

Richmond  
Valley  
Council



# **AGENDA**

## **Ordinary Council Meeting**

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

**Date: Tuesday, 17 November 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**

### **5.1 MAYORAL MINUTE - BUSHFIRE RECOVERY FUNDING**

**Author:** Robert Mustow, Mayor

#### **RECOMMENDATION**

That Council:

1. Notes the \$21 million in funding received from the Bushfire Local Economic Recovery Fund for key community projects in the Richmond Valley.
2. Writes to the Deputy Prime Minister Michael McCormack MP, Member for Page, Kevin Hogan MP, Andrew Colvin, the National Coordinator of the National Bushfire Recovery Agency, the Premier Gladys Berejiklian, the Deputy Premier John Barilaro MP who is the Minister responsible for disaster recovery, and the Member for Clarence, Chris Gulaptis MP, to acknowledge their support to secure the funding.

#### **REPORT**

Richmond Valley Council has received more than \$21 million from the Bushfire Local Economic Recovery Fund to support three key community projects.

The Recovery program is part of a \$500 million allocation, co-funded by the NSW and Australian Governments, to support the 47 bushfire-affected regions in NSW. The projects selected in the first round of the funding will contribute to the future prosperity of the area and RVC has the opportunity to apply for further funding in the second round of the Program, later this year.

It was particularly rewarding to welcome the allocation of \$8.2 million for the Casino Showground revitalisation project. This major upgrade has been in the planning stages for many years, including consultation with user groups and preparation of a master plan. The funding will allow Council to deliver the entire master plan and position the showground as a state-of-the-art equestrian facility. This will be a great benefit for local families and provide a welcome boost to tourism. The showground facility will be well placed to attract major equestrian events once the work is completed.

The allocation of \$9.9 million towards the Casino industrial activation project will also be a great benefit to the area, opening the way for new industries to establish in the Richmond Valley and providing much-needed employment. The funding will help to provide essential services, such as electricity, water, sewerage and roads to expand the existing industrial precinct by some 46 hectares. Council has been working to attract new major industries for the site and the activation funding will help to realise these opportunities.

The funding package also included a \$3 million allocation for Rappville, to provide a new sewerage treatment system for the village. This was identified in Council's Rebuilding the Richmond Valley Community Revitalisation Plan and will help to support future residential expansion and improve public health and environmental outcomes. The funding follows other bushfire recovery works for the village, including upgrades to the Rappville Sports ground and the new Rappville Hall precinct.

It is pleasing to note that these latest major projects have come to fruition because of the planning and consultation work that Council has undertaken to ensure its proposals are 'shovel ready'. This has allowed RVC to take full advantage of the recovery funding and will ensure it is well positioned to benefit from future allocations from the Fund.

Council also acknowledges the efforts of our Local Members, Kevin Hogan and Chris Gulaptis, in actively supporting the Richmond Valley projects and helping to secure this important funding.

#### **ATTACHMENT(S)**

**Nil**

**6 CONFIRMATION OF MINUTES**

**6.1 INTERNAL AUDIT AND RISK COMMITTEE MINUTES 20 OCTOBER 2020**

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

**RECOMMENDATION**

That Council receives and notes the Minutes of the Internal Audit and Risk Committee Meeting held on 20 October 2020.

**ATTACHMENT(S)**

- 1. Internal Audit & Risk Committee Minutes 20 October 2020 (under separate cover)**

**6.2 INTERNAL AUDIT AND RISK COMMITTEE MINUTES 4 NOVEMBER 2020**

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

**RECOMMENDATION**

That Council receives and notes the Minutes of the Internal Audit and Risk Committee Meeting held on 4 November 2020.

**ATTACHMENT(S)**

- 1. Minutes of the Internal and Audit Risk Committee - 4 November 2020 (under separate cover)**



**6.3 MINUTES ORDINARY MEETING HELD ON 20 OCTOBER 2020**

**Author:** Vaughan Macdonald, General Manager

**RECOMMENDATION**

That Council confirms the Minutes of the Ordinary Meeting held on 20 October 2020.

**ATTACHMENT(S)**

- 1. Minutes Ordinary Meeting 20 October 2020 (under separate cover)**

**7        MATTERS ARISING OUT OF THE MINUTES**

**8        DECLARATION OF INTERESTS**

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

**9        PETITIONS**

Nil

**10       NOTICE OF MOTION**

Nil

**11 MAYOR'S REPORT****11.1 MAYORAL ATTENDANCES 13 OCTOBER - 7 NOVEMBER 2020**

**Author:** Robert Mustow, Mayor

**RECOMMENDATION**

That Council receives and notes the Mayor's attendance report 13 October – 7 November 2020.

**REPORT****October**

- 13<sup>th</sup> National Bushfire Recovery Agency Meeting
- 17<sup>th</sup> Disabled Services Swim on the Beach
- 18<sup>th</sup> Southview Orchard Peach Festival, Hogarth Range
- 20<sup>th</sup> Men & Family Centre discussions
- 20<sup>th</sup> Water Alliance Meeting
- 20<sup>th</sup> Internal Audit Committee Meeting
- 20<sup>th</sup> Ordinary Council Meeting
- 21<sup>st</sup> Rous County Council Meeting, Lismore
- 21<sup>st</sup> Chopper Chicks Photo Shoot
- 26<sup>th</sup> Premier's visit, Rappville
- 26<sup>th</sup> NCMC Annual General Meeting
- 29<sup>th</sup> 2020 Lexus Melbourne Cup Barrier Draw
- 31<sup>st</sup> North Coast Cutting Horse event

**November**

- 2<sup>nd</sup> Funding Announcement Casino Industrial Estate
- 2<sup>nd</sup> Funding Announcement Casino Showground
- 2<sup>nd</sup> Funding Announcement Rappville Saw Mill
- 2<sup>nd</sup> Funding Announcement Rappville Sewerage Augmentation
- 3<sup>rd</sup> Richmond Lodge Melbourne Cup Hat Judging
- 3<sup>rd</sup> Melbourne Cup event Casino RSM
- 4<sup>th</sup> Internal Audit Committee Meeting
- 4<sup>th</sup> Richmond Valley Councillor Information Session
- 7<sup>th</sup> Coraki Water Ski Assault event
- 7<sup>th</sup> Good Evans Art Studio Official Opening

**ATTACHMENT(S)**

**Nil**

**12 DELEGATES' REPORTS****12.1 DELEGATES' REPORT SUBMITTED TO NOVEMBER 2020 ORDINARY MEETING**

**Author: Robert Mustow, Mayor**

**RECOMMENDATION**

That Council receives and notes the Delegates' Report for the month of October 2020.

**REPORT**

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

**Rous County Council**

Cr Robert Mustow and Cr Sandra Humphrys have provided the following summary of the main items of business for the Rous County Council meeting held on 21 October 2020.

**ATTACHMENT(S)**

- 1. Rous County Council Meeting Summary 21 October 2020**



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**Summary of main items of business for  
Rous County Council meeting  
21 October 2020**

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**1. Election of chair and deputy chair**

Elections were held for the positions of chair and deputy chair which resulted in Cr Keith Williams re-elected as Chair and Cr Sharon Cadwallader re-elected as Deputy Chair for the ensuing 12 months.

**2. Annual Financial Reports and Audit Report for the year ending 30 June 2020**

Council's external Auditor presented on the financial results for 2019/20. The reports were endorsed and will be advertised for public comment from 2 November 2020 for two weeks.

Council congratulated and expressed its appreciation to staff for their effort in achieving an unqualified report.

The financial reports will be resubmitted to Council in December 2020 following public consultation.

**3. Notice of Motion - Increased installation of water tanks (Cr Richardson)**

Council agreed that the issues identified in the Notice of Motion presented by Cr Richardson be referred to Council's 18 November 2020 information session.

**4. Notice of Motion - Increase water conservation requirements of BASIX (Cr Cadwallader)**

Council considered the Notice of Motion and agreed as follows:

- i). Seek support from the constituent councils to increase the water conservation requirements of BASIX as outlined in the Notice of Motion.
- ii). Should letters of support be received from the constituent councils, that council authorises the General Manager and Chair to write to the relevant NSW Minister and LGNSW to seek support of same.
- iii). Council be advised on any future response received from the Minister and LGNSW.
- iv). Council submit a Notice of Motion to NSW Local Government conference to increase the water conservation requirements of BASIX.

**5. Council meeting schedule 2021**

Council determined its meeting schedule for 2021 with meetings to be held at 1.00pm at Rous County Council Administration office (or via video conferencing) on:

- |               |               |
|---------------|---------------|
| • 17 February | • 21 April    |
| • 16 June     | • 18 August   |
| • 20 October  | • 15 December |

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Council meeting summary 21 October 2020

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**6. Quarterly budget review statement for the quarter ending 30 September 2020**

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

It was noted that all budget items, other than those identified in the Council report, had performed within the parameters set by Council in adopting the 2020/21 Operational plan.

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**7. Retail water customer account assistance**

In accordance with section 356 (1) of the *Local Government Act 1993* and its 'Retail Water Customer Account Assistance' policy, Council approved financial assistance in the amount of \$4,718.48

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**8. Deferral and refund of developer contributions – Ballina Community Men's Shed**

Council approved deferral and refund of Rous County Council's developer contributions levied to Ballina Men's Shed Inc (a non-profit, community-based organisation), in relation to DA2020/69.

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**9. Information reports**

The following reports were received and noted:

i). Audit, Risk and Improvement Committee (ARIC) – Committee Performance Review 2019-2020

The ARIC Chair, Mr Brian Wilkinson, presented the Committee's Performance Review report, noting the report met the requirements of the Committee's Charter and provided information on the role and activities of the Committee from July 2019 to June 2020.

ii). Investments: September 2020

- Total funds invested for September was \$34,470,583. This is a decrease of \$295,447 compared to the July 2020 figure and was primarily due to a semi-annual loan repayment.
- The weighted average return on funds invested for September was 1.54%. This represents a decrease of 15 basis points compared to the July result (1.69%) and is 144 basis points above Council's benchmark (the average 90-day BBSW rate of 0.09%).
- Interest earned for September was \$42,413. Interest earned compared to the original budget is \$721 in excess of pro-rata budget.
- Cheque account balance as at 30 September 2020 was \$211,001.
- Ethical holdings represent 59.47% of the total portfolio. Current holdings in Ethical Financial Institutions equals \$20,500,000. The assessment of Ethical Financial Institutions is undertaken using [www.marketforces.org.au](http://www.marketforces.org.au) which is an affiliate project of the Friends of the Earth Australia.

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Council meeting summary 21 October 2020

iii). Water production and usage / water fill stations: August 2020 and September 2020

- *Water usage August 2020*

Daily source usage for August 2020 averaged 28.402ML. This is a decrease from the July 2020 daily average of 27.507ML. Rocky Creek Dam as of 31 August 2020 was at 97.7% full capacity.

*Water fill stations August 2020*

Total water usage for the public water fill station network for August 2020 was 5,367kL, an increase from 5,248kL in July 2020.

*Water usage September 2020*

Daily source usage for September 2020 averaged 30.050ML. This is an increase from the August 2020 daily average of 28.402ML. Rocky Creek Dam as of 30 September 2020 was 94.9% full capacity.

- *Water fill stations September 2020*

Total water usage for the public water fill station network for September 2020 was 8,340kL, an increase from 5,367kL in August 2020.

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**3. Fluoride dosing plants performance report – July to September 2020 (Quarter 3)**

Council noted the Fluoride Dosing Plant Performance Report for Q3 which shows that none of the plants have dosed above the Australian Drinking Water Guidelines upper limit of 1.5mg/L. Clunes, Corndale, Dorrroughby and Knockrow have all operated within the target range in the NSW Health Code of Practice for Fluoridation of Public Water Supplies. There were no deliveries of Fluoride during Q3.

**4. Disclosure of Interest Returns**

The Register of Returns was tabled at the meeting.

*For a copy of the draft minutes for this meeting and the business paper please go to Council's website [www.rous.nsw.gov.au](http://www.rous.nsw.gov.au)*

**13 MATTERS DETERMINED WITHOUT DEBATE**

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

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

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

That items identified be determined without debate.



## **14 GENERAL MANAGER'S REPORTS**

### **14.1 DRAFT ANNUAL REPORT 2019/2020**

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

#### **EXECUTIVE SUMMARY**

The Annual Report is a key point of accountability between Council and its community. It reports on Council's financial performance and its progress in implementing the Delivery Program and achieving Community Strategic Plan outcomes.

The 2019/2020 financial year has been a year of unprecedented challenges for Council, with the impacts of bushfire, flood and the COVID-19 pandemic. The report acknowledges the community's resilience in addressing these challenges and the role that council has played in leading recovery.

#### **RECOMMENDATION**

That Council:

1. Receives and notes the Richmond Valley Council 2019/2020 Annual Report.
2. In accordance with s.428 of the *Local Government Act 1993*, posts the finalised Annual Report on Council's website and provides a link to the Minister and the Office of Local Government.

#### **DELIVERY PROGRAM LINKS**

Making Council Great

CS1 Leading and Advocating for our Community

CS1.2 Facilitate Council's compliance with legal and governance

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

#### **BUDGET IMPLICATIONS**

Not applicable

#### **REPORT**

Council is required under s.428 of the *Local Government Act 1993* to prepare an Annual Report. The document reports on Council's progress in implementing its Delivery Program and achieving Community Strategic Plan outcomes.

The Local Government (General) Regulation 2005 also prescribes additional information for inclusion in the Annual Report including Council's audited financial statements and notes, and any information required by the Office of Local Government Guidelines.

The 2019/2020 financial year has been a year of unprecedented challenges for Council, with the impacts of bushfire, flood and the COVID-19 pandemic. The report acknowledges the community's resilience in addressing these challenges and the role that council has played in leading recovery

Although it has been a difficult year for the Richmond Valley, Council has managed to maintain key community services and continue its commitment to deliver signature projects. Highlights have included:

- Queen Elizabeth Park upgrade;
- Northern Rivers Livestock Exchange (NRLX) completion of Stage 2;
- Casino Drill Hall Stage 1;

- Woodburn Riverside Park upgrade; and
- Evans Head foreshore renewal.

A copy of the 2019/2020 Draft Annual Report has been circulated separately to each Councillor. The Report will be posted on Council's website and advice of this provided to the Minister for Local Government by 30 November 2020.

### **CONSULTATION**

Notification of the reports will be made in local media and the next community newsletter.

### **CONCLUSION**

The Richmond Valley Council 2019/2020 Annual Report has been prepared in accordance with the *Local Government Act 1993* and associated Regulations and Guidelines and is presented to Council to receive and note.

### **ATTACHMENT(S)**

**Nil**

**14.2 RICHMOND VALLEY COUNCIL V JLT INSURANCE - INSURANCE CLASS ACTION UPDATE**

**Author:** Vaughan Macdonald, General Manager

**EXECUTIVE SUMMARY**

A class action against JLT Risk Solutions Pty Ltd (formerly called Jardine Lloyd Thompson Pty Ltd) (JLT) is currently underway in the Supreme Court of NSW. Richmond Valley Council is the lead plaintiff. The matter relates to recovery of past losses claimed on the grounds that Richmond Valley Council, together with the other councils who are group members, suffered loss as a result of following the defendant's advice in obtaining property and/or public liability and professional indemnity insurance, through a scheme known as Statewide Mutual.

It is alleged that the defendant (1) breached its general law and contractual duty to exercise reasonable care and skill in the performance of its broking services and in the provision of recommendations and advice; and (2) earned fees and commissions in breach of fiduciary duties that it owed to Council. The action has a litigation funder engaged on a 'no win, no fee' basis. Proceedings commenced in December 2018 and are progressing well with mediation and trial dates now set.

**RECOMMENDATION**

That Council receives and notes the information provided in the Richmond Valley Council v JLT Insurance - Insurance Class Action Update.

**DELIVERY PROGRAM LINKS**

Making Council Great

CS1: Leading and Advocating for our Community

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

**BUDGET IMPLICATIONS**

There is no financial exposure to Council in this action, as it is funded by Harbour Litigation Funding. If the class action is successful at mediation or trial, the funder will recover its costs from the settlement or judgment, with the remainder to be shared between the group members, proportional to their losses. Being the lead Council, Richmond Valley Council would also receive returns to cover the resources committed due to being lead plaintiff.

**REPORT**

In December 2018, Richmond Valley Council commenced proceedings against JLT in the Supreme Court of NSW. The class action relates to advice Council received and relied upon from JLT in the placement of property and/or public liability and professional indemnity insurance through a scheme known as Statewide Mutual.

The class action alleges that JLT breached the general law and contractual duty owed to the plaintiffs to exercise reasonable care and skill in the performance of its broking services and in the provision of recommendations and advice.

Further, it is alleged that JLT breached fiduciary duties owed to the plaintiffs in placing or renewing insurance through Statewide Mutual in circumstances where there was a conflict between the defendant's financial interest in earning fees and commissions for services it provided to Statewide Mutual.

The claim seeks to recover the loss and damage suffered as a result of the alleged breaches of these duties resulting in excessive premiums and fees being paid to JLT.

If the action is unsuccessful, there is no exposure to Councils to pay any costs.

The action is progressing well with twelve other councils having joined the action since its commencement, and evidence now having been served by both parties.

There remains a window of opportunity for other Councils in NSW to join the action. However, this will need to be actioned before mediation commences. If the matter settles at mediation, recovery will be confined to those Councils that have joined the action prior to that time. There is no risk or cost to Councils in joining the action and it would seem prudent for more Councils to consider joining the action to enable their ratepayers and community to benefit should the action be successful.

Mediation has been set down for mid-December 2020. Any councils wishing to join the action will need to contact the legal firm for the class action, Quinn Emanuel, by the end of November 2020.

In the event that mediation is unsuccessful, a trial date has been set to commence in October 2021.

### **CONSULTATION**

There is a Steering Committee for the action which is led by Council and includes Parkes Shire Council and Mid-Western Regional Council. The other ten group member Councils are regularly kept informed of the progress of the proceedings.

### **CONCLUSION**

The class action against JLT continues to progress well, with mediation set down for December 2020, and a trial date set to commence in October 2021.

### **ATTACHMENT(S)**

**Nil**

**14.3 LGNSW ANNUAL REPORT AND CONFERENCE**

**Author:** Vaughan Macdonald, General Manager

**EXECUTIVE SUMMARY**

LGNSW has provided its Annual Report for Council's consideration. RVC is a long-standing member of the association, along with 126 of the State's 128 councils. The Annual Report highlights a number of achievements in service provision and advocacy. It also includes the 2019-20 financial statements for the association, which indicate it has experienced some financial challenges in the past 12 months. These matters will be considered by RVC delegates at the LGNSW annual conference on 23 November 2020.

**RECOMMENDATION**

That Council notes the key issues raised in the LGNSW Annual Report and further considers these matters at the LGNSW conference on 23 November 2020.

**DELIVERY PROGRAM LINKS**

Making Council Great

CS1: Leading and Advocating for our Community

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

**BUDGET IMPLICATIONS**

Council's annual subscription fee for LGNSW membership is \$40,891. Additional funds are also allocated for delegates' attendance at the LGNSW conference each year, at venues throughout NSW. However, due to the COVID-19 pandemic, this year's conference is a virtual event, resulting in savings for Council in travel and accommodation costs.

**REPORT**

LGNSW has forwarded a copy of its 2019-20 Annual Report for Council's consideration (provided separately to Councillors). Richmond Valley Council is a long-standing member of the association and 126 of the State's 128 councils are also currently members.

Membership subscriptions for the organisation are levied on a proportional basis, depending on the size of the council. RVC currently contributes \$40,891 in membership fees and receives access to member services such as industrial and legal advice.

LGNSW is currently the only employer party to the industry Award covering most of the local government employees in NSW and was instrumental in negotiating the Splinter Award, during the COVID-19 crisis. RVC was one of few councils in NSW that did not adopt the Splinter Award, as it was able to maintain full employment levels during the crisis. Council also makes some use of LGNSW's procurement business and is represented through the association's Advocacy Program.

In recent years, LGNSW has shifted its emphasis to advocacy and the annual report highlights a number of key outcomes in government funding and policy reform. Unfortunately, some key matters of concern for Council, such as introducing a fairer funding model for the Emergency Services Levy (ESL) remain unresolved. While LGNSW has played a notable role in raising awareness of local government issues with key decision-makers in the NSW Government, it should be recognised that advocacy takes place on many levels. All members of the local government sector have a role to play in building effective relationships with regulators and decision-makers and continuing to bring these issues before State and Federal governments. RVC has undertaken its own direct advocacy on many of the issues highlighted in the LGNSW report, including the

impacts of bushfire and drought, the need for planning and waste management reforms, and the need for support in recovering from the financial impacts of COVID-19.

### **Financial statements**

LGNSW has experienced a challenging year financially, with its annual financial statements reporting a loss of \$3.5 million in 2019/2020, compared to a surplus of \$0.6m in 2018/2019, a turnaround of \$4.1m (697%). Key drivers of this change included:

- Investment income loss of (\$335,000), compared to income of \$1.27m in 2018/2019 (losses related mainly to equity holdings)
- Employee costs of \$14.3m, compared to \$12.1m in 2018/2019 (increase of \$2.2m or 18.4%) This was mainly in wages and salaries (additional \$1m) and “other employee expenses” (additional \$1m). \$312,000 was received in JobKeeper payments. LGNSW currently employs 47 full-time staff and 12 part-time staff.
- Write-off of assets during refurbishment also accounted for \$0.74m

The report does not provide additional detail on what is driving increased costs for the organisation, however further clarification on these matters may be provided when the Treasurer presents his report at the annual conference on 23 November 2020.

Apart from the \$5.25m received in membership subscriptions, LGNSW’s other key source of income was some \$10.7m in commissions received from various enterprises. This includes:

- \$0.5m from JLT Insurance;
- \$1.17m from StateCover;
- \$8.8m from procurement, and
- \$0.18m in management fees.

The arrangements for these commissions are not described in the annual report.

