



# **AGENDA**

## **Ordinary Council Meeting**

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

**Date: Tuesday, 18 August 2020**

**Time: 5.00pm**

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

**Vaughan Macdonald  
General Manager**

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**1 ACKNOWLEDGEMENT OF COUNTRY**

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

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

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

Nil

**6 CONFIRMATION OF MINUTES**

**6.1 MINUTES ORDINARY MEETING HELD ON 21 JULY 2020**

**Author:** Vaughan Macdonald, General Manager

**RECOMMENDATION**

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

**ATTACHMENT(S)**

- 1. Unconfirmed Ordinary Minutes 21 July 2020 (under separate cover)**

**6.2 MINUTES OF THE INTERNAL AUDIT AND RISK COMMITTEE MEETING HELD ON 4 AUGUST 2020**

**Author:** Ben Zeller, Manager Projects and Performance

**RECOMMENDATION**

That the Minutes of the Internal Audit and Risk Committee Meeting, held on 4 August 2020, be taken as read and confirmed as a true record of proceedings.

**ATTACHMENT(S)**

- 1. Internal Audit and Risk Committee minutes 4 August 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****10.1 NOTICE OF MOTION - ADDITIONAL SIGNAGE PACIFIC HIGHWAY MOTORWAY**

I, Councillor Daniel Simpson, give notice that at the next Ordinary Meeting of Council to be held on 18 August 2020, I intend to move the following motion:

**NOTICE OF MOTION**

That Council writes to Mr Kevin Hogan MP, the Member for Page and Mr Chris Gulaptis MP, the Member for Clarence seeking their support for TfNSW to include a sign which includes a photo north of the Broadwater exit and south of the Woodburn exit to advise the exit for Evans Head. The signs should be the same as those provided along the Pacific Motorway for Ballina and Maclean and as will be provided for Broadwater and Woodburn.

**RATIONALE**

The former Roads and Maritime Services (RMS) consulted with Council and stakeholders including the local business chambers in 2018 on the signage to be included along the Motorway to advise and promote local destinations. The results of this were included in a report dated September 2018. It was disappointing that despite lobbying of Council and the local Evans Head Business and Community Chamber, RMS Guidelines at the time didn't allow for it. Given the impacts on the Richmond Valley over the last 12 months with drought, bushfires, floods and now COVID-19, the Evans Head tourism economy needs as much support as it can get. Promotional signage on the motorway would add significant value to encouraging people to visit Evans Head and the surrounding towns and villages of the Richmond Valley.

I commend this Notice of Motion to Council.

**ATTACHMENT(S)**

**Nil**

**11 MAYOR'S REPORT****11.1 MAYOR ATTENDANCES 14 JULY - 10 AUGUST 2020**

**Author:** Robert Mustow, Mayor

**RECOMMENDATION**

That Council receives and notes the Mayor's attendance report 14 July – 10 August 2020.

**REPORT****July**

- 15<sup>th</sup> Rous County Council Workshop via zoom
- 16<sup>th</sup> Local Government NSW's zoom meeting
- 21<sup>st</sup> Governor General phone call – Bushfire Recovery update
- 21<sup>st</sup> Richmond Valley Council, Ordinary meeting
- 22<sup>nd</sup> Kevin Hogan MP funding announcement New Italy Museum
- 22<sup>nd</sup> Kevin Hogan MP funding announcement for Mountain Bike Trail
- 23<sup>rd</sup> Citizenship Ceremony (6 persons)
- 23<sup>rd</sup> Citizenship Ceremony (3 persons)
- 27<sup>th</sup> Northern Rivers Joint Organisation (NRJO) Interviews

**August**

- 3<sup>rd</sup> Rotary Club Book Launch "Bucket the Naughty Duckling, and the large Bushfire"
- 4<sup>th</sup> Momentum Collective – Homelessness Week discussion
- 4<sup>th</sup> Richmond Valley Council, Internal Audit and Risk Committee meeting
- 4<sup>th</sup> Richmond Valley Council, Councillor Information Session
- 7<sup>th</sup> Rous County Council, Extra Ordinary Council meeting via zoom
- 7<sup>th</sup> NRJO Extraordinary Meeting via zoom

**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 DELIVERY PROGRAM PROGRESS REPORT (JANUARY 2020 TO JUNE 2020)**

**Author:** Kate Alder-Conn, Governance Officer

#### **EXECUTIVE SUMMARY**

Council adopted the revised 2017/2021 Delivery Program in June 2020. In accordance with the *Local Government Act 1993* the General Manager must ensure that progress reports are provided to the Council reporting on the progress of all principal activities detailed in the Delivery Program at least every six months. This report relates to and provides information about the achievement of the targeted outcomes prescribed in the Delivery Program.

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

A dashboard has been provided to summarise Council's overall performance in meeting its four-year targets. The number of on schedule and completed traffic lights (90%) demonstrates a solid performance for the final 6 months of the third year of the four-year program.

#### **RECOMMENDATION**

That Council receive and note the Progress Report (January 2020 to June 2020) on the Delivery Program 2017/2021.

#### **DELIVERY PROGRAM LINKS**

Making Council Great

CS1 Leading and Advocating for our Community

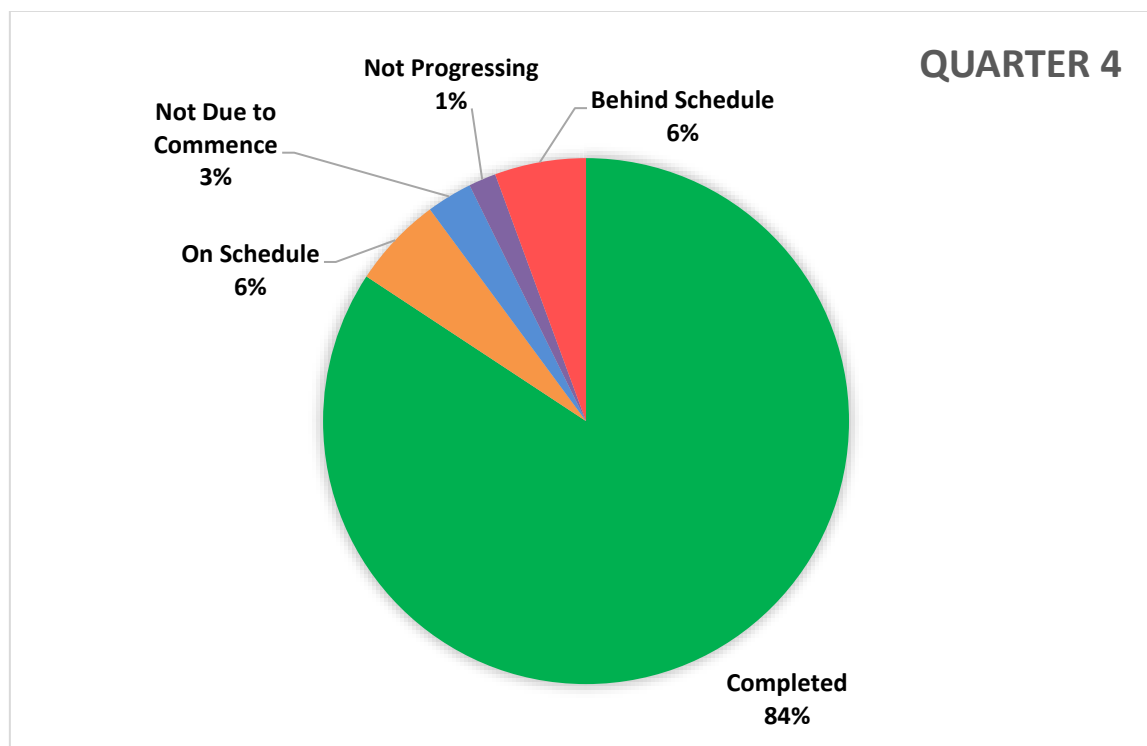
CS1.1 Improve decision making by engaging stakeholders and taking community input into account

#### **BUDGET IMPLICATIONS**

N/A

#### **REPORT**

Figure 1 represents Council's overall performance during the final 6 months of the third year of the Delivery Program 2017/2021 by providing a summary of the completion rate for each activity as reported in the accompanying table. The number of completed Delivery Program activities demonstrates that in the final half of year three of the four-year program, Council is making solid progress in achieving the outcomes identified in the Delivery Program. Of the 178 Delivery Program activities 160 or 90% are either completed or on schedule.



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

The status is defined as:

Green: The action or milestone has been completed.

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

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

Purple: The action is not progressing.

Red: The action or milestone is behind schedule.

The progress report relates to quarters three and four of the 2019/2020 financial year.

### SUMMARY OF ACTIONS BEHIND SCHEDULE

The following table summarises the intended date of completion for actions with a status of 'behind schedule'.

Action Code	Action Name & Responsible Officer	Comments	Target for completion
PP1.3.3	Complete service standards and levels for all open spaces [Manager Infrastructure Services]	With the change of staff in the Coordinator role of the Open Spaces area, the review was started but not completed. The new Coordinator Open Spaces is committed to the review process and it will be completed in 2020/2021.	31 January 2021
PP1.3.6	Develop a strategy for sports field irrigation [Manager Infrastructure Services]	The Strategy was not completed this year due to changes with the Open Spaces Coordinator role. The Strategy will be completed in 2020/2021.	30 June 2021

Action Code	Action Name & Responsible Officer	Comments	Target for completion
PP1.3.7	Develop a strategy for upgrade of town garden beds [Manager Infrastructure Services]	The Strategy was not completed this year due to changes with the Open Spaces Coordinator role. The Strategy will be completed in 2020/2021.	30 June 2021
PP1.5.1	Cemetery works as per capital works plan [Manager Infrastructure Services]	Changes in the Open Spaces Coordinator role meant that most of the capital works had to be suspended for the year. New plot and row signage at the Casino Lawn Cemetery were actioned prior to the end of the year. The remaining capital works projects have been carried forward and will be completed in 2020/2021.	30 June 2021
PP1.5.2	Develop service standards for cemeteries [Manager Infrastructure Services]	The Cemeteries & Burial Policy which informs the development of the service standards for cemeteries was completed in 2019/2020. The service standards project was suspended due to the changes in the Coordinator Open Spaces role and will be actioned in 2020/2021.	30 June 2021
PP1.5.3	Review Cemetery Strategy and deliver project plans accordingly [Manager Infrastructure Services]	The project to review the cemetery strategies has not progressed due to the changes in the Coordinator Open Spaces role. Now that the internal audit on cemeteries has been completed the strategy can be reviewed in 2020/2021.	31 January 2021
PP1.5.4	Preparation for Casino Cemetery expansion [Manager Infrastructure Services]	Preparations for the planning of the expansion of the Casino Cemetery were put on hold due to the changes in the Coordinator Open Spaces role. This work will be actioned in 2020/2021.	31 January 2021
PP1.8.2	Development of masterplan at Casino Civic Hall (dependent on availability of funding) [Manager Asset Planning]	Draft masterplan identifying future works to be presented to Council in October 2020.	31 October 2020
PP2.1.1	Develop a Road Management Strategy which provides long term direction and information on sustainability of road network including assessment of bridges affected by load limits [Manager Asset Planning]	Behind schedule – this strategy is yet to be drafted. This project has been delayed due to COVID-19 related projects taking priority. Working group dedicated to Regional Road issues formed to establish draft hierarchy.	Draft strategy to be completed by 31 December 2020

Action Code	Action Name & Responsible Officer	Comments	Target for completion
PP2.2.4	Develop an education and awareness program including information sheets explaining road management practices [Manager Asset Planning]	An updated fact sheet on our Roads program has been prepared and is included in relevant communication material. Further fact sheets will be prepared during 2020/21. Information relevant to the Road Strategy will contribute to further fact sheets.	28 February 2021
EH2.4.9	Caravan Park licensing program approvals [Manager Development & Environment]	Council has recommenced its annual inspections of caravan parks. Most 5-year approvals currently require renewing and Council is going through the process of re-issuing these after completing the inspection. The majority of caravan parks have been inspected in the latter stages of the financial year, with the remaining two to be inspected by the end of August 2020.	31 August 2020

## LEGAL

In accordance with *the Local Government Act 1993* the General Manager must ensure that progress reports are provided to Council with respect to the principal activities detailed in Council's Delivery Program, at least every six months. The report represents the period 1 January 2020 to 30 June 2020 which is in accordance with the requirements under the Act.

## CONSULTATION

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

## CONCLUSION

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

## ATTACHMENT(S)

1. Delivery Program Progress Report January - June 2020 (under separate cover)

**14.2 ROUS COUNTY COUNCIL FUTURE WATER PROJECT 2060**

**Author:** Johan Schoonwinkel, Water and Sewer Engineer

**EXECUTIVE SUMMARY**

The Rous County Council (RCC) Future Water Project (FWP) 2060 has been released for community feedback. Council received a presentation from the General Manager of RCC at its August Information Session and has reviewed the information publicly available.

Following this presentation and working through the key points listed below in the report, Council endorses the approach being undertaken by RCC to seek the views of the community on the options being considered under the Plan.

**RECOMMENDATION**

That Council:

1. Endorse Rous County Council's Future Water Project (FWP) 2060 and the community consultation process underway.
2. Authorise the General Manager to provide a submission to Rous County Council, based on the matters outlined in this report.

**DELIVERY PROGRAM LINKS**

Making Council Great

CS1: Leading and Advocating for our Community

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

**BUDGET IMPLICATIONS**

Nil.

**REPORT**

Rous County Council (RCC) plays an important role in our region, supplying a sustainable and safe bulk water supply to over 110,000 people in an area of 3000 km<sup>2</sup> across its constituent councils. The RCC constituent councils are Richmond Valley, Ballina, Byron and Lismore Councils. In Richmond Valley, RCC supplies water to the Mid Richmond towns and villages of Broadwater, Rileys Hill, Evans Head, Coraki and Woodburn.

The RCC Future Water Project (FWP) 2060 sets out RCC's preferred \$245 million option for future-proofing the region's precious drinking water supplies.

The FWP 2060 follows from the 2014 Future Water Strategy (FWS) which identified three key actions to be taken in developing a delivery plan for water security. The three key actions evolved from two detailed consultation processes with the community and constituent councils to determine stakeholders' preferences for water security options.

Through these consultations the 2014 FWS identified there needed to be investigations into groundwater, water reuse and the effects of water efficiency prior to a plan being made. In addition, it was identified that a decision was required as to whether the Dunoon Dam project should remain an option. These investigations have occurred and the FWP 2060 is the resulting proposed plan to deliver regional water security.

