

Richmond
Valley
Council



AGENDA

Ordinary Council Meeting

I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Tuesday, 20 November 2018

Time: 5.00 pm

**Location: Council Chambers
10 Graham Place, Casino**

**Vaughan Macdonald
General Manager**

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1 ACKNOWLEDGEMENT OF COUNTRY

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

"Richmond Valley Council recognises the people of the Bundjalung Nations as Custodians and Traditional Owners of this land and we value and appreciate the continuing cultural connection to lands, their living culture and their unique role in the life of this region in the past, present and future."

2 PRAYER**3 PUBLIC ACCESS AND QUESTION TIME****4 APOLOGIES**

5 MAYORAL MINUTES**5.1 MAYORAL MINUTE - SAVE OUR RECYCLING CAMPAIGN**

Author: Robert Mustow, Mayor

RECOMMENDATION

1. That Council endorse Local Government NSW's campaign, Save Our Recycling, to realise the reinvestment of 100% of the Waste Levy collected each year by the NSW Government in waste minimisation, recycling and resource recovery.
2. That Council make representation to our local State Member, Chris Gulaptis MP in support of this campaign objective - for the NSW Government to commit to reinvest 100% of the Waste Levy in waste minimisation, recycling and resource recovery.
3. That Council take a lead role in activating the Local Government NSW Save Our Recycling campaign locally.
4. That Council endorse the distribution and display of the Local Government NSW Save Our Recycling information on Council premises, as well as involvement in any actions arising from the initiative.
5. That Council formally advise Local Government NSW that Council has endorsed the Save Our Recycling advocacy initiative.

REPORT

Local Government NSW are calling on all councils in NSW to support Local Government NSW in its advocacy to all those contesting the State election to reinvest 100% of the waste levy collected each year into waste management, recycling and resource recovery in NSW.

The *Protection of the Environment Operations Act 1997* (POEO Act) requires certain licensed waste facilities in NSW to pay a contribution to the NSW Government for each tonne of waste received at the facility. Referred to as the 'waste levy', the contribution aims to reduce the amount of waste being landfilled and promote recycling and resource recovery.

The waste levy applies in the regulated area of NSW which comprises the Sydney metropolitan area, the Illawarra and Hunter regions, the central and north coast local government areas to the Queensland border as well as the Blue Mountains, Wingecarribee and Wollondilly local government areas.

In 2016/17, the NSW Government collected \$726 million from local government, community, businesses and industry via the waste levy, but only committed to use \$72 million through its Waste Less Recycle More initiative – or 10% - on waste minimisation and recycling in 2017-18.

Overall the NSW Government's *Waste Less Recycle More* initiative allocates \$801 million over 8 years (2013-2021) to waste and recycling, however the waste levy collected over that same period will be over \$4.62 billion.

At a local government level, just 18% of the \$300 million collected from the local government sector each year is reinvested in recycling and waste management. Since commencement of the Levy in 2009 up until the end of the 2017/2018 financial year Richmond Valley Council has paid \$5,890,000 in levy payments and received a total of \$1,539,000 in contestable and non-contestable grants.

Regardless of how you look at it, the principle remains the same – very little of the waste levy is currently used to support waste minimisation, recycling and resource recovery. The remainder is returned to NSW Government's consolidated revenue.

The reinvestment of the waste levy to support waste and resource recovery infrastructure, develop markets and innovative solutions, and undertake other initiatives to encourage reuse and recycling also offers wide-ranging benefits to our communities right across NSW. There is the potential for economic growth, new infrastructure, new technology and new jobs, particularly in our regional areas.

It should be noted that the following motion was unanimously endorsed at the Local Government NSW 2018 Conference:

That the NSW Government be called upon to ensure that 100% of the levy arising from Section 88 of the Protection of the Environment Operations Act 1997 be used for waste infrastructure and programs, predominantly by local government and the waste sector, for initiatives such as:

- *Development of regional and region-specific solutions for sustainable waste management (e.g. soft plastic recycling facilities, green waste, waste to energy).*
- *Support innovative solutions to reduce waste and waste transport requirements.*
- *Protect existing and identify new waste management locations.*
- *Local community waste recovery and repair facilities.*
- *Funding a wider range of sustainability initiatives, such as marketing and strategies, that promote and support a circular economy.*

This advocacy initiative calls on all parties and candidates to commit to 100% of the Waste Levy being returned to Councils for use for the purpose for which it is collected.

I am recommending that we support this campaign by the NSW local government sector and Local Government NSW and call on all political parties to commit to the reinvestment of 100% of the Waste Levy, collected by councils each year for the NSW Government, into waste management, recycling and resource recovery activities.

ATTACHMENT(S)

Nil

6 CONFIRMATION OF MINUTES

6.1 MINUTES ORDINARY MEETING HELD ON 16 OCTOBER 2018

Author: Julie Clark, Personal Assistant to the General Manager and the Mayor

RECOMMENDATION

That Council confirms the Minutes of the meeting held on 16 October 2018.

ATTACHMENT(S)

- 1. Ordinary Meeting Minutes 16 October 2018 (under separate cover)**

7 MATTERS ARISING OUT OF THE MINUTES

8 DECLARATION OF INTERESTS

(Councillors to specify details of item and nature of interest)

9 PETITIONS

Nil

10 NOTICE OF MOTION

Nil

11 MAYOR'S REPORT

Nil

12 DELEGATE'S REPORTS

12.1 MAYOR'S ATTENDANCES 9 OCTOBER - 12 NOVEMBER 2018

Author: Robert Mustow, Mayor

RECOMMENDATION

That Council receive and note the Mayor's attendance report 9 October – 12 November 2018.

REPORT

October

- 11th Casino Historical Society
- 11th Labour Candidate for Page Patrick Deagan - Showground funding announcement
- 12th Chris Gulaptis Funding announcements Evans Head Main Beach & Stan Payne Oval,
- 12th Media Events
 - Broadwater,
 - Coraki
- 12th Inspection Woodburn-Coraki Road with Minister Pavey
- 13th Casino Show
- 15th White Can Walk
- 15th Small Business Friendly Councils Roundtable with Small Business Commissioner
- 16th Ordinary Council meeting
- 17th Rous County Council meeting
- 17th Small Business Month event Evans Head
- 20th Disability Surfing event Evans Head
- 20th Team up to Clean up
- 21st Southview Orchard Peach Festival
- 23rd Quota - 58th Annual Ladies Friendship Dinner
- 24th Small Business Month event Casino
- 27th Coraki Art Show
- 28th Delegation luncheon Evans Head
- 29th Kevin Hogan Sod Turning at the Casino Amphitheatre, Drill Hall.
- 29th NCMC Annual General Meeting
- 31st Stephen Jones, Shadow minister for Regional Communications, Regional Services visit
- 31st Fundraiser Uniting Care Transport Team

November

- 1st Coraki Rural Transaction Centre - signing certificates
- 2nd NRJO Meeting
- 3rd Jane Harrison 90 years old celebration
- 3rd Stars of Casino Event – Cancer Council fundraiser
- 5th Councillor Information Session
- 6th Richmond Lodge Hat Judging
- 6th Melbourne Cup Function
- 8th Funding Announcements Chris Gulaptis
 - Woodburn Oval,
 - Coraki hockey,
 - Coraki Healthy towns
- 8th Health One Community BBQ
- 8th Discussions with Deputy Premier Barilaro
- 9th Casino Library Remembrance Day

- 9th Meeting with The Director of Museums & Galleries of NSW
- 9th Thomas George Farewell evening
- 10th Evans Head Tennis Club opening
- 10th Year 12 Formal St Mary's
- 11th Remembrance Day Casino
- 11th Remembrance Day Coraki
- 12th Lions Club – Finnish visitor meeting

ATTACHMENT(S)

Nil

12.2 DELEGATES REPORT SUBMITTED TO THE NOVEMBER 2018 ORDINARY MEETING**Author: Robert Mustow, Mayor****RECOMMENDATION**

That the Delegates' report for the month of October 2018 be received and noted.

REPORT

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

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

Rous County Council

Cr Robert Mustow and Cr Sandra Humphrys have provided the following summary of the main items of business for the Rous County Council meeting held on 17 October 2018.



**Summary of main items of business for
Rous County Council meeting
17 October 2018**

i). Risk and Audit Committee: appointment of Councillor member

Councillor Darlene Cook was re-appointed to the primary member position and Cr Basil Cameron as the alternate. The term of appointment is two years.

ii). Annual Financial Reports and Audit Report for the year ending 30 September 2018

Council's external Auditor presented on the financial results for 2017/18. The reports were endorsed and are now being advertised for public comment.

Council congratulated and expressed its appreciation to staff for their effort in achieving an unqualified report.

The financial reports will be resubmitted to Council in November 2018 following public consultation.

iii). Quarterly Budget Review Statement (QBRs) for quarter ending 30 September 2018

The results presented in the QBRs were noted and variations were authorised to the amounts from those previously estimated.

It was noted that all budget items other than those identified in the Council report had performed within the parameters set by Council in adopting the 2017/18 Operational Plan.

iv). Future Water Strategy – groundwater investigations, construction and testing – Stage 3

The contract for the construction of investigation bores on five sites in the Northern Rivers area has been let to Slade Pty Ltd for \$645,496 (incl GST), subject to a final financial assessment. Additional funding of \$525,000 was approved to fund both separable portions.

The five test bores are located at:

- Newrybar Swamp Road, Broken Head, NSW
- Tyagarah Airfield, Tyagarah, NSW
- Lot 342 DP1177876 Tyagarah North, NSW (access via Bluesfest site)
- Converys Lane, Wollongbar, NSW
- Access Road off Pearces Creek Road, Alstonville, NSW.

v). Road closure (Crown land) - easement for water pipeline, Wyrallah

Council approved for completion under seal, documents required in relation to the creation of an easement for water supply pipeline 5.03 wide associated with a road closure application for part Crown public road on the northern side of Lot 3 DP747721 at Wyrallah.

INFORMATION REPORTS**i). Investments – September 2018**

Total funds invested for September was \$34,249,060. This is a decrease of \$1,278,205 compared to the August 2018 figure.

The weighted average return on funds invested for September was 2.66%. This represents an increase of three basis points compared to the August result (2.63%) and is 73 basis points above Council's benchmark (the average 90-day BBSW rate of 1.93%).

Interest earned for September was \$78,238; compared to the original budget this is \$58,475 in excess of pro-rata budget.

ii). Water production and usage September 2018

Total consumption by the constituent councils in September 2018 decreased compared to the previous year.

Daily source usage for September 2018 averaged 29.088ML. This is a decrease from the August 2018 daily average of 32.102ML.

Rocky Creek Dam as at 30 September 2018 was at 90.90% of full capacity.

iii). Annual 'Model Code of Conduct Statistics' report

Council noted there were 'nil' complaints in the 'Code of Conduct Complaints Statistics' report. The report will now be forwarded to the Office of Local Government.

For a copy of the draft minutes for this meeting and the business paper please go to Council's website www.rous.nsw.gov.au

Council meeting summary October 2018

ATTACHMENT(S)

Nil

13 MATTERS DETERMINED WITHOUT DEBATE

Each Councillor is given the opportunity to indicate which items they wish to debate or question. Item numbers identified for debate or questioning will be read to the Meeting.

Following identification of the above items a motion will be moved in regard to the balance of items being determined without debate.

13.1 MATTERS TO BE DETERMINED WITHOUT DEBATE**RECOMMENDATION**

That items identified be determined without debate.

14 GENERAL MANAGER'S REPORTS

14.1 DRAFT ANNUAL REPORT 2017/2018 AND DRAFT MID-TERM REPORT 2016/2018

Author: Deborah McLean, Manager Governance & Risk

EXECUTIVE SUMMARY

The Annual Report is one of the key points of accountability between Council and its community reporting on the progress being made on implementation of the Delivery Program, progress towards achievement of Community Strategic Plan outcomes, and financial performance against the annual and long term financial plan.

In addition to the prescribed Annual Report, a Mid-term Report has been prepared to provide a snapshot of Council's achievements in delivering on the key priorities and objectives identified in the Richmond Valley Made 2030 Community Strategic Plan during the current term of the elected Council.

RECOMMENDATION

That Council receive and note the following reports:

- (a) Richmond Valley Council 2017/2018 Draft Annual Report
- (b) Richmond Valley Council 2016/2018 Draft Mid-Term Report.

DELIVERY PROGRAM LINKS

Making Council Great

CS1 Leading and Advocating for our Community

CS1.2 Facilitate Council's compliance with legal and governance

CS1.3 Ensure transparency and accountability in council's operations

BUDGET IMPLICATIONS

Not applicable

REPORT

Council is required under S428 of the *Local Government Act 1993* to prepare an Annual Report Reports on the achievements in implementing the Delivery Program, and the effectiveness of the principal activities undertaken in achieving the objectives in the Community Strategic Plan at which those activities are directed.

The *Local Government (General) Regulation 2005* also prescribes additional information for inclusion in the Annual Report including Council's audited financial statements and notes, and any information required by the Office of Local Government Guidelines.

The achievements outlined in the Annual Report are for year one of the 2017-2021 Delivery Program.

In addition to preparing the prescribed Annual Report, a Mid Term Report has been prepared to report on Council's progress in implementing the Community Strategic Plan over the previous two years of the current Council term. This report highlights the positive results for the community and Council as a result of the activities undertaken throughout the two year period.

A copy of the 2017/2018 Draft Annual Report and the 2016/2018 Draft Mid-Term Report have been circulated separately to each Councillor.

CONSULTATION

Notification of the reports will be made in local media and the next Community Newsletter.

CONCLUSION

The Richmond Valley Council 2016/2017 Annual Report has been prepared in accordance with the *Local Government Act* and associated Regulations and Guidelines. The Richmond Valley Council 2016/2018 Mid-Term report has been prepared to highlight Council's progress during the current term of the elected council in implementing the Richmond Valley Made 2030 Community Strategic Plan.

Both reports are presented to Council to receive and note.

ATTACHMENT(S)

Nil

14.2 APPOINTMENT OF NATIVE TITLE MANAGER

Author: Deborah McLean, Manager Governance & Risk

EXECUTIVE SUMMARY

Council is required to give notice to the Minister for Lands and Forestry of the name and contact details of any person the council has engaged as a native title manager. The Manager Asset Planning and Manager Governance and Risk attended the one-day training required for qualifying as a native title manager. These staff are considered the most suitable to be engaged as Council's native title manager/s at this time.

RECOMMENDATION

That Council;

1. Engage the following qualified staff as native title manager:
 - Andrew Leach – Manager Asset Planning
 - Deborah McLean – Manager Governance and Risk
2. Provide the Minister for Lands and Forestry and the Department of Industry with a copy of this resolution to confirm written notice of Council's intention to appoint its nominated native title managers.

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

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

BUDGET IMPLICATIONS

Not applicable

REPORT

The *Crown Land Management Act 2017* ("CLM Act") provides a new regime for the management of Crown land. It abolishes reserve trusts and the land previously managed by reserve trusts will now be managed by Crown land managers.

The *CLM Act* continues to permit the Minister to vest Crown land in local councils, however the significant difference is that the *CLM Act* expressly provides that the vesting of the ownership of land in local councils will be subject to any native title rights and interests existing in the land prior to the vesting, as well as any stated reservations and exceptions.

Under the *CLM Act* Council is responsible for compliance with native title legislation in relation to vested land. To ensure that Council complies with native title legislation in relation to its dealings and activities on Crown reserves, without the oversight of the Minister or Department of Industry – Crown Lands & Water, Council as the Crown land manager must employ or engage at least one native title manager.

The Manager Asset Planning and Manager Governance and Risk attended a one day training session jointly provided by the Crown Solicitors Office and the Department of Industry (Crown Lands Office) and attained the native title manager qualification.

Section 8.8 of the *CLM Act* requires each Council to give notice to the Minister for Lands and Forestry of the name and contact details of any person the Council has engaged or employed as a

native title manager. The notice must be given as soon as practicable after 30 June (but not later than 31 October) of each year. Notice has been given to the Minister of council's intention to appoint Manager Asset Planning and Manager Governance and Risk as Council's qualified native title managers; however Section 377 of the *Local Government Act 1993* states that the giving of a notice to the Governor or Minister is a non-delegable function which therefore requires a resolution of council.

The Department of Industry (Crown Lands Office) has provided provision for councils to provide a copy of its council resolution after 31 October provided the written notification of its intention to appoint a native title manager has already been complied with, and a copy of the council resolution is provided after its adoption.

CONSULTATION

Not applicable

CONCLUSION

Council is required under the *CLM Act* to appoint a suitably qualified Crown land manager. The Manager Asset Planning and Manager Governance and Risk have acquired the qualification necessary to hold the position of Native Title Manager. It is recommended that Council resolve that both staff be engaged as Native Title Managers for the purpose of complying with *CLM Act* and the requirement to give notice to the Minister Lands and Forestry of Council's appointed Native Title Manager/s.

ATTACHMENT(S)

Nil

14.3 EVANS HEAD COMMUNITY FACILITIES UPGRADE

Author: Ryan Gaiter, Chief Financial Officer / Manager Mid-Richmond

EXECUTIVE SUMMARY

Council has \$570,000 of funding within its current capital program for 2018/19. \$258,000 of this came from Council's 2014/15-2018/19 Special Rate Variation (SRV) determination which identified it for Evans Head CBD Carparking. The balance of the funding was identified for Evans Head and included as car parking and road infrastructure in Evans Head CBD. In the last two years Council has implemented improvements to car parking in the Evans Head CBD area including line marking and signage.

Car parking demand continues to be monitored and while there are times when car parking demand outstrips supply, this is mostly during peak holiday seasons and it is considered that the available funds will not solve these parking issues. During holiday seasons it is accepted that Evans Head is busy and many visitors are prepared to either walk or cycle during their stay in Evans Head.

Based on the consultation that Council conducted as part of preparing the Richmond Valley Made 2030 Community Strategic Plan and ongoing consultation with the Evans Head Business & Community Chamber and other local stakeholder groups, it is considered that a better investment of these funds is on the items listed in this report to improve community facilities.

RECOMMENDATION

That Council

1. Receive and note the Evans Head Community Facilities Upgrade report, and
2. Approve the adjustments to the projects and budgets contained within.

DELIVERY PROGRAM LINKS

Making Council Great

CS 2 Great Support

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

BUDGET IMPLICATIONS

There will be no negative impacts to Council's budget; funds are being transferred from one project budget to another.

REPORT

As part of Council's current special rate variation there was a budget of \$258,000 to be spent on Evans Head CBD Carparking. Over the past four years additional funding has been included to bring the total to \$470,000. There is also approximately \$100,000 available in road infrastructure budgets identified for Evans Head.

In the last two years Council has implemented improvements to car parking in the Evans Head CBD area including line marking and signage. Council has received minimal feedback related to the availability of car parking since these improvements have been implemented.

