

Richmond
Valley
Council



Minutes

Ordinary Meeting

Tuesday, 28 June 2016

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**MINUTES OF THE ORDINARY MEETING OF RICHMOND VALLEY COUNCIL,
HELD IN THE COUNCIL CHAMBERS, CNR WALKER STREET AND
GRAHAM PLACE, CASINO, ON TUESDAY, 28 JUNE 2016 AT 5.00 P.M.**

PRESENT

Crs Ernie Bennett (Mayor), Robert Hayes, Sandra Humphrys, Steve Morrissey, Robert Mustow and Col Sullivan.

Vaughan Macdonald (General Manager), Simon Adcock (Chief Operating Officer), Angela Jones (Director Infrastructure and Environment), Ryan Gaiter (Manager Finance and Procurement) 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 Paul Jurjens (Heartlands Church - International Network of Churches).

3 PUBLIC ACCESS AND QUESTION TIME

3.1 PUBLIC ACCESS - MS JILL LYONS - ITEM 15.5 - DRAFT NORTH COAST REGIONAL PLAN SUBMISSION

Ms Lyons spoke regarding Council's submission on the Draft North Coast Regional Plan and commended Council for its detailed review of the draft and its submission which voiced not only Council's concerns but the concerns of the community of Richmond Valley.

3.2 QUESTIONS – MS JILL LYONS

Ms Lyons asked the following questions:

Question 1

"On reading your report regarding the Biodiversity Bill 15.6, I noted that the Council's submission is only available to Councillors if they request one. My question is, how can I and other interested community people get a copy of your submission?"

The General Manager advised that a copy of the submission would be included as an information report at the next meeting. He also advised that staff were looking at including these types of submissions in a section on Council's website.

Question 2

"I have been questioned by some members of the public regarding declarations of interest at the beginning of all Council meetings. Do all members of the Council have to declare an interest, i.e. being a grazier and if the saleyards are on the agenda. Is that a situation where a declaration is required?"

The General Manager advised that the issue of conflict of interests was dealt with in the Office of Local Government's Model Code of Conduct which had been adopted by Council as its Code of Conduct. The Model Code of Conduct was a very detailed document which outlined how Councillors and Council officials need to manage any conflicts of interest. There were two types; pecuniary interests which are where there is a financial benefit and there are non-pecuniary interests where it may be perceived or the person does have a real conflict of interest. The onus for declaring conflicts of interest was on the person them self so in the case of the question, it was for a Councillor to decide but also Council officials (staff) need to declare interests.

Where there was a pecuniary interest Councillors and designated officers need to complete an initial pecuniary interest return and after that an annual return. Those returns were available on request.

The Code of Conduct sets out the questions that one needed to ask them self to decide firstly whether something was a conflict of interest and then if it was, what they needed to do about it. This document was available on Council's website and the Model Code was also available on the Office of Local Government's website.

Councillors also received Code of Conduct training following their election to Council and refresher sessions were usually provided each term.

Question 3

"What are the actual individual involvements required before a declaration of interest has to be made?"

The General Manager advised that it was a case by case scenario and the Model Code sets out what one needed to go through to determine firstly if it was pecuniary or if it was non-pecuniary whether it was significant. The General Manager encouraged Ms Lyons to read the Code and to arrange a discussion with him if she had any further questions.

3.3 PUBLIC ACCESS – MS LIZ STOPS - ITEM 14.6 - COMMUNITY ENGAGEMENT STRATEGY

Ms Stops congratulated Council on the increasing opportunities with which the community had been offered to have a say about future directions and explained how engagement with community members can create a much more cohesive and collaborative society. Ms Stops spoke about the work of MosaicLab, an organisation which can assist with the design and delivery of engagement processes. Ms Stops also commented on Council's Community Engagement Strategy making specific reference to Citizen Juries (page 14) and application of

the Proportionate principle (page 5) and encouraged Council to identify further opportunities for community engagement.

3.4 QUESTIONS – MS LIZ STOPS

Ms Stops asked the following questions:

Question 1

“Regarding the report by Mayor Bennett and the General Manager in the business paper on the National General Assembly of Local Government, could the General Manager please elaborate on two of the dot points on page 7.

- Revitalisation and activation of a CBD – Mackay Regional Council. Could Richmond Valley Council learn anything from Mackay Council’s experience?*
- Support for local government to manage environmental issues and the impacts of climate change. What forms of support were suggested?”*

The General Manager advised that one of the real benefits of a conference such as the National General Assembly was the opportunity to learn about projects such as the Mackay Regional Council revitalisation and activation project. The conference provided a lot of case studies and ideas, including the Mackay project, which would be fed into the work that Council was currently doing particularly around the Community Strategic Plan. The Mackay project was an \$18 million project and although Council did not have those financial resources it could still learn from it, including initiatives such as Wi-Fi (already introduced by Council) and public art and sculpture which was a project that Council had commenced. It was about enlivening an area by making provision for facilities such as outdoor dining areas and the new car park in the Casino CBD. The General Manager stated that he had identified a range of initiatives from the Local Government Excellence Awards that he would be distributing back through Council's Management Group.

The General Manager stated that conference delegates considered 60 or 70 motions and some of those were around environmental issues. The General Manager referred to a motion that was put forward to answer the question, being *“That the National General Assembly endorses the Paris Agreement under the United Nations Framework Convention on Climate Change adopted in December 2015, and requests the Australian Government to create partnerships and provide assistance to local governments to help implement the Paris Agreement including support for action by local governments to reduce their environmental impacts related to Climate Change; to encourage innovation by local governments, local communities and local businesses to assist in reducing environmental impacts relating to Climate Change; and to help with community education to understand Climate Change and effective ways to contribute to the goals set out in the Paris Agreement.”* There were a range of motions around environmental issues and climate change, including seeking support from the federal government often around funding and to encourage an environment where local councils were acting to reduce the impacts of climate change.

The General Manager advised that detailed information on both of the questions was available on the Australian Local Government Association's Website www.alga.asn.au A lot of good information was available for Council to utilise

but to also bring along the debate about action on climate change which was one of the top five priorities in the Australian Local Government Association's Strategic Plan.

Question 2

“At the Council meeting in November 2015, \$362,000 was allocated to widening a 900 metre section of Manifold Road. Is there a commencement date for that work?”

The General Manager advised that a commencement date had not been determined at this stage and that this project was listed in Council's Roads to Recovery Program for the 2016/17 financial year. Council could provide her with the commencement date once it was known. However, given the usage of that road and as with any major roadworks Council would give advance notice of the upgrading works.

Question 3

“Has Council prepared a submission to the NSW Government regarding the new biodiversity legislation? If so can it please be made public?”

Ms Stops stated that she had submitted her questions prior to finishing reading the business paper and that since reading it she knew that Council had prepared a submission and that her question as to whether the submission could be made public had been answered.

4 APOLOGIES

No apologies were received for this meeting. However, Cr Simpson had been granted leave of absence.

5 MAYORAL MINUTE

Nil.

6 CONFIRMATION OF MINUTES

6.1 ORDINARY MEETING MINUTES - TUESDAY, 17 MAY 2016

A copy of the Minutes of the Ordinary Meeting, held on Tuesday, 17 May 2016, was distributed with the Business Paper.

RECOMMENDATION

Recommended that the Minutes of the Ordinary Meeting, held on Tuesday, 17 May 2016, be taken as read and confirmed as a true record of proceedings.

280616/ 1 RESOLVED (Cr Morrissey/Cr Mustow)

That the Minutes of the Ordinary Meeting, held on Tuesday, 17 May 2016, be taken as read and confirmed as a true record of proceedings.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

7 MATTERS ARISING OUT OF THE MINUTES

Nil.

7A WELCOME TO CHIEF OPERATING OFFICER

At the invitation of the Mayor, the General Manager welcomed Simon Adcock who started work with Council on Monday, 20 June 2016 as the new Chief Operating Officer. Simon, who joins Council's executive team, comes from Lismore City Council and has previously worked with Gold Coast City Council.

8 DECLARATION OF INTERESTS

8.1 DECLARATION OF INTERESTS - ORDINARY MEETING 28 JUNE 2016

Cr Hayes declared a non-pecuniary (insignificant conflict) interest in Item 15.4 - Development Applications determined under the Environmental Planning and Assessment Act for the period 1 May to 31 May 2016 (Applicant for CDC2016/0015).

9 PETITIONS

Nil.

10 NOTICES OF MOTION

Nil.

11 MAYOR'S REPORT

Nil.

12 DELEGATES' REPORTS

12.1 DELEGATES' REPORTS SUBMITTED TO THE JUNE 2016 ORDINARY MEETING

RECOMMENDATION

Recommended that the Delegates' Reports be received and noted.

280616/ 2 RESOLVED (Cr Sullivan/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

(It was noted that Cr Mustow made mention of the Minister for Local Government's recent announcement of the merging of the three County Councils into one entity effective from 1 July 2016.)

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.

Submitted by Cr Sullivan

Subject Matter of Attendance: Far North Coast Weeds Council Meeting held at Lismore on 9 May 2016.

Precis/Summary of Issues Discussed/Considered:

Summary of the main items of business were:

1. Operations report

The report covered works completed by Council for February and March 2016. Council continued high priority inspections with a heavy focus on tropical soda apple with numerous new infestations being discovered. The current area of known infestations exceeds over 4,000 hectares.

Control works included a program targeting water lettuce within the region. With all known infestations being controlled by Council's high priority species control team, many active sites were brought under control and the threat of further spread of this class 1 weed minimised.

A new infestation of kidney leaf mud plantain was discovered at Kingscliff and is being managed by the landowner under the guidance of Far North Coast Weeds. This is only the third recorded infestation of this weed in our region and will continue to be a target for eradication over the coming years.

Three media releases were published in local newspapers in the quarter – Tropical soda apple, Senegal tea plant and Kidney leaf mud plantain. Council's Extension Officer has also developed two new brochures, one for yellow bells and another for broad-leaf pepper tree, which are being distributed at awareness raising events around the region.

2. Draft Operational Plan incorporating the 2016/17 Budget estimates and Revenue policy

Council resolved to confirm its budget estimates and Revenue policy that predicts an operating surplus of \$1,300 for 2016/17, with the draft Operational Plan to be advertised for public comment prior to adoption at Council's June meeting.

3. Policies

i) *Revocation: Drugs and Alcohol*

Council resolved to revoke the Drugs and Alcohol policy. As a result of the implementation of the Work Health and Safety Act 2011 and Council's Work Health and Safety Management System, which includes the Work Health and Safety policy, Drug and Alcohol Testing procedure and Smoke-free Workplace procedure, the Drugs and Alcohol policy is no longer required.

4. Information reports

The following report was received and noted:

i) *Investments report – March 2016*

This report outlined all Council's investments and borrowings. As at 31 March 2016, investments totalled \$1,097,066 and the average rate of return was estimated at 2.65%.

5. Chairperson's Minute

Council discussed its issues with the proposed merger of the three counties and resolved to advise the Minister for Local Government that it agrees to continue with its support of the merger of Far North Coast County Council, Richmond River County Council and Rous County Council subject to the following:

1. The reporting structure for Far North Coast Weeds be directly to the General Manager for the next five years.
2. In supporting a regional approach to effective strategic weed management for the region, our preference is that the service level agreement with Tweed and Kyogle Councils be on a compulsory basis.
3. That a service level agreement apply to all member councils for services provided by the combined county.

Submitted by Cr Mustow and Cr Sullivan

Subject Matter of Attendance: Rous Water Council Meeting held at Lismore on 18 May 2016.

Precis/Summary of Issues Discussed/Considered:

Summary of the main items of business were:

1. Draft Operational Plan incorporating the 2016/17 Budget estimates and Revenue policy

Council resolved to confirm its Budget estimates and Revenue policy which predicts an operating surplus of \$24,600 for 2016/17, with the draft Operational Plan to be advertised for public comment prior to adoption at Council's June meeting.

2. Tender for Perradenya revegetation plantings

Council has previously considered reports on outstanding conditions of consent in relation to DA 98/7 at Perradenya, which identified works relating to wildlife corridors, fire buffer zones, weed control and bush regeneration. A budget of \$200,000 was approved in 2015/16.

Open tenders were called for the planting requirements to satisfy the development consent conditions, with one complying tender received.

Council resolved that the contract to provide the planting requirements be awarded to Envite Environment for a schedule of rates and lump sum price of \$166,756.80 including GST.

3. Emigrant Creek River Reach Plan

Rous Water has completed a reach-based assessment of Emigrant Creek (between the Pacific Highway and Emigrant Creek Dam). This assessment has identified a series of riparian and geomorphological issues requiring remedial action to protect river health and water quality.

Joint inspections by Rous Water, Ballina Shire Council and Roads and Maritime Services (RMS) of the subject RMS-owned properties conducted in June 2015 identified broad consensus on the appropriate areas to be included in the RMS-funded riparian restoration and revegetation work.

In accordance with the RMS statement of commitments and conditions of consent associated with development of the Tintenbar to Ewingsdale Pacific Highway upgrade, RMS is required to undertake riparian restoration and revegetation works where appropriate on properties purchased as part of the upgrade project.

RMS has indicated that it will ensure that development of individual property plans for RMS-owned properties will include measures that respond to the reach-

based issues identified through the reach based assessment. Development of the Emigrant Creek River Reach Plan will therefore assist the identification and design of required restoration works on the subject RMS properties.

4. Information reports

i) *Investments – April 2016*

This report outlined all Council's investments and borrowings as at April 2016. The total funds invested for April 2016 was \$20,999,870 with a return of 2.75%.

ii) *Water production and usage – April 2016*

This report indicated that for the April 2016 period water consumption by constituent Councils had increased slightly when compared to the same period last year. Byron Shire Council is investigating the increase in consumption for Ocean Shores.

Daily source usage during April 2016 averaged 29.766ML which was a slight increase from the March 2016 daily average of 29.122ML.

Rocky Creek Dam received 53mm of rainfall in April 2016. As at the date of the report Rocky Creek Dam was just under full capacity at 98.89%.

Submitted by Mayor Cr Bennett and General Manager

Subject Matter of Attendance: National General Assembly of Local Government held in Canberra 19 to 22 June 2016.

Precis/Summary of Issues Discussed/Considered:

The Mayor Ernie Bennett and General Manager attended the 2016 Local Government National General Assembly held in Canberra from 19-22 June 2016. The theme of the Assembly was "Partners in an Innovative and Prosperous Australia" and was attended by close to 600 delegates from Councils across Australia.

The Conference was opened by the Governor-General, His Excellency General the Honourable Sir Peter Cosgrove AK MC (Retd) and included addresses from the Federal Minister for Major Projects and Local Government, the Honourable Paul Fletcher MP and the Shadow Minister for Regional Development and Local Government, the Honourable Julie Collins MP. With the Federal Election approaching, the usual access to Federal Parliament members during the annual Assembly, was not available with members back in their electorates campaigning.

Keynote addresses were provided by George Megalogenis, Economist and Political Commentator and Pip Marlow from Microsoft Australia, who both focussed on the conference theme of innovation and what can be done to improve Australia's prosperity and the role local government can play. On the

final day Robert de Castella OA MBE then told the story of the Indigenous Marathon Project which he leads and is making a difference in Aboriginal and Torres Strait Island communities by giving gifted aboriginal runners the opportunity and support to achieve their goals by running in Marathons including New York and Boston.

Building on the de Castella address was an intriguing and engaging presentation by Program Head, Census of Population and Housing at the ABS talking about the number of Olympic medals by population. Yes a statistician lifted the bar on providing an engaging and at times humorous presentation which included the observation that at the London 2012 Olympics there was one Olympic medal given per 8 million people worldwide, while for Australia we achieve one medal per 570,000 people. This per capita approach sees Australia move to the top of the Olympic medal rank table! The next Census is on 9 August 2016 with planning well underway and more information is available at www.abs.gov.au

The Local Government Excellence Awards were decided during the conference. The projects that were successful provide a wide variety of innovative approaches to a range of issues that are relevant to Council and will be reviewed by Council's Management Group. These projects included:

- Transforming a Water Business – Mackay Regional Council, Qld
- Street Art Walk – Blue Mountains City Council, NSW
- Revitalisation and activation of a CBD – Mackay Regional Council, Qld
- Yarra Young Entrepreneurs Program – City of Yarra, Vic
- Regional Playground – Tamworth Regional Council, NSW

Over the conference the Assembly debated over seventy motions put forward by Councils across Australia on issues of interest to the Richmond Valley community ranging from:

- Federal Assistance Grants and other funding reforms
- Infrastructure planning and funding options
- The need for progress on the Melbourne to Brisbane Inland Rail
- Support for local government to manage environmental issues and the impacts of climate change
- Biodiversity and coastal management approaches
- Asbestos management

The full business paper other information including media releases from the Assembly are available at www.alga.asn.au

13 MATTERS DETERMINED WITHOUT DEBATE

280616/ 3 RESOLVED (Cr Morrissey/Cr Humphrys)

That Items 14.2, 14.3, 14.5, 14.6 and 14.7 be determined without debate.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

14 MATTERS FOR DETERMINATION

14.1 DELIVERY PROGRAM 2013/2017 (REVISED) AND OPERATIONAL PLAN 2016/2017 (INCLUDING FINANCIAL ESTIMATES 2016/2020), REVENUE POLICY 2016/2017 AND LONG TERM FINANCIAL PLAN 2016/2026**Responsible Officer:**

Vaughan Macdonald (General Manager) and Ryan Gaiter (Manager Finance and Procurement)

RECOMMENDATION

Recommended that:

1. In accordance with the provisions of the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*, Council adopt the:
 - Draft Delivery Program 2013/2017 (revised) and Operational Plan 2016/2017
 - Draft Financial Estimates (Operational Plan 2016/2017 and Forward Financial Estimates)
 - Draft Revenue Policy 2016/2017
 - Draft Long Term Financial Plan 2016/2020
2. In respect to the general land rates contained in the 2016/2017 Draft Revenue Policy, Council in accordance with Sections 535 and 537 of the *Local Government Act 1993* make the following General Rates for the 2016/2017 financial year.
 - a) Residential – a base amount of \$310.00 yielding 35.57% of the general rate income for this rating category plus an ad valorem rate of \$0.00534.
 - b) Rural Residential – a base amount of \$240.00 yielding 32.83% of the general rate income for this rating sub-category plus an ad valorem rate of \$0.00347.