The FWP 2060 will ensure a secure and resilient water supply in the face of changing climate conditions and allow for continued regional growth for at least the next 40 years and reduce excessive water restrictions across the community.



The FWP 2060 identify two key actions, the first being the augmentation of the Ballina Shire Council owned Marom Creek Water Treatment Plant into a regional source to improve utilisation of the existing groundwater resource on the Alstonville plateau. If the Marom Creek WTP option is not able to be secured, then development of the Woodburn coastal sands groundwater scheme will progress.

The second key action proposed is a 50 Gigalitre (GL) Dunoon Dam construction to meet long-term demand, a 20GL Dunoon Dam option was investigated but was not the most cost-effective long-term option.

The groundwater option will provide the short-to-medium-term demand needs, while RCC continues to undertake further investigations for the Dunoon Dam proposal.

These investigations include:

- Cultural Heritage investigations and consultation;
- Landholder consultation;
- Determining ecological offset requirements;
- State and Federal funding assistance options; and
- Geotechnical assessments.

The proposed FWP 2060 was placed on public exhibition from 1 July 2020 to:

- Update the community on the outcome of the new water source investigation undertaken since the Future Water Strategy was adopted in 2014;
- Advise the community of the proposed project and the preferred option for augmenting the bulk water supply; and
- Invite written submissions in relation to the proposed project.

Before RCC officially adopt the FWP 2060, RCC Councillors will consider a report on the public exhibition period's outcomes.

Water sustainability remains an issue of utmost importance for the Northern Rivers region and the community relies on local councils to deliver initiatives of lasting value.

RCC's FWP 2060 has the potential to not only deliver a resilient, long-term water supply but also provide the investment, employment and other economic opportunities so desperately needed in the region.

The RCC FWP 2060 aligns with Richmond Valley Council's Casino water security review which is currently underway. This review will assess the secure yield of the Jabour Weir pool in the Richmond River under projected climate change scenarios as well as the available options to supplement water supply should it be required. Considered options include off-stream storage, raising Jabour Weir, groundwater sources and a regional connection to the RCC bulk water supply network.

In addition, the RVC Casino water security review also considers water quality issues in the Jabour Weir catchment and how best to resolve these issues such as augmentation of the water treatment plant and is expected to be completed by May 2021.

The primary objective of the proposed Jabour Weir pool yield analysis and option assessment is to review the perceived risk of Casino running out of water either during a drought or through contamination of the current Jabour Weir raw water supply.

The first step in the process is to undertake a revised demand and yield analysis, including the provision for various climate change scenarios, which is currently underway.

Following on from this will be the preparation of an options study, which will expand on previous option investigations such as:

- Raising Jabour Weir and incorporating the replacement of the ineffective Denil Fishway

- Emergency groundwater bores
- Accessing dead storage in the weir pool by installing additional pumps
- Offline storage dam
- Connection to the RCC bulk water supply

The Option Assessment Study will consider the risk and the different back-up/emergency source options and analyse the feasibility of each option and address benefits, constraints and expected project costs to enable Council to make an informed decision as to which option would be the most beneficial to ensure future water security for Casino.

The RCC FWP 2060 will provide enough system capacity for the future connection of Casino to the regional bulk water supply system should it be required.

### **CONSULTATION**

Council received a presentation from Rous County Council at the recent information session which allowed for the key points within the RCC FWP 2060 to be discussed.

### **CONCLUSION**

Following the information provided, and the presentation from Rous County Council, it is recommended Richmond Valley Council endorse the Rous County Council Future Water Project (FWP) 2060 and the community consultation underway and make a submission on the matters outlined in this report.

### **ATTACHMENT(S)**

**Nil**

## **15 FINANCIAL REPORTS**

### **15.1 MONTHLY BUDGET ADJUSTMENTS REPORT - JULY 2020**

**Author:** Hayley Martin, Business Development Accountant

#### **EXECUTIVE SUMMARY**

This report details proposed carry over works for the financial year ended 30 June 2020 as well as the proposed adjustments to the 2020/2021 original budget for the month of July 2020.

Carry over works represent those projects that were not fully completed in the previous financial year of 2019/2020. This is an annual occurrence and can be due to several factors. These include savings in completion of projects, where those funds can then be utilised on new or additional projects, weather events, and the timing of grant funding and the associated expenditure of those funds.

The proposed adjustments for carry over works total \$2,767,675, comprising \$605,557 in operating expenditure and \$2,162,118 in capital expenditure. This represents only 0.8% of budgeted operating expenditure and 10.8% of budgeted capital expenditure for 2019/2020. Council's annual Financial Statements are currently being prepared for audit and as such, the final carry over budgets are still subject to change. Any changes will be included in the Quarterly Budget Review Statement as at 30 September 2020, once unexpended grants and final reserve balances have been audited.

This report also details proposed adjustments to the 2020/2021 original budget for the month of July 2020. The main adjustment includes the proposed reallocation of \$400,000 from Sandy Creek Bridge towards Naughtons Gap Road, Woodburn Riverside Park and Casino Drill Hall Riverside. Council is awaiting approval for alternative funding for Sandy Creek Bridge for 2020/2021. Other adjustments include the addition of a project at Casino North reservoir to refurbish valves and install new submersible pumps in each pit.

In summary, the proposed changes will have no impact on the projected budget surplus of \$318,869 for 2020/2021 as the carry over works are fully funded from unexpended grants and contributions or other reserves. Likewise, the proposed budget adjustments for the month of July 2020 are either a reallocation of funds between projects or fully funded from reserves.

Although the final end of year result for 2019/2020 is still being prepared for audit, at this stage the projected budget result from the May 2020 Monthly Budget Review remains unchanged at a surplus of \$122,219.

The report provides further details of the proposed budget changes as well as the revised 2020/2021 budget position as at 31 July 2020.

#### **RECOMMENDATION**

That Council:

1. Approve carry over works for the financial year ended 30 June 2020;
2. Approve the proposed adjustments to the 2020/2021 original budget for the month of July 2020; and
3. Note the revised 2020/2021 budget position as at 31 July 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****Carry Over Works**

Carry over works represent those projects that were not fully completed in the financial year ended 30 June 2020. Proposed carry over works total \$2,767,675 which includes \$605,557 in operational projects and \$2,162,118 in capital projects. Operational carry overs represent 0.8% of budgeted expenditure, whilst capital carry over works represent 10.8% of budgeted capital expenditure for 2019/2020.

Council's revised budget as at 31 May 2020 included a capital works program of \$19,971,084. The capital carry over works account for 10.8% of the prior year budget, meaning close to 89% of works were completed. The carry over of \$2,162,118 from 2019/2020 will bring the current year's capital works budget to \$36,992,241, excluding monthly adjustments outlined below. This is a sizeable capital works program and as such, Council staff will undertake a comprehensive review of the capital works program between now and the Quarterly Budget Review Statement as at 30 September 2020 to ensure the delivery of projects can still be achieved.

Carry over works include projects with unexpended grant funding totalling \$1,200,855, unexpended contributions of \$110,000 as well as projects not fully completed that are funded from special rate variations of \$475,698, projects funded from reserves of \$781,705 and projects funded from general revenues or grants yet to be received of \$199,417. Council is obligated to restrict unspent grant funds and carry over to enable the completion of the projects as per the funding agreements. Details of carry over works are shown below:

Operational Project Description	Funding Source	Revised Budget 30-Jun-20	Actual 30-Jun-20	Carry Over Request
<b>Festivals &amp; Events</b>				
Co-Opera Event	Revenue	0	0	9,827
<b>Total</b>				<b>9,827</b>
<b>Emergency Management</b>				
Fire Recovery Team costs (Fire Recovery)	Grant	71,831	71,831	38,169
LEMC Operations & Equipment	Grant	0	0	30,000
<b>Total</b>				<b>68,169</b>
<b>Sports Grounds, Parks &amp; Facilities</b>				
Coraki Riparian Restoration	Revenue	1,938	1,938	10,031
<b>Total</b>				<b>10,031</b>
<b>Economic Development</b>				
REgener8 (Bushfire Recovery Fund)	Grant	13,636	13,636	36,364
Business Training (Bushfire Recovery Fund)	Grant	7,500	7,500	62,500
<b>Total</b>				<b>98,864</b>

Operational Project Description	Funding Source	Revised Budget 30-Jun-20	Actual 30-Jun-20	Carry Over Request
<b>Tourism</b>				
Public Art	SRV	989	989	70,756
<b>Total</b>				<b>70,756</b>
<b>Town Planning &amp; Development Services</b>				
Rappville Masterplan (Fire Recovery)	Grant	21,675	21,675	28,325
<b>Total</b>				<b>28,325</b>
<b>Waste Management</b>				
North Coast Region Waste Investment Report	Contribution	0	0	100,000
Education Avoidance & Contamination	Grant	9,620	9,620	45,076
Waste Education Materials	Reserves	3,018	3,018	19,096
<b>Total</b>				<b>164,172</b>
<b>Community Programs and Grants</b>				
Youth Week	Grant/ Revenue	2,050	2,050	8,337
Investing in Woman	Grant	0	0	1,390
New Italy Museum (Fire Recovery)	Grant	22,564	22,564	77,436
New Italy Bike Trails (Fire Recovery)	Grant	40,000	40,000	10,000
<b>Total</b>				<b>97,163</b>
<b>Environmental Health</b>				
Council Pound Grant (COVID Funding)	Grant	0	0	4,000
<b>Total</b>				<b>4,000</b>
<b>Environmental Management</b>				
Flood Management Coraki Riverbank Stabilise	Revenue	0	0	3,059
Coastal Zone Management Plan Implementation Works	Revenue	11,364	0	25,000
<b>Total</b>				<b>28,059</b>
<b>Information Technology</b>				
Cyber Security	Revenue	49,350	49,350	10,650
<b>Total</b>				<b>10,650</b>

Operational Project Description	Funding Source	Revised Budget 30-Jun-20	Actual 30-Jun-20	Carry Over Request
<b>Work Health &amp; Safety</b>				
WHS Equipment	Revenue	1,079	1,079	4,381
WHS Programs	Revenue	0	0	11,160
<b>Total</b>				<b>15,541</b>
<b>Total Operational Carry Overs</b>				<b>605,557</b>
Capital Project Description	Funding Source	Revised Budget 30-Jun-20	Actual 30-Jun-20	Carry Over Request
<b>Swimming Pools</b>				
Casino Pool Master Planning	Reserves	15,400	15,400	34,600
Evans Head Pool Bunding, Concrete & Corrosion repairs	Reserves	0	0	25,000
Future Renewals	Revenue	28,094	28,094	11,184
<b>Total</b>				<b>70,784</b>
<b>Libraries</b>				
Create Tech Space Casino Library	Reserve	21,460	21,460	21,540
Online PC Booking System	Reserve	0	0	20,000
<b>Total</b>				<b>41,540</b>
<b>Emergency Management</b>				
Portable Shower/Toilets (Fire Recovery)	Grant	0	0	80,000
<b>Total</b>				<b>80,000</b>
<b>Cemeteries</b>				
Casino Lawn Cemetery Memorial Garden	Reserves	10,219	10,219	2,852
<b>Total</b>				<b>2,852</b>
<b>Sports Grounds, Parks &amp; Facilities</b>				
Colley Park Soccer Field Enhancement (Fencing)	Grant	0	0	77,700
Woodburn Oval Sporting Facilities Enhancement	Grant	81,364	81,364	16,840
QE Park 1 Fencing Stage 3	SRV	0	0	37,143
Evans Head off-leash dog area fencing	Reserves	0	0	25,000
Coraki Aboriginal Artwork Signage	Reserves	894	894	9,106

Capital Project Description	Funding Source	Revised Budget 30-Jun-20	Actual 30-Jun-20	Carry Over Request
Evans Head Cemetery Road Toilet	SRV	26,151	26,151	47,027
<b>Total</b>				<b>212,816</b>
<b>Community Centres and Halls</b>				
Casino Civic Hall Revitalisation Stage 2	Grant	83,424	83,424	98,858
Fairy Hill Renew Weatherboards and Paint	Revenue	6,035	6,035	3,636
<b>Total</b>				<b>102,494</b>
<b>Building and Maintaining Roads</b>				
Evans Head Footpath – Cypress St – Cashmore to Elm	Reserves	0	0	50,000
Rappville Shared Pathway	Grant	20,043	20,043	216,624
Kerb & Gutter Hickey St Casino – Canterbury to Barker	SRV	28,159	23,985	16,113
Fogwells Rd Ch 5300 to 6500 (RTR)	Grant	160,741	160,741	189,259
Manifold Rd – Final Stage 500m	SRV	57,775	57,775	274,225
Tatham Bridge Investigation	SRV	10,750	10,750	19,250
<b>Total</b>				<b>765,471</b>
<b>Economic Development</b>				
Northern Rivers Rail Trail (Casino to Bentley)	Grant	74,445	74,445	275,555
<b>Total</b>				<b>275,555</b>
<b>Real Estate Development</b>				
Canning Drive Residential Sub Division	Reserves	552,509	552,509	230,131
<b>Total</b>				<b>230,131</b>
<b>Waste Management</b>				
Nammoona Cell Capping	Reserves	0	0	44,818
Nammoona CCTV Upgrade	Reserves	0	0	8,617
Nammoona FOGO Compost Facility	Grant	3,905	3,905	46,095
<b>Total</b>				<b>99,530</b>
<b>Water Supplies</b>				
Evans Head HLT Booster Pump Station	Reserves	155,104	155,104	44,896
Casino WWTP Slurry Pump & Control System	Reserves	35,449	35,449	33,787
Evans Head Reservoir Relining	Reserves	74,753	74,753	6,511
RWPS Level & Stabilise Dosing Building	Reserves	21,887	21,887	7,830

Capital Project Description	Funding Source	Revised Budget 30-Jun-20	Actual 30-Jun-20	Carry Over Request
Casino WTP Filters Investigation & Upgrades	Reserves	235,909	235,909	148,088
<b>Total</b>				<b>241,112</b>
<b>Sewerage Services</b>				
Pump Station 2 Casino – Design PS 4,7,8,9,11,14,15	Reserves	35,167	35,167	4,833
Pump Station 1 Casino – Submersible Pump	Reserves	0	0	25,000
<b>Total</b>				<b>29,833</b>
<b>Engineering Support &amp; Asset Management</b>				
Casino Depot Entrance Signage	Reserves	0	0	3,300
Coraki Depot Entrance Signage	Reserves	0	0	3,300
Evans Head Depot Entrance Signage	Reserves	0	0	3,400
<b>Total</b>				<b>10,000</b>
<b>Total Capital Carry Overs</b>				<b>2,162,118</b>

### **Proposed Monthly Budget Adjustments for July 2020**

During the month of July 2020, the following adjustments have been proposed to the 2020/2021 original budget:

#### ***Adjustments due to carry overs***

It is proposed reduce the budgeted grant income for Colley Park Soccer Field Enhancement as more than expected was received in the 2019/2020 year and will be held in reserves to be utilised for the project in 2020/2021.

