

Richmond
Valley
Council



Minutes
Ordinary Meeting
Tuesday 20 February 2018

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**MINUTES OF THE ORDINARY MEETING OF RICHMOND VALLEY COUNCIL,
HELD IN THE COUNCIL CHAMBERS, CNR WALKER STREET AND
GRAHAM PLACE, CASINO, ON TUESDAY, 20 FEBRUARY 2018 AT 5.00 PM.**

Please note: these minutes are subject to confirmation at the next Council meeting. Decisions recorded in the draft minutes are subject to the Council's Code of Meeting Practice in relation to rescinding decisions.

PRESENT

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

Vaughan Macdonald (General Manager), Angela Jones (Director Infrastructure and Environment), Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond) and Julie Clark (Personal Assistant to Mayor and General Manager) were also in attendance.

1 ACKNOWLEDGEMENT OF COUNTRY

The Mayor provided 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

The meeting opened with a prayer by Paster Craig Fraser (Ariseshine fellowship).

3 PUBLIC ACCESS AND QUESTION TIME

Nil.

4 APOLOGIES

An apology was tendered on behalf of Cr Simpson.

200218/1 RESOLVED (Cr Mustow/Cr Hayes)

That such apology be accepted and leave of absence granted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

5 MAYORAL MINUTE

Nil.

6 CONFIRMATION OF MINUTES

6.1 ORDINARY MEETING MINUTES – TUESDAY 19 DECEMBER 2017

A copy of the Minutes of the Ordinary Meeting, held on Tuesday 19 December 2017, was distributed with the Business Paper.

RECOMMENDATION

Recommended that the Minutes of the Ordinary Meeting, held on Tuesday 19 December, be taken as read and confirmed as a true record of proceedings.

200218/2 RESOLVED (Humphrys/Hayes)

That the Minutes of the Ordinary Meeting, held on 19 December 2017, be taken as read and confirmed as a true record of proceedings.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

7 MATTERS ARISING OUT OF THE MINUTES

Nil.

8 DECLARATION OF INTERESTS

Nil.

9 PETITIONS

Nil.

10 NOTICES OF MOTION

Nil.

11 MAYOR'S REPORT

11.1 MAYOR'S ATTENDANCES – 12 DECEMBER 2017 – 11 FEBRUARY 2018

RECOMMENDATION

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

200218/3 RESOLVED (Cr Mustow/Cr Morrissey)

That the above recommendation be adopted.

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

Report

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

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

December

- 12th Information Session at Evans Head
- 12th Evans Head Chamber of Commerce Tourist Guide Launch
- 12th Evans Head Tree Lighting
- 13th Evans Head Community Carols
- 14th Richmond Lodge Aged Care Christmas function
- 14th Richmond Valley Council Christmas luncheon
- 18th Casino Men's Shed morning tea
- 18th Ordinary Council meeting
- 20th Rous Water Meeting
- 21st Meeting regarding successful application for the NSW Healthy Town Challenge
- 22nd Gwen Hickling retirement morning tea

January

- 2nd Visit Rappville - Storm Aftermath
- 2nd Evans Head-Casino Surf Life Saving Club Bowls Day
- 17th Waratah ladies group meet
- 26th Australia Day Ceremony
- 30th Opening of Lismore's Community Solarfarm
- 30th Meeting with Evans Head resident
- 31st Waratah ladies discussion in Chambers
- 31st United Transport Group discussion

February

- 1st Rabbits Eats Lettuce meeting
- 2nd NOROC meeting at Casino
- 2nd Gateway meeting discussion
- 6th Historial Society discussion
- 6th Internal Audit Committee meeting
- 6th Information session workshop
- 7th Aged and Disability Interagency Meeting Casino
- 7th RFS Service Level Liaison Committee Meeting
- 11th Northern Rivers Ford Owners Club Car Show
- 11th Opening Sic Surface BMX track Casino

12 DELEGATES' REPORTS

12.1 DELEGATES' REPORT SUBMITTED TO THE FEBRUARY 2018 ORDINARY MEETING

RECOMMENDATION

Recommended that the Delegates' Report be received and noted.

200218/4 RESOLVED (Cr Humphrys/Cr Mustow)

That the above recommendation be adopted.

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

Report

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

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

Northern Rivers Regional Organisation of Councils (NOROC) Meeting 2 February 2018

Cr Robert Mustow advised a Regional Priorities workshop was included as part of the NOROC meeting, to assist Councils to determine regional priorities for the coming 12 months.

Rous County Council Meeting 20 December 2017

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 20 December 2017.



**Summary of main items of business for
Rous County Council meeting
20 December 2017**

1. Road closure (Crown land) – easement for water supply pipeline, Byron Bay

Council agreed to the creation of a 2.5m wide easement for water supply pipeline associated with a road closure application for Crown public road at Bangalow Road, Byron Bay. The easement is required to protect Council's 300mm diameter bulk pipeline to the reservoir in Patterson Street, Byron Bay.

2. Information reports

i). Investments November 2017

Total funds invested for November 2017 was \$30,966,267

This is a decrease of \$367,271 compared to the November 2017 figure. This is primarily due to three semi-annual loan repayments.

Return for November 2017 was 2.60%

The weighted average return on funds invested for the month of November was 2.60%, an increase of 2 basis point compared to the October result. This rate of return is 88 basis points above Council's benchmark the average 90 day BBSW rate of 1.72%.

Interest earned was \$333,123 year to date

Interest earned compared to the adjusted budget was \$108,965 in excess of pro-rata budget.

Ethical holdings represent 60.87% of the total portfolio

The current holdings in Ethical Financial Institutions is

\$19,100,000. **ii). Water production and usage November**

2017

Total consumption by constituent councils November 2017 decreased considerably when compared to the previous year, with many areas recording in excess of 100mm rainfall during the month.

Daily source usage for November 2017 averaged 29.360ML. This is an increase from the October 2017 daily average of 29.111ML.

As at 6 December 2017, Rocky Creek Dam was at full capacity.

CONFIDENTIAL REPORTS**i). Perradenya Estate Release – Stage 2: Award of contract for construction of 15 lot subdivision**

Council resolved to award the contract for Perradenya Estate Release 5 - Stage 2 construction of 15 lot subdivision, to *GN Santin ATF The Santin Trust T/AS Santin Earthmoving*, for the contract price noted in the report.

Voting against: Cr Ekins.

ii). Perradenya Estate Release – Marketing strategy

Council resolved to endorse the marketing strategy for Release 5 - Stage 2 development at Perradenya as presented.

The General Manager was delegated authority to negotiate both reductions in price of no more than 5% per lot and offers above the price, to provide sufficient room to meet market conditions.

Voting against: Cr Ekins

iii). Risk and Audit Committee: meeting update

Council noted the minutes of the 27 November 2017 Risk and Audit Committee meeting as presented.

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

13 MATTERS DETERMINED WITHOUT DEBATE

200218/5 RESOLVED (Cr Morrissey/Cr Lyons)

That Items 14.1, 14.4 and 14.6 be determined without debate.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

14 MATTERS FOR DETERMINATION

14.1 INTERNAL AUDIT COMMITTEE MEETING HELD ON TUESDAY, 6 FEBRUARY 2018**Responsible Officer:**Ben Zeller (Manager Projects and Performance)

RECOMMENDATION

Recommended that the Minutes of the Internal Audit Committee Meeting held on 6 February 2018 be received and adopted.

200218/6 RESOLVED (Cr Morrissey/Cr Lyons)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

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

At the meeting held on 6 February 2018 the Committee discussed the following items:

1. Internal Audit Report – Waste Management (November 2017) – presented by Grant Thornton.
2. Internal Audit Report - Executive Summary – Status of 2017 / 2018 Internal Audit Plan.
3. Outstanding Action Items - Action items from previous reports past action date.
4. Management Letter 2017 - Final 2017 Management Letter – NSW Audit Office.
5. RVC Business Solutions Steering Group

Delivery Program Links

Making Council Great

CS1 Leading and advocating for our community

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

Budget Implications

Nil.

Report

The Minutes of the meeting held on Tuesday, 6 February 2018, are provided below.

MINUTES OF THE INTERNAL AUDIT COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS, RICHMOND VALLEY COUNCIL, CNR WALKER STREET AND GRAHAM PLACE, CASINO, ON TUESDAY, 6 FEBRUARY 2018 AT 4PM

PRESENT

Cr Daniel Simpson (Chair), Cr Robert Mustow, Cr Stephen Morrissey Cr Robert Hayes, Cr Sandra Humphrys, Cr Jill Lyons and Cr Sam Cornish.

Jarrold Lean (Internal Auditors Grant Thornton), Vaughan Macdonald (General Manager), Angela Jones (Director Infrastructure and Environment), Ben Zeller (Executive Internal Audit), Charlene Reeves (Project Support Officer) and Julie Clark (Personal Assistant to General Manager and Mayor) were also in attendance.

APOLOGIES

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

DECLARATION OF INTERESTS

Nil.

AGENDA ITEMS

1. **Internal Audit Report – Waste Management (November 2017)** – presented by Grant Thornton.

Rating of acceptable achieved in 7-year period. Key controls identified to achieve requirements.

- Cash onsite improved
- Charging system improved – eliminated manual receipts.
- Strategic plan now in place.
- Noted waste is transferred interstate.

2. **Internal Audit Report - Executive Summary – Status of 2017 / 2018 Internal Audit Plan.** Update on current years plan – on schedule. Accounts payable review to be undertaken week beginning 19 February 2018.

3. **Outstanding Action Items** - Action items from previous reports past action date.

- Updated report provided to meeting.
- IT issues identified were noted.
- Comments and progress to be expanded in future reports.

4. **Management Letter 2017** - Final 2017 Management Letter – NSW Audit Office.

- The findings were noted.
- Recommendations will be followed up in due course.

5. **RVC Business Solutions Steering Group**

- Recommendations from the Management Letter identified TechOne as an ongoing issue where action items cannot be completed as TechOne needed configuring or a module needs to be purchased. TechOne is not owned by I.T., it is a business operation which needs improving which is why it was identified a Business Solutions Steering Group needed to be established. The group will aim to:

- Drive the organisation's focus on business solutions, integration and efficiencies with the customer at the centre of all decisions.
 - Steer overall IT strategy and investment to achieve organisation priorities.
 - Monitor Internal Audit recommendations to ensure solutions are identified and implemented in a timely manner.
 - Communicate and collaborate across all areas of the business to drive change.
- The inaugural meeting to be held on Thursday, 15 February 2018 will develop a priority list and act on those items.

Next Internal Audit Committee meeting to be held on 1 May 2018, at 4pm

The meeting closed at 4.25 pm

14.2 DELIVERY PROGRAM PROGRESS REPORT (JULY 2017 TO DECEMBER 2017)

Responsible Officer:

Vaughan Macdonald (General Manager)

RECOMMENDATION

Recommended that the Progress Report (July 2017 – December 2017) on progress against the Delivery Program 2017/2021 be received and noted.

200218/7 RESOLVED (Cr Mustow/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

Council adopted its 2017/2021 Delivery Program on 27 June 2017. In accordance with the *Local Government Act 1993* the General Manager must ensure that progress reports are provided to the Council reporting on the progress of all principal activities detailed in the Delivery Program at least every six months. This report relates to and provides information about the achievement of the targeted outcomes prescribed in the Delivery Program.

The report is presented in a traffic light indicator format and provides commentary on the progress of all Delivery Program actions and milestones and commentary against the Community Strategic Plan (CSP) Performance Measures for each Community Objective within the four priority areas of the CSP. The report represents the first six months of the 2017/2018 financial year.

A dashboard has been provided to summarise Council's overall performance in meeting its four-year targets. The percentage of traffic lights demonstrates a satisfactory performance for the first six months of the four-year program.

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

Nil.

Report

The traffic light chart in Figure 1 represents Council's overall performance during the first six months of the 2017/2021 Delivery Program by providing a summary of the completion rate for each activity as reported in the accompanying table. The percentage of Completed and On Schedule traffic lights demonstrates that in the first six months of the four-year program Council is satisfactorily working towards the outcomes identified in the Delivery Program.

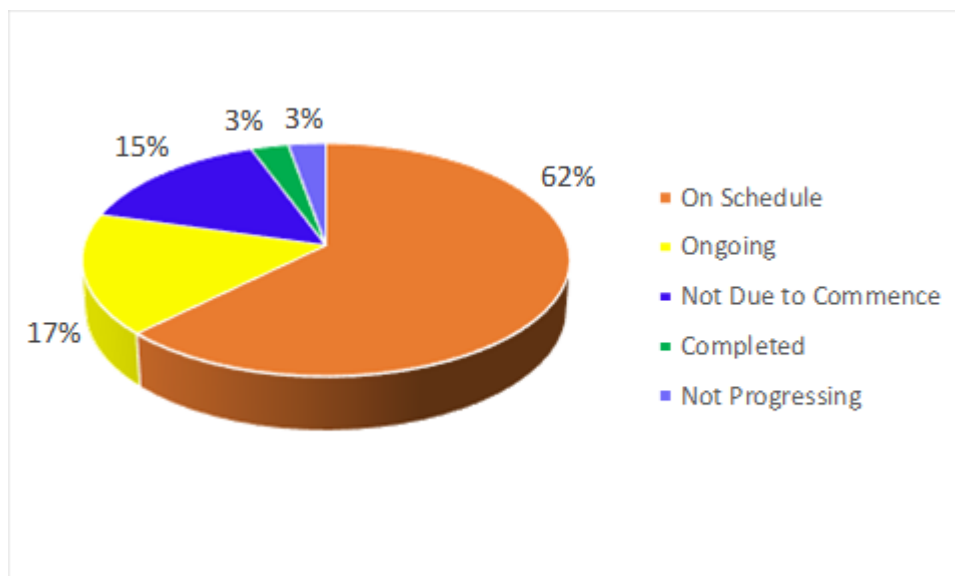


Figure 1

The Delivery Program report is presented in individual tables containing the progress towards completion of all Delivery Program activities and targets. The report also provides a status report on the progress against the Community Indicators outlined in the Community Strategic Plan for each community objective within the four priority areas.

The status is defined as:

Green: The action or milestone has been completed.

Orange: The action or milestone is on schedule and is being actively managed.

Amber: The action or milestone is ongoing and is being actively managed.

Blue: The action or target is not due to commence.

Purple: The action is not progressing.

The progress report relates to the first and second quarters of the 2017/2018 financial year.

Legal

In accordance with *the Local Government Act 1993* the General Manager must ensure that progress reports are provided to Council with respect to the principal activities detailed in Council's Delivery Program, at least every six months. The report represents the period 1 July 2017 to 31 December 2018 which is in accordance with the requirements under the Act.

Consultation

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

Conclusion

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

14.3 QUARTERLY BUDGET REVIEW OF RICHMOND VALLEY COUNCIL AS AT 31 DECEMBER 2017

Responsible Officer:

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

A PowerPoint presentation was presented to the meeting on the Quarterly Budget as at 31 December 2017.

RECOMMENDATION

Recommended that Council adopt the Quarterly Budget Review Statement as at 31 December 2017 and approve the variations thereto.

200218/8 RESOLVED (Cr Morrissey/Cr Humphrys)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

This report outlines the proposed adjustments to the 2017/2018 budget for the quarter ended 31 December 2017. These adjustments exclude all previously adopted Monthly Budget Adjustments.

The proposed changes see Council's projected operating surplus from continuing operations for 2017/2018 increase from the revised budget operating surplus as at 30 November 2017 of \$2,762,787, to \$5,353,339. This increase of \$2,590,552 is largely made up of Natural Disaster Restoration Funding for the March 2017 flood events. There has, however, been a decrease in reserve funding of \$2,159,115, with a projected transfer from cash reserves of \$7,038,039 primarily due to a reduction in the Capital Works Budget with a number of key projects expected to commence in 2018/2019.