- c) Business - a base amount of \$360.00 yielding 14.36% of the general rate income for this rating category plus an ad valorem rate of \$0.01504.
 - d) Farmland - a base amount of \$360.00 yielding 25.39% of the general rate income for this rating category plus an ad valorem rate of \$0.00370.
3. In respect of annual charges and user charges for Waste Management, Water, Sewerage and Stormwater Services Management Charges, in accordance with Section 535 of the *Local Government Act 1993*, Council make these charges as detailed in the 2016/2017 Revenue Policy to apply for the 2016/2017 financial year.
4. Council note the consultation outcomes to date on the signature projects and authorise the General Manager to proceed with preparation of detailed designs and plans in consultation with relevant stakeholders with the goal to have projects shovel ready to seek further funding opportunities from both State and Federal Governments as they become available.

280616/ 4 RESOLVED (Cr Mustow/Cr Morrissey)

That:

1. In accordance with the provisions of the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*, Council adopt the:
- Draft Delivery Program 2013/2017 (revised) and Operational Plan 2016/2017
 - Draft Financial Estimates (Operational Plan 2016/2017 and Forward Financial Estimates)
 - Draft Revenue Policy 2016/2017
 - Draft Long Term Financial Plan 2016/2020
2. In respect to the general land rates contained in the 2016/2017 Draft Revenue Policy, Council in accordance with Sections 535 and 537 of the *Local Government Act 1993* make the following General Rates for the 2016/2017 financial year.
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 - b) Rural Residential – a base amount of \$240.00 yielding 32.83% of the general rate income for this rating sub-category plus an ad valorem rate of \$0.00347.
 - c) Business - a base amount of \$360.00 yielding 14.36% of the general rate income for this rating category plus an ad valorem rate of \$0.01504.
 - d) Farmland - a base amount of \$360.00 yielding 25.39% of the general rate income for this rating category plus an ad valorem rate of \$0.00370.

3. In respect of annual charges and user charges for Waste Management, Water, Sewerage and Stormwater Services Management Charges, in accordance with Section 535 of the *Local Government Act 1993*, Council make these charges as detailed in the 2016/2017 Revenue Policy to apply for the 2016/2017 financial year.
4. Council note the consultation outcomes to date on the signature projects and authorise the General Manager to proceed with preparation of detailed designs and plans in consultation with relevant stakeholders with the goal to have projects shovel ready to seek further funding opportunities from both State and Federal Governments as they become available.
5. When the preparation of detailed designs and plans for the signature projects are finalised, a report be submitted to Council for consideration and adoption.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Prior to the above motion being put to the vote, Cr Mustow acknowledged the efforts and commitment of Cr Humphrys to the Drill Hall and amphitheatre projects.

Executive Summary

On 17 May 2016 Council adopted the Draft Delivery Program 2013/2017 (revised) and Operational Plan 2016/2017 (including Draft Financial Estimates 2016/2020), Draft Revenue Policy 2016/2017 and Draft Long Term Financial Plan for public exhibition purposes.

The documents were placed on public exhibition requesting submissions. The exhibition period closed at 4.30pm on 21 June 2016.

Council did not receive any submissions in relation to the Draft Delivery Program 2013/2017 (revised) and Operational Plan 2016/2017 (including Draft Financial Estimates), the Draft Revenue Policy 2016/2017 or the Draft Long Term Financial Plan.

Council staff needed to make a minor adjustment to the Draft Delivery Program 2013/2017 Financial Estimates, the Draft Operational Plan 2016/2017 Financial Estimates and the Draft Long Term Financial Plan. The change was in relation to Mayor and Councillor fees; the budget has been adjusted to be in line with the fee determined by the Local Government Remuneration Tribunal for the 2016/2017 financial year and adopted by Council at its 17 May 2016 Ordinary Meeting.

There has also been one minor addition to the Draft Revenue Policy 2016/2017; a new item for the Caddy Compostable Liners has been added to support Council's Food Organics Garden Organics (FOGO) waste initiative.

Community Strategic Plan Links

Focus Area 7 Governance and Process - Long term Goals 7.1 Generate Revenue to Fund the Operations of Council and 7.5 Sound Governance and Legislative Practices.

Budget Implications

As detailed in the report.

Report

Council's Draft Delivery Program 2013/2017 (revised) and Operational Plan 2016/2017 (including Draft Financial Estimates 2016/2020), Draft Revenue Policy 2016/2017 and Draft Long Term Financial Plan have been on public exhibition for a 28 day period inviting submissions from the public. Council did not receive any submissions.

Council staff also needed to make a minor adjustment to the Draft Delivery Program 2013/2017 Financial Estimates, the Draft Operational Plan 2016/2017 Financial Estimates and the Draft Long Term Financial Plan. The change is in relation to Mayor and Councillor fees; the budget has been adjusted in line with the fees payable to Mayors and Councillors as determined by the Local Government Remuneration Tribunal and announced in the NSW Government Gazette No.26 dated 8 April 2016, and adopted by Council at its 17 May 2016 Ordinary Meeting.

There has also been one minor addition to the Draft Revenue Policy 2016/2017; a new item for the Caddy Compostable Liners has been added to support Council's FOGO waste initiative.

The following aspects of the 2016/2017 Estimates are highlighted below:

- General Rates will increase by 5.5% consistent with the approved Special Variation
- Water Charges will increase by 4.9%
- Sewerage Charges will increase by 1.74%
- This year's budget as circulated after the abovementioned adjustment delivers Council a forecast surplus of \$177,360
- The budget has a further 2% general efficiency saving on salaries factored in, driving efficiency across Council's operations.

Given the increases in non-controllable costs, a number of one-off events and the absence of any significant new income items, a surplus budget has been a challenge to achieve. Increasing Water Charges by 4.9% and Sewerage Charges by 1.74% is important in keeping both funds financially sustainable in the long term.

Notwithstanding the tightness of the budget there are a number of highlights included this year and in future year's budgets, in particular delivery of some signature projects which are detailed as follows:

Woodburn Riverside Project

The original scope of the project centres initially around the Riverside Park in Woodburn. The intention is to develop the scope further in to the streetscape and township in Woodburn in order to enhance this space and facilities ahead of the planned Pacific Highway bypass of Woodburn (during 2018).

Woodburn Chamber of Commerce has been a key driving organisation in the stakeholder consultation process. Council officers have worked with the Chamber in scheduling forums both at the town markets and in a specially convened community meeting. This meeting was very well attended, with some extremely good input and participation from around 60 residents and local community groups, and Federal and State MP representation. Key suggestions were:

- Modern clean public facilities e.g. toilets and visitor information bureau
- The inclusion of community clubrooms within any new works with the ability to provide local use for primary stakeholders
- The open space continuing to be suitable for markets and performing arts events
- The importance of linking the park to the river, not only in an aesthetic nature, but also to upgrade of jetties and piers to allow for water traffic and sports events
- Accessibility of the open space with playgrounds upgraded to softfall, and continuous accessible paths of travel from parking to facilities and buildings
- Active play equipment of the highest standard
- Inclusion of local Indigenous knowledge in landscaping and looking after trees of significance, e.g. palms.

Overall, it was noted that the streetscape will need major redesign following the bypass of the town and the existing highway reverting to Council management.

Casino Drill Hall Site (incorporating the building, grounds and riverside precinct)

Council purchased the Casino Drill Hall from the Crown on behalf of the community in July 2015. Council staff then undertook a consultation meeting in August 2015 to establish interested groups and possible uses (around 150 attendees) and an Open Night in October 2015 (around 200 attendees) to showcase these and invite further ideas. Since that time, the Military Museum had been given a 12 month licence to utilise the building.

Consultation continues with the latest forum in June 2016, the Signature Projects Night at the Civic Hall (further information below), which used picture boards, an online and paper format survey, and Social Pinpoint mapping to invite community

members to reflect on ideas, and discuss the possibility of incorporating the site with the riverside precinct.

There is an accepted consensus from the consultation process that the original proposed site of an amphitheatre on the riverside at Queen Elizabeth Park is remote and that the functionality of such a structure be incorporated into the Drill Hall/riverside development plans.

Key suggestions from the Signature Projects night were:

- The construction of an amphitheatre to be used as an entertainment space in the precinct
- The inclusion of the riverside into the Drill Hall site through local road closure
- Enhancement of the grounds through a botanical garden and sculpture displays
- Inclusion of art displays and exhibitions
- Flexible use and utility of the building to allow multiple user groups and market events
- Using the large shed at the rear of the Drill Hall for workshops
- Including visitor information and caravan parking through traffic management and parking on the site
- The use of technology to enhance the visitation experience
- The use of viewing platforms, pathways and boardwalks to access the river
- Inclusion of local heritage: Indigenous culture, Casino township and residents, farming and agriculture, and military history including the Indonesian camp history.

Casino Civic Hall – Arts and Culture

The Casino Civic Hall is an iconic building which has the potential to house a range of arts and cultural events, with appropriate restoration and upgrade work. It is a fitting time to do so as the building will be 80 years old in October 2017. It also fits well with Council priorities, as arts and cultural performance were identified in the current Community Strategic Plan as a key driver for site developments or renewals.

A Signature Projects Night of community consultation was held in the Civic Hall in June 2016 (around 50 in attendance) with two purposes. The first was to showcase the Art Deco architecture and reminding community members of the potential of the space for events such as concerts, art shows, displays, dances, musicals and theatrical performances. The second was to gather ideas more generally for the restoration of Civic Hall and also invite further comment on the Casino Drill Hall. Council staff created picture and poster displays, a SurveyMonkey survey online and in paper format, and a Social Pinpoint mapping website to invite comments. The survey and the website will continue to be available for community members to give comments on Signature Projects.

The evening's key outcome was community members' support for an appropriate restoration and upgrade of technology to assist the versatility of the Civic Hall.

Other projects in which Council will be key stakeholders are associated with Regional Development and will need significant planning, consultation and lobbying in the future. Concepts will need to be developed for these projects which are:

- Casino Lismore Rail Trail
- Intermodal Freight Terminal
- Bio-Waste Energy Projects and Solar Farming

Consultation

Council has advertised the Draft Delivery Program 2013/2017 (revised) and Operational Plan 2016/2017 (including Draft Financial Estimates 2016/2020), Draft Revenue Policy 2016/2017 and Draft Long Term Financial Plan for 28 days closing at 4.30pm, Tuesday, 21 June 2016 calling for submissions from the public.

Advertisements were placed in the Richmond River Express Examiner (public notices), Council e-newsletters, and on Council's Facebook site. The General Manager also advised that the documents were on public exhibition in various media interviews over the exhibition period.

Copies of the draft documents were available for viewing at both Council's Casino and Evans Head offices, the Casino Library and in the mobile library. The draft documents were also available for downloading from Council's website.

Conclusion

After a 28 day exhibition period calling for submissions from the public, Council did not receive any submissions in relation to the documents on exhibition. Council staff needed to make some minor adjustments to the Draft Delivery Program 2013/2017 Financial Estimates, the Draft Operational Plan 2016/2017 Financial Estimates, the Draft Long Term Financial Plan and Draft Revenue Policy 2016/2017.

Copies of the updated documents detailed in the recommendation have been circulated separately to Councillors with the Business Paper.

Note: The following adopted documents were attached to the archived Minutes of this Meeting.

1. Delivery Program 2013/2017 (revised) and Operational Plan 2016/2017
2. Financial Estimates (Operational Plan 2016/2017 and Forward Financial Estimates)
3. Revenue Policy 2016/2017
4. Long Term Financial Plan 2016/2020

14.2 QUARRY PRODUCT PRICES - 2016/2017 REVENUE POLICY**Responsible Officer:**Ryan Gaiter (Manager Finance and Procurement)

RECOMMENDATION

Recommended that Council adopt the proposed prices for various quarry products for the 2016/2017 financial year as included in this report and these prices be effective from 1 July 2016.

280616/ 5 RESOLVED (Cr Morrissey/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

Council requires flexibility in managing the pricing of its quarry products. As provided by clause 201(4) of the *Local Government (General) Regulation 2005*, Council does not disclose pricing for its quarry products as part of its publicly advertised Revenue Policy. Taking this approach allows Council to adjust prices as required without the need to amend the Revenue Policy and seek public submissions. Council still needs to formally adopt the prices it intends to charge for its quarry products for the 2016/2017 financial year.

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

The quarry pricing included with this report has been used when formulating Council's 2016/2017 quarry budgets.

Report

Quarry product prices proposed for the 2016/2017 financial year have been developed. These prices did not form part of the publicly advertised 2016/2017 Draft Revenue Policy, with Council having disclosed the following clause:

'In accordance with Clause 201(4) of the Local Government (General) Regulation 2005, the statement of fees and structure of the pricing methodology does not include information that could confer a commercial advantage on a competitor of Council.'

The relevant legislative provisions regarding commercial in confidence pricing is covered by Section 405(2) of the *Local Government Act 1993* and Clause 201(4) of the *Local Government (General) Regulation 2005* in regard to the Revenue Policy.

Council requires flexibility in setting the pricing of its quarry products. This is due to being able to respond quickly to changes in costs of production, sales quantities and other market influences. The legislative provisions detailed above allow Council to adjust prices as required without the need to amend the Revenue Policy and seek public submissions.

Council still needs to formally adopt the prices it intends to charge for its quarry products effective from 1 July 2016.

Consultation

No consultation is required due to the application of Clause 201(4) of the *Local Government (General) Regulation 2005*.

Conclusion

It is necessary for Council to determine quarry product prices for the 2016/2017 financial year to ensure Council has endorsed the prices proposed to be charged. As indicated above, an analysis on quarry product prices has been undertaken and it may be likely that there will be further amendments to quarry product prices during the course of the 2016/2017 financial year.

FEES AND CHARGES – QUARRIES 2016/2017

Quarry Products (not for public distribution)

1. Rates

All rates shown are amounts per tonne inclusive of GST. They include known and regularly used products currently in use and are subject to change. The rates ex quarries include production costs, loading costs and royalties.

2. Royalties – for information only (included in Rates)

Woodview Quarry - \$0.50 per tonne to be used for rehabilitation

3. Special Rates

The Director Infrastructure and Environment has the authority to, in specific instances (large quantities, unique product, contract works, etc.) to set an individual rate for that product and vary (reduce) haul charges in that instance.

