

Richmond
Valley
Council



AGENDA

Ordinary Council Meeting

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

Date: Tuesday, 23 June 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 19 MAY 2020

Author: Vaughan Macdonald, General Manager

RECOMMENDATION

That Council confirms the Minutes of the Ordinary meeting held on 19 May 2020.

ATTACHMENT(S)

- 1. Unconfirmed Ordinary Minutes 19 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 12 MAY - 15 JUNE 2020**

Author: Robert Mustow, Mayor

RECOMMENDATION

That Council receive and note the Mayor's attendance report 12 May – 15 June 2020.

REPORT**May**

- 19th Rappville meeting onsite with BizRebuild
- 19th Richmond Valley Council Ordinary Meeting
- 20th Rous County Council workshop
- 21st Rappville Advisory Group Meeting
- 25th Discussion - Grafton Diocese Registrar
- 26th Meeting with Deputy Premier John Barilaro
- 26th Chris Gulaptis MP Casino Showground

June

- 1st ABC interview at Rappville
- 2nd Library App launch
- 2nd Richmond Valley Councillor Information Session
- 5th Building Better Regions Fund announcement at Reynolds Road Precinct
- 10th Minister Toole meeting (via telephone)
- 10th Library funding announcement for Evans Head Library
- 11th OLG webinar with the Premier of NSW
- 12th BizRebuild Zoom Meeting

ATTACHMENT(S)

Nil

12 DELEGATE'S REPORTS

Nil

13 MATTERS DETERMINED WITHOUT DEBATE

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

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

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

That items identified be determined without debate.

14 GENERAL MANAGER'S REPORTS

14.1 MAYORAL ALLOWANCE/COUNCILLOR FEES 2020/2021

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

EXECUTIVE SUMMARY

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

Council has received notification that the Local Government Remuneration Tribunal has determined that the Mayoral and Councillor Fees are not to increase for the 2020/2021 financial year. The tribunal stated in its determination report that although it could have increased the minimum and maximum fees by up to 2.5%, when considering the current economic and social circumstances it decided to leave the fees the same as this current financial year.

The current fees adopted last year which will apply in 2020/21 are as follows:

	Current Fee
Councillor Annual Fee	\$20,280
Mayoral Additional Annual Fee	\$44,250

RECOMMENDATION

Recommended that:

1. Council set the Mayoral Allowance for the 2020/2021 financial year effective from 1 July 2020 at \$44,250 per annum or \$3,687.50 per month.
2. Council set the Councillor Fee for the 2020/2021 financial year effective from 1 July 2020 at \$20,280 per annum or \$1,690.00 per month.

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

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

BUDGET IMPLICATIONS

The 2020/2021 draft budget includes an approximate 2.5% increase on the 2019/2020 budget, this equates to \$45,356 for the Mayoral Allowance and \$20,787 for each Councillor Fee. Accordingly, Council now has a budget saving of \$4,655.

REPORT

The Local Government Remuneration Tribunal has determined that the Mayoral and Councillor Fees are not to increase for New South Wales Councils for the 2020/2021 financial year. The Tribunal's Report is attached. In making its determination, the Tribunal considered the following:

- Submissions and comments made by Associations and individual Councils,
- Key Economic Indicators,

- Categorisation,
- Workload,
- Training and Development, and
- Attracting high quality candidates to nominate for election to Local Government.

CONSULTATION

Nil.

CONCLUSION

The Local Government Remuneration Tribunal has determined not to increase the maximum and minimum fees for Councillors and Mayors in 2020/21 due to current economic and social circumstances.

On this basis, it is recommended that Council leave the Mayoral Allowance/Councillor Fee at the same level as last year.

ATTACHMENT(S)

1. **Local Government Remuneration Tribunal Annual Report and Determination 2020 (under separate cover)**

14.2 NORTHERN RIVERS LIVESTOCK EXCHANGE PROPOSED FEE STRUCTURE 2020/2021

Author: Bradley Willis, NRLX Operations Manager

EXECUTIVE SUMMARY

This report outlines a proposed fee structure for the Northern Rivers Livestock Exchange (NRLX). The proposed structure has been incorporated into the 2020-21 Draft Revenue Policy, for Council's consideration.

NRLX conducted a detailed email survey in relation to stakeholder information, fees and online bidding and streaming of sales for a proposed period of three years. The results of the survey were substantial with 205 responses received.

The NRLX has operated under a simple fee structure for Yard Fees for a prolonged period, and there are differing views amongst stakeholders regarding the existing fee structure. Some stakeholders believe that the certainty and simplicity attached to having one fixed price for all livestock types is a positive, while others view this as an unfair system. There are concerns that the current model provides limited flexibility and does not represent the best interests of NRLX or its vendors. NRLX needs to be commercially competitive in the local market to retain existing clients but also to win new business from neighbouring facilities and direct consignments.

The 2018 Operational Review found that all stakeholders, with the exception of agents, agreed that agent fees should be levied as a percentage of gross revenue. The existing Agent Fees are currently calculated as per head charges. Percentage-based Agent fee structures that are reflective of market conditions and pricing are becoming more common within the marketplace and in the long term NRLX should endeavour to commence this system with an approximate fee of 0.2% of gross sales. Based on the current financial year of 2019/20 and the fees levied to agents under the current agreement it equates to approximately 0.13% against gross sales values. The 2018 Operational Review had recommended that a longer-term plan would be to work towards reaching 0.3% of gross sales. This option provides for increased revenue when a season is strong and the NRLX would also see small financial benefits with this system. When the market is down however we are also tied to the decrease in revenue and experience similar decreases to the agents. It is noted that agents currently charge vendors on a percentage of gross sale value. However, it is proposed that the existing agent fee structure of per head charges should remain for the 20/21 Revenue Policy at the rate set out in the draft Revenue Policy.

There were no consistent responses in the 2018 review when it came to vendor charges and many different models exist in the market place. NRLX has now considered some options including consideration of a price-based vendor fee structure as a basis for driving increased throughput and subsequently increased operating revenue. The Operational Review indicated a percentage of gross revenue model would be an appropriate way to charge vendors, however there are many complications in applying this process via a third party such as an agent.

The 2020 survey conducted found that in response to the two fee options proposed there were five available responses and the table below identifies these responses. Option 2 received the majority of votes at 34.31%, above option 1 at 28.92%. Combining the total of the two identified structures results in Option 2 receiving 47.55%, Option 1, 35.78%, with an alternative fee structure option receiving 16.67%.

Available responses	Individual result	Combined result
An alternative fee structure.	16.67%	16.67%
Option 1	28.92%	
Option 1 with different rates.	6.86%	35.78%

Option 2	34.31%	
Option 2 with different rates.	13.24%	47.55%

The Casino Auctioneers Association Incorporated has indicated that it is in favour of retaining the existing vendor yard fee charges model of a singular price category for a number of reasons. The CAAI's concerns with the Option 2 fee structure are:

- Lack of clarity relating to a vendor's sale price on the day
- The new fee system will involve operational changes and software changes to their businesses in billing their clients
- The higher priced livestock are at increased risk of moving to direct consignment due to attracting a higher yard fee
- Higher value livestock vendors choosing other facilities over NRLX due to the higher fee associated with higher value stock

NRLX's main challenge while offering far greater facilities and services over neighbouring yards is that these alternative locations have much lower yard fees than both options proposed for the NRLX fee structure. While the CAAI's concerns are understandable, it should be noted that they do not align with the majority of responses received in the survey.

Having considered the views of stakeholders, a modification of the Option 2 fee structure is proposed.

Price Bracket	Per head Charges
\$0.01 - \$600.00	\$9.00
\$600.01 - \$900.00	\$11.15
\$900.01 and above	\$13.50
Bulls (Non-Stud)	\$15.50

Online bidding and streaming of sales has been part of the long-term vision of NRLX to become a modern and premier livestock exchange while future proofing the business by staying at the forefront of technology and innovation. Richmond Valley Council included infrastructure upgrades for online bidding and streaming into the Stage One redevelopment. It should be noted that the 2017-2018 Operational Review commissioned by Richmond Valley Council included the following scope;

Ascertain the suitability of the Software and Technology currently being used at the NRLX.

Comment:

The current software (Livestock Exchange), has been used at the NRLX for a number of years, with the NRLX making itself available to run trials on upgrades to the software during this period. Council believes it is time to determine whether the current software is suitable for a modern state of the art facility, and if it is, are there functionalities within the software that the NRLX is not utilising. Additionally, Council wishes to investigate how other technology could be incorporated into the upgraded modern facility, especially the potential for live streaming of sales and online buying platforms that could run in conjunction with the traditional selling and buying methods. The review should include a recommendation on software that could/should be used, and an examination on any technology that could potentially benefit the NRLX.

In response to the scope the reviewer Kattle Gear Australia noted in 2018;

An important aspect of this part of the review's scope is the reference to 'potential for live streaming' and the ability for bidders to be real time involved in the selling process . . . The process has been utilised successfully in the facilities at RLX, Carcoar, Barnawartha and others and there appear to be no impediments to its use in the upgraded NRLX environment. An API sits between the auction software and the saleyard software to facilitate the process. It is understood

the costs involved are not specifically defined and subject to many variables, but an order of magnitude cost of \$1 per head has been suggested.

The support from stakeholders for the use of live streaming, live offsite bidding on lots, was unanimous in stakeholder consultations, providing there was no degradation in the speed of the auction. The justification for support included increase in competition and a system which reduces collusion.

Richmond Valley Council has continued with infrastructure upgrades for online bidding. Streaming infrastructure was incorporated and further improvements were added during Stage Two.

The 2020 NRLX survey responses in relation to online streaming and bidding was overwhelming in its support for these services to continue with a combined total of 73.68%. Only 26.32% of responses did not wish for online bidding and streaming to continue. Online services, technology and innovation will play a strong part in the future of NRLX and the saleyard industry at a national level, it is critical for the long-term sustainability of operations to evolve and adapt to remain at the forefront of the industry. The results from the survey were:

- 64.66% of respondents were in favour of streaming for weekly prime sales
- 69.17% of respondents were in favour of streaming for Friday Store sales
- 76.69% of respondents were in favour of streaming for Special Stud sales
- 41.35% of respondents said that \$2 per head for streaming was a fair price they were willing to pay
- 32.33% of respondents indicated that \$2 per head for streaming was too high but would like online streaming and bidding to continue
- The combination of respondents in favour for online streaming and bidding to continue equates to 73.68%
- 26.32% of respondents did not wish for online bidding and streaming to continue

RECOMMENDATION

That Council receive and note the following fees for Northern Rivers Livestock Exchange, which are included in the Draft Revenue Policy and following adoption, are to commence as at 1 August 2020:

	Price Bracket	Charges	
Vendor Usage Fee	\$0.01 - \$600.00	\$9.00	per head
Vendor Usage Fee	\$600.01 - \$900.00	\$11.15	per head
Vendor Usage Fee	\$900.01 and above	\$13.50	per head
Vendor Usage Fee	Bulls (Non-Stud)	\$15.50	per head
Capital Works Levy	All livestock yarded	\$2.05	per head
Agent Business Usage Fee	All livestock yarded	\$1.00	per head
Agent Annual Permit Fee		\$10,500.00	per annum
Stocklive Online Streaming	All livestock yarded	\$1.50	per head
Stocklive Stud Sales		\$1,650.00	per sale

DELIVERY PROGRAM LINKS

Making Council Great

CS2: Great Support

CS2.14: Maintain Strategic Asset Management focus, and provide inspection and technical information for the development of design and Capital works programs

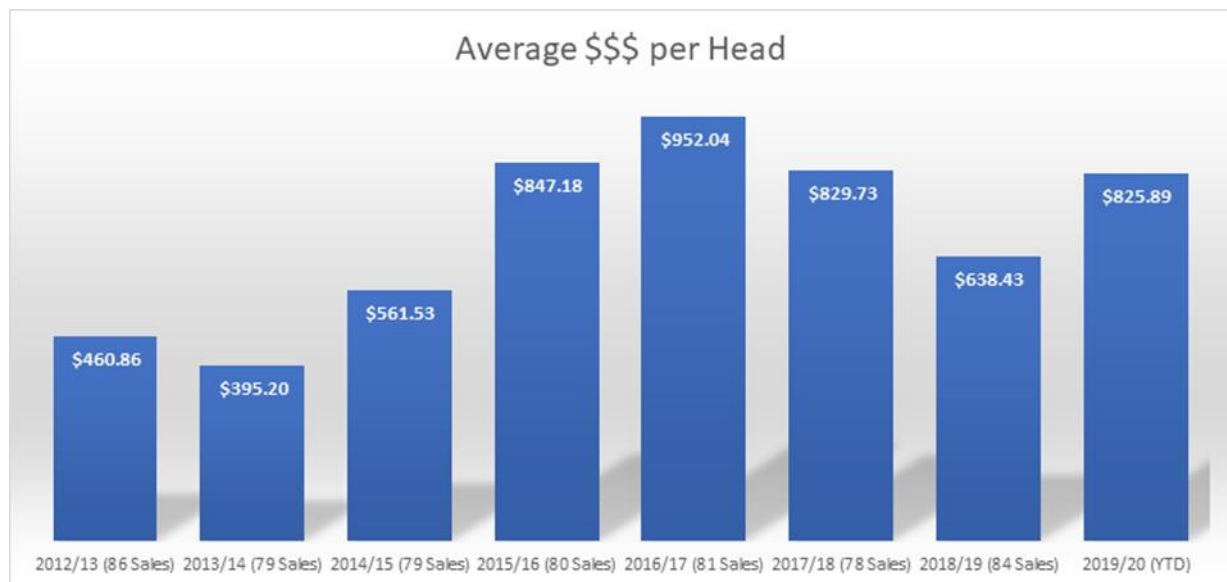
BUDGET IMPLICATIONS

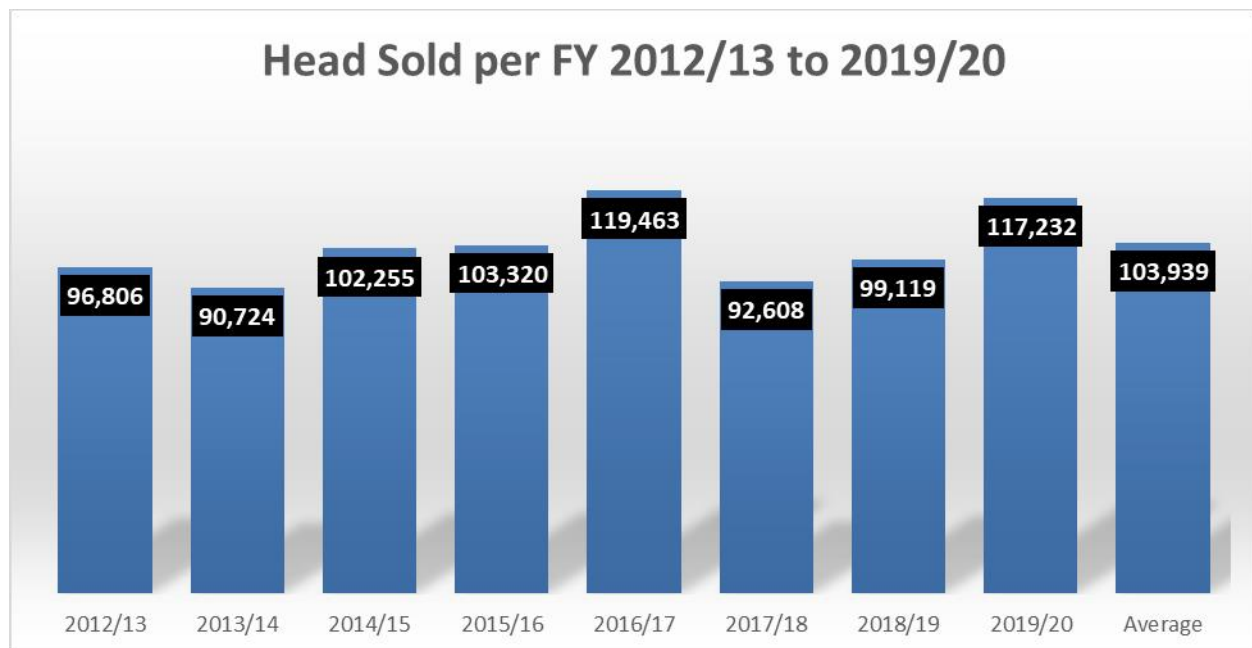
As detailed in the report.

REPORT

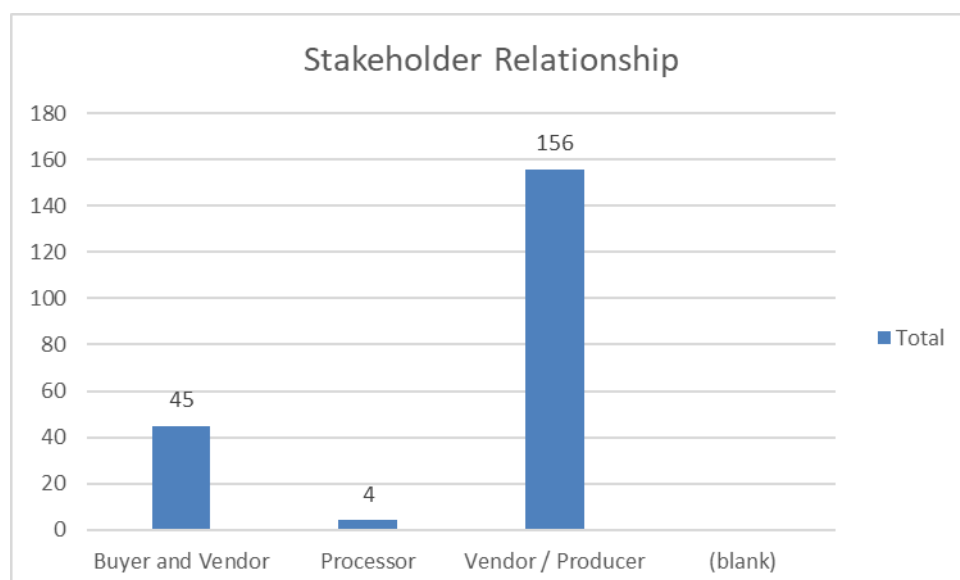
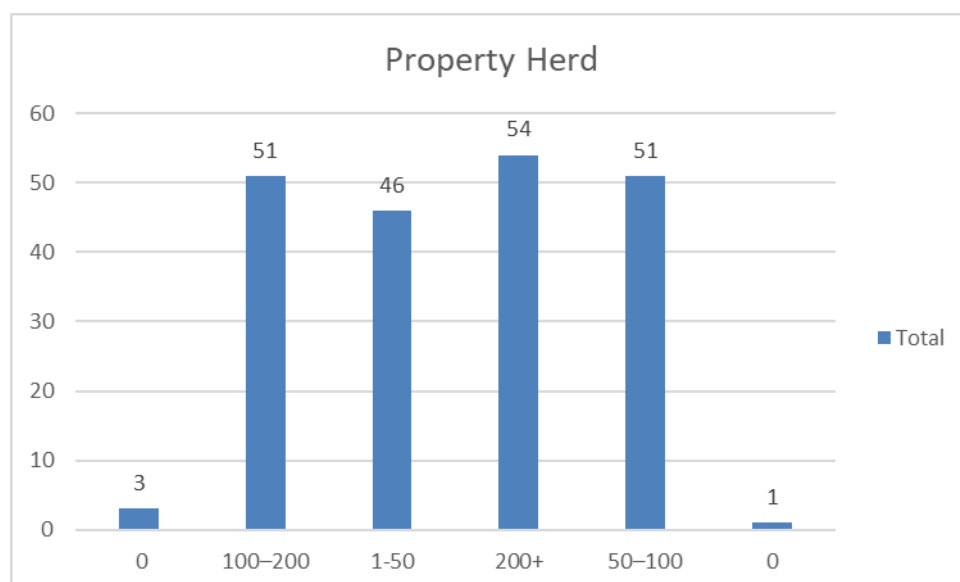
Set out below are recorded figures and graphs for total cattle sold at the NRLX. The below graphs also represent the results from the 2020 email survey

