Adoption of the recommendations of this report allows progression of the requirements for formal gazettal of the road name Moonem View Drive.

15 MATTERS FOR INFORMATION

RECOMMENDATION

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

210217/ 21 RESOLVED (Cr Humphrys/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

15.1 CUSTOMER SERVICE REPORT - QUARTERLY UPDATE 1 OCTOBER TO 31 DECEMBER 2016

Responsible Officer:

Simon Adcock (Chief Operating Officer)

Report

Council is committed to providing a high level of customer service to the community. The Customer Service Framework was adopted by Council at the Ordinary Meeting held on 19 July 2016. As a result, this quarterly report detailing Councils performance against the standards in the framework has been developed. The report also contains details on the resolution of customer requests made through the Contact Centre. Analysis is undertaken to determine what strategies or areas of improvement are required.

The report comprises of two parts; the Customer Service Contact Centre Data and the data from the Customer Request Management System (CRM). The first shows the responsiveness of the Contact Centre, the second the performance of the rest of the business in its response to customer requests.

Customer Service Contact Centre Data - Key Statistics

Calls Statistics

A total of 6,997 calls were received during the quarter with an average of 87.66% of these calls being resolved at the first point of contact (the service standard is 80% of calls to be resolved at first point of contact). For the quarter, the average queue time is below the service standard of 15 seconds. The abandonment rates are quite low compared to our service standard of 5%. The Contact Centre has exceeded all service targets for the first quarter.

	October	November	December
Total No Of Calls	2,165	2,456	2377
Waited > 1 Minute	53	67	50
% of Calls waited >1 Minute	2.45	2.73	2.10
Abandoned Calls<42sec	29	26	23
% of Calls Abandoned	1.34	1.06	0.97
Average Time In Queue	0.10	0.11	0.08
Average Call Time	1.99	1.87	1.73
% Calls resolved at first point	87.42	87.01	88.56

Receipt & Administration Statistics

A total of 3,518 receipts were actioned for the quarter at our administration offices. An increase in receipts made was seen in the month of November due to the rates and water/sewer notices being due on 31 October 2016. Section 735a, 149, 603 Certificates were completed within set time frames as per our service standards. DA, CC & CDC are receipted at the counter and then referred to the relevant teams. Dial Before You Dig Applications have been completed within the set service standards.

	October	November	December
Receipts	749	1949	820
Section 735a Certificates	23	20	12
Section 149 Certificates	59	87	58
Section 603 Certificates	64	59	36
Dial Before You Dig Applications	183	144	83
DA, CC & CDC Applications	62	45	50
CRMs entered	432	414	421

Customer Request Management System - Key Statistics

The quarter has seen an improvement in Customer Request Management Performance. Requests completed outside of target have decreased by 6% from 33% to 27%. The quarterly figures have reflected the noticeable improvement in CRM performance that has been revealed by the weekly monitoring process undertaken by the Performance Management Office.

Similar to the last quarter approximately 34% of Councils requests were referred to Environment Regulatory Control, with Waste and Resource Recovery experiencing an almost 5% increase in requests. Whilst a number of areas have increased the completed outside target range, the overall percentage has decreased compared to the last quarter.

Requests completed within target	865	68%
Requests in progress within target	0	0%
Requests completed outside target	338	27%
Requests in progress outside target	64	5%
Total	1,267	100%

Workgroup	No. request referred	% of total requests	Completed outside target	In Progress outside target	Average Target days	Average completion days
Environment Regulatory Control	425	33.54%	13.18%	3.76%	4.94	4.82
Waste & Resource Recovery	300	23.68%	23.67%	5.33%	4.75	8.46
Water and Sewer Roads, Drainage and Quarries	209	16.50%	47.37%	1.44%	3.49	5.81
Open Spaces & Cemeteries	126	9.94%	45.24%	3.97%	4.79	11.48
Asset Management	118	9.31%	29.66%	2.54%	5.92	7.63
Development Assessment	72	5.68%	23.61%	12.50%	9.76	15.29
Workshops	11	0.87%	18.18%	72.73%	5.91	46.36
Information Technology	3	0.24%	0.00%	100.00%	6.00	68.67
Revenue	1	0.08%	0.00%	0.00%	11.00	1.00
	2	0.16%	50.00%	50.00%	8.50	68.50

Future Works

Customer Service Contact Centre Data

Service Level Standards are currently under review with each stakeholder to assist staff and customers in the processes undertaken to ensure that excellent customer service is provided to the community.

Customer Request Management System

Whilst the completed outside of target has decreased as a whole individual areas have increased. This will be investigated to see what measures can be put in place to be rectified with a review of the target days to also ensure that they are relevant for the work being undertaken.