### **Annual conference**

The LGNSW annual conference will be an on-line event this year, in response to the ongoing COVID-19 crisis. RVC’s delegates will attend the virtual event at the council chambers. The theme of the conference is Growing Community Resilience and the program includes a key note address from Resilience NSW Commissioner Shane Fitzsimmons. The afternoon program is devoted to conference business. RVC did not submit any motions for consideration at this year’s meeting, but delegates will have the opportunity to vote on numerous submissions from other councils.

### **CONCLUSION**

LGNSW’s annual report highlights the organisation’s achievements for the year in providing services to member councils and advocating for key policy and funding initiatives. The organisation has experienced a challenging year financially. Key issues will be discussed at the LGNSW annual conference on 23 November 2020.

### **ATTACHMENT(S)**

**Nil**

**14.4 NORTHERN RIVERS JOINT ORGANISATION POSITION PAPER - QLD/NSW BORDER RESTRICTIONS**

**Author:** Vaughan Macdonald, General Manager

**EXECUTIVE SUMMARY**

The Northern Rivers Joint Organisation has finalised its Position Paper on the impacts of the Queensland border restrictions. The Position Paper is a collaborative effort between the six NRJO member councils to raise awareness of local issues and advocate for better management of border controls. Advocacy from stakeholders, including local government, has already seen some border restrictions ease, but the issues raised in the paper remain relevant.

**RECOMMENDATION**

That Council:

1. Receives and notes the Northern Rivers Joint Organisation Position Paper on the Queensland/NSW border restrictions;
2. Acknowledges the work of the NRJO Chief Executive Officer in preparing the document on behalf of member councils.

**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

**REPORT**

The Northern Rivers Joint Organisation has finalised its Position Paper on the impacts of the Queensland border restrictions on member councils. Although there has been some easing of border controls in recent times – following continued advocacy from stakeholders, including local government - the issues raised in the paper remain relevant. The JO members resolved to establish the Position Paper in August and continued to advocate for fairer border control measures. There was some progress in addressing the issues when the 'border bubble' was expanded to include local government areas, such as Richmond Valley, in late September. The border was opened to NSW residents (except those from COVID-19 hotspots) from 3 November. Revised border pass procedures were introduced on 10 November, however significant delays in obtaining a pass and navigating border crossings are still expected.

The Position Paper is a collaborative effort of the six NRJO member councils to raise awareness of issues and advocate for a better deal on border management. Some of the issues highlighted include:

- Delays with infrastructure and commercial contracts – NRJO councils reported up to 50 affected contracts. This included ten projects from RVC.
- Up to 200 council employees in critical and essential roles suffering travel restrictions, or being unable to attend their workplace
- Problems with workers in the wider community getting to and from work across the border. There are an estimated 15,734 people in the NRJO area who cross the Queensland/NSW border each day for work.

- Continued community distress regarding separation from family, inability to receive essential medical treatment, uncertainty around income and a decline in mental health.
- Ongoing difficulties for NSW students attending boarding schools and universities in Queensland, including some 1035 health students who were unable to undertake previously arranged placements to complete their degrees.

The Paper also considers the impacts on the local economy, with some NRJO regions recording amongst the highest levels of JobKeeper registrations in Australia, and local construction firms identifying some \$150 million worth of work directly impacted by the border controls.

The Position Paper includes five key recommendations. Most have been addressed through recent changes to border controls. The remaining recommendation, calling for a grants program to assist local businesses, remains relevant to NRJO councils and members will continue to advocate for additional assistance.

## **CONCLUSION**

The Queensland/NSW Border Position Paper is an important collaborative exercise between the NRJO councils and will provide a platform for continued advocacy on this issue.

## **ATTACHMENT(S)**

### **1. Northern Rivers Joint Organisation Position Paper**





## NORTHERN RIVERS JOINT ORGANISATION POSITION PAPER QUEENSLAND NEW SOUTH WALES BORDER RESTRICTIONS

The Northern Rivers Joint Organisation (NRJO) Board Meeting held on 21 August 2020 resolved to establish a Position Paper that sets out recommendations agreed by all six (6) Northern Rivers Council Mayors (resolution number 21082020/15)

### EXECUTIVE SUMMARY

In recent years the Northern Rivers has suffered floods, bush fires and now a global pandemic, putting an unparalleled strain on these regional communities.

This strain is now exacerbated by the Queensland border closure which is separating families, denying people the ability to earn a living, stalling education, jeopardizing major projects, and delaying vital medical attention. This creates untold damage to the economy and is interrupting the very fabric of life which supports the intertwined community that straddles the border region.

- NRJO Councils currently have 50 infrastructure and commercial contracts suffering delays as a direct consequence of the border restrictions.
- The Councils have over 200 staff, including critical and essential staff, with either restricted access to their jobs or entirely unable to attend.
- An estimated 15,734 people cross the Queensland/NSW border each day for work. It is estimated 11% of these people are currently not able to attend their jobs. This does not take into account the 1,000 tradespeople currently unable to attend worksites and any other contractors, medical specialists or business owners who cannot continue working.

A summation of the NRJO recommendations;

1. The NRJO request a return to the managed pass system adopted in the initial Queensland / NSW border closure in March-July 2020.
2. These passes be valid for residents north to Brisbane and within New South Wales to incorporate the geographic boundaries of the LGAs of Tweed Shire Council, Byron Shire Council, Ballina Shire Council, Richmond Valley Council, Kyogle Council and Lismore City Council.
3. Queensland provides greater flexibility for exemptions for non-urgent but essential medical needs such as disability support and compassionate grounds for families.
4. That the NRJO request the NSW Premier and NSW Deputy Premier give urgent consideration to NSW committing resources to assist the Queensland Police to operate the border checkpoints.
5. NSW Government establish a grant program proportionately equivalent to the \$45 million Southern Border Small Business Support Grant announced on 22 August 2020.



## 1 BACKGROUND

The statistics in this paper cover the Local Government Areas of Tweed, Byron, Lismore, Richmond Valley, Ballina and Kyogle, which constitute the Northern Rivers JO. The designated area is home to 252,663 people, supports 90,124 jobs and has an annual economic output of \$27.12 billion.

There has been no community transmission of COVID 19 north of Newcastle since March 2020.

The Border restrictions imposed by the Queensland Government at 1.00am on Saturday August 8 2020 saw all New South Wales residents living outside of a restricted border zone unable to enter Queensland except under exceptional circumstances.

The communities on both sides of the "bubble" are closely connected and highly integrated in all aspects of life with daily border crossings being made for employment, business, health, community, legal services, emergency services, cultural and family support and educational needs, let alone the social interaction through shared sporting fixtures, community and friend groups.

The "bubble" mapping has been done based on post code and, consequently, has led to an arbitrary regional exclusion for many communities and has seen sections of LGA's segmented and the populations exposed to differing restrictions. Kyogle Council is intersected by the exclusion zone with villages sitting on both sides. This divide is causing significant disruption to the regional economy and personal distress to residents.

## 2.0 IMPACTS

### 2.1 COMMUNITY

The border restrictions have had a significant effect on all aspects of society within the Northern Rivers and created a high level of community anxiety, anger and frustration. The many dire health issues that have resulted from the border closure have been well documented and it is important to recognise the issues stretch across the entire community.

- The Lismore City Council launched a survey on the impact of the border restrictions on their local community and received 259 responses in just the first five days. Separation from family, inability to receive essential medical treatment, the uncertainty around income and a decline in mental health were amongst the most common issues raised.
- Social Futures provide essential services to our community including NDIS Local Area Coordination, youth, children and family services, mental health and housing and

homelessness support, have stated that the pandemic, associated physical distancing restrictions and economic impact have exacerbated underlying issues in our communities. In the initial lockdown they recorded an increase in people seeking mental health assistance, particularly younger people, as well as some exacerbated domestic and family violence issues.

The border closure has resulted in 35 of their staff, including two of five executives, being unable to attend their office in Lismore or oversee their programs and staff.

- The issue of family separation will again intensify in September for those NSW families living outside of the “bubble” and whose children attend boarding schools or tertiary institutions in Queensland. They are faced with children returning home for holidays and then being forced to quarantine in Queensland when it is time to return or remaining in the bubble and having no direct family contact for up to six months. Concerns have been widely raised about the effect this may have on the mental health of the students.
- Southern Cross University estimates approximately 1700 health students are affected by the closure in some form, across a number of stages/years of study. Approximately 1035 are directly impacted as, currently, they are unable to complete their prior arranged placement. If placements cannot be secured, these students will not complete their degree, and their graduation will be delayed and therefore their entrance into the Queensland workforce delayed.

## 2.2 EMPLOYMENT

Based on Journey to Work (2016 Census) data, of the 90,000+ jobs held by people in the NRJO area, 9763 are in Queensland and require the border crossed each day for work. This represents 10.8% of the total regional workforce. A further 5,971 jobs are held by Queenslanders working in NSW.

It is estimated that 1,713 (11%) of these people reside outside of the designated bubble and are, currently, not able to physically attend their jobs on either side of the border. This figure does not include short-term contractors from interstate, medical specialists who have rooms in the Northern Rivers, and other contractors who consider the region part of their business footprint.

This employment impact comes on the back of the overall effects of the COVID pandemic which have been enormously detrimental to the region. It was forecast that the region would lose 7,500 jobs in the June quarter of 2020.

## 2.21 EMPLOYMENT CASE STUDIES

The following is a summary of the effect on the staffing structures of five essential organisations within the Northern Rivers that have been detrimentally impacted by the border restrictions.

- **Southern Cross University** has 247 staff unable to access their place of work at the Gold Coast Campus.
- **Northern NSW Local Area Health District** currently has 160 staff who cannot attend their workplace in NSW.
- **Tweed Shire Council** has 100 staff who live in Queensland. 18 have been identified as critical and 13 as essential.
- **Byron Shire Council** has 96 employees residing in the border bubble who now have restricted or no access to their regular job location.
- **Social Futures** have 35 staff who live in the border zone and cannot attend their head office in Lismore.

## 2.3 COUNCIL CONTRACTUAL IMPLICATIONS

It is estimated that at least 50 commercial and capital works contracts being undertaken by NRJO Councils are being adversely affected by the border restrictions. These projects include roads, bridges, water, sewer, storm water, solar projects, playgrounds, servicing of equipment, servicing of IT, and tourism infrastructure.

- Councils are now having to grapple with whether they accept contracts from companies likely to be affected by border restrictions. Potential cross border delays add to the time frame of projects and therefore leading to higher costs.
- Project governance from a NSW Council perspective is impacted if Queensland based employees are not able to be at site which increases risk and lowers productivity. Project management, contract administration and site supervision costs will increase for projects.
  - **Byron Shire Council** estimates a 1% variance in the cost of current projects will equate to an additional \$812,300 of budgetary expense.
  - **Tweed Shire Council** estimates that 21 of their significant contracts from 2019 and 2020 calendar year have been disrupted by delays, increased costs or will need to be rescope.

- **Richmond Valley Council** is experiencing delays on ten projects or maintenance works as Queensland subcontractors are unable to access the region or alternate suppliers have needed to be found.
- **Ballina Shire Council** has had eight projects delayed by contractors or supply from Queensland being interrupted.
- **Lismore City Council** is experiencing significant disruption to a major legal proceeding.
- **Kyogle Council**: issues have been created by the border bubble encompassing only part of the LGA which has resulted in difficulties for businesses, residents and primary producers operating within their normal parameters.

The border restrictions are creating a significant and financially detrimental effect on the Queensland companies and their employees who are losing this related income. This may have longer term implications for the Queensland economy as local Councils are being forced to find alternatives suppliers and contractors within NSW with whom they may choose to continue to work with beyond the life of the border restrictions.

## **2.4 COMMERCIAL**

The pandemic has already had a significant impact on businesses, with some NRJO regions recording amongst the highest levels of JobKeeper registrations in the nation. These are now being further adversely affected by the border restrictions. Following are some brief snapshots.

### **CONSTRUCTION:**

- Stroud Builders in consultation with Master Builders and local major builders, GJ Gardner, Perry Homes, Coral Homes & Adenbrook Homes, have projected a threat to a combined \$150 million worth of work in the region.
- The Master Builders has stated that 1,000 tradespeople (500 from Gold coast, 400 from the Northern Rivers) are still waiting for a response to their border exemption requests allowing them to continue working. They have also recorded a 35% increase in calls to their mental health service "Mates in Construction".

### **AGRICULTURE**

- The restrictions are also expected to adversely affect regional cattle sales by approximately 30% with buyers from Southern Queensland unable to attend local sales. Again, this will adversely impact the Queensland economy as new South Wales buyers are not able to access sales to the north of the border.

### 3.0 RECOMMENDATIONS

1. The NRJO request a return to the managed pass system adopted in the initial Queensland / NSW border closure in March-July 2020. This allowed people with employment or businesses in all sectors of the economy, including contractual or temporary work as well as those undertaking education to cross the border in both directions to ensure the continuation of the Queensland and NSW economies and health systems. The process of passes needing to be regularly updated to ensure validity added a measure of rigour to the system which could again be introduced.
2. These passes be valid for residents north to Brisbane and within New South Wales to incorporate the geographic boundaries of the LGAs of Tweed Shire Council, Byron Shire Council, Ballina Shire Council, Richmond Valley Council, Kyogle Council and Lismore City Council.
3. Queensland provides greater flexibility for exemptions including non-urgent but essential medical needs such as disability support and compassionate grounds for Northern Rivers residents to be with their families in Queensland.
4. That the NRJO request the NSW Premier and NSW Deputy Premier give urgent consideration to NSW committing resources to assist the Queensland Police to operate the border checkpoints.
5. NSW Government establish a grant program proportionately equivalent to the \$45 million Southern Border Small Business Support Grant announced on 22 August 2020, for small businesses in the NRJO regional that have been adversely impacted by the Queensland border restrictions.

## **15 FINANCIAL REPORTS**

### **15.1 DEVELOPMENT CONTRIBUTIONS UPDATE: 2019/2020**

**Author:** Dean Fordham, Principal Accountant

#### **EXECUTIVE SUMMARY**

Council recovers contributions, raises levies and enters into planning agreements on development works that are subject to a development consent issued by Council.

Council collected a total of \$1,957,188 in contributions in the last financial year and expended \$596,781. Current reserves total \$9,517,926 as at 30 June 2020.

Details of the different types of contributions are provided in the report.

#### **RECOMMENDATION**

That Council receives and notes the Section 7.11, Section 7.12 and Section 64 development contributions for the 2019/2020 financial year.

#### **DELIVERY PROGRAM LINKS**

Growing our Economy

EC 1 Driving Economic Growth

EC 1.8 Provide sustainable Urban Development Opportunities

#### **BUDGET IMPLICATIONS**

These funds are managed within Council's reserves.

#### **REPORT**

Development contributions are charged by councils when new development occurs. They are used to provide infrastructure to support development, such as open space, parks, community facilities, local roads and footpaths and water and sewerage infrastructure. Developer contributions are essential in maintaining access to the facilities and services that support community wellbeing and quality of life. There are three forms of developer contributions:

Section 7.11 contributions (*Environmental Planning and Assessment Act 1979*)

These contributions are charged where there is a demonstrated link between the development and the infrastructure to be funded. This includes Council's Rural Development Heavy Haulage Contributions Plan, which enables Council to levy contributions where the anticipated development will, or is likely to, generate additional heavy haulage vehicle movements, such as from mines and extractive industries. Monies collected fund pavement rehabilitation works within the nominated haulage distance for the developments. Section 7.11 was previously known as section 94.

Section 7.12 levies (*Environmental Planning and Assessment Act 1979*)

These levies generally apply to all development within the Local Government Area (LGA) that has a development cost in excess of \$100,000. Contributions payable are based on a percentage of the estimated cost of the development on a scaled basis, established in legislation by the NSW State Government, up to a maximum of 1%. Section 7.12 was previously known as section 94A.

Section 64 (*Local Government Act 1993, Water Management Act 2000*)

Section 64 contributions are levied under the *Local Government Act 1993* towards water and sewerage infrastructure and in accordance with Council's Developer Servicing Plan. Contributions are generally levied where the anticipated development will or is likely to increase the demand for water or sewerage supply services. Funds are generally held for future utilisation when additional capacity is required to accommodate the increased demand, for example, future upgrades of

Council's water and sewerage treatment plants. These works are factored in to Council's Long Term Financial Plan and require significant levels of funding, which is why these reserve balances have built up over time to provide for these works.

#### **Local Infrastructure Contributions 2019/2020**

The following table shows the total amounts received by Council in Section 7.11, Section 7.12 and Section 64 contributions in the 2019/2020 financial year.

<b>Contributions Received 2019/2020</b>	<b>\$</b>
Section 7.11	1,472,276
Section 7.12	201,471
Section 64	283,441
<b>Total</b>	<b>1,957,188</b>

The following table shows expenditure of Section 7.11 and 7.12 contributions last financial year. There was no expenditure of Section 64 funds last financial year.

<b>Expenditure of Contributions 2019/2020</b>	<b>\$</b>
<b>Section 7.11</b>	
Rural Heavy Haulage Expenditure – MR145 heavy patching & renewals	467,519
<b>Section 7.12</b>	
Road maintenance and footpath renewals	129,262
<b>Total</b>	<b>596,781</b>

As at 30 June 2020, Council held \$3,228,776 in Section 7.11 reserves, \$465,198 in Section 7.12 reserves and \$5,823,952 in Section 64 reserves. These balances have been audited and are included in the adopted 2019/2020 Financial Statements.

#### **CONCLUSION**

Council collected \$1,957,188 in contributions in the last financial year and expended \$596,781. Current reserves total \$9,517,926. Council will have the opportunity to determine the allocation of these funds during the draft budget process for the 2021/2022 which will commence in early 2021, whilst also taking into consideration commitments in the long-term financial plan.

#### **ATTACHMENT(S)**

Nil



**15.2 NORTHERN RIVERS LIVESTOCK EXCHANGE STATISTICS AND FINANCIAL PERFORMANCE AS AT 30 SEPTEMBER 2020**

**Author:** Bradley Willis, NRLX Operations Manager

**EXECUTIVE SUMMARY**

This report provides an update on the Northern Rivers Livestock Exchange (NRLX) financial performance as at 30 September 2020, as well as monthly throughput information from 2012/2013 to 2020/2021 YTD. Comparatives of averages for periods prior to 2019/2020 and the adjusted averages including 2019/2020.

NRLX throughput at 30 September 2020 was 23,356 head, which is equivalent to the 5-year rolling average. The throughput is 4375 below last financial year for the same period which was at the highest levels seen in 21 years. The budget reflects an annual forecast of 125,000 head throughput, with expense and associated on costs to support the increased throughput.

Income from user charges and fees at 30 September was \$456,382 and 28% of the yearly budget. The inclusion of revenue from the bio-solids project increases revenue to \$620,058. Operating expenditure is \$556,951 exclusive of depreciation showing a cash operating result of \$63,107. The depreciation YTD is \$118,029 which delivers an operating loss of \$54,922 as at 30 September 2020 or 27.6% of the forecast operating result.

The Spring edition of the NRLX Newsletter was released in late September recapping the financial year and the record-breaking achievements for NRLX and the Richmond Valley Agriculture community. Highlights include:

- Highest value single sale on record at NRLX at \$4.12 million
- Highest value throughput for any week on record at NRLX with \$8,286,220
- Highest value throughput for any month on record at NRLX with \$22,420,167
- Highest throughput in 21 years exceeding 131,500 head as at 24 June.

After a booming second half of the 2019/2020 year, the NRLX dollar turnover also fell just short of the all-time record of \$113,616,791, coming in at \$113,421,627. The newsletter also highlighted the new NRLX Customer Service Centre and the additional services now available at NRLX.

**RECOMMENDATION**

That Council receive and note the performance of the Northern Rivers Livestock Exchange as at 30 September 2020.

**DELIVERY PROGRAM LINKS**

Making Council Great

CS2: Great Support

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

**BUDGET IMPLICATIONS**

As detailed in the report.

## REPORT

This report provides an update on Saleyard throughput as at 30 September 2020 and monthly throughput from 2012/2013 to 2020/2021. The average presented in the graph is a rolling average including the current YTD figures. The total value of throughput to 30 September was \$26,820,810.99, well above the average of \$16.2 million for the first quarter. This is a further \$1.2 million above the record year of 2016/2017.

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

MONTH	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	Average
July	7,803	8,058	9,274	10,819	11,169	8,168	7,824	9,979	9,537	9,181
August	6,966	5,324	5,174	8,744	10,097	4,789	6,965	8,952	6,632	7,071
September	6,335	4,874	7,965	8,134	6,176	5,271	5,636	8,800	7,187	6,709
October	7,130	5,286	6,146	4,889	6,916	3,821	5,198	9,099		6,061
November	6,775	5,203	5,631	6,760	10,104	9,485	8,004	17,005		8,621
December	4,010	4,488	2,645	3,790	4,547	5,305	4,477	4,050		4,164
January	6,316	4,673	9,744	6,469	6,584	5,867	8,047	6,518		6,777
February	9,706	4,748	12,809	10,469	10,346	9,433	9,516	10,710		9,717
March	16,590	16,113	15,866	13,562	17,290	17,119	11,711	20,389		16,080
April	7,485	12,313	9,069	8,580	11,578	7,335	8,674	11,916		9,619
May	8,492	10,313	8,194	8,379	13,649	8,166	13,024	11,908		10,266
June	9,198	9,331	9,738	12,725	11,007	7,849	10,043	12,212		10,263
	96,806	90,724	102,255	103,320	119,463	92,608	99,119	131,538	23,356	104,528

### New fee structure introduced

From 1 August 2020 the new NRLX fee structure was introduced following the stakeholder survey and subsequent feedback received. The new structure was implemented through our Livestock Exchange software generating fee reports for the agents and our internal credit department for invoicing. Due to the current strong market, the new vendor fee structure, that is, sale price indexed, has generated an additional \$28,127.10 in revenue in the two months of operation compared to the previous structure. This is a 19.55% increase. The agent business usage fee also increased on 1 August from \$0.77/head to \$1.00 per head equating to an increase of \$3,063 from agent revenue.