Project Description	Original Budget 1-Jul-20	Proposed Adjustment	Revised Budget 31-Jul-20
Colley Park Soccer Field Enhancement (Stronger Country Communities Funding)	127,466	(86,433)	41,033

#### ***Reallocation of funds between projects***

As discussed at Council's July 2020 Information Session, it is proposed to reallocate \$400,000 of special rate variation funding from Sandy Creek Bridge No1 to Naughtons Gap Road, Woodburn Riverside Park board walk and Casino Drill Hall Riverside viewing platform. Council is currently awaiting approval for alternative funding of Sandy Creek Bridge No1.

Council was successful in receiving \$400,000 Fixing Local Roads Funding for Naughtons Gap Road which will be in addition to the \$100,000 transferred from Sandy Creek Bridge, bringing the total project to \$500,000.

Project Description	Original Budget 1-Jul-20	Proposed Adjustment	Revised Budget 31-Jul-20
Fixing Local Roads Funding (Income)	0	400,000	400,000
Naughtons Gap Road Fixing Local Roads	0	500,000	500,000



Woodburn Riverside Park	0	177,000	177,000
Casino Drill Hall Riverside	0	123,000	123,000
Sandy Creek Bridge No1	400,000	(400,000)	0

### **Addition of new projects**

#### *Water Supplies*

North reservoir no.3 at Casino has three valves which are rusting and require replacement. The aim of the proposed project is to replace the concrete pits that house these valves, refurbish the valves and install a dedicated submersible pump in each new pit. It is proposed to transfer \$180,000 from water infrastructure reserves to fund this project.

Project Description	Original Budget 1-Jul-20	Proposed Adjustment	Revised Budget 31-Jul-20
North Reservoir 3 Valves Refurbishment	0	180,000	180,000

### **Revised Budget Position**

The effect of the proposed adjustments on the 2020/2021 budget is summarised in the table below, with the important information for Council to note being the recommended changes for resolution.

Budget Adjustments July 2020	Original Budget 1-Jul-20	Recommended Changes for Council Resolution	Projected Year End Result 2020/2021
Income from Continuing Operations	73,911,656	429,265	74,340,921
Expenses from Continuing Operations	67,429,891	605,557	68,035,448
<b>Operating Result from Continuing Operations</b>	<b>6,481,765</b>	<b>(176,292)</b>	<b>6,305,473</b>
Add: Non-cash Expenses	18,173,276	0	18,173,276
Add: Non-Operating Funds Employed	4,985,193	0	4,985,193
Less: Capital Expenditure*	34,830,123	2,742,118	37,572,241
Less: Loan Repayments	2,768,316	0	2,768,316
<b>Estimated Funding Result - Surplus/(Deficit)</b>	<b>(7,958,205)</b>	<b>(2,918,410)</b>	<b>(10,876,615)</b>
Restricted Funds - Increase/(Decrease)	(8,277,074)	(2,918,410)	(11,195,484)
<b>Working Funds - Increase/(Decrease)</b>	<b>318,869</b>	<b>0</b>	<b>318,869</b>

\*Opening balance includes budget adjustment for Casino Indoor Sports Stadium Insurance works as per Council Resolution 23 June 2020 for \$233,213.

It is also important to note that even though Council staff are currently finalising the end of financial year result as at 30 June 2020, the projected surplus at this stage remains unchanged from the projected surplus as at 31 May 2020 of \$122,219 for the 2019/2020 financial year.

### **CONCLUSION**

In conclusion, the proposed budget adjustments for the month of July 2020 will have no impact on the projected budget surplus of \$318,869 for 2020/2021. Given the proposed addition of capital carry over budgets of \$2,162,118 as well as \$580,000 in monthly budget adjustments, Council will

continually review the capital works program during the year to ensure the delivery of projects is achieved.

**ATTACHMENT(S)**

**Nil**

**15.2 FINANCIAL ANALYSIS REPORT - JULY 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 July 2020 including General Bank Accounts and Trust Funds is shown below.

Investment Portfolio	General Bank Accounts	Trust Funds	Total
\$49,520,900	\$742,570	\$87,050	\$50,350,520

The weighted average rate of return on Council's investments for July 2020 was 3.04% which was above the 90 Day Bank Bill Index for July of 1.00%.

**RECOMMENDATION**

That Council adopt the Financial Analysis Report detailing investment performance for the month of July 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 July 2020, Council had earned \$10,227 in interest and \$90,582 in fair value gains for total investment revenue of \$100,809 against a budget of \$1,003,025 (which equates to 10.05%).

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 July 2020 meeting.

**Rate of Return**

The weighted average rate of return on investments in July 2020 was 3.04% an increase of 120 basis points from the previous month. The rate of return is 204 basis points above the 90 Day Bank Bill Index of 1.00% which is Council's benchmark.

Council's NSW Treasury Corporation Medium Term Growth Fund returned a gain of \$81,886 during July 2020 which is a positive sign after returning an overall gain of just \$33,631 during the 2019/20 financial year due mainly to the impacts of COVID-19. 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 23 July 2020, which is included as an attachment to this report. This update provides an overview of the global market, highlights specific

areas of Australia's economy and NSW Treasury Corporation's ongoing response to effectively manage its investments during this difficult period.

### Council's Investment Portfolio

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

Investment Portfolio	Face Value	General Bank Accounts	Trust Funds
\$49,520,900	\$48,263,311	\$742,570	\$87,050

The Investment Portfolio balance at 31 July 2020 of \$49,520,900 is made up of Council's Business Online Saver Account (\$4,760,000), Term Deposits (\$25,000,000) and NSW Treasury Corporation Investments (\$19,760,900).

Council's investment portfolio has maturity dates ranging from same day up to 731 days. Term deposits of \$25,000,000 represented 50.48% of the total portfolio as at 31 July 2020. Council didn't make any new term deposits while one term deposit matured during the month of July 2020. Council withdrew \$2,000,000 from NSW Treasury Corp in the Cash Facility Trust during July 2020.

Council had \$19,760,900 in longer term investments being the Cash Facility Trust and Medium-Term Growth Fund with NSW Treasury Corporation as at 31 July 2020. The investment values are shown below.

Investment Holding	Fair Value 31-July-2020	Fair Value Gain/(Loss) July 2020	Fair Value Gain/(Loss) YTD
Cash Facility Trust	\$10,226,523	\$8,697	\$8,697
Medium Term Growth Fund	\$9,534,377	\$81,886	\$81,886
<b>Total</b>	<b>\$19,760,900</b>	<b>\$90,582</b>	<b>\$90,582</b>

### Environmentally Sustainable Investments (ESI's)

Council's current portfolio of \$49,520,900 includes \$36,760,900 or 74.23% 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.

### Investment Platform and Advisory Services

During July 2020 Council's investment platform and advisory services were transferred from Imperium Markets who had been contracted for these services since September 2018 to Laminar Capital. Finance staff have trialled several platforms over recent months and found this platform to be more user friendly with live data visible from numerous banking institutions. The fees for these services are \$7,800 per annum (excl GST) saving Council \$2,200 per annum (excl GST) on the previous arrangement.

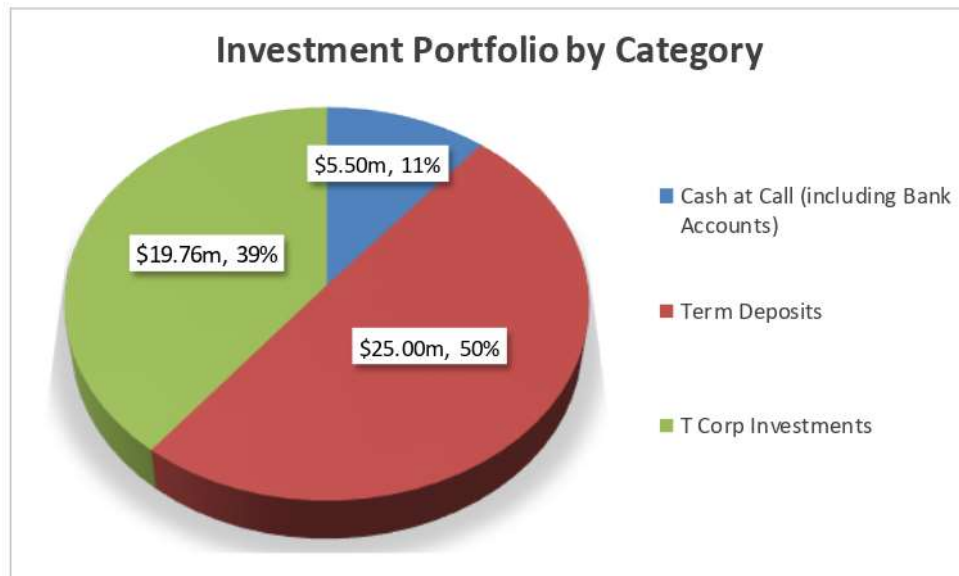
**CONCLUSION**

During the month of July 2020 Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy. As at 31 July 2020 Council's investments totalled \$49,520,900 with a further \$829,620 held in bank accounts. The weighted average rate of return was 3.04% for the month of July and total investment revenue equals 10.05% of budgeted revenue for the year to 31 July 2020.

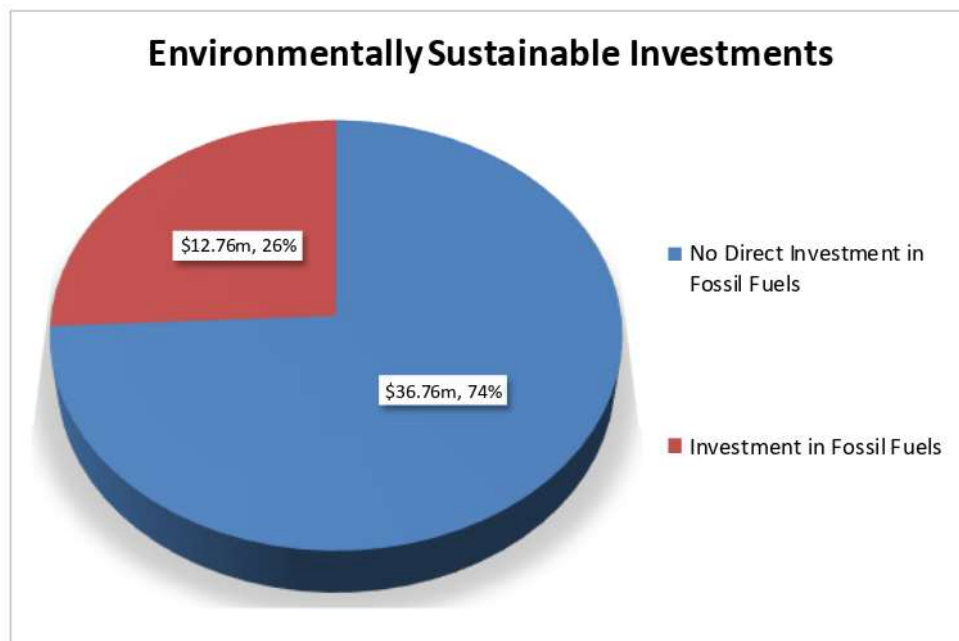
**ATTACHMENT(S)**

1. Financial Analysis Report Attachments
2. TCorp Market Update 23 July 2020

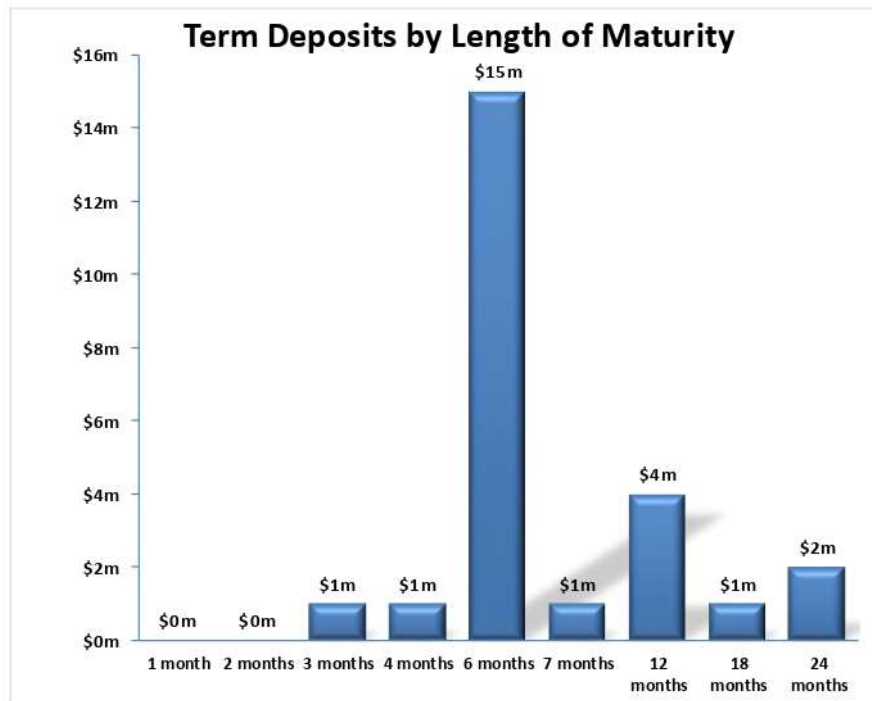
The following graph shows Council's investment portfolio by investment category as at 31 July 2020.



