



AGENDA

Ordinary Council Meeting

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

Date: Tuesday, 19 May 2020

Time: 5.00pm

**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 21 APRIL 2020

Author: Vaughan Macdonald, General Manager

RECOMMENDATION

That Council confirms the Minutes of the Ordinary meeting held on 21 April 2020.

ATTACHMENT(S)

1. Unconfirmed Ordinary Minutes 21 April 2020 (under separate cover)

6.2 INTERNAL & AUDIT RISK COMMITTEE MINUTES 5 MAY 2020

Author: Ben Zeller, Manager Projects and Performance

RECOMMENDATION

That Council receives and notes the Minutes of the Internal Audit and Risk Committee Meeting held 5 May 2020.

ATTACHMENT(S)

- 1. Internal Audit & Risk Committee Minutes 5 May 2020 (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 ATTENDANCES 14 APRIL - 11 MAY 2020**

Author: Robert Mustow, Mayor

RECOMMENDATION

That Council receive and note the Mayor's attendance report 14 April – 11 May 2020.

REPORT**April**

- 14th Community Safety Precinct Committee teleconference
- 15th Rous Council meeting
- 20th Community Safety Precinct Committee teleconference
- 21st Richmond Valley Council Ordinary meeting
- 23rd Anglican Bishop Meeting teleconference
- 25th Anzac Day Wreath Laying visits (Casino, Rappville, Coraki, Woodburn, Evans Head and Broadwater)

May

- 1st Unveiling of new Rappville town entry signs
- 4th Community Safety Precinct Committee meeting
- 5th Richmond Valley Council Internal Audit and Risk Committee meeting
- 5th Richmond Valley Council Councillor Information Session
- 7th Federal Government Bushfire media announcement

ATTACHMENT(S)

Nil

12 DELEGATE'S REPORTS**12.1 DELEGATES' REPORT SUBMITTED TO MAY 2020 ORDINARY MEETING**

Author: Robert Mustow, Mayor

RECOMMENDATION

That Council receive and note the Delegates' report for the month of May 2020.

REPORT

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

Rous County Council

Cr Robert Mustow and Cr Sandra Humphrys have provided the following summary of the main items of business for the Rous County Council meeting held on 15 April 2020.

ATTACHMENT(S)

- 1. Rous County Council Meeting Summary 15 April 2020**



**Summary of main items of business for
Rous County Council meeting
15 April 2020**

1. Draft Delivery program / Operational plan and 2020/21 Budget

Council approved the draft Delivery program / Operational plan and 'Revenue' policy for public exhibition, with public submissions (if any) to be referred to the June 2020 meeting.

2. Quarterly Budget Review Statement for quarter ending 31 March 2020

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

3. Commercial rental properties – (COVID-19) Mandatory Code

Council resolved that, in response to the COVID-19 pandemic, any requests for financial relief by commercial tenants of Council-owned and managed properties be managed in accordance with the (yet to be enacted) NSW Government scheme, which gives effect to the National Cabinet Mandatory Code of Conduct:

- a) For the financial period up until 30 June 2020, via report to Council for determination, with 28 days public notice; and
- b) For the financial period from 1 July 2020, via report to Council for determination, by inclusion of the program in Council's draft 'Revenue' policy, thereby dispensing with the requirement for public notice.

4. Policies

Debt management and financial hardship

Council approved public exhibition of the draft 'Debt management and financial hardship' policy as presented.

In response to the COVID-19 pandemic, it was agreed to extend payment terms on all retail water accounts from 30 days to 60 days for the March/April 2020 and June/July 2020 billing cycles. It was further agreed to suspend debt recovery action until 30 June 2020 at which time the General Manager may review and approve a further extension period or recommencement of such action.

Public Interest Disclosures – adopted as presented.

Investments – existing policy re-adopted without amendments.

5. Information reports

The following reports were received and noted:

i). Investments: March 2020

- Total funds invested for March was \$36,763,234. This is an increase of \$1,068,234 compared to the January 2020 figure. This is primarily due to section 64 development contributions received from constituent councils.
- The weighted average return on funds invested for the month of March was 1.93%. This represents a decrease of 19 basis point compared to the January result (2.12%) and is 140 basis points above Council's benchmark (the average 90-day BBSW rate of 0.53%).
- Interest earned compared to the original budget is \$155,572 in excess of pro-rata budget. The original budget has been reviewed and the adjusted forecast investment interest for 30 June 2020 is expected to reach \$797,800. An increase of \$50,000 for Retail Water and \$120,100 for Bulk Water will be processed through the March Quarterly Budget Review.
- Cheque account balance as at 31 March 2020 was \$573,239.
- Current holdings in Ethical Financial Institutions equals \$25,000,000.

ii). Water production and usage: February 2020 and March 2020

February 2020

Daily source usage for February 2020 averaged 26.039ML. This is a decrease from the January 2020 daily average of 31.452ML. Rocky Creek Dam as at 29 February 2020 was at full capacity.

Total water usage for the public water fill station network for February 2020 was 1,924kL, a decrease from 13,279kL in January 2020.

March 2020

Daily source usage for March 2020 averaged 26.02ML. This is a decrease from the February 2020 daily average of 26.039ML. Rocky Creek Dam as at 31 March 2020 was at 99.88% of full capacity.

Total water usage for the public water fill station network for March 2020 was 2,798kL which is an increase from 1,924kL in February 2020.

iii). Fluoride plant dosing performance report – Q1 - 2020

For the period 1 January to 31 March 2020 quarter, the four fluoride plants operated by Council have met the dosing targets prescribed in the Australian Drinking Water Guidelines. Except for maintenance activities carried out at Dorroughby and Clunes during January and February, the four fluoride plants met the target range in the NSW Health Code of Practice for Fluoridation of Public Water Supplies.

iv). Audit Risk and Improvement Committee: meeting update

Noted as presented.

v). Reports pending

Noted as presented.

Council meeting summary April 2020

6. Confidential: Financial assistance for pensioners – section 582

In accordance with section 582 of the *Local Government Act 1993* and its 'Retail water customer account assistance' policy, Council approved financial assistance subject to receipt of a valid Water Use Audit Report.

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

Council meeting summary April 2020

13 MATTERS DETERMINED WITHOUT DEBATE

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

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

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

That items identified be determined without debate.

14 GENERAL MANAGER'S REPORTS**14.1 DRAFT REVISED DELIVERY PROGRAM 2017/2021, DRAFT OPERATIONAL PLAN 2020/2021 (INCLUDING DRAFT FINANCIAL ESTIMATES 2020/2024) AND DRAFT REVENUE POLICY 2020/2021**

Author: Dean Fordham, Principal Accountant

EXECUTIVE SUMMARY

The following documents have been compiled by staff in consultation with Councillors:

1. Draft Revised Delivery Program 2017/2021,
2. Draft Operational Plan 2020/2021 (including Draft Financial Estimates for the period 2020/2024),
3. Draft Revenue Policy 2020/2021 (including Draft Quarry Product Prices), and
4. Draft Long Term Financial Plan 2020/2030

As detailed in the circulated documents, the draft budget projects an unrestricted cash surplus of \$290,384 in 2020/2021. The remaining three years of the forward estimates, however, project unrestricted cash deficits due to an increase in the Emergency Services Levy. This levy has increased by \$451,665 (39.19%) for 2020/2021, with one-off funding relief being provided through the Office of Local Government's COVID-19 economic stimulus package. A further increase of approximately 27% is estimated for the 2021/2022 year and has been factored in to the forward estimates. The impact on Council's financial performance is a major concern. Further details are provided in the report.

On a positive note, the draft budget includes a capital works program of \$31,883,597 for 2020/2021 including a number of key projects. This is despite Council having recently faced a number of natural disasters as well as the Coronavirus (COVID-19) pandemic. Council is delivering on its capital works program and continuing to rebuild the bushfire, drought and flood affected areas of the Richmond Valley.

A copy of the Draft Revised Delivery Program 2017/2021, Draft Operational Plan 2020/2021 (including Draft Financial Estimates 2020/2024), Draft Revenue Policy 2020/2021 (including Draft Quarry Product Prices) and Draft Long Term Financial Plan 2020/2030 have been circulated separately to Councillors.

RECOMMENDATION

That

1. The Draft Revised Delivery Program 2017/2021, Draft Operational Plan 2020/2021 (including Draft Financial Estimates 2020/2024), Draft Revenue Policy 2020/2021 (including Draft Quarry Product Prices) and Draft Long Term Financial Plan 2020/2030 be placed on public exhibition for a period of at least 28 days.
2. The draft documents be brought back to Council to consider any submissions received for final adoption at the Ordinary Meeting of Council on 23 June 2020.

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

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

BUDGET IMPLICATIONS

As outlined in the report.

REPORT

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

The Draft Revised Delivery Program has been prepared on the revised community priority areas identified in the Community Strategic Plan. The Delivery Program is set out in line with Council's 30 service areas with clear strategies and accountability for delivering on each council service. The Delivery Program is accompanied by a four-year capital works program for the period 2020/2024 and a one-year Operational Plan outlining Council's budget for 2020/2021.

The Draft Operational Plan (including Draft Financial Estimates 2020/2024) delivers an unrestricted cash surplus of \$290,384 in 2020/2021, with projected losses across the remaining three year forward estimates as shown in the table below:

	2020/21	2021/22	2022/23	2023/24
Budget Estimates	\$'000	\$'000	\$'000	\$'000
Total Operating Revenue	62,680	65,122	67,234	69,353
Total Operating Expenditure	67,270	68,344	69,671	71,251
Operating Result before Capital Grants and Contributions	(4,590)	(3,222)	(2,437)	(1,898)
Add: Capital Grants and Contributions	8,098	8,864	3,326	1,223
Operating Result including Capital Grants and Contributions	3,508	5,642	889	(675)
Add: Non-Cash Expenses	18,173	18,676	19,107	19,549
Add: Non-Operating Funds Employed	5,221	2,809	3,357	2,438
Less: Capital Expenditure	31,884	24,214	17,952	17,837
Less: Loan Repayments	2,768	2,981	3,201	3,349
Estimated Funding Result – Surplus/(Deficit)	(7,750)	(69)	2,200	127
Restricted Funds – Increase/(Decrease)	(8,040)	213	2,221	174
Unrestricted Funds – Increase/(Decrease)	290	(282)	(21)	(47)

While the unrestricted cash result is important and needs to be a surplus, the focus should be on Council's operating result before capital grants and contributions. Council's projected operating result before capital grants and contributions for 2020/2021 is a deficit of \$4,589,990, which improves to a deficit of \$1,897,558 over the four year forward estimates.

The approval of Council's special rate variation has given Council the ability to focus on moving towards a break-even operating result before capital grants and contributions in the medium term. Finding ways of achieving additional income, reducing operating expenditure and refining asset valuation methodologies, to accurately reflect depreciation of Council's assets remain key areas to focus on moving forward. Council will also need to find strategies for funding the ongoing increases in the Emergency Services Levy, which has impacted Council's financial performance going forward.

Loan borrowings of \$2m are proposed during 2020/2021 towards the construction of a new cell at the Nammoona Landfill facility, with further loan borrowings of \$1m for this project in 2022/2023.

Loan borrowings of \$1m are also proposed for the 2021/2022 year towards the upgrade of the Casino Memorial Pool.

In framing the budget, a number of new projects and initiatives have been identified as priorities and have been fully funded in the draft four year estimates. These are detailed in the table below:

	2020/21	2021/22	2022/23	2023/24
New Projects and Initiatives Fully Funded	\$'000	\$'000	\$'000	\$'000
Swimming Pools – additional maintenance	45	47	0	0
Evans Head Cemetery Toilets – cleaning of new toilets	3	3	3	3
Stan Payne Oval Toilets – cleaning of new toilet block	5	5	5	5
Casino Drill Hall – additional grounds maintenance	17	17	18	18
Marine Structures – additional maintenance	5	5	5	5
Shared Pathways – tree trimming	5	5	5	5
Park Run – additional slashing QE Park and Coraki walking tracks	4	4	4	4
Street Cleaning – increase required to maintain current service level	20	21	21	22
Public Safety CCTV improvements	60	60	61	61
Cyber Security Measures	49	27	27	27
E-Planning Module implementation	33	3	3	3
Total	246	197	152	153

Major Projects

Despite Council having faced a number of challenges during the last 12 months, including natural disasters and most recently the coronavirus pandemic, there are a number of key projects included in the 2020/2021 budget. This demonstrates Council's desire to continue to deliver its capital works program and to continue to rebuild the bushfire, drought and flood affected areas of the Richmond Valley.

The Draft Budget includes a capital works program of \$31,883,597 for the 2020/2021 financial year. The major projects are detailed in the table below:

	2020/2021
Major Capital Works 2020/2021	\$'000
Casino Swimming Pool Upgrade Works	1,650
Evans Head Library Upgrade (Council share)	480
Colley Park Casino – Soccer Field Enhancement	127
Broadwater Youth Space – Rope Climb & Seesaw Rocker	107
Rappville Sportsground Renewals	170
Casino Showground Upgrades	420
Coraki Caravan Park Amenities Upgrade	400
Rappville Hall and Community Precinct	1,076
Community Hall Upgrades	100
Urban Road Renewals	1,396
Sealed Rural Local Road Renewals	3,341
Sealed Regional Road Renewals	1,132

Major Capital Works 2020/2021	2020/2021 \$'000
Unsealed Rural Local Road Renewals	442
Footpath Renewals and construction of new sections	219
Northern Rivers Rail Trail	3,150
Real Estate Development projects	2,080
Nammoona Landfill -Capping of Cells 1-4 (stage 1)	1,277
Nammoona Landfill – Cell 6 construction (stage 1)	3,000
Waste FOGO Processing Facility	550
Stormwater Asset Renewals	644
Water Infrastructure Renewals	2,510
Sewerage Infrastructure Renewals	3,113
Fleet Replacement Program	2,359

COVID-19 Impacts on the Draft Budget

Council adopted its Coronavirus (COVID-19) Community and Economic Resilience Package at its Extraordinary Meeting 7 April 2020. The package is estimated to cost \$142,000 over the 2019/2020 and 2020/2021 financial years, detailed below:

Financial hardship support – zero interest on outstanding rates and annual charges

Zero interest is to be applied for the period 1 April to 30 September 2020. This is estimated to cost \$85,000, with the impact likely to be \$42,500 in both the 2019/2020 and 2020/2021 financial years. The draft 2020/2021 budget has been adjusted to factor in the likely loss in income.

Flexible Council support

The estimated loss of income for refunds of booking fees and fines is \$39,000, with most of this loss likely to be in the 2019/2020 financial year. The 2020/2021 budget will need to be closely monitored for further impacts in these income streams.

Small Business crisis training

The estimated cost of this item is \$7,500 and is to be funded from the State Government's Bushfire and Community Resilience grant of \$250,000, with the training being undertaken in the 2019/2020 financial year. No adjustments are required to the 2020/2021 budget.

NRLX vital operations

The cost of implementing the Stocklive online streaming is \$10,500 and is being undertaken in the 2019/2020 financial year. A fee structure of \$0.90 per head for the use of the platform has been implemented for 2019/2020, with a proposed fee of \$2.00 per head for 2020/2021. No adjustments are required for the 2020/2021 budget, however any further impacts will be monitored.

Other Considerations

Council's interest on investments will need to be closely monitored during the 2020/2021 financial year, with appropriate budget adjustments to be made based on impacts of the economic downturn or recovery. At this stage, the draft budget for interest and fair value gains is \$1,003,025, which is around the same level as the original budget for 2019/2020.

In addition, Council will need to continually monitor other income and expenditure budgets for any further impacts of COVID-19.

Emergency Services Levy increases and Forward Draft Budget Deficits

Council has been advised of its Emergency Services Levy (ESL) liability for the 2020/2021 financial year. These include contributions that are payable to the NSW Rural Fire Service, Fire and Rescue NSW and the NSW State Emergency Service.

These contributions have increased by \$451,665 (39.19%) from 2019/2020, which had also increased significantly from the year prior to that. It should be noted, however, that the NSW Rural Fire Service contribution is a shared cost between Richmond Valley, Lismore City and Kyogle councils as Richmond Valley Council administer the Northern Rivers Rural Fire Service Zone. Other contributions payable to Fire and Rescue NSW and the NSW State Emergency Service, are levied to individual councils.

The increases experienced over the last 2 years are primarily driven by NSW Parliament passing laws in November 2018 that made it easier for firefighters diagnosed with one of 12 specific work-related cancers to access workers compensation entitlements. These new laws mean firefighters who have served in the Rural Fire Service or Fire and Rescue NSW will benefit from a presumption that their cancer diagnosis is due to their firefighting duties (ie a work-related illness).

The table below shows the movements in the ESL since 2017/2018, with the table having been adjusted to show the net effect on Richmond Valley Council's budget. That is, the contributions attributed to Lismore City Council and Kyogle Council have been excluded as they are cost neutral to Richmond Valley Council:

Emergency Services Levy	2017/18	2018/19	2019/20	2020/21	2021/22*
NSW Rural Fire Service (RVC share)	284,928	276,737	348,052	496,834	659,490
Fire and Rescue NSW	104,545	99,817	110,877	123,810	135,000
NSW State Emergency Service	38,274	31,428	36,274	45,237	54,000
Effect on Unrestricted Cash Surplus	427,747	407,982	495,203	665,881	848,490
Less: ESL funding	0	0	(63,166)	(170,678)	0
Net Cost to Richmond Valley Council	427,747	407,982	432,037	495,203	848,490

The table shows that Council paid \$427,747 in the 2017/2018 year. This decreased by 4.62% to \$407,982 in the 2018/2019 year. The 2019/2020 year was the first year of the current two year spike in the ESL, increasing by 21.38% to \$495,203 before ESL funding of \$63,166 was received. The ESL will increase a further 34.47% in 2020/2021 to \$665,881 before ESL funding is factored in. Further increases of approximately 27% are estimated for the 2021/2022 year, which would result in the ESL increasing to \$848,490. Council officers have been conservative in this assumption, given the increases over the last two years.

The NSW Office of Local Government has recently announced an economic stimulus package for Local Government. This included fully funding the increase in the ESL for 2020/2021, similar to how this was funded in 2019/2020. Whilst this has a positive impact on the 2020/2021 budget of \$170,678, this funding relief is a one-off and Council's budget will be adversely affected from the 2021/2022 year onwards. In addition, a further increase of approximately 27% is estimated for the 2021/2022 year and has been factored in to the forward estimates. After adjusting for smaller CPI increases previously allowed, the effect of a further 27% increase in the ESL is detailed in the table below:

Budget Results	2020/21	2021/22	2022/23	2023/24
Unrestricted Cash Surplus (prior to further ESL increases)	290,384	45,698	316,116	300,665
Unrestricted Cash Surplus (after further 27% ESL increase)	290,384	(281,716)	(20,787)	(47,044)
Effect on Unrestricted Cash Surplus	0	(327,414)	(336,903)	(347,709)

It is a major concern that Council's forward estimates are impacted by over \$300,000 per annum. Compounding the projected loss in 2021/2022 is the deferral of council elections for a twelve month period, which are estimated to cost \$170,000.

The increase in the ESL is a serious issue for the entire local government sector. It would be prudent for Council to consider writing to our Local Member Chris Gulaptis MP, the Ministers for Local Government and Emergency Services and Local Government NSW, expressing its concern in regard to the impact on Council's financial performance by having to fund ongoing increases in the Emergency Services Levy and to lobby for ongoing funding relief to be provided. This issue is another example of cost shifting onto local councils as a result of NSW Government decisions.

