



AGENDA

Ordinary Council Meeting

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

Date: Tuesday, 20 August 2019

Time: 5 pm

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

**Vaughan Macdonald
General Manager**

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1 ACKNOWLEDGEMENT OF COUNTRY

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

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

2 PRAYER**3 PUBLIC ACCESS AND QUESTION TIME****4 APOLOGIES****5 MAYORAL MINUTES**

Nil

6 CONFIRMATION OF MINUTES

6.1 MINUTES ORDINARY MEETING HELD ON 16 JULY 2019

Author: Vaughan Macdonald, General Manager

RECOMMENDATION

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

ATTACHMENT(S)

- 1. Ordinary meeting minutes 16 July 2019 (under separate cover)**

6.2 MINUTES OF THE INTERNAL AUDIT & RISK COMMITTEE MEETING HELD ON 6 AUGUST 2019

Author: Vaughan Macdonald, General Manager

RECOMMENDATION

That Council receives and adopts the minutes of the Internal Audit and Risk Committee meeting held 6 August 2019.

ATTACHMENT(S)

- 1. Minutes Internal Audit & Risk Committee Meeting 6 August 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

Nil

11 MAYOR'S REPORT**11.1 MAYOR AND DEPUTY MAYOR ATTENDANCES 12 JULY 2019 - 12 AUGUST 2019**

Author: Robert Mustow, Mayor

RECOMMENDATION

That Council receive and note the Mayor and Deputy Mayor attendance report 12 July – 12 August 2019.

REPORT**July**

- 13th Evans Head Fishing Classic Opening
- 16th Richmond Valley Council - Ordinary Meeting
- 17th Northern Rivers Fire Control Centre
- 18th United Hospital Auxiliary Annual General Meeting
- 27th Casino Quota Craft Fair
- 27th All Breeds Bull Sale
- 27th Richmond Lodge Annual Fete
- 27th Richmond Valley Business Awards
- 31st Byron Bay Writers Festival @ Casino

August

- 2nd Bentley Art Show
- 3rd Casino Truck Show
- 6th Think Tank - Northern Rivers
- 6th Richmond Valley Council - Internal Audit and Risk Committee Meeting
- 6th Richmond Valley Council – Councillor Information Session

ATTACHMENT(S)

Nil

12 DELEGATE'S REPORTS

Nil

13 MATTERS DETERMINED WITHOUT DEBATE

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

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

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

That items identified be determined without debate.

14 GENERAL MANAGER'S REPORTS**14.1 OCTOBER ORDINARY MEETING - REQUEST TO AMEND DATE**

Author: Vaughan Macdonald, General Manager

EXECUTIVE SUMMARY

The Local Government NSW Annual Conference is scheduled to be held 14-16 October 2019 at Warwick Farm, Sydney. This Conference is the annual policy-making event for NSW general-purpose councils and associate members. It is the pre-eminent event of the local government year where local councillors come together to share ideas and debate issues that shape the way councils are governed. Councillors and General Managers are strongly encouraged to attend therefore a request is made that Council's Ordinary meeting scheduled for 15 October be held on Tuesday 22 October, to allow attendance at the conference by Council representatives.

RECOMMENDATION

That Council defer the Ordinary meeting scheduled for 15 October 2019 to 22 October 2019, to allow attendance at the Local Government NSW Annual Conference to be held 14-16 October 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

Councillors annual conference/training allocation.

REPORT

A brief overview of the program is provided below;

Day 1 - The 2019 conference program will begin with a Meet the Politicians breakfast event, with councillor training workshops available. The President's Opening Reception will take place at Casula Powerhouse Arts Centre, where the exhibitions will be open to delegates to view.

Day 2 - The conference's full trade exhibition opens as does the federal and state conferences, followed by business sessions and consideration of motions. Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors will also take place throughout the day. A Conference Gala Dinner has been organised for the evening.

Day 3 - The Australian Local Government Women's Association (ALGWA NSW) breakfast and a panel discussing Women in Leadership is available.

Plenary sessions will focus on innovation and aim to create discussion and inspire new thinking on how councils can address their challenges. Through the sharing of information, explore how councils can work together to develop innovative approaches to tackle common problems in the provision of facilities and services for their communities.

CONSULTATION

Nil

CONCLUSION

It is advised that the Mayor and General Manager have registered to attend.

ATTACHMENT(S)

Nil

14.2 DELIVERY PROGRAM PROGRESS REPORT (JANUARY 2019 TO JUNE 2019)

Author: Deborah McLean, Manager Governance & Risk

EXECUTIVE SUMMARY

Council adopted the revised 2017/2021 Delivery Program in June 2019. In accordance with the *Local Government Act 1993* the General Manager must ensure that progress reports are provided to the Council reporting on the progress of all principal activities detailed in the Delivery Program at least every six months. This report relates to and provides information about the achievement of the targeted outcomes prescribed in the Delivery Program.

The report is presented in a traffic light indicator format and provides commentary on the progress of all Delivery Program actions and milestones and progress against the Community Strategic Plan (CSP) performance measures for each community objective within the four priority areas of the CSP. The report represents the results at the end of year two of the 2018/2019 Delivery Program.

A dashboard has been provided to summarise Council's overall performance in meeting its four-year targets. The number of on schedule and completed traffic lights (91%) demonstrates a solid performance for the final 6 months of the second year of the four-year program.

RECOMMENDATION

That Council receive and note the Progress Report (January 2019 to June 2019) on the Delivery Program 2017/2021.

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

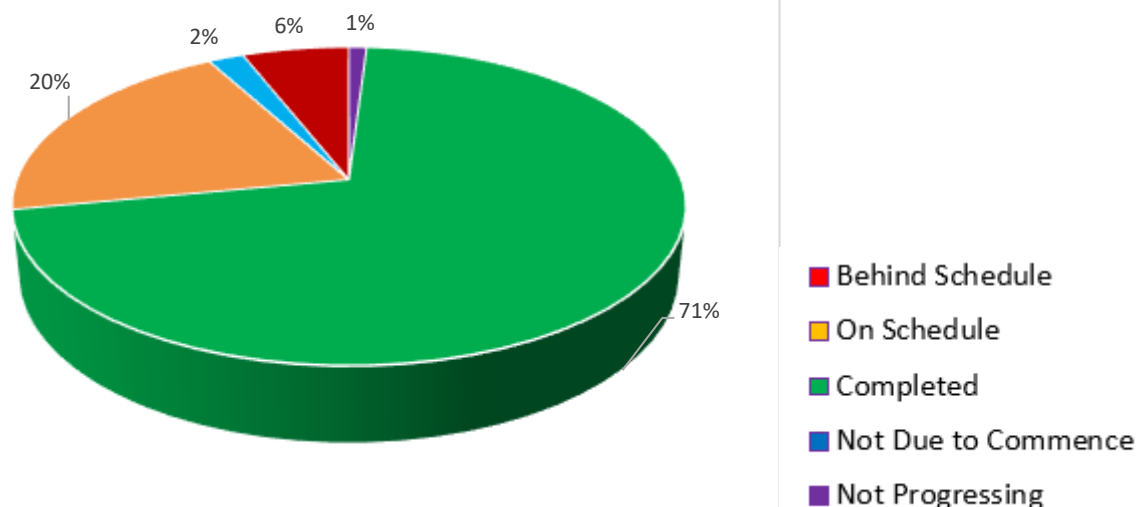
BUDGET IMPLICATIONS

N/A

REPORT

Figure 1 represents Council's overall performance during the final 6 months of the second year of the Delivery Program 2017/2021 by providing a summary of the completion rate for each activity as reported in the accompanying table. The number of Completed Delivery Program activities demonstrates that in the final half of year two of the four-year program, Council is making solid progress in achieving the outcomes identified in the Delivery Program. Of the 179 Delivery Program activities 163 or 91% are either completed or on schedule.

**Figure 1: Quarter 4, Year 2 - 2017/2021
Delivery Program**



The Delivery Program report is presented in individual tables containing the progress towards completion of all Delivery Program activities and targets against the four priority areas in the Community Strategic Plan.

The status is defined as:

Green: The action or milestone has been completed.

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

Blue: The action or target is not due to commence in the reporting period.

Purple: The action is not progressing.

Red: The action or milestone is behind schedule.

The progress report relates to quarters three and four of the 2018/2019 financial year.

LEGAL

In accordance with *the Local Government Act 1993* the General Manager must ensure that progress reports are provided to Council with respect to the principal activities detailed in Council's Delivery Program, at least every six months. The report represents the period 1 January 2019 to 30 June 2019 which is in accordance with the requirements under the Act.

CONSULTATION

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

CONCLUSION

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

ATTACHMENT(S)

- 1. Delivery Program Progress Report (January 2019 - June 2019) (under separate cover)**

14.3 RICHMOND UPPER-CLARENCE REGIONAL LIBRARY - ANNUAL REPORT 2018/2019

Author: Gary Ellem, Manager Regional Library

EXECUTIVE SUMMARY

Each year Richmond Valley Council, as the Administering Council, prepares an Annual Report for the Richmond-Upper Clarence Regional Library. The report includes details of the activities conducted throughout the year and a report on the services provided for the community for the Regional Library Service.

The Richmond-Upper Clarence Regional Library 2018/19 Annual Report also provides the achievements made during the period 1 July 2018 to 30 June 2019.

The NSW Government has announced increased funding in 2019/20. Richmond Valley Council will receive \$121,758, an increase of \$42,881 on 2018/19 and Kyogle Council will receive \$86,162, an increase of \$48,659 on 2018/19. This total increase of \$91,540 will be used for operational costs including library resources, technology and staffing. This increase in funding has been the result of over 20 years of lobbying.

RECOMMENDATION

That the Richmond-Upper Clarence Regional Library 2018/2019 Annual report which highlights the important services provided across the Richmond Valley and Kyogle areas be received and noted.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP1: Fresh and Vibrant Community

PP1.6: Provide library programs across all ages and diverse interests

BUDGET IMPLICATIONS

Nil

REPORT

In accordance with Clause 4.7 of the Richmond-Upper Clarence Regional Library Agreement dated 2017, between Richmond Valley Council (the Administering Council) and Kyogle Council (the Delegating Council) an Annual report is required to be prepared for the Regional Library service.

In accordance with the agreement and as the Administering Council, Richmond Valley Council has prepared a report and provided a copy to Kyogle Council as the Delegating Council.

The report includes details of the activities of the Regional Library Service and a report outlining the services provided throughout the 2018/19 financial year.

A copy of the audited statement of accounts, also required to be provided in the agreement, will be consolidated into the Richmond Valley Council Financial Statements which will be available at a future Council meeting.

In addition, the report outlines a number of highlights during the 2018/19 period. The main highlights are summarised below:

- 128,634 patrons and visitors visited the Library and its facilities during the period
- 16,622 registered members of the Regional Library
- 976 new members joined the Library during the period

- The Library ran 907 programs during the year, an increase of 6% on the previous year and an increase of 137% over 5 years
- 8,382 attended 625 scheduled children/youth events held across the region
- 282 successful adult programs including Tech Savvy for Seniors, Make, Create, Share craft programs, adult colouring-in, book clubs, recipe clubs, book launches and author visits
- 19,725 Information requests and 22,758 customer service requests were satisfied
- 13,170 internet bookings and 12,269 Wi-Fi connections
- Justice of the Peace Service was used 796 times, an increase of 30% on the previous year
- Creation of a very successful seed library with 1,454 seed loans in the first 3 months
- Richmond-Upper Clarence Regional Library celebrated 40 years as a Regional Library
- Library Management System migrated to a cloud hosted environment in June 2019

A copy of the Richmond-Upper Clarence Regional Library Annual report 2018/19 is provided for the information of Council and included in the attachments to this report.

CONSULTATION

Nil

CONCLUSION

The Richmond-Upper Clarence Regional Library Annual Report 2018/19 has been prepared in accordance with the Richmond-Upper Clarence Regional Library Agreement. Copies have been made available at Casino, Evans Head, Coraki, Kyogle and the Mobile Library as well as Richmond Valley Council and Kyogle Council for Library members and the community to access.

ATTACHMENT(S)

1. **RUCRL Annual Report 2018/2019 (under separate cover)**

15 FINANCIAL REPORTS

15.1 MONTHLY BUDGET ADJUSTMENTS JULY 2019

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

EXECUTIVE SUMMARY

This report details proposed carry over works for the financial year ended 30 June 2019 as well as the proposed adjustments to the 2019/2020 original budget for the month of July 2019.

Carry over works represent those projects that were not fully completed in the previous financial year of 2018/2019. This is an annual occurrence and can be due to several factors. These include savings in completion of projects, where those funds can then be utilised on new or additional projects, weather events, and the timing of grant funding and the associated expenditure of those funds.

The proposed adjustments for carry over works total \$3,523,378, comprising \$265,650 in operating expenditure and \$3,257,728 in capital expenditure. This represents only 0.01% of budgeted operating expenditure and 10.6% of budgeted capital expenditure for 2018/2019. Council's annual Financial Statements are currently being prepared for audit and as such, the final carry over budgets are still subject to change. Any changes will be included in the Quarterly Budget Review Statement as at 30 September 2019, once unexpended grants and final reserve balances have been audited.

This report also details proposed adjustments to the 2019/2020 original budget for the month of July 2019. The main adjustment includes the proposed addition of \$250,000 for the reconstruction of 500m of MR145 at Codrington. Several pavement failures, incorrect cross-fall and rutting, are causing safety concerns for motorists, particularly in the wet. With the four year Regional Roads Repair program being fully allocated, it is proposed to fund these works from Section 7.11 Heavy Haulage reserves. Other adjustments include a reduction to the original budget for 2019/2020 for the Woodburn Riverside Park playground upgrade as more works were completed than what was originally budgeted for in 2018/2019, reducing the remaining expenditure in 2019/2020 from \$200,000, to \$75,854.

In summary, the proposed changes will have no impact on the projected budget surplus of \$193,256 for 2019/2020 as the carry over works are fully funded from unexpended grants and contributions or other reserves. Likewise, the proposed budget adjustments for the month of July 2019 are either a reallocation of funds between projects or fully funded from reserves.

Although the final end of year result for 2018/2019 is still being prepared for audit, at this stage the projected budget result from the March 2019 Quarterly Budget Review remains unchanged at a surplus of \$256,638 which includes the \$60,000 that was allocated towards unsealed roads maintenance as per Council resolution at its 16 April Meeting.

The report provides further details of the proposed budget changes as well as the revised 2019/2020 budget position as at 31 July 2019.

RECOMMENDATION

That:

1. Council approve carry over works for the financial year ended 30 June 2019;
2. Council approve the proposed adjustments to the 2019/2020 original budget for the month of July 2019; and
3. Council note the revised 2019/2020 budget position as at 31 July 2019.

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

Carry Over Works

Carry over works represent those projects that were not fully completed in the financial year ended 30 June 2019. Proposed carry over works total \$3,523,378 which includes \$265,650 in operational projects and \$3,257,728 in capital projects. Operational carry overs represent 0.01% of budgeted expenditure, whilst capital carry over works represent 10.6% of budgeted capital expenditure for 2018/2019.

Council's revised budget as at 31 March 2019 included a sizeable capital works program of \$30,713,839. The capital carry over works account for 10.6% of the prior year budget, meaning close to 90% of works were completed. The carry over of \$3,257,728 from 2018/2019 will bring the current year's capital works budget to \$21,863,178, excluding monthly adjustments outlined below. Council staff will undertake a comprehensive review of the capital works program between now and the Quarterly Budget Review Statement as at 30 September 2019 to ensure the delivery of projects can still be achieved.

