

Richmond
Valley
Council



AGENDA

Ordinary Council Meeting

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

Date: Tuesday, 21 May 2019

Time: 5pm

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

**Vaughan Macdonald
General Manager**

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1 ACKNOWLEDGEMENT OF COUNTRY

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

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

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

5 MAYORAL MINUTES**5.1 MAYORAL MINUTE - NSW GOVERNMENT'S EMERGENCY SERVICE LEVY INCREASE – IMPACT ON RATEPAYERS**

Author: Robert Mustow, Mayor

RECOMMENDATION

That:

1. Council notes the NSW Government's Emergency Service Levy Increase report and the estimated financial impact on Council of over \$60,000;
2. Council supports Local Government NSW's calls for the NSW Government to cover the initial additional \$19m increase to local governments for the first year and then work with local councils to redesign the funding mechanism for the scheme to ensure fairness into the future;
3. Council supports the Mayor writing to the Member for Clarence, Chris Gulaptis MP seeking his support to review the proposed increases.

REPORT

The NSW Government collects payments from councils and insurers to fund emergency services agencies in NSW, with councils required to pay 11.7 per cent of the budget required by NSW Emergency Services. These charges are embedded in council rates and insurance premiums.

When a Bill was passed late last year by the NSW Parliament, the 128 councils in NSW were not informed or consulted about the NSW Government's decision to fund changes to workers' compensation via the emergency services levy, and as a result the financial implications were unknown until councils received invoices from Revenue NSW on 7 May 2019.

The NSW Government will now collect an additional \$160 million from councils, communities and those paying insurance premiums from 1 July 2019 to pay for its new workers' compensation provisions for firefighters.

This letter from Revenue NSW advises that council contributions will rise by \$19 million in 2019-20, of which \$14 million is to support volunteer and career firefighters diagnosed with cancer. The letter also advised councils that there will be even further increases the following year but does not include what they will be. For Richmond Valley Council advice received indicates that the increase will be 25.8%, which equates to over \$60,000 annually.

This sudden and large increase to the Emergency Services Levy (ESL) has raised concerns for the Local Government sector about the impact of significantly increased costs being passed onto councils, particularly at a time when budgets for the coming year are already committed.

The NSW Government's ESL will increase by \$140 million to provide better workers' compensation coverage for firefighters diagnosed with one of 12 specific work-related cancers. Whilst the sector strongly supports fair and appropriate workers' compensation for firefighters, and all emergency workers, there is concern about the NSW Government's decision to implement this scheme by requiring that councils contribute to the additional costs.

Following concerns from many councils regarding the significantly increased costs being passed on to councils with no consultation, Local Government NSW (LGNSW) is calling on the NSW Government to fund the increased cost of the ESL for the first year, and work with local governments to design a better, fairer funding mechanism into the future.

LGNSW are asking Councils to share their concerns with local residents about the implementation of this scheme and the effect on ratepayers who will bear the cost of the increase.

ATTACHMENT(S)

Nil

6 CONFIRMATION OF MINUTES

6.1 MINUTES ORDINARY MEETING HELD ON 16 APRIL 2019

Author: Vaughan Macdonald, General Manager

RECOMMENDATION

That Council confirms the Minutes of the Ordinary meeting held on 16 April 2019

ATTACHMENT(S)

- 1. Minutes Ordinary Meeting 16 April 2019 (under separate cover)**

6.2 MINUTES OF INTERNAL AUDIT AND RISK COMMITTEE MEETING HELD 7 MAY 2019

Author: Vaughan Macdonald, General Manager

RECOMMENDATION

That Council receives and adopts the minutes of the Internal Audit and Risk Committee meeting held 7 May 2019.

ATTACHMENT(S)

1. Internal Audit Committee meeting 7 May 2019 (under separate cover)

7 MATTERS ARISING OUT OF THE MINUTES

8 DECLARATION OF INTERESTS

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

9 PETITIONS

Nil

10 NOTICE OF MOTION**10.1 NOTICE OF MOTION - CR ROBERT HAYES - STAN PAYNE OVAL TOILETS**

I, Councillor Robert Hayes, give notice that at the next Ordinary Meeting of Council to be held on 21 May 2019, I intend to move the following motion:

NOTICE OF MOTION

That Council consider opening the toilet facilities at Stan Payne Oval in Evans Head 7 days per week for use by the users of the adjacent newly upgraded children's park and playground.

I commend this Notice of Motion to Council.

ATTACHMENT(S)

Nil

10.2 NOTICE OF MOTION - CR ROBERT HAYES - WOODBURN SWIMMING POOL

I, Councillor Robert Hayes, give notice that at the next Ordinary Meeting of Council to be held on 21 May 2019, I intend to move the following motion:

NOTICE OF MOTION

That Council consider closing the Woodburn Swimming Pool until funds become available in the future to perform a full modern upgrade to the facility if it is warranted at that time, and in the interim utilise the funds that are now required for urgent maintenance and public health items, to establish water park type facilities as part of the upgrade to the river front park in Woodburn.

I commend this Notice of Motion to Council.

ATTACHMENT(S)

Nil

11 MAYOR'S REPORT**11.1 MAYOR'S ATTENDANCES 9 APRIL 2019 -13 MAY 2019**

Author: Robert Mustow, Mayor

RECOMMENDATION

That Council receive and note the Mayor's attendance report 9 April 2019 – 13 May 2019.

REPORT**April**

- 10th Regional General Manager of TAFE NSW meeting
- 10th Casino Public School - Anzac Day
- 10th Kevin Hogan MP funding announcement Coraki amenities block
- 11th Chris Gulaptis MP discussion and meeting with local business representatives
- 15th Chris Gulaptis MP – Energy from Waste briefing
- 16th Richmond Valley Council Ordinary meeting
- 17th Rous County Council meeting
- 23rd Rock Fishing Safety Workshop Opening
- 25th Anzac Day commitments - Evans Head, Broadwater, Coraki and Casino
- 26th Kevin Hogan MP, funding announcement Northern Rivers Rail Trail
- 27th Crankfest Youth Festival 2019
- 29th Reflections Caravan Park Opening
- 29th Chris Gulaptis MP, Evans Head HealthOne sod turning

May

- 3rd NRJO Board meeting at Casino
- 4th Casino Croquet Club 90th Birthday Party
- 7th Richmond Valley Council – Councillor Information Session
- 8th Candidate Patrick Deegan – funding announcement roundabouts Casino
- 8th Strategic planning and Local Strategic Planning Statements (LSPS) for NSW Councillors course held at Ballina
- 9th Chamber of Commerce Meeting Casino
- 10th Mothers' Day Hospital Auxiliary morning tea
- 11th Albert Park Grand Opening
- 11th Kwong Sings 90th year of celebration
- 12th Woodburn-Evans Head & District Orchid & Foliage Society – Mothers' Day show
- 13th Evans Head Business Launch & Tourism Roundtable
- 13th Meet the Candidates Information evening Evans Head

ATTACHMENT(S)

Nil

12 DELEGATE'S REPORTS**12.1 DELEGATES' REPORT SUBMITTED TO MAY 2019 ORDINARY MEETING.**

Author: Robert Mustow, Mayor

RECOMMENDATION

That Council receive and note the Delegates' report for the month of May 2019.

REPORT

Council delegates are required to report on meetings/forums attended on Council's behalf. The following information has been provided in regard to meetings/functions attended by Councillors.

Rous County Council

Cr Robert Mustow and Cr Sandra Humphrys have provided the following summary of the main items of business for the Rous County Council meeting held on 17 April 2019.

ATTACHMENT(S)

- 1. Rous County Council meeting summary April 2019**



Summary of main items of business for Rous County Council meeting

17 April 2019

1. Development of a Coastal Management Program for the Richmond River

It was agreed that Council proceed to commence development of a Coastal Management Program for the Richmond River estuary in 2019/20 through the conduct of a Stage 1 Scoping Study.

Council also endorsed that the proposed project management and coordination role be performed by RCC in partnership with constituent councils; and further, that Council concurrently implement its own assigned on-ground CZMP actions.

2. Nightcap Water Treatment Plant raw water pump station pump supply

The raw water pump station is located at Nightcap Water Treatment Plant (NWTP) and transfers water from Rocky Creek Dam into the inlet works of the treatment plant. The existing four pumps and switchboard were installed when the treatment plant was first constructed in 1992.

To improve the efficiency of the pump station and increase the flexibility of plant operations, it was proposed to upgrade the raw water pump station to include Variable Speed Drives (VSDs) which will enable the pumps to deliver a wider range of flows into the NWTP, than currently possible. This will deliver benefits in high demand scenarios and will alleviate internal treatment process issues relating to flow rates.

The contract for the supply and delivery of four vertical turbine pumps was awarded to Sterling Pumps Pty Ltd for a lump sum price of \$497,777 including GST, subject to satisfactory financial assessment.

3. Draft Delivery program / Operational plan and 2019/20 Budget

Council approved the draft Delivery program / Operational plan and 'Revenue' policy for public exhibition, with public submissions (if any) to be referred to the June 2019 meeting.

4. Quarterly Budget Review Statement for quarter ending 31 March 2019

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

It was noted that all budget items, other than those identified in the Council report, had performed within the parameters set by Council in adopting the 2018/19 Operational plan.

5. Retail water customer account assistance

In accordance with section 356 (1) of the *Local Government Act 1993* and its 'Retail Water Customer Account Assistance' policy, Council approved financial assistance in the amount of \$2,890.22.

6. Waiver of development contributions – St Vincent de Paul Society

Council agreed that bulk headworks charges levied on the development (via section 68 application for water supply works within Ballina Shire) totalling \$3,864.60, be waived for St Vincent de Paul Society, as it is a not-for-profit and charitable type organisation providing facilities for homeless people in our community.

The development is for Change of Use from a Respite Day Care Centre to a Boarding House and Community Facility (day support and activity centre), signage and associated works.

7. Draft Code of Conduct and Code of Conduct Procedures

Council adopted its Code of Conduct and Code of Conduct Procedures as presented.

8. Draft Code of Meeting Practice

Council resolved to publicly notify and exhibit the draft Code of Meeting Practice.

9. Investments policy (revised)

Council adopted its 'Investments' policy as presented.

INFORMATION REPORTS**10. Investments – March 2019**

Total funds invested for March 2019 was \$36,700,941. This is an increase of \$828,142 compared to the January 2019 figure, primarily due to Section 64 development contributions received from constituent councils.

The weighted average return on funds invested for March 2019 was 2.72%. This represents a decrease of one basis point compared to the January result (2.73%) and is 88 basis points above Council's benchmark (the average 90-day BBSW rate of 1.84%).

Interest earned for March 2019 was \$84,867.

Cheque account balance as at 31 March 2019 was \$61,370.

Ethical holdings represent 76.29% of the total portfolio: Current holdings in Ethical Financial Institutions equals \$28,000,000. The assessment of Ethical Financial Institutions is undertaken using www.marketforces.org.au which is an affiliate project of the Friends of the Earth Australia.

11. Water production and usage – February and March 2019February 2019

Daily source usage for February averaged 36.195ML. This is a decrease from the January 2019 daily average of 45.516ML. As at 28 February 2019, Rocky Creek Dam was at 76.90% of full capacity.

March 2019

Daily source usage for March averaged 30.463ML. This is a decrease from the February 2019 daily average of 36.195ML. As at 31 March 2019, Rocky Creek Dam was at 83.63% of full capacity.

Council meeting summary April 2019

12. Reconciliation Action Plan Advisory Group: meeting update

Council noted the minutes from the 28 March 2019 RAPAG meeting at which a draft 'Innovate' Reconciliation Action Plan and revised RAPAG Terms of Reference were considered.

13. Audit, Risk and Improvement Committee (ARIC): Minutes and Strategy

Council received and noted the minutes from the ARIC meeting of 25 March 2019 and adopted the Internal Audit Strategy 2019–2022 as noted and endorsed by the ARIC.

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

Council meeting summary April 2019

13 MATTERS DETERMINED WITHOUT DEBATE

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

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

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

That items identified be determined without debate.

14 GENERAL MANAGER'S REPORTS**14.1 DRAFT REVISED DELIVERY PROGRAM 2017/2021, DRAFT OPERATIONAL PLAN 2019/2020 (INCLUDING DRAFT FINANCIAL ESTIMATES 2019/2022) AND DRAFT REVENUE POLICY 2019/2020**

Author: Vaughan Macdonald, General Manager

EXECUTIVE SUMMARY

The Independent Pricing and Regulatory Pricing Tribunal (IPART) has advised Council it has been successful with its application for a special rate variation of 5.5% per annum over a four-year period to 30 June 2023. This will generate an additional \$3.9 million over the 4-year period and will allow Council to maintain its existing service levels, maintain and renew infrastructure and enhance its financial sustainability. IPART's full determination is available on the IPART website for further information.

The following documents have been compiled by staff in consultation with Councillors based on the approved special rate variation:

1. Draft Revised Delivery Program 2017/2021,
2. Draft Operational Plan 2019/2020 (including Draft Financial Estimates for the period 2019/2023),
3. Draft Revenue Policy 2019/2020, and
4. Draft Long Term Financial Plan 2019/2029

As detailed in the circulated documents, the draft budget estimates projects an unrestricted cash surplus of \$200,896 in 2019/2020 and further surpluses across the four year Delivery Program. The approval of Council's special rate variation has allowed the inclusion of a number of new projects and budget initiatives in line with the application to IPART with a focus on Asset Renewals. This will also ensure Council can improve its operating result before capital grants and contributions whilst delivering core services and essential capital works.

A copy of the Draft Revised Delivery Program 2017/2021, Draft Operational Plan 2019/2020 (including Draft Financial Estimates 2019/2023), Draft Revenue Policy 2019/2020 and Draft Long Term Financial Plan 2019/2029 have been circulated separately to Councillors.

RECOMMENDATION

That

1. The Draft Revised Delivery Program 2017/2021, Draft Operational Plan 2019/2020 (including Draft Financial Estimates 2019/2023), Draft Revenue Policy 2019/2020 and Draft Long Term Financial Plan 2019/2029 be placed on public exhibition for a period of at least 28 days.
2. The draft documents be brought back to Council to consider any submissions received for final adoption at the Ordinary Meeting of Council on 25 June 2019.

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

As outlined in the report.

REPORT

Council is required to undertake its planning and reporting activities in accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2005* by implementing the Local Government Integrated Planning and Reporting Framework and to consider the Office of Local Government Integrated Planning and Reporting Guidelines for guidance and best practice methods for drafting the plans.

