



AGENDA

Ordinary Council Meeting

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

Date: Tuesday, 15 February 2022

Time: 6pm

**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 - WELCOME TO THE 2022-24 COUNCIL**

Author: Robert Mustow, Mayor

RECOMMENDATION

That Council:

1. Receives and notes the Mayoral Minute
2. Acknowledges the contribution of former Councillors Daniel Simpson and Jill Lyons to the Richmond Valley Community during their years of service.

REPORT

February marks the first Ordinary Meeting of the 2022-24 council term and I would like to take this opportunity to congratulate my fellow Councillors on being elected to serve the Richmond Valley community.

The new council term will be one of the shortest on record, with only two years and nine months in office. However, it will also be one of the most significant for our community as we set the foundations in place for the next stage of growth and opportunity.

The past few years have been challenging for us all, as we faced the impacts of drought, bushfire, flood and pandemic, but we have emerged as a stronger community, with a clear direction for the future. I look forward to seeing the completion of the signature projects we commenced in the last term of office – and the beginning of the opportunities that will arise through the Regional Jobs Precinct, the urban growth management strategy and the Northern Rivers Rail Trail. There are exciting prospects for the years ahead and I am honoured to be leading Richmond Valley Council once again as the elected Mayor.

I would also like to acknowledge our returning Councillors, Deputy Mayor Stephen Morrissey and Cllrs Sandra Humphrys, Sam Cornish and Robert Hayes and to welcome our new Councillors Debra McGillan and Patrick Deegan. I know that each Councillor will bring a wealth of experience to their role and I am confident that our Council will continue to maintain its strong community focus for the 2022-24 term.

I would also like to acknowledge the contribution of our two former Councillors, Daniel Simpson and Jill Lyons. Cllr Simpson served for nine years on Richmond Valley Council and Cllr Lyons for five years. Their dedication and commitment to the community is gratefully acknowledged.

One of the first tasks for the new Council will be to consult with the community on its priorities for the future, as we review the Community Strategic Plan. I look forward to working with our community to create this important plan and develop our Delivery Program for the 2022-24 council term.

ATTACHMENT(S)

Nil

5.2 MAYORAL MINUTE - 2022-23 RATE PEG IMPACTS ON LOCAL GOVERNMENT

Author: Robert Mustow, Mayor

RECOMMENDATION

That Council writes to the Premier of NSW, Deputy Premier of NSW, the Minister for Local Government, Member for Clarence and the Chair of the Independent Pricing and Regulatory Tribunal to:

1. Seek an immediate increase in the 2022-23 rate peg to at least 2%, to assist communities in regional NSW
2. Request an urgent review of the Local Government Cost Index methodology, in consultation with NSW councils.

REPORT

In December 2021, the Independent Pricing and Regulatory Tribunal (IPART) announced the lowest rate peg in 20 years for NSW councils. This was a devastating blow for councils struggling with the increasing costs of the COVID pandemic.

The base rate for 2022-23 is just 0.7% for most regional/rural councils, while wealthy metropolitan councils will receive twice that amount and more, due to the introduction of IPART's new population growth formula.

Although Richmond Valley Council will not be directly affected by the low rate peg this year, due to the current Special Rate Variation, it will be subject to the standard rate peg in the following year. If these low rates continue to be imposed by the NSW Government, there is a risk that all the ground our community has gained by investing in the SRV will be slowly eroded away.

At a time when councils are experiencing some of the highest price rises and materials shortages we've seen for many years, the 0.7% rate peg shows how disconnected IPART has become from the communities it is meant to understand. After setting the rate peg at over 2% for the past four years, the 2022-23 rate has plummeted to a 20-year low, with no reasonable explanation.

Councils have raised concerns for many years over the methodology IPART uses to calculate the rate peg. The Local Government Cost Index shows no relationship to the real costs that councils are facing every day, and no understanding of the challenges that councils in Regional NSW experience in trying to access services, supplies and skilled workers.

The Local Government Cost Index is backward looking, based on prices from 2020-21 and council expenditure from 2017-19, on the assumption that this will somehow reflect the economic realities of 2022-23. This is simply not the case. For example, IPART bases its calculations on an assumed 11% increase in construction costs, when the reality is that councils such as Richmond Valley are currently facing cost increases of more than 30%, largely driven by materials shortages and the impacts of COVID. IPART allows for a 1.2% increase in employee costs, when the industrial award that NSW Councils operate under, the Local Government Award, mandates a 2% annual increase for next financial year. IPART allows for increases of up to 6.6% for vehicle fuel, when anyone who has been to the service station recently will know the true extent of rising fuel costs. Clearly the methodology used to calculate the Local Government Cost Index is out of step with what is happening in the real world.

Councils in NSW rely on rates as one of their main sources of income to provide the infrastructure and services that keep communities safe and help to maintain the way of life we all enjoy. While no-one likes to pay more, the reality is that the costs of providing services to our community are increasing faster than the rate peg. This means that councils may be forced to reduce services to make ends meet, or that critical community infrastructure, such as roads, will deteriorate at a faster rate without sufficient funds for adequate maintenance and renewal.

I believe it is time for IPART to be called to account for its decisions and the impact they have on regional communities. Accordingly, I seek Council's support to write to the NSW Premier, the Deputy Premier, the Minister for Local Government, the Member for Clarence and the Chair of IPART seeking the immediate increase of the 2022-23 rate peg to at least 2% (as in previous years) and a comprehensive review of the Local Government Cost Index methodology, in consultation with NSW councils.

NSW Councils and the communities they serve deserve a more equitable and open process for addressing the increasing costs of service delivery and a review of the rate peg methodology is long overdue.

ATTACHMENT(S)

Nil

5.3 MAYORAL MINUTE - ROADWORKS PROGRAM

Author: Robert Mustow, Mayor

RECOMMENDATION

That:

- 1) Council writes to the NSW Minister for Regional Transport and Roads, and the Members for Clarence and Page, seeking continued support and funding for vital roadworks in the Richmond Valley.
- 2) The General Manager prepares a report for Council's March ordinary meeting, outlining road maintenance programs and priorities for the 2022-24 council term.

REPORT

The Richmond Valley has faced a number of challenges over the past five years, with three major floods and numerous storm events taking their toll on our local roads and bridges. As we continue to experience a season of heavy and persistent rainfall, residents are naturally concerned about the future state of our roads and Council's program to maintain them.

During the past council term, we were fortunate to attract significant State Government funding for projects such as the \$12.4 million upgrade of the Woodburn-Coraki Road, and to receive substantial support from the Federal Government's Disaster Recovery Funding Arrangements to repair roads and bridges damaged by bushfire and floods. So far, up to \$27 million has been approved in disaster recovery funding, including up to \$4.3m to complete projects such as the Naughtons Gap landslide. Some \$10 million of disaster repair work has been finalised and other works are currently under construction. This work – combined with continued wet weather over spring and summer - has meant that some routine road maintenance and repairs have been delayed.

Council currently maintains a network of 1175 km of roads and spends some 28% of its annual budget on roadworks. In 2020-21, this represented an investment of \$19 million in road repairs and maintenance. However, roadwork is increasingly expensive to undertake, with reconstruction costing up to \$1million per kilometre of sealed road. With rising costs and reduced capacity for funding, we need to consider how best to maintain our roads in the future. Continued support and funding from both the NSW and Federal Governments will be essential if we are to achieve the road network we need to support growth and employment opportunities in the Richmond Valley.

I know this is a matter of great concern to our community and I believe we need a clear plan for ensuring our roads are safe and maintained to an appropriate standard. Our most recent community survey showed that roads, housing and jobs were the top three priorities for local residents. Council will shortly be consulting further with the community as we prepare our long-term plans, asset management strategies and budgets for the 2022-24 Council term.

To support this conversation, I would like to call for a report on Council's current road maintenance practices, programs and priorities for the 2022-24 council term to be provided to the March Ordinary meeting of council. In this way, both Councillors and the community can better understand the issues and challenges we face in maintaining our road network and work together to plan a way forward which we can afford.

ATTACHMENT(S)

Nil

6 CONFIRMATION OF MINUTES

6.1 MINUTES ORDINARY MEETING HELD ON 16 NOVEMBER 2021

Author: Vaughan Macdonald, General Manager

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Meeting held on 16 November 2021.

ATTACHMENT(S)

- 1. Unconfirmed Minutes Ordinary Meeting 16 November 2021 (under separate cover)**

6.2 MINUTES EXTRAORDINARY MEETING HELD ON 18 JANUARY 2022

Author: Vaughan Macdonald, General Manager

RECOMMENDATION

That Council confirms the Minutes of the Extraordinary Meeting held on 18 January 2022.

ATTACHMENT(S)

1. Extraordinary Minutes 18 January 2022 (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 NOVEMBER 2021 - 6 FEBRUARY 2022**

Author: Robert Mustow, Mayor

RECOMMENDATION

That Council receives and notes the Mayor's attendance report from 13 November 2021 – 6 February 2022.