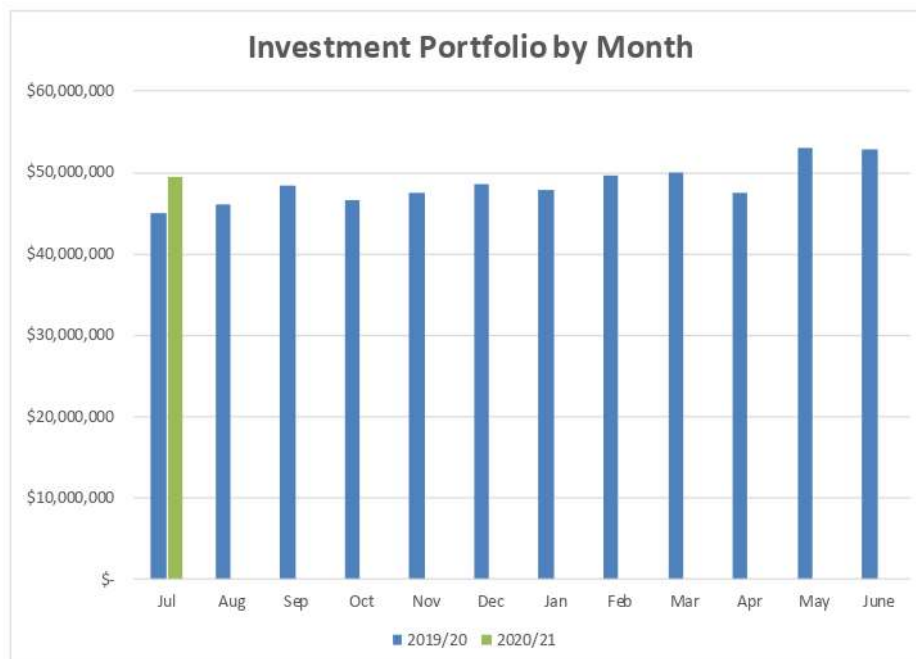
The following graph details Council's investments with no direct links to the Fossil Fuel Industry as a percentage of Council's investment portfolio as at 31 July 2020.



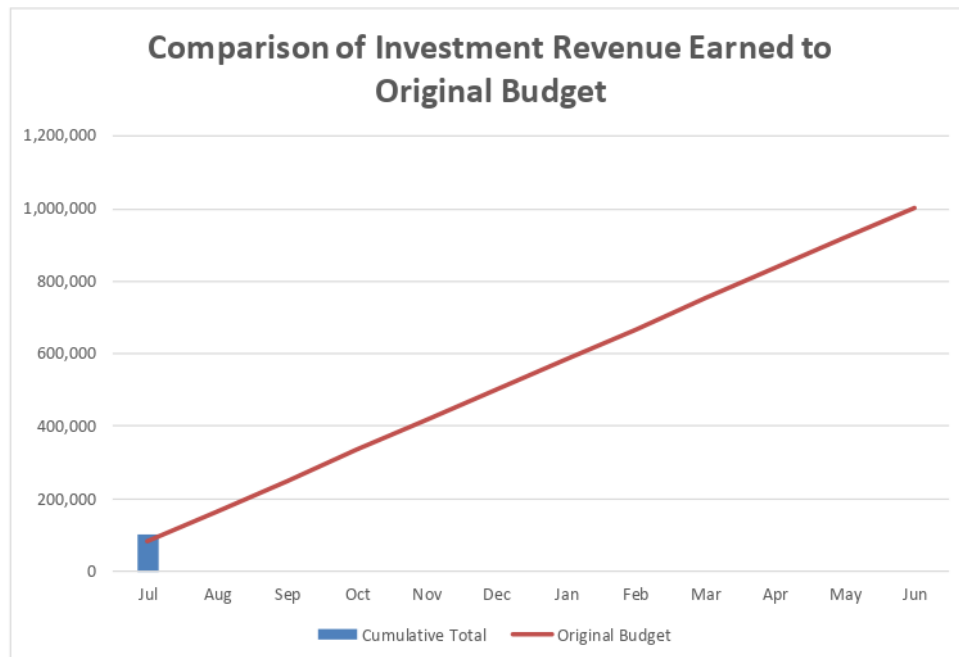
The following graph shows the length of time of Council's term deposit maturities as at 31 July 2020.



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



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





RICHMOND VALLEY COUNCIL FINANCIAL ANALYSIS REPORT AS AT 31 JULY 2020										
Investment Source	Investment Type	Rating	Environmentally Sustainable Investments	Investment Date	Maturity Date	Rate of Return	Original Investment Value	Current Investment Fair Value	Interest/ Fair Value Gain Received	% of Total Portfolio
<b><u>Cash at Call</u></b>										
CBA Business Online Saver	At Call	A1+/AA	N	At Call		0.35%	N/A	4,760,000	2,375	9.61%
Interest on Other Bank Accounts								0	0	
						<b>Total</b>		<b>4,760,000</b>	<b>2,375</b>	<b>9.61%</b>
<b><u>Term Deposits</u></b>										
Defence Bank	Term Deposit	A2/BBB	Y	3/09/2018	3/09/2020	3.00%	N/A	1,000,000	0	2.02%
Judo Bank	Term Deposit	Unrated	Y	3/09/2019	3/09/2020	2.05%	N/A	1,000,000	0	2.02%
Judo Bank	Term Deposit	Unrated	Y	2/12/2019	1/12/2020	2.10%	N/A	1,000,000	0	2.02%
AMP Ltd	Term Deposit	A2/BBB+	N	24/02/2020	24/08/2020	2.05%	N/A	1,000,000	0	2.02%
ING Direct	Term Deposit	A2/A-	N	2/03/2020	2/03/2021	1.50%	N/A	1,000,000	0	2.02%
Warwick Credit Union	Term Deposit	Unrated	Y	2/03/2020	2/09/2020	1.90%	N/A	1,000,000	0	2.02%
AMP Ltd	Term Deposit	A2/BBB+	N	4/03/2020	30/08/2021	1.80%	N/A	1,000,000	0	2.02%
MyState Bank	Term Deposit	A2/BBB	Y	3/03/2020	3/09/2020	1.85%	N/A	1,000,000	0	2.02%
Warwick Credit Union	Term Deposit	Unrated	Y	3/03/2020	3/03/2021	1.90%	N/A	1,000,000	0	2.02%
Auswide Bank	Term Deposit	A2/BBB+	Y	3/03/2020	3/03/2022	1.75%	N/A	1,000,000	0	2.02%
Bank of Sydney	Term Deposit	Unrated	Y	5/03/2020	7/09/2020	1.85%	N/A	1,000,000	0	2.02%
Macquarie Bank	Term Deposit	A1/A	N	6/03/2020	2/09/2020	1.85%	N/A	1,000,000	0	2.02%
Judo Bank	Term Deposit	Unrated	Y	10/03/2020	16/10/2020	1.85%	N/A	1,000,000	0	2.02%
MyState Bank	Term Deposit	A2/BBB	Y	16/03/2020	14/09/2020	1.75%	N/A	1,000,000	0	2.02%
Bank of Sydney	Term Deposit	Unrated	Y	20/05/2020	18/11/2020	1.80%	N/A	1,000,000	0	2.02%
AMP Ltd	Term Deposit	A2/BBB+	N	1/06/2020	30/11/2020	1.80%	N/A	1,000,000	0	2.02%
Bank of Sydney	Term Deposit	Unrated	Y	1/06/2020	30/11/2020	1.80%	N/A	1,000,000	0	2.02%
Bank of Sydney	Term Deposit	Unrated	Y	2/06/2020	2/12/2020	1.54%	N/A	1,000,000	0	2.02%
Members Equity Bank	Term Deposit	A2/BBB	Y	2/06/2020	30/09/2020	1.15%	N/A	1,000,000	0	2.02%
Members Equity Bank	Term Deposit	A2/BBB	Y	4/06/2020	4/12/2020	1.05%	N/A	1,000,000	0	2.02%
AMP Ltd	Term Deposit	A2/BBB+	N	9/06/2020	9/12/2020	1.75%	N/A	1,000,000	0	2.02%
Bank of Queensland	Term Deposit	A2/BBB+	N	9/06/2020	9/12/2020	1.05%	N/A	1,000,000	0	2.02%
Judo Bank	Term Deposit	Unrated	Y	11/06/2020	11/12/2020	1.80%	N/A	1,000,000	0	2.02%
National Australia Bank	Term Deposit	A1+/AA-	N	11/06/2020	10/09/2020	0.90%	N/A	1,000,000	0	2.02%
Greater Bank	Term Deposit	A2/BBB	Y	13/06/2020	11/12/2020	1.20%	N/A	1,000,000	0	2.02%
AMP Rebate									1,332	
<b><u>Matured Term Deposits</u></b>										
Macquarie Bank	Term Deposit	A1/A	N	6/03/2020	24/07/2020	1.70%	N/A		6,521	
						<b>Total</b>		<b>25,000,000</b>	<b>7,852</b>	<b>50.48%</b>
<b><u>NSW Treasury Corporation Hourglass Investments</u></b>										
Cash Facility Trust	Trust		N	Various	N/A	0.84%	9,498,282	10,226,523	8,697	20.65%
Medium Term Growth Fund	Trust		N	Various	N/A	10.32%	9,005,029	9,534,377	81,886	19.25%
						<b>Total</b>	<b>18,503,311</b>	<b>19,760,900</b>	<b>90,582</b>	<b>39.90%</b>
<b><u>Bank Accounts</u></b>										
		Balance \$	Total Investment Portfolio at Face Value					48,263,311		
Account Name		31-Jul-20	Total Investment Portfolio at Fair Value					49,520,900		
General Fund Bank Account		742,550	Interest Revenue Received					100,809		
Trust Fund Bank Account		87,050	Weighted Average Interest Rate					3.04%		
NAB Cheque Account		20	Total Bank Account Portfolio					829,620		
Total		829,620	Total Portfolio					50,350,520		



23 July 2020

### Market overview

- While investors became increasingly optimistic in May and June that economies could 'snapback' from the COVID-19 shutdowns as restrictions were progressively relaxed, this confidence has been challenged over July as many countries have experienced a rebound in COVID-19 case numbers.
- In the US, for example, new cases rose from around 20,000 per day in June to around 70,000 per day in July. As the number of new cases has risen, the recovery in consumer activity appears to have stalled and some governments in the most affected areas have been forced to reverse their opening measures by, for example, once again closing bars and restaurants.
- In Australia, the sharp rise in cases in Melbourne prompted the Victorian Premier to announce a 6-week shutdown in the Melbourne area. Given that Melbourne accounts for around 20% of the Australian economy, this will clearly setback the recovery that had been developing in May and June.
- Despite clear evidence that some restrictions will need to remain in place in order to maintain control of the spread of COVID-19, investors are pinning their hopes on the possibility that a vaccine will soon become available. As a result, despite the mixed news over the last month, most equity markets continue to push higher, with the S&P500 moving into positive territory over 2020 so far while Chinese stocks have also leapt higher.
- Equity markets are also benefitting from supportive monetary and fiscal policy. In Europe, leaders agreed to a new €750bn European Recovery Fund which will support those economies most affected by the COVID-19-induced recession, such as Italy. In Australia, the Commonwealth Government announced an extension to its JobKeeper and JobSeeker income-support policies, albeit at a reduced rate, while US politicians also appear poised to announce another fiscal stimulus.
- Central banks also stand ready to provide further support if needed and this has resulted in bond yields generally edging lower. US 10-year bond yields, for example, reached 0.95% in early June but have since fallen back below 0.60%. In line with the general rise in equity prices, commodity prices have also tended to increase over the last month, while the Australian dollar rose above US 70 cents and is now above the level it was at the start of 2020.



### **TCorp Investments – investing on behalf of clients**

- Notwithstanding the less encouraging statistics on the rebound of COVID-19, markets have started the new financial year with gusto, reflecting buoyant investor confidence regarding the re-opening of economies and reduced concern about the rate of new COVID-19 infections. The continuation of monetary and fiscal policy support has also driven investor sentiment.
- Major global equity markets have posted strong gains over the first three weeks of July. The US, German and Italian equity markets have all advanced more than 6% in US dollar terms. The UK equity market has advanced to a more modest extent.
- Chinese equities are up nearly 12% and Brazil 10%, in a continuation of the strong rally following the March quarter declines. Emerging equity markets have also continued their strong rally, up around 10% over the first three weeks of July. This is a remarkable outcome and has resulted in this segment of the equity market to be down only 1% for the calendar year to date.
- Currency markets also reflect a continuation of investors' willingness to take on risk. The Australian dollar has appreciated over 4% relative to the US dollar over the first three weeks of July and has advanced relative to the Euro and British Pound. The Australian dollar is a key barometer of global risk sentiment and, for it to be remaining above 70 US cents is a clear indication that risk sentiment remains relatively strong.
- Australian government bond yields and bond markets are largely unchanged over the first three weeks of July. The Australian 3-year Commonwealth Government Bond yield remains close to the RBA's target of 0.25%, and the 10-year government bond yield around 0.90%. Global bond markets have continued to rally, reflecting expectations for lower inflation and continued monetary stimulus.
- On the Australian policy front, the federal government announced that the JobKeeper and JobSeeker payments will continue beyond late September at a cost to the 2020-21 budget of around A\$20bn. This caused no real reaction in markets.
- The RBA revealed in its latest meeting minutes that it was pleased with the impact of policy support in stabilising financial conditions. The RBA also noted that fiscal and monetary stimulus for an extended time is still required.
- Australia's budget deficit is expected to be around 10% of GDP, a remarkable increase due to the combined impact of lower tax receipts and the need to fund support payments. Federal and state funding requirements will need to be continued to be met by bond issuance programmes.

### **Managing the TCorpIM Funds**

- TCorp's investment funds continue to participate in the market recovery. The TCorpIM funds are highly liquid and we have the portfolio flexibility to adjust the portfolios to maintain the desired risk and return characteristics during this rebound.
- Returns for the TCorpIM Medium Term and Long Term Growth Funds reflect the stronger market environment, returning 0.9% and 2.1% over the first three weeks of July.
- With cash rates anchored near zero, the future returns for the Cash Fund and Short Term Income Fund will be lower than in past years.



- Nevertheless, compared to the official cash rate, the Cash Fund and Short Term Income Fund are generating strong, well above benchmark, performances.
- 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 start of the new financial year has seen continued strong investor demand for long-term debt issuance (17 to 21 year borrowings) by Japanese investors.
- As Commonwealth Government 10 year rates trade within a tight range, TCorp spreads have been more volatile over the last month as investors continue to re-assess risk in uncertain times.
- We have taken opportunities of spread contraction to issue around \$2bn financial year-to-date by tapping a number of our longer-term benchmark bonds.
- The Reserve Bank of Australia hasn't been required to intervene in the semi-government bond market since 6 May 2020.

#### **Our client portfolios**

- We are currently working with clients on FY21 management limits and strategies, and will be monitoring 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.
- For clients that at times have surplus cashflow, TCorp's balance sheet offers an overnight deposit facility that currently pays 0.20% p.a. (with no transaction fees). This facility can be used in conjunction with the Come & Go facility to efficiently manage working capital.

#### **Authors**



**Brian Redican**  
Chief Economist



**Geoff Stewart**  
Head of Investment  
Advisory



**David Seymour**  
Head of Debt & Cash  
Portfolio Management



**16 TENDER REPORTS**

Nil

**17 GENERAL BUSINESS****17.1 LENNOX STREET CASINO RESIDENTIAL REZONING (PP2018/0001) & PLANNING AGREEMENT - POST EXHIBITION REPORT**

**Author:** Tony McAteer, Strategic Land Use Planner

**EXECUTIVE SUMMARY**

Planning Proposal PP2018/0001 proposes to rezone a 4-ha area of land bounded by Lennox, East, Boundary and Hare Streets, Casino for residential development (Zone R1 General Residential with a minimum lot size of 600m<sup>2</sup>).