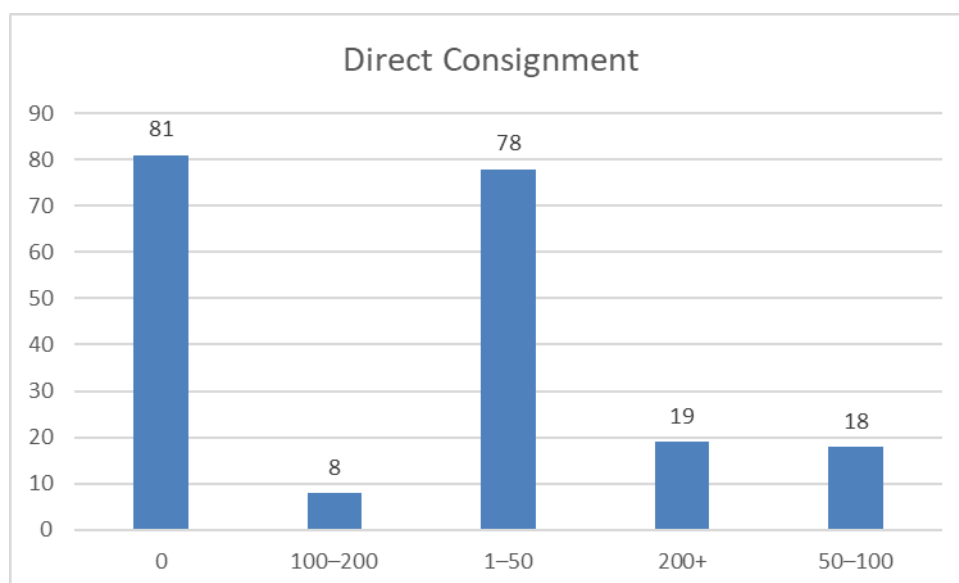
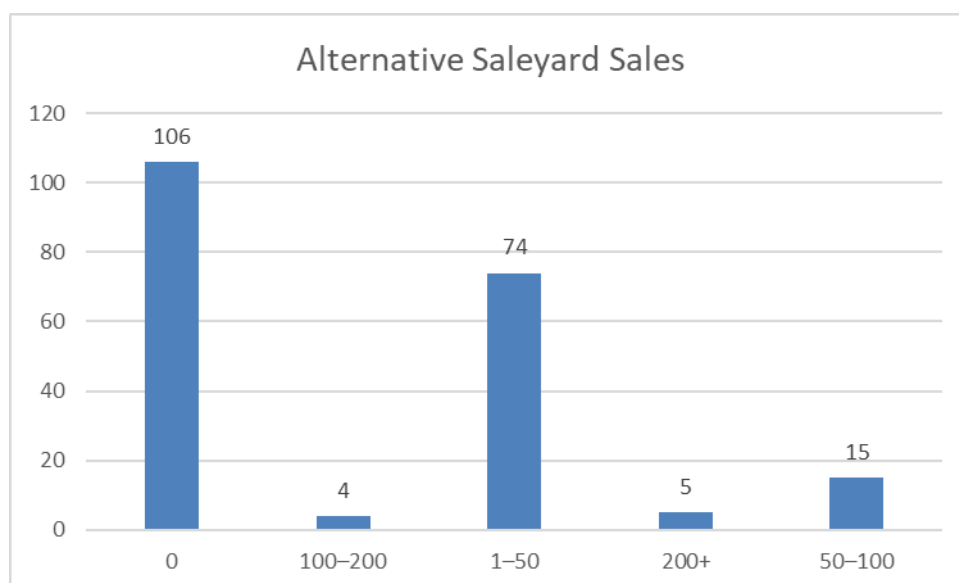
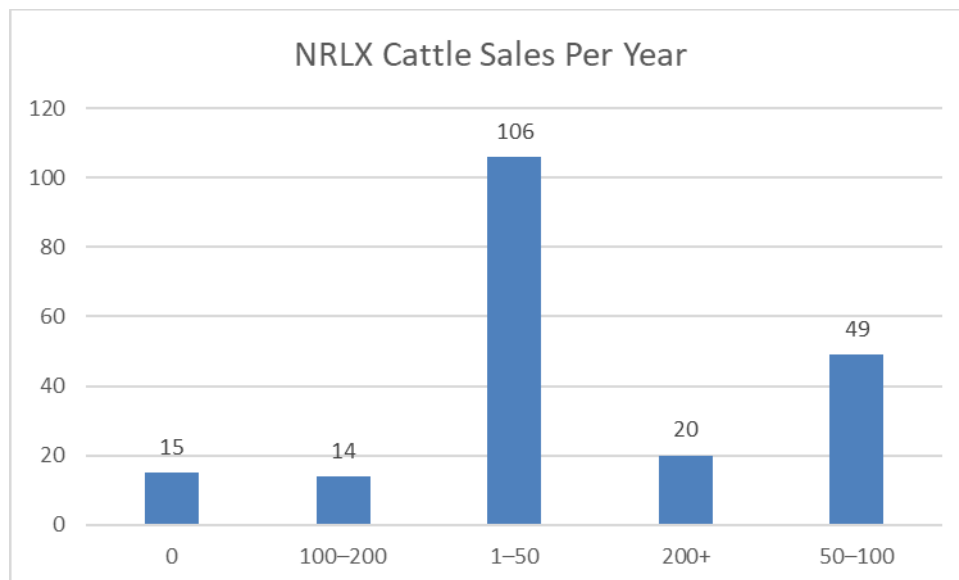
MONTH	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	Average
July	7,803	8,058	9,274	10,819	11,169	8,168	7,824	9,979	9,137
August	6,966	5,324	5,174	8,744	10,097	4,789	6,965	8,952	7,126
September	6,335	4,874	7,965	8,134	6,176	5,271	5,636	8,800	6,649
October	7,130	5,286	6,146	4,889	6,916	3,821	5,198	9,099	6,061
November	6,775	5,203	5,631	6,760	10,104	9,485	8,004	17,005	8,621
December	4,010	4,488	2,645	3,790	4,547	5,305	4,477	4,050	4,164
January	6,316	4,673	9,744	6,469	6,584	5,867	8,047	6,518	6,777
February	9,706	4,748	12,809	10,469	10,346	9,433	9,516	10,710	9,717
March	16,590	16,113	15,866	13,562	17,290	17,119	11,711	20,389	16,080
April	7,485	12,313	9,069	8,580	11,578	7,335	8,674	11,916	9,619
May	8,492	10,313	8,194	8,379	13,649	8,166	13,024	9,814	10,004
June	9,198	9,331	9,738	12,725	11,007	7,849	10,043		9,984
	96,806	90,724	102,255	103,320	119,463	92,608	99,119	117,232	103,939

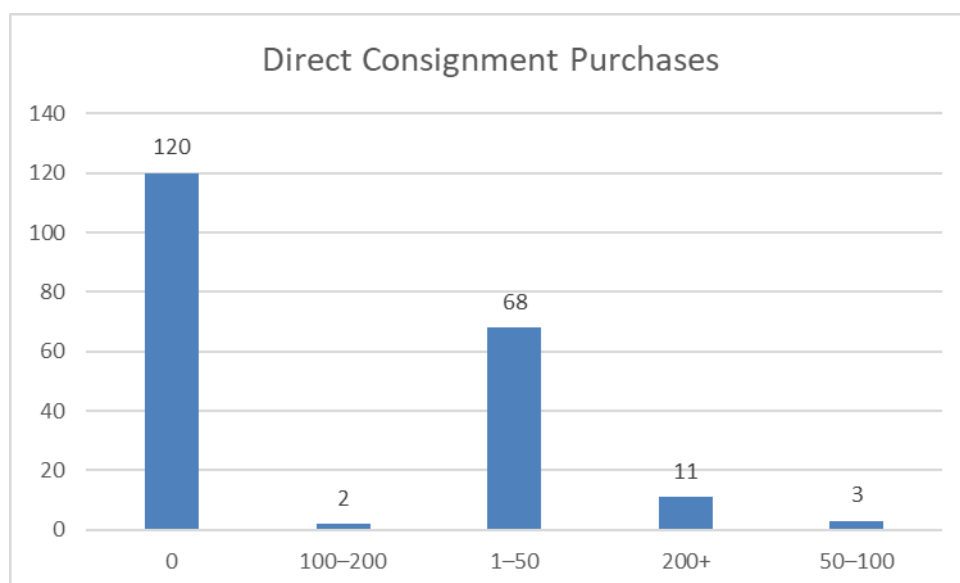
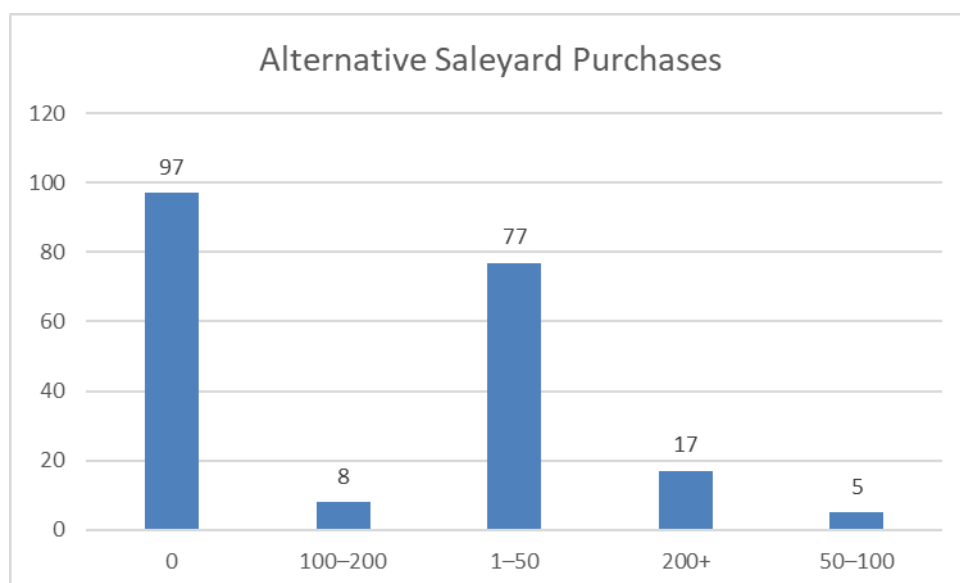
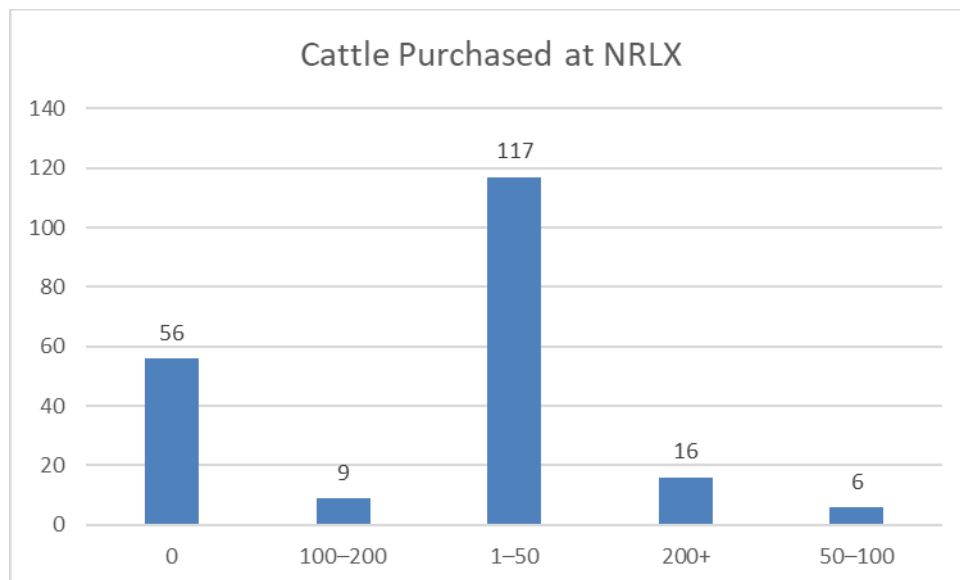


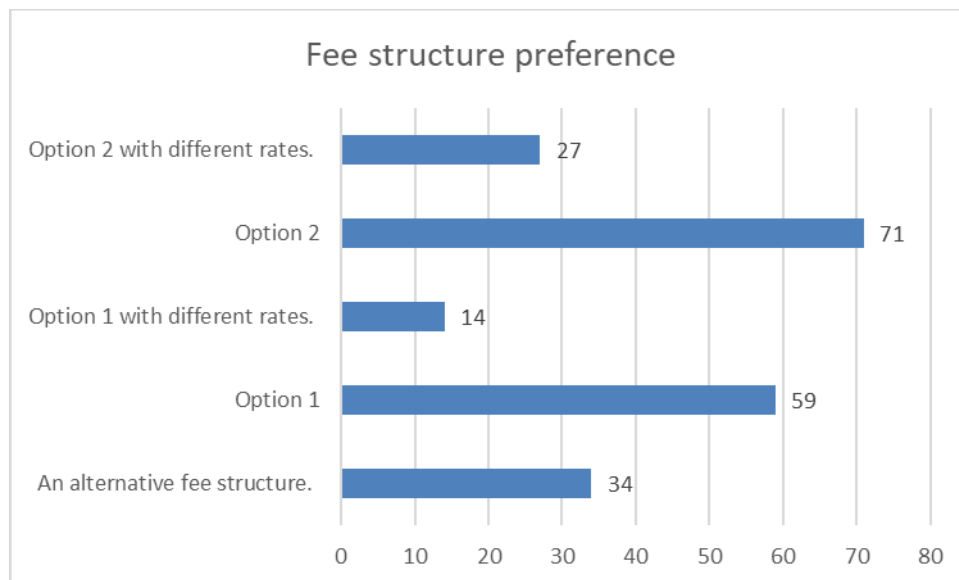


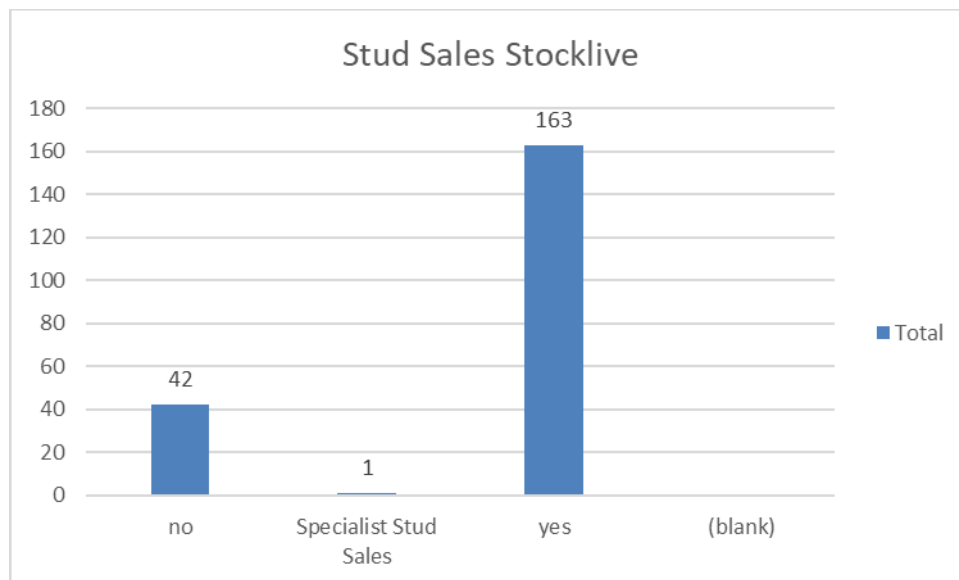
Survey Results 2020





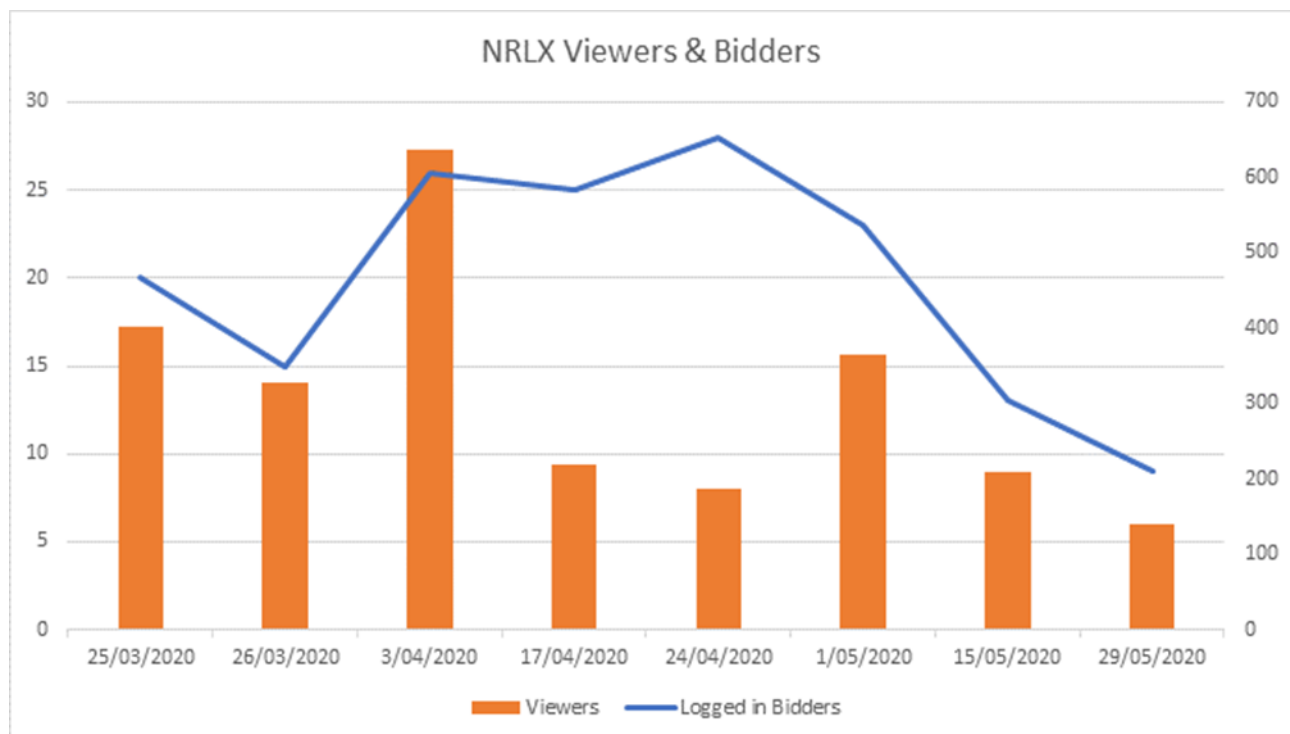






Online Streaming and Bidding

NRLX was able to very quickly introduce online streaming and bidding due to increasing restrictions at the commencement of Covid-19. Wi-fi and internet infrastructure was built during both stage one and stage two to enable this process with online bidding and streaming being identified as a key outcome for stakeholders from the 2017/18 Operational Review. The introduction was delivered on an extremely tight timeframe due to Covid-19, the day prior to our first sale. Notwithstanding the sale proceeded albeit with some technical difficulties. The below table represents online viewers and bidders during the intervening period where Stocklive was used.



With regards to the Stocklive Stud Sale fee at the time of drafting the revenue policy the Contract Agreement with Stocklive had not been finalised. Within the contract there is a clause that refers specifically to Stud Sales as one fee, instead of a per head charge of commercial cattle. This is on the basis that a stud sale has considerably less stock sold via the platform. There is also a host of additional features for Stocklive Stud Sales including: -

1. Advanced Website Listing - auto email service to customised groups of pre-registered and or pre-recorded third parties (distribution size and quantity). Stocklive can publish the sale as soon as confirmed that it will be offered online. They will distribute the information to people within their buyer list that are targeted to the specific breed of sale on a national basis
2. Sale catalogue creation functionality with customised templates in portrait and landscape for standard print sizes including but not limited to A4, A5, A6 and 'Pocket Book' styles. This gives the agents the ability to reproduce their online catalogue into a printable version and removes duplication of processes
3. Includes website sale interface/feature, vendor / sale lot information, pictures and videos and a pre-sale catalogue. Interface to be accessible by third parties via a website and 'App' to allow vendors and agents to load/edit livestock details. Stocklive will work with the Bull vendor or administration team to get this upload onto the website. Can provide them with a tips and tricks flyer on how best to take pictures of the bulls.
4. Marketing and advertising on Stocklive outlets pre-sale, sale results published also details. This will be displayed on the StockLive Website similar to a standard sale with the post-sale results details.

CONSULTATION

As demonstrated in the 2020 Survey results.

CONCLUSION

This report provides information on the quarterly financial performance and monthly throughput of cattle at the NRLX. The results for this period are very positive with the increased throughput. The NRLX will always be subject to seasonal fluctuations which can change results quite quickly. The NRLX financial performance will need to be continually monitored.

ATTACHMENT(S)

Nil

14.3 DRAFT REVISED DELIVERY PROGRAM 2017/2021, DRAFT OPERATIONAL PLAN 2020/2021 (INCLUDING DRAFT FINANCIAL ESTIMATES 2020/2024) AND DRAFT REVENUE POLICY 2020/2021

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

EXECUTIVE SUMMARY

At its Ordinary Meeting held 19 May 2020, Council resolved to place the Draft Delivery Program, Draft Operational Plan (including Financial Estimates), Draft Revenue Policy (including Draft Quarry Product Prices) and Draft Long-Term Financial Plan on public exhibition.

This report provides information regarding public submissions received by Council during the exhibition period, details minor amendments that have been made to the Draft Financial Estimates and recommends that Council adopt the documents.