### Bio-solids project

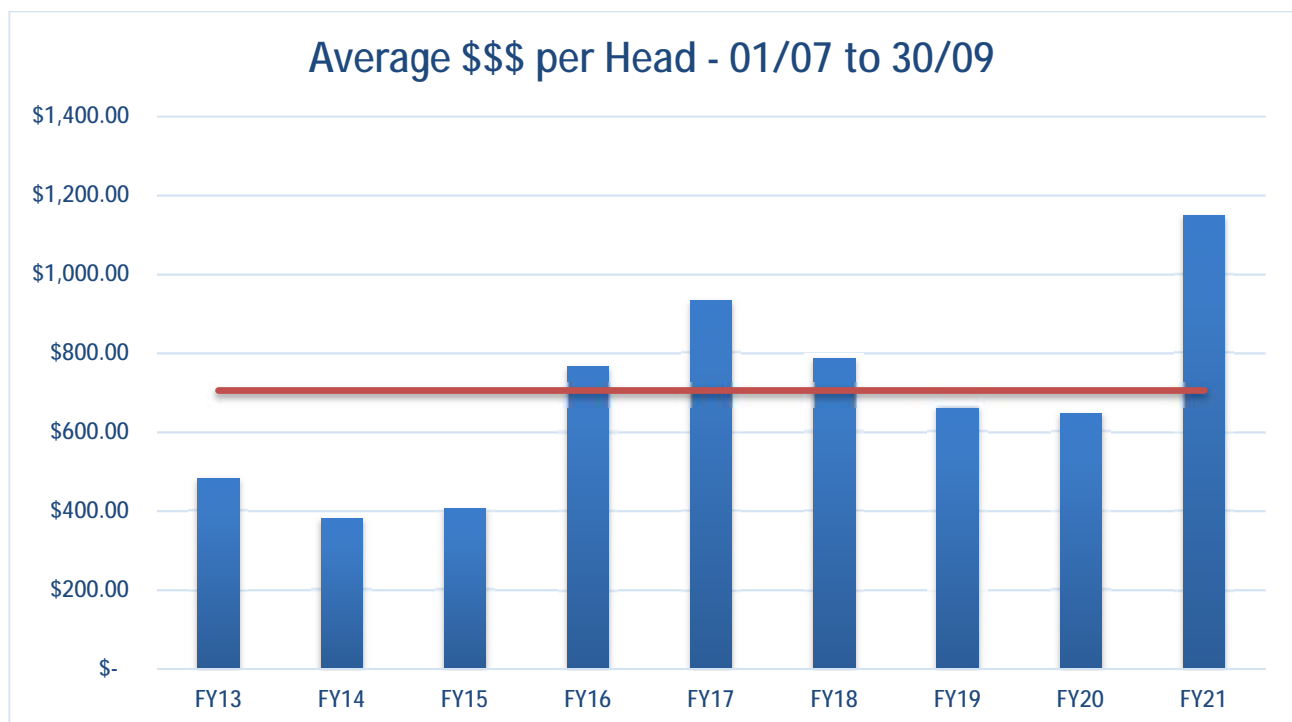
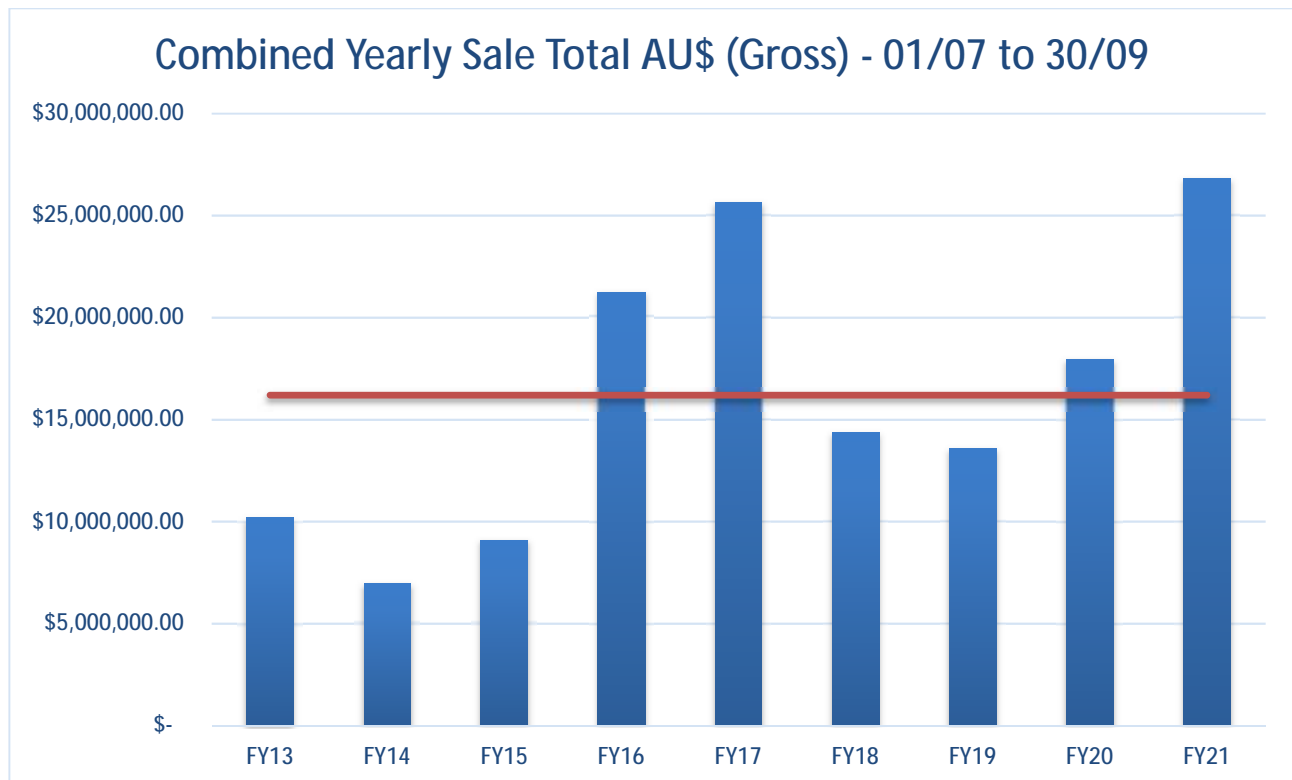
The bio-solids project has continued, and it is important to note expenses of \$65,970 were incurred during the June quarter of 2020. Expenses in the September quarter were \$103,424 while income for the September quarter was \$163,676. There was still further material to be transported in October and additional material was still available for processing. This project has progressed well and is a significant step in improving the environmental sustainability of NRLX and ensuring EPA licence compliance. The project is also a substantial foundation for the future processing of material and compliance of bio-security control measures for Tropical Soda Apple (TSA). This project is also a significant step in contributing to the development of a potential FOGO plant by demonstrating the results of TSA Management.

### Covid requirements & SinePro

On 2 September 2020 NRLX introduced SinePro as an application-based sign-in form that regular users could download and scan a QR code on entry. NRLX also utilises two iPads with our team to assist many buyers and workers with sign-in at the gate. This system has significantly increased our efficiencies with record keeping of Covid-19 requirements by eliminating paper-based forms that were then scanned in as an electronic record, however traceability was exceptionally slow and arduous. NRLX receives a report email each day from SinePro and an excel file is downloaded for electronic record keeping that can be searched by name, email or phone number.

Some added immediate benefits of SinePro and visitor registration is the additional information NRLX has been able to collect such as visitor type being buyer, vendor, agent, contractor etc and

the number of each visiting the facility. The application has many further features that NRLX will gradually implement such as site Geo-Fencing for contractors, emergency evacuation communication and maps and safety inductions.





## Australia Cattle yardings Quarterly

Unit of measure:		head						
Source:		MLA						
Year	Quarter	NSW	Queensland	SA	Tasmania	Victoria	WA	Total
2019	September	325,304	275,367	23,353	823	101,109	30,755	756,711
	December	285,033	221,334	37,147	805	118,181	47,600	710,100
2020	March	224,007	199,084	40,439	1,220	156,618	46,692	668,060
	June	143,021	256,702	19,375	1,157	113,916	24,237	558,408
	September	166,675	269,291	21,831	1,056	87,904	31,873	578,630

Last available data are for 30 September 2020

As detailed in the above table the NSW throughput is down 48.76% from the September quarter of 2019. NRLX throughput however has only reduced 16.18% from 2019 and is currently 14% of total throughput for NSW.

**Financial Implications**

The following table shows actual YTD income and expenditure against budget for 2018/2019.

NRLX Income and Expenditure (excludes committed orders)	Actual 30-Sep-20 (\$)	Budget (\$)	Percentage %
<b>Operating Income</b>			
Fees & Rent	456,382	1,634,243	27.93%
Biosolids Project	163,676	0	0.00%
LIRS Subsidy	0	47,213	0.00%
Other Contributions	0	0	0.00%
<b>Total Operating Income</b>	<b>620,058</b>	<b>1,681,456</b>	<b>36.88%</b>
<b>Operating Expenses</b>			
Salaries and On costs	170,106	680,286	25.01%
Materials and Contracts	152,358	243,078	62.68%
Interest on Loans	11,118	75,225	14.78%
Depreciation	118,029	472,023	25.00%
Electricity Charges	212	33,600	0.63%
Telephone Charges	920	6,754	13.63%
Insurance Charges	10,683	10,304	103.67%
Advertising Costs	4,368	15,000	29.12%
Printing and Stationery	1,756	2,800	62.70%
Licence Fees	0	8,645	0.00%
Subscriptions	616	3,700	16.66%
Security Charges	450	3,844	11.70%
Staff Training	0	0	0.00%
Software Licences	15,217	7,000	217.39%
Other General Expenses	2,309	2,555	90.36%
Biosolids Project	103,424	0	0.00%
Internal Charges	83,414	315,392	26.45%
<b>Total Operating Expenses</b>	<b>674,980</b>	<b>1,880,206</b>	<b>35.90%</b>
<b>Operating Result</b>	<b>(54,922)</b>	<b>(198,750)</b>	<b>27.63%</b>
<b>Capital Income</b>			
<b>Capital Grants &amp; Contributions/Loan Funding</b>			
Capital Works Levy	42,396	238,750	17.76%
<b>Total Capital Income</b>	<b>42,396</b>	<b>238,750</b>	<b>17.76%</b>
<b>Capital Expenditure</b>			
Plant Purchases	4,836	25,000	19.34%
Technology Upgrades	2,901	50,000	5.80%
Administration Building & Agents Office Upgrades	1,821	0	0.00%
Transit Yards	0	90,000	0.00%
Loan Principal Repayments	173,327	349,664	49.57%
<b>Total Capital Expenditure</b>	<b>182,885</b>	<b>514,664</b>	<b>35.53%</b>
<b>Total Program Result - Surplus/(Deficit)</b>	<b>(195,410)</b>	<b>(474,664)</b>	<b>41.17%</b>

**CONSULTATION**

Nil

**CONCLUSION**

This report provides information on the quarterly financial performance and monthly throughput of cattle at the NRLX. The results for this period are positive with continued strong throughput. The NRLX will always be subject to seasonal fluctuations which can change results quite quickly. The NRLX financial performance will need to be continually monitored given it still has an overall operating deficit.

**ATTACHMENT(S)**

Nil

### 15.3 FINANCIAL STATEMENTS 2019/2020

**Author:** Dean Fordham, Principal Accountant

#### EXECUTIVE SUMMARY

Council adopted the audited financial statements for 2019/2020 at its Ordinary Meeting held 20 October 2020. At that Meeting, Council also resolved to present the audited financial statements and auditor's reports to the public at its November Ordinary Meeting. The presentation of these reports to the public is in accordance with section 419 (1) of the *Local Government Act 1993* and is the final step in complying with the legislative requirements regarding annual financial reporting.

Council's external auditor, the Audit Office of New South Wales has advised that its representative firm, Thomas, Noble and Russell (TNR) will be attending this Meeting and will provide a presentation on the 2019/2020 financial statements. The Auditor has expressed an 'unmodified opinion' on the financial statements. This means that it was of the opinion that the financial reports present fairly the financial position of Council as at 30 June 2020 and its financial performance and cash flows were presented in accordance with Australian Accounting Standards and other legislative requirements.

As reported to the October Ordinary Meeting, Council achieved a surplus from continuing operations of \$6.306 million for the 2019/2020 financial year, compared to a surplus of \$10.312 million in the previous year. Council recorded a loss before capital grants and contributions of \$3.476 million for 2019/2020, compared to a loss of \$7.335 million for the 2018/2019 financial year. The improvement in this result is positive and was one of the objectives of Council's special rate variation in moving towards a break-even result before capital grants and contributions over the medium term. Council also achieved improvements in 6 out of 9 of its key performance measures, with all but 3 of the ratios meeting or exceeding the industry benchmark. Further details are provided in the report.

#### RECOMMENDATION

That the audited financial statements and auditor's reports for the 2019/2020 financial year be presented to the public in accordance with section 419 (1) of the *Local Government Act 1993*.

#### DELIVERY PROGRAM LINKS

Making Council Great

CS2 Great Support

CS2.13 Ensure compliance with Accounting Standards and Local Government legislation.

#### BUDGET IMPLICATIONS

Detailed within this report.

#### REPORT

Section 418 (1) (a) of the *Local Government Act 1993* requires Council to fix a date for a meeting where the financial statements are to be presented to the public and Section 419 (1) requires Council to present the financial reports and auditor's reports to the meeting on the date fixed. Council resolved at the Ordinary Meeting held on 20 October 2020 that the financial statements would be presented at the meeting to be held on 17 November 2020.

Council's total revenue decreased to \$69.032 million, from \$70.137 million in 2018/2019. The main changes included increases in rates and annual charges of \$1.817 million and operating grants and contributions of \$4.41 million, offset by decreases in capital grants and contributions of \$7.865 million and interest and investment income of \$0.915 million. It should be noted there is a new

revenue disclosure for rental income upon transition to the new accounting standard for leases. This income was previously disclosed as user charges and fees.

Total operating expenditure was \$62.726 million, an increase from \$59.825 million in the previous year. The main changes included increases in employee benefits and on costs of \$0.989 million, materials and contracts of \$3.377 million, depreciation of \$1.187 million and other expenses of \$0.494 million. These increases were offset by a reduction in the net loss from the disposal of assets of \$3.082 million.

Council's operating result from continuing operations for 2019/2020 was a surplus of \$6.306 million, compared to a surplus of \$10.312 million in 2018/2019. Excluding capital grants and contributions, there was a loss of \$3.476 million in 2019/2020, compared to a loss of \$7.335 million in the previous year. Total cash, cash equivalents and investments increased by \$6.656 million to \$53.356 million as at 30 June 2020 and the majority of Council's key performance indicators have improved. In terms of the auditor's report, Council has received an unmodified audit opinion.

There was an improvement in the operating result before capital grants and contributions, from a loss of \$7.335 million in 2018/2019 to a loss of \$3.476 million in 2019/2020. This result, along with the improvement in Council's operating performance ratio was pleasing and was also delivered during a very challenging 12 month period where the Local Government Area (LGA) faced bushfires, droughts and floods as well as the global pandemic of COVID-19. Council received \$9.782 million in capital grants and contributions during 2019/2020, a decrease of \$7.865 million from the previous year. The previous year included funding for a number of significant projects including stage two upgrade works at the Northern Rivers Livestock Exchange and upgrade works at the Woodburn Riverside Precinct.

Net losses from the disposal of assets totalled \$2.709 million, a decrease from \$5.791 million in the previous year.

The summarised financial results for the year ended 30 June 2020 are as follows:

Income Statement	Actual 2020 \$'000	Actual 2019 \$'000
Total Income from Continuing Operations	69,032	70,137
Total Expenses from Continuing Operations	62,726	59,825
<b>Operating Result from Continuing Operations</b>	<b>6,306</b>	<b>10,312</b>
Net Operating Result before grants and contributions provided for capital purposes	(3,476)	(7,335)

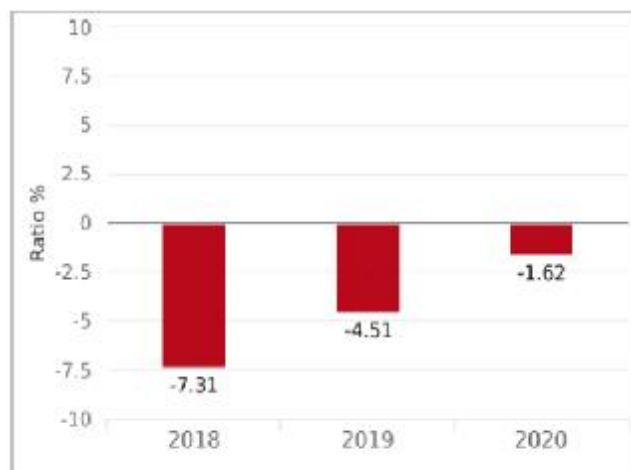
Statement of Financial Position	Actual 2020 \$'000	Actual 2019 \$'000
Total Current Assets	66,602	59,251
Total Non-Current Assets	792,654	792,099
<b>Total Assets</b>	<b>859,256</b>	<b>851,350</b>
Total Current Liabilities	15,864	14,650
Total Non-Current Liabilities	24,928	27,680
<b>Total Liabilities</b>	<b>40,792</b>	<b>42,330</b>
<b>Net Assets</b>	<b>818,464</b>	<b>809,020</b>
<b>Equity</b>		
Accumulated Surplus	359,567	353,793
Revaluation Reserves	458,897	455,227
<b>Total Equity</b>	<b>818,464</b>	<b>809,020</b>



Statement of Cash Flows	Actual 2020 \$'000	Actual 2019 \$'000
Cash Flows from Operating Activities - receipts	69,879	64,753
Cash Flows from Operating Activities - payments	(43,819)	(34,944)
<b>Net Cash provided (or used in) Operating Activities</b>	<b>26,060</b>	<b>29,809</b>
Cash Flows from Investing Activities - receipts	3,111	2,748
Cash Flows from Investing Activities - payments	(28,006)	(29,084)
<b>Net Cash provided (or used in) Investing Activities</b>	<b>(24,895)</b>	<b>(26,336)</b>
Cash Flows from Financing Activities - receipts	0	1,000
Cash Flows from Financing Activities - payments	(2,651)	(2,289)
<b>Net Cash provided (or used in) Financing Activities</b>	<b>(2,651)</b>	<b>(1,289)</b>
<b>Net Increase/(Decrease) in Cash &amp; Cash Equivalents</b>	<b>(1,486)</b>	<b>2,184</b>
Cash and Cash Equivalents - beginning of year	8,172	5,988
<b>Cash and Cash Equivalents - end of year</b>	<b>6,686</b>	<b>8,172</b>
Plus: Investments on Hand - end of year	46,670	38,528
<b>Total Cash, Cash Equivalents and Investments</b>	<b>53,356</b>	<b>46,700</b>

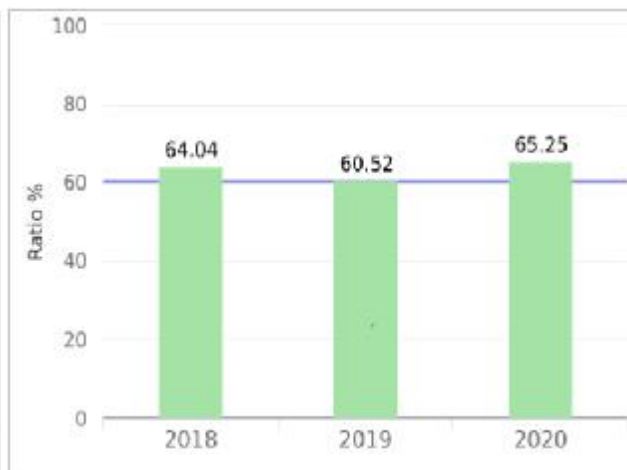
Council's key performance measures remain strong, with the majority of these being above the industry benchmark. These are summarised below:

#### Operating performance ratio



Benchmark: — > 0.00%

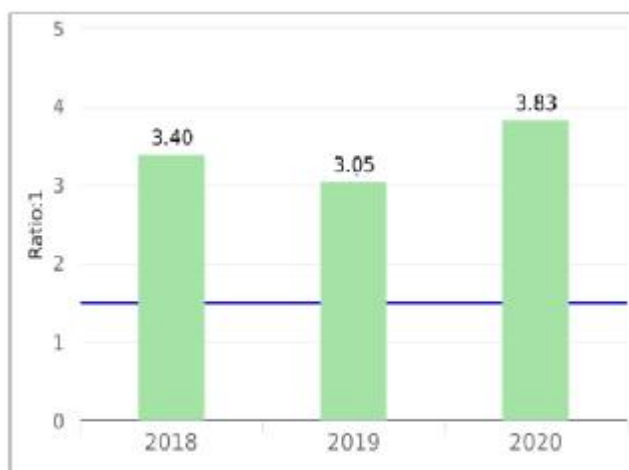
#### Own source operating revenue ratio



Benchmark: — > 60.00%

Council's operating performance ratio has improved to -1.62% on a consolidated basis, from -4.51% in 2018/2019. This is due to Council's revenue (excluding capital grants and contributions) having increased in greater proportion to its operating expenditure (excluding losses from the disposal of assets). Another pleasing result was the general fund ratio, which has improved to -4.69% from -11.58% in 2018/2019. The industry benchmark is > 0.00%. Whilst these results are positive, there is still a significant gap to close to ensure Council continues to move towards a break even result in the medium-term and this should remain as a key focus moving forward.

Council's own source operating revenue ratio has improved to 65.25%, from 60.52% in 2018/2019. Council's special rate variation has contributed to having less reliance on external funding such as operating grants and contributions. The industry benchmark is > 60.00%.