The proposal was supported by Council in Resolution No. 191217/7 and a Gateway Determination was obtained from the Department of Planning, Industry and Environment (DPIE) on 21 September 2018. Agency Consultation has been satisfactorily completed, and the Planning Proposal was publicly exhibited for 30 days. Two (2) submissions were received during the exhibition period and neither has raised issues requiring amendment to the Planning Proposal.

A Planning Agreement was prepared to support the Planning Proposal and secure a minimum of 6 biodiversity offset credits for the clearing of a small patch of Forest Red Gum on the land. This Agreement was publicly exhibited concurrently with the Planning Proposal with no submissions being received. The Planning Agreement must be endorsed by Council and the owner and registered on title for the land prior to finalising the Local Environmental Plan Amendment.

Local Plan-making functions have been delegated to Council for this Planning Proposal, and Council has received formal advice from the Secretary that it agrees Section 9.1 Direction inconsistencies are justified.

Subject to gaining a positive resolution to this report, Council can proceed to finalise the Planning Proposal and make the Planning Agreement.

**RECOMMENDATION**

That:

1. Council receive and note the report on Planning Proposal PP2018/0001;
2. Pursuant to authorisations under Section 3.36(2) of the Environmental Planning & Assessment Act, Council proceed to make a local environmental plan to give effect to PP2018/0001;
3. Local Plan-making authorisation from the Planning Secretary (dated 21 September 2019) be delegated to the General Manager to make the final Local Environmental Plan Amendment (previously delegated per Resolution No. 191217/7);
4. The General Manager be authorised to enter into a Planning Agreement to secure biodiversity offset credits for future development pursuant to PP2018/0001; and
5. Finalisation of the Local Environmental Plan Amendment (i.e. notification on the NSW Legislation Website) not take place until after the Planning Agreement has been made and registered on title.

**DELIVERY PROGRAM LINKS**

Growing our Economy

EC1: Driving Economic Growth

EC1.8: Provide sustainable Urban Development Opportunities

**BUDGET IMPLICATIONS**

Nil

## REPORT

A report was presented to the 19 December 2017 Ordinary Meeting of Council for a Planning Proposal application (PP2018/0001) seeking a residential zoning for a 4ha site on the fringes of South Casino, comprising of Lots 1 & 2 DP54750, and Lot 85, 86 & 87 DP755627 and bound by Lennox, East, Boundary and Hare Streets Casino, see Figures 1 & 2.

The Planning Proposal effectively seeks to amend the *Richmond Valley Local Environmental Plan 2012* by:

- amending the Land Zone Map by changing (rezoning) the 4ha parcel from Zone RU1 Primary Production to Zone R1 General Residential, and
- amending the Lot Size Map by changing the minimum lot size from 40ha to 600m<sup>2</sup> as it applies to this parcel.

It was resolved in Resolution No. 191217/7 to: commence the Planning Proposal Gateway process by supporting the application; to submit the Planning Proposal to the Minister for a Gateway Determination; and to seek Ministerial Plan Making functions for Council and the General Manager for this Planning Proposal.

### Gateway Determination

The Planning Proposal was submitted to the DPIE with a conditional Gateway Determination being granted on 21 September 2018. Delays were experienced with the issue of the Determination after additional information was required to justify the proposal as it isn't strategically identified in a future urban growth strategy.

The Determination also delegated (authorised) local plan-making functions to Council (and the General Manager) pursuant to Section 3.36(2) of the Environmental Planning & Assessment Act, and subject to conditions.

Since the initial Determination was issued it has been amended 3 times: on 3 October 2018 to remove conditions relating to unnecessary studies and agency consultations; and on 6 September 2019 and 5 June 2020 for completion date extensions. The deadline for completion of the Local Environmental Plan Amendment now stands at 30 November 2020.

Conditions on the Gateway Determination required preparation of a flood study prior to agency consultation with:

- Department of Primary Industries - Agriculture (DPI-Ag) - regarding significant farmland and justification for the rezoning via the Important Farmland Interim Variation Criteria contained in the *North Coast Regional Plan*;
- NSW Office of Environment and Heritage (OEH) - regarding flooding, Aboriginal cultural heritage & biodiversity; and
- NSW State Emergency Services (SES) - regarding emergency management relating to flooding.

Actioning of these Gateway conditions, while protracted and complex, have now been completed, see The Table for details.



Figure 1: Locality Plan for Planning Proposal (PP2018/0002)



Figure 2: Site Plan with 2018 aerial imagery - Planning Proposal (PP2018/0002)





Figure 3: Snap shots of existing and Proposed Land Zone Map and Lot Size Map as applying to the Lennox Street Residential Rezoning - Planning Proposal (PP2018/0002)



Figure 4: Revised subdivision layout - Planning Proposal (PP2018/0002)

**The Table – Gateway Conditions**

<b>Gateway Condition</b>	<b>Date Completed</b>	<b>Comments</b>
1. Prior to community consultation a flood study is to be undertaken to assess the impacts of raising the height of the subject land.	29 November 2018 – First Flood Study 18 March 2020 – Final Flood Study	The final Flood Study was received along with a revised subdivision layout. The Study supports filling of the land to 21.8m AHD (an average fill depth of 0.5m across the site [ranging from 0 to 1m depth]).
2. Prior to Community Consultation, Consultation is required with the following public authorities under section 3.34(2)(d) of the Act and/or to comply with the requirements of relevant section 9.1 Directions:  <ul style="list-style-type: none"> <li>• Department of Primary Industry Agriculture; and</li> <li>• Office of Environment and Heritage; and</li> <li>• NSW State Emergency Services.</li> </ul> Each public authority is to be provided with a copy of the planning proposal and any relevant supporting material and given at least 21 days to comment on the proposal.	See Agency Consultation for details.	DPI-Ag – 13 Feb 2019 – rezoning is consistent with the <i>Important Farmland Interim Variation Criteria</i> identified in the <i>North Coast Regional Plan</i> and no objection to rezoning significant farmland.  OEH – 8 March 2019 supports the recommendations from the Aboriginal Cultural Heritage Assessment.  6 September 2019 – confirming 6 biodiversity credits are required and to be secured under a Planning Agreement.  14 April 2020 – satisfied with the site being filled to a level of 21.8m AHD and that the revised subdivision layout improves flood evacuation.  SES – 18 July 2019 – concerned with flood impacts but suggesting the subdivision layout could be revised to improve flood evacuation.  18 May 2020 – SES able to respond to the additional information supplied.
3. Public exhibition is required under section 3.34(2)(c) and schedule 1 clause 4 of the Act as follows:  (a) the planning proposal must be made publicly available for a minimum of 28 days; and  (b) the planning proposal authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in section 5.5.2 of <i>A guide to preparing local environmental plans</i> (Department of Planning and Environment 2016).	Exhibited from 17 June 2020 to 17 July 2020	See Community Engagement for details
4. A public hearing is not required to be held into the matter by any person or body under section 3.34(2)(e) of the Act. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing (for example, in response to a submission or if reclassifying land).	N/A	No public hearing held

Gateway Condition	Date Completed	Comments
<p>5. The planning proposal authority is authorised as the local plan-making authority to exercise the functions under section 3.36(2) of the Act subject to the following:</p> <p>a. the planning proposal authority has satisfied all the conditions of the Gateway determination;</p> <p>b. the planning proposal is consistent with section 9.1 Directions or the Secretary has agreed that any inconsistencies are justified; and</p> <p>c. there are no outstanding written objections from public authorities.</p>		<p>This is authority for Council to finalise the LEP Amendment.</p> <p>a. All conditions have been satisfied.</p> <p>b. The Secretary formally agreed on 8/7/2020 that Section 9.1 Direction inconsistencies are justified.</p> <p>c. The only outstanding written objection from a public authority was from SES but this was only due to it lacking staff resources in the land use planning field. Issues raised were similar to those of OEHL which are satisfied. DPIE agreed the issues are no longer outstanding and declared such in its agreement of 8/7/2020 (see above)</p>
<p>6. The time frame for completing the LEP is by 30 November 2020.</p>		<p>The deadline for completion has not expired. It is expected the LEP Amendment can be finalised before this date.</p>

### Flood Impact Assessment

A flood impact assessment (FIA) was prepared by a local consultancy firm for the property. This involved importing flood study data into flood modelling software; calibration of the model to pre-development conditions; and then running a post development scenario (involving filling the land) to calculate potential impacts of flooding on adjoining properties.

OEHL reviewed the initial FIA against the *NSW Floodplain Management Manual* (2001) and found deficiencies including the need to consider additional flood frequencies (not just a 1 in 100-year flood (or 1% AEP flood)); and the need to assess flood evacuation for residents including considerations toward changing the orientation of the subdivision layout.

After waiting 7.5 months for a response, SES raised concerns with potentially placing an additional 100 residents at direct risk of flooding in a 1% AEP flood. Furthermore, this would also increase risk to SES operations by: increasing the number of people needing to be evacuated or rescued; increase demand on local roads that may serve as evacuation routes for existing residents; and increase the scale of ongoing resupply operations during flood emergencies. It then went on to suggest principles and approaches from the Hawksbury-Nepean Floodplain Management Steering Committee's *Designing Safer Subdivision: Guidance on Subdivision Design in Flood Prone Areas* (2007) had some relevance to this Planning Proposal and may assist in revising the subdivision design to enable the future community the ability to self-evacuate.

Unfortunately, the firm responsible for the initial FIA ceased trading mid-way through the project and this led to delays while the applicant engaged a second flood consultant to complete the additional assessments.

When the final FIA was subsequently received, it was forwarded to OEHL and SES along with a revised subdivision layout orientating the cul-de-sac towards Lennox Street for improved flood evacuation, see Figure 4.

OEHL responded on 14 April 2020 noting it was satisfied with the additional flood information and with building areas on future lots being filled to a minimum level of 21.8 AHD (which included consideration of the 1 in 100-year ARI flood level, possible climate change increases, and a 500mm freeboard). It was also satisfied with the revised subdivision layout and improved evacuation routes.

Council was advised SES was unable to provide a response to land use planning matters at this time due to organisational restructure. The matter was referred to DPIE and it has accepted that issues raised in SES's first submission have been addressed, as they were very similar to those of OEHL and they have now been addressed to the satisfaction of OEHL.

### **Planning Agreement to secure Biodiversity Offset Credits**

The Planning Proposal was supported by an Ecological Assessment prepared by Blackwood Ecological Services. The assessment identified a small area of highly disturbed Forest Red Gum, which constitutes a form of subtropical coastal floodplain forest which is an endangered ecological community (EEC). OEH has acknowledged the habitat is highly degraded and accepts it will be cleared to make way for the development, however, has required the securing of biodiversity offsets through a Planning Agreement.

The applicant subsequently arranged for a biodiversity offset assessment to be prepared which calculated a minimum of 6 credits are to be retired to offset the lost habitat. This assessment has been incorporated into a Draft Planning Agreement that was concurrently exhibited with the Planning Proposal. No submissions were received regarding the Draft Planning Agreement.

The Draft Planning Agreement is attached to this report and must be endorsed by the owner and Council prior to its registration on title. This registration must take place prior to the Local Environmental Plan Amendment being notified on the NSW Legislation Website.

## **CONSULTATION**

### **Agency Consultation**

DPI-Ag – (13 Feb 2019) - DPI-Ag generally does not support rezoning significant farmland outside a strategy, however, it considers the rezoning is consistent with the *Important Farmland Interim Variation Criteria* identified in the *North Coast Regional Plan*. DPI-Ag suggests impacts on nearby agricultural land, from changed water flows and land use conflict risk, should be considered and mitigated. This is something to be addressed in more detail at the DA stage.

OEH – Flood – see comments for Flood Impact Assessment (FIA) (14 April 2020)

OEH – Aboriginal Cultural Heritage – (8 March 2019) – OEH supports the 4 recommendations from the *Lennox Street Rezoning, Casino NSW Aboriginal Cultural Heritage Assessment* (Feb 2019) by Everick Heritage Consultants. These recommendations are: 1) cultural heritage induction be provided to all contractors engaged as site supervisors or acting in senior operational roles; 2) Aboriginal object find procedures – including stop work in immediate vicinity of any found objects, fence area, assessment by qualified archaeological consultant, and engagement with Aboriginal community for any items of Aboriginal origin; 3) Aboriginal human remains procedures – including stop work in immediate vicinity, cordon off the area, notify NSW Police, Casino-Boolangle LALC and OEH (now NSW Heritage), and not resume work until after agreement is reached between the notified parties; and 4) Conservation Principles to avoid impacting Aboriginal cultural heritage values should be taken.

OEH – Biodiversity – (6 September 2019) – confirming the calculation of 6 biodiversity offset credits to be secured via a Planning Agreement prior to finalising the Planning Proposal.

SES – Emergency Management (Flood) – see comments for Flood Impact Assessment (FIA)

Outcomes from this Agency consultation were directed to DPIE with a request for the Planning Secretary's agreement that inconsistency with Section 9.1 Ministerial Directions 1.2 Rural Zones, 1.5 Rural Lands, 4.3 Flood Prone Land and 5.10 Implementation of Regional Plans are justified. Despite not receiving a reasonable response from SES, DPIE wrote to Council on 8 July 2020 with the Secretary's agreement to the inconsistencies.

### **Community Engagement**

The Planning Proposal was publicly exhibited from 17 June 2020 to 17 July 2020. A notice was published in the Express Examiner on 16 June 2020. Notices were also displayed on Council's

website and in each of Council's Customer Services Centres for the duration of the exhibition period, along with a copy of Planning Proposal (PP2018/0001) and the Gateway Determination. Furthermore, 72 letters were sent to adjoining land owners in the vicinity of the proposal.

### Submissions

There were 2 written submissions received during the exhibition period.

1. A submission was received from a resident concerned about drainage and sewer for the proposal. His concerns revolve around a lack of planning to improve drainage in the area and that it appears to be totally reliant upon existing drainage. He points out that under heavy rainfall the deep drain in East Street cannot handle the volume of water and backs up into Stitz Place, which it was designed to do, but this causes sewerage surcharging in the area.

He is also concerned the developer won't be required to upgrade East Street, or improve drainage in that street, and that in the future Council will have to act on complaints about this hazardous drain.