The Draft Revised Delivery Program has been prepared on the revised community priority areas identified in the Community Strategic Plan. The Delivery Program is set out in line with Council's 30 service areas with clear strategies and accountability for delivering on each council service. The Delivery Program is accompanied by a four-year Capital Works Program for the period 2019/2023 and a one-year Operational Plan outlining Council's budget and for 2019/2020.

The Draft Operational Plan (including Draft Financial Estimates 2019/2023) delivers an unrestricted cash surplus of between \$201,000 and \$450,000 across the four year forward estimates as shown in the table below:

	2019/20	2020/21	2021/22	2022/23
Budget Estimates	\$'000	\$'000	\$'000	\$'000
Total Operating Revenue	59,649	62,120	64,722	66,916
Total Operating Expenditure	64,349	65,928	67,682	69,316
Operating Result before Capital Grants and Contributions	(4,700)	(3,808)	(2,960)	(2,400)
Add: Capital Grants and Contributions	3,546	1,882	1,349	1,371
Operating Result including Capital Grants and Contributions	(1,154)	(1,926)	(1,611)	(1,029)
Add: Non-Cash Expenses	18,447	18,142	19,275	19,721
Add: Non-Operating Funds Employed	3,073	4,799	5,198	3,866
Less: Asset Acquisitions	18,605	20,403	17,892	15,967
Less: Loan Repayments	2,486	2,810	3,192	3,462
Estimated Funding Result – Surplus/(Deficit)	(727)	(2,198)	1,778	3,129
Restricted Funds – Increase/(Decrease)	(928)	(2,413)	1,556	2,679
Unrestricted Funds – Increase/(Decrease)	201	215	222	450

While the unrestricted cash result is important and needs to be a surplus, the focus should be on Council's operating result before capital grants and contributions. Council's projected operating result before capital grants and contributions for 2019/2020 is a deficit of \$4,700,661, which improves to a deficit of \$2,400,271 over the four year forward estimates.

The approval of Council's special rate variation has given Council the ability to focus on moving towards a break even operating result before capital grants and contributions in the medium term. Finding ways of achieving additional income, reducing operating expenditure and refining asset valuation methodologies, to accurately reflect depreciation of Council's assets, are key areas to focus on moving forward.

No loan borrowings are proposed during 2019/2020. Loan borrowings of \$7m are proposed for the period 2020/2021 to 2022/2023 towards the construction of a new cell at the Nammoona Landfill facility.

In framing the budget, the delivery of an unrestricted cash surplus has been considered essential. Whilst a number of non-controllable costs continue to increase, a surplus has been delivered whilst also including a number of new projects and budget initiatives shown in the table following:

	2019/20	2020/21	2021/22	2022/23
New Projects and Initiatives Fully Funded	\$'000	\$'000	\$'000	\$'000
Roads – Increased funding for Unsealed Roads Grading	200	200	200	200
Roads – Vegetation Management	0	0	50	100
Roads – Additional funding for Shoulder Grading	75	100	200	205
Roads – Additional funding for Line marking	0	0	110	113
Parks – Evans Head Off-Leash Dog Area Fencing	25	0	0	0
Parks – Woodburn Riverside Park & CBD Additional Maintenance	10	10	10	11
Swimming Pools – Casino Pool Filtration & Reticulation upgrades	0	1,000	0	0
Swimming Pools – Coraki Pool Filtration, splash pad & renewals	155	30	0	0
Swimming Pools – Evans Head Aquatic Centre bunding, concrete and corrosion repairs	25	0	0	0
Swimming Pools – Woodburn Pool Filtration & Reticulation upgrades	210	60	0	0
Economic Development – Provision for Consulting	50	0	0	0
IT – Council Meeting Streaming	17	17	17	17
IT – Penetration Testing	14	14	14	14
Tourism – Woodburn Riverside Community Building Operating Budget	8	9	9	9
Tourism – Evans Head Visitor Centre Operating Budget	13	13	14	14
Corporate Support – Business Continuity Plan	20	20	20	20
People & Culture – Develop Asbestos Register	50	50	50	0
Environmental Protection – Richmond River Coastal Management Plan (CMP)	10	10	0	0
Asset Renewals – Unsealed Roads Gravel Resheets	0	0	505	580
Total	882	1,533	1,199	1,283

The Draft Operational Plan 2019/2020 (including Draft Financial Estimates 2019/2023) includes a capital works program of \$18,605,450 for the 2019/2020 financial year. The major projects are shown in the table below:

	2019/2020
Major Capital Works 2019/2020	\$'000
Coraki Swimming Pool Upgrade Works	155
Woodburn Swimming Pool Upgrade Works	210
Queen Elizabeth Park Sporting Complex Enhancement	336
Stan Payne Oval Sporting Facility Enhancement	105
Woodburn Riverside Park Playground & Central Hub Area	200
Evans Head Beach Access Enhancement	186
Roads to Recovery Program	701
Road Rehabilitation Projects (SRV)	1,000

Major Capital Works 2019/2020	2019/2020 \$'000
MR145 Casino-Coraki Road	490
Industrial Land Acquisition	2,000
Canning Dr Residential Land Construction	800
Nammoona Landfill – Cell 6 Planning & Preparation	105
Nammoona Landfill – Cell Capping	623
Bora Ridge Landfill – Cell Capping & Transfer Station Construction	1,246
Illawong Lane Drainage Upgrade	213
Other Stormwater Capital Works	225
Sewer Relining Program	800
Evans Head Water Supplies Booster Pump Station Improvements	200
Evans Head Sewerage Treatment Plant Fixed Sludge Dewatering Gear	250
Fleet Replacement Program	2,521

In developing the 2019/2020 income budget, the following increases have been proposed to Rates and Annual Charges:

- General Rates – to increase by 5.5% in-line with the approval of a special rate variation
- Domestic Waste Annual Charge – to increase by 15% to \$564
- Non-Domestic Waste Annual Charge – to increase by 15% to \$593
- Waste Infrastructure Charge – to increase by 33.33% to \$40 – this charge was introduced to contribute funding towards the construction of a new landfill cell (essential infrastructure) at the Nammoona Landfill and to fund ongoing asset renewals of the Waste Management program
- Water Annual Charges – to increase by 5%
- Sewerage Annual Charges – to increase by 2.7%

The increases to waste management charges have been necessary due to the introduction of a waste levy by the Queensland Government, which will commence at \$75 per tonne. Council is required to fund this while waste is being transported to South East Queensland. In addition, there will be significant increases in recycling costs as well as costs involved in the future construction of a new landfill cell at the Nammoona Landfill facility.

At its Ordinary Meeting 16 April 2019, Council resolved not to increase the sale fees at the Northern Rivers Livestock Exchange (NRLX) for 2019/2020. The sale fees structure for 2019/2020 is shown below:

- Vendor Usage Fee \$10.80 per head
- Vendor Usage Fee – Bull and Stud Sales \$20.00 per head
- Vendor Capital Works Levy \$2.05 per head
- Agents Business Licence Fee \$10,500.00 per annum
- Agents Business Usage Fee \$0.75 per head
- Agents Business Usage Fee – Bull and Stud Sales \$2.00 per head

A copy of the Draft Revised Delivery Program 2017/2021, Draft Operational Plan 2019/2020 (including Draft Financial Estimates 2019/2023), Draft Revenue Policy 2019/2020 and Draft Long Term Financial Plan 2019/2029 have been circulated separately to Councillors.

CONSULTATION

There has been extensive community engagement in the development of our strategies and plans.

In accordance with the Integrated Planning and Reporting requirements the Draft Revised Delivery Program 2017/2021, Draft Operational Plan 2019/2020 (including Draft Financial Estimates 2019/2023), Draft Revenue Policy 2019/2020 and Draft Long Term Financial Plan 2019/2029 will be placed on public exhibition for a period of at least 28 days. During that time public submissions on the documents can be made. A further report on the documents and submissions received will be presented to the Ordinary Meeting scheduled for 25 June 2019.

CONCLUSION

The Draft Revised Delivery Program 2017/2021, Draft Operational Plan 2019/2020 (including Draft Financial Estimates 2019/2023), Draft Revenue Policy 2019/2020 and Draft Long Term Financial Plan 2019/2029 have been prepared based on extensive consultation with the community and are presented to Council for consideration. The report recommends that these documents be placed on public exhibition.

ATTACHMENT(S)

1. **Draft Revised Delivery Program 2017/2021 (under separate cover)**
2. **Draft Operational Plan 2019/2020 (under separate cover)**
3. **Draft Operational Plan 2019/2020 (including Draft Financial Estimates 2019/2023) (under separate cover)**
4. **Draft Revenue Policy 2019/2020 (under separate cover)**
5. **Draft Long Term Financial Plan 2019/2029 (under separate cover)**

14.2 MAYORAL ALLOWANCE/COUNCILLOR FEES 2019/2020

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

EXECUTIVE SUMMARY

Each financial year, the Local Government Remuneration Tribunal determines the minimum and maximum remuneration payable to Mayors and Councillors for carrying out their duties. The determination by the Local Government Remuneration Tribunal is pursuant to Sections 239 and 241 of the *Local Government Act 1993*.

Council has received notification that the Local Government Remuneration Tribunal has determined that the Mayoral and Councillor Fees are to increase by 2.5% for the 2019/2020 financial year. The only way a Council can increase the fees payable by more than this percentage is if the Local Government Remuneration Tribunal re-categorises that Council.

Richmond Valley Council is classified as a Regional Rural Council. The minimum and maximum fees set by the Tribunal for the 2019/2020 financial year for Regional Rural Councils are as follows:

	Minimum Fee	Maximum Fee
Councillor Annual Fee	\$9,190.00	\$20,280.00
Mayoral Additional Annual Fee	\$19,580.00	\$44,250.00

RECOMMENDATION

Recommended that:

1. Council set the Mayoral Allowance for the 2019/2020 financial year effective from 1 July 2019 at \$44,250 per annum or \$3,687.50 per month, being the maximum remuneration allowable for a Regional Rural Council.
2. Council set the Councillor Fee for the 2019/2020 financial year effective from 1 July 2019 at \$20,280 per annum or \$1,690.00 per month, being the maximum remuneration allowable for a Regional Rural Council.

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

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

BUDGET IMPLICATIONS

The 2019/2020 draft budget includes an approximate 1.9% increase on the 2018/2019 budget, this equates to \$43,761 for the Mayoral Allowance and \$20,062 for each Councillor Fee. Accordingly, changes to the budget of an additional \$2,011 will be required if the recommended fees are adopted.

REPORT

Council has received notification that the Local Government Remuneration Tribunal has determined that the Mayoral and Councillor Fees are to increase by 2.5% for the majority of New South Wales Councils for the 2019/2020 financial year. The Tribunal's Report is attached. In making its determination, the Local Government Remuneration Tribunal considered the following:

- Submissions and comments made by Associations and individual Councils,
- Key Economic Indicators,
- Categorisation,
- Workload,
- Training and Development, and
- Attracting high quality candidates to nominate for election to Local Government.

Richmond Valley Council is categorised as a Regional Rural Council. Councils categorised as Regional Rural will typically have a minimum population of 20,000. Other features which distinguish them from other non-metropolitan councils include:

- A major town or towns with the largest commercial component of any location in the surrounding area.
- A significant urban population existing alongside a traditional farming sector and are surrounded by smaller towns and villages or may be located on or close to the coast with high levels of population and tourist facilities.
- Provide a full range of higher-order services including business, office and retail uses with arts, culture, recreation and entertainment centres.
- Regional services to the wider community through principal referral hospitals, tertiary education services and major regional airports.
- These councils may also attract large visitor numbers to established tourism ventures.

The remuneration band set for 2019/2020 for a Regional Rural Council by the Local Government Remuneration Tribunal is as follows:

	2019/2020 Minimum Annual Fee	2019/2020 Maximum Annual Fee
Councillor Annual Fee	\$9,190.00	\$20,280.00
Mayoral Additional Annual Fee	\$19,580.00	\$44,250.00

As an example, if Council adopts the maximum remuneration for a Regional Rural Council, the remuneration for 2018/2019 will be as follows:

	2019/2020 Annual Fee	2019/2020 Monthly Fee
Councillor Annual Fee	\$20,280.00	\$1,690.00
Mayoral Additional Annual Fee	\$44,250.00	\$3,687.50

Note: Total remuneration for the Mayor is the Mayoral Allowance plus the Councillor Fee, i.e. for 2019/2020, assuming the maximum is set, the amount would be \$64,530.00 per annum or \$5,377.50 per month.

Councillors invest significant amounts of time in preparing for and attending Council meetings, information/briefing sessions, meeting with community groups, and since the 2016 election an intensive consultation program across the Valley's towns and villages has been completed.

Councillors also attend community events and are available to discuss issues with the community at all times. The reports that have been provided at Council meetings since the 2016 election by the Mayor highlight the time that goes into the Civic duties of a Mayor in a Council of this size. Experience is also that the majority of Councils in NSW set the Mayor/Councillor fees at the maximum level for its category.

CONSULTATION

Nil.

CONCLUSION

The determination of fees for Councillors and Mayors by the Local Government Remuneration Tribunal has been determined as indicated in this report. Historically, Council has set its remuneration at the maximum allowable for the Regional Rural Category as set by the Local Government Remuneration Tribunal. The exception to this was the 2010/2011 year when Council resolved to not increase the Mayoral Allowance or Councillor Fees for the financial year.

On this basis, it is recommended that Council set the Mayoral Allowance/Councillor Fee at the maximum level, however Council has the discretion to determine the appropriate range of remuneration for the Mayor and Councillors provided it is within the minimum/maximum range for a Regional Rural Council as set by the Local Government Remuneration Tribunal.

ATTACHMENT(S)

1. **Local Government Remuneration Tribunal - Annual Report and Determination April 2019 (under separate cover)**

15 FINANCIAL REPORTS**15.1 QUARTERLY BUDGET REVIEW STATEMENT FOR THE QUARTER ENDED 31 MARCH 2019**

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

EXECUTIVE SUMMARY

This report outlines the proposed adjustments for the 2018/2019 budget for the quarter ended 31 March 2019. These adjustments exclude all previously adopted Monthly Budget Adjustments.