Draft Revenue Policy – Fees & Charges 2020/2021

In developing the 2020/2021 income budget, the following increases have been proposed to Rates and Annual Charges:

- General Rates – to increase by 5.5% in-line with the special rate variation
- Domestic Waste Annual Charge – to increase by 5.14% to \$593
- Non-Domestic Waste Annual Charge – to increase by 5.06% to \$623
- Waste Infrastructure Charge – no increase, remaining at \$40 – this charge was introduced to contribute funding towards the construction of a new landfill cell (essential infrastructure) at the Nammoona Landfill and to fund ongoing asset renewals of the Waste Management program
- Water Annual Charges – to increase by 5%
- Sewerage Annual Charges – to increase by 2.81%

NRLX Fee Structure

Council is considering two fee structures for sale fees at the Northern Rivers Livestock Exchange (NRLX). These options are detailed below.

Option 1 is based on the current fee structure, with various percentage increases around 3% applied from the previous year, with future increases to be applied at 3% per annum.

Option 1 Fee Structure – sale fees	2019/2020	2020/2021
	Fee inc GST	Fee inc GST
Vendor Usage Fee (per head)	\$10.80	\$11.10
Vendor Usage Fee – Bull and Stud Sales (per head)	\$20.00	\$20.60
Vendor Capital Works Levy (per head)	\$2.05	\$2.10
Live streaming auction fee (per head) (new fee)	n/a	\$2.00
Agents Business Licence Fee (per annum)	\$10,500	\$10,800
Agents Business Usage Fee (per head)	\$0.75	\$1.00
Agents Business Usage Fee – Bull and Stud Sales (per head)	\$2.00	\$2.10

Option two is to shift to a scaled vendor fee structure based on the price cattle are sold for, increasing by 3% per annum. The aim of this is to better reflect the relative value of the stock against the vendor fee payable.

The vendor capital levy would be fixed at \$2.05 per head and the live streaming fee would be \$2.00 per head for a three year period. The Agents Business fees are as per option one, increasing 3% per annum.

Option 2 Fee Structure – sale fees	2020/2021
	Fee inc GST
Cattle sold for \$300.00 or less (per head)	\$6.00
Cattle sold for \$300.01 to \$600.00 (per head)	\$9.00
Cattle sold for \$600.01 to \$900.00 (per head)	\$11.25
Cattle sold for \$900.01 to \$1,200.00 (per head)	\$13.50
Cattle sold for \$1,200.01 or more (per head)	\$15.50
Bull Sales Wednesday and Friday (per head)	\$20.00
Vendor Capital Levy (per head) – fixed for 3 years	\$2.05

The intent of this fee structure is to set fees and agree agent licence permits for a three year period.

Council will consult with stakeholders and consider feedback received on the options for the NRLX fee structure during the public exhibition period and adopt the preferred option at its June Ordinary Meeting.

A copy of the Draft Revised Delivery Program 2017/2021, Draft Operational Plan 2020/2021 (including Draft Financial Estimates 2020/2024), Draft Revenue Policy 2020/2021 (including Draft Quarry Product Prices) and Draft Long Term Financial Plan 2020/2030 have been circulated separately to Councillors.

CONSULTATION

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

In accordance with the Integrated Planning and Reporting requirements the Draft Revised Delivery Program 2017/2021, Draft Operational Plan 2020/2021 (including Draft Financial Estimates 2020/2024), Draft Revenue Policy 2012/2024 (including Draft Quarry Product Prices) and Draft Long Term Financial Plan 2020/2030 will be placed on public exhibition for a period of at least 28 days. During that time public submissions on the documents can be made. A further report on the documents and submissions received will be presented to the Ordinary Meeting scheduled for 23 June 2020.

CONCLUSION

The Draft Revised Delivery Program 2017/2021, Draft Operational Plan 2020/2021 (including Draft Financial Estimates 2020/2024), Draft Revenue Policy 2020/2021 (including Draft Quarry Product Prices) and Draft Long Term Financial Plan 2020/2030 have been prepared based on extensive consultation with the community and are presented to Council for consideration. The report recommends that these documents be placed on public exhibition.

ATTACHMENT(S)

1. Draft Operational Plan 2020/2021 (including Financial Estimates 2020/2024) (under separate cover)
2. Draft Long Term Financial Plan 2020/2030 (under separate cover)
3. Draft Revenue Policy 2020/2021 (under separate cover)
4. Draft Quarry Product Prices 2020/2021 (under separate cover)
5. Draft Delivery Program 2017/2021 (under separate cover)
6. Draft Operational Plan 2020/2021 (under separate cover)

14.2 RESPONSE TO CORONAVIRUS (COVID-19) COMMUNITY AND ECONOMIC RESILIENCE PACKAGE UPDATE

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

EXECUTIVE SUMMARY

At its Extraordinary Meeting on 7 April 2020 Council adopted a Community and Economic Resilience Package to help the Richmond Valley community deal with the impacts of Coronavirus (COVID-19). Council committed to monitoring the impacts on our community and to investigate further initiatives that may be of assistance to community members. This report discusses three possible assistance measures for local businesses and provides an update on the initiatives previously adopted as part of the Community and Economic Resilience Package.

RECOMMENDATION

That Council:

1. Notes the update on the Community and Economic Resilience Package initiatives.
2. Adopts the updated Financial Hardship Policy.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP3: Working Together

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

BUDGET IMPLICATIONS

The originally adopted resilience package had an estimated cost of \$142,000. Of the three possible extra measures to assist business, two options – involving charges for business waste and liquid trade waste - have potential financial impacts. The scale of these impacts would depend on the number of businesses utilising the relief options offered.

The third possible measure - amending the financial hardship policy to include businesses - is expected to have limited additional impact, as the cost of charging zero interest on outstanding rates and charges was factored in to the original Resilience Package.

Impacts of the resilience measures will continue to be monitored and reported to council.

REPORT

Council adopted a Coronavirus (COVID-19) Community and Economic Resilience Package at its Extraordinary Meeting on 7 April 2020. The package is estimated to cost \$142,000 over the 2019/2020 and 2020/2021 financial years, detailed below:

Program	Approximate cost	Status
Financial hardship support – zero interest on outstanding rates and annual charges	Zero interest is to be applied for the period 1 April to 30 September 2020. This is estimated to cost \$85,000, with the impact likely to be \$42,500 in both the 2019/2020 and 2020/2021 financial years.	Relief under this program has commenced. Benchmarking has been undertaken and detailed financial analysis will be possible at the end of the quarter.
Local procurement and	This program will be implemented	Program commenced with

Program	Approximate cost	Status
purchasing	using existing staff and operational budgets. No additional cost to council is expected.	ongoing implementation.
Industry resilience taskforce	This program will be conducted using existing staff and operational budgets. No additional cost to council is expected.	Draft terms of reference for the taskforce are being prepared with ongoing implementation scheduled to analyse the long-term economic impact.
Flexible Council support	The estimated loss of income for refunds of booking fees and fines is \$39,000, with most of this loss likely to be in the 2019/2020 financial year.	Program commenced with a number of booking cancellations and reschedules having been processed on a case-by-case basis.
Compliance assistance for business	This program will be conducted using existing staff and operational budgets. No additional cost to council is expected.	Program commenced with ongoing implementation.
E-Library services	This program will be conducted using existing staff and operational budgets. No additional cost to council is expected.	<p>Program commenced with ongoing implementation. Since library closure on 24/3/20 there has been</p> <ul style="list-style-type: none"> - 24% increase in the use of the eResources (41% since end of Feb 2020). - Over 8,000 loans using the click and collect service, housebound service and the mobile library drop-off service. - 2,288 reserved books and 57 new members have joined the library. - 434 patrons have used the free wifi.
Small business crisis training	The estimated cost of this item is \$7,500 and is to be funded from the State Government's Bushfire and Community Resilience grant of \$250,000, with the training being undertaken in the 2019/2020 financial year.	Detailed and personalised program content now finalised with online program due for commencement 13/5/20.
NRLX vital operations	The cost of implementing the Stocklive online streaming is \$10,500 and is being undertaken in the 2019/2020 financial year. A fee structure of \$0.90 per head for the use of the platform has been implemented for 2019/2020, with a proposed fee of \$2.00 per head for 2020/2021.	Program commenced. Stocklive online streaming is now in place together with operational changes to ensure the safety of staff and visitors to the NRLX to ensure continued operations are possible.

Three additional options have been investigated to offer further support to local businesses. These include:

Financial Hardship Support – Amending Council’s Financial Hardship Policy to include business

At present the Financial Hardship Policy is only applicable to a ratepayer’s principal place of residence. It is recommended that this restriction be removed to include business ratepayers that have pre-determined financial hardship status under the State or Federal Governments’ COVID-19 assistance packages. Under the proposed amendments, the business ratepayer would supply Council with copies of correspondence confirming that the business has met the relevant government requirements to be eligible for financial hardship support. The ratepayer would then be entitled to a payment plan for their business rates without interest being charged on the outstanding balances.

Business Waste Charge Relief

At present, Council issues:

- 956 Standard Non-Domestic Annual Waste Charges,
- 104 Twice Weekly Non-Domestic Waste Charges and
- 78 Non-Domestic Additional Services.

The total yield from these services is \$704,292. While the proposed amendments to the Financial Hardship Policy address Council charges, as well as rates, all Non-Domestic waste customers (regardless of whether they are experiencing hardship) have the option of reducing or expanding their waste services, as required to suit their needs. Businesses who find they are producing less waste, due to reduced business activity, may wish to reduce the number of times their bins are emptied, and thus save on their waste charges. They can do this by simply contacting Council’s Customer Service Team. The relevant adjustments are made to their account and the charges are calculated on a pro-rata basis. Council could assist businesses by advising them of their options to cancel non-required waste services and referring them to Customer Service for assistance.

Liquid Trade Waste Charges

Council raises approximately \$80,000 per annum in Liquid Trade Waste Charges. These are in four categories of charges, depending on the type of business activity and the amount of trade waste produced

A business’ liquid trade waste account is made up of an annual inspection fee and usage charges. The annual inspection fee is used to fund the inspection regime for Council’s Environmental Management Officers. These inspections are continuing as normal and any adjustments to this fee may impact on council’s ability to deliver these services. The trade waste usage charges are consumption charges based on each business’ trade waste discharge. If the business is not operating there would not be any discharge, and therefore no fees.

CONSULTATION

Council has received some inquiries for financial support and is assisting local businesses as best it can. This includes advising of the options available under the Federal and NSW Government economic stimulus packages.

CONCLUSION

Council adopted a Community and Economic Resilience Package at its Extraordinary Meeting on 7 April 2020. This report provides an update on the initiatives in this package and additional information on other initiatives Council officers have investigated.

ATTACHMENT(S)

1. Draft Updated Financial Hardship Policy

Council Policy

Policy Title:	Financial Hardship
Policy Number:	CPOL 6.8
Focus Area:	Making Council Great
Responsibility:	Financial Services
Meeting Adopted:	



OBJECTIVE

This policy is to determine the process for considering applications for Financial Hardship in payment of rates and charges (including water, sewerage, waste and stormwater).

POLICY

The Policy - Financial Hardship is to establish provisions to assist in the application of Financial Hardship that may be experienced by ratepayers in the payment of rates and charges. A Financial Hardship application if approved and an arrangement for payment adhered to, may result in any of the following:

- Interest not being charged on arrears for twelve (12) months
- Write-off interest on rates and charges already incurred either in full or part
- Enter into an arrangement for payment of outstanding rates and/or charges
- Commenced legal action suspended
- No legal action to commence
- Any combination of the above.

The terms of this financial hardship policy are for twelve (12) months from date of acceptance

Application Conditions/Procedure

Residential

The applicant must be the owner or part owner of the property and be liable for the payment of rates on the property.

The applicant can only apply for Financial Hardship in relation to rates and charges levied on their principal place of residence. Owning multiple properties may have a negative impact on the resident's application.

Business

The applicant/s must be the owner/part owner or lessee and is liable for the payment of rates.

The application for Financial Hardship must be accompanied with supporting documentation which may include but not limited to; copy of recent bank statements of all accounts, details of income and expenditure or evidence of government assistance package applications and acceptances.

The application will be reviewed by the Senior Revenue Officer, Revenue Coordinator and/or the Chief Financial Officer and in accordance with Council Policy Write-Off of Rates and Charges and the General Manager's delegated authority.

A recommendation to be made to the General Manager for amounts less than \$2,000. For amounts greater than \$2,000 a report to be prepared for resolution in Closed Council to protect the applicant(s) privacy in accordance with Section 10A(2)(b) of the Local Government Act 1993. The General Manager or Council will review the information provided and determine if financial hardship will be granted.

Guidelines when Granting Financial Hardship

Interest will not be charged where a payment arrangement plan is adhered to.

Where a scheduled repayment default occurs, the levying of interest charges is to be reactivated from the last payment made in accordance with the repayment schedule. The ratepayer will be contacted via correspondence and advised of the repayment default.

Continuing Financial Hardship

If the ratepayer continues to experience hardship after the period approved by Council has expired, a new application must be made by the ratepayer with new supporting documentation required as outlined above.

Cancellation of Financial Hardship Agreement

The financial hardship arrangement may be cancelled as a result of the following:

- Defaulting on the payment arrangement
- The ratepayer no longer owns the land
- The business is closed or sold
- The ratepayer advises Council that financial hardship no longer applies
- Council receives information that the financial hardship no longer exists

Such cancellation will be at the discretion of the General Manager or Chief Financial Officer

Privacy of the Applicant

Personal information collected as a result of this policy will only be used for the purpose of assessing eligibility under the policy and will not be used for any other purpose, or disclosed to any other person, unless required by law to do so, or authorised to do so by the person to whom that personal information relates.

REVIEW

This policy will be reviewed by Council at the time of any relevant legislative changes, compliance requirements or at least every four years.

Version Number	Date	Reason / Comments
1	23/06/2015	Policy adopted
2	19/09/2017	Policy review
3	21/11/2017	Policy review
4	16/10/2018	Policy review
5	09/04/2020	Format update only
6	19/05/2020	Inclusion of Business

15 FINANCIAL REPORTS**15.1 FINANCIAL ANALYSIS REPORT - APRIL 2020**

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 9) and Council's Investment Policy.

The value of Council's Investment Portfolio as at 30 April 2020 including General Bank Accounts and Trust Funds is shown below.

Investment Portfolio	General Bank Accounts	Trust Funds	Total
\$47,431,498	\$570,255	\$87,050	\$48,088,803

The weighted average rate of return on Council's investments for April 2020 was 5.77% which was above the 90 Day Bank Bill Index for April of 0.098%.

RECOMMENDATION

That Council adopt the Financial Analysis Report detailing investment performance for the month of April 2020.

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 at 30 April 2020, Council had earned \$624,157 in interest and -\$61,291 in fair value losses for total investment revenue of \$562,867 against a budget of \$995,000 (which equates to 56.57%).

Future fair value gains or losses will continue to be monitored and reported to Council.

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

The RBA left the cash rate at 0.25% per annum at its April 2020 meeting.

Rate of Return

The weighted average rate of return on investments in April 2020 was 5.77% an increase of 1,783 basis points from the previous month. The rate of return is 567 basis points above the 90 Day Bank Bill Index of 0.098% which is Council's benchmark. Council's NSW Treasury Corporation Medium Term Growth Fund suffered significant losses of -\$740,995 during February and March 2020 due to the ongoing global economic impact of COVID-19. During April 2020 these funds have made a partial recovery returning a gain of \$163,227 bringing the overall fair value loss on the Medium Term Growth Fund for the 2019/20 financial year to 30 April 2020 to -\$153,846. While these funds have experienced significant losses in recent months, it is important to recognise that these are long term investments that are subject to market fluctuations.

NSW Treasury Corporation issued another market update on 24 April 2020, which is included as an attachment to this report. This update provides detailed information on the state of the global economy and NSW Treasury Corporation's response to effectively manage its investments during this period.

Council's Investment Portfolio

The value of Council's Investment Portfolio as at 30 April 2020 including General Bank Accounts and Trust Funds are shown below.

Investment Portfolio	Face Value	General Bank Accounts	Trust Funds
\$47,431,498	\$46,468,311	\$570,255	\$87,050

The Investment Portfolio balance at 30 April 2020 of \$47,431,498 is made up of Council's Business Online Saver Account (\$3,965,000), Term Deposits (\$24,000,000) and NSW Treasury Corporation Investments (\$19,466,498).

Council's investment portfolio has maturity dates ranging from same day up to 731 days. Term deposits of \$24,000,000 represented 50.60% of the total portfolio as at 30 April 2020. Council didn't make any new term deposits and no term deposits matured during the month of April 2020.

Council had \$19,466,498 in longer term investments being the Cash Facility Trust and Medium-Term Growth Fund with NSW Treasury Corporation as at 30 April 2020. The investment values are shown below.

Investment Holding	Fair Value 30-April-2020	Fair Value Gain/(Loss) April 2020	Fair Value Gain/(Loss) YTD
Cash Facility Trust	\$10,201,483	\$26,721	\$92,556
Medium Term Growth Fund	\$9,265,015	\$163,227	-\$153,846
Total	\$19,466,498	\$189,948	-\$61,291

Environmentally Sustainable Investments (ESI's)

Council's current portfolio of \$47,431,498 includes \$35,466,498 or 74.77% with no direct investment in the fossil fuel industry. This percentage is calculated using all investments with no direct links to the fossil fuel industry including Council's investments with NSW Treasury Corporation.

NSW Treasury Corporation continues to take a stewardship approach to ESI's (this policy was last updated in December 2018). The focus of this policy is on the management of Environmental, Social and Governance (ESG) risks and opportunities as well as active ownership of assets which includes proxy voting and corporate engagement. A major focus is on the materiality of ESG issues including climate change which is expected to have an impact on portfolios over the long term both from a risk and opportunity perspective. These issues are managed through investment managers and stewardship principles are embedded into investment funds.

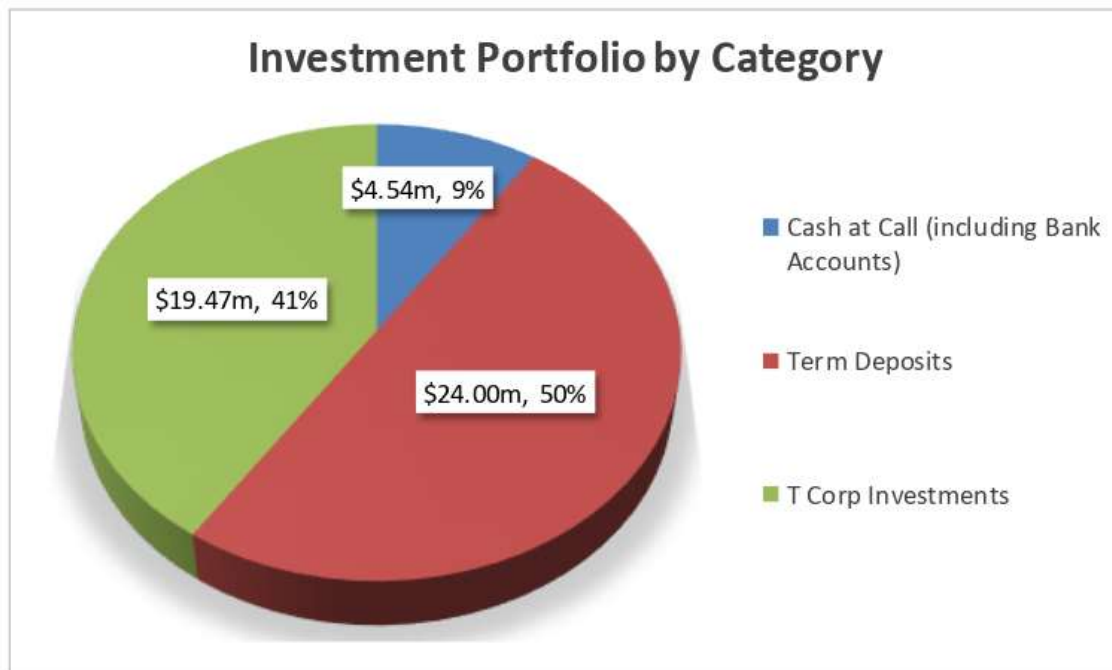
CONCLUSION

During the month of April 2020 Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy. As at 30 April 2020 Council's investments totalled \$47,431,498 with a further \$657,306 held in bank accounts. The weighted average rate of return was 5.77% for the month of April and total investment revenue equals 56.57% of budgeted revenue for the year to 30 April 2020.