Community Strategic Plan Links

Focus Area 7 Governance and Process - Long Term Goal 7.4 Civic Leadership and Corporate Planning

Conclusion

In order for Council to continue to provide a high level of customer service to the community, strategies and improvements are required to be implemented so continual improvement is part of business as usual.

15.2 WRITE-OFF OF MONIES UNDER DELEGATION - JULY TO DECEMBER 2016**Responsible Officer:**Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

Report

At the 21 April 2015 Ordinary Meeting of Council it was resolved as follows:

"Where the General Manager exercises his delegation in regard to refunds/write-offs that exceed \$1,000, an information summary report be submitted to Council on a six monthly basis."

In order to comply with the resolution, a report is provided to the first Ordinary Meeting of the new financial year and the first Ordinary Meeting held in the new calendar year.

This summary report covers the six-month period commencing 1 July 2016 and ending on 31 December 2016.

As at 31 December 2016 the General Manager has not used his delegation to write off any amounts in excess of \$1,000.00.

Community Strategic Plan Links

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

15.3 GRANT APPLICATION INFORMATION - DECEMBER 2016 AND JANUARY 2017**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 for the months of December 2016 and January 2017.

Five grant projects were approved and Council received funding for four grants during the reporting period totalling \$517,480.00. Council was notified as being unsuccessful with seven grant applications during the months of December 2016 and January 2017. Council applied for four new grants during the months of December 2016 and January 2017. The details of these grants are provided below:

Grants that have been approved***Companion Animal Compliance Catch-ups: Casino and Coraki***

Project ID	10209
Funding Body	Office of Local Government
Funding Name	Responsible Pet Ownership Grants Program (Year 3)
Government Level	State
Project Value (excl GST)	\$19,300.00
Grant Amount (excl GST)	\$ 8,500.00
Council/Other (excl GST)	\$10,800.00
Date Application Submitted	29 April 2016
Comment (if required)	Signed funding agreement accepted on 16 December 2016
Date Approved	3 November 2016

Playground Replacement at Woodburn Oval

Project ID	10214
Funding Body	Department of Family and Community Services
Funding Name	Department of Family and Community Services
Government Level	State
Project Value (excl GST)	\$31,170.00
Grant Amount (excl GST)	\$15,000.00
Council/Other (excl GST)	\$16,170.00
Date Application Submitted	18 July 2016
Comment (if required)	N/A
Date Approved	14 December 2016

Back to Business Week Event – Local Event to Support Small to Medium Business and Recognise the Contribution They Make to the Community

Project ID	10237
Funding Body	NSW Department of Industry, Skills and Development
Funding Name	Back to Business
Government Level	State
Project Value (excl GST)	\$5,000.00
Grant Amount (excl GST)	\$5,000.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	N/A
Comment (if required)	N/A
Date Approved	24 January 2017

Woodburn-Coraki Road Reconstruction Works (Section 1 CH 140 - CH 1800, Section 2 CH 3700 – CH 5350 and Section 3 – CH 8305 – CH 9850)

Project ID	10238
Funding Body	Federal Funding via an Election Promise
Funding Name	N/A
Government Level	Federal
Project Value (excl GST)	\$2,000,000.00
Grant Amount (excl GST)	\$1,000,000.00
Council/Other (excl GST)	\$1,000,000.00
Date Application Submitted	N/A
Comment (if required)	N/A
Date Approved	17 January 2017

Expansion of Northern Rivers Livestock Exchange, Casino Project

Project ID	10239
Funding Body	Department of Infrastructure and Regional Development
Funding Name	National Stronger Regions Fund Programme (Round 2)
Government Level	State
Project Value (excl GST)	\$7,000,000.00
Grant Amount (excl GST)	\$3,500,000.00
Council/Other (excl GST)	\$3,500,000.00
Date Application Submitted	15 May 2015
Comment (if required)	N/A
Date Approved	14 December 2016

Grants that have been received

Establish Coraki Transfer Station

Project ID	10194
Funding Body	NSW Environmental Protection Agency
Funding Name	Waste Less, Recycle More Initiative - Landfill Consolidation and Environmental Improvements - Funding Round 2 Stream 2 - Environmental Improvements
Government Level	State
Project Value (excl GST)	\$295,960.00
Grant Amount (excl GST)	\$200,000.00
Council/Other (excl GST)	\$ 95,960.00
Date Application Submitted	18 August 2015
Comment (if required)	N/A
Date Received	\$180,000.00 received 19 January 2017
Total Funds Received To Date	\$180,000.00

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 Received	\$33,000.00 received 21 December 2016 \$77,000.00 received 30 January 2017
Total Funds Received To Date	\$1,464,980.00