4. Minimum Charge

The minimum charge payable inclusive of GST is \$50.00 for any purchase of gravels from Council quarries.

| FEE/CHARGE DESCRIPTION | 2015/16 FEE/ CHARGE LEVIED \$ | 2016/17 FEE/ CHARGE LEVIED \$ | UNIT | GST INCLUDED | PRICING CAT. |
|--|--|--|-----------|-----------------|-----------------|
| Quarry Products – Woodview Quarry | | | | | |
| Overburden (Stock No 401) | 5.00 | 5.00 | Per tonne | Y | D |
| Rural Blend (Stock No 402) | 23.20 | 23.20 | Per tonne | Y | D |
| Minus 30mm (Stock No 403) | 27.50 | 27.50 | Per tonne | Y | D |
| Roadbase DGB20 (Stock No 404) | 24.00 | 24.00 | Per tonne | Y | D |
| Roadbase DGB20 RMS Spec (Stock No 406) | 31.00 | 31.00 | Per tonne | Y | D |
| Roadbase Blend (Stock No 407) | 32.00 | 32.00 | Per tonne | Y | D |
| Roadbase Blend RMS Spec (Stock No 409) | 39.00 | 39.00 | Per tonne | Y | D |
| Woodview Flood Blend (Stock No 408) | 27.50 | 27.50 | Per tonne | Y | D |
| Select Fill (Stock No 410) | 20.50 | 20.50 | Per tonne | Y | D |
| Metal Dust (Stock No 415) | 18.00 | 18.00 | Per tonne | Y | D |
| Aggregates – 7mm (Stock No 416) | 36.00 | 36.00 | Per tonne | Y | D |
| Aggregates – 10mm (Stock No 417) | 38.00 | 38.00 | Per tonne | Y | D |
| Aggregates – 14mm (Stock No 418) | 36.00 | 36.00 | Per tonne | Y | D |
| Aggregates – 19mm (Stock No 422) | 36.00 | 36.00 | Per tonne | Y | D |
| Aggregates pre-coated – 7mm (Stock No 419) | 52.00 | 52.00 | Per tonne | Y | D |
| Aggregates pre-coated – 10mm (Stock No 420) | 54.00 | 54.00 | Per tonne | Y | D |
| Aggregates pre-coated – 14mm (Stock No 421) | 52.00 | 52.00 | Per tonne | Y | D |
| Aggregates pre-coated – 19mm (Stock No 424) | 52.00 | 52.00 | Per tonne | Y | D |
| Screenings Oversize (Shot Rock) (Stock No 423) | 22.00 | 22.00 | Per tonne | Y | D |
| Gabion Rock (Stock No 426) | 28.00 | 28.00 | Per tonne | Y | D |
| Rail Ballast (Stock No 425) | 28.00 | 28.00 | Per tonne | Y | D |

| FEE/CHARGE DESCRIPTION | 2015/16 FEE/ CHARGE LEVIED \$ | 2016/17 FEE/ CHARGE LEVIED \$ | UNIT | GST INCLUDED | PRICING CAT. |
|---|--|--|-----------|-----------------|-----------------|
| Quarry Products – Casino Depot Stockpile | | | | | |
| Aggregates pre-coated – 7mm (Stock No 503) | 65.00 | 65.00 | Per tonne | Y | D |
| Roadbase DGB20 (Stock No 511) | 42.00 | 42.00 | Per tonne | Y | D |
| Roadbase Blend (Stock No 504) | 50.00 | 50.00 | Per tonne | Y | D |
| Metal Dust (Stock No 512) | 36.00 | 36.00 | Per tonne | Y | D |
| Rural Blend (Stock No 522) | 40.00 | 40.00 | Per tonne | Y | D |
| Sand Screened (Stock No 540) | 29.00 | 29.00 | Per tonne | Y | D |
| Coldmix (Stock No 542) | 198.00 | 198.00 | Per tonne | Y | D |
| Topsoil (Stock No 550) | 46.50 | 60.00 | Per tonne | Y | D |
| Quarry Products – Evans Head Depot Stockpile | | | | | |
| Roadbase Blend (Stock No 616) | 50.00 | 50.00 | Per tonne | Y | D |
| Metal Dust (Stock No 611) | 36.00 | 36.00 | Per tonne | Y | D |
| Sand Screened (Stock No 620) | 29.00 | 29.00 | Per tonne | Y | D |

14.3 EVENTS SUPPORT SCHEME FUNDING 2016/2017**Responsible Officer:**Vaughan Macdonald (General Manager)

RECOMMENDATION

Recommended that \$11,700 in cash contributions and \$2,300 as in-kind contributions be allocated from the 2016/2017 Events Support Scheme budget as detailed in the report.

280616/ 6 RESOLVED (Cr Morrissey/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

Richmond Valley Council provides community groups and organisations with an annual opportunity to apply for financial assistance towards the cost of funding a variety of events within and from across the Richmond Valley area.

Events Support Scheme funding has been operating for a number of years and contributes positively to the quality of life and the economy of the Richmond Valley, meeting a number of the goals outlined in Council's Community Strategic Plan and Economic Development Strategy.

Community Strategic Plan Links

Focus Area 3 Community and Culture - Long term Goal 3.2 Events, Art and Culture (Strategy 3.2.1 Increase the use of public events to build social, cultural and economic capital).

Budget Implications

Available funds in the 2016/2017 Events Support Scheme budget are \$34,513 in cash contributions and \$7,795 for in-kind support.

Event application requests totalled \$18,200 in cash contributions and \$2,300 as in-kind contributions. This report recommends Council allocate \$11,700 in cash contributions and \$2,300 as in-kind contributions.

Remaining funds in the Events Support Scheme budget will be available for further event sponsorship requests made throughout the year.

Report

Applications for the 2016/2017 financial year funding scheme closed on Friday, 25 March 2016.

Seven applications were received. All applications have been assessed for essential criteria and evaluations completed by the Events Officers.

All applications were deemed appropriate for support. Evaluations include a recommendation from the Events Officers as to the appropriate cash and in-kind contribution to be provided.

This recommendation is based on the overall evaluation including important features such as:

- Relevance to the Richmond Valley Community Strategic Plan goals with regard to events, community and tourism.
- Ability to host the event and extend the activities held.
- Quality of financial reporting and information provided.
- Marketing plan and media exposure.

The table below provides details of the Events Support Scheme funding requests received, including cash contributions and in-kind support:

| Event Name | Cash Contribution Requested \$ | Recommended Cash Contribution \$ | In-kind Contribution Requested \$ | Recommended In-kind Contribution \$ |
|----------------------------------|-----------------------------------|-------------------------------------|--------------------------------------|--|
| Carnivale Italiano | 7,000 | 3,000 | 0 | 0 |
| Casino Truck Show | 2,200 | 2,200 | 1,500 | 1,500 |
| Great Eastern Fly-In | 3,000 | 3,000 | 0 | 0 |
| Malibu Classic | 1,500 | 1,500 | 100 | 100 |
| Quota Craft Fair | 3,000 | 500 | 0 | 0 |
| Woodburn Orchid Show – two shows | 1,000 | 1,000 | 0 | 0 |
| Woodburn Riverside Festival | 500 | 500 | 700 | 700 |
| Total | 18,200 | 11,700 | 2,300 | 2,300 |

Conclusion

Events contribute to the local economy and Council's strategic objectives. The events held in the Valley are growing in both number and diversity. Council will continue to nurture new events to provide the knowledge and encouragement they need as well as supporting long term events to grow and diversify.

14.4 MONTHLY BUDGET ADJUSTMENTS - MAY 2016

Responsible Officer:

Ryan Gaiter (Manager Finance and Procurement)

RECOMMENDATION

Recommended that Council approve the budget adjustments for the month of May and note the revised budget position as at 31 May 2016.

280616/ 7 RESOLVED (Cr Mustow/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

In between Quarterly Budget Reviews, circumstances arise which require adjustments to Council's budget. This can include the need to remove projects, reallocate funds between projects or the addition of new projects. This can be due to a number of factors including unforeseen delays caused from planning requirements, tendering and procurement processes, along with other factors including unplanned maintenance, weather events or Council being successful with new grant funding.

A monthly budget adjustment report is considered to be prudent financial management. It gives a more timely and accurate reflection of Council's budget position as circumstances change and provides management with additional tools to monitor and track the delivery of projects.

At the May 2016 Ordinary Meeting Council resolved to approve the budget adjustments for the month of April and note the revised budget position as at 30 April 2016.

A summary of the proposed adjustments for May 2016 is shown below:

| Budget Adjustments May 2016 | Proposed Budget Adjustment |
|------------------------------------|----------------------------|
| Operating Expenditure | 0 |
| Capital Expenditure | 23,779 |
| Transfers to/(from) Reserves | (23,779) |
| Net Effect on Budget Result | 0 |

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 proposed budget adjustments for May 2016 and effect on the projected budget results for the 2015/2016 financial year are summarised in the table below:

| Budget Adjustments May 2016 | Revised Budget 30-Apr-16 | Recommended Changes for Council Resolution | Projected Year End Result 2015/2016 |
|---|-----------------------------|---|--|
| Income from Continuing Operations | 56,743,598 | 0 | 56,743,598 |
| Expenses from Continued Operations | 53,876,480 | 0 | 53,876,480 |
| Operating Result from Continuing Operations | 2,867,118 | 0 | 2,867,118 |
| Add: Non-Cash Expenses | 13,281,471 | 0 | 13,281,471 |
| Add: Non-Operating Funds Employed | 2,997,800 | 0 | 2,997,800 |
| Less: Capital Expenditure | 18,844,368 | 23,779 | 18,868,147 |
| Less: Loan Repayments | 1,626,600 | 0 | 1,626,600 |
| Estimated Funding Result - Surplus/(Deficit) | (1,324,579) | (23,779) | (1,348,358) |
| Restricted Funds – Increase/(Decrease) | (1,568,522) | (23,779) | (1,592,301) |
| Working Funds – Increase/(Decrease) | 243,943 | 0 | 243,943 |

A summary of the proposed budget adjustments within each Focus Area is shown below:

| Focus Area | Focus Activity | Proposed Budget Adjustment |
|---|--|----------------------------|
| Operating Expenditure | | |
| Environment | Waste Management | 0 |
| Total Operating Expenditure | | 0 |
| Capital Expenditure | | |
| Recreation & Open Space | Sports Grounds, Parks & Reserves | 0 |
| Transport and Infrastructure | Roads & Transport Services | 25,000 |
| Transport and Infrastructure | Water Supplies | (28,160) |
| Transport and Infrastructure | Sewerage Services | 26,939 |
| Total Capital Expenditure | | 23,779 |
| Transfers to/(from) Reserves | | |
| Rural & Urban Development | Transfer from S94 Heavy Haulage | (25,000) |
| Transport and Infrastructure | Transfer from Water Infrastructure Reserve | 28,160 |
| Transport and Infrastructure | Transfer from Sewer Infrastructure Reserve | (26,939) |
| Total Transfers to/(from Reserves) | | (23,779) |
| Net Effect on Budget Result | | 0 |

A detailed breakdown of the proposed budget adjustments are included as an attachment to this report.

Conclusion

The report details the proposed budget adjustments for the month of May 2016. There is no impact on the projected budget surplus of \$243,943 for the 2015/2016 financial year.

Budget Adjustments May 2016

| Focus Activity | Project Description | Reason for Adjustment | Current Budget | Proposed Adjustment | Proposed Budget |
|---|--|---|----------------|---------------------|-----------------|
| Operating Expenditure | | | | | |
| Waste Management | Early Childhood Education Program | Adjustment to fund Education Program | 0 | 7,700 | 7,700 |
| Waste Management | Waste Levy | Transfer savings in levy to Education Program | 1,180,000 | (7,700) | 1,172,300 |
| Total Operating Expenditure | | | 1,180,000 | 0 | 1,180,000 |
| Capital Grants & Contributions | | | | | |
| Nil | | | 0 | 0 | 0 |
| Total Capital Grants & Contributions | | | 0 | 0 | 0 |
| Capital Expenditure | | | | | |
| Sports Grounds, Parks & Reserves | Crawford Square - Skatepark Shelters & Seating | Works funded from savings in Casino Skatepark | 0 | 10,000 | 10,000 |
| Sports Grounds, Parks & Reserves | Evans Head - Skatepark Shelters & Seating | Works funded from savings in Casino Skatepark | 0 | 10,000 | 10,000 |
| Sports Grounds, Parks & Reserves | Woodburn Oval - Skatepark Shelters & Seating | Works funded from savings in Casino Skatepark | 0 | 10,000 | 10,000 |
| Sports Grounds, Parks & Reserves | Windsor Park - Skatepark Shelters & Seating | Works funded from savings in Casino Skatepark | 0 | 10,000 | 10,000 |
| Sports Grounds, Parks & Reserves | Casino Skatepark | Transfer savings to Shelters and Seating | 240,000 | (40,000) | 200,000 |
| Roads & Transport Services | Old Tenterfield Road Shoulders | Shoulder sealing (approx 3km) funded from S94 Heavy Haulage Reserve | 0 | 25,000 | 25,000 |
| Water Supplies | Casino WTP - Actuated Filter Valves | Savings in project | 30,000 | (20,000) | 10,000 |
| Water Supplies | Water Loss Program | Savings in project | 10,000 | (8,160) | 1,840 |
| Sewerage Services | Casino Pump Station Well Level Transducer | Savings in project | 50,000 | (7,000) | 43,000 |
| Sewerage Services | Evans Head Pump Station 3 Upgrade | Savings in project | 289,766 | (74,289) | 215,477 |
| Sewerage Services | Casino STP - Inlet Works Upgrade | Additional funds required to complete - variations in contract | 619,656 | 112,156 | 731,812 |
| Sewerage Services | Evans Head STP - Refurbish Knife Valves | Savings in project | 15,000 | (3,928) | 11,072 |
| Total Capital Expenditure | | | 1,254,422 | 23,779 | 1,278,201 |

Budget Adjustments May 2016

| Focus Activity | Project Description | Reason for Adjustment | Current Budget | Proposed Adjustment | Proposed Budget |
|---|------------------------------|---|----------------|---------------------|-----------------|
| Transfers to/from Reserves | | | | | |
| Planning & Development Services | Section 94 Heavy Haulage | Fund \$25,000 of Old Tenterfield Road Shoulders | 102,500 | (25,000) | 77,500 |
| Water Supplies | Water Infrastructure Reserve | Savings in capital works | 1,042,723 | 28,160 | 1,070,883 |
| Sewerage Services | Sewer Infrastructure Reserve | Savings in capital works | (1,903,801) | (26,939) | (1,930,740) |
| Total Transfers to/from Reserves | | | (758,578) | (23,779) | (782,357) |
| Total Budget Movements | | | (1,675,844) | 0 | (1,675,844) |
| | | | | | |

14.5 FINANCIAL ANALYSIS REPORT - MAY 2016**Responsible Officer:**Ryan Gaiter (Manager Finance and Procurement)

RECOMMENDATION

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

280616/ 8 RESOLVED (Cr Morrissey/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

The Financial Analysis Report gives an overview of Council's performance in regard to investment returns and investments made and also reports the balance of Council's Investment Portfolio as at the end of the reported month. This overview is both a legislative requirement and essential in keeping Council up to date on the monthly performance of Council's investments.

Council made three new term deposits for the period. Three term deposits also matured within the period.

All investments are in accordance with Council's Investment Policy.

Council's cash and term deposit investment portfolio has maturity dates ranging from same day up to 181 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 has maintained its investments with NSW Treasury Corporation during this period. The Hourglass Cash Facility Trust has \$8,000,000 invested in it and the Hourglass Strategic Cash Facility Trust has \$8,000,000 invested in it. As of 31 May 2016 the Hourglass Cash Facility Trust is valued at \$8,140,704.24 and the Hourglass Strategic Cash Facility Trust is valued at \$8,145,840.85.

Council's total Investment Portfolio at fair value as at 31 May 2016 was \$33,158,534.37 against a face value of \$32,871,989.28. Council also has \$1,507,282.91 in General Bank Accounts and \$120,994.55 in Trust Funds as at 31 May 2016.

Community Strategic Plan Links

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

Budget Implications

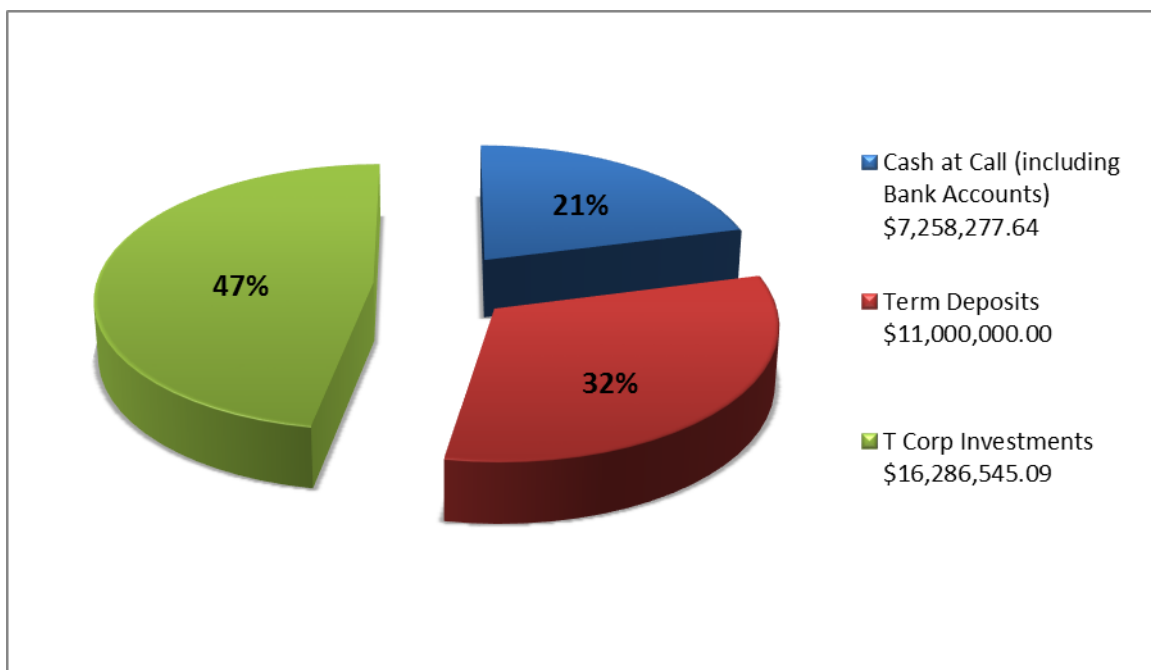
Year to date Council has earned \$439,209.06 in interest and \$293,645.09 in fair value gains for total revenue of \$732,854.15 against a budget of \$868,000.00 which equates to 84.43%.

Report

The Financial Analysis Report aims to disclose information regarding Council's investment portfolio.

This report includes the provision of fair value for all 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 fair value of Council's Investment Portfolio as at 31 May 2016 was \$33,158,534.37 against a face value of \$32,871,989.28.

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



The Reserve Bank of Australia (RBA) reduced the cash rate by 25 basis points at its May 2016 meeting, so the cash rate in Australia was 1.75% per annum at May 2016 month end.

Council has a term deposit portfolio of \$11,000,000 or 33.17% of the total portfolio composition. In terms of investment yields, interest rates available for investments during the period have decreased from the previous report; the

average yield of the deposits decreased from 3.06% to 3.05%. The short dated deposit and cash position of the portfolio provides excellent liquidity to Council allowing flexibility to take advantage of higher interest bearing investments as the opportunities arise. Council has invested \$16,000,000 with NSW Treasury Corporation.