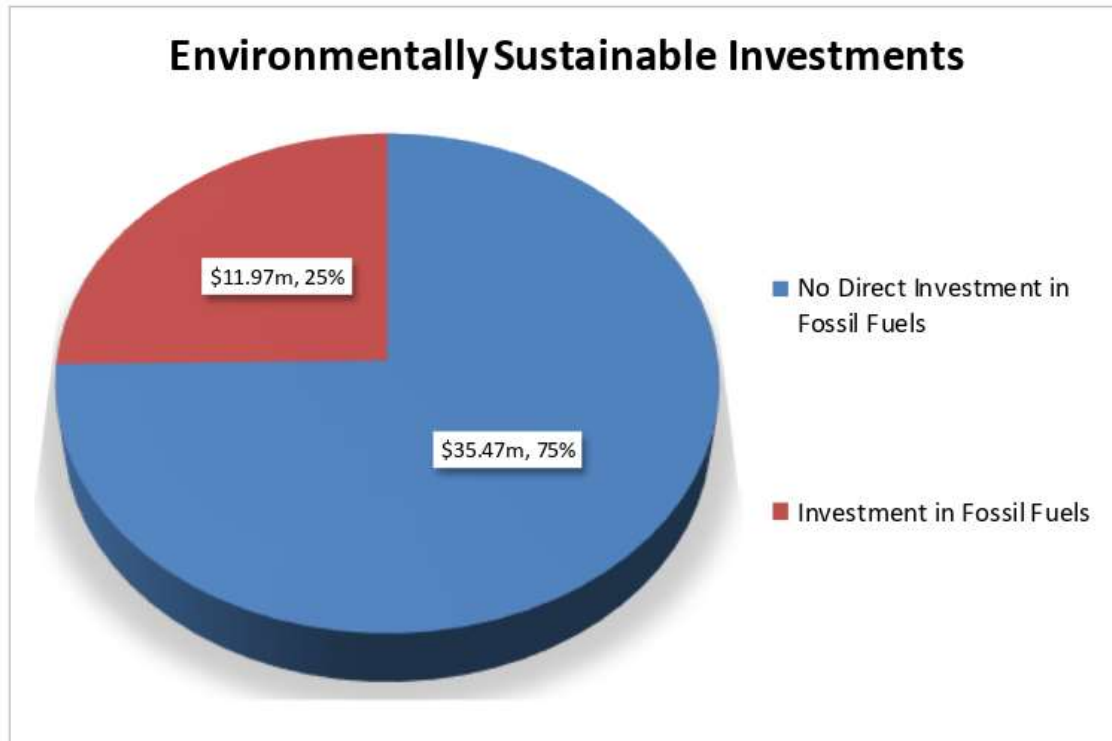
ATTACHMENT(S)

1. Financial Analysis Report Attachments
2. NSW Treasury Corporation Market Update 24 April 2020

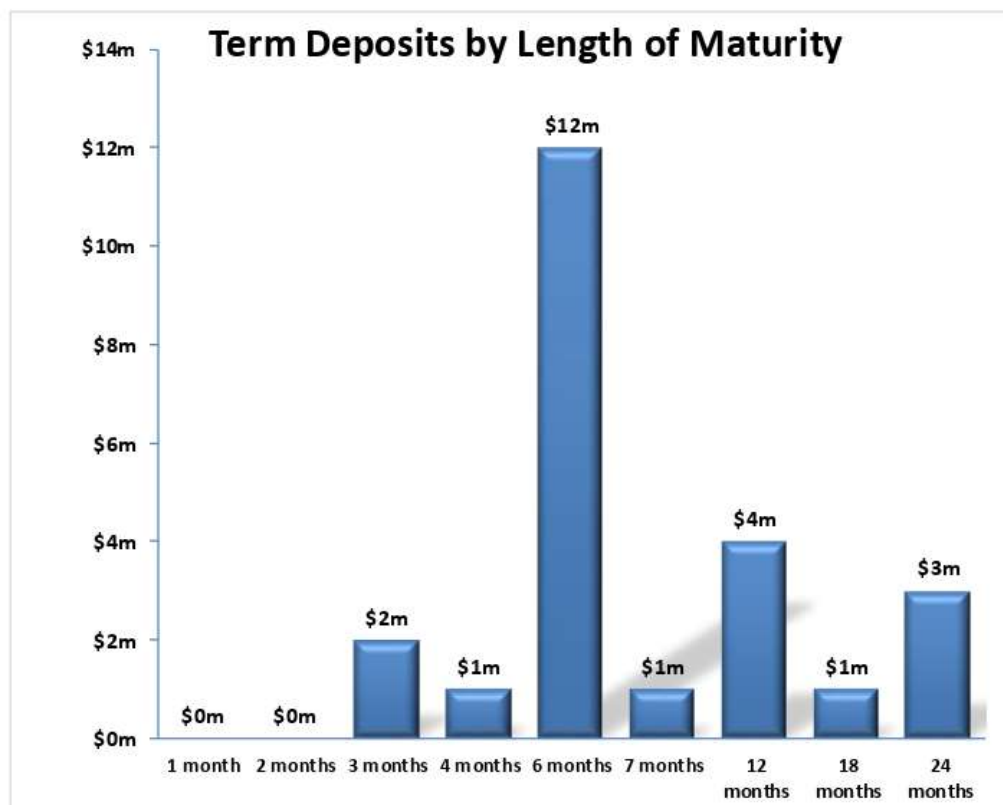
The following graph shows Council's investment portfolio by investment category as at 30 April 2020.



The following graph details Council's investments with no direct links to the Fossil Fuel Industry as a percentage of Council's investment portfolio as at 30 April 2020.



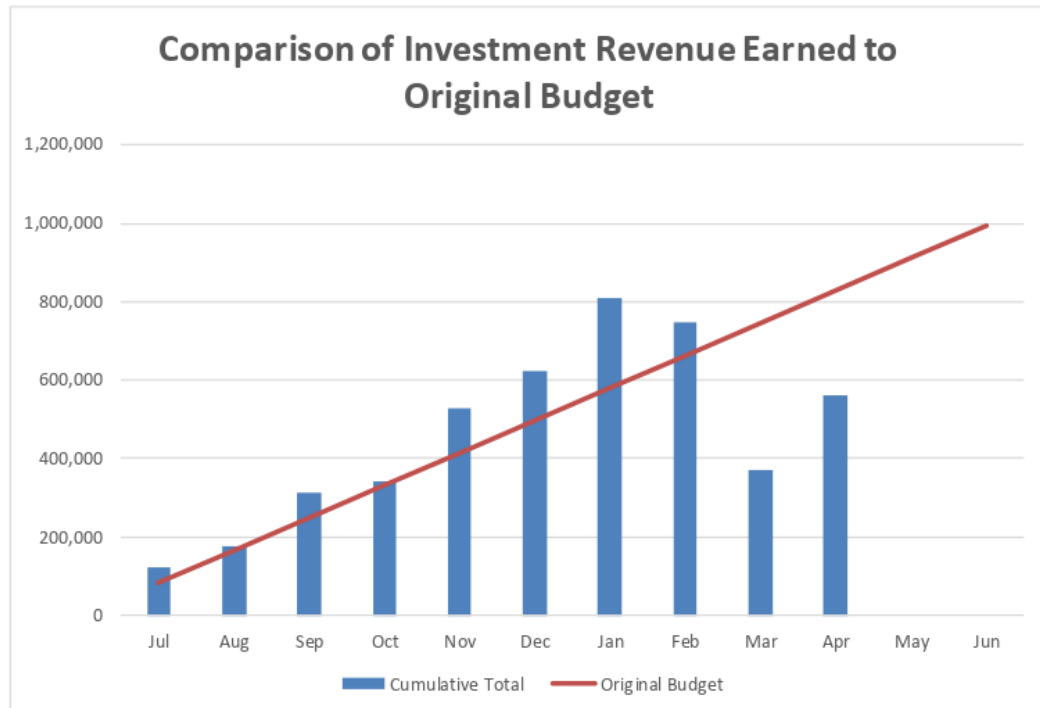
The following graph shows the length of time of Council's term deposit maturities as at 30 April 2020.



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 30 APRIL 2020										
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		0.35%	N/A	3,965,000	2,957.27	8.36%
Interest on Other Bank Accounts										
						Total		3,965,000	2,984	8.36%
<u>Term Deposits</u>										
Greater Bank	Term Deposit	A2/BBB	Y	13/06/2018	12/06/2020	3.00%	N/A	1,000,000	0	2.11%
Defence Bank	Term Deposit	A2/BBB	Y	3/09/2018	3/09/2020	3.00%	N/A	1,000,000	0	2.11%
Judo Bank	Term Deposit	Unrated	Y	3/09/2019	3/09/2020	2.05%	N/A	1,000,000	0	2.11%
AMP Ltd	Term Deposit	A2/BBB+	N	2/12/2019	1/06/2020	2.10%	N/A	1,000,000	0	2.11%
Judo Bank	Term Deposit	Unrated	Y	2/12/2019	1/12/2020	2.10%	N/A	1,000,000	0	2.11%
Westpac Bank	Term Deposit	A1+/AA-	N	3/12/2019	3/06/2020	1.53%	N/A	1,000,000	0	2.11%
Australian Military Bank	Term Deposit	A2/BBB+	Y	4/12/2019	4/06/2020	1.81%	N/A	1,000,000	0	2.11%
AMP Ltd	Term Deposit	A2/BBB+	N	9/12/2019	9/06/2020	2.00%	N/A	1,000,000	0	2.11%
Judo Bank	Term Deposit	Unrated	Y	12/12/2019	11/06/2020	2.01%	N/A	1,000,000	0	2.11%
Australian Military Bank	Term Deposit	A2/BBB+	Y	16/12/2019	16/06/2020	1.70%	N/A	1,000,000	0	2.11%
Bank of Sydney	Term Deposit	Unrated	Y	20/02/2020	20/05/2020	1.90%	N/A	1,000,000	0	2.11%
AMP Ltd	Term Deposit	A2/BBB+	N	24/02/2020	24/08/2020	2.05%	N/A	1,000,000	0	2.11%
ING Direct	Term Deposit	A2/A-	N	2/03/2020	2/03/2021	1.50%	N/A	1,000,000	0	2.11%
Warwick Credit Union	Term Deposit	Unrated	Y	2/03/2020	2/09/2020	1.90%	N/A	1,000,000	0	2.11%
Bank of Sydney	Term Deposit	Unrated	Y	2/03/2020	2/06/2020	1.90%	N/A	1,000,000	0	2.11%
AMP Ltd	Term Deposit	A2/BBB+	N	4/03/2020	30/08/2021	1.80%	N/A	1,000,000	0	2.11%
MyState Bank	Term Deposit	A2/BBB	Y	3/03/2020	3/09/2020	1.65%	N/A	1,000,000	0	2.11%
Warwick Credit Union	Term Deposit	Unrated	Y	3/03/2020	3/03/2021	1.90%	N/A	1,000,000	0	2.11%
Auswide Bank	Term Deposit	A2/BBB+	Y	3/03/2020	3/03/2022	1.75%	N/A	1,000,000	0	2.11%
Bank of Sydney	Term Deposit	Unrated	Y	5/03/2020	7/09/2020	1.85%	N/A	1,000,000	0	2.11%
Macquarie Bank	Term Deposit	A1/A	N	6/03/2020	2/09/2020	1.65%	N/A	1,000,000	0	2.11%
Macquarie Bank	Term Deposit	A1/A	N	6/03/2020	24/07/2020	1.70%	N/A	1,000,000	0	2.11%
Judo Bank	Term Deposit	Unrated	Y	10/03/2020	16/10/2020	1.85%	N/A	1,000,000	0	2.11%
MyState Bank	Term Deposit	A2/BBB	Y	16/03/2020	14/09/2020	1.75%	N/A	1,000,000	0	2.11%
AMP Rebate									0	
<u>Matured Term Deposits</u>										
Nil										
						Total		24,000,000	0	50.60%
<u>NSW Treasury Corporation Hourglass Investments</u>										
Cash Facility Trust	Trust		N	Various	N/A	2.64%	9,498,282	10,201,483	26,721	21.51%
Medium Term Growth Fund	Trust		N	Various	N/A	21.48%	9,005,029	9,265,015	163,227	19.53%
						Total	18,503,311	19,466,498	189,948	41.04%
<u>Bank Accounts</u>							Total Investment Portfolio at Face Value			
							46,468,311			
							Total Investment Portfolio at Fair Value			
							47,431,498			
							Interest Revenue Received			
							192,932			
							Weighted Average Interest Rate			
							5.77%			
							Total Bank Account Portfolio			
							657,306			
							Total Portfolio			
							48,088,803			



24 April 2020

Market overview

- As the supply of oil continues to flow and demand continues to dry up, storage facilities have become scarce and increasingly costly. May futures for West Texas Intermediate plummeted into unprecedented negative price territory. That is, traders were paying to offload their oil. While Brent Crude remained positive, the price has also plunged 26.4% over the week to close at \$20.37 a barrel.
- Given Australian equities have a high exposure to the energy industry, and thus the price of oil, the ASX200 declined 4.5%. Elsewhere though, share markets have made gains over the week with the US S&P500 up 0.6% and European stocks rising 2.2% as countries look towards easing COVID-19 restrictions.
- Oil prices have also been a factor in bond markets pulling down break even inflation. US Treasury 10-year yields are down 1 basis points to 0.62% and Australian 10-year yields fell 7 basis points to 0.84%.
- Preliminary March Retail Sales data released by the Australian Bureau of Statistics has shown the sharpest rise in monthly sales at 8.2%. Hoarding behaviour led the charge with toilet paper, rice and pasta purchases doubling in the month. Other durable goods linked to lockdown measures—such as deep freezers for storage and work from home equipment—were also notably higher.

TCorp Investments – investing on behalf of clients

Below we provide commentary on returns and positioning of the TCorpIM Funds.

Asset Classes

- Global equity markets generally advanced this month as a number of countries commenced the long path to removing social restrictions and the effects of the powerful government responses take hold.
- As the immediate impact of the health crisis recedes investors are now assessing the longer term impact on economic growth and the prospects for markets.
- The immediate impact of the enforced economic shut down is leading to cash flow stresses for both corporates and households.
- This in turn will lead to a medium to longer term reduction in demand which will drive up unemployment and push down prices.

TCorp market update

Unclassified / 1 of 4



- This reduced demand then impacts the supply of goods and services from the corporate sector.
- The authorities are seeking to break this negative feedback loop through massive spending programs to support incomes and near-zero interest rates to reduce cash flow stresses and encourage new borrowing.
- As highlighted in previous notes, the markets are forward-looking and analysts are already incorporating these dynamics into their forecasts.
- The current consensus is that global developed market corporate earnings will fall sharply this year, but not to the extent experienced in the Global Financial Crisis.
- Moreover, analysts are predicting a solid rebound in earnings next year as the global economy rebounds and recovers some of this year's lost growth potential.

Managing the TCorpIM Funds

- TCorp is actively managing your funds to maintain exposures within appropriate ranges, while being mindful of increased transitions costs and reduced liquidity in some markets.
- Given the deteriorating economic situation and heightened uncertainty, markets have not moved sufficiently for TCorp to take overweight positions in any particular asset class.
- TCorp continues to monitor the evolution of market conditions and will take advantage of opportunities as they arise.

TCorp Debt – borrowing on behalf of clients

- The Reserve Bank of Australia (RBA) has continued its quantitative easing program over the past week. This has continued to restore some liquidity to the market and bid/offer spreads on our longer dated debt have continued to narrow as has the spread to Commonwealth Government Securities.
- This ongoing injection of cash into the markets has continued to see both overnight cash and one to three month loans trading well below the RBA's official 0.25% cash rate target.
- Buying continues primarily from Japan and Europe in much longer dated maturities. This places TCorp in a very strong position to complete our FY20 funding task.
- Bond markets have been relatively stable now for the past three weeks which appears to be enticing investors in general back into the market.

Our client portfolios

- Client debt portfolios remain in a strong position with the majority of their FY20 re-financing now complete. We continue to work with a small number of clients who have remaining FY20 new debt requirements.
- TCorp's liquidity remains very strong and our Come & Go facilities continue to provide for the ongoing working capital requirements of our clients.



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Important Information

The information in this Market Update is subject to change without notice. TCorp does not guarantee the accuracy, timeliness, reliability or completeness of the information and will not be liable for any errors, omissions or actions taken in reliance on this information. Investments in TCorpIM Funds are subject to investment risks, which could include delays in repayment, and loss of income and capital invested. None of TCorp, the NSW Government or any investment manager assumes any liability to an investor in connection with investments in TCorpIM Funds or guarantees the performance of the TCorpIM Funds or of any particular rate of return. The repayment of capital is not guaranteed. Investments in the TCorpIM funds are not deposits or liabilities of TCorp or of any investment manager.

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About New South Wales Treasury Corporation (TCorp)

TCorp provides best-in-class investment management, financial management, solutions and advice to the New South Wales (NSW) public sector. With A\$100 billion of funds under management, TCorp is a top five Australian investment manager and is the central borrowing authority of the state of NSW, with a balance sheet of \$95 billion. It is rated AAA by S&P and Aaa by Moody's.

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15.2 QUARTERLY BUDGET REVIEW STATEMENT FOR THE QUARTER ENDED 31 MARCH 2020

Author: Hayley Martin, Business Development Accountant

EXECUTIVE SUMMARY

This report outlines the proposed adjustments for the 2019/2020 budget for the quarter ended 31 March 2020. These adjustments exclude all previously adopted Monthly Budget Adjustments.

The proposed changes see Council's projected operating surplus from continuing operations for 2019/2020 improve from the revised budget surplus as at 28 February 2020 of \$3,101,640 to a surplus of \$4,051,377. The operating result before capital grants and contributions has improved to a projected loss of \$3,823,320. There has been a decrease in reserve funding of \$4,387,945, with a revised projected transfer to cash reserves of \$785,029. This is primarily due to the removal of \$4,650,123 in capital works projects.

Income from continuing operations has increased by \$3,285,755, with total income now projected to be \$72,384,663. This is largely due to Natural Disaster and Section 44 funding Council is expecting to receive as a result of the Busbys Flat Road and Myall Creek Rd Bushfire disasters, currently estimated to be \$1,957,558. Council was also successful with grant funding towards the Coraki Caravan Park Amenities of which \$150,000 is expected to be spent this financial year and \$77,700 in grant funded field works at Colley Park.

Expenses from continuing operations have increased by \$2,336,018 with total operating expenses now projected to be \$68,333,285. This increase is largely due to \$1,957,558 in Natural Disaster and Section 44 works from the Busbys Flat Rd and Myall Creek Bushfire Disasters as mentioned above.

Council's capital works program has been reviewed, resulting in a decrease of \$4,650,123 to a projected total of \$19,951,750. This is largely due to several projects being carried over into 2020/2021 or being transferred back to reserves as they are not required. The major reductions are in the areas of Real Estate Development (\$2,095,000), Sewerage Services (\$593,216) and Fleet Management (\$889,483).

A detailed Quarterly Budget Review Statement for the third quarter of the 2019/2020 year has been circulated separately to each Councillor. These changes are disclosed by Priority Areas on pages 2-8 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-16.

RECOMMENDATION

That Council adopt the Quarterly Budget Review Statement as at 31 March 2020 and approve the recommended variations.

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

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

BUDGET IMPLICATIONS

As detailed in the report.