RECOMMENDATION

That

1. Council adopt the Revised Delivery Program 2017/2021, Operational Plan 2020/2021 (including Financial Estimates 2020/2024), Revenue Policy 2020/2021 (including Quarry Product Prices) and Long-Term Financial Plan 2020/2030.
2. In respect to the general land rates contained in the 2020/2021 Draft Revenue Policy, Council in accordance with Sections 535 and 537 of the *Local Government Act 1993* make the following General Rates for the 2020/2021 financial year:

Rating Category			Base Amount	% Yield from Base Amount	Rate in Dollar (Ad Valorem)
Residential			\$310.00	28.67%	\$0.00512
Rural	Residential	(sub-category)	\$275.00	29.07%	\$0.00357
Business			\$360.00	11.22%	\$0.01431
Farmland			\$360.00	20.18%	\$0.00385

3. That in relation to interest on overdue rates and charges, Council make and impose the maximum charge for interest, as determined by the Minister for Local Government and in accordance with Section 566 (3) of the *Local Government Act 1993*, as follows:
 - (i) for the period 1 July 2020 to 31 December 2020; 0.0% per annum
 - (ii) for the period 1 January 2021 to 30 June 2021; 7.0% per annum
4. In respect of annual charges and user charges for Waste Management, Water, Sewerage and Stormwater Management Service Charges, in accordance with Section 535 of the *Local Government Act 1993*, Council make these charges as detailed in the 2020/2021 Draft Revenue Policy to apply to the 2020/2021 financial year.

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

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

BUDGET IMPLICATIONS

As outlined in the report.

REPORT

The Draft Revised Delivery Program, Draft Operational Plan (including Financial Estimates), Draft Revenue Policy (including Draft Quarry Product Prices) and Draft Long-Term Financial Plan were placed on public exhibition following the Ordinary Meeting of Council on 19 May 2020. The exhibition period closed 4:30pm Tuesday 16 June 2020.

Council received 4 submissions during the exhibition period which have been provided to Councillors for their consideration (under separate cover). Of the submissions received, 3 were in response to the proposed new fee structure at the Northern Rivers Livestock Exchange.

Council's Long-Term Financial Plan 2020/2030 has been reviewed as part of the development of the Operational Plan 2020/2021 (including Financial Estimates 2020/2024).

During the public exhibition period, further information has come to hand requiring changes to be made to the 2020/2021 budget. These changes are detailed below:

Operating Income – increase of \$1,194,246

- Updated supplementary land values and the number of assessments and services has resulted in a net increase in rates and annual charges of \$32,032.
- Successful grant funding of \$140,000 has been announced under the Bushfire Affected Waterways Program for restoration of burnt riparian areas within the Richmond River tributaries.
- Successful grant funding of \$20,000 has been announced for preparation of a Richmond Valley Destination Management Plan.
- The Australian Government recently committed \$500 million to the Local Road and Community Infrastructure Program to support jobs, businesses and the resilience of local economies. Council will receive funding of \$1,002,214. Councils will be able to select the projects to be funded in their community according to priorities at the local level.

Operating Expenditure – increase of \$160,000

- Successful grant funding of \$140,000 has been announced under the Bushfire Affected Waterways Program for restoration of burnt riparian areas within the Richmond River tributaries. Council's share of \$20,000 has been funded from existing budgets.
- Successful grant funding of \$20,000 has been announced for preparation of a Richmond Valley Destination Management Plan.

Capital Grants and Contributions – increase of \$1,939,740

- Council has been successful in obtaining grant funding of \$399,053 towards the upgrade of the Evans Head Library.
- Council has been successful in obtaining grant funding of \$1,540,687 towards the Casino Industries Activation Project.

Capital Expenditure – increase of \$2,713,312

- Increase of \$9,000 in capital works at the Evans Head Cemetery as a result of expansion infrastructure works not commencing in the current financial year.

- Increase of \$81,265 towards relining of the Evans Head Low Zone Reservoir, with works commencing in the current financial year and to be completed in 2020/2021.
- Council has been successful in obtaining grant funding of \$399,053 towards the upgrade of the Evans Head Library. Only Council's share of \$480,000 was included in the draft financial estimates.
- Regarding the successful grant funding of \$1,540,687 towards the Casino Industries Activation Project, the total project budget is \$3,081,375. Council had budgeted \$2,000,000 for industrial land development, so an increase of \$1,081,375 was required. Council's share is being funded from the Real Estate and Infrastructure Reserve. Due to the significant development, asset sales have been revised downwards by \$236,000 for the 2020/2021 financial year
- The NSW Government recently announced a Showground Stimulus Package. Council has received funding of \$140,405 for two projects at the Casino Showground to be completed in the 2020/2021 financial year. Works include \$70,405 for improvements to the Pavilion and Show Society Office as well as \$70,000 for fencing.
- Funding of \$1,002,214 will be received under the Local Road and Community Infrastructure Program. The allocation of specific projects is to be determined.

The impact of these changes is an increase in the unrestricted cash surplus of \$28,485 to a revised projected surplus of \$318,869. The revised budget projections are summarised below:

	2020/21	2021/22	2022/23	2023/24
Budget Estimates	\$'000	\$'000	\$'000	\$'000
Total Operating Revenue	63,874	65,185	67,300	69,422
Total Operating Expenditure	67,430	68,344	69,671	71,251
Operating Result before Capital Grants and Contributions	(3,556)	(3,159)	(2,371)	(1,829)
Add: Capital Grants and Contributions	10,038	8,864	3,326	1,223
Operating Result including Capital Grants and Contributions	6,482	5,704	955	(607)
Add: Non-Cash Expenses	18,173	18,676	19,107	19,549
Add: Non-Operating Funds Employed	4,985	4,119	4,465	2,838
Less: Asset Acquisitions	34,597	23,214	19,452	17,837
Less: Loan Repayments	2,768	2,981	3,201	3,349
Estimated Funding Result – Surplus/(Deficit)	(7,725)	2,305	1,874	595
Restricted Funds – Increase/(Decrease)	(8,044)	2,560	1,894	658
Unrestricted Funds – Increase/(Decrease)	319	(255)	(20)	(63)

Draft Revenue Policy

The Statement of Rates and Charges has been updated with the latest supplementary land values along with movements in the number of assessments and services. In addition, the total permissible income was corrected and revised upwards by \$57,616 to \$13,963,069.

Waste management charges have been updated with the latest number of services. The format has been revised to provide more clarity on the standard annual services as well as the additional services available to customers. An error was identified with one charge in the Draft Revenue Policy which was placed on public exhibition. The "Non-Domestic Waste 2 x Weekly" charge should be twice the standard annual charge for a non-domestic service. The charge was placed on exhibition as \$1,280 per annum but should be \$1,246 (equating to 2 x \$623). This results in a

decrease of \$34 in this charge and along with 104 services a decrease in operating revenue of \$3,536.

NRLX Fee Structure

Council is considering two fee structures for sale fees at the Northern Rivers Livestock Exchange. Option one is based on the current fee structure, whilst option two is to shift to a scaled vendor fee structure based on the price cattle are sold for. Both options were placed on public exhibition. Council also conducted a survey on the proposed fee structures.

Council received 3 submissions in relation to the fee structure along with various survey responses, all feedback has been summarised in the NRLX Proposed Fee Structure 2020/2021 Report.

Following the consultation period, option 2 was considered as the preferred fee structure with some minor amendments. This change requires some time for the vendors to implement. As a result, the following fee structure for sale fees will apply from 1 July to 31 July 2020.

Sale Fee	Fee (inc GST)	Unit
Annual Business Licence Fee	\$10,500.00	Per Annum
Agents Business Usage Fee	\$0.75	Per Head
Agents Business Usage Fee – Bull & Stud Sales	\$2.00	Per Head
Vendor Capital Levy	\$2.05	Per Head
Vendor Usage Fee	\$10.80	Per Head
Bull & Stud Sales – Vendor Fees	\$20.00	Per Head
Bull & Stud Sales – Vendor Fees (Wednesday Sales)	\$10.80	Per Head
Vendor Fee - Stocklive Streaming Sales	\$0.90	Per Head
Stocklive Stud Sales (Payable by Hosting Agent)	\$1,650.00	Per Stud Sale
Rollbacks, Sale Changes etc	\$70.05	Minimum Charge
Saleyards Inductions	POA	Per Person
Special Weighs	\$10.80	Per Head
Scale Testing Fee	\$273.00	
Horses - Vendor Fees	\$10.80	Per Head
No Sale Charge	\$10.80	Per head per day

The new fee structure for sale fees to apply from 1 August 2020 to 30 June 2021 is as follows:

Sale Fees	Fee (inc GST)	Unit
Annual Business Licence Fee	\$10,500.00	Per Annum
Agents Business Usage Fee	\$1.00	Per Head
Agents Business Usage Fee – Bull & Stud Sales	\$2.10	Per Head
Vendor Capital Levy	\$2.05	Per Head
Cattle Sold for \$0.01 to \$600.00	\$9.00	Per Head
Cattle Sold for \$600.01 to \$900.00	\$11.15	Per Head
Cattle Sold for \$900.01 and Above	\$13.50	Per Head
Bull and Stud Sales – Vendor Fees	\$20.60	Per Head
Bulls (Non Stud)	\$15.50	Per Head
Vendor Fee - Stocklive Streaming Sales	\$1.50	Per Head
Stocklive Stud Sales (Payable by Hosting Agent)	\$1,650.00	Per Stud Sale
Rollbacks, Sale Changes etc	\$72.00	Minimum Charge
Saleyards Inductions	POA	Per Person
Special Weighs	\$11.10	Per Head
Scale Testing Fee	\$280.00	
Horses - Vendor Fees	\$11.10	Per Head
No Sale Charge	\$11.10	Per head per day

Both fee structures are included in the attached Draft Revenue Policy 2020/2021.

CONSULTATION

Council advertised the Draft Revised Delivery Program 2017/2021, Draft Operational Plan (including Financial Estimates 2020/2024), Draft Revenue Policy 2020/2021 (including Draft Quarry Product Prices) and Draft Long-Term Financial Plan 2020/2030 from 20 May 2020, with public submissions closing at 4:30pm Tuesday 16 June 2020.

Advertising included coverage in the Richmond River Express Examiner, the May and June RVC Valley Views newsletter, which is delivered to all post boxes in the LGA and community radio interviews. Copies of the draft documents were also made available on Council's website.

There were 4 submissions received during the exhibition period, all submissions have been provided to Councillors for consideration. Of the 4 submissions, 3 were in response to the proposed new fee structure for the Northern Rivers Livestock Exchange.

The submission on the draft revised delivery plan and the draft operational plan was in support of the draft documents and covered the following main points:

- Government supporting the construction of 4-5-star accommodation in Evans Head to support the future demands of accommodation, creating investment in Evans Head and creating employment.
- Advocacy for the release of the Crown Land located between Currajong Street and Carrabeen Street Evans Head for the purpose of an Aged Care Facility and residential housing.

The submissions and survey results in response to the NRLX fee structure are detailed in the Northern Rivers Livestock Exchange Proposed Fee Structure 2020/2021 Report.

CONCLUSION

Following the public exhibition period 20 May to 16 June 2020, Council received 4 submissions. Some amendments have been made to the Operational Plan Financial Estimates 2020/2021 as detailed in the report.

It is recommended that Council adopt the draft plans as presented with this report.

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 Revised Delivery Program 2017/2021 (under separate cover)**
6. **Draft Operational Plan 2020/2021 (under separate cover)**

15 FINANCIAL REPORTS**15.1 FINANCIAL ANALYSIS REPORT - MAY 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 31 May 2020 including General Bank Accounts and Trust Funds is shown below.

Investment Portfolio	General Bank Accounts	Trust Funds	Total
\$53,068,243	\$761,262	\$87,050	\$53,916,555

The weighted average rate of return on Council's investments for May 2020 was 4.59% which was above the 90 Day Bank Bill Index for May of 0.095%.

RECOMMENDATION

That Council adopt the Financial Analysis Report detailing investment performance for the month of May 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 31 May 2020, Council had earned \$632,488 in interest and \$100,454 in fair value gains for total investment revenue of \$732,942 against a budget of \$995,000 (which equates to 73.66%).

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 May 2020 meeting.

Rate of Return

The weighted average rate of return on investments in May 2020 was 4.59% a decrease of 118 basis points from the previous month. The rate of return is 364 basis points above the 90 Day Bank Bill Index of 0.095% 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 May 2020 these funds have recovered further returning a gain of \$150,938 (after a strong return of \$163,277 in April 2020) bringing the overall fair value loss on the Medium Term Growth Fund for the 2019/20 financial year to 31 May 2020 to -\$2,908. 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 21 May 2020, which is included as an attachment to this report. This update provides an overview of the current global market and NSW Treasury Corporation's response to effectively manage its investments during this period.

It should be noted that the NSW Treasury Corporation Medium Term Growth Fund has made further improvements during June 2020. As of 9 June 2020, the fund has returned a gain of \$89,493 for the month of June 2020. This result means that the Medium Term Growth Fund has returned a gain of \$86,585 for the 2019/20 financial year to date and is further evidence that the fund may be recovering from the significant impacts of COVID-19.

Council's Investment Portfolio

The value of Council's Investment Portfolio as at 31 May 2020 including General Bank Accounts and Trust Funds are shown below.

Investment Portfolio	Face Value	General Bank Accounts	Trust Funds
\$53,068,243	\$51,943,311	\$761,262	\$87,050

The Investment Portfolio balance at 31 May 2020 of \$53,068,243 is made up of Council's Business Online Saver Account (\$9,440,000), Term Deposits (\$24,000,000) and NSW Treasury Corporation Investments (\$19,628,243).

Council's investment portfolio has maturity dates ranging from same day up to 731 days. Term deposits of \$24,000,000 represented 45.22% of the total portfolio as at 31 May 2020. Council made one new term deposit during the month of May 2020 with Bank of Sydney who do not support the fossil fuel industry. One term deposit matured during the month of May 2020.

Council had \$19,628,243 in longer term investments being the Cash Facility Trust and Medium-Term Growth Fund with NSW Treasury Corporation as at 31 May 2020. The investment values are shown below.

Investment Holding	Fair Value 31-May-2020	Fair Value Gain/(Loss) May 2020	Fair Value Gain/(Loss) YTD
Cash Facility Trust	\$10,212,290	\$10,807	\$103,362
Medium Term Growth Fund	\$9,415,953	\$150,938	-\$2,908
Total	\$19,628,243	\$161,745	\$100,454

Environmentally Sustainable Investments (ESI's)

Council's current portfolio of \$53,068,243 includes \$35,628,243 or 67.14% 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

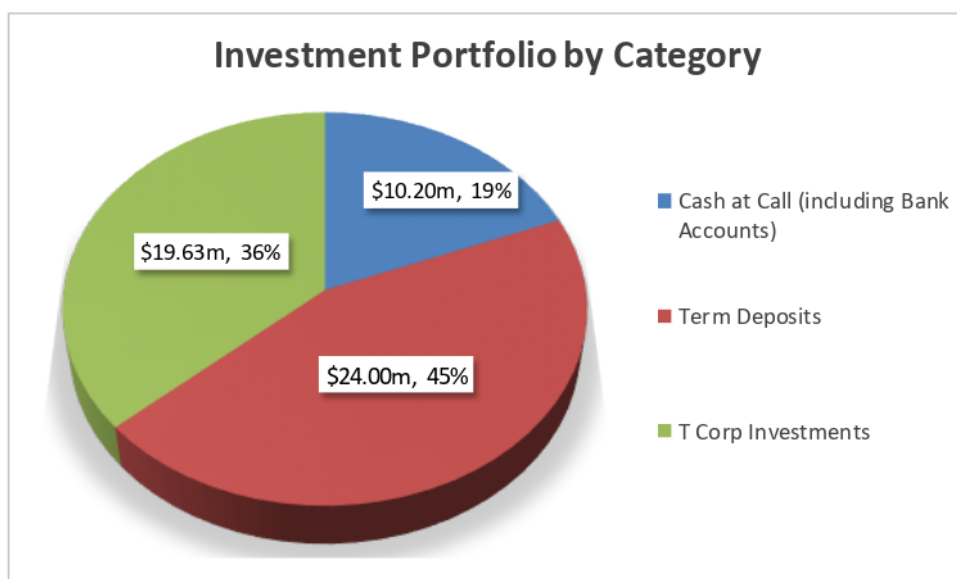
During the month of May 2020 Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy. As at 31 May 2020 Council's investments totalled \$53,068,243 with a further \$848,312 held in bank accounts. The weighted average rate of return

was 4.59% for the month of May and total investment revenue equals 73.66% of budgeted revenue for the year to 31 May 2020.

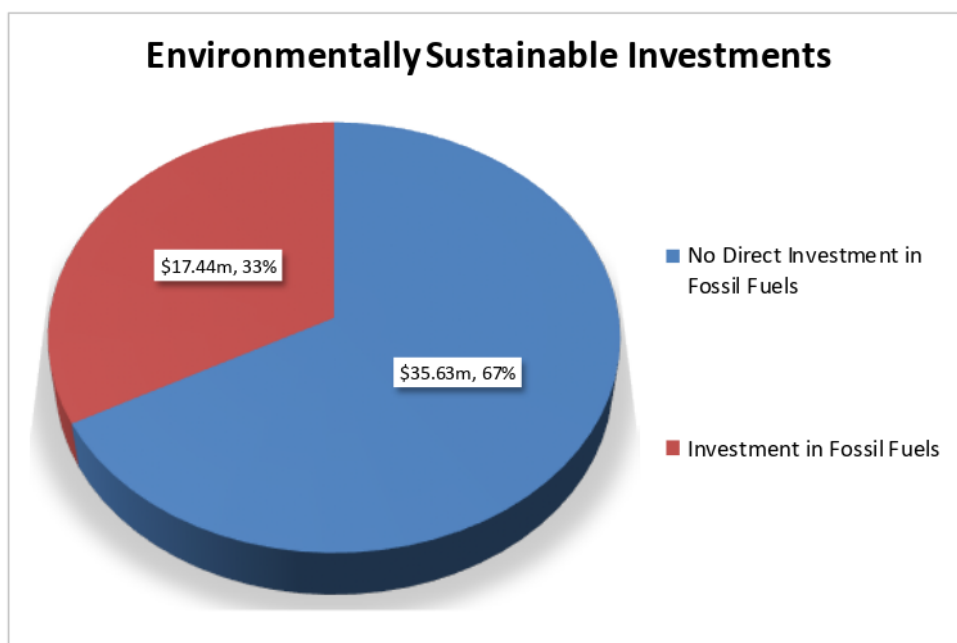
ATTACHMENT(S)

- 1. Financial Analysis Report**
- 2. NSW Treasury Corporation Market Update 21 May 2020**

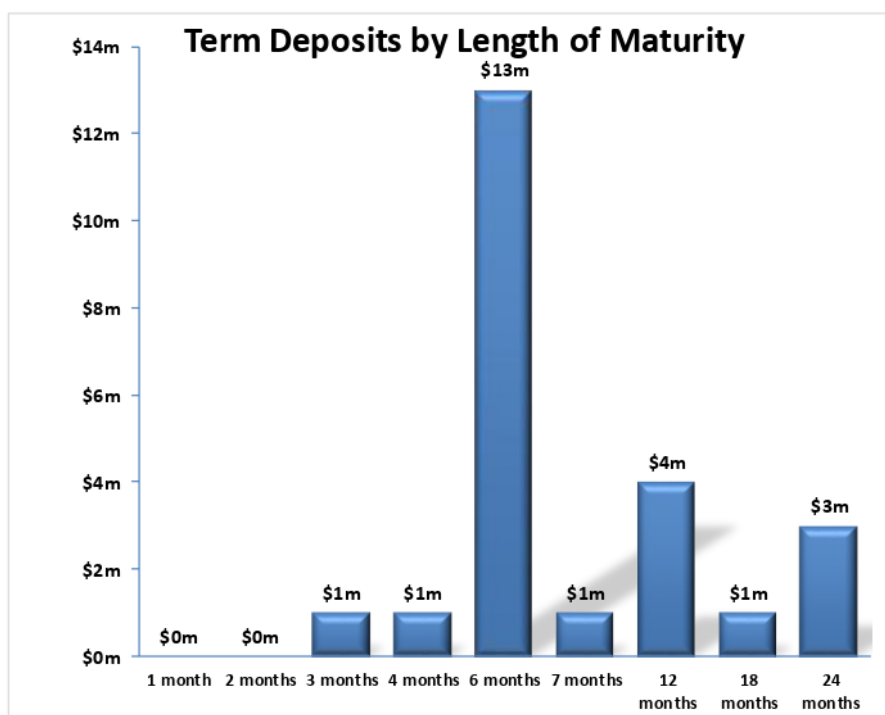
The following graph shows Council's investment portfolio by investment category as at 31 May 2020.