Carry over works include projects with unexpended grant funding totalling \$436,585, as well as projects not fully completed that are funded from previous special rate variations of \$575,347, projects funded from reserves of \$954,832 and projects funded from general revenues or grants yet to be received of \$1,556,614. Council is obligated to restrict unspent grant funds and carry over to enable the completion of the projects as per the funding agreements. Details of carry over works are shown below:

Operational Project Description	Funding Source	Revised Budget 30-Jun-19	Actual 30-Jun-19	Carry Over Request
Sports Grounds, Parks & Facilities				
Coraki Riparian Restoration (Rec Fishing Trust)	Revenue	35,921	23,952	11,969
Rock Fishing Safety	Grant	33,207	12,095	21,113
Total				33,082
Building and Maintaining Roads				
Sealed Rural Local Bridge Maintenance	Revenue	28,064	5,260	22,804
Unsealed Rural Local Bridge Maintenance	Revenue	27,582	3,741	23,841
Total				46,645
Economic Development				
Events - Sculpture Prize	SRV	30,000	0	30,000
Cow Town Chow Down	Grant	17,500	0	17,500
Total				47,500

Operational Project Description	Funding Source	Revised Budget 30-Jun-19	Actual 30-Jun-19	Carry Over Request
Environmental Health				
Site Works and Revegetation Flying Fox Colony Richmond River	Revenue	20,380	11,448	8,932
Total				8,932
Asset Management				
Asset Valuation	Revenue	107,007	18,790	88,217
Crown Land Plans of Management	Grant	41,274	0	41,274
Total				129,491

Capital Project Description	Funding Source	Revised Budget 30-Jun-19	Actual 30-Jun-19	Carry Over Request
Swimming Pools				
Evans Head Pool Path and Disabled Access – reallocate towards path works in Evans Head	SRV	25,000	0	25,000
Evans Head Pool - Replace Electrics for Splash Play Area	SRV	11,800	0	11,800
Pool Future Renewals	SRV	68,008	28,730	39,278
Total				76,078
Cemeteries				
Evans Head Cemetery Toilet Construction	SRV	30,000	0	30,000
Total				30,000
Sports Grounds, Parks & Facilities				
QE Park Sporting Complex Enhancement	Grant	143,304	97,909	45,395
Windsor Park Training Facilities Revitalisation	Grant	95,053	50,891	44,162
Stan Payne Oval Sporting Facility Enhancement	Grant	204,524	84,542	119,982
Stan Payne Oval Playground Replacement	SRV	260,000	191,822	68,178
Stan Payne Oval Outdoor Gym Stations	SRV	40,000	17,499	22,501
Casino Drill Hall New VIC, Carpark & Landscaping	SRV	1,651,940	1,531,935	120,005
Casino Drill Hall Revitalisation	Grant/SRV	242,519	232,419	10,100
Coraki Riverfront Upgrade	SRV	329,199	307,796	21,403
Shark Bay Shelters & Toilets Upgrade	SRV	135,000	37,117	97,883
Park Renewals to be allocated	SRV	185,000	163,769	21,231

Capital Project Description	Funding Source	Revised Budget 30-Jun-19	Actual 30-Jun-19	Carry Over Request
Casino Showground Catering and Amenities	Grant/SRV	317,502	256,402	61,100
Total				631,940
Community Centres and Halls				
Casino Civic Hall Revitalisation Stage 2	Grant	120,000	25,890	94,110
Cultural and Art Facilities	SRV	36,745	20,000	16,745
Total				110,855
Building and Maintaining Roads				
Terminal Parade, Casino	SRV	45,000	26,501	18,499
Bus Shelter Hickey St, Casino	Grant	10,000	5,193	4,807
Bus Shelter Johnson St, Casino	Grant	10,000	0	10,000
Bus Shelter Woodburn St, Woodburn	Grant	131,350	111,895	19,455
Casino Urban Road Signs	Grant	60,196	42,509	17,687
Naughtons Gap Rd at Rambaldinis Rd	Grant	310,500	90,188	220,312
MR145 Casino-Coraki Rd CH10-10.5	Grant	327,008	245,999	81,009
Shady Gully Bridge – Advance Design Planning	Revenue	36,400	2,340	34,060
PAMP - Pedestrian works to be allocated	Revenue	40,454	0	40,454
Footpath Summerland Way (Eccles to Showground), Casino	Grant	341,000	258,170	82,830
Footpath Johnston St Shared Pathway (Clark to Walker), Casino	Grant	599,500	27,460	572,040
Footpath Ash St (Tennis Courts to Heath St), Evans Head – to be allocated towards path works in Evans Head	Reserves	33,000	23,596	9,404
Footpath Renewals to be allocated, Evans Head	Revenue	8,300	0	8,300
Total				1,118,857
Economic Development				
Casino Visitor Information Centre Fit-out	Reserves	15,000	7,620	7,380
Evans Head Visitor Information Centre Fit-out	Reserves	7,500	0	7,500
Woodburn Community Building Fit-out	Reserves	7,500	2,558	4,942
Total				19,822
Northern Rivers Livestock Exchange				
NRLX Stage 2 Upgrade	Grant/ Reserves	7,018,370	6,839,614	178,756
Truck wash 2 additional bays – reallocate to NRLX Stage 2 Upgrade	Reserves	163,912	162,630	1,282
Total				180,038

Capital Project Description	Funding Source	Revised Budget 30-Jun-19	Actual 30-Jun-19	Carry Over Request
Real Estate Development				
Canning Drive Residential Land Construction	Reserves	100,000	37,360	62,640
Total				62,640
Waste Management				
Better Waste and Recycling Funded Projects	Grant	225,693	83,431	142,262
Bora Ridge Cell Capping	Grant/ Reserves	250,000	96,901	153,099
Nammoona Landfill Capping Plan Cells 1 to 4	Reserves	10,000	4,106	5,894
Nammoona Landfill Upgrade CCTV	Reserves	12,500	3,883	8,617
Nammoona Landfill Signage	Reserves	10,000	0	10,000
Evans Head Waste Transfer Facility CCTV Upgrade	Grant/SRV	12,500	0	12,500
Total				332,372
Stormwater Management				
Casino Drainage Network Investigation	Reserves	44,500	31,110	13,390
Investigate stormwater outlet in East St Casino	Reserves	15,000	0	15,000
Yarran Lane Drainage, Evans Head	Reserves	35,000	21,012	13,988
Total				42,378
Water Supplies				
Casino Water Treatment Plant Radio Replacements	Reserves	25,000	23,695	1,305
Total				1,305
Sewerage Services				
Casino Sewerage Pump Station 10 Upgrade	Reserves	302,770	137,144	165,626
Wetlands Management	Reserves	10,000	4,245	5,755
Overhaul No. 2 Trickle Filter, Sewer Treatment Plant Casino	Reserves	40,000	0	40,000
Reuse automation, Sewer Treatment Plant Coraki	Reserves	10,000	4,198	5,802
Sewer Telemetry Radio Renewals	Reserves	25,000	20,218	4,782
Total				221,965
Governance & Advocacy				
Signature Project Master Planning	Revenue	16,140	12,000	4,140
Total				4,140
Engineering Support & Asset Management				
Casino Depot Fuel Management System	Reserves	42,000	0	42,000
Casino Depot Fuel Bowser Awning	Reserves	5,000	0	5,000
Casino Depot Entrance Signage	Reserves	3,300	0	3,300

Capital Project Description	Funding Source	Revised Budget 30-Jun-19	Actual 30-Jun-19	Carry Over Request
Coraki Depot Entrance Signage	Reserves	3,300	0	3,300
Evans Head Depot Entrance Signage	Reserves	3,400	0	3,400
Plant Purchases	Reserves	1,896,217	1,452,018	368,338
Total				425,338

Proposed Monthly Budget Adjustments for July 2019

During the month of July 2019, the following adjustments have been proposed to the 2019/2020 original budget:

Adjustments due to carry overs

It is proposed to reduce the original budget of \$200,000 for the Woodburn Riverside Park playground upgrade as more works were completed and paid for in 2018/2019 than anticipated, reducing the remaining expenditure in 2019/2020 by \$124,146. There was \$75,854 of works remaining in 2019/20 to complete the playground at Woodburn Riverside Park. Therefore, it is proposed to reduce the allocated income and expenditure capital budgets for 2019/20 from \$200,000 to \$75,854.

Project Description	Original Budget 1-Jul-19	Proposed Adjustment	Revised Budget 31-Jul-19
Woodburn Riverside Park Playground and Central Hub	200,000	(124,146)	75,854

Council was successful in receiving \$30,000 in grant funding towards Rock Fishing Safety at Evans Head. The grant funding was expected to be received over two financial years with \$5,000 budgeted for in 2019/2020. The entire \$30,000 was received in 2018/2019 and as such, an unexpended grant has been included in the carry overs, as mentioned earlier in this report, to cover the outstanding works. It is therefore proposed to remove the \$5,000 in income and expenditure originally budgeted for, with the project budget to be the carry over amount of \$18,832.

Project Description	Original Budget 1-Jul-19	Proposed Adjustment	Revised Budget 31-Jul-19
Evans Head Rock Fishing Safety	5,000	(5,000)	0

Reallocation of Funds between Projects

SCADA Renewal

The original budget includes \$30,000 for capital renewal of SCADA equipment at Water and Sewer Pump Stations. These projects tend to involve only small capital outlays or repairs and should therefore be treated as maintenance. It is proposed to transfer the capital budgets for Water and Sewer SCADA renewal to operating expenditure.

Project Description	Original Budget 1-Jul-19	Proposed Adjustment	Revised Budget 31-Jul-19
Water SCADA Renewal	10,000	(10,000)	0

Water Pump Station Maintenance SCADA Renewal	0	10,000	10,000
Sewer SCADA Renewal	20,000	(20,000)	0
Sewer Pump Station Maintenance SCADA Renewal	0	20,000	20,000

Public Art

Council currently has a budget allocation of \$30,000 for cultural and art facilities funded from the 2014/2015 special rate variation. The budget was on two projects, one being cultural and art facilities and the other being for a sculpture prize. It is proposed to transfer this funding from capital expenditure to operating expenditure to be utilised for public art, including murals. The Simpson Parade mural was completed 9 August 2019.

Project Description	Original Budget 1-Jul-19	Proposed Adjustment	Revised Budget 31-Jul-19
Public Art	0	30,000	30,000
Cultural and Art Facilities	15,000	(15,000)	0
Events – Sculpture Prize	10,000	(10,000)	0

Addition of New Projects

NRLX Upgrade Stage 2

The NRLX has successfully negotiated a tenancy agreement at the new NRLX Administration Building with Local Land Services. As the tenant has requested floorspace and specific infrastructure inclusions, they will contribute \$30,000 towards the building costs undertaken as part of the Stage 2 upgrade.

Project Description	Original Budget 1-Jul-19	Proposed Adjustment	Revised Budget 31-Jul-19
NRLX Upgrade Stage 2	0	30,000	30,000

MR145 Codrington Curve Reconstruction

A 500m section of MR145 at Codrington, just east of Baillies Lane, requires urgent reconstruction due to safety concerns to motorists. This road curve has incorrect cross-fall, wheel ruts that are holding water and other pavement failures. An increase in truck movements on this road due to the Grafton bridge and Pacific Highway works further south are potentially contributing to the damage. This section of regional road is not currently in the 4 year Regional Roads Repair program and due to safety concerns, it is proposed to allocate \$250,000 from Section 7.11 Heavy Haulage reserves to correct the pavement failures and improve ride quality and safety. The reserve has over \$1.8m available at the end of 2018/19.

Project Description	Original Budget 1-Jul-19	Proposed Adjustment	Revised Budget 31-Jul-19
MR145 Codrington Curve Reconstruction	0	250,000	250,000

Riley's Hill Sewer Pump Station – Submersible Pump

The original submersible pump located within this pump station has reached the end of its serviceable life. It is proposed to transfer \$5,250 from sewer infrastructure reserves to fund the purchase of a new pump.

Project Description	Original Budget 1-Jul-19	Proposed Adjustment	Revised Budget 31-Jul-19
Sewer PS 1 Rileys Hill - Submersible Pump	0	5,250	5,250

Water Treatment Plant Casino Clearwater Pump

A pump is to be installed at the Casino Water Treatment Plant as a spare to enable the current duty and standby pumps to undergo maintenance.

Project Description	Original Budget 1-Jul-19	Proposed Adjustment	Revised Budget 31-Jul-19
Casino Water Treatment Plant Clearwater Pump	0	119,623	119,623

Revised Budget Position

The effect of the proposed adjustments on the 2019/2020 budget is summarised in the table below, with the important information for Council to note being the recommended changes for resolution.

Budget Adjustments July 2019	Original Budget 1-Jul-19	Recommended Changes for Council Resolution	Projected Year End Result 2019/2020
Income from Continuing Operations	63,194,059	1,214,751	64,408,810
Expenses from Continuing Operations	64,357,092	305,650	64,662,742
Operating Result from Continuing Operations	(1,163,033)	909,101	(253,932)
Add: Non-Cash Expenses	18,446,841	0	18,446,841
Add: Non-Operating Funds Employed	3,071,891	0	3,071,891
Less: Capital Expenditure	18,605,450	3,493,455	22,098,905
Less: Loan Repayments	2,485,648	0	2,485,648
Estimated Funding Result - Surplus/(Deficit)	(735,399)	(2,584,354)	(3,319,753)
Restricted Funds – Increase/(Decrease)	(928,655)	(2,584,354)	(3,513,009)
Working Funds – Increase/(Decrease)	193,256	0	193,256

It is also important to note that even though Council staff are currently finalising the end of financial year result as at 30 June 2019, the projected surplus at this stage remains unchanged from the

projected surplus as at the March Quarterly Budget Review for the 2018/2019 financial year. This projected surplus was \$256,638, which includes the \$60,000 increase to Unsealed Road maintenance per Council resolution at its Ordinary Meeting 16 April 2019.

CONCLUSION

In conclusion, the proposed adjustments for the month of July 2019 will have no impact on the projected budget surplus of \$193,256 for 2019/2020. Given the proposed addition of capital carry over budgets of \$3,257,728 as well as \$235,727 in monthly budget adjustments, Council will continually review the capital works program during the year to ensure the delivery of projects is achieved.

ATTACHMENT(S)

Nil

15.2 FINANCIAL ANALYSIS REPORT - JULY 2019

Author: Jono Patino, Financial Accountant

EXECUTIVE SUMMARY

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

The value of Council's Investment Portfolio as at 31 July 2019 including General Bank Accounts and Trust Funds is shown below.

Investment Portfolio	General Bank Accounts	Trust Funds	Total
\$45,088,732	\$564,917	\$87,050	\$45,740,699

The weighted average rate of return on Council's investments for July 2019 was 4.60% which is above the 90 Day Bank Bill Index for July of 1.01%.

RECOMMENDATION

Recommended that Council adopt the Financial Analysis Report detailing investment performance for the month of July 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 31 July 2019, Council had earned \$6,535 in interest and \$117,619 in fair value gains for total investment revenue of \$124,154 against a budget of \$995,000 (which equates to 12.48%). 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 lowered the cash rate by 25 basis points to 1.00% per annum at its July 2019 meeting.

Rate of Return

The weighted average rate of return on investments in July 2019 was 4.60%. Council has previously reported an average interest rate return on investments. The methodology has been updated to give a more accurate result based on the total funds held in each investment class. For comparison the weighted average rate of return for June 2019 was 5.85% and this month's return represents a decrease of 125 basis points. However the rate of return is 399 basis points above the 90 Day Bank Bill Index of 1.01% which is Council's benchmark.

Council's Investment Portfolio

The value of Council's Investment Portfolio as at 31 July 2019 including General Bank Accounts and Trust Funds are shown below.

Investment Portfolio	Face Value	General Bank Accounts	Trust Funds
\$45,088,732	\$43,946,635	\$564,917	\$87,050

The Investment Portfolio balance at 31 July 2019 of \$45,088,732 is made up of Council's Business Online Saver Account (\$5,443,324), Term Deposits (\$21,000,000) and NSW Treasury Corporation Investments (\$18,645,408).