Income from continuing operations has increased by \$3,985,111, with total income now projected to be \$62,882,139. This is largely made up of Natural Disaster Restoration Funding of \$3,628,297, as mentioned above, as well as several other significant adjustments such as \$402,000 in grant funding for the Rural Fire Service, \$358,076 for the Truck Wash Upgrade at the NRLX along with an additional \$511,612 in sales at Woodview Quarry. This increase is offset by a decrease in grants and contributions of \$1,552,000 due to the proposed carry forward of the Woodburn Riverside Precinct and Casino Drill Hall Revitalisation projects.

The December quarter has also seen expenses from continuing operations increase by \$1,394,559, with total operating expenses now projected to be \$57,528,800. Similar to the increase in operating income, this is largely attributed to grant funding; namely a \$402,000 grant for the Rural Fire Service along with \$237,723 in Natural Disaster Funding and an additional \$200,000 being allocated from reserves towards additional Regional Road Maintenance.

Whilst Council's Capital Works Program has increased slightly by \$442,883 to a projected total of \$29,280,433, this is largely due to over \$3 million in Natural Disaster Funding which has been offset by the proposed deferral of the Woodburn Riverside Precinct Upgrade and the Casino Drill Hall Revitalisation which are currently in the planning stage and are not expected to commence until June or July 2018.

A detailed Quarterly Budget Review Statement for the second quarter of the 2017/2018 year has been circulated separately to each Councillor. These changes are disclosed by Priority on pages 2-8 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-12.

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 second quarter of the 2017/2018 financial year has seen Council's operating surplus from continuing operations increase to a projected surplus of \$5,353,339. This is an increase of \$2,590,552 from the revised budget as at 30 November 2017 of \$2,762,787.

Council's estimated budget result (unrestricted cash result) has decreased slightly, from \$180,118 to a projected surplus of \$173,007 however is still satisfactory and an increase from the original budgeted surplus of \$114,131.

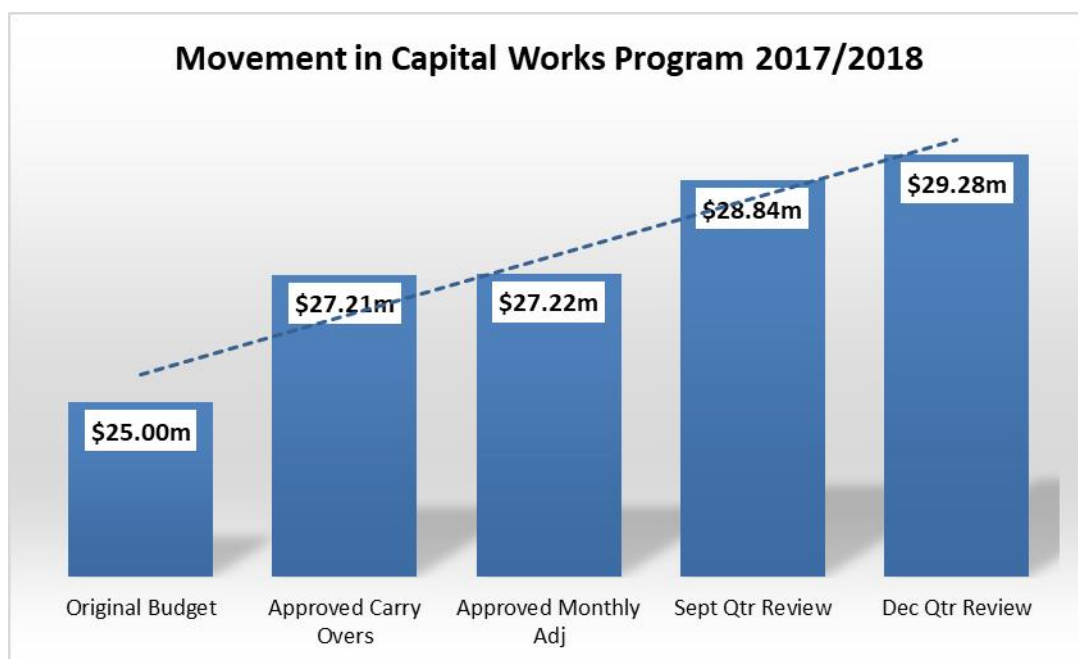
In overall cash terms, there is an improvement in the reduction in cash from reserves of \$2,152,004 for the 2017/2018 financial year. The revised budget as at 30 November 2017 showed a deficit of \$9,017,036 in cash reserves, this has improved to \$6,865,032. This improvement is predominately due to a reduction in Capital Works as it has been proposed to defer a number of key projects until 2018/2019, as discussed further below.

Income from continuing operations has increased by \$3,985,111 from the revised budget as at 30 November 2017, with total income now projected to be \$62,882,139. This is partly due to an increase of \$3,628,297 in Natural Disaster Funding along with \$358,076 in grant funding for the Truck Wash Upgrade at the NRLX. An increase in sales of flood blend at Woodview Quarry of \$511,612 due to Natural Disaster Restoration Works has also attributed to an increase in income along with an additional \$400,000 in Private Works due to turning lane works associated with the Pacific Highway Upgrade. This is offset by the proposed carry-over of \$1,562,000 in grant funded projects at the Casino Drill Hall and Woodburn Riverside Precinct Upgrade. These two signature projects are still in the planning stage and will not commence until June or July 2018. All recommended changes for Council resolution of \$3,985,111 are disclosed by Priority on pages 4 and 7 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-12.

Expenses from continuing operations have increased by \$1,394,559 from the revised budget as at 30 November 2017, with total operating expenses now projected to be \$57,528,800. \$200,000 of this is due to an increase in Regional Road Maintenance with higher volumes of traffic on the Woodburn Coraki Road associated with the Pacific Highway Upgrade. Along with \$237,723 in Natural Disaster Works, \$402,000 was received for the Rural Fire Service to purchase and upgrade facilities at the ex-Glider Club Hangar on Neville Bienne Drive for the State Mitigation Support Crew. An additional \$400,000 was also added in private works to complete turning lane works associated with the Pacific Highway Upgrade. All recommended changes for Council resolution of \$1,394,559 are disclosed by Priority on page 5 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-12.

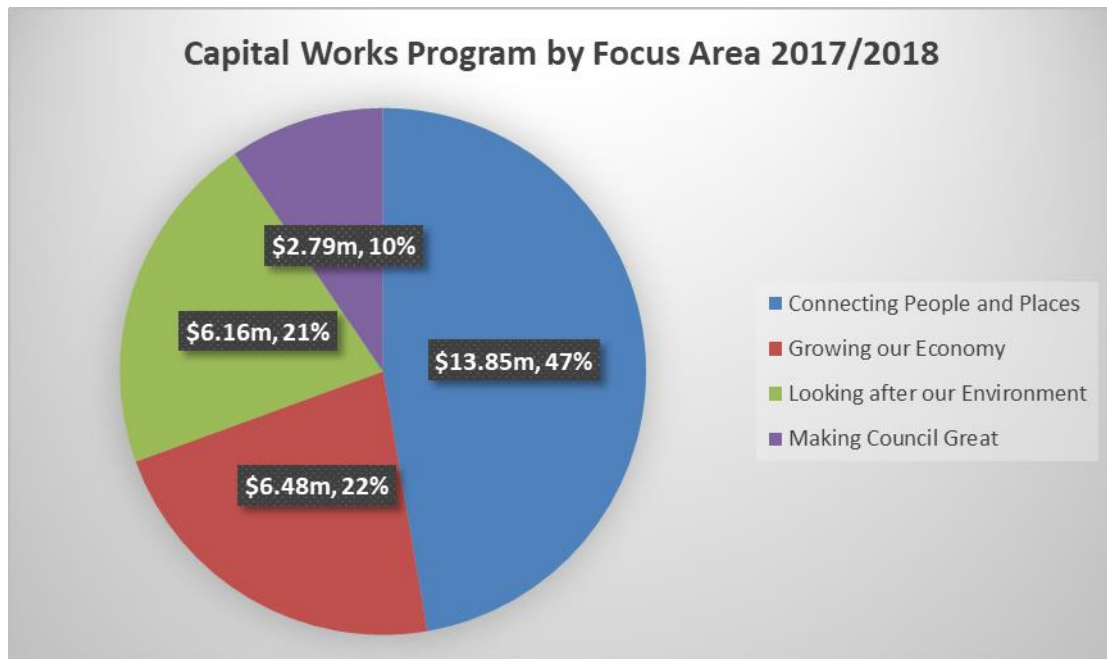
Council's Capital Works Program has increased overall by \$442,883 to a projected total of \$29,280,433. This increase is largely attributed to \$3,419,481 in Natural Disaster Restoration Works and \$600,000 in Real Estate Development for the purchase of Lot 172 Canning Drive, Casino as resolved by Council at the September Ordinary Meeting. Offsetting this increase is the proposed carry forward of \$2,835,212 for the Woodburn Riverside Precinct Upgrade and Casino Drill Hall Revitalisation projects. As mentioned earlier, these two projects are in the planning and tendering stage and are not expected to commence until June or July 2018. The Bora Ridge Transfer Station Upgrade and Nammoona Cell Capping are also proposed to be carried forward as the Transfer Station Upgrade cannot commence until Cell Capping has been completed at Bora Ridge and, it is expected only \$60,000 of the budget for Nammoona Cell Capping will be expended this year. All recommended changes to the Capital Works Program are disclosed by Priority on page 6 of Council's Quarterly Budget Review Statement and detailed explanations are provided on pages 9-12.

The following graph tracks the movement in Council's Capital Works Program for 2017/2018 from the original budget, after the adoption of approved carry over works and other approved monthly adjustments up to the December Quarterly Budget Review.



The Capital Works Program as a whole will need to be closely monitored and further reviewed during the March quarter as actual expenditure as at 31 December 2017 represents 38% of the Capital Works Budget.

The following graph provides a summary of the Capital Works Program by Priority:



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 31 December 2017	Revised Budget 30-Nov-17	Recommended Changes for Council Resolution	Projected Year End Result 2017/2018
Income from Continuing Operations	58,897,028	3,985,111	62,882,139
Expenses from Continuing Operations	56,134,241	1,394,559	57,528,800
Operating Result from Continuing Operations	2,762,787	2,590,552	5,353,339
Operating Result before Capital Income	(4,707,994)	355,747	(4,348,898)
Add: Non-Cash Expenses	14,040,489	0	14,040,489
Add: Non-Operating Funds Employed	5,084,481	4,335	5,088,816
Less: Capital Expenditure	28,837,550	432,883	29,280,433
Less: Loan Repayments	2,067,243	0	2,067,243
Estimated Funding Result – Surplus/(Deficit)	(9,017,036)	2,152,004	(6,865,032)
Restricted Funds – Increase/(Decrease)	(9,197,154)	2,159,115	(7,038,039)
Unrestricted Funds – Increase/(Decrease)	180,118	(7,111)	173,007

Pages 9 to 12 of the attached Quarterly Budget Review Statement contains the budget variation explanations. A summary of the main contributing factors within each Priority is as follows:

Connecting People & Places

- Increase in income and expenditure, both capital and operating due to the Natural Disaster Restoration Funding of \$3,628,297.
- NSW Rural Fire Service has received \$402,000 towards the purchase and fit out of the ex-Glider Club Hangar on Neville Bienke Drive which increased income and expenditure.
- A reduction in capital grants and contribution along with capital expenditure due to the proposed carry forward of works at Woodburn Riverside Precinct Upgrade and the Casino Drill Hall Revitalisation.

Growing our Economy

- An increase in income and expenditure for the NRLX due to Council being successful in receiving \$358,076 in grant funding for the Truck Wash Upgrade.
- An increase in operating income of \$511,612 at Woodview Quarry due to higher than anticipated sales of Flood Blend with Natural Disaster Restoration Works.
- An increase in the income and expenditure for Private Works, largely due to the turning lanes works being completed on behalf of Pacific Complete and the Roads and Maritime Services as a part of the Pacific Highway Upgrade.
- A further increase in capital expenditure of \$600,000 in Real Estate Development for the purchase and development of Lot 172 Canning Drive, Casino.

Looking after our Environment

- The Waste Management programs capital expenditure has decreased due to a number of projects being deferred until 2018/2019, namely the Bora Ridge Transfer Station Upgrade which isn't able to commence until the Cell Capping has been completed. The Nammoona Cell Capping has also been deferred until planning has been completed, with numerous smaller projects also being deferred until the Masterplan has been completed for Nammoona.

Making Council Great

- Increase in operating income with \$41,881 in Long Service Leave Entitlements being received from other Councils.
- A further increase in operating income due to an additional \$14,223 being received for the Work, Health & Safety Incentive above the original budget.

Conclusion

As at the end of the second quarter Council's Operating Result from Continuing Operations has seen a significant improvement, to \$5,360,712. Whilst the estimated budget result (unrestricted cash result) has decreased slightly to a surplus of \$173,007, the cash deficit (decrease in reserve funds spent) has also improved due to the carry forward of funding for works not expected to be completed in 2017/2018. Overall, Council's projected financial position at year end remains satisfactory.

14.4 FINANCIAL ANALYSIS REPORT – DECEMBER 2017 AND JANUARY 2018**Responsible Officer:**

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

RECOMMENDATION

Recommended that Council adopt the Financial Analysis Report detailing investment performance for the months of December 2017 and January 2018.

200218/9 RESOLVED (Cr Morrissey/Cr Lyons)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

The Financial Analysis Report gives an overview of Council's Investment Portfolio as at the end of the reported months. This overview is both a legislative requirement and essential in keeping Council up to date on the monthly performance of Council's investments. Council's investment balances as at 31 December 2017 and 31 January 2018 are shown below.

Period	Investment Portfolio
31 December 2017	\$37,601,164.58
31 January 2018	\$35,615,590.09

Council compares its monthly return on investment against the 90 Day Bank Bill Index, this index is used by investment fund manager and professional advisors to judge the performance of their investment portfolios. The rate of return on Council's investments for December 2017 was 2.41% which is above the 90 Day Bank Bill Index for December of 1.80%. The rate of return on Council's investments for January 2018 was 2.48% which is above the 90 Day Bank Bill Index for January of 1.78%.

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 December 2017, Council had earned \$239,530.10 in interest and \$174,705.08 in fair value gains for total investment revenue of \$414,235.18 against a budget of \$873,396.00 (which equates to 47.43%).

As at 31 January 2018, Council had earned \$252,684.17 in interest and \$204,927.59 in fair value gains for total investment revenue of \$457,611.76 against a budget of \$873,396.00 (which equates to 52.39%).

Report

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

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

The Reserve Bank of Australia left the cash rate unchanged at its December 2017 meeting and didn't hold a meeting during January 2018 therefore the cash rate in Australia remained at 1.50% per annum as at 31 January 2018.

Council's cash and term deposit investment portfolio has maturity dates ranging from same day up to 365 days. Deposits are made considering cash flow requirements and the most beneficial investment rates available at the time of making any investment. Council does give investment preference to financial institutions which do not support the fossil fuel industry, if the investment rate quoted is equal to or greater than the most beneficial rate quoted for that investment.

Council had a term deposit portfolio of \$17,000,000 representing 45.21% of the total portfolio as at 31 December 2017. Council made seven new term deposits; consisting of three with Defence Bank and one with each of Bank of Queensland, MyState Bank Limited, National Australia Bank and People's Choice Credit Union. Of these financial institutions Bank of Queensland and National Australia Bank support the fossil fuel industry. These term deposits were chosen as they offered the highest available return after diversification principles were applied. Five term deposits matured during the period.

Council had a term deposit portfolio of \$16,000,000 representing 44.92% of the total portfolio as at 31 January 2018. Council didn't make any new term deposits

and one term deposit matured during the period. All investments are in accordance with Council's Investment Policy.

Average interest rates available for investments decreased from November 2017 to December 2017 from 2.42% to 2.41% and increased from December 2017 to January 2018 from 2.41% to 2.48%.