COVID IMPACTS

As at 31 March 2020, Council had started experiencing fair value losses on T-Corp Investments. This has resulted in the interest revenue budget being reduced by \$235,000, with a net effect of

\$177,500 on Council's cash surplus. Subsequent to 31 March, Council adopted the Coronavirus Community and Economic Resilience Package at its Extraordinary Meeting on 7 April 2020, however the changes outlined in this report were not pre-empted in March. As such, Council will continue to monitor the budget for the remainder of the year and adjust accordingly as the impacts of COVID-19 are realised.

REPORT

The budget review for the third quarter of the 2019/2020 financial year has seen Council's operating result from continuing operations improve to a projected surplus of \$4,051,377. This is an increase of \$949,737 from the revised surplus as at 29 February 2020 of \$3,101,640. Council's projected operating result before capital grants and contributions is a loss of \$3,823,320.

Council's estimated budget result (unrestricted cash result) has decreased from \$240,304 at 29 February 2020 to \$122,219, due to a significant reduction in expected interest revenues as the economy suffers significant economic losses with ongoing impacts of COVID-19. This decrease in interest income of \$177,500 was offset slightly by \$66,166 in State Government funding of Council's increase to the Emergency Services Levy.

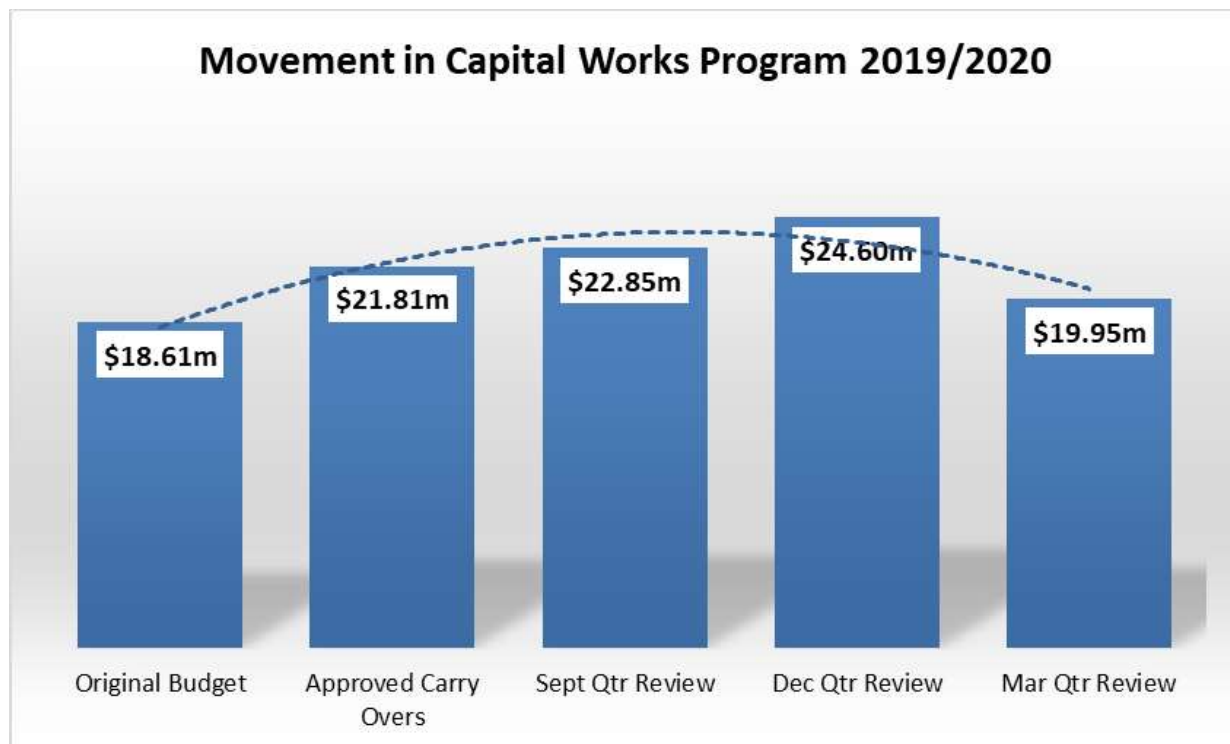
In overall cash terms, there is a decrease in the estimated funding from reserves of \$4,387,945, with an estimated transfer to reserves of \$785,029 for the 2019/2020 financial year. This decrease is predominately due a review of the capital works program resulting in a number of projects being carried forward to the 2020/2021 year.

Income from continuing operations has increased by \$3,285,755, with total income now projected to be \$72,384,663. Largely contributing to this increase is \$1,957,558 in natural disaster and Section 44 funding as a result of the fire disasters late last year. Also contributing to the increase are higher than anticipated revenues from tip fees at Council's landfills, with an increase in estimated revenues of \$334,193, along with a grant of \$120,360 towards the Food Organics & Garden Organics (FOGO) Compost Facility at Nammoona. In addition, Council received \$250,000 in Bushfire Resilience and Economic Recovery Grant Funding. All recommended changes for Council resolution of \$3,285,755 are disclosed by Priority Area on page 4 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-16.

Expenses from continuing operations have increased by \$2,336,018 to a projected total of \$68,333,285. This is largely due to \$1,957,558 in natural disaster and Section 44 funding, in line with the increase in revenue above. In addition, \$200,000 has been added to the waste management budget for waste levy charges at the Bora Ridge Landfill as a result of the landfill capping. All recommended changes for Council resolution of \$2,336,018 are disclosed by Priority Area on page 5 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-16.

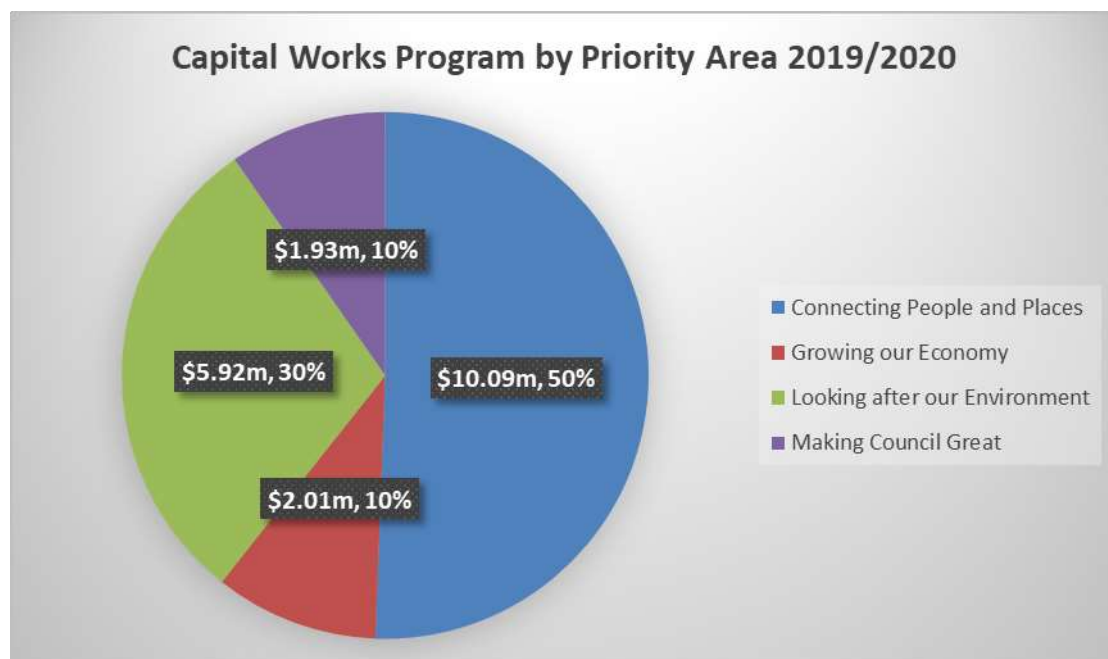
Council's capital works budget has decreased by \$4,650,123. The projected capital works program now totals \$19,951,750, with the decreases being predominantly the result of projects carrying over into the 2020/2021 year. This includes \$2 million in real estate development projects, \$526,610 in water supplies and \$212,329 in sewerage supplies capital works. In addition, the plant purchases budget has been reduced by \$889,483 due to the inability to source plant in the current climate. All recommended changes to the Capital Works Program are disclosed by Priority Area on page 6 of Council's Quarterly Budget Review Statement and detailed explanations are provided on pages 9-16.

The following graph tracks the movement in the capital works program for 2019/2020 from the original budget, after the adoption of approved carry over works and other approved monthly adjustments up to the March Quarterly Budget Review.



Council's capital works program will need to be closely monitored and further reviewed throughout the remaining quarter to ensure all projects are able to be delivered.

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



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

Quarterly Budget Review Statement for the quarter ended 31 March 2020	Revised Budget 28-Feb-20	Recommended Changes for Council Resolution	Projected Year End Result 2019/2020
Income from Continuing Operations	69,098,908	3,285,755	72,384,663
Expenses from Continuing Operations	65,997,267	2,336,018	68,333,285
Operating Result from Continuing Operations	3,101,640	949,737	4,051,377
Operating Result before Capital Income	(3,995,788)	172,468	(3,823,320)
Add: Non-Cash Expenses	18,446,841	0	18,446,841
Add: Non-Operating Funds Employed	2,176,428	(1,330,000)	846,428
Less: Capital Expenditure	24,601,873	(4,650,123)	19,951,750
Less: Loan Repayments	2,485,648	0	2,485,648
Estimated Funding Result – Surplus/(Deficit)	(3,362,612)	4,269,860	907,248
Restricted Funds – Increase/(Decrease)	(3,602,916)	4,387,945	785,029
Unrestricted Funds – Increase/(Decrease)	240,304	(118,085)	122,219

Pages 9 to 16 of the attached Quarterly Budget Review Statement contain the detailed budget variation explanations. A summary of the main contributing factors within each Priority Area is as follows:

Connecting People & Places

- Increase in operating income and expenditure for Emergency Management as a result of natural disaster and section 44 funding from the fire disasters late last year.
- Increase in capital income and expenditure for Sports Grounds, Parks & Facilities with grant funding for the Coraki Caravan Park Amenity Block of which \$150,000 is expected to be expended this year as well as grant funded field works at Colley Park for \$77,700.

Growing our Economy

- A decrease in capital expenditure for Real Estate Development with the carryover of \$2m in development projects to the 2020/2021 year.
- Increase in operating income and expenditure with Council receiving the \$250,000 Bushfire Resilience and Economic Recovery Grant of which \$170,000 will be spent this financial year on community building, business training and regional branding.

Looking after our Environment

- Increase of \$334,193 in operating income for Waste Management as a result of higher than anticipated revenues from tip fees. Also, an increase in operating expenditure of \$200,000 due to additional landfill levy being attributed to the capping of the Bora Ridge Landfill.
- Decrease in Water Supplies capital expenditure of \$593,216 largely due to projects being carried over to the 2020/21 financial year

Making Council Great

- Decrease in Financial Services operating income of \$177,500 due to revised interest income as a result of the economic impacts of COVID-19.
- Decrease in capital expenditure of \$1,079,483. Council's plant replacement program was reviewed resulting in a reduction of \$889,483 in purchases, along with \$190,000 in capital works at Council's works depots carried over into 2020/2021.

CONCLUSION

As at the end of the third quarter, Council's operating result from continuing operations is a projected surplus of \$4,051,377, with a projected loss before capital grants and contributions of \$3,823,320. Council's capital works budget has decreased to \$19,951,750 and this will need to be closely monitored to ensure all projects can be delivered. Council's estimated budget result

(unrestricted cash result) has reduced to a projected surplus of \$122,219 and overall, Council's projected financial position at year end remains satisfactory.

ATTACHMENT(S)

1. **Quarterly Budget Review Statement for the quarter ended 31 March 2020 (under separate cover)**

16 TENDER REPORTS

16.1 REGPRO022021 - BULK WATER TREATMENT CHEMICALS

Author: Daniel Parker, Coordinator Purchasing and Stores

EXECUTIVE SUMMARY

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

Regional Procurement has called for a single source by council tender for the participating RTC member councils for the supply and delivery of bulk water treatment chemicals. Tenders closed at 10.00am on 24 March 2020.

The following councils participated in this tender.

- Coffs Harbour City Council
- Clarence Valley Council
- Gunnedah Shire Council
- Kempsey Shire Council
- Liverpool Plains Shire Council
- MidCoast Council
- Nambucca Valley Council
- Queanbeyan-Palerang Regional Council
- Richmond Valley Council
- Walcha Council
- Wingecarribee Shire Council

RECOMMENDATION

That

1. Council Authorise the General Manager to select a supplier(s) for each schedule of the chemicals used that provides the best value for Council for the period 1 July 2020 to 30 June 2023.
2. A provision be allowed for a 12-month extension based on satisfactory supplier performance, which may take this contract through to 30 June 2024.
3. The Common Seal of Council be affixed to any documentation where required.

DELIVERY PROGRAM LINKS

Making Council Great

CS2: Great Support

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

BUDGET IMPLICATIONS

Council's spend under the existing Bulk Water Treatment Chemical Contract (specifically for the last two years) is in excess of \$418,000.00.

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

REPORT

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

Conflict of Interest Declarations were signed by all participating evaluation panel members including a facilitator from Regional Procurement. The conflict of interest declarations is available to be viewed if required.

There were no late tenders received and all tenderers were noted as active on the Australian Securities and Investment Commission (ASIC) website.

All tenderer insurance records were checked against the tender requirements and potential non-conformities were noted in the Evaluation Matrix for the consideration by the panel. All tenderers were deemed conforming to the advertised tender requirements.

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

This tender was advertised in the following media:

- Sydney Morning Herald and Tenderlink on 3 March 2020.
- Gold Coast Bulletin, Coffs Coast Advocate, Southern Highland News and the Northern Daily Leader on 7 March 2020

There were 19 tender documents downloaded from the Tenderlink Portal and 17 tenders in total were received from the following suppliers:

BOC Limited	Calix Limited	Chemiplas Australia Pty Ltd
Chemprod Nominees Pty Ltd	Grenof Pty Ltd	Coogee QCA Pty Ltd
Consolidated Chemical Company	Fluidra Group Australia Pty Ltd	Graymont (Australia) Pty Ltd
Colonial Chemicals Australia Pty Ltd	Hardman Chemicals Pty Ltd	Hyclor Australia Pty Ltd
Ixom Operations Pty Ltd	Nowra Chemical Manufacturers	Phoenix Australia Pty Ltd
Redox Pty Ltd	SNF Australia	

Tender Evaluation

The tender evaluation was conducted on Wednesday 8 April 2020 via teleconference with the following Council staff participating:

- Vicki Thomas – Kempsey Shire
- Andrew Holt – Coffs Harbour City
- Chenxi Zeng – MidCoast (Water Services)
- David Bowland – MidCoast (Water Services)
- Richard Spain – Nambucca Valley
- Facilitator: Peter Salafia

Methodology:

The % weightings and criteria were agreed upon by all participating councils prior to the tender closing.

The evaluation result was determined by:

Tender Price @ 60%

Adding the total annual volume of each item together and multiplying that figure by the rates offered by each tenderer to determine the lowest overall price.

The lowest overall amount was awarded the full Criteria % for each Category, each subsequent total \$ value was then divided into the lowest total amount to obtain a pro-rata score.

Other Evaluation Criteria was evaluated based on the following factors:

Referees @ 10%

Reference scoring was calculated by adding the total scores obtained from the Tenderer's three nominated referees (where each is worth up to 25 points) and dividing this total by the maximum possible score of 75, then multiplying this number by the allocated matrix Weighting value.

Where a tenderer's nominated referee did not respond after 2 emails and 1 telephone call that referee was scored as zero.

Quality Assurance @ 10%

If the tenderer provided the required evidence to meet the benchmark (e.g. a current ISO certificate and QMS document contents page) the Evaluation Panel awarded full marks for that criterion.

If the tenderer provided partial evidence to meet the benchmark (e.g. provided a QMS document contents page but they are not ISO certified) a lower score was awarded subject to the evidence provided.

Ecologically Sustainable Development @ 10%

If the tenderer provided the required evidence to meet the benchmark (e.g. a current ISO certificate) the Evaluation Panel awarded full marks for that criterion.

If the tenderer provided partial evidence to meet the benchmark they were awarded a lower score subject to the evidence provided.

Customer Service @ 10%

If the tenderer provided a copy of the company's Customer Service Policy they were awarded full points for this criterion.

Where a tenderer did not have a Policy document and provided other supporting evidence of customer service principles they were awarded a lower score based on the evidence provided.

Evaluation Results

The following table represents the results obtained by Richmond Valley Council that show the supplier with the best value for council per category

SCHEDULE	PRODUCT DESCRIPTION	SUPPLIER
A (2)	Chlorine Gas 920KG Drums	IXOM
A (3)	Cylinder Rental	IXOM
B	Aluminium Sulphate (Ltrs)	OMEGA CHEMICALS
E	Sodium Hypochlorite 13%	COOGEE
F	Sodium Silicoflouride	CONSOLIDATED CHEMICALS
G (1)	Polymer (LT20)	SNF
J (1)	Dense Soda Ash 25KG bags	REDOX
K	Magnesium Hydroxide Liquid	GRENOF
O	Sodium Fluoride (GRANULAR)	REDOX

SCHEDULE	PRODUCT DESCRIPTION	SUPPLIER
P	Potassium Permanganate	REDOX
X	Powdered Activated Carbon	REDOX

Consultation

Consultation took place between Richmond Valley Council and Regional Procurement throughout the Tender process.

Options

12-month extension be available pending supplier performance

Conclusion

Council in utilising Regional Procurement has gone to market as a panel tender for the supply and delivery of Bulk Water Treatment Chemicals. There were 17 respondents to the tender. The recommendation proposed is for council to utilise the most advantageous supplier for the panel for each chemical required.

ATTACHMENT(S)

Nil

17 GENERAL BUSINESS

17.1 RICHMOND VALLEY COUNCIL LOCAL STRATEGIC PLANNING STATEMENT 2020

Author: Tony McAteer, Coordinator Planning Services

EXECUTIVE SUMMARY

Section 3.9 of the EP&A Act requires Council to have a Local Strategic Planning Statement (LSPS) and have its first endorsed by Department of Planning, Industry and Environment—Planning (DPIE) and published on the NSW Planning Portal by 1 July 2020.

The purpose for the LSPS is to outline Council's 20-year vision for land use planning in its area.

The *Draft Richmond Valley Council Local Strategic Planning Statement-2020 Vision* (Feb 2020) was publicly exhibited for a period of 33 days, with 11 written submission being received. A number of changes to the LSPS has been made and the final LSPS is presented for adoption by Council.

RECOMMENDATION

That Council:

1. Receive and note the Richmond Valley Council Local Strategic Planning Statement 2020 report.
2. Adopt the *Richmond Valley Council Local Strategic Planning Statement 2020* (May 2020).
3. Arrange for the *Richmond Valley Council Local Strategic Planning Statement 2020* (May 2020) to be published on the NSW Planning Portal prior to 1 July 2020.

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

Implementation of many actions in the LSPS will have financial implications. Most are actions that would have required implementation at some stage with respective budgetary requirements.

REPORT

As reported to the Ordinary Meeting of Council on 18 February 2020, the preparation of a LSPS is a new statutory requirement under Section 3.9 of the *Environmental Planning and Assessment Act 1979* (EP&A Act). The purpose for the LSPS is to outline Council's 20 year vision for land use planning in its area, with Section 3.9 requiring it to include:

- the basis of strategic planning in the area having regard to economic, social, and environmental matters;
- planning priorities for the area is to be consistent with the *North Coast Regional Plan 2036* (NCRP) and Council's *Richmond Valley Made 2030 Community Strategic Plan 2017* (CSP);
- actions required to achieve the planning priorities; and
- monitoring and reporting associated with the implementation of the actions.