The proposed changes see Council's projected operating surplus from continuing operations for 2018/2019 increase from the revised budget operating surplus as at 28 February 2019 of \$12,359,147 to \$12,662,926. The operating result before capital grants and contributions has improved by \$168,081, to a projected loss of \$4,115,882. There has been a decrease in reserve funding of \$2,249,083, with a revised projected transfer to cash reserves of \$1,538,637. This is primarily due to the removal of \$2,448,664 in capital works projects.

Income from continuing operations has increased by \$757,899, with total income now projected to be \$74,432,401. This is largely due to revised extraction rates at Petersons Quarry resulting in an expected \$384,805 in additional revenue. Council was also successful with \$120,000 in grant funding under the Regional Cultural Fund for Casino Civic Hall Revitalisation. In addition, higher than anticipated Section 64 contributions have been received, resulting in an increase in income of \$50,000.

Expenses from continuing operations have increased by \$454,120 with total operating expenses now projected to be \$61,769,475. This increase is largely due to the removal and relocation of the Living Museum and Visitor Information Centre in Evans Head for \$400,000.

Council's capital works program has been reviewed, resulting in a decrease of \$2,448,664 to a projected total of \$30,713,839. This is largely due to several projects being carried over into 2019/2020. The major reductions are in the areas of Real Estate Development (\$800,000), Waste Management (\$516,788), Sports Grounds, Parks & Facilities (\$200,877) and Fleet Management (\$499,719). A further decrease is attributed to Sewerage Services with \$369,527 in works no longer required.

A detailed Quarterly Budget Review Statement for the third quarter of the 2018/2019 year has been circulated separately to each Councillor. These changes are disclosed by Priority Areas on pages 2-8 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-16.

RECOMMENDATION

That Council adopt the Quarterly Budget Review Statement as at 31 March 2019 and approve the recommended variations.

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

CS1.4: Provide high level financial and business analysis advice to monitor performance

BUDGET IMPLICATIONS

As detailed in the report.

REPORT

The budget review for the third quarter of the 2018/2019 financial year has seen Council's operating surplus from continuing operations improve to a projected surplus of \$12,662,926. This is an increase of \$303,779 from the revised budget as at 28 February 2019 of \$12,359,147. Council's projected operating result before capital grants and contributions is a loss of \$4,115,882.

Council's estimated budget result (unrestricted cash result) has improved marginally from \$305,120 to a projected surplus of \$316,638.

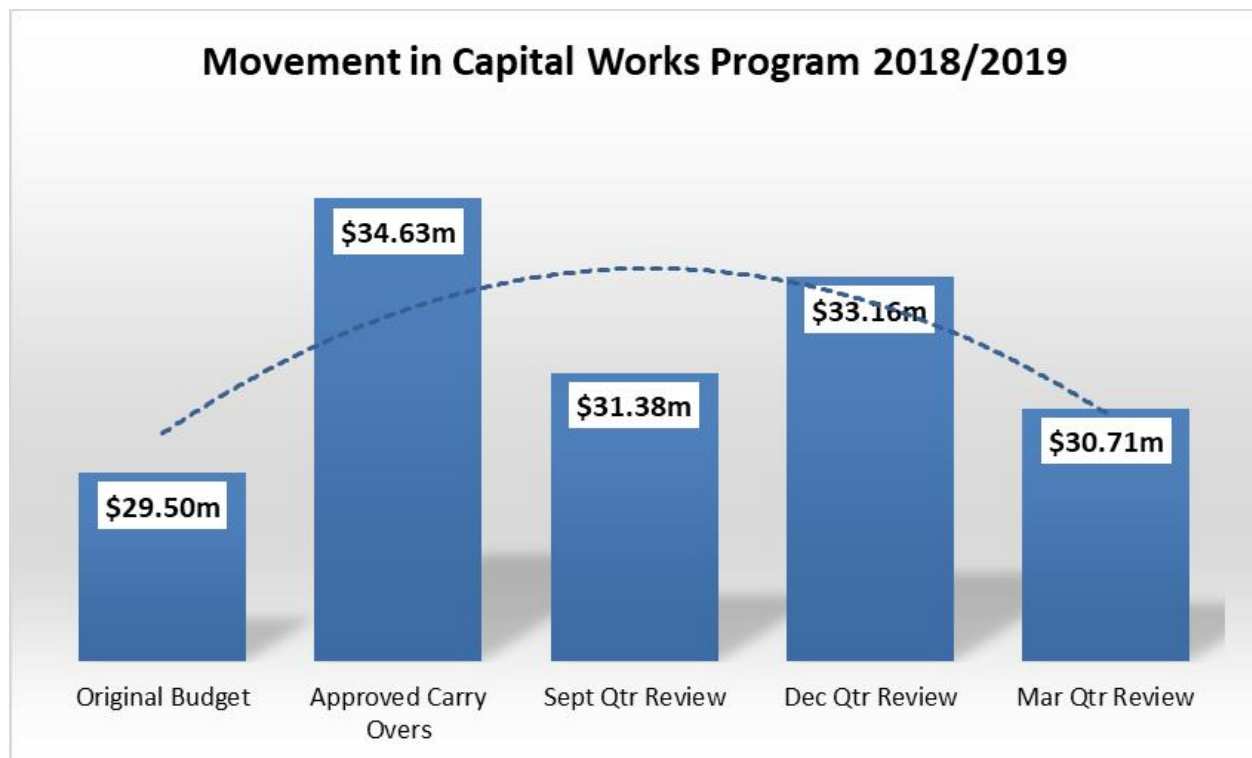
In overall cash terms, there is a decrease in the estimated funding from reserves of \$2,249,083, with an estimated transfer to reserves of \$1,538,637 for the 2018/2019 financial year. This decrease is predominately due to a review of the capital works program resulting in a number of projects being carried forward to the 2019/2020 year.

Income from continuing operations has increased by \$757,899, with total income now projected to be \$74,432,401. Contributing to this increase is an additional \$384,805 projected from Petersons Quarry due to revised extraction rates. In addition, Council was also successful with grant funding of \$120,000 under the Regional Cultural Fund for the Casino Civic Hall Revitalisation, along with receiving a solar energy rebate of \$61,974 from the installation of solar panels at the Casino Water Treatment Plant. Higher than anticipated number of section 64 developer contributions have also been received this year, resulting in an additional \$50,000 in projected income for Sewerage Services. All recommended changes for Council resolution of \$757,899 are disclosed by Priority Area on page 4 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-16.

Expenses from continuing operations have increased by \$454,120 to a projected total of \$61,769,475. This is mainly due to the removal and relocation of the Living Museum and Visitor Information Centre in Evans Head for \$400,000. All recommended changes for Council resolution of \$454,120 are disclosed by Priority Area on page 5 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-16.

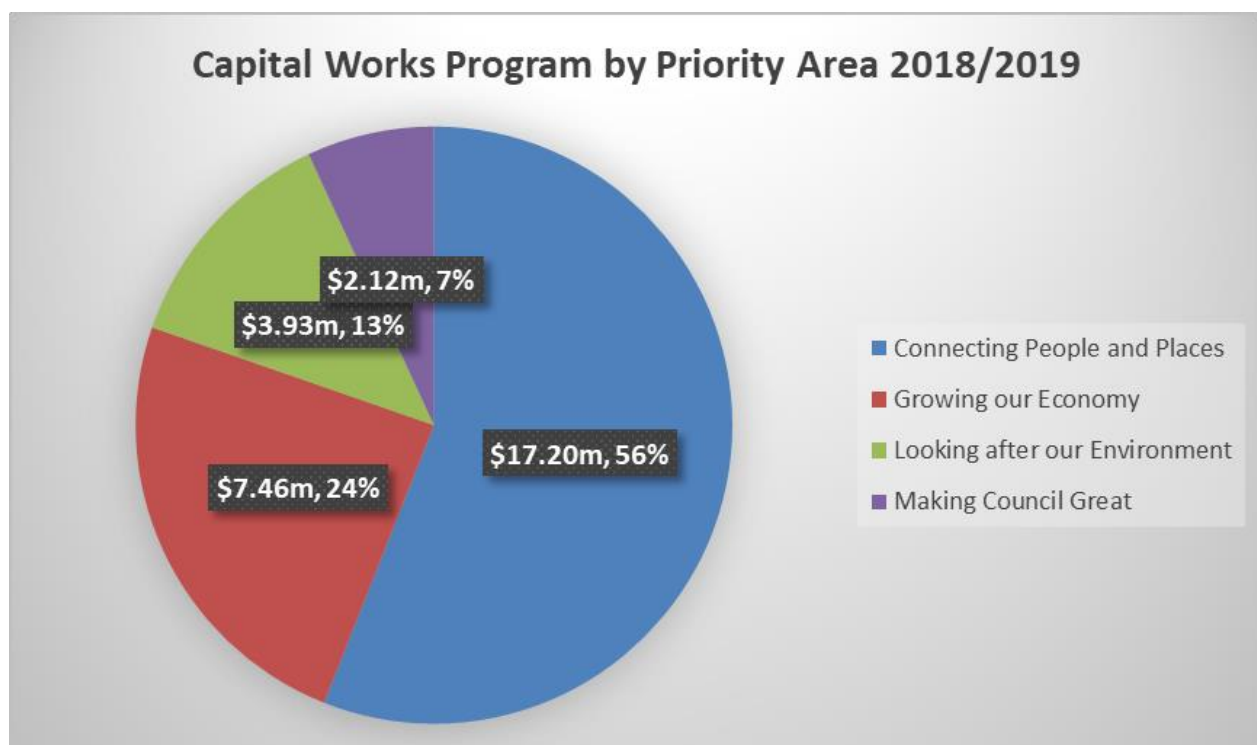
Council's capital works budget has decreased by \$2,448,664. The projected capital works program now totals \$30,713,839, with the decreases being predominately the result of projects carrying over into the 2019/2020 year. This includes an adjustment of \$381,332 to projects under Round 2 of the Stronger Country Communities Fund, along with \$800,000 in Real Estate Development and a further \$516,788 in Waste Management. All recommended changes to the Capital Works Program are disclosed by Priority Area on page 6 of Council's Quarterly Budget Review Statement and detailed explanations are provided on pages 9-16.

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



Council has a sizable capital works program of \$30,713,839 which will have undergone a review at the end of this quarter and will need to be closely monitored and further reviewed in the June quarter to ensure all projects are able to be delivered.

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



Council's projected budget position and recommended changes for Council resolution are summarised in the table below:

Quarterly Budget Review Statement for the quarter ended 31 March 2019	Revised Budget 28-Feb-19	Recommended Changes for Council Resolution	Projected Year End Result 2018/2019
Income from Continuing Operations	73,674,502	757,899	74,432,401
Expenses from Continuing Operations	61,315,355	454,120	61,769,475
Operating Result from Continuing Operations	12,359,147	303,779	12,662,926
Operating Result before Capital Income	(4,283,963)	168,081	(4,115,882)
Add: Non-Cash Expenses	17,866,929	0	17,866,929
Add: Non-Operating Funds Employed	4,900,934	(533,513)	4,367,421
Less: Capital Expenditure	33,162,503	(2,448,664)	30,713,839
Less: Loan Repayments	2,369,833	(41,671)	2,328,162
Estimated Funding Result – Surplus/(Deficit)	(405,326)	2,260,601	1,855,275
Restricted Funds – Increase/(Decrease)	(710,446)	2,249,083	1,538,637
Unrestricted Funds – Increase/(Decrease)	305,120	11,518	316,638

Pages 9 to 11 of the attached Quarterly Budget Review Statement contain the detailed budget variation explanations. A summary of the main contributing factors within each Priority Area is as follows:

Connecting People & Places

- Increase in Community Centres & Halls Operating Income of \$153,527 with \$120,000 in grant funding towards the Casino Civic Hall Revitalisation.

Growing our Economy

- Increase in Quarries Operating Income of \$384,805 with revised extraction rates at Petersons Quarry.
- Increase in Real Estate Development Operating Expenditure by \$400,000 due to removal and relocation of the Living Museum and Visitor Information Centre at Evans Head.
- Decrease in asset sales of \$381,000 along with a decrease in capital expenditure under Real Estate Development of \$800,000 due to the carry forward of the Canning Drive Residential Land Development to 2019/2020.

Looking after our Environment

- Decrease in capital expenditure of \$879,336. This is largely due to the delayed commencement of Bora Ridge Cell Capping under Waste Management of \$450,000 along with the removal of \$369,527 from the Sewerage Services capital works program in projects that are no longer required.

Making Council Great

- Decrease in capital expenditure of \$734,627. Council's plant replacement program was reviewed resulting in a reduction of \$499,719 in purchases, along with \$219,908 in capital works at Council's works depots being removed due to the prioritising of some unscheduled works and transferring projects into 2019/2020.
- Decrease in asset sales of \$152,513 as a result of a review of Council's plant replacement program.

CONCLUSION

As at the end of the third quarter, Council's operating result from continuing operations is a projected surplus of \$12,662,926, with a projected loss before capital grants and contributions of \$4,115,882. Council's capital works budget has decreased to \$30,713,839 and this will need to be closely monitored to ensure all projects can be delivered. Council's estimated budget result (unrestricted cash result) has improved to a projected surplus of \$316,638 and overall, Council's projected financial position at year end remains satisfactory.

ATTACHMENT(S)

- 1. Quarterly Budget Review Statement for the quarter ended 31 March 2019 (under separate cover)**

15.2 FINANCIAL ANALYSIS REPORT - APRIL 2019

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

EXECUTIVE SUMMARY

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

The value of Council's Investment Portfolio as at 30 April 2019 including General Bank Accounts and Trust Funds is shown below.

Investment Portfolio	General Bank Accounts	Trust Funds	Total
\$41,707,432	\$580,602	\$87,050	\$42,375,084

The average rate of return on Council's investments for April 2019 was 3.23% which is above the 90 Day Bank Bill Index for April of 1.56%.

RECOMMENDATION

Recommended that Council adopt the Financial Analysis Report detailing investment performance for the month of April 2019.

DELIVERY PROGRAM LINKS

Making Council Great

CS2: Great Support

CS2.11: Examine all revenue and expenditure reduction opportunities within legislative powers

BUDGET IMPLICATIONS

As at 30 April 2019, Council had earned \$411,957 in interest and \$631,077 in fair value gains for total investment revenue of \$1,043,034 against a revised budget of \$919,669 (which equates to 113.41%). Based on the performance of Council's investments, the budget was increased to \$919,699 in the March 2019 Quarterly Budget Review Statement. Future fair value gains or losses will continue to be monitored and reported to Council.