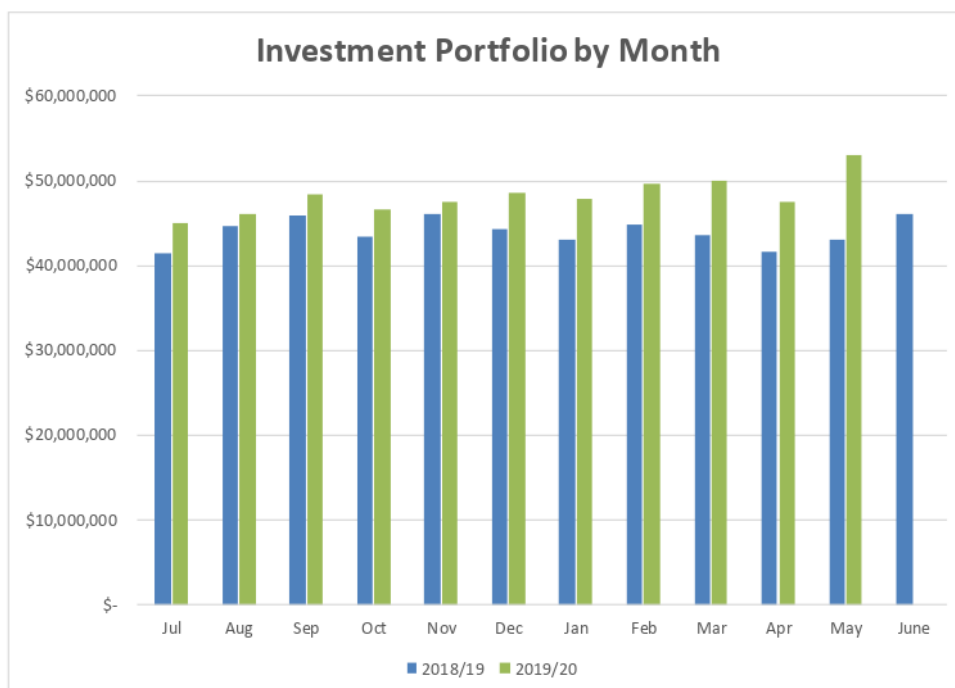
The following graph details Council's investments with no direct links to the Fossil Fuel Industry as a percentage of Council's investment portfolio as at 31 May 2020.



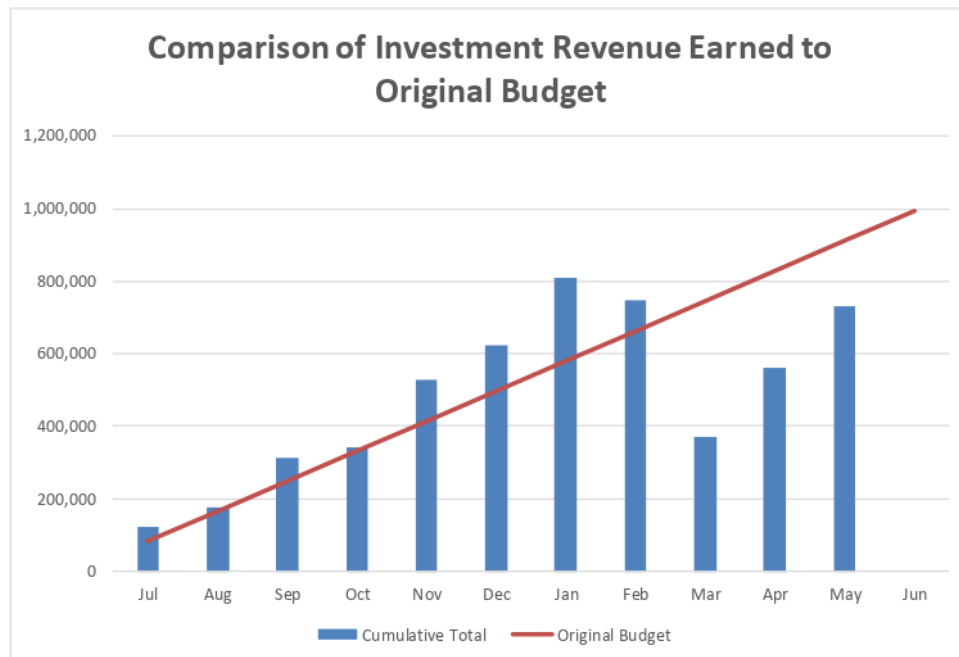
The following graph shows the length of time of Council's term deposit maturities as at 31 May 2020.



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.



Item 15.1 - Attachment 1



21 May 2020

Market overview

- Australia's unemployment rate increased by 1% to 6.2% in April. While the move in the official rate was not as dramatic as expected, other labour force data help provide a more complete gauge of health—or in this case weakness—of current employment conditions. For example, the participation rate fell 2.4% to 63.5% and the underutilisation rate jumped to 19.9%. The number of people who are considered employed but are working zero hours (supported largely by the government's temporary JobKeeper package) also increased markedly.
- The Reserve Bank of Australia (RBA) provided three scenarios of the economy's road ahead in its quarterly Statement on Monetary Policy. While the 'baseline case' does show a reasonable bounce back over the next 18 months, GDP will remain below the levels forecast before the COVID-19 crisis. This is also the case for the more positive 'upside' (or best case) scenario.
- In the US, April saw significant falls in industrial production, down 11.2%, and retail sales plummeted 16.4%. Preliminary retail sales for Australia slumped 17.9% as some of the panic buying of March was clawed back. On the other hand, as China's recovery remains in progress, industrial production ticked up 3.9% and there was some improvement in the retail sector.
- Despite the gloomy economic data continuing to flow through, there is more optimism on the reopening of economies and that the worst is now behind us. Equity markets rallied over the past week with Australian shares up 2.8% with a similar increase in the European Stoxx of 2.6%. The US S&P500 rose 5.4%. Oil also continues to regain some of its lost ground, particularly as China's demand recovers, with Brent Crude closing at US\$35.81 a barrel.

"Despite the gloomy economic data continuing to flow through, there is more optimism on the reopening of economies and that the worst is now behind us."

TCorp Investments – investing on behalf of clients

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

Asset Classes

- While volatile, equity markets have continued to push forward in May as investors receive more certainty on the removal of social and economic restrictions.
- The sensitivity of the markets' direction to new coronavirus developments was highlighted by reports of a potential vaccine being developed in the US.



- While the reports related only to the interim results from an early stage medical trial, the news was sufficient to boost sentiment and global markets jumped—the S&P500 surged 3% higher that day.
- While some analysts are more cautious about the progress of a potential vaccine, markets tended to hold their gains and the S&P500 is tracking with a 2% month to date gain adding to last month's 12.8% rebound.
- The ASX200 is also consolidating its rebound with a 0.9% month to date gain building on April's 8.8% advance.
- In its quest to further stabilise debt markets, the US Federal Reserve commenced its Secondary Market Corporate Credit Facility by purchasing exchange-traded funds benchmarked against the US credit market. Issuance from investment-grade ranked companies remains robust as more than US\$60bn was issued over the week.
- Global interest rates continue to drift lower as markets price in a prolonged period of cash rates close to zero combined with subdued growth and low inflation.
- The UK government borrowed at negative long-term interest rates for the first time as it sold GBP3.8bn of three-year gilts (UK government bonds) at a yield of minus 0.003 per cent. The slightly negative yield means an investor who holds the debt to maturity will get back less than they paid.
- US debt markets have similarly begun to price in the possibility of negative rates in the future – in spite of robust messages to the contrary from the Federal Reserve which has ruled out such a step.
- The RBA has also provided guidance that the official cash rate will not fall below 0.25 per cent. However, this month witnessed an unusual occurrence with the big four Australian banks borrowing short term funds at rates materially below the cash rate.
- While unprecedented in the Australian market, this development reflects the normal supply and demand dynamics of the markets as the major banks have large supplies of cash and reduced demand for new loans, while the federal government is issuing very large amounts of debt to fund its ballooning budget deficit.

Managing the TCorpIM Funds

- TCorp's investment funds have delivered resilient performances during the crisis and are well placed to take advantage of opportunities arising in the volatile markets.
- The Cash Fund and Short term Income Fund produced strong, well above benchmark, performances in April as market dislocations subsidised. Returns above the cash rate and the Bank Bills benchmark are strong over the medium to long term.
- As markets rallied, the Medium Term and Long Term Growth Funds also delivered strong April returns and returns over their respective investment time horizons remain solidly positive.
- 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 RBA has not undertaken any further bond purchases since 6 May as the bond market continues to normalise. It is however ready to re-start, if necessary, to ensure bond markets remain functional.
- TCorp spreads have almost returned to pre-pandemic levels. However, last Thursday's spreads were sharply wider as some investors unwound positions to take profits. This trading activity corresponds with the recent volatility in bond markets.
- Over the past week, the Australian Office of Financial Management has raised \$19bn in 2030 bonds (a record volume in a single issue) after receiving bids of over \$53.5 bn; and Western Australia Treasury Corporation issued around \$2bn in 2031 bonds.
- The strong investor appetite for government and semi-government issuance continues to place TCorp in a very strong position to complete our FY20 funding task, which includes the funding of the budgetary impact of the COVID-19 pandemic on NSW.

Our client portfolios

- We continue to work with a small number of clients who have remaining FY20 new debt requirements.
- We have commenced working with clients on FY21 management limits and strategies, and will monitor these strategies closely over the coming months as the later than usual budget process creates some uncertainties.
- TCorp's liquidity remains very strong and our Come & Go facilities continue to provide for the ongoing working capital requirements of our clients.

Authors



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15.2 MONTHLY BUDGET ADJUSTMENTS REPORT - MAY 2020

Author: Hayley Martin, Business Development Accountant

EXECUTIVE SUMMARY

This report details the proposed budget adjustments for the month of May 2020. The main adjustment includes the addition of a new project for the relining of the Evans Head Low Zone Water Reservoir which has had a minor leak for several years. This proposed project will offer a long-term solution to the problem and will be completed over two financial years, with \$81,265 being estimated for each year. Further adjustments include the transfer of \$91,748 back to water reserves from projects that have been completed under budget as well as numerous reallocations of funds between projects for waste and cemetery projects.

The proposed changes see Council's expenses from continuing operations decrease by \$17,294 and capital works increase by \$19,334 to a projected total of \$19,971,084. Council's projected surplus of \$122,219 for 2019/2020 remains unchanged as all proposed changes are fully funded from reserves or reallocations from other project budgets. The report provides further details of the proposed changes as well as the revised budget position as at 31 May 2020.

RECOMMENDATION

That Council:

1. Approve the proposed budget adjustments for the month of May 2020.
2. Note the revised budget position for 2019/2020 as at 31 May 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 detailed in the report.

REPORT

During the month of May 2020, the following adjustments have been proposed.

Addition of new projects*Evans Head Water Reservoir Relining*

The Evans Head Low Zone Reservoir has had a minor leak for several years with temporary repairs having taken place previously. The tank is now leaking again, not only from the areas repaired earlier but also from new areas. It is proposed to empty and fully reline the reservoir which will offer a long-term solution. This project will occur over two financial years with \$81,265 expected to be spent in 2019/2020 and a further \$81,265 in 2020/2021 (to be adjusted accordingly). This project will be funded from water infrastructure reserves.

Project Description	Revised Budget 31-Mar-20	Proposed Adjustment	Revised Budget 31-May-20
Evans Head Reservoir Relining	0	81,265	81,265
Water Infrastructure Reserves	0	(81,265)	(81,265)

Reallocation of funds between projects

Better Waste and Recycling Fund Projects

It is proposed to transfer all unexpended funds from various better waste and recycling fund projects towards the Public Place Recycling project as all other projects have been completed and do not require any further funding.

Project Description	Revised Budget 31-Mar-20	Proposed Adjustment	Revised Budget 31-May-20
Asbestos ID Gun	55,000	(6,164)	48,836
Business Food Waste	14,036	(5,766)	8,270
Tip Shop Facility	1,836	(1,407)	429
Education Avoidance	66,224	(11,528)	54,696
Public Place Recycling	41,305	24,865	66,170

Cemeteries

It is proposed to transfer surplus funds from a number of cemetery capital works towards the Casino Lawn Cemetery Memorial Gardens, totalling \$13,071. It is also requested to carry over \$9,000 for the Evans Head Lawn Cemetery Expansion Infrastructure that will not commence this financial year.

Project Description	Revised Budget 31-Mar-20	Proposed Adjustment	Revised Budget 31-May-20
Casino Lawn – Concrete Strips	12,000	(1,500)	10,500
Casino Lawn – Expansion Infrastructure	4,000	(1,984)	2,016
Casino West – Expansion Infrastructure	5,951	(5,951)	0
Coraki – Infrastructure Improvements	5,000	(3,636)	1,364
Casino Lawn – Memorial Gardens	0	13,071	13,071
Evans Lawn – Expansion Infrastructure	9,000	(9,000)	0

Sewerage Junction Repairs

It is proposed to allocate an additional \$21,524 from sewerage infrastructure reserves towards junction repair works as this year's pooled budget allocation for junction repairs has been fully exhausted with some remaining works yet to be completed.

Project Description	Revised Budget 31-Mar-20	Proposed Adjustment	Revised Budget 31-May-20
Junction Repairs – to be allocated	0	21,524	21,524
Sewerage Infrastructure Reserves	0	(21,524)	(21,524)

Water Capital Projects

A number of water supply capital projects have been completed under budget. It is therefore proposed to transfer the remaining funds of back to water infrastructure reserves. These projects are listed below:

Project Description	Revised Budget 31-Mar-20	Proposed Adjustment	Revised Budget 31-May-20
Water Mains Casino – Clay Ave	72,000	(3,795)	68,205
Water Mains Casino – Wooroowoolgan St	67,000	(21,369)	45,631
Water Mains Casino – Cedar Ave	34,000	(4,026)	29,974
Water Mains Coraki – Bridge St	35,000	(23,294)	11,706
Water Mains Woodburn – St Joseph's School	33,500	(19,945)	13,555
Water Reservoir Broadwater – Access Road	45,000	(8,800)	36,200
Water Treatment Plant Casino – Pump Spare	119,623	(9,085)	110,538
Water Treatment Plant Casino – Chlorine Dosing Skid & Valves	52,868	(1,434)	51,434

Revised Budget Position

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

Budget Adjustments May 2020	Revised Budget 31-Mar-20	Recommended Changes for Council Resolution	Revised Budget 31-May-20
Income from Continuing Operations	72,384,663	0	72,384,663
Expenses from Continuing Operations	68,333,285	(17,294)	68,315,991
Operating Result from Continuing Operations	4,051,377	17,294	4,068,671
Add: Non-cash Expenses	18,446,841	0	18,446,841
Add: Non-Operating Funds Employed	846,428	0	846,428
Less: Capital Expenditure	19,951,750	19,334	19,971,084
Less: Loan Repayments	2,485,648	0	2,485,648
Estimated Funding Result - Surplus/(Deficit)	907,248	(2,040)	905,208
Restricted Funds - Increase/(Decrease)	785,029	(2,040)	782,989
Working Funds - Increase/(Decrease)	122,219	0	122,219

CONCLUSION

In conclusion, the proposed budget adjustments for the month of May 2020 will have no impact on the projected budget surplus of \$122,219 for 2019/2020 as all works are fully funded from reserves or the reallocation of funding from other project budgets.

ATTACHMENT(S)

Nil

15.3 CASINO INDOOR SPORTS STADIUM INSURANCE CLAIM

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

EXECUTIVE SUMMARY

The Casino Indoor Sports Stadium was closed for a period of four weeks over the December 2017/ January 2018 Christmas period. During this time, torrential rain led to water entering the stadium through side vents and damaging the flooring. Despite various attempts to dry out and repair the floor, it could not be brought back to a suitable condition and full replacement was required. As the cost of the replacement work was substantial, an insurance claim was lodged with Council's insurer in February 2020. The insurance claim provided for most of the replacement cost. There is a shortfall of some \$60,000 to be funded by Council.

RECOMMENDATION

That Council approve the funding shortfall for floor replacement at the Casino Indoor Sports Stadium of \$60,013 to be funded from Council's Real Estate Reserve.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP1: Fresh and Vibrant Community

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

BUDGET IMPLICATIONS

The estimated cost of repairing the flooring is \$233,213, less the insurance settlement of \$173,200, leaving \$60,013 funding required to complete the works. It is proposed the shortfall be funded from Council's Real Estate Reserve.

REPORT

In January 2018 the Stadium Manager opened the stadium after a four-week closure over the December 2017 Christmas period and found a large pool of water on the stadium floor. It was determined that the water had entered through the side vents, rather than through a leak in the roof or the roof top whirly birds. A check of rain events indicated this is likely to have occurred during a torrential downpour during that period.

The Stadium Manager sought advice on how to safely dry the floor and this was carried out over a 48-hour period. However, it was later noted that there was damage to the flooring plates and parts of the floor were raised. This was believed to be due to the earlier rain event. Council sought advice on restoration work from suitably qualified contractors and received two quotations of \$256,535 and \$280,500 respectively.

Given the significant cost, an insurance claim was lodged through Council's insurance broker in February 2020. After some months of negotiation a settlement offer of \$173,200 has been submitted to Council. This leaves a funding shortfall of approximately \$60,000 and it is proposed to fund this from the Real Estate Reserve.

Prior to the restoration works being undertaken a review of the stadium design, including side vents and roof whirly birds will be completed to reduce the risk of a repeat event.

CONSULTATION

Staff have sought advice from suitably qualified contractors and consulted with council's insurers in relation to this matter.

CONCLUSION

Council's Casino Indoor Sports Stadium requires substantial repair work to correct previous water damage to the floor.

Council has lodged an insurance claim for the work and has received a settlement offer of \$173,200, which leaves a funding shortfall of approximately \$60,000 for the estimated repair costs. It is suggested this is funded from the Real Estate Reserve.

ATTACHMENT(S)

Nil

15.4 NORTHERN RIVERS LIVESTOCK EXCHANGE STATISTICS AND FINANCIAL PERFORMANCE AS AT 31 MARCH 2020**Author: Bradley Willis, NRLX Operations Manager****EXECUTIVE SUMMARY**

This report provides an update on the Northern Rivers Livestock Exchange (NRLX) financial performance as at 31 March 2020, as well as monthly throughput information from 2012/2013 to 2019/2020 YTD. Comparatives of averages for periods prior to 19/20 and the adjusted averages including 19/20.

NRLX throughput at 31 March was at the highest levels seen since 2005/06 where 96,662 were accumulated compared to 95,502 this year. It is clear there have been a number of significant influencing factors such as the prolonged drought conditions compounded by the significant fire impacts across the region. 37,617 head were processed for the March quarter compared to 57,885 head for the first half of the financial year.

With widespread rain through February the market kicked which sustained the high throughput for the first quarter. The March quarter saw significant increases in price across the board for all categories and this is demonstrated by the quarterly throughput value of \$38,772,658 exceeding the half yearly value of \$36,465,756.59.

Income from user charges and fees at 31 March was \$1,177,056 and 85.35% of the previously revised projected yearly budget. The original NRLX budget forecast annual revenue of \$1,277,183 from user charges and fees. Operating expenditure is \$1,034,563 exclusive of depreciation showing a cash profit of \$242,620 before depreciation. The depreciation YTD is \$345,858 which delivers an Operating loss of \$128,325 as at 31 March 2020. Again, the budget had been revised at 31 December to reflect the higher throughput and a new forecast of 105,000 head throughput, expense and associated on costs to support the increased throughput. A budget adjustment for \$160,000 in expenses for a Bio-solids project was also included lifting forecast expenditure to \$1,893,335.

It is important to note that the recent successes of NRLX have been from a number of contributing factors and personnel over a period of time. The upgrades of Stage One and Stage Two have been significant influences to the attraction and reputation of NRLX which has positioned the facility as a genuine and well established competitor. The positive and efficient press releases issued by RVC regarding the NRLX operations have garnered widespread attention and positive focus that has no doubt significantly contributed to the ongoing success of the business. This media coverage presents NRLX as a modern, successful and value adding operation that has enabled the facility to attract new vendors and buyers.

The Bio-solids project has continued, and expenses were incurred during the March quarter however delays were encountered due to the significant rainfall in February and March. The increased demands of the record-breaking March compounded with the NRLX staffing restructure contributed to an over extension of resources and an inability to further progress this project. It is anticipated that some product will be delivered in late June however the bulk of the anticipated income will not occur until the first quarter of the new financial year

Covid-19 requirements had significantly impacted operations for sale days with requirements for the facility to be completely closed and access via one entry gate by a registered buyers list. Covid-19 declaration forms for every attendee have been completed and meat processors have been very strict on social distancing requirements, with restriction of entry to vendors and non-essential personnel.

RECOMMENDATION

That Council receive and note the performance of the Northern Rivers Livestock Exchange as at 31 March 2020.

DELIVERY PROGRAM LINKS

Making Council Great

CS2: Great Support

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

BUDGET IMPLICATIONS

As detailed in the report.

REPORT

This report provides an update on Saleyard throughput as at 31 March 2020 and monthly throughput from 2014/2015 to 2019/2020. The average presented in the graph is a rolling average including the current YTD figures. The total value of throughput to 31 March was \$75,238,414.85, this figure more than doubling the YTD value from 31 December of \$36,465,756.59.