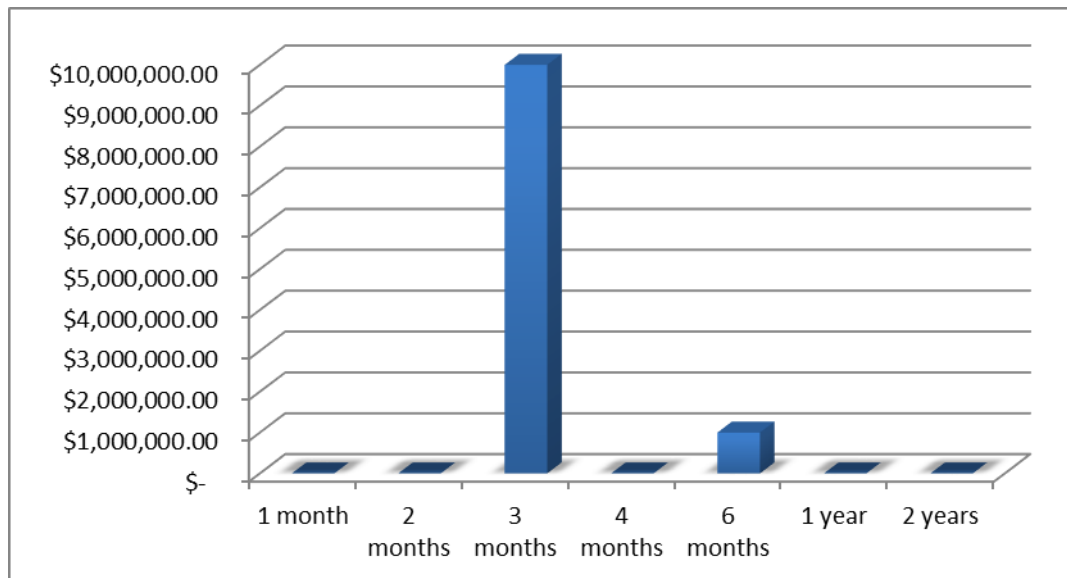
Council made three new term deposits during the month of May 2016.

| Financial Institution | Investment Amounts | Maturity Date | Investment Rate per annum | Days Invested |
|-------------------------|--------------------|---------------|---------------------------|---------------|
| Members Equity Bank | \$1,000,000.00 | 09/08/2016 | 2.98% | 90 |
| Beyond Bank | \$1,000,000.00 | 29/08/2016 | 3.03% | 91 |
| National Australia Bank | \$1,000,000.00 | 29/08/2016 | 2.92% | 91 |

Total term deposit maturities during the month ending 31 May 2016 included returning principal (in full) and interest, are shown in the following table.

| Financial Institution | Investment Amount | Maturity Date | Investment Rate per annum | Interest Received |
|-----------------------|-------------------|---------------|---------------------------|-------------------|
| Newcastle Permanent | \$1,000,000.00 | 11/05/2016 | 3.00% | \$7,397.26 |
| Westpac | \$1,000,000.00 | 30/05/2016 | 3.04% | \$7,579.18 |
| Newcastle Permanent | \$1,000,000.00 | 30/05/2016 | 3.00% | \$7,479.45 |

The following graph shows Council's term deposit maturities as at 31 May 2016.



Conclusion

Council is continually looking for ways to increase its investment performance. Consistent with Council's Investment Policy a significant portion of the investment portfolio is now invested with New South Wales Treasury Corporation in the Hourglass Cash Facility Trust and Hourglass Strategic Cash Facility Trust with the aim of receiving higher returns.

| RICHMOND VALLEY COUNCIL FINANCIAL ANALYSIS REPORT AT 31 MAY 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 | 0.21% | N/A | 5,871,989.28 | 31/05/2016 | 17.71% | No | |
| Total Cash at Call | | | | | | | | | | 5,871,989.28 | | 17.71% | | |
| <u>Term Deposits</u> | | | | | | | | | | | | | | |
| Term Deposit | Auswide | Term Deposit | A2/BBB | 7/03/2016 | 6/06/2016 | Fixed for Term | Maturity | 0.25% | N/A | 1,000,000.00 | 31/05/2016 | 3.02% | Part | |
| Term Deposit | ANZ Ltd | Term Deposit | A1+/AA- | 9/03/2016 | 7/06/2016 | Fixed for Term | Maturity | 0.25% | N/A | 1,000,000.00 | 31/05/2016 | 3.02% | Part | |
| Term Deposit | National Australia Bank | Term Deposit | A1+/AA- | 21/03/2016 | 20/06/2016 | Fixed for Term | Maturity | 0.26% | N/A | 1,000,000.00 | 31/05/2016 | 3.02% | Part | |
| Term Deposit | Beyond Bank | Term Deposit | A2/BBB+ | 21/03/2016 | 29/06/2016 | Fixed for Term | Maturity | 0.25% | N/A | 1,000,000.00 | 31/05/2016 | 3.02% | Part | |
| Term Deposit | Bank of QLD | Term Deposit | A2/BBB | 6/04/2016 | 4/10/2016 | Fixed for Term | Maturity | 0.26% | N/A | 1,000,000.00 | 31/05/2016 | 3.02% | Part | |
| Term Deposit | Members Equity Bank | Term Deposit | A2/BBB | 18/04/2016 | 18/07/2016 | Fixed for Term | Maturity | 0.26% | N/A | 1,000,000.00 | 31/05/2016 | 3.02% | Part | |
| Term Deposit | ANZ Ltd | Term Deposit | A1+/AA- | 28/04/2016 | 27/07/2016 | Fixed for Term | Maturity | 0.26% | N/A | 1,000,000.00 | 31/05/2016 | 3.02% | Part | |
| Term Deposit | Auswide Bank | Term Deposit | A2/BBB | 28/04/2016 | 27/07/2016 | Fixed for Term | Maturity | 0.26% | N/A | 1,000,000.00 | 31/05/2016 | 3.02% | Part | |
| Term Deposit | Members Equity Bank | Term Deposit | A2/BBB | 11/05/2016 | 9/08/2016 | Fixed for Term | Maturity | 0.25% | N/A | 1,000,000.00 | 31/05/2016 | 3.02% | Part | |
| Term Deposit | Beyond Bank | Term Deposit | A2/BBB+ | 30/05/2016 | 29/08/2016 | Fixed for Term | Maturity | 0.25% | N/A | 1,000,000.00 | 31/05/2016 | 3.02% | Part | |
| Term Deposit | National Australia Bank | Term Deposit | A1+/AA- | 30/05/2016 | 29/08/2016 | Fixed for Term | Maturity | 0.24% | N/A | 1,000,000.00 | 31/05/2016 | 3.02% | Part | |
| Total Term Deposits | | | | | | | | | | 11,000,000.00 | | 33.17% | | |
| <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 | | 8,000,000.00 | 8,140,704.24 | 31/05/2016 | 24.55% | | |
| Strategic Cash Facility Trust | NSW Treasury Corporation | Trust | Various | N/A | | | Monthly | | 8,000,000.00 | 8,145,840.85 | 31/05/2016 | 24.57% | | |
| Total Fixed Interest Securities | | | | | | | | | | 16,000,000.00 | 16,286,545.09 | | 49.12% | |
| Total Investment Portfolio at Face Value | | | | | | | | | 32,871,989.28 | | | | | |
| Total Investment Portfolio at Fair Value | | | | | | | | | | 33,158,534.37 | | | | |
| Overall Average Interest Rate for month - Portfolio | | | | | | | | | 0.25% | | | | | |
| Total Bank Account Portfolio | | | | | | | | | | 1,507,282.91 | | | | |
| Total Portfolio | | | | | | | | | | 34,665,817.28 | | | | |
| Bank Accounts | | | | | | | | | | | | | | |
| Account Name | Balance \$ 31-May-16 | | | | | | | | | | | | | |
| General Fund Bank Account | 1,374,011.90 | | | | | | | | | | | | | |
| Trust Fund Bank Account | 120,994.55 | | | | | | | | | | | | | |
| NAB Cheque Account | 0.00 | | | | | | | | | | | | | |
| Evans Head Memorial Areodrome Fund | 12,276.46 | | | | | | | | | | | | | |
| Total | 1,507,282.91 | | | | | | | | | | | | | |

14.6 COMMUNITY ENGAGEMENT STRATEGY**Responsible Officer:**Vaughan Macdonald (General Manager)

RECOMMENDATION

Recommended that Council adopt the updated Community Engagement Strategy 2016-2017.

280616/ 9 RESOLVED (Cr Morrissey/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

Council needs and wants to engage with its community. In addition, under section 402(4) of the *Local Government Act 1993*, Council must establish and implement a community engagement strategy, based on social justice principles, for engagement with the local community when developing the Community Strategic Plan. A balanced strategy will allow Council to inform the community, promote interest and involvement in our activities and services, and strengthen methods of input, feedback and links between Council and the community. This should produce better decision making and better community outcomes.

At the April 2013 Ordinary Meeting, Council adopted the Community Engagement Strategy 2013 to set out how Council would engage with the community in the review and development of Richmond Valley Council's new Community Strategic Plan 2013-2025.

At the October and November 2014 Councillor workshops, Council considered Richmond Valley Council's community engagement program, and agreed that a full review should be carried out. The reviewed Community Engagement Strategy establishes how Council will engage with the community on an ongoing basis and broaden current engagement methods.

At the May 2015 Ordinary Meeting, Council adopted the current Community Engagement Strategy.

As part of the review of the Richmond Valley Council Towards 2025 Community Strategic Plan Council is required to review its Community Engagement Strategy as part of that process.

Community Strategic Plan Links

Focus Area 7 Governance and Process - Long term Goal 7.3 Communication (Strategy 7.3.1 Review Council's communication processes and implement to enhance Council's involvement and interface with the local community) and Long term Goal 7.5 Sound Governance and Legislative Practices (Strategy 7.5.2 Ensure Council's decision making is inclusive, transparent and democratic).

Budget Implications

The Community Engagement Strategy sets out how Council will engage with the community on an ongoing basis. Where required, the cost of specific consultation requirements will be included in project budgets.

Report

The Community Engagement Strategy reflects Council's commitment to strengthening community engagement. The *Local Government Act 1993* also states under section 402(4) that Council must establish and implement a Community Engagement Strategy. Council's current Community Engagement Strategy was adopted at the May 2015 Ordinary Meeting. It set out how Council would engage with the community in the review and development of Council's Community Strategic Plan 2013-2025.

Council is now undertaking a review of the current Community Strategic Plan in preparation for community consultation and creation of the new Community Strategic Plan, *Richmond Valley 2030*. This will support Council to engage with the community on an ongoing basis, and to prepare for the next Community Strategic Plan due following the Council election.

The strategy reflects and supports Council's commitment to:

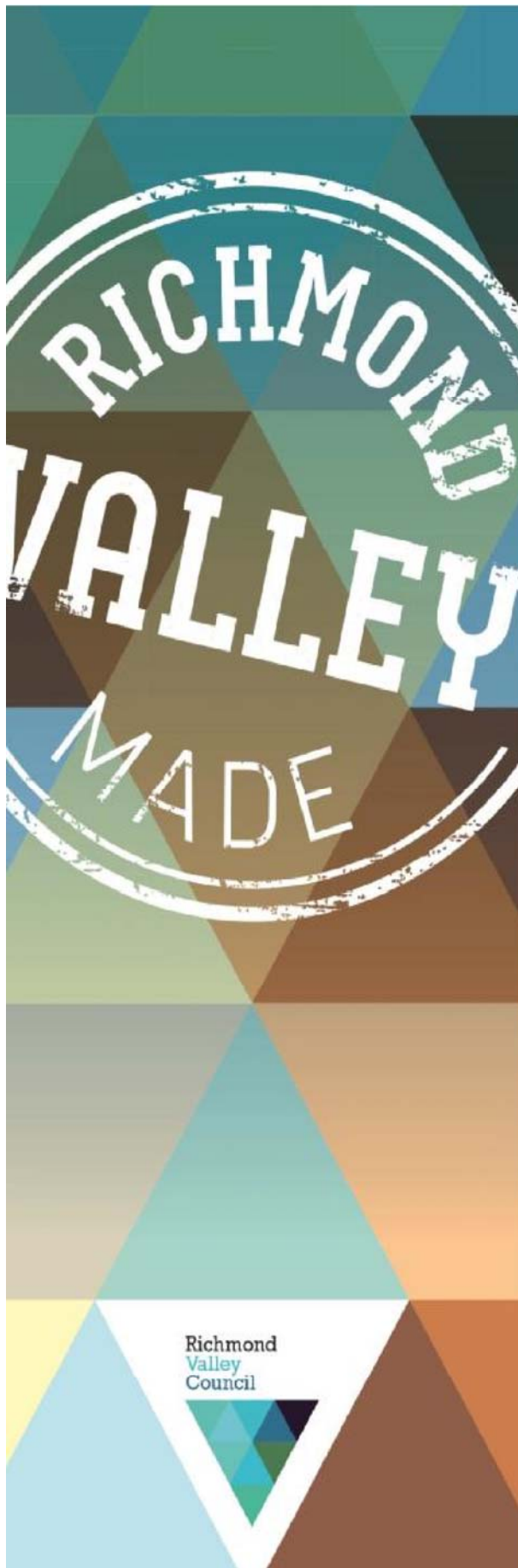
- Inform the community about Council activities and services
- Promote community interest in Council activities and services
- Define pathways for the community to provide comment and feedback
- Facilitate improved relationships between Councillors and the community

Updates to the draft include:

- Update on references to the Community Strategic Plan
- Update on names of Advisory Committees
- Update on Council's acquiring Social Pinpoint community engagement software
- Removal of out-of-date names of staff.

Conclusion

Adopting the updated Community Engagement Strategy (included below) ensures that Council's ability to engage with the community is current and ensures compliance with the *Local Government Act 1993* in relation to the review of the Richmond Valley Council Towards 2025 Community Strategic Plan.



Community Engagement Strategy

2016-2017

Customer Service. Initiative. Teamwork. Communication. Reliability. Accountability.



Richmond Valley Council © 2015

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Richmond Valley Council Community Engagement Strategy and Framework

The importance and purpose of community engagement

Richmond Valley Council believes in open and accountable governance. We are passionate about the future of the region; harmonising the needs of the community, stakeholders and policy directions from State and Commonwealth governments is key to achieving balanced decision making.

In 2013 Council adopted its Community Strategic Plan Engagement Strategy. This strategy describes how Richmond Valley Council will engage with the community and acknowledges the desire of Council to share information and experiences to develop a shared vision for the future of our community. This Community Engagement Strategy aims to strengthen that commitment by providing a best practice approach in all community engagement activities. Our engagement process recognises diversity within the community and incorporates a variety of tools and techniques to reach our wide range of community members and stakeholders.

Community engagement does not replace the final decision-making power of Council, but is considered invaluable in the way it enhances Council's capacity to make well-informed, acceptable and sustainable decisions.

Goals and Aspirations

Council needs and wants to show that we are engaging with the community. This Strategy reflects and supports our commitment to:

- Inform the community about Council activities and services.
- Promote community interest in Council activities and services.
- Define pathways for the community to provide comment and feedback.
- Facilitate improved relationships between Councillors and the broad community of Richmond Valley Council.

Objectives

This Strategy and supporting documents will:

- Provide a framework to guide Council's engagement with the community in a meaningful and appropriate way;
- Provide a consistent and flexible process for staff to guide the selection of the most appropriate method and level of engagement for projects or decisions;
- Support the environment of trust and confidence established with community and stakeholders to engender a long term sustainable and productive relationship and commitment to a shared vision for Richmond Valley; and
- Strengthen Council initiatives which involve community and stakeholder partnerships, most particularly to involve the community in the co-creation of Council's Community Strategic Plan.

Specific Community Engagement Objectives

- Involve community and stakeholders in the development of Richmond Valley Council's Community Strategic Plan.

- Upskill Richmond Valley Council staff in community engagement techniques, tools and ideas to improve community participation.
- Identify Councillor participation opportunities at community events and campaigns.
- Improve communication with the broad community using new technologies.

Statement of Principles

Richmond Valley Council will apply the following principles for community engagement and communications.

- **Partnership and respect**
We seek to partner with our community and key stakeholders and will engage respectfully at all times.
- **Accessibility**
We will provide access to information that is both easily obtained and understood.
- **Right to be informed**
Our stakeholders have a right to be informed about Richmond Valley Council decisions that affect them.
- **Proportionate**
We will involve the community to participate in decisions in a way which is proportionate to the significance or impact of an activity on them.
- **Transparency**
Richmond Valley Council will make decisions in an open and transparent way and provide stakeholders with reasons for decisions, including how views have been taken into account.

Community Engagement Framework

The Community Engagement Framework is guided by Richmond Valley Council's Community Engagement Strategy. The Framework provides the following:

- Outlines the procedures and mechanisms required to engage effectively with the Richmond Valley community;
- Outlines the tools currently available, and those to be considered for engagement programs; and
- Details the activities required in projects to ensure the community engagement component of everything we do, is planned and executed in accordance with the requirements of Council.

When we engage

Council staff should consider community engagement at any time depending on Council's program of work.