**Unrestricted current ratio**

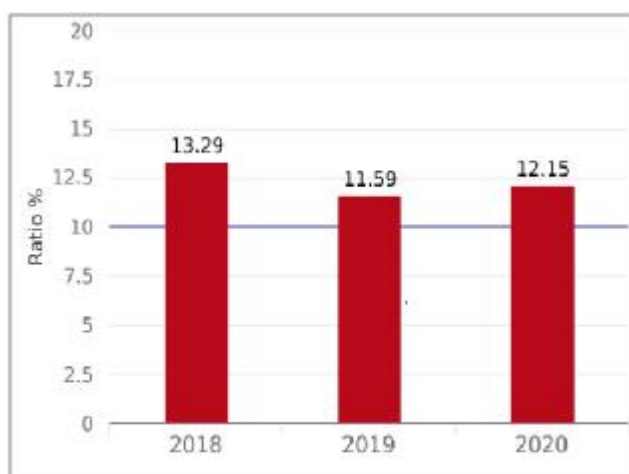
Benchmark: — &gt; 1.50x

**Debt service cover ratio**

Benchmark: — &gt; 2.00x

Council's unrestricted current ratio has improved to 3.83x, from 3.05x in 2018/2019, meaning Council now has \$3.83 in unrestricted current assets for every \$1 of current liabilities. This ratio is well above the benchmark of > 1.50x.

The debt service cover ratio has improved to 4.52x, from 4.20x in 2018/2019. This ratio measures the availability of operating cash to service debt including interest, principal and lease payments. This ratio is well above the benchmark of > 2.00x. The 2017/2018 ratio was impacted by the refinancing of three loans, which led to savings of \$536,000.

**Rates and annual charges outstanding percentage**

Benchmark: — &lt; 10.00%

**Cash expense cover ratio**

Benchmark: — &gt; 3.00mths

Council's rates, annual charges, interest and extra charges outstanding percentage has increased to 12.15% on a consolidated basis, from 11.59% in 2018/2019. While this ratio does not meet the industry benchmark of < 10.00%, it is impacted by the fact that Council levies its water and sewerage annual charges in arrears. The general fund ratio is a more representative measure of outstanding rates and annual charges, which increased to 6.63%, from 4.94% in 2018/2019. This ratio has been impacted by a change in accounting standards whereby the prepayment of rates is now treated as a liability and is excluded for the purposes of calculating this ratio. If this ratio was calculated on the same basis as the prior year, the result for general fund would have been an improvement from 5.03% to 3.73%. Given the number of challenges Council has faced in the last 12 months, including bushfires, droughts, floods and COVID-19, this is a pleasing result and demonstrates that Council continues to actively monitor and pursue outstanding balances through its debt recovery practices. In addition, the general fund ratio is well below the benchmark of < 10.00%.

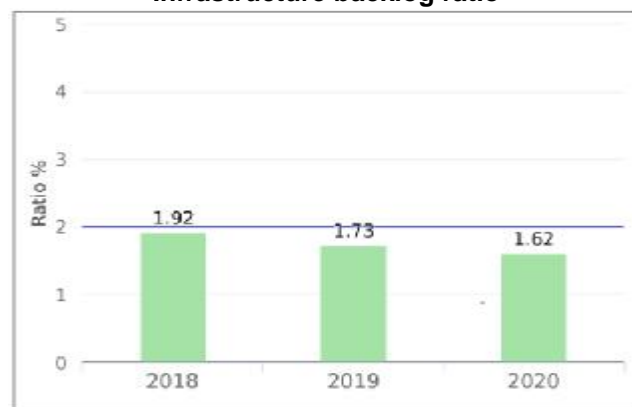
The cash expense cover ratio has declined to 8.18 months, from 9.08 months in 2018/2019. This ratio indicates the number of months Council can continue paying for its immediate expenses without additional cash inflow and whilst it has declined, it is still well above the benchmark of > 3 months.

**Buildings and infrastructure renewals**



Benchmark: —  $\geq 100.00\%$

**Infrastructure backlog ratio**

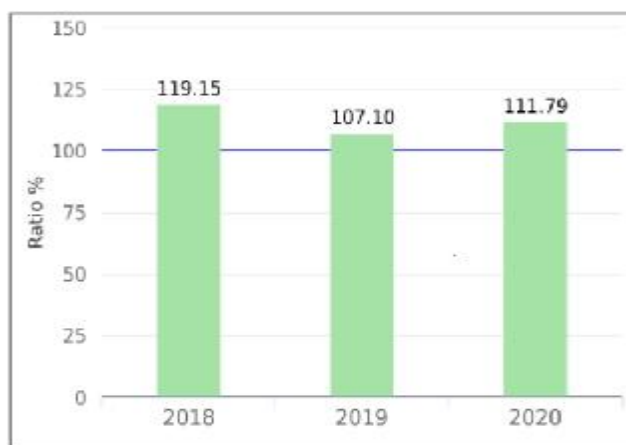


Benchmark: —  $< 2.00\%$

Council's buildings and infrastructure renewals ratio has decreased to 69.22%. The 2018/2019 ratio was impacted by Council receiving a significantly higher level of capital grants, resulting in a much higher renewals ratio of 117.78% for that year. The industry benchmark is  $\geq 100.00\%$ .

Council's infrastructure backlog ratio has improved to 1.62%, from 1.73% in 2018/2019. This ratio is exceeding the industry benchmark of  $< 2.00\%$ .

**Asset maintenance ratio**



Benchmark: —  $> 100.00\%$

Council's asset maintenance ratio has improved to 111.79%, from 107.10% in 2018/2019. This is above the benchmark of  $> 100.00\%$ , which indicates that Council is investing enough funds to stop its infrastructure backlog growing.

As at 30 June 2020, Council had \$53.356 million in cash, cash equivalents and investments, an increase of \$6.656 million from the previous year ended 30 June 2019. The schedule of restricted assets (reserves) held by Council as at 30 June 2020 is as follows:

Restricted Asset	30 June 2020 \$'000	30 June 2019 \$'000
<b>External Restrictions</b>		
Bonds and Deposits	581	574
Developer Contributions - General Fund	3,694	2,568
Developer Contributions - Water Fund	1,950	1,841
Developer Contributions - Sewerage Fund	3,874	3,606
Specific Purpose Unexpended Grants	3,670	935
Water Supplies	5,220	4,769
Sewerage Services	7,727	7,799
Domestic Waste Management	4,431	5,152
Stormwater Management	617	569
Other	968	880
<b>Total External Restrictions</b>	<b>32,732</b>	<b>28,693</b>
<b>Internal Restrictions</b>		
Employee Leave Entitlements	1,245	1,158
Richmond Upper Clarence Regional Library	141	221
Other Waste Management	3,681	3,307
Insurance Reserve	761	97
Plant Replacement	2,694	1,478
Real Estate and Infrastructure	2,772	2,855
Petersons Quarry	2,242	2,183
Woodview Quarry	1,513	1,538
Quarry Rehabilitation	208	166
Road Rehabilitation Reserve	1,273	897
Northern Rivers Livestock Exchange	119	61
Rural Road Safety Program	89	114
Unexpended Special Rates Variations	805	705
Financial Assistance Grant Advance Payment	2,712	2,638
RMS State Roads Maintenance Contract	6	5
Public Cemeteries Perpetual Maintenance Reserve	247	333
Carry Over Works	116	243
Revolving Energy and Sustainability Fund	0	8
<b>Total Internal Restrictions</b>	<b>20,624</b>	<b>18,007</b>
<b>Total Restrictions</b>	<b>53,356</b>	<b>46,700</b>
<b>Total Cash, Cash Equivalents and Investments</b>	<b>53,356</b>	<b>46,700</b>
<b>Unrestricted Cash, Cash Equivalents and Investments</b>	<b>0</b>	<b>0</b>

**CONSULTATION**

Council is currently advertising the financial statements for the year ended 30 June 2020 to the public and is inviting submissions in writing, closing at 4:00pm Tuesday 24 November 2020. Any submissions will be reported to the December 2020 Ordinary Meeting. Council has also made available copies of the financial statements for viewing and download by the public from the date public notice was given until the day after the meeting where the financial statements were presented.

**CONCLUSION**

The presentation of Council's financial statements to the public is the last step in complying with the legislative requirements regarding annual financial reporting. Council has also advertised the financial statements for the year ended 30 June 2020 stating that they will be presented to the public at this Ordinary Meeting and is inviting submissions. Section 420 of the *Local Government Act 1993* invites submissions from the public on the financial statements and Section 420 (3) requires Council to refer any submissions it may receive to the Auditor. Submissions close at 4:00pm Tuesday, 24 November 2020. If any submissions are received, these will be reported to Council at its Ordinary Meeting in December 2020.

**ATTACHMENT(S)**

1. **Financial Statements 2019/2020 (under separate cover)**

**15.4 FINANCIAL ANALYSIS REPORT - OCTOBER 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 October 2020 including General Bank Accounts and Trust Funds is shown below.

Investment Portfolio	General Bank Accounts	Trust Funds	Total
\$52,888,689	\$662,265	\$87,050	\$53,638,004

The weighted average rate of return on Council's investments for October 2020 was 0.82% which was above the Bloomberg AusBond Bank Bill Index for October of 0.01%, which is Council's benchmark.

**RECOMMENDATION**

That Council adopts the Financial Analysis Report detailing investment performance for the month of October 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 October 2020, Council had earned \$179,226 in interest and \$147,653 in fair value gains for total investment revenue of \$326,879 against an annual budget of \$1,003,025 (which equates to 32.59%). Council currently receives a return of 0.80% on its Macquarie CMA Account and Council's financial advisors receive a commission of 0.10%. Commissions for the 2020/21 financial year to 31 October 2020 total \$1,134.

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 October 2020 meeting.

**Rate of Return**

The weighted average rate of return on investments in October 2020 was 0.82%, an increase of 59 basis points from the previous month. The rate of return is 81 basis points above the Bloomberg AusBond Bank Bill Index of 0.01% which is Council's benchmark.

Council's NSW Treasury Corporation Medium Term Growth Fund returned a small loss of \$1,738 during October 2020, reducing the total gains for the 2020/21 financial year to 31 October 2020 to

\$123,697. It is important to recognise that these are long term investments that are subject to market fluctuations.

### Council's Investment Portfolio

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

Investment Portfolio	Face Value	General Bank Accounts	Trust Funds
\$52,888,689	\$51,574,029	\$662,265	\$87,050

The Investment Portfolio balance at 31 October 2020 of \$52,888,689 is made up of Council's Business Online Saver Account (\$3,565,000), Macquarie Cash Management Account (\$7,505,718), Term Deposits (\$22,000,000) and NSW Treasury Corporation Investments (\$19,817,971).

Council's investment portfolio has maturity dates ranging from same day up to 730 days. Term deposits of \$22,000,000 represented 41.60% of the total portfolio as at 31 October 2020. Council made one new term deposit during October 2020 with Judo Bank, which doesn't have direct investment links to the fossil fuel industry. This term deposit was chosen as it offered the highest available return after diversification principles were applied in line with Council's Investment Policy. One term deposit matured during the month of October 2020.

Council had \$19,817,971 in longer term investments being the Cash Facility Trust and Medium-Term Growth Fund with NSW Treasury Corporation as at 31 October 2020. The investment values are shown below.

Investment Holding	Fair Value 31-Oct-2020	Fair Value Gain/(Loss) Oct 2020	Fair Value Gain/(Loss) YTD
Cash Facility Trust	\$10,241,782	\$6,849	\$23,956
Medium Term Growth Fund	\$9,576,189	(\$1,738)	\$123,697
<b>Total</b>	<b>\$19,817,971</b>	<b>\$5,111</b>	<b>\$147,653</b>

### Environmentally Sustainable Investments (ESIs)

Council's current portfolio of \$52,888,689 includes \$34,817,971 or 65.83% with no direct investment in the fossil fuel industry. This includes Council's investments with NSW Treasury Corporation.

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

### CONCLUSION

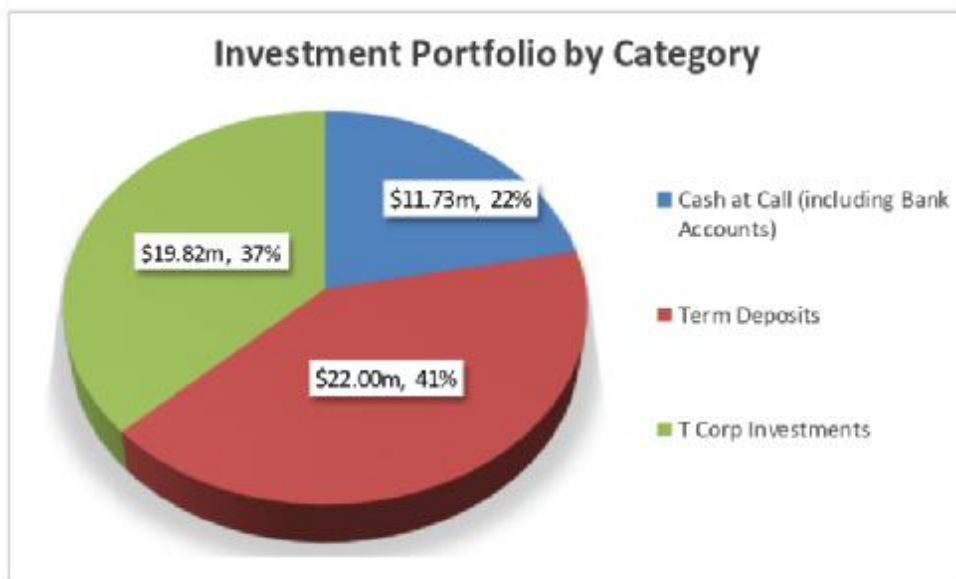
During the month of October 2020 Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy. As at 31 October 2020 Council's investments totalled \$52,888,689 with a further \$749,315 held in bank accounts. The weighted average rate of return was 0.82% for the month of October and total investment revenue equals 32.59% of budgeted revenue for the year to 31 October 2020.

**ATTACHMENT(S)**

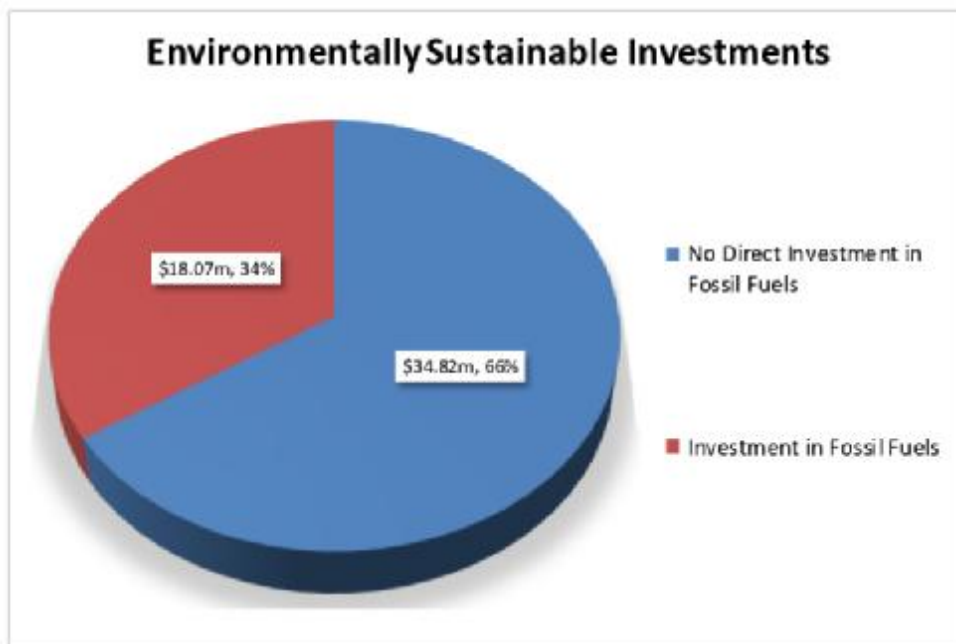
**1. Financial Analysis Report Attachments**



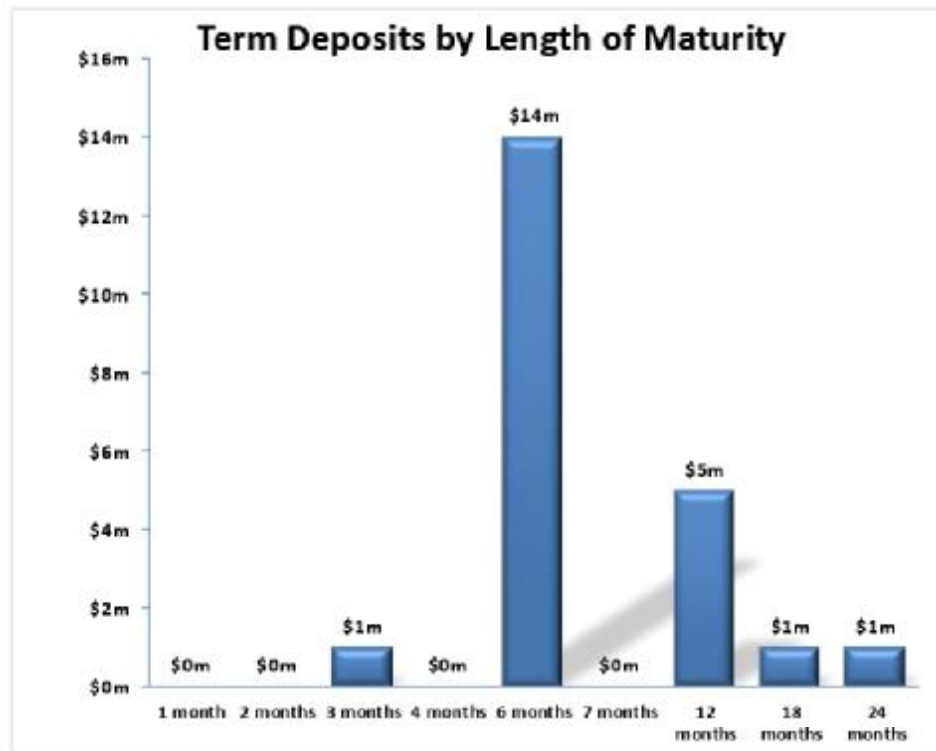
The following graph shows Council's investment portfolio by investment category as at 31 October 2020.



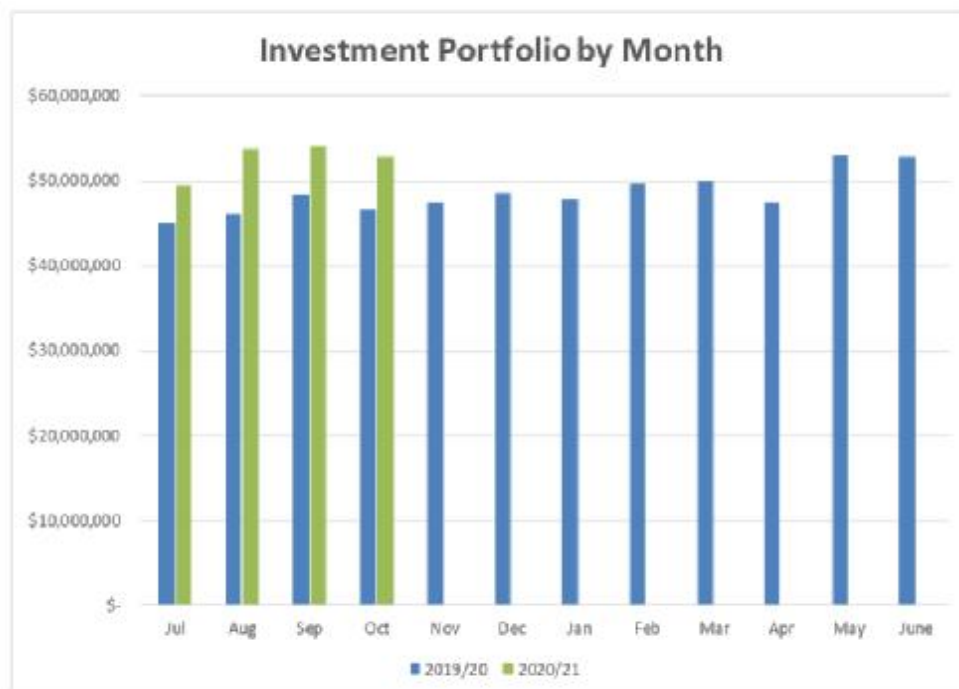
The following graph details Council's investments with no direct links to the Fossil Fuel Industry as a percentage of Council's investment portfolio as at 31 October 2020.



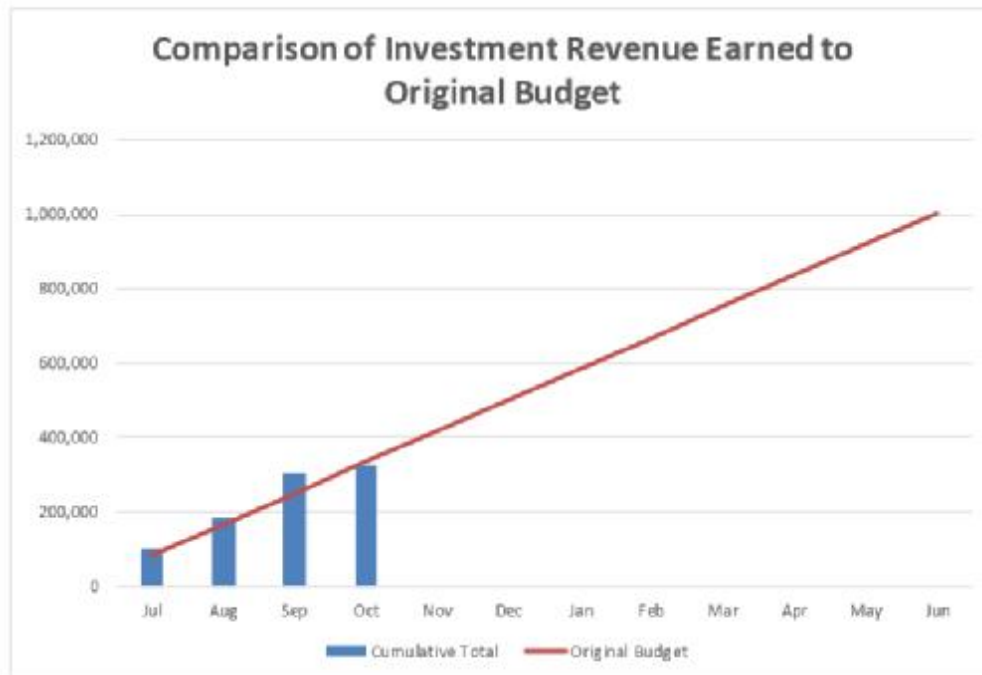
The following graph shows the length of time of Council's term deposit maturities as at 31 October 2020.