It is acknowledged that while there are times when car parking demand outstrips supply, this is mostly during peak holiday seasons and it is considered that the available funds will not solve these parking issues. During holiday seasons it is accepted that Evans Head is a busy tourist destination and many visitors are prepared to either walk or cycle during their stay in Evans Head.

Council has conducted significant community consultation during this term of Council which builds the case to reconsider the allocation of these funds. The consultation that Council conducted as part of preparing the Richmond Valley Made 2030 Community Strategic Plan and ongoing consultation with the Evans Head Business & Community Chamber and other local stakeholder groups, justifies the need to revisit the investment of these available funds.

It is considered that a better investment of these funds is on the items listed in this report to improve community facilities at Shark Bay, Kalimna Park, Stan Payne Oval and at the Evans Head Cemetery. With the allocated budget to remain allocated to Evans Head, officers have identified the following projects which are considered of high value to the revitalisation of community infrastructure in Evans Head.

The breakdown is as follows;

Demolition and replacement of old wooden shelters and toilets at Shark Bay	\$135,000
Demolition and replacement of toilets at Kalimna Park	\$80,000
Path improvements and disabled access parking at Evans Head Swimming Pool	\$25,000
Replace playground at Stan Payne oval, raising above low water line and rubberising all fall surfaces	\$260,000
Outdoor Gym stations – Stan Payne	\$40,000
Toilet at Cemetery	\$30,000

It is proposed that these projects can be delivered within this financial year accounting for all Special Rate Variation funds.

CONSULTATION

These adjustments are based on the consultation for Council's Community Strategic Plan and the ongoing consultation that Council conducts with the community.

CONCLUSION

It is recommended that Council approves the allocation of \$570,000 in its current budget to community facilities upgrades in Evans Head to continue improving the amenity of Evans Head.

ATTACHMENT(S)

Nil

15 FINANCIAL REPORTS

15.1 SPECIAL RATE VARIATION

Author: Ryan Gaiter, Chief Financial Officer / Manager Mid-Richmond

EXECUTIVE SUMMARY

Council is in the last year of our current special rate variation to increase rates above the NSW Government's legislated rate peg. It is both timely and prudent that we go back to the community to discuss what has been delivered from the current special rate variation, including increased levels of service. The discussion also needs to include the increased ongoing costs of the new infrastructure, increased depreciation funding required and what funding sources we have for these costs to ensure that Council remains financially sustainable.

Three scenarios have been prepared for discussion with the community; scenario one is no special rate variation (the rate peg of 2.7% would apply in 2019/20), scenario two is a continuation of 5.5% each year over the next four years, and scenario three is an increase of 7% each year for the next four years. (Scenario two and three are inclusive of the rate peg)

Council is required to lodge a letter of intention to apply for the variation with the Independent Regulatory and Pricing Tribunal (IPART) no later than 30 November this year. Following notification to IPART a comprehensive community engagement program will be required to test the community's appetite for a new special rate variation.

RECOMMENDATION

Recommended that:

1. Council notify the Independent Pricing and Regulatory Tribunal of the intention to apply for a Special Rate Variation for four years from 2019/20 to 2022/23.
2. Council start the consultation process with our community with the three scenarios outlined in the report to test the community's acceptance of a Special Rate Variation.

DELIVERY PROGRAM LINKS

Making Council Great

CS 2 Great Support

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

BUDGET IMPLICATIONS

Nil at this time but will be significant for the future financial sustainability of Council.

REPORT

Council is currently in its last year of a five year Special Rate Variation. Within the last five years Council has delivered many significant capital projects, increased service levels, added additional services, increased the renewals of our aging assets and increased our capacity to deliver for the community.

The current variation was applied for under s508A on a permanent basis. This has allowed Council to invest an extra \$5,535,000 in our road network, approximately \$3,700,000 in capital upgrades including; Casino, Woodburn and Coraki riverfronts, and Casino, Evans Head and Woodburn skate parks, as well as various other projects. The current variation also allowed Council to increase the renewals of public toilets and other facilities in our parks with an extra \$700,000. There was also an extra \$400,000 of improved maintenance, namely playgrounds, road drainage and public toilet maintenance.

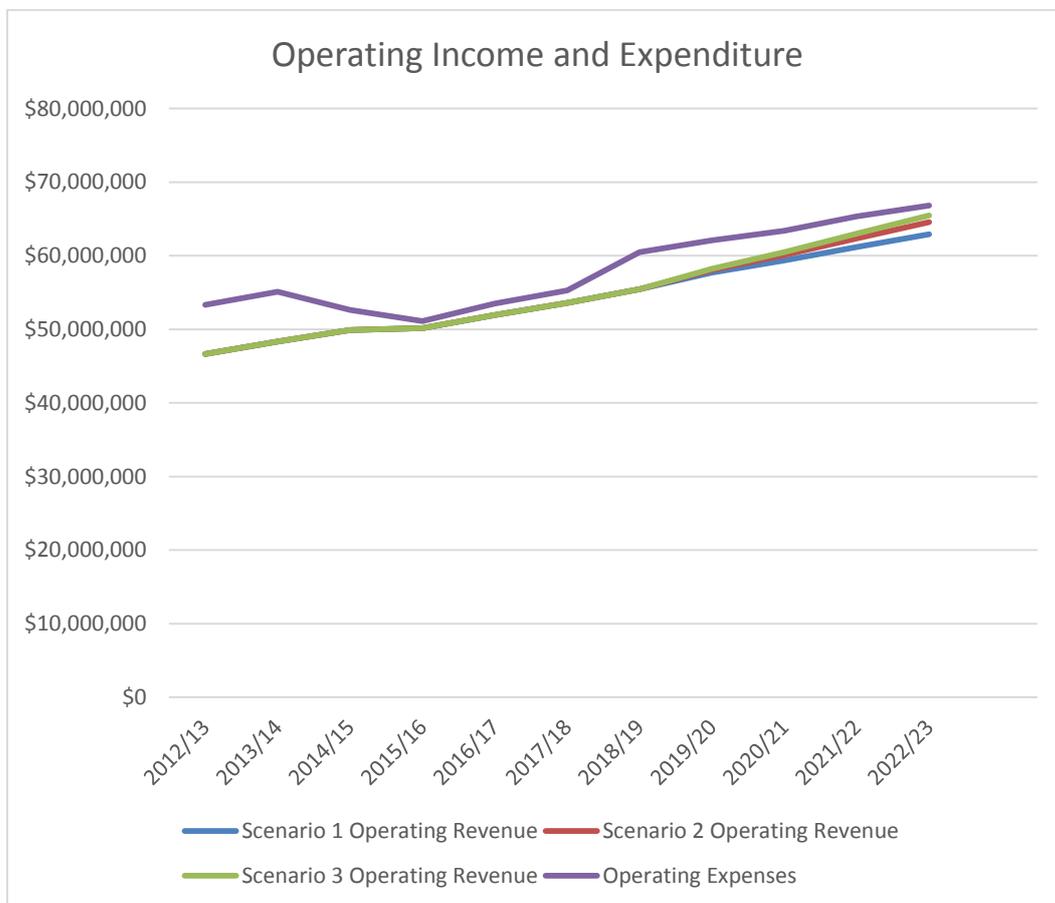
Along with all the projects Council has delivered from the current special rate variation, we have also been very successful in gaining additional grant funding from both the Federal and NSW Governments. Out of these grants we are delivering a \$14,000,000 upgrade to the Northern Rivers Livestock Exchange, constructed a \$1m cycleway from Broadwater to Broadwater Beach, youth space at the Broadwater Rileys Hill Hall, received extra funding for the Woodburn Riverfront Upgrade and the Casino Drill Hall and Amphitheatre projects.

With the addition of new assets there is an ongoing maintenance and renewal expense, as well as increased depreciation to fund. Being this is the last year of the current special rate variation, it is both prudent and timely that Council goes back to the community to discuss what has been delivered from the past rate variation, what the cost is to continue to deliver our current service levels as well as keeping our assets in good shape, and test the community’s appetite for a further special rate variation.

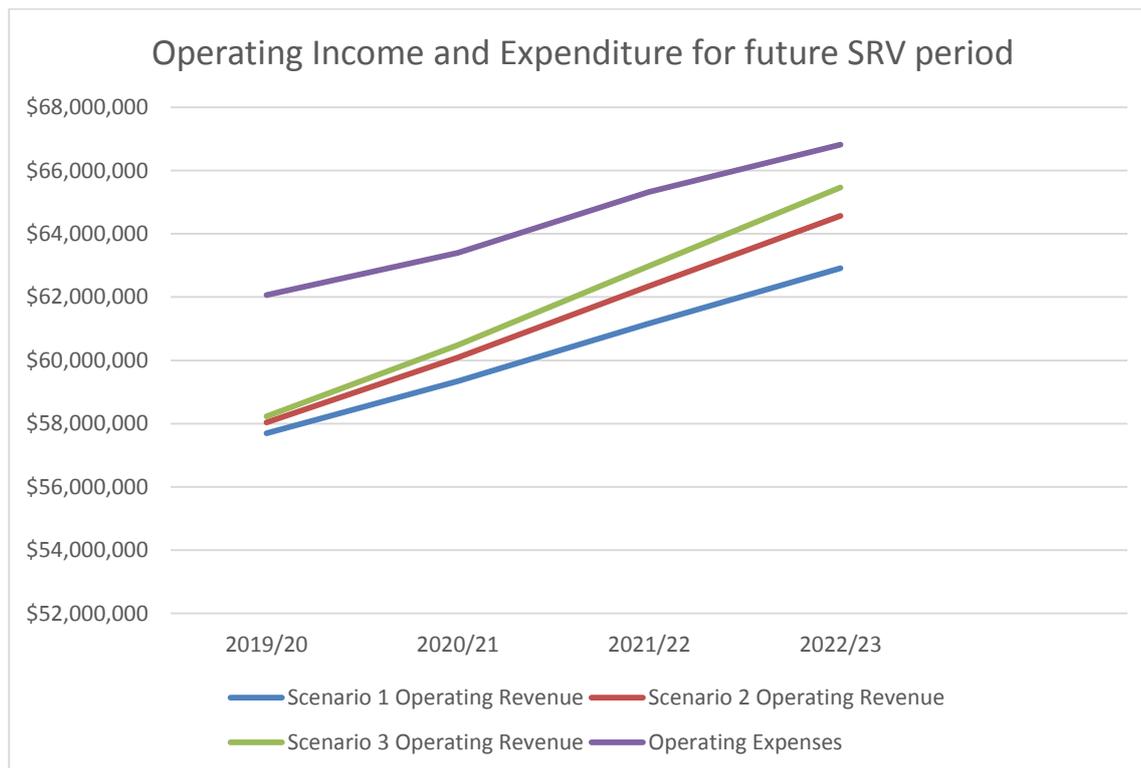
To start the discussion with the community we have modelled three different scenarios, scenario one is what the future looks like without a further special variation, this includes a 2.7% increase next year as Council has been advised by the Independent Pricing and Regulatory Tribunal (IPART) of next year’s rate peg with the following years projected at 2.5%. Scenario two is continuing with a 5.5% variation including rate peg for the next four years, and scenario three in increasing the variation to 7% including the rate peg for the next four years.

The following graph shows the general rate trends under each scenario.

The following graph shows total operating income for each scenario against projected operating expenditure. As can be seen scenario three is the only scenario where operating income exceeds operating expenditure in the years graphed.



The following graph shows the operating income and expenses for the four year period of a further special rate variation under each scenario.



As can be seen from the operating income and expenditure graphs, if Council does not apply for a special variation over and above rate peg we have no option but to decrease service levels on what we currently deliver.

If Council resolves to apply for a further special rate variation we will need to notify IPART of our intention to do so by 30 November this year. We would then go to the community with extensive consultation. This consultation could include the following:

- A personalised letter to every ratepayer regarding the need for a special variation
- A special community newsletter dedicated to the Special Variation
- Community Telephone and Online surveys
- Weekly radio interviews on 88.9FM and COW FM
- Community Meetings
- Website, Social Media and E-News bulletins on the Special Rate Variation
- Advertised days where the community can come to Council Offices and have their rates calculated so they can see how the increase impacts them.

CONSULTATION

An extensive consultation program will follow the notification to IPART of Councils intention to apply for a Special Rate Variation.

CONCLUSION

As Council is coming to the end of its current Special Rate Variation, it is timely to go to the community and have a discussion regarding the current costs of service levels and asset maintenance, and test the appetite for a further special rate variation. This report recommends that Council notify IPART of its intention to apply for a further Special Rate Variation, and start the consultation process with our community with the three scenarios mentioned in the report to gain the community's acceptance of a further Special Rate Variation.

15.2 SECTION 64 AND SECTION 94 CONTRIBUTIONS**Author: Ryan Gaiter, Chief Financial Officer / Manager Mid-Richmond****EXECUTIVE SUMMARY**

Council recovers contributions, raises levies and enters into planning agreements on development works that are subject to a development consent issued by Council.

Council collected \$1,534,973.67 in contributions in the last financial year; \$158,316.81 of this was expended. Current reserves total \$6,797,901.92

RECOMMENDATION

That Council receive and note the Section 64 and Section 7.11 and 7.12 contributions for the 2017/2018 financial year.

DELIVERY PROGRAM LINKS

Growing our Economy

EC 1 Driving Economic Growth

EC 1.8 Provide sustainable Urban Development Opportunities

BUDGET IMPLICATIONS

These funds are managed within Council's reserves.

REPORT

Council recovers contributions, raises levies and enters into planning agreements on development works that are subject to a development consent issued by Council.

All contributions received must be spent/utilised for the specific purpose for which they were levied and any interest earned on these funds must also be utilised for the same purpose. These funds cannot be used for ongoing operational and maintenance costs.

Local councils or other consent authorities levy these contributions for public amenities and services required as a consequence of increased demand caused by development. Developer contributions are essential in maintaining access to the facilities and services that support the high quality of life that residents of Richmond Valley Council enjoy.

Section 94 and 94A contributions are now called Section 7.11 and 7.12 contributions.

The following table shows what was received in Section 64 and Section 7.11 and 7.12 contributions by Council last financial year.

Contributions Received 2017/2018	\$
Section 7.11	1,176,225.22
Section 7.12	181,466.55
Section 64	177,281.90
Total	1,534,973.67

The following table shows expenditure of Section 7.11 and 7.12 contributions last financial year. There was no expenditure of Section 64 funds last financial year.

Expenditure of Contributions 2017/2018	\$
Section 7.11	
Quarry Roads	9,278.72
Section 7.12	
Total	149,037.89
Total	158,316.61

As at 30 June 2018 Council held \$4,904,278.39 in Section 64 reserves and \$1,687,087.44 in Section 7.11 reserves and \$206,536.09 in Section 7.12 reserves.

CONSULTATION

Not applicable

CONCLUSION

Council collected \$1,534,973.67 in contributions in the last financial year; \$158,316.81 of this was expended. Current reserves total \$6,797,901.92.

ATTACHMENT(S)

Nil

15.3 2018/19 REVENUE POLICY AMENDMENT - NRLX AND GOVERNANCE AND FINANCE

Author: Ryan Gaiter, Chief Financial Officer / Manager Mid-Richmond

EXECUTIVE SUMMARY

Council adopted the 2018/2019 Revenue Policy at its Ordinary Meeting on 26 June 2018. Since this time new fees have been identified for the Northern Rivers Livestock Exchange (NRLX) in response to changes in operations due largely to the capital upgrade of the facility. These fees are required in order to manage the facility as a competitive commercial operation.

In addition to this, legislative changes in the Government Information (Public Access) Act via the Office of Local Government Circular No 18-26 effective from 31 August 2018 have introduced two new fees for Council's records section.

RECOMMENDATION

Recommended that Council adopt the amendments to the 2018/2019 Revenue Policy as outlined in this report and these amendments now be advertised for a period of 40 days inviting submissions.

DELIVERY PROGRAM LINKS

Making Council Great

CS 2 Great Support

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

BUDGET IMPLICATIONS

New fees are required to be introduced for the NRLX and Records section. The NRLX fees include after-hours call out fees, transit fees, use of crush/head bale fees and advertising fees, while Records have new legislated fees for Government Information (Public Access) Act applications and research costs. The total revenue to be generated from these fees is unknown although it will be in addition to current budgeted revenue.

REPORT**NRLX Fees and Charges**

The capital upgrades at the NRLX have resulted in significant changes to operations. In order for the NRLX to successfully function as a commercial operation competitive "user pays" fees are needed for service facilities. It is proposed that these be addressed in the current fee structure. It should be noted that there are no proposed changes to the core sale fees.

1) After-Hours Call Out Fee

In the past, fees have not been charged for the use of the NRLX facilities outside of the normal operating hours. Increased and more flexible operating hours have been implemented to improve customer service while the demand for access to the site out of hours has increased. Staff have implemented new security measures for the site which includes locking all entry gates outside of sale days and these changes are required to

address the increased operational expenses associated with after-hours access to the facility. This practice is common for most saleyards.

Examples of other after-hours call out fees at other saleyards are provided below: -

Saleyard Location	Fee Details
Emerald	Saturday minimum charge of \$180.81 (3 hour charge) Sunday minimum charge of \$241.08 (3 hour charge)
Warwick	Monday – Saturday \$188.20, Sunday \$279.60
Roma	\$150.00 per hour
Clermont	\$237.95 per call out
Charters Towers	After hours call out outside of normal operating hours – minimum charge \$548.00. After hours call out Public Holiday – minimum charge \$687.00
Dalby	All after-hours call outs at fixed fee of \$300.00
Mareeba	All after-hours call outs at fixed fee of \$110.00

While there are significant differences in these fees it does provide an indicative guide.

The after-hours call out fees being proposed for the NRLX are: -

Fee/Charge Description	Amount
After hours call out Monday – Friday 6pm – 6am	\$154.00
After hours call out Saturday and Sunday	\$198.00
After hours call out Public Holiday	\$253.00

2) Transit Fee

Again no fees have previously been charged for cattle that utilise or pass through the NRLX without being sold there or that are sold at other saleyards. This type of fee appears to be an industry wide problem due to administration issues, confusion with policies and discretionary responsibility. It is timely to address this issue now before Council reissues selling permits in June 2019 and before the upgraded transit infrastructure to be completed with the stage two capital works is operational.

The current Council fee structure provides for Ramp and Yard Usage at \$0.62 per head and the next available fee is a Use of Facility Fee at \$10.80 per head per day. This fee is expected to generate some negative feedback among users who are not accustomed to being charged a fee to store cattle at the NRLX.

The NRLX has been allowing cattle purchased at neighbouring facilities including Lismore and Grafton to be consolidated at the NRLX provided buyers were also buying the majority of their cattle at the NRLX. There is evidence that while buyers do purchase cattle at the NRLX, significant numbers are purchased elsewhere and it is not the NRLX's role to provide support facilities for neighbouring facilities free of charge. It is time to stop this concession provided to competing facilities, as the NRLX should not be propping up neighbouring facilities and buyers have the choice to buy all of their cattle at the NRLX which is a far superior facility for cattle, buyers and everyone involved. It is also known that neighbouring facilities require cattle to be out of their facility on the same day of their sale,

taking advantage of the flexibility that has been provided by the NRLX to buyers at both facilities.