Companion Animal Compliance Catch-ups: Casino and Coraki

Project ID	10209
Funding Body	Office of Local Government
Funding Name	Responsible Pet Ownership Grants Program (Year 3)
Government Level	State
Project Value (excl GST)	\$19,300.00
Grant Amount (excl GST)	\$ 8,500.00
Council/Other (excl GST)	\$10,800.00
Date Application Submitted	29 April 2016
Comment (if required)	Signed funding agreement accepted on 16 December 2016
Date Received	25 January 2017
Total Funds Received To Date	\$8,500.00 (total funding received)

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	27 October 2016
Comment (if required)	N/A
Date Received	\$1,230.00 received 20 January 2017
Total Funds Received To Date	\$1,230.00 (total funding received)

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 Received	\$217,750.00 received 30 January 2017
Total Funds Received To Date	\$653,250.00

Unsuccessful Grant Applications**Coraki Youth Hall Toilet Upgrade**

Project ID	10215
Funding Body	Department of Family and Community Services
Funding Name	Community Building Partnership 2016
Government Level	State
Project Value (excl GST)	\$99,478.00
Grant Amount (excl GST)	\$49,739.00
Council/Other (excl GST)	\$49,739.00
Date Application Submitted	22 July 2016
Comment (if required)	N/A
Date Advised Unsuccessful	15 December 2016

Rappville Hall Toilet Upgrade

Project ID	10216
Funding Body	Department of Family and Community Services
Funding Name	Community Building Partnership 2016
Government Level	State
Project Value (excl GST)	\$20,182.00
Grant Amount (excl GST)	\$10,091.00
Council/Other (excl GST)	\$10,091.00
Date Application Submitted	22 July 2016
Comment (if required)	N/A
Date Advised Unsuccessful	15 December 2016

Woodburn Riverfront Master Plan

Project ID	10217
Funding Body	NSW Department of Premier and Cabinet
Funding Name	Tourism Demand-Driver Infrastructure Program
Government Level	State
Project Value (excl GST)	\$100,000.00
Grant Amount (excl GST)	\$ 50,000.00
Council/Other (excl GST)	\$ 50,000.00
Date Application Submitted	9 August 2016
Comment (if required)	N/A
Date Advised Unsuccessful	20 December 2016

Casino Civic Hall Restoration

Project ID	10220
Funding Body	Arts NSW
Funding Name	Regional Capital Program
Government Level	State
Project Value (excl GST)	\$120,000.00
Grant Amount (excl GST)	\$ 60,000.00
Council/Other (excl GST)	\$ 60,000.00
Date Application Submitted	2 September 2016
Comment (if required)	N/A
Date Advised Unsuccessful	6 December 2016

Woodburn Riverside Park Upgrade

Project ID	10224
Funding Body	Liquor and Gaming NSW
Funding Name	Sport & Recreation Infrastructure grant round 2016/17 (Clubgrants Category 3)
Government Level	State
Project Value (excl GST)	\$746,931.00
Grant Amount (excl GST)	\$746,931.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	22 September 2016
Comment (if required)	N/A
Date Advised Unsuccessful	5 December 2016

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
Date Advised Unsuccessful	11 January 2017

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
Date Advised Unsuccessful	11 January 2017

Grant Applications Submitted*Aboriginal Environmental Health Officer Training*

Project ID	10234
Funding Body	NSW Health
Funding Name	Aboriginal Environmental Health Officer Training Program
Government Level	State
Project Value (excl GST)	\$480,000.00 (\$80,000.00 per annum for 6 years)
Grant Amount (excl GST)	\$240,000.00 (\$40,000.00 per annum for 6 years)
Council/Other (excl GST)	\$240,000.00 (\$40,000.00 per annum for 6 years)
Date Application Submitted	23 December 2016
Comment (if required)	Council has applied for the maximum allowable grant. It is believed that the annual cost will be less than this estimate in which case NSW Health will contribute approximately 50% if the application is successful.

Smart Skilled and Hired Youth Employment Program

Project ID	10235
Funding Body	NSW Department of Industry
Funding Name	Smart, Skilled and Hired Youth Employment - Program Implementation
Government Level	State
Project Value (excl GST)	Project value is equal to Council's entire YES program cost.
Grant Amount (excl GST)	\$65,000.00 (\$16,250.00 over 4 years)
Council/Other (excl GST)	Council's YES program costs less the grant funding.
Date Application Submitted	17 January 2017
Comment (if required)	If successful the annual costs will be dependent upon the number and type of positions created in the next round of the YES program.

Casino Place Activation (Future Towns is designed to support place activation and digital readiness activities to foster economic growth and support small businesses in local communities in regional NSW).

Project ID	10236
Funding Body	NSW Department of Industry
Funding Name	Future Towns Program
Government Level	State
Project Value (excl GST)	\$50,000.00
Grant Amount (excl GST)	\$50,000.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	N/A
Comment (if required)	Funding was offered to Council on 25 October 2016 although no application was required. The funding agreement was signed on 21 December 2016.