REPORT**November**

- 16th Richmond Valley Council Ordinary meeting
- 19th RDA/RVC Business luncheon
- 21st Woodburn/Evans Head & District Orchid & Foliage Society Inc end of year luncheon
- 29th LGNSW Annual Conference (via video link)

December

- 2nd Richmond Valley Christmas Street Party and Tree Light up
- 5th Good Evans Art Studio – Students' exhibition
- 7th Casino Christian School Year 12 Graduation
- 7th Platypus RSL Day Club Annual Christmas Luncheon
- 7th Evans Head Christmas Tree light up event
- 9th Coraki Funding Announcement Chris Gulaptis MP
- 9th Casino Funding Announcements Chris Gulaptis MP
- 9th CWA Casino Branch Christmas Party
- 9th Casino High School Year 12 Formal
- 10th Evans Head Old Boys – Christmas Raffle
- 12th Rotary Evans Head Christmas event
- 13th Evans River RSL Day Club Christmas party
- 14th Visitor Information Centre Volunteers Christmas Party Evans Head
- 14th St Mary's Primary School Charlie Cox Award presentation
- 15th Casino Lions Club Christmas Carols
- 16th RVC staff Christmas party
- 17th Casino and District Historical Society – raffle draw

- 18th Coraki Christmas Tree light up
- 18th Woodburn Christmas Tree light up
- 19th Riley's Hill Community Hall Christmas party
- 19th Casino RSM community Christmas carols

January 2022

- 7th Under 12 Cricket tournament Casino
- 15th Richmond Valley Council Councillor Induction session
- 15th Send-off dinner for BlazeAid Camp coordinator
- 18th Richmond Valley Council Extraordinary meeting
- 19th Australia Day preparation meeting
- 20th Meeting with Kyogle Mayor
- 24th Meeting with Lismore Mayor
- 26th Australia Day and Citizenship event Evans Head

February 2022

- 1st Meeting with Federal Labor Candidate
- 1st Richmond Valley Council, Councillor Information Session
- 2nd NSW Rural Fire Service meeting
- 4th Northern Rivers Joint Organisation meeting
- 4th 3 Nations Rugby League Tournament.

ATTACHMENT(S)

Nil

12 DELEGATES' REPORTS

Nil

13 MATTERS DETERMINED WITHOUT DEBATE

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

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

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

That items identified be determined without debate.

14 GENERAL MANAGER'S REPORTS

14.1 NORTHERN RIVERS RAIL TRAIL - CASINO TO BENTLEY - UPDATE

Author: Brad Birney, Coordinator Economic Development

EXECUTIVE SUMMARY

Council is set to commence work on the Casino to Bentley section of the Northern Rivers Rail Trail, with construction being fully funded by a \$7.5 million grant from the Federal Government's Tourism Icons Program. This report provides an update on the status of the project.

RECOMMENDATION

That Council:

1. Receives and notes the Northern Rivers Rail Trail – Casino to Bentley – Update report and,
2. Authorises the General Manager to negotiate and finalise the terms and conditions of any contract, lease, licence, agreement or legal instrument, in line with the content of this report, previous resolutions authorising this project and within the approved budget and affixing the seal of Council where necessary.

DELIVERY PROGRAM LINKS

Connecting People and Places

PP1: Fresh and Vibrant Community

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

BUDGET IMPLICATIONS

The capital investment is fully funded by the Federal Government. There are opportunities for revenue streams from the project, both in construction and when operational, that Council is pursuing to minimise any ongoing maintenance costs of the project.

REPORT

In 2019 Richmond Valley Council received \$7.5 million from the Federal Government's National Tourism Icons Program to design and construct the Casino to Bentley section of the Northern Rivers Rail Trail, with a trail length of 13.4km. This section will be the 'trail head' for the entire Casino to Murwillumbah trail with a total length of 130km. The rail line was closed in 2004 and has been non-operational for 18 years.

The funding announcement came following the release of the Casino to Eltham Northern Rivers Rail Trail Business Case. The business case was jointly funded by Richmond Valley Council, Lismore City Council and Northern Rivers Rail Trail (NRRT) Inc.

Funding for the project was delivered in two phases. Phase One was \$1 million and included works such as:

- Masterplan
- Concept Design
- Detailed Survey
- Bridge Assessment and 30% Concept Design
- Concept Landscape Treatment
- Heritage Impact Statement

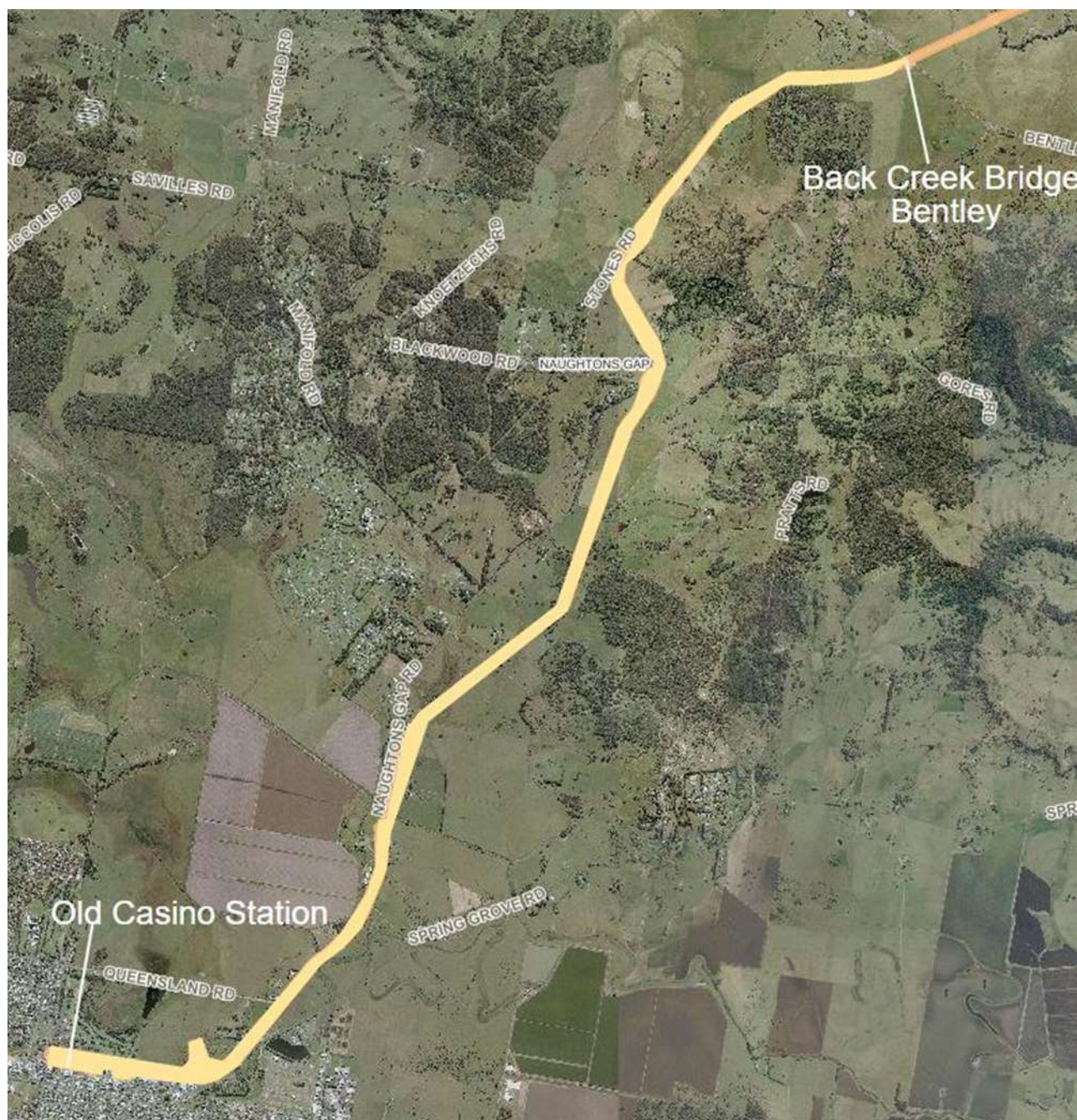
- Biodiversity Assessment
- Preliminary Review of Environment (REF)
- Asbestos Management Plan.

These works were completed by March 2021. Additionally, as part of Phase One, Council conducted extensive consultation with relevant stakeholders including adjacent landholders and Galibal Elders.

The Casino to Bentley section of rail trail has now moved into the \$6.5 million Phase Two of the project which will include the final detailed design and construction.

Construction will be managed in house by the Project Management Office (PMO). The PMO will use Council staff where possible for the construction, along with Council approved contractors as required. Key milestones include:

- Commencement of vegetation clearing
- Completion of the detailed design
- Construction of a pilot section
- Completion of the full Casino to Bentley section



Council has been working with the NSW Government's Transport Asset Holding Entity (TAHE) – the State-owned corporation that manages rail assets in NSW – to finalise the details of a long-term lease for the rail corridor. It is expected that the final lease will be available in February and this report seeks Council's authorisation for the General Manager to sign the document. Finalisation of the lease will allow construction works to begin within the corridor.