Council's investment portfolio has maturity dates ranging from same day up to 732 days. Term deposits of \$21,000,000 represented 46.57% of the total portfolio as at 31 July 2019. Council didn't make any new term deposits during the month of July 2019 and no term deposits matured during the period.

Council had \$18,645,408 in longer term investments being the Cash Facility Trust and Medium Term Growth Fund with NSW Treasury Corporation as at 31 July 2019. The investment values are shown below.

Investment Holding	Fair Value 31-July-19	Fair Value Gain/(Loss) July 2019	Fair Value Gain/(Loss) YTD
Cash Facility Trust	\$9,125,609	\$16,681	\$16,681
Medium Term Growth Fund	\$9,519,799	\$100,938	\$100,938
Total	\$18,645,408	\$117,619	\$117,619

Environmentally Sustainable Investments (ESI's)

The current holdings in ESI's is \$13,000,000 or 26.61% of the total portfolio. This percentage may seem low, the reason for this is this percentage is only calculated using ESI term deposits against Council's total investment portfolio. NSW Treasury Corporation who hold a significant proportion of Council's investments are still to release a position statement in relation to Environmentally Sustainable Investments. 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 July 2019 Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy. As at 31 July 2019 Council's investments totalled \$45,088,732 with a further \$651,967 held in bank accounts. The weighted average rate of return was 4.60% for the month of July and total investment revenue equals 12.48% of budgeted revenue for the year to 31 July 2019.

ATTACHMENT(S)

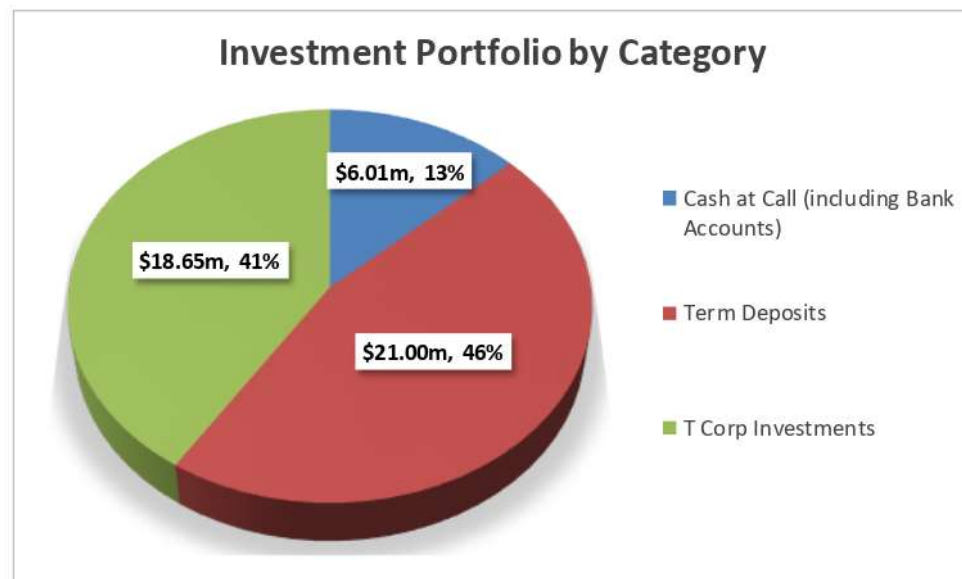
1. Financial Analysis Report Attachments

Attachment(s)

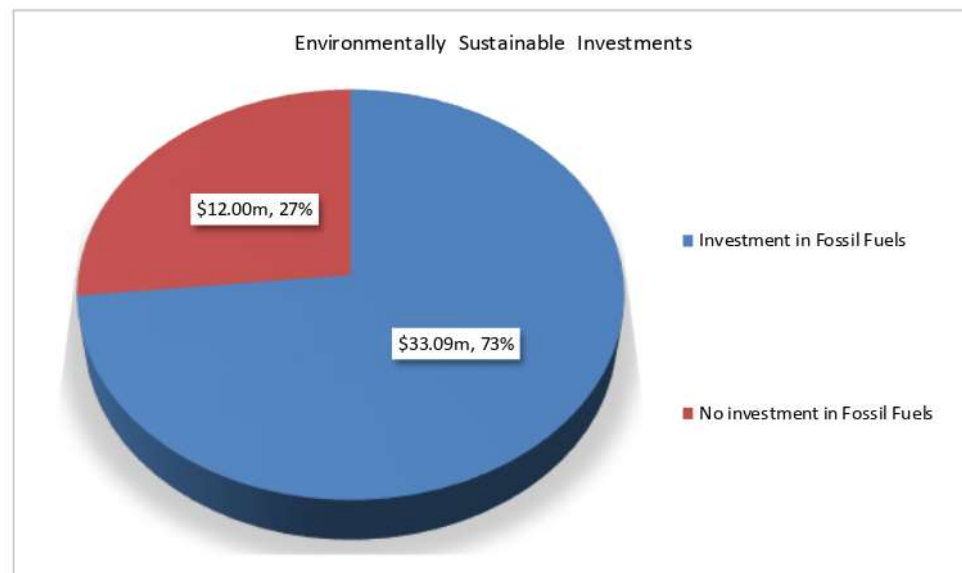
Included below:

1. Supporting Graphs; and
2. Investment Portfolio as at 31 July 2019

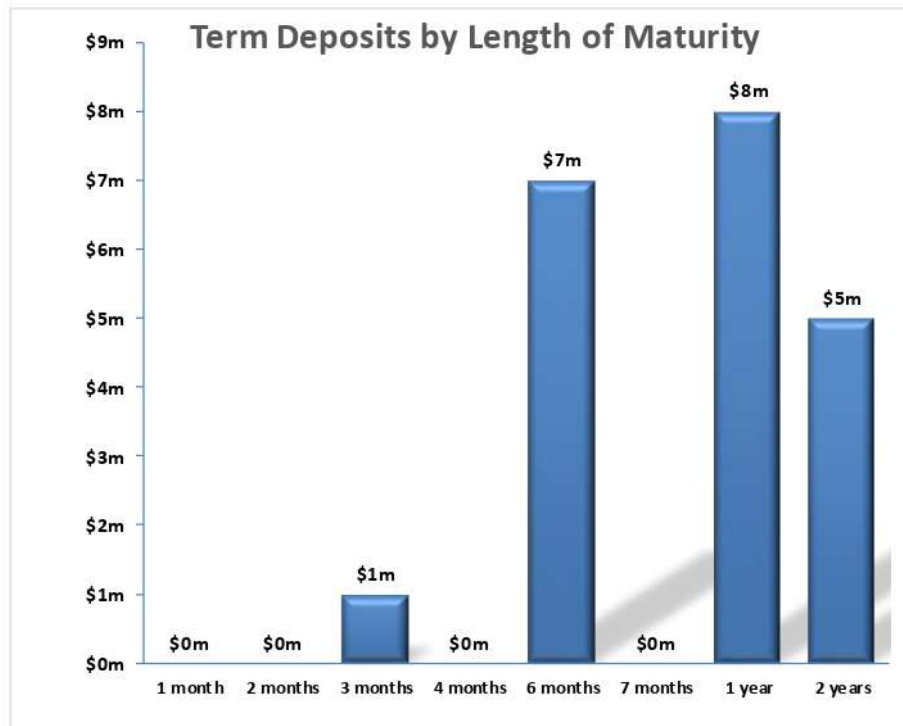
The following graph shows Council's investment portfolio by investment category as at 31 July 2019.



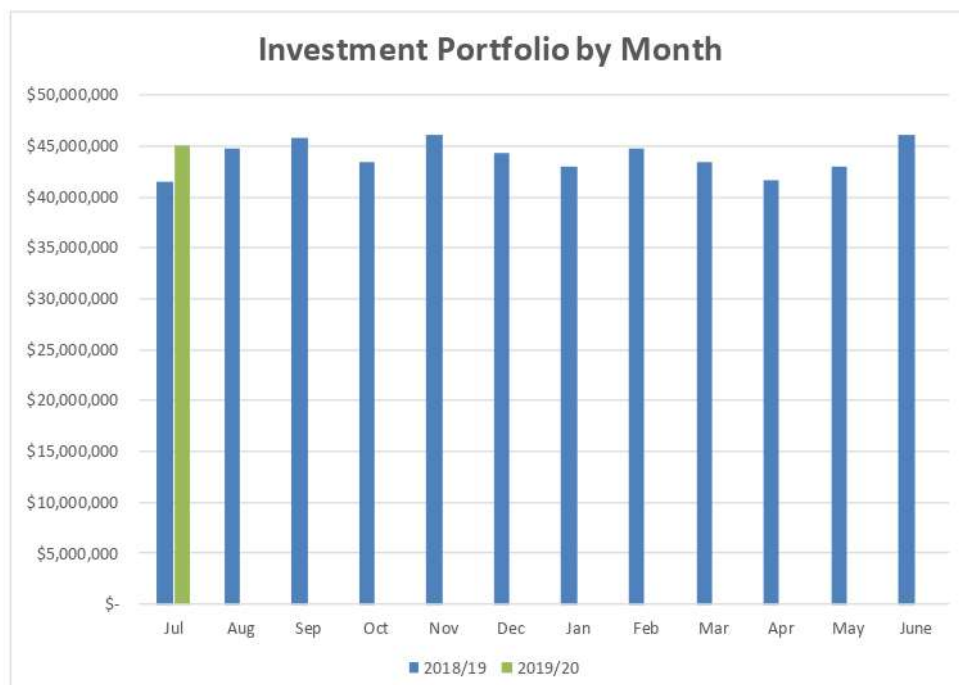
The following graph details Council's Environmentally Sustainable Investments as a percentage of Council's investment portfolio as at 31 July 2019.



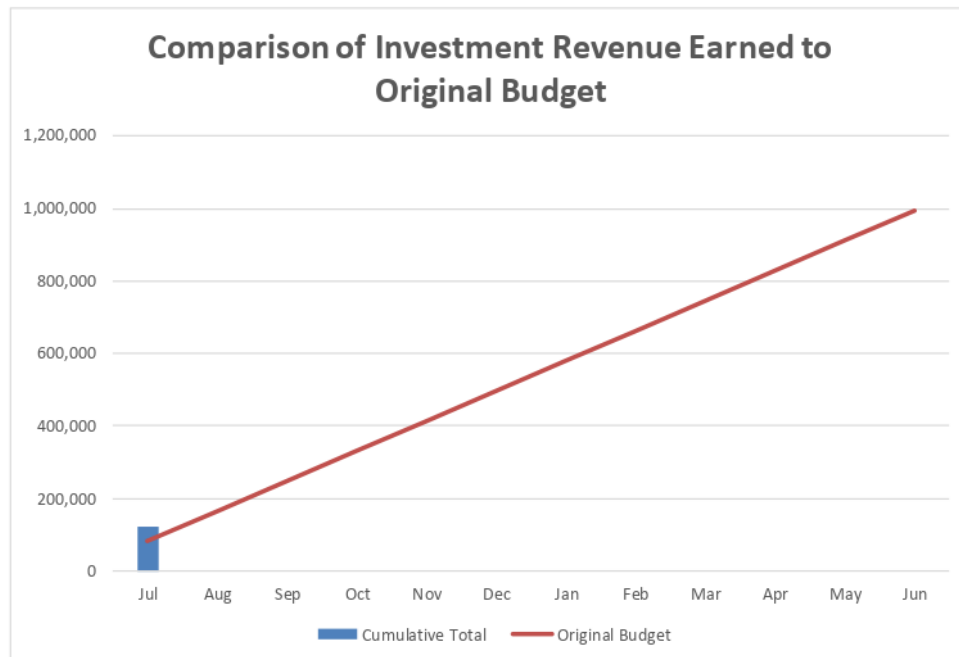
The following graph shows the length of time of Council's term deposit maturities as at 31 July 2019.



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 the original budgeted revenue.



RICHMOND VALLEY COUNCIL FINANCIAL ANALYSIS REPORT AS AT 31 JULY 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		1.10%	N/A	5,443,324	5,611,430	12.07%
Interest on Other Bank Accounts										
						Total		5,443,324	6,041	12.07%
<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	2.22%
ING Direct	Term Deposit	A2/A-	N	1/03/2018	2/03/2020	2.88%	N/A	1,000,000	0	2.22%
ING Direct	Term Deposit	A2/A-	N	5/03/2018	5/03/2020	2.88%	N/A	1,000,000	0	2.22%
Greater Bank	Term Deposit	A2/BBB	Y	13/06/2018	12/06/2020	3.00%	N/A	1,000,000	0	2.22%
Defence Bank	Term Deposit	A2/BBB	Y	3/09/2018	2/09/2020	3.00%	N/A	1,000,000	0	2.22%
Westpac	Term Deposit	A1+/AA	N	3/09/2018	3/09/2019	2.76%	N/A	1,000,000	0	2.22%
Bank of Us	Term Deposit	Unrated	Y	29/11/2018	29/11/2019	2.95%	N/A	1,000,000	0	2.22%
Bank of Us	Term Deposit	Unrated	Y	29/11/2018	29/11/2019	2.95%	N/A	1,000,000	0	2.22%
MyState Bank Limited	Term Deposit	A2/BBB	Y	3/12/2018	3/12/2019	2.85%	N/A	1,000,000	0	2.22%
Australian Military Bank	Term Deposit	Unrated	Y	4/12/2018	4/12/2019	2.99%	N/A	1,000,000	0	2.22%
Auswide Bank	Term Deposit	A3/BBB-	Y	12/12/2018	12/12/2019	2.90%	N/A	1,000,000	0	2.22%
Australian Military Bank	Term Deposit	Unrated	Y	20/02/2019	20/02/2020	2.90%	N/A	1,000,000	0	2.22%
AMP Ltd	Term Deposit	A1-A	N	25/02/2019	26/08/2019	3.00%	N/A	1,000,000	0	2.22%
Westpac	Term Deposit	A1+/AA	N	1/03/2019	2/03/2020	2.63%	N/A	1,000,000	0	2.22%
MyState Bank Limited	Term Deposit	A2/BBB	Y	6/03/2019	3/09/2019	2.74%	N/A	1,000,000	0	2.22%
AMP Ltd	Term Deposit	A1-A	N	11/03/2019	9/09/2019	3.00%	N/A	1,000,000	0	2.22%
Auswide Bank	Term Deposit	A3/BBB-	Y	13/03/2019	11/09/2019	2.90%	N/A	1,000,000	0	2.22%
AMP Ltd	Term Deposit	A1-A	N	4/06/2019	2/12/2019	2.65%	N/A	1,000,000	0	2.22%
AMP Ltd	Term Deposit	A1-A	N	12/06/2019	11/12/2019	2.60%	N/A	1,000,000	0	2.22%
Judo Bank	Term Deposit	Unrated	Y	13/06/2019	12/12/2019	2.52%	N/A	1,000,000	0	2.22%
Judo Bank	Term Deposit	Unrated	Y	28/06/2019	27/09/2019	2.50%	N/A	1,000,000	0	2.22%
AMP Rebate									493	
<u>Matured Term Deposits</u>										
Nil										
						Total		21,000,000	493	46.57%
<u>NSW Treasury Corporation Hourglass Investments</u>										
Cash Facility Trust	Trust		N	Various	N/A	2.16%	8,498,282	9,125,609	16,681	20.24%
Medium Term Growth Fund	Trust		N	Various	N/A	12.84%	9,005,029	9,519,799	100,938	21.11%
						Total	17,503,311	18,645,408	117,619	41.35%
<u>Bank Accounts</u>							Total Investment Portfolio at Face Value			
							43,946,635			
							Total Investment Portfolio at Fair Value			
							45,088,732			
							Interest Revenue Received			
							124,154			
							Weighted Average Interest Rate			
							4.60%			
							Total Bank Account Portfolio			
							651,967			
							Total Portfolio			
							45,740,699			

16 TENDER REPORTS

Nil

17 GENERAL BUSINESS

17.1 OPENING OF PUBLIC TOILETS AT STAN PAYNE OVAL

Author: Angela Jones, Director Infrastructure and Environment

EXECUTIVE SUMMARY

At the Ordinary Council Meeting held on 21 May 2019, Item 10.1, being a Notice of Motion from Cr Hayes regarding the Stan Payne Oval toilets, Council resolved:

- 1. 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.*
- 2. A report be brought back to a future Council meeting on this issue.*

This report addresses the resolution by providing information on the issue and an analysis of budget implications to service the community's request.