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

The RBA left the cash rate unchanged at 1.50% per annum at its April 2019 meeting.

Rate of Return

The average rate of return on investments increased in April 2019 to 3.23%, an increase of 13 basis points from the previous month. This rate of return is 167 basis points above the 90 Day Bank Bill Index of 1.56% which is Council's benchmark.

Council's Investment Portfolio

The value of Council's Investment Portfolio as at 30 April 2019 including General Bank Accounts and Trust Funds are shown below.

Investment Portfolio	Face Value	General Bank Accounts	Trust Funds
\$41,707,432	\$40,841,635	\$580,602	\$87,050

The Investment Portfolio balance at 30 April 2019 of \$41,707,432 is made up of Council's Business Online Saver Account (\$2,338,324), Term Deposits (\$24,000,000) and NSW Treasury Corporation Investments (\$15,369,108).

Council's investment portfolio has maturity dates ranging from same day up to 732 days. Term deposits of \$24,000,000 represented 57.54% of the total portfolio as at 30 April 2019. Council didn't make any new term deposits during the month of April 2019 while one term deposit matured during the period.

Council had \$15,369,108 in longer term investments being the Cash Facility Trust and Medium Term Growth Fund with NSW Treasury Corporation as at 30 April 2019. The investment values are shown below.

Investment Holding	Fair Value 30-Apr-19	Fair Value Gain/(Loss) April 2019	Fair Value Gain/(Loss) YTD
Cash Facility Trust	\$6,084,537	\$12,343	\$101,255
Medium Term Growth Fund	\$9,284,571	\$107,353	\$279,542
Total	\$15,369,108	\$119,696	\$380,797

During the 2018/2019 financial year, Council withdrew from the Strategic Cash Facility Trust, which returned a fair value gain of \$56,691 as it was underperforming compared to other funds the NSW Treasury Corporation held. These funds were transferred into the better performing Cash Facility Trust and the Medium-Term Growth Fund.

Council also received one-off payments relating to historical CDO investments no longer held. These payments total \$193,589 year to date, resulting in total fair value gains of \$631,077 to 30 April 2019. The total overall loss on Council's historic CDO investments is (\$423,076) as at 30 April 2019, which includes the gains of \$193,589 year to date.

Environmentally Sustainable Investments (ESI's)

The current holdings in ESI's is \$15,000,000 or 35.96% of the total portfolio. The information for the assessment has been sourced from the website www.marketforces.org.au which is an affiliate project of the Friends of the Earth Australia.

CONCLUSION

During the month of April 2019 Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy. As at 30 April 2019 Council's investments totalled \$41,707,432 with a further \$667,652 held in bank accounts. The average rate of return was 3.23% for the month of April and total investment revenue equals 113.41% of revised budgeted revenue for the year to 30 April 2019. Excluding the CDO one-off payment total investment revenue would be 92% of revised budgeted revenue with two months remaining in the financial year.

ATTACHMENT(S)

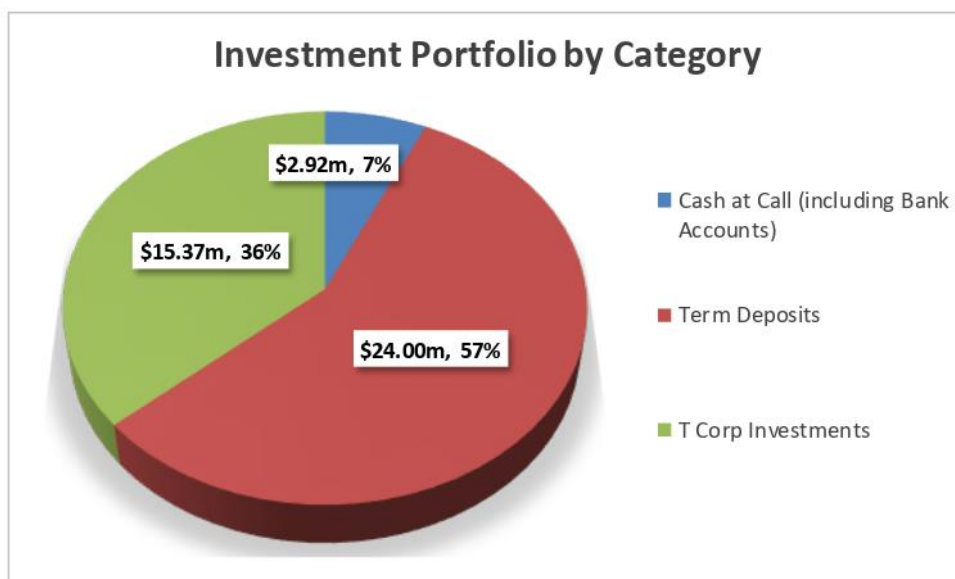
1. Financial Analysis Report Attachments

Attachment(s)

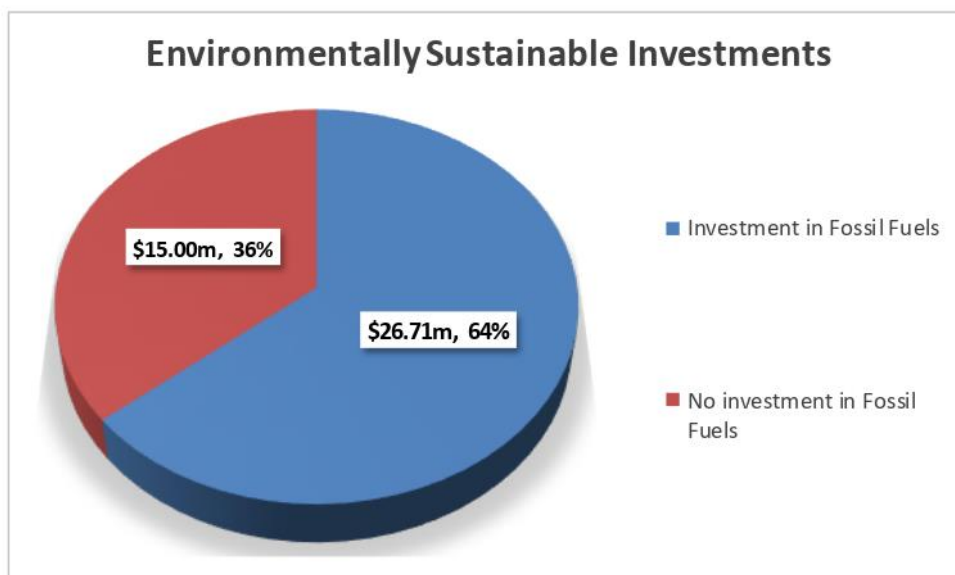
Included below:

1. Supporting Graphs; and
2. Investment Portfolio as at 30 April 2019

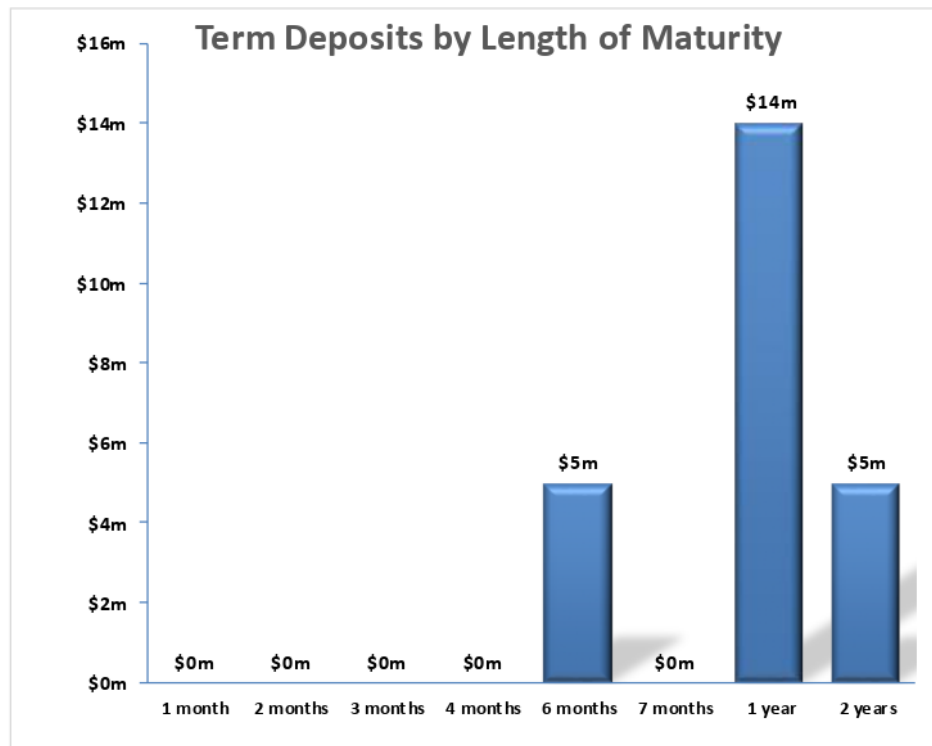
The following graph shows Council's investment portfolio by investment category as at 30 April 2019.



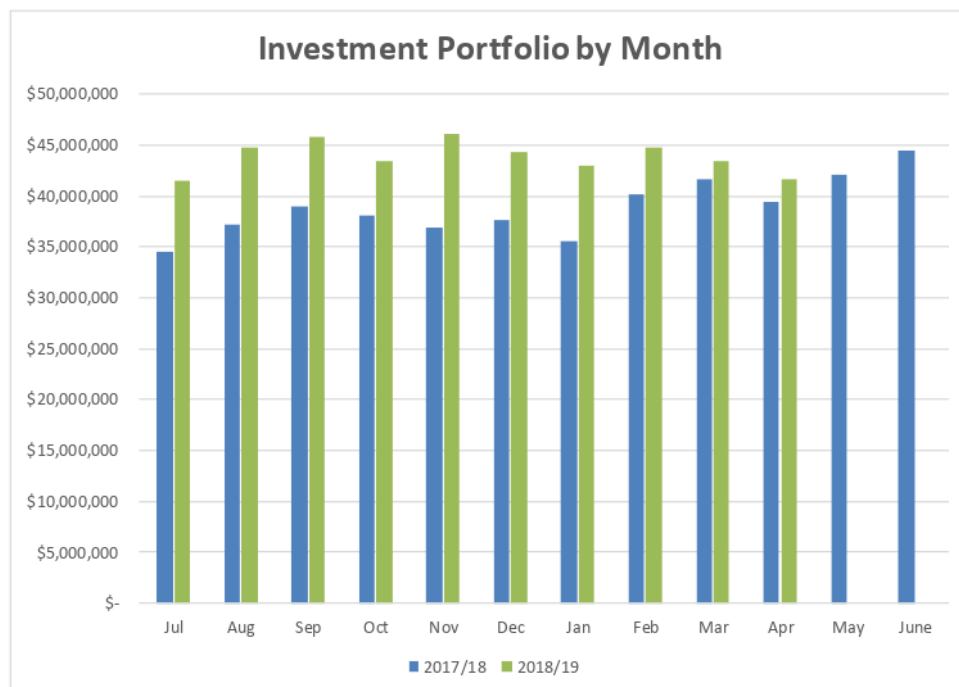
The following graph details Council's Environmentally Sustainable Investments as a percentage of Council's investment portfolio as at 30 April 2019.



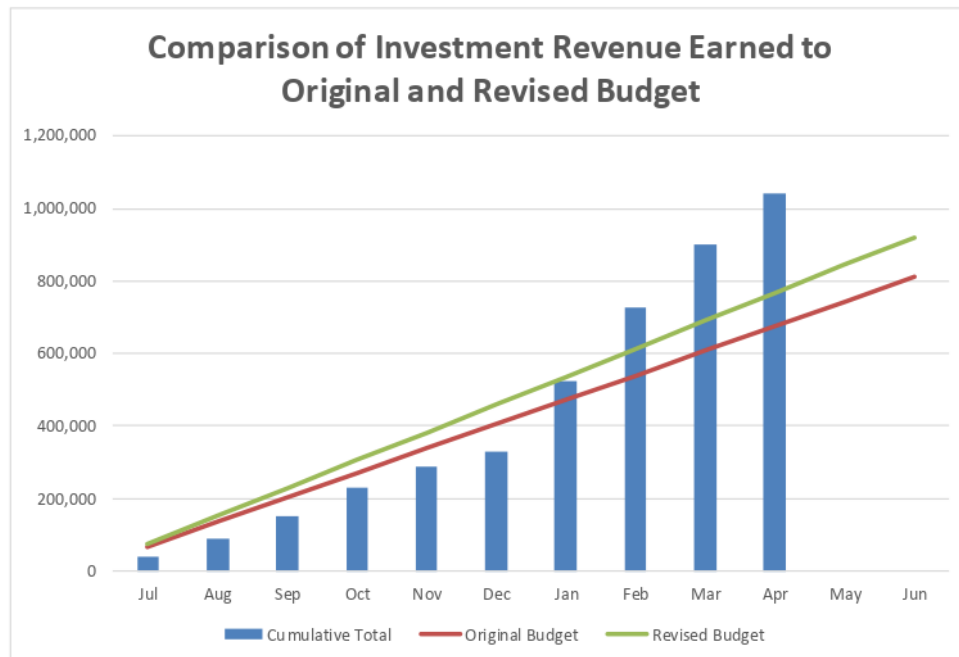
The following graph shows the length of time of Council's term deposit maturities as at 30 April 2019.