Regional NSW is also developing a governance framework for all rail trails in NSW, which is expected to be released for comment in the near future. Resolving long-term governance arrangements for the Northern Rivers Rail Trail will be essential to ensure that local communities receive the benefit of the project and that its tourism potential is fully realised.

With the recent announcement by the Federal Government of \$9.9 million for Lismore City Council to complete the Bentley to Lismore section of the trail, the project has taken a major step forward. When constructed, this section will be an important link between Casino and Lismore, creating the single longest continuous section of Rail Trail in NSW.

Once completed, the full Casino to Lismore trail will become a must-do experience for both locals and visitors to the region, achieving positive economic, environmental and social outcomes for the community. The rail trail will attract both domestic and international visitors to the region, creating new business opportunities, supporting existing businesses to grow and attracting new enterprise to the area. Council is currently exploring ways to leverage this potential to help support future maintenance costs for the Casino-Bentley section.

Tweed Shire Council has also continued to progress its section of rail trail from Murwillumbah to Crabbes Creek with work expected to be completed by the end of 2022. Tracks have already commenced being removed, with a pilot section opened prior to Christmas.

CONSULTATION

Consultation throughout the rail trail project has been extensive. The Rail Trail is a signature project in Council's current Community Strategic Plan. Council will continue to liaise with adjacent landholders, local community groups and businesses, particularly through the design and construction phase of the project.

CONCLUSION

Council is ready to commence the construction phase of the Northern Rivers Rail Trail Casino to Bentley section. The Rail Trail will become a key tourism attraction for the Richmond Valley and the wider North Coast region.

ATTACHMENT(S)

Nil

14.2 DELEGATION OF AUTHORITY TO THE GENERAL MANAGER

Author: Kate Alder-Conn, Governance Coordinator

EXECUTIVE SUMMARY

Section 380 of the *Local Government Act 1993* (LG Act) requires Council to review its delegations during the first 12 months of each term of office. This report is presented to confirm delegations for Richmond Valley Council's General Manager, Vaughan Macdonald.

RECOMMENDATION

That:

1. All previous delegations to the General Manager be revoked.
2. Council delegates to the General Manager all of the functions of the Council pursuant to section 377 of the *Local Government Act 1993*, as outlined in this report, excluding:
 - a) Those functions specified in clauses (a) to (u) of section 377(1) of the *Local Government Act 1993*,
 - b) Any function that would be inconsistent with the aims, objectives or provisions of any existing Council policy,
 - c) Any function where Council, by resolution, has lawfully directed that a particular matter be referred to Council for decision, in which event this delegation shall not apply to such particular matter unless and until such direction or resolution is revoked by further lawful direction or resolution, and
 - d) The write-off of any debts owed to Council with a value of more than \$5,000.
3. The General Manager takes steps to ensure the conditions and limitations outlined above (point two of the recommendation) apply to functions sub-delegated to Council staff by the General Manager, where appropriate.
4. Council delegates the responsibility for determining the allocation of section 356 Community Financial Assistance Programs to the General Manager, with determinations to be made following a workshop with Councillors and in accordance with Council's Community Financial Assistance Program Policy.
5. Council delegates the responsibility for determining the allocation of funding under the Events Support Program to the General Manager, with determinations to be made following a workshop with Councillors and in accordance with the revised Event Support Policy.
6. Council adopts the revised Event Support Policy and associated Event Support Funding Guidelines.

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

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

BUDGET IMPLICATIONS

Nil.

REPORT

Section 380 of the *Local Government Act 1993* (LG Act) requires Council to review its delegations during the first 12 months of each term of office. Delegations help to ensure that the day to day management of Council can be carried out efficiently. The following information outlines the power of Council with respect to delegations to the General Manager, according to the LG Act.

General power of the council to delegate

Section 377 *Local Government Act 1993*:

(1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following—

- (a) the appointment of a general manager,
 - (b) the making of a rate,
 - (c) a determination under section 549 as to the levying of a rate,
 - (d) the making of a charge,
 - (e) the fixing of a fee,
 - (f) the borrowing of money,
 - (g) the voting of money for expenditure on its works, services or operations,
 - (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
 - (i) the acceptance of tenders to provide services currently provided by members of staff of the council,
 - (j) the adoption of an operational plan under section 405,
 - (k) the adoption of a financial statement included in an annual financial report,
 - (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
 - (m) the fixing of an amount or rate for the carrying out by the council of work on private land,
 - (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,
 - (o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the *Environmental Planning and Assessment Act 1979*,
 - (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,
 - (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
 - (r) a decision under section 234 to grant leave of absence to the holder of a civic office,
 - (s) the making of an application, or the giving of a notice, to the Governor or Minister,
 - (t) this power of delegation,
 - (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.
- (1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if—
- (a) the financial assistance is part of a specified program, and
 - (b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and

- (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
 - (d) the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.
- (2) A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.

These exceptions generally relate to matters which could be broadly described as policy issues, rather than management issues.

Functions of the General Manager

Section 335 *Local Government Act 1993*:

The general manager of a council has the following functions—

- (a) to conduct the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council,
- (b) to implement, without undue delay, lawful decisions of the council,
- (c) to advise the mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the council,
- (d) to advise the mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the council and other matters related to the council,
- (e) to prepare, in consultation with the mayor and the governing body, the council's community strategic plan, community engagement strategy, resourcing strategy, delivery program, operational plan and annual report,
- (f) to ensure that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions,
- (g) to exercise any of the functions of the council that are delegated by the council to the general manager,
- (h) to appoint staff in accordance with the organisation structure determined under this Chapter and the resources approved by the council,
- (i) to direct and dismiss staff,
- (j) to implement the council's workforce management strategy,
- (k) any other functions that are conferred or imposed on the general manager by or under this or any other Act.

Functions that are assigned to the General Manager under the LG Act cannot be exercised by Council.

Council is required to ensure that appropriate delegations are provided to the General Manager to ensure that all duties and responsibilities can be carried out in accordance with legislative requirements.

Section 356 Community Financial Assistance Program

Council allocates an amount of financial assistance each year to requests from individuals, groups or organisations seeking funding. Council's Community Financial Assistance Program Policy (adopted in July 2018) provides for two rounds of funding allocations each year. The policy sets out the method of determining allocations in accordance with the outlined strategies, eligibility and selection criteria.

Council is permitted under section 377 (1A) *Local Government Act 1993* to delegate the determination of section 356 funding on the following provisos:

- (a) the financial assistance is part of a specified program, and
- (b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
- (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
- (d) the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.

Council's Community Financial Assistance Program Policy meets these criteria. To ensure that Councillors are fully informed about the program and its determinations, the General Manager will hold a workshop prior to the six-monthly determination and advise Council of the outcomes as soon as practicable.

Event Support Funding

Council's Event Support Policy provides two avenues of funding for events:

1. Grant funding – funding may be by way of financial contribution or in-kind support.
2. Sponsorship – assistance may as a cash or in-kind fee paid to an organisation in return for the commercial benefit(s) associated with an event.

The requirements are outlined in the Event Support Guidelines. This ensures that proposals will be objectively evaluated against each other and that those with the most merit will be funded. Criteria includes, but is not limited to, economic advantages, tourism benefit, marketing exposure, community benefit, and financial viability and sustainability. A copy of the Guidelines is attached for information.

Council's Event Support Policy has been revised to amend the funding process to comply with section 356 of the *Local Government Act 1993*, making the Event Support Policy consistent with other financial assistance programs, such as the Community Financial Assistance Program. In the past, event support funding has been determined by Council. However, under s.377 (1A) the General Manager can be delegated this responsibility. To ensure consistency with other Council funding programs, going forward it is proposed that the General Manager be able to determine these applications under delegation, in accordance with the policy.

In reviewing the policy to ensure it specified the method of determining funding applications, minor changes were made. This includes the removal of advertising as a specific avenue for event funding, as this is covered elsewhere in the policy.

The General Manager's current delegations

Following is the schedule of responsibilities and delegations that were assigned to the General Manager by the previous Council. It is proposed to maintain these responsibilities and delegations for the 2022-24 Council term, with the addition of the Events Support Program allocations.

Schedule 1 (Authority)

- 1.1 The functions of the Council as specified in:
 - *Local Government Act 1993*, Local Government (General) Regulation 2021 and related legislation,
 - Other legislation under which Council has powers, authorities, duties and functions,
 - Council's adopted Codes, Policies and Procedures, and
 - The Responsibilities, Accountabilities and Performance Measures listed in the General Manager's Contract of Employment and Position Description.
- 1.2 The authorisation of expenditure and payments in accordance with Council resolutions and/or budget provisions.
- 1.3 Council specifically delegates the responsibility for determining the allocation of the Section 356 Community Financial Assistance Program to the General Manager.