Comments: The matter was referred to Council's Water and Sewer Section particularly regarding sewer surcharging. Staff are of the view that the development will not increase the incidence or severity of surcharging in Stitz Place as it will be on a separate branch of the sewer network. A great deal of work has also been done to improve the efficiency of the network in this location with: cleansing work removing several tonnes of silt and sand from pipes; many pipelines being relined; and ongoing investigations into stormwater infiltration.

A Stormwater Management Plan will be required to accompany a future Development Application. This plan will be required to address how the development will be drained, and the adequacy of the existing drainage to handle the additional loads. This may result in work to increase the capacity of, or to streamline flows through, the drainage system.

2. A submission from the Health Promotion Unit of the Northern NSW Local Health District

The submission was made based upon the NSW Health's *Healthy Built Environment Checklist* and healthy built environment guidelines.

Evidence shows Northern NSW residents have poor intake of fruit and vegetables. The land should be used for horticultural production in order to increase Casino residents' opportunities for greater consumption of vegetables and fruit. The LSPS includes Planning Priority No.7 which has actions to protect productive agricultural land & significant resources. Council is encouraged to support integrated small-scale, intensive (market gardens) and ecologically sustainable forms of urban or peri-urban agriculture and this planning proposal provides the opportunity to achieve this. This could take the form of a single lot or multiple lots being dedicated to productive-oriented market gardening or urban agriculture, or a neighbourhood garden. Streetscape and verges could be designed to grow edible foods.

The Planning Proposal should also deliver a liveable neighbourhood which supports healthy living through the provisions of adequate footpaths, street trees, open green space and opportunities for social interaction. Lots should be oriented north-south to enable homes to take advantage of passive solar design principles, rooftop solar provisions and private space.

Comments: The Planning Proposal is not inconsistent with the LSPS Planning Priority No. 7 as this land is not considered productive agricultural land, a point supported by DPI-Ag for this proposal. Council already supports a community garden in Queen Elizabeth Park, which is within walking distance to this proposal. The proposed zoning does not preclude having peri-urban agriculture or market gardens.

Casino has a growing network of footpaths and cycleways that are readily accessible to this development site. Queen Elizabeth Park is within a short walking distance and offers ample active open space for social interaction. Most lots are proposed to be oriented north-south, but even those running east-west offer passive solar access.

No changes are proposed to be made to the Planning Proposal as a result of community engagement and the submissions received.

**CONCLUSION**

Planning Proposal PP2018/0001 proposes to rezone a 4-ha area of land on Lennox, East, Boundary and Hare Streets Casino for residential development (Zone R1 General Residential with a minimum lot size of 600m<sup>2</sup>).

The proposal was supported by Council in Resolution No. 191217/7 and a Gateway Determination was obtained from DPIE on 21 September 2018. Since then Agency Consultation has been satisfactorily completed, and the Planning Proposal was publicly exhibited for 30 days, from 17 June 2020 to 17 July 2020. Two (2) submissions were received during the exhibition period and neither has raised issues requiring amendment to the Planning Proposal. Issues raised about stormwater and sewer drainage will be highlighted for consideration at the Development Application stage.

A Planning Agreement was prepared to support the Planning Proposal and secure a minimum of 6 biodiversity offset credits for the clearing of a small patch of Forest Red Gum on the land. OEH has supported the Draft Planning Agreement. The Agreement was subsequently publicly exhibited concurrent to the Planning Proposal with no submissions being received. Before the Planning Proposal can be finalised, the Planning Agreement must be endorsed, by Council and the owner, and then registered on title for the land.

The Secretary's Local Plan-making functions (under s.3.36(2)) have been delegated to Council for this Planning Proposal, and Council has received formal advice from the Secretary that it agrees the Section 9.1 Direction inconsistencies are justified.

Subject to gaining a positive resolution to this report, Council can now proceed to arrange for the Local Environmental Plan Amendment to be drafted by the NSW Parliamentary Counsel's Office; to have the Local Environmental Plan Maps authorised by DPIE; to endorse the Local Environmental Plan Amendment under delegated local plan-making functions; to endorse the Planning Agreement; and arrange for the Local Environmental Plan Amendment to be notified on the NSW Legislation Website following registration of the Planning Agreement on the title of land.

**ATTACHMENT(S)**

1. **Draft Planning Agreement to secure Biodiversity Offset Credits for Removal of HEV (under separate cover)**



**17.2 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 was presented to the June Ordinary Council Meeting where the recommendation to place the policy on public exhibition for a period of 28 days was resolved.

The 28-day public exhibition period closed on 27 July 2020 and one verbal submission was made. As a result of this a change has been made to Section 30 of the Policy.

**RECOMMENDATION**

That Council adopts the Cemeteries and Burial Policy.

**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 developed a draft Cemeteries and Burial Policy to encourage best practice in the overall management of cemetery infrastructure and interments. The policy was presented to the June Ordinary Council Meeting where the recommendation to place the policy on public exhibition for a period of 28 days to consider any community feedback was resolved.

The public exhibition period for feedback on the policy opened on 26 June and closed on 27 July 2020. One verbal representation was made during the period and no written submissions were received. As a result of the verbal representation, changes have been made to Section 30 of the policy to allow filming in the cemeteries if approval is granted by Council and the funeral director. It was pointed out that this allows for situations like the current pandemic where funeral attendance numbers are restricted, and extended family and friends of the deceased would benefit from a recording of the funeral.

A copy of the final policy is included as part of the attachments.

**CONSULTATION**

The draft Cemeteries and Burial Policy went on public exhibition for 28 days. One verbal representation was made.

**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 interment services at Council's cemeteries.

**ATTACHMENT(S)**

1. Cemeteries and Burial Policy (under separate cover)

**17.3 NSW SHARK PROGRAM 2020/2021**

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

**EXECUTIVE SUMMARY**

Richmond Valley Council has been included in the next round of shark mitigation initiatives in NSW as part of the \$8 million allocation announced by the Minister for Agriculture and Western NSW, Adam Marshall on 1 July 2020. It is important that we support and advocate for this initiative as it not only provides the NSW Department of Primary Industry, Shark Management Team vital data to continue to implement the mitigation measures but also provides a sense of safety in our community, particularly over the holiday months.

**RECOMMENDATION**

That Council:

1. Receives and notes the status of the NSW Government's Shark Program;
2. Writes to the Minister for Agriculture and Western NSW, Adam Marshall, as well as the NSW Department of Primary Industry Shark Management Team to commend them on the program and the inclusion of the Richmond Valley in the current and future shark mitigation measures being delivered for 2020/2021.

**DELIVERY PROGRAM LINKS**

Making Council Great

CS1: Leading and Advocating for our Community

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

**BUDGET IMPLICATIONS**

Nil

**REPORT**

The NSW Department of Primary Industry, Shark Management Team, has over the last five years trialled and tested a range of shark mitigation measures across NSW beaches.

On 1 July 2020, the Minister for Agriculture and Western NSW, Adam Marshall, announced \$8 million for shark mitigation initiatives in NSW for the 12 months ahead. A small amount of this funding will be used in Richmond Valley Council at Airforce Beach in Evans Head, for drone surveillance, SMART drumlines, shark tagging and shark listening stations.

The 2019/2020 drone monitoring program covered 20,000km, 11,038 flights, observed 254 sharks and evacuated 97 beaches.

Drones will operate on Airforce Beach in Evans Head between 9am and 4pm during patrolled times, this includes both NSW school holidays and QLD school holidays.

The attached NSW Shark Program 2020/2021 shows the various measures of mitigation across NSW for the year ahead.

**CONSULTATION**

The NSW Department of Primary Industry, Shark Management Team has worked collectively with both the community and other government agencies to ensure the shark mitigation measures currently implemented in our LGA are effective and fit within their framework of the program.



**CONCLUSION**

Evans Head has been included in the next 12 months of funding for shark mitigation by the NSW Department of Primary Industry, Shark Management Team. With the observation of 254 sharks from the program across the coastline over the 2019/2020 period, it is vital that we continue to advocate for the continuation of funding for this program. This report aims to provide an update for our area and to give Council the opportunity to resolve to acknowledge and support its continuation.

**ATTACHMENT(S)**

1. **NSW Shark Program 2020/2021 (under separate cover)**

#### **17.4 NAMING OF PUBLIC PARKS, RESERVES, SPORTING FIELDS AND COUNCIL FACILITIES REVISED PROCEDURE AND CASINO CRICKET ASSOCIATION REQUEST FOR OVAL NAMING**

**Author:** Andrew Leach, Manager Asset Planning

#### **EXECUTIVE SUMMARY**

Council has been approached to allow the naming of a playing field within the Queen Elizabeth Reserve to recognise the achievements and contribution of Mr John McDonald to local cricket over 65 years. To allow this to be formalised, a draft review of the relevant procedure has been provided to Council for adoption.

#### **RECOMMENDATION**

That Council:

1. Adopt the revised Naming of Public Parks, Reserves, Sporting Fields and Council Facilities Procedure which recognises changes relevant to internal features, and;
2. Council endorse the recommendation to name Queen Elizabeth Oval No 7 in honour of Mr John McDonald in recognition of his service to local cricket over 65 years.

#### **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**

Nil

#### **REPORT**

Council has recently been contacted by representatives of Casino District Cricket Association wishing to recognise a long serving member of the cricket community, Mr John McDonald, by naming Queen Elizabeth Park – Field 7 in his honour. This proposal has support from authorities within local and regional cricket associations (letters of support have been distributed separately to Councillors).

Council currently has a policy and procedure for Naming of Public Parks, Reserves, Sporting Fields and Council Facilities. This reviewed procedure is linked heavily to the principles associated with the Geographical Names Board (GNB) and the criteria therein aligned for the naming of Public Reserves. This is rightly a rigorous procedure which ensures any major park or reserve has the proper consideration and public input when establishing a commemorative name. One of the acceptable criteria of naming a place after a person is it should not be a person who is still alive, as this is seen by the GNB as creating conjecture within the community.

In most cases it would seem a travesty that a person who is worthy of such an honour, will not be recognised while still alive, and does not personally receive the accolades they rightly deserve. There are many examples of facilities across many local government areas which are named after living persons, including Casino's Queen Elizabeth Park itself. In a neighbouring Council there is the Adam Gilchrist Oval in Caniaba and the list could go on.

While Council Officers support the necessity for a stringent process when naming a major park or reserve, it is felt that features within such a park, for example an oval, grandstand, clubrooms, playground or other facilities could be named at the discretion of Council if they believe the

recognition is appropriate. Such an option would allow for the community, through Council, to recognise their champions and stalwarts who have provided so much to their chosen association.

With this in mind, following Councillor discussion, the Naming of Public Parks, Reserves, Sporting Fields and Council Facilities Procedure 13.01 has been revised to include phrasing which would allow Council to approve the naming of elements within a major park or reserve. It is critical to have a clear policy, as naming this oval could lead to other similar requests within not only QE Park but our other parks and reserves. The revised draft procedure is attached.

The significance of Mr McDonald's service to the cricketing community is documented in the attached letters of support, and the ability to name the oval recognising his contribution over a sustained period of time is appropriate and deserved. The adoption of this naming proposal by Council enables Mr McDonald to be personally recognised.

## **CONCLUSION**

It is recommended the procedure revision allows for the approval of internal elements of Council controlled reserves which will allow the recognition of a long-standing servant of the cricketing community in an appropriate way.

## **ATTACHMENT(S)**

- 1. Draft Naming of Public Parks, Reserves, Sporting Fields and Council Facilities Procedure (under separate cover)**

**18 MATTERS FOR INFORMATION****RECOMMENDATION**

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

**18.1 RICHMOND-UPPER CLARENCE REGIONAL LIBRARY ANNUAL REPORT 2019/2020**

**Author:** Gary Ellem, Manager Regional Library

**RECOMMENDATION**

That the Richmond-Upper Clarence Regional Library 2019/2020 Annual Report which highlights the important services provided across the Richmond Valley and Kyogle areas be received and noted.

**REPORT**

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

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

The report includes details of the activities of the Regional Library Service and a report outlining the services provided throughout the 2019/2020 financial year.

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

In addition, the report outlines a number of highlights during the 2019/2020 period. The main highlights are summarised below:

- COVID-19 restricted library functions from March-June 2020;
- All libraries were closed for a 10-week period however a “click and collect” service was provided;
- 16,657 registered members of the Regional Library;
- 852 new members joined the library during the period;
- The library ran 752 programs during the year, with no programs run from March-June 2020;
- 6,665 attended 428 scheduled children/youth events held across the region;
- 324 successful adult programs including Tech Savvy for Seniors, Create, Make, Share craft programs, adult colouring-in, book clubs, recipe clubs, book launches and author visits;
- 22,178 information requests and 24,492 customer service requests were satisfied;
- 15,210 internet bookings and 9,260 Wi-Fi connections;
- Justice of the Peace Service was used 743 times;
- The seed library continued to be popular with 3,418 seed loans;
- Richmond Valley Council was informed of a successful Public Library Infrastructure Grant Application for the Evans Head Library Project; and

- New library app went live.

A copy of the Richmond-Upper Clarence Regional Library Annual Report 2019/2020 is provided for the information of Council.

**ATTACHMENT(S)**

1. **RUCRL Annual Report 2019/2020 (under separate cover)**

**18.2 GRANT APPLICATION INFORMATION REPORT - JULY 2020****Author: Jono Patino, Financial Accountant****RECOMMENDATION**

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

During the reporting period one grant was approved and funding was received for three grants totalling \$723,628. Council wasn't notified as being unsuccessful with any grant applications and two grants were applied for.