Council had \$16,000,000 in longer term investments being the Cash Facility Trusts with NSW Treasury Corporation as at 31 December 2017 and \$14,000,000 as at 31 January 2018. The investment values as at 31 December 2017 and 31 January 2018 are shown on the following page.

Period	Hourglass Cash Facility Trust	Hourglass Strategic Cash Facility Trust
31 December 2017	\$8,429,581.05	\$8,456,026.33
31 January 2018	\$6,442,616.01	\$8,473,213.88

The value of Council's Investment Portfolio as at 31 December 2017 and 31 January 2018 including General Bank Accounts and Trust Funds are shown below.

Period	Investment Portfolio	Face Value	General Bank Accounts	Trust Funds
31 December 2017	\$37,601,164.58	\$36,715,557.20	\$605,213.54	\$120,994.55
31 January 2018	\$35,615,590.09	\$34,699,760.20	\$1,665,444.53	\$120,994.55

The Investment Portfolio figure at 31 December 2017 of \$37,601,164.58 is made up of Council's Business Online Saver Account (\$3,715,557.20), Term Deposits (\$17,000,000.00) and NSW Treasury Corporation Investments (\$16,885,607.38).

The Investment Portfolio figure at 31 January 2018 of \$35,615,590.09 is made up of Council's Business Online Saver Account (\$4,699,760.20), Term Deposits (\$16,000,000.00) and NSW Treasury Corporation Investments (\$14,915,829.89).

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

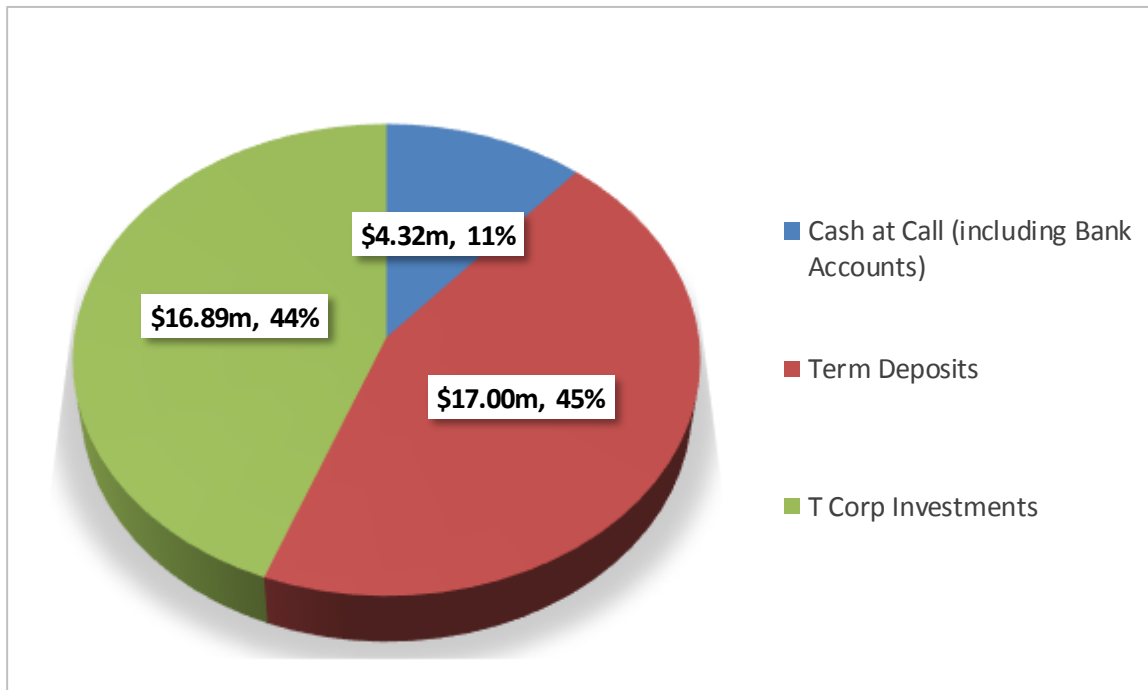
Conclusion

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

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

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

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



Council made seven new term deposits during the month of December 2017.

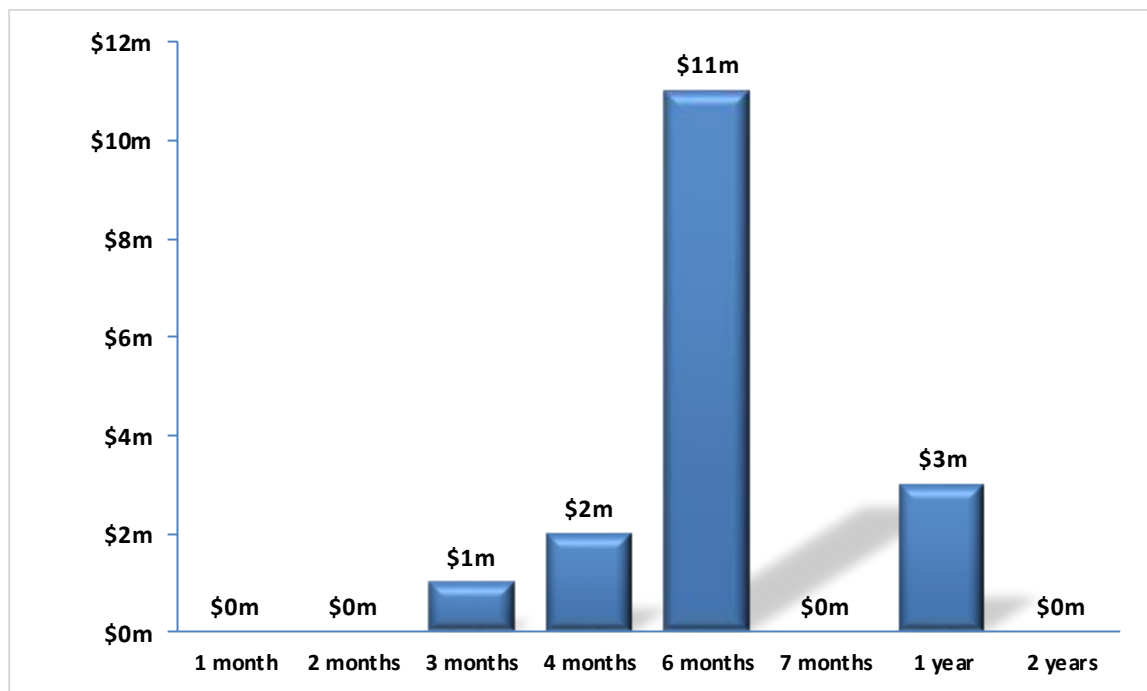
Financial Institution	Investment Amounts (\$)	Maturity Date	Investment Rate per annum (%)	Days Invested
Defence Bank	\$1,000,000	01/03/2018	2.55%	90
Defence Bank	\$1,000,000	01/06/2018	2.60%	182
Bank of QLD	\$1,000,000	01/06/2018	2.60%	182
Defence Bank	\$1,000,000	04/12/2018	2.75%	365
National Australia Bank	\$1,000,000	06/04/2018	2.47%	123
MyState Bank Limited	\$1,000,000	12/06/2018	2.65%	183
People's Choice Credit Union	\$1,000,000	12/06/2018	2.67%	182

Five term deposits matured during the month of December 2017.

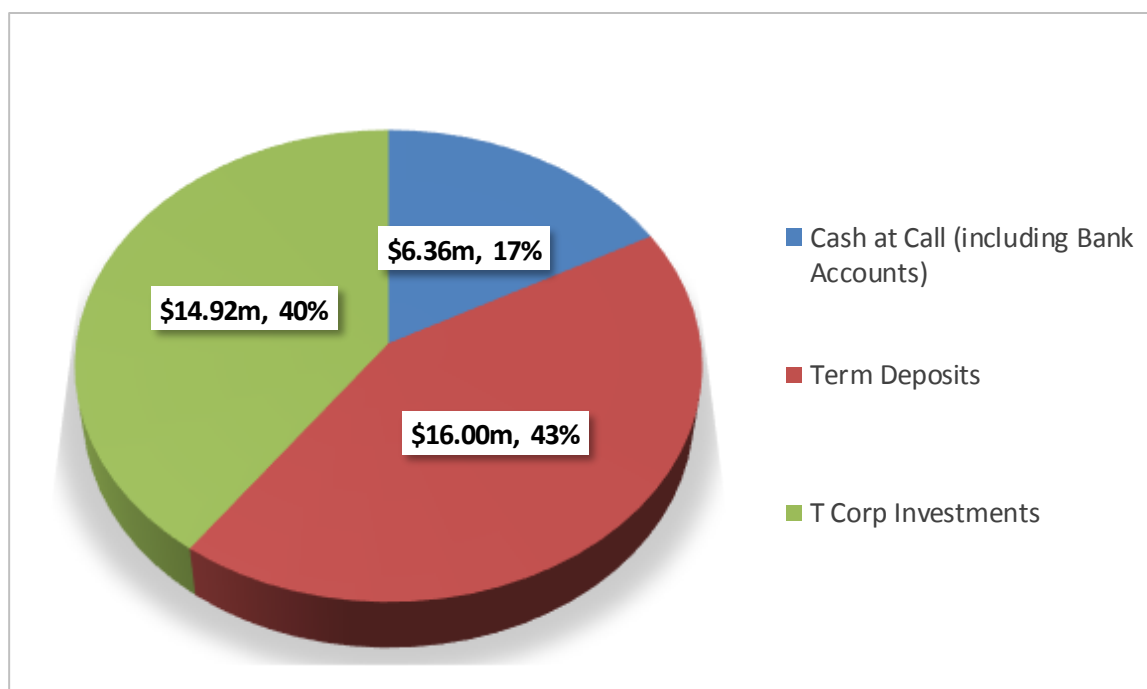
Financial Institution	Investment Amount (\$)	Maturity Date	Investment Rate per annum (%)	Interest Received (\$)
Bankwest	\$1,000,000	04/12/2017	2.40%	\$5,983.56
Greater Bank	\$1,000,000	06/12/2017	2.40%	\$5,917.81
Greater Bank	\$1,000,000	07/12/2017	2.85%	\$14,135.66
Westpac	\$1,000,000	11/12/2017	2.68%	\$6,608.22
Members Equity Bank	\$1,000,000	13/12/2017	2.42%	\$6,033.42

RICHMOND VALLEY COUNCIL FINANCIAL ANALYSIS REPORT AT 31 DECEMBER 2017													
Investment Name	Investment Source	Investment Type	Rating	Investment Date	Maturity Date	Interest Basis	Interest Frequency	Current Interest Rate for Month	Original Investment Value	Current Investment Fair Value	Fair Valuation Date	% of Total Portfolio	Capital Guarantee Maturity
Cash at Call													
CBA Business Online Saver	Commonwealth Bank	At Call	A1+/AA		At Call	Variable	Monthly	0.05%	N/A	3,715,557.20	31/12/2017	9.88%	No
								Total Cash at Call		3,715,557.20		9.88%	
Term Deposits													
Term Deposit	AMP Ltd	Term Deposit	A1/A	29/08/2017	26/02/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	Westpac	Term Deposit	A1+/AA-	4/09/2017	5/03/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	MyState Bank Limited	Term Deposit	A2/BBB	6/09/2017	6/03/2018	Fixed for Term	Maturity	0.21%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	AMP Ltd	Term Deposit	A1/A	13/09/2017	13/03/2018	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	Bankwest	Term Deposit	A1+/AA-	19/09/2017	17/01/2018	Fixed for Term	Maturity	0.21%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	Bank Australia	Term Deposit	A2/BBB	27/11/2017	28/05/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	Bank of QLD	Term Deposit	A2/BBB+	28/11/2017	28/05/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	Auswide Bank	Term Deposit	A3/BBB-	28/11/2017	28/11/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	Auswide Bank	Term Deposit	A3/BBB-	28/11/2017	29/05/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	Members E quity Bank	Term Deposit	A2/BBB	29/11/2017	29/05/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	Defence Bank	Term Deposit	A2/BBB	1/12/2017	1/03/2018	Fixed for Term	Maturity	0.21%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	Defence Bank	Term Deposit	A2/BBB	1/12/2017	1/06/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	Bank of QLD	Term Deposit	A2/BBB+	1/12/2017	1/06/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	Defence Bank	Term Deposit	A2/BBB	4/12/2017	4/12/2018	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	National Australia Bank	Term Deposit	A1+/AA-	7/12/2017	6/04/2018	Fixed for Term	Maturity	0.21%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	MyState Bank Limited	Term Deposit	A2/BBB+	11/12/2017	12/06/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/12/2017	2.66%	Part
Term Deposit	People's Choice Credit Union	Term Deposit	A2/BBB	12/12/2017	12/06/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/12/2017	2.66%	Part
								Total Term Deposits		17,000,000.00		45.21%	
Fixed Interest Securities													
NSW Treasury Corporation Hourglass Investments													
Cash Facility Trust	NSW Treasury Corporation	Trust	Various	Various	N/A		Monthly	0.14%	8,000,000.00	8,429,581.05	31/12/2017	22.42%	
Strategic Cash Facility Trust	NSW Treasury Corporation	Trust	Various	Various	N/A		Monthly	0.13%	8,000,000.00	8,456,026.33	31/12/2017	22.49%	
								Total Fixed Interest Securities		16,000,000.00		44.91%	
									36,715,557.20				
								Total Investment Portfolio at Face Value		37,601,164.58			
								Total Investment Portfolio at Fair Value					
Overall Average Interest Rate for month - Portfolio													
0.20%													

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



The following graph shows a breakup of Council's investment portfolio as at 31 January 2018.

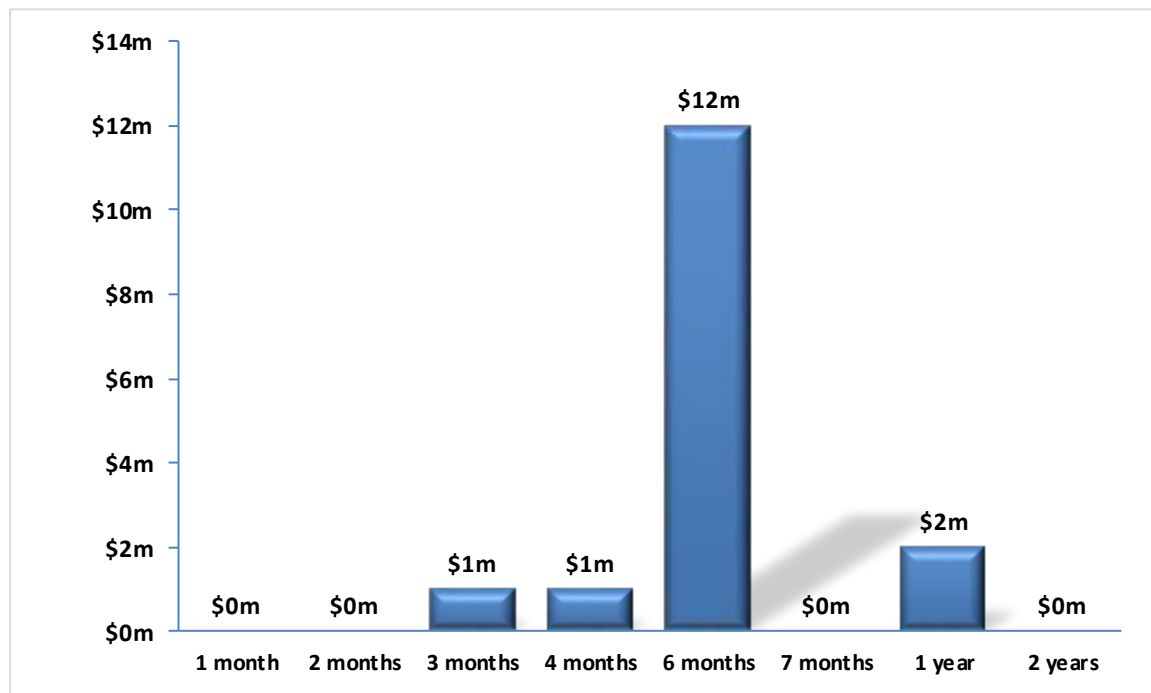


Council didn't make any new term deposits during the month of 31 January 2018.