Coraki Place Activation and Digital Readiness (Future Towns is designed to support place activation and digital readiness activities to foster economic growth and support small businesses in local communities in regional NSW).

Project ID	10237
Funding Body	NSW Department of Industry
Funding Name	Future Towns Program
Government Level	State
Project Value (excl GST)	\$50,000.00
Grant Amount (excl GST)	\$50,000.00
Council/Other (excl GST)	\$ 0.00
Date Application Submitted	N/A
Comment (if required)	Funding was offered to Council on 25 October 2016 although no application was required. The funding agreement was signed on 21 December 2016.

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 Council's budget.

15.4 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 DECEMBER 2016 TO 31 JANUARY 2017

Responsible Officer:

Andrew Hanna (Manager Development and Environment)

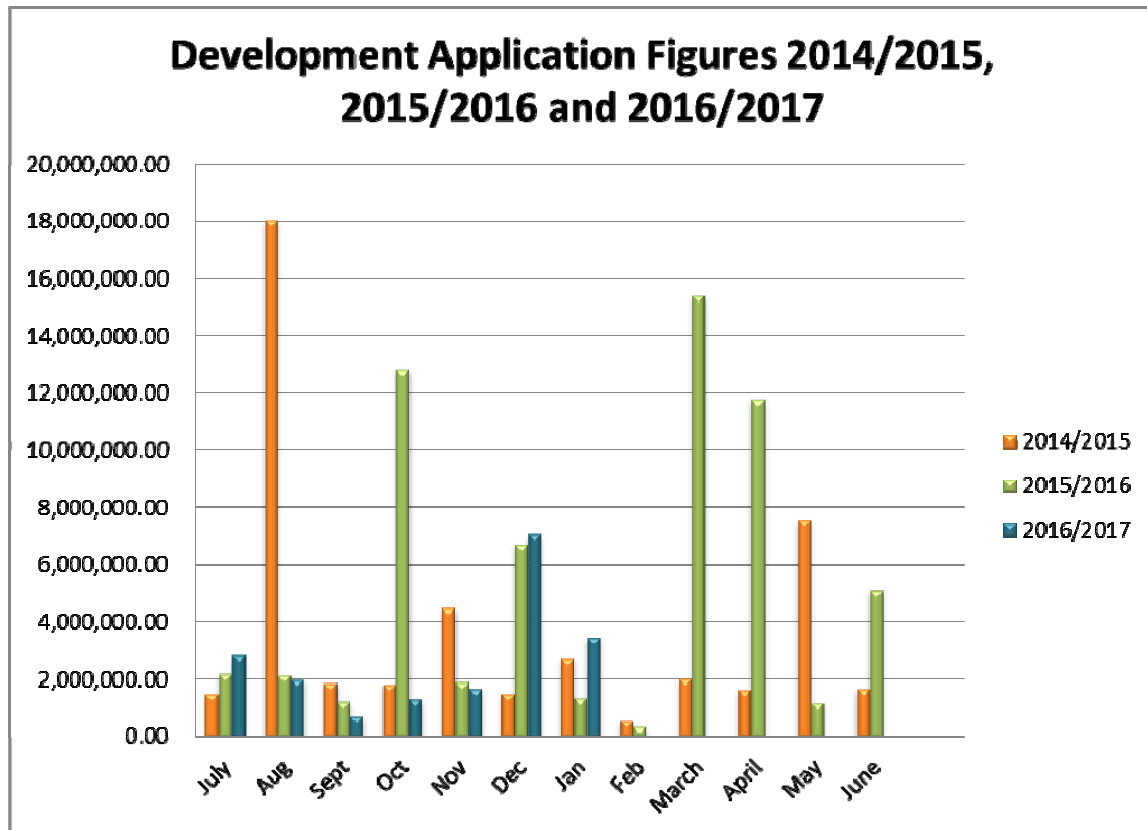
Report

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.