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 OCTOBER 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	3,565,000	1,676	6.74%
Macquarie CMA Account	At Call	A1/A	N	At Call		0.80%	N/A	7,505,718	5,718	14.19%
Interest on Other Bank Accounts								0		
						<b>Total</b>		<b>11,070,718</b>	<b>7,394</b>	<b>20.93%</b>
<b><u>Term Deposits</u></b>										
Judo Bank	Term Deposit	Unrated	Y	2/12/2019	1/12/2020	2.10%	N/A	1,000,000	0	1.89%
ING Direct	Term Deposit	A1	N	2/03/2020	2/03/2021	1.50%	N/A	1,000,000	0	1.89%
AMP Ltd	Term Deposit	A2	N	4/03/2020	30/08/2021	1.80%	N/A	1,000,000	0	1.89%
Warwick Credit Union	Term Deposit	Unrated	Y	3/03/2020	3/03/2021	1.90%	N/A	1,000,000	0	1.89%
Auswide Bank	Term Deposit	Baa2	Y	3/03/2020	3/03/2022	1.75%	N/A	1,000,000	0	1.89%
Bank of Sydney	Term Deposit	Unrated	Y	20/05/2020	20/11/2020	1.60%	N/A	1,000,000	0	1.89%
AMP Ltd	Term Deposit	A2	N	1/06/2020	30/11/2020	1.80%	N/A	1,000,000	0	1.89%
Bank of Sydney	Term Deposit	Unrated	Y	1/06/2020	30/11/2020	1.60%	N/A	1,000,000	0	1.89%
Bank of Sydney	Term Deposit	Unrated	Y	2/06/2020	2/12/2020	1.54%	N/A	1,000,000	0	1.89%
Members Equity Bank	Term Deposit	A2	Y	4/06/2020	4/12/2020	1.05%	N/A	1,000,000	0	1.89%
AMP Ltd	Term Deposit	A2	N	9/06/2020	7/12/2020	1.75%	N/A	1,000,000	0	1.89%
Bank of Queensland	Term Deposit	P-2	N	9/06/2020	9/12/2020	1.05%	N/A	1,000,000	0	1.89%
Judo Bank	Term Deposit	Unrated	Y	11/06/2020	11/12/2020	1.60%	N/A	1,000,000	0	1.89%
Greater Bank	Term Deposit	A2	Y	13/06/2020	11/12/2020	1.20%	N/A	1,000,000	0	1.89%
AMP Ltd	Term Deposit	A2	N	24/08/2020	22/02/2021	1.00%	N/A	1,000,000	0	1.89%
AMP Ltd	Term Deposit	A2	N	2/09/2020	3/03/2021	1.00%	N/A	1,000,000	0	1.89%
Judo Bank	Term Deposit	Unrated	Y	3/09/2020	3/03/2021	1.06%	N/A	1,000,000	0	1.89%
Greater Bank	Term Deposit	A2	Y	3/09/2020	3/09/2021	1.00%	N/A	1,000,000	0	1.89%
Greater Bank	Term Deposit	A2	Y	3/09/2020	3/09/2021	1.00%	N/A	1,000,000	0	1.89%
Bank of Sydney	Term Deposit	Unrated	Y	7/09/2020	7/12/2020	0.90%	N/A	1,000,000	0	1.89%
MyState Bank	Term Deposit	P-2	Y	14/09/2020	15/03/2021	0.85%	N/A	1,000,000	0	1.89%
Judo Bank	Term Deposit	Unrated	Y	16/10/2020	14/04/2021	1.00%	N/A	1,000,000		1.89%
AMP Rebate									44	
<b><u>Matured Term Deposits</u></b>										
Judo Bank	Term Deposit	Unrated	Y	10/03/2020	16/10/2020	1.85%	N/A		11,151	
						<b>Total</b>		<b>22,000,000</b>	<b>11,195</b>	<b>41.60%</b>
<b><u>NSW Treasury Corporation Hourglass Investments</u></b>										
Cash Facility Trust	Trust		N	Various	N/A	0.84%	9,498,282	10,241,782	6,849	19.36%
Medium Term Growth Fund	Trust		N	Various	N/A	-0.24%	9,005,029	9,576,189	-1,738	18.11%
						<b>Total</b>	<b>18,503,311</b>	<b>19,817,971</b>	<b>5,111</b>	<b>37.47%</b>
<b><u>Bank Accounts</u></b>							Total Investment Portfolio at Face Value			
							51,574,029			
							Total Investment Portfolio at Fair Value			
							52,888,689			
							Interest Revenue Received			
							23,699			
							Weighted Average Interest Rate			
							0.82%			
							Total Bank Account Portfolio			
							749,315			
							Total Portfolio			
							53,638,004			

**15.5 QUARTERLY BUDGET REVIEW STATEMENT FOR THE QUARTER ENDED 30 SEPTEMBER 2020**

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

**EXECUTIVE SUMMARY**

This report outlines the proposed adjustments for the 2020/2021 budget for the quarter ended 30 September 2020. These adjustments exclude all previously adopted Monthly Budget Adjustments.

The proposed changes see Council's projected operating surplus from continuing operations for 2020/2021 decrease to \$2,973,215, from the original budget surplus of \$6,481,767. The operating result before capital grants and contributions has also declined to a projected loss of \$5,226,505.

Income from continuing operations has decreased by \$2,997,248, to a projected total of \$71,339,672. This is largely due to some capital projects being transferred into the 2021/2022 financial year. Expenses from continuing operations have increased by \$365,011, to a projected total of \$68,366,457.

Council's capital works program has been reviewed, resulting in a decrease of \$5,149,890, to a projected total of \$32,452,351. This is one of Council's largest capital works programs, so it will require close monitoring throughout the year. The decrease is mainly due to part of the Rail Trail project being transferred into 2021/2022 along with \$1,500,000 for the construction of Cell 6 at the Nammoona Landfill and \$550,000 from the organics processing facility (FOGO) project which is not expected to commence this year.

A detailed Quarterly Budget Review Statement for the first quarter of the 2020/2021 year has been circulated separately to each Councillor. These changes are disclosed by Priority Areas on pages 2-8 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-16.

**RECOMMENDATION**

That Council adopts the Quarterly Budget Review Statement as at 30 September 2020 and approve the recommended variations.

**DELIVERY PROGRAM LINKS**

Making Council Great

CS1: Leading and Advocating for our Community

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

**BUDGET IMPLICATIONS**

As detailed in the report.

**REPORT**

The budget review for the first quarter of the 2020/2021 financial year has seen Council's operating result from continuing operations decline to a projected surplus of \$2,973,215. This is a decrease of \$3,362,259 from the revised surplus as at 31 July 2020 of \$6,335,474. Council's projected operating result before capital grants and contributions is a loss of \$5,226,505.

Council's estimated budget result (unrestricted cash result) has remained unchanged from \$318,869 at 31 July 2020.

In overall cash terms, there is an increase in the estimated funding from reserves of \$44,120, with an estimated total transfer from reserves of \$11,239,603 for the 2020/2021 financial year.

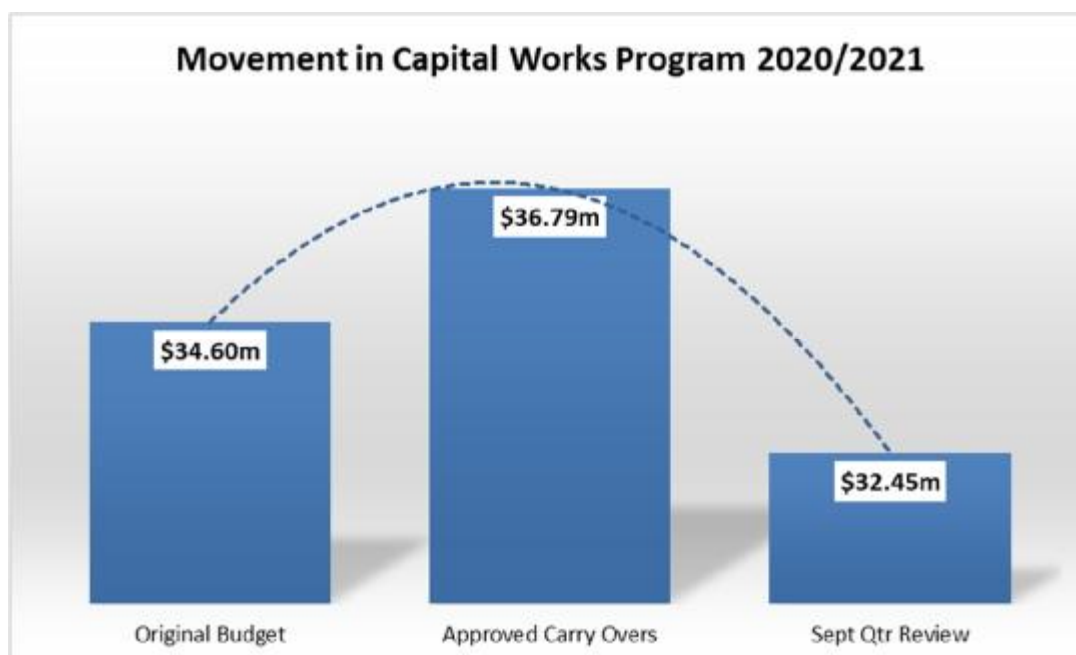
Income from continuing operations has decreased by \$2,997,248, with total income now projected to be \$71,339,672. Largely contributing to this decrease is the transfer of \$2,425,555 in grant funding for the Northern Rivers Rail Trail due to rail corridor ownership and government legislation having held up progress. Council now has some certainty going forward and the remaining \$1 million will be spent on master planning, detailed design and ideally on the ground work by 30 June.

Along with this, \$1,500,000 is being transferred to 2021/2022 for the construction of Cell 6 at Nammoona Landfill, with only \$1 million expected to be spent this year as designs require approval by the EPA, and the timeframe for approval is unknown. An additional \$550,000 was also transferred to 2021/2022 for the Food Organics & Garden Organics (FOGO) project which is still in the concept design stage along with \$500,000 in funding for the Casino Swimming Pool upgrade as work with the successful design consultant has resulted in a clearer timeframe. All recommended changes for Council resolution of \$2,997,248 are disclosed by Priority Area on page 4 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-16.

Expenses from continuing operations have increased slightly by \$365,011 to a projected total of \$68,366,457. This is largely due to additional production costs at Woodview Quarry for flood blend products required for Natural Disaster reconstruction works of \$166,091. In addition, \$77,053 in grant funding has been added to the waste management budget for the North Coast Region Waste Investment Report along with \$70,000 from work, health and safety reserves towards WHS initiatives. All recommended changes for Council resolution of \$365,011 are disclosed by Priority Area on page 5 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-16.

Council's capital works budget has decreased by \$5,149,890. The projected capital works program now totals \$32,452,351, which is one of Council's largest capital works programs. The decreases are predominantly the result of projects being transferred into the 2021/2022 year, including \$2,425,555 for the Northern Rivers Rail Trail and \$1,500,000 for the construction of Cell 6 at Nammoona Landfill as mentioned above. In addition, \$1,500,000 for the industrial activation project is also being transferred into 2021/2022 as project milestones and payment timing have been finalised with the funding body. All recommended changes to the Capital Works Program are disclosed by Priority Area on page 6 of Council's Quarterly Budget Review Statement and detailed explanations are provided on pages 9-16.

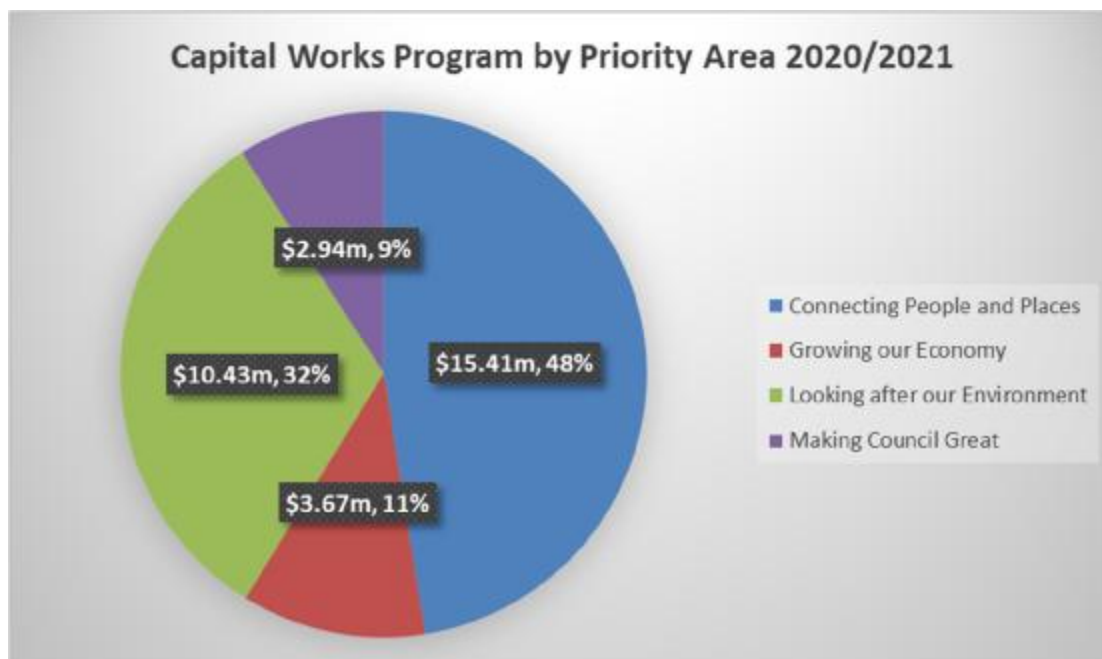
The following graph tracks the movement in the capital works program for 2020/2021 from the original budget, after the adoption of approved carry over works and other approved monthly adjustments up to the September Quarterly Budget Review.





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

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



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

Quarterly Budget Review Statement for the quarter ended 30 September 2020	Revised Budget 31-Jul-20	Recommended Changes for Council Resolution	Projected Year End Result 2020/2021
Income from Continuing Operations	74,336,920	(2,997,248)	71,339,672
Expenses from Continuing Operations	68,001,446	365,011	68,366,457
<b>Operating Result from Continuing Operations</b>	<b>6,335,474</b>	<b>(3,362,259)</b>	<b>2,973,215</b>
<b>Operating Result before Capital Income</b>	<b>(4,131,300)</b>	<b>(1,095,205)</b>	<b>(5,226,505)</b>
Add: Non-Cash Expenses	18,173,276	0	18,173,276
Add: Non-Operating Funds Employed	4,985,193	(2,000,000)	2,985,193
Less: Capital Expenditure	37,602,241	(5,149,890)	32,452,351
Less: Loan Repayments	2,768,316	(168,249)	2,600,067
<b>Estimated Funding Result – Surplus/(Deficit)</b>	<b>(10,876,614)</b>	<b>(44,120)</b>	<b>(10,920,734)</b>
Restricted Funds – Increase/(Decrease)	(11,195,483)	(44,120)	(11,239,603)
<b>Unrestricted Funds – Increase/(Decrease)</b>	<b>318,869</b>	<b>(0)</b>	<b>318,869</b>

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

#### Connecting People & Places

- Decrease in capital grants and contributions and capital expenditure for Swimming Pools with \$500,000 being transferred into 2021/2022 for the Casino Pool Upgrade as Council now has a clearer project timeline.
- Increase in capital grants and contributions and capital expenditure for Sports Grounds, Parks and Facilities of \$477,866 with Council receiving funding under the Local Roads and Community Infrastructure Program (LRCIP) for works at Coronation Park and Coraki

Caravan Park as well as Boating Now Funding for Coraki Riverside Pontoon and Woodburn Riverside Jetty.

#### Growing our Economy

- A decrease in capital grants and contributions under Tourism with part of the Northern Rivers Rail Trail project being transferred into 2021/2022. The original estimate was done early 2020 and since then the project has had some delays with rail corridor ownership and government legislation changes. The remaining \$1 million will be spent on master planning, detailed design and ideally ground work by 30 June.
- A decrease in capital expenditure under Real Estate Development due to \$1.5 million being transferred into 2021/2022 due to project milestones and payment timing being finalised with the funding body.

#### Looking after our Environment

- Decrease in capital expenditure of \$1,500,000 and the removal of loan repayments of \$2,000,000 under Waste Management as part of the Cell 6 construction project is transferred into 2021/2022. This project requires design approvals by the EPA which have an unknown timeframe. Council are determined to start construction this financial year but have reassessed conservatively due to the EPA factor. Further decrease in capital grants and contributions and capital expenditure due to the transfer of the \$550,000 for the FOGO project into 2021/2022 as it is in the concept design phase and still requires a number of approvals to commence.
- Increase in capital grants and contributions and capital expenditure under Water Supplies as Council received \$125,000 towards a mural on the Casino Water Tower.

#### Making Council Great

- Increase in operating expenditure with \$70,000 being allocated towards Work Health and Safety Initiatives.

### **CONCLUSION**

As at the end of the first quarter, Council's operating result from continuing operations is a projected surplus of \$2,973,215, with a projected loss before capital grants and contributions of \$5,226,505. Council's capital works budget has decreased to \$32,452,351 and this will need to be closely monitored to ensure all projects can be delivered. Council's estimated budget result (unrestricted cash result) has remained unchanged with a projected surplus of \$318,869 and overall, Council's projected financial position at year end remains satisfactory.

### **ATTACHMENT(S)**

1. **Quarterly Budget Review Statement for the quarter ended 30 September 2020 (under separate cover)**



**16 TENDER REPORTS**

Nil

## 17 GENERAL BUSINESS

### 17.1 AMENDED COMMUNITY PARTICIPATION PLAN - POST EXHIBITION REPORT

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

#### EXECUTIVE SUMMARY

Council resolved at its 19 May 2020 meeting to prepare the *Draft Richmond Valley Council Community Participation Plan 2020* (Draft CPP). The Draft CPP is based on the foundations of the 2019 CPP and incorporates amendments to:

- Remove mandatory requirements to publish notices in newspapers; and
- Include Manager discretion to waive or reduce advertising/notification of minor applications/modifications.

Furthermore, a general review of the 2019 CPP was undertaken and additional changes include minor wording and format changes, and updates to engagement requirements resulting from legislation changes to the *Environmental Planning and Assessment Act 1979* (EP&A Act) and Regulation. Due to a lack of clarity on how to amend a CPP, it has been decided to repeal the 2019 CPP and replace it with the 2020 CPP.

The Draft CPP was publicly exhibited for 45 days commencing on 27 August 2020 with one submission received.

#### RECOMMENDATION

That Council:

1. Adopts the *Richmond Valley Council Community Participation Plan 2020 (Nov 2020)*;
2. Provides a copy of the adopted CPP for publication on the NSW Planning Portal; and
3. Notes the adopted CPP will commence from the date of publication on the Portal.

#### DELIVERY PROGRAM LINKS

Connecting People and Places

PP3: Working Together

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

#### BUDGET IMPLICATIONS

There will be savings for Council and applicants with the change to other advertising options. Savings may be in the range of \$300 to \$1,500 per advertisement.

#### REPORT

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

- Notifications - the sending of correspondence to adjoining and other affected property owners; and
- Advertising - the publication of a notice in a local newspaper which may include giving notice on Council's website.

Since the first CPP was prepared, there have been legislative changes to the way that councils are required to advertise planning matters.

A report was presented to the Ordinary Meeting of Council on 19 May 2020 where it was resolved (Minute No. 190520/12) to prepare an amendment to the 2019 CPP. These amendments primarily related to:

- Removing the need to advertise planning matters in a newspaper – as per the changed requirements in the EP&A Act & Regulation; and
- Inclusion of Manager discretion to waive advertising/notification of minor development matters - in response to community concerns with the current advertising/notification of minor developments or modifications which are likely to only have minimal impact on adjoining land owners.

### **Draft Richmond Valley Council Community Participation Plan 2020**

Section 2.24(4) of the EP&A Act allows the Regulation to make provision for amending a CPP, however, there are currently no provisions in the Regulation that guide how such an amendment would be done. Therefore, without having clear guidelines, it was decided to prepare a new CPP to repeal the 2019 CPP.

*Draft Richmond Valley Council Community Participation Plan 2020* (the Draft CPP) was prepared, based on the foundations of the 2019 CPP. It contains the recommended amendments from Minute 190520/12 (items a. & b. below), plus a minor review of the 2019 CPP (items c. to i. below) which won't materially affect the overall intent of the respective provisions. The changes include:

- a. Replacing the need to publish public notices in newspapers with other advertising options. This amendment is to incorporate changes to the Environmental Planning and Assessment Regulation 2000 and the Local Government (General) Regulation 2005 where public notices are required to be published on the local council website or on the NSW Planning Portal;
- b. Providing Council with discretion to reduce or waive notifying and/or advertising of Development Applications or modifications where the proposal is unlikely to have more than a minor environmental impact on adjoining landowners, and submission writers where it is a modification;
- c. Incorporating provisions to repeal the 2019 CPP when the 2020 CPP becomes effective (this happens once an adopted CPP has been published on the NSW Planning Portal);
- d. Relocating the summary of Council Functions from Section 1.5 of the 2019 CPP to Appendix D in the 2020 CPP;
- e. Providing clarification around how to calculate days to be included in a consultation period (Section 1.11);
- f. Updated the LSPS summary in Section 1.8;
- g. Recognising a change in name from *Council's Administration Centres* to *Council's Customer Experience Centres*;
- h. Minor formatting changes to the tables to Sections 3.5 and 4.3; and
- i. Updated Appendices A & B with changes to the mandatory participation requirements of the EP&A Act and Regulation, respectively.