The recent replacement of the playground equipment at Stan Payne Oval has been incredibly well received by the community and visitors with feedback received suggesting there is a strong desire for public toilets to be constructed near the playground and they be available to the public 7 days per week to provide suitable amenities for the users of the park.

Council's Asset section has developed a proposed scope of works for Stan Payne Oval which includes the addition of an 'all abilities' unisex toilet to address the community's needs.

RECOMMENDATION

That Council allocate funding to construct a new 'all abilities' unisex toilet near the new playground equipment at Stan Payne Oval and undertake associated works in line with this report.

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 proposed works at Stan Payne Oval will be funded from several sources. The cost breakdown of the components of the scope are outlined below:

- Supply, construction and connection of an 'all abilities' unisex toilet is estimated at \$35,000
- Path works and disabled parking at Pool carpark is estimated at \$45,000
- Installation of electronic BBQ, shelter, replacement of seats and two new picnic settings adjacent to the new playground is estimated at \$20,000

In the 2018-19 Budget, Council had allocated \$30,000 to the construction of a public toilet at the Evans Head Lawn Cemetery. This project has been through the planning stage, but construction did not commence last financial year; this will be carried forward into this financial year. It is proposed to utilise this funding to erect a toilet near the playground at Stan Payne Oval as it is deemed a significantly higher community priority. Funding for a toilet facility at the Cemetery will be prioritised in the next financial year.

Other budget carry overs from 2018/19, will make up the remaining funding sources. For example, an \$18,000 carry over from the original playground fund, \$15,000 from the Pedestrian Access and

Mobility Plan fund, \$25,000 already earmarked for a disability access pathway at the Evans Head Aquatic Centre Carpark and \$17,700 from footpath budget savings is proposed to be used.

REPORT

Council funded the replacement of the old playground at Stan Payne Oval from a Special Rate Variation 2014/15 budget allocated to Evans Head. The installation was completed during May 2019 and has since become a popular spot in Evans Head for families, however there is no public toilet facilities available 7 days per week for those utilising the playground. An outdoor gym facility has also been installed to further enhance the space.

Council has received significant positive feedback on the installation of the playground equipment, however many families have struggled with not having public toilets nearby and are forced to leave if children need to use a toilet. There have also been reports of families paying to enter the Evans Head Aquatic Centre just to utilise the toilet facilities at the complex.

Within the same vicinity of the new playground and outdoor gym equipment at Stan Payne Oval are three Council owned assets being; Stan Payne Oval clubhouse and toilets, the Tennis Club and the Aquatic Centre which were considered to address the communities wishes. An assessment of these facilities was conducted and consultation with the Stan Payne Committee was undertaken. It was found significant works would be required to the existing Stan Payne Oval toilets to bring them up to a suitable standard which included baby change facilities, hand dryers and all ability access. In addition to the required upgrades, the Committee uses the toilets for overflow storage which would make their use for the public problematic. The design and orientation of the toilet facilities in the Tennis Club were not conducive to public access and the pool facilities were deemed to be problematic due to the lease arrangements with a third party and access control.

In response to the community's feedback, Council has developed a proposed scope of works for the playground area at Stan Payne Oval which includes the addition of an 'all abilities' unisex toilet along with pathways, electronic BBQ, shelter, re-installation of seats and two new picnic settings. The most suitable site to erect a new toilet facility is between the new playground and the Tennis Club as it can be connected into the existing plumbing at the clubhouse. The plan below shows the approximate location of the proposal.



CONSULTATION

Significant feedback through multiple sources including to Councillors has been received about the need for public toilets at the new playground given the use it is now receiving. The President of the Stan Payne Oval Committee was consulted about the possibility of opening the existing toilets to the public 7 days a week. Council officers have also noted feedback on social media regarding the desire to have a toilet facility near the new playground.

CONCLUSION

It is recommended Council respond to the need for an accessible toilet within the vicinity of the Stan Payne Oval Playground and support the plan to include its construction with a greater scope of works which includes pathways, BBQ and picnic settings. In addition, it is recommended to allocate the \$30,000 budget for the construction of a public toilet at the Evans Head Lawn Cemetery to this project as it is deemed a higher community priority. Funding for a toilet facility at the Cemetery will be prioritised in the next financial year.

ATTACHMENT(S)

Nil

17.2 CROWN ROAD TRANSFER - GREENRIDGE

Author: Matt Kinkead, Coordinator Project Development and Design

EXECUTIVE SUMMARY

Department of Planning, Industry and Environment – (Crown Lands) has been processing a crown road closure application which has been halted following the receipt of an objection from the adjoining property owner and a submission from Council.

Location within the crown road reserve is a table drain which takes water away from Casino Coraki Road. Council's initial submission to the proposal requested that an easement be created over the table drain within the proposed closed road, to allow access to the table drain for future maintenance.

Department of Planning, Industry and Environment – (Crown Lands) has suggested that given the importance of the drainage infrastructure to Council, the road reserve be transferred to Council so it can control the future maintenance.

RECOMMENDATION

That:

1. Council apply to Department of Planning, Industry and Environment – (Crown Lands) to transfer the crown road reserve to Council's control as shown in the below diagram.
2. Council record in its Asset database the limits of the road to be maintained.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP2: Getting Around

PP2.1: Improve Road Management practices at Richmond Valley Council

BUDGET IMPLICATIONS

The estimated costs incurred in the transfer of the crown road reserve to Council control is approximately \$100.00, which can be funded from existing budgets.

REPORT

Department of Planning, Industry and Environment – (Crown Lands) has received a road closure application for a crown road reserve located opposite Haydons Road Greenridge, adjacent to the western side boundary of Lots 57 DP 755611 and Lot 79 DP 1080510. There is a table drain running south from Casino Coraki Road along part of this road reserve before it deviates off through Lot 79 DP1080510 to join up with local creeks. The road reserve is 20.115 metres wide and approximately 700 metres long.



Diagram: Proposed road reserve to be transferred to Council's control.

An objection to the closure was received by Crown Lands from the adjoining owner, who sited future access along the road reserve to maintain the table drain as his reason. A request from Council was also lodged to provide an easement over the table drain within the road reserve to allow access for maintenance of the table drain.

Correspondence and verbal conversations were carried out with Crown Lands to discuss the options available to the road closure application. These included creating an easement over the table drain or a Right of Carriageway to access the table drain for maintenance, but this was not accepted by the applicant.

Crown Lands did state however that if the road reserve was to remain as a road reserve, they were not the appropriate authority to authorise works within a road reserve. If works were required to be undertaken on a regular basis within the road reserve, it would need to be transferred to Council's control.

Transfer of the road reserve would not involve the maintenance or construction of any additional road pavement. If the road reserve is transferred to Council's control, access to the table drain for future maintenance will remain uninhibited into the future. Council's asset database would need to be updated to reflect that this road reserve will not contain a maintained road pavement.

CONSULTATION

Council has been in consultation with Crown Lands and the submissions they have received. Discussions have occurred with the landowner who initially objected and they are satisfied with this proposed outcome.

CONCLUSION

Transfer of this road reserve to Council's control will ensure that access is available to maintain the table drain benefitting Council's infrastructure. It also allows for Council to have control over any construction activities within the road reserve.

ATTACHMENT(S)

Nil

17.3 DRAFT COMMUNITY PARTICIPATION PLAN AND DRAFT DEVELOPMENT CONTROL PLAN FOR PUBLIC EXHIBITION

Author: Tony McAteer, Coordinator Planning Services

EXECUTIVE SUMMARY

Community Participation Plans (CPP) are a new requirement under the *Environmental Planning and Assessment Act 1979* (the Act). A CPP outlines how and when Council will engage the community across its development assessment and strategic planning functions under the Act.

The draft CPP is presented to Council so it can be publicly exhibited.

Accompanying the Draft CPP is a Draft Development Control Plan (DCP) Amendment. The aim of the Draft DCP Amendment is to remove the Advertised Development functions from the *Richmond Valley Development Control Plan 2015*, as contained in Part J, as these functions will reside in the CPP once it becomes effective.

All NSW Planning Authorities, including councils, are required to have a final version of their first CPP published on the NSW Planning Portal by 1 December 2019.

RECOMMENDATION

That Council:

1. Receive and note the:
 - (a) *Draft Richmond Valley Council Community Participation Plan 2019* (Aug 2019); and
 - (b) *Draft Richmond Valley Council Development Control Plan 2015 (Amendment No.1) – Community Participation Plan* (Aug 2019); and
2. Publicly exhibit the draft plans for a minimum period of 28 days, with written submissions accepted during the exhibition period.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP3: Working Together

PP3.1: Improve our Engagement/Consultation with the Community

BUDGET IMPLICATIONS

Nil

REPORT

Community Participation Plans (CPP) are a new requirement under Section 2.23 of the *Environmental Planning and Assessment Act 1979* (the Act) for all planning authorities, including councils, having functions under the Act. CPPs become effective once published on the NSW Planning Portal, with the first required by 1 December 2019.

The aim of the new CPPs is to set out when and how planning authorities will engage the community across the range of town planning functions it performs under the Act. It must meet the minimum requirements for community participation set out in Schedule 1 to the Act, and include any additional requirements provided by the Regulation.

Attached to this report is Council's Draft CPP which identifies:

- Council's mandatory community engagement requirements under the Act, including variations to those requirements (where permitted);
- how Council will undertake community engagement for the town planning functions it performs;
- the minimum period and tools Council will use to engage the community; and
- how the community can make submissions.

The Draft CPP will apply to the following town planning functions of Council:

- Development Assessment functions:
 - local development applications
 - Nominated Integrated Development
 - Threatened Species Development
 - Designated Development
 - Regionally Significant Development
 - Modifications to Development Consents
 - Activities requiring an EIS under Part 5 of the Act
- Strategic Planning functions:
 - Draft Community Participation Plans
 - Draft Local Strategic Planning Statements
 - Draft Local Growth Management Strategy
 - Planning Proposals (to create a Local Environmental Plan (LEP) or LEP Amendment)
 - Draft Development Control Plans
 - Draft Contributions Plans
 - Draft Planning Agreements
 - Paper Subdivisions (notices of Consent ballots; and adoption of a Development Plan)

Of key importance to the above, is the ability for a CPP to identify development types which will be exhibited for longer or shorter periods (including not at all), compared to the mandatory 14 days provided in Schedule 1 of the Act. These provisions are currently held in Part J of the *Richmond Valley Development Control Plan 2015* (RVDCP15), but will become redundant once the CPP commences. Draft DCP Amendment has also been prepared to remove the redundant advertised development section from the RVDCP15.

What are the consequences of not having a CPP on 1 December 2019?

In the event a planning authority does not have a CPP in place as of 1 December 2019 deadline, then community engagement of their planning functions as per the mandatory engagement requirements of Schedule 1 to the Act will be undertaken. This only has consequences for development applications, as the mandatory requirements of the Act provide for a default minimum exhibition period of 14 days, unless there is a CPP that can identify longer, shorter, or no exhibition requirements.

CONSULTATION

The Draft CPP and Draft DCP Amendment will be publicly exhibited for a minimum period of 28 days, as per the mandatory requirements in Schedule 1 of the Act (and as outlined in the table to Chapter 4.3 of the Draft CPP). In this regard, it is proposed to advertise the Draft Plans in *The Richmond River Express Examiner* on Wednesday, 28 August 2019, as well as display copies of the published notice on Council's Website, Facebook Page, and in the Council Administration Offices. A digital version of the draft plans will be made available for inspection on the website, with copies available for inspection at each of the Casino and Evans Head Administration Centres.

The exhibition period is proposed to end on 27 September 2019. Written submissions will be accepted during the exhibition period and all submissions should be addressed to the General Manager and can be delivered by:

- Post - Locked Bag 10 CASINO NSW 2470;
- Email - council@richmondvalley.nsw.gov.au ;
- Hand delivery - to Council's Administration Centres in Casino or Evans Head; or
- Online Submission - via the Quick Contact Form on the Richmond Valley Council On-Exhibition webpage - <https://richmondvalley.nsw.gov.au/council/on-exhibition>

All submissions will be acknowledged at the conclusion of the exhibition period and a report highlighting the submissions received, along with any proposed changes to the Draft Plans, is proposed to be presented to Council in November 2019.

CONCLUSION

Council is required to have a Community Participation Plan (CPP) in place by 1 December 2019. The Plan must identify how and when Council will engage the community on a variety of town planning functions it performs under the *Environmental Planning and Assessment Act 1979*.

A Draft Development Control Plan (DCP) Amendment is also proposed to be concurrently exhibited with the Draft CPP: with the aim to remove redundant advertised development provisions from the *Richmond Valley DCP 2015* once the CPP commences.

The purpose of this report is to present the draft plans and seek a Council resolution to publicly exhibit them for a minimum of 28 days. Following the exhibition period, a further report will be presented to Council with a view to resolve to adopt both the CPP and the DCP amendment.

ATTACHMENT(S)

1. **Draft Richmond Valley Council Community Participation Plan - Exhibition Copy - Aug 2019 (under separate cover)**
2. **Draft Richmond Valley Council Development Control Plan 2015 (Amendment No.1) - Community Participation Plan (under separate cover)**

17.4 CANIABA ROAD PETITION

Author: Michael Pontefract, Operations Coordinator Roads, Drainage & Quarries

EXECUTIVE SUMMARY

Council recently received a petition from property owners on Caniaba Road, Meldrums Road, Figtree Lane and several other road users demanding Council bitumen seal Caniaba Road. The petition also requested dust fall analysis be carried out and a speed reduction be put in place. Council has inspected the road and considered the petition.

The road is classified a Category "B" road within Council's unsealed road hierarchy. The objective of Category "B" roads is to maintain a gravel depth of approximately 75mm and to be trafficable in the majority of weather conditions. It is possible that water may cross the road in minor storm events. The traffic volumes are not excessive in relation to its category.

Full gravel re-sheeting of Caniaba Road is not considered necessary and in fitting with Council's long-term asset management strategies bitumen sealing the road is not considered appropriate.

The gravel used on the road is of the same quality used across every gravel road within the Richmond Valley and the need for dust fall analysis is not considered necessary.

No other unsealed rural road within the LGA has a speed limit and it is not considered necessary on Caniaba Road.

RECOMMENDATION

That Council:

1. Note the petition received and the information provided on how Council manages its road network.
2. Provide additional gravel and undertake drainage improvements in a number of localised areas by the end of 2019,
3. Erect Gravel Road warning signs to advise of changing surface conditions.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP2: Getting Around

PP2.1: Improve Road Management practices at Richmond Valley Council

BUDGET IMPLICATIONS

These works can be carried out from existing budget allocations in Council's Operational Plan.

REPORT

Council recently received a petition from 18 property owners on Caniaba Road, 4 property owners on Meldrums Road, 5 property owners on Figtree Lane and 6 other users of the road. The petition demanded Council bitumen seal Caniaba Road, for the following reasons:

- Council have approved many developments of small acreage lots which has increased traffic volumes
- The large number of trucks, including milk tankers, cattle trucks and quarry trucks that traffic the road
- The road is a bus route

The petition also requested dust fall analysis be undertaken and the speed be reduced to between 60 and 80 km per hour.

Councillors have been provided with a copy of the petition and have been briefed on the contents of this report.