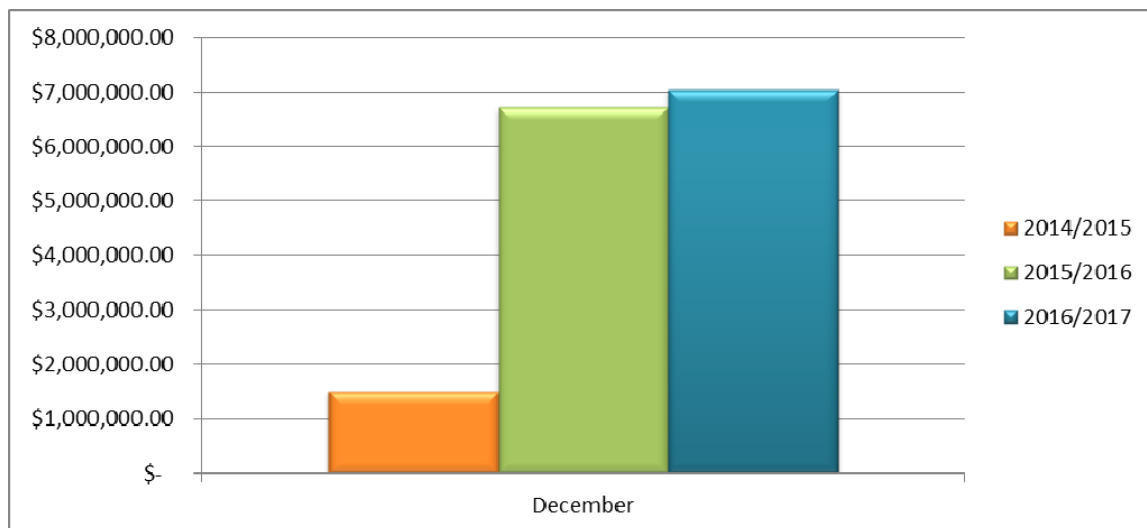
Council receives a weekly summary of the status of applications (including all received). Council notifies all determinations of Development Applications in the local newspaper pursuant to Clause 101 of the Environmental Planning and Assessment Act 1979 (as amended) on a monthly basis.

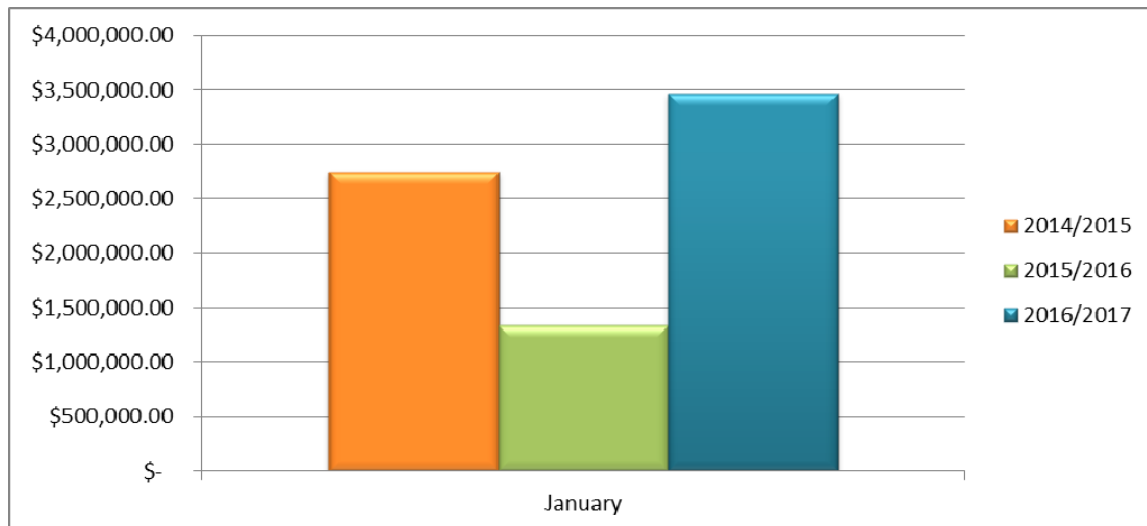
The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 December 2016 to 31 January 2017 was 44, with a total value of \$10,514,832.00.

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



The following graph provides a closer look at the value of Development Consents issued by Council for the reporting months of December and January.





Activity for the months of December and January.

General Approvals (excluding Subdivisions, Section 96s)	37
Section 96 amendments to original consent	6
Subdivision	1
Refused	0
Withdrawn	0
Complying Development (Private Certifier Approved)	0
TOTAL	44