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

MONTH	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	Average
July	7,803	8,058	9,274	10,819	11,169	8,168	7,824	9,979	9,137
August	6,966	5,324	5,174	8,744	10,097	4,789	6,965	8,952	7,126
September	6,335	4,874	7,965	8,134	6,176	5,271	5,636	8,800	6,649
October	7,130	5,286	6,146	4,889	6,916	3,821	5,198	9,099	6,061
November	6,775	5,203	5,631	6,760	10,104	9,485	8,004	17,005	8,621
December	4,010	4,488	2,645	3,790	4,547	5,305	4,477	4,050	4,164
January	6,316	4,673	9,744	6,469	6,584	5,867	8,047	6,518	6,777
February	9,706	4,748	12,809	10,469	10,346	9,433	9,516	10,710	9,717
March	16,590	16,113	15,866	13,562	17,290	17,119	11,711	20,389	16,080
April	7,485	12,313	9,069	8,580	11,578	7,335	8,674		9,291
May	8,492	10,313	8,194	8,379	13,649	8,166	13,024		10,031
June	9,198	9,331	9,738	12,725	11,007	7,849	10,043		9,984
	96,806	90,724	102,255	103,320	119,463	92,608	99,119	95,502	103,638

NRLX in the Media:**Record \$8.29m Casino cattle sale**

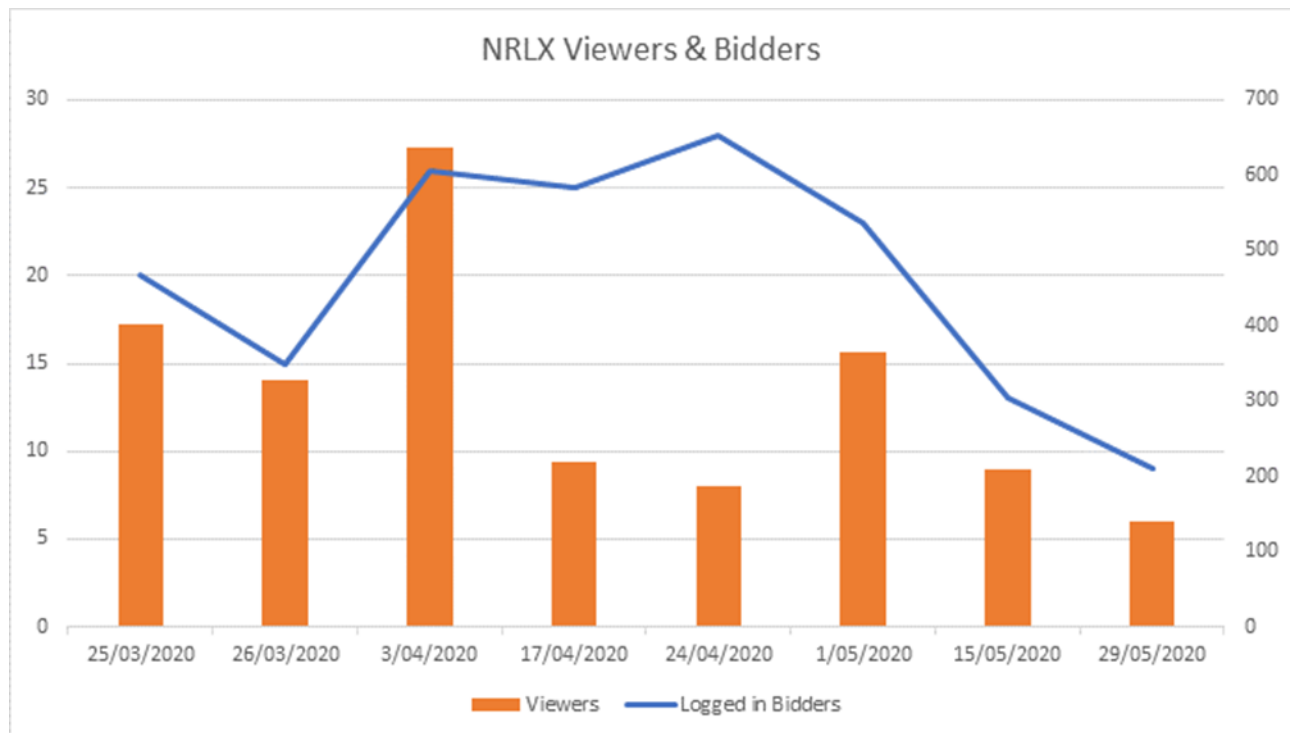
THE NRLX reported its highest sale week in its history, with nearly \$8.29 million in sales generated in three sales being March 25, 26 and 27. A total of 7,784 head of cattle were sold across three days of operations — the prime sale and the annual weaner sales — up from around 3,000 head last year totalling just under \$3 million in sales for the same week. NRLX used StockLive to host an online auction for the first time since its two stage \$14 million upgrade. Following the press release from RVC several articles were published including the ABC website. Radio interviews were also conducted with ABC and ZZZ FM.

The successful week also reached Prime Local News, The Northern Star, Richmond River Express Examiner

<https://www.abc.net.au/news/rural/2020-04-01/covid-19-forces-livestock-industry-to-adapt-to-online-auctions/12109388>

Online Streaming and Bidding

NRLX was able to very quickly introduce online streaming and bidding due to increasing restrictions at the commencement of Covid-19. Wi-fi and internet infrastructure was built during both stage one and stage two to enable this process with online bidding and streaming being identified as a key outcome for stakeholders from the 2017/18 Operational Review. The introduction was delivered on an extremely tight timeframe to the point that Stocklive's flights were cancelled on Wednesday 25 March due to Covid-19, the day prior to our first sale. Notwithstanding the sale proceeded albeit with some technical difficulties. The below table represents online viewers and bidders during the intervening period where Stocklive was used.



Financial Implications

The following table shows actual YTD income and expenditure against budget for FY19/20.

NRLX Income and Expenditure (excludes committed orders)	Actual 31-Mar-20 (\$)	Current Budget (\$)	Percentage %	Proposed Budget Mar-20	Actual 31-Mar-19 (\$)
Operating Income					
Fees & Rent	1,177,056	1,379,113	85.35%	1,379,113	835,238
LIRS Subsidy	55,950	55,950	100.00%	55,950	0
Biosolids Project	0	200,000	0.00%	200,000	0
Other Contributions	19,091	19,090	100.00%	19,090	0
Total Operating Income	1,252,096	1,654,153	75.69%	1,654,153	835,238
Operating Expenses					
Salaries and On costs	435,899	567,730	76.78%	567,730	256,614
Materials and Contracts	181,101	194,703	93.01%	194,703	143,248
Interest on Loans	55,790	88,146	63.29%	88,146	63,905
Depreciation	345,858	462,010	74.86%	462,010	219,608
Electricity Charges	41,379	51,000	81.14%	51,000	20,845
Telephone Charges	4,687	6,754	69.40%	6,754	4,425
Insurance Charges	8,296	13,000	63.81%	13,000	8,296
Advertising Costs	3,483	10,000	34.83%	10,000	8,865
Printing and Stationery	4,971	6,800	73.11%	6,800	3,052
Licence Fees	0	8,645	0.00%	8,645	3,696
Subscriptions	3,374	3,700	91.19%	3,700	520
Security Charges	2,185	3,844	56.84%	3,844	2,607
Staff Training	2,872	0	0.00%	0	2,229
Software Licences	6,085	7,000	86.93%	7,000	9,889
Other General Expenses	5,591	3,439	162.57%	3,439	375
Biosolids Project	39,640	160,000	24.78%	160,000	0
Internal Charges	239,209	306,563	78.03%	306,563	218,437
Total Operating Expenses	1,380,421	1,893,335	72.91%	1,893,335	966,609
Operating Result	(128,325)	(239,182)	53.65%	(239,182)	(131,371)
Capital Income					
Capital Grants & Contributions/Loan Funding					
Federal Grant - NRLX Upgrade	160,386	160,386	100.00%	160,386	3,120,117
Grant - LLS Admin Building	0	30,000	0.00%	30,000	0
Capital Works Levy	158,573	204,600	77.50%	204,600	115,346
Truckwash Grant	0	0	0.00%	0	103,912
Total Capital Income	318,959	394,986	80.75%	394,986	3,339,375
Capital Expenditure					
Plant Purchases	40,571	75,000	54.09%	75,000	7,011
Technology Upgrades	35,770	40,000	89.43%	40,000	2,974
NRLX Upgrade - Stage 2	442,089	442,089	100.00%	442,089	3,047,192
Administration Building & Agents Office Upgrades	60,439	65,434	92.37%	65,434	0
Administration Building Furniture Purchases	14,001	14,001	100.00%	14,001	0
Administration Building Plant Purchases	1,065	1,065	100.00%	1,065	0
Truckwash Upgrade	0	0	0.00%	0	162,630
Rail Replacement	0	0	0.00%	0	0
Effluent Management Review	0	0	0.00%	0	44,937
Loan Principal Repayments	336,742	336,742	100.00%	336,742	324,366
Total Capital Expenditure	930,677	974,331	95.52%	974,331	3,589,110
Total Program Result - Surplus/(Deficit)	(740,043)	(818,527)	90.41%	(818,527)	(381,106)

CONSULTATION

Nil

CONCLUSION

This report provides information on the quarterly financial performance and monthly throughput of cattle at the NRLX. The results for this period are very positive with the increased throughput. The NRLX will always be subject to seasonal fluctuations which can change results quite quickly. The NRLX financial performance will need to be continually monitored.

ATTACHMENT(S)

Nil

16 TENDER REPORTS

Nil

17 GENERAL BUSINESS**17.1 CROWN ROAD TRANSFER TO COUNCIL - MURPHYS ROAD, YORKLEA**

Author: Matt Kinkead, Coordinator Project Development and Design

EXECUTIVE SUMMARY

At the Ordinary Council Meeting of November 2016, Council resolved to have two Crown Road Reserves in the Greenridge area transferred to Council's control. This was to ensure local residents had access to public road reserves which could be used as part of a link between Endries Lane Greenridge and Murphys Road Yorklea, especially during a flood event. A subsequent Crown Road Closure application has been lodged with Department of Planning, Industry & Environment (DPIE) - Crown Lands in May 2020, covering another section of Crown road used as part of this connection.

The purpose of this report is to obtain approval to transfer the remaining sections of Crown Road between Endries Lane Greenridge and Murphys Road Yorklea to Council's control.

RECOMMENDATION

That:

1. Council apply to Department of Planning, Industry & Environment – Crown Lands to transfer the Crown Road Reserves between Endries Lane and Murphys Road Yorklea, as shown in the attached diagram, to Council's control.
2. Any improvements or modifications to the road reserve (including fencing) be at the expense of the person(s) seeking the improvements. This would also include future maintenance of the item.
3. Any gates proposed to be installed across the road reserve comply with Council's existing Public Gates and Bypasses (Cattle Grids) Procedure.
4. Council records in its asset database the limits of the road to be maintained.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP2: Getting Around

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

BUDGET IMPLICATIONS

The estimated costs incurred in the transfer of the Crown Road Reserve to Council control is \$100, which can be funded from existing budgets.

REPORT

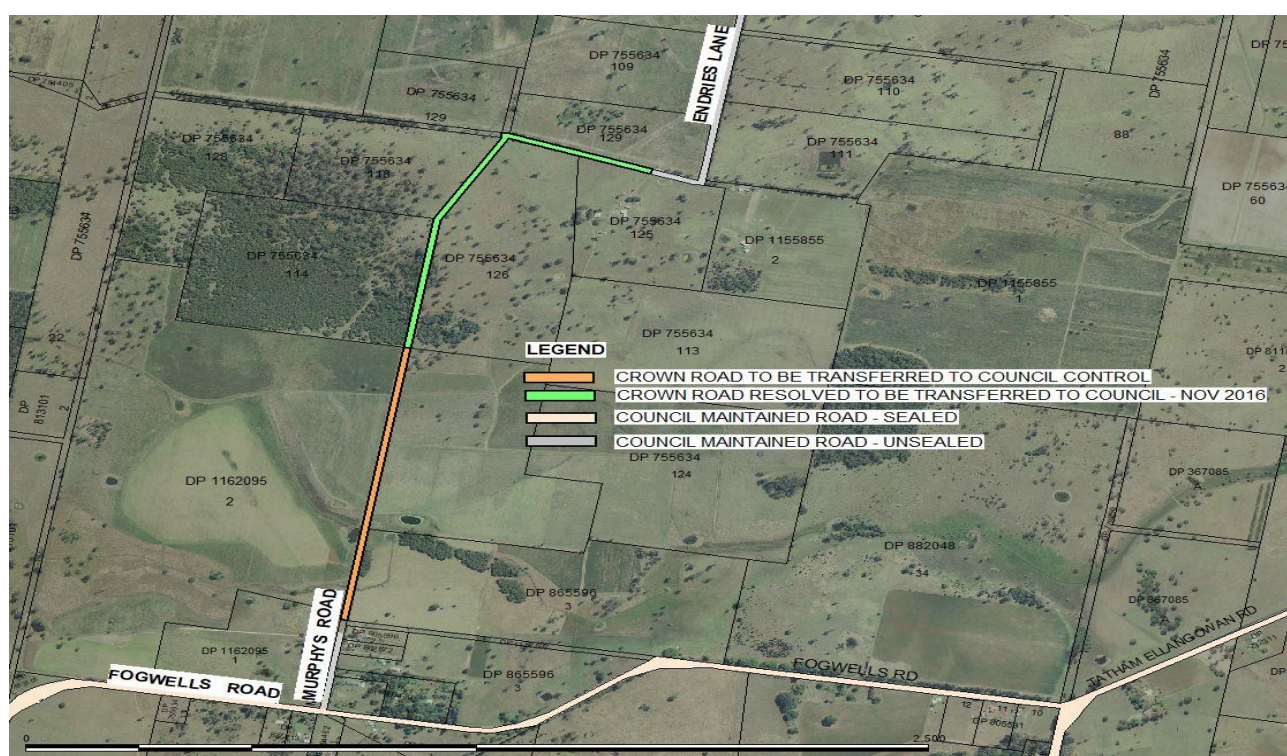
Council has received correspondence from DPIE – Crown Lands for a proposal to close and sell a Crown Road Reserve located to the north of Murphys Road Yorklea. The subject road runs through Lot 2 DP 1162095 and is 20.115 metres wide and approximately 700 metres long. This road reserve is part of the connection between Murphys Road in the south, to Endries Lane in the north.

In November 2016, Council resolved to take control of a section of crown road running from the northern end of the subject Crown road, through to Endries Lane. The main reason for this transfer was to ensure continued connectivity of the local road network, so it could be used by local residents as a southern evacuation route to Murphys Road when the Shannon Brook is in flood.

There is a remaining section of crown road reserve between the subject road and Murphys Road which is not part of the current crown road closure application. This crown road should also be transferred to Council's control to complete the link to Endries Lane. This Crown road is located between the eastern side boundary of Lot 2 DP 1162095 and the western side boundary of Lot 3 DP 865596. It is 20.115 meters wide and approximately 370 metres long. Aerial images show tracks leading north from Murphys Road indicating there has been regular use of the road reserve in the past.

Transfer of the road reserves would not involve the construction of additional road pavement. If any improvements were required to enhance the existing standard of access within the road reserve, they would be paid for by the person(s) seeking the improvement. Any gate requested to be installed on the road reserve would need to comply with Council's existing Public Gates and Bypasses (Cattle Grids) Procedure. Council's asset database would need to be updated to reflect that this road reserve will not contain a maintained road pavement.

Transfer of the road reserve to Council's control will also terminate any existing Crown Road Enclosure Permits held over the road reserves as Council does not have any enclosure permits for Council controlled road reserves.



CONSULTATION

Council has been in consultation with Crown Lands and an objector to the road closure application. The objector wishes for the road to remain open for use. If the road is transferred to Council control, it can remain open for public use and be an alternate access for local residents if the Shannon Brook is in flood.

Crown Lands has notified the applicant of Council's intention to have control of the road transferred to Council.

CONCLUSION

Transfer of these road reserves to Council's control will ensure legal access is maintained to private properties and the ability to have an alternate flood evacuation route along public road reserves is preserved. It also allows for Council to have control over any construction activities within the road reserve.

ATTACHMENT(S)

Nil

17.2 RENAMING OF ROAD - COOK STREET, BROADWATER

Author: Andy Edwards, Manager Development and Environment

EXECUTIVE SUMMARY

At the Ordinary Council Meeting in March 2020, Council endorsed the renaming of the east/west section of Cook St, Broadwater to Maloney Street, or Henry Street, if Maloney Street was rejected. The renaming was necessary to resolve confusion over street addressing. Both endorsed names were subsequently rejected by the Geographic Names Board.

This report recommends Council endorse a new road name – Duncan Street - which has been accepted by the Geographic Names Board.

RECOMMENDATION

That Council endorse the renaming of the east/west section of Cook Street, Broadwater to Duncan Street

DELIVERY PROGRAM LINKS

Connecting People and Places

PP2: Getting Around

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

BUDGET IMPLICATIONS

Costs to Council include:

- Supply and installation of 2 sign posts and street signs (either end of renamed street)
- Supply and mailing of reflective street number(s) to affected resident(s)

REPORT

Council has been notified of a resident living at Cook Street, Broadwater who is unable to receive a rates pension rebate due to problems with addressing issues. The resident's property is located adjacent to Cook Street and has never been officially numbered. It is currently addressed as Simmons Street, which is an unformed road reserve at the rear of the property.

Cook Street was originally created via a subdivision of Henry Cook's land in 1882. This portion of Cook Street, created by the subdivision, ran east from River Street and discontinued at an unnamed road reserve. The unnamed road reserve is now known as Cook Street, effectively creating a T-intersection of two Cook Streets as per below attached map.

The east/west section currently has no residents formally addressed to it, while the in-use north/south section currently has 6 residents formally addressed to it. As this is the case, it is proposed to rename the east/west section of Cook Street.

The renaming was previously endorsed by Council in March 2020. Subsequently, the endorsed names of Maloney Street and Henry Street were rejected by the Geographic Names Board because of duplication of a similar worded or sounding name within a 30 kilometre radius. The Geographic Names Board has since accepted the name proposal of Duncan Street. This street name comes from Alexander Duncan MacDonald who was involved in the original subdivision of the land in the 1880's.

Resolving the road name confusion will assist in navigation, emergency response and service delivery.

CONSULTATION

If the renaming of the east/west road reserve is endorsed by Council, then the new road name will be advertised in the local newspaper for a period of 15 days and a formal letter will go out to all affected residents regarding the proposed name change and their new road number on said road.

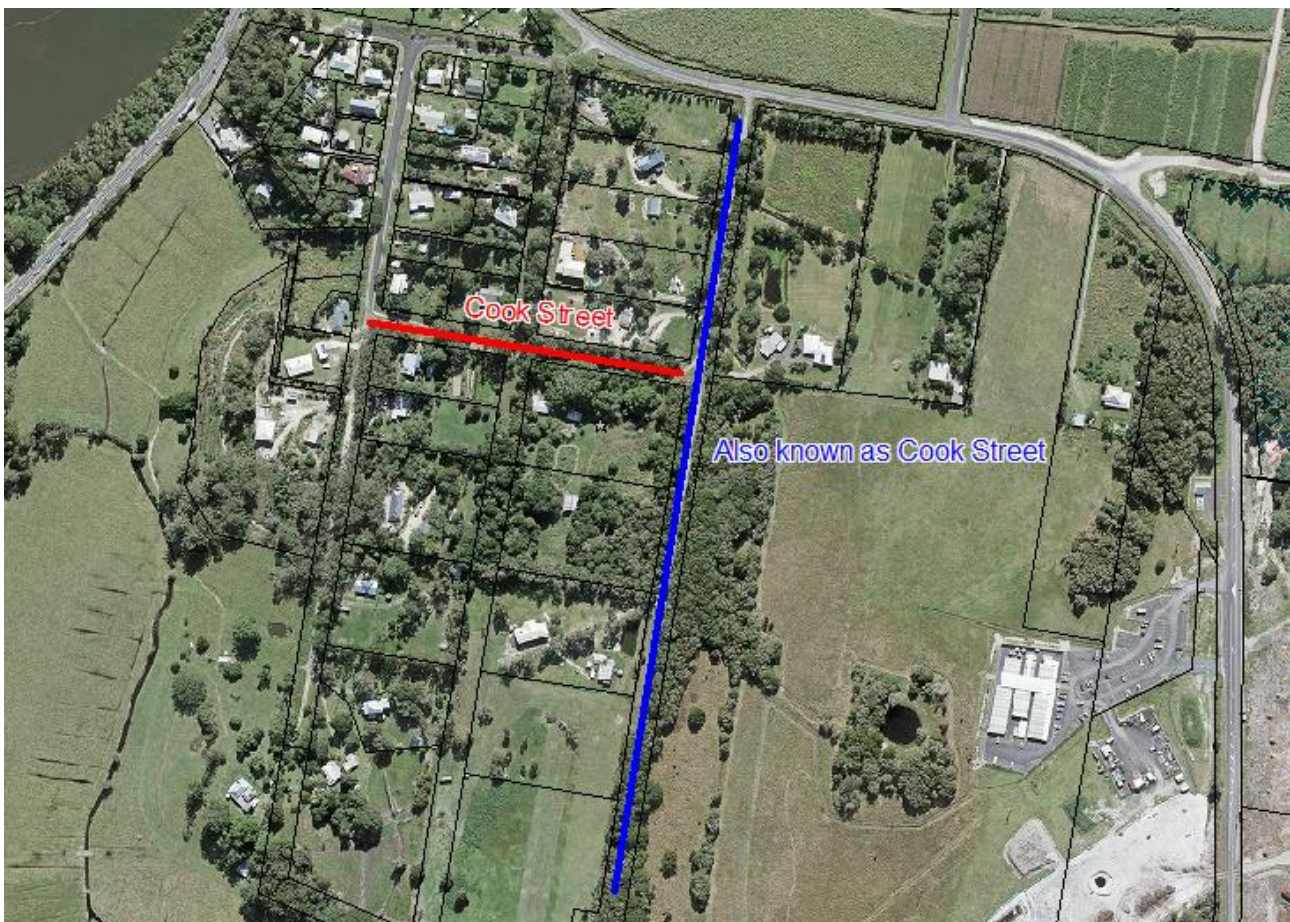
Once the notification period is completed, any submissions made will need to be addressed. If there are no issues from the submissions the road renaming process will be completed in the NSW Place and Road Naming Proposal System. Gazettal of the north/south section of road reserves as Cook Street will also be formalised.