Caniaba Road is an unsealed road that commences at the Bruxner Highway and terminates at Spring Grove Road. Richmond Valley Council's section of the road is 4.1km long and ends on the boundary with Lismore City Council (LCC) at a concrete causeway which is located approximately 480m north east of Meldrums Road. There is a further 1.2km of unsealed road within the LCC Local Government Area.

The first 1.2km of Caniaba Road from the Bruxner Highway is low lying within a flood plain, with the remainder being undulating with one hill located centrally along the route. It is classified a Category "B" road within Council's unsealed road hierarchy.

A road hierarchy is a method of classifying roads and determining their maintenance standards according to their importance as part of the overall transport network within the Richmond Valley Council area. Many road users would like to have all roads bitumen sealed and maintained to a very high standard, however this is not practical from a financial viewpoint and in reality, many roads only need to be constructed and maintained to a relatively low standard (due to the level/type of use etc.).

The challenge for council is to determine a way of classifying roads and then determining how often and how much maintenance should be undertaken as well as determining when a road should be upgraded. These factors need to be balanced with the financial resources council can input to this process.

Council developed an unsealed road hierarchy in 2005, which is based upon traffic counts, connectivity and properties serviced. The hierarchy defines the classification of each road, the construction standard and the level of service to be provided.

The following table provides details of Council's unsealed road network including service levels:

Category	Number of Roads	Kilometres	Service Level
A	21	161.2	Graded twice a year
B	56	210.2	Graded once a year
C	129	163.4	Graded once every 2 years
	206	534.8	

Unsealed roads form the largest proportion of Council's road network and the budget for their maintenance is \$1,010,240 which allows for 175 days grading for both grading teams and 1,200 tonnes of gravel (annually) to be used sporadically in areas of most need.

It costs \$1,570/km to maintenance grade an unsealed road. Council also budgets to re-sheet between 3.5km and 4km of the unsealed network each year.

Generally, with Category "B" roads, the condition of the road will deteriorate after about 10 months and often Council receives complaints regarding a road's condition within the two-month period before recurrent grading occurs. This is often the case with Caniaba Road.

The photos that have been provided with the petition show:

- slippery road surface conditions in 3 locations (1.8km, 2.7km and 3.9km from the Bruxner Highway)
- standing water in a low point of the road (2.5km from the Bruxner Highway)
- water flowing along the edge of the road (2.1km from the Bruxner Highway)
- water flowing over the concrete causeway at the boundary with LCC

In Council's most recent correspondence to a resident in this area, it was acknowledged that a couple of areas on Caniaba Road may have become saturated and slippery after recent grading.

This is a situation that can occur if reasonable rainfall is received within a fortnight of undertaking grading works on an unsealed rural road and there has not been sufficient time for the road surface to "settle in".

It is reasonable to expect that unsealed rural roads may get slippery following a rain event. Council's objective is to provide a road surface that is trafficable in the majority of weather conditions.

Council's process when undertaking routine grading is to rip up the existing road surface to remove any surface defects and then incorporate the coarse loose material from the side of the road and the fine materials retrieved from the road side table drains. These are all mixed together to develop a consistent material that is suitable for a rural road surface.

This process of retrieving, mixing and reusing existing materials on site is done because Council does not have capacity within the unsealed roads budget to be importing new gravel every time a road is graded.

Council staff inspected Caniaba Road in late May 2019 and determined it to be in a 'more than satisfactory' condition and generally constructed in a manner that meets all of Council's standards.

From the photos provided with this petition, it is noted that some localised roadside drainage works are required, and these works should be undertaken before the next maintenance grade, which is due in October this year.

Re-sheeting of roads is prioritised across the entire 535km network and is based on a number of factors including, but not limited to their current condition. It should be noted that Caniaba Road has received 3,200 tonnes of gravel following various natural disaster events over the past 11 years.

The cost to fully re-sheet Caniaba Road would be in the vicinity of \$165,000 and would require approximately 4,100 tonnes of gravel. Our current budget for re-sheeting is \$150,000, however it is the view of council staff that other than a number of localised areas, Caniaba Road does not need a full re-sheet and there are many other roads that are in greater need.

To bitumen seal the road, it would involve preliminary mixing and stabilising the existing material with an additive prior to providing a 150mm overlay of quality road base and placing a 2-coat heavy duty seal. The cost of this would be approximately \$1,100,000. It is also very likely if Caniaba Road was sealed, the residents of Figtree Lane would expect the same with costs being approximately \$900,000.

Council has not bitumen sealed any unsealed rural gravel roads since amalgamation, primarily because the priorities lie elsewhere regarding rehabilitating the existing sealed road network.

Council does have a Policy (No.11.2) for Bitumen Sealing adjacent to Residences on Unsealed Roads. The objective of that policy is to provide a means of assessing requests from residents or road users for dust sealing on a merit basis. There are a number of criteria used to determine merit, including, but not limited to; location, geometry of the existing road, whole of life maintenance costs and derived benefit. Council does not make any contribution to the works.

Recent correspondence has also requested Council to seek "Fixing Local Roads" funding from the NSW Government to seal Caniaba Road. The following advice was provided:

1. The "Fixing Local Roads Program" was an election promise, and as yet application criteria and details about how the allocated funding will be distributed around the state haven't been finalised.
2. Announcements to date indicate that this funding will be awarded via grant. This will require Richmond Valley Council to make an application that meets criteria, yet to be set out, along with all other Councils from Northern NSW, and a selection panel will then award funding to sites deemed most in need.
3. Richmond Valley Council is committed to applying for any grants we can to improve our roads, and eagerly awaits further details on the Fixing Local Roads Program. Once grant criteria are announced Council will be best placed to consider which roads may meet the criteria to ensure

assets most in need are prioritised accordingly, however as Caniaba Road is a class B unsealed road with low daily traffic it is unlikely this road would be of high priority.

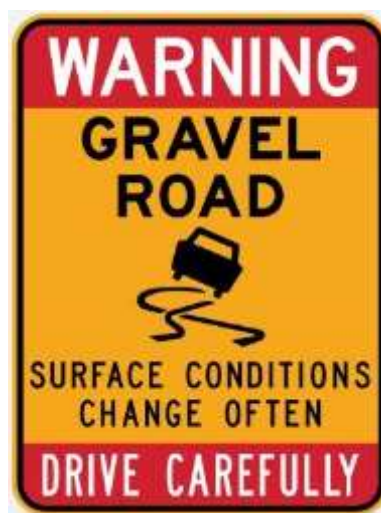
The other part of the petition called for dust fall analysis to be carried out and a speed limit to be placed on the road.

Residents make a conscious decision about where they live and do so knowing the existing and surrounding conditions that are present at the time of purchase. It would be a reasonable assumption that living adjacent to a gravel road will include dust being generated from passing traffic. Traffic volumes on Caniaba Road are no more prolific than any other Category “B” road across the LGA and are less than the Category “A” roads. The gravel used on Caniaba Road is of the same quality used across every gravel road within the Richmond Valley and the need for dust fall analysis is not considered necessary.

Requests for changes to existing speed limits can be forwarded to the Roads and Maritime Service (RMS) as speed limits on all NSW roads are set by them and can only be adjusted after review by them. The road would be investigated and if the required warrant is reached, RMS would advise Council of the speed reduction. The warrant is a set of criteria that the road must meet, for example; number and type of vehicles, average speed of vehicles, number of driveways and number of road traffic incidents. These are not the only criteria and a thorough investigation is also carried out.

Speed restrictions are generally only effective if they are policed and changing this road could have significant implications across the other 205 roads on the unsealed road network, not least the cost to Council to sign post every unsealed road. No other rural unsealed road within the LGA has a speed limit and it is not considered necessary on this road.

Council is currently strategically placing Gravel Road Warning Signs (illustrated below) on some Category “A” roads and could do the same on Caniaba Road and Figtree Lane.



CONSULTATION

Council has considered the submission and this report provides a detailed response. Following Council's decision, a response will be provided to all residents who signed the petition.

CONCLUSION

Full gravel re-sheeting of Caniaba Road is not considered necessary and in fitting with Council's long-term asset management strategies, providing a budget allocation in a future Delivery Program for bitumen sealing the road is not considered appropriate.

The gravel used on Caniaba Road is of the same quality used across every gravel road within the Richmond Valley. Traffic volumes are not excessive and the need for dust fall analysis is not considered necessary.

No other rural unsealed road within the LGA has a speed limit and it is not considered necessary on Caniaba Road.

Council will erect Gravel Road warning signs to advise of changing surface conditions.

The measures contained in this report in regard to providing additional gravel and undertaking drainage improvements in a number of localised areas will be carried out by the end of 2019.

ATTACHMENT(S)

Nil

17.5 STRONGER COUNTRY COMMUNITIES FUND - ROUND 3

Author: Andrew Leach, Manager Asset Planning

EXECUTIVE SUMMARY

Round 3 of the Stronger Country Communities Fund (SCCF) closes on 27 September 2019 and Council is required to confirm candidate projects eligible for the fund. A distinct difference from the first two rounds of this Fund is that community groups and not for profit groups can apply for the funds allocated to the Richmond Valley area. Criteria for the Fund state that at least 50% must apply to projects relative to youth – (classified as 12 to 25 years old). A list of suitable projects is set out in the report.

RECOMMENDATION

That:

1. Council adopt the following candidates to submit applications for the SCCF Round 3:
 - a) Colley Park Soccer Clubrooms
 - b) Broadwater Playground equipment
 - c) Colley Park Ground Improvements
 - d) Colley Park Youth Outdoor Basketball Court
 - e) Woodburn Riverside Park Boardwalk
2. Priority of this list be determined and resolved by Council.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP3: Working Together

PP3.8: Maximise opportunities for community and Council to apply for grant opportunities

BUDGET IMPLICATIONS

The Richmond Valley local government area (LGA) has been allocated \$845,000 in SCCF Round 3 to which funding may be shared with community groups if the assessment process approves their application. Therefore, the total funding commitment will not be known until the successful candidates are announced post January 2020.

REPORT

Council officers have studied the criteria of SCCF Round 3, considering areas which would benefit from the Fund, and have compiled the following list of candidates for consideration and submission:

1. Colley Park Clubroom Facilities – Soccer

Current changeroom and canteen facilities are inadequate, small and of a low standard. The project scope is for modern changerooms, suitable for male and female teams, a referee change room, and a canteen facility. It is proposed to apply for a significant portion of the funds (\$450,000) to be allocated to this project. The Casino Soccer Club has 450 members with 400 playing members. 240 of those are in the 12 to 25-year age group, and some further 120 under 12 years of age.

2. Broadwater Memorial Park – Playground

This is the playground which was identified in the master plan for the older children to use. This is the last piece of work required to complete the park and cater for all ages - (\$160,000)

3. Colley Park Ground Improvements

To allow for the resurfacing/re-turfing of the major soccer pitch, fencing, safety mesh behind goals, new soccer goals, coaches' boxes and associated works. This ground requires renewal as it has incurred heavy sporting traffic over many years - (\$150,000)

4. Youth outdoor basketball court

Pratt and West Street Basketball court requires pavement repair, new back boards and rings. This space receives significant use by youth in the area and needs repair - (\$60,000)

5. Woodburn Riverside Park Boardwalk

This is one of the remaining elements of the Woodburn Riverside Park signature project. This would continue the boardwalk the length of the park along the river as per the master plan - (\$240,000).

On advice received from officers at the Department of Premier and Cabinet, we have provided several options in the list, which will be assessed on the criteria in conjunction with any community submissions. While oversubscribed, the variety in the list may enable flexibility dependant on how the funding is allocated across our local government area. Council can confirm the priority above or discuss options.

CONSULTATION

All suggested projects above derive from Council's Community Strategic Plan consultation and/or adopted master plans.

CONCLUSION

Council has received the above candidate projects for confirmation prior to staff preparing detailed funding applications for each project. Once this list is confirmed, documentation and quotes can be established to ensure applications are submitted on time. With five candidate applications, staff will have a significant workload to prepare the submissions.

ATTACHMENT(S)

Nil

17.6 RICHMOND VALLEY COUNCIL - REVIEW OF ENVIRONMENTAL CHARTER

Author: Andy Edwards, Acting Manager Development and Environment

EXECUTIVE SUMMARY

Council adopted an Environmental Charter in July 2016. The Charter sets out Council's commitment to environmental sustainability in its operation and activities. The resolution to adopt the Charter in 2016 also included it to be reviewed annually, however at the Ordinary Council meeting held on 15 August 2017, it was resolved to amend this requirement so that the Charter would be reviewed every two years.

Richmond Valley Council undertakes a range of environmental projects and activities consistent with the Community Strategic Plan and the adopted Environmental Charter helps establish Council's future direction and commitment to all environmental matters.

There is a growing demand for business, including local government, to demonstrate a responsible approach to its business activities. There are also several legislative responsibilities placed on Councils to meet environmental standards and comply with certain requirements.

The Environmental Charter adopted in 2016 has been reviewed in line with Council's Community Strategic Plan and is recommended it be adopted with no amendments.

RECOMMENDATION

That Council adopted the Environmental Charter without amendment for a further review in two years.

DELIVERY PROGRAM LINKS

Looking after our Environment

EH2: Promoting the Protection of the Environment

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

BUDGET IMPLICATIONS

The Environmental Charter does not have any significant budget implications as there is no need for capital investment. The principles of the charter are incorporated into the daily activities of the organisation.

REPORT

Councils have several environmental responsibilities contained within a legislative framework. This includes requirements imposed on any organisation or business to ensure its activities and operations minimise impacts on the environment and do not cause pollution.

It also includes the need to rigorously assess environmental impacts on proposed developments within the planning and development framework and promote sustainable development. As an organisation we aim to ensure land use development preserves our country atmosphere and village lifestyle and we are committed to improving the Local Government Areas and region's environment, including our rivers, creeks, biodiversity and coastal areas.

In addition to this, there is also a growing demand for local government to demonstrate a responsible environmental approach to business activities.

The current Environmental Charter guides this organisation's future direction with respect to all environmental matters and demonstrates the organisation's commitment in this domain. It is providing the opportunity to make a difference in the way Council operates by simply incorporating the principles of the charter into the business and activities Council undertakes on a daily basis.

A review of the current charter and the environmental initiatives being carried out by Council has identified that it does;

- Improve information for employees about their environmental roles and responsibilities,
- Assists in reducing incidents,
- Assists in conserving energy and raw materials,
- Improves the monitoring of environmental impacts.

CONSULTATION

Nil.

CONCLUSION

An annual review of Council's Environmental Charter has been carried out in line with a resolution of Council in July 2016.

The Environmental Charter is assisting to guide Council's future direction with respect to all environmental matters and demonstrates its commitment to sustainability. It is also providing a method to ensure our practices and outcomes consider all environmental matters and good environmental practice is included in our daily operations.

ATTACHMENT(S)

1. Environmental Charter

Environmental Charter

Richmond Valley Council is committed to the long-term care of the environment from which our community derives prosperity, enjoyment and quality of life. Richmond Valley Council's activities are based on the principles of sustainability, giving due consideration to the natural environment through the following:

- Efficient use of water, energy and other resources, minimising waste and emissions where practicable and encouraging reuse and/or recycling of wastes.
- Uptake of new and alternate technology opportunities such as renewable energy options, where they are shown to be economically viable.
- Monitoring Council operations to assess potential impacts on the environment, addressing unacceptable risks in appropriate timeframes and ensuring that appropriate response plans are in place for environmental emergencies.
- Council shall show due consideration for the environmental impacts of activities when planning Council works, assessing development applications and generally within proposals by the broader community. Consideration shall be based on a balance of environmental, social and economic factors.
- Treating compliance with environmental legislation, licences and approvals as a minimum standard for Council activities and beyond that, aiming for continual improvement in environmental management.
- Keeping abreast of environmental legislation and proposed changes, and working effectively with environmental authorities to provide optimal outcomes for Council and the communities that we serve.
- Ongoing training of employees and contractors to provide understanding of their responsibilities regarding the environment including potential impacts of their activities.
- Providing education to the Richmond Valley Community to assist the community embrace continual improvement in environmental sustainability.