**Grants that have been approved**

<b>Casino Scenic and Heritage Walk</b>	
Project ID	10354
Funding Body	Tourism Bushfire Recovery (RTBR) Grants Program
Funding Name	Australian Government
Government Level	Federal
Project Value (exc GST)	\$125,230
Grant Funding (exc GST)	\$125,230
Council Funding (excl GST)	\$ 0
Date Application Submitted	19 March 2020
Date Approved	1 July 2020
Comment (if required)	N/A

**Grants that have had funding received**

<b>Johnston Street, Bruxner Hwy, Shared Pathway</b>	
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	\$179,963 received 29 July 2020
Total Funds Received To Date	\$1,015,500 (total funding received)
Comment (if required)	N/A

#### Traffic Route Lighting Subsidy 2019/2020

Project ID	N/A
Funding Body	Roads and Maritime Services
Funding Name	Traffic Route Lighting Subsidy 2019/2020
Government Level	State
Project Value (exc GST)	\$92,000
Grant Funding (exc GST)	\$92,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	N/A – Annual allocation
Date Received	\$92,000 received 29 July 2020
Total Funds Received To Date	\$92,000 (total funding received)
Comment (if required)	N/A

#### Emergency Services Levy Increase 2020/21

Project ID	N/A
Funding Body	Resilience NSW
Funding Name	COVID-19 Economic Stimulus Package
Government Level	State
Project Value (exc GST)	\$1,604,199
Grant Funding (exc GST)	\$ 451,665
Council Funding (exc GST)	\$1,152,534
Date Application Submitted	N/A – one-off allocation
Date Received	\$451,665 received 23 July 2020
Total Funds Received To Date	\$451,665 (total funding received)
Comment (if required)	This funding was announced as a one-off contribution towards the increase in the Emergency Services Levy for 2020/2021. This funds the increase in the statutory contributions towards the NSW Rural Fire Service, NSW State Emergency Service and Fire and Rescue NSW. The levy increased by \$451,665 from \$1,152,534 in 2019/20, an increase of 39.2%. In future years Council will be required to pay the levy but will not receive any grant funding to offset any further

	increases.
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**Grant Applications Submitted**

Coronation Park Upgrade	
Project ID	10377
Funding Body	NSW Department of Industry – Lands and Water
Funding Name	Crown Reserves Improvement Fund Program
Government Level	State
Project Value (exc GST)	\$173,034
Grant Funding (exc GST)	\$158,034
Council Funding (exc GST)	\$ 15,000
Date Application Submitted	10 July 2020
Comment (if required)	N/A

Yorklea Fire Control Centre Upgrade	
Project ID	10378
Funding Body	NSW Department of Industry – Lands and Water
Funding Name	Crown Reserves Improvement Fund Program
Government Level	State
Project Value (exc GST)	\$52,760
Grant Funding (exc GST)	\$52,760
Council Funding (exc GST)	\$ 0
Date Application Submitted	7 July 2020
Comment (if required)	N/A

**ATTACHMENT(S)****Nil**



### 18.3 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 JULY TO 31 JULY 2020

**Author:** Jessica Ind, Planning Support Officer

#### RECOMMENDATION

That Council receives and notes the development application report for the period 1 July to 31 July 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 July to 31 July 2020 was 28 with a total value of \$4,602,301.27.

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

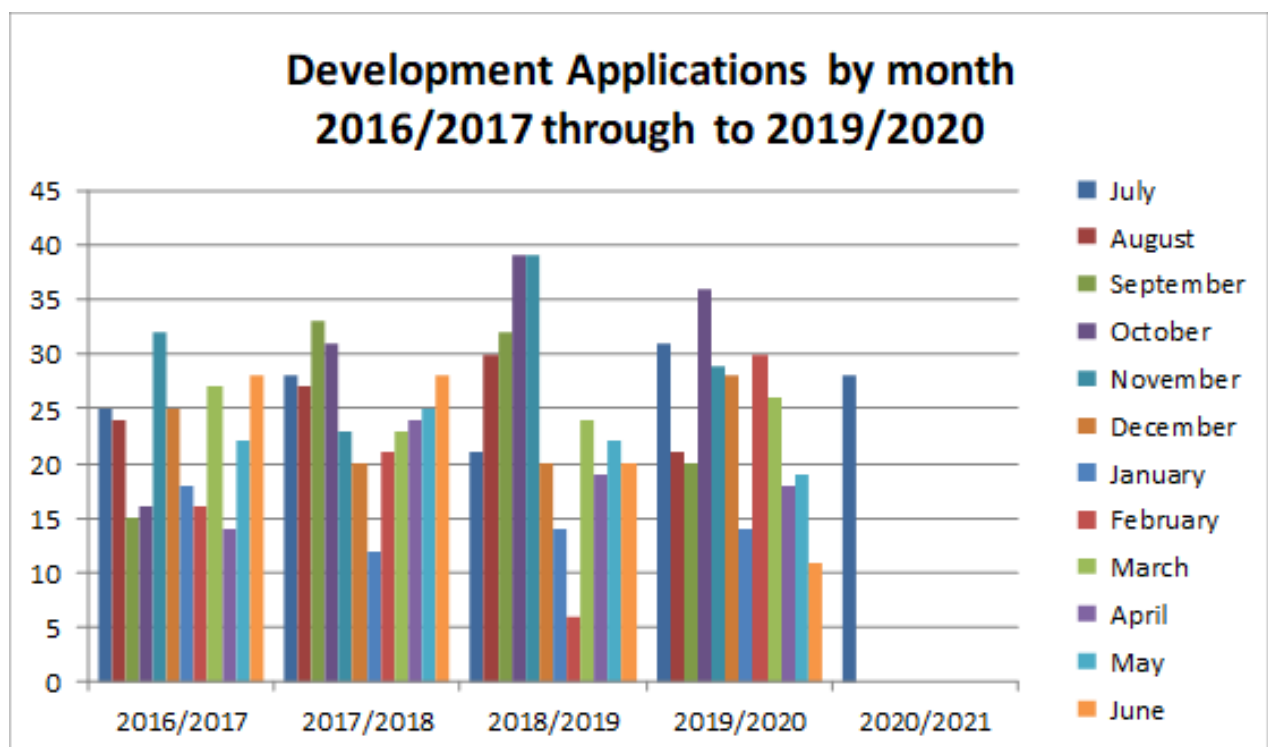


Figure 1: Monthly dollar value of development processed by Council over five financial years.

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

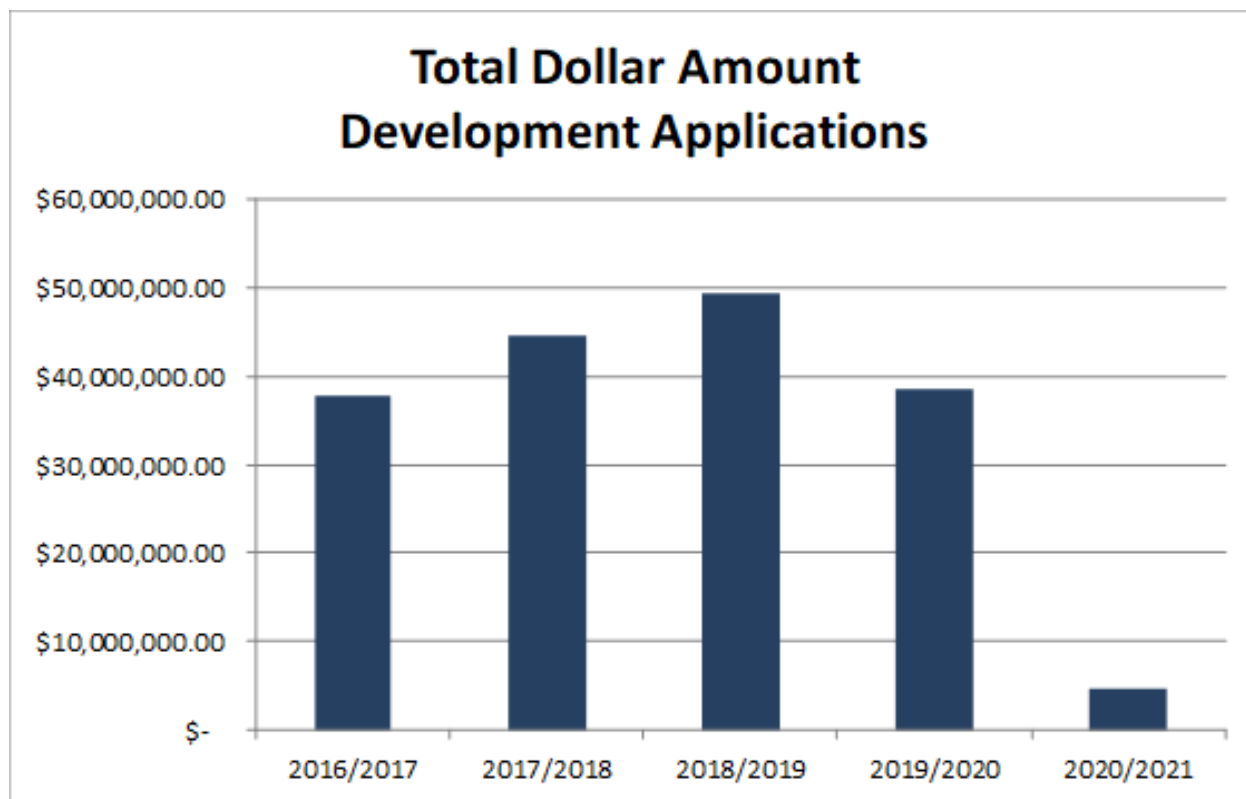


Figure 2: Annual value of development.

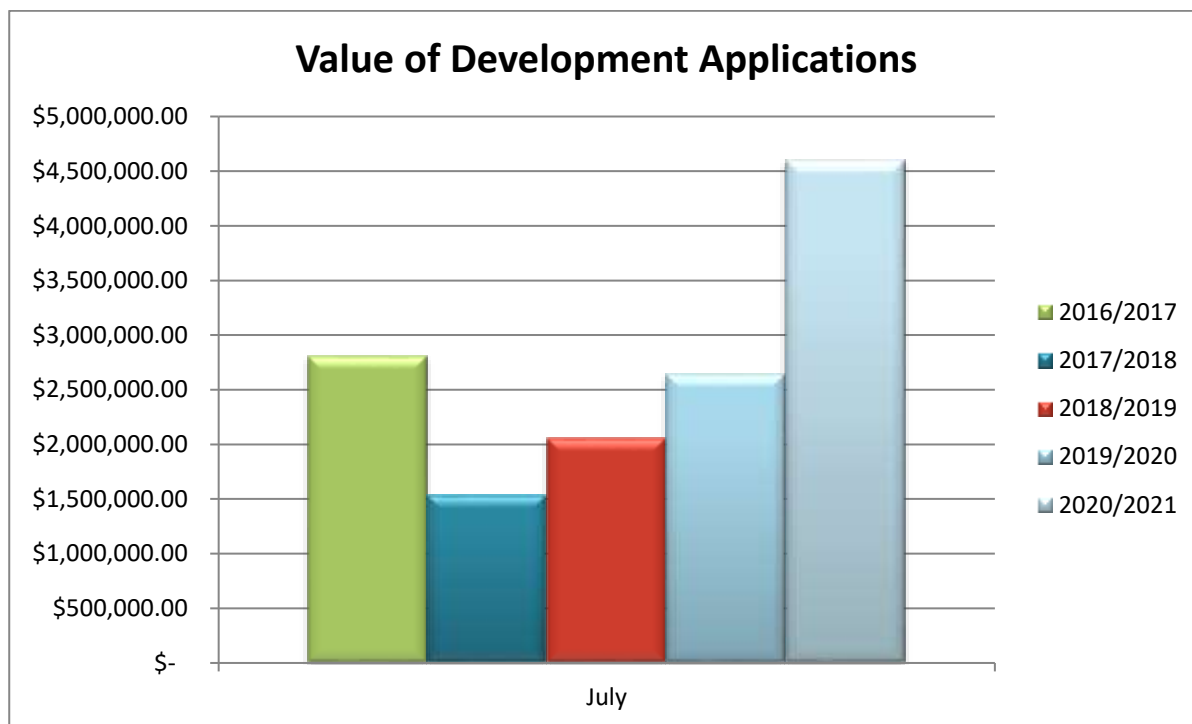


Figure 3: Value of development for the month of July.

**Number of Development Applications**

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

During this reporting period, Council Officers assessed and approved a further two Development Applications for bushfire affected properties. Both applications were determined within Councils self imposed service level target of 5 days, with the applications being determined within 4 and 3 working days respectively.

Figures 4 and 5 following, detail the number of applications determined by Council which, as stated above, is not necessarily reflective of the value of development.

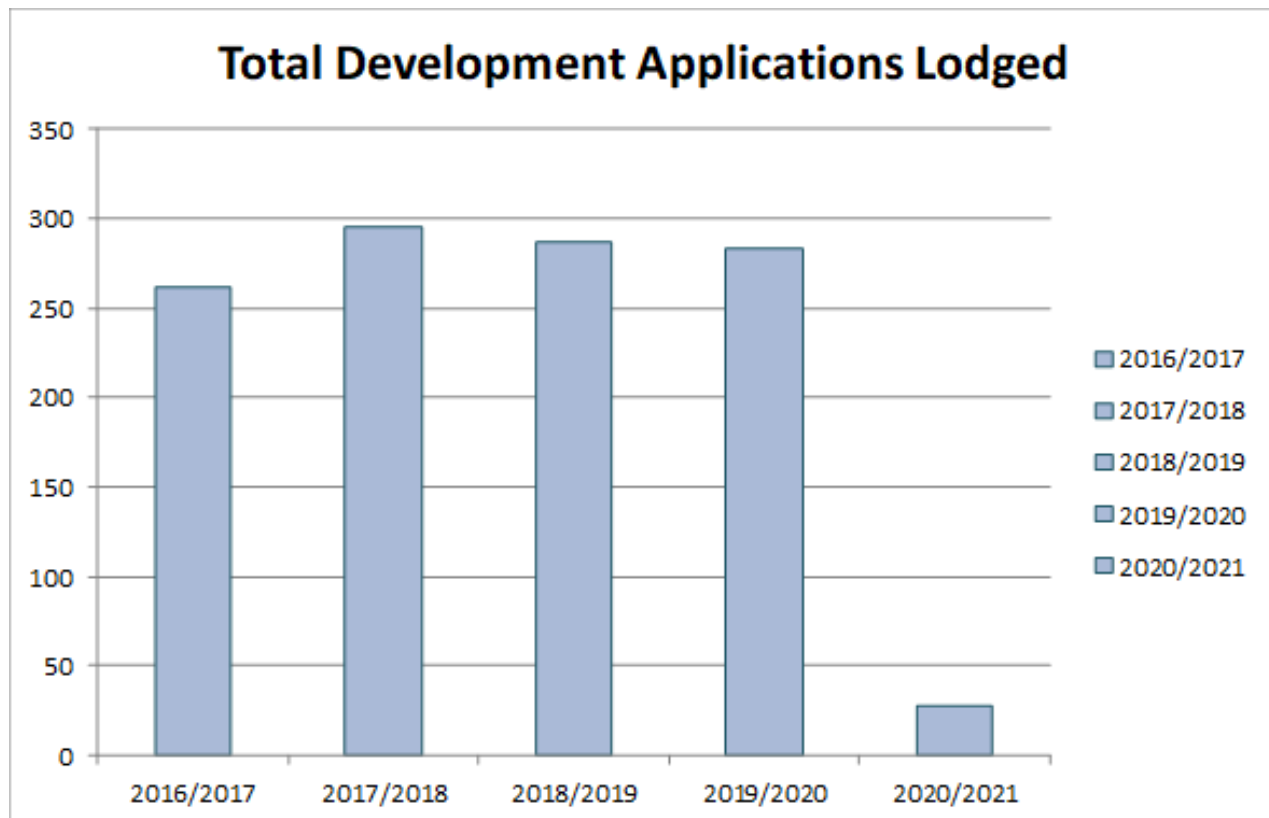


Figure 4: Number of Development Applications per month over five financial years.