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 December 2016 to 31 January 2017							
Application ID	Applicant	Owners	Location	Parcel Description	Development	Determination Date	Estimated Cost
DA2016/0224	SP Van Der Kleij	Mr S P Van Der Kleij	164 Pacific Highway, Broadwater	Lot 1 DP 328693	Dwelling	13/12/2016	\$ 247,000.00
DA2017/0015	Casino Golf Club	Richmond Valley Council	Richmond Park, West Street, Casino	Lot 7021 DP 1059188	Shed	2/12/2016	\$ 52,350.00
DA2017/0035	Ardill Payne & Partners	Mr S J Wade Ms J C Standing Mr GN Murrell	75 Boggy Creek Road, Bungawalbin	Lot 2 DP 1214857 Lot 3 DP 1081829, Lots 91 & 92 DP 755803	Subdivision to create 58 lots and Associated works and Infrastructure	14/12/2016	\$ 2,700,000.00
DA2017/0052	Optus Pty Ltd	Ms S J Brown Mr P G Best	355 Woodburn Evans Head Road, Woodburn	Lot 437 DP 755624	Installation of Telecommunications Facility (30 metre monopole, antennas, equipment shelter & ancillary equipment)	14/12/2016	\$ 200,000.00
CDC2017/0003	CL & JL Hayden	Mr C L Hayden Ms J L Hayden	385 Woodburn Evans Head Road, Doonbah	Lot 441 DP 755624	Housing Alterations and Additions	15/11/2016	\$ 195,000.00
DA2015/0230.01	CB Yates	Mr C B Yates	250 Mongogarie Road, Leeville	Lot 193 DP 771614	Section 96 Modification - Dwelling	8/12/2016	\$ -
DA2017/0067	GM Project Development & Management	Mr P S Shipman Ms Z Keen	61 Hotham Street, Casino	Lot 12 DP 727326	Construction of Two (2) Dwellings to Create Multi Dwelling Housing	14/12/2016	\$ 361,260.00
DA2017/0068	DW Olive	Mr D W Olive	19 Minto Street, Coraki	Lot 8 DP 818430	Shed with attached awning	16/12/2016	\$ 34,000.00
DA2017/0069	Newton Denny Chapelle	RSM Properties Pty Ltd	164 Canterbury Street, Casino	Lot 1 DP 1061860	Solar Shade Structure, Vegetation Removal & Reconfiguration of Existing Carpark & Vehicular Access Arrangements	9/12/2016	\$ 330,000.00
DA2017/0071	Stephen P McElroy & Associates Pty Ltd	Mrs L M McGrath Mr C J McGrath	7 Rodeo Drive, North Casino	Lot 53 DP 884031	Granny Flat (5.8x6.4) , Patio (existing slab) , Storage Shed (6x6)	20/12/2016	\$ 25,000.00
DA2017/0077	Shmarks Pty Ltd	Casino Pub Pty Ltd Craig Lusby Management Pty Ltd	101 Walker Street, Casino	Lot M DP 159838	Change of Use and Alteration to Commercial Premises & Signage including Digital Sign	12/01/2017	\$ 540,000.00
DA2017/0082	Ballina Furniture Overnights Pty Limited	Mrs C M Dunford	22 Dyraaba Street, Casino	Lot 2 DP 829509	Construction and use of Industrial Shed and Bulky Goods Storage Shed	15/12/2016	\$ 1,200,000.00
DA2017/0093	Newton Denny Chapelle	Mr R L Cain Mrs F E Cain	43 Johnston Street, Casino	Lot 101 DP 1054516	Change of use to bulky storage premises (Betta Home Living) and Business Identification Signage	7/12/2016	\$ 10,461.00
DA2017/0094	Signarama Casino	Roman Catholic Church for the Diocese of Lismore	Centre Street, Casino	Part Lot 1 DP 1145157	As Built' Signage	20/12/2016	\$ 5,000.00
DA2016/0156.01	Newton Denny Chapelle	Northern NSW Local Health District	5 Spring Street, Coraki	Lot 1 DP 40212 Lot 12 DP 1155477	Section 96 Modification - Health Service Facility (Coraki HealthOne)	7/12/2016	\$ -
DA2017/0099	Profile Pools	Mr A R Page Ms J J Robards	28 Dean Street, Casino	Lot 2 DP 596386	Inground Fibreglass Swimming Pool & 'As Built' Shed	16/12/2016	\$ 26,450.00