Each time there is a project to be developed or a decision to be made there is an opportunity for a community engagement process. Early notice of emerging issues puts Council in a better position to respond in a proactive way.

In a successful engagement planning process, Council staff should consider the impact and complexity of the issue and the optimal time and tools needed for people to engage and respond. Whilst the Local Government Act 1993 sets out minimum requirements for some specific consultations, each engagement process is considered on its individual basis and merit.

Council's approach to community engagement draws from the best practice principles of community engagement as promoted by the International Association for Public Participation (IAP2). IAP2 provides a guide for undertaking engagement activities based on the required outcome (attached). This approach underpins Council's engagement focus and provides a clear reference for all staff considering community engagement.

Who is responsible for engagement?

Although Community and Communications staff play a key role in engagement, community engagement is a key component in all Council projects at all levels of activity.

Councillor Involvement

Council staff will raise opportunities for Councillors to be involved throughout the year. These opportunities will be offered according to local geography and issues. Councillor involvement opportunities include but may not be limited to:

- Councillor appointments (face to face and online).
- Pop up shops.
- Mobile library.
- Specific project-based opportunities as they arise.

Richmond Valley Community Engagement Strategy team

This group will oversee the delivery of the Strategy. Participants will include the following with the involvement of the General Manager and other relevant staff as may be required:

Chief Operating Officer
Manager Communications
Manager Governance & Risk
Coordinator, Community Projects & Social Planning

How we engage

In accordance with our principles as outlined in the Community Engagement Strategy, all our engagements reflect our commitments of:

- Partnership and respect
- Accessibility
- Right to be informed
- Proportionality
- Transparency

Community engagements will be undertaken at various times, however, they must all align with the Community Engagement Strategy, and be guided by an engagement plan. Appropriate support and guidance will be provided to deliver effective and appropriate community engagement activities and initiatives which align with Council's Strategy.

Protocols

| Project Requirement | Protocol |
|--|---|
| Official spokespeople for Richmond Valley Council | <ul style="list-style-type: none"> Mayor and/or General Manager. |
| Written communications Protocols | <ul style="list-style-type: none"> All material for public distribution will be approved and signed off prior to distribution All media releases and responses must be approved in line with established media protocol. |
| Communications protocol for receiving and responding to enquiries such as: emails, community enquiries, complaint letters | <ul style="list-style-type: none"> All written responses will be approved All calls and inquiries, along with responses, are recorded in a contact database. The database will record names, contact details, query, and response. Enquiries received by phone to be responded to within two working days. |
| Media Protocol | <ul style="list-style-type: none"> All media engagement is managed by Manager Communications. The media spokesperson is the Mayor and/or General Manager. |

Issues analysis, mitigation & management:

Each project will have its own unique set of issues, which could affect the delivery of a project or result in negative or incorrect information being distributed. Thus, it is imperative to identify any potential issues before a project commences.

Early identification of issues, along with the establishment of agreed responses and communications tools, will enable the staff involved to manage issues before they have the potential to become major risks. To define issues, it is important to hold a round table discussion or workshop with key project personnel from management through to support staff, to identify issues at all levels of a project.

Example:

| Key Issues | Action / Response/Mitigation Measure | Communications Tool |
|--------------------------|---|--|
| Traffic | A traffic report has been prepared to support the development application. | Letter Information sheet Q&A to resource staff |
| Impact on local services | Working with the service provider to gain clear information about the causes, impacts and future benefits | Letterbox drop Newsletter article On site staff |
| Construction impacts | Early notification Identification of key stakeholders Easy access to information | Door knock 24/7 information phone line Newspaper article |

Tools and activities

The community engagement tools and activities outlined below will ensure that stakeholders have access to information and can provide feedback on Council projects.

A range of traditional and modern communication, methods will be used to inform residents and gain feedback on Council activities, services and products. This includes but is not limited to those listed below. Some of these are already in use and others will be introduced as appropriate (see Appendix A: Community Engagement Tools for detailed descriptions).

- Pop up shops
- Mobile Library
- Councillor appointments
- Community information number
- Letterbox drops
- Print media & newsletters - newspapers, community newsletters
- Install wall mounted TV screens/monitors in high-visibility local buildings
- Install community noticeboards
- WalkShops
- Partnerships with schools - such as student workshops and notices in school newsletters
- Online channels - Council website, Facebook, Whispir, Twitter, an App, or other community engagement specific software.

Who we engage with

Key Stakeholders

Identification of stakeholders is a key component in creating and implementing successful communications and engagements. Council must meet the needs of a variety of stakeholders; those who have an interest in Council's decision-making and those who are affected by Council's decisions.

Richmond Valley Council engages with a broad range of people who make up the Richmond Valley Community. An effective plan seeks to understand their 'stake' in a project, how they will affect or interact in a project, and the most appropriate people and methods for managing these stakeholders, as well as the best method/s of communicating with each stakeholder. The stakeholder groups outlined below may vary by project based on local geography, interest and issues.

| Stakeholder | Consultation Method/s |
|--|--|
| Richmond Valley residents | Newsletters, letters, and any other method below as appropriate |
| Residents impacted by project or issue | Eg: <ul style="list-style-type: none"> - Online – via app and Social Pinpoint - Letterbox drops - Pop up shops - WalkShops |
| Aboriginal Community The traditional owners of the land in Richmond Valley LGA. | Eg: <ul style="list-style-type: none"> - Aboriginal Interagency - Aboriginal Advisory Committee |
| Ageing Community People 55+ | <ul style="list-style-type: none"> - Place-based groups - Aged and Disability Interagency - Aged and Disability Advisory Committee |
| People with Disabilities | <ul style="list-style-type: none"> - Place based groups - Aged and Disability Interagency - Aged and Disability Advisory Committee |
| Migrant Community | Representative groups |
| Youth and Children/ Schools | Council staff contacts |
| Business | Chambers of Commerce |
| Government (Federal, State and agencies) | <ul style="list-style-type: none"> - Aboriginal Interagency - Aged and Disability Interagency - Other groups as appropriate |
| Heritage/ environmental | Council staff contacts |
| Peak community organisations | Hall committees, informal contacts |
| Interest/action groups specific to project | As appropriate contacts to Council |
| Media | Communications staff contacts |

Stakeholder database

A stakeholder database records details of stakeholders and community members interested or involved in each project as outlined above. A range of databases are maintained by different operating areas in Council to manage various tasks. Information in the database includes name of organisation/individual, phone number, email contact and/or mailing address as required. Relevant database information should be accessed appropriate to each project. Maintenance of contact information should be included as part of any engagement plan.

| Type of database | Responsibility |
|---|---------------------------|
| Ratepayers' Database | Rates Team |
| Community Engagement Contacts | Community Engagement Team |
| ECM Electronic Records Management Customer Database | Customer Service Team |
| Whispir Communications Database | Communications Team |

APPENDIX A

Community Engagement Tools

Engagement tools and activities may include, but are not limited to, the following. Some of these are already in use and others will be introduced as appropriate. Council is interested in engaging with residents in ways which make information provision and gathering of feedback/input more accessible for time-poor residents. Some of these are already in use and others will be introduced as appropriate.

Tools in use

1. Print media
 - a. Advertising in newspapers
 - b. Paper (and email) ratepayers' newsletter, community newsletter and other newsletters as appropriate
2. Established tools including newsletters, letterbox drops, website content, stakeholder letters
3. Mobile library
 - a. Councillors and staff travelling with the mobile library
 - b. More targeted information displays mobile library
4. Councillor appointments
These would be for residents to meet and discuss specific issues with Councillors, for example
 - a. 15 minute face to face meetings scheduled during day or evenings
 - b. 15 minute online meetings scheduled during day or evenings via Facebook
5. Facebook
Already in use as a means of letting residents know about events and other relevant information and Council will continue to expand its reach. It is also a potential source of informal feedback and track how many users are seeing the posts.
6. Advisory Committees & Interagency meetings
Support Council in carrying out its functions and provide comment on specific issues
 - a. Aged and Disability Interagency Meeting
 - b. Disability and Aged Advisory Committee
 - c. Transport and Infrastructure Advisory Committee
 - d. Aboriginal Interagency Meeting, Aboriginal Advisory Committee

Council is using and / or actively investigating the following tools for introduction to the toolkit.

1. Whispir

This is a coordinated platform which allows Council to text, email and call residents. Council will:

- Ask as many residents as possible to sign up with a mobile phone, landline number or email address on Whispir for up to four text messages per month, and phone calls as appropriate – emergency response information, notification of big events
- Use Whispir to get feedback on items open for community consultation via text messages from residents to Council
- An app which has a comments section and survey function

2. Social Pinpoint

- A map-based online community engagement tool where residents are able to leave comments on specific council projects
Residents can write things they like, things they don't like, an idea, a traffic problem, or any custom item desired. Council can also post projects for comment.
- An app which would have functionality across different areas of council such as rates, maintenance, surveys

3. Install wall-mounted TV screens / monitors in high-visibility local buildings

These would be installed in high traffic areas in well-patronised buildings. Potential locations are the Casino and Mid-Richmond neighbourhood centres.

4. Install community noticeboards

Council could install community noticeboards in Casino and Evans Head where staff are based to be able to put information up regularly. A suggestion for Casino has been the side of the new automatic toilet in Walker Street.

5. School Newsletters

Parents and teachers are time-poor and students are difficult to reach. Approach schools to put notices in school newsletters. Agreement has already been given with one local high school to put notices in newsletters (Evans River K-12).

Project specific activities could also include

Place-based community consultation groups:

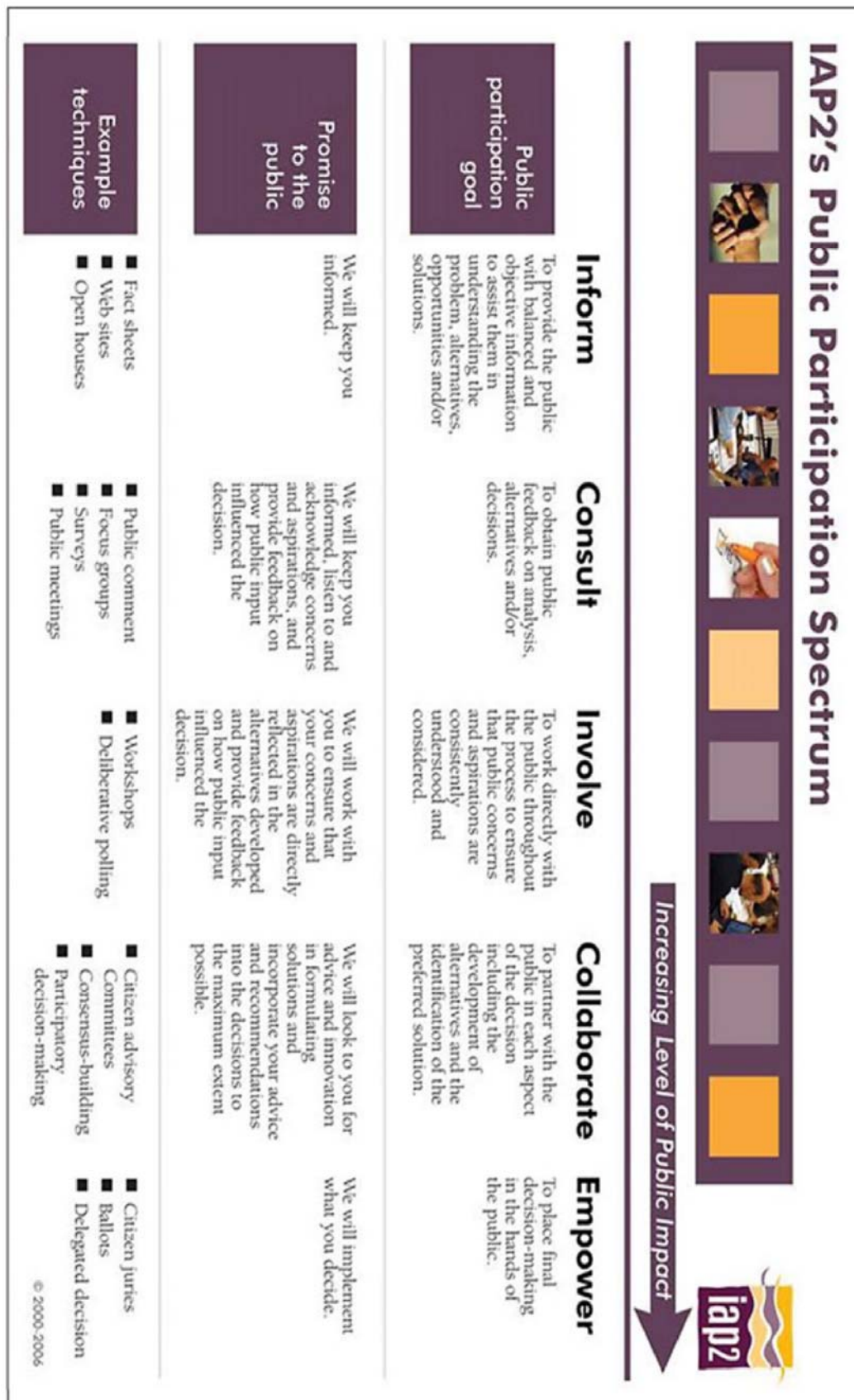
Geographically based consultation groups for community consultation on specific council projects relevant to the particular area. These would not be a 'town hall' or 'free for all' but rather would invite input on a range of specific issues most relevant to the geographical area.

1. Pop up shops

Opportunity for Councillors and staff to get spontaneous feedback from the community. These could be easily facilitated using Council resources of a marquee, fold up tables and borrowing chairs from the Community Centre or Civic Chambers. Event and Community staff able to assist in set up

2. WalkShops

This is an innovative approach for the community to get involved on specific Council projects. Community stakeholders either walk around take notes with clip board or iPad and relevant council staff or project experts accompany them to say what they either want for an area/project or stimulate group discussions on what is envisaged for the area/project during the planning process.



14.7 TENDER REGPRO061617 - SUPPLY AND DELIVERY OF BULK WATER TREATMENT CHEMICALS**Responsible Officer:**Ryan Gaiter (Manager Finance and Procurement)

RECOMMENDATION

Recommended that:

1. Council authorise the General Manager to select a single supplier for each schedule of chemical used that provides the best value to Council for the period 1 July 2016 to 30 June 2019.
2. A provision be allowed for a 12 month extension based on satisfactory supplier performance, which may take this contract through to 30 June 2020.
3. The Common Seal of Council be affixed to any documentation where required.

280616/ 10 RESOLVED (Cr Morrissey/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

Richmond Valley Council is a member of Regional Procurement's Richmond Tweed Clarence (RTC) Group. Regional Procurement® runs tenders for regional Local Government member groups to aggregate the combined local tenders in order to attract greater supplier competition and lower pricing for member Councils.

Regional Procurement® has called a Single Source by Council tender for participating RTC member Councils for the supply and delivery of bulk water treatment chemicals; tenders closed at 10.00am on 26 April 2016.

Participating Councils in this tender were:

- Armidale Dumaresq Council
- Bogan Shire Council
- Bourke Shire Council
- Brewarrina Shire Council
- Clarence Valley Council
- Cobar Council

- Coonamble Shire Council
- Guyra Shire Council
- Narromine Shire Council
- Richmond Valley Council
- Walcha Council
- Walgett Shire Council
- Warren Shire Council
- Warrumbungle Shire Council

This tender was advertised via the following media:

- Sydney Morning Herald - 5 April 2016
- Tenderlink - 4 April 2016
- Armidale Express - 5 April 2016
- Western Magazine - 4 April 2016
- Gold Coast Bulletin - 2 April 2016

Eleven tenders in total were received from the following entities:

- Lonza Water Technologies
- Ixom Operations Pty Ltd
- Chemiplas Australia Pty Ltd
- Colonial Cleaning Supplies
- Hardman Chemicals Pty Ltd
- Ionics Australasia Pty Ltd t/as Elite Chemicals
- Chemprod Nominees Pty Ltd t/as Omega Chemicals
- Price Chemicals Pty Ltd
- Redox Pty Ltd
- Sibelco Australia Limited
- SNF Australia Pty Ltd

Community Strategic Plan Links

Focus Area 6 Transport and Infrastructure – 6.4 Water and Sewerage (Strategy 6.4.5 Improve the security, quality and sustainability of water in the Richmond Valley area).

Budget Implications

Council's spend under the existing bulk water treatment chemical contract (three year contract which expires on 30 June 2016) is anticipated to be in excess of \$310,000.00.

This tender is for the ongoing supply of bulk water treatment chemicals. These chemicals are purchased as part of specific projects and provision is made for the purchase within Council's adopted budgets.

Report

In accordance with the *Local Government (General) Regulation 2005 – Part 7* Tendering, where expenditure on a tender exceeds \$150,000 over the term of the contract a council must, by resolution, adopt a report accepting the tender.

Contract Duration

This contract will run for 36 months from 1 July 2016 to 30 June 2019. A 12 month option may be taken up based on satisfactory performance by the successful tenderer.

Probity

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

Conflict of Interest Declarations were signed by all participating evaluation panel members including the Regional Procurement® facilitator. The declarations are available to be viewed if required.

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

The evaluation was conducted in accordance with the Local Government Tendering Guidelines, Regional Procurement® Tendering Code of Conduct and Tendering Evaluation Principles and Process. Confidentiality and probity were maintained throughout the process.