Examples of other Ramp and Yard usage fees are provided below: -

Saleyard Location	Fee Details
NRLX	Yard usage - \$10.80 per head per day
Emerald	\$1.95 per head
Warwick	\$1.35 per head (less than 24 hours) \$2.50 per head per day
Roma	\$3.30 per head per day (min \$21.90) Calves \$0.60 per head per day. All stock plus unloading fee \$14.00 per deck
Cowra	\$3.50 per head per day (min \$12.50)
Forbes	\$1.94 per head per day (min \$50.00)
Grafton	\$4.60 per head
Tamworth	Private operation 2016 fee \$5.50
East Gippsland	\$6.70 cattle, bulls \$13.70
Narrabri	\$0.82 per head (min \$22.00)
Dalby	Cattle yarded but not for processing through sale \$4.20 per head per day
Yass	\$5.00 per head per day (private operation)
Clermont	\$1.60 per head per day (min \$20.00)
Gunnedah	\$3.20 per head
Charters Towers	\$0.80 per head per day
Inverell	Private operation 2016 fee \$5.50

The transit fees being proposed for NRLX are as follows: -

Fee/Charge Description	Amount
Ramp to ramp unloading and reloading per head. <i>*Both vehicles must be onsite at the same time. Min charge \$25.00</i>	\$0.62 (existing)
Ramp usage and transit yard fee first day (per head per 1 calendar day or less)	\$5.62
Cow and calf Unit	\$6.75
Transit yard fee (per head per calendar day thereafter)	\$4.50
Transit yard fee cow & calf (must remain together)	\$5.40
NRLX post sale yard fee per head per calendar day beyond load out requirement (maximum 5 days)	\$3.00
Cow & calf unit (must remain together)	\$3.60

<i>Wednesday Sale – after 10am Friday will be the first billing day</i>	
<i>Friday Sale –after 10am Monday is the first billing day</i>	

These fees would apply to all cattle that are purchased in any other saleyard and any cattle in transport between two alternative locations.

3) Use of Crush/Head Bale Fee

Additional services and uses for the facility need to be charged on a commercially competitive basis.

Examples of other use of crush/head bale fees are provided below: -

Saleyard Location	Fee Details
NRLX	\$10.80 per head
Emerald	\$0.65 per head
Charters Towers	\$0.53 per head
East Gippsland	Free
Narrabri	\$1.08 per head
Warwick	Use of infrastructure to process stock min \$50 plus \$2.20 per head
Clermont	\$1.20 per head
Dalby	\$0.70 per head

The additional service fees being proposed for NRLX are as follows: -

Fee/Charge Description	Amount
Use of crush pre or post sale at NRLX. (must be booked with administration) <i>For NRLX cattle only within the pre & post sale load out timeframes</i> <i>Wednesday Sales – prior to 3pm Thursday</i> <i>Friday Sales – prior to 10am Monday</i>	\$0.62 per head
Use of crush for cattle not sold or bought through NRLX within the same calendar week or post sale load out timeframe. <i>*This is in addition to any Ramp Usage and Transit Yard Fee</i> <i>Must be booked with administration</i>	\$8.00 per head

4) Advertising Fee

For the 2018/19 financial year NRLX has been set a budget income target of \$10,000.00 for advertising.

Examples of other advertising fees are provided below: -

Saleyard Location	Fee Details
Warwick	2400 x1200mm \$1,100.00 2700 x 900mm \$880.00

Emerald	2400 x 1200mm \$440.00
Cowra	Price on application
Roma	2400 x 900mm \$1,200.00
Dalby	2400 x 1200mm \$740

Based on the proposed handrail safety barrier layout there is 28 lineal metres of advertising space available with additional area available in the loading zones. In addition to this the Advertising and Promotional Signage at Northern Rivers Livestock Exchange Policy has been developed to guide the approval and installation of advertising and promotional signage at NRLX.

The advertising fees being proposed for NRLX are as follows: -

Fee/Charge Description	Amount
Southern Yards boundary 2400 x 900mm	\$880.00 per annum GST Inclusive
Southern Yards boundary 1200 x 900mm	\$495.00 per annum GST Inclusive
Southern Yards boundary 900 x 900mm	\$396.00 per annum GST Inclusive
Eastern Loading Zone 3600 x 900mm	\$1,320.00 per annum GST Inclusive
Eastern Loading Zone 2400 x 900mm	\$880.00 per annum GST Inclusive

Records Fees and Charges

Recent amendments to the *Government Information (Public Access) Act 2009* via the Office of Local Government Circular No 18-26 have determined that building and development records from prior to 1 July 2010 are no longer open access and will require a formal application with an applicable fee. This came into effect on 31 August 2018. The fees for this will match the current fees for existing Government Information (Public Access) Act requests although the revenue collected will be allocated to the Records section and a separate section will be added in the Revenue Policy.

The records fees being proposed are as follows: -

Fee/Charge Description	Amount
Application fee (application for access to building & development records)	\$30 per application
Research Fee (application for access to building & development records)	\$30 per hour

CONCLUSION

Four new fees are proposed at the NRLX as a result of changes to operations and in order to manage the NRLX as a commercial facility while legislative changes have resulted in two new fees for Council's Records section.

ATTACHMENT(S)

Nil

15.4 QUARTERLEY BUDGET REVIEW STATEMENT FOR THE QUARTER ENDED 30 SEPTEMBER 2018

Author: Ryan Gaiter, Chief Financial Officer / Manager Mid-Richmond

EXECUTIVE SUMMARY

This report outlines the proposed adjustments to the 2018/2019 budget for the quarter ended 30 September 2018. These adjustments exclude all previously adopted Monthly Budget Adjustments.

The proposed changes see Council's projected operating surplus from continuing operations for 2018/2019 decrease from the revised budget operating surplus as at 30 September 2018 (after the inclusion of Monthly Budget Adjustments) of \$12,681,966, to \$10,199,900. This decrease of \$2,482,066 is largely a result of an increase in depreciation budgets of \$3,315,265. This is mainly due to the revaluation of Roads, Bridges and Footpaths in 2017/2018 as well as bringing the budget in to line with last year's actual depreciation as well as factoring in allowances for the construction of new assets during 2017/2018 and 2018/2019. The projected operating result before capital grants and contributions is a loss of \$4,314,721. There has been a reduction in reserve funding of \$3,037,003, with a revised projected transfer to cash reserves of \$14,443, down from a projected transfer from cash reserves of \$3,022,560. This is primarily due to a comprehensive review of the capital works program leading to a reduction in the capital works budget of \$2,211,163.

Income from continuing operations has increased by \$1,382,574, with total income now projected to be \$71,419,858. This is largely due to Council being successful in a number of grant funded projects including \$900,500 from Roads and Maritime Services for construction of shared pathways in Casino as well as \$98,513 under the Country Passenger Transport Infrastructure Grants Scheme (CPTIGS) towards construction of a bus shelter at the Woodburn Public School. In addition to this, private works income has increased by \$432,600 due to a one-off project being undertaken.

Expenses from continuing operations have increased by \$3,864,640, with total operating expenses now projected to be \$61,219,958. This increase is largely due to an increase of \$3,315,265 in depreciation budgets as detailed above.

A comprehensive review of Council's capital works program has been undertaken which has resulted in a decrease of \$2,211,163 to a projected total of \$31,295,923. The major reductions are in the areas of Waste Management (\$1,076,237), Stormwater Management (\$293,000) Water Supplies (\$1,157,109) and Sewerage Services (\$272,065). These have been partially offset by newly added projects as a result of successful grant funding as detailed above.

A detailed Quarterly Budget Review Statement for the first quarter of the 2018/2019 year has been circulated separately to each Councillor. These changes are disclosed by Priority Areas on pages 2-8 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-14.

RECOMMENDATION

That Council adopt the Quarterly Budget Review Statement as at 30 September 2018 and approve the recommended variations.

DELIVERY PROGRAM LINKS

Making Council Great

CS2 Great Support

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

BUDGET IMPLICATIONS

As detailed in the report.

REPORT

The budget review for the first quarter of the 2018/2019 financial year has seen Council's operating surplus from continuing operations decrease to a projected surplus of \$10,199,900. This is a decrease of \$2,482,066 from the revised budget as at 30 September 2018 (Monthly Budget Adjustments only) of \$12,681,966. Council's projected operating result before capital grants and contributions is a loss of \$4,314,721.

Council's estimated budget result (unrestricted cash result) has improved from \$105,544 to a projected surplus of \$287,564. This increase is largely attributed to an increase in the actual Financial Assistance Grant allocated to Council for 2018/2019, assuming an advance payment will again be made in June 2019.

In overall cash terms, there is an improvement in the reduction in cash from reserves of \$3,037,003 for the 2018/2019 financial year. The revised budget position after the inclusion of monthly budget adjustments as at 30 September 2018 showed a reduction in cash reserves of \$3,022,560 which has improved to an increase in cash reserves of \$14,443. This improvement is predominately due to the comprehensive review of Council's capital works program which has decreased by \$2,211,163 to a projected total of \$31,295,923.

Income from continuing operations has increased by \$1,382,574, with total income now projected to be \$71,419,858. This is mainly due to successful grant funding including RMS grants of \$900,500 for shared pathway construction in Centre and Johnston Streets in Casino as well as CPTIGS grant funding of \$98,513 towards construction of a bus shelter at the Woodburn Public School. In addition, there has been an increase in private works income of \$432,600 and Sewerage developer contributions of \$140,000.

These increases in income have been partially offset by reductions of \$400,000 in anticipated grant funding under the Building and Maintaining Roads service area as well as \$85,000 under the Sports Grounds, Parks and Facilities service area. Council budgets for anticipated grant funding at the start of the year without knowing individual projects. If Council is subsequently successful with grant funding, these budgets are then removed. All recommended changes for Council resolution of \$1,382,574 are disclosed by Priority Area on pages 4 and 7 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-14.

Expenses from continuing operations have increased by \$3,864,640 to a projected total of \$61,219,958. This is largely due to an increase in depreciation budgets of \$3,315,265 mainly due to the revaluation of Council's roads, bridges and footpaths during 2017/2018, as well as factoring in additional allowances as a result of the construction of new assets during 2017/2018 and 2018/2019. In addition, the private works expenditure budget has increased by \$360,000 due to a one-off project having been undertaken. All recommended changes for Council resolution of \$3,864,640 are disclosed by Priority Area on page 5 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-14.

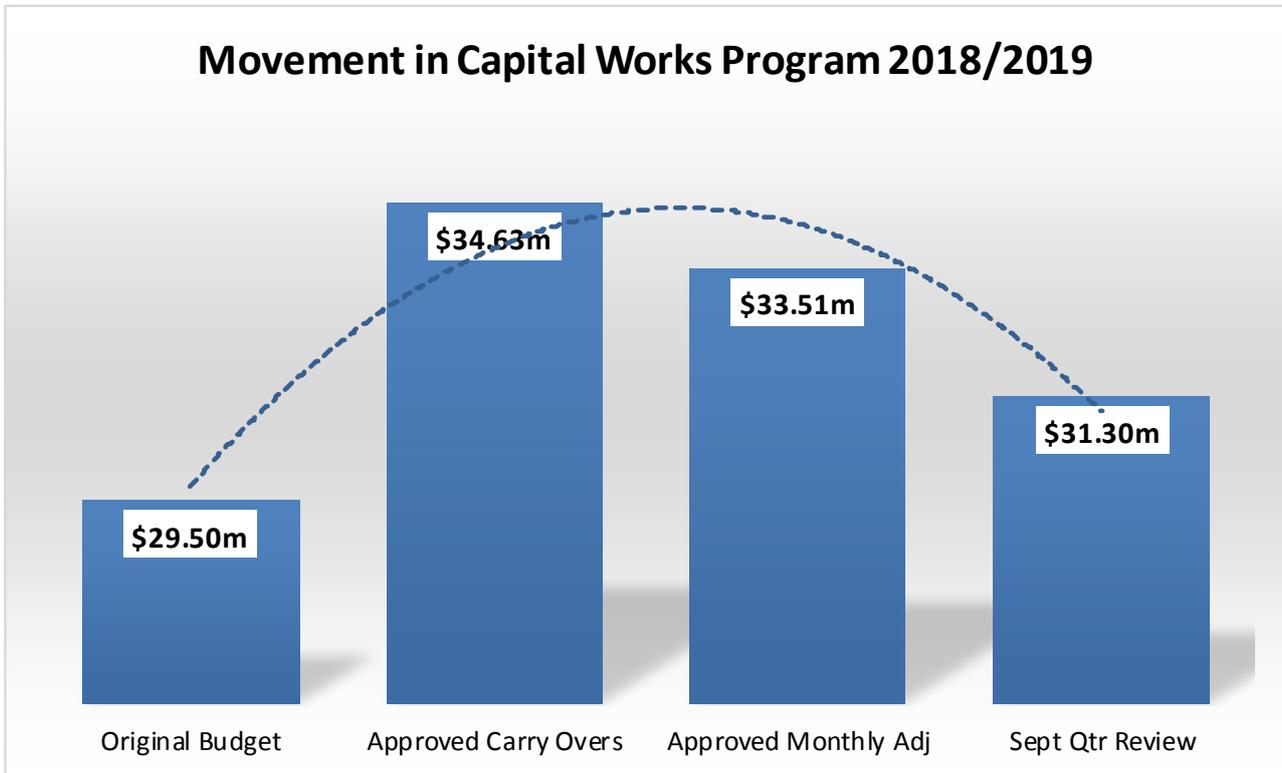
Council's capital works program has decreased by \$2,211,163 after a comprehensive review of deliverable works was undertaken. The projected capital works program now totals \$31,295,923. The changes made include both projects removed from the 2018/2019 budget as well as new projects being added, mainly as a result of successful grant funding.

The main additions to the capital works program include the construction of shared pathways in Centre Street \$341,000 and Johnston Street in Casino \$559,500, funded by Roads and Maritime Services grants as well as construction of a bus shelter at the Woodburn Public School \$131,350, partially funded from a CPTIGS grant of \$98,513.

The main reductions in the capital works program were in the areas of Waste Management (\$1,076,237), Stormwater Management (\$293,000) Water Supplies (\$1,157,109) and Sewerage Services (\$272,065). All recommended changes to the Capital Works Program are disclosed by

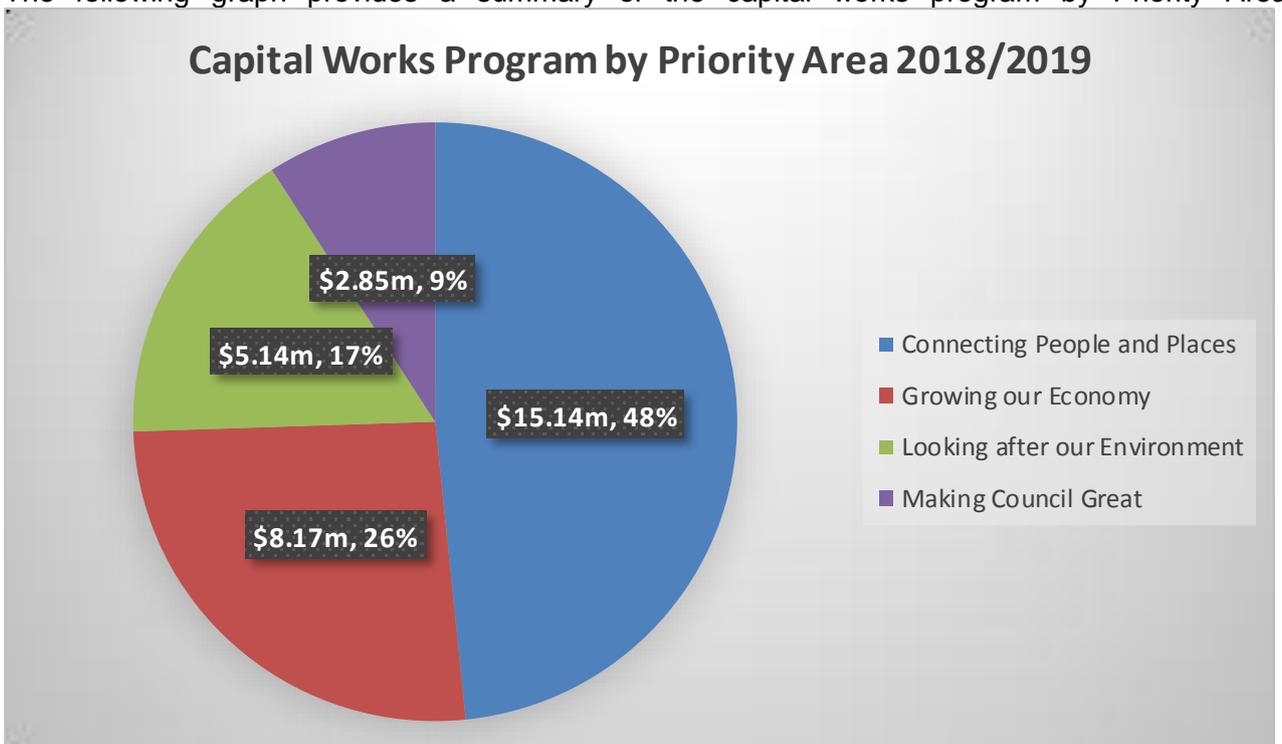
Priority Area on page 6 of Council's Quarterly Budget Review Statement and detailed explanations are provided on pages 9-14.

The following graph tracks the movement in the capital works program for 2018/2019 from the original budget, after the adoption of approved carry over works and other approved monthly adjustments up to the September Quarterly Budget Review.



Even after a comprehensive review, Council still has a sizeable capital works program of \$31,295,923 which will still need to be closely monitored and further reviewed during the December and March quarters to ensure all projects can be delivered.