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



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



RICHMOND VALLEY COUNCIL FINANCIAL ANALYSIS REPORT AS AT 30 APRIL 2019										
Investment Source	Investment Type	Rating	Environmentally Sustainable Investments	Investment Date	Maturity Date	Rate of Return	Original Investment Value	Current Investment Fair Value	Interest/ Fair Value Gain Received	% of Total Portfolio
<u>Cash at Call</u>										
CBA Business Online Saver	At Call	A1+/AA	N	At Call		1.40%	N/A	2,338,324	5,219,402	5.61%
Interest on Other Bank Accounts										
						Total		2,338,324	5,621	5.61%
<u>Term Deposits</u>										
ING Direct	Term Deposit	A2/A-	N	21/02/2018	21/02/2020	2.90%	N/A	1,000,000	0	2.40%
ING Direct	Term Deposit	A2/A-	N	1/03/2018	2/03/2020	2.88%	N/A	1,000,000	0	2.40%
ING Direct	Term Deposit	A2/A-	N	5/03/2018	5/03/2020	2.88%	N/A	1,000,000	0	2.40%
Bank of QLD	Term Deposit	A2/BBB+	N	28/05/2018	28/05/2019	2.75%	N/A	1,000,000	0	2.40%
Members Equity Bank	Term Deposit	A2/BBB	Y	29/05/2018	29/05/2019	2.80%	N/A	1,000,000	0	2.40%
AMP Ltd	Term Deposit	A1-A	N	1/06/2018	3/06/2019	2.95%	N/A	1,000,000	0	2.40%
Peoples Choice Credit Union	Term Deposit	A2/BBB	Y	12/06/2018	12/06/2019	2.90%	N/A	1,000,000	0	2.40%
Greater Bank	Term Deposit	A2/BBB	Y	13/06/2018	12/06/2020	3.00%	N/A	1,000,000	0	2.40%
Greater Bank	Term Deposit	A2/BBB	Y	13/06/2018	13/06/2019	2.90%	N/A	1,000,000	0	2.40%
Heritage Bank	Term Deposit	A3/P2	Y	28/06/2018	28/06/2019	3.10%	N/A	1,000,000	0	2.40%
Defence Bank	Term Deposit	A2/BBB	Y	3/09/2018	2/09/2020	3.00%	N/A	1,000,000	0	2.40%
Westpac	Term Deposit	A1+/AA-	N	3/09/2018	3/09/2019	2.76%	N/A	1,000,000	0	2.40%
Bank of Us	Term Deposit	Unrated	Y	29/11/2018	29/11/2019	2.95%	N/A	1,000,000	0	2.40%
Bank of Us	Term Deposit	Unrated	Y	29/11/2018	29/11/2019	2.95%	N/A	1,000,000	0	2.40%
Auswide Bank	Term Deposit	A3/BBB-	Y	29/11/2018	28/05/2019	2.75%	N/A	1,000,000	0	2.40%
MyState Bank Limited	Term Deposit	A2/BBB	Y	3/12/2018	3/12/2019	2.85%	N/A	1,000,000	0	2.40%
Australian Military Bank	Term Deposit	Unrated	Y	4/12/2018	4/12/2019	2.99%	N/A	1,000,000	0	2.40%
Auswide Bank	Term Deposit	A3/BBB-	Y	12/12/2018	12/12/2019	2.90%	N/A	1,000,000	0	2.40%
Australian Military Bank	Term Deposit	Unrated	Y	20/02/2019	20/02/2020	2.90%	N/A	1,000,000	0	2.40%
AMP Ltd	Term Deposit	A1-A	N	25/02/2019	26/08/2019	3.00%	N/A	1,000,000	0	2.40%
Westpac	Term Deposit	A1+/AA-	N	1/03/2019	2/03/2020	2.63%	N/A	1,000,000	0	2.40%
MyState Bank Limited	Term Deposit	A2/BBB	Y	6/03/2019	3/09/2019	2.74%	N/A	1,000,000	0	2.40%
AMP Ltd	Term Deposit	A1-A	N	11/03/2019	9/09/2019	3.00%	N/A	1,000,000	0	2.40%
Auswide Bank	Term Deposit	A3/BBB-	Y	13/03/2019	11/09/2019	2.90%	N/A	1,000,000	0	2.40%
AMP Rebate									0	
<u>Matured Term Deposits</u>										
Police Credit Union Limited	Term Deposit	Unrated		9/10/2018	9/04/2019				14,211	
						Total		24,000,000	14,211	57.54%
<u>NSW Treasury Corporation Hourglass Investments</u>										
Cash Facility Trust	Trust		N	Various	N/A	2.40%	5,498,282	6,084,537	12,343	14.59%
Medium Term Growth Fund	Trust		N	Various	N/A	14.04%	9,005,029	9,284,571	107,354	22.26%
						Total	14,503,311	15,369,108	119,696	36.85%
<u>Bank Accounts</u>							Total Investment Portfolio at Face Value			
							40,841,635			
							Total Investment Portfolio at Fair Value			
							41,707,432			
							Interest Revenue Received			
							139,528			
							Overall Average Interest Rate			
							3.23%			
							Total Bank Account Portfolio			
							667,652			
							Total Portfolio			
							42,375,084			

15.3 WRITE-OFF OF MONIES UNDER DELEGATION - JULY 2018 TO MARCH 2019

Author: Kate Flynn, Revenue Coordinator

EXECUTIVE SUMMARY

At the April 2015 Ordinary Meeting Council resolved to provide a summary report on a bi-annual basis outlining the write-offs made during the period under the General Manager's delegation.

This report provides a summary of write-offs for the period of 1 July 2018 – 31 March 2019

RECOMMENDATION

That Council receive and note the information provided in this report.

DELIVERY PROGRAM LINKS

Making Council Great

CS2: Great Support

CS2.11: Examine all revenue and expenditure reduction opportunities within legislative powers

BUDGET IMPLICATIONS

Write off in charges reducing Council's debt recovery percentages.

REPORT

At Council's Ordinary Meeting held on 21 April 2015 it was resolved that where the General Manager exercises his delegation in regard to refunds/write-offs that exceed \$1000, an information summary report be submitted to Council on a bi-annual basis.

This summary report covers the period commencing 1 July 2018 and ending 31 March 2019.

As at the 30 March 2019 the General Manager has used his delegation to write off amounts in excess of \$1000 on six occasions. Details of these write offs are as follows:

- Property ID: 109445 - \$1796.19 Rate write off due to unrecoverable debt 2007 to 2016
- Property ID: 123585 - \$1447.19 Rate write off due to Court Settlement Agreement 15/08/18
- Property ID: 127045 - \$1712.64 Rate write off due to unrecoverable debt 2005 to 2016
- Property ID: 130350 - \$1288.02 Rate write off due to unrecoverable debt 2012
- Property ID: 130350 - \$1407.82 Water write off due to unrecoverable debt 2012
- Property ID: 157035 - \$2581.86 Water write off due to adjustment to consumption charges

CONSULTATION

Nil

CONCLUSION

The General Manager has exercised his delegation to write off monies over \$1,000 on six occasions in the period 1 July 2018 to 31 March 2019 as detailed above.

ATTACHMENT(S)

Nil

16 TENDER REPORTS**16.1 TENDER - DESIGN AND CONSTRUCT ROOF OVER STAN PAYNE OVAL GRANDSTAND (VP140128)**

Author: Daniel Parker, Coordinator Purchasing and Stores

EXECUTIVE SUMMARY

Richmond Valley Council has received funding from the Stronger Country Communities' Fund (Round 2) that focuses on delivering crucial infrastructure to improve the quality of life for people in regional NSW. This funding was received to support multiple projects.

One of the elements of these projects was to improve the grandstand facility at the Stan Payne oval in Evans head.

Council called for tenders from suitably qualified and experienced contractors to construct a roof, and upgrade the handrails and access to the existing grandstand.

RECOMMENDATION

That

1. AGS Commercial Pty Ltd be approved as the preferred tenderer for the Stan Payne Oval grandstand roof project for Richmond Valley Council at the tendered rate of \$179,390.00 exclusive of GST.
2. The General Manager be authorised to negotiate and finalise the terms and conditions of any contract or agreement, including extension of the scope of works, in line with the content of this report and the available budget, and affixing the seal of Council where necessary.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP2: Getting Around

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

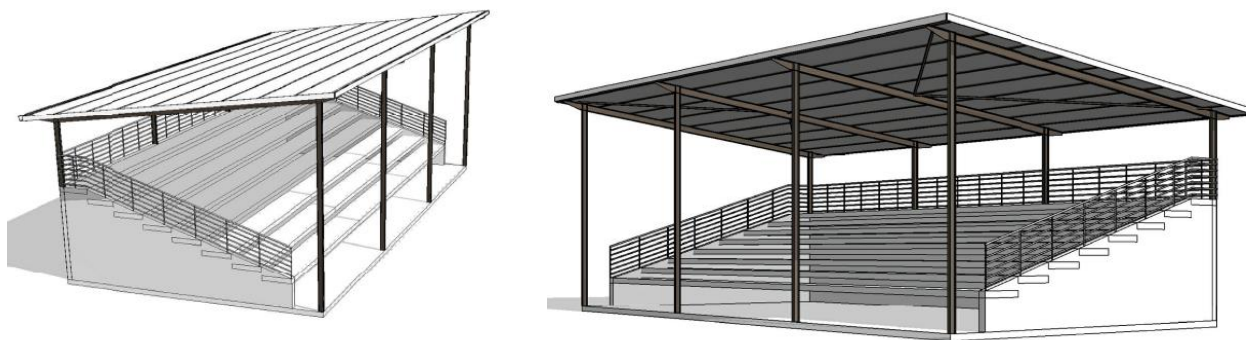
BUDGET IMPLICATIONS

Council has a budget of \$180,000 from the Stronger Countries Communities program for this project. The works are proposed to be undertaken this financial year however it is expected to roll into the new financial year.

REPORT

Council regularly uses contractors, determined by tender process to undertake works including construction, refurbishment of buildings etc throughout the LGA.

AGS commercial PTY LTD supplied the drawings below.



Tenders were called for on 25 March 2019 and closed at 10:00 am on 3 May 2019 under the provisions of the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and the requirements of the Richmond Valley Council Purchasing Policy.

Council Received two tender submissions from the following companies;

- AGS Commercial PTY LTD
- TECORP Constructions PTY LTD

TECORP Constructions' submission was deemed non-compliant as it did not meet the tender specifications.

The Tender was advertised in multiple newspapers as per below.

Sydney Morning Herald - 26 March 2019

Northern Star - 27 March 2019

Brisbane Courier Mail - 26 March 2019

KEY ISSUES

Nil

TENDER EVALUATION

A thorough tender evaluation was conducted on the AGS Commercial Pty Ltd submission by the evaluation panel of:

- Daniel Parker (Coordinator Purchasing and Stores)
- Graeme Robertson (Coordinator Asset Management)
- Andrew Leach (Manager Asset Planning)

The submission was assessed to be conforming and provided value for money and addressed the scope required by the tender documents. AGS Commercial Pty Ltd has successfully constructed similar projects for Council and has demonstrated the necessary capability to complete the works.

Vendor response consensus categorisation

The final categorisations for each vendor response, as used in the results and selection process, as well as any notes for each response.

Vendor / response	Total score	Previous experience in construction type	Capacity to complete the works as agreed	Evidence of benefit to local economy	Referees
AGS COMMERCIAL PTY LTD / VPR249635	78.57	Good	Good	Very good	Good
Notes: Only submission that was compliant to the specifications.					
Feedback (emailed): Council will be in contact to discuss start times and Supply a purchase order.					
TECORP CONSTRUCTIONS PTY LTD / VPR247475	0.00	Non - Compliant	Non - Compliant	Non - Compliant	Non - Compliant

CONSULTATION

Referee reports on recent contracts were incorporated into tender evaluations.

CONCLUSION

The only compliant tender submitted was consistent with market expectations. The tendered rates submitted by AGS Commercial Pty Ltd are considered reasonable. The recommended tender amount is \$179,390.00 exclusive of GST.

ATTACHMENT(S)

Nil

17 GENERAL BUSINESS

Nil

18 MATTERS FOR INFORMATION**RECOMMENDATION**

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

18.1 SIGNIFICANT PROJECTS UPDATE

Author: Ben Zeller, Manager Projects and Performance

RECOMMENDATION

That Council note the Significant Projects Update report.

REPORT**Northern Rivers Livestock Exchange Stage 2**

The last update on the progress of this project was provided to the February 2019 council meeting.

Since that report, the Project teams from Council and AGS Commercial have been collaborating on the main construction phase of the upgrade and have completed the following:

- Transit Yard upgrade including new B Double delivery ramp.
- Maintenance and storage shed for operational staff.
- Stormwater infrastructure solution including a new 744kl tank.
- Fire access road.
- Holding Yard alterations.
- Widening of channel drain to satisfy EPA recommendations.
- Scale house refurbishment.
- Car park.

Current work being undertaken includes:

- Continuation of new roof (85% complete).
- Continuation of yard reconstruction (75% complete).
- Weigh Area upgrade (50% complete).
- Holding Yard alterations (30% complete).
- Soft floor installation (75% complete).
- Stormwater connections and hydraulics (85% complete).
- Truck wash integration with hydraulics and new pumps (80% complete).

The next phase of the project will concentrate on the delivery of:

- DIP Yard alterations.
- New cattle crush with Veterinary Gate (stakeholder request).
- Transformer upgrade for future power capacity.
- Administration building and canteen.

With reference to the latest program provided by the head contractor AGS Commercial, the original scoped works for the project are estimated to be completed by the end of June. As resolved at the March Council meeting, the administration building is being treated as a separate project with an estimated delivery timeframe of mid-August.

The priority for the Project Management Office, NRLX operational staff and AGS Commercial is the delivery of the upgrade in the weigh bridge area. This area is critical to the sale day process and the upgrade work has so far adversely affected several sales. The project team has been in constant dialogue with the head contractor and are monitoring their actions closely to ensure everything is being done to deliver this part of the project expediently.

On a positive note, NRLX management, the agents and other stakeholders have been understanding of the disruptions and have adjusted their approach to ensure sale days continue even under trying conditions. The head contractor and subcontractors have committed to delivering this section by 21 May.

A significant and technical build like this project raises the likelihood of contract variations through to completion. As such, the Project Management Office is continually tracking the budget.

Unexpected variations so far include extra concrete at the loading ramps, channel drain and scales and the need to replace faulty load cells that weigh the cattle. Further budget risk is possible once the administration building begins as its construction in 1983 may raise some unknown issues.

At this stage, the \$7.4 million project is projected to be delivered on time and on budget.

Casino Drill Hall

The last update on the progress of this project was provided to the February council meeting.

AGS Commercial and Council have executed a contract to deliver the following sections of the Casino Drill Hall master plan:

- Visitor Information Centre.
- Road works and car park.
- Amphitheatre.
- Associated landscaping.

As the project has evolved, toilet block refurbishments have been undertaken by AGS as a variation. Project management for the toilet block will be delivered internally with the current work program indicating the toilet block projected completion date in June.

As of May 2019, the project status is:

Visitor Information Centre:

- Building works completed with handover inspection scheduled for early May.
- Connection walkway to the Museum is completed.
- Signage on building and decals on doors installed.

Roadworks and car park:

- Works completed.
- Flag poles installed.

Amphitheatre:

- Earthworks completed.
- Footings for shade sail completed.
- Completion scheduled for mid-June.