### **Published Notice in lieu of advertising in a newspaper**

In lieu of a published notice in a newspaper, the Draft CPP proposes to:

- publish notices on Council's website, within the 'On Exhibition' page, including a digital copy of the application or planning document; and
- to publish notices via Social Media post with links to the 'On Exhibition' web page.

This arrangement is consistent with the notification requirements of the EP&A Regulation 2000 and the Local Government (General) Regulation 2005 and will also reduce Development Application advertising charges and Council costs to exhibit strategic planning documents.

It should be noted however that council still has the option of publishing notices in newspapers, where it deems it appropriate, the amendment simply removes it as a mandatory requirement.

### **Manager discretion to waive advertising or notification**

Manager discretion to waive or reduce engagement requirements was added to:

- *Item 6.B. Modification Applications* within the Table to Section 3.3; and
- to a new section (now labelled Section 3.6).

The discretionary requirement is subject to a merit consideration of the proposal's scale and potential impacts balanced against the likely community interest in the application. It is intended that this discretion would be used sparingly for situations such as an internal alteration, or minor modification to building where the nearest neighbour might be over 50 metres away.

However, such discretions cannot avoid or reduce minimum statutory requirements specified by the Act or Regulation.

### **Changes to the Draft CPP post exhibition**

Several changes have been made to the Draft 2020 CPP since it was publicly exhibited.

- 1) A new heading Section 1.14 has been added to the CPP to recognise future ePlanning services (the electronic lodgement of Development Applications, modifications and post Consent Certificates via the NSW Planning Portal). In this regard, the CPP outlines Council may not exhibit hardcopy records where the records, documents or applications have been lodged electronically. Such records will however be made available to the public in an electronic form.
- 2) The use of Manager discretion to reduce or waive engagement requirements under Chapter 3 has been altered as a result of a community submission and Councillor concerns raised at the 20 October 2020 Ordinary Meeting of Council. The Draft CPP now requires the use of discretion to be documented on the application by stating who made the decision, how the engagement requirements were changed, and justifying the reasons for the decision.
- 3) The Draft CPP has been amended to also require development applications being exhibited by published notice to include a Social Media post.

## **CONSULTATION**

*Draft Richmond Valley Council Community Participation Plan 2020* was publicly exhibited from 27 August 2020 to 11 October 2020, both dates inclusive (a period of 45 days).

A published notice appeared on the 'On Exhibition' page of Council's website along with a digital version of the Draft CPP. Notice was also published in the September edition of the *Valley Views Community Newsletter* and displayed in Council's Customer Experience Centres at Casino and Evans Head along with a hardcopy of the Draft CPP.

There was one submission received during the exhibition period which was circulated to Councillors under separate cover. The points raised in the submission are summarised below:

- The Draft CPP lacks detail;
- The need to support independent regional newspapers, including obligations for Councils to advertise notices in newspapers;
- The information contained in the advertising and exhibition of the Draft CPP were inconsistent.

- The Draft CPP does not contain the implications of the changes it is proposing, including advantages and disadvantages to all stakeholders;
- Concern that the LEP continues to be exempt from “specific community engagement requirements” (Draft CPP, page 9) except for amendments (Draft CPP, page 10);
- The terms of manager discretion as well as to advertise in newspapers is not explained;
- The term “minor environmental impact” is not defined in the Draft CPP or in the EP&A Act or Regulation; and
- “Customer Experience Centres” should be recognised cited as Council Offices.

### Comments

The Draft CPP’s removal of newspaper advertising is consistent with requirements in the EP&A Act and Regulation, and the Local Government (General) Regulation. There is no indication the NSW Government has or will be changing its position on this policy.

The removal of newspaper advertising was fully disclosed in Council’s notification of the Draft CPP, and in the report to Council’s Ordinary Meeting held on 19 May 2020.

It is not the role of an LEP to set engagement requirements. The minimum requirements for engaging on a Planning Proposal (LEP or LEP Amendment) are set by the NSW Department of Planning, Industry and Environment by Gateway Determination conditions. The CPP sets out how the engagement will be done.

It is the purpose of a CPP to identify the minimum mandatory engagement standards to be employed. The Draft CPP removes the mandatory requirement to advertise in a newspaper but recognises that there are other media options available and there may be circumstances when Council might employ more than one media type.

CPPs of other councils include discretion to increase or reduce notification requirements depending on the location, nature and scale of the application. This is consistent with the EP&A Act which identifies, in Item 7 of Part 1 to Schedule 1, that a CPP can specify engagement of a DA for a longer or shorter period than 14 days, or when no engagement is required.

The Draft CPP provides criteria for use of Manager Discretion. Council’s Section 4.15 evaluation/determination report would normally document community consultation, however, the Draft CPP now requires use of Manager Discretion to be documented on the application file and include who made the decision, how the engagement was altered, and the reasons for the decision.

Council’s reception/front of house is now known as Council’s “Customer Experience Centre”. This name change has been reflected throughout the Draft CPP and makes no material difference to how the CPP will operate.

### CONCLUSION

*Draft Richmond Valley Council Community Participation Plan 2020* has been prepared based on the foundations of the 2019 CPP. It includes amendments to replace newspaper advertising with other options, include Manager discretion to waive or reduce advertising/notification of minor applications or modifications, and a general review to improve the readability of the CPP and to incorporate recent changes to the Act and Regulation.

The Draft CPP was publicly exhibited from 27 August 2020 to 11 October 2020 with one submission being received.

### ATTACHMENT(S)

1. **Draft Richmond Valley Council Community Participation Plan 2020 (Nov 2020) (under separate cover)**

**17.2 DRAFT PEDESTRIAN ACCESS MOBILITY PLAN (PAMP)**

**Author:** Graeme Robertson, Coordinator Asset Management

**EXECUTIVE SUMMARY**

The Pedestrian Access and Mobility Plan (PAMP), documents community engagement and issues relevant to pedestrian access and travel throughout Richmond Valley. The original plan was undertaken by consultants GeoLINK in 2011 and this report presents the revised document which identifies the progress in pedestrian networks, as well as the next phase of plans for facilities to enhance future footpaths and cycleways. The plan has been developed to consider the existing pedestrian and cyclist needs, future projects and plans for access for all ages and abilities within the community. To support the community consultation process, Council engaged GeoLINK to carry out a revision of the 2011 PAMP.

The consultation included online surveys and engagement with special interest groups. The information compiled from these sources have been considered and prioritised as part of the composition of the plan. This revised plan has been placed on display for community comment, and the final draft is now presented to Council for adoption.

**RECOMMENDATIONS**

That Council:

1. Notes the consultation that has been undertaken to inform the updated Pedestrian Access and Mobility Plan 2020, and
2. Adopts the Draft Pedestrian Access Mobility Plan (PAMP) 2020.

**DELIVERY PROGRAM LINKS**

Connecting People and Places

PP2: Getting Around

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

**BUDGET IMPLICATIONS**

Nil

**REPORT**

Walking, cycling and mobility without a motorised vehicle are a fundamental right of residents who live within communities, to provide safe and efficient movement from one location to another. When creating public space, a priority must be given for 'walk in' access which is well designed, safe, convenient and accessible for everyone. It is the responsibility of Councils to recognise the importance of constructing and maintaining footpaths for transport, health, safety, leisure and social purposes.

In 2010, Richmond Valley Council engaged GeoLINK to prepare a Pedestrian Access and Mobility Plan (PAMP). Since the implementation of the plan, Council has invested \$450,000 over 10 years to various projects identified in the plan, such as pedestrian refuges, access ramps, path enhancements, and other access improvements. The information in the PAMP also contributed to Council being successful in gaining \$2.85M in the past 5 years from the Active Transport Funding stream. The PAMP is an important strategic document which provides direction for future works within the Richmond Valley. This plan has now been reviewed and updated to reflect the works

that have been completed to improve facilities for the community and to create a plan with clear goals and actions.

The PAMP covers five settlements within the local government area: Casino, Coraki, Woodburn, Broadwater and Evans Head.

The purpose of the 2020 PAMP is to:

- Document which works have been completed as identified in the 2011 PAMP works schedule;
- Investigate future opportunities and requirements as per PAMP guidelines;
- Undertake community consultation to assess needs, requirements and wishes; and
- Provide updated report and indicative works schedule.

The methodology used to prepare the 2020 PAMP is based on the RMS document - *How to Prepare a Pedestrian Access and Mobility Plan*.

The PAMP also considered and is referenced in:

- North Coast Regional Plan 2036
- Northern Rivers Regional Transport Plan 2013
- Casino to Murwillumbah Transport Study 2012
- Future Transport Strategy 2056 and Supporting Plans
- The Disability Inclusion Action Plan 2018-2022
- The Older Persons Transport and Mobility Plan 2018-2022
- Local Environmental Plan
- Development Control Plan
- Community Strategic Plan
- Disability Inclusion Action Plan 2017-2021

## CONSULTATION

To develop a plan that reflects the community's views a cumulative process was undertaken as this enables participants to have an ongoing involvement with the plan. The first two stages were undertaken to develop the draft PAMP with the third stage enabling community review and comment to ensure takes into account the variety of community views.

An online survey was developed to enable the community to provide clear and concise data to ensure measurable outcomes. A link to the survey was emailed to the stakeholder list and a page created on the Richmond Valley Council website to enable the promotion of the survey. A set of downloadable maps were created which showed the current infrastructure and suggestions as per the 2011 PAMP.

Face to face meetings were planned to be undertaken in March 2020, unfortunately due to restrictions put in place to avoid the spread of COVID-19, these sessions were cancelled. Because of the unknown timeframes associated with the management of the pandemic, the decision was made to place the draft PAMP on public exhibition with comments taken and residents able to email or phone the consultation team with their comments and suggestions. The consultation results are documented in Appendix B of the PAMP.

The submissions were considered, assessed, weighted and used to prioritise for inclusion in the final PAMP document. While all suggestions were considered not all were ultimately included due

to financial and engineering restrictions, conflicting community views, and facilities not able to meet Australian Standards. The final PAMP reflects accurately the feedback provided and priorities determined.

Councillors were also provided with two opportunities to provide their feedback at Information sessions.

## **CONCLUSION**

The PAMP document reflects the community's feedback in relation to facilities to improve accessibility. It links directly to existing and future plans including the Casino to Bentley section of rail trail and recommends a much-needed connection to the rural residential areas of Spring Grove and North Casino, with additional connections along the trail to be assessed as part of the project. This PAMP has been prepared to create a suggested schedule which will still require detailed assessment to assess financial, engineering and community concerns.

## **ATTACHMENT(S)**

- 1. Draft Pedestrian Access Mobility Plan (PAMP) (under separate cover)**



### **17.3 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE FUNDING: PROPOSED PROJECTS**

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

#### **EXECUTIVE SUMMARY**

Richmond Valley Council has been allocated a further \$1.285 million dollars under the Federal Government's Local Roads and Community Infrastructure program. It is proposed to direct this funding towards the Razorback Lookout upgrade in Evans Head, and the Drill Hall Memorial Walk project in Casino.

#### **RECOMMENDATION**

That Council allocates the \$1.285 million received from the Local Roads and Community Infrastructure program towards completion of the Razorback Lookout Upgrade and Casino Drill Hall Memorial Walk projects in line with this report.

#### **DELIVERY PROGRAM LINKS**

Connecting People and Places

PP3: Working Together

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

#### **BUDGET IMPLICATIONS**

Richmond Valley Council has been allocated a further \$1.285 million under the Local Roads and Community Infrastructure Program.

#### **REPORT**

In August, Richmond Valley Council was allocated \$1.002 million under the Local Roads and Community Infrastructure (LRCI) program which is a Federal Government initiative aimed at delivering priority infrastructure and job creation. Council chose to direct this funding towards several projects, being the Casino Drill Hall Riverside Park, the Ellangowan Bridge replacement and the Coraki amenities building deck.

All three projects are underway and well into the planning stage, with a view to completion by the required date of 31 December 2021.

The Federal Government has recently announced a further allocation for Richmond Valley Council under the LRCI program in the amount of \$1.285 million. Projects under the second allocation also require a 31 December 2021 completion.

Council's project teams refer to the Richmond Valley Made 2030 Community Strategic Plan and Delivery Program commitments, along with maintaining a register of community projects that may be suitable for funding to inform Council's decision making processes when funding is allocated.

This was workshopped with Councillors at the November information session, with cost estimates and each project's readiness for construction being key factors for consideration. Based on these discussions, it is recommended that the Razorback Lookout upgrade in Evans Head and the Drill Hall Memorial Walk in Casino are allocated the funding. It is proposed to allocate \$400,000 of the funding to the Razorback Lookout project and \$885,000 to the Drill Hall Walk project.

The Razorback Lookout project will complete most elements of the recently adopted masterplan and the Drill Hall Walk will achieve another completed element of that precinct's masterplan.

**CONSULTATION**

The Richmond Valley Made 2030 Community Strategic Plans was subject to detailed consultation and the development of both the Razorback Lookout and Drill Hall site masterplans were subject to significant public consultation and have strong support in the community.

**CONCLUSION**

The Richmond Valley community has benefited from a number of significant funding announcements recently. The additional LRCI funding will enable priority local infrastructure projects to proceed. The proposed projects will provide significant economic stimulus and employment opportunities in the construction phase and help to boost tourism after completion.

**ATTACHMENT(S)**

Nil

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

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

**18.1 CODE OF CONDUCT COMPLAINT STATISTICS**

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

**RECOMMENDATION**

That Council receives and notes the Code of Conduct Complaint Statistics for the period 1 September 2019 to 31 August 2020.

**DELIVERY PROGRAM LINKS**

Making Council Great

CS1 Leading and Advocating for our Community

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

**REPORT**

Councils in NSW are required to report on Code of Conduct complaint statistics, within three months of the end of September each year.

The requirements are outlined in Clause 11.1 and 11.2 of the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW, with the report being forwarded to the Office of Local Government.

Council has received no Code of Conduct complaints during this period.

A copy of the complaint statistics report for the period 1 September 2019 to 31 August 2020 is attached for Council's information.

**ATTACHMENT(S)**

- 1. Office of Local Government Model Code of Conduct Complaint Statistics (1 September 2019 - 31 August 2020)**

Model Code of Conduct Complaints Statistics Richmond Valley Council		
Number of Complaints		
1	a	The total number of complaints <b>received</b> in the period about councillors and the General Manager (GM) under the code of conduct
		<input type="text" value="0"/>
	b	The total number of complaints <b>finalised</b> in the period about councillors and the GM under the code of conduct
		<input type="text" value="0"/>
Overview of Complaints and Cost		
2	a	The number of complaints <b>finalised at the outset</b> by alternative means by the GM or Mayor
		<input type="text" value="0"/>
	b	The number of complaints <b>referred to the Office of Local Government (OLG)</b> under a special complaints management arrangement
		<input type="text" value="0"/>
	c	The number of code of conduct complaints <b>referred to a conduct reviewer</b>
		<input type="text" value="0"/>
	d	The number of code of conduct complaints <b>finalised at preliminary assessment</b> by conduct reviewer
		<input type="text" value="0"/>
	e	The number of code of conduct complaints <b>referred back to GM or Mayor</b> for resolution after preliminary assessment by conduct reviewer
		<input type="text" value="0"/>
	f	The number of finalised code of conduct complaints <b>investigated by a conduct reviewer</b>
		<input type="text" value="0"/>
	g	The number of finalised complaints investigated where there was found to be <b>no breach</b>
		<input type="text" value="0"/>
	h	The number of finalised complaints investigated where there was found to be <b>a breach</b>
		<input type="text" value="0"/>
	i	The number of complaints referred by the GM or Mayor <b>to another agency</b> or body such as the ICAC, the NSW Ombudsman, OLG or the Police
		<input type="text" value="0"/>
	j	The number of complaints being investigated that are <b>not yet finalised</b>
		<input type="text" value="0"/>
	k	The <b>total cost</b> of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs
		<input type="text" value="0"/>

Preliminary Assessment Statistics	
3 The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:	
a To take no action (clause 6.13(a) of the 2018 and 2020 Procedures)	0
b To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2018 and 2020 Procedures)	0
c To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2018 and 2020 Procedures)	0
d To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police (clause 6.13(d) of the 2018 and 2020 Procedures)	0
e To investigate the matter (clause 6.13(e) of the 2018 and 2020 Procedures)	0
Investigation Statistics	
4 The number of investigated complaints resulting in a determination that there was <b>no breach</b> , in which the following recommendations were made:	
a That the council revise its policies or procedures	0
b That a person or persons undertake training or other education (clause 7.37 of the 2018 Procedures or clause 7.40 of the 2020 Procedures)	0
5 The number of investigated complaints resulting in a determination that there <b>was a breach</b> in which the following recommendations were made:	
a That the council revise any of its policies or procedures (clause 7.36(a) of the 2018 Procedures or clause 7.39 of the 2020 Procedures)	0
b In the case of a breach by the GM, that action be taken under the GM's contract for the breach (clause 7.36(h) of the 2018 Procedures or clause 7.37(a) of the 2020 Procedures)	0
c In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.36(i) of the 2018 Procedures or clause 7.37(b) of the 2020 Procedures)	0
d In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to OLG for further action (clause 7.36(j) of the 2018 Procedures or clause 7.37(c) of the 2020 Procedures)	0
6 Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2018 or 2020 Procedures)	0

Categories of misconduct	
7 The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:	
a General conduct (Part 3)	0
b Non-pecuniary conflict of interest (Part 5)	0
c Personal benefit (Part 6)	0
d Relationship between council officials (Part 7)	0
e Access to information and resources (Part 8)	0
Outcome of determinations	
8 The number of investigated complaints resulting in a determination that there was a breach in which the council failed to adopt the conduct reviewers recommendation	0
9 The number of investigated complaints resulting in a determination that there was a breach in which the council's decision was overturned following a review by OLG	0

**18.2 COMMUNITY FINANCIAL ASSISTANCE PROGRAM 2020/2021 ROUND ONE****Author:** Vaughan Macdonald, General Manager**RECOMMENDATION**

That Council receives and notes the allocations under the Community Financial Assistance Program 2020/2021 Round One.

**REPORT**

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

Council has allocated \$75,000 in the 2020/2021 budget for the Community Financial Assistance Program. The policy provides for two approximately equal funding rounds, allowing for \$37,500 to be allocated in this first round. This round of funding was advertised in September 2020 and Council received 20 applications.

All applications received have been reviewed in accordance with the policy. Of the 20 applications, 13 have been partially or fully funded in this round.

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

Councillors had an opportunity to review the proposals and provide feedback at a workshop on 4 November 2020, with the General Manager approving the allocation of funds under delegation.

The following table summarises eligible projects that will be partially or fully funded.

Organisation	Requested allocation	Proposed use	Amount allocated
Bentley Community Preschool	\$3,636.00	Create a community vegetable garden, including bush tucker, to share with the local community	\$1,166.20
Broadwater Koala Reserve Trust	\$980.00	Erect informational signage near nesting boxes and plant bird-attracting plants in front garden	\$980.00
Casino & District Historical Society Inc.	\$4,990.00	Install six rows of LED ceiling lighting to improve visibility of items in display cabinets	\$4,990.00
Casino Community Soup Kitchen	\$2,872.90	Purchase laptop and printer for use by committee and volunteers	\$2,872.90
Casino Netball Association	\$1,999.60	Purchase four pop-up marquees to provide shade during netball games	\$1,000.00
Casino Poultry Club Inc.	\$4,500.00	Refurbish existing pens to support future shows	\$2,000.00
Casino RSM Social Fishing Club	\$3,520.00	Purchase two quick shades and four tables	\$2,000.00
Casino Show Society Incorporated	\$4,160.00	Paint ceilings in show office and replace curtains with blinds to match front office	\$4,160.00



Cassino Art Gallery	\$4,982.00	Install new air-conditioning at the Gallery	\$5,000.00
Evans Head-Casino Surf Life Saving Club Incorporated	\$2,603.00	Purchase laptop, projector, screen and headphones to deliver the 'off beach' component of training and education program to volunteer lifesavers	\$2,603.00
Richmond River Independent Community Association Inc	\$3,588.00	Purchase a high-quality drone camera to provide readers with high quality photos.	\$1,899.00
Rileys Hill War Memorial Reserve Trust	\$4,200.00	A paved and landscaped visitor congregation area with seating	\$4,200.00
The Evans Head Living Museum Inc	\$1,699.90	Install security screen door, and purchase display case	\$1,699.90
		<b>TOTAL</b>	<b>\$34,571.00</b>

Round 1 of the funding was over-subscribed, and as such, the following applications have not been allocated funding in this round. Applicants will be advised of the outcome and offered feedback on their application and assistance to secure future funding, or alternative solutions to address their needs.

Organisation	Requested allocation	Proposed Use
Broadwater Rileys Hill Community Centre	\$1,099.00	Purchase a walk-behind motorised broom to assist volunteers in maintaining multi-sports courts
Evans Head Mens Shed	\$3,000.00	Install three hanging air filtration units to reduce airborne wood dust and dirt particles from the working areas, kitchen and office
Greenridge Memorial Hall & Social Activities Club Inc.	\$3,000.00	Replace old & broken ceiling fans, upgrade to LED lighting, replace broken outdoor lighting and install new storage cupboard in kitchen
Mid Richmond Neighbourhood Centre Inc.	\$2,200.00	Repair and replace the current power main box so future upgrades can be made to the hall
Rappville Sporting Facilities Committee	\$5,000.00	Purchase tables and chairs to support use of the venue
Scouts Australia NSW Branch 2nd Casino Scout Group	\$984.25	Purchase 15 small tents to allow for camping under COVID restrictions, and a cargo case for camping gear storage
WIRES Northern Rivers	\$5,000.00	Mist four trees to reduce impact of heat on flying-fox camps in Casino.