CONCLUSION

An addressing issue on Cook Street has arisen and Council staff believe the best approach is to rename the east/west section of Cook Street to minimise potential future addressing issues. Previously proposed names for the street have been rejected by the Geographic Names Board. Council's endorsement of the proposed new name – Duncan Street - would allow the matter to proceed to the required public notification period.

ATTACHMENT(S)

Nil



17.3 INSTALLATION OF STREET LIGHTS POLICY

Author: Graeme Robertson, Coordinator Asset Management

EXECUTIVE SUMMARY

Council has reviewed its Installation of Street Lights Policy to provide clearer information and guidance for staff and the community.

RECOMMENDATION

That Council adopt the amended Installation of Street Lights Policy.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP2: Getting Around

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

BUDGET IMPLICATIONS

Nil.

REPORT

Council has reviewed the Installation of Street Lights Policy and associated Fact Sheet in line with continuous improvement principles. The amended policy aims to provide clearer information and guidance for staff and the community when additional street lighting facilities are requested.

The policy outlines the information required from applicants to substantiate a request. It makes it clear that Council will only fund additional street lighting in exceptional circumstances and will consider ongoing operational and maintenance costs as part of the decision-making process.

The adoption of this policy will ensure a consistent approach to street lighting requests as they are received by Council.

CONSULTATION

Nil.

CONCLUSION

The amended Installation of Street Lights Policy aims to ensure that council policies are current and provide clear and consistent guidelines on these matters.

ATTACHMENT(S)

1. Draft Installation of Street Lights Policy
2. Council Street Lighting Fact Sheet

Council Policy



Policy Title:	Installation of Street Lights
Policy Number:	11.6
Focus Area:	PP2 Getting Around
Responsibility:	Asset Planning
Meeting Adopted:	Date of Council Meeting – Resolution Number

OBJECTIVE

To ensure a request for the installation of an additional street light satisfies the local community desires and is considered against other Council priorities.

POLICY

1. Council will only consider a request for an additional street light on an existing pole if the request is accompanied by a formal submission which includes the signatures of the residents of the four houses on both sides of the road adjacent to the pole on which the street light is requested.
2. No street light will be approved where the installation of a new pole is required unless the installation is totally funded by the applicant.
3. It needs to be acknowledged that each additional street light placement must be fully funded. Therefore, even when the installation funding is provided from an outside source, Council may still not accept the ongoing maintenance, use of system and energy charges levied by Essential Energy and therefore not give consent for the installation.
4. Currently Council is not supporting any requests for additional street lighting due to funding restrictions, unless there are exceptional circumstances.

REFERENCES

This policy should be read in conjunction with the Council Street Lighting Fact Sheet.

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	New policy
2	Date	Revision



STREET LIGHTING | FACT SHEET

Street lights are Essential Energy and not Council assets but the cost to Council to have street lighting is approximately \$350,000 per year. This covers the cost of the use of the energy network, the annual maintenance of the lights and cost of the energy used to power the lights each year. The service is provided by Essential Energy.

Richmond Valley Council has some 1,500 street lights within its boundaries.

What should I do if a street light is out?

- As Essential Energy is providing this service to Council, all reports of street lighting outages (this includes highways, main roads and pedestrian crossings) should be reported directly to Essential Energy via the web on www.essentialenergy.com.au or telephone 132 080. The details required to enable Essential Energy to affect a repair are listed below:
 - **Location Details of Outage:**
 1. Street name
 2. Suburb or locality
 3. Post code
 4. The name of the nearest cross street
 5. Distance from cross street
 6. Details of any pole markings
 7. Any further details that will enable a repair to be made
 - **Your Details:**
 1. Your name
 2. Your customer number (if known)
 - **Your Contact Details:**
 1. Your phone number
 2. Your email address
 3. Your preferred contact method
- If you are unable to report an outage directly, Council staff will be able to redirect any reports made through its customer service system.

What should I do to request an additional street light?

- Requests for additional street lighting should be directed to Richmond Valley Council with as much supporting information as is available. Each request will be processed and a report to Council will be prepared. Details of circumstances and/or additional signatures/petitions will add weight to the report to Council which may result in consent for the provision of the additional lighting.

- It needs to be recognised that each additional light placement has to be fully funded. Therefore even when the installation funding is provided from an outside source, Council may not accept the ongoing maintenance, use of system and energy charges levied by Country Energy and therefore not give its consent to the provision of the lighting.
- Currently Council is not supporting any requests for additional street lights due to funding restrictions, unless there are exceptional circumstances.

More Information

- Some lighting within the Richmond Valley Council area is installed and maintained by Council, these are generally associated with Council facilities such as parks, sporting grounds, boat ramps and other community facilities. These lights need to be reported directly to Council so an electrician on staff can be contacted to arrange repairs.
- The best method for determining which light is the responsibility of Essential Energy or Council is to determine if the pole has a pole number attached. If it has a pole number attached, then generally it is the responsibility of Essential Energy and if it does not have a pole number attached, it is the responsibility of Council.
- Council staff has access to Essential Energy's network on Council's mapping system and can confirm the location and pole number on any existing street light. Essential Energy can also provide a similar service to confirm which street lights are under its control.

**For further information phone Richmond Valley Council on (02) 6660 0300
or visit www.richmondvalley.nsw.gov.au.**

DISCLAIMER: This fact sheet is for general information purposes only. Whilst all care has been taken to ensure all information is correct, Richmond Valley Council accepts no responsibility for damage caused by this information; nor liability accepted for any unauthorised use of the information contained herein.

Updated: 18/09/2012

17.4 CEMETERIES AND BURIAL POLICY

Author: David Timms, Manager Infrastructure Services

EXECUTIVE SUMMARY

Council has developed a draft Cemeteries and Burial Policy to encourage best practice in the overall management of cemetery infrastructure and interments. The policy will help to ensure Council complies with relevant Acts, Regulations and Codes of Practice relating to interment services and interment rights in NSW cemeteries. It will also provide guidance to council officers, the community and funeral directors on providing appropriate interment services to meet the needs of the families of the deceased.

The '*Specifications for Approved Headstones, Plaques & Fittings Casino, Coraki & Evans Head Lawn Cemeteries Memorial Gardens and Niche Walls*' is an accompanying document to the policy and provides technical information pertaining to the cemetery infrastructure associated with an individual grave site or memorial.

While the draft policy is based on Council's past management practices for cemeteries, it may be appropriate to invite community comment on these matters before endorsing the document, to ensure the draft policy reflects current community expectations.

RECOMMENDATION

That Council places the draft Cemeteries and Burial Policy on public exhibition for a period of 28 days to consider community feedback.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP1: Fresh and Vibrant Community

PP1.5: Increase customer satisfaction with Cemeteries in the Richmond Valley

BUDGET IMPLICATIONS

Nil.

REPORT

Council has four operating cemeteries and two closed cemeteries, with all bookings for burials, placement of ashes, reservations for graves or niches being tasked through Customer Service.

The operation of cemeteries is regulated by the *Cemeteries and Crematoria Act 2013* (the C&C Act), the *Public Health Act 2010* and the Public Health Regulation 2012. The C&C Act and the Cemeteries and Crematoria Regulation 2014 (the C&C Regulation) provide a legislative framework for the provision of interment services and interment rights in NSW. The legislative framework includes comprehensive measures to protect consumers.

The Cemetery and Crematorium Operator Code of Practice 2018 has also been developed in consultation with the interment industry and requires operators to implement and adhere to best practice in seven broad areas:

- Fundamental values
- Professional conduct
- Staff capability and skills
- Provision of information and skills
- Provision of information and disclosure
- Products and service offerings
- Maintenance of graves, vaults, cemeteries and crematoria

- Complaints and disputes

The code applies to all operators in NSW including councils which own and maintain facilities, graves, vaults, cemeteries and crematoria.

In order to adhere to the principles of the Code and observe best practice it is necessary for Council to have in place a cemetery and burial policy.

The objectives of the policy are:

- To provide equitable and consistent administration and control of all council cemeteries;
- To provide the community with a dignified and responsive cemetery and memorial service;
- To ensure that Council's cemeteries are managed in accordance with regulatory requirements
- To ensure the conduct of those working in Council's cemeteries is in accordance with appropriate Work Health and Safety standards.

The draft Cemeteries and Burial Policy is comprehensive and addresses all the services Council provides as well as outlining the requirements for burials on private property, exhumations and the requirements for contractors working in Council cemeteries. The document '*Specifications for Approved Headstones, Plaques & Fittings Casino, Coraki & Evans Head Lawn Cemeteries Memorial Gardens and Niche Walls*' is not part of the policy but complements it and is referred to in the policy. It provides the technical information and diagrams of the various items of cemetery infrastructure that Council regulates in the policy.

A copy of the draft policy and specifications are included as part of the attachments.

CONSULTATION

While the policy reflects current practice at Council's cemeteries, there has been no formal consultation to date on the document. Given community interest in these matters, Council may wish to invite public comment by placing the document on exhibition for 28 days.

CONCLUSION

Council currently does not have a cemeteries and burial policy to guide compliance with relevant legislation and the Code of Practice. The proposed policy will provide clear guidance for Council officers and the community on the management of internment services at Council's cemeteries.

ATTACHMENT(S)

1. **Draft Cemeteries and Burial Policy (under separate cover)**
2. **Headstone Plaque Specification (Lawn Cemeteries) June 2020 (under separate cover)**

17.5 EXTENSION TO KERBSIDE COLLECTION - WEST CORAKI

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

EXECUTIVE SUMMARY

Council carried out an Expression of Interest (EOI) process to assess the viability to extend our kerbside waste collection services to a number of properties in West Coraki. The assessment of the EOI supports an opportunity to extend kerbside collection to a total of six properties on parts of Springville Road and Coraki-Ellangowan Road. Given the current economic circumstances, Council may wish to consider waiving the Waste Service Availability charge for the 2020/21 financial year for any of the six properties not taking up the full service.

RECOMMENDATION

That Council waive the \$125 waste service availability charge for the 2020/2021 financial year to any of the six properties not taking up the full service as identified within the Springville Road and Coraki-Ellangowan Road collection area.

DELIVERY PROGRAM LINKS

Looking after our Environment

EH1: Managing our Waste and Water

EH1.3: Waste Management domestic kerbside collections

BUDGET IMPLICATIONS

Should all six properties take up the service, Council will receive an additional \$3,384.00 in waste charges, which will help to offset the cost of collection and disposal of the waste.

REPORT

In January 2020 Council received a number of enquiries from property owners about the possibility of extending waste collection services in the West Coraki area. The collection service currently ends at the Myall Creek Road intersection with Springville Road. The assessment carried out by the Waste and Resource Recovery team supports the extension of the kerbside collection run to six properties.

Under normal circumstances, the \$125 Waste Service Availability Charge would apply to the six properties, regardless of whether they opted to take up the collection service. This charge is applied to help ensure that kerbside services remain viable, particularly in rural areas. However, given the current economic circumstances, Council may wish to consider waiving the fee for those of the six who do not opt in for the 2020/21 financial year.

CONSULTATION

Council has consulted with property owners by way of Expression of Interest (EOI) based on enquiries from property owners in January 2020.

CONCLUSION

Council has consulted property owners in parts of West Coraki about the possibility of extending kerbside waste collection services to their properties. The result of this assessment shows there is an opportunity to extend services to six properties only. Given the current economic climate, it is

recommended that Council waive next year's Waste Service Availability Charge for any of the six properties not taking up the service.

ATTACHMENT(S)

Nil

18 MATTERS FOR INFORMATION**18.1 IMPACT OF CORONAVIRUS (COVID-19) ON THE NORTHERN RIVERS**

Author: Cherie Holdsworth, Coordinator Economic Development

EXECUTIVE SUMMARY

It expected that impacts arising from the COVID-19 Public Health Orders will have a significant effect on the Richmond Valley economy both in the short and long terms.

The summary report attached shows the current headline forecasts for the Richmond Valley and Northern Rivers councils. Comparison against data released in May shows a decrease in the forecasted impacts across the board.

Programs under the COVID-19 Community and Economic Development Resilience Package continue to be implemented and are receiving positive engagement and responses from participants and the community.

RECOMMENDATION

That Council receives and notes the information provided on the economic impacts of COVID-19.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP3: Working Together

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

BUDGET IMPLICATIONS

Impacts of the resilience measures being implemented under the COVID-19 Community and Economic Development Resilience Package will continue to be monitored and reported to council. The adopted resilience package had an estimated cost of \$142,000.

REPORT

It is forecast that the impacts of the COVID-19 Public Health Orders will have an effect on the Richmond Valley economy both in the short and long terms.

Impact modelling has been undertaken by .id, an organisation that provides demographic resources for Council. .id has developed a COVID-19 Outlook Tool to show the economic and industry impacts at the LGA level. This tool draws on the economic forecast model developed by Australia's leading economic modellers (NIEIR) and focuses on the impacts to June 2020.

Headline estimates - Richmond Valley Council

Impacts refer to June Quarter 2020 compared to 2018/19 4-quarter average

GRP change

-10.6%

(New South Wales: -13.6%)

Local job change

-7.0%

(-11.6% including JobKeeper recipients)

Employed resident change

-6.4%

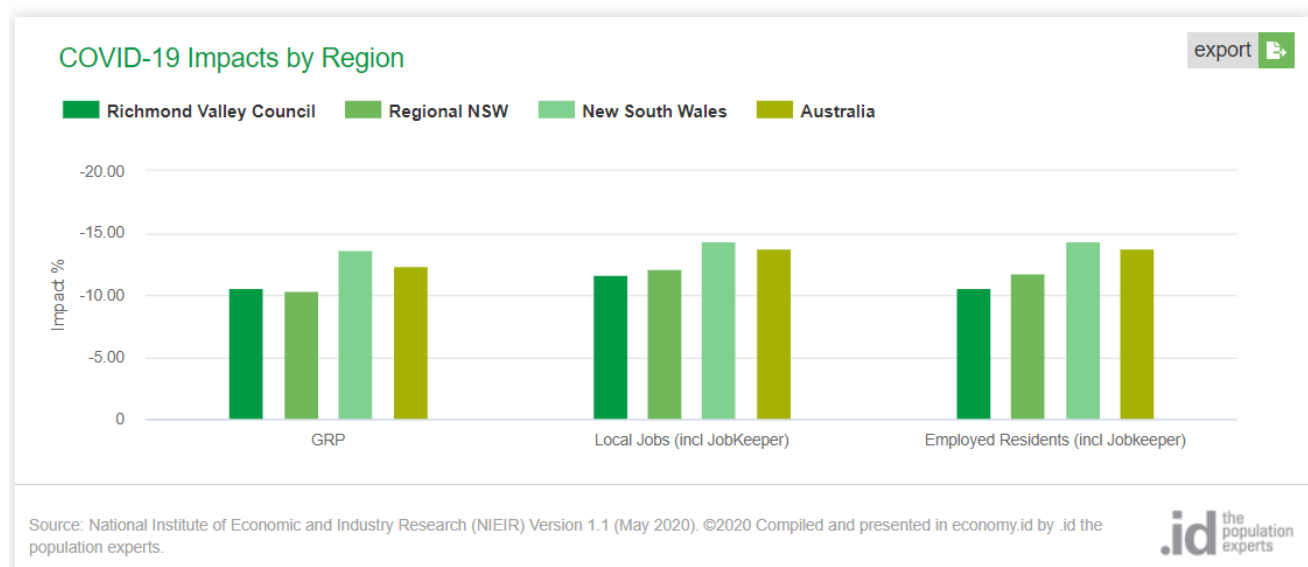
(-10.6% including JobKeeper recipients)

Sector impacts - Top 3 (excluding JobKeeper)

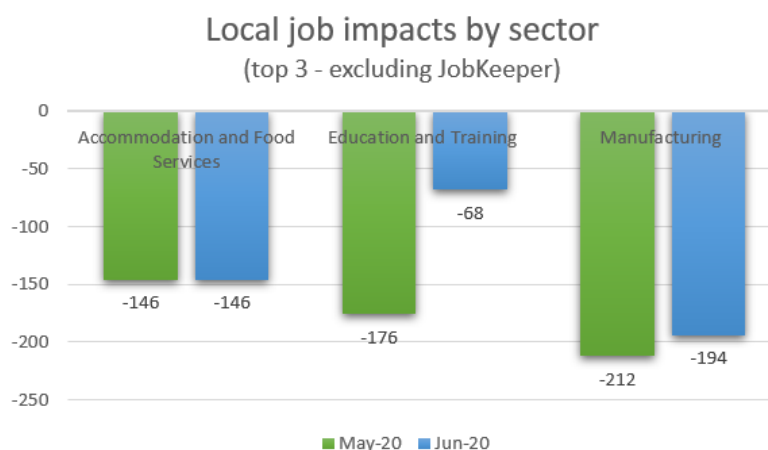
- Manufacturing (-194 local jobs)
- Accommodation and Food Services (-146 local jobs)
- Education and Training (-68 local jobs)

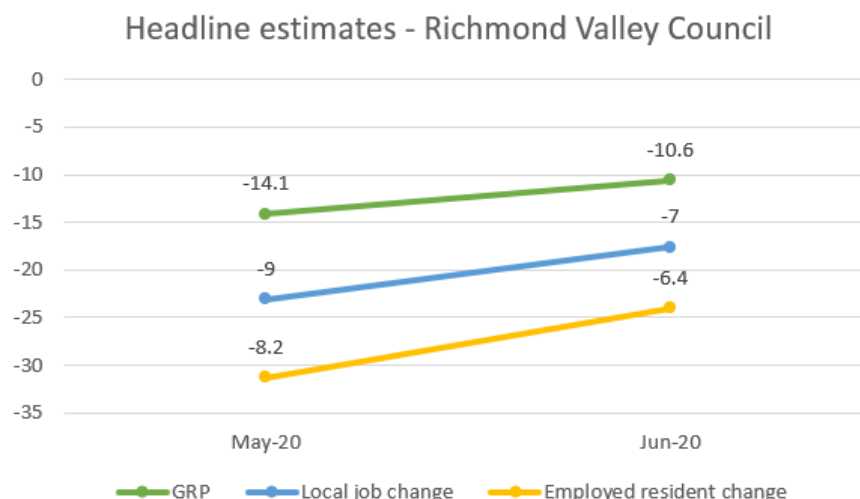
Key Insights – Richmond Valley LGA

Gross Regional Product is forecast to fall by -10.6% in the June Quarter 2020. This fall was lower than the state average. Local Jobs are forecast to fall by -7.0% in the June Quarter 2020. This equates to a fall of 563 local jobs. If JobKeeper recipients' impacts are included, then the employment fall is estimated at -11.6% (942 jobs). The impact on employed residents (-6.4%) was lower than the local job impact.



Comparison against the first datasets released by .id in May show a reduction in the forecasted impacts on the Richmond Valley.





A summary document showing headline estimates across the Northern Rivers region is attached.

COVID-19 assistance measures

At its Extraordinary meeting on 7 April 2020, Council approved a COVID-19 Community and Economic Development Resilience Package which incorporates a comprehensive suite of measures to assist both individuals and businesses deal with the unprecedented challenges faced during the crisis.

Below is an update on these measures and their impact on businesses and community.