Tender Analysis

The tender evaluations were conducted on 31st May 2016 at Clarence Valley Council by:

- Trevor Pate - Clarence Valley Council
- Frank Vaarwerk - Clarence Valley Council
- Colin Carey - Richmond Valley Council
- Craig Wade - Facilitator Regional Procurement®

and on 1 June 2016 at Armidale Regional Council (Armidale Dumaresq and Guyra Councils) by:

- Cindy Garrahy - Armidale Regional Council
- Chris Keogh - Armidale Regional Council
- John Edmunds - Armidale Regional Council
- Craig Wade - Facilitator Regional Procurement®

Note:

- No late tenders were received.
- All tenderers had been noted as active on the ASIC website.
- No tenders were deemed non compliant.
- Global Valve Technology offered their own meter for 20mm and 25mm but anything above they offered Elster and Everhard.

Consultation

Consultation took place between Regional Procurement®, Clarence Valley Council and Richmond Valley Council throughout the tender process.

Conclusion

Council in utilising Regional Procurement® have gone to the market as a panel tender for the supply and delivery of bulk water treatment chemicals. There were eleven respondents to the tender. The recommendation proposed is for Council to utilise the most advantageous supplier from the panel for each chemical required.

14.8 TENDER RVC321.16 - JABOUR WEIR STRENGTHENING WORKS**Responsible Officer:**

Ryan Gaiter (Manager Finance and Procurement)

RECOMMENDATION

Recommended that:

1. Council accept Mulligan Geotechnical Pty Ltd as the preferred contractor for the Jabour Weir Strengthening Works for \$268,980.00 (exclusive of GST).
2. The awarding of the contract to Mulligan Geotechnical Pty Ltd is conditional on an approved Construction Environmental Management Plan being endorsed by the Department of Primary Industries.
3. The Common Seal of Council be affixed to any documentation where required.

280616/ 11 RESOLVED (Cr Mustow/Cr Hayes)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

Richmond Valley Council called for tenders from suitably qualified contractors to provide strengthening works to the Jabour Weir in Casino. These specific works include:

- Four new vertical permanent ground anchors between existing rock bolts along left abutment and the fishway; and
- Twenty new inclined permanent ground anchors between existing rock bolts across the weir.
- Decommissioning of existing outlet works comprising of:
 - 225mm and 300mm outlet valves located in the central section of the weir; and
 - 250mm valve located along right abutment of the weir.

Considering the aforementioned issues, Council engaged NSW Public Works to carry out detail design for strengthening of the weir to ensure its current stability status to the acceptable standard. This tender subsequently aims to reinstate the structural stability to the acceptable standard by installing 24 Double Corrosion Protection Permanent Ground Anchors. Submissions from five tenderers were received and all submissions were evaluated as conforming tenders.

The proposed new anchorage design must assume that the existing weir rock-bolts will eventually become totally ineffective. The preliminary design has also been checked with the current existing anchor loads acting at the assumed current working load (75% functioning). The proposed upgrade design ensures that the weir strengthening solution will be effective for an estimated service life of 100 years, on the basis the existing rock bolts are at design life and not expected to perform adequately that far into the future.

Community Strategic Plan Links

Focus Area 6 Transport and Infrastructure – Long term Goal 6.4 Water and Sewerage (Strategy 6.4.5 Improve the security, quality and sustainability of water in the Richmond Valley area).

Budget Implications

Council's budget allocation for this project is \$70,000.00 (exclusive of GST) in the 2015/16 financial year. In the 2016/17 financial year Council's budget allocation is \$470,000.00 (exclusive of GST) for the proposed works. The preferred tenderer has submitted works to be completed for \$268,980.00 (exclusive of GST). The remaining funds of \$271,020.00 would be allocated to any variable circumstances that may occur when undertaking this work.

Report

Tenders were called and were closed on Thursday, 28 April 2016.

| Tenderer | ABN | Tendered Amount (excl GST) | Assessed Tender Amount (\$) (GST inclusive) | Total Score out of 40 | Recommended Tender Amount (GST inclusive) |
|---------------------------------------|----------------|----------------------------|---|-----------------------|---|
| Mulligan Geotechnical Pty Ltd | 71 088 136 190 | \$268,980.00 | \$295,878.00 | 33.5 | \$295,878.00 |
| Ertech Pty Ltd | 46 094 416 887 | \$452,008.34 | \$497,209.17 | 33 | |
| Geovert Ground Engineering Pty Ltd | 77 169 113 526 | \$476,650.42 | \$524,315.46 | 26.8 | |
| Geotech Pty Ltd | 94 114 336 515 | \$574,480.00 | \$631,928.00 | 20.8 | |
| Piling & Concreting Australia Pty Ltd | 79 137 283 682 | \$1,225,513.00 | \$1,348,064.30 | 5 | |

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 Asset Planning, Water Sewer Engineer, Support Engineer 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

1. Pre-Evaluation Actions

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.

2. Initial Evaluation

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

The initial evaluation identified that only two of the tendered prices were within Council's allocated Budget.

3. Evaluation of Non-Price Criteria

The non-price criteria for evaluation are as follows:

- Operational suitability, methodology and program of works,
- Demonstrated previous experience in similar works and conditions,
- Evidence of benefit to the local economy, and
- Satisfaction of insurance requirements.

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

| Tenderer | Total weighted score | Rank |
|---------------------------------------|-----------------------------|-------------|
| Mulligan Geotechnical Pty Ltd | 9.13 | 1 |
| Ertech Pty Ltd | 8.35 | 2 |
| Geovert Ground Engineering Pty Ltd | 7.43 | 3 |
| Geotech Pty Ltd | 6.63 | 4 |
| Piling & Concreting Australia Pty Ltd | 0.85 | 5 |

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

Consultation

Consultation between Richmond Valley Council, NSW Public Works and Department of Primary Industries has taken place throughout this process.

Referees were consulted to confirm work history, experience and capabilities of tenderers to ensure suitability for the proposed works. These checks were performed by Council's Water Sewer Engineer who is considered the subject expert on the evaluation panel.

Conclusion

It is recommended that Council accept Mulligan Geotechnical Pty Ltd as the preferred contractor for the Jabour Weir Strengthening Works for \$268,980.00 (exclusive of GST) and that the awarding of the contract be conditional on an approved Construction Environmental Management Plan being endorsed by the Department of Primary Industries.

15 MATTERS FOR INFORMATION

RECOMMENDATION

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

280616/ 12 RESOLVED (Cr Morrissey/Cr Mustow)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Prior to the above motion being put to the vote, the General Manager responded to comments and a request from Cr Mustow on Item 15.6 that Council be kept up to date on the process and ramifications for local government resulting from the proposed reforms. The General Manager advised that Council would be kept informed of any developments with the Biodiversity Conservation Bill and associated land management reforms, particularly in relation to potential resource implications should a shift in responsibility occur.

15.1 DISABILITY AND AGED ADVISORY COMMITTEE AND TRANSPORT AND INFRASTRUCTURE ADVISORY COMMITTEE**Responsible Officer:**

Vaughan Macdonald (General Manager)

Report

As part of community engagement efforts, Council adopted a number of Advisory Committees to provide advice to Council on policy and relevant issues. At the August 2015 Ordinary Meeting Council resolved to be advised of all Advisory Committee meetings and their outcomes.

The Transport and Infrastructure Advisory Committee and the Disability and Aged Advisory Committee were scheduled to hold formal meetings in May 2016. Information on these meetings is included below.

Disability and Aged Advisory Committee

The Disability and Aged Advisory Committee met at the Casino Cultural and Community Centre on Tuesday, 3 May 2016.

At this meeting a quorum was not present, so no formal meeting was held. Below are notes from the informal discussion that followed.

- Update on the process to create a Disability Inclusion Action Plan for Richmond Valley Council, as required by the *Disability Inclusion Act 2014*.

- Importance of providing accessible paths, toilets and picnic tables in public spaces across Richmond Valley, including the Woodburn Riverside project.
- Discussion about Seniors Week events ideas for 2017.

The next formal meeting of the Disability and Aged Advisory Committee meeting will be a joint meeting with the Transport and Infrastructure Advisory Committee at 10.00am on Tuesday, 16 August 2016 at the Casino Cultural and Community Centre.

The Disability and Aged Advisory Committee cordially invites available Councillors to attend this meeting. Committee members are keen to work with Councillors in order to fulfil the purpose of the Committee as a Section 355 Committee and assist Council to carry out its functions.

Transport and Infrastructure Advisory Committee

The Transport and Infrastructure Advisory Committee met at the Casino Cultural and Community Centre on Tuesday, 17 May 2016.

At this meeting a quorum was not present, so no formal meeting was held. Below are notes from the informal discussion that followed.

- Transport Information Stall at Seniors Week was successful – 72 enquiries.
- Ross Chalmers is the new Senior Regional Officer for Transport for NSW. The position is based in Coffs Harbour and covers Bulahdelah to Tweed.
- Update on Country Passenger Transport Infrastructure Grants Scheme and discussion on possible projects.
- Submission by Lismore Sustainable Transport Group to Transport for NSW for Commuter Bus Plan 2016 with extension of Casino to Lismore route to include hospitals and university.
- Suggested next meeting be a joint meeting of both advisory committees to ensure quorum is reached and to organise projects for the year.

The next formal meeting of the Transport and Infrastructure Advisory Committee meeting will be a joint meeting with the Disability and Aged Advisory Committee at 10.00am on Tuesday, 16 August 2016 at the Casino Cultural and Community Centre.

The Transport and Infrastructure Advisory Committee cordially invites available Councillors to attend this meeting. Committee members are keen to work with Councillors in order to fulfil the purpose of the Committee as a Section 355 Committee and assist Council to carry out its functions.

Community Strategic Plan Links

Focus Area 3 Community and Culture - Long term Goal 3.3 Community Health and Wellbeing and Social Inclusion (Strategy 3.3.1 Partner with the community to build social capacity and Strategy 3.3.2 Seek to improve services for the aged, early childhood and youth, disability, disadvantaged and multicultural sectors).

Budget Implications

Advisory Committees provide feedback, specialised advice and recommendations to Council relating to their area of expertise. They may also agree to undertake projects. Where required, funds are included in project budgets.

15.2 GRANT APPLICATION INFORMATION - MAY 2016

Responsible Officer:

Ryan Gaiter (Manager Finance and Procurement)

Report

This report provides information on grant applications that were unsuccessful, grant applications submitted and grants that have been approved and/or received for the month of May 2016.

Council was notified as being unsuccessful with one grant application during the month of May 2016. Council didn't apply for any grants during the month of May 2016. No grant projects were approved although Council received funding for eight grants during the reporting period totalling \$1,686,925.25.

Unsuccessful Grant Applications

| Project ID | 10196 |
|----------------------------|--|
| Funding Body | Roads and Maritime Services |
| Funding Name | Active Transport Program |
| Government Level | State |
| Project Name | Cycleway Summerland Way - Light Street to Showground |
| Project Value (excl GST) | \$382,500.00 |
| Grant Amount (excl GST) | \$382,500.00 |
| Council/Other (excl GST) | \$ 0.00 |
| Date Application Submitted | 18 August 2015 |
| Comment (if required) | N/A |
| Date Advised Unsuccessful | 26 May 2016 |

Grants that have been approved and/or received

| Project ID | 10199 |
|------------------------------|---|
| Funding Body | NSW Roads and Maritime Services |
| Funding Name | Natural Disaster Funding |
| Government Level | State |
| Project Name | Flood Event of April-May 2015/Restoration Works |
| Project Value (excl GST) | \$1,606,655.00 |
| Grant Amount (excl GST) | \$1,577,655.00 |
| Council/Other (excl GST) | \$ 29,000.00 |
| Date Application Submitted | 17 August 2015 |
| Comment (if required) | N/A |
| Date Approved/Received | \$138,000.00 received 9 May 2016 |
| Total Funds Received To Date | \$885,000.00 |

| Project ID | N/A |
|------------------------------|---|
| Funding Body | NSW Roads and Maritime Services |
| Funding Name | Regional Road Repair Program |
| Government Level | State |
| Project Name | MR145 Casino-Coraki Road (Ranns Road) |
| Project Value (excl GST) | \$308,152.00 |
| Grant Amount (excl GST) | \$154,076.00 |
| Council/Other (excl GST) | \$154,076.00 |
| Date Application Submitted | N/A |
| Comment (if required) | Council contribution funded from Regional Roads Block Grant |
| Date Approved/Received | \$12,000.00 received 9 May 2016 |
| Total Funds Received To Date | \$12,000.00 |

| Project ID | N/A |
|------------------------------|--|
| Funding Body | NSW Roads and Maritime Services |
| Funding Name | Australian Government Black Spot Funding |
| Government Level | State |
| Project Name | MR544 Bentley Road and Holmes Road |
| Project Value (excl GST) | \$156,000.00 |
| Grant Amount (excl GST) | \$156,000.00 |
| Council/Other (excl GST) | \$ 0.00 |
| Date Application Submitted | N/A |
| Comment (if required) | N/A |
| Date Approved/Received | \$117,000.00 received 9 May 2016 |
| Total Funds Received To Date | \$117,000.00 |

| Project ID | N/A |
|------------------------------|------------------------------------|
| Funding Body | NSW Roads and Maritime Services |
| Funding Name | Regional Roads Block Grant 2015/16 |
| Government Level | State |
| Project Name | Regional Roads Block Grant 2015/16 |
| Project Value (excl GST) | \$856,000.00 |
| Grant Amount (excl GST) | \$856,000.00 |
| Council/Other (excl GST) | \$ 0.00 |
| Date Application Submitted | N/A – Annual allocation |
| Comment (if required) | N/A |
| Date Approved/Received | \$214,000.00 received 12 May 2016 |
| Total Funds Received To Date | \$856,000.00 (funding complete) |

| Project ID | N/A |
|------------------------------|---|
| Funding Body | Department of Infrastructure and Regional Development |
| Funding Name | Roads to Recovery Program |
| Government Level | Federal |
| Project Name | Roads to Recovery Program 2015/19 |
| Project Value (excl GST) | \$4,207,632.00 |
| Grant Amount (excl GST) | \$4,207,632.00 |
| Council/Other (excl GST) | \$ 0.00 |
| Date Application Submitted | N/A – annual allocation |
| Comment (if required) | 4 th Instalment 2015/16 |
| Date Approved/Received | \$590,942.00 received 12 May 2016 |
| Total Funds Received To Date | \$2,704,687.00 (2015/16 funding complete) |

| | |
|------------------------------|--------------------------------------|
| Project ID | N/A |
| Funding Body | NSW Rural Fire Service |
| Funding Name | NSW Rural Fire Fighting Fund 2015/16 |
| Government Level | State |
| Project Name | North Casino Brigade Driveway |
| Project Value (excl GST) | \$11,100.00 |
| Grant Amount (excl GST) | \$11,100.00 |
| Council/Other (excl GST) | \$ 0.00 |
| Date Application Submitted | N/A |
| Comment (if required) | N/A |
| Date Approved/Received | \$11,100.00 received 12 May 2016 |
| Total Funds Received To Date | \$11,100.00 (funding complete) |

| | |
|------------------------------|--|
| Project ID | N/A |
| Funding Body | N/A |
| Funding Name | NSW Local Government Grants Commission |
| Government Level | Federal |
| Project Name | 2015/16 Financial Assistance Grant |
| Project Value (excl GST) | \$4,633,094.00 |
| Grant Amount (excl GST) | \$4,633,094.00 |
| Council/Other (excl GST) | \$ 0.00 |
| Date Application Submitted | N/A |
| Comment (if required) | Approved 17 August 2015 |
| Date Approved/Received | \$576,511.25 received 17 May 2016 (General Purpose Component \$391,036.75, Local Roads Component \$185,474.50) |
| Total Funds Received To Date | \$4,633,094.00 (funding complete) |

| | |
|------------------------------|--|
| Project ID | N/A |
| Funding Body | NSW Rural Fire Service |
| Funding Name | NSW Rural Fire Fighting Fund 2015/16 |
| Government Level | State |
| Project Name | Fire Control Centre Training Equipment |
| Project Value (excl GST) | \$27,372.00 |
| Grant Amount (excl GST) | \$27,372.00 |
| Council/Other (excl GST) | \$ 0.00 |
| Date Application Submitted | N/A |
| Comment (if required) | N/A |
| Date Approved/Received | \$27,372.00 received 30 May 2016 |
| Total Funds Received To Date | \$27,372.00 (funding complete) |

Community Strategic Plan Links

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

Budget Implications

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

15.3 STOCK FENCING PROGRAM

Responsible Officer:

Andrew Hanna (Manager Environment and Regulatory Services)

Report

Council receives a number of complaints and requests from the public to deal with stock that have strayed onto public roads and subsequently end up causing serious hazards.

In the 12 month period from 1 June 2015 to 30 May 2016, Council received 145 complaints in relation to stock straying onto roads. In the six week period from 1 May 2016 to 7 June 2016, 32 complaints were received which is an average of over five per week.

Responding to these requests has a significant impact on the resources of Council's Environment and Regulatory Services section. Action taken to deal with straying stock generally requires getting the stock off the road and herding them back into a nearby paddock, carrying out emergency/temporary fencing repairs, identifying the owner of the stock or property owner, issuing Orders or other correspondence to repair fencing and at times impounding stock and transporting them to Council's impound facility.