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



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

Quarterly Budget Review Statement for the quarter ended 30 September 2018	Revised Budget 30-Sep-18	Recommended Changes for Council Resolution	Projected Year End Result 2018/2019
Income from Continuing Operations	70,037,284	1,382,574	71,419,858
Expenses from Continuing Operations	57,355,318	3,864,640	61,219,958
Operating Result from Continuing Operations	12,681,966	(2,482,066)	10,199,900
Operating Result before Capital Income	(1,891,747)	(2,422,974)	(4,314,721)
Add: Non-Cash Expenses	14,551,664	3,315,265	17,866,929
Add: Non-Operating Funds Employed	5,726,273	174,661	5,900,934
Less: Capital Expenditure	33,507,086	(2,211,163)	31,295,923
Less: Loan Repayments	2,369,833	0	2,369,833
Estimated Funding Result – Surplus/(Deficit)	(2,917,016)	3,219,023	302,007
Restricted Funds – Increase/(Decrease)	(3,022,560)	3,037,003	14,443
Unrestricted Funds – Increase/(Decrease)	105,544	182,020	287,564

Pages 9 to 14 of the attached Quarterly Budget Review Statement contain the budget variation explanations. A summary of the main contributing factors within each Priority Area is as follows:

Connecting People & Places

- Decrease in Sports Grounds, Parks and Facilities capital expenditure of \$134,459. This is mainly due to a reduction in the Casino Drill Hall Amphitheatre and Riverside Precinct project of \$86,682 and \$44,751 in upgrades to the Evans Head Surf Club. These adjustments are a result of accounting for work completed in 2017/2018.
- Increase in operating expenditure of \$2,914,376 due to revised depreciation budgets as a result of the revaluation of Council's Roads, Bridges and Footpaths in 2017/2018.
- Roads and Maritime Services (RMS) grant funding for shared pathway construction. This includes \$341,000 for Centre Street Casino and \$559,500 for Johnston Street Casino.
- Country Passenger Transport Infrastructure Grant Scheme (CPTIGS) funding of \$98,513 towards construction of a bus shelter at the Woodburn Public School, with the total estimated cost being \$131,350.

Growing our Economy

- Increase in private works operating income of \$432,600 and operating expenditure of \$360,000 due to a one-off project undertaken by Council.

Looking after our Environment

- Decrease in Waste Management capital expenditure of \$1,076,237. The major changes include the deferral of the Bora Ridge transfer station of \$295,960 due to the timing of the cell capping as well as a reduction of \$492,000 in cell capping at Nammoona Landfill.
- Reduction of \$293,000 in Stormwater Management capital expenditure at Evans Head, with construction to now occur in 2019/2020.
- Decrease in Water Supplies capital expenditure of \$1,157,109 after a thorough review of the works program.
- Decrease in Sewerage Services capital expenditure of \$272,065, with the main reductions being in wetlands management at the Casino STP of \$192,000 and long term strategy works at Casino pump stations of \$70,000.

Making Council Great

- Increase in operating income of \$199,525 due to the actual Financial Assistance Grant approved compared to what was budgeted. This assumes that the Federal Government will once again make an advance payment in June 2019.
- Decrease in Fleet Management capital expenditure of \$109,778 due to the adjustment of the fleet replacement program for assets purchased in advance in 2017/2018 as well as assets not replaced as planned in 2017/2018.
- Increase in Fleet Management asset sales of \$124,714. This is due to assets carrying forward from 2017/2018 that were not sold by 30 June 2018.

CONCLUSION

As at the end of the first quarter, Council's operating result from continuing operations remains similar to that adopted in the original budget, with a projected surplus of \$10,199,900. There is now a projected loss before capital grants and contributions of \$4,314,721 which has been adversely impacted by the increase in depreciation expense. Council's estimated budget result (unrestricted cash result) has improved to a projected surplus of \$287,564. Overall, Council's projected financial position at year end remains satisfactory.

ATTACHMENT(S)

Nil

15.5 FINANCIAL ANALYSIS REPORT - OCTOBER 2018**Author: Ryan Gaiter, Chief Financial Officer / Manager Mid-Richmond****EXECUTIVE SUMMARY**

The purpose of this report is to inform Council on the status and performance of its investment portfolio in accordance with the *Local Government Act 1993* (Section 625), *Local Government (General) Regulation 2005* (Clause 212), Australian Accounting Standard (AASB 139) and Council's Investment Policy.

The value of Council's Investment Portfolio as at 31 October 2018 including General Bank Accounts and Trust Funds are shown below.

Investment Portfolio	General Bank Accounts	Trust Funds	Total
\$43,467,940	\$2,229,415	\$120,995	\$45,818,350

The average rate of return on Council's investments for October 2018 was 2.13% which is above the 90 Day Bank Bill Index for October of 1.91%.

RECOMMENDATION

Recommended that Council adopt the Financial Analysis Report detailing investment performance for the month of October 2018.

DELIVERY PROGRAM LINKS

Making Council Great

CS 2 Great Support

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

BUDGET IMPLICATIONS

As at 31 October 2018, Council had earned \$105,935 in interest and \$125,206 in fair value gains for total investment revenue of \$231,141 against a budget of \$810,953 (which equates to 28.50%).

REPORT**Reserve Bank of Australia (RBA) Cash Rate Update**

The RBA left the cash rate unchanged at 1.50% per annum at its October 2018 meeting.

Rate of Return

The average rate of return on investments decreased in October 2018 to 2.13%, a decrease of 60 basis points from the previous month. This rate of return is 22 basis points above the 90 Day Bank Bill Index of 1.91% which is Council's benchmark.

Council's Investment Portfolio

The value of Council's Investment Portfolio as at 31 October 2018 including General Bank Accounts and Trust Funds are shown below.

Investment Portfolio	Face Value	General Bank Accounts	Trust Funds
\$43,467,940	\$43,101,662	\$2,229,415	\$120,995

The Investment Portfolio balance at 31 October 2018 of \$43,467,940 is made up of Council's Business Online Saver Account (\$2,598,350), Term Deposits (\$26,000,000) and NSW Treasury Corporation Investments (\$14,869,590).

Council's investment portfolio has maturity dates ranging from same day up to 732 days. Term deposits of \$26,000,000 represented 59.81% of the total portfolio as at 31 October 2018. Council made one new term deposit with Police Credit Union Limited which doesn't support the fossil fuel industry. This term deposit was chosen as it offered the highest available return after diversification principles were applied. One term deposit matured during the period.

Council had \$14,503,311 in longer term investments being the Cash Facility Trust and Medium Term Growth Fund with NSW Treasury Corporation as at 31 October 2018. The investment values as at 31 October 2018 are shown below.

Cash Facility Trust	Medium Term Growth Trust
\$6,012,780	\$8,856,810

Environmentally Sustainable Investments (ESI's)

The current holdings in ESI's is \$16,000,000 or 36.81% of the total portfolio. The information for the assessment has been sourced from the website www.marketforces.org.au which is an affiliate project of the Friends of the Earth Australia.

TCorp and CDO Update

During October 2018 Council moved a portion of investments with TCorp to the Medium Term Growth Fund as proposed in the Review of Council's Investment Policy report from July 2018. This revised strategy aims to increase the returns on these investments and as such increase the interest revenue generated per annum. The Medium Term Growth Fund has achieved returns of 5.64% for 1 year, 5.08% for 3 years, and 5.39% for 5 years when compared to the Cash Facility Trust which has returns of 2.05% for 1 year, 2.29% for 3 years, and 2.46% for 5 years and the Strategic Cash Facility Trusts which has returns of 2.24% for 1 year, 2.47% for 3 years, and 2.64% for 5 years (to 30 September 2018). The additional returns historically generated are possible due to the asset allocation of this fund, although this means that the investment is subject to short-term fluctuations in value. Unfortunately this occurred during October as global equity markets experienced a sharp downturn and as such the Medium Term Growth Fund investment of \$9,005,029 experienced a fair value loss of (\$148,220) for the month. While this is unfortunate, particularly in the investment's first month, it is expected that the investment will recover in the short to medium term. The historic gains from these investments would warrant persevering through any short-term volatility.

TCorp has provided some commentary around the recent events as follows: -

Global equity markets have had a volatile period following the recent rise in global bond yields. Other risks also appear to be taking a toll on investor sentiment, such as the worsening trade relations between the US and China, the slowing in global growth outside of the US, the stronger US\$ and rising oil prices.

Investment portfolios are designed to meet clients' desired financial outcomes within an investment horizon. Clients with longer investment horizons (such as Long Term Growth Fund (LTGF) investors) will have a higher allocation to growth assets and therefore during these periods of market volatility will experience a more volatile return. However, over the long term, investors will be rewarded for this increase in volatility with a higher return.

Clients with shorter investment horizons (such as investors in the Medium Term Growth Fund (MTGF)) will also experience some volatility, but this will be lower because of their higher allocation to defensive assets.

Until recently the markets have been in a period of low volatility but in anticipation of a spike in volatility driven by the events mentioned above, TCorp adjusted the Strategic Asset Allocation (i.e. the allocation of funds to each of the asset classes the MTGF invests in) to increase the Fund's

exposure to defensive assets. An increase in the allocation to cash assets followed well ahead of the recent rise in volatility.

In recent months, strong global growth, solid global manufacturing surveys, and rising corporate earnings have all contributed to a positive longer term outlook for equity markets. However, following such strong gains it's likely markets may revert to more normalised returns of mid-single digits, over the long-term. As global financial conditions tighten (i.e. higher interest rates in the US), however, global growth may slow but it should remain at a robust level.

Council's revenue on investments for October 2018 was significantly improved by the receipt of \$187,235 from the Lifeplan PM Scheme. This class action was taken out by numerous entities that lost funds through Beryl Finance Limited (Esperance) CDO's. Council made a loss on this investment of \$553,990 in 2010 and the sum received represents a payment made by way of mediation. This payment is obviously quite timely given the losses experienced on the TCorp Medium Term Growth Fund. Council is expecting a further payment as part of this class action but at this point in time the amount is not known. Details will be reported when they are at hand.

CONCLUSION

During the month of October 2018 Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy. As at 31 October 2018 Council's investments totalled \$43,467,940 with a further \$2,350,410 held in bank accounts. The average rate of return was 2.13% for the month of October and total investment revenue equals 28.50% of budgeted revenue for the year to 31 October 2018.

ATTACHMENT(S)

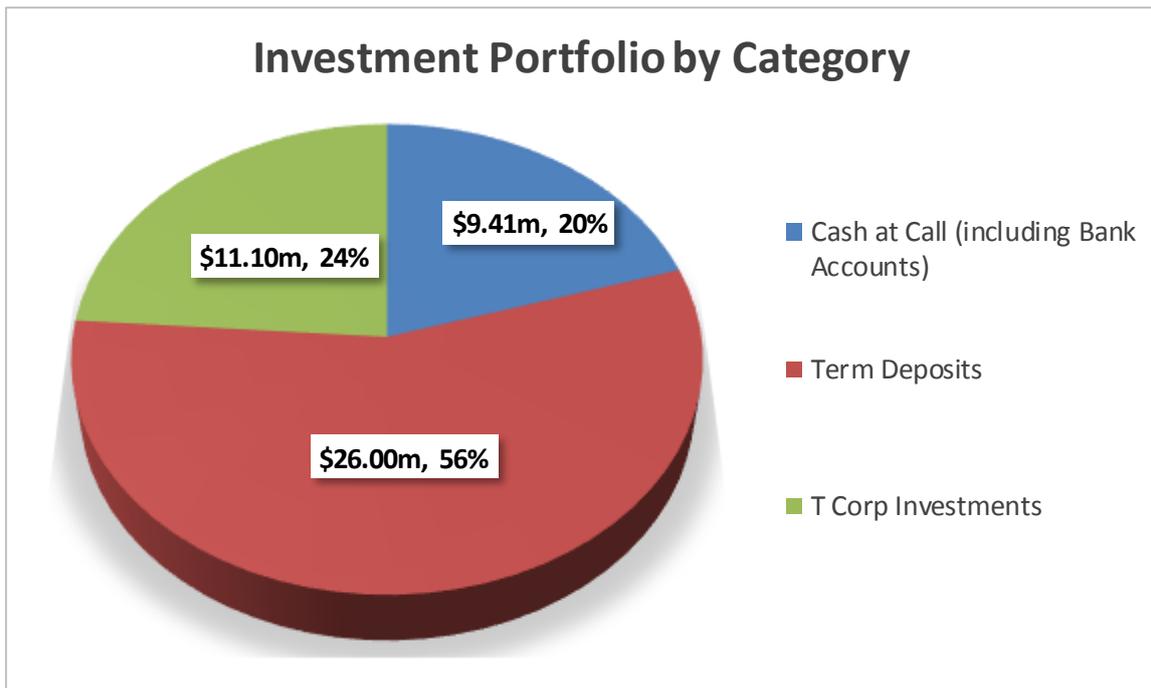
1. Financial Analysis Report Attachments

Attachment(s)

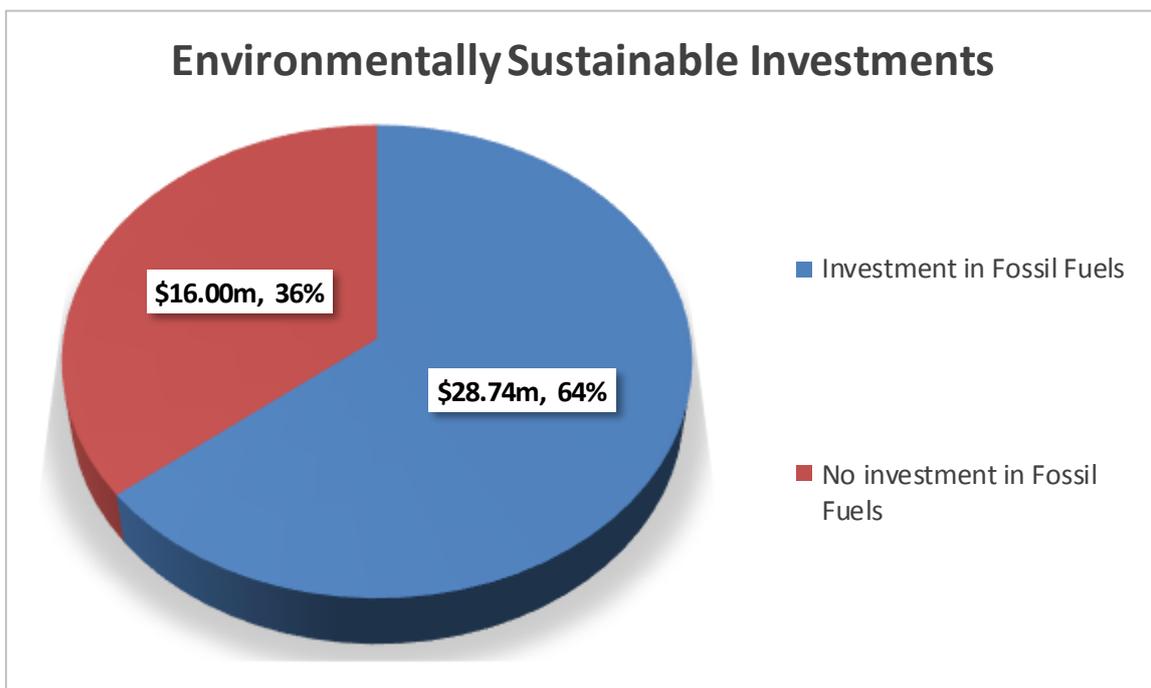
Included below:

1. Supporting Graphs; and
2. Investment Portfolio as at 30 September 2018.

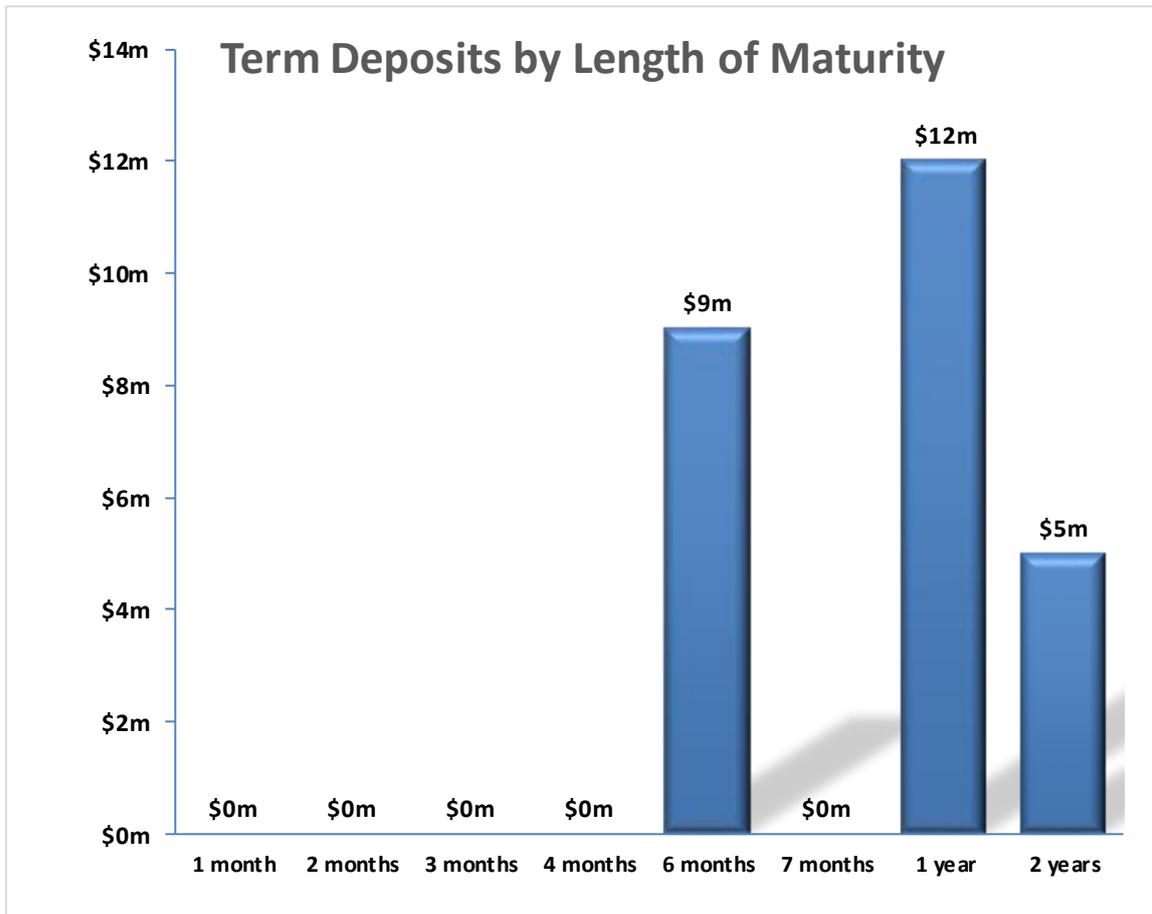
The following graph shows Council’s investment portfolio by investment category as at 30 September 2018.