## ATTACHMENT(S)

Nil



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

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

During the reporting period ten grants were approved (although one of these was partially successful) and funding was received for five grants totalling \$38,640. Council was notified as being unsuccessful with six grant applications (although one of these was partially successful) and five grants were applied for.

**Grants that have been approved**

<b>Bruxner Highway - Colches St to Centre St Shared Pathway</b>	
Project ID	10349
Funding Body	Transport for NSW
Funding Name	Active Transport Program - 2020/21 Walking and Cycling Program
Government Level	State
Project Value (excl GST)	\$487,993
Grant Funding (excl GST)	\$487,993
Council Funding (excl GST)	\$ 0
Date Application Submitted	25 February 2020
Date Approved	29 October 2020
Comment (if required)	N/A

<b>Try a Trade 2020</b>	
Project ID	10364
Funding Body	Department of Communities & Justice
Funding Name	Investing in Women Funding Program
Government Level	State
Project Value (excl GST)	\$40,000
Grant Funding (excl GST)	\$10,000
Council Funding (excl GST)	\$30,000
Date Application Submitted	29 May 2020

Date Approved	20 October 2020
Comment (if required)	Council funding includes \$10,000 in in-kind funding and \$20,000 in training provided by TAFE NSW.

<b>Bungabee Rd, Disputed Plains Bridge- Joint Application with Lismore City Council (lodged by LCC)</b>	
Project ID	10366
Funding Body	Department of Infrastructure, Transport, Regional Development and Communications
Funding Name	Bridges Renewal Program Round 5 (BRP5)
Government Level	State
Project Value (excl GST)	\$600,000
Grant Funding (excl GST)	\$300,000
Council Funding (excl GST)	\$300,000 (\$150,000 from each Council)
Date Application Submitted	29 May 2020
Date Approved	29 October 2020
Comment (if required)	This joint application was lodged by Lismore City Council and sought funding from two different programs being the Heavy Vehicle Program Round 7 (HVSP7 and the Bridges Renewal Program Round 5 (BRP5). If both funding applications were successful, then this project would be 100% grant funded (50% from each program). Funding was successful via the Bridges Renewal Program Round 5 (BRP5) while the Heavy Vehicle Program Round 7 (HVSP7) was unsuccessful. Estimates for this project have been updated since the initial application was lodged. Originally the funding sought was \$560,000 for a \$1,200,000 project which has now been reduced to \$300,000 for a \$600,000 project. Richmond Valley Council's contribution for this project is \$150,000.

<b>LRCI Projects - Casino Drill Hall Upgrades, Coraki Caravan Park Facility Block Upgrades, Ellangowan Rd Bridge and additional projects subject to a separate report at this meeting.</b>	
Project ID	10381
Funding Body	Department of Infrastructure, Transport, Regional Development and Communications
Funding Name	Local Roads and Community Infrastructure Grants (LRCI)
Government Level	Federal

Project Value (excl GST)	\$2,289,963
Grant Funding (excl GST)	\$2,287,177
Council Funding (excl GST)	\$ 2,786
Date Application Submitted	N/A
Date Approved	8 October 2020
Comment (if required)	Further funding of \$1,284,963 was announced on 8 October 2020. Council will consider additional projects for allocation of this funding at its November 2020 Ordinary Meeting.

Australia Day Branding	
Project ID	10387
Funding Body	National Australia Day Council Limited
Funding Name	Australia Day Branding Program (Round 1)
Government Level	State
Project Value (excl GST)	\$1,000
Grant Funding (excl GST)	\$1,000
Council Funding (excl GST)	\$30,000
Date Application Submitted	10 October 2020
Date Approved	11 October 2020
Comment (if required)	These funds will be used for promotional banners, posters and a social media selfie frame for the event. This project was applied for, approved and received in October 2020.

Australia Day 2021 COVID Safe Grants Program	
Project ID	10388
Funding Body	National Australia Day Council Limited
Funding Name	Australia Day Branding Program (Round 1)
Government Level	State
Project Value (excl GST)	\$27,147
Grant Funding (excl GST)	\$20,000
Council Funding (excl GST)	\$ 7,147
Date Application Submitted	10 October 2020
Date Approved	11 October 2020
Comment (if required)	These funds will be used for a number of COVID-safe measures including QR or paper sign-in, hand sanitiser, temperature checks, optional face masks and gloves, barriers and signage, additional facilities to encourage social

	distancing, an additional water refill station, regular PA announcements and the use of COVID Marshalls. This project was applied for and approved in October 2020.
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Re-surfacing Rappville Community Tennis Courts	
Project ID	10389
Funding Body	Department of the Premier and Cabinet (DPC)
Funding Name	N/A
Government Level	State
Project Value (excl GST)	\$25,000
Grant Funding (excl GST)	\$25,000
Council Funding (excl GST)	\$ 0
Date Application Submitted	N/A
Date Approved	27 October 2020
Comment (if required)	Council may provide some additional funding in support of this project, but the scope of work is yet to be determined. A future update will be provided regarding this.

NSW Bushfires 31 August 2019 Onwards - Emergency Works and Immediate Reconstruction Works	
Project ID	10390
Funding Body	Transport for NSW
Funding Name	Disaster Recovery Funding Arrangements (DRFA)
Government Level	State
Project Value (excl GST)	\$1,481,946
Grant Funding (excl GST)	\$1,399,618
Council Funding (excl GST)	\$ 82,328
Date Application Submitted	N/A
Date Approved	28 October 2020
Comment (if required)	\$1,097,468 allocated for Local Roads Emergency Works and \$302,150 allocated for Local Roads Immediate Reconstruction Works. These funds were spent on works at Rappville and Bora Ridge.

<b>NSW Bushfires 31 August 2019 Onwards - Essential Public Asset Reconstruction Works</b>	
Project ID	10391
Funding Body	Transport for NSW
Funding Name	Disaster Recovery Funding Arrangements (DRFA)
Government Level	State
Project Value (excl GST)	\$2,178,500
Grant Funding (excl GST)	\$2,178,500
Council Funding (excl GST)	\$ 0
Date Application Submitted	N/A
Date Approved	28 October 2020
Comment (if required)	These funds will be spent on works at Busby's Flat Bridge, Bora Codrington Bridge, Camira Creek Bridge and Mt Marsh Bridge.

<b>NSW Storms and Floods 15 January 2020 Onwards - Essential Public Asset Reconstruction Works</b>	
Project ID	10392
Funding Body	Transport for NSW
Funding Name	Disaster Recovery Funding Arrangements (DRFA)
Government Level	State
Project Value (excl GST)	\$1,540,000
Grant Funding (excl GST)	\$1,540,000
Council Funding (excl GST)	\$ 0
Date Application Submitted	N/A
Date Approved	28 October 2020
Comment (if required)	These funds will be spent on works at Ainsworth Road, Upper Cherry Tree Road, Gores Road and Codrington Road.

#### **Grants that have been received**

<b>Woodburn Recreational Oval Enhancement of Sporting Facilities</b>	
Project ID	10285
Funding Body	Office of Regional Development
Funding Name	Stronger Country Communities Fund (SCCF)
Government Level	State
Project Value (excl GST)	\$98,714

<b>Grant Funding (excl GST)</b>	<b>\$98,714</b>
<b>Council Funding (excl GST)</b>	<b>\$ 0</b>
<b>Date Application Submitted</b>	<b>3 May 2018</b>
<b>Date Received</b>	<b>\$33,562 received 7 October 2020</b>
<b>Total Funds Received To Date</b>	<b>\$98,714 (total funding received)</b>
<b>Comment (if required)</b>	<b>N/A</b>

#### **Tendering for Government Contracts Training**

<b>Project ID</b>	<b>10383</b>
<b>Funding Body</b>	<b>NSW Treasury</b>
<b>Funding Name</b>	<b>Small Business Month 2020</b>
<b>Government Level</b>	<b>State</b>
<b>Project Value (excl GST)</b>	<b>\$2,000</b>
<b>Grant Funding (excl GST)</b>	<b>\$2,000</b>
<b>Council Funding (excl GST)</b>	<b>\$ 0</b>
<b>Date Application Submitted</b>	<b>26 August 2020</b>
<b>Date Received</b>	<b>\$2,000 received 14 October 2020</b>
<b>Total Funds Received To Date</b>	<b>\$2,000 (total funding received)</b>
<b>Comment (if required)</b>	<b>This funding is part of a collaboration with Ballina Shire Council, Clarence Valley Council and Lismore City Council. The training will be delivered in the form of community workshops for small business owners to assist them in tendering for government contracts.</b>

#### **Australia Day Branding**

<b>Project ID</b>	<b>10387</b>
<b>Funding Body</b>	<b>National Australia Day Council Limited</b>
<b>Funding Name</b>	<b>Australia Day Branding Program (Round 1)</b>
<b>Government Level</b>	<b>State</b>
<b>Project Value (excl GST)</b>	<b>\$1,000</b>
<b>Grant Funding (excl GST)</b>	<b>\$1,000</b>
<b>Council Funding (excl GST)</b>	<b>\$ 0</b>
<b>Date Application Submitted</b>	<b>10 October 2020</b>
<b>Date Received</b>	<b>\$1,000 received 19 October 2020</b>
<b>Total Funds Received To Date</b>	<b>\$1,000 (total funding received)</b>
<b>Comment (if required)</b>	<b>These funds will be used for promotional banners, posters and a social media selfie frame for the event. This project was applied</b>

	for, approved and received in October 2020.
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Speed Zone – Community – Rileys Hill Rd, Broadwater to Rileys Hill	
Project ID	N/A
Funding Body	Transport for NSW
Funding Name	Speed Zone – Community
Government Level	State
Project Value (excl GST)	\$5,428
Grant Funding (excl GST)	\$5,428
Council Funding (excl GST)	\$ 0
Date Application Submitted	N/A
Date Received	\$1,112 received 29 October 2020
Total Funds Received To Date	\$2,192
Comment (if required)	Speed limit signage on Rileys Hill Road, Broadwater to Rileys Hill

Speed Zone – Community – Naughtons Gap Road, Casino	
Project ID	N/A
Funding Body	Transport for NSW
Funding Name	Speed Zone – Community
Government Level	State
Project Value (excl GST)	\$1,932.60
Grant Funding (excl GST)	\$1,932.60
Council Funding (excl GST)	\$ 0.00
Date Application Submitted	N/A
Date Received	\$966.30 received 29 October 2020
Total Funds Received To Date	\$966.30
Comment (if required)	Speed limit signage (60 Ahead) Naughtons Gap Road, Casino

### ***Unsuccessful Grant Applications***

Bungabee Rd, Disputed Plains Bridge- Joint Application with Lismore City Council (lodged by LCC)	
Project ID	10366
Funding Body	Department of Infrastructure, Transport, Regional Development and Communications
Funding Name	Heavy Vehicle Program Round 7 (HVSP7)
Government Level	State

Project Value (excl GST)	\$600,000
Grant Funding (excl GST)	\$300,000
Council Funding (excl GST)	\$300,000 (\$150,000 from each Council)
Date Application Submitted	29 May 2020
Date Advised Unsuccessful	29 October 2020
Comment (if required)	This joint application was lodged by Lismore City Council and sought funding from two different programs being the Heavy Vehicle Program Round 7 (HVSPP7) and the Bridges Renewal Program Round 5 (BRP5). If both funding applications were successful, then this project would have been 100% grant funded (50% from each program). Funding was successful via the Bridges Renewal Program Round 5 (BRP5) while the Heavy Vehicle Program Round 7 (HVSPP7) was unsuccessful. Estimates for this project have been updated since the initial application was lodged. Originally the funding sought was \$560,000 for a \$1,200,000 project which has now been reduced to \$300,000 for a \$600,000 project. Richmond Valley Council's contribution for this project is \$150,000.

#### Elliot's Road Timber Bridge Replacement

Project ID	10367
Funding Body	Department of Infrastructure, Transport, Regional Development and Communications
Funding Name	Heavy Vehicle Program Round 7 (HVSPP7)/Bridges Renewal Program Round 5 (BRP5)
Government Level	Federal
Project Value (excl GST)	\$289,432
Grant Funding (excl GST)	\$144,716
Council Funding (excl GST)	\$144,716
Date Application Submitted	29 May 2020
Date Advised Unsuccessful	29 October 2020
Comment (if required)	N/A

#### Reynolds Rd Timber Bridge Replacement/Road Realignment

Project ID	10368
Funding Body	Department of Infrastructure, Transport, Regional Development and Communications
Funding Name	Heavy Vehicle Program Round 7 (HVSPP7)/Bridges Renewal Program Round 5 (BRP5)



Government Level	Federal
Project Value (excl GST)	\$573,200
Grant Funding (excl GST)	\$286,600
Council Funding (excl GST)	\$286,600
Date Application Submitted	29 May 2020
Date Advised Unsuccessful	29 October 2020
Comment (if required)	N/A

#### Electrical Upgrade (Installation of New Transformer)

Project ID	10372
Funding Body	NSW Department of Planning Industry & Environment – Crown Land (Crown Lands)
Funding Name	Showground Stimulus Package (Round Two)
Government Level	State
Project Value (excl GST)	\$465,590
Grant Funding (excl GST)	\$465,590
Council Funding (excl GST)	\$ 0
Date Application Submitted	12 June 2020
Date Advised Unsuccessful	22 October 2020
Comment (if required)	N/A

#### Race Club Cutting Yard Upgrade

Project ID	10373
Funding Body	NSW Department of Planning Industry & Environment – Crown Land (Crown Lands)
Funding Name	Showground Stimulus Package (Round Two)
Government Level	State
Project Value (excl GST)	\$181,660
Grant Funding (excl GST)	\$181,660
Council Funding (excl GST)	\$ 0
Date Application Submitted	12 June 2020
Date Advised Unsuccessful	22 October 2020
Comment (if required)	N/A

#### Race Club Toilets Upgrade

Project ID	10374
Funding Body	NSW Department of Planning Industry &

	Environment – Crown Land (Crown Lands)
Funding Name	Showground Stimulus Package (Round Two)
Government Level	State
Project Value (excl GST)	\$296,045
Grant Funding (excl GST)	\$296,045
Council Funding (excl GST)	\$ 0
Date Application Submitted	12 June 2020
Date Advised Unsuccessful	22 October 2020
Comment (if required)	N/A

**Grant Applications Submitted**

Elliot's Rd Timber Bridge Replacement	
Project ID	10385
Funding Body	Transport for NSW
Funding Name	Fixing Country Bridges Round One 2020
Government Level	State
Project Value (excl GST)	\$315,942
Grant Funding (excl GST)	\$315,942
Council Funding (excl GST)	\$ 0
Date Application Submitted	2 October 2020
Comment (if required)	Replacement of existing timber bridge with a modular concrete bridging system. This bridge is an important link for the forestry industry, cattle producers, tea tree producers and Aranyani Bison.

Wilcox Doolan Deck Bridge Replacement - MR145 Redhill Section near Codrington	
Project ID	10386
Funding Body	Transport for NSW
Funding Name	Fixing Country Bridges Round One 2020
Government Level	State
Project Value (excl GST)	\$482,988
Grant Funding (excl GST)	\$482,988
Council Funding (excl GST)	\$ 0
Date Application Submitted	2 October 2020
Comment (if required)	Replacement of existing Doolan Deck bridge structure with a modular concrete bridging system. This funding is aimed to coincide with existing Repair Program – MR145 Redhill

	roadworks in the vicinity of the bridge.
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Australia Day Branding	
Project ID	10387
Funding Body	National Australia Day Council Limited
Funding Name	Australia Day Branding Program (Round 1)
Government Level	State
Project Value (excl GST)	\$1,000
Grant Funding (excl GST)	\$1,000
Council Funding (excl GST)	\$ 0
Date Application Submitted	10 October 2020
Comment (if required)	These funds will be used for promotional banners, posters and a social media selfie frame for the event. This project was applied for, approved and received in October 2020.

Australia Day 2021 COVID Safe Grants Program	
Project ID	10388
Funding Body	National Australia Day Council Limited
Funding Name	Australia Day Branding Program (Round 1)
Government Level	State
Project Value (excl GST)	\$27,147
Grant Funding (excl GST)	\$20,000
Council Funding (excl GST)	\$ 7,147
Date Application Submitted	10 October 2020
Comment (if required)	These funds will be used for a number of COVID-safe measures including QR or paper sign-in, hand sanitiser, temperature checks, optional face masks and gloves, barriers and signage, additional facilities to encourage social distancing, an additional water refill station, regular PA announcements and the use of COVID Marshalls. This project was applied for and approved in October 2020.

**ATTACHMENT(S)**

Nil

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

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

#### RECOMMENDATION

That Council receives and notes the development application report for the period 1 October to 31 October 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 which were 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) and notifications of all determinations of Development Applications are included in the Community Newsletter on a monthly basis.

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 October to 31 October 2020 was 31 with a total value of \$4,197,679.79.

The graph below shows the monthly dollar value of development applications processed by Council over five financial years.

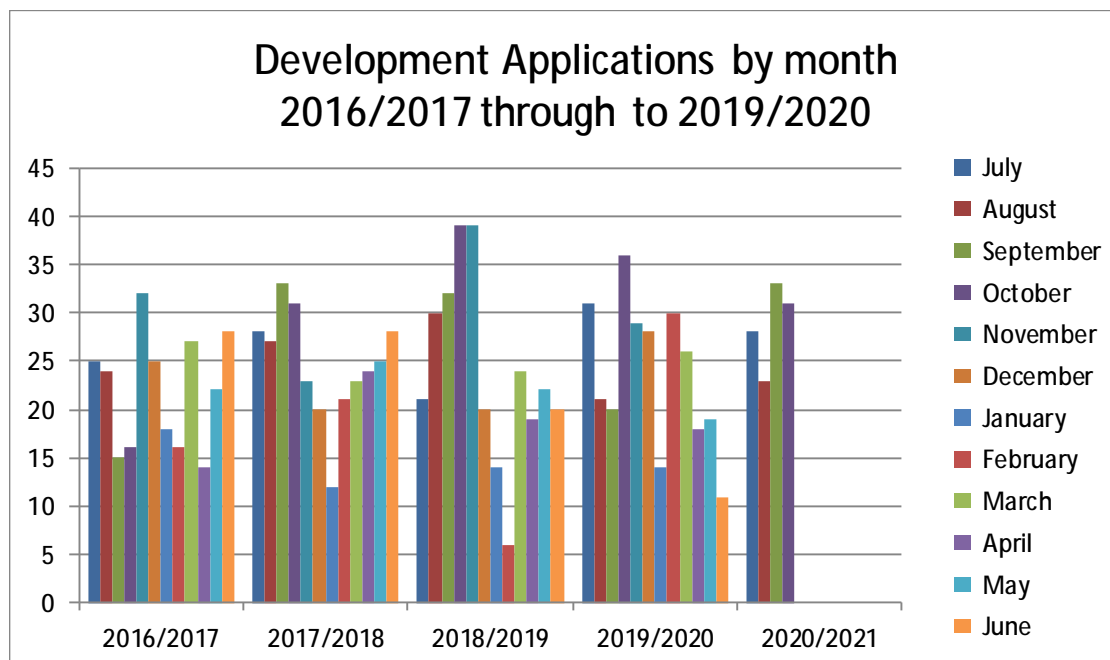


Figure 1: Monthly dollar value of development processed by Council over five financial years.

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

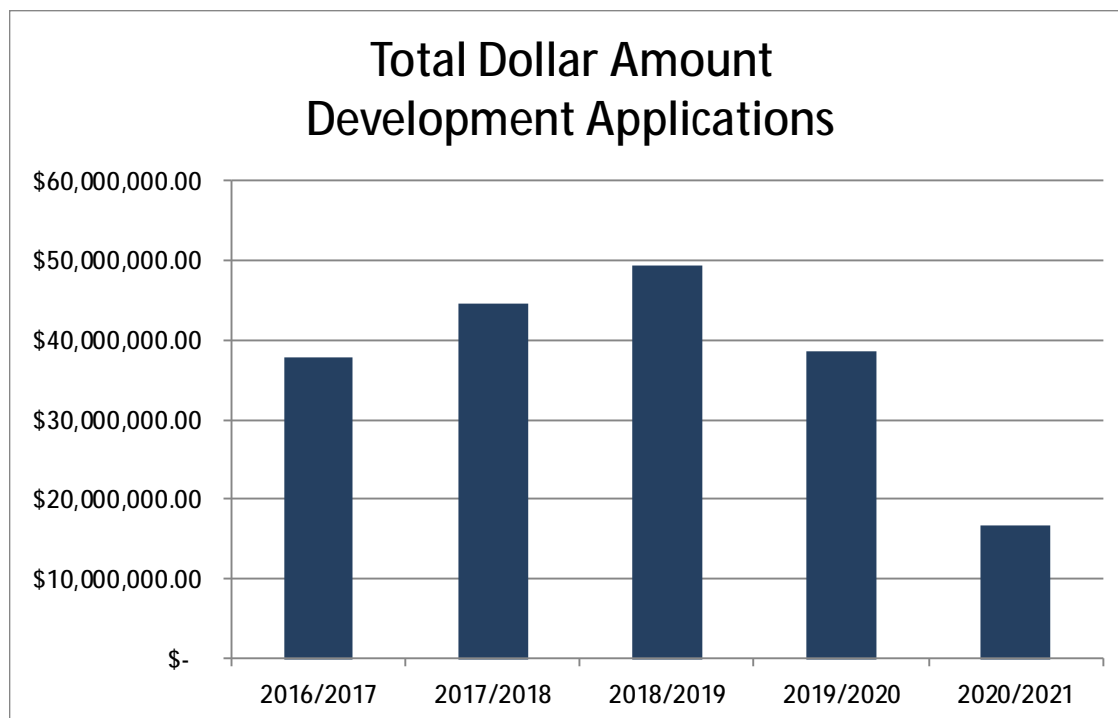


Figure 2: Annual value of development.