Schedule 2 (Limitations and Exclusions)**Limitations**

- 2.1 Subject to the provisions of the *Local Government Act 1993* and any other legislation relevant to the delegations.
- 2.2 Council may by resolution direct that a particular matter be referred to Council for decision.
- 2.3 The General Manager shall exercise the functions herein delegated in accordance with and subject to:
 - The provisions of the *Local Government Act 1993*, as amended; and
 - All and every policy of the Council adopted by resolution and current at the time of the exercise of the functions herein delegated.

Exclusions

- 2.4 Power to make or amend Council policy.
- 2.5 Carrying out new or non-core services not already being undertaken by Council.
- 2.6 Significant variation to any existing Council service that would have ongoing implications for Council in terms of cost or service delivery.
- 2.7 Any functions which are required by or under the *Local Government Act 1993* or by or under any other Act or Instrument to be performed by the Council.
- 2.8 Functions delegated to the Mayor.
- 2.9 Determination of applications for development consent under the *Environmental Planning and Assessment Act*, or for approval under the *Local Government Act*, that are required to be referred to Council for approval.
- 2.10 Adoption of a Plan of Management for Community Land.
- 2.11 Approval to write off debts in excess of \$5,000.
- 2.12 Approval to write off rates and charges in excess of \$5,000.

CONSULTATION

Nil

CONCLUSION

Section 380 of the *Local Government Act 1993* requires councils to review all of their delegations during the first 12 months of each term of office. However, the Council may also at any point in time, by resolution, amend the delegations of the General Manager.

ATTACHMENT(S)

1. **Draft Event Support Policy (under separate cover)**
2. **Draft Event Support Scheme Funding Guidelines (under separate cover)**

14.3 MODIFICATION APPLICATION: DA2021/0147.02 - RETAIL READY FACILITY, 10615 SUMMERLAND WAY CASINO

Author: Pooja Chugh, Development Assessment Planner

EXECUTIVE SUMMARY

A Modification Application DA2021/0147.02 has been received for the installation of an ancillary gas vessel in association with the approved Retail Ready Facility (RRF). The proposal is for a 50 tonne Carbon Dioxide (CO²) gas vessel which has a diameter of 3 metres, and height of 11.5 metres.

A variation to the Height of Buildings development standard under *Richmond Valley Local Environmental Plan (RVLEP) 2012* has been requested. The variation exceeds 10% and therefore the application is referred to Council for determination.

RECOMMENDATION

That

1. Pursuant to Clause 4.6 of the *Richmond Valley Local Environmental Plan 2012*, a variation in respect of Clause 4.3 Height of Buildings be granted.
2. Development Application No. 2021/0147.02 be approved subject to the Conditions contained in this report.

DELIVERY PROGRAM LINKS

Growing our Economy

EC1: Driving Economic Growth

EC1.8: Provide sustainable Urban Development Opportunities

BUDGET IMPLICATIONS

There are no budget implications for this matter.

REPORT

Development Application 2021/0147.02 has requested a variation to Clause 4.3 Height of Buildings of *RVLEP 2012*. In accordance with NSW Department of Planning, Industry and Environment Circular PS 20-002, all Development Applications where there is a variation greater than 10% in numerical standards under Clause 4.6 of the *RVLEP 2012*, are required to be determined by a full Council (rather than General Manager or nominated staff member).

APPLICANT

Jacob Sickinger, C/- Northern Cooperative Meat Company Ltd (The Casino Food Co-op)
PO Box 379
CASINO NSW 2470

SUBJECT PROPERTY

Lot 3 DP 1164153
10615 Summerland Way

CASINO NSW 2470

ZONING

The subject site is zoned IN1 - General Industrial, pursuant to *RVLEP 2012*. The proposed development remains permissible with consent. The amended proposal remains substantially the same development as originally approved.

DESCRIPTION OF DEVELOPMENT

The Modification Application (DA2021.0147.02), as originally submitted on 13 October 2021 proposed the following:

- Relocate 4,300 litre LPG vessel from the eastern side of building to the western side.
- Amend driveway to the northern side of the building by changing the entry point.
- Construct a new bunded area on the northern side of the building for the installation of a Carbon Dioxide (CO²) and Oxygen (O²) storage and mixing plant.
- Install a 50 tonne Carbon Dioxide (CO²) vessel with a diameter of 3 metres, and a height of 11.5 metres, a 6,000 litre O² vessel/tank, with a height of 3.5 metres and associated ancillary equipment/works including 3m high chain-wire fence.
- Restore northern side of the development for car parking and landscaping.

As this application was required to be reported to Council for determination due to the extent of height variation being greater than 10%, a subsequent Modification Application DA2021/0147.03 was submitted on 26 November 2021. The reason for submitting the amended application was to allow the above-mentioned works to continue, except for the installation of a larger CO² vessel.

The Modification Application DA2021/0147.03 was substantially similar in scope to the DA2021/0147.02, with the exception of a smaller 7.34-metre-high CO² tank as an interim solution (pending approval of a larger tank under DA2021/0147.02). This application (DA2021/0147.03), was approved on 21 December 2021. Accordingly, the current application seeks installation of a 50 tonne CO² vessel, the remaining works have already been approved.

The approved Retail Ready Facility (RRF) is currently under construction. It will operate in conjunction with the existing livestock processing facility which processes predominantly bulk/large cuts of beef. The larger cuts are then sent offsite to be processed further. The approved facility will increase the capacity to process smaller cuts such as steak, mince, and the like, which can be directly delivered to retail outlets. The current application does not propose any increase in the processing capacity.

The amended proposal has been submitted as an Integrated Development under Section 4.46 of the *Environmental Planning and Assessment Act 1979* (EP&A Act), as amended. The existing facility is classified as a *Livestock Processing Activity* which is a scheduled activity under the *Protection of the Environment Operation Act 1997*. The operation of the current processing facility is regulated by an Environment Protection Licence (EPL), as issued by the NSW Environment Protection Authority (EPA). In this regard, Council has received written confirmation from EPA that the amendments proposed pursuant to DA2021/0147.02, do not trigger the integrated provisions.

A *livestock processing industry* with a production capacity of more than 5,000 tonnes per annum is defined as a *Designated Development* under the provisions of Schedule 3 Part 2 Clause 31 of the *Environmental Planning and Assessment Regulation 2021*. The current proposal is minor alterations and additions to a development that is a *Designated Development*. The amended

proposal is considered to have a minimal additional environmental impact as the processing capacity of the facility remains unchanged. Council officers are therefore satisfied that the proposed works will not trigger *Designated Development* requirements.

The application includes a Clause 4.6 variation pursuant to *RVLEP 2012*. The requested variation is to vary the 8.5 metre building height limit set by Clause 4.3 of the *RVLEP 2012*, as the maximum height of the CO² vessel is approximately 11.5 metres. The requested variation is greater than 10% therefore the subject application is required to be reported to Council for determination.

EXHIBITION PERIOD

The subject proposal was advertised for a period of twenty-eight days from 21 October 2021 to 17 November 2021. Notification to adjoining landowners within a radius of 250 metres was undertaken. The Architectural Plans, Statement of Environmental Effects and supporting documents were made available on Council's website and at the Richmond Valley Council office at Casino. Council has received no submissions in response to the notification of the proposal.

EXTERNAL REFERRALS

The proposal was referred to the Environment Protection Authority (EPA) for concurrence. Council has received correspondence from the EPA stating that the "*Installation of these vessels will not have any impact on the environmental aspects of the existing operation, which are regulated by the EPA under the conditions of Environment Protection Licence (EPL) No. 1461 and subject development does not require concurrence from EPA. Council may proceed with assessment and determination*".

The application was also referred to the Department of Planning, Industry & Environment (DPIE) – Industry Assessments (Hazards). The applicant was requested to provide additional information with respect to the Preliminary Hazard Analysis (PHA) submitted. The revised PHA is considered to be acceptable by the Hazards Unit, subject to conditions.

INTERNAL REFERRALS

Department/Section	Comments
Development Engineering	Acceptable subject to Conditions
Building Certification	Acceptable subject to Conditions
Environmental Health	Acceptable subject to Conditions

ENVIRONMENTAL PLANNING CONSIDERATIONS

A full assessment under Section 4.15 and Section 4.55(2) of the *Environmental Planning and Assessment Act 1979* (as amended) has been undertaken. The submitted Statement of Environmental Effects and Clause 4.6 Variation request address the relevant requirements of the applicable legislation. Detailed assessment against the legislation, planning instruments and policies is provided in **Attachment 3**.

KEY ISSUE

The proposal is generally compliant with the various requirements with the exception of maximum height. The building height exceedance is discussed below:

BUILDING HEIGHT

The application proposes a variation to the building height limit of 8.5 metres, as set by Clause 4.3 of the *RVLEP 2012*. The application proposes a maximum height of approximately 11.5 metres.

Clause 4.6 of the *RVLEP 2012* permits variation of a development standard, provided there are sufficient environmental planning grounds. The variation request submitted by the applicant demonstrates that the additional height is required to meet the operational requirements of the site and its existing function.