One term deposit matured during the month of January 2018.

Financial Institution	Investment Amount (\$)	Maturity Date	Investment Rate per annum (%)	Interest Received (\$)
Bankwest	\$1,000,000	17/01/2018	2.50%	\$8,219.18

The following graph shows the length of time of Council's term deposit maturities as at 31 January 2018.



RICHMOND VALLEY COUNCIL FINANCIAL ANALYSIS REPORT AT 31 JANUARY 2018												
Investment Name	Investment Source	Investment Type	Rating	Investment Date	Maturity Date	Interest Basis	Interest Frequency	Current Interest Rate for Month	Original Investment Value	Current Investment Fair Value	Fair Valuation Date	% of Total Portfolio
Cash at Call		At Call	A1+/A-		At Call	Variable	Monthly	0.05%	N/A	4,699,760.20	31/01/2018	13.20%
	Commonwealth Bank									4,699,760.20		13.20%
Term Deposits												
Term Deposit	AMP Ltd	Term Deposit	A1/A	29/08/2017	26/02/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	Westpac	Term Deposit	A1+/A-	4/09/2017	5/03/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	MyState Bank Limited	Term Deposit	A2/BBB	6/09/2017	6/03/2018	Fixed for Term	Maturity	0.21%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	AMP Ltd	Term Deposit	A1/A	13/09/2017	13/03/2018	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	Bank Australia	Term Deposit	A2/BBB	27/11/2017	28/05/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	Bank of QLD	Term Deposit	A2/BBB+	28/11/2017	28/05/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	Auswide Bank	Term Deposit	A3/BBB-	28/11/2017	28/11/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	Auswide Bank	Term Deposit	A3/BBB-	28/11/2017	28/11/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	Members Equity Bank	Term Deposit	A2/BBB	29/11/2017	29/05/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	Defence Bank	Term Deposit	A2/BBB	1/12/2017	1/03/2018	Fixed for Term	Maturity	0.21%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	Defence Bank	Term Deposit	A2/BBB	1/12/2017	1/06/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	Bank of QLD	Term Deposit	A2/BBB+	1/12/2017	1/06/2018	Fixed for Term	Maturity	0.23%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	Defence Bank	Term Deposit	A2/BBB	4/12/2017	4/12/2018	Fixed for Term	Maturity	0.21%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	National Australia Bank	Term Deposit	A1+/A-	7/12/2017	6/04/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	MyState Bank Limited	Term Deposit	A2/BBB+	11/12/2017	12/06/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2018	2.81%
Term Deposit	People's Choice Credit Union	Term Deposit	A2/BBB	12/12/2017	12/06/2018	Fixed for Term	Maturity	0.22%	N/A	1,000,000.00	31/01/2018	2.81%
Total Term Deposits										16,000,000.00		44.92%
Fixed Interest Securities												
NSW Treasury Corporation Hourglass Investments												
Cash Facility Trust	NSW Treasury Corporation	Trust	Various	Various	N/A		Monthly	0.18%	6,000,000.00	6,442,616.01	31/01/2018	18.09%
Strategic Cash Facility Trust	NSW Treasury Corporation	Trust	Various	Various	N/A		Monthly	0.20%	8,000,000.00	8,473,213.88	31/01/2018	23.79%
Total Fixed Interest Securities										14,915,829.89		41.88%
Total Investment Portfolio at Face Value										34,699,760.20		
Total Investment Portfolio at Fair Value										35,615,590.09		
Overall Average Interest Rate for month - Portfolio										0.21%		
Total Bank Account Portfolio										1,776,439.08		
Total Portfolio										37,392,029.17		
Bank Accounts												
Account Name	Balance \$											
General Fund Bank Account	31-Jan-18											
Trust Fund Bank Account	1,643,082.40											
NAB Cheque Account	120,994.55											
Evans Head Memorial Areodrome Fund	36.40											
Total	1,776,439.08											

14.5 NORTHERN RIVERS LIVESTOCK EXCHANGE STATISTICS AND FINANCIAL PERFORMANCE AS AT 31 DECEMBER 2017**Responsible Officer:**Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond)

RECOMMENDATION

Recommended that Council note the performance of the Northern Rivers Livestock Exchange as at 31 December 2017.

200218/10 RESOLVED (Cr Cornish/Cr Hayes)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

This report provides an update on the Northern Rivers Livestock Exchange (NRLX) financial performance as at 31 December 2017, as well as monthly throughput information from 2010/2011 to 2017/2018.

NRLX throughput is down 25% (approximately 12,000 head) compared to the same period in the 2016/2017 financial year. No sales being conducted for a two-week period at the end of August (losing 3 sales in total) has had some impact on that result, however the record high prices throughout 2016/2017 are the biggest contributor to the change.

Income from user charges and fees is \$428,757 as at 31 December 2017 (which is 35% of budgeted income for the year). The difference between Income and Budgeted Income can be directly related back to the re-negotiated Agents and Vendor fees. Income from Truck Washdown Fees is \$28,631 (62% of budgeted income) and Council has earned \$1,199 in interest from reinvesting the loan funds borrowed to upgrade the complex.

Operating expenditure is \$489,032 as at 31 December 2017 (which is 47% of budgeted expenditure for the year). Salaries and on costs through the heavy construction phase is higher than anticipated. Council will continue to look closely at areas where the NRLX can run in a more efficient manner, with an independent Operational Review scheduled for 2017/18 now underway.

The operating result is a deficit of \$22,441 against a budgeted surplus of \$259,939.

Sales turnover year to date is \$30,805,161, compared to \$46,650,787 at the same period in 2016/2017. Consideration must be given to the fact that prices for

2016/2017 were at record highs. 2017/2018 is still seeing excellent returns for Agents and Producers.

Delivery Program Links

Growing our Economy

EC2 Building on our Strengths

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

Budget Implications

As detailed in the report.

Report

This report provides an update on Saleyard throughput as at 31 December 2017 and monthly throughput from 2011/2012 to 2017/2018.

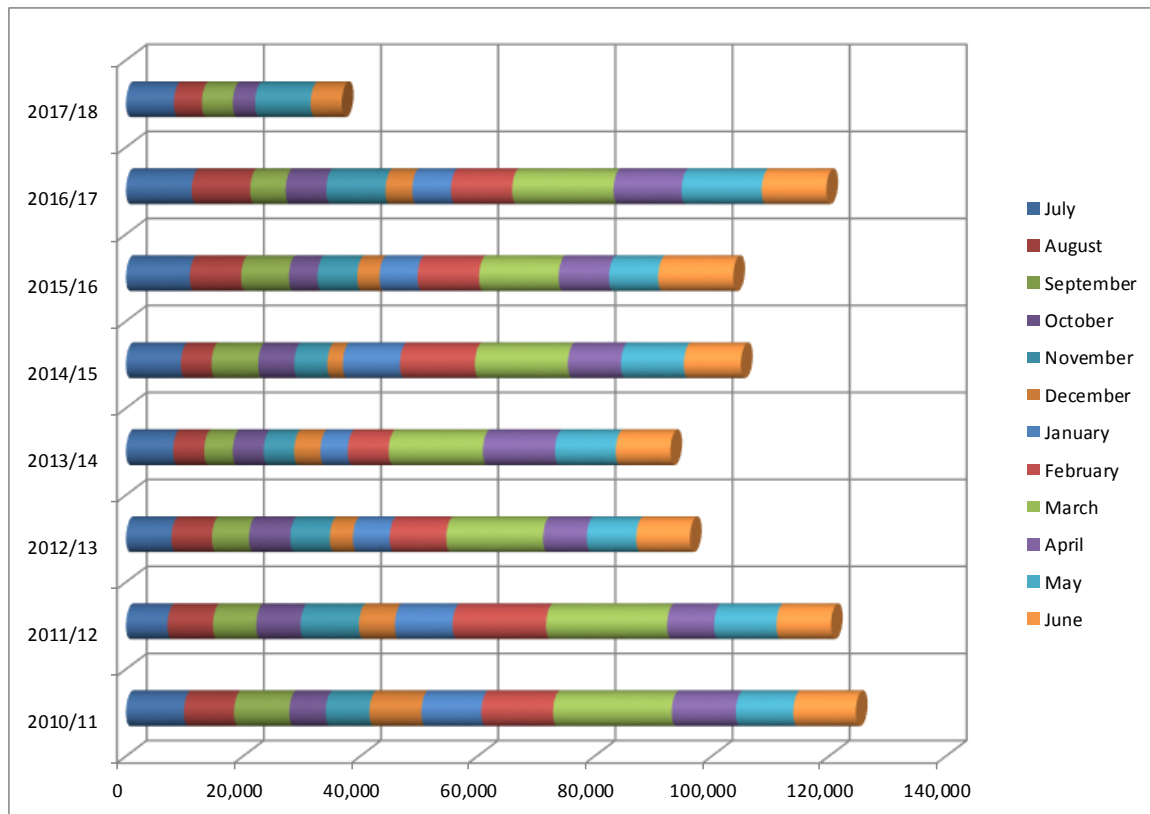
The below graph indicates 36,839 head were processed through sales at the NRLX in the first two quarters of 2017/2018 compared to 49,009 head of cattle for the same period in 2016/2017. This is a result of two less sales during the same period, combined with an exceptionally good year in 2016/2017. Based on the average head sold per sale for these two quarters, the 2017/2018 result would be considered as above average for this period.

Whilst prices have decreased from 2016/2017, the current prices are still seeing excellent returns for both Agents and Producers. Good rain in Southern QLD at the back end of 2017 meant re-stockers and backgrounders continued to drive the local market. NRLX throughput for the balance of 2017/2018 should remain relatively strong with prices expected to remain well above average. All this however is dependent on rain in Southern QLD and improved export markets for processors.

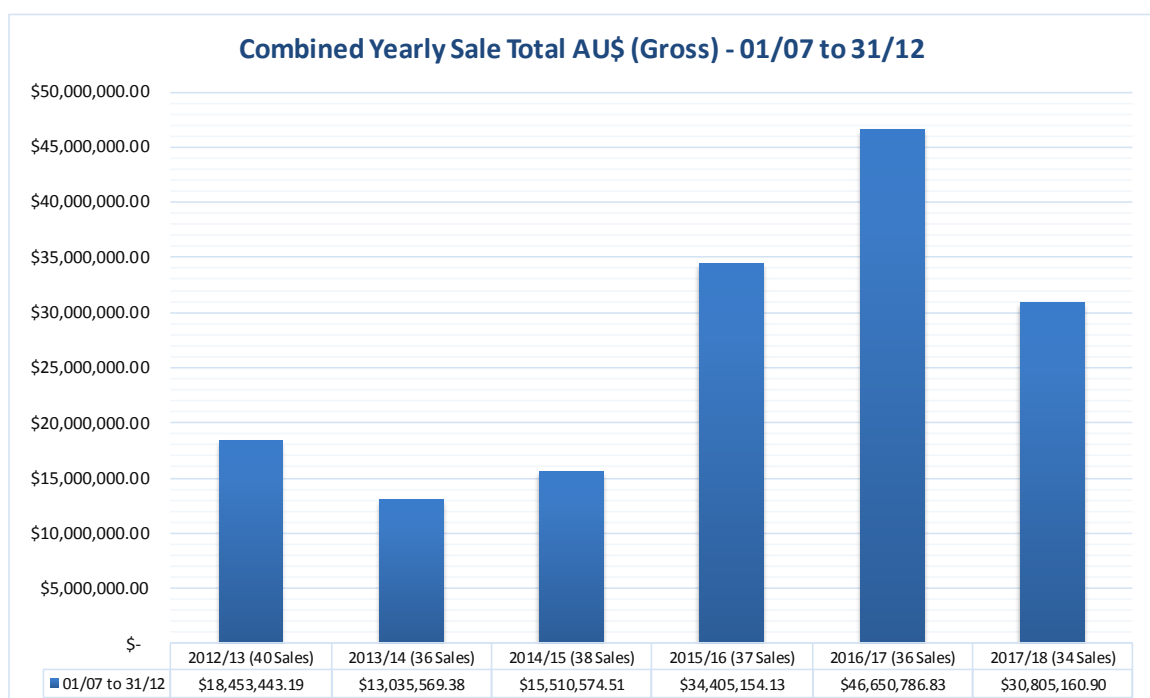
Set out below are recorded figures and graphs for total cattle sold at the NRLX.

	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
July	9,879	7,093	7,760	8,027	9,361	10,878	11,207	8,168
August	8,568	7,754	6,899	5,320	5,237	8,774	9,993	4,789
September	9,425	7,397	6,345	4,869	7,965	8,144	6,053	5,271
October	6,214	7,559	7,054	5,286	6,147	4,899	6,932	3,821
November	7,473	9,966	6,737	5,203	5,667	6,781	10,132	9,485
December	8,867	6,144	3,959	4,487	2,645	3,805	4,553	5,305
January	10,240	9,834	6,248	4,664	9,744	6,487	6,602	
February	12,240	15,977	9,675	6,991	12,808	10,509	10,464	
March	20,270	20,672	16,538	16,084	15,866	13,572	17,302	
April	10,947	8,014	7,457	12,311	9,069	8,620	11,625	
May	9,793	10,642	8,444	10,370	10,730	8,390	13,667	
June	10,680	9,305	9,164	9,332	9,738	12,807	11,042	
	124,596	120,357	96,280	92,944	104,977	103,666	119,572	36,839

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



The following graph shows total gross sales in dollars through the NRLX for the last five financial years, including this year to date. Up until 31 December 2016, turnover was \$46,650,787 compared to \$30,805,161 (to 31 December 2017). Year on year this is down \$15,845,626. Whilst these results are back, there has been two less sales, plus 2016/2017 seen record high saleyard prices.



Financial Implications

The following table shows actual income and expenditure against budget for the financial year to 31 December 2017.

NRLX Income and Expenditure	Actual 31-Dec-17 (\$)	Budget (\$)	Percentage %
<u>Operating Income</u>			
Fees & Rent	428,757	1,223,291	35.05%
Interest on Investment	1,199	0	0.00%
LIRS Subsidy	36,635	72,447	50.57%
Total Operating Income	466,591	1,295,738	36.01%
<u>Operating Expenses</u>			
Salaries and On costs	184,838	303,348	60.93%
Materials and Contracts	45,033	117,500	38.33%
Interest on Loans	12,569	104,039	12.08%
Depreciation	78,697	176,800	44.51%
SRA Lease Agreement	0	0	0.00%
Electricity Charges	13,996	35,000	39.99%
Telephone Charges	2,380	6,500	36.62%
Insurance Charges	3,160	6,600	47.88%
Advertising Costs	4,687	12,500	37.50%
Printing and Stationery	765	2,000	38.24%
Licence Fees	510	6,500	7.85%
Subscriptions	3,662	4,000	91.54%
Security Charges	1,475	3,700	39.87%
Staff Training	464	0	0.00%
Software Licences	2,049	5,000	40.98%
Consultants	0	0	0.00%
Other General Expenses	7,047	0	0.00%
Internal Charges	127,699	252,312	50.61%
Total Operating Expenses	489,032	1,035,799	47.21%
Operating Result	(22,441)	259,939	-8.63%
<u>Capital Income</u>			
<u>Capital Grants & Contributions/Loan Funding</u>			
Federal Grant - NRLX Upgrade	915,697	2,165,697	42.28%
Loan Funding - 2016/2017 funding from unexpended loan	0	0	0.00%
Capital Works Levy	61,135	191,100	31.99%
Total Capital Income	976,833	2,356,797	41.45%
<u>Capital Expenditure</u>			
Rail Replacement	0	5,000	0.00%
Effluent Management Review	44,131	20,000	220.66%
Potable Water Supply Study	0	10,000	0.00%
Software/Hardware Upgrade	0	15,000	0.00%
Pavement/Roadway Repair	0	20,000	0.00%
Truckwash Upgrade	4,656	0	0.00%
NRLX Upgrade	4,857,059	5,331,395	91.10%
Loan Principal Repayments	135,991	291,742	46.61%
Total Capital Expenditure	5,041,837	5,693,137	88.56%
Total Program Result - Surplus/(Deficit)	(4,087,445)	(3,076,401)	132.86%

As shown above, as at 31 December 2017 the NRLX operating result is a deficit of \$22,441.