It is not uncommon for Rangers to receive after hours call-outs where stock have strayed onto a road.

A recent fatality involving a motorcyclist hitting stock on the Casino Coraki Road at Tatham on Tuesday, 17 May 2016 has highlighted the serious impact straying stock can have. In August 2015 a motorcyclist died after hitting stock on the Bungawalbin Whiporie Road.

In response to the most recent fatality, NSW Police and Council staff held discussions about straying stock and strategies to address and minimise the risk. These discussions identified a need to highlight the danger stock have to motorists and the responsibility landholders and stock owners have to ensure their stock do not stray onto public roads.

A joint program between Council and NSW Police has been organised which will involve the inspection of farm fencing where the fence line adjoins a major road and where the property has stock. Education to landholders and stock owners will also be provided via media releases and information hand-outs.

The program has been given the title "Operation Beef" by the police and will commence this month and continue over the next two months.

Fencing Orders and/or other compliance action will be taken on an as needs basis however the intent is to maintain a cooperative approach with landholders and have them carry out repairs and upgrades to fences without the need for any compliance action.

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

The project will be funded through Council's Regulatory Control budget.

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

Responsible Officer:

Angela Jones (Director Infrastructure and Environment)

Report

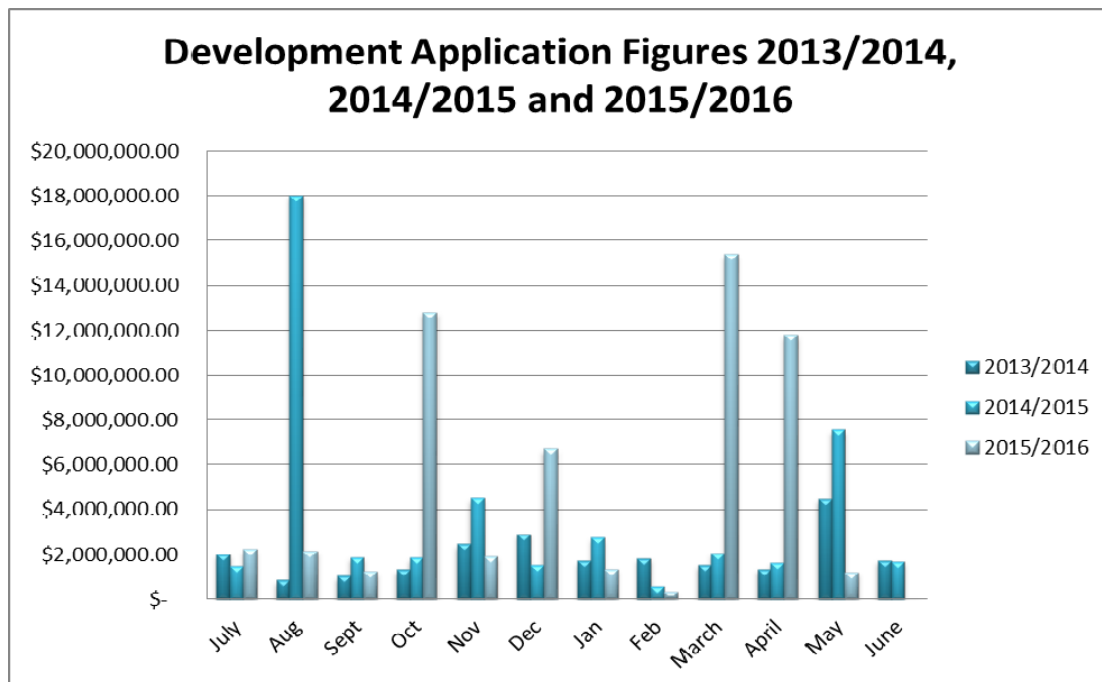
This report provides a summary of development activity on a monthly basis. All Development Applications determined in the month are outlined in this report, including Section 96 approvals, applications that are refused and withdrawn, and applications with no development value such as subdivisions.

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

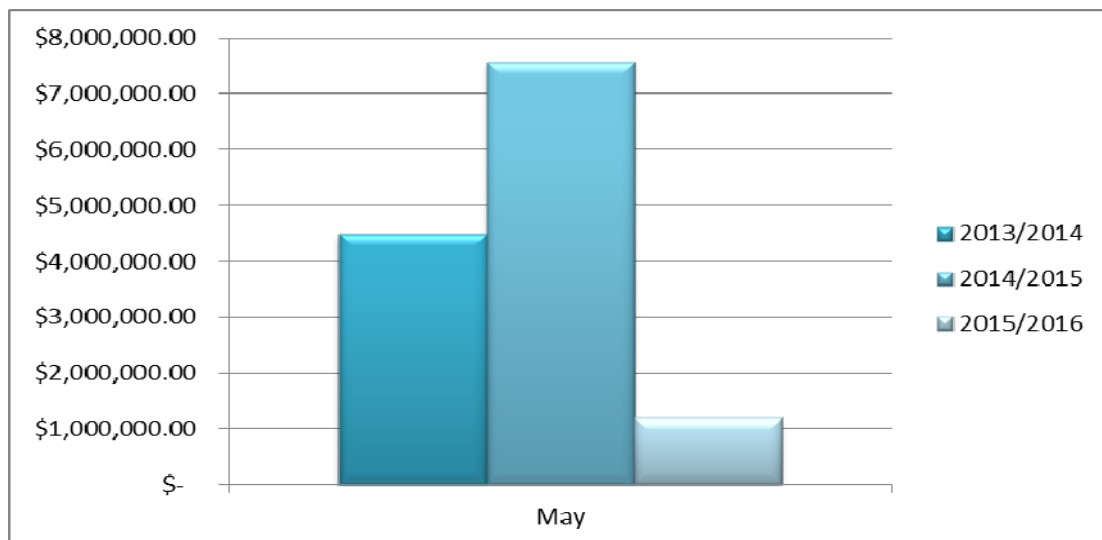
The total number of Development Applications and Complying Development Applications determined within the Local Government Area for the period 1 May 2016 to 31 May 2016 was 15, with a total value of \$1,192,470.00.

To ensure transparency, any Development Applications which council officers are aware of that are directly related to Councillors are highlighted on the Summary of Development Applications included below.

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



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



Activity for the month of May 2016

| | |
|---|-----------|
| General Approvals (excluding Subdivisions, Section 96s) | 10 |
| Section 96 amendments to original consent | 4 |
| Subdivision | 1 |
| Refused | 0 |
| Withdrawn | 0 |
| Complying Development (Private Certifier Approved) | 0 |
| TOTAL | 15 |

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 May 2016 to 31 May 2016 | | | | | | | |
|--|---|--|-------------------------------------|----------------------|--|--------------------|----------------|
| Application ID | Applicant | Owners | Location | Parcel Description | Development | Determination Date | Estimated Cost |
| CDC2016/0015 | Hayes Building Consultancy | Ms M A Stewart | 58 Stapleton Avenue, Casino | Lot 2 DP 206728 | Second Dwelling | 2/05/2016 | \$18,000.00 |
| DA2015/0151.01 | AGS Commercial Pty Ltd | Northern Rivers Tea Tree Pty Limited | 840 Main Camp Road, Myrtle Creek | Lot 20 DP 755607 | "As Built" - Farm Buildings Associated with Rural Industry (Tea Tree Proicessing) | 10/05/2016 | \$0.00 |
| DA2016/0160 | AGS Commercial Pty Ltd | Northern Rivers Tea Tree Pty Limited | 840 Main Camp Road, Myrtle Creek | Lot 20 DP 755607 | "As Built" Farm Machinery Shed | 3/05/2016 | \$40,000.00 |
| DA2016/0163 | Black Build Projects Pty Ltd | Black Build Projects Pty Ltd | 29 Dean Street, Casino | Lot 691 DP 1183775 | Dwelling with attached garage | 4/05/2016 | \$170,000.00 |
| DA2016/0170 | NJ Smith | Mr N J Smith | 220 Hartley Street, Casino | Lot 10 DP 976642 | "As Built" Change of use from Shed to New Single Dwelling | 17/05/2016 | \$272,000.00 |
| DA2016/0172 | BA Harley | Mrs A L Currie Dr C J Currie | 228 Backmede Road, Backmede | Lot 2 DP 806851 | Dwelling Extensions | 25/05/2016 | \$200,000.00 |
| DA2016/0173 | BA Harley | Mr G R Serone Mrs S R Ryder | 799 Spring Grove Road, Spring Grove | Lot 13 DP 8737 | Dwelling | 11/05/2016 | \$442,000.00 |
| DA2016/0174 | RP Latta | Ms S J Head | 79 West Street, Casino | Lot 15 Sec 5 DP 7295 | Shed | 4/05/2016 | \$10,700.00 |
| DA2016/0176 | AJ Gill AW Gill | Mr A J Gill Mrs A W Gill | 41 Figtree Drive, Casino | Lot 2 DP 262653 | Subdivision to Create Two (2) Lots being Lot A (1234m2) and Lot B (864m2) | 3/05/2016 | \$0.00 |
| DA2016/0178 | LD Stothard AM Kryger | Mr L D Stothard Ms A M Kryger | 81 Trustrums Hill Road, Woodburn | Lot A DP 397579 | New Single Dwelling | 12/05/2016 | \$19,000.00 |
| DA2016/0112.01 | Westbuilt Quality Homes | Mr M L Rankin Ms L J Meyers | 2815 Casino Coraki Road, Tatham | Lot 2 DP 1185836 | Dwelling | 3/05/2016 | \$0.00 |
| DA2015/0126.01 | Eranda Pty Ltd | Eranda Pty Ltd | 9630 Pacific Highway, Woodburn | Lot 1 DP 1144342 | Earthworks to fill land | 26/05/2016 | \$0.00 |
| DA2013/0039.01 | Envirolink Consulting | Mrs F A Paterson Mr L J Paterson | 10 Strong's Road, Fairy Hill | Lot 3 DP 584539 | Subdivision to create 2 lots | 10/05/2016 | \$0.00 |
| DA2016/0183 | KL Corcoran LA Corcoran MP Corcoran | Mr M P Corcoran Mrs K L Corcoran Ms L A Corcoran | Blackwood Road, Naughtons Gap | Lot 18 DP 1176405 | Garage | 19/05/2016 | \$14,000.00 |
| DA2016/0186 | MC Thomas | Mr M C Thomas Mrs K L Thomas | 38 Ivory Circuit, Casino | Lot 12 DP 1201423 | Shed | 17/05/2016 | \$6,770.00 |

15.5 DRAFT NORTH COAST REGIONAL PLAN - SUBMISSION**Responsible Officer:**Angela Jones (Director Infrastructure and Environment)

Report

Submissions on the Draft North Coast Regional Plan closed on 2 June 2016. Council made a submission to the Department of Planning and Environment which was inclusive of opinions expressed in the report to Council of 19 April 2016 (Agenda Item 14.3) and additional points as per Resolution 190416/8, that:

- reaffirmed Council's position on coal seam gas (CSG) (from 19 August 2014) and requesting the removal of all references to CSG from the Plan; and
- support the upgrading of Lismore's regional city status on the Far North Coast.

A copy of the Council's submission has been included below.

Community Strategic Plan Links

Focus Areas 1 Natural Environment; 2 Local Economy; 3 Community and Culture; 4 Recreation and Open Space; 5 Rural and Urban Development; and 6 Transport and Infrastructure.

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2015 NSW TRAINING AWARDS

NSW Winner
LARGE EMPLOYER



Telephone Enquiries to: Tony McAteer

2 June 2016

Director Regions, Northern
Department of Planning & Environment
Locked Bag 9022
GRAFTON NSW 2460

Dear Craig,

Submission – Draft North Coast Regional Plan

Please accept this as Richmond Valley Council's formal submission on the *Draft North Coast Regional Plan* (the Draft Plan). Council welcomes the inclusion of infrastructure; the updating of urban growth boundaries; and the establishment of realistic population projections into the Draft Plan. It also sees extreme value in having a robust and positive regional plan to guide the future direction of the North Coast.

Council believes the Draft Plan covers off on most key issues in the Region although there are some critical areas of concern surrounding:

- the settlement hierarchy of Tweed Heads being a Regional City, with Lismore and Ballina being Regional Centres.
- identification of CSG as a vital industry for growth in the region.
- too much focus on cross border issues at the Gold Coast with little discussion or direction for other South-East Queensland growth areas, such as around Beaudesert and the Scenic Rim.
- too much emphasis on the freight transport along the Pacific Highway and too little regard for other routes such as rail, air, and road, particularly with the Summerland Way into the Scenic Rim South-east Queensland growth area, and for East-West road linkages.

These areas of concern, amongst others, have been critiqued in the following pages, highlighting important points and considerations.

GOAL 1 – a natural environment, and Aboriginal and historic heritage that is protected, and landscapes that are productive

- The introductory commentary is orientated solely towards the natural environment and heritage, yet several directions and further commentary under each direction expands the range of subjects to cover off on primary industries such as farmland protection, CSG, extractive industries, and aquaculture. This appears to be a strange combination of topics for a single goal—Consider splitting this Goal between environmental and primary industry based content, or expand on the introductory commentary to cover off on all aspects of the Goal.
- *Direction 1.1 – Protect the environment, and Aboriginal and historic heritage*
 - *Figure 1 - High Environmental Values* identifies National Parks, state forests, watercourses, NSW and Commonwealth Marine Parks, World Heritage, and

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'Potential High Environmental Value' land. Action 1.1.1 requires councils to identify and protect areas of 'high environmental value'. This action needs to be considered in context with recent E Zone reviews and 117 Directions. The 'Potential High Environmental Value' land has been captured by OEH at a regional scale of about 1:300,000—An action requiring protection of such vaguely mapped lands should be softened to a consideration roll, and protection where justified in accordance with the final recommendations of the Northern Councils E Zone Review.

- *Direction 1.2 – Protect and enhance productive farmland*
 - Regionally Significant Farmland (RSF) is protected from urban rezoning by Section 117 Direction 5.3. The Direction allows for inconsistency but only where it is permitted by the *Far North Coast Regional Strategy* or Section 4 of the report *Northern Rivers Farmland Protection Project – Final Recommendations* (Feb 2005). Unfortunately, neither of these options allows for consideration of errors in the original soil landscape mapping, upon which the farmland mapping is derived—Council supports the inclusion of Variation Criteria into the Draft Plan to allow for Regionally Significant Farmland to be used for other purposes.
 - One Variation Criteria consideration is the agricultural capability of the land because of isolation from other important farmland—Additional Variation Criteria are needed to allow for consideration of demonstrated errors in the mapping methodology.
- *Direction 1.3 – Safeguard aquatic habitats and water catchments*
 - Direction 1.3 relates to aquatic habitats and water catchments but the commentary has a strong emphasis on aquaculture—This emphasis should be incorporated into the direction heading and natural water catchment considerations moved to Direction 1.1; or aquaculture included in Direction 1.2 with farmland.
- *Direction 1.4 – Adapt for natural hazards and climate change*
 - Commitment to funding and stronger policy around Climate Change is needed from the State Government.
- *Direction 1.5 – Deliver economic growth through sustainable use of, and access to, mineral and energy resources*
 - Direction 1.5 comments on the importance of having locally derived extractive resources for the economic prosperity of the region. It estimates four million tonnes of material will be needed for the Pacific Motorway upgrade, which places extreme pressure on existing extractive resources and road infrastructure—There needs to be better protection for these resources, and ways to reduce red tape surrounding development of new resources.
 - Council supports the fostering and development of both small and large scale renewable energy projects in the Region.
 - The community is also generally supportive of large scale renewable energy projects, however, NIMBYism ("not in my backyard") will most likely make such projects difficult to achieve in this Region—Strong leadership will be needed from the NSW Government if such projects are to be realised.
 - Council wishes to reaffirm its adopted gas positioning statement which does not support the development of an unconventional gas industry in its local government area—Council strongly urges amendment of the Draft Plan to remove all references to development of a gas industry in the Region.
 - Figure 6 shows CSG PELs that have been bought back by the NSW Government. The figure gives an impression that white areas on the map may still have PELs applying—This figure should show all remaining PELs, if any, or clarify that there are no remaining PELs.

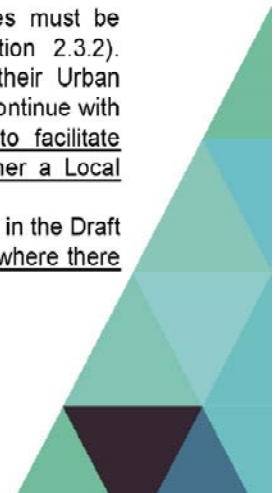
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- Figure 7 depicts North Coast resources and farmland—The mapping contains several inconsistencies with actions elsewhere in the Draft Plan, for example showing high environmental value land as having potential mineral resources.