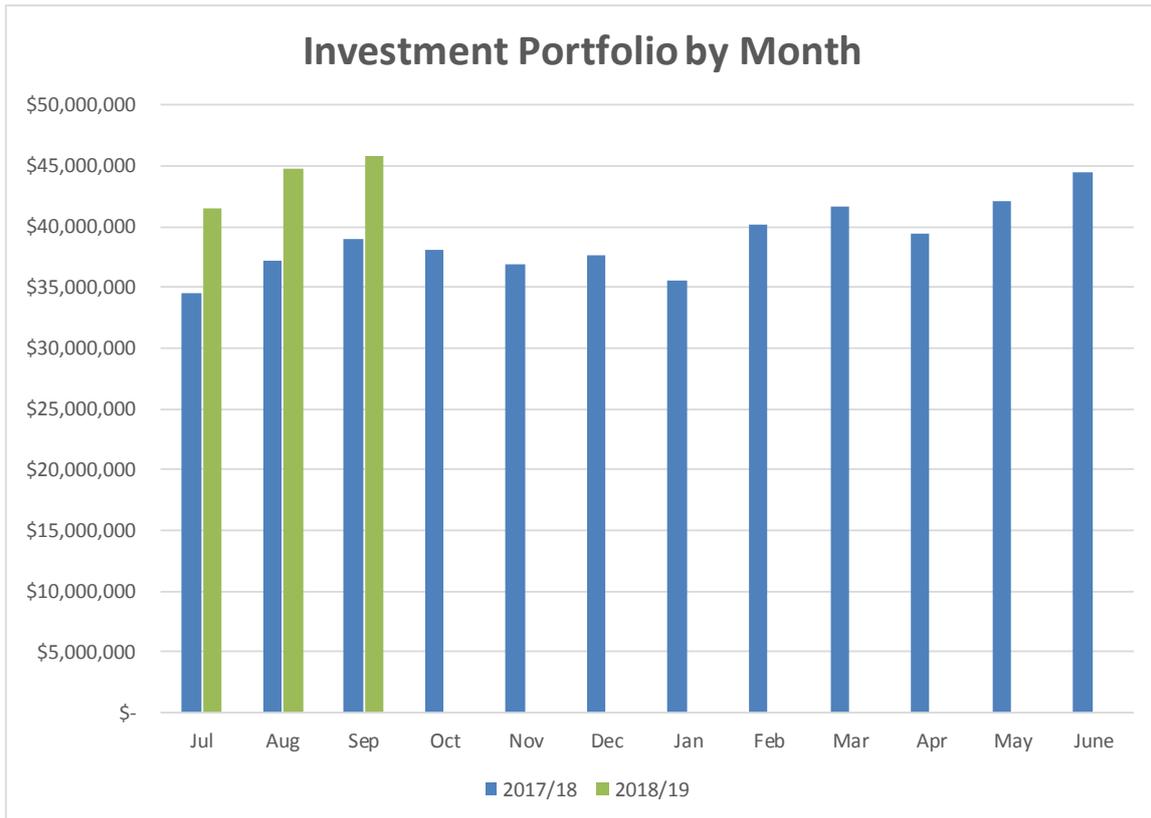
The following graph details Council’s Environmentally Sustainable Investments as a percentage of Council’s investment portfolio as at 30 September 2018.



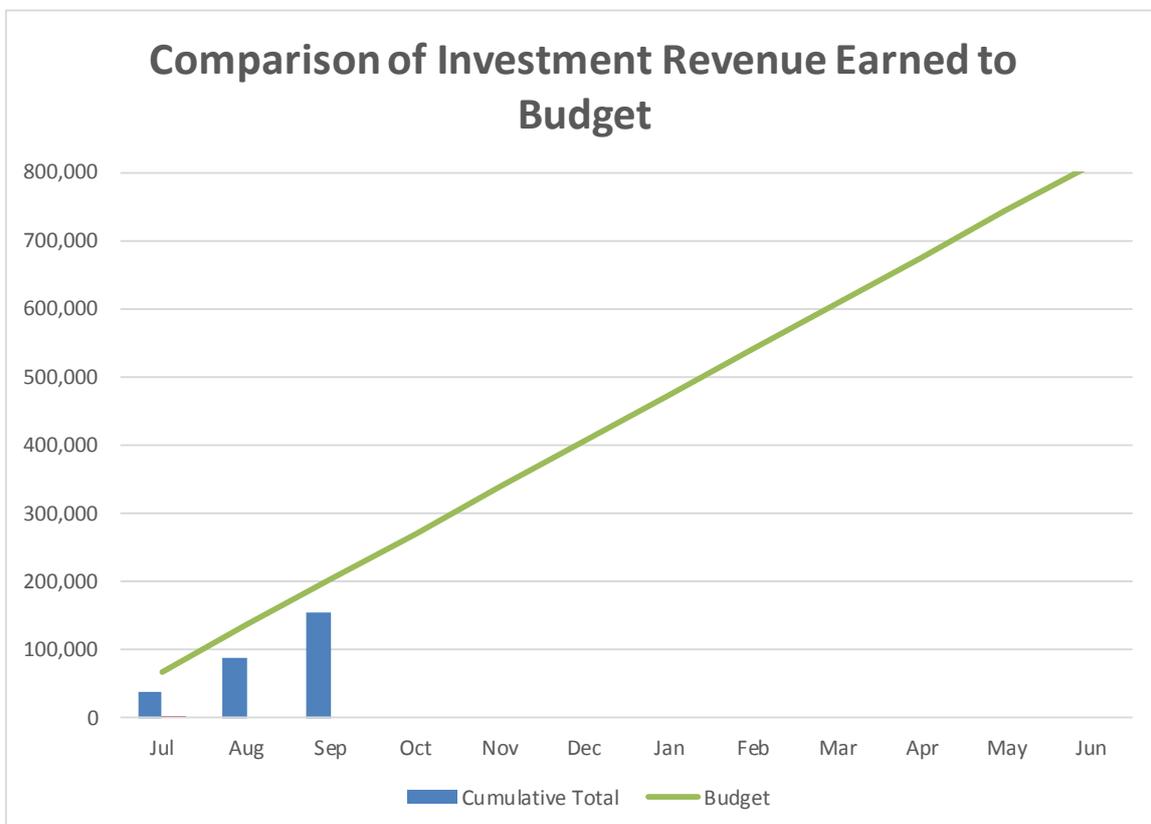
The following graph shows the length of time of Council's term deposit maturities as at 30 September 2018.



The following graph shows Council's total investment portfolio by month over the past two financial years to date.



The following graph compares Council's total investment revenue by month to the budgeted revenue.



RICHMOND VALLEY COUNCIL FINANCIAL ANALYSIS REPORT AS AT 31 JULY 2018											
Investment Source	Investment Type	Rating	Environmentally Sustainable Investments	Investment Date	Maturity Date	Rate of Return	Original Investment Value	Current Investment Fair Value	Interest/ Fair Value Gain Received	% of Total Portfolio	
Cash at Call											
CBA Business Online Saver	At Call	A1+/AA	N	At Call		1.40%	N/A	4,463,350	8,377	10.75%	
Interest on Other Bank Accounts									645		
Total								4,463,350	9,021	10.75%	
Term Deposits											
Auswide Bank	Term Deposit	A3/BBB-	Y	28/11/2017	28/11/2018	2.60%	N/A	1,000,000	0	2.41%	
Auswide Bank	Term Deposit	A3/BBB-	Y	28/11/2017	28/11/2018	2.60%	N/A	1,000,000	0	2.41%	
Defence Bank	Term Deposit	A2/BBB	Y	4/12/2017	4/12/2018	2.75%	N/A	1,000,000	0	2.41%	
Westpac	Term Deposit	A1+/AA-	N	20/02/2018	20/02/2019	2.63%	N/A	1,000,000	0	2.41%	
ING Direct	Term Deposit	A2/A-	N	21/02/2018	21/02/2020	2.90%	N/A	1,000,000	0	2.41%	
AMP Ltd	Term Deposit	A1-A	N	26/02/2018	27/08/2018	2.80%	N/A	1,000,000	0	2.41%	
Defence Bank	Term Deposit	A2/BBB	Y	1/03/2018	3/09/2018	2.60%	N/A	1,000,000	0	2.41%	
Westpac	Term Deposit	A1+/AA-	N	1/03/2018	1/03/2019	2.62%	N/A	1,000,000	0	2.41%	
ING Direct	Term Deposit	A2/A-	N	1/03/2018	2/03/2020	2.88%	N/A	1,000,000	0	2.41%	
Westpac	Term Deposit	A1+/AA-	N	5/03/2018	3/09/2018	2.60%	N/A	1,000,000	0	2.41%	
ING Direct	Term Deposit	A2/A-	N	5/03/2018	5/03/2020	2.88%	N/A	1,000,000	0	2.41%	
MyState Bank Limited	Term Deposit	A2/BBB+	Y	6/03/2018	6/03/2019	2.75%	N/A	1,000,000	0	2.41%	
AMP Ltd	Term Deposit	A1-A	N	13/03/2018	10/09/2018	2.80%	N/A	1,000,000	0	2.41%	
Members Equity Bank	Term Deposit	A2/BBB	Y	9/04/2018	9/10/2018	2.75%	N/A	1,000,000	0	2.41%	
Bank of QLD	Term Deposit	A2/BBB+	N	28/05/2018	28/05/2019	2.75%	N/A	1,000,000	0	2.41%	
Members Equity Bank	Term Deposit	A2/BBB	Y	29/05/2018	29/05/2019	2.80%	N/A	1,000,000	0	2.41%	
Elders Rural Bank	Term Deposit	A2/BBB+	Y	29/05/2018	29/11/2018	2.80%	N/A	1,000,000	0	2.41%	
MyState Bank Limited	Term Deposit	A2/BBB+	Y	1/06/2018	30/11/2018	2.86%	N/A	1,000,000	0	2.41%	
AMP Ltd	Term Deposit	A1-A	N	1/06/2018	3/06/2019	2.95%	N/A	1,000,000	0	2.41%	
MyState Bank Limited	Term Deposit	A2/BBB+	Y	12/06/2018	11/12/2018	2.88%	N/A	1,000,000	0	2.41%	
Peoples Choice Credit Union	Term Deposit	A2/BBB	Y	12/06/2018	12/06/2019	2.90%	N/A	1,000,000	0	2.41%	
Elders Rural Bank	Term Deposit	A2/BBB+	Y	13/06/2018	13/12/2018	2.82%	N/A	1,000,000	0	2.41%	
Greater Bank	Term Deposit	A2/BBB	Y	13/06/2018	12/06/2020	3.00%	N/A	1,000,000	0	2.41%	
Greater Bank	Term Deposit	A2/BBB	Y	13/06/2018	13/06/2019	2.90%	N/A	1,000,000	0	2.41%	
Heritage Bank	Term Deposit	A3/P2	Y	28/06/2018	9/01/2019	2.95%	N/A	1,000,000	0	2.41%	
Heritage Bank	Term Deposit	A3/P2	Y	28/06/2018	28/06/2019	3.10%	N/A	1,000,000	0	2.41%	
AMP Rebate									340		
Total								26,000,000	340	62.62%	
Matured Term Deposits											
Nil											
NSW Treasury Corporation Hourglass Investments											
Cash Facility Trust	Trust		N	Various	N/A	2.64%	2,000,000	2,493,653	8,654	6.01%	
Strategic Cash Facility Trust	Trust		N	Various	N/A	2.76%	8,000,000	8,563,462	20,123	20.62%	
Total								10,000,000	11,057,115	28,777	26.63%
Bank Accounts							40,463,350	41,520,465	38,139		
Account Name		Balance \$		Total Investment Portfolio at Face Value				Total Investment Portfolio at Fair Value			
		31-Jul-18		Interest Revenue Received							
General Fund Bank Account		601,780		Overall Average Interest Rate		2.75%					
Trust Fund Bank Account		120,995		Total Bank Account Portfolio				735,093			
NAB Cheque Account		-20									
Evans Head Memorial Areodrome Fund		12,338									
Total		735,093		Total Portfolio				42,255,558			

16 TENDER REPORTS

16.1 TENDER RVC 827860 - CASINO SHOWGROUNDS CANTEEN AND TOILETS

Author: Ben Zeller, Manager Projects and Performance

EXECUTIVE SUMMARY

Richmond Valley Council released a Request for Tender for the Casino Showgrounds Canteen and Toilets on 13 October 2018 with a closing date of 7 November 2018.

The summary of the request for tender was to provide a price and methodology for the construction of a block work building on a concrete slab with a Colorbond roof to house male and female toilets and canteen facilities.

By the tender closing date of 7 November 2018, Council received four (4) tender submissions from HBI Australia, JVJ Constructions, TnW Constructions Pty Ltd and AGS Commercial. The tender evaluation process commenced on 8 November and AGS Commercial is recommended to Council as the successful tenderer.

As set out in detail in this report, AGS Commercial provides Council with the best value for money tender submission. Their tender satisfied the Assessment Panel that they have the necessary construction and site management experience to deliver the project.

RECOMMENDATION

Recommended that:

1. AGS Commercial is awarded the tender for the Casino Showgrounds Canteen and Toilets project.
2. The General Manager be authorised to sign necessary documentation and the Common Seal of Council be affixed to any documentation where required.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP2 Getting around

PP2.2 Striving for consistent improvement

BUDGET IMPLICATIONS

\$267,883 was received in Round One of the Stronger Country Communities program for this project. Additional funds will come from savings in other project budgets.

REPORT

Tender Process

Richmond Valley Council released a Request for Tender for the Casino Showgrounds Canteen and Toilets on 13 October 2018 with a closing date of 7 November 2018.

By the tender closing date of 7 November 2018, Council received two (4) tender submissions from HBI Australia, JVJ Constructions, TnW Constructions Pty Ltd and AGS Commercial.

Tender Analysis

The tender evaluation was conducted between 12 November and 13 November by the following evaluation panel members:

- Andrew Leach – Manager Asset Planning

- Neil Schneider – Engineering Assistant - Assets
- Jeff Breen – Project Engineer

The tenders were assessed under the following criteria:

- Price Items 60%
- Non- Price Items 40%

Non- Price Items consisted of Methodology (40%), Program (40%) and Team (20%).

Evaluation Results

An assessment of the tender submissions revealed that all tenderers had submitted complete, conforming tenders of a high standard. All tenderers are considered to be of similar competence and experience and any one could satisfactorily deliver the project.

AGS submitted a non-conforming tender (as well as a conforming tender as required) offering a cost saving based on construction of tilt up concrete walls in lieu of masonry block.

The evaluation panel considered the non-conforming tender to be at least equal structurally and visually as the masonry block.

Price (60% Weighting):

The tendered amounts for the Stage 1 works were:

CONTRACTOR	PRICE INC GST	PRICE EX GST
HBI Australia	\$401775.55	\$365,250.50
JVJ Constructions	\$496305	\$451,186.36
TnW Construction	\$340,447	\$309,497.27
AGS Commercial - Conforming	\$328,356	\$298,505.45
AGS Commercial – Non-Conforming	\$303,779	\$276,162.73

Non-Price (40% Weighting):

The tenders' submissions were considered to be of equal value in all non-priced aspects.

CONCLUSION

It was pleasing to receive four competitive tenders of a high quality to assess, however the only discernible differential between the tenders was price.

On that basis the successful tender was submitted by AGS Commercial for a non-conforming tender for \$276,162.73.

ATTACHMENT(S)

Nil

17 GENERAL BUSINESS

17.1 NAMING OF ROADS ASSOCIATED WITH PACIFIC HIGHWAY PROJECT

Author: Andrew Leach, Manager Asset Planning

EXECUTIVE SUMMARY

At the April 2018 Ordinary Meeting, Council resolved:

1. As the Road Naming Authority, determine a preferred name for the road sections being created as part of the Pacific Highway Project. The proposed names being;
 - (a) Marozin Road
 - (b) Martinuzi Road
 - (c) Nardi Road
 - (d) Roder Road
 - (e) Antonioli Road
 - (f) Gollan Road
 - (g) Old Well Road
 - (h) Paddon Road
2. Notify the residents with a property frontage to proposed road sections of the proposed road name.
3. Advertise the proposed road name in a local newspaper.
4. Formalise the final road name selection via a future report to Council.
5. Following formal adoption of the name by Council, process the renaming through the NSW Online Road Naming System (NORNS) portal.

As a result of the responses received from the resident notification and clarification from Pacific Complete in relation to the future status of the proposed roads being constructed, changes to the proposed names are suggested. Two roads which were originally identified as requiring a name will no longer be named – these were originally proposed as Nardi Road and Paddon Road. In addition to this, an objection to the proposal to use Martinuzzi as a name was received.

It is proposed to substitute Nardi for Martinuzzi, and reuse Paddon as a road name at another location as outlined in a separate report to Council.

RECOMMENDATION

1. That Council formally adopt the following road names listed below and proceed with the formal renaming processes through the NSW Online Naming System (NORNS) portal when the roads are transferred to Council at the end of the Pacific Highway construction. The proposed names being;
 - (a) Marozin Road
 - (b) Nardi Road
 - (c) Roder Road
 - (d) Antonioli Road
 - (e) Gollan Road
 - (f) Old Well Road

DELIVERY PROGRAM LINKS

Connecting People and Place

PP1 Fresh and Vibrant Community

PP1.3 Provide clean, safe and accessible open spaces and recreational services to the community and visitors

BUDGET IMPLICATIONS

Not applicable

REPORT

Following the resolution by Council in April 2018 and notification of property owners with a frontage to the proposed sections of road being named, three responses were received. Further enquiries were made with Pacific Complete into the proposed roads, with two sections of road now not requiring naming. One road is a property access, with the second road to become a Right of Carriageway instead of a road. This means the names previously proposed for these two roads (Nardi and Paddon), are now available for use elsewhere.

Submission 1 was in relation to approving the use of original settler's names for roads in the New Italy area.

Submission 2 was from a resident who was concerned that Martinuzzi was difficult to pronounce, not easy to spell and not commonly heard. The proximity to Marozin Road will cause confusion for visitors. The author is also planning to open a business here and thinks it will be too cumbersome a name for customers. An alternative name of Veneto was suggested, with the name being a region in Italy that the New Italy settlers came from.

Submission 3 was from a resident who didn't object to the proposed road name, but did object to GPS navigation systems identifying his private driveway as being public access through to an unformed and unmaintained road known as Alpins Road on Google Maps. A response in relation to the GPS mapping issue was sent.

As a result of the submissions received, it is proposed to use Nardi in place of Martinuzzi, with Paddon proposed to be used on a section of old Pacific Highway between Woodburn and Broadwater and is the subject of a separate Council report. The locations of the roads are shown in the diagrams set out below.