Application ID	Applicant	Owners	Location	Parcel Description	Development	Determination Date	Estimated Cost
DA2017/0100	Newton Denny Chapelle	Mrs L J Larsson	535 Benns Road, Shannon Brook	Lot 1 DP 876258	Alterations and Additions to Existing Rural Industry (Bulk Grain Storage 40,000 tonnes per annum and Grain Processing Facility 20,000 tonnes per annum), "As Built" Grain Storage Silos (43 silos) and "As Built" Weighbridge (Exception to Development Standard Clause 4.3 Height of Buildings)	22/12/2016	\$ 1,100,000.00
DA2017/0103	Richmond Valley Council	Evans Head Public Recreation Reserve Trust	18 Park Street, Evans Head	Lot 281 DP 755624	Change of Use to enable Dual Surf Club/Function Centre, Minor Internal Alterations and Signage including "As Built" Works	15/12/2016	\$ 88,000.00
DA2017/0104	Hayes Building Consultancy	Mr N J Hayes Ms K L Eggins	19 Woodburn Street, Woodburn	Lot 1 DP 308683	Carport	16/12/2016	\$ 4,500.00
DA2016/0225.01	JW & JM Southon	Mr J W Southon Mrs J M Southon	3 Wallum Drive, Doonbah	Lot 38 DP 1021682	Section 96 Modification to include Business Identification Signage	7/12/2016	\$ -
DA2017/0105	MJ Chaseling	Mrs M J Chaseling	29A Richmond Street, Casino	Lot A DP 154035 Lot B DP 154035	Carport	19/01/2017	\$ 19,500.00
DA2017/0106	MJ Chaseling	Mrs M J Chaseling	29B Richmond Street, Casino	Lot B DP 154035	Dwelling	15/12/2016	\$ 245,000.00
DA2017/0107	LM Planning Solutions Pty Ltd	Mr B Mayo Mrs K R Mayo	27-33 River Street, Broadwater	Lot 3 Sec 3 DP 879	Dwelling	13/12/2016	\$ 192,000.00
DA2017/0108	SA Birmingham	Mrs S A Birmingham	10 Bent Street, Casino	Lot 3 DP 630619	Shed	16/12/2016	\$ 9,836.00
DA2014/0253.01	AGS Commercial Pty Ltd	Mrs C L Webster Mr M C S G Webster	495 Ellangowan Road, Yorklea	Lot 2 DP 580027	Section 96 Modification - Additions to Animal Establishment (Clinical Research Facility for up to 120 dogs and 120 cats) – Twenty-Four (24) Additional Cat Enclosures	19/01/2017	\$ 170.00
DA2016/0110.02	D & SJ Cox	Ms S J Cox	8-12 Cook Street, Broadwater	Lot 2 Sec 2 DP 879	Section 96 Modification - Relocated Dwelling	8/12/2016	\$ -
DA2017/0109	JM Sammut	Mr J M Sammut	26 Rodeo Drive, North Casino	Lot 63 DP 884031	Shed	22/12/2016	\$ 7,500.00
DA2017/0110	Peter Turner & Associates	Corindabella Pty Ltd	4/82-94 Barker Street, Casino	Lot 4 SP 77944	Replacement of Existing Floor	12/01/2017	\$ 50,000.00
DA2017/0111	Hayes Building Consultancy	Mr P W Twomey Mrs J A Twomey P & J Twomey Pty Ltd	9 School Lane, Evans Head	Lot 2 DP 1225427	New Single Dwelling & Detached Garage	17/01/2017	\$ 250,000.00
DA2017/0113	SM & JR Smith	Mrs J R Smith Mr S M Smith	15 Daisy Place, Fairy Hill	Lot 18 DP 1083470	Shed and Office Building	19/01/2017	\$ 40,000.00

Application ID	Applicant	Owners	Location	Parcel Description	Development	Determination Date	Estimated Cost
DA2017/0114	MW & KL Rees	Mrs K L Rees Mr M W Rees	89 Richmond Street, Woodburn	Lot 2 DP 376666	Dwelling Extensions	5/01/2017	\$ 48,000.00
DA2017/0116	PJ Tew	Mr P J Tew	9 Harvest View Place, Fairy Hill	Lot 6 DP 881780	Demolition of existing shed & new shed	12/01/2017	\$ 10,450.00
DA2017/0117	CT & KM Gillespie	Mr C T Gillespie Mrs K M Gillespie	18 Ash Street, Evans Head	Lot 9 Sec 16 DP 758403	Demolition of existing shed and erection of new shed	19/01/2017	\$ 19,500.00
DA2017/0119	GA Hancock	Petes Palis Pty Ltd	6 Cedar Street, Evans Head	Lot 4 DP 1225427	Dual Occupancy	30/01/2017	\$ 350,000.00
DA2017/0120	Newton Denny Chapelle	Logalex Pty Ltd	158 Walker Street, Casino	Lot 10 DP 1241 Lot 9 DP 1241	Change of use from Vehicle Repair Station (tyre shop) to Business Premises (Service NSW Casino)	19/01/2017	\$ 711,000.00
DA2017/0121	LM Planning Solutions Pty Ltd	Mrs C P Horne	27 Ivory Circuit, Casino	Lot 2 DP 1201423	Dwelling	18/01/2017	\$ 216,755.00
DA2017/0122	Sarwood Timbers Pty Ltd	Ms B L Kennett	6 Marsh Place, Casino	Lot 5 DP 1167260	Shed	22/12/2016	\$ 13,600.00
DA2017/0124	NV & SM Creighton	Mrs S M Creighton Mr N V Creighton	36 Cedar Street, Evans Head	Lot 1 DP 398943	Carport	24/01/2017	\$ 9,500.00
DA2017/0126	SE Pendrith	Ms S E Pendrith	920 Tomki Tatham Road, Tatham	Lot 1 DP 706888	Resited Dwelling	19/01/2017	\$ 170,000.00
DA2015/0141.02	DA Wilson	Mr D A Wilson	169 Pacific Highway, Broadwater	Lot 1 DP 314353	Section 96 Modification - Secondary Dwelling	11/01/2017	\$ -
DA2017/0131	Perry Homes (Aust) Pty Ltd	Mrs L M Cheli Mr R Cheli	21 Ivory Circuit, Casino	Lot 5 DP 1201423	Dwelling	24/01/2017	\$ 243,000.00
DA2017/0133	Newton Denny Chapelle	McDonalds Properties (Aust) Pty	114-116 Centre Street, Casino	Lot 1 DP 878684	Alterations and Additions to Existing Restaurant (McDonald's Casino) and Signage	19/01/2017	\$ 750,000.00
DA2017/0134	Stephen P McElroy & Associates Pty Ltd	Mrs D M Graham Mr J H Graham	7 Lakeside Drive, Casino	Lot 103 DP 852590	Dwelling Additions - Bedroom	24/01/2017	\$ 25,000.00
DA2017/0137	SA & C Locke	Mr S A Locke Mrs C Locke	30 Lees Lane, Tatham	Lot 6 DP 976211	Swimming Pool and Associated Fencing	30/01/2017	\$ 15,000.00