Income is lower than initially expected due to the suspension of sales during the dispute over user fees, plus the resultant reduction in fees.

Operating expenditure was on budget as at 31 December 2017.

Capital income will come more into line with expenditure, once further Federal Grant funding for the NRLX Stage One upgrade is received.

Conclusion

This report provides information on monthly throughput of cattle at the NRLX. The results for this period are noticeably not as strong as the same period last year, however 2016/2017 was an exceptionally strong year. The NRLX will always be subject to seasonal fluctuations which can change results quite quickly. It is predicted that 2017/2018 will remain relatively strong, although throughput is not expected to reach 120,000. NRLX will continue to require significant cash outflows in future years, associated with the upgrade of the facility plus subsequent repayment of loan borrowings and increased depreciation expense. The NRLX performance needs to be closely monitored, especially following the amended fee structure for 2017/2018.

14.6 ADOPTION OF ON-SITE SEWAGE AND WASTEWATER MANAGEMENT STRATEGY 2017

Responsible Officer:

Andrew Hanna (Manager Development and Environment)

RECOMMENDATION

Recommended that Council adopt the proposed On-Site Sewage and Wastewater Management Strategy 2017

200218/11 RESOLVED (Cr Morrissey/Cr Lyons)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

The current strategy was adopted by Council in 2001. Since then, there have been a number of changes to the guidelines and best practise surrounding Onsite Sewage Management and Wastewater (OSMS). Council resolved at the ordinary September meeting to place the strategy on public exhibition. The draft strategy was on public exhibition from 1 October 2017 to 2 November 2017. The

proposed changes have been made to bring Council's Onsite Sewage Management and Wastewater Strategy in line with the emerging technologies and updates within the relevant standards and guidelines and comments received during the exhibition period.

Delivery Program Links

Looking After Our Environment

EH2 Promoting and Facilitating the Protection of the Environment

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

EH2.3 Develop and use regulatory instruments to protect and manage the environment

EH2.4 Lead and engage the community to increase environment

Budget Implications

Nil.

Report

The current Strategy is 16 years old and does not align with best practice, current guidelines and Australian Standards. The proposed changes have been made to bring Council's Onsite Sewage Management and Wastewater Strategy in line with the emerging technologies and updates within the relevant standards and guidelines.

The strategy has been divided into two parts and eight Appendices. Part A provides information such as legislative requirements, aims, goals and guiding principles. Part B provides information for consultants and plumbers in regards to the preparation of reports to be submitted to Council and the installation of on-site sewage management systems (OSMS).

The Appendices provide greater detail of the type of OSMS and disposal methods, site and soil assessment forms, checklists and a manual for the daily disposal model. The strategy has been drafted to allow each section to stand alone on Council's webpage so individual sections are accessible easily and to allow each section to be printed separately.

The OSMS and Wastewater Strategy 2017 is still focused on low technology approaches such as septic tank and evaporation beds. A guiding principle in the document is that consultants first consider low-tech passive design gravity fed systems. The new strategy does not deviate greatly from the way Richmond Valley Council has traditionally approached OSMS within the area.

The proposed changes to the strategy are aimed at making installations (upgrade and new) an easier process. The strategy clearly outlines the requirements and Council's expectations for wastewater consultants and plumbers when submitting an application.

In the last 16 years, the number of applications for sub-surface drip irrigation disposal has increased significantly and there have been improvements made to the product lines available. The design of sub-surface drip irrigation areas requires the consultant to be suitably qualified. Council has set standards that must be met due to a number of plumbers and designers submitting poor designs that if, approved and installed in accordance with design, would fail quickly. Council has a responsibility to home owners to ensure the system being approved will work and not fail within a short period of time.

Other changes include the addition of an upgrade matrix (Appendix 3) which is intended to make the process of sizing new land applications area for system upgrades easier for plumbers. It is to be used in reasonable soil types (clay loams/light clays and no limitations). Any sites with limitations (cannot meet buffer distances) or poor soil (pug soils) will still require a wastewater report. A daily disposal model spreadsheet has been included for calculating the required size of effluent disposal areas for upgrades and new installs.

Consultation

The draft strategy was placed on public exhibition for a period of one month from 1 October 2017 to 2 November 2017. The following two submissions were received:

- A written submission requesting a change to the references within the document. This request has been addressed and document updated; and
- A verbal submission received to simplify the matrix (Appendix 3) and request for an information session to be held. The matrix has been updated accordingly and it is proposed an evening information session/s will be held for local plumbers and consultants, once the strategy is adopted. Any educational material will be made available online after the information session/s.

Conclusion

The current strategy is old and outdated. It does not align with current guidelines or Australian Standards and is in need of amendment. The adoption of the proposed On-Site Sewage and Wastewater Management Strategy 2017 will ensure Council has a workable strategy that meets best practice principles and legislative requirements.

14.7 TENDER RVC-794508 BROADWATER SHARED PATHWAY**Responsible Officer:**

Ben Zeller

RECOMMENDATION

Recommended that:

1. NRC Group Pty Ltd be appointed preferred tenderer for the construction of the Broadwater Shared Pathway for Richmond Valley Council at the assessed tendered rate of \$655,600.00 exclusive of GST.
2. The Common Seal of Council be affixed to any documentation where required.

200218/12 RESOLVED (Cr Hayes/Cr Morrissey)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

Richmond Valley Council sought Tenders from appropriately qualified and experienced Tenderers for the Construction of a concrete shared pathway including drain crossings, structures and accesses, from Broadwater Town to Broadwater Beach Road, Broadwater NSW.

Delivery Program Links

Connecting People and Places

PP2 Getting Around

PP2.3 Create a sense of Civic Pride in the Community

Budget Implications

The assessed prices are as follows:

Tenderer	Tendered Amount (\$) Ex GST
McNamara and Tierney Pty Ltd	\$1,239,081.35
NRC Group Pty Ltd	\$ 655,600.00
Synergy Resource Group Management Pty Ltd	\$ 999,346.53
Valley Earthworks Pty Ltd	\$1,222,677.25

Council has a budget of \$1,000,000.00 excluding GST from the NSW Governments Priority Cycleway Program to deliver these works. The works are expected to be undertaken this financial year.

The recommended tenderer leaves a surplus of \$345,000.00 these funds will be used for incidental costs including; road widening where required, driveway rectification and project management.

Report

Council uses contractors to undertake concrete shared pathways including drain crossing and other structures throughout the council area.

Tenders were called for on 5 January 2018 and closed at 2.00pm on 1 February 2018. Tenders were received from the following companies (amounts are exclusive of GST)

Tenderer	ABN	Tendered Amount (\$)	Assessed Tender Amount (\$)	Total Score	Recommended Tender Amount
McNamara and Tierney Pty Ltd	37 082 625 170	1,239,081.35	1,239,081.35	58.24	1,239,081.35
NRC Group Pty Ltd	69 600 373 355	655,600.00	655,600.00	90.00	655,600.00
Synergy Resource Management Pty Ltd	57 120 757 299	999,346.53	999,346.53	76.36	999,346.53
Valley Earthworks Pty Ltd	72 109 527 095	1,222,677.25	1,222,677.25	58.67	1,222,677.26

Tenders were called under the provisions of *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and the requirements of the Richmond Valley Council Purchasing Policy.

In accordance with the Regulations, where expenditure of a tender exceeds \$150,000 over the term of the Contract a Council must, by resolution adopt a report accepting the Tender recommendation. The estimated expenditure on this contract will exceed the tenderable limit.

Tender Analysis

The tenderers are ranked in order and the works are awarded to the tenderer with the best advantage and price for the specific works required.

Tenders were evaluated by the Tender Evaluation Panel on a 60:40 method with price being 60% and the non-priced criteria being 40%.

1. Pre-Evaluation Actions

A Tender Evaluation Plan consistent with the Regulation and the Conditions of Tendering in the Request for Tender documents was prepared and endorsed by the Tender Evaluation Committee prior to close of tenders.

2. Initial Evaluation

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

The initial price schedule that was required to be submitted included the allowance of twenty lateral seals.

3. Evaluation of Non-Price Criteria

The information submitted by the tenderers was evaluated against the specified non-price criteria, in accordance with the Tender Evaluation Plan.

The non-price criteria for evaluation are as follows:

- Quality Management Information,
- WHS Management information,
- Environmental management information,
- Tenderers experience and performance in comparable works,
- Proposed construction methodology (including technical information) and program,
- Relevant qualifications, competence and experience of proposed personnel.

The non-price scores were weighted and totalled as shown in the table below.

Tenderer	Total non-price score	Rank
Synergy Resource Management Pty Ltd	37.00	1
NRC Group Pty Ltd	30.00	2
McNamara and Tierney Pty Ltd	26.50	3
Valley Earthworks Pty Ltd	26.50	3

4. Price Scores

The tenders were compared on the basis of the assessed tender amounts, calculated by adding the assessed values of qualifications and departures to the original tender amounts.

The assessed tender amounts were used to calculate the weighted price scores using the method set out in the Tender Evaluation Plan which is incorporated into the table below.

Tenderer	Weighted Price Score	Rank
NRC Group Pty Ltd	60.00	1
Synergy Resource Management Pty Ltd	39.36	2
Valley Earthworks Pty Ltd	32.17	3
McNamara and Tierney Pty Ltd	31.74	4

5. Selection of the Most Advantageous Tender

Total scores were obtained for each of the tenders by adding the total non-price score and weighted price score as shown in the table below.

Tenderer	Total non-price score	Weighted price score	Total Score	Ranking
NRC Group Pty Ltd	30.00	60.00	90.00	1
Synergy Resource Management Pty Ltd	37.00	39.36	76.36	2
Valley Earthworks Pty Ltd	26.50	32.17	58.67	3
McNamara and Tierney Pty Ltd	26.50	31.74	58.24	4

The tenderer with the highest total score was NRC Group Pty Ltd and is identified as the most advantageous.

The assessed tendered price of NRC Group Pty Ltd was \$655,600.00 exclusive of GST. This figure will become the tender price.

Consultation

Referee reports on recent contracts were incorporated into tender evaluations.

Conclusion

The tenderer with the highest total score was NRC Group Pty Ltd and is identified as the most advantageous, based upon both price and non-price criteria. The tendered rates submitted by NRC Group Pty Ltd are considered reasonable.

The recommended tender amount is \$655,600.00 exclusive of GST.

14.8 TENDER RVC 795009 – WOODBURN CORAKI ROAD RECONSTRUCTION

Responsible Officer:

Ben Zeller (Manager Projects and Performance)

RECOMMENDATION

Recommended that Council:

1. Do not accept any of the submissions received for Tender RVC 795009 – Woodburn Coraki Road Reconstruction.
2. Apply Clause 178 (3e) of the *Local Government (General) Regulation 2005* to enter into direct negotiations with any qualified contractors.

200218/13 RESOLVED (Cr Hayes/Cr Cornish)

That the above recommendation be adopted.

FOR VOTE - All Council members voted unanimously.

ABSENT. DID NOT VOTE - Cr Simpson

Executive Summary

Council sought Tenders from appropriately qualified and experienced Tenderers for the Reconstruction of the Woodburn – Coraki Road in various locations.

Two submissions for the tender were received and evaluated and after reviewing the only two tenders, received from Stabilised Pavements Australia Pty Ltd and Manly Civil Pty Ltd and; an expression of interest from BR Durham and Sons Pty Ltd none of the conforming tenders was found to be within Council's budget. The review of the two tenders was found to be outside what we would consider to be industry rates.

Tenderer	ABN	Tendered Amount (\$)	Assessed Tender Amount (\$)	Total Score	Recommended Tender Amount
Stabilised Pavements Australia Pty Ltd	90 002 900 736	2,140,147.02	2,140,147.02	N/A	N/A
Manly Civil Pty Ltd	34 620 890 039	3,578,256.16	3,578,256.16	N/A	N/A

Council has a budget of \$2,000,00.00 excluding GST over the current financial year 2017/18 and next financial year 2018/19, however these works are still expected to be completed by the 31 October 2018.

Delivery Program Links

Connecting People and Places
PP2 Getting around
PP2.2 Striving for consistent improvement

Budget Implications

Nil.

Report

Council called for submissions for Woodburn Coraki Road reconstruction and after assessment, the submissions received were outside of what is considered to be industry rates.

Under Clause 178 (3e) of the *Local Government (General) Regulation 2005*, Council “*will enter into negotiation with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender*”.

Conclusion

In this instance, Council could review the Tender scope and go out to market again in another tender process. However, another tender process is likely to take another two months with the risk that we again receive an unacceptable response. The Project Management Office believes direct negotiation with qualified contractors will provide the most timely and beneficial result for Council.

The outcome of these direct negotiations will be reported to a future Council meeting.

15 MATTERS FOR INFORMATION

RECOMMENDATION

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

200218/14 RESOLVED (Cr Humphrys/Cr Hayes)

That the above recommendation be adopted.

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

**15.1 CUSTOMER SERVICE REPORT - QUARTERLY UPDATE 1
OCTOBER 2017 TO 31 DECEMBER 2017****Responsible Officer:**Angela Jones (Director Infrastructure and Environment)

Report

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

The report comprises of the following three parts:

- Customer Service Contact Centre Data;
- Customer Request Management System (CRM) Data; and
- Customer Service After Service Survey Data, which was implemented for the first time this quarter.

Customer Service Contact Centre Data - Key Statistics**Call Statistics**

A total of 6892 calls were received during the quarter which is a slight decrease from previous although comparative to the corresponding period for the previous year. The Contact Centre has significantly exceeded all service targets for this quarter.