17.7 ROCK FISHING SAFETY ACT 2016

Author: Latoya Cooper, Coordinator Mid-Richmond

EXECUTIVE SUMMARY

Council resolved to opt-in to the *Rock Fishing Safety Act 2016* from 26 January 2019 of which was administered by the Minister for Agriculture and Western NSW. During this time, education workshops have been held as part of a six month educational period to allow the community to adjust to the new legislation. The below report details the change in Ministerial duties as part of the March 2019 Government Gazette and the results from the educational workshops held.

RECOMMENDATION

That Council consider the impact of the change in Ministerial duties as per Government Gazette and extend the educational period of the Rock Fishing Safety Act 2016 until 26 July 2020.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP3: Working Together

PP3.3: Ensure that Council is reaching all target groups for relevant community issues

BUDGET IMPLICATIONS

The Rock Fishing Safety Act has no immediate financial implication on Council. The \$30,000 received in grant funding from the NSW Water Fund and \$3,000 from the Department of Primary Industries – Fisheries will continue to be used for signage, promotional items and educational material. The long term regulatory control impact is expected to be shared between the NSW Police Force local patrols and included in regular Council Ranger patrols.

REPORT

Council resolved to opt-in to the *Rock Fishing Safety Act 2016* from 26 January 2019, and during this time the Minister for Agriculture and Western NSW was responsible for administering the Act. By opting in to the Act, Council received \$33,000 in grant funding and commenced an educational period of 6 months commencing 26 January 2019, to allow the community and visitors time to adjust to the new legislation.

Following the first educational workshop a shift in leadership took place and the new Government Gazette published on 1 May 2019 detailed the Act as now being administered by the Minister for Police and Emergency Services and Minister for Local Government. Council was contacted by a representative from the NSW Department of Primary Industry who offered continued assistance in educating our community, however any communication regarding our legislated area needed to be with the newly gazetted Minister. Council has received no communication from either Minister since the new gazette was published.

Council has an opportunity to further extend our educational period up to a maximum of 18 months from original gazette. Due to the change in Ministerial leadership, it is recommended that Council further extend the educational period to 26 July 2020 and commence regulatory action upon the closure of this period.

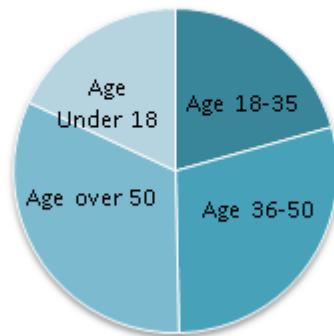
CONSULTATION

Council has through both workshops held (23 April and 15 July 2019), obtained surveys seeking feedback from those who were interested and attended our workshop to learn more about how to be safe while fishing off the rocks in our Local Government Area. Council will continue to advertise

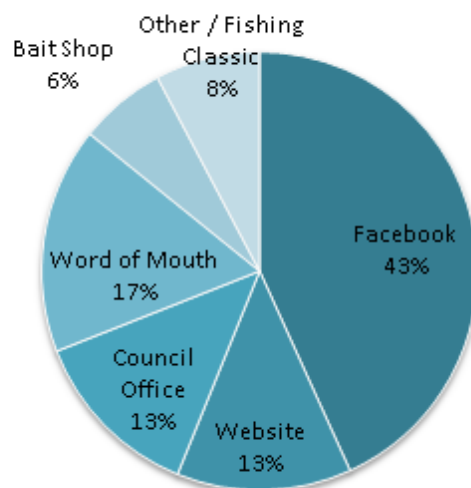
and consult with the community via our website, social media page, brochures and regulatory control methods.

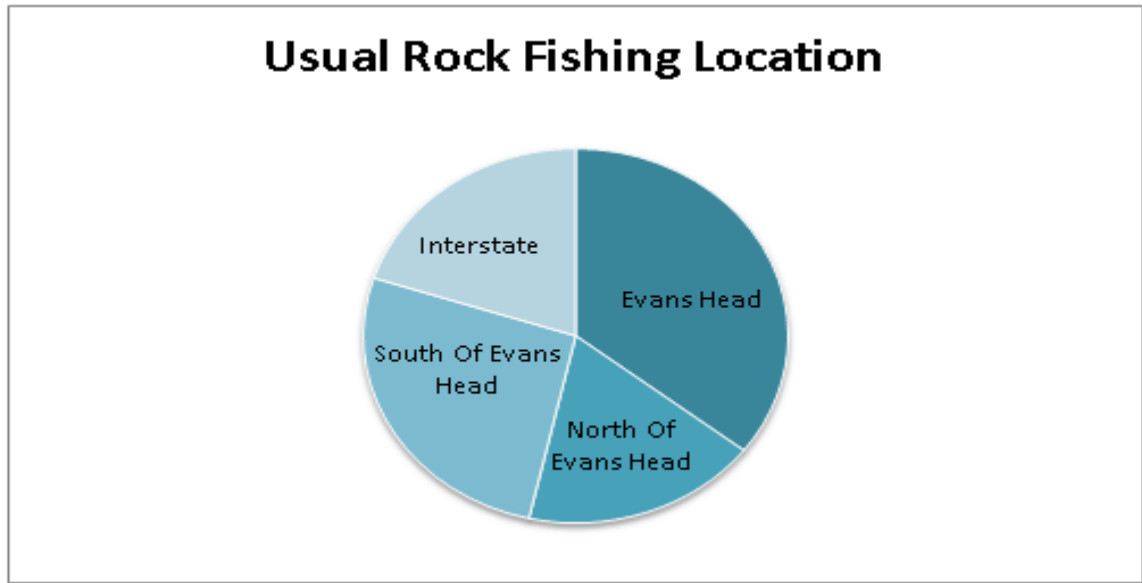
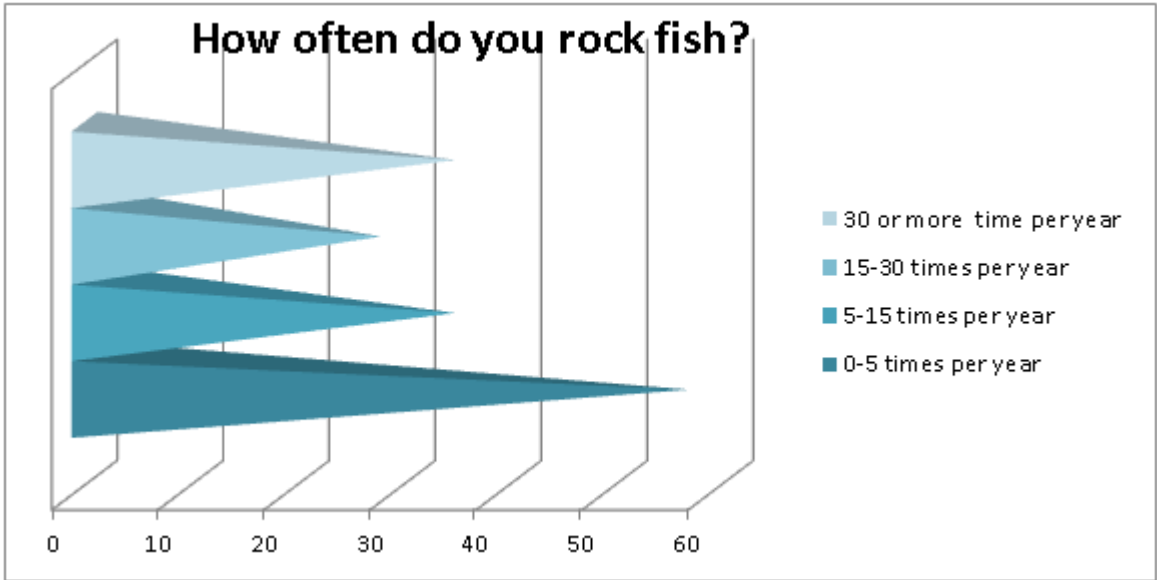
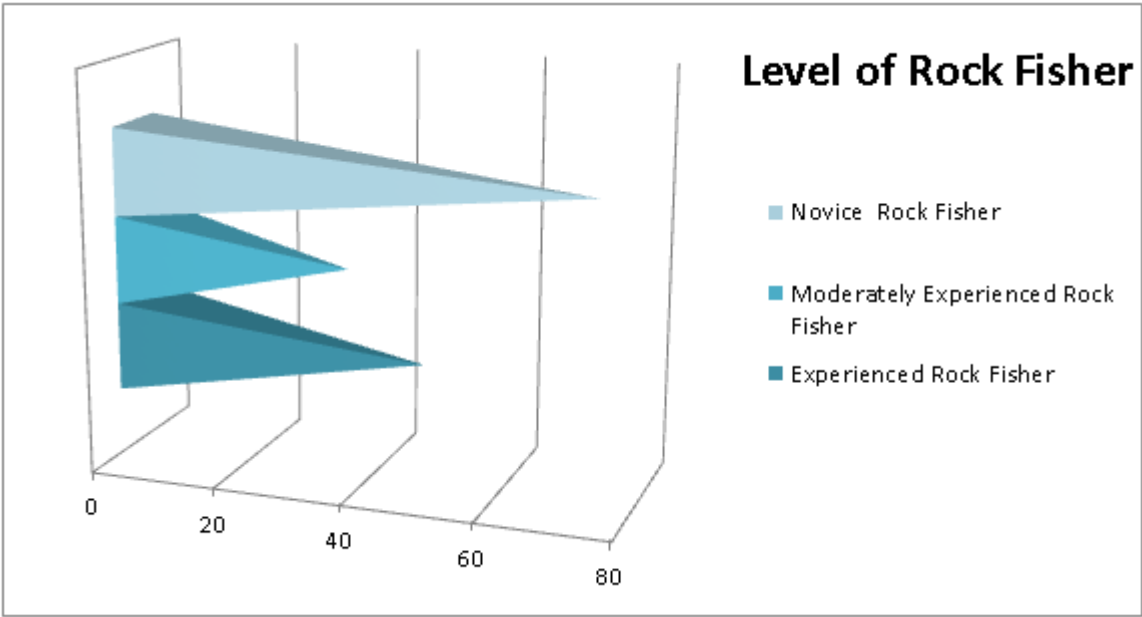
Survey results below show the outcomes of those surveyed:

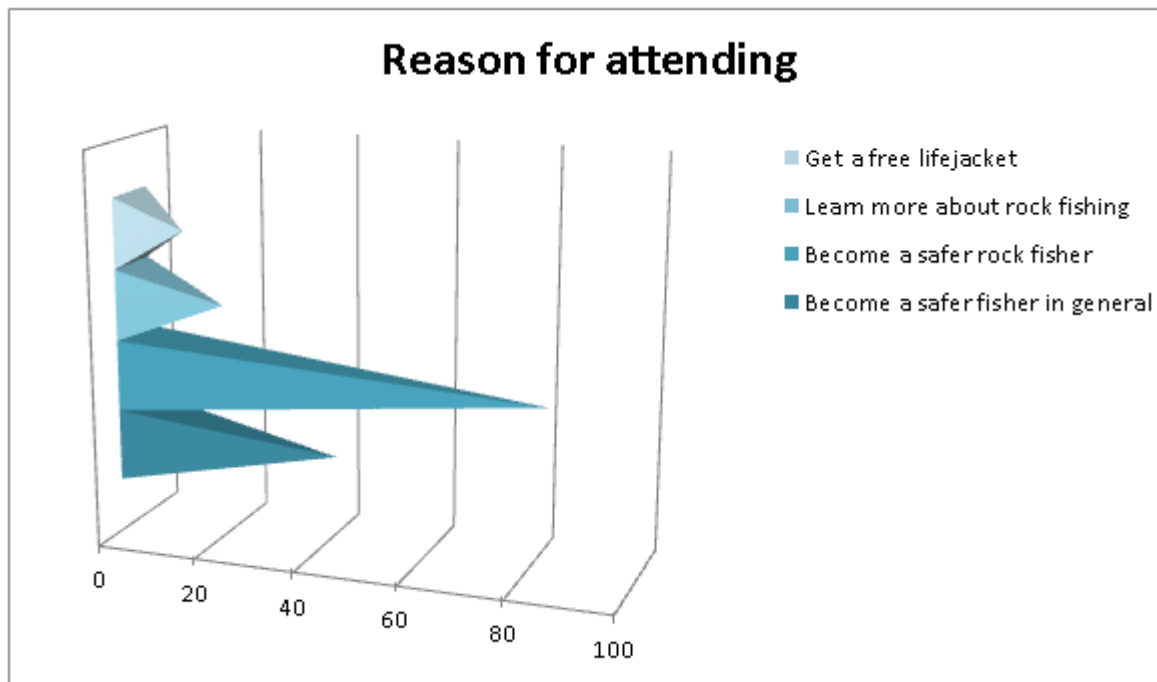
Age of Participants



Where did you see the workshop advertised ?







Additional results from the survey:

- 21 out of the 155 surveyed were female
- 12 children under the age of 10 attended who were not surveyed
- 38% of attendees said rock fishing was their main form of fishing activity
- 62% of attendees were residents
- 100% of attendees would recommend the workshop to a friend.
- 90% of people agreed they were now a safer fisher
- 75% of people said they now had more knowledge on rock fishing
- 92% of people found the material presented to be easily understood
- 95% of people agreed that the presenter was knowledgeable and informative.

CONCLUSION

The educational workshops provided from the \$33,000 received by Council have given the community some vital information with regard to being safe whilst fishing off the rocks, as well as some general fishing and boating safety information. In total, 180 lifejackets were handed out as part of the grant funding; 170 at the workshops and 10 to the NSW Fisheries for an educational workshop with the local Bundjalung children.

The remaining funds from the grant will be utilised to provide permanent signage, brochures and safety lifebuoys at the hotspot locations as well as merchandise promoting Rock Fishing Safety within our Local Government Area

ATTACHMENT(S)

1. Rock Fishing Safety Act 2016

Administrative Arrangements (Administration of Acts—General) Order (No 2) 2019 [NSW]
Schedule 1 Allocation of the administration of Acts

Totalizator Act 1997 No 45 (except section 76, the Treasurer)
Unclaimed Money Act 1995 No 75, jointly with the Treasurer and the Minister for Finance and Small Business
Unlawful Gambling Act 1998 No 113
Workers Compensation Act 1987 No 70 (except parts, the Treasurer)
Workplace Injury Management and Workers Compensation Act 1998 No 86 (except parts, the Attorney General, and Minister for the Prevention of Domestic Violence)

MINISTER FOR EDUCATION AND EARLY CHILDHOOD LEARNING

Children (Education and Care Services National Law Application) Act 2010 No 104 and the Children (Education and Care Services) National Law (NSW)
Children (Education and Care Services) Supplementary Provisions Act 2011 No 70
Education Act 1990 No 8
Education (School Administrative and Support Staff) Act 1987 No 240
Education Standards Authority Act 2013 No 89
Parents and Citizens Associations Incorporation Act 1976 No 50
Teacher Accreditation Act 2004 No 65
Teaching Service Act 1980 No 23

MINISTER FOR POLICE AND EMERGENCY SERVICES

Australian Crime Commission (New South Wales) Act 2003 No 13
Child Protection (Offenders Prohibition Orders) Act 2004 No 46, jointly with the Attorney General, and Minister for the Prevention of Domestic Violence
Child Protection (Offenders Registration) Act 2000 No 42
Commercial Agents and Private Inquiry Agents Act 2004 No 70
Community Welfare Act 1987 No 52, Part 5 and any other provisions of that Act in so far as they relate to functions under Part 5
Crime Commission Act 2012 No 66
Criminal Assets Recovery Act 1990 No 23
Drug Misuse and Trafficking Act 1985 No 226, Part 2A, jointly with the Minister for Health and Medical Research and the Minister for Mental Health, Regional Youth and Women
Fire and Rescue NSW Act 1989 No 192
Fire Services Joint Standing Committee Act 1998 No 18
Firearms Act 1996 No 46
Law Enforcement and National Security (Assumed Identities) Act 2010 No 73
Law Enforcement (Controlled Operations) Act 1997 No 136
Law Enforcement (Powers and Responsibilities) Act 2002 No 103, jointly with the Attorney General, and Minister for the Prevention of Domestic Violence
Police Act 1990 No 47
Road Obstructions (Special Provisions) Act 1979 No 9
Rock Fishing Safety Act 2016 No 66, jointly with the Minister for Local Government
Rural Fires Act 1997 No 65
Scrap Metal Industry Act 2016 No 42
Security Industry Act 1997 No 157
Sporting Venues (Invasions) Act 2003 No 44
State Emergency and Rescue Management Act 1989 No 165
State Emergency Service Act 1989 No 164
Tattoo Parlours Act 2012 No 32, jointly with the Minister for Better Regulation and Innovation
Unexplained Wealth (Commonwealth Powers) Act 2018 No 42
Weapons Prohibition Act 1998 No 127
Witness Protection Act 1995 No 87
Wool, Hide and Skin Dealers Act 2004 No 7

18 MATTERS FOR INFORMATION**RECOMMENDATION**

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

18.1 GRANT APPLICATION INFORMATION REPORT - JULY 2019

Author: Jono Patino, Financial Accountant

RECOMMENDATION

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

During the reporting period, one grant was approved (for stage two of an existing project) and funding was received for eleven grants totalling \$1,906,560. Council wasn't notified as being unsuccessful with any grant applications and no grants were applied for.