Additional requirements of the Department of Planning, Industry and Environment—Planning (DPIE) are for the LSPS to:

- set a 20-year vision for land use in the local area;
- detail the special character and values that are proposed to be preserved;
- explain how change will be managed in the future;
- implement actions in the NCRP and Council's priorities as detailed in the CSP; and
- identify where further detailed strategic planning is needed.

Council is required to have its first LSPS endorsed by DPIE and published on the NSW Planning Portal by 1 July 2020.

At the Ordinary Meeting of Council held on 18 February 2020 it was resolved (Minute No. 180220/17) to *"endorse the Draft LSPS for public exhibition purposes; place it on public exhibition with a minimum submission period of 28 days; and further report on the Draft LSPS following completion of the exhibition period"*. This submission period closed on 30 March 2020 with a total of 11 submissions being received.

The LSPS has been amended having regard to submissions received, merging of actions having similar objectives, and the fixing of typographical errors. The 3 themes and 8 planning priorities have been retained but a number of actions have been amended, deleted, or merged resulting in there being 47 actions:

THEME 1 – OUR COMMUNITY

Planning Priority 1 - Have well planned and designed space to grow		
1.1	Prepare Local Growth Management Strategies to sustainably grow the region's population, and investigate new and innovative ways to accommodate projected population growth	Amended to refer to sustainability and investigating new and innovative ways to accommodate projected growth.
1.2	Deliver sustainable, well planned, safe, healthy and efficient housing and settlement areas through healthy urban design and hazard avoidance/management	Add 'healthy' to describe the urban design.
1.3	Monitor the supply and demand for housing and zoned urban land to gauge how Council is tracking against projected future demand	Included a purpose to the monitoring.
1.4	Review Council's planning scheme to encourage delivery of a diverse range of housing options (including low-medium density housing, affordable housing & Seniors Living), and improve the functionality and quality of housing delivered	Was 1.5. Amended from just "encouraging" to being a "review" of Council's planning scheme.
1.5	Deliver robust and accessible towns and communities with well planned, maintained and functional public spaces	Was 1.6. Expanded from just public spaces to include the towns and communities.
1.6	Prepare a bushfire recovery Master Plan for Rappville	-
What else changed from the Draft?		1.4 omitted – this action related to Council being an active property developer but has been removed as this is business as usual and not a strategic land use action.
Planning Priority 2 - Align development, growth and infrastructure		
2.1	Partner with the State government and developers to deliver local infrastructure in a timely manner to meet the demands of future projected growth	Expanded to a partnership arrangement with others.
2.2	Review Council's Developer Contributions Plans	Was 2.3. Council has contributions plans and these will be reviewed.

2.3	Implement the Facilities Needs Review including the reclassification of identified surplus and underutilised public lands from 'Community Land' to 'Operational Land'	Was 2.4. Reworded but fundamentally the same.
2.4	Update Council's <i>Integrated Water Cycle Management Strategy</i> (IWCM) to ensure the community is serviced with a reliable long term drinking water supply	Was 2.5. Changed to reference Council's IWCM and with investigations into water security to be added to the strategy.
2.5	Develop and implement strategies to reduce Land Use Conflict with essential infrastructure, significant extractive resources, agricultural lands, and road & rail networks	Was 2.6. Clarified the aim is reduce land use conflict. Added road and rail networks.
2.6	Endorse the State's Highway Service Centre Policy and discourage inappropriate development adjoining or intersecting with the Pacific Highway	Was 2.7. Reworded. There is no proposed Highway Service Centre in the LGA, therefore, action has been expanded to also discourage inappropriate development along the highway corridor.
2.7	Further the design and construction of the Northern Rivers Rail Trail including integrating it with the cycleway/pedestrian network	Was 2.9. Expanded to incorporate the trail into the cycleway and pedestrian networks.
2.8	Provide a safe integrated traffic, cycle and pedestrian network	New.
2.9	Provide clean and well-maintained public recreational and sporting facilities, and outdoor spaces which are accessible and safe, as well as encouraging a healthy and active lifestyle	New. Resulting from several submissions seeking the promotion of healthy and active lifestyles but also safe outdoor infrastructure, such as provision of shade to reduce exposure to UV.
What else changed from the Draft?		Action 2.2 has been incorporated into 2.1 and is partially covered by what is now action 2.2. 2.8 omitted. Outcomes from the Rappville Bushfire Recovery Master Plan have not been finalised and this action may be premature.
Planning Priority 3 – Improve the delivery of planning services		
3.1	Integrate the Community Participation Plan (CPP) into the Richmond Valley Council Community Engagement Strategy to have a single protocol for Council's engagement with the community	Action changed to focus towards having a single Community Engagement Strategy that includes provisions from the CPP.
3.2	Continuously improve the efficiency and effective delivery of Council planning services, especially through its Development Concierge Service and delivery of fact sheets	Minor rewording.
3.3	Develop engagement protocols in collaboration with the Aboriginal community to ensure appropriate engagement is done with knowledge holders during planning processes	New The need for a protocol was identified in the narrative but not identified as an action. Wording is similar to that of Direction 16.1 in the NCRP and recommendations of the Biodiversity and Conservation Division of DPIE.

3.4	Implement ePlanning services to streamline the Development assessment system and offer the community an on-line application lodgement option	Action changed to reflect a recent DPIE mandate for ePlanning application lodgements from 1/7/2021.
3.5	Establish an on-line mapping system to deliver digital geographic information to the community	Minor rewording.
What else changed from the Draft?		Mis-numbering of actions meant there was no 3.3 in the Draft.

THEME 2 – OUR ENVIRONMENT

Planning Priority 4 – Look after our environment

4.1	Work collaboratively in partnership with the community, State and local governments to improve the health of the Richmond Valley environment	Merged from actions 4.1 & 4.2 in the Draft.
4.2	Participate in the preparation of a new Richmond River Catchment Management Program (CMP) and the Richmond River Governance and Funding Framework	Was 4.3.
4.3	Prepare a Catchment Management Program (CMP) for the Evans River and Evans Coastline	Was 4.4.
4.4	Engage with the State government to have environmental protection zones from the Richmond Valley Local Environmental Plan 2012 included on the <i>Biodiversity Conservation Act 2016</i> Biodiversity Values Map	Was 4.5. This action will focus on having E Zones added to the BC Act's Biodiversity Values Map to protect them from clearing which is the intent of this priority. There is limited support for the introduction of a TPO. It is also noted that TPO's can create tensions in neighbourhoods.
4.5	Review the Richmond Valley Local Environmental Plan 2012 Environmental Overlay Maps and provisions to ensure they are current, and effective given new legislation such as the <i>Coastal Management Act</i> and <i>Biodiversity Conservation Act</i> may have created duplicate development assessment processes	Was 4.6. Minor rewording.
What else changed from the Draft?		Action 4.1 to protect and enhance the environment has been merged with Action 4.2 (which is now Action 4.1)

Planning Priority 5 – Create resilient communities

5.1	Reduce risks to development and the environment from natural hazards, including projected effects of climate change, by identifying, avoiding and managing vulnerable areas and known hazards	-
5.2	Incorporate Climate Change considerations into Council's plans and strategies	-
5.3	Review and update bushfire hazard mapping	Was action 5.4
5.4	Review and expand on flood studies to ensure modelling is current, fit for purpose, and incorporate climate change, AR&R (2019), and significant changes to the floodplain such as construction of the Pacific Motorway	Actions 5.3 & 5.5 have been merged together
What else changed from the Draft?		Action 5.6 has been omitted. It aimed to incorporate adaptation to climate change into the DCP, but is a duplicate of Action 5.2 and overlaps with Action 5.4

Planning Priority 6 – Celebrate our heritage		
6.1	Ensure Aboriginal objects and places are protected, managed and respected in accordance with legislative requirements and the wishes of Aboriginal communities	Action reworded to be closer to that in the NCRP.
6.2	Collaborate with local Aboriginal communities to undertake a Local Aboriginal Heritage Study, and adopt appropriate measures from the study into planning strategies and local plans to protect Aboriginal heritage	Minor rewording.
6.3	Promote heritage through a range of educational and incentives schemes – including Heritage Advisory services, Local Heritage Grants, Main Street Studies, promotion of Casino's Art Deco architecture	-
6.4	Prepare a study of Casino's CBD Heritage Conservation Area, and promote the town's Art Deco architecture	Changes to reflect this review of heritage fabric in the Casino CBD, which isn't strictly a "Main Street Study".
6.5	Maintain a register of Heritage listed items within the LGA and regularly review listings under the <i>Richmond Valley Local Environmental Plan 2012</i> and the information delivered to the community via the Heritage NSW Webapp	Reworded, but includes keeping up-to-date records of listing in the Webapp.
6.6	Encourage the active use of heritage items and support compatible adaptive reuse	-
What else changed from the Draft?		Action 6.5 omitted, which references consideration of the ICOMOS Charter and Heritage NSW manual when assessing heritage significance. These are the guides to assessing heritage significance, therefore, this was a direction rather than action.

THEME 3 – OUR ECONOMY

Planning Priority 7 - Protect productive agriculture land & significant resources		
7.1	Ensure Council's planning provisions accommodate the changing needs for agriculture, manufacturing and emerging agribusiness & agritourism opportunities	-
7.2	Work with DPIE-Agriculture to map and protect significant agricultural farmland from inappropriate and conflicting land uses, and fragmentation	-
7.3	Avoid creating land use conflict which could impact upon the future viability of productive rural lands, including significant farmland, and significant mineral & extractive resources	Was 7.4. Minor rewording.
7.4	Partner with the State government to support the local agricultural sector and associated value-adding food processing/production industries	New. Aims to support and develop agriculture and manufacturing sectors which are vital to the LGA's economy.
What else changed from the Draft?		Action 7.3 omitted. It aimed to protect agricultural clusters from land use conflict. This issue a duplicate of Actions 2.5 and 7.2 & the new 7.3.
Planning Priority 8 – Diversify the range of services and employment options		
8.1	Undertake an LEP Health Check, including a review of Land Use permissibility's, to support the growth of a diverse regional economy and to facilitate new economic activity	Minor rewording.
8.2	Prepare a Local Growth Management Strategy for future commercial and industrial areas, including opportunities to capitalise on freight and logistics transport routes in the area	-

8.3	Investigate options for mixed land uses (including residential accommodation) in the Business Zones	-
8.4	Investigate opportunities to expand nature-based, adventure and cultural tourism places and enhanced visitor experiences	New.
8.5	Encourage the establishment of new manufacturing and rural industries to support local processing of primary products and to diversify the employment market	Was 8.6.
8.6	Implement Council's <i>Imagine-2020 and beyond-Supporting progress in the Mid Richmond Plan</i> as a Pacific Highway bypass management strategy aimed at stimulating tourism and business interests in Mid Richmond localities	Was 8.7. Action reworded to reflect that Council already has a post Pacific Highway bypass strategy for the Mid-Richmond.
8.7	Partner with the State government to grow agricultural and freight links along the Pacific Highway, Summerland Way, Bruxner Highway, and North Coast Railway, including an intermodal freight facility at Casino	New. Narrative spoke of the LGA being strategically positioned at the cross-roads of several transport corridors. Action aims to promote these important agricultural and freight links.
8.8	Partner with key stakeholders to deliver new and diversified employment opportunities, and employment lands	New. Other actions are aimed at growing the economy, providing for mixed land uses, or identifying employment lands. This action relates to partnering with key stakeholders and was seen as being an important addition to diversify employment options.
What else changed from the Draft?		Action 8.4 omitted. It aimed to provide for mixed land uses while preventing encroachment of sensitive receivers. This is a duplicate of other actions aimed at minimising land use conflict, and those seeking diversified employment.

CONSULTATION

The Draft LSPS was publicly exhibited in accordance with Council's Community Participation Plan and provisions of the EP&A Act. This included publishing a notice in the Richmond River Express Examiner on Wednesday, 26 February 2020, and on Council's website plus at each of Council's Customer Service Centres. A hardcopy version of the Draft LSPS was available to be viewed at each Customer Service Centre, and digitally on Council's website, during the submission period that ended on Monday, 30 March 2020.

The Draft LSPS was referred to the DPIE for its review, and it in-turn widely distributed the document to a range of Government Agencies.

Council received 11 written submissions (1 community, 2 NGO, and 8 NSW government agencies).

A summary of submissions is attached to this report.

CONCLUSION

All NSW councils are required to prepare Local Strategic Planning Statements pursuant to Section 3.9 of the EP&A Act, with regional Councils to have their statements endorsed by the DPIE and published on the NSW Planning Portal by 1 July 2020.

The *Draft Richmond Valley Council Local Strategic Planning Statement-2020 Vision* (Feb 2020) was publicly exhibited for a period of 33 days, with 11 written submission being received. A

number of changes to the LSPS has been made and the final LSPS is presented for adoption by Council.

ATTACHMENT(S)

1. **Richmond Valley Local Strategic Planning Statement-2020 Vision (May 2020) (under separate cover)**
2. **Draft LSPS Submission Summary (May 2020) (under separate cover)**

17.2 COMMUNITY PARTICIPATION PLAN - PROPOSED AMENDMENTS

Author: Tony McAteer, Coordinator Planning Services

EXECUTIVE SUMMARY

A review of the Community Participation Plan (CPP) to address several issues raised with its operation has been completed. This report also outlines recent changes to the *Environmental Planning and Assessment Regulation 2000* (EP&A Reg) and the removal of newspaper advertising for a wide range of development application and strategic planning matters.

The report proposes that a Draft CPP Amendment should be prepared to:

1. Remove newspaper advertising requirements, in lieu of online notices, so the CPP is consistent with recent amendments to the EP&A Reg; and
2. The insertion of Manager discretion to waive community engagement for minor development matters.

RECOMMENDATION

That:

1. The Community Participation Plan – Proposed Amendments report be received and noted;
2. Council staff prepare a Draft Richmond Valley Council Community Participation Plan Amendment to:
 - (a) Remove newspaper advertising requirements, to be replaced by online notices; and
 - (b) The insertion of Manager discretion to waive community engagement for minor development matters.
3. The Draft Richmond Valley Council Community Participation Plan Amendment be publicly exhibited for a minimum submission period of 28 days; and
4. The matter be reported to Council for a determination following cessation of the exhibition period.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP3: Working Together

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

BUDGET IMPLICATIONS

Proposed changes to the CPP will reduce development cost by omitting the need to advertise in the newspaper.

REPORT

The *Richmond Valley Council Community Participation Plan* (CPP) commenced on 1 December 2019. The function of the CPP is to provide certainty to the community on what, when, how, and for how long Council will engage the community on certain land use planning matters (including Development Applications and strategic planning documents). In basic terms, the CPP provides for:

- notifications—the sending of correspondence to adjoining and other affected property owners; and

- advertising—the publication of a notice in a local newspaper, and which may include a notice on Council's website.

In both instances the application or document would be available in hard copy for viewing at Council's Customer Service Centres, and for larger development and strategic planning documents they would be available to be viewed on Council's website.

The CPP has been in operation for five months and a couple of matters have arisen that are to be addressed in this report. These matters relate to statutory responses to COVID-19 and changing the way planning matters are exhibited and advertised; concerns with the inflexibility in the CPP to waive advertising and/or notification for minor developments or modifications; and concerns the CPP has introduced additional advertising costs to development.

Advertising of Development

Where the CPP requires a planning matter to be advertised this includes publishing a notice in a local newspaper. Clause 252 of the *Environmental Planning and Assessment Regulation 2000* (EP&A Reg) prescribes the maximum fees for advertising are: \$2,220 for designated development; and \$1,105 for other classes of development application. Council's revenue policy has adopted the maximum prescribed fees, and these were not changed by the CPP.

Advertising is charged on a cost recovery basis and any unspent part of the prescribed fee (minus an administration charge of \$150 to cover the notification component) can be refunded to the Applicant after determination. Advertising of development applications in the local newspaper generally costs Council between \$800-\$900 however there have been instances where notices have cost \$1,500. In the case of designated development there was a requirement for them to be advertised twice, thus the higher fee. Recent changes to the EP&A Reg have replaced the need to advertise some development types in a newspaper, being substituted with on-line notification. There is more discussion on these amendments under the heading COVID-19 in this report.

The CPP did not increase advertising costs, however it did review the advertising/notification standards for development types which resulted in several changes. One of the more significant changes pertained to Residential Accommodation which requires applications to be advertised and notified for 14 days if there are 3 to 19 dwellings on the land. A typographical error in the drafting of DCP 2015 had previously omitted the requirement to notify Residential Accommodation. During the review of the CPP, a survey of other council CPPs was undertaken and found they all notify and advertise multi-dwelling housing (3 or more dwellings on the same land), however, Clarence Valley Council only advertise 4 or more dwellings on the land, and for Parkes Council it is 5 or more dwellings.

It was going to be recommended that the CPP be amended to increase the standard from 3–19 dwellings, to 5–19 dwellings, but this change is no longer required since advertising in newspaper requirements have been removed.

Manager's discretion to waive the need to engage on Minor development

The CPP includes some engagement discretion for minor development where it is likely the development will have minimal impact on adjoining properties, but no such discretion exists for minor modifications.

Recently Council received a DA Modification application which involved a minor change to the location of a window in a rural dwelling-house, where the nearest neighbour was distant to the proposal. The CPP requires modifications to be neighbour notified for 14 days where the original application had been notified or advertised. In this case, the proposed modification would have had minimal to no impact on the adjoining neighbour from a privacy, over-shadowing, or visual amenity perspective.

It is proposed to amend the CPP to include Manager discretion to waive the need to engage on minor development (where such discretion is missing) and on minor development modifications.

COVID-19 and removing the need to advertise in newspapers

In response to the closure of some local newspapers and to assist Councils to reduce their costs, amendments were made to the *Local Government (General) Regulation 2005* (the LG Reg) and

the *Environmental Planning and Assessment Regulation 2000* (the EP&A Reg), commencing on 17 April 2020. These amendments remove requirements for advertising certain matters in newspapers, with such published notices to appear on Council's website or on the Planning Portal (as required). These amendments are not temporary and will continue to apply after the COVID-19 pandemic passes. An Office of Local Government circular advises the amendments:

- will alleviate red tape burden on councils and will reduce their costs by removing remaining Regulation requirements for notices to be published in newspapers, and
- will instead require councils to publish notices on their websites (or on the Planning Portal as the case may be) and in such other manner that they consider necessary to bring it to the notice of the local community or other interested persons.

In terms of the EP&A Reg, the amendments remove the need to advertise the following matters in a newspaper:

- a) draft and approved development control plans and the amendment or repeal of development control plans,
- b) draft and approved contributions plans and the amendment or repeal of contributions plans,
- c) development applications and applications for modifications of development consents for designated development, State significant development, nominated integrated development, threatened species development and Class 1 aquaculture development,
- d) notice of the granting of a development consent or the issue of a complying development certificate,
- e) environmental impact statements and related environmental assessment requirements, and
- f) draft and adopted development plans and the amendment of development plans (in relation to paper subdivisions).

Unfortunately, there has been some confusion around whether these amendments apply to local development. The Office of Local Government COVID-19 Update (issued 21 April 2020) specifically identifies the changes do apply to local development, but no specific provisions in the Regulation or the amendments can be found that reference a change to local development. The Policy Branch of the Department of Planning, Industry and Environment were consulted on this confusion. Initially it indicated that the changes apply to local development via clause 77 despite this Division being headed "*Public participation—designated development, State significant development, nominated integrated development, threatened species development and Class 1 aquaculture development*". This advice was later retracted, but it was pointed out there are no longer provisions in the Regulation that require local development to be advertised in newspapers, therefore, the requirement rests within each Council CPP.

It is proposed to amend the CPP to remove requirements to advertise in a newspaper, so there is consistency with the EP&A Reg.

These amendments will provide considerable cost saving to Applicants as the \$1,105 advertising fee will be removed as a development cost.