Figure 1: Total Number of Calls

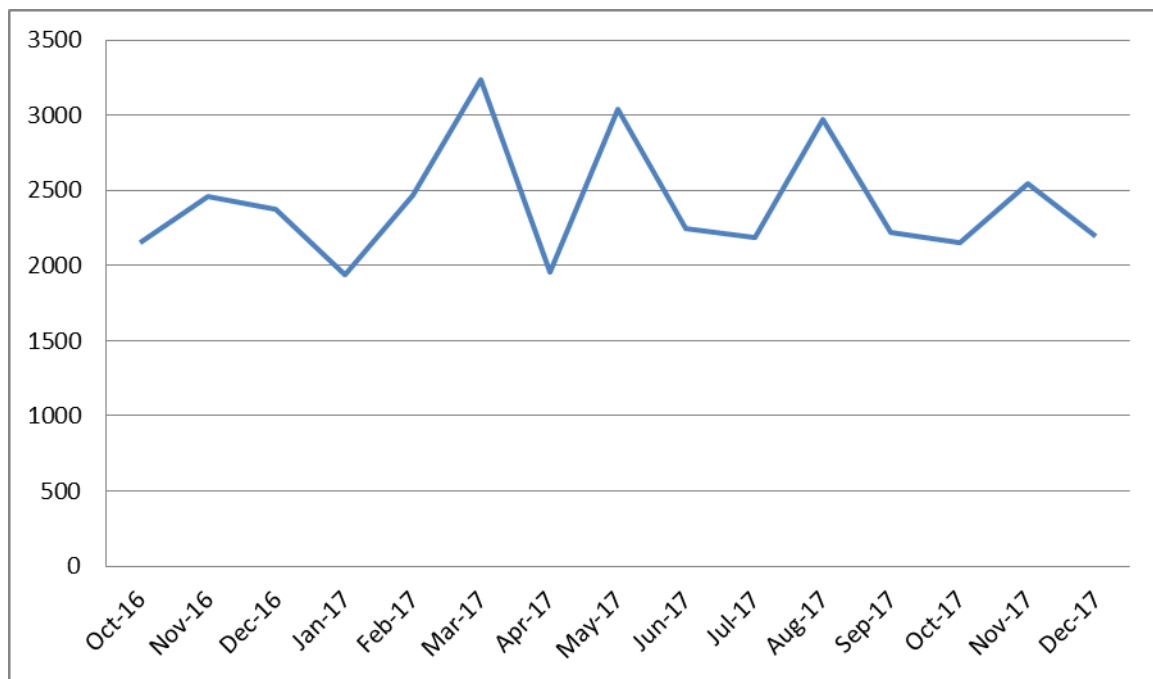
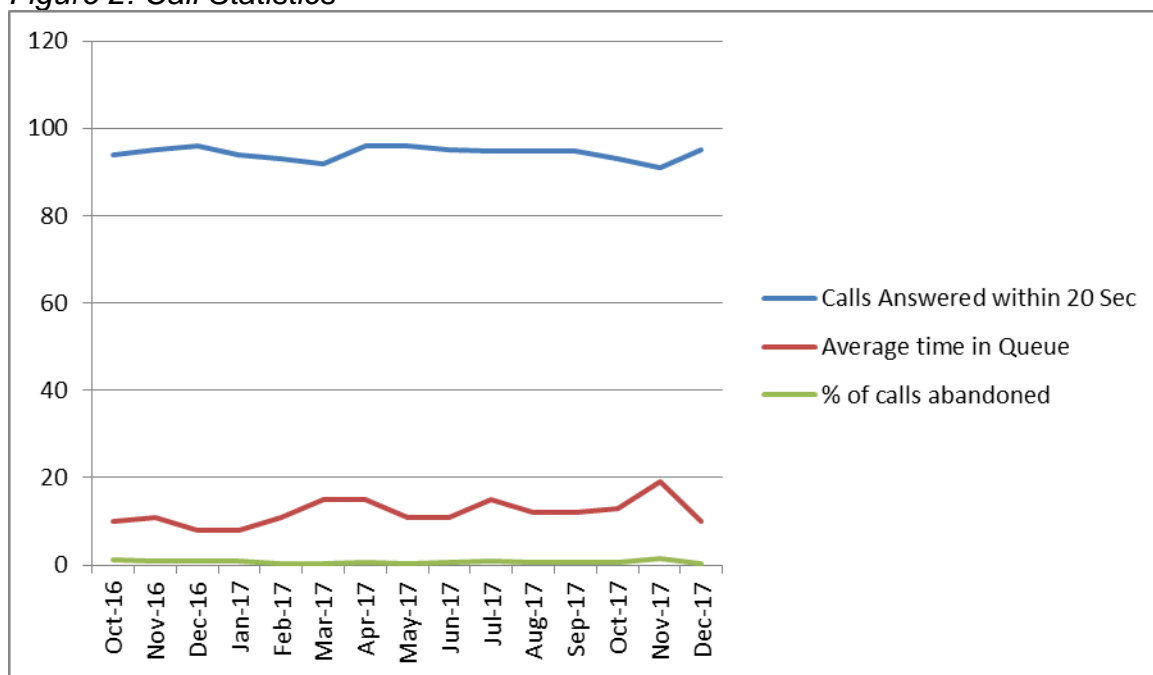


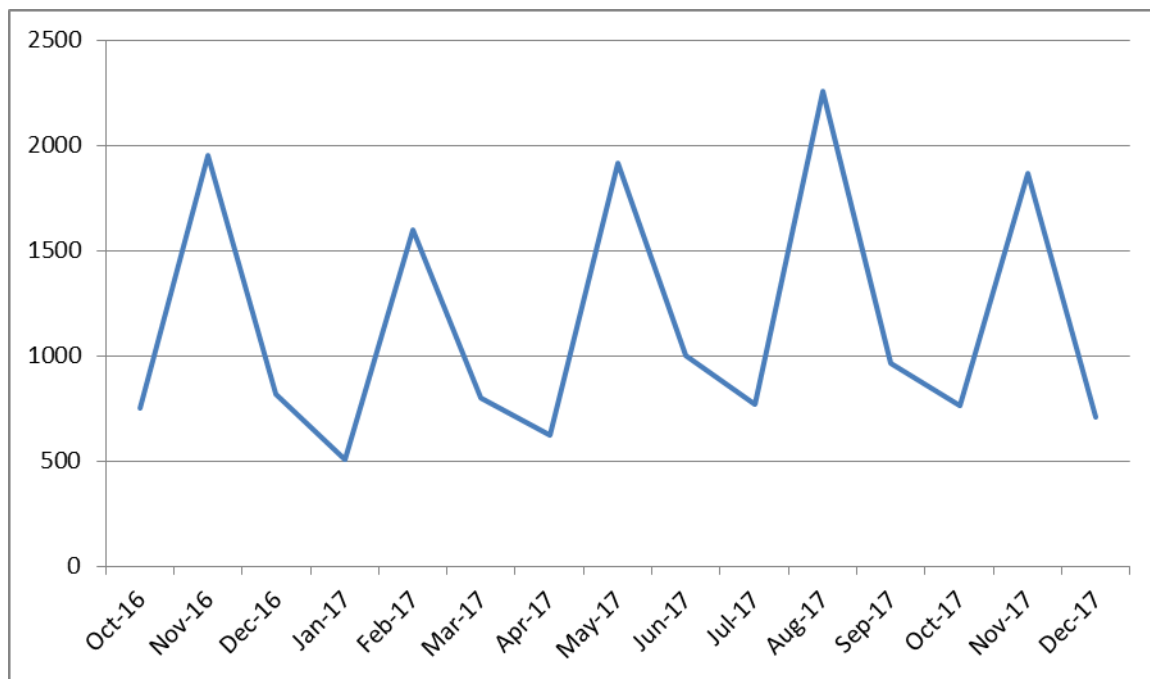
Figure 2: Call Statistics



Receipt and Administration Statistics

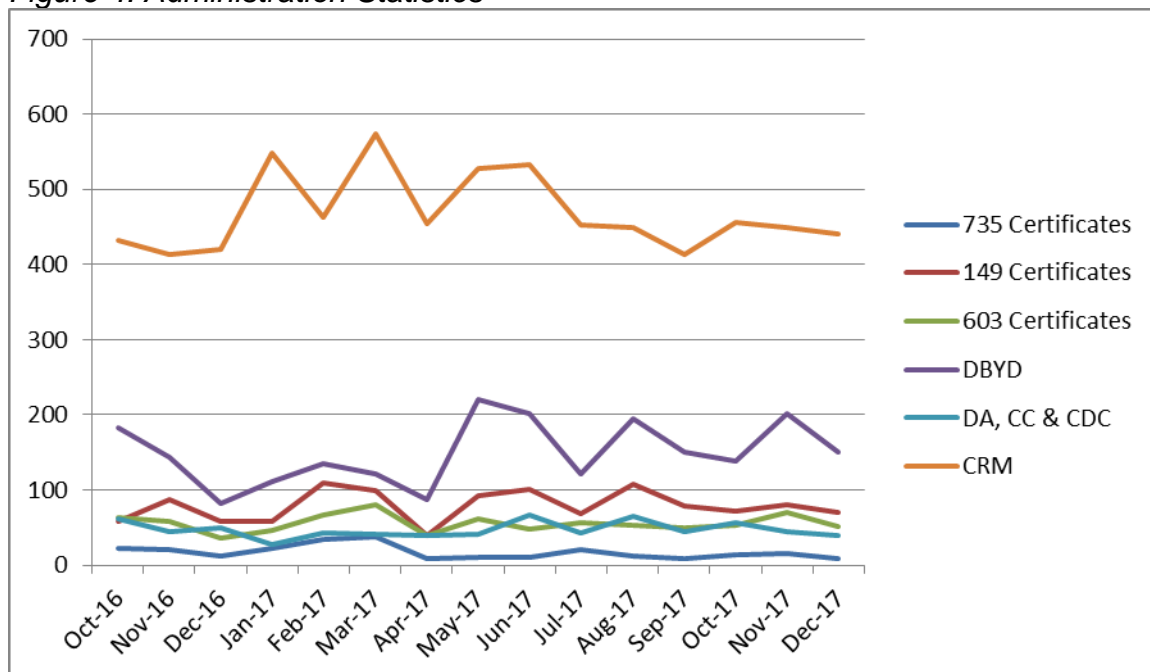
A total of 3337 receipts were actioned for this quarter which sees a decrease from the previous however comparative for the corresponding period for the previous year. The month of November did see a marked increase which can be attributed to the rates notice being issued on 31 October 2017.

Figure 3: Total Numbers of Receipts



93% of Section 735A, 149, 603 Certificates were completed within set timeframes as per Council's service standards. When comparing the statistics with the previous quarter, they show a decrease in Dial Before You Dig Applications which can be contributed to the December period which sees less applications being lodged due to organisations being on leave and a general slowdown in construction works.

Figure 4: Administration Statistics

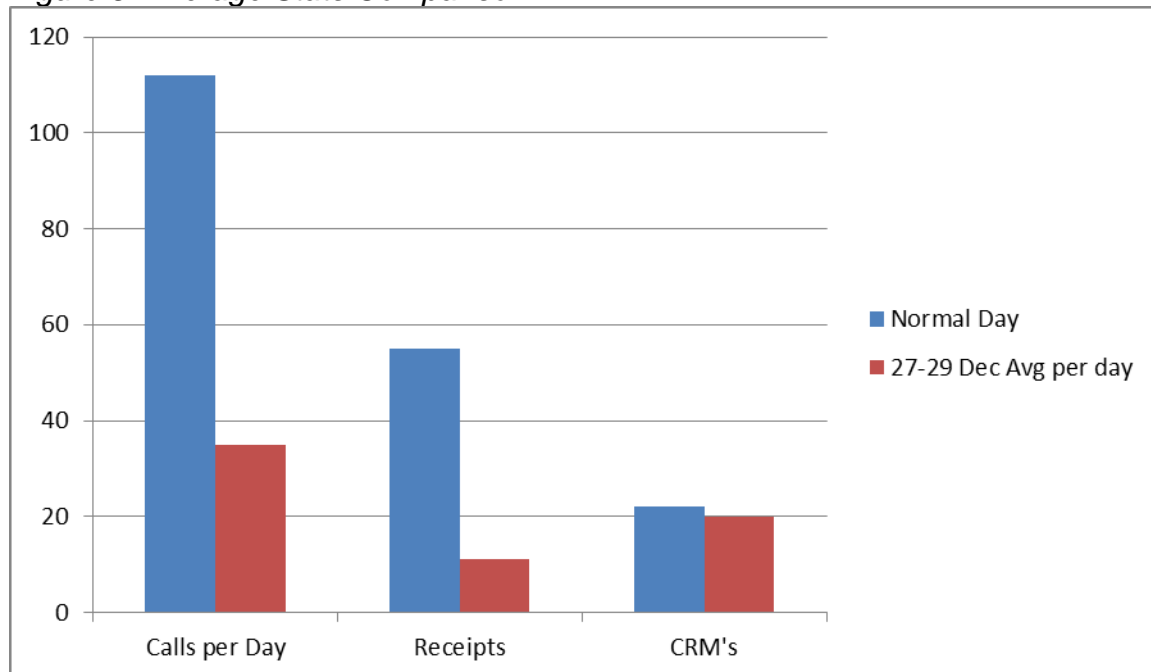


Christmas New Year Week

During the period between Christmas and New Year, the office in Casino and Evans Head were open from 27 to 29 December 2017. The number of customer

transactions were much lower than the average transactions usually experienced.

Figure 5: Average Stats Comparison



Customer Request Management System - Key Statistics

This quarter sees a decrease in requests received mainly due to the month of December; however it is comparative to the corresponding period for the previous year which traditionally sees a slow down due to the festive season, with 82% of requests completed inside designated time targets for each category as opposed to 80% in the previous quarter.

Similar to last quarter, the majority of Council requests were referred to Environment Regulatory Control with the Waste Section experiencing a decrease in requests received.