Program	Detail and approximate cost	Status
Financial hardship support – zero interest on outstanding rates and annual charges	<p>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.</p> <p>Since publication of the package, in accordance with section 566(3) of the <i>Local Government Act 1993</i>, it has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2020 to 31 December 2020 will be 0.0% per annum and that the maximum rate of interest payable on overdue rates and charges for the period 1 January 2021 to 30 June 2021 will be 7.0% per annum.</p>	<p>Relief under this program has commenced. Benchmarking has been undertaken and detailed financial analysis will be possible at the end of quarter.</p> <p>Council's financial hardship policy has been formally amended to include support for business ratepayers that have pre-determined financial hardship status under the State or Federal Governments' COVID-19 assistance packages.</p>
Local procurement and	This program will be implemented using existing	Program commenced with

purchasing	staff and operational budgets. No additional cost to council is expected.	ongoing implementation. A communications and engagement plan is under development to promote this program.
Industry resilience taskforce	This program will be conducted using existing staff and operational budgets. No additional cost to council is expected.	Program commenced with ongoing implementation.
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.	<p>Program commenced with a number of asset booking cancellations and reschedules having been processed on a case-by-case basis.</p> <p>With restrictions gradually easing for community centres and halls from 13 June 2020, it is difficult to know what the financial impacts will be, and how this may affect future bookings and revenue.</p> <p>Additionally, junior sport is anticipated to recommence from 1 July 2020. No State Government announcement has been made with regard to the return of senior training/sport. At this stage, it is difficult to know how this will affect seasonal sports and what the financial impacts will be.</p> <p>Council staff are supporting community groups to safely return to using Council facilities.</p>
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.</p> <p>Since the COVID-19 and the libraries closing on 24 March</p>

		<p>2020 there has been a 24% increase in the use of the eResources at the libraries. There has been a 41% increase since the end of February 2020.</p> <p>There have been over 8,000 loans using the click and collect service, housebound service and the mobile library drop-off service.</p> <p>2,288 reserves have been satisfied and 57 new members have joined the library. Patrons have used the free wifi 434 (Casino 250, Evans Head 100 and Kyogle 84).</p>
Small business crisis training	The 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.	<p>Program has commenced with 14 active business participants within one week of activation. The course program has been expanded (at no additional cost to council) to include a broad range of topics which assist businesses to build the core of their resilience. These topics include:</p> <ol style="list-style-type: none"> 1. Mindset, Focus & Opportunity 2. Working remotely 3. Get more from Google 4. Communication Strategy 5. Content Creation 6. Targeted/Paid Campaigns 7. Online Tools, Apps & Integration <p>A number of business participants have taken the time to email and provide positive feedback on the program.</p>
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 (Stocklive fee) for the use of the platform has been implemented for	<p>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</p>

	2019/2020. Council staff have resourced and facilitated the live streaming process.	possible.
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CONSULTATION

The information in this report has been compiled through consultation with relevant departments of Council and .id demographic resources.

CONCLUSION

It is likely that the COVID-19 Public Health Orders will have a significant effect on the Richmond Valley economy both in the short and long terms.

At present, economic modelling is showing a decrease in the impact from what was originally forecasted. This result could be influenced by a number of factors and is being reflected across the Northern Rivers region.

The response measures under the COVID-19 Community and Economic Development Resilience Package continue to be implemented and are being well received by businesses and the community.

ATTACHMENT(S)

1. .id economic impact forecast - June



COVID-19 Economic Outlook: Richmond Valley Council

COVID19 will obviously have a substantial negative impact on economic activity in 2020. In response, .id has developed a COVID-19 Outlook Tool to show the economic and industry impacts at the LGA level. This tool draws on the economic forecast model developed by NIEIR and focuses on the impacts to June 2020.

We will continue to access updated forecasts as more information is known about the health measures and the effectiveness of economic policy. .id are industry leaders in economic and demographic data analysis and present an evidence-base for over 250 local government areas in Australia and New Zealand.

Revised June 2020

Headline estimates - Richmond Valley Council

Impacts refer to June Quarter 2020 compared to 2018/19 4-quarter average

GRP change
-10.6%
(New South Wales: -13.6%)

Local job change
-7.0%
(-11.6% including JobKeeper recipients)

Employed resident change
-6.4%
(-10.6% including JobKeeper recipients)

Sector impacts - Top 3 (excluding JobKeeper)

Sector impacts are based on information available in mid-April. This data is being updated to incorporate more recent information. For example, impacts on Education have not been as high (e.g. restrictions on schools not as severe as first thought).

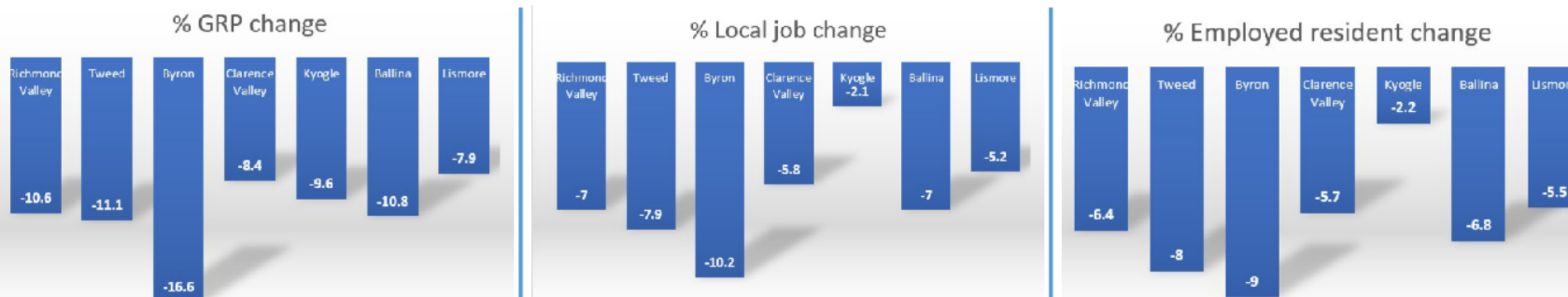
Accommodation and Food Services
-146
local jobs

Education and Training
-68
local jobs

Manufacturing
-194
local jobs

Northern Rivers regional economic impact

Summary of headline estimates from Councils in the Northern Rivers Region:



18.2 APPRECIATION FOR LOCAL CONTRACTORS FOLLOWING THE 2019 NORTHERN RIVERS BUSHFIRES

Author: Kelly Moroney, Recovery Manager

RECOMMENDATION

That Council formally acknowledges the work local contractors undertook in support of Council's operations and its residents following the Northern Rivers bushfires which commenced in October 2019.

REPORT

The Richmond Valley experienced devastating bushfires during the 2019 fire season with almost 48% of our local government area impacted. One of the emergency response tasks was ensuring that roads were cleared of fallen and burnt vegetation including large trees. Council engaged several local contractors to undertake emergency works, mostly in road reserves, including the following tasks:

- Daily risk assessments
- Coordinating with traffic controllers to establish and maintain work zones
- Ground based visual tree assessments (VTA)
- Identification of trees presenting an elevated risk of failure
- Pruning and removal of trees in road reserves presenting a risk to road users
- Stump grinding and grooming works
- Clearing fallen trees and debris from roadways.

The roads could not have been opened within the time frames achieved if it was not for their specialist assistance and prioritisation of emergency work over their existing work schedules. It is further acknowledged the work was undertaken in challenging smoke and weather conditions and the risk to road users and the public was mitigated thanks to their specialist skills. Council may wish to formally recognise and acknowledge the following contractors for their assistance:

- TCS (Traffic Control) supplied crews at roadblocks overnight to relieve council staff
- Richmond Valley Tree Service
- Lismore Tree Service
- Swing Tree Service

ATTACHMENT(S)

Nil

18.3 GRANT APPLICATION INFORMATION REPORT - MAY 2020**Author: Jono Patino, Financial Accountant****RECOMMENDATION**

That Council receives and notes the Grant Application Information Report for the month of May 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 May 2020.

During the reporting period three grants were approved and funding was received for nine grants totalling \$4,356,014. Council was notified as being unsuccessful with one grant application and five grants were applied for.

Grants that have been approved

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)	\$70,405
Grant Funding (exc GST)	\$70,405
Council Funding (excl GST)	\$ 0
Date Application Submitted	24 April 2020
Date Approved	29 May 2020
Comment (if required)	The original grant funding application was for \$78,579 (excluding GST). The funding that was approved was for \$70,405.

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)	\$70,000
Grant Funding (exc GST)	\$70,000

Council Funding (excl GST)	\$ 0
Date Application Submitted	24 April 2020
Date Approved	29 May 2020
Comment (if required)	N/A

Restoration of Burnt Riparian Areas within the Richmond River Tributaries	
Project ID	10363
Funding Body	NSW Department of Planning, Industry and Environment (DPIE)
Funding Name	Bushfire Affected Coastal Waterways Program 2019-20
Government Level	State
Project Value (exc GST)	\$160,000
Grant Funding (exc GST)	\$140,000
Council Funding (excl GST)	\$ 20,000
Date Application Submitted	N/A
Date Approved	4 May 2020
Comment (if required)	N/A

Grants that have had funding received

Naughtons Gap Road at Rambaldinis Road Safety Works	
Project ID	10255
Funding Body	Roads and Maritime Services
Funding Name	Safer Roads Program
Government Level	State
Project Value (exc GST)	\$310,500
Grant Funding (exc GST)	\$310,500
Council Funding (exc GST)	\$ 0
Date Application Submitted	31 July 2017
Date Received	\$13,183 received 26 May 2020
Total Funds Received To Date	\$310,500 (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	\$114,045 received 26 May 2020
Total Funds Received To Date	\$790,829
Comment (if required)	N/A

Broadwater Outdoor Youth Space and Park Upgrade

Project ID	10269
Funding Body	Department of Premier and Cabinet's Office of Regional Development
Funding Name	Stronger Country Communities Fund
Government Level	State
Project Value (exc GST)	\$221,785
Grant Funding (exc GST)	\$131,785
Council Funding (exc GST)	\$ 90,000
Date Application Submitted	12 September 2017
Date Received	\$85,852 received 21 May 2020
Total Funds Received To Date	\$85,852
Comment (if required)	N/A

Fencing Improvements for Nammoona Landfill

Project ID	10308
Funding Body	NSW Environmental Protection Agency
Funding Name	Waste Less, Recycle More
Government Level	State
Project Value (exc GST)	\$50,000
Grant Funding (exc GST)	\$37,500
Council Funding (exc GST)	\$12,500
Date Application Submitted	14 March 2019
Date Received	\$15,000 received 14 May 2020

Total Funds Received To Date	\$15,000
Comment (if required)	N/A

Elsa Dixon Aboriginal Employment Program 2019/20

Project ID	10355
Funding Body	NSW Government Department of Industry
Funding Name	Elsa Dixon Aboriginal Employment Program 2019/20
Government Level	State
Project Value (exc GST)	\$45,000
Grant Funding (exc GST)	\$45,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	30 January 2020
Date Received	\$20,000 received 12 May 2020
Total Funds Received To Date	\$45,000 (total funding received)
Comment (if required)	Total funding adjusted to \$45,000 since application was lodged.

Nammoona Pound COVID-19 Impacts Funding

Project ID	10374
Funding Body	Office of Local Government
Funding Name	N/A
Government Level	State
Project Value (exc GST)	\$4,000
Grant Funding (exc GST)	\$4,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A
Date Received	\$4,000 received 15 May 2020
Total Funds Received To Date	\$4,000 (total funding received)
Comment (if required)	N/A

Financial Assistance Grant 2019/2020

Project ID	N/A
Funding Body	N/A
Funding Name	NSW Local Government Grants Commission

Government Level	Federal
Project Value (exc GST)	\$5,197,392
Grant Funding (exc GST)	\$5,197,392
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A
Date Received	\$639,762 received 18 May 2020 (General Purpose Component \$439,701, Local Roads Component \$200,061)
Total Funds Received To Date	\$5,197,392 (total funding received)
Comment (if required)	N/A

Financial Assistance Grant 2020/2021

Project ID	N/A
Funding Body	N/A
Funding Name	NSW Local Government Grants Commission
Government Level	Federal
Project Value (exc GST)	\$5,424,800
Grant Funding (exc GST)	\$5,424,800
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A
Date Received	\$2,712,400 received 26 May 2020 (General Purpose Component \$1,862,577, Local Roads Component \$849,823)
Total Funds Received To Date	\$2,712,400
Comment (if required)	This payment was in advance for 2020/21. The total allocation is not yet known, and the current funding figures are estimates only.

Roads to Recovery Program 2020-2024

Project ID	N/A
Funding Body	Department of Infrastructure and Regional Development
Funding Name	Roads to Recovery Program
Government Level	Federal
Project Value (exc GST)	\$5,011,072
Grant Funding (exc GST)	\$5,011,072
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A – annual allocation

Date Received	\$751,772 received 28 May 2020
Total Funds Received To Date	\$1,002,214
Comment (if required)	N/A

Unsuccessful Grant Applications

Combatting Social Isolation for Seniors during COVID-19 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
Date Advised Unsuccessful	25 May 2020
Comment (if required)	N/A

Grant Applications Submitted

Try a Trade 2020	
Project ID	10364
Funding Body	Department of Communities & Justice
Funding Name	Investing in Women Funding Program
Government Level	State
Project Value (exc GST)	\$40,000
Grant Funding (exc GST)	\$10,000
Council Funding (exc GST)	\$30,000
Date Application Submitted	29 May 2020
Comment (if required)	Council funding includes \$10,000 in in-kind funding and \$20,000 in training provided by TAFE NSW.

Rural Women's Business Network	
Project ID	10365
Funding Body	Department of Communities & Justice
Funding Name	Investing in Women Funding Program
Government Level	State

Project Value (exc GST)	\$32,000
Grant Funding (exc GST)	\$22,000
Council Funding (exc GST)	\$10,000
Date Application Submitted	29 May 2020
Comment (if required)	Council funding of \$10,000 is for in-kind funding.

Bungabee Rd, Disputed Plains Bridge- Joint Application with Lismore City Council (lodged by Lismore City Council)

Project ID	10366
Funding Body	Department of Infrastructure, Transport, Regional Development and Communications
Funding Name	Heavy Vehicle Program Round 7 (HVSP7)/Bridges Renewal Program Round 5 (BRP5)
Government Level	Federal
Project Value (exc GST)	\$1,120,000
Grant Funding (exc GST)	\$1,120,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	29 May 2020
Comment (if required)	This joint application was lodged by Lismore City Council. Funding is being sought from two separate grant programs (that are being run in conjunction with each other) at \$560,000 each. If the funding is only partly successful then the remaining \$560,000 would need to be funded by the two councils.

Elliot's Road Timber Bridge Replacement

Project ID	10367
Funding Body	Department of Infrastructure, Transport, Regional Development and Communications
Funding Name	Heavy Vehicle Program Round 7 (HVSP7)/Bridges Renewal Program Round 5 (BRP5)
Government Level	Federal
Project Value (exc GST)	\$289,432
Grant Funding (exc GST)	\$289,432
Council Funding (exc GST)	\$ 0
Date Application Submitted	29 May 2020
Comment (if required)	Funding is being sought from two separate grant programs (that are being run in conjunction with each other) at \$144,716 each. If the funding is only partly successful then the remaining

	\$144,716 would need to be funded by Council.
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Reynolds Rd Timber Bridge Replacement/Road Realignment	
Project ID	10368
Funding Body	Department of Infrastructure, Transport, Regional Development and Communications
Funding Name	Heavy Vehicle Program Round 7 (HVSP7)/Bridges Renewal Program Round 5 (BRP5)
Government Level	Federal
Project Value (exc GST)	\$573,200
Grant Funding (exc GST)	\$573,200
Council Funding (exc GST)	\$ 0
Date Application Submitted	29 May 2020
Comment (if required)	Funding is being sought from two separate grant programs (that are being run in conjunction with each other) at \$286,600 each. If the funding is only partly successful than the remaining \$286,600 would need to be funded by Council.

ATTACHMENT(S)**Nil**

18.4 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 MAY TO 31 MAY 2020

Author: Andy Edwards, Manager Development and Environment

RECOMMENDATION

That Council receives and notes the Development Application report for the period 1 May to 31 May 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 May to 31 May 2020 was 19, with a total value of \$1,754,953.00.

Within the reporting period four Development Applications were lodged for properties which were impacted by the October/November 2019 bushfires. Part of Council's commitment to the bushfire recovery process is for staff to work closely with the applicants prior to lodgement to ensure the application and assessment process is as smooth as possible. Post bushfire rebuilding enquiries and applications have been prioritised and, if required, staff will attend site visits to discuss any potential issues which can be addressed prior to the lodgement of the application. As a result, each application received has been assessed and approved within five business days.

In addition to the outstanding turnaround times for bushfire related applications, the development assessment team has received positive feedback from the proponents of two significant planning applications, highlighting a high standard of customer service and professionalism from Council officers.

The graph below shows the patterns of development activity over the past five years, with the monthly dollar value of development processed by Council.

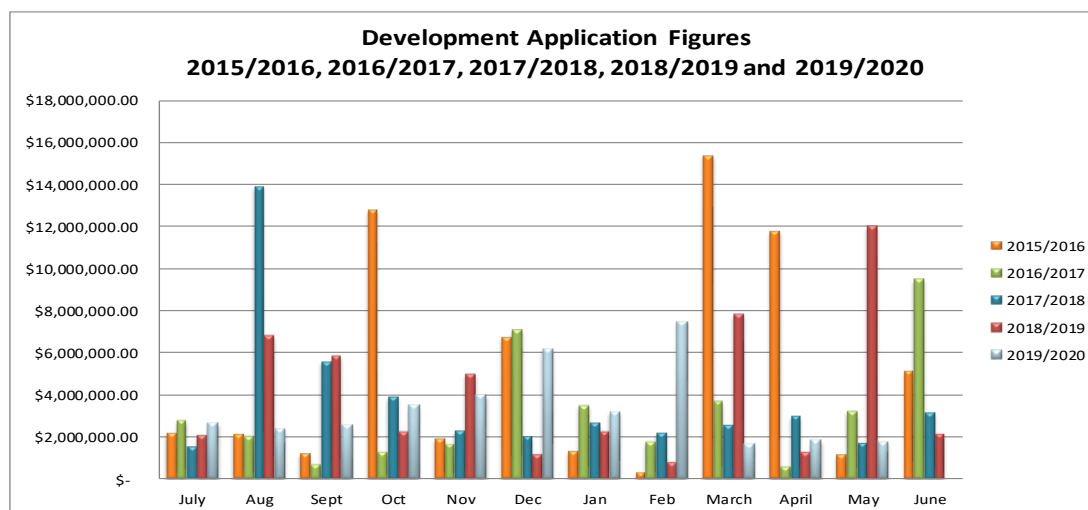


Figure 1: Monthly dollar value of development processed by Council over five financial years.

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 May 2020.

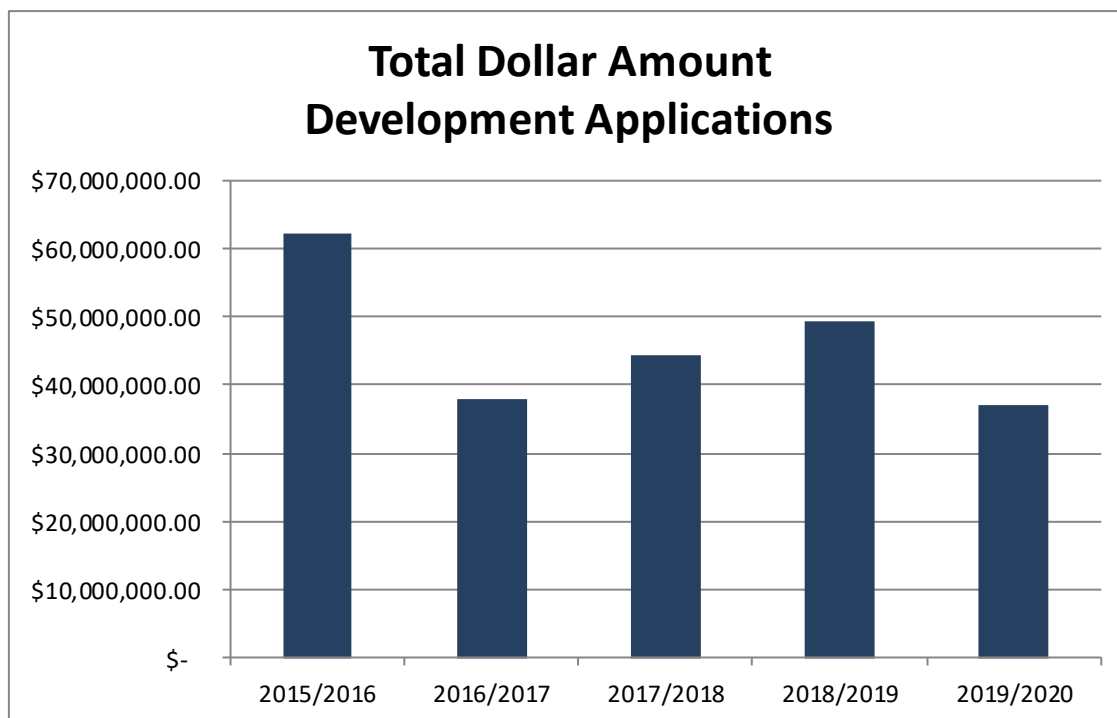


Figure 2: Annual value of development.