Residential accommodation and advertising for 3 or more dwellings

The CPP provides for single dwelling-houses, dual occupancies, secondary dwellings and the like (where there will be no more than 2 dwellings on the land) to be neighbour notified for 14 days, unless they are higher than 2 storeys. Multi-dwelling housing (including residential flats and the like) which will result in 3 to 19 dwellings on the land are required to be notified and advertised for 14 days, and where such development results in 20+ dwellings the exhibition period increases to 28 days.

A small survey found Council's CPP to be consistent with other council CPPs, albeit that Clarence Valley Council only advertises where there are 4 or more dwellings on the land, and Parkes Council when there are 5 or more dwellings.

It was planned to review the CPP and adopt an advertising standard consistent with either the Clarence Valley or Parkes CPP (ie. 4+ or 5+ dwellings). However, the recent removal of advertising in newspapers means this change is no longer required.

CONSULTATION

A Draft CPP Amendment would be publicly exhibited in accordance with the requirements of the CPP and the EP&A Regulation, which provides for a minimum submission period of 28 days.

CONCLUSION

Council's CPP has been reviewed after being in force for 5 months. The report outlines recent changes to public advertising as well as addressing several issues that have arisen. The report proposes that a Draft CPP Amendment be prepared to:

1. remove the need to advertise in a newspaper, so it is consistent with recent amendments to the EP&A Reg. In this case the CPP will require a published notice, and a digital copy of the application, to appear online. (Note. hard copies of documents are not required to be exhibited during the COVID-19 crisis).
2. insert Manager discretion to enable a waiving of engagement requirements for certain application types where:
 - a. the application is for minor work or a minor modification, and
 - b. in the opinion of the Manager it is unlikely the proposal will result in an increased impact to adjoining properties, their owners or residents.

This Draft CPP Amendment will be publicly exhibited for a minimum submission period of 28 days before being further reported to Council for adoption.

ATTACHMENT(S)

Nil

18 MATTERS FOR INFORMATION**RECOMMENDATION**

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

18.1 COMMUNITY FINANCIAL ASSISTANCE PROGRAM ROUND TWO 2019/2020

Author: Vaughan Macdonald, General Manager

RECOMMENDATION

That Council receive and note the allocation under the Community Financial Assistance Program 2019/2020 Round Two.

REPORT

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

Council has allocated \$75,000 in the 2019/2020 budget for financial assistance. The policy provides for two approximately equal funding rounds, allowing for \$38,849.45 to be allocated in this second round. The second round of funding was advertised in March 2020 and Council received 30 applications.

All applications received have been reviewed in accordance with the policy. Of the 30 applications 14 are able to be partially or fully funded.

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

A Councillor Workshop was held on 5 May 2020, applications were assessed and feedback from Councillors considered, with the General Manager approving, under delegation, the allocation of funds as indicated in the following tables.

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

Organisation	Requested allocation	Proposed Use	Amount allocated
Bentley Community Preschool	\$2,840.00	Insulate Hall preschool room to support air- conditioning for children and staff.	\$2,840.00
Broadwater Koala Reserve Trust	\$1,000.00	Build and install 10 nesting boxes and 10 native bee hotels to support local fauna.	\$1,000.00
Casino Art Group	\$4,163.00	Repair floor & walls, and install panels on internal walls to facilitate hanging of art.	\$4,163.00
Casino District Cricket Association Inc	\$4,765.00	Replace tarp style cricket cover.	\$3,465.00
Casino Netball Association Incorporated	\$3,210.50	Install a new roller door and crime safe security grate for canteen window.	\$3,210.50

Organisation	Requested allocation	Proposed Use	Amount allocated
Casino RSM Club Ltd T/A Casino Open Edible Garden	\$1,250.00	Plant edible fruit trees, and purchase garden shed and hand tools.	\$1,250.00
Casino RSM Youth Club	\$1,900.00	Purchase new canvas mat for boxing ring (25x25 foot floor with 25mm apart eyelet).	\$1,833.68
Casino Vision Impaired Local Client Support Group	\$780.40	Purchase A3 printer and laminator to print materials for vision impaired clients.	\$780.40
Casino's Own Wireless Association Incorporated	\$4,626.00	Purchase IT equipment to establish a second studio with computer music library.	\$4,626.00
Country Women's Association NSW T/A Coraki CWA Preschool	\$5,000.00	Update old kitchen appliances with child-friendly appliances in the preschool kitchen.	\$5,000.00
Evans Head Recreation Hall Committee	\$3,500.00	Purchase block out curtains for the hall for use with new projector.	\$3,500.00
Fairy Hill Hall Committee	\$4,950.00	Upgrade hall wiring and install new LED lighting, switches and ceiling fans.	\$4,950.00
Scouts Australia NSW Branch 2nd Casino Scout Group	\$1,409.00	Purchase storage cases & tables for camps and PFDs for canoeing.	\$1,191.00
Woodburn Amateur Boxing Club Inc	\$770.00	Finish painting the remaining gable, eve, and fascia, as well as two doors.	\$770.00
		TOTAL	\$38,579.58

This round of funding was heavily over-subscribed, and as such, the following applications have not been allocated funding in this round. Applicants will be advised of the outcome and offered feedback on their application and assistance to secure future funding or alternative solutions to address their needs.

Organisation	Requested allocation	Proposed Use
Broadwater Rileys Hill Community Centre	\$750.00	Install external antenna and set-up donated Smart TV in Hall.
Casino Historical Society Inc.	\$3,500.00	Replace old kitchen cupboards, sink and plumbing.
Casino Poultry Club Inc.	\$3,000.00	Paint all existing poultry pens, build 64 extra pens & stands and purchase more drinkers.
Clovass McKees Hill Soldiers Memorial and Community Hall Inc.	\$4,000.00	Upgrade electrical mains, install new power outlets and replace outdated exit lights.
Coraki Golf Club	\$5,000.00	Install 5 poles with security flood lighting around club house and cart sheds.
Country Women's Association of NSW / CWA Coraki Branch	\$5,000.00	Install new kitchen cabinets, bench top, sink and hot water system.

Organisation	Requested allocation	Proposed Use
Ellangowan Public Hall	\$5,000.00	Sand and seal hall floor and replace unstable stairs and landing at the front entry.
Evans Head District Cricket Club Inc	\$2,000.00	Restore turf wicket at Stan Payne Oval; low spots are unplayable during rain.
Evans Head Mens Shed Inc	\$2,500.00	Install small kitchen to cater for volunteers & community events.
Evans River Community School	\$5,000.00	Beautify 12m X 1.8m brick wall with mural incorporating the school's house icons.
Mid Richmond Neighbourhood Centre	\$5,000.00	Build a natural playground.
Northern Rivers Military Museum	\$4,500.00	Raise library floor level in line with rest of museum flooring, thereby reducing trip hazards.
Pacific Coast Railway Society Inc T/A Casino Miniature Railway & Museum	\$5,000.00	Construct a covered outdoor entertainment area to protect visitors from weather.
Richmond Valley Volunteer Health Transport Incorporated	\$1,151.00	Purchase new fridge and urn to cater for volunteers, clients and drivers.
Woodview Piora Community Hall Association	\$5,000.00	Replace kitchen cabinets and benchtops ensuring health standards are met.
Young Farmers Connect Inc	\$5,000.00	Extending network to Richmond Valley; field days and activities for young farmers to connect.

ATTACHMENT(S)**Nil**

18.2 REVIEW OF INTERNAL REPORTING (PUBLIC INTEREST DISCLOSURES) POLICY

Author: Kate Alder-Conn, Governance Officer

EXECUTIVE SUMMARY

As part of Council's ongoing policy review process, a review has been undertaken of Council's Internal Reporting Policy. The policy has been updated and renamed as the Internal Reporting (Public Interest Disclosures) Policy.

RECOMMENDATION

That Council receive and note the Internal Reporting (Public Interest Disclosures) Policy.

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

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

BUDGET IMPLICATIONS

Nil.

REPORT

A review of Council Policy 1.09 Internal Reporting has been undertaken. The review included a change of title, together with an update to the document formatting. The amended policy is now known as Council Policy 1.09 Internal Reporting (Public Interest Disclosure).

Changes to the policy include:

- Update position titles and reporting hierarchy to align with the current organisational structure;
- Update internal policy and procedure document titles (as required);
- Update of review period, being at the time of any relevant legislative changes, compliance requirements or at least every four years; and
- Inclusion of the References section.

CONSULTATION

Nil.

CONCLUSION

In order to comply with Council's ongoing policy review process, the Internal Reporting (Public Interest Disclosures) Policy has been reviewed.

ATTACHMENT(S)

1. Draft Internal Reporting (Public Interest Disclosures) Policy (under separate cover)

18.3 ROYAL COMMISSION INTO NATIONAL NATURAL DISASTER ARRANGEMENTS

Author: Kelly Moroney, Recovery Manager

RECOMMENDATION

That Council receive and note the submission to the Royal Commission into Natural Disaster Arrangements.

REPORT

The Royal Commission into Natural Disaster Arrangements was established on 20 February 2020 in response to the extreme bushfire season of 2019-2020. The commission will examine coordination, preparedness for, response to and recovery from disasters as well as improving resilience and adapting to changing climatic conditions and mitigating the impact of disasters. The inquiry will also consider the legal framework for Commonwealth involvement in responding to natural emergencies.

The Royal Commission engaged with the community by holding community forums and inviting submissions from individuals, community groups and the broader community. A community forum was held in Casino on Thursday 12 March 2020 at the Casino Golf Club with the commissioners meeting with community members and the Mayor and General Manager also attending as Council representatives.

Council lodged an online submission to the Royal Commission reflecting on the fire event and in providing feedback to the Royal Commission the following areas have been identified as needing improvement:

- ***Telecommunications infrastructure***

Within the fire impacted area, telecommunications both mobile and internet is limited, or non-existent, local state and federal agencies were unable to communicate effectively as the majority of the area is a communications blackspot with no NBN installed. Whilst Optus has limited coverage Telstra is non-existent. One example being the Rappville village, when agencies were onsite providing services to fire impacted residents they were not able to communicate with their agency counterparts or seek further advice from outside of the village.

- ***Hazard reduction burns were insufficient***

Land management practices in National Parks, State Forests, Crown Land and on private properties must improve to reduce fuel loads in order to prevent another fire of this magnitude. A number of landholders neighbouring state land have voiced their dissatisfaction that their warnings about fuel loads increasing went unactioned.

- ***Improvements to the Fires Near Me App***

Dependent on telecommunications being available if communications were available within the area then people would have been able to access more information, the app itself can be improved with further information such as wind speed and direction information to assist the community contacting other people for such information.

- ***Mobilise the Defence Force earlier***

The Defence Force personnel tasked to the Richmond Valley area were productive and we would like to recognise the important role the Defence Force played, however mobilizing the defence force earlier to assist the fire impacted community and ensuring that adequate equipment is provided for the number of defence personnel tasked to an area, Council and the local RFS provided equipment such as 4wd vehicles and chainsaws as there was not enough equipment provided for the number of defence force personnel tasked to the LGA.

- ***Make Clean up assistance available to everyone immediately***

While we appreciate our LGA was one of the first heavily impacted, the changes in the procedure and messaging in relation to the clean up on impacted properties was frustrating for an already devastated community.

Council staff trying to alleviate the community's concerns and expectations and also stay up to date with the constant change in the messaging was difficult, it took a number of weeks for any messaging or assistance being offered. In the first instance the messaging was that properties that were not insured and the owners were low income earners would receive a clean-up and other properties impacted by fire would receive no assistance. This created a divide in the community and people questioning why they have insurance if people who don't receive a fully funded clean-up, a number of residents were underinsured and their houses were subject to asbestos clean-up costs therefore leaving insufficient funds to attempt to rebuild.

- ***Recovery Plan action***

The impacts of the recent devastating bushfire season have been felt across the whole of the LGA not only within the burn scar itself, extended families, friends, schools, charities and businesses that are located within the region have felt the shock on a personal and financial level. A local government led recovery aided by the benefits of its strong local stakeholder engagement processes is best placed to lead the community in its recovery needs funding from state and federal governments is required as the resource burden will be felt by local government for a number of years.

Council within its recovery phase created a revitalisation plan analysing the impact of the bushfire disaster and identifying recovery actions that are needed to initiate projects that would rebuild stronger resilient communities, the three lines of recovery identified are economic, community and social and, infrastructure and environment. Decision making on these projects at a state and federal level is required to enact the necessary phases of recovery and rebuild the community. Our plan provides a framework and opportunities to ensure the recovery is timely and effective if it is not supported then recovery efforts will be hampered.

ATTACHMENT(S)

1. Richmond Valley Council Bushfire Royal Commission Submission

Richmond Valley Council Bushfire Royal Commission Submission

Australia has faced one of the most devastating fire seasons on record and Richmond Valley Council welcomes the chance of being able to lodge a submission to the Royal Commission to discuss the impacts on its local government area.

48% of the Richmond Valley area totaling 142,000 hectares has been heavily impacted by bushfire in late 2019, our council area experienced two large fire events firstly the Busby Flat fire in October and the Myall Ck fire in November, a total of 62 residences, 165 outbuildings, a community hall, a sawmill and a tea tree distillery were destroyed with many other buildings partially damaged. The Busby flat fire in October devastated the town of Rappville and its surrounding rural area with a third of its residences and its community hall destroyed, the town is known in the valley as the timber heartland and sadly a large softwood sawmilling operation employing 30 local people was destroyed a further blow to the timber industry is the devastation of the surrounding forestry plantations with only small pockets of timber available to be salvaged for woodchip. The surrounding grazing lands which were impacted by the longest drought in living memory were now impacted by fire leaving farmers desperately trying to secure fodder for their surviving livestock. The Myall creek fire in November was unable to be controlled for 2 months despite countless efforts from several agencies burning through national parks, state forest and private land, a rain event assisted in this fire being extinguished.

Council worked with many agencies during the months the fire remained active and continues to work with many local state and federal agencies in the recovery phase. A large number of council staff were involved in the response assisting the agencies with support at all levels providing labour, council vehicles and equipment, from manning road closures to providing admin and executive support.

Reflecting on the fire event and in providing feedback to the royal commission the following areas have been identified as needing improvement -

Telecommunications infrastructure - Within the fire impacted area telecommunications both mobile and internet is limited or non-existent, local state and federal agencies were unable to communicate effectively as the majority of the area is a communications blackspot with no NBN installed. Whilst Optus has limited coverage Telstra is non-existent, one example being the Rappville village, when agencies were onsite providing services to fire impacted residents they were not able to communicate with their agency counterparts or seek further advice from outside of the village.

Hazard reduction burns were insufficient - Land management practices in National Parks, State Forests, Crown Land and on private properties must improve to reduce fuel loads in order to prevent another fire of this magnitude. A number of landholders neighbouring state land have voiced their dissatisfaction that their warnings about fuel loads increasing went unactioned.

Improvements to the Fires Near Me App – Dependent on telecommunications being available if communications were available within the area then people would have been able to access more information, the app itself can be improved with further information such as wind speed and direction information to assist the community contacting other people for such information.

Mobilise the Defence force earlier – The defence force personnel tasked to the Richmond Valley area were productive and we would like to recognize the important role defence played, however mobilizing the defence force earlier to assist the fire impacted community and ensuring that adequate equipment is provided for the number of defence personnel tasked to an area, Council and the local RFS provided equipment such as 4wd vehicles and chainsaws as there was not enough equipment provided for the number of defence force personnel tasked to the LGA.

Make Clean up assistance available to everyone immediately – Whilst we appreciate our LGA was one of the first heavily impacted the changes in the procedure and messaging in relation to the clean up on impacted properties was frustrating for an already devastated community. Council staff trying to alleviate the communities concerns and expectations and also stay up to date with the constant change in the messaging was difficult, it took a number of weeks for any messaging or assistance being offered and in the first instance the messaging was that properties that were not insured and the owners were low income earners would receive a clean-up and other properties impacted by fire would receive no assistance, this created a divide in the community and people questioning why they have insurance if people who don't receive a fully funded clean-up, a number of residents were underinsured and their houses were subject to asbestos clean up costs therefore leaving insufficient funds to attempt to rebuild.

Recovery Plan action – The impacts of the recent devastating bushfire season have been felt across the whole of the LGA not only within the burn scar itself, extended families, friends, schools, charities and businesses that are located within the region have felt the shock on a personal and financial level. A local government led recovery aided by the benefits of its strong local stakeholder engagement processes is best placed to lead the community in its recovery needs funding from state and federal governments is required as the resource burden will be felt by local government for a number of years.

Council within its recovery phase created a revitalisation plan analyzing the impact of the bushfire disaster and identifying recovery actions that are needed to initiate projects that would rebuild stronger resilient communities, the three lines of recovery identified are economic, community and social and infrastructure and environment. Decision making on these projects at a state and federal level is required to enact the necessary phases of recovery and rebuild the community. Our plan provides a framework and opportunities to ensure the recovery is timely and effective if it is not supported then recovery efforts will be hampered.

Conclusion -The devastating fires of 2019 and 2020 are unprecedented and the recovery of impacted communities will be long and arduous the need for all levels of government to review their actions within the response phase of the disaster is supported to assist the royal commission in recommendations for the management of future bush fire seasons.

With increasing climate variation, extended bushfire seasons and large scale fire events, council expects that it will need to focus more heavily on preparing, responding to and supporting recovery for future events. This places a substantial burden on council resources and the current level of financial support required for emergency services – both through the Emergency Services Levy and council's wide investment in emergency management and disaster recovery – is unsustainable in the longer term. All levels of government need to review the current funding models for disaster recovery funding and emergency services funding to ensure a more equitable, transparent and sustainable system.

18.4 GRANT APPLICATION INFORMATION REPORT - APRIL 2020**Author: Jono Patino, Financial Accountant****RECOMMENDATION**

That Council receive and note the Grant Application Information Report for the month of April 2020.

REPORT

This report provides information on grant applications that have been approved, grants that have been received, grant applications that were unsuccessful and grant applications submitted for the month of April 2020.

During the reporting period one grant was approved and funding was received for four grants totalling \$1,470,258. Council wasn't notified as being unsuccessful with any grant applications and four grants were applied for.

Grants that have been approved

North Coast Waste Investment Report Project	
Project ID	10361
Funding Body	Department of Regional NSW
Funding Name	N/A
Government Level	State
Project Value (exc GST)	\$140,000
Grant Funding (exc GST)	\$140,000
Council Funding (Excl GST)	\$ 0
Date Application Submitted	N/A
Date Approved	Funding agreement signed on 29 April 2020
Comment (if required)	Funding of \$200,000 was offered however the works tendered are estimated to cost \$140,000.