The purpose of the Height of Buildings development standard is to ensure the building complements the streetscape and character of the area and to minimise visual impacts, disruption of views, loss of privacy and loss of solar access to an existing development.

Existing adjoining buildings within the facility are similar in height or higher (14.83 metres) than the proposed CO² vessel. The Height of Buildings development standard has been abandoned previously in the circumstances of the case.

The proposed CO² vessel is consistent in bulk and scale to the surrounding buildings within the facility. The proposal will generate additional employment opportunities and enable development to support the existing processing facility which is consistent with the relevant objectives of the IN1 General Industrial zone. The proposal is sufficiently separated from Summerland Way and residential uses.

The Clause 4.6 Variation request in relation to Clause 4.3 Height of Buildings development standard is well founded and demonstrates that compliance with the development standard is unreasonable and unnecessary in the circumstances of the case, and that there are sufficient environmental planning grounds to justify contravening the development standard.

The proposal is considered to meet the intent and objectives of the development standard and relevant objectives of the IN1 General Industrial zone. Details of the Clause 4.6 variation request submitted, and assessment of the Clause 4.6 are provided in **Attachment 1 and Attachment 2** respectively.

CONCLUSION

It is considered that the proposal for amendments to the approved Retail Ready Facility seeking installation of an ancillary gas vessel, and further variation of the height of buildings development standard, will have acceptable impacts on the surrounding uses.

The written request for variation to the height of buildings development standard submitted under Clause 4.6 is considered satisfactory and demonstrates that, despite the numerical non-compliance, the proposed development meets the objectives of the development standard and of the IN1 General Industrial zone.

The Development Application 2021/0147.02 has been assessed in accordance with the Heads of Consideration under Section 4.15 (79C) and Section 4.55(2) of the *Environmental Planning and Assessment Act 1979*, *Richmond Valley Local Environmental Plan 2012*, *Richmond Valley Development Control Plan 2021*, and other relevant codes and policies.

The proposal is considered acceptable on merit and is in the public interest. The amended proposal, subject to the recommended Conditions, is considered worthy of approval. The amended Conditions have been reviewed by Council's Development Assessment Panel and are included in **Attachment 4**.

ATTACHMENT(S)

1. **Applicant's Clause 4.6 Variation (Height of Buildings) (under separate cover)**
2. **Officer's Clause 4.6 Assessment (under separate cover)**
3. **Officer's Assessment Report (under separate cover)**
4. **Draft Notice of Determination (Amended (under separate cover)**

15 FINANCIAL REPORTS**15.1 FINANCIAL ANALYSIS REPORT - NOVEMBER 2021, DECEMBER 2021 AND JANUARY 2022**

Author: Dean Fordham, Manager Finance and Procurement

EXECUTIVE SUMMARY

The purpose of this report is to inform Council of the status and performance of its cash and investment portfolio in accordance with the *Local Government Act 1993* s.625, Local Government (General) Regulation 2021 cl.212, Australian Accounting Standard (AASB 9) and Council's Investment Policy.

The value of Council's cash and investments at 30 November 2021, 31 December 2021 and 31 January 2022 is shown below:

Month	Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
November 2021	\$16,979,433	\$25,000,000	\$4,750,390	\$2,000,000	\$15,661,586	\$64,391,410
December 2021	\$17,209,250	\$25,000,000	\$4,750,390	\$2,000,000	\$15,802,812	\$64,762,452
January 2022	\$17,266,748	\$29,000,000	\$4,750,390	\$2,000,000	\$15,602,590	\$68,619,727

The weighted average rate of return on Council's cash and investments for November 2021 was 4.42% which was above the Bloomberg AusBond Bank Bill Index for November of 0.00%, which is Council's benchmark.

The weighted average rate of return on Council's cash and investments for December 2021 was 3.24% which was above the Bloomberg AusBond Bank Bill Index for December of 0.00%.

The weighted average rate of return on Council's cash and investments for January 2022 was negative (2.98%) which was below the Bloomberg AusBond Bank Bill Index for January of 0.00%.

RECOMMENDATION

That Council adopts the Financial Analysis Report detailing the performance of its cash and investments for the months of November 2021, December 2021, and January 2022.

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

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

BUDGET IMPLICATIONS

As at 30 November 2021, Council has earned \$93,660 in interest and \$304,697 in fair value gains for total interest and investment income of \$398,357. This equates to 46.87% of the annual budget for interest and investment income of \$850,000 at the end of November 2021. Council currently receives a net return of 0.35% on its Macquarie CMA Account after Council's financial advisors receive their commission of 0.05%. Commissions for the 2021/2022 financial year to 30 November 2021 total \$1,905.

As at 31 December 2021, Council has earned \$125,886 in interest and \$445,923 in fair value gains for total interest and investment income of \$571,808. This equates to 67.27% of the annual budget for interest and investment income of \$850,000 at the end of December 2021. Commissions for the 2021/2022 financial year to 31 December 2021 total \$2,279.

As at 31 January 2022, Council has earned \$136,266 in interest and \$245,700 in fair value gains for total interest and investment income of \$381,966. This equates to 44.94% of the annual budget for interest and investment income of \$850,000 at the end of January 2022. Commissions for the 2021/2022 financial year to 31 January 2022 total \$2,665.

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 maintained the cash rate at 0.10% per annum at its November and December meetings. The RBA did not hold a January meeting.

Rate of Return

The weighted average rate of return on cash and investments in November 2021 was 4.42%, an increase of 559 basis points from the previous month. The rate of return is 442 basis points above the Bloomberg AusBond Bank Bill Index of 0.00% which is Council's benchmark.

Council's NSW Treasury Corporation IM Funds returned net gains of \$202,943 during November 2021, bringing the total gains for the 2021/2022 financial year to 30 November 2021 to \$304,697. The Medium Term Growth Fund (MTGF) returned a gain of \$152,865 and the Long Term Growth Fund (LTGF) returned a gain of \$50,077.

The weighted average rate of return on cash and investments in December 2021 was 3.24%, a decrease of 118 basis points from the previous month. The rate of return is 324 basis points above the Bloomberg AusBond Bank Bill Index of 0.00% which is Council's benchmark.

Council's NSW Treasury Corporation IM Funds returned net gains of \$141,226 during December 2021, bringing the total gains for the 2021/2022 financial year to 31 December 2021 to \$445,923. The Medium Term Growth Fund (MTGF) returned a gain of \$101,951 and the Long Term Growth Fund (LTGF) returned a gain of \$39,275.

The weighted average rate of return on cash and investments in January 2022 was negative (2.98%), a decrease of 622 basis points from the previous month. The rate of return is 298 basis points below the Bloomberg AusBond Bank Bill Index of 0.00% which is Council's benchmark.

Council's NSW Treasury Corporation IM Funds returned net losses of \$200,222 during January 2022, bringing the total gains for the 2021/2022 financial year to 31 January 2022 to \$245,700. The Medium Term Growth Fund (MTGF) returned a loss of \$142,805 and the Long Term Growth Fund (LTGF) returned a loss of \$57,417.

Whilst the January 2022 result was disappointing, it is important to note that these are long term investments with returns being subject to market volatility, particularly in times of economic uncertainty. The MTGF has a recommended investment timeframe of 3-7 years (original investment was October 2018) and the LTGF has a recommended investment timeframe of 7 years or greater (original investment was June 2021).

Term deposits and floating rate notes continue to offer low rates of return, however these are starting to show signs of increasing. Some banking institutions are still limiting the amount of deposits they will accept and others are not accepting any deposits at present.

Council's Cash and Investments Portfolio

Council held cash and investments of \$64,391,410 at 30 November 2021. This was made up of Council's Business Online Saver Account (\$4,780,000), Macquarie Cash Management Account (\$10,003,288), Term Deposits (\$25,000,000), Floating Rate Notes (\$4,750,390), Bonds

(\$2,000,000), NSW Treasury Corporation Investments (\$15,661,586) and other bank accounts (\$2,196,146).

Council's investment portfolio had maturity dates ranging from same day up to 1,742 days. Term deposits, floating rate notes and bonds of \$31,750,390 represented 49.31% of the total portfolio as at 30 November 2021.