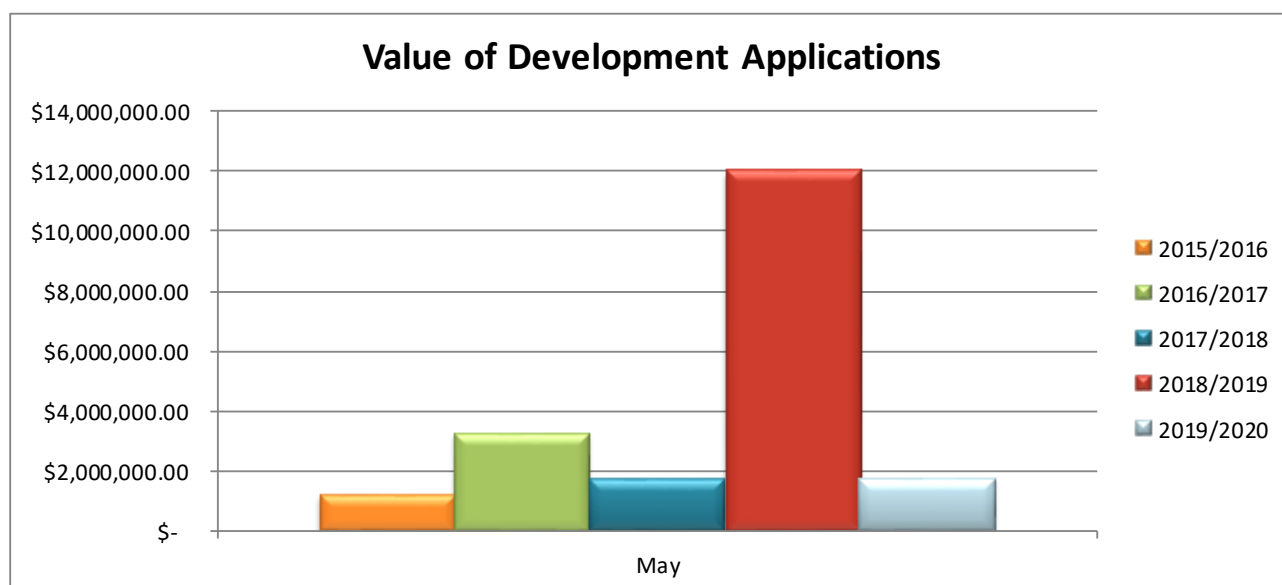


Figure 3: Value of development for the month of May.

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 over a five year period.

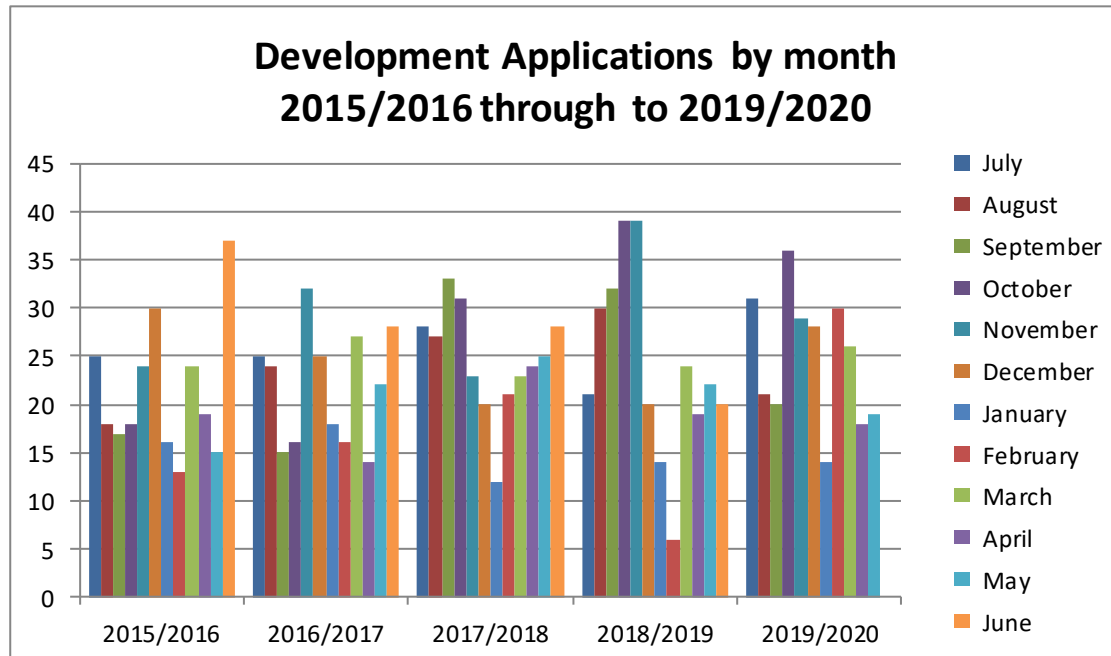


Figure 5: Number of Development Applications per month over five financial years.

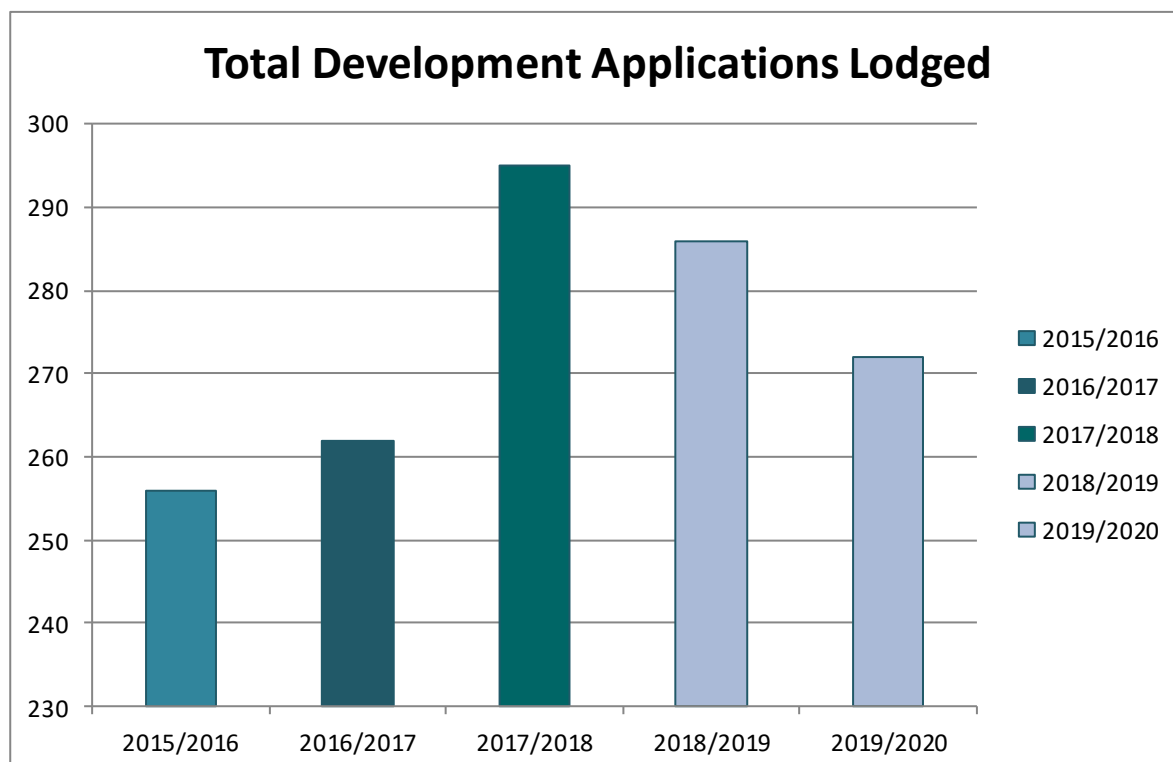


Figure 6: Number of development applications per year over five financial years.

Activity for the month of May 2020

General Approvals (excluding Subdivisions, Section 96s)	15
Section 4.55 modification to original consent	3
Subdivision	1
Refused	0
Withdrawn	0
Complying Development (Private Certifier Approved)	0
TOTAL	19

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 May 2020 to 31 May 2020							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2020/0210	GM Project Development & Management	B Gumbleton & KE Armfield	19 Robinson Avenue & 30 Bruton Street Casino	Re-subdivision of two lots into two lots and construction of carport on 19 Robinson Avenue, Casino	8/05/2020	19/05/2020	\$ 12,150.00
DA2020/0211	NA Noble	NA Noble & CE Lane	20 Centre Street Casino	Rear deck and new lounge room	8/05/2020	29/05/2020	\$ 50,000.00
DA2020/0207	Lohman Building Solutions	V & DR Gray	12 Kent Street Casino	First floor deck attached to rear of dwelling with access stairs & sliding door access	5/05/2020	26/05/2020	\$ 75,000.00
DA2020/0199	Chris Burley Constructions	DJ Honey	14 Rayner Street Casino	Colourbond shed	20/04/2020	8/05/2020	\$ 19,000.00
DA2017/0006.01	Nourish to Thrive	NGD Enterprises Pty Ltd	1 Sir Valston Hancock Drive Evans Head	Change of use to industrial kitchen and associated fitout	7/05/2020	21/05/2020	\$ -
DA2015/0069.02	J Newman	KA & NJ Newman	88 Boggy Creek Road Bungawalbin	Extractive Industry to 90,000m3 per annum and importation of fill to 30,000m3 per annum	20/05/2019	5/05/2020	\$ -
DA2019/0111.01	PP & WA Laird	PP & WA Laird	1235-1237 Oakland Road East Coraki	S4.55(2) Modification to approved dwelling alterations and additions seeking minor extension to the approved kitchen, raising the ceiling height and changes to the roof form	22/04/2020	26/05/2020	\$ -
DA2020/0196	Newton Denny Chapelle	R & MJ Opryszko	5 Hillside Drive Fairy Hill	Torrens Title subdivision of existing Lot 5 to create two (2) lots being proposed lot 1 and proposed lot 2	15/04/2020	12/05/2020	\$ -
DA2020/0194	JR Cockburn	J R Cockburn	245 Crawfords Road Coombell	Re-located dwelling	9/04/2020	8/05/2020	\$ 80,000.00
DA2020/0188	Uniplan Group Pty Ltd	G C Coote	692 Clearfield Road Clearfield	Installation of a portable dwelling to replace original dwelling that was destroyed by fire	30/03/2020	1/05/2020	\$ 247,000.00
DA2020/0168	Senica Consultancy Group	AMJ & A Shorland	75 Kings Lane Tatham	New dwelling to create a detached dual occupancy	28/02/2020	19/05/2020	\$ 148,000.00
CDC2020/0017	AM & JM Conroy	JM & AM Conroy	44 Flatley Place North Casino	Swimming pool & associated fencing	19/02/2020	17/03/2020	\$ 43,763.00
DA2020/0180	CJ Firth	CJ Firth & LM Charters	79 Ocean Drive Evans Head	Carport with swimming pool and associated fencing	11/03/2020	4/05/2020	\$ 5,250.00
DA2020/0141	DR Brodin	LJ Black & DR Brodin	2/54 Richmond Street Woodburn	Awning	23/12/2019	19/05/2020	\$ 11,320.00
DA2020/0204	P Catlin	P Catlin	700 Mongogarrie Road Leeville	Addition to existing farmshed and construction of new farmshed	4/05/2020	22/05/2020	\$ 102,500.00

Summary of Development Applications for Bushfire Affected Properties determined under the Environmental Planning and Assessment Act for the period 1 May 2020 to 31 May 2020							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2020/0203	DJ Smith	KL & DJ Smith	125 Avenue Road Myrtle Creek	Bushfire affected – shed extension for mud room, office & carport and demolition of existing fire	1/05/2020	8/05/2020	\$ 46,500.00
DA2020/0219	DI Webb	SA Ashen & DI Webb	2100 Myall Creek Road West Bungawalbin	Bushfire affected - New single dwelling	21/05/2020	28/05/2020	\$ 540,000.00
DA2020/0205	N Kesteven	ISF Bosque Pty Ltd	2840 Old Tenterfield Road Wyan	Bushfire affected - site removal house class 1a to replace house lost in bushfire building to be joined	4/05/2020	8/05/2020	\$ 146,000.00
DA2020/0206	Westbuilt Quality Homes	BC Pitman	7270 Summerland Way Myrtle Creek	Bushfire affected - new relocatable dwelling	5/05/2020	11/05/2020	\$ 228,470.00

ATTACHMENT(S)

Nil

18.5 REVIEW OF FRAUD PREVENTION POLICY

Author: Kate Alder-Conn, Governance Officer

EXECUTIVE SUMMARY

As part of Council's ongoing policy review process, a review has been undertaken of the Fraud Prevention Policy to ensure compliance with the recommendations of the Audit Office of NSW's Fraud Control Improvement Kit.

RECOMMENDATION

That Council receive and note the updated Fraud Prevention 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 1.13 Fraud Prevention has been undertaken to ensure currency of the policy, together with the incorporation of recommendations under the Audit Office of NSW's Fraud Control Improvement Kit. Changes to the policy include the addition/amendment of the following sections:

- Scope – this new section provides a clear statement outlining the stakeholders who fall within the scope of the document;
- Ethical Framework – this new section outlines the range of documents that comprise Council's wider ethical framework;
- Disciplinary Action – an additional paragraph to include the potential for termination for fraud offences;
- Staff Training and Awareness – an amendment to this section addressing how Council will include the Fraud Prevention Policy within its induction process; and
- Seriousness of Fraud and Fraud Reporting – a new section addressing the seriousness of fraud and the importance of fraud reporting.

CONSULTATION

Consultation has been carried out with relevant council departments.

CONCLUSION

In order to comply with Council's ongoing policy review process, the Fraud Prevention Policy has been reviewed and updated to ensure best practice.

ATTACHMENT(S)

1. Draft Fraud Prevention Policy (under separate cover)

18.6 RAPPVILLE COMMON PROJECT - LAND ACQUISITION

Author: Vaughan Macdonald, General Manager

RECOMMENDATION

That Council receives and notes the information contained in the Rappville Common Project – Land Acquisition report.

REPORT

Council has been progressing with the *Rebuilding the Richmond Valley Community Revitalisation Plan from 2019 Bushfires* and is ready to take the next step in developing the Rappville Common project.

In the immediate days following the Busby's Flat Road fire, which burned through the Rappville village destroying 11 homes and other structures, work began on the clean-up and recovery. The primary focus was to restore access, electricity and water supply to the affected area. Council has played a vital role in the coordination of both the emergency response and the continued recovery efforts.

A key feature of this recovery was the adoption of "Rebuilding the Richmond Valley – Community Revitalisation Plan from 2019 Bushfires." This plan is a locally-led approach to recovery and will be delivered in accordance with three lines of recovery being Economic, Community and Social and Infrastructure and Environment.

Alongside the release of the Revitalisation Plan, Council has maintained communication with relevant stakeholders, most notably the Rappville Advisory Group. The Rappville Community Hall precinct (Rappville Common), which is identified under Recovery Line 2 Community and Social of the plan, has featured frequently in these conversations with several ideas for a rebuild being discussed. The Group had raised the possibility that the existing hall site is not ideal to realise the vision of a true community and hall space. It has been suggested that other sites should be explored.

With consideration of the Revitalisation Plan and the stakeholder feedback, the acquisition of two identified land parcels would open several possibilities for the orientation of the rebuilt hall and provide ample space for undercover areas, landscaping and any required sewerage infrastructure. The land parcels identified for acquisition are the St Johns Anglican church site and an adjacent block fronting Murray Street. Council has been negotiating with the owners regarding potential purchase of the properties. Details of the proposed arrangements are included in a separate confidential report. A condition of the proposed purchase is that the church building should remain available for community use.

ATTACHMENT(S)

Nil

18.7 CORRESPONDENCE RELATING TO TARGET STORE CASINO CLOSURE

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

RECOMMENDATION

That Council receives and notes the correspondence regarding the proposed closure of the Target store in Casino.

SUMMARY OF CORRESPONDENCE

Council received a letter from Target Australia advising of the upcoming closure of the Target store in Casino. The Mayor has provided a response. A copy of the items of correspondence follows:-

ATTACHMENT(S)

- 1. Incoming letter from Director Target Australia**
- 2. Response letter to Target Australia**



22 May 2020

Cr R. Mustow, Mayor of Richmond Valley Council
robert.mustow@richmondvalley.nsw.gov.au

Dear Cr Mayor Mustow,

I am writing to advise you of decisions that Kmart Group's parent company Wesfarmers have announced today that will significantly change the Target business and impact its national network of stores.

Following the first phase of a Wesfarmers and Kmart Group strategic review of Target, decisions have been taken to accelerate Target towards being a smaller, more focused and less complex business. The Target of the future will look significantly different to what it does now, with fewer stores and a stronger online presence.

In order to achieve this, we will be converting between 10 and 40 large format stores to Kmart, subject to landlord support. We will also be converting 52 Target Country stores to small format Kmart stores.

Sadly, this means the closure of between 10 to 25 large format Target stores and the closure of the remaining 51 Target Country stores which are not suitable for conversion to Kmart. The remaining Target stores will continue trading under the Target brand, however roles within our Target Store Support Office (TSSO) in Melbourne will be reduced by roughly 50 per cent to reflect the smaller and more focused Target operating model.

Regrettably, our Target store at Casino Retail Centre will be closing as part of this transformation.

We are commencing an extensive process of reaching out to our stores and those team members most impacted by the changes to explain what it means for them.

We recognise that these actions will have a significant impact on a number of our team members and are committed to supporting them through this process. All team members in Target stores scheduled to convert to Kmart will receive an offer of employment from Kmart. Target team members impacted by store closures will be given priority consideration for new roles created in Kmart and Catch as these businesses continue to grow.

In addition, Wesfarmers has established a cross-divisional working group to identify redeployment opportunities for affected team members, including in Bunnings and Officeworks. Where there are no Wesfarmers businesses in town, we're also working with other employers to try and find opportunities for our team. Of course, we understand that this won't always be possible and Target team members who are unable to be redeployed will be provided with access to support services, along with all entitlements.

We are also aware of the impact this transformation will have on the local communities we operate in and on our supplier network. We have commenced notifying suppliers of the changes to provide as much time as possible for them to adjust.

Target Australia Pty
Ltd
ABN 75 004 250 944

2 Kendall Street
Williams Landing VIC



The decision to transform our network so dramatically has not been easy, and particularly the very difficult decision to close stores is not one that is made lightly, but it is absolutely necessary for the survival and sustainability of the broader business and the thousands of people we employ.

I wanted to reach out directly to inform you of these changes at the earliest possible opportunity.

Should you have any questions about this announcement please contact Tracie Walker, Kmart Group General Manager of Corporate Affairs and Sustainability at

Yours sincerely,

A handwritten signature in dark ink, appearing to read "Marina Joanou".

Marina Joanou
Managing Director, Target Australia

Target Australia Pty
Ltd
ABN 75 004 250 944

2 Kendall Street
Williams Landing VIC



10 Graham Place Casino NSW 2470
Postal: Locked Bag 10 Casino NSW 2470

t: 02 6660 0300 f: 02 6660 1300

council@richmondvalley.nsw.gov.au
www.richmondvalley.nsw.gov.au

ABN 54 145 907 009

18 June 2020

Managing Director
Target Australia

Dear

Thank you for your letter dated 22 May 2020 informing me of Wesfarmers' decision to close the Target Casino store.

This is devastating news for our town. Target is the only department store in the Richmond Valley local government area, and the biggest shop in Casino.

The closure will have a negative impact on not only jobs in the area but also to our community which has depended on the store for many years, especially the elderly who have limited ability to travel.

We are a low socio-economic area and, as you would appreciate, retail is an important part of our economy; each loss is felt right across the region.

I must be honest and say I did not expect the Casino store to be on the list of closures as I was of the understanding the store had loyal customers and was performing well.

News of the closure has also come as a shock to local residents, including other retail businesses and services which benefited from Target's drawing power.

I am particular worried about what happens to the people who work at the store who may now have to leave town in search of employment.

Of great concern to Richmond Valley Council is the impact decisions like this have on employment opportunities for our local youth.

As a community leader and one of the area's biggest employers, Council introduced its own Youth Employment Strategy (YES) in response to the emerging issue of the lack of job opportunities in our community, as well as the need to future-proof our own workforce.

YES has been highly successful, with Council having offered 70 local youths employment contracts over the past six years through professional scholarships, full-time apprenticeships and traineeships, and school-based traineeships.

I appreciate Wesfarmers is a commercial entity, and its decisions are made with shareholders in mind, however, as Mayor of an area which has gone through drought, devastating bushfires, flooding, and a pandemic, I ask on behalf of our community that the company's leadership team show good faith and reverse the decision to close the Casino store.

Yours sincerely

A handwritten signature in black ink, appearing to read "R Mustow", written over a light blue horizontal line.

Cr Robert Mustow
Mayor

Love where we live and work



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 Rappville Anglican Church Land Acquisition - Closed Council

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

22 RESOLUTIONS OF CLOSED COUNCIL