Details of these grants are provided below:

Grants that have been approved

Johnston Street, Bruxner Hwy, Shared Pathway (Stage 2)	
Project ID	10274
Funding Body	Transport NSW
Funding Name	Active Transport, Walking and Cycling Program, Priority Cycleways
Government Level	State
Project Value (exc GST)	\$416,000
Grant Funding (exc GST)	\$416,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	20 September 2017
Date Approved	25 July 2019
Comment (if required)	The original funding application requested \$1,015,500 in grant funds however only stage 1 for \$599,500 was approved. Stage 2 has now been approved, bringing the total funding for both stages of the project to \$1,015,500.

Grants that have been received

Broadheads Road and Mongogarrie Road Safety Works	
Project ID	10254
Funding Body	Roads and Maritime Services
Funding Name	Safer Roads Program
Government Level	State
Project Value (exc GST)	\$35,900
Grant Funding (exc GST)	\$35,900
Council Funding (exc GST)	\$ 0
Date Application Submitted	31 July 2017
Date Received	\$21,419 received 29 July 2019
Total Funds Received To Date	\$35,900 (total funding received)
Comment (if required)	N/A

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	\$30,500 received 29 July 2019
Total Funds Received To Date	\$32,006
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	\$796,863 received 18 July 2019
Total Funds Received To Date	\$6,300,000
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	\$228,006 received 29 July 2019
Total Funds Received To Date	\$255,853
Comment (if required)	Original application was for \$391,000, funding approved for \$341,000.

Johnston Street, Bruxner Hwy, Shared Pathway (Stage 1 & 2)	
Project ID	10274
Funding Body	Transport NSW
Funding Name	Active Transport, Walking and Cycling Program, Priority Cycleways
Government Level	State
Project Value (exc GST)	\$1,015,500
Grant Funding (exc GST)	\$,1015,500
Council Funding (exc GST)	\$ 0
Date Application Submitted	20 September 2017
Date Received	\$20,603 received 29 July 2019
Total Funds Received To Date	\$27,460
Comment (if required)	The original funding application requested \$1,015,500 in grant funds however only stage 1 for \$599,500 was approved. Stage 2 has now been approved bringing the total funding for both stages of the project to \$1,015,500.

Casino Civic Hall Revitalisation	
Project ID	10299
Funding Body	Create NSW - Arts, Screen and Culture
Funding Name	Regional Cultural Fund Round Two
Government Level	State
Project Value (exc GST)	\$228,044
Grant Funding (exc GST)	\$208,172
Council Funding (exc GST)	\$ 19,872
Date Application Submitted	20 September 2018
Date Received	\$25,000 received 30 July 2019
Total Funds Received To Date	\$25,000
Comment (if required)	N/A

Art Van Go - Mobile Cultural Programs	
Project ID	10300
Funding Body	Create NSW - Arts, Screen and Culture
Funding Name	Regional Cultural Fund Round Two
Government Level	State
Project Value (exc GST)	\$50,397
Grant Funding (exc GST)	\$46,397
Council Funding (exc GST)	\$ 4,000
Date Application Submitted	20 September 2018
Date Received	\$40,000 received 30 July 2019
Total Funds Received To Date	\$40,000
Comment (if required)	N/A

Rock Fishing Safety Grant	
Project ID	10317
Funding Body	NSW Department of Industries - Fisheries
Funding Name	Rock Fishing Safety Act 2016 Grant Funding
Government Level	State
Project Value (exc GST)	\$30,000
Grant Funding (exc GST)	\$30,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A
Date Received	\$3,207 received 9 July 2019
Total Funds Received To Date	This funding was for 50% share of lifejacket supply for Rock Fishing Safety Workshop and was paid in addition to the \$30,000 grant funding which has already been fully received.
Comment (if required)	N/A

Regional Roads Block Grant 2019/2020	
Project ID	N/A
Funding Body	Roads and Maritime Services
Funding Name	Regional Roads Block Grant 2019/2020
Government Level	State
Project Value (exc GST)	\$920,000
Grant Funding (exc GST)	\$920,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A – Annual allocation
Date Received	\$460,000 received 29 July 2019
Total Funds Received To Date	\$460,000
Comment (if required)	RMS has not finalised the allocation for 2019/20 and these totals remain subject to change.

MR145 Regional Roads REPAIR Program 2018/19 - 10.0km to 10.5km east of Casino	
Project ID	N/A
Funding Body	Roads and Maritime Services
Funding Name	MR145 Regional Roads REPAIR Program 2018/19
Government Level	State
Project Value (exc GST)	\$327,010
Grant Funding (exc GST)	\$163,505
Council Funding (exc GST)	\$163,505
Date Application Submitted	N/A – Annual allocation
Date Received	\$117,748 received 29 July 2019
Total Funds Received To Date	\$117,748
Comment (if required)	N/A

MR145 Regional Roads REPAIR Program 2019/20 - 12.6km to 13.1km east of Casino	
Project ID	N/A
Funding Body	Roads and Maritime Services
Funding Name	MR145 Regional Roads REPAIR Program 2019/20
Government Level	State
Project Value (exc GST)	\$326,428
Grant Funding (exc GST)	\$163,214
Council Funding (exc GST)	\$163,214
Date Application Submitted	N/A – Annual allocation
Date Received	\$163,214 received 29 July 2019
Total Funds Received To Date	\$163,214 (total funding received)
Comment (if required)	N/A

ATTACHMENT(S)**Nil**

18.2 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 JULY 2019 TO 31 JULY 2019

Author: Jessica Ind, Planning Support Officer

RECOMMENDATION

That Council receive and note the development application report for the period 1 July 2019 to 31 July 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 and withdrawn within the Local Government area for the period 1 July 2019 to 31 July 2019 was 31, with a total value of \$2,642,287.70.

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.

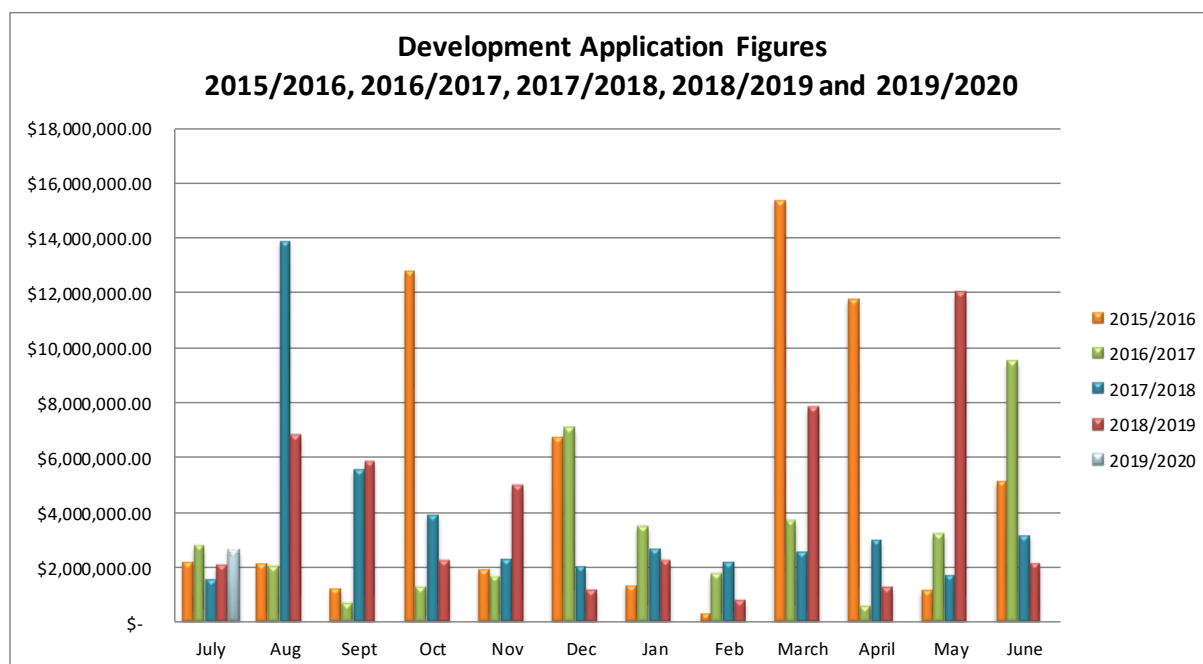


Figure 1: Monthly dollar value of development processed by Council over five financial years.

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 July 2019.

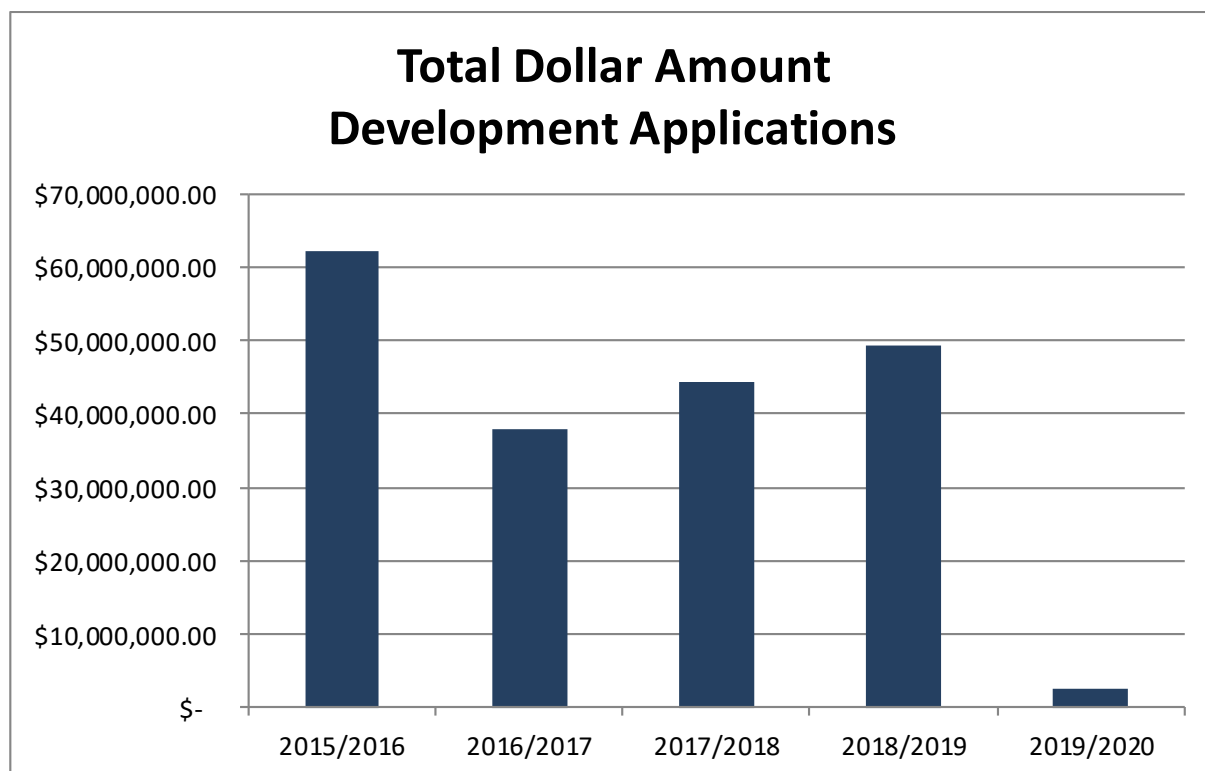


Figure 2: Annual value of development.

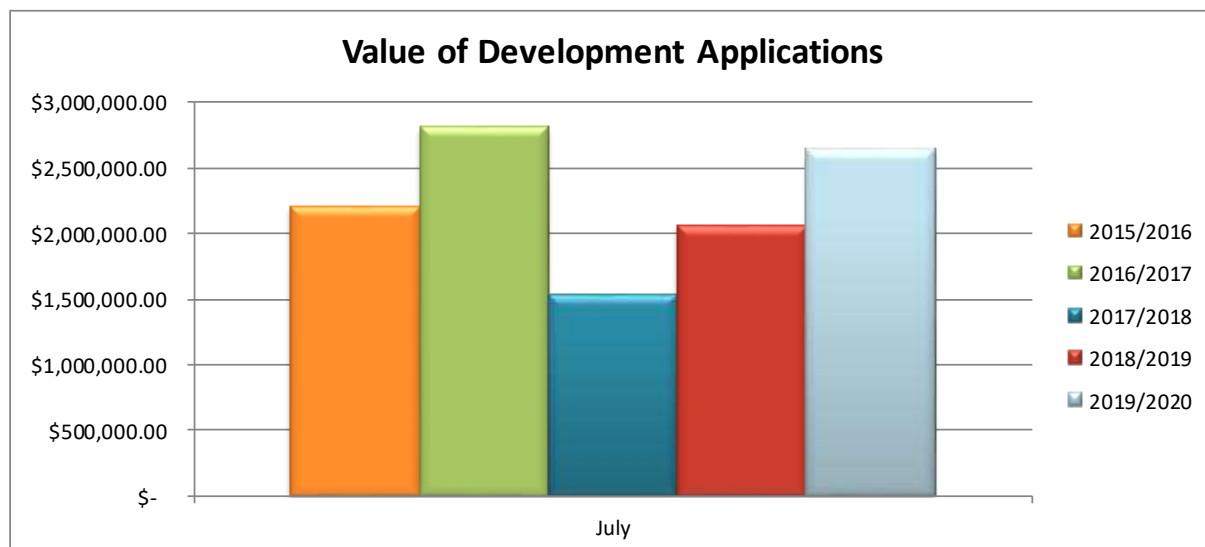


Figure 3: Value of development for the month of July.

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.