Council made the following new investments during November 2021:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Investment Term	Interest Rate
Judo Bank	Term Deposit	Y	\$1,000,000	3 months	0.60%
Illawarra Credit Union	Term Deposit	Y	\$1,000,000	3 months	0.70%
AMP Ltd	Term Deposit	N	\$1,000,000	3 months	0.70%
AMP Ltd	Term Deposit	N	\$1,000,000	3 months	0.70%
Auswide Bank	Term Deposit	Y	\$1,000,000	3 months	0.60%
Total			\$5,000,000		

Council had the following investment maturities during the month of November 2021:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Interest Earned
Greater Bank	Term Deposit	Y	\$1,000,000	\$6,982
AMP Ltd	Term Deposit	N	\$1,000,000	\$7,500
ME Bank	Term Deposit	Y	\$1,000,000	\$2,219
AMP Ltd	Term Deposit	N	\$1,000,000	\$748
Bank of Sydney	Term Deposit	Y	\$1,000,000	\$1,233
Total			\$5,000,000	\$18,682

Council had \$15,661,586 in longer term investments being the MTGF and LTGF held with NSW Treasury Corporation as at 30 November 2021. The investment values and fair value returns are shown below:

Investment Holding	Fair Value 30 Nov 21	Fair Value Gain/(Loss) Nov-21	Fair Value Gain/(Loss) YTD	Fair Value Gain/(Loss) Life of Investment
Medium Term Growth Fund	\$12,551,880	\$152,865	\$214,576	\$1,546,851
Long Term Growth Fund	\$3,109,706	\$50,077	\$90,121	\$107,706
Total	\$15,661,586	\$202,942	\$304,697	\$1,656,557

Council held cash and investments of \$64,762,452 at 31 December 2021. This was made up of Council's Business Online Saver Account (\$5,950,000), Macquarie Cash Management Account (\$10,003,397), Term Deposits (\$25,000,000), Floating Rate Notes (\$4,750,390), Bonds (\$2,000,000), NSW Treasury Corporation Investments (\$15,802,812) and other bank accounts (\$1,255,853).

Council's investment portfolio had maturity dates ranging from same day up to 1,742 days. Term deposits, floating rate notes and bonds of \$31,750,390 represented 49.03% of the total portfolio as at 31 December 2021.

Council made the following new investments during December 2021:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Investment Term	Interest Rate
Coastline Credit Union	Term Deposit	Y	\$1,000,000	3 months	0.81%
Coastline Credit Union	Term Deposit	Y	\$1,000,000	3 months	0.81%
BNK Bank	Term Deposit	Y	\$1,000,000	3 months	0.85%
AMP Ltd	Term Deposit	N	\$1,000,000	3 months	0.85%
Total			\$4,000,000		

Council had the following investment maturities during the month of December 2021:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Interest Earned
Bank of Sydney	Term Deposit	Y	\$1,000,000	\$1,233
Bank of Sydney	Term Deposit	Y	\$1,000,000	\$1,233
AMP Ltd	Term Deposit	N	\$1,000,000	\$7,500
Greater Bank	Term Deposit	Y	\$1,000,000	\$6,013
Total			\$4,000,000	\$15,979

Council had \$15,802,812 in longer term investments being the MTGF and LTGF held with NSW Treasury Corporation as at 31 December 2021. The investment values and fair value returns are shown below:

Investment Holding	Fair Value 31 Dec 21	Fair Value Gain/(Loss) Dec-21	Fair Value Gain/(Loss) YTD	Fair Value Gain/(Loss) Life of Investment
Medium Term Growth Fund	\$12,653,831	\$101,951	\$316,527	\$1,648,802
Long Term Growth Fund	\$3,148,981	\$39,275	\$129,396	\$148,981
Total	\$15,802,812	\$141,226	\$445,923	\$1,797,783

Council held cash and investments of \$68,619,727 at 31 January 2022. This was made up of Council's Business Online Saver Account (\$6,530,000), Macquarie Cash Management Account (\$10,003,397), Term Deposits (\$29,000,000), Floating Rate Notes (\$4,750,390), Bonds (\$2,000,000), NSW Treasury Corporation Investments (\$15,602,590) and other bank accounts (\$733,350).

Council's investment portfolio had maturity dates ranging from same day up to 1,742 days. Term deposits, floating rate notes and bonds of \$35,750,390 represented 52.10% of the total portfolio as at 31 January 2022.

Council made the following new investments during January 2022:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Investment Term	Interest Rate
AMP Ltd	Term Deposit	N	\$2,000,000	6 months	1.00%
Bank of Sydney	Term Deposit	Y	\$2,000,000	3 months	0.80%
Bank of Sydney	Term Deposit	Y	\$2,000,000	3 months	0.80%
Total			\$6,000,000		

Council had the following investment maturities during the month of January 2022:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Interest Earned
ME Bank	Term Deposit	Y	\$1,000,000	\$2,877
ME Bank	Term Deposit	Y	\$1,000,000	\$2,877
Total			\$2,000,000	\$5,753

Council had \$15,602,590 in longer term investments being the MTGF and LTGF held with NSW Treasury Corporation as at 31 January 2022. The investment values and fair value returns are shown below:

Investment Holding	Fair Value 31 Jan 22	Fair Value Gain/(Loss) Jan-22	Fair Value Gain/(Loss) YTD	Fair Value Gain/(Loss) Life of Investment
Medium Term Growth Fund	\$12,511,026	(\$142,805)	\$173,721	\$1,505,997
Long Term Growth Fund	\$3,091,563	(\$57,417)	\$71,979	\$91,563
Total	\$15,602,590	(\$200,222)	\$245,700	\$1,597,560

Environmentally Sustainable Investments (ESIs)

Council's cash and investments portfolio of \$64,391,410 at 30 November 2021 includes \$39,411,586 or 61.2% with no direct investment in the fossil fuel industry.

Council's cash and investments portfolio of \$64,762,452 at 31 December 2021 includes \$39,552,812 or 61.1% with no direct investment in the fossil fuel industry.

Council's cash and investments portfolio of \$68,619,727 at 31 January 2022 includes \$41,352,890 or 60.3% with no direct investment in the fossil fuel industry.

These include Council's investments with NSW Treasury Corporation and Northern Territory Treasury Corporation.

NSW Treasury Corporation has a stewardship approach to ESIs which focuses on managing environmental, social and governance (ESG) risks and opportunities, particularly climate change which is expected to impact portfolios over the long term. The stewardship policy states NSW Treasury Corporation believes incorporating these principles into investment decisions results in better risk-adjusted financial outcomes. Even though NSW Treasury Corporation takes this stewardship approach, its monthly reporting only highlights the different asset classes, not individual investments and the level of investment in the fossil fuel industry.

Northern Territory Treasury Corporation utilises funds to assist with its infrastructure requirements such as housing, transport, health and education services. Whilst no statement has been provided

on its investment strategy, it has been assumed that providing funding towards its own infrastructure will not involve direct investment in the fossil fuel industry.

CONCLUSION

During the months of November 2021, December 2021 and January 2022, Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

As at 30 November 2021 Council's cash and investments totalled \$64,391,410 with \$16,979,433 of this being funds held in bank accounts. The weighted average rate of return was 4.42% for the month of November and total investment revenue equals 46.87% of budgeted revenue for the year to 30 November 2021.

As at 31 December 2021 Council's cash and investments totalled \$64,762,452 with \$17,209,250 of this being funds held in bank accounts. The weighted average rate of return was 3.24% for the month of December and total investment revenue equals 67.27% of budgeted revenue for the year to 31 December 2021.

As at 31 January 2022 Council's cash and investments totalled \$68,619,727 with \$17,266,748 of this being funds held in bank accounts. The weighted average rate of return was negative (2.98%) for the month of January and total investment revenue equals 44.94% of budgeted revenue for the year to 31 January 2022.

ATTACHMENT(S)

- 1. Investment Pack Report - November 2021 (under separate cover)**
- 2. Investment Pack Report - December 2021 (under separate cover)**
- 3. Investment Pack Report - January 2022 (under separate cover)**

15.2 QUARTERLY BUDGET REVIEW STATEMENT FOR THE QUARTER ENDED 31 DECEMBER 2021

Author: Hayley Martin, Management Accountant

EXECUTIVE SUMMARY

This report outlines the proposed adjustments for the 2021/2022 budget for the quarter ended 31 December 2021.

The proposed changes see Council's projected operating surplus from continuing operations for 2021/2022 increase to \$16,247,525, from the budget surplus of \$14,682,369 at 30 September 2021. The operating result before capital grants and contributions has improved slightly to a projected loss of \$3,507,771.

Income from continuing operations has increased by \$4,138,711, to a projected total of \$87,906,797. This is largely due to Council being successful in a number of grant funded projects, in particular the Bushfire Generated Green Waste and Northern Rivers Rail Trail Phase 2. Expenses from continuing operations have increased by \$2,573,555, to a projected total of \$71,659,272.

Council has performed a thorough review of its capital works program, resulting in a decrease of \$3,633,146, to a projected total of \$45,706,468. As anticipated in the previous quarterly budget review, the delivery of Council's capital works program continues to be impacted by supply constraints and contractor availability along with wet weather and a number of unplanned emergency works that have taken priority. These impacts are likely to continue for the remainder of this financial year so Council's capital works program will be closely monitored with any adjustments required being included in future monthly and quarterly budget reviews reported to Council.

Council's unrestricted cash surplus has remained unchanged at \$288,588 as at 31 December 2021.

A detailed Quarterly Budget Review Statement for the second quarter of the 2021/2022 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 9-14.

RECOMMENDATION

That Council adopts the Quarterly Budget Review Statement as at 31 December 2021 and approves 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 second quarter of the 2021/2022 financial year has seen Council's operating result from continuing operations improve to a projected surplus of \$16,247,525. This is an increase of \$1,565,156 from the revised budget surplus of \$14,682,369 at 30 September 2021. Council's projected operating result before capital grants and contributions is a loss of \$3,507,771.