Landscaping

- Plantings commenced.
- Seeding and turfing commenced.
- First stage completion scheduled for May.
- Completion of landscaping reliant on completion of remaining works.

Toilet refurbishment

- Accessible toilet upgrade complete.
- Existing substandard flooring to be replaced with tiles as a variation.

The Project Management Office is also completing the various grant acquittals and milestone reports related to the different funding sources.

Woodburn Riverside

The last update on the progress of this project was provided to the February council meeting.

As of May 2019 the project status is:

Community Building:

- Public Toilets completed and operational.
- Community Building near completion with minor work to be completed prior to the end of May.
 - Vinyl flooring to be applied throughout the interior floors.
 - Concrete slab in front of the building to be poured adjacent to the undercroft entrance.

Landscaping:

- Installation of sandstone walls is nearing completion.
- Concrete paths have been poured.
- Laying of turf to commence week beginning 13 May.
- BBQ Shelters to be assembled by the end of May.
- All landscaping is expected to be completed by the end of June.

Boardwalk:

- This portion has been awarded to AGS as a variation to the contract.
- The Boardwalk will be approximately 23 metres in length and will be adjacent to the jetty which will be installed when constructed.
- Work has commenced with completion expected by mid-June.

Jetty:

- The contract to build the jetty has been finalised with Superior Jetties.
- The construction of the Jetty is occurring off site and with installation expected to be completed in mid-June.

Beach:

- This portion has been awarded to Boyds Bay as a variation to the landscaping contract.
- Work has commenced with completion expected by mid-June.

Playground:

- Playground is being constructed off site with installation to commence late May.

Images

NRLX:



Drill Hall - Amphitheatre:**Woodburn Riverside:**



ATTACHMENT(S)

Nil

18.2 SERVICE NSW - EASY TO DO BUSINESS PROGRAM UPDATE

Author: Cherie Holdsworth, Coordinator Economic Development

RECOMMENDATION

That Council note the information provided in relation to the Easy to do Business program.

REPORT

Council joined the Easy to do Business program in March 2018.

Easy to do Business was started by the Department of Premier and Cabinet, Service NSW and the Office of the NSW Small Business Commissioner to encourage investment in small business.

The initiative focuses on coordinating and navigating customers through the various government approvals required by a new business owner. The aim being to streamline the processes of opening a new business, which typically required an owner to deal with 13 agencies, including Council, and to complete 48 forms.

As a part of the delivery of the Easy to do Business program, Service NSW maintains regular contact with Council through the Economic Development office. This is an opportunity for feedback to be provided on the implementation of the program.

Annually, Service NSW provides a report called the "Easy to do Business Health Check Report" which provides statistics and information on the businesses and programs which have been delivered in our LGA. A copy of the current health check report is attached.

In summary, the Easy to do Business program has assisted 5 customers in the Richmond Valley area since going live, with 3 customers still active. These businesses were located in Coraki, Evans Head, Rappville and North Casino and are in the categories of:

- Café
- Digital
- Custom cakes/café
- Excavations
- Honey

The business lifecycles which have been assisted include existing businesses, growing your business, planning and idea development and starting new businesses.

With further promotion, we expect more businesses can be assisted by the Easy to do Business program. To achieve this, staff are encouraging Service NSW to attend Primex and Beef Week. Additionally, Service NSW has provided social media collateral to assist Council in promoting the services available to businesses.

ATTACHMENT(S)**1. RVC EtdB Health Check March 2019**



Health Check Report | March 2019



ETDB PROGRAM UPDATES

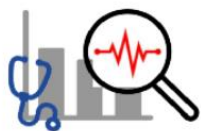
BUSINESS CONNECT INTEGRATION	<ul style="list-style-type: none"> Customers are able to access business advisory services and business skills training from the NSW Government owned Business Connect through the EtdB platform. Customers will be able to browse, search for and select a Business Connect advisor in their area. The service will initially be available only for the Cafe, Restaurant and Small Bar and Housing Construction industries.
CONTRACTOR LICENCE	<ul style="list-style-type: none"> The EtdB Individual Contractor Licence is an online digital tool that helps customers apply for their Contractor Licence and prepare lodgement-ready forms. The offering will evolve, however this will initially focus on the electrical work subclass.
WHS MADE EASY	<ul style="list-style-type: none"> Online self-assessment tool for a business owner to receive tailored content to improve their Work Health and Safety compliance. The tool will initially be available for users in the Cafe, Restaurant and Small Bar and Housing Construction industries.
NESB/CALD	<ul style="list-style-type: none"> Our Customer Experience team is currently conducting research interviews with small business owners from a variety of cultures to understand their experience of starting and running a small business in NSW. The aim is to improve the support we offer to culturally and linguistically diverse (CALD) customers, and those from a non-English speaking background (NESB).
TEAM OPERATING MODEL UPDATE	<ul style="list-style-type: none"> The Engagement Team is implementing a new structure that includes a dedicated Relationship Manager based in your Region.
ROADSHOWS	Throughout February, the Engagement team visited all of our customer-facing staff in our Service Centres to raise awareness of the Easy to do Business program, to identify and refer small business customers.
SERVICE DELIVERY CHANNEL UPDATE	The Business Concierge team currently offer guidance over the phone. We are in the process of assessing the need or preference for face to face assistance, and appreciate Council's input based on your Community's needs.



OTHER NSW INITIATIVES UPDATES

MOBILE SERVICE CENTRES	Service NSW has introduced Mobile Service Centres (MSC) to give regional NSW greater access to NSW Government services. The first MSC will service locations in the NSW Central West. A second bus will launch in May 2019 and will travel to locations on the NSW North Coast and North West. Please check the website for the latest information on service locations and opening hours.
MY COMMUNITY PROJECT	In partnership with the Department of Premier and Cabinet, Service NSW is supporting the delivery of the My Community Project initiative. My Community Project allows citizens to put forward ideas for State Government-funded community projects and vote for the best submission. Applications open in April 2019.
DIGITAL KIOSKS IN LIBRARIES SURVEY	SNWS is offering Digital Kiosks to council libraries as part of the regional network strategy to improve access to NSW Government services. Digital Kiosks will provide library customers with access to hundreds of online services and transactions. Service NSW is inviting local councils to participate and will work closely with council to identify your local preferences, so that the kiosks support areas where future growth and customer demand is strong.
DIGITAL RENEWAL NOTICE SURVEY	Service NSW in partnership with Roads and Maritime Services is changing the way NSW residents receive their car registrations. Currently residents receive their car registration renewal as a hard copy via the post. In 2019 Service NSW customers will have the option to receive their renewal via email as a PDF. Service NSW is surveying local government, industries, agencies and businesses to understand the change impact and to better support the transition to PDF. Feedback from our stakeholders is essential to ensuring successful implementation of products and services for NSW.
CREATIVE KIDS	Parents, guardians and carers can apply for a voucher with a value of up to \$100 per calendar year for each student aged 4.5 to 18 years old enrolled in school. The voucher can be used for registration, participation and tuition costs for performing arts, visual arts, coding, languages, literary and other eligible creative and cultural activities. Local Councils and businesses can view the guidelines on the Service NSW website to see if entities and their activities are eligible. Applications can be completed and lodged online through the SNWS website.
COST OF LIVING	The Cost of Living service is a NSW Government initiative bringing more than 40 rebates and savings together in one convenient location. NSW customers can view, access and apply for the rebates and savings online at www.service.nsw.gov.au , by calling 13 77 88 or by visiting a Service Centre. The average savings found during an appointment are around \$530.
OSBC PROCUREMENT TRIAL	The EtdB Local Procurement project aims to make it easier for Councils to purchase from local businesses, both through tendering and non-tendering channels. The project team are seeking expressions of interest from councils interested in trialling tools to make tendering more small business friendly and are interested in hearing about specific tools you would want developed to support your local business through the tendering process. To express your Council's interest in the initiative, please contact Claire Curtin on 02 9338 6833 or at claire.curtin@smallbusiness.nsw.gov.au by 22 April 2019.

COMMERCIAL-IN-CONFIDENCE | Page 1 of 4



Health Check Report | March 2019



 YOUR COUNCIL	
KEY CONTACTS AT COUNCIL	Cherie Holdsworth Coordinator Economic Development
ETDB/SNSW COLLATERAL	Council has advised that further digital collateral is required for inclusion in Newsletter. I will provide Housing and Construction flyers once finalised by Service NSW
LOCAL BUSINESS PROGRAM AWARENESS OPPORTUNITIES AND SUPPORT	Cherie and Sharee discussed the possibility of Service NSW being given opportunities to provide sponsorship or promotion of the Easy to do Business initiative within the Richmond Valley community. The following events were identified as potential opportunities. PRIMEX Casino Beef Week (May)
COUNCIL STAFF MOVEMENTS AND TRAINING	Cherie and Sharee discussed Customer Service Teams knowledge of the program and a need has been identified to provide further training. Will book in F2F training in May when new Training Package for Council Staff is available.
COUNCIL POLICY AND PROCESS CHANGES	There have been no policy or procedural changes since the last Health Check. Cherie will provide updates directly to Sharee should any changes occur within council.
CUSTOMER CASE STUDIES	There are no current case studies within Richmond Valley area. Please advise if any customer case studies come along so we can help support the customer journey and experience.
BUSINESS HUBS	No Known Business Hubs in the area, Service NSW to investigate further to establish if Hubs are operating in the region



SERVICE NSW ACTIONS

- Follow Up with local Service Centre to establish if they are attending Beef Week and PRIMEX (emailed Manager 27/3)
- Send Digital Collateral and provide Housing and Construction flyer when available
- Book training for Customer Service Staff when new Council training package is available
- Investigate to establish if any Business Hubs are operating within the region

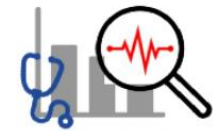


COUNCIL ACTIONS

- Provide updates on future events for possible sponsorship and promotion of Easy to do Business Program



COMMERCIAL-IN-CONFIDENCE | Page 2 of 4



Health Check Report | March 2019



what people are saying about us...

*"The award-winning EtdB program has contributed towards the **growth of the number of small businesses in NSW by 4% over the last 12 months** with a net growth of close to 30,000 actively trading NSW small businesses in the 2017-18 financial year."*

"I just wanted to say thank you so much for all your help. My experience with Service NSW have been great, informative and extremely helpful. I would recommend Services NSW to anyone that is starting a new business, as there are so many things involved, and the service is excellent."

"My experience with 'the service and the Easy to do Business program was great. It was a great help to be able to ask my questions and receive suggestions and advice. There is a lot to do when starting a new business, this program eased the process by guiding me through the rules and regulations. Also information about making a website was very helpful to me"



5 council areas assisted

- Coraki
- Evans Head
- Rappville
- Richmond
- North Casino



case stats



5 customers assisted since go-live



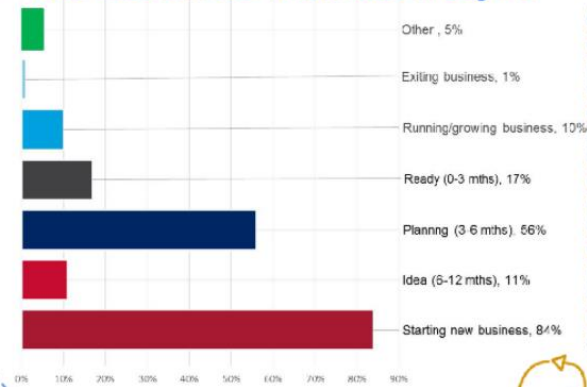
3 active customers in progress



5 business types assisted:

- Cafe
- Digital
- Custom Cakes/ Cafe
- Excavations
- Honey Bee Maker

our customers' business lifecycle



did you know?



[Cost of Living](#)



[Energy Switch](#)



[Active Kids](#)



[Creative Kids](#)



[Builder/Tradie Licence Check Online](#)

SMALL BUSINESS FRIENDLY CONFERENCE

Date: 16 and 17 May
Location: Sydney
Cost: tickets are \$350 p.p.
Website: [Here](#)



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

That Council receive and note the allocation under the Community Financial Assistance Program Round 2 2018/2019.

REPORT

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

Council has allocated \$70,000 in the 2018/19 budget for financial assistance. The total amount of current funds available is \$49,802.00. The policy provides for two approximately equal funding rounds. There is currently \$49,802.00 worth of funding available. The second round of funding was advertised in February – March 2019 and Council received 27 applications.

All of the applications received have been reviewed in accordance with the policy. All of the applications fit the eligibility requirements and selection criteria, and 23 were able to be partially or fully funded.

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

A Councillor Workshop was held on 7 May 2019 and applications were assessed and feedback from Councillors considered, with the General Manager approving, under delegation, the allocation of funds as indicated in the following tables.