Figure 6: Number of Requests

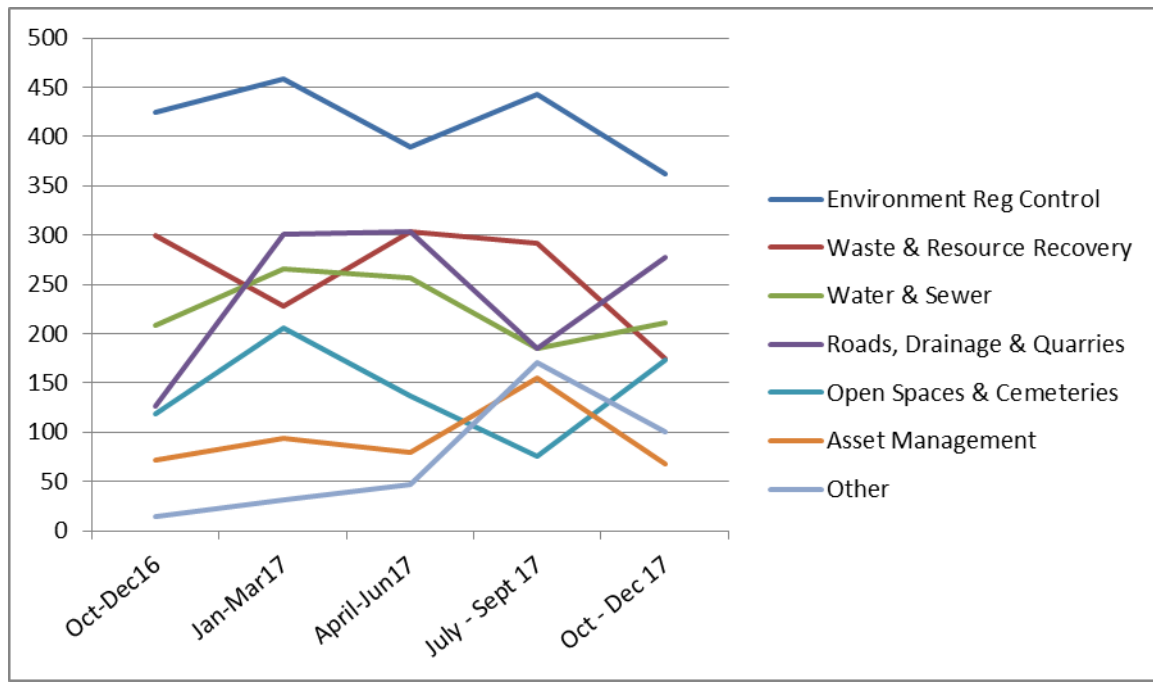


Figure 7: Percentage of Total Requests

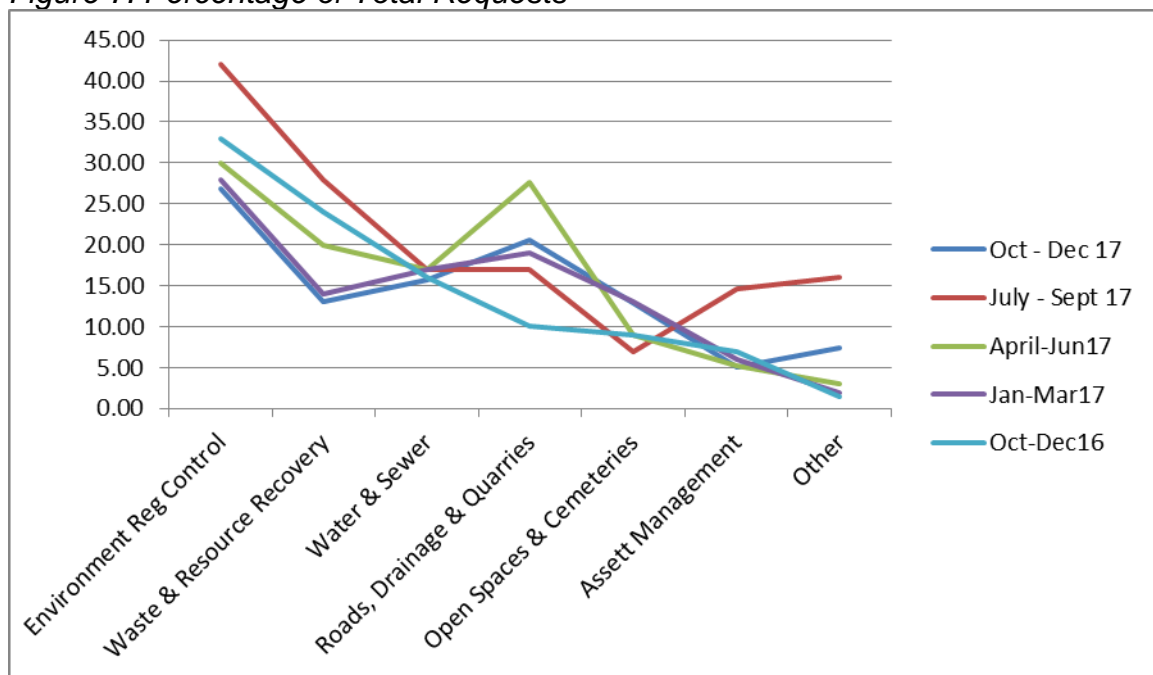
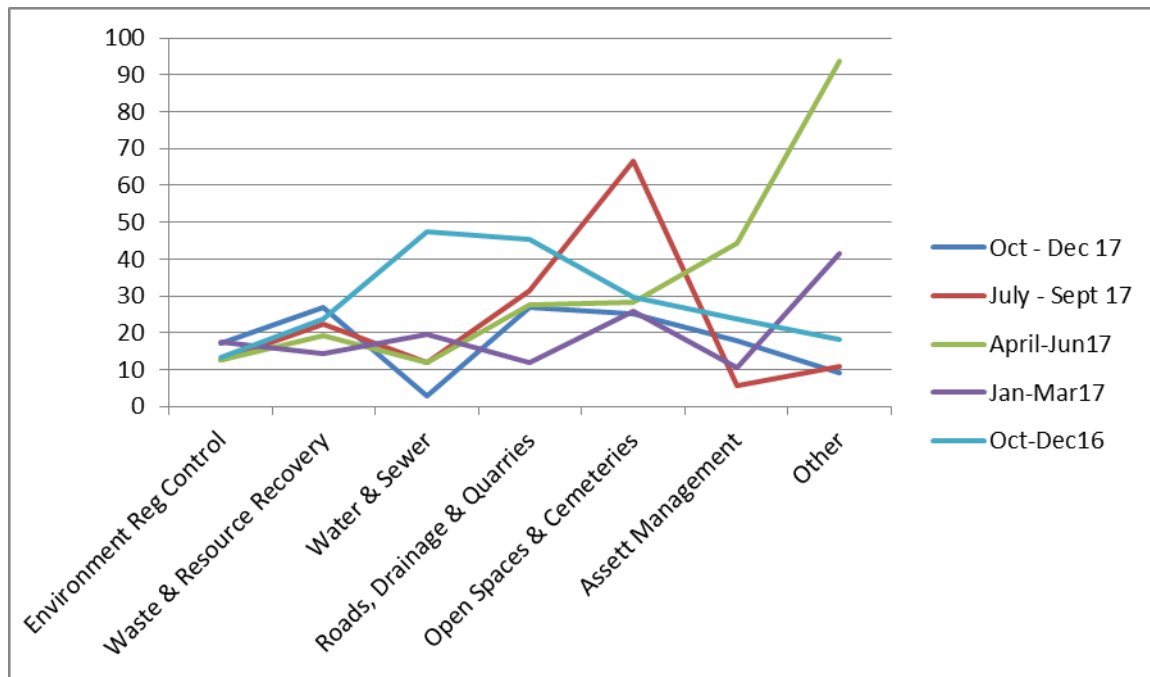


Figure 8: Completed Outside Target



Customer Service After Service Survey - Key Statistics

The quarterly after service customer survey was conducted with customers who had recently made contact with Council. Customers were contacted by phone and asked a series of questions in relation to the service they have received. The survey results were pleasing and saw the overall satisfaction increase by 10% and an increase of 18% of the first staff member being able to resolve the enquiry. A total of 32 responses were received from 100 calls with the key results listed below:

- 59% of survey respondents had contacted Council by phone and 31% in person.
- 38% contacted Council to seek further information with 19% of customers placing a request for service.
- 25% had contacted Council in relation to building services and 22% in relation to rates enquires.
- 25% of respondents advised they had to contact Council again to resolve their initial enquiry. When examining the information collected, the follow up enquiry often related to further information being required by a technical officer in order to resolve the enquiry.
- 94% advised the first person they were able to speak to could answer their enquiry.
- 75% of respondents advised they were very satisfied with the service and 13% satisfied, 12% neutral and 0% dissatisfied.
- A number of positive comments were received including praise for the efficient and courteous service provided.

The after service survey will continue to be actioned each quarter, trends monitored and areas for improvement identified within this quarterly report.

Opportunity for Improvement

Following a review of the last quarter's results, a number of opportunities for improvement have been identified. These areas, as highlighted below, will be the focus of the customer service team in the coming months.

1. Customer Requests Time Frames

As the current CRM system has now been implemented for some time, a review of the time frames set for each category of request is required. This review will ensure the levels of service delivered are within accurate time-frames and reporting reflects this; an update will be provided within the next quarter of this report.

2. Customer Request Management System

Whilst the rate of requests completed within target has remained steady for this quarter, there are areas which require improvement. Additional monitoring and reporting of the CRM system will be utilised to identify potential efficiency gains. The Customer Service Section will work with the relevant areas to ensure any unresolved requests are finalised and any opportunities to improve the CRM system are implemented.

Delivery Program Links

Making Council Great

CS2 Great Support

CS2.1 Provide excellent customer service to all stakeholders

Conclusion

The information contained in this report demonstrates the significant volume of tasks and actions which are required by our frontline Customer Service staff. The Customer Service standards set are generally met and more often than not exceeded.

Quarterly statistical analysis of Customer Service Contact Centre data, Customer Request Management System (CRM) and feedback from the Customer Service After Service Survey provide valuable information. This enables identification of opportunities to improve Council's Customer Service and ensure our processes are as efficient and effective as they can be. In accordance with Council's Customer Service Framework, we continue to strive for the provision of high standards in customer service to the community. In order for Council to continue to provide this high level of customer service, monitoring of performance, implementation of strategies and constant improvements to processes are required within this area.

15.2 NORTHERN RIVERS LIVESTOCK EXCHANGE BI-MONTHLY UPDATE

Responsible Officer:

Vaughan Macdonald (General Manager)

Report

At Council's Ordinary Meeting held on Tuesday, 17 May 2016 it was resolved that Council *"receive a bi-monthly report on the NRLX upgrade and operational issues identified in the report"* which it had considered at that meeting.

The last update was provided at Council's December Ordinary Meeting which outlined the works completed in Phase 1 and 2. Phase 3 work was completed on 6 December 2017 and handover of this section for drafting and selling occurred on 7 December 2017.

Since this time, the contractors began site preparation works for the Phase 4 section of the facility. Pre-Christmas, the works focused on the demolition of the remaining selling pens on the Western side of the NRLX. The boring of piers for the roof columns was carried out in the first week of January and the columns have been erected and roof sheeting applied in the past week.

Gate, rail and pen alterations have continued whilst the roof section is being built. The contractor is confident that half of the Phase 4 pens can be handed back for operational use in late February with the entire site on track for handover completion in early March.

The site perimeter fence is almost complete and the surveillance cameras have been switched on and are monitoring the facility.

As of 19 February, the Stage 1 upgrade is estimated to be 85% complete.

Council's project team continue to discuss variations and additions to the contract and are closely monitoring the budget impact of these. Potential improvements that we could still deliver in Stage 1 include a new agent demountable office, rework to the Dip Area and the addition of specialised cattle wash down pens.

From a funding perspective, Council is working towards delivering the final milestone report to the funding body on 30 March 2018.

Preparations have also begun with regards to the Stage 2 Upgrade. Stakeholder sessions and design meetings have been held and; the principal contractor have recently provided some draft concepts of the inclusions for Stage 2.

These concepts have allowed the preparation of a Development Application for Stage 2 which is planned to be lodged in the next month. It is intended that the Stage 2 tender process will run alongside the required planning approval process.



Delivery Program Links

Growing our Economy

EC2 Building on our Strengths

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

15.3 GRANT APPLICATION INFORMATION – DECEMBER 2017 AND JANUARY 2018

Responsible Officer:

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

Report

This report provides information on grant applications that have been approved, grants that have been received, grant applications that were unsuccessful and grant applications submitted for the month of December 2017 and January 2018.

Four grant projects were approved and Council received funding for six grants during the reporting period totalling \$1,358,450. Council was notified as being unsuccessful with one grant application, applied for two grants and was a stakeholder in a grant submitted by another Council during December 2017 and January 2018. The details of these grants are provided below.

Grants that have been approved

Installation of Disabled Toilet at Rappville Hall	
Project ID	10261
Funding Body	Department of Family and Community Services
Funding Name	NSW Community Building Partnership 2017
Government Level	State
Project Value (exc GST)	\$22,636
Grant Funding (exc GST)	\$11,318
Council Funding (exc GST)	\$11,318
Date Application Submitted	3 August 2017
Date Approved	13 December 2017
Comment (if required)	N/A

Coraki Riverside Park Pontoons and Gangways	
Project ID	10263
Funding Body	Transport NSW
Funding Name	NSW Boating Now Round 2
Government Level	State
Project Value (exc GST)	\$164,820
Grant Funding (exc GST)	\$122,820
Council Funding (exc GST)	\$ 42,000
Date Application Submitted	17 August 2017
Date Approved	16 January 2018
Comment (if required)	N/A

Woodburn Riverside Jetty	
Project ID	10264
Funding Body	Transport NSW
Funding Name	NSW Boating Now Round 2

Government Level	State
Project Value (exc GST)	\$141,880
Grant Funding (exc GST)	\$101,880
Council Funding (exc GST)	\$ 40,000
Date Application Submitted	17 August 2017
Date Approved	16 January 2018
Comment (if required)	N/A

Enhancing Fish Highways, Riparian Restoration at the Junction of the Richmond and Wilsons Rivers, Coraki NSW (Stage 1)

Project ID	10275
Funding Body	NSW Primary Industries
Funding Name	Recreational Fishing Trust Grant
Government Level	State
Project Value (exc GST)	\$57,821
Grant Funding (exc GST)	\$19,966
Council Funding (exc GST)	\$37,885
Date Application Submitted	18 September 2017
Date Approved	3 January 2018
Comment (if required)	N/A

Grants that have been received

Casino Drill Hall Revitalisation

Project ID	10241
Funding Body	NSW Office of Liquor and Gaming
Funding Name	2016/17 Clubgrants Category 3 - Arts and Culture Infrastructure Grant Round
Government Level	State
Project Value (exc GST)	\$252,000
Grant Amount (exc GST)	\$252,000
Council/Other (exc GST)	\$ 0
Date Application Submitted	10 March 2017
Date Approved/Received	\$226,800 received 10 January 2018
Total Funds Received To Date	\$226,800
Comment (if required)	N/A

Try a Trade Week and Women's Leadership Training

Project ID	10250
Funding Body	NSW Department of Health - Women
Funding Name	Investing in Women Funding Program
Government Level	State
Project Value (exc GST)	\$24,726
Grant Amount (exc GST)	\$16,900
Council/Other (exc GST)	\$ 7,826
Date Application Submitted	20 December 2017
Date Approved/Received	\$16,900 received 20 December 2017
Total Funds Received To Date	\$16,900 (total funding received)
Comment (if required)	N/A

Flood Event of 12 March 2017 Restoration Works

Project ID	10256
Funding Body	Roads and Maritime Services
Funding Name	Natural Disaster Funding
Government Level	State
Project Value (exc GST)	\$1,695,148
Grant Funding (exc GST)	\$1,666,148
Council Funding (exc GST)	\$ 29,000
Date Application Submitted	Various
Date Received	\$66,000 received 20 December 2017 \$109,000 received 31 January 2018
Total Funds Received To Date	\$1,232,000
Comment (if required)	\$1,553,118 in funding has been approved as at 31 January 2018 for Local Roads and \$113,030 for Crown Roads

Flood Event of 28 March 2017 Restoration Works

Project ID	10258
Funding Body	Roads and Maritime Services
Funding Name	Natural Disaster Funding
Government Level	State
Project Value (exc GST)	\$2,196,587
Grant Funding (exc GST)	\$2,167,587
Council Funding (exc GST)	\$ 29,000
Date Application Submitted	Various
Date Received	\$4,000 received 20 December 2017 \$606,000 received 31 January 2018
Total Funds Received To Date	\$1,198,000
Comment (if required)	\$2,112,918 in funding has been approved as at 30 November 2017 for Local Roads and \$54,669 for Regional Roads

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	\$53,000 received 20 December 2017 \$59,000 received 31 January 2018
Total Funds Received To Date	\$119,000
Comment (if required)	N/A

Regional Roads Block Grant 2017/2018

Project ID	N/A
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Funding Body	Roads and Maritime Services
Funding Name	Regional Roads Block Grant 2017/2018
Government Level	State
Project Value (exc GST)	\$871,000
Grant Funding (exc GST)	\$871,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A – Annual allocation
Date Received	\$217,750 received 31 January 2018
Total Funds Received To Date	\$653,250
Comment (if required)	N/A

Unsuccessful Grant Applications

Masterpieces of Junk	
Project ID	10252
Funding Body	Regional Arts NSW
Funding Name	The Country Arts Support Program
Government Level	State
Project Value (exc GST)	\$7,550
Grant Funding (exc GST)	\$4,000
Council Funding (exc GST)	\$3,550
Date Application Submitted	27 July 2017
Date Advised Unsuccessful	21 December 2017
Comment (if required)	N/A

Grant Applications Submitted

Improving Amenity: Casino's Community Playgroup Building	
Project ID	10279
Funding Body	Department of Family & Community Services
Funding Name	Social Housing Community Improvement Fun
Government Level	State
Project Value (exc GST)	\$61,991
Grant Funding (exc GST)	\$47,791
Council Funding (exc GST)	\$14,200
Date Application Submitted	13 December 2017
Comment (if required)	N/A

Casino Drill Hall Project	
Project ID	10280
Funding Body	Department of Infrastructure and Regional Development
Funding Name	Building Better Regions Fund (BBRF)
Government Level	State
Project Value (exc GST)	\$1,927,000
Grant Funding (exc GST)	\$ 837,500
Council Funding (exc GST)	\$1,089,500
Date Application Submitted	19 December 2017

Comment (if required)	N/A
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Blackwater in the Richmond River	
Project ID	N/A
Funding Body	Department of Agriculture and Water Resources
Funding Name	National Landcare Program - Smart Farming Partnerships
Government Level	State
Project Value (exc GST)	\$1,243,500
Grant Funding (exc GST)	\$1,243,500
Council Funding (exc GST)	\$ 0
Date Application Submitted	21 December 2017
Comment (if required)	This application was lodged by Ballina Shire Council. If the funding is successful Richmond Valley Council will benefit from allocated resources to oversee the design and monitoring of Blackwater management 'hotspots' in the Local Government Catchment Area.

Delivery Program Links

Making Council Great
 CS2 Great Support
 CS2.12 Examine all revenue and expenditure reduction opportunities within legislative powers

Budget Implications

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

15.4 DISCLOSURE OF INTEREST – APPOINTMENT OF DESIGNATED PERSONS

Responsible Officer:

Deborah McLean (Manager Governance and Risk)

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:

- Trainee Building Surveyor/Compliance Officer

The disclosures for the above designated person positions has 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

15.5 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 DECEMBER 2017 TO 31 JANUARY 2018

Responsible Officer:

Andrew Hanna (Manager Development and Environment)

Report

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

The number of applications submitted to Council as well as the dollar value of development is outlined below for the current financial year and previous four or five financial years.