Council's estimated budget result (unrestricted cash result) has remained unchanged from the revised budget as at 30 September 2021 of \$288,588.

In overall cash terms, there is a decrease in the estimated funding from reserves of \$5,093,753, with an estimated total transfer from reserves of \$7,044,665 for the 2021/2022 financial year. This is mainly due to a decrease in capital works along with grant funding being received for projects to be completed in the 2022/2023 financial year.

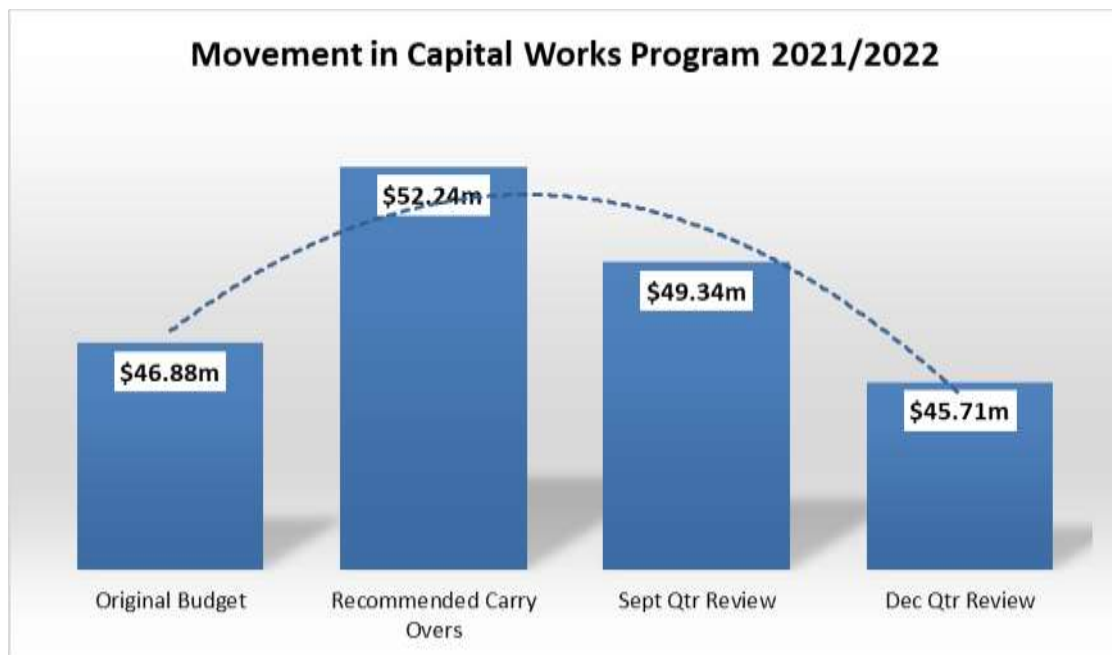
Income from continuing operations has increased by \$4,138,711, with total income now projected to be \$87,906,797. Largely contributing to this increase is \$968,945 in grant funding from the NSW Environment Protection Authority (EPA) for the clean-up and processing of bushfire generated green waste along several of Council's unsealed rural roads, along with \$1 million being received as the first instalment for Phase 2 of the Northern Rivers Rail Trail and an increase of \$1.5 million in private works revenue in line with operating expenditure for agreed works this financial year. All recommended changes for Council resolution of \$4,138,711 are disclosed by Priority Area on page 4 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-14.

Expenses from continuing operations have increased by \$2,573,555 to a projected total of \$71,659,272. This is largely attributed to the increase in private works of \$1.5 million this financial year, in line with revenue, for works associated with the finalisation of the pacific highway upgrade, along with \$931,095 in works associated with the bushfire generated green waste project mentioned above. All recommended changes for Council resolution of \$2,573,555 are disclosed by Priority Area on page 5 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-14.

Council's capital works budget has decreased from the revised budget by \$3,633,146, to a projected capital works program of \$45,706,468 at 31 December 2021. Council, like many other industries, is experiencing significant supply constraints and delays in contractor availability as well as some unplanned emergency works taking precedence over existing scheduled works. Decreases are largely in the waste management, water supplies and sewerage services areas with the transfer of Cell Capping and Cell 6 Construction at Nammoona Landfill being delayed until 2022/2023 due to additional design works being required by the EPA. In addition, a thorough review of the water and sewer capital works program has seen a number of projects being transferred to the 2022/2023 year, which are further detailed within this report. 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 9-14.

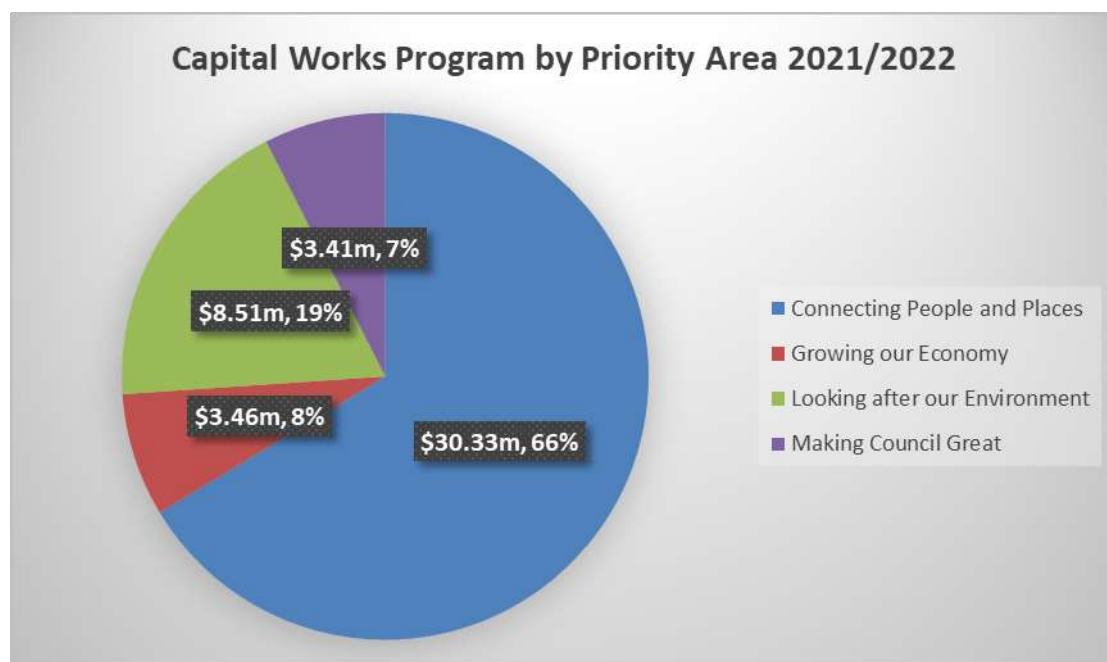
Previous lockdowns along with the closure of the Queensland border as a result of COVID-19, have created delays with securing contractors, materials and plant and equipment. Further challenges include the supply of steel created by the previous lockdowns in Greater Sydney. This will need to be monitored, particularly due to Council having a number of bridge replacements in its capital works program. There is an ongoing risk, as already experienced, that the impacts of the availability of contractors, materials and plant and equipment will affect the delivery of Council's capital works program and this will be closely monitored and adjusted through future quarterly budget reviews and monthly budget adjustment reports to Council. By way of risk mitigation, local companies and those from larger regional centres will be further targeted to participate in future tenders.

The following graph tracks the movement in the capital works program for 2021/2022. Council started the year with an adopted budget of \$46.88 million, once the carry over works were added the capital works budget totalled \$52.24 million, staff then completed a review of the capital works budget at the end of the first quarter and removed \$2.9 million in projects that will not be completed this financial year, along with a further \$3.6m in the second quarter, leaving a capital works program of \$45.71 million as at 31 December 2021.



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 31 December 2021	Original Budget 2021/2022	Recommended Changes for Council Resolution	Projected Year End Result 2021/2022
Income from Continuing Operations	83,768,086	4,138,711	87,906,797
Expenses from Continuing Operations	69,085,717	2,573,555	71,659,272
Operating Result from Continuing Operations	14,682,369	1,565,156	16,247,525
Operating Result before Capital Income	(3,563,482)	55,711	(3,507,771)
Add: Non-Cash Expenses	17,742,716	0	17,742,716
Add: Non-Operating Funds Employed	8,112,495	(152,550)	7,959,945
Less: Capital Expenditure	49,339,614	(3,633,146)	45,706,468
Less: Loan Repayments	3,047,794	(48,000)	2,999,794
Estimated Funding Result – Surplus/(Deficit)	(11,849,829)	5,093,752	(6,756,077)
Restricted Funds – Increase/(Decrease)	(12,138,418)	5,093,753	(7,044,665)
Unrestricted Funds – Increase/(Decrease)	288,588	(0)	288,588

Pages 9 to 14 of the attached Quarterly Budget Review Statement contain the detailed budget variation explanations. A summary of the main contributing factors within each Priority Area is as follows:

Connecting People & Places

- Increase in operating income and expenditure of \$0.9 million due to grant funding for the clean-up of bushfire generated green waste on a number of Council's rural roads.
- Increase in capital expenditure for libraries with Council being successful in receiving grant funding of \$196,798 towards a community courtyard at Casino Library.
- Increase in capital expenditure for sports grounds, parks and facilities with \$90,000 being allocated towards the upgrade of the foreshore lighting at Evans Head.