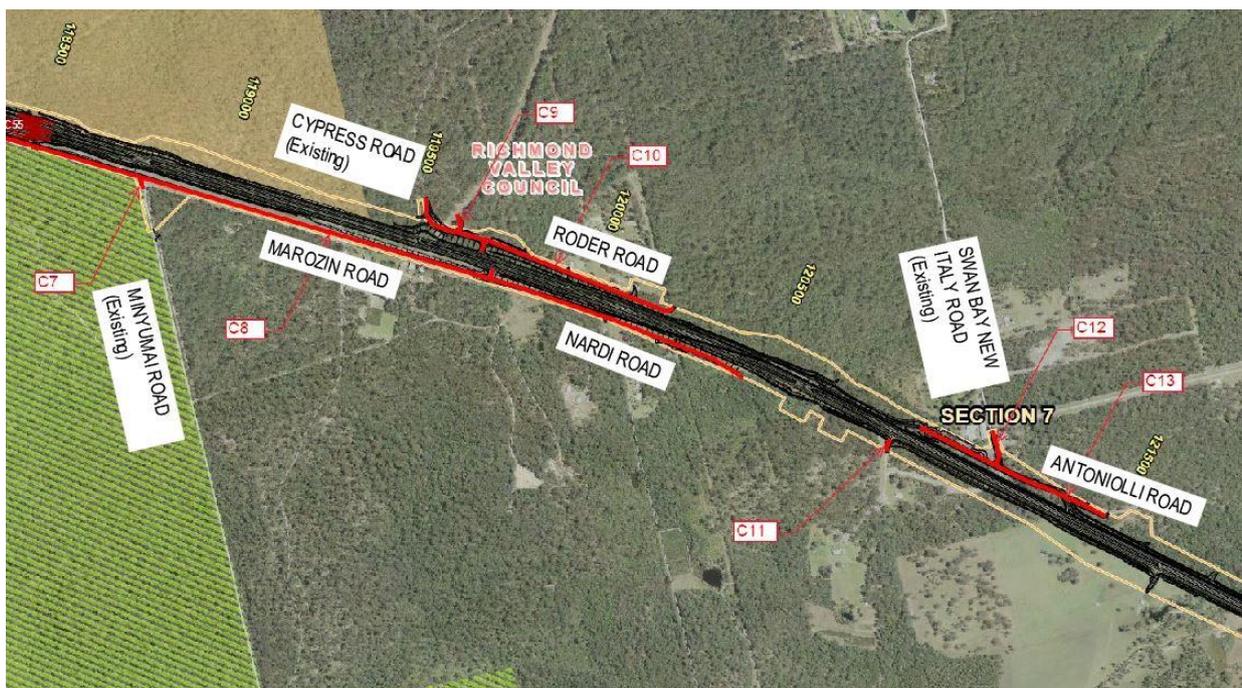


Diagram 1 - Marozin Road, Nardi Road, Roder Road and Antoniulli Road

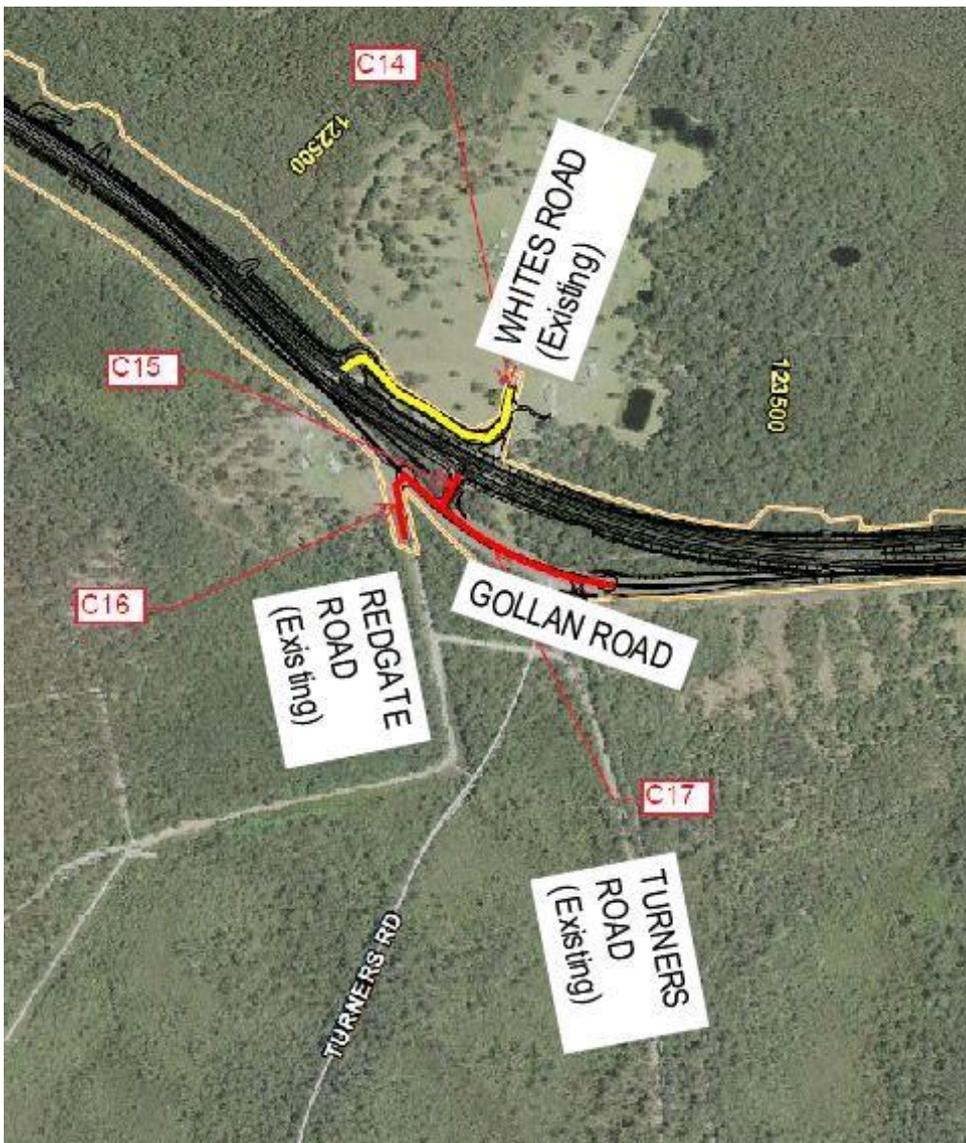


Diagram 2 – Gollan Road

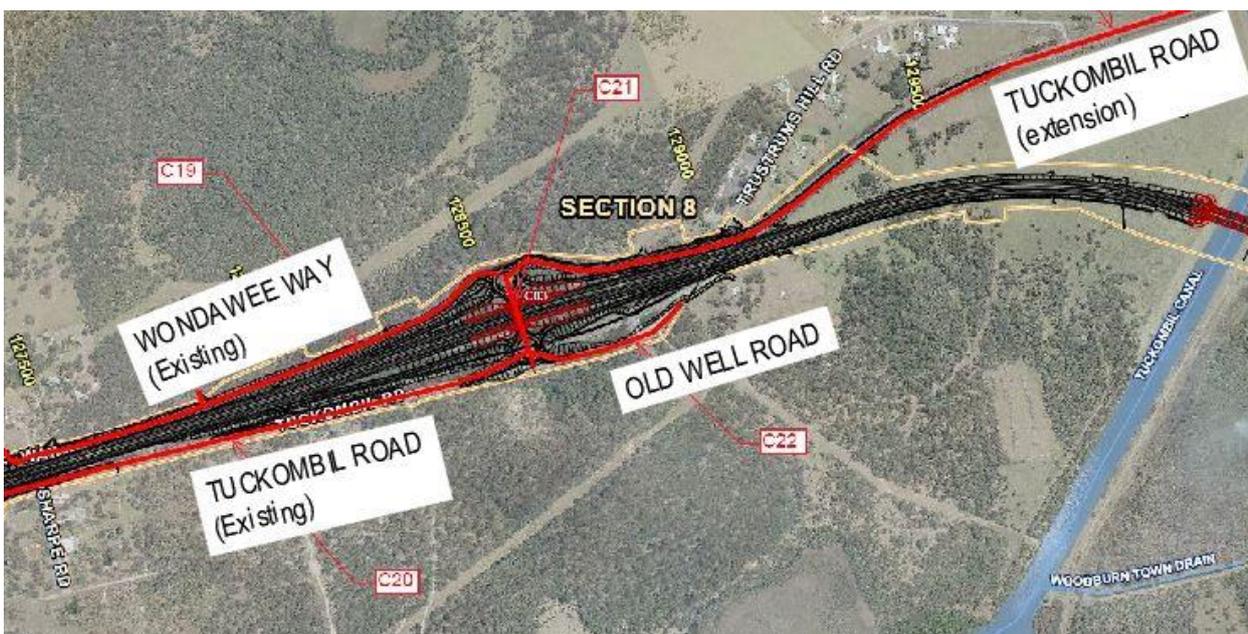


Diagram 3 – Old Well Road

CONSULTATION

Advertisement of the proposed road names was published on Council's website from 21 June to 20 July 2018 with individual notifications sent to each of the properties directly impacted along with the list of prescribed Authorities nominated in the Roads Regulation 2018.

No submissions were received from any authorities. Three submissions were received from people notified directly by Council.

CONCLUSION

It is proposed that Council, as the Road Naming Authority, follow the recommendations and processes outlined in this report to establish the names of the new road sections.

ATTACHMENT(S)

Nil

17.2 NAMING OF OLD PACIFIC HIGHWAY ASSOCIATED WITH PACIFIC HIGHWAY PROJECT

Author: Andrew Leach, Manager Asset Planning

EXECUTIVE SUMMARY

With the construction of the Pacific Highway, the section of existing Pacific Highway between the proposed Woodburn Interchange and the Local Government Area boundary with Ballina Shire Council will be transferred to Council's control. The existing name, Pacific Highway, needs to be renamed to avoid duplication with the new Pacific Motorway currently under construction.

Council officers have researched historical associations with the localities and have provided Council with recommended titles. These suggested names meet the criteria set by the Geographical Names Board for new road names.

RECOMMENDATION

That:

1. As the Road Naming Authority, Council determine a preferred name for the section of old Pacific Highway which is being transferred to Council's control as part of the Pacific Highway Project. The proposed names being;
 - (a) Tuckombil Road
 - (b) Paddon Way
 - (c) Mill Street
2. Notify the residents with a property frontage to proposed road sections of the proposed road name.
3. Advertise the proposed road name in a local newspaper or Council website.
4. Formalise the final road name selection via a future report to Council.
5. Following formal adoption of the name by Council, process the renaming through the NSW Online Road Naming System (NORNS) portal.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP1 Fresh and Vibrant Community

PP1.3 Provide clean, safe and accessible open spaces and recreational services to the community and visitors

BUDGET IMPLICATIONS

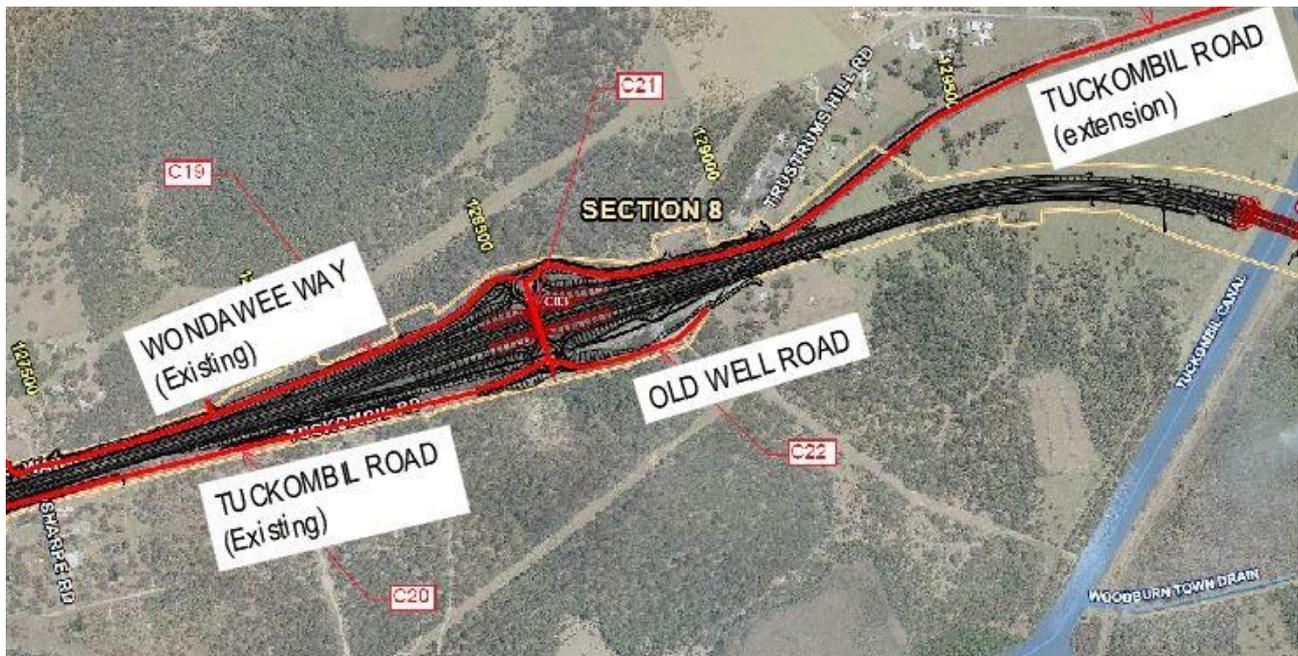
Not applicable

REPORT

The existing Pacific Highway passes through the village areas of Woodburn and Broadwater. Through Woodburn, the existing Pacific Highway is also known as Uralba Street and River Streets, each with corresponding street numbering. Through Broadwater, the town retains the Pacific Highway name although the street numbering starts again at the southern end of the town limits.

The proposal is to rename the Old Pacific Highway in rural and village sections as opposed to one continuous name.

Tuckombil Road will be extended through the Woodburn interchange over the new Pacific Motorway to Uralba Street (at the intersection of Donaldson Street Woodburn).



Uralba Street and River Street will continue north through Woodburn.

Paddon Way is proposed from River Street Woodburn (at the intersection of Richmond Street) through to Broadwater Village. James Paddon won the 1923 World Rowing Championship on the Richmond River at Woodburn against Darcy Hadfield (New Zealand) which is adjacent to the road it is being named after.

Through the Broadwater Village, Mill Street is proposed.

On the northern side of Broadwater, this section of road is continuous through to Wardell and up to the Coolgardie interchange (Ballina Shire Council area). With the majority of this section of old Pacific Highway under Ballina Shire Council's control, discussions between Council officers have agreed to allow Ballina Shire Council to propose a name for this road subject to Richmond Valley Council's approval. This proposal will be the subject of a future report to Council.

CONSULTATION

In accordance with Clause 7 of the Roads Regulation 2008 and NSW Road Naming Policy, each new proposed road name must be advertised for a period of one month in a local newspaper or road authorities website. Council is required to:

- Publish a notice of its proposal in a local newspaper or post on Council's website.
- Serve notice of its proposal on the prescribed authorities listed in Clause 7.1. via the Geographical Names Board NSW Online Road Naming System (NORNS) portal.
- Council consider submissions from the public and any authorities.
- The Council Meeting minute of the formal adoption of the name will be uploaded to the NORNS portal as supporting documentation of the formal name change.

CONCLUSION

It is proposed that Council, as the Road Naming Authority, follow the recommendations and processes outlined in this report to establish the names for the sections of old Pacific Highway that need to be renamed between the Woodburn Interchange and Broadwater Village.

Attachment(s)

Nil

18 MATTERS FOR INFORMATION**RECOMMENDATION**

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

18.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 OCTOBER 2018 TO 31 OCTOBER 2018

Author: Andrew Hanna, Manager Development and Environment

RECOMMENDATION

That Council receive and note:

1. the development application report for the period 1 October 2018 to 31 October 2018 and
2. the number of DAs determined in October 2018 is the highest number for the last five years.

REPORT

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

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

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 October 2018 to 31 October 2018 was 39, with a total value of \$2,220,888.00.

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

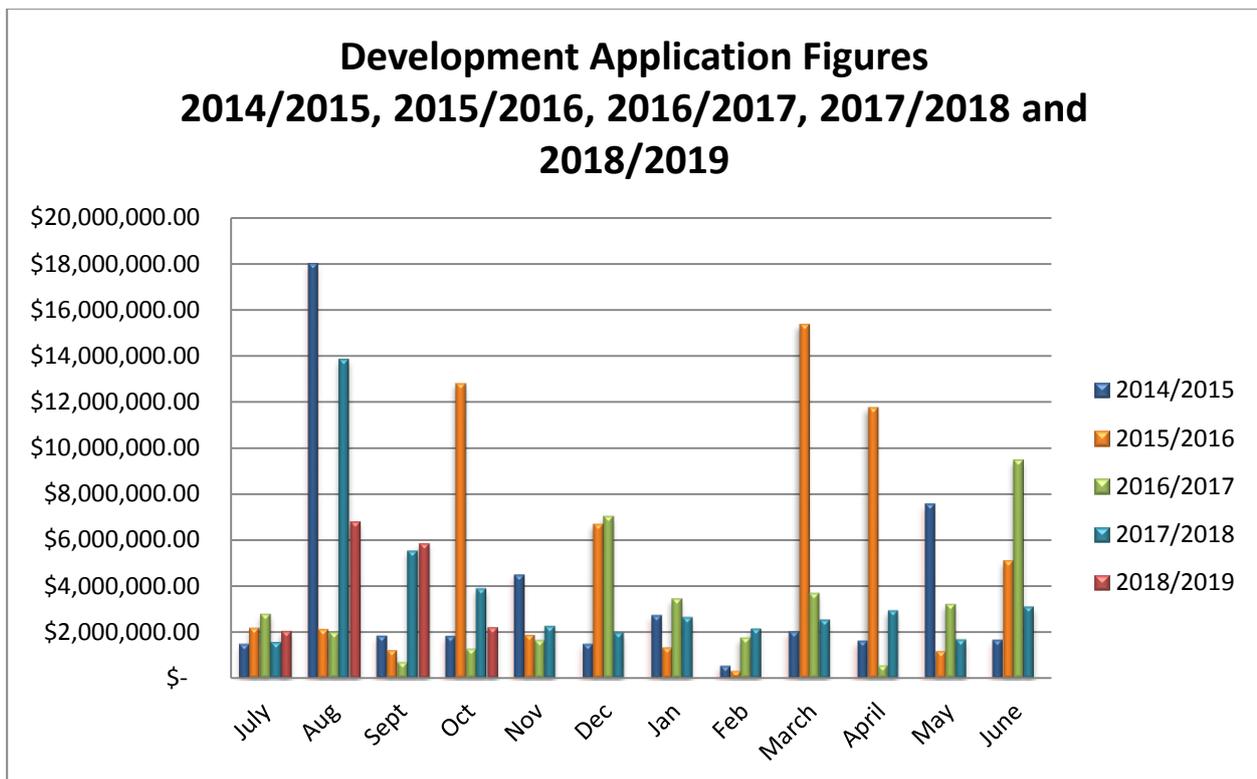


Figure 1: Monthly dollar value of development processed by Council over five financial years.

Figure 2 graph provides the annual value of Development Consents issued by Council over five financial years and Figure 3 and 4 graphs provide a detailed review of the value for the reporting month of October 2018.