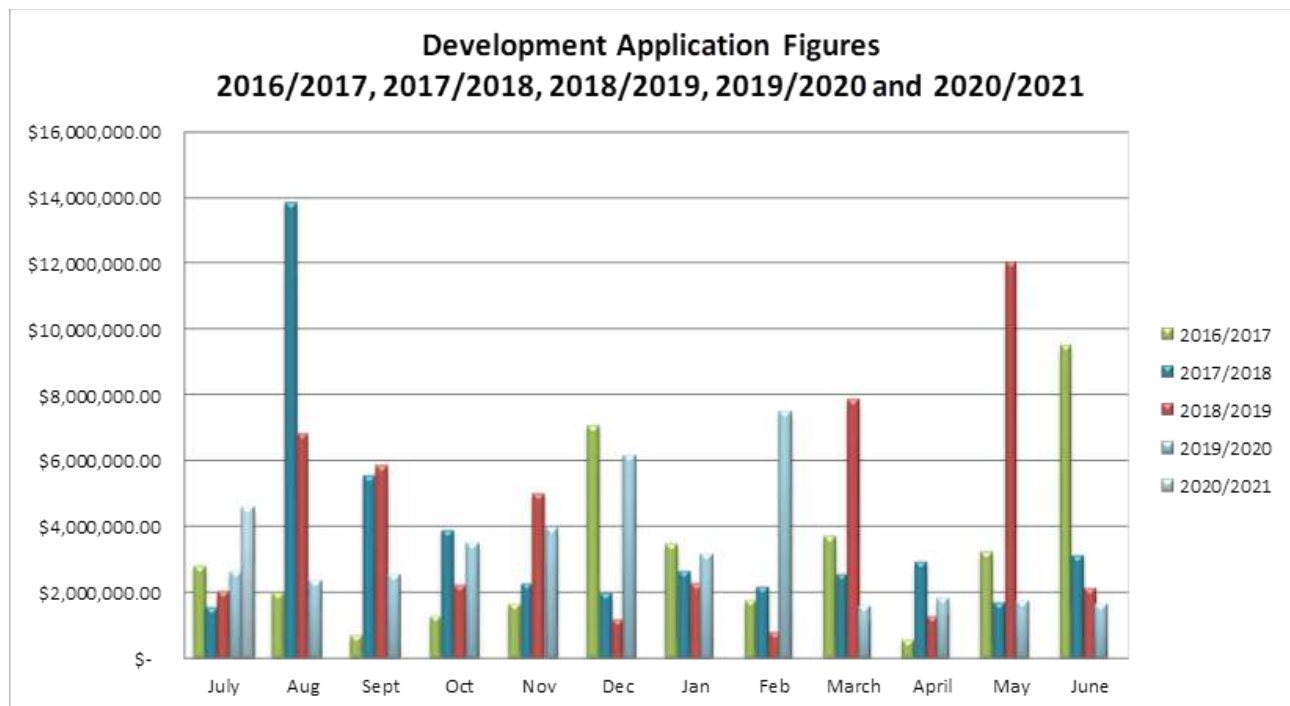


Figure 5: Number of development applications per year over five financial years.

#### Activity for the month of July 2020

General Approvals (excluding Subdivisions, Section 96s)	21
Section 96 amendments to original consent	1
Subdivision	5
Refused	0
Withdrawn	0
Complying Development (Private Certifier Approved)	1
<b>TOTAL</b>	<b>28</b>

#### 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 July 2020 to 31 July 2020							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2020/0057	Newton Denny Chapelle	A J & M T Crimmins	425 Old Dyraaba Road, Woodview	Subdivision to create two lots being Lot 1 146.37ha & Lot 2 104.24ha	20/09/2019	16/07/2020	\$ -
DA2020/0117	Newton Denny Chapelle	J A & J A Courtney	Savilles Road, North Casino	2 Lot Subdivision	19/11/2019	14/07/2020	\$ -
DA2020/0127	Walter Corp Pty Ltd	Walter Corp Pty Ltd	11-13 Park Street, Evans Head	Mixed used development including:  • Subdivision to create two Torrens title lots being Lot 1 (601.5m2) and Lot 2 (1254m2)  • Kiosk and boarding house comprising of seven 1 x bedroom units including 1 x accessible unit located on proposed Lot 1	25/11/2019	16/07/2020	\$ 2,400,000.00
DA2020/0186	Newton Denny Chapelle	K J, O J & K E Baglin	100 Vidlers Road, Yorklea	Boundary adjustment subdivision	23/03/2020	7/07/2020	\$ -
DA2020/0200	Hayes Building Consultancy	B J & R K Dicinoski	47 Cypress Street, Evans Head	Carport forward of the building line, fencing and associated landscaping	22/04/2020	20/07/2020	\$ 48,000.00
DA2020/0202	Hayes Building Consultancy	R P Thorpe	21 Cassia Street, Evans Head	Strata title subdivision of existing detached dual occupancy development into two (2) strata lots	1/05/2020	2/07/2020	\$ -
DA2020/0208	A J De Wit	A J & B De Wit	135 Wallworks Road, Bentley	Detached dual occupancy	6/05/2020	23/07/2020	\$ 268,000.00
DA2020/0226	Newton Denny Chapelle	F P Clingan	Ellangowan Road, Ellangowan	Farm shed	9/06/2020	6/07/2020	\$ 52,600.00
DA2020/0230	DLH Design & Drafting Services	R J Hannigan & A G Swanson	26 Heath Street, Evans Head	New single dwelling & swimming pool with associated fencing	11/06/2020	22/07/2020	\$ 532,000.00
DA2020/0231	GEO-AM Consulting	L M & P F Wolfe	190 Tomki Tatham Road, Tatham	As built dwelling - Extension of dwelling to include new living room and bedrooms & to construct a new verandah all around the house	11/06/2020	24/07/2020	\$ 172,000.00
DA2020/0232	Narellan Pools Northern Rivers	K L & L S Clapham	12 Dixon Place, North Casino	Inground swimming pool & associated fencing	12/06/2020	2/07/2020	\$ 41,550.00
DA2020/0233	Hayes Building Consultancy	R J Hayes	2 Seamist Lane, Evans Head	Shed & fibreglass swimming pool with associated fencing	12/06/2020	7/07/2020	\$ 47,000.00
DA2020/0234	Stephen P McElroy & Associates Pty Ltd	K E Thompson & M J Patch	7 Lancaster Street, Casino	Carport, covered deck & sunroom	12/06/2020	20/07/2020	\$ 60,000.00
DA2020/0235	L I J Stuart	L I J Stuart	41 Sullivans Road, Stratheden	Veranda extension with patio roof	15/06/2020	9/07/2020	\$ 40,000.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 July 2020 to 31 July 2020							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
CDC2020/0023	Evoke Pools	K J, H G, T L & C J Reddell	20 Ryans Road, Leeville	Inground fibre glass swimming pool & associated fencing	16/06/2020	26/06/2020	\$ 41,400.00
DA2020/0240	Profile Pools and Landscaping	W A & J G Quarry	1/53 Banksia Street, Evans Head	Inground swimming pool & associated fencing	19/06/2020	7/07/2020	\$ 27,900.00
DA2020/0244	B W A Troy	B W A Troy	3 Farley Street, Casino	Storage shed	25/06/2020	21/07/2020	\$ 13,145.00
DA2020/0245	R A R Hartin	R A R Hartin	45 Pacific Crescent, Evans Head	Shed	26/06/2020	10/07/2020	\$ 15,250.00
DA2020/0246	MA Northfield	M H & M A Northfield	315 Bennis Road, Shannon Brook	Alterations & additions to existing dwelling	26/06/2020	22/07/2020	\$ 155,000.00
DA2020/0247	G F & V J Glendenning	V J & G F Glendenning	32 Richmond Street, Casino	Two carports	29/06/2020	21/07/2020	\$ 9,600.00
CDC2021/0001	East Coast Building Consultants	S H L'Estrelle	20 Convent Parade, Casino	Secondary dwelling	2/07/2020	25/06/2020	\$ 128,700.00
DA2021/0001	MA Cresswell	MA Cresswell	96A Johnston Street, Casino	Shed with awning	2/07/2020	24/07/2020	\$ 27,888.00
DA2021/0010	S G Bryant	S G & D M Bryant	7 Rosewood Avenue, Casino	Removal of swimming pool	15/07/2020	24/07/2020	\$ 2,200.00
DA2020/0248	S J Knight	S J & K J Knight	5 Diary Street, Casino	As built - dwelling extension & spa	29/06/2020	22/07/2020	\$ 20,000.00
DA2020/0239	C T Nixon	C T Nixon & T L Hamilton-Randall	6 Wooroowoolgan Street, Casino	Shed & construction of driveway to shed and widening of existing driveway	19/06/2020	14/07/2020	\$ 8,000.00
DA2021/0005	N Estreich	J I Virtue & N Estreich	69 Manifold Road, North Casino	Shed	7/07/2020	27/07/2020	\$ 19,000.00
Summary of Development Applications for Bushfire Affected Properties determined under the Environmental Planning and Assessment Act for the period 1 July 2020 to 31 July 2020							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2021/0007	FM Ryan	FM Ryan	7460 Summerland Way Myrtle Creek	Bushfire affected – new dwelling	10/07/2020	15/07/2020	\$ 473,068.27
DA2020/0219.01	DI Webb	SA Ashen & DI Webb	2100 Myall Creek Road West Bungawalbin	Bushfire affected - modification to approved new single dwelling	16/07/2020	20/07/2020	\$ -

**ATTACHMENT(S)**

**Nil**

**18.4 UPGRADE OF CASINO MEMORIAL OLYMPIC POOL PREFERRED TENDERER**

**Author:** Michael Pontefract, Project Engineer

**RECOMMENDATION**

That Council receive and note the contents of the Upgrade of Casino Memorial Olympic Pool Preferred Tenderer report.

The resolution of Item 21.3 in matters referred to Closed Council presented at the July 2020 Ordinary Council Meeting, recommended that Council:

1. Declines all submissions received for Tender VP191367 – Design of Casino Memorial Swimming Pool Upgrade due to all submissions being higher than the budget allocated for the works.
2. Determines not to call fresh tenders, as submissions received were of sufficient number and quality to make a new tender process unwarranted.
3. Apply Clause 178 (3e) of the Local Government (General) Regulation 2005 to authorise the General Manager to enter into direct negotiations with nominated tenderers, with a view to obtaining works within the available budget, and to finalise the terms of the contract or agreement, including affixing the seal of Council where necessary.
4. Note that the outcomes of the negotiations be reported to Council for information.

In deciding which tenderers Council should enter into further negotiation with, the Evaluation Panel considered that a score higher than 70 from the Technical evaluation and a Lump Sum Price less than \$700,000 (exclusive of GST) is appropriate. This benchmark will provide five tenderers with the opportunity to negotiate an outcome of better value for Council. These tenderers are:

- Team 2 Architects Pty Ltd
- Arkhefield
- Complete Urban Pty Ltd
- Facility Design Group Pty Ltd
- BNMH Architects Pty Ltd

Council also requested that Mode Design be added to the above list as they rated equal highest of all tenderers in the tender assessment from a capability and understanding of the scope perspective.

The nominated tenders were asked to provide revised prices (if applicable) for the following components:

- General;
- Finalisation of the Concept Design including all the deliverables in the original brief and including the provision of 3D renderings for public exhibition/display;
- Additional Fees for services during the Concept Design preparation as noted in your original submission (if applicable); and
- Provision of full Design Drawings, Schedules and Construction Specifications, including all the deliverables in the original brief, to enable Council to prepare the tender schedules and contract documentation required for the construction stage of the project.

They were also requested to provide a schedule of hourly rates as a 'do and charge' basis for the provision of their professional services and those of their sub consultants associated with:



- Providing responses required for relevant conditions of development consent to enable Council to obtain a Construction Certificate;
- Providing advice and assist Council to analyse the conformance and economic value of Construction Tender submissions; and
- Providing responses to requests for information during the construction period and to attend the site to provide final certification of compliance to enable the provision of an Occupation Certificate.

Each tenderer provided the requested information, including in some cases a list of departures, inclusions and exclusions.

The Evaluation Panel carefully considered all submissions including the cost risks associated with the departures and exclusions and refined the preferred tenderer initially to two; BNMH Architects and Facility Design Group. Coincidentally, both companies plan to use the same aquatic specialist in the design of the pools and filtrations systems.

Of these two companies, Facility Design Group provided a more detailed response in design innovation and potential cost savings with regards to plant room and filtration options, efficiencies in heating of the indoor pool and indicated that they would provide responses required for the relevant conditions of development consent and provide advice and assistance to Council in the construction tender assessment at no additional cost.

It is anticipated the advice which will be required during the development consent stage and the tender evaluation period could be significant and would cost a substantial amount on a “do and charge” basis.

Facility Design Group specialises in sports and aquatic centre procurement throughout NSW and has wide experience in working with local government.

Several of the projects they have either designed or designed and delivered which are similar in scope to the redevelopment of the Casino Memorial Pool are the redevelopments of the Coffs Harbour Memorial Pool and Lithgow Aquatic Centre.

Council contacted Coffs Harbour City Council regarding its experience with Facility Design Group on the Memorial Pool project and received positive feedback.

The Facility Design Group offered a marginally higher price, however based on the below criteria of assessment, they are considered the prefer tenderer.

- Experience and capability;
- Innovation and cost saving options;
- Advice through the development consent and construction tender assessment stage at no cost;
- Existing knowledge of the Master Plan for this project;
- Designing redevelopments of a similar scope; and
- Referee validation from Coffs Harbour City Council.

It was therefore the recommendation of the Evaluation Panel that the General Manager approve the engagement of Facility Design Group to design the Casino Memorial Pool upgrade and this has been progressed in line with Council’s delegation.

## **ATTACHMENT(S)**

**Nil**

**19 QUESTIONS ON NOTICE**

Nil

**20 QUESTIONS FOR NEXT MEETING (IN WRITING)**

**21 MATTERS REFERRED TO CLOSED COUNCIL****RECOMMENDATION**

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

**21.1 Write Off Bad Debt**

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

**22 RESOLUTIONS OF CLOSED COUNCIL**