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

Organisation	Requested allocation	Proposed Use	Amount allocated
Bentley Community Preschool Inc	\$2,653.24	Purchase and install automated defibrillator within Bentley Hall for use by Preschool and hall hirers.	\$2,653.24
Broadwater Koala Reserve Trust	\$765.00	Design, produce and install signage for the koala food tree plantation.	\$765.00
Broadwater Rileys Hill Community Centre	\$357.96	Manufacture and install insect screens on all the hall's windows.	\$357.96
Casino District Cricket Association	\$5,000.00	Erect sight screen at QE7 cricket field.	\$4,248.00
Casino Food Basket	\$5,000.00	A new 3-door glass fridge, providing those in need with access to fresher food.	\$5,000.00
Casino On Road Remote Control Care Association	\$560.00	Desktop computer for race control and timing system, storing race and member information.	\$560.00
Casino RSM Youth Club	\$3,000.00	Purchase new equipment including training gloves, jump ropes, punching bags and mats.	\$2,000.00

Organisation	Requested allocation	Proposed Use	Amount allocated
Casino Vision Impaired Local Client Support Group	\$1,035.00	Subsidise social bus trips to play blind lawn bowls at Ballina, transport to monthly meetings.	\$860.00
Ellangowan Public Hall	\$3,828.00	Upgrade the dining hall area – resheet walls with plywood, reseal and architrave windows.	\$3,828.00
Evans Head & District Senior Citizens Club	\$5,000.00	Purchase a new honour board and dishwasher for kitchen.	\$2,000.00
Evans Head District Cricket Club	\$1,000.00	Purchase equipment to maintain turf wickets at Stan Payne Oval.	\$1,000.00
Evans River and Coastal Landcare Inc.	\$948.00	Purchase lawn mower and blower to help Council maintain parks and public reserves at Evans Head.	\$948.00
Evans River Rugby Union Club	\$5,000.00	Purchase a scrum machine and other equipment to cater for new rugby teams.	\$4,000.00
Keeping Our Freedom Youth	\$1,909.42	Transform current art gallery into a more professional and attractive space with gallery hanging and lighting system.	\$1,909.42
Northern Rivers Dirty Wheels Mountain Bike Club Inc	\$5,000.00	Storage container for New Italy Mountain Bike Forest.	\$4,120.00
Our Two Hands	\$5,000.00	Homeless and crisis support through provision of food vouchers, emergency accommodation and food.	\$2,300.00
Pacific Coast Railway Society Inc. (Casino Miniature Railway and Museum)	\$1,450.00	Repair Bridge No. 3 so that it is safe for pedestrians and restore vintage seats at North Casino Station.	\$1,450.00
Richmond Valley Physie Inc.	\$300.00	Purchase stretch and strengthening equipment.	\$300.00
Scouts Australia NSW Branch 2nd Casino Scout Group	\$1,517.00	Purchase a laptop, wireless printer and tents allowing youth members to participate and have access to Scout's new youth program.	\$1,517.00
The New Italy Museum Inc.	\$2,160.00	Development of a progressive master plan for the New Italy Museum precinct.	\$2,160.00
The Salvation Army – Loaves and Fishes	\$3,500.00	Upgrade to 2-door glass fridge to better support community meals on wheels program.	\$2,486.77
Village Hall Players Inc.	\$660.00	Venue hire for 2 rehearsals and 1 performance of Treasure Island – the Pantomime.	\$660.00
Woodburn Pony Club	\$4,666.00	Fabrication and erection of a permanent steel post and rail fence dividing the main arena for rider and livestock safety.	\$4,666.00
		TOTAL	\$49,789.39

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

Organisation	Requested allocation	Proposed Use	Reason given
Broadwater Community Newsletter	\$1,500.00	Produce and deliver Broadwater Babblers – 400 copies per month free to residents.	Not incorporated organisation and funding requested for operating costs (printing & postage). No quote provided.
Community Radio Coraki Association Inc. trading as 88.9FM, Richmond Valley Radio	\$3,400.00	Community Radio Station customer satisfaction and feedback survey.	This funding is not intended for customer research. Surveys can be carried out for free using SurveyMonkey or similar.
Evans Head Business & Community Chamber Inc.	\$2,582.40	Replace current street banners in Evans Head.	This request is to replace Council assets. When banners are due for renewal, it will be paid for out of Council's budget. Currently in planning phase.
Mid Richmond Neighbourhood Centre	\$2,132.00	Upgrade electrical switchboard at 'Scout Hall' community hall located in Evans Head.	Should be funded through Council's Assets Maintenance budget. Switchboard inspected by Council electricians and upgrade not necessary at this time.

ATTACHMENT(S)

Nil

18.4 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 APRIL 2019 TO 30 APRIL 2019

Author: Andy Edwards, Acting Manager Development and Environment

RECOMMENDATION

That Council receive and note the development application report for the period 1 April 2019 to 30 April 2019.

REPORT

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

Council receives a weekly summary of the status of applications (including all received). Council notifies all determinations of Development Applications in its community newsletter 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 April 2019 to 30 April 2019 was 19, with a total value of \$1,287,074.00.

In order to provide a better understanding of the value of Development Consents issued by Council over a 12-month period, a graph is set out in Figure 1 below.

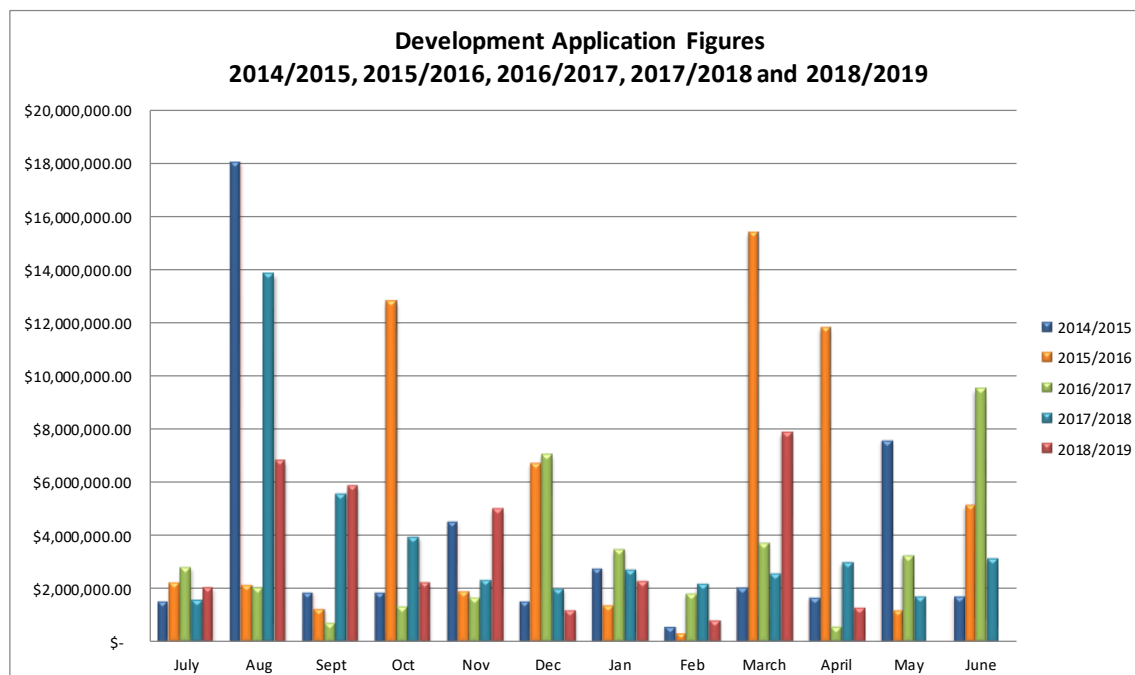


Figure 1: Monthly dollar value of development processed by Council over five financial years.

Figure 2 graph provides the annual value of Development Consents issued by Council over five financial years and Figure 3 graph provides a detailed review of the value for the reporting month of April 2019.

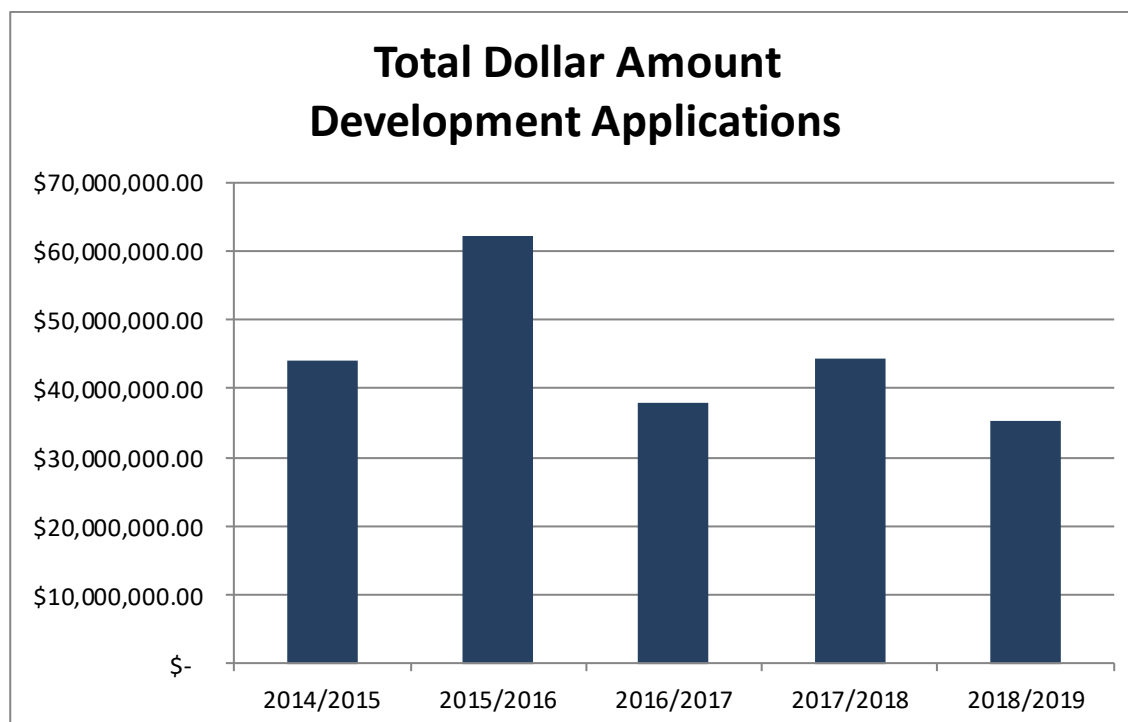


Figure 2: Annual value of development.

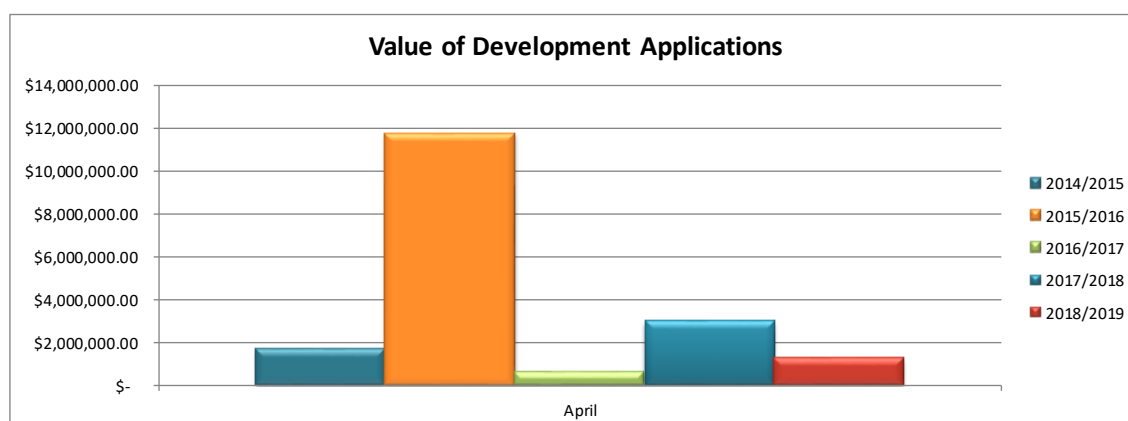


Figure 3: Value of development for the month of April.

Number of Development Applications

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

Figures 4 and 5 below detail the number of applications determined by Council.

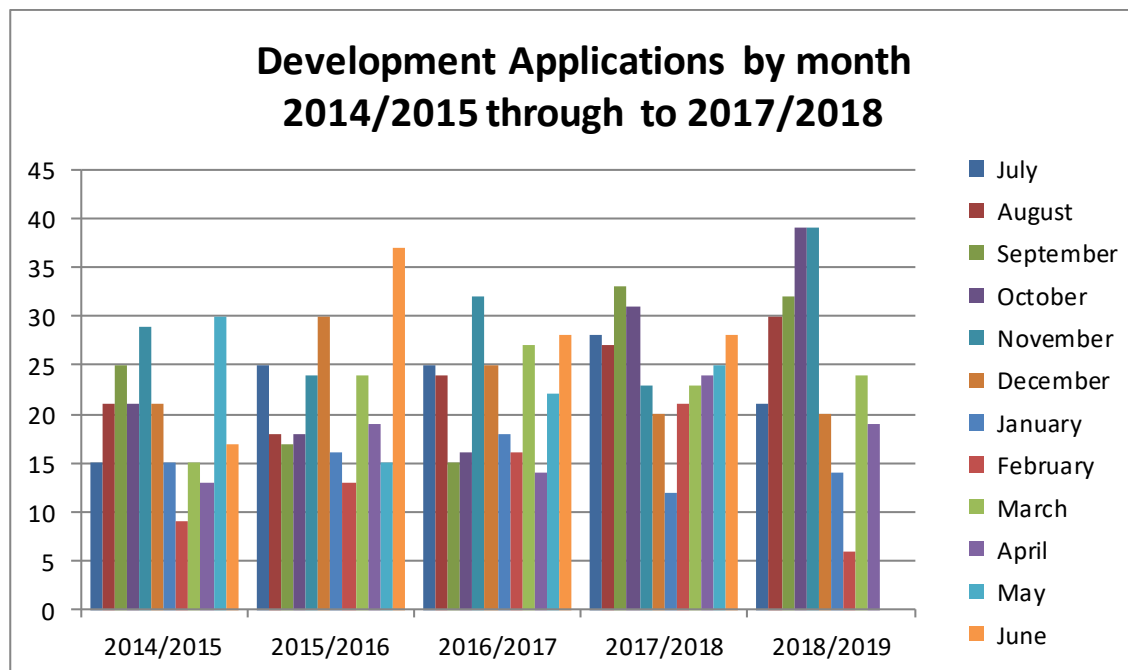


Figure 4: Number of Development Applications per month over five financial years.

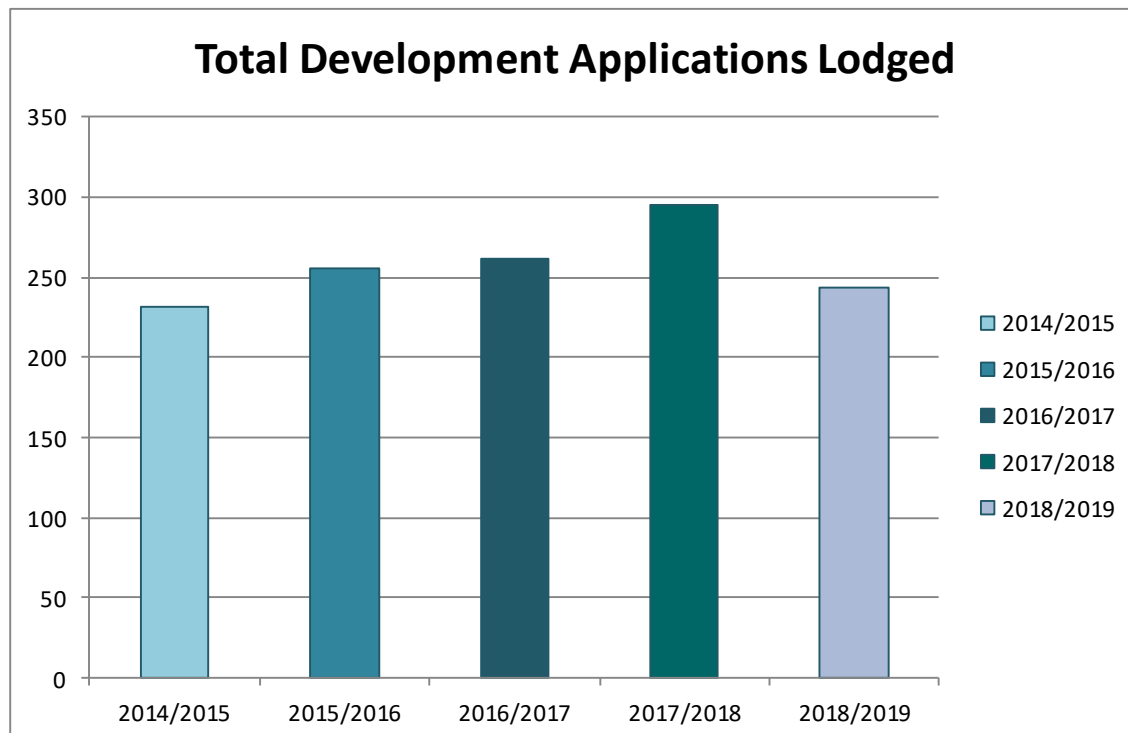


Figure 5: Number of development applications per year over five financial years.