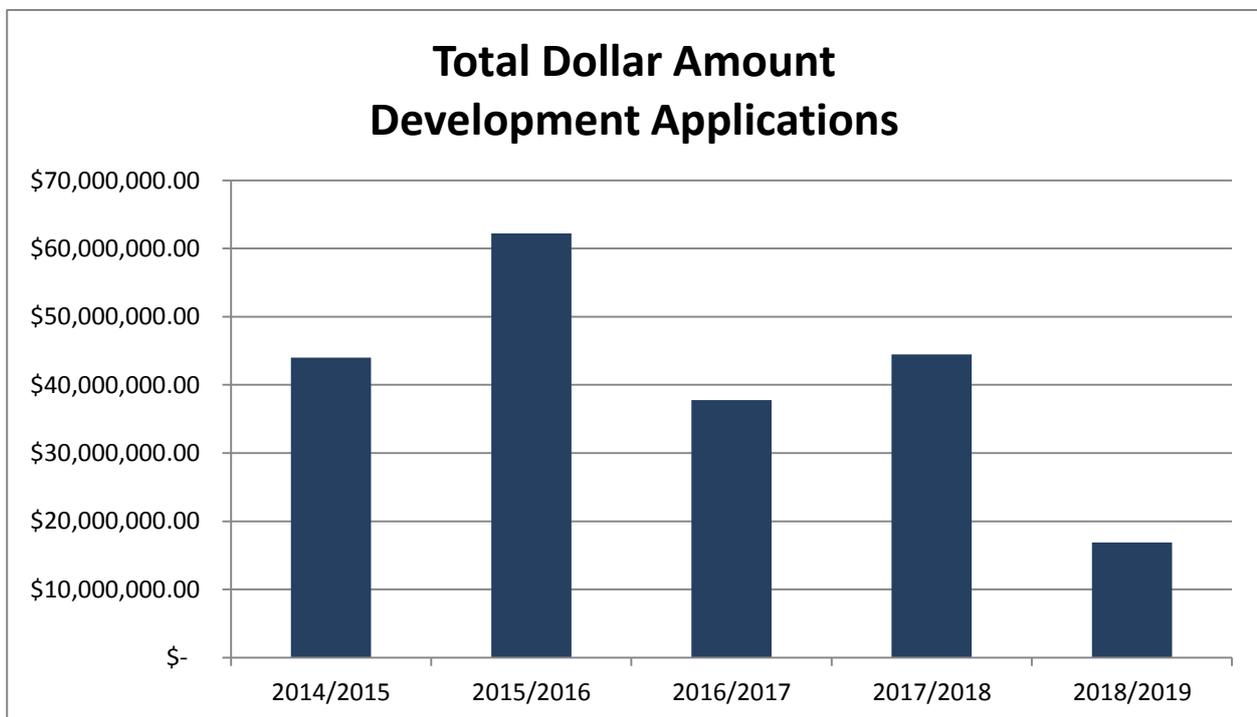


Figure 2: Annual value of development.

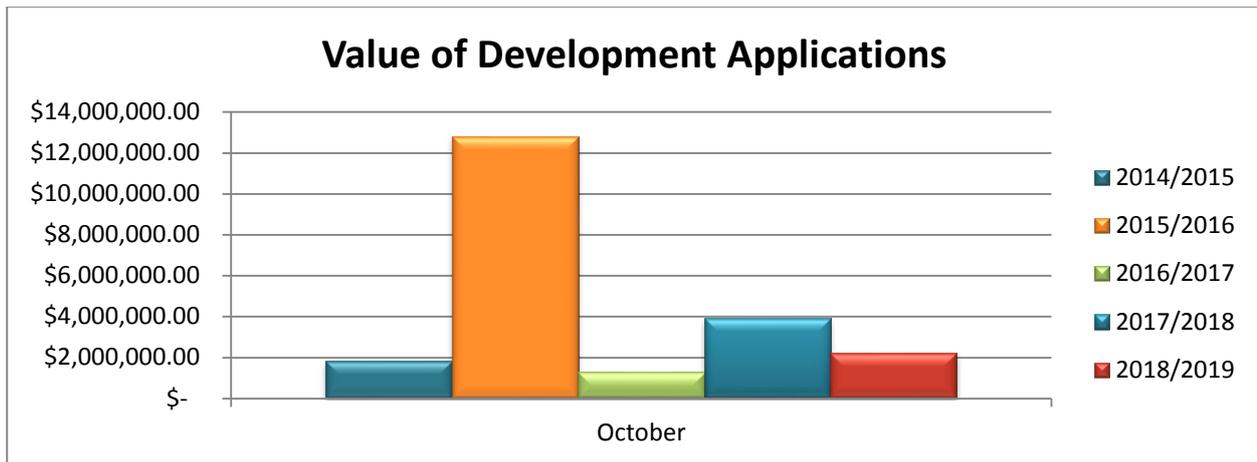


Figure 3: Value of development for the month of October.

Number of Development Applications

The number of applications received by Council does not necessarily reflect the value of developments as single large developments can be equivalent in value to a large number of more standard type developments such as sheds, dwellings and small commercial developments.

Figures 4 and 5 below detail the number of applications determined by Council which, as stated above, is not necessarily reflective of the value of development.

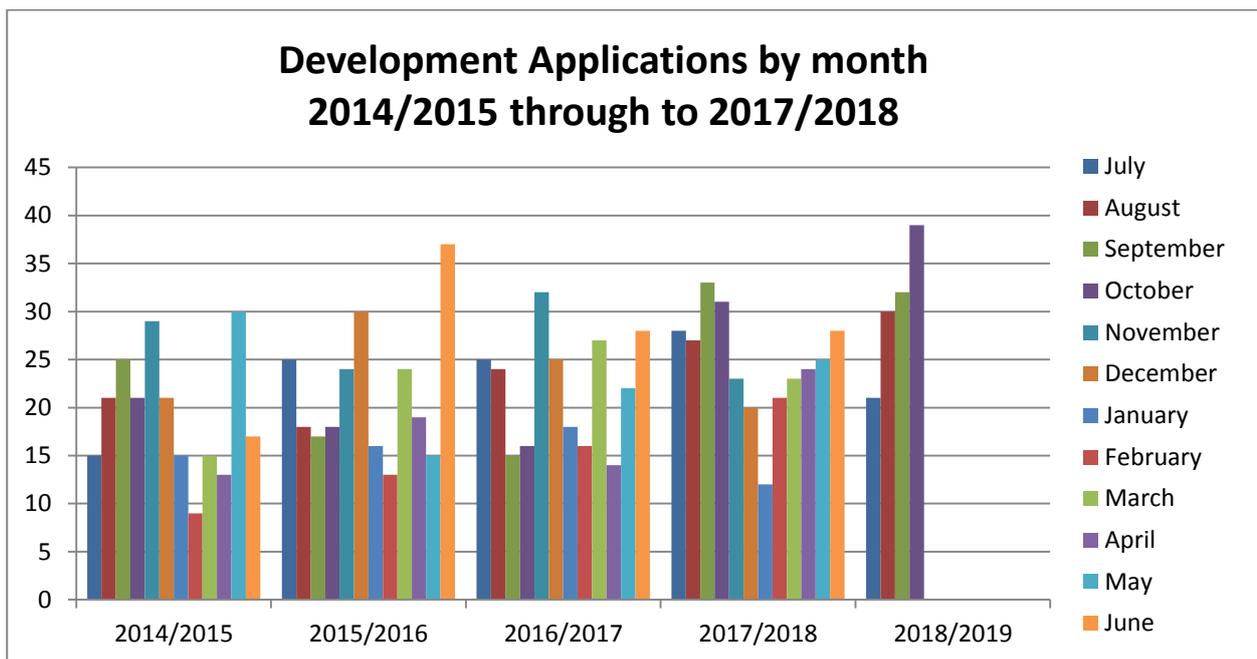


Figure 4: Number of Development Applications per month over five financial years.

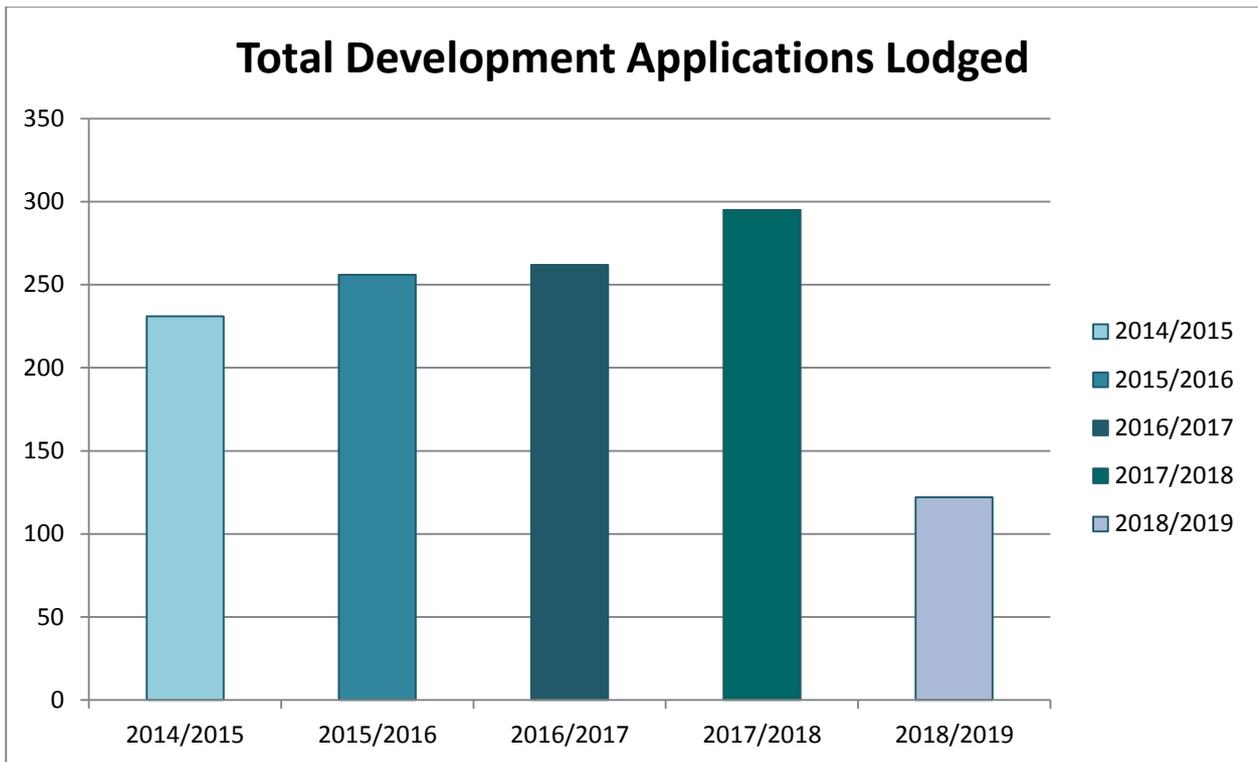


Figure 5: Number of development applications per year over five financial years.

Activity for the month of October

General Approvals (excluding Subdivisions, Section 96s)	32
Section 96 amendments to original consent	3
Subdivision	1
Refused	2
Withdrawn	1
Complying Development (Private Certifier Approved)	0
TOTAL	39

DELIVERY PROGRAM LINKS

Growing our Economy

EC1: Driving Economic Growth

EC1.6: Improved customer satisfaction with the DA process

BUDGET IMPLICATIONS

Nil.

CONSULTATION

Nil.

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 October to 31 October 2018							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2016/0007.02	Rabbits Eat Lettuce Pty Ltd	KL Jenner	1048 Seery Road, Kippenduff	Modification	4/10/2017	18/10/2018	\$ -
DA2016/0007.03	Planner North	KL Jenner	1048 Seery Road, Kippenduff	Modification	14/06/2018	30/10/2018	\$ -
DA2016/0082.01	Five Aces Pty Ltd	AJ Clark	113 River Street (Pacific Highway), Woodburn	Modification	14/11/2017	24/10/2018	\$ -
DA2018/0100.01	PA MacMahon	PA MacMahon	35A Hickey Street, Casino	Modification	20/09/2018	8/10/2018	\$ -
DA2018/0168	Richmond Valley Council	Richmond Valley Council	Tuckeroo Crescent, Evans Head	Clearing & Filling Land	21/02/2018	23/10/2018	\$ 20,000.00
DA2019/0002.01	Hayes Building Consultancy	D L Carroll	117 River Street (Pacific Hwy), Woodburn	Modification	26/09/2018	9/10/2018	\$ -
DA2019/0004	Newton Denny Chapelle	I W Hamilton	50 Kunklers Road, Casino	Subdivision of (3) three lots into (2) two	7/06/2018	4/10/2018	\$ -
DA2019/0036	MF & WO McGeary	MF & WO McGeary	46 Park Street, Evans Head	Shed	20/08/2018	3/10/2018	\$ 19,350.00
DA2019/0049	S Nourse	T N & L H Angel	38 Ironbark Place, Naughtons Gap	Secondary Dwelling & Shed Extension	4/09/2018	25/10/2018	\$ 110,000.00
DA2019/0050	J E Jett	J E & J L Jett	185 Rileys Hill Road, Broadwater	Carport and studio	4/09/2018	9/10/2018	\$ 40,000.00
DA2019/0055	I Brown	I Brown	81 Beech Street, Evans Head	Deck	6/09/2018	9/10/2018	\$ 18,000.00
DA2019/0056.01	C Coughran	A P & C Coughran	Moonem View Drive, Swan Bay	Modification	3/10/2018	11/10/2018	\$ -
DA2019/0062	A P & C Coughran	A P & C Coughran	Moonem View Drive , Swan Bay	Dwelling	11/09/2018	11/10/2018	\$ 326,494.00
DA2019/0063	S J & K B Tregidgo	S J & K B Tregidgo	9 West Street, Casino	Shed and Carport	13/09/2018	8/10/2018	\$ 36,900.00
DA2019/0064	R J Trebilcock	R J Trebilcock & M Betteridge	61 Woodburn Street, Evans Head	Carport	13/09/2018	10/10/2018	\$ 9,900.00
DA2019/0065	J Edwards	J Edwards	265 Wrench Road, Ellangowan	Shed	13/09/2018	8/10/2018	\$ 37,000.00
DA2019/0066	J N White & J O Pirlo	J N White & J O Pirlo	39 Jersey Drive, North Casino	Shed	17/09/2018	23/10/2018	\$ 17,515.00

Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2019/0067	Hayes Building Consultancy	L E & B J Wicks	29 Uralba Street, Woodburn	Deck and Shed Extensions	17/09/2018	4/10/2018	\$ 48,000.00
DA2019/0068	Coral Homes - Professional Planning Group	K M & B J Higgins	43 Jersey Drive, North Casino	Dwelling	17/09/2018	5/10/2018	\$ 248,093.00
DA2019/0069	Coral Homes - Professional Planning Group	R J & C L Drum	421 Perkins Bridge Road, Greenridge	Dwelling	17/09/2018	5/10/2018	\$ 270,096.00
DA2019/0071	Ballina Pool Shop	G N Holterman & C A Martin	56 Rileys Hill Road, Broadwater	Swimming Pool	17/09/2018	17/10/2018	\$ 36,940.00
DA2019/0072	G W Lobsey	G W Lobsey	63 Hare Street, Casino	Carport & Garage	18/09/2018	5/10/2018	\$ 15,000.00
DA2019/0073	Coastline Building Certification Group Pty Ltd	Civic Concepts Pty Ltd	22 Boronia Crescent, Casino	Dwelling and secondary dwelling	18/09/2018	25/10/2018	\$ 320,000.00
DA2019/0074	AGS Commercial Pty Ltd	Mrs E M Butcher & Mr M J Butcher	9 Dixon Place , North Casino	Awning	19/09/2018	9/10/2018	\$ 5,600.00
DA2019/0075	K P Reichmann	J A & K P Reichmann	1 Division Street, Casino	Awnings	19/09/2018	9/10/2018	\$ 4,800.00
DA2019/0076	Frank Stewart Architect	Walter Corp Pty Ltd	7 Elm Street , Evans Head	Boundary Fence	20/09/2018	9/10/2018	\$ 20,000.00
DA2019/0077	Y M Dann	Y M Dann	500 Ellangowan Myrtle Creek Road , Ellangwoan	Dwelling	21/09/2018	19/10/2018	\$ 219,600.00
DA2019/0078	Narellan Pools Northern Rivers	J A & S D Robson	44 Bottlebrush Crescent, Evans Head	Swimming Pool	21/09/2018	9/10/2018	\$ 34,400.00
DA2019/0079	Hayes Building Consultancy	M J Fry	14 Rileys Hill Road, Broadwater	Deck	22/08/2018	11/10/2018	\$ 15,000.00
DA2019/0080	D J Smith	D J & M L Smith	77 Barker Street , Casino	Shed	24/09/2018	12/10/2018	\$ 20,000.00
DA2019/0081	M A & R D Callaghan	M A & R D Callaghan	2 Elm Place, Casino	Dwelling Alterations and Additions & Deck	24/09/2018	15/10/2018	\$ 31,200.00
DA2019/0082	Byron Bay Planning & Property Consultants	D Hullman & B M Holt	65 Woodburn Street, Evans Head	Secondary Dwelling, Garage & Dwelling Alteration and Additions	25/09/2018	16/10/2018	\$ 120,000.00
DA2019/0084	Trueline Patios & Extensions Northern Rivers	L L & G W Smith	40 Cassia Street, Evans Head	Awning	27/09/2018	12/10/2018	\$ 16,400.00

Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2019/0085	L P & D M Lawlor	L P & D M Lawlor	15 Pratt Street, Casino	Carport	27/09/2018	15/10/2018	\$ 6,900.00
DA2019/0086	B E Parkinson	B E Parkinson	43 High Street, Casino	Garage	3/10/2018	22/10/2018	\$ 18,000.00
DA2019/0088	S M Ryan	I L Robinson	1030 Woodburn Coraki Road , Bungawalbin	Decommission of dwelling and cut & fill for house pad	4/10/2018	17/10/2018	\$ 30,000.00
DA2019/0091	C W Suter	C W Suter & C M B Davis	122 Colches Street, Casino	Removal and construction of patio and additional toilet	8/10/2018	25/10/2018	\$ 31,000.00
DA2019/0094	Narellan Pools Northern Rivers	H M Alizar & D M Greene	40 Adams Street, Coraki	Swimming Pool	11/10/2018	31/10/2018	\$ 35,200.00
DA2019/0098	Narellan Pools Northern Rivers	M J James	43 Marigold Drive, Fairy Hill	Swimming Pool	15/10/2018	31/10/2018	\$ 39,500.00

18.2 GRANT APPLICATION INFORMATION REPORT - OCTOBER 2018**Author: Ryan Gaiter, Chief Financial Officer / Manager Mid-Richmond****RECOMMENDATION**

That the Grant Application report for the month of October be received and noted.

REPORT

This report provides information on grant applications that have been approved, grants that have been received, grant applications that were unsuccessful and grant applications submitted for the month of October 2018.