Grants that have had funding received

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	\$700,000 received 3 April 2020

Total Funds Received To Date	\$7,000,000 (total funding received)
Comment (if required)	N/A

Johnston Street, Bruxner Hwy, Shared Pathway

Project ID	10274
Funding Body	Transport NSW
Funding Name	Active Transport, Walking and Cycling Program, Priority Cycleways
Government Level	State
Project Value (exc GST)	\$1,015,500
Grant Funding (exc GST)	\$1,015,500
Council Funding (exc GST)	\$ 0
Date Application Submitted	20 September 2017
Date Received	\$65,258 received 27 April 2020
Total Funds Received To Date	\$676,784
Comment (if required)	N/A

Northern Rivers Rail Trail NSW Phase 1

Project ID	10348
Funding Body	Department of Industry, Science, Energy and Resources
Funding Name	National Tourism Icons Program
Government Level	Federal
Project Value (exc GST)	\$1,000,000
Grant Funding (exc GST)	\$1,000,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	Funding was initially announced as a pre-election promise in April 2019. A formal application was required and submitted on 12 December 2020.
Date Received	\$700,000 received 3 April 2020
Total Funds Received To Date	\$700,000
Comment (if required)	N/A

Elsa Dixon Aboriginal Employment Program 2019/20

Project ID	10355
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Funding Body	NSW Government Department of Industry
Funding Name	Elsa Dixon Aboriginal Employment Program 2019/20
Government Level	State
Project Value (exc GST)	\$40,000
Grant Funding (exc GST)	\$40,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	30 January 2020
Date Received	\$5,000 received 1 April 2020
Total Funds Received To Date	\$25,000
Comment (if required)	N/A

Grant Applications Submitted

Combatting Social Isolation for Seniors during COVID-19 at RUCRL	
Project ID	10358
Funding Body	Department of Communities & Justice
Funding Name	Combatting Social Isolation for Seniors during COVID-19
Government Level	State
Project Value (exc GST)	\$52,570
Grant Funding (exc GST)	\$40,000
Council Funding (exc GST)	\$12,570
Date Application Submitted	24 April 2020
Comment (if required)	N/A

Improvements to Casino Showground Pavilion and Casino Show Society Office	
Project ID	10359
Funding Body	NSW Department of Planning Industry & Environment – Crown Land (Crown Lands)
Funding Name	Showground Stimulus Package
Government Level	State
Project Value (exc GST)	\$86,437
Grant Funding (exc GST)	\$86,437
Council Funding (exc GST)	\$ 0
Date Application Submitted	24 April 2020
Comment (if required)	N/A

Casino Showground Fencing	
Project ID	10360
Funding Body	NSW Department of Planning Industry & Environment – Crown Land (Crown Lands)
Funding Name	Showground Stimulus Package
Government Level	State
Project Value (exc GST)	\$77,000
Grant Funding (exc GST)	\$77,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	24 April 2020
Comment (if required)	N/A

Richmond River Flood Model Study	
Project ID	10362
Funding Body	NSW Department of Planning, Industry and Environment (DPIE)
Funding Name	Coastal Estuary and Floodplain Management Program 2020
Government Level	State
Project Value (exc GST)	\$201,000
Grant Funding (exc GST)	\$133,999
Council Funding (exc GST)	\$ 67,001
Date Application Submitted	30 April 2020
Comment (if required)	N/A

ATTACHMENT(S)**Nil**

18.5 REVIEW OF BUSINESS ETHICS POLICY

Author: Kate Alder-Conn, Governance Officer

EXECUTIVE SUMMARY

As part of Council's ongoing policy review process, a review has been undertaken of Council's Business Ethics Policy. The policy has been reviewed and updated to incorporate more detailed information about fraud, corruption and avenues for third party reporting.

RECOMMENDATION

That Council receive and note the Business Ethics Policy.

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

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

BUDGET IMPLICATIONS

Nil.

REPORT

A review of Council Policy 1.17 Business Ethics has been undertaken. Changes to the policy include the addition of the following two sections:

- Fraud and Corruption, and
- Reporting of Fraud or Corruption.

CONSULTATION

Nil.

CONCLUSION

In order to comply with Council's ongoing policy review process, the Business Ethics Policy has been reviewed to include increased information on fraud, corruption and third party reporting avenues.

ATTACHMENT(S)

1. Draft Business Ethics Policy (under separate cover)

18.6 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 APRIL TO 30 APRIL 2020

Author: Jessica Ind, Planning Support Officer

RECOMMENDATION

That Council receive and note the Development Application report for the period 1 April to 30 April 2020.

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

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 April to 30 April 2020 was 18, with a total value of \$1,820,006.50.

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

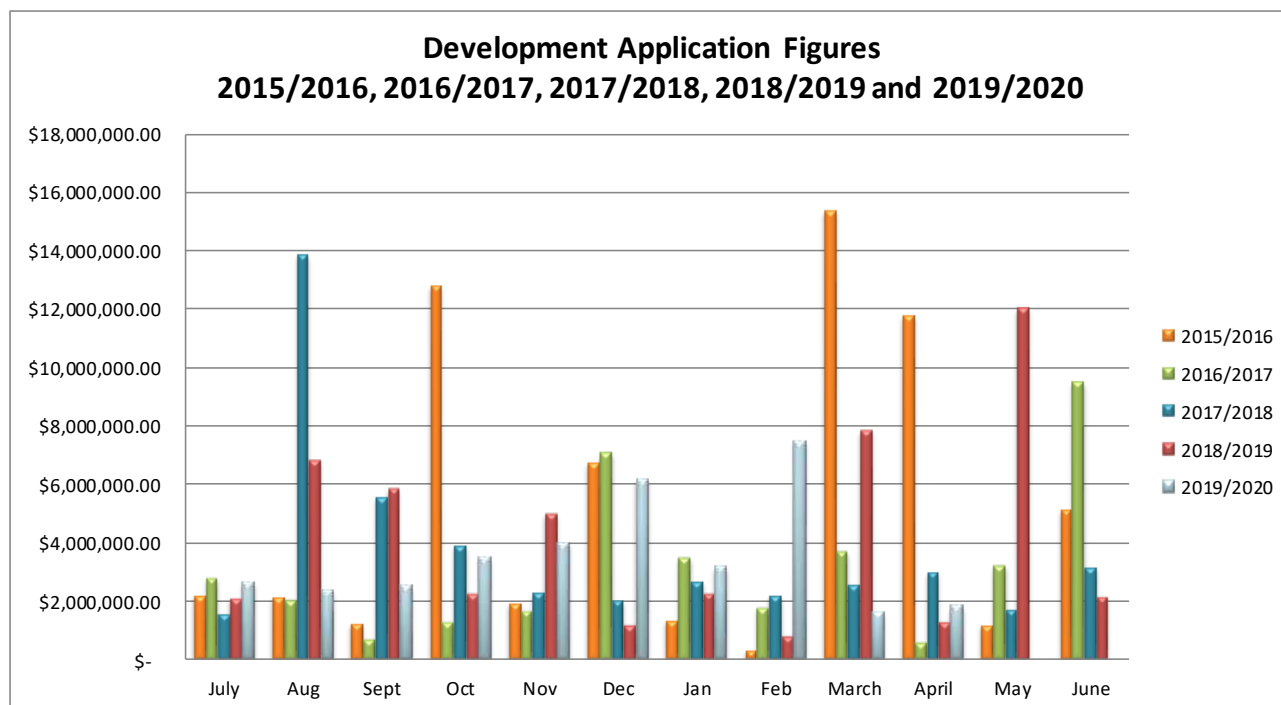


Figure 1: Monthly dollar value of development processed by Council over five financial years.

Figure 2 graph provides the annual value of Development Consents issued by Council over five financial years and Figure 3 and 4 graphs provide a detailed review of the value for the reporting month of April 2020.

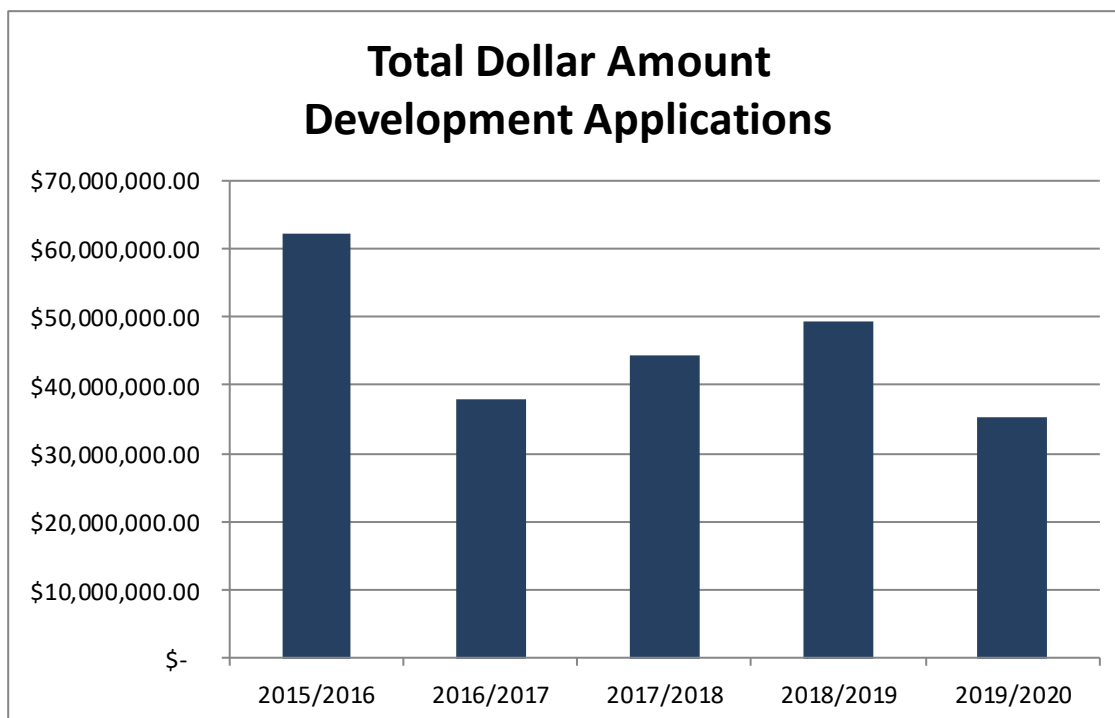


Figure 2: Annual value of development.

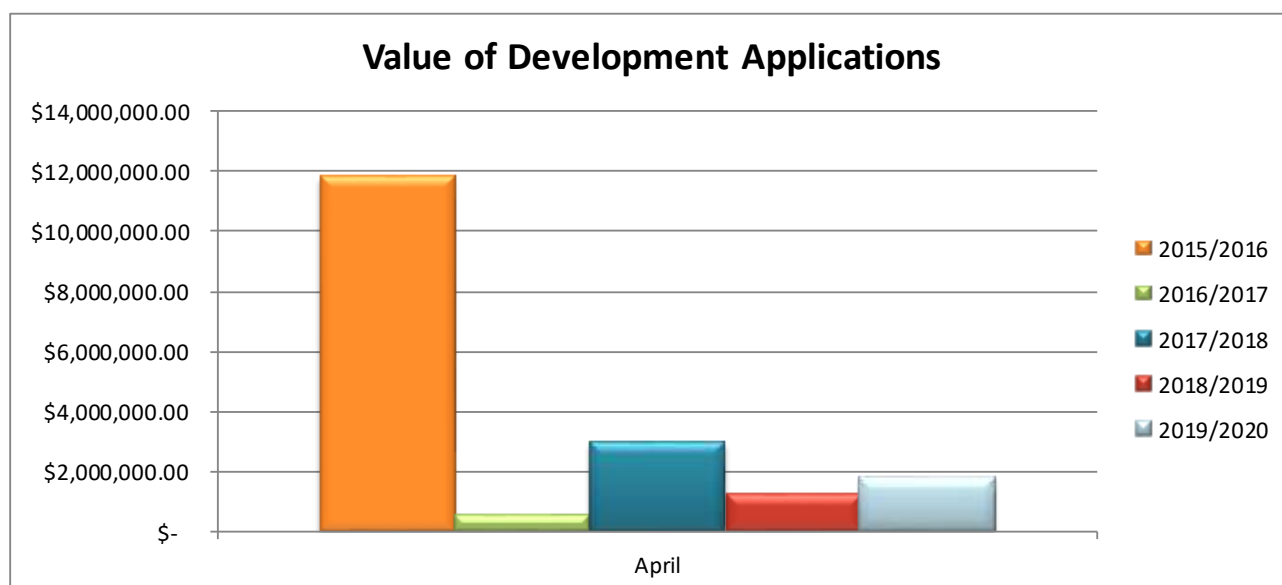


Figure 3: Value of development for the month of April.

Number of Development Applications

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

Figures 5 and 6 following, detail the number of applications determined by Council which, as stated above, is not necessarily reflective of the value of development.

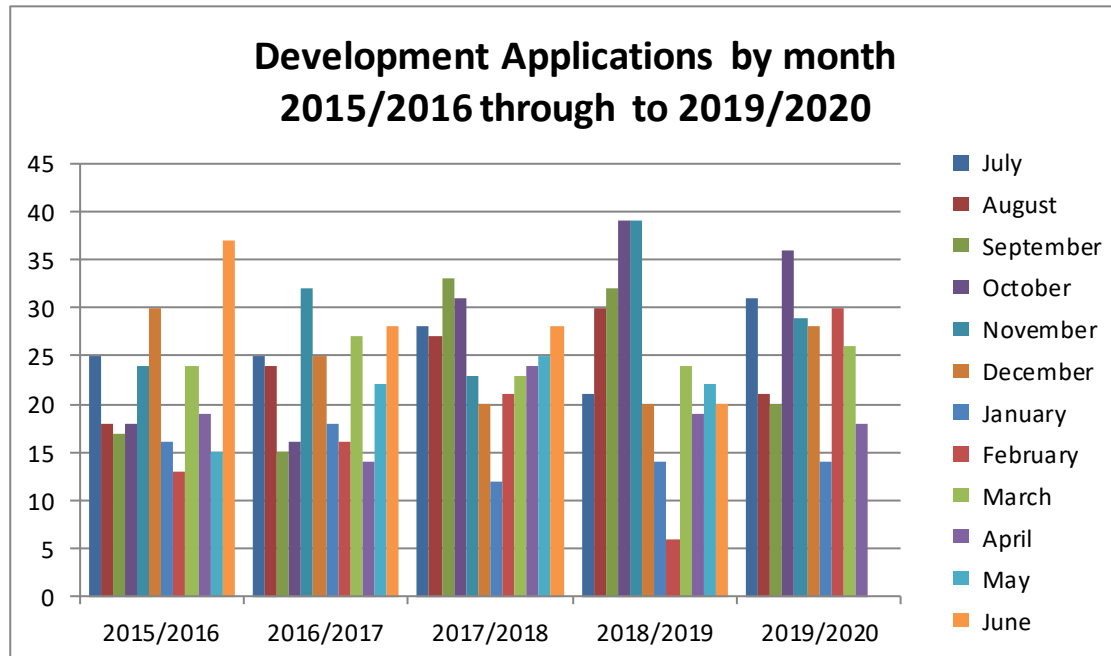


Figure 5: Number of Development Applications per month over five financial years.

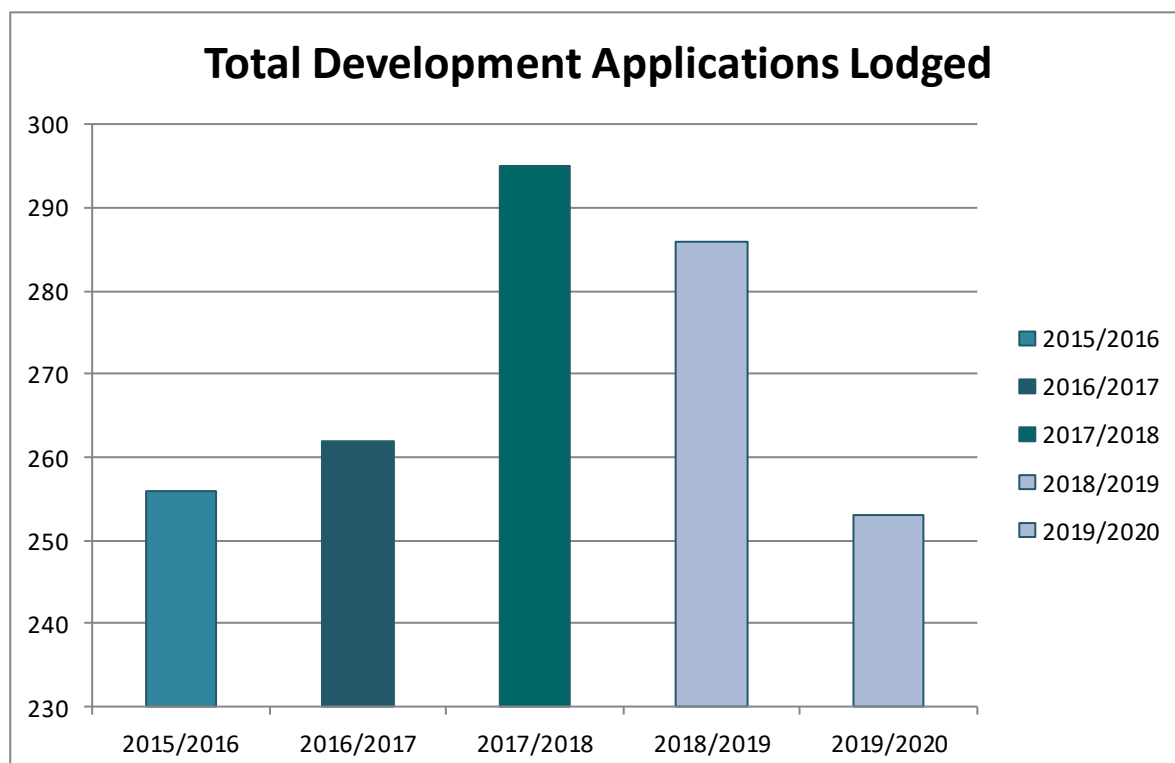


Figure 6: Number of development applications per year over five financial years.

Activity for the month of April 2020

General Approvals (excluding Subdivisions, Section 96s)	14
Section 96 amendments to original consent	1
Subdivision	1
Refused	1
Withdrawn	0
Complying Development (Private Certifier Approved)	1
TOTAL	18

DELIVERY PROGRAM LINKS

Growing our Economy

EC1: Driving Economic Growth

EC1.6: Improved customer satisfaction with the DA process

BUDGET IMPLICATIONS

Nil.

CONSULTATION

Nil.

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 April 2020 to 30 April 2020							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
CDC2020/0021	Coastline Building Certification Group Pty Ltd	EM Leeson-Cooper & JR Cooper	11 Zinnia Court, Fairy Hill	Fly-over patio roof	29/04/2020	23/04/2020	\$ 17,500.00
DA2020/0076	BA Harley	RM Hunter & BA Harley	86 Currajong Street, Evans Head	Attached dual occupancy, 2 x swimming pools and Strata Subdivision to create two lots	11/10/2019	14/04/2020	\$ 800,000.00
DA2020/0105	Chris Burley Constructions	Casino Golf Club	147 West Street, Casino	Roofed timber deck with associated works	1/11/2019	30/04/2020	\$ 119,350.00
DA2020/0146.01	JH Snow	JH & CL Snow	36 Cumberland Street, Casino	Shed	21/04/2020	29/04/2020	\$ -
DA2020/0156	AGS Commercial Pty Ltd	DJ & GA Donelly	48 Richmond Road, Irvington	Alterations and additions to existing building and new storage shed	11/02/2020	30/04/2020	\$ 300,000.00
DA2020/0166	Ardill Payne & Partners	DJ & AE Lickiss	9730 Pacific Highway, Woodburn	Subdivision to create two lots	26/02/2020	30/04/2020	\$ -
DA2020/0173	Steve Ryan Builder Pty Ltd	GJ Piccoli	75 Johnston Street, Casino	Demolition of old dwelling & erection of new dwelling	5/03/2020	7/04/2020	\$ 260,000.00
DA2020/0174	RLA Building Design	The Presbyterian Church (NSW) Property Trust	93 Manifold Road, North Casino	School signage	5/03/2020	30/04/2020	\$ 3,000.00
DA2020/0177	Newton Denny Chapelle	RB White & JJ Butcher	29 River Street (Pacific Hwy), Woodburn	Torrens Title subdivision of existing Lot B to create two (2) lots being proposed Lot 1 and proposed Lot 2	9/03/2020	14/04/2020	\$ -
DA2020/0179	SL & MN Walker	SL & MN Walker	15 Daisy Place, Fairy Hill	Shed	11/03/2020	6/04/2020	\$ 28,505.00
DA2020/0185	Ballina Pool Shop	ETJ Vale	20 Pacific Highway, Broadwater	Swimming pool with associated fencing	16/03/2020	7/04/2020	\$ 34,000.00
DA2020/0187	Barling Constructions Pty Ltd	G & P Brand	6 Laburnum Avenue, Casino	Free standing carport to the front of driveway, rear addition of timber decking, accommodation ramp and insulated panel roof	30/03/2020	21/04/2020	\$ 45,501.50
DA2020/0190	Narellan Pools Northern Rivers	DM Playford	50 Benauds Road, Bora Ridge	Swimming pool & associated fencing	1/04/2020	21/04/2020	\$ 39,000.00
DA2020/0191	KM & LS Barber	KM & LS Barber	16 Verulam View, Spring Grove	Shed	1/04/2020	21/04/2020	\$ 36,420.00
DA2020/0192	GR Gilliver	GR Gilliver	122 Schielers Road, Tomki	Storage/workshop shed	3/04/2020	23/04/2020	\$ 35,000.00
DA2020/0193	CT Pearce	CT Pearce	69 Centre Street, Casino	As built - deck & dwelling alterations	6/04/2020	23/04/2020	\$ 20,000.00
DA2020/0195	SJ & VG Field	SJ & VG Field	29 Tareeda Court, Spring Grove	Swimming pool & associated fencing	14/04/2020	23/04/2020	\$ 43,000.00
DA2020/0197	MT Stokes	MT & KPW Stokes	2 Wallum Drive, Doonbah	Shed	16/04/2020	28/04/2020	\$ 38,730.00

18.7 SALE OF EVANS HEAD AERODROME

Author: Mike Perkins, Manager Property & Economic Projects

EXECUTIVE SUMMARY

The sale of the Evans Head Aerodrome has been an ongoing matter for Council since 2012. In May 2018, Council entered into a contract for the sale of the Aerodrome to Evans Head Airpark Pty Ltd. After a number of delays the contract was eventually settled on 1 May 2020.