16 QUESTIONS ON NOTICE

Nil.

17 QUESTIONS FOR NEXT MEETING (IN WRITING)

Nil.

18 MATTERS REFERRED TO CLOSED COUNCIL

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

The matters and information are the following:

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

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

18.1 PROPOSED PURCHASE OF NO 38 NEVILLE BIENKE MEMORIAL DRIVE CASINO BEING LOT 4 DP1051960**Reason for Confidentiality**

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

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.
- (d) commercial information of a confidential nature that would if disclosed:
 - (i) prejudice the commercial position of the person who supplied it.

In accordance with section 10D(2) (b) and (c) of the *Local Government Act 1993* discussion in an open meeting would, on balance, be contrary to the public interest because disclosure of possible terms of sale at this stage would put the Council at a competitive disadvantage in its negotiations preventing it from achieving a 'best value for money' outcome for the community and could confer a commercial advantage on a person with whom Council is conducting business and the matter also relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

18.2 INSURANCE BROKERAGE SERVICES AND INSURANCE COVERAGE TENDER**Reason for Confidentiality**

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

- (d) commercial information of a confidential nature that would if disclosed:
 - (i) prejudice the commercial position of the person who supplied it.

In accordance with section 10D(2) (b) and (c) of the *Local Government Act 1993* discussion in an open meeting would, on balance, be contrary to the public interest because disclosure of expert reports provided as part of the tender process have been provided to council on a strictly "confidential" and "commercial in confidence" basis as they contain commercially sensitive information. In addition, respondents to the request for tender have requested that the content of and pricing of their responses to the tender not be publicly disclosed.

RECOMMENDATION

Recommended that:

1. Council resolve into Closed Council to consider the business identified in Items 18.1 and 18.2, together with any late reports tabled at the meeting.
2. Pursuant to section 10A(1)-(3) of the *Local Government Act 1993*, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above.
3. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993*.

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

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

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

The Mayor called for verbal representations from the gallery.

There were no representations from the gallery.

210217/ 22 RESOLVED (Cr Morrissey/Cr Humphrys)

That:

1. Council resolve into Closed Council to consider the business identified in Items 18.1 and 18.2, together with any late reports tabled at the meeting.
2. Pursuant to section 10A(1)-(3) of the *Local Government Act 1993*, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above.
3. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993*.

FOR VOTE - All Council members voted unanimously.

Council closed its meeting at 7.12 pm. The public and media left the Chamber.

The Open Council Meeting resumed at 7.16pm.

(Deborah McLean, Manager Governance and Risk, was also in attendance at the resumption of the Open Council Meeting having joined the meeting for the Closed Council session.)

19 RESOLUTIONS OF CLOSED COUNCIL

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

18.1 PROPOSED PURCHASE OF NO 38 NEVILLE BIENKE MEMORIAL DRIVE CASINO BEING LOT 4 DP1051960

That:

1. Council authorise the General Manager to negotiate, the purchase of the land and subsequent sale of part of the land, generally in accordance with the details considered by Council.
2. Council authorise the General Manager to enter into and endorse relevant documents, including affixing the seal of Council where appropriate, for the purchase of the land generally in accordance with the details considered by Council.
3. Council authorise the General Manager to enter into and endorse relevant documents, including affixing the seal of Council where appropriate, for the sale of part of the land generally in accordance with the details considered by Council.
4. Upon the acquisition of the land, in accordance with Section 31(2) of the Local Government Act, the land will become Operational Land.

18.2 INSURANCE BROKERAGE SERVICES AND INSURANCE COVERAGE TENDER

That Council enter into a three year contract with AON Pty Ltd for Insurance Brokerage Services and Insurance Coverage.

The Meeting closed at 7.18pm.

CONFIRMED - 21 March 2017

CHAIRMAN