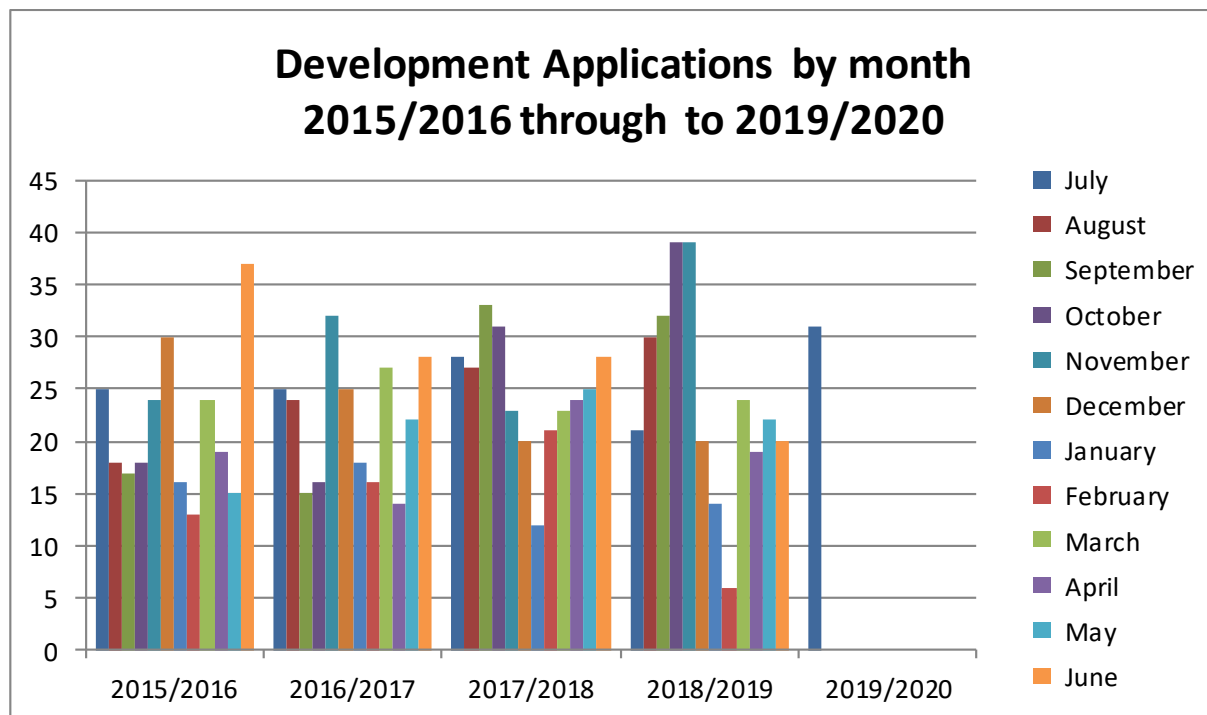


Figure 4: Number of Development Applications per month over five financial years.

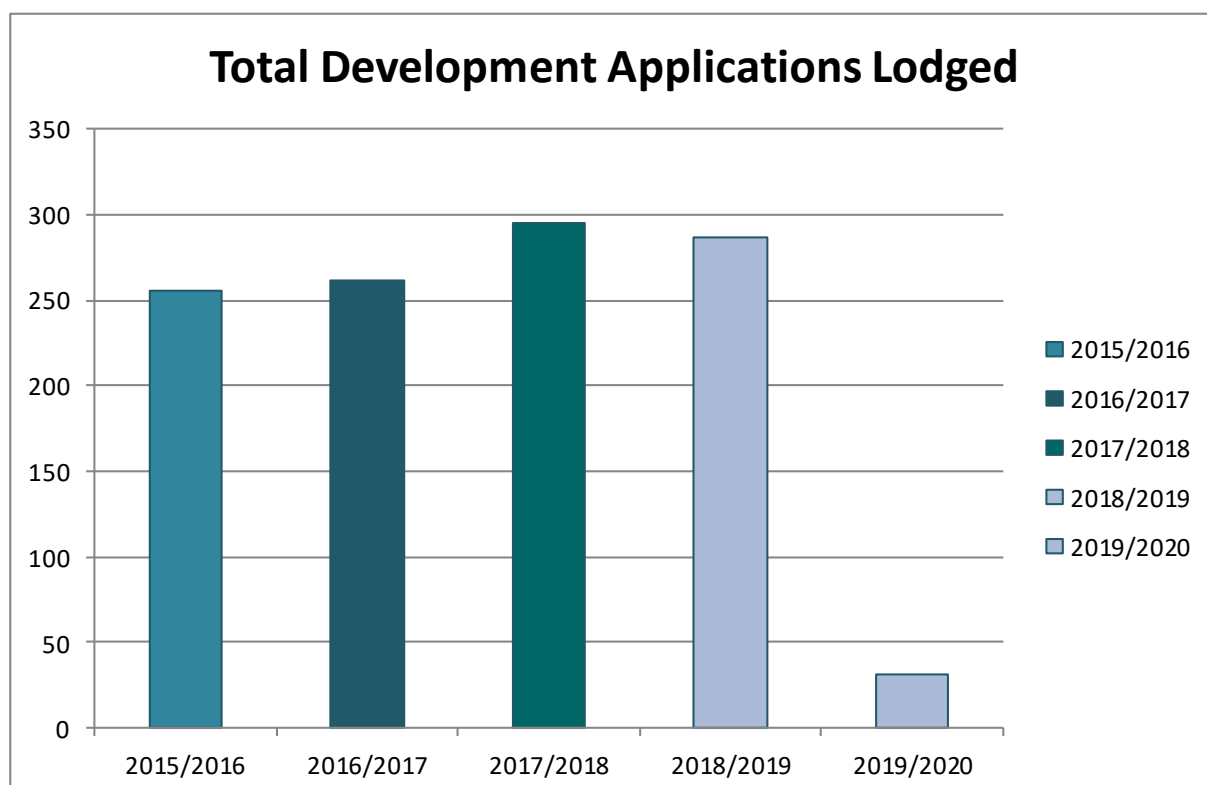


Figure 5: Number of development applications per year over five financial years.

Activity for the month of July 2019

General Approvals (excluding Subdivisions, Section 96s)	26
Section 96 amendments to original consent	2
Subdivision	2
Refused	0
Withdrawn	1
Complying Development (Private Certifier Approved)	0
TOTAL	31

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 determined under the Environmental Planning and Assessment Act for the period 1 July 2019 to 31 July 2019							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2019/0207	Hayes Building Consultancy	M J & T M Bodley	54 Currajong Street, Evans Head	Attached dual occupancy (2 x 3 bedroom dwellings)	4/04/2019	9/07/2019	\$ 500,000.00
DA2019/0214	Newton Denny Chapelle	R A Pursey, R L Pursey, S J Preston	150 Purseys Road, Bungawalbin	Subdivision to create three (3) lots being Lot 1 (34.72 ha (Clause 4.2(3) RVLEP 2012), Lot 2 (3.26 ha (Clause 4.1(4A)(b) RVLEP 2012) and Lot 3 (45.34 ha)	16/04/2019	9/07/2019	\$ 1.00
DA2019/0225	LA & E A S Duck	LA & E A S Duck	68 Currajong Street, Evans Head	Dwelling	30/04/2019	18/07/2019	\$ 280,000.00
DA2019/0228	A E Dudgeon	A E & S L Dudgeon	54 Hotham Street, Casino	Awning	2/05/2019	29/07/2019	\$ 12,000.00
DA2019/0234	A S Johns	L R Sheppard & A S Johns	81 Johnston Street, Casino	Dwelling, granny flat and shed	13/05/2019	17/07/2019	\$ 300,000.00
DA2019/0235	M L Gollan	M L & E J Gollan	12 Duke Street, Coraki	Shed	13/05/2019	3/07/2019	\$ 20,900.00
DA2019/0238	Apollo Patios & Decks Northern Rivers	R W & C Allen	16 Moonem View Drive, Swan Bay	Deck	14/05/2019	4/07/2019	\$ 17,240.00
DA2019/0239	LM Planning Solutions Pty Ltd	J G & D S Moxon	47 Cedar Street, Evans Head	Strata subdivision to create three lots being Lot 1 (269m2), Lot 2 (269m2) and Lot 3 (529m2) and retain part garage	17/05/2019	4/07/2019	\$ -
DA2019/0247	Hayes Building Consultancy	Deneti Pty Ltd	99-103 River Street (Pacific Hwy), Woodburn	Awning extension over beer garden and footpath	22/05/2019	19/07/2019	\$ 80,000.00
DA2019/0249	A & J Liddle	C J Firth	72 Woodburn Street, Evans Head	Change of use business premises - tattooist	28/05/2019	25/07/2019	\$ -
DA2018/0212.01	J W MacDonald	J W & I A MacDonald	44 Rileys Hill Road, Broadwater	Relocated dwelling	28/05/2019	16/07/2019	\$ -
DA2019/0251	AGS Commercial Pty Ltd	P & M Trotter Pty Ltd	175-187 Pacific Highway, Broadwater	Shed	30/05/2019	4/07/2019	\$ 48,390.00
DA2019/0253	N P Bryant	N P & R W Bryant	7 Short Street, Coraki	New garage, carport and demolition of existing garage	31/05/2019	3/07/2019	\$ 19,625.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 July 2019 to 31 July 2019							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
CDC2019/0024	Evoke Pools	A P & C Coughran	22 Moonem View Drive, Swan Bay	Swimming pool	5/06/2019	4/07/2019	\$ 56,160.00
CDC2019/0025	East Coast Building Consultants	A W & E M Willows	53 Eucalypt Drive, Swan Bay	New dwelling	6/06/2019	31/05/2019	\$ 314,920.00
DA2019/0176.01	R J Hayes	R J Hayes	4 Seamist Lane, Evans Head	Modification to: 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)	12/06/2019	22/07/2019	\$ -
CDC2019/0027	AGS Commercial Pty Ltd	Foscars Pty Ltd	49-55 Dyraaba Street, Casino	Awning addition to produce store	13/06/2019	24/06/2019	\$ 18,000.00
DA2019/0271	J R Brennan	D L & J R Brennan	68 Hereford Drive, North Casino	Deck	12/06/2019	4/07/2019	\$ 22,000.00
DA2019/0273	T R & B W Lamont	T R & B W Lamont	79 Hereford Drive, North Casino	Shed	19/06/2019	3/07/2019	\$ 19,795.00
DA2019/0274	M P Kinead	M P Kinead	61 Casuarina Drive, Swan Bay	Garage	21/06/2019	4/07/2019	\$ 49,000.00
DA2019/0275	S J King	S J King & M J Handford	35 Woodburn Street, Woodburn	Dwelling extensions	24/06/2019	29/07/2019	\$ 19,680.70
DA2019/0278	R M Crawford	R D Lane & R M Crawford	1279 Swan Bay New Italy Road, New Italy	30m x 6.4m greenhouse	25/06/2019	17/07/2019	\$ 9,500.00
DA2019/0279	Dixonbuild Pty Ltd	N M & A B McPherson	1268 Oakland Road, East Coraki	Dwelling	25/06/2019	17/07/2019	\$ 187,800.00
DA2019/0280	H H J Noijens	H H J Noijens	1820 Ellangowan Road, Ellangowan	Inground swimming pool and associated pool fencing	25/06/2019	17/07/2019	\$ 46,530.00
DA2019/0282	C Stevenson	K M Watterson	75 Stapleton Avenue, Casino	Dwelling extensions	28/06/2019	17/07/2019	\$ 40,000.00
CDC2020/0003	East Coast Building Consultants	S J Bell	Eucalypt Drive, Swan Bay	Dwelling	4/07/2019	28/06/2019	\$ 294,664.00
DA2020/0003	B J Gooley	B J & S A Gooley	60 Flatley Place, North Casino	Change of use of garage area to create additional bedrooms	5/07/2019	26/07/2019	\$ 18,000.00
DA2020/0005	C M & K E Morton	C M & K E Morton	16 Tareeda Court, Spring Grove	Shed	5/07/2019	24/07/2019	\$ 41,482.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 July 2019 to 31 July 2019							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2020/0006	P E & R J Hodgkinson	P E & R J Hodgkinson	110 West Street, Casino	Garage	10/07/2019	29/07/2019	\$ 19,600.00
DA2020/0007	GJ Gardner Homes Clarence Valley	J Pratt & G J Jones	63 Eucalypt Drive, Swan Bay	Single storey dwelling	11/07/2019	29/07/2019	\$ 207,000.00
Summary of Development Applications <u>withdrawn</u> under the Environmental Planning and Assessment Act for the period 1 July 2019 to 31 July 2019							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2019/0272	Newton Denny Chapelle	JR & MJ Porter	500 Woodburn Evans Head Road, Doonbah	2 lot boundary adjustment	19/06/2019	8/07/2019	\$ -

ATTACHMENT(S)

Nil

18.3 CORRESPONDENCE SUBMITTED TO AUGUST 2019 ORDINARY MEETING

Author: Vaughan Macdonald, General Manager

AUTHOR

The Honourable Shelley Hancock MP, Minister for Local Government and Chris Gulaptis Member for Clarence.

SUMMARY OF CORRESPONDENCE

The NSW Government has announced that it will fund the first-year increase of the Emergency Services Levy for all local councils to meet the cost of new workers' compensation arrangements for firefighters. This follows a campaign by NSW councils and Members of Parliament which was supported by Richmond Valley Council.

A copy of the correspondence received is as follows;



The Honourable Shelley Hancock MP
Minister for Local Government

Dear Cllr Mustow

The NSW Government announced this week that it will fund the first year increase of the Emergency Services Levy for all local councils to meet the cost of new workers' compensation arrangements for firefighters. The State's 128 councils will receive \$13.6 million in relief from the NSW Government this financial year to help support firefighters with cancer.

The Government acknowledges that the additional costs presented challenges for councils, particularly those currently affected by the drought. We also acknowledge that many councils had already developed their 2019-20 Budgets before the invoices for the increased Emergency Services Levy were issued.

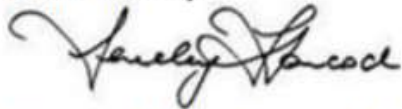
The Government will fund the \$13.6 million increase in 2019-20 to alleviate the immediate pressure on local councils. You will be aware that the State's emergency services have been funded through a long standing cost sharing arrangement between insurers, councils and the Government. It is important that this continues into the future to ensure we look after the health and wellbeing of our frontline firefighters.

Not only has the Government listened and responded to the concerns of councils, we will continue to consult with the local government sector to better manage the impacts of the Emergency Services Levy especially on annual budgeting cycles.

The Government remains committed to supporting local councils to deliver for their local communities. Since 2011, we have provided more than \$9 billion to councils to deliver and improve local infrastructure, services and facilities for their communities.

The Office of Local Government will provide further advice to councils shortly in relation to payment arrangements.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Shelley Hancock', written in a cursive style.

The Hon. Shelley Hancock MP
Minister for Local Government

Chris Gulaptis MP

MEMBER FOR CLARENCE

13 August 2019

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

Dear Vaughan

I am pleased to inform you the NSW Government announced today that it will fund the first year increase of the Emergency Services Levy (ESL) for councils across the state to meet the cost of new workers' compensation arrangements for firefighters.

This will mean that Richmond Valley Council will receive \$182,461 in relief to alleviate the immediate pressure on council.

This investment totals \$13.6 million, which will provide relief to all 128 Councils and particularly assist those in regional and rural areas badly affected by the drought.

The NSW Government acknowledges that the additional costs presented challenges for councils. We also acknowledge that councils had already developed their 2019-20 Budget prior to the ESL invoice being received.

Supporting our firefighters is incredibly important. These new laws enable eligible firefighters diagnosed with one of 12 cancers to automatically be presumed to have acquired that cancer because of their firefighting work.

Our emergency services have long been funded through a cost sharing arrangement between insurers, councils and the Government. And it's important that this continue to ensure we look after the health and wellbeing of our frontline firefighters.

It is clear that both State and local governments acknowledge the importance of providing support for those emergency services workers who have given so much to protect communities, and I look forward to continuing to work with local councils to ensure this is the case.

Regards



CHRIS GULAPTIS, MP
Member for Clarence

CG.dn



clarence@parliament.nsw.gov.au
11 Prince Street, Grafton NSW 2460
ph 02 6643 1244 fax 02 6642 7574

THE NATIONALS for Regional NSW

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 Write Off Bad Debt

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