RECOMMENDATION

That Council receive and note the Sale of Evans Head Aerodrome report.

DELIVERY PROGRAM LINKS

Growing our Economy

EC2: Building on our strengths

EC2.4: Acquisition, management and disposal of Council land to realise commercial opportunities

BUDGET IMPLICATIONS

The proceeds of the sale will be transferred into Council's real estate reserve to be held to fund future real estate purchases and/or projects in line with Council's Community Strategic Plan.

REPORT

The contract for the sale of the Evans Head Aerodrome, being Lot 3 in DP1217074, which is a State Heritage listed site, was entered into on 28 May 2018. An independent valuation of the property was commissioned by Council prior to entering into an option to sell the property and hence a contract for sale.

The site has several significant constraints being; heritage listing, contamination, native vegetation and zoning, that influenced the valuation. The valuation received by Council for the Aerodrome taking into consideration the site constraints and opportunities was \$3,000,000.

The total consideration for the transfer of the land was as per the valuation of \$3,000,000. This comprised of a sum of \$500,000 as a contribution to the Evans Head Aerodrome Heritage fund for implementation of the Heritage Plan of Management, a sum of \$125,000 as an option fee and a sum of \$2,375,000 as the contracted sale price.

There were several obstacles that delayed the settlement, however over time Council worked with the purchaser to address these matters with the sale being completed on 1 May 2020 with the transfer of the ownership of the site to Evans Head Airpark Pty Ltd.

Though the ownership and control of the purchasing company, Evans Head Airpark Pty Ltd changed during the course of the matter, it is Council's understanding that the new directors will continue with plans to develop an Airpark upon the land. Council will continue to work with the purchaser to support and promote the place that the historic Evans Head Memorial Aerodrome has in the Richmond Valley.

CONSULTATION

Council has notified the New South Wales Heritage Office and the Federal Department of Infrastructure, Transport, Regional Development and Communications of the transfer of the aerodrome as well as written to known users and tenants of the site notifying them of the sale.

CONCLUSION

The sale of the Evans Head Aerodrome had a long and complex history. The matter has recently been settled with the purchaser being Evans Head Airpark Pty Ltd. It is Council's understanding that the purchaser wishes to develop the site for an Airpark, however will take the opportunity to review the previous Evans Head Airpark proposal prior to progressing.

ATTACHMENT(S)

Nil

18.8 CORRESPONDENCE SUBMITTED TO MAY 2020 ORDINARY MEETING

Author: Vaughan Macdonald, General Manager

SUMMARY OF CORRESPONDENCE

Council resolved at the Ordinary Meeting held 21 April 2020 to write to both the Federal and NSW State Governments supporting the Economic Stimulus to Support COVID-19 Recovery campaign. The campaign is being coordinated on behalf of the NSW sector by Local Government NSW (LGNSW). Council's letter to LGNSW is included below at Attachment 1, together with the response from LGNSW at Attachment 2.

ATTACHMENT(S)

- 1. Letter to LGNSW regarding COVID-19 support**
- 2. Response from LGNSW regarding COVID-19 support**

6 May 2020

President
LGNSW
GPO Box 7003
Sydney NSW 2001
Email: lgnsw@lgnsw.org.au



Dear Linda

LGNSW Economic Stimulus to Support COVID-19 Recovery

Please be advised at Council's Ordinary meeting held 21 April 2020, it was resolved that we write to both the Federal and NSW State Governments supporting the campaign, which is being coordinated on behalf of the NSW sector by Local Government NSW (LGNSW) and at a national level by the Australian Local Government Association (ALGA), calling on both State and Federal Government for urgent financial assistance for Local Government.

Council has since written to both NSW State and Federal politicians expressing Council's need for and support of the urgent financial assistance measures as proposed within the LGNSW campaign with particular attention to:

- Support for increasing Financial Assistance Grants payments to 1% of Commonwealth revenues to help councils maintain essential functions and services, acknowledging the increased costs and likely revenue losses arising from COVID-19 (and drought and bushfire where affected) as well as giving councils capacity to provide hardship assistance to businesses and residents.
- Providing stimulus funding to councils for projects that will help sustain council operations and boost local economies. This could be achieved through increasing or bringing forward funding under existing funding programs or introducing new programs.
- Increased access to TAFE, VET and other apprenticeship opportunities that council staff can undertake to address skill shortages, especially for staff in non-essential services who are unable to be redeployed.

We commend LGNSW on its stewardship during this crisis and commitment to working in partnership to protect community health and promote measures to support the sustainability of our local economies.

Yours sincerely

Vaughan Macdonald
General Manager

Richmond Valley Council, 10 Graham Place, (Locked Bag 10) Casino NSW 2470
t: 02 6660 0300 f: 02 6660 1300 e: council@richmondvalley.nsw.gov.au
w: richmondvalley.nsw.gov.au RichmondValleyCouncil ABN 54 145 907 009

From: Sue Sackar <executive.assistant@lgnsw.org.au>
Sent: Thursday, 7 May 2020 9:33 AM
To: Vaughan Macdonald <Vaughan.Macdonald@richmondvalley.nsw.gov.au>
Cc: Julie Clark <Julie.Clark@richmondvalley.nsw.gov.au>
Subject: Richmond Valley Council letter of support - LGNSW Economic Stimulus to Support COVID-19 Recovery

Good Morning Mr Macdonald, On behalf of LGNSW President, Cr Linda Scott:

Thank you for advising LGNSW that Richmond Valley Council adopted the Mayoral Minute calling on the State and Federal Government's to provide financial support to local government during the COVID-19 pandemic. This action helps to amplify LGNSW's advocacy on behalf of the sector.

Due to your advocacy, and the actions of councils across NSW supported by LGNSW, we have together successfully secured a \$395 million local government stimulus package from the NSW Government.

To date, we are the only State to have achieved this.

This comes on top of the \$82 million to support childcare, \$51 million for preschools and \$25 million for rural and regional showgrounds announced by the NSW Government earlier this month.

LGNSW is continuing to ramp up its advocacy and has offered to work with the Government to help ensure the objectives of the stimulus package are met. We are currently working through the details of the package and are advocating to the government on necessary changes to the funding criteria, to ensure councils and their communities are supported.

LGNSW would also appreciate any additional feedback you wish to provide, particularly information on financial, employment and service level impacts. LGNSW relies on information, evidence and case studies from our members to drive our advocacy, so this information would be very helpful.

Should you have any further information or questions, please contact Mr Shaun McBride, Chief Economist, shaun.mcbride@lgnsw.org.au or 9242 4072

Regards, Linda

LINDA SCOTT
President, Local Government NSW
Councillor, City of Sydney Council
Sydney Town Hall, 456 Kent Street
Sydney NSW 2000
P (02) 9288 5917
E lscott@cityofsydney.nsw.gov.au

18.9 RECOVERY AND PROJECT MANAGEMENT UPDATE**Author:** Kelly Moroney, Recovery Manager**EXECUTIVE SUMMARY**

This report contains an update on the projects being delivered by the Project Management Office and the Recovery office including the Bushfire and Drought funding projects.

The restrictions under the COVID-19 Public Health Orders have provided a number of operational challenges for the delivery of these projects including in some cases, adjustment of project components.

Project Management Office and Recovery staff are working flexibly to continue delivery where possible and to make necessary changes as required to ensure momentum is maintained and delivery continues.

RECOMMENDATION

That Council note and adopt the minor adjustments to funding allocations and the update to the Bushfire, Drought and Signature and other projects outlined in this report.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP3: Working Together

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

REPORT

Council currently has a number of projects that are being administered by the Project Management and Recovery Officers including the Federal Government's Bushfire and Drought communities funding program and the NSW Government's Bushfire Community Resilience & Economic Recovery Fund.

An update on progress is provided below:

Bushfire funding projects

Project	Project Amount	Provider of Funding	Status	Expected Completion Date
Rappville Common	\$1,075,884	Federal Govt – Bushfire Funding - \$500,000 Insurance claim funds - \$575,884 Business Council of Australia – in kind support	PMO to manage project. PMO also to take the project lead with Recovery Manager in dealings with the Business Council. Currently in design and planning stage with negotiations continuing regarding the ideal site.	June 2021
Rappville Pedestrian Pathway	\$230,000	Federal Govt – Bushfire Funding - \$230,000	PMO to manage construction phase of project. Designs have been finalised, quotes are currently being	July 2020

Project	Project Amount	Provider of Funding			Status	Expected Completion Date
					reviewed and a contractor will be engaged within the next two weeks. Negotiations continuing with ARTC regarding the rail crossing and its relevance to the proposed pathway.	
Rappville Sportsground	\$220,000	Federal Bushfire \$220,000	Govt Funding	–	PMO to manage construction phase of project. Discussions held with the committee and users who utilise the site identifying priorities. Works have commenced on the replacement of the fire damaged yards	July 2020
Rappville Master Plan	\$50,000	Federal Bushfire \$50,000	Govt Funding	–	Working draft has been completed. Further feedback provided by council staff and awaiting final draft for review and consultation.	June 2020
Recovery Staff	\$110,000	Federal Bushfire \$110,000	Govt Funding	–	Recovery Manager and Recovery officer funded	July 2020
New Italy Museum	\$100,000	Federal Bushfire \$100,000	Govt Funding	–	PMO to manage construction phase of project. Project agreement has been signed by both parties. Meeting has been held on site with relevant stakeholders. Clearing of the site to commence first week of May, water tank installation is imminent, and the kitchen upgrade is in the planning stages	August 2020
New Italy Bike Trails	\$50,000	Federal Bushfire \$50,000	Govt Funding	–	PMO is managing the funding agreement as Northern Rivers Dirty Wheels will engage the contractors and be responsible for achieving milestones. Funding agreement signed, first payment is	June 2020

Project	Project Amount	Provider of Funding			Status	Expected Completion Date
					imminent to fund the first identified milestone being initial clearing and repair of main trail.	
Portable Shower/Toilets	\$80,000	Federal Bushfire \$80,000	Govt Funding	–	It was identified during the disaster the need for portable shower/toilet facilities to assist impacted communities and at other times such a facility can also be utilised for events - quotes being obtained.	June 2020
Music Event	\$60,000	Federal Bushfire \$60,000	Govt Funding	–	To aid in the wellbeing and recovery of the community by bringing people together to provide a shared sense of community. Plans are currently on hold due to Covid-19 restrictions	2021, unable to set a date due to Covid-19
Local emergency management (LEMC)	\$10,000	Federal Bushfire \$10,000	Govt Funding	–	Funding to be provided for technical improvements to the local emergency operating centre to assist disaster response capability in the future - Funding allocated to agency	April 2020

Drought Communities funding projects

Project	Project Amount	Provider of Funding			Status	Expected Completion Date
Water Filling Stations	\$100,000	Federal Drought \$100,000	Govt Funding	–	Designated bulk water filling stations across the local government area to assist residents and bulk water carriers - Grant application being prepared once lodged a decision is expected within 6 weeks	June 2021
Community Hall Upgrades	\$100,000	Federal Drought \$100,000	Govt Funding	–	Provide a grant program for community halls across the valley to enhance their facilities and improve	June 2021

Project	Project Amount	Provider of Funding			Status	Expected Completion Date
					their resilience - Grant application being prepared once lodged a decision is expected within 6 weeks	
Casino Showground Upgrades	\$430,000	Federal Drought \$430,000	Govt Funding	– Day stall and sand warm up area to provide facilities to showground users including pony club, camping infrastructure including an RV short stay area - Grant application being prepared once lodged a decision is expected within 6 weeks		June 2021
Paddock to Plate Project	\$95,000	Federal Drought \$95,000	Govt Funding	– Agritourism experience to showcase producers - Grant application being prepared once lodged a decision is expected within 6 weeks		2021, unable to set a date due to Covid-19
Tourism Facilities Road Access Improvement	\$285,000	Federal Drought \$285,000	Govt Funding	– Improve rural road access for tourism venues to assist in stimulating economic growth - Grant application being prepared once lodged a decision is expected within 6 weeks		June 2021

Bushfire Community Resilience Economic Recovery Fund projects

Project	Project Amount	Provider of Funding	Status	Expected Completion Date
Events and Tourism Projects	\$80,000	NSW Govt – Bushfire Community Resilience & Economic Recovery Fund - \$80,000	Funding will be used to stimulate and support existing events and tourism projects as well as develop and deliver new initiatives. Plans are currently on hold due to Covid 19 restrictions	30 November 2020
Community Building and Resilience	\$50,000	NSW Govt – Bushfire Community Resilience &	This funding was initially allocated to the REgener8 project	June 2020, extension of time has

Project	Project Amount	Provider of Funding	Status	Expected Completion Date
Projects		Economic Recovery Fund - \$50,000	however this was unable to be delivered due to COVID-19. Funding has been reallocated in accordance with the guidelines to the following projects: - Rappville and surrounds lifestyle and liveability campaign to attract new residents to the region \$5,000 - Contribution to the Rappville community bus storage shed \$30,000 - One-off grant to Primex to support the online agricultural business hub virtual field days (on-site event cancelled due to Covid 19 restrictions) - \$15,000	been requested due to Covid -19
Business Training & Resilience & Industry Diversification Initiatives	\$70,000	NSW Govt – Bushfire Community Resilience & Economic Recovery Fund - \$70,000	Programs to strengthen local businesses and to encourage resilience against external events - Options currently being investigated within current Covid 19 restrictions including - Business crisis training \$7,500 - Emergency PA system for Casino CBD – quotes being obtained.	June 2020, extension of time has been requested due to Covid -19
Regional Branding Project	\$50,000	NSW Govt – Bushfire Community Resilience & Economic Recovery Fund - \$50,000	The Northern Rivers Brand Project is being delivered by a steering committee. The new brand has been launched.	June 2020

Council Signature and other projects update

Project	Project Amount	Provider of Funding	Status	Expected Completion Date
Northern Rivers Rail Trail – Casino to Bentley	\$7,500,000	Federal Govt – AUSTRADE and Department of Industry, Science, Energy and Resources	Funding agreements for Phase 1 (\$1,000,000) and Phase 2 (\$6,500,000) were executed in March 2020. PMO has undertaken detailed consultation with all adjacent landholders along the corridor with majority support for the project. Negotiations continue between Transport NSW and Crown lands over the leasing arrangements on the corridor – NSW legislation change is required to transfer leasing arrangements and allow physical construction to start. Awaiting this, PMO has begun to procure contractors to deliver masterplans and surveys whilst identifying the Old Casino station as an early win for upgrade. Toward the end of the year a tender process is planned for the construction of the full trail.	March 2020
Bora Ridge Cell Capping	\$1,103,099	State Govt – NSW Environmental Trust - \$200,000 RVC - \$903,099	Project is almost complete. Road rectification required due to recent rain events have just been finished. The final stage of works is the seeding cap which was completed on 30 April 2020. Reporting to the quality control consultant will then be completed and forwarded to the EPA for sign off and acceptance.	June 2020

Project	Project Amount	Provider of Funding	Status	Expected Completion Date
Casino Pool Upgrade	\$5,200,000	Federal Govt – Department of Health - \$3,200,000 RVC - \$2,000,000	Still negotiating execution of the funding agreement with the Department. Discussions continue with the latest indication we will execute in May. Planning for the upgrade continues with assistance from a consultant that has facilitated other local government pool upgrades. Our timeline (based on an optimum funding deed result) is Tender process for design and technical specs June 2020, Award design tender July 2020, Construction tender November 2020, Award construction tender February 2021, Construction process March 2021 to November 2021.	October 2021
Canning Drive Subdivision	\$862,640	RVC - \$862,640	Project progressing well. Tender awarded to Price Civil who began work in March 2020. Major earthworks began in April. This is the first stage being 10 lots with construction features including roadworks, stormwater, drainage and services provision.	July 2020
Casino Shared Pathway – Walker Street to Wattle Street	\$416,000	State Govt – Roads and Maritime Service - \$416,000	Project progressing well after a construction start in March 2020. Constant dialogue has been initiated with adjacent landholders and the contractor.	June 2020
Nammoona Landfill - Cell 6	\$6,150,000	RVC - \$6,150,000	Concept design has been workshopped and selected by PMO/Waste Teams. Designer is undertaking scope changes to the chosen design – this will require	2028 (seven-year staged construction project)

Project	Project Amount	Provider of Funding	Status	Expected Completion Date
			approvals from EPA. Stormwater and leachate pond redesign also undertaken. Design portion of work estimated completion December 2020. Construction tender planned for release in January 2021.	
Nammoona Landfill - Cell 1-4 capping	\$3,874,894	RVC - \$3,874,894	Will be incorporated in the construction of Cell 6. Currently reviewing capping designs. PMO to review capping plan approval process to align with completed Bora Ridge plan. Awaiting commencement of Project Engineer to accelerate the progress of this project.	June 2021
Evans Head Library and Administration Building	\$881,171 (pending successful State Library grant)	State Govt – NSW State Libraries - \$400,000 (pending) RVC - \$481,171	PMO has lodged and approved a D.A for planned upgrade. Building commencement reliant on result of NSW State Library grant. Estimated build time is 26 weeks. Tender process to be undertaken when certainty around the funding is obtained.	Subject to grant funding – 1 st quarter 2021
Raw Water Pump Station – solar project	\$350,000	RVC - \$350,000	Project handed over to PMO from Water/Sewer team. Preliminary research has been undertaken on scale and output of system.	October 2020
Colley Park Soccer Fields upgrade	\$203,000	State Govt – Stronger Country Communities Fund - \$203,000	Currently awaiting instruction from the department on how to execute the funding deed. The PMO is planning the project which will see ground resurfacing, dugouts, netting, and fencing upgrades. Season	December 2020

Project	Project Amount	Provider of Funding	Status	Expected Completion Date
			postponement due to COVID-19 provides an opportunity to efficiently deliver this project before the 2021 season.	

CONCLUSION

The communities of the Richmond Valley have been placed under immense pressure in recent times suffering drought, bushfire, flood and now COVID-19. The projects updated in this report will provide a significant economic and social stimulus. They will boost morale and generate construction jobs.

The restrictions under the COVID-19 Public Health Orders have provided a number of operational challenges for the delivery of these projects, however the Project Management and Recovery Offices staff are working hard to continue delivery where possible and to make necessary changes as required to ensure momentum is maintained and delivery continues.

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 excess water charge

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