GOAL 2 – focus growth opportunities to create a great place to live and work

- The Draft Plan establishes Regional Cities based upon the 3 largest settlements in the Region and expected service delivery. There is no doubt that these settlements play important roles for their surrounding Sub-regions, particularly where the cities are centrally located, however, the Far North Coast functions differently to the other Sub-regions. The Tweed has a strong relationship with the Gold Coast, where they share higher order infrastructure & services, but there is little interaction between Richmond Valley LGA and the Tweed. Higher order services such as health, aviation, business, and employment are provided mainly in Lismore and Ballina which are central to the Sub-region. For example, the North Coast Area Health Service has focused its attention on developing the Lismore Health Precinct; the main campus of Southern Cross University is based in Lismore; and the Ballina-Byron Gateway airport is one of the fastest growing regional airports in the Country—Council urges the Department to recognise Lismore as a Regional City, and consider whether splitting the Far North Coast into 2 Sub-regions might also be warranted.
- *Direction 2.1 – Grow the North Coast's regional cities as a focus for economic activity and population growth*
 - The Draft Plan will reinforce links between Regional Cities and Town/Centres to help accommodate projected population and housing growth across the Sub-regions. Example given is for some employment activities to be located away from the Regional Cities on land with fewer constraints and that's cheaper to supply—This action could result in increasing the volume of daily commutes, place higher demand on road infrastructure, and increase energy consumption along with carbon emissions.
- *Direction 2.2 – Align cross-border Planning with South East Queensland*
 - The Draft Plan has a strong focus on cross border issues between Tweed and the Gold Coast, yet the Scenic Rim area around Beaudesert is emerging as the next important growth area for South-East Queensland (SEQ)—The Scenic Rim and linkages via the Summerland Way need to receive stronger mention in the Draft Plan.
- *Direction 2.3 – Focus growth to the least sensitive and constrained areas to protect natural assets*
 - Council supports the intention to allow variations to the Urban Growth Area mapping with consideration of variation principles.
 - The variation principles seek to avoid risk from constraints including Acid Sulfate Soil (ASS)—The presence of ASS isn't a risk unless it will be disturbed, therefore this appears to be a surprising inclusion.
 - Rezoning of land for residential, commercial or industrial uses must be consistent with a Local Growth Management Strategy (Action 2.3.2). Previous Regional Strategies have supported rezoning's via their Urban Growth Area maps. It was understood this arrangement would continue with the new Plan—Council seeks Action 2.3.2 to be reworded to facilitate implementation of the urban growth areas as identified in either a Local Growth Management Strategy or the Regional Plan.
 - Rural Residential development as a housing choice is recognised in the Draft Plan—Council supports that such development must be located where there



will be minimal impact on farming, the environment, heritage, and landscape values. The Draft Plan also needs to acknowledge other constraints such as extractive resources.

- Rural Residential can only be zoned if supported by a Strategy—Council believes the Variation Principles should equally apply to Rural Residential development as they do to urban land releases.

GOAL 3 – housing choice, with homes that meet the needs of changing communities

➤ *Direction 3.1 – Provide sufficient housing supply to meet the demands of the North Coast*

- Council embraces population and housing demand projections for its LGA as being far more realistic than those contained within the *Far North Coast Regional Strategy*.
- The Draft Plan identifies residential land release at Casino as a priority for infrastructure investment (see Appendix A). Unfortunately, there is no direct Treasury commitment in the Draft Plan to fund this infrastructure—Council urges the Department as part of its implementation planning to secure funding to implement the Plan, particularly for identified infrastructure projects.

GOAL 4 – a prosperous economy with services and infrastructure

- The Draft Plan has a strong emphasis on the interaction between the Region and the Gold Coast—Unfortunately, the Draft Plan is void of commentary regarding growth in SEQ around the Scenic Rim Region and the need to invest in linkages with the Far North Coast via the Brisbane-Sydney rail corridor and the Summerland Way.

GOAL 5 – improved transport connectivity and freight networks


- Based on the introductory commentary, the Pacific Highway appears to be the sole focus of the Draft Plan—There is no doubt the Highway is a key focal point for freight transport in the Region, but the Plan needs to identify the other freight and transport options available throughout the Region such as:
 - the Sydney-Brisbane rail corridor;
 - Summerland Way linking the Region to the western half of SEQ's growth areas (around Beaudesert);
 - significant aviation precincts including potential aviation based industries at many smaller airports;
 - east-west highway linkages between the coast and tablelands; and
 - to a smaller extent shipping opportunities and maintenance of waterways for our fishing fleets.
- *Direction 5.1 – Strengthen the Pacific Highway's function as a key road corridor of State and national significance*
 - There is nothing in the Draft Plan about assisting bypassed communities to become economically sustainable—This is an opportunity to have this important issue flagged regionally.
- *Direction 5.2 – Expand the region's aviation services*
 - The focus of the Draft Plan is on the core aviation precincts at Gold Coast, Ballina-Byron, Coffs Harbour and Port Macquarie. It seeks to sustainably manage an increase in services while providing for opportunities for aviation-based business growth—The Draft Plan acknowledges a number of other airports at Taree, Kempsey, Grafton, Casino and Lismore but should also recognise other airports in the Region, such as Evans Head, as being (or having the potential to be) aviation precincts.



- *Direction 5.3 – Enhance the connectivity of the region's road and rail freight and transport services*
 - The High-speed Rail network and an extension of the Brisbane metro rail corridor to Coolangatta Airport are identified as future rail opportunities—The location of the metro extension has been provided in Figure 12, but no such figure shows the proposed route of the High-speed rail corridor.
 - There has been much community and Government discussion around the benefits of having the Brisbane metro extended into the Far North Coast Region—The Draft Plan is silent on this matter.

Once again Council thanks you for the opportunity to make this submission. If you would like to discuss this submission further, please contact Council's Tony McAteer on 02 66600276 or by email at tony.mcateer@richmondvalley.nsw.gov.au

Yours sincerely



Vaughan Macdonald
General Manager



15.6 EXHIBITION OF THE BIODIVERSITY CONSERVATION BILL AND LAND MANAGEMENT REFORMS

Responsible Officer:

Angela Jones (Director Infrastructure and Environment)

Report

On 3 May 2016 the Government announced consultation for a new system encompassing all land management legislation and associated biodiversity practices throughout the State. The new Bill titled 'The Biodiversity Conservation Bill' proposes to implement the recommendations of the 2014 independent panel review of various existing New South Wales native vegetation and biodiversity legislations. The Bill intends to reform and combine a number of Acts which will have wide-ranging and significant implications concerning responsibilities for assessment and enforcement of land management matters throughout NSW. There is concern due to the swift roll-out of the reforms and the lack of detail which has been provided in the consultation process. There is additional uncertainty as to what degree local government staff and resources will be impacted as a result of shifting traditional State responsibilities onto local Councils.

Submissions on the Bill are being sought and close on 28 June 2016. Due to the timing of the submission period, Council staff will have prepared and submitted a submission before the Ordinary Meeting in June. Upon request, a copy of the submission can be made available to Councillors.

The Biodiversity Conservation Bill being exhibited is intended to replace various important biodiversity and land management Acts being:

- the *Native Vegetation Act 2003*,
- the *Threatened Species Conservation Act 1995*; and
- the *Nature Conservation Trust Act 2001*.

The amending Acts will repeal the old legislation, as well as introduce a *Local Land Services Amendment Act 1974* and dispense with the 'seven part test' under the *Environmental Planning and Assessment Act 1979*.

The changes were publicised to "create a new system that improves both environmental outcomes and the productivity of farmers" whilst "protecting biodiversity at a bioregional level and state scale".

A significant change is proposed from the existing regime where native vegetation can only be cleared in accordance with consent or a Property Vegetation Plan. Under the Local Land Services Amendment Act, native vegetation will be mapped into one of three categories. Category 1 will be classified as 'exempt' from requiring approval for clearing purposes – and will include land identified as 'regrowth' under the present scheme (land generally cleared since 1990). Category 2 will be 'regulated land' which has not been cleared as at 1 January 1990 but also includes 'vulnerable regulated land' (riparian land surrounding watercourses, steep or otherwise highly erodible or significant land, etc). Category 3 land is excluded for the purposes of the Bill as it

pertains to land over which the Local Land Services Act will not apply (Land in urban zones, Environmental protection zones ('E' Zones)) and any clearing on excluded land will continue to be regulated by the Environmental Planning and Assessment Act and the Biodiversity Conservation Bill.

Urban areas are proposed to be subject to a new State Environmental Planning Policy (SEPP) – Protection of Trees in Urban Areas. The SEPP and associated controls will replace the Tree Preservation Order clause in the Standard Local Environmental Plan (LEP) Template – a component which was not enacted in Richmond Valley and therefore will have little effect for this Council area.

The Bill proposes to expand the existing ability to assess and provide offsets for vegetation removal, as proposed as part of a Development Application under Part 4 of the Environmental Planning and Assessment Act (the local approval process) which will largely replace the seven part threatened species test under Section 5 of the Environmental Planning and Assessment Act. Part 5 Approvals will still involve an equivalent to the 'seven part test' – a revamped assessment of environmental impact on Flora and/or Fauna Species, but will involve no provision or requirement for offset provision.

The biggest area of change proposed by the Bill is the way in which any development applying for approval under Part 4 as Local Development will now be potentially subject to assessment (Biodiversity Assessment Report) in accordance with a method to be provided by the Office of Environment and Heritage.

The overlying issue with the exhibition and roll-out of the Biodiversity Conservation Bill is that no detail has been decided or provided as to the Biodiversity Assessment Method which will be utilised. The Bill proposes the consent authority will be responsible for the assessment and determination of the value of vegetation proposed for removal and to determine what will be required as an offset. If an offset is unable to be provided on the same land as the development, there will be new opportunity to provide offsets offsite, or contribute to a cash fund to provide offsets elsewhere. Councils are likely to be insufficiently resourced with staff qualified and/or trained in ecology to a level suitable to carry out the required Biodiversity Assessment Method. Smaller Councils with insufficient numbers of staff to warrant inclusion of a specialised ecological team or even single ecological staff members are likely to be disenfranchised by the introduction of the new Biodiversity Bill measures.

A notable potential impact of the Biodiversity Conservation Bill is the cost to the community as a whole through costs to local Councils and proponents. In order to determine whether a development 'triggers' the Biodiversity Assessment Method threshold, the proponent of a development is required to have a Biodiversity Assessment Report prepared by an accredited ecological consultant for lodgement alongside a Development Application. The Biodiversity Assessment Report will be a requirement to address whether the extent of vegetation removal proposed exceeds the threshold set. The Bill introduces an Offset Payment Calculator whereby an 'offset' or contributory monetary payment is determined by assessing the vegetation type and quantity proposed for removal. The detail of the method used in the calculation has not been determined and so was not provided for technical appraisal during the exhibition

period. In addition, the value of the offsets required could be 'reduced' by the Consent Authority by merit consideration. The possible reduction of credit requirements by Councils presents a very precarious situation in relation to transparency and perceived fairness within the community.

The NOROC Natural Resource Managers Group has already identified the Bill proposes a significant cost and responsibility shift to local government over matters which have traditionally been dealt with by the State. Council staff who attended the workshops reported concerns over funding and training shortfalls in use of the Biodiversity Assessment Method. These potential shortfalls were acknowledged by the team presenting however they were unable to provide any detail as to what State funding commitment would be provided. There was a general indication the resources and training would be forthcoming, but no detail as to whether it included travel and lost staff hours to local Councils.

Notwithstanding all other issues and shortfalls, the overall suite of changes proposed by the Biodiversity Conservation Bill is very complex and appears to require specialist staff and resources. The evidence so far is that the complexity is likely to be more resource hungry and confusing to both practitioner and layperson than the existing regime of controls and assessment. Whilst some aspects of the Bill such as the mapping of 'regulated land' across the whole of NSW might appear to provide a more 'black-and-white' answer as to whether exempt clearing may be undertaken on rural agricultural land, the reality of mapping to the required accuracy level is an immense undertaking which requires careful and considered local Council input. There is also an additional concern that localised Endangered Ecological Communities and vital individual species' habitat and occurrence could be overlooked by a simplified assessment technique. There are fears the Bill will become law without any further opportunity for practitioners to have valuable input on the technical detail and the whole exhibition process has avoided a 'white paper' consultation approach.

Community Strategic Plan Links

Focus Area 1 Natural Environment; Focus Area 2 Local Economy; Focus Area 3 Community and Culture; and Focus Area 5 Rural and Urban Development.

Budget Implications

The proposed Bill has potentially significant budget implications which Council is largely unable to gauge due to a lack of detail provided through the exhibition process. Although a commitment has been offered by the Office of Premier and Cabinet to provide assistance to Councils in the administering of reforms presented by the Bill, there remains outstanding uncertainty as to the level of training and technical assistance required. Any shift in the balance of responsibility from the State onto local Councils will invariably result in significant staff resource implications for which local Councils will be required to somehow compensate for internally.

Consultation

Consultation for the Biodiversity Conservation Bill included technical workshops designed for Council staff involved in environmental planning and assessment.

The closest workshop was held at Coffs Harbour with limited notice provided and Council technical officers from various North Coast Councils were required to travel some distance to attend. The workshops concentrated on discussion around the NSW Biodiversity Offsets scheme, which presented as not dissimilar to current offset negotiations for vegetation removal as part of a development proposal assessment. It was left unclear however, as to exactly how credits would be calculated, and under what circumstances the minimum threshold would be exceeded.

Dissatisfaction has been expressed by interested parties as to the limited consultation provided for the new Biodiversity Conservation Bill and associated amendments to the Local Land Services Act. Following successful Far North Coast lobbying, additional community sessions were announced to include a Far North Coast venue with a drop-in session in Lismore on 9 June 2016. A briefing was also scheduled to be provided for 'key stakeholders' for the same day however it was to be by invitation only and was not extended to technical staff. Opportunity is provided for the general public to ask questions concerning the Bill, but there appears to be no real program to explain or educate the general public what the changes involve.

Conclusion

The Biodiversity Conservation Bill is a result of the adoption of the recommendations of the 2014 independent panel review of the *Native Vegetation Act 2003*, the *Threatened Species Conservation Act 1995*, and the *Native Conservation Trust Act 2001*. In addition, the Local Land Services Amendment Act will be introduced in a suite of changes to the legislation overseeing Biodiversity Conservation across the whole of NSW. Some of these reforms appear to be potentially beneficial to landowners with a simplification of processes and requirements for vegetation practices and will have little impact on local Councils. Recent exhibition workshops and presentations by the Office of Premier and Cabinet indicate a major component of the changes relating to Development Assessment could result in considerable impacts to local Council resources.

The reforms appear to indicate a shift in responsibility away from the Office of Environment and Heritage onto local Councils for assessing the significance and 'value' of native vegetation proposed for removal through the Development Assessment process. The reforms could potentially shift overriding responsibility for a major component of Biodiversity Conservation appraisal and assessment onto Council staff, rather than be provided through referral process by the Office of Environment and Heritage. In addition, it is predicted additional costs could be borne by proponents having to provide a Biodiversity Assessment Report as a component of any Development Application. The assessment and calculation of potential offset requirements falls onto Council staff with uncertainty as to what financial assistance will be provided by the State to fund training and resource shortfalls.

Council officers prepared and submitted a submission which was due by 28 June 2016 outlining the concerns and issues raised in this report.

16 QUESTIONS ON NOTICE

Nil.

17 QUESTIONS FOR NEXT MEETING (IN WRITING)

The following Question for Next Meeting (in writing) was asked in accordance with Council's Code of Meeting Practice.

Cr Robert Hayes asked:

What has been done by Council regarding the state of the Main Beach at Evans Head following concerns raised by the Evans Head Business Chamber on the effect a dirty beach could have on tourism in the village of Evans Head in the near future?

The General Manager indicated that he would respond to the question immediately, advising that the Evans Head Main Beach had been an issue for Council since the dredging of the Evans River by the Department of Primary Industries had been completed last year due to community concerns. The sand which had been dredged from the river had been relocated onto the Main Beach and since that time it had become evident that the sand was contaminated with debris and it was also discoloured. Tests though had indicated that the sand was not chemically contaminated.

Council had been cleaning the beach regularly with a new machine since it became aware of the contaminated sand.

Part of the reason the sand had been moved onto the beach was to manage impacts of coastal erosion, the impacts of which have been seen along the east coast over the last month or so. The Department of Primary Industries manages the dredging program; they dredge rivers but also manage coastal erosion on our beaches. Council has been working with the Department in relation to the cleaning of the beach and any costs incurred by Council have been passed on and paid for by the Department.

Concerns had been raised again at a recent Business Chamber meeting in Evans Head which the General Manager had attended, as did Cr Hayes. Members of Council would have also seen an article on the front page of the Express Examiner newspaper highlighting concerns about Main Beach. Obviously the concerns were valid given the importance of the beach for tourism in Evans Head. The outcome of that meeting was that the community was seeking for the sand to be removed and replaced with clean sand; this being the ideal outcome. The General Manager had undertaken to obtain an estimate of cost involving the removal of sand from the beach from the Surf Club south east along the beach towards the break wall; this being a significant stretch of sand. The estimated cost of the work was approximately \$500,000 which included the removal of the sand and replacing the sand on the beach with clean sand from a nearby quarry and also the truck movements involved in the work.

In order to address the community's concerns and enable the work to be undertaken funds would need to be found. Council obviously did not have the funds to do the work nor was it Council's responsibility given Council did not create the issue. Therefore, Council intended writing to the Department of Primary Industries to seek consideration of funding and to also keep its Local Member Chris Gulaptis informed as the community have raised concerns with him.

Council will keep the community informed as to the response it receives from the Department of Primary Industries regarding the funding request.

18 MATTERS REFERRED TO CLOSED COUNCIL

Nil.

19 RESOLUTIONS OF CLOSED COUNCIL

Nil.

The Meeting closed at 5.51pm.

CONFIRMED - 19 July 2016

CHAIRMAN