Six new grants were approved during the month of October 2018. Council received funding for six grants during the reporting period, totalling \$1,179,200. Council was notified as being unsuccessful with one grant application and applied for two new grants during October 2018.

Details of these grants are provided below:

Grants that have been approved

Woodburn Riverside Park Development - Playground and Central Hub Area	
Project ID	10283
Funding Body	Office of Regional Development
Funding Name	Stronger Country Communities Fund (SCCF)
Government Level	State
Project Value (exc GST)	\$570,040
Grant Funding (exc GST)	\$551,776
Council Funding (exc GST)	\$ 18,264
Date Application Submitted	3 May 2018
Date Approved	10 October 2018
Comment (if required)	N/A

Stan Payne Oval Sporting Facility Enhancement with Grandstand Upgrade and Security Bollards	
Project ID	10284
Funding Body	Office of Regional Development
Funding Name	Stronger Country Communities Fund (SCCF)
Government Level	State
Project Value (exc GST)	\$309,884
Grant Funding (exc GST)	\$309,884
Council Funding (exc GST)	\$ 0
Date Application Submitted	3 May 2018
Date Approved	10 October 2018
Comment (if required)	N/A

Woodburn Recreational Oval Enhancement of Sporting Facilities	
Project ID	10285
Funding Body	Office of Regional Development
Funding Name	Stronger Country Communities Fund (SCCF)
Government Level	State
Project Value (exc GST)	\$98,714
Grant Funding (exc GST)	\$98,714
Council Funding (exc GST)	\$ 0
Date Application Submitted	3 May 2018
Date Approved	10 October 2018
Comment (if required)	N/A

Queen Elizabeth Park Sporting Complex Enhancement	
Project ID	10286
Funding Body	Office of Regional Development
Funding Name	Stronger Country Communities Fund (SCCF)
Government Level	State
Project Value (exc GST)	\$479,717
Grant Funding (exc GST)	\$479,717
Council Funding (exc GST)	\$ 0
Date Application Submitted	3 May 2018
Date Approved	10 October 2018
Comment (if required)	N/A

Coraki Hockey Club Training Facilities: Windsor Park Revitalisation	
Project ID	10287
Funding Body	Office of Regional Development
Funding Name	Stronger Country Communities Fund (SCCF)
Government Level	State
Project Value (exc GST)	\$95,053
Grant Funding (exc GST)	\$95,053
Council Funding (exc GST)	\$ 0
Date Application Submitted	3 May 2018
Date Approved	10 October 2018
Comment (if required)	N/A

Evans Head Main Beach Access Enhancement	
Project ID	10289
Funding Body	Office of Regional Development
Funding Name	Stronger Country Communities Fund (SCCF)
Government Level	State
Project Value (exc GST)	\$185,765
Grant Funding (exc GST)	\$185,765
Council Funding (exc GST)	\$ 0
Date Application Submitted	3 May 2018
Date Approved	10 October 2018
Comment (if required)	N/A

Grants that have been received

NRLX Truck Wash Upgrade	
Project ID	10226
Funding Body	Transport for NSW
Funding Name	Fixing Country Truck Washes
Government Level	State
Project Value (exc GST)	\$418,076
Grant Funding (exc GST)	\$358,076
Council Funding (exc GST)	\$ 60,000
Date Application Submitted	6 October 2016
Date Received	\$625 received 25 October 2018
Total Funds Received To Date	\$238,294
Comment (if required)	Funding is now split 50/50 between Transport NSW (Restart NSW) and RMS.

Flood Event of 12 March 2017 Emergency and Restoration Works	
Project ID	10256
Funding Body	Roads and Maritime Services
Funding Name	Natural Disaster Funding
Government Level	State
Project Value (exc GST)	\$1,773,221
Grant Funding (exc GST)	\$1,744,221
Council Funding (exc GST)	\$ 29,000
Date Application Submitted	Various
Date Received	\$19,030 received 31 October 2018
Total Funds Received To Date	\$1,715,030

Comment (if required)	N/A
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Flood Event of 28 March 2017 Emergency and Restoration Works	
Project ID	10258
Funding Body	Roads and Maritime Services
Funding Name	Natural Disaster Funding
Government Level	State
Project Value (exc GST)	\$3,113,420
Grant Funding (exc GST)	\$3,084,420
Council Funding (exc GST)	\$ 29,000
Date Application Submitted	Various
Date Received	\$749,286 received 31 October 2018
Total Funds Received To Date	\$2,821,286
Comment (if required)	N/A

Northern Rivers Livestock Exchange Stage 2	
Project ID	10260
Funding Body	NSW Treasury
Funding Name	Restart NSW
Government Level	State
Project Value (exc GST)	\$7,000,000
Grant Funding (exc GST)	\$7,000,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	Various
Date Received	\$176,505 received 25 October 2018
Total Funds Received To Date	\$263,966
Comment (if required)	N/A

Regional Roads Block Grant 2018/2019	
Project ID	N/A
Funding Body	Roads and Maritime Services
Funding Name	Regional Roads Block Grant 2018/2019
Government Level	State
Project Value (exc GST)	\$901,815
Grant Funding (exc GST)	\$901,815
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A – Annual allocation

Date Received	\$221,250 received 31 October 2018
Total Funds Received To Date	\$442,500
Comment (if required)	N/A

MR544 Regional Roads REPAIR Program – Bentley Road	
Project ID	N/A
Funding Body	Roads and Maritime Services
Funding Name	Regional Roads REPAIR Program
Government Level	State
Project Value (exc GST)	\$320,608
Grant Funding (exc GST)	\$160,304
Council Funding (exc GST)	\$160,304
Date Application Submitted	Rolling program
Date Received	\$12,504 received 31 October 2018
Total Funds Received To Date	\$160,304 (total funding received)
Comment (if required)	N/A

Unsuccessful Grant Applications

Crawford Square Casino Accessible Splashpad	
Project ID	10288
Funding Body	Office of Regional Development
Funding Name	Stronger Country Communities Fund (SCCF)
Government Level	State
Project Value (exc GST)	\$883,436
Grant Funding (exc GST)	\$883,436
Council Funding (exc GST)	\$ 0
Date Application Submitted	3 May 2018
Date Advised Unsuccessful	10 October 2018
Comment (if required)	N/A

Grant Applications Submitted

Casino Showground and Racecourse Upgrade Project	
Project ID	10303
Funding Body	NSW State Government
Funding Name	Regional Communities Development Fund
Government Level	State
Project Value (exc GST)	\$8,200,000

Grant Funding (exc GST)	\$8,200,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	10 October 2018
Comment (if required)	N/A

Woodburn-Coraki Road	
Project ID	10304
Funding Body	Transport for NSW
Funding Name	Fixing Country Roads Round 3
Government Level	State
Project Value (exc GST)	\$5,100,000
Grant Funding (exc GST)	\$3,100,000
Council Funding (exc GST)	\$2,000,000
Date Application Submitted	15 October 2018
Comment (if required)	N/A

DELIVERY PROGRAM LINKS

Making Council Great

CS2 Great Support

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

BUDGET IMPLICATIONS

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

ATTACHMENT(S)

Nil

18.3 COMMUNITY FINANCIAL ASSISTANCE PROGRAM ROUND ONE 2018/2019**Author: Vaughan Macdonald, General Manager****RECOMMENDATION**

That Council receive and note the allocation under the Community Financial Assistance Program Round 1 2018/2019

REPORT

Under section 356 of the *Local Government Act 1993* (The Act) Council may by resolution contribute financial assistance to individuals, groups and organisations seeking financial assistance. At the November 2016 Ordinary Meeting Council resolved to delegate authority to the General Manager to approve the allocation of funds in accordance with Council's Policy 1.2 Community Financial Assistance Program.

The policy provides for two approximately equal funding rounds. There is currently \$70,000.00 worth of funding available. The first round of funding was advertised in August-September 2018 and Council received 22 applications.

All of the applications received have been reviewed in accordance with the policy. Twenty one of the applications fit the eligibility requirements and selection criteria, and 14 were able to be partially or fully funded.

In determining eligibility, consideration has been given to Council's Community Strategic Plan and the deliverables in the Delivery Program and Operational Plan, as well as eligibility requirements and selection criteria.

A Councillor Workshop was held on 5 November 2018 and applications were assessed, with the General Manager approving, under delegation, the allocation of funds as indicated in the following tables under delegation.

The following table summarises the applications which did meet the eligibility criteria and have been partially or fully funded.

Organisation	Requested allocation	Proposed Use	Amount allocated
Broadwater Rileys Hill Community Centre	\$5,000.00	Kitchen Upgrade - priority is a new gas oven \$3650, a two-door glass front fridge is a secondary priority \$1350	\$2,950.00
Casino & District Historical Society Inc.	\$3,313.34	Computer System Upgrade - new server and back-up system	\$3,313.34
Casino Community Soup Kitchen	\$1,555.00	Purchase New Upright Stove/Oven - to safely and efficiently cook meals for the community	\$1,555.00
Casino Poultry Club Inc.	\$1,500.00	Equipment Updating - purchase BBQ, vacuum to clean out pens and water containers for pens	\$860.00
Casino Vision Impaired Local Client Support Group	\$760.00	Supporting People who are Blind and Vision Impaired - through monthly newsletter and social outings	\$760.00
Casino's Own Wireless Incorporated	\$1,939.00	Listen to COW on the Internet - purchase a dedicated computer to allow community to stream broadcast via internet	\$1,939.00
Community Radio Coraki	\$4,482.91	Replacement of 88.9 FM's ageing analogue Studio-Transmitter Link equipment - upgrade to a long -range digital Wi-Fi system	\$4,482.91

Ellangowan Public Hall	\$2,100.00	Kitchen revamp - apply lami panel to the existing wooden walls to make them easier to clean	\$2,100.00
Kurrachee Co-operative	\$2,500.00	Box Ridge Coraki Community Christmas Party in partnership with Bogal Local Aboriginal Land Council and Bandjalang Aboriginal Corporation - hire of tables, chairs and marquee	\$1,360.00
One Voice Richmond Valley Community Choir Incorporated	\$1,000.00	Produce and present a new play, Armistice, in partnership with DIRT students	\$750.00
Rileys Hill Community Involvement Centre committee	\$5,000.00	Upgrade current kitchen facilities - removal and replacement of bench tops, sinks/taps, cupboards and stovetop/oven to provide community with clean and healthy space to prepare and serve food.	\$5,000.00
RSM Community Transport Incorporated	\$5,000.00	Purchase office equipment for RSM Community Transport staff and volunteers - including 3 computers, printer/copier and 3 phones	\$4,000.00
The Salvation Army - Loaves and Fishes	\$3,800.00	Loaves and Fishes require an industrial potato peeler to allow them to continue providing low cost meals to the community	\$3,800.00
Woodburn Amateur Boxing Club Incorporated	\$5,000.00	Repair and additions to our outside facade including new signs, extension of concrete area (to allow for training outside) and a new garden	\$2,500.00
		TOTAL	\$35,370.25

The following applications were also received but have not been allocated funding in this round.

Organisation	Requested allocation	Proposed Use	Reason given
2nd Casino Scout Group, Scouts Australia NSW	\$2,000.00	Scout Trailer Replacement - purchase new trailer (total price \$6650) necessary for youth activities such as camping and canoeing.	Strong round of projects
Casino Chamber of Commerce and Industry	\$3,000.00	Chamber Welcome Bags - purchase 500 branded bags, magnets, pens & notepads	Connection to community outcome not strong. Chamber contact Council staff who may be able to assist with this project
Casino On Road Remote Control Car Association	\$4,000.00	Purchase ETS Carpet - for indoor racing in the Pavilion at the Casino Showground	Quote is for 2658.95 euros - as there are no suppliers in Australia. Partial funding is not an option
Keeping Our Freedom Youth Indigenous Corporation	\$5,000.00	Casino Youth "Laser Cutting" Their Way to Freedom - \$5000 needed to finalise purchase of an industrial wood laser cutter (total price \$33,500, \$28,500 funded through other sources)	Strong round of projects

Organisation	Requested allocation	Proposed Use	Reason given
Mid Richmond Neighbourhood Centre	\$5,000.00	Scout Hall Painting - repaint inside of hall to make it more visually appealing	Strong round of projects
Pacific Coast Railway Society Inc. t/a Casino Mini Railway & Museum	\$1,950.00	Restoration of carriage & surrounding area - includes painting, replacement parts and landscaping surrounding area	Connection to community outcome not strong. Outstanding acquittals from last 2 rounds totalling \$3600.
Parkrun Inc. (t/a parkrun Australia)	\$3,500.00	A park run for Casino - funds will go towards the establishment of Casino park run, including an automated external defibrillator	Project is a good idea but no evidence of local involvement (project being driven by Park run, Queensland) and funds would be retained by applicant for establishment costs. Suggest they form local committee first, who could then apply in Round 2.
Westpac Life Saver Rescue Helicopter	\$1,000.00	Marketing Storage Unit - repurposing an existing hut into a storage facility for marketing/fundraising items to be kept onsite.	Connection to community outcome for this particular project not strong Council considers that the organisation has sufficient resources available to fund this, and is already well supported by local residents.

DELIVERY PROGRAM LINKS

Focus Area 7 Governance and Process

Long term Goal 7.5 Sound Governance and Legislative Practices

BUDGET IMPLICATIONS

Council has allocated \$70,000 in the 2018/19 budget for financial assistance. The total amount of current funds available is \$70,000.00. The policy provides for two rounds of funding in the budget period. The proposed allocation of \$35,370.25 is within budgetary constraints.

ATTACHMENT(S)

Nil

18.4 DISCLOSURE OF INTEREST - APPOINTMENT OF DESIGNATED PERSONS

Author: Deborah McLean, Manager Governance & Risk

RECOMMENDATION

That Council receive and note the newly appointed designated person positions tabled for the information of Council.

REPORT

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

The following are newly appointed designated person positions of Council:

- Development Assessment Planner
- Environmental Health Officer

The disclosures for the above designated person positions have been received. The disclosures are tabled for the information of Council and will be made available on request to any member of the public at Council's Casino Administration Office.

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

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

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

CS1.3: Ensure transparency and accountability in council's operations.

BUDGET IMPLICATIONS

Not applicable

CONSULTATION

Not applicable

ATTACHMENT(S)

Nil

18.5 CODE OF CONDUCT COMPLAINTS STATISTICS

Author: Deborah McLean, Manager Governance & Risk

RECOMMENDATION

That Council receive and note the Code of Conduct Complaints Statistics for the period 1 September 2017 to 31 August 2018.

REPORT

In accordance with Clause 12.1 and 12.2 of the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW, the Complaints Coordinator is required to report complaints statistics to the Office of Local Government and to Council within three months of the end of September each year.

The General Manager has the authority to carry out the functions of the Disclosures Officer under the *Public Interest Disclosures Act 1993* and in accordance with Council's Internal Reporting Policy.

The Code of Conduct Complaints Statistics Report for the period 1 September 2017 to 31 August 2018 is included in this report for the information of Council.

DELIVERY PROGRAM LINKS

Making Council Great

CS1 Leading and Advocating for our Community

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

BUDGET IMPLICATIONS

Not applicable

CONSULTATION

Not applicable

ATTACHMENT(S)

1. **Office of Local Government Model Code of Conduct Complaints Statistics - 1 September 2017 - 31 August 2018**

Model Code of Conduct Complaints Statistics Select Council Name			
Number of Complaints			
1	a	The total number of complaints received in the period about councillors and the General Manager (GM) under the code of conduct	0
	b	The total number of complaints finalised in the period about councillors and the GM under the code of conduct	0
Overview of Complaints and Cost			
2	a	The number of complaints finalised at the outset by alternative means by the GM or Mayor	0
	b	The number of complaints referred to the Office of Local Government under a special complaints management arrangement	0
	c	The number of code of conduct complaints referred to a conduct reviewer	0
	d	The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	0
	e	The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0
	f	The number of finalised code of conduct complaints investigated by a conduct reviewer	0
	g	The number of finalised code of conduct complaints investigated by a conduct review committee	0
	h	The number of finalised complaints investigated where there was found to be no breach	0
	i	The number of finalised complaints investigated where there was found to be a breach	0
	j	The number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police	0
	k	The number of complaints being investigated that are not yet finalised	0
	l	The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	0

Preliminary Assessment Statistics		
3	The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:	
a	To take no action	<input type="text" value="0"/>
b	To resolve the complaint by alternative and appropriate strategies	<input type="text" value="0"/>
c	To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies	<input type="text" value="0"/>
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police	<input type="text" value="0"/>
e	To investigate the matter	<input type="text" value="0"/>
f	To recommend that the complaints coordinator convene a conduct review committee to investigate the matter	<input type="text" value="0"/>
Investigation Statistics		
4	The number of investigated complaints resulting in a determination that there was no breach , in which the following recommendations were made:	
a	That the council revise its policies or procedures	<input type="text" value="0"/>
b	That a person or persons undertake training or other education	<input type="text" value="0"/>
5	The number of investigated complaints resulting in a determination that there was a breach in which the following recommendations were made:	
a	That the council revise any of its policies or procedures	<input type="text" value="0"/>
b	That the subject person undertake any training or other education relevant to the conduct giving rise to the breach	<input type="text" value="0"/>
c	That the subject person be counselled for their conduct	<input type="text" value="0"/>
d	That the subject person apologise to any person or organisation affected by the breach	<input type="text" value="0"/>
e	That findings of inappropriate conduct be made public	<input type="text" value="0"/>
f	In the case of a breach by the GM, that action be taken under the GM's contract for the breach	<input type="text" value="0"/>
g	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993	<input type="text" value="0"/>
h	In the case of a breach by a councillor, that the matter be referred to the Office for further action	<input type="text" value="0"/>
6	Matter referred or resolved after commencement of an investigation under clause 8.20 of the Procedures	<input type="text" value="0"/>

Categories of misconduct	
7	The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:
a	General conduct (Part 3) 0
b	Conflict of interest (Part 4) 0
c	Personal benefit (Part 5) 0
d	Relationship between council officials (Part 6) 0
e	Access to information and resources (Part 7) 0
Outcome of determinations	
8	The number of investigated complaints resulting in a determination that there was a breach in which the council failed to adopt the conduct reviewers recommendation 0
9	The number of investigated complaints resulting in a determination that there was a breach in which the council's decision was overturned following a review by the Office 0

19 QUESTIONS ON NOTICE

Nil

20 QUESTIONS FOR NEXT MEETING (IN WRITING)

21 MATTERS REFERRED TO CLOSED COUNCIL**RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

21.1 Proposed Sale of Land – Lot 55 DP 1227996 and Lot 56 DP 1227996 Bulmers Road, Hogarth Range

This matter is considered to be confidential under Section 10A(2) - (c) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

21.2 Deceased Estate - Confidential

This matter is considered to be confidential under Section 10A(2) - (a) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

22 RESOLUTIONS OF CLOSED COUNCIL