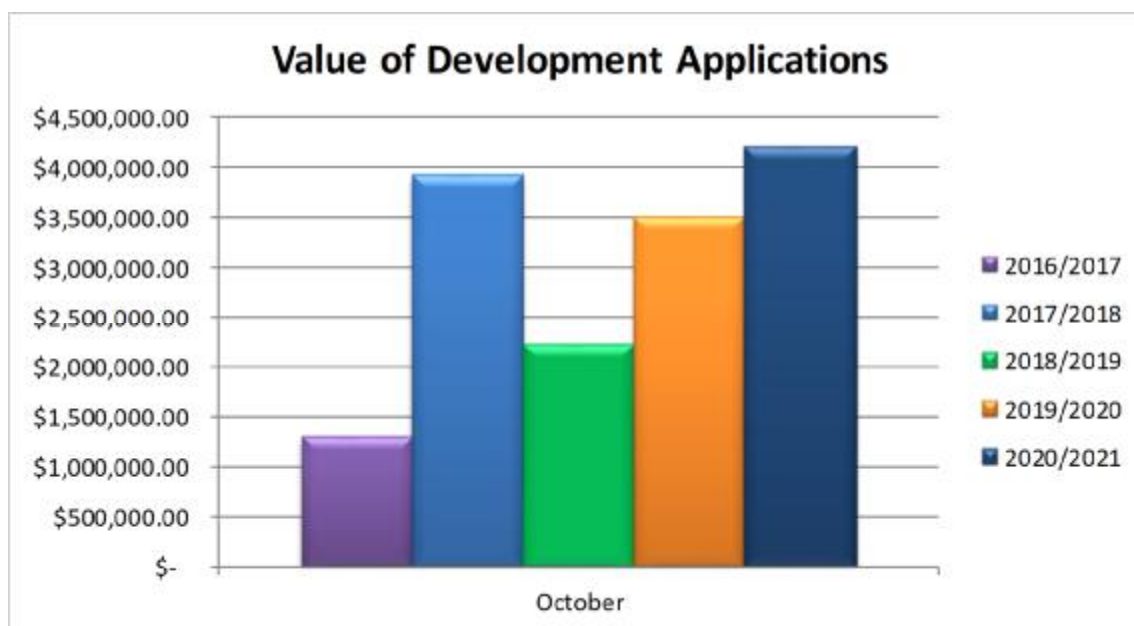


Figure 3: Value of development for the month of October.

**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 another Development Application for a bushfire affected property. This application was determined within Council's self imposed service level target of 5 days, with the application being determined in 4 working days.

In this report, DA2020/0227 is included in the numbers of approved applications for October. This application was determined by Development Assessment Panel in August however due to ongoing fee discussions the consent was only released in October 2020 and was not reflected in the August figures.

Figures 4 and 5 detail the number of applications determined by Council over the past five years.

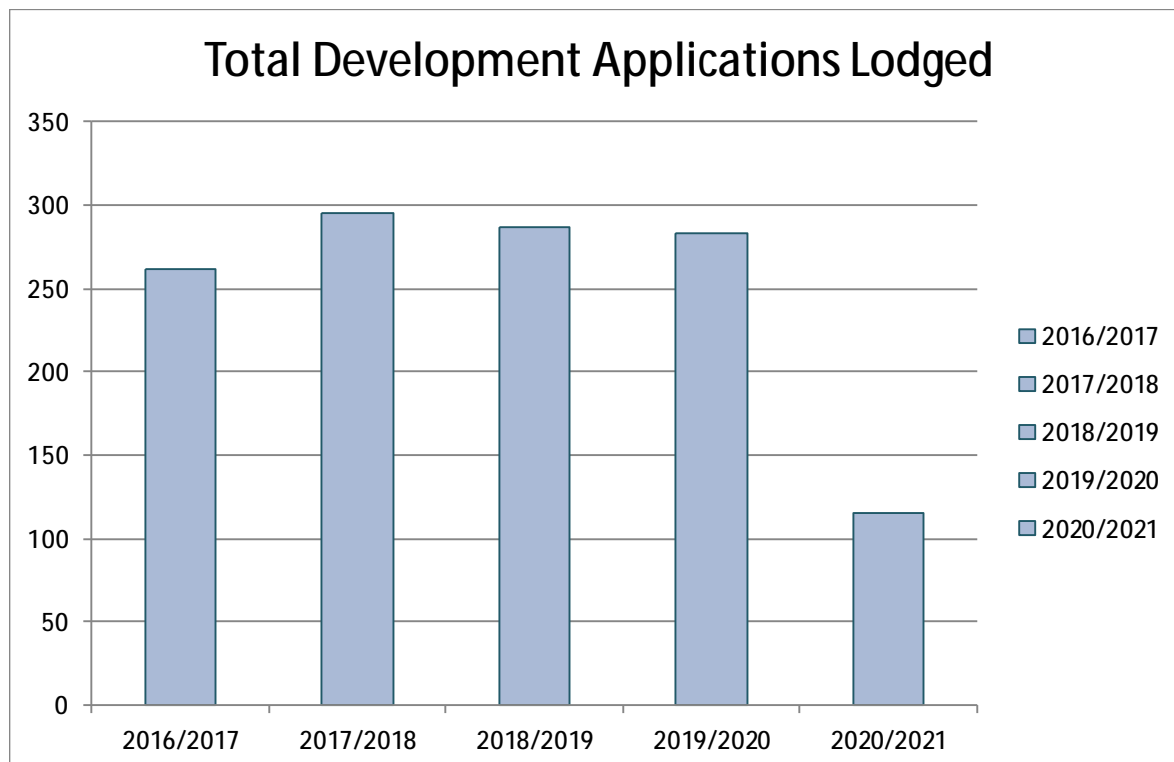


Figure 4: Number of Development Applications per month over five financial years.

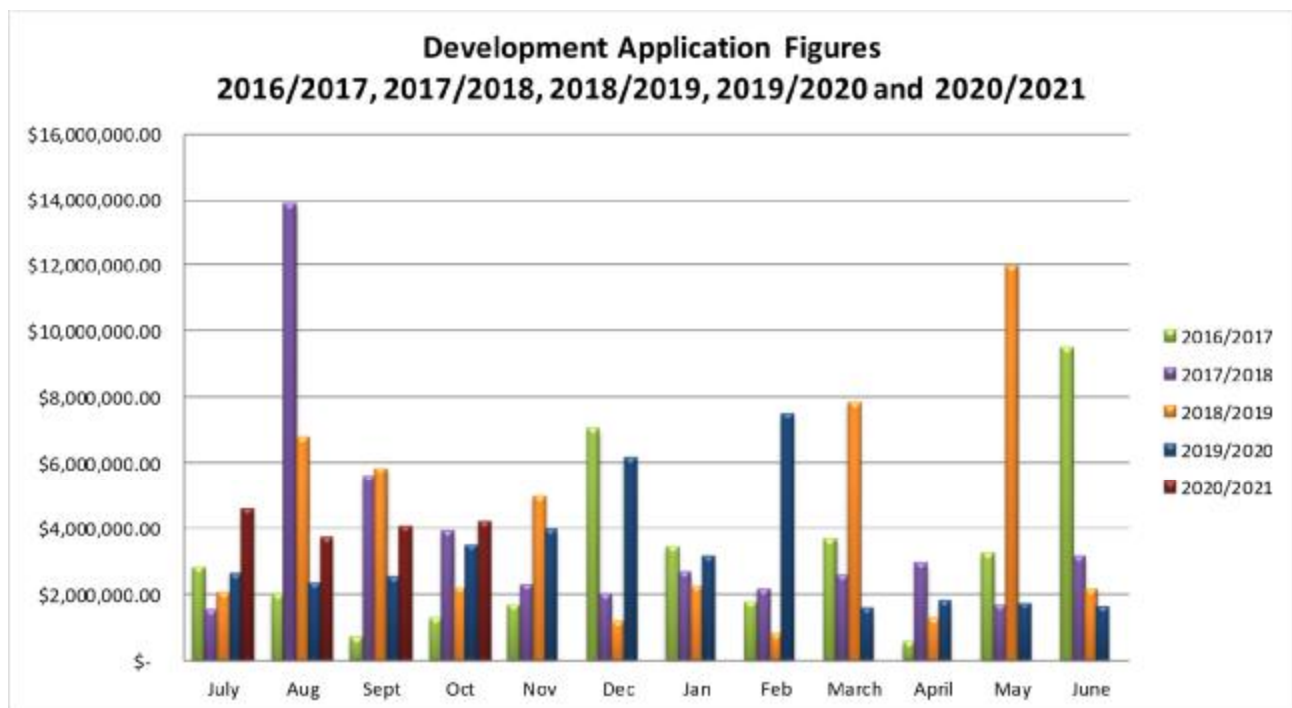


Figure 5: Value of development applications per month over five financial years.

#### Activity for the month of October 2020

General Approvals (excluding Subdivisions, Section 96s)	29
Section 96 amendments to original consent	2
Subdivision	0
Refused	0
Withdrawn	0
Complying Development (Private Certifier Approved)	0
<b>TOTAL</b>	<b>31</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 October 2020 to 31 October 2020							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2020/0227	Newton Denny Chapelle	Frontier Pets Pty Ltd	1-3 Winjeel Road, Evans Head	Construction of Industrial Building for use as a warehouse and light industry (Freeze Drying), carparking and associated works.	9/06/2020	20/08/2020	\$ 1,595,103.79
DA2020/0238	W K Bradford	N D Bofinger	2/135 Ocean Drive, Evans Head	Carport	18/06/2020	6/10/2020	\$ 16,870.00
DA2020/0241	Hayes Building Consultancy	R J Hayes	2 Seamist Lane, Evans Head	Construction of two storey dwelling and associated works as follows:  Stage 1 - Part demolition (one (1) bedroom and landing) of existing three (3) bedroom house to create a two (2) bedroom dwelling  Stage 2 - Demolition of two (2) bedroom house  Stage 3 - Construction of new three (3) bedroom dwelling	22/06/2020	16/10/2020	\$ 340,000.00
DA2021/0037	BASEC Engineering	R D Barnett & K W Johnston	15 Forest Street, Coraki	Construction of earth mound /house pad	11/08/2020	28/10/2020	\$ 52,000.00
DA2021/0040	W O Lollback	K L Hayward, W O Lollback, G & J J Hancock	9 Cypress Street, Evans Head	Retention of existing dwelling at front, demolition of existing shed, construction of a new single storey dwelling to the rear to create a detached dual occupancy development and associated Strata title sub-division	12/08/2020	20/10/2020	\$ 263,000.00
DA2021/0046	D M Cavanough	C R & D M Cavanough	6 Sparkes Place, North Casino	Construction of a secondary dwelling	20/08/2020	6/10/2020	\$ 80,200.00
DA2021/0050	J H McNally	J H McNally & M F Brombal	2262 Old Tenterfield Road, Wyan	Construction of a shed and five (5) green houses for the purpose of an agricultural produce industry (packing) and horticulture and associated works	24/08/2020	13/10/2020	\$ 45,000.00
DA2021/0052	AGS Commercial Pty Ltd	Gateside Pty Ltd	79 North Street, Casino	Construction of additional shed to be used for the purpose of product assembly, storage and car parking in association with existing commercial business	27/08/2020	1/10/2020	\$ 200,000.00



Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 October 2020 to 31 October 2020							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2021/0056	D Simpson	N R Simpson	2/91 Woodburn Street, Evans Head	Swimming pool & associated fencing	1/09/2020	12/10/2020	\$ 35,330.00
DA2021/0057	J Mackay	J Mackay	1653 Old Tenterfield Road, Six Mile Swamp	Dwelling	1/09/2020	28/10/2020	\$ 170,793.00
DA2021/0058	M & M Wade	F O Robinson	1028 Woodburn Coraki Road, Bungawalbin	Resited dwelling and new shed	1/09/2020	12/10/2020	\$ 192,000.00
DA2021/0061	Ardill Payne & Partners	D R , S L & D E McKenna, C C Robb	400-410 Woodburn Evans Head Road, Doonbah	2 x Inground swimming pools and associated fencing	3/09/2020	7/10/2020	\$ 40,000.00
DA2021/0068	R M Crawford	R D Lane & R M Crawford	1279 Swan Bay New Italy Road, New Italy	Construction of a new greenhouse, change of use of the existing greenhouse to use as a wholesale plant nursery and associated works	7/09/2020	29/10/2020	\$ 21,000.00
DA2021/0070	Ardill Payne & Partners	G P Guyler	195 Rocky Mouth Creek Road, Woodburn	Lift installation	10/09/2020	7/10/2020	\$ 66,200.00
DA2021/0072	Evoke Pools	G J & J E Stevens	14 Thomas Crescent, Coraki	Inground swimming pool with associated fencing	14/09/2020	9/10/2020	\$ 59,850.00
DA2020/0230.01	DLH Design & Drafting Services	R J Hannigan & A G Swanson	26 Heath Street, Evans Head	Demolition, new single dwelling & swimming pool with associated fencing	15/09/2020	16/10/2020	\$ -
DA2021/0076	PRG Architects	T A & A D Carter	15-17 Park Street, Evans Head	Alterations and additions to an existing residence including a new covered deck, construction of a new garage, new secondary dwelling, new carport & demolition of existing garage	17/09/2020	22/10/2020	\$ 218,240.00
DA2021/0077	C J Burley	C J Burley	12 Gitana Street , Casino	Renovations to existing dwelling & erection of colourbond shed	18/09/2020	21/10/2020	\$ 46,000.00
DA2021/0082	Chris Burley Constructions	J E & L C Vidler	152 North Street, Casino	Installation of new carport and concrete driveway	23/09/2020	21/10/2020	\$ 49,268.00
DA2021/0083	R K & S L Dillon	R K & S L Dillon	15 North Street, Casino	Carport to butt up against existing carport of shed. Remove old carport/shed.	24/09/2020	16/10/2020	\$ 15,000.00
DA2021/0085	J V Kelly	J V & P B Kelly	242 Manifold Road, North Casino	Above ground swimming pool and associated fencing	28/09/2020	20/10/2020	\$ 18,000.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 October 2020 to 31 October 2020							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2021/0086	Stephen P McElroy & Associates P	S A & D A Chapman	495 Upper Stratheden Road, Stratheden	As built alterations and additions being an extension to dwelling to create additional bedroom, common area and deck space with covered walkway	29/09/2020	22/10/2020	\$ 49,200.00
DA2021/0087	K L Keys	K L Keys	29 Hartley Street, Casino	As built patio	29/09/2020	13/10/2020	\$ 10,000.00
DA2021/0089	J L Hayden	C L & J L Hayden	385 Woodburn Evans Head Road,	Swimming pool and associated fencing	29/09/2020	7/10/2020	\$ 28,000.00
DA2021/0090	P J Cowan	P J Cowan	24 Ivory Circuit, Casino	Shed	30/09/2020	22/10/2020	\$ 16,625.00
DA2021/0091	N A Grimm	N A Grimm & D N Clark	80 Reynolds Road, Codrington	Raising dwelling above flood level with alterations & additions	1/10/2020	28/10/2020	\$ 150,000.00
DA2021/0094	D T Mortimer	D T Mortimer	24 Sheppard Street, Casino	Cement slab & double garage	2/10/2020	22/10/2020	\$ 40,000.00
DA2021/0049	Barker Studio Architects	M & P E Coveny	20 Wharf Street, Broadwater	Deck, part demolition and dwelling extensions	21/08/2020	7/10/2020	\$ 150,000.00
DA2020/0086.01	Newton Denny Chapelle	J W & A M Coveny, L M & R Cheli	60 Woodburn Street, Evans Head	Original Proposal: Construction of a new dwelling to create a dual occupancy and Torrens Title subdivision  Amended Proposal: Construction of a new dwelling to create a dual occupancy and Strata Title Subdivision	10/09/2020	22/10/2020	\$ -
DA2021/0088	AGS Commercial Pty Ltd	Connolly Construction Company Pty Ltd	1270 Mongogarie Road, Mongogarie	Farm shed	29/09/2020	21/10/2020	\$ 80,000.00
Summary of Development Applications for Bushfire Affected Properties determined under the Environmental Planning and Assessment Act for the period 1 October 2020 to 31 October 2020							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2021/0099	P G McKenzie	P G & G J McKenzie	585 Myall Creek Road, Bora Ridge	Relocated dwelling & deck	9/10/2020	15/10/2020	\$ 150,000.00

**18.5 RICHMOND VALLEY COMMUNITY HALL UPGRADES PROGRAM****Author: Vaughan Macdonald, General Manager****RECOMMENDATION**

That Council receives and notes the allocation of Richmond Valley Community Hall Upgrades funding.

**REPORT**

As part of the Australian Government's Drought Communities Programme (DCP), Council was provided with \$1,000,000 to complete local infrastructure and other drought relief projects. Council allocated \$100,000 of this funding to a Community Hall Upgrades Program to provide grants for community halls across the Richmond Valley to enhance their facilities and improve their resilience.

The managers/committees of 18 Richmond Valley community halls were invited to apply and were able to nominate up to three projects for consideration. Eleven local community halls submitted applications for 23 projects requesting a total of \$153,062.60 in funding.

Applications were reviewed and assessed by a panel of Council staff, based on the Richmond Valley Community Hall Upgrades Program Guidelines, and presented to the Councillor Workshop held on 4 November 2020 for feedback.

At least one project from each hall has been recommended for funding, with 17 projects recommended for partial or full funding, totalling \$100,003.60. The following table summarises the projects which meet the eligibility criteria and have been partially or fully funded.

Hall	Brief project description	Amount allocated
Broadwater Rileys Hill Community Centre	Upgrade and install new LED lighting and fans	\$5,000.00
Casino Scout Hall	Install new kitchen with stainless steel benchtop	\$9,829.00
Casino Scout Hall	Purchase 30 folding chairs and chair trolley	\$3,605.00
Clovass McKees Hill Hall	Repair and paint eastern external wall of hall	\$9,000.00
Clovass McKees Hill Hall	Upgrade power and exit lights	\$3,245.00
Ellangowan Hall	Upgrade steps to main entrance	\$1,926.00
Evans Head Recreation Hall	Paint hall interior and install security screens	\$10,500.00
Evans Head Scout Hall	Upgrade power	\$2,200.00
Fairy Hill Hall	Paint hall exterior	\$11,146.00
Greenridge Memorial Hall	Create under stage storage for tables and chairs	\$4,120.60
Greenridge Memorial Hall	Repair damage to internal walls	\$1,672.00
Greenridge Memorial Hall	Paint hall interior	\$5,750.00
Rileys Hill Community Involvement Centre	Purchase 30 folding chairs and 6 trestle tables	\$2,860.00
Woodburn Memorial Hall	Repair, sand and finish the floor in main hall area	\$10,950.00
Woodburn Memorial Hall	Purchase a PA system for use by hall hirers	\$3,200.00
Woodview Piora Hall	Install new kitchen	\$15,000.00
	<b>TOTAL</b>	<b>\$100,003.60</b>

**ATTACHMENT(S)**

**Nil**

**18.6 CORRESPONDENCE - BYPASSED TOWN SIGNAGE FOR EVANS HEAD**

**Author:** Vaughan Macdonald, General Manager

That Council receives and notes the correspondence regarding the bypassed town signage for Evans Head.

**AUTHORS**

1. The Hon Paul Toole MP, Minister for Regional Transport and Roads

**SUMMARY OF CORRESPONDENCE**

Member for Clarence, Chris Gulaptis MP, wrote to the Minister for Regional Transport and Roads on Council's behalf regarding bypassed town signage for Evans Head. The Hon Paul Toole MP, Minister for Regional Transport and Roads, has responded to Mr Gulaptis' correspondence, advising of the proposed signage.

**ATTACHMENT(S)**

1. Correspondence from The Hon Paul Toole MP, 10 November 2020



**The Hon Paul Toole MP**  
Minister for Regional Transport and Roads

Our Ref: 01112005

Mr Christopher Gulaptis MP  
Member for Clarence  
11 Prince Street  
GRAFTON NSW 2460

Dear Mr Gulaptis

Thank you for your correspondence on behalf of Mr Vaughan Macdonald, General Manager at Richmond Valley Council, about bypassed town signage for Evans Head.

I note Mr Macdonald's concerns and I asked Transport for NSW to look into this matter.

I am advised that Ms Anna Zycki, Director, North Region at Transport for NSW recently spoke to Mr Macdonald. She advised that Transport for NSW will work with Council to review signage and consider options to improve town signage for Evans Heads after the Pacific Highway upgrade opens.

Bypass town signs are planned for the interchanges for Woodburn and Broadwater. These towns are directly affected by the upgrade of the Pacific Highway. The images for both these signs are currently being finalised.

The Woolgoolga to Ballina directional signposting plan includes signage for Evans Head and includes a large 'Tourist Drive' sign southbound before the Broadwater Interchange, and large 'coastal village' signs northbound, before the Woodburn interchange. Evans Head is also included on large green directional signs for each interchange.

If Mr Macdonald has any further questions, Ms Rachel Sadler, Communications Manager Northern at Transport for NSW, would be pleased to take his call on (02) 6640 1020.

Thank you for taking the time to write.

Yours sincerely

A handwritten signature in black ink that reads 'Paul Toole'.

10/11/2020

**THE HON PAUL TOOLE MP**

GPO Box 5341, Sydney NSW 2001

**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 Design and Construct NSW RFS Category 2B Standard Fire Brigade Station at Rappville**

This matter is considered to be confidential under Section 10A(2) - (d)(i) 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**21.2 Reynolds Road Industrial Estate (Stage 2) Civil Works (VP205770)**

This matter is considered to be confidential under Section 10A(2) - (d)(i) 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**21.3 Tender RA42122RVC Electricity Reverse Auction - Contestable Sites and Street Lighting (Unmetered)**

This matter is considered to be confidential under Section 10A(2) - (d)(i) 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**21.4 Tender - VP204658 Northern Rivers Livestock Exchange (NRLX) Feeding Contract**

This matter is considered to be confidential under Section 10A(2) - (d)(i) 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.



**22      RESOLUTIONS OF CLOSED COUNCIL**