Activity for the month of April 2019

General Approvals (excluding Subdivisions, Section 96s)	13
Section 96 amendments to original consent	2
Subdivision	1
Refused	0
Withdrawn	0
Complying Development (Private Certifier Approved)	3
TOTAL	19

DELIVERY PROGRAM LINKS

Growing our Economy

EC1: Driving Economic Growth

EC1.6: Improved customer satisfaction with the DA process

BUDGET IMPLICATIONS

Nil

Summary of Development Applications <u>determined</u> under the Environmental Planning and Assessment Act for the period 1 April 2019 to 30 April 2019							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2019/0152	Hayes Building Consultancy	SM & Mr P Collett	78 Currajong Street, Evans Head	Single dwelling and detached shed	18/12/2018	2/04/2019	\$ 350,000.00
DA2019/0174	RW & NJ Campbell	RW & NJ Campbell	52 Cassia Street, Evans Head	Carport	15/02/2019	8/04/2019	\$ 7,510.00
DA2019/0176	RJ Hayes	RJ Hayes	4 Seamist Lane, Evans Head	Stage 1: Construction of a dwelling to create a dual occupancy Stage 2: Torrens Title Subdivision to create two lots being Lot 1 (525m2) and Lot 2 (350m2)	15/02/2019	16/04/2019	\$ 360,000.00
DA2019/0190	MR & KM Greentree	MR & KM Greentree	646 Spring Grove Road, Spring Grove	Patio roof	6/03/2019	4/04/2019	\$ 18,370.00
DA2019/0191	DL Kylstra	DL Kylstra	Eucalypt Drive, Swan Bay	Shed	6/03/2019	1/04/2019	\$ 11,870.00
CDC2019/0014	Trueline Patios & Extensions Northern Rivers	PS & DY McCarthy	112 Casuarina Drive, Swan Bay	Patio	7/03/2019	2/04/2019	\$ 26,500.00
DA2019/0192	E Czizek & PP Duncan-Czizek	E Czizek & PP Duncan-Czizek	45 Richmond Street, Casino	Shed	8/03/2019	5/04/2019	\$ 10,730.00
DA2019/0193	M & ML Bratti	M & ML Bratti	670 Sextonville Road, Dobies Bight	Resited dwelling and demolition of existing shed	8/03/2019	9/04/2019	\$ 130,000.00
DA2013/0142.01	All Steel Garages & Sheds Pty Ltd	Rossue Waterview Corporation Pty Ltd	8 Convent Parade, Casino	Modification	11/03/2019	29/04/2019	\$ -
DA2019/0195	GM Project Development & Management	JB & GW Foster	4 Wills Place, Casino	Subdivision to create two lots being Lot 1 (750m2) & Lot 2 (750m2)	14/03/2019	17/04/2019	\$ -
DA2019/0196	AGS Commercial Pty Ltd	MR Strong & DR Greber	93 Hickey Street, Casino	Shed	14/03/2019	9/04/2019	\$ 7,000.00
DA2019/0197	JL & DG Kowalec	JL & DG Kowalec	64 Eucalypt Drive, Swan Bay	Shed	18/03/2019	5/04/2019	\$ 15,894.00
DA2019/0198	Hayes Building Consultancy	MMM & EA Derouet	2/2-4 Sunderland Street, Evans Head	Alterations and additions to dwelling & carport	19/03/2019	30/04/2019	\$ 45,000.00
DA2019/0199	RM Antonioli	RM Antonioli	3 Maple Place, Casino	Shed	19/03/2019	16/04/2019	\$ 19,200.00
DA2019/0200	MH Johnston	MH Johnston	330 Bennis Road, Shannon Brook	Dwelling extensions	20/03/2019	29/04/2019	\$ 80,000.00
CDC2019/0017	Newton Denny Chapelle	Casino Returned Servicemen's Memorial (RSM) Club Ltd	50 Convent Parade, Casino	Demolition	25/03/2019	18/04/2019	\$ 25,000.00
CDC2019/0018	Evoke Pools	BM Jenkins & S Golding	8 Wills Place, Casino	Fibreglass swimming pool	29/03/2019	11/04/2019	\$ 60,000.00
DA2019/0203	Richmond Valley Council	Richmond Valley Council	972-982 Broadwater Evans Head Road, Evans Head	Weighbridge	29/03/2019	23/04/2019	\$ 120,000.00
DA2019/0177.01	Hayes Building Consultancy	JM Powell	Eucalypt Drive, Swan Bay	Modification	10/04/2019	29/04/2019	\$ -

ATTACHMENT(S)

Nil

18.5 GRANT APPLICATION INFORMATION REPORT - APRIL 2019**Author: Ryan Gaiter, Chief Financial Officer / Manager Mid-Richmond****RECOMMENDATION**

That Council receive and note the Grant Application Information Report for the month of April 2019.

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 April 2019.

Two new grants were approved, while Council received funding for nine grants during the reporting period, totalling \$1,634,337. Council wasn't notified as being unsuccessful with any grant applications and no new grants were applied for during this time. Details of these grants are provided below:

Grants that have been approved

IT Guidance for Seniors	
Project ID	10307
Funding Body	Good Things Foundation Australia – Get Connected Network
Funding Name	Building Digital Skills - Round 6
Government Level	Federal
Project Value (exc GST)	\$5,000
Grant Funding (exc GST)	\$5,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A
Date Approved	29 March 2019
Comment (if required)	N/A

Casino Amphitheatre	
Project ID	N/A
Funding Body	Department of Infrastructure, Regional Development and Cities
Funding Name	Community Development Grants Programme
Government Level	Federal
Project Value (exc GST)	\$532,461
Grant Funding (exc GST)	\$500,000
Council Funding (exc GST)	\$ 32,461
Date Application Submitted	N/A
Date Approved	5 April 2019

Comment (if required)	N/A
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Grants that have been received

Aboriginal Environmental Health Officer	
Project ID	10234
Funding Body	NSW Health
Funding Name	Aboriginal Environmental Health Officer Training Program
Government Level	State
Project Value (exc GST)	TBD - variable
Grant Funding (exc GST)	TBD - variable
Council Funding (exc GST)	TBD - variable
Date Application Submitted	23 December 2016
Date Received	\$23,356 received 23 April 2019
Total Funds Received To Date	\$49,543
Comment (if required)	Currently funds 50% of salaries and training as well as 100% of course fees – approximately \$40,000 - \$50,000 per annum

Naughtons Gap Road at Rambaldinis Road Safety Works	
Project ID	10255
Funding Body	Roads and Maritime Services
Funding Name	Safer Roads Program
Government Level	State
Project Value (exc GST)	\$310,500
Grant Funding (exc GST)	\$310,500
Council Funding (exc GST)	\$ 0
Date Application Submitted	31 July 2017
Date Received	\$1,506 received 29 April 2019
Total Funds Received To Date	\$1,506
Comment (if required)	N/A

Northern Rivers Livestock Exchange Stage 2	
Project ID	10260
Funding Body	NSW Treasury
Funding Name	Restart NSW
Government Level	State
Project Value (exc GST)	\$7,000,000
Grant Funding (exc GST)	\$7,000,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	Various
Date Received	\$1,433,466 received 5 April 2019
Total Funds Received To Date	\$3,120,117
Comment (if required)	N/A

Casino Civic Hall Upgrade	
Project ID	10270
Funding Body	Department of Premier and Cabinet's Office of Regional Development
Funding Name	Stronger Country Communities Fund
Government Level	State
Project Value (exc GST)	\$152,028
Grant Funding (exc GST)	\$152,028
Council Funding (exc GST)	\$ 0
Date Application Submitted	12 September 2017
Date Received	\$51,690 received 24 April 2019
Total Funds Received To Date	\$152,028 (total funding received)
Comment (if required)	N/A

Summerland Way Shared Pathway	
Project ID	10273
Funding Body	Transport NSW
Funding Name	Active Transport, Walking and Cycling Program, Priority Cycleways
Government Level	State
Project Value (exc GST)	\$341,000
Grant Funding (exc GST)	\$341,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	20 September 2017

Date Received	\$2,316 received 29 April 2019
Total Funds Received To Date	\$24,449
Comment (if required)	Original application was for \$391,000, funding approved for \$341,000.

Johnston Street, Bruxner Hwy, Shared Pathway	
Project ID	10274
Funding Body	Transport NSW
Funding Name	Active Transport, Walking and Cycling Program, Priority Cycleways
Government Level	State
Project Value (exc GST)	\$599,500
Grant Funding (exc GST)	\$599,500
Council Funding (exc GST)	\$ 0
Date Application Submitted	20 September 2017
Date Received	\$1,485 received 29 April 2019
Total Funds Received To Date	\$3,781
Comment (if required)	Original application was for \$1,015,500, funding approved for \$599,500.

Elsa Dixon Funding 2018/19	
Project ID	N/A
Funding Body	NSW Government Department of Industry
Funding Name	Elsa Dixon Aboriginal Employment Program
Government Level	Federal
Project Value (exc GST)	\$30,000
Grant Funding (exc GST)	\$30,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A
Date Received	\$10,000 received 2 April 2019 \$10,000 received 3 April 2019 \$10,000 received 4 April 2019
Total Funds Received To Date	\$30,000 (total funding received)
Comment (if required)	The original application was for \$50,000 although Council only recruited three staff. The total funding is now \$30,000.

Regional Roads Block Grant 2018/2019	
Project ID	N/A
Funding Body	Roads and Maritime Services
Funding Name	Regional Roads Block Grant 2018/2019
Government Level	State
Project Value (exc GST)	\$903,000
Grant Funding (exc GST)	\$903,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A – Annual allocation
Date Received	\$518 received 29 April 2019
Total Funds Received To Date	\$903,000 (total funding received)
Comment (if required)	RMS adjusted total funding from \$901,815.

Traffic Route Lighting Subsidy 2018/2019	
Project ID	N/A
Funding Body	Roads and Maritime Services
Funding Name	Traffic Route Lighting Subsidy 2018/2019
Government Level	State
Project Value (exc GST)	\$90,000
Grant Funding (exc GST)	\$90,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A – Annual allocation
Date Received	\$90,000 received 29 April 2019
Total Funds Received To Date	\$90,000 (total funding received)
Comment (if required)	N/A

ATTACHMENT(S)

Nil

18.6 CORRESPONDENCE SUBMITTED TO MAY 2019 ORDINARY MEETING

Author: Vaughan Macdonald, General Manager

AUTHOR

Roads and Maritime Services (Transport for NSW) provided the following response to a letter forwarded to the Minister for Roads, Maritime and Freight regarding the naming of the new Pacific Highway bridge at Broadwater. The correspondence forwarded was a result of Council's resolution of 19 February 2019 Ordinary meeting, as follows;

RESOLUTION 190219/1

Moved: Cr Sandra Humphrys

Seconded: Cr Jill Lyons


That:

- 1. Council support the suggestion to name the new bridge over the Richmond River at Broadwater after Mr John Byrne.*
- 2. Council write to the Minister Roads, Maritime and Freight expressing support for the bridge to be named after Mr John Byrne.*

Carried

SUMMARY OF CORRESPONDENCE

SCANNED
- 9 MAY 2019
Doc. No.

 **Transport
for NSW**

- 9 MAY 2019

Our Ref: 00791493

Mr Vaughan Macdonald
General Manager
Richmond Valley Council
Locked Bag 10
CASINO NSW 2470

Dear Mr Macdonald

Thank you for your correspondence to the former Minister for Roads, Maritime and Freight about the name of the new Pacific Highway bridge at Broadwater. I have been asked to respond to you.

I appreciate Council's proposal for naming the new bridge.

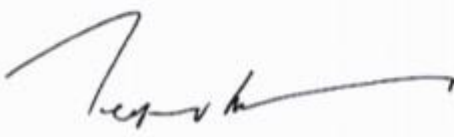
Roads and Maritime Services advises naming infrastructure after private individuals can prompt strong and sometimes conflicting views. Many people in local communities feel a significant personal connection to infrastructure in their region and it is important all views are considered in any naming request.

While the naming of bridges does not have a formal legislative basis, Roads and Maritime prefers to take an equitable approach by naming bridges on the Pacific Highway after geographical or location markers. This also helps motorists know where they are on their journey.

I am advised it is possible for Richmond Valley Council to initiate a naming proposal, provided a formal community consultation process is carried out and wide community support is agreed. If Council can demonstrate broad community acceptance, Roads and Maritime will consider the request and work with Council on an agreed way forward.

If you have any further questions, Mr Shane Green, Project Director Woolgoolga to Ballina at Roads and Maritime, would be pleased to take your call on (02) 6640 1027. I hope this has been of assistance.

Yours sincerely



03/05/2019

Terry McSweeney
Principal Manager, Ministerial & Government Services

ATTACHMENT(S)**Nil**

19 QUESTIONS ON NOTICE

Nil

20 QUESTIONS FOR NEXT MEETING (IN WRITING)

21 MATTERS REFERRED TO CLOSED COUNCIL**RECOMMENDATION**

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

21.1 General Manager's Performance Agreement and Contract

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

22 RESOLUTIONS OF CLOSED COUNCIL