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

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 December 2017 to 31 January 2018 was 32, with a total value of \$4,687,151.10.

Dollar Value of Development

Figure 1 graph below details the value of Development Consents issued by Council by calendar month for the financial years indicated.

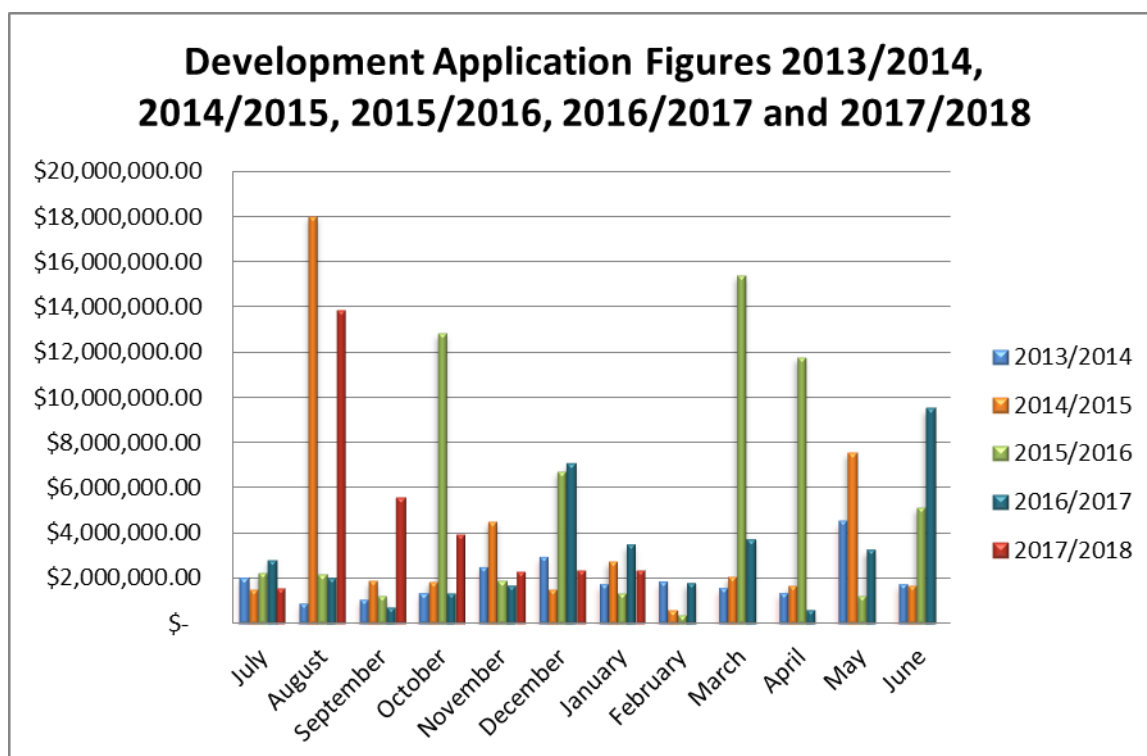


Figure 1: Monthly dollar value of development processed by Council over five financial years.

Figure 2 graph provides the annual value of Development Consents issued by Council over six financial years and Figure 3 and 4 graphs provide a detailed review of the value for the reporting months of December and January.

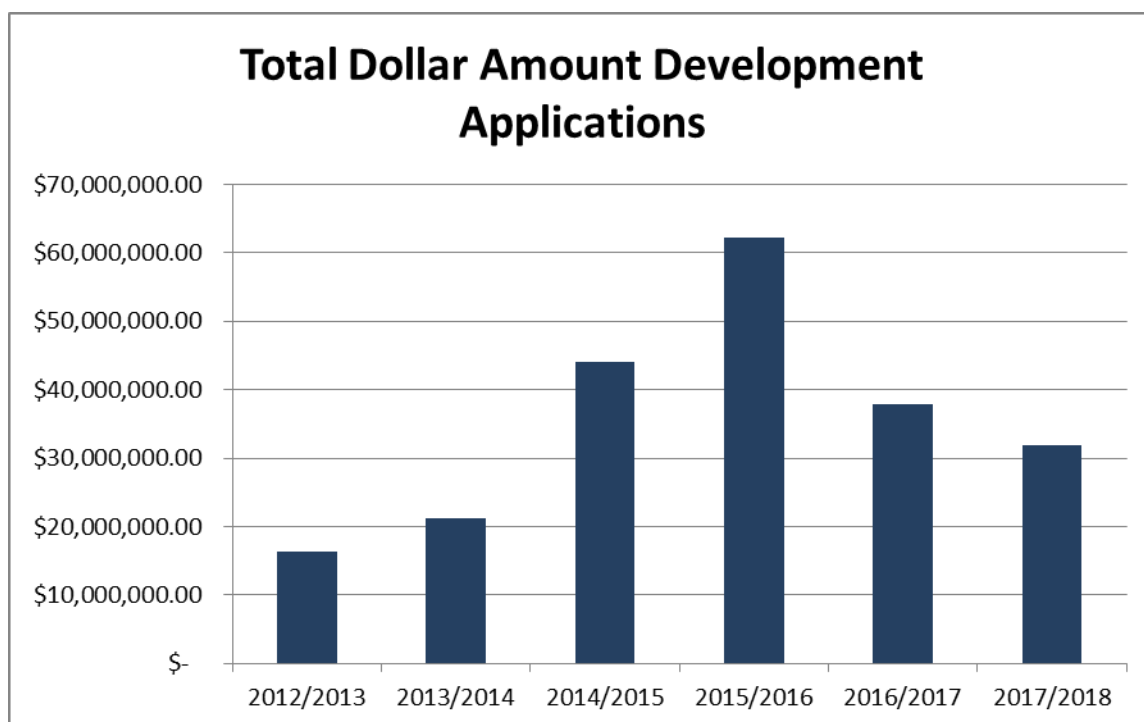


Figure 2: Annual value of development.

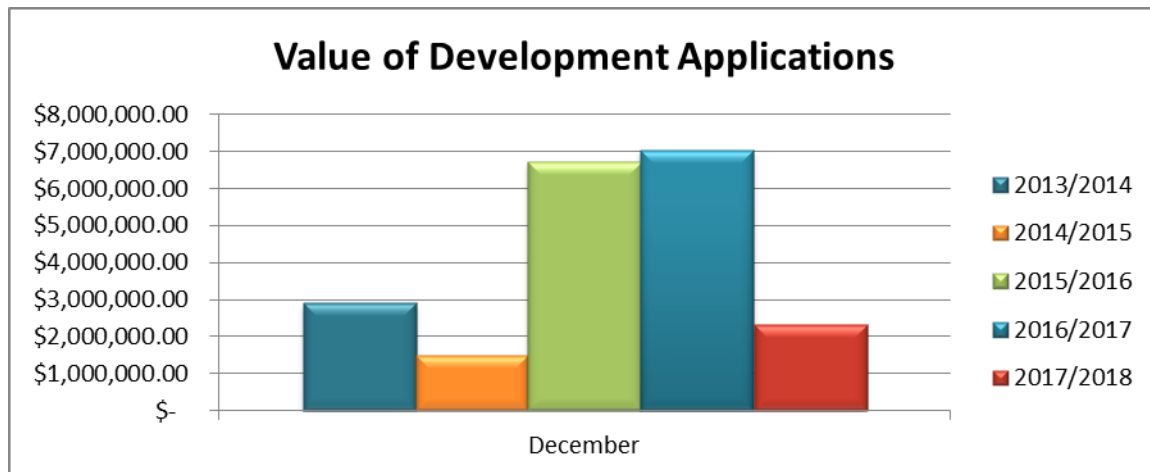


Figure 3: Value of development for the month of December.

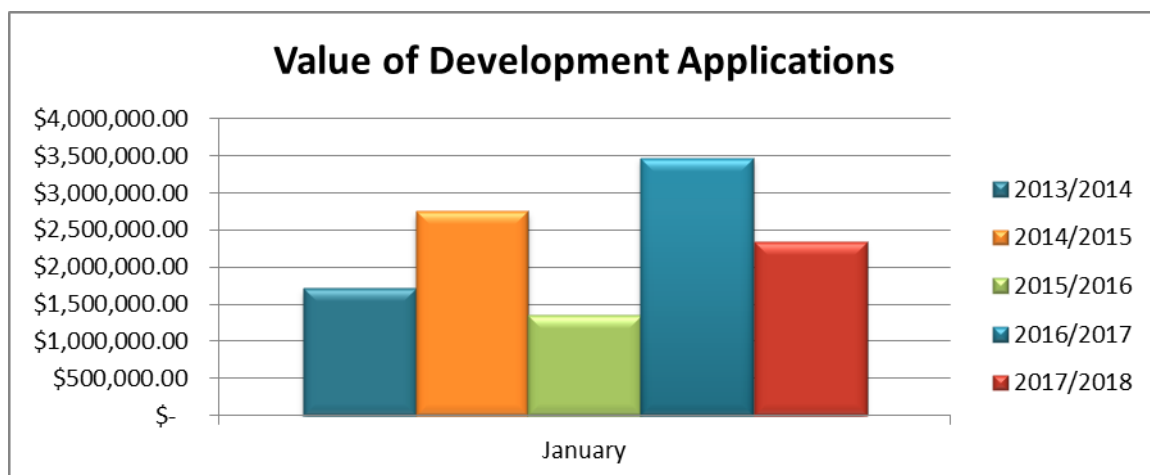


Figure 4: Value of development for the month of January.

Number of Development Applications

The number of applications received by Council does not necessarily reflect the value of development 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 5 and 6 below details the number of applications determined by Council which, as stated above, is not necessarily reflective of the value of development.

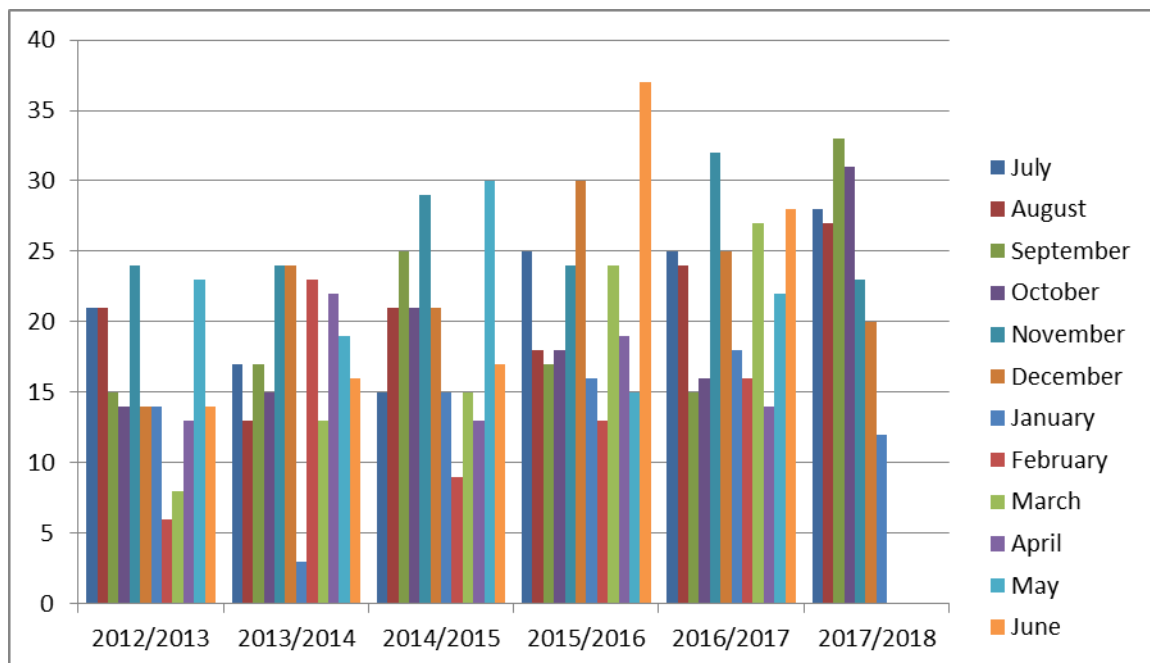


Figure 5: Number of Development Applications per month over six financial years.

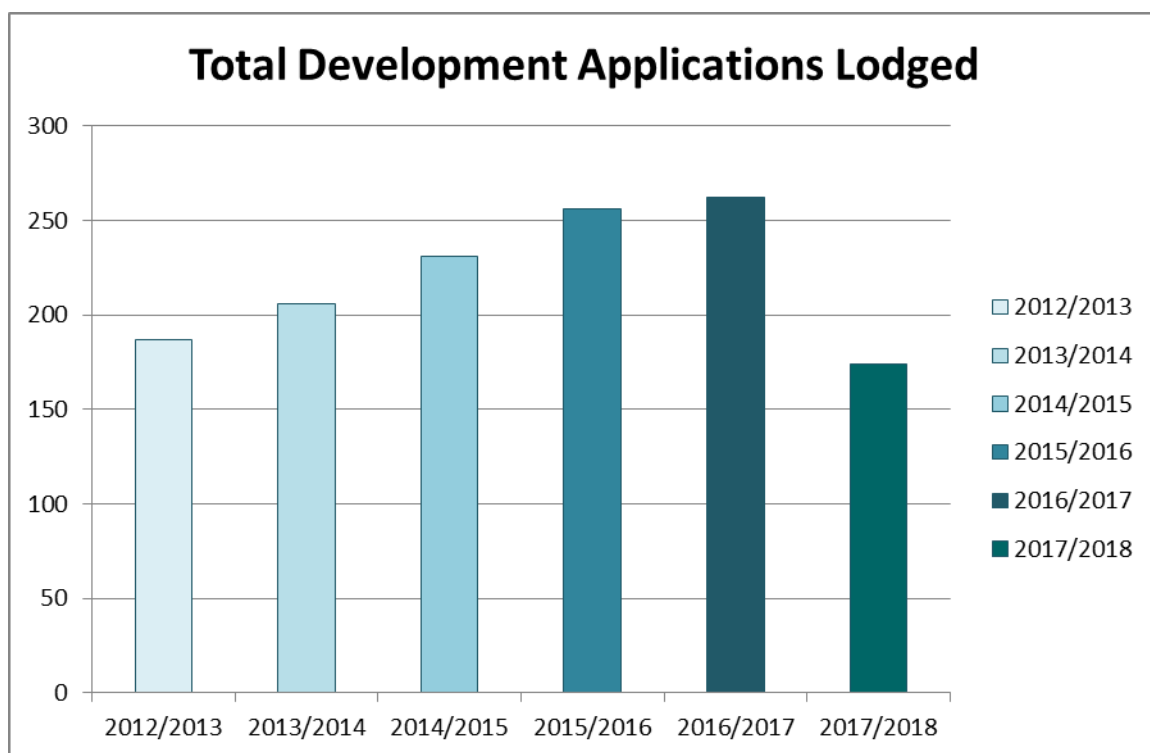


Figure 6: Number of development applications per year over six financial years.

Activity for the months of December and January

General Approvals (excluding Subdivisions, Section 96s)	25
Section 96 amendments to original consent	5
Subdivision	2
Refused	0
Withdrawn	0
Complying Development (Private Certifier Approved)	0
TOTAL	32

Delivery Program Links

Growing our Economy

EC1 Driving Economic Growth

EC1.6 Improved customer satisfaction with the DA process

16 QUESTIONS ON NOTICE

Nil.

17 QUESTIONS FOR NEXT MEETING (IN WRITING)

Nil.

18 MATTERS REFERRED TO CLOSED COUNCIL

Nil.

19 RESOLUTIONS OF CLOSED COUNCIL

Nil.

The Meeting closed at 5.46 pm.

CONFIRMED - 20 March 2018

CHAIRMAN