Growing our Economy

- Increase in capital revenue for Tourism with council receiving the first instalment of \$1 million for Phase 2 of the Northern Rivers Rail Trail which will be transferred to reserves to be utilised once Phase 1 is complete.
- Increase in operating income and expenditure of \$1.5 million, due to private works in relation to the finalisation of the pacific highway upgrade.

Looking after our Environment

- Increase in budgeted capital revenue for sewerage services section 64 contributions based on actual revenue received year to date.
- Reduction in capital works for waste management of \$1,455,000 largely due to \$800,000 for cell capping at Nammoona along with \$500,000 for Cell 6 Construction being transferred to 2022/2023.
- Decrease in Water Supplies capital works of \$665,870. The major change includes a reduction of \$320,000 for the process design approvals at the Casino Water Treatment Plant due to delays with the external consultant undertaking this work. A number of other projects have been completed under budget, with savings transferred back to reserves and some projects transferred to 2022/2023 due to additional designs being required.
- Decrease in Sewerage Services capital works of \$1.66 million. Council usually has an \$800,000 budget on a two year cycle for the relining of sewer mains. The recent replacement of Council's CCTV camera, and assistance from an external company, is enabling more accurate condition assessments of Council's sewer mains. It is proposed to transfer \$750,000 to 2022/2023 whilst a more effective relining program can be developed based on high risk mains, with works proposed to be undertaken over the next two financial years. In addition, it is proposed to reduce the Casino Sewerage Treatment Plant desludging program by \$690,000. The Environment Protection Authority (EPA) requires Council to remove the

sludge in the tertiary pond. Council is in the process of having the sludge tested, the results of which will help determine the optimal treatment solution. It is now expected that this will involve further discussions with the EPA regarding removal and treatment options which will delay any commencement of works this financial year.

Making Council Great

- Increase in capital expenditure for fleet management of \$29,850 due to grant funding from the clean-up of bushfire generated green waste project being attributed towards the purchase of a stump grinder.

CONCLUSION

As at the end of the second quarter, Council's operating result from continuing operations is a projected surplus of \$16,247,525, with a projected loss before capital grants and contributions of \$3,507,771. Council's capital works budget has decreased to \$45,706,468 and this will be closely monitored to ensure all projects can be delivered. Council's estimated budget result (unrestricted cash result) has remained unchanged at \$288,588 and overall, Council's projected financial position at year end remains satisfactory.

ATTACHMENT(S)

1. **Quarterly Budget Review Statement 31 December 2021 (under separate cover)**

16 GENERAL BUSINESS

Nil

17 MATTERS FOR INFORMATION**RECOMMENDATION**

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

17.1 GRANT APPLICATION INFORMATION REPORT - NOVEMBER 2021, DECEMBER 2021 AND JANUARY 2022

Author: Dean Fordham, Manager Finance and Procurement

RECOMMENDATION

That Council receives and notes the Grant Application Information Report for the months of November 2021, December 2021, and January 2022.

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 that were submitted for the months of November 2021, December 2021, and January 2022.

During the reporting period, nine grants were approved (six in November, two in December and one in January). This included total grant funding being approved of \$8,343,612. These projects will require Council contributions of \$225,423, giving a total value for the projects approved of \$8,569,035. A number of these projects will be completed over the 2021/2022 (current) and 2022/2023 financial years.

Council received funding for eleven grants totalling \$5,161,390 (five in November totalling \$1,447,887, four in December totalling \$1,752,503, and two in January totalling \$1,961,000). Council was notified of three unsuccessful grant applications (three in November) and nine grant applications were submitted (seven in November and two in December).

Grants that have been approved

Bushfire Generated Green Waste Clean-Up and Processing	
Project ID	10434
Funding Body	NSW Environment Protection Authority
Funding Name	Green Waste Clean-up and Processing Program
Government Level	State
Project Value (excl GST)	\$998,551
Grant Funding (excl GST)	\$968,945
Council Funding (excl GST)	\$ 29,606
Date Application Submitted	1 July 2021
Date Approved	9 November 2021
Comment	This funding will be used to clean up and process bushfire generated green waste.

Revitalisation of Community Playspace at Crawford Square Regional Park

Project ID	10431
Funding Body	Department of Regional NSW
Funding Name	Stronger Country Communities Fund Round 4
Government Level	State
Project Value (excl GST)	\$398,963
Grant Funding (excl GST)	\$248,963
Council Funding (excl GST)	\$150,000
Date Application Submitted	24 June 2021
Date Approved	12 November 2021
Comment	This funding will be used to install an inclusive farm themed playspace at Crawford Square. \$50,000 is expected to be spent in 2021/2022, with the balance of the project to be completed in 2022/2023.

Upgrade of Richmond Valley's Town Entry Signs: Traditional Custodian Acknowledgment

Project ID	10432
Funding Body	Department of Regional NSW
Funding Name	Stronger Country Communities Round 4
Government Level	State
Project Value (excl GST)	\$55,000
Grant Funding (excl GST)	\$55,000
Council Funding (excl GST)	\$ 0
Date Application Submitted	24 June 2021
Date Approved	12 November 2021
Comment	This funding will be used to upgrade the town entry signs at Broadwater, Casino, Coraki, Evans Head, and Woodburn to pay respect to and acknowledge the traditional custodians.

Creation of Water Playspace at Coraki Swimming Pool

Project ID	10433
Funding Body	Department of Regional NSW
Funding Name	Stronger Country Communities Fund Round 4
Government Level	State
Project Value (excl GST)	\$212,500
Grant Funding (excl GST)	\$212,500
Council Funding (excl GST)	\$ 0
Date Application Submitted	24 June 2021

Date Approved	12 November 2021
Comment	This funding will be used to create a safe and inclusive water playspace to enhance the facilities at Coraki Pool. \$20,000 in design costs are expected to be expended in 2021/2022, with the balance of works to be completed in 2022/2023.

Upgrade Toilet Amenities at Coraki Youth Hall

Project ID	10427
Funding Body	Department of Premier and Cabinet
Funding Name	Community Building Partnership 2021
Government Level	State
Project Value (excl GST)	\$48,182
Grant Funding (excl GST)	\$22,727
Council Funding (excl GST)	\$25,455
Date Application Submitted	11 May 2021
Date Approved	15 November 2021
Comment	This funding will be used to refurbish male and female toilets at Coraki Youth Hall.

Meet Me at Rileys: Shared Outdoor Community Space

Project ID	10428
Funding Body	Department of Premier and Cabinet
Funding Name	Community Building Partnership 2021
Government Level	State
Project Value (excl GST)	\$25,942
Grant Funding (excl GST)	\$12,727
Council Funding (excl GST)	\$13,215
Date Application Submitted	12 May 2021
Date Approved	15 November 2021
Comment	This funding will be used to install a new park shelter including BBQ and picnic settings at Rileys Hill Community Centre.

Northern Rivers Rail Trail NSW Phase 2

Project ID	10458
Funding Body	Department of Industry, Science, Energy and Resources
Funding Name	National Tourism Icons Program
Government Level	Federal

Project Value (excl GST)	\$6,800,000
Grant Funding (excl GST)	\$6,800,000
Council Funding (excl GST)	\$ 0
Date Application Submitted	14 September 2021
Date Approved	1 December 2021
Comment	This funding will be used to construct the Casino to Bentley section of the Northern Rivers Rail Trail. This funding is not expected to be utilised until 2022/2023 when construction commences.

Australia Day	
Project ID	10452
Funding Body	National Australia Day Council
Funding Name	Australia Day 2022 Community Grants
Government Level	Federal
Project Value (excl GST)	\$17,147
Grant Funding (excl GST)	\$10,000
Council Funding (excl GST)	\$ 7,147
Date Application Submitted	19 November 2021
Date Approved	6 December 2021
Comment	This funding will be used to host an Australia Day event in Evans Head.

Richmond Valley Try A Trade (Connecting Women to Trades Grant)	
Project ID	10457
Funding Body	Department of Education NSW
Funding Name	Trade Pathways Program Connecting Women to Trades Grant Round 2021/2022
Government Level	State
Project Value (excl GST)	\$12,750
Grant Funding (excl GST)	\$12,750
Council Funding (excl GST)	\$ 0
Date Application Submitted	7 December 2021
Date Approved	14 January 2022
Comment	This funding will be used to run the Try A Trade program for a group of approximately 15 participants.

Grants that have been received

Restoration of Burnt Riparian Areas within the Richmond River Tributaries

Project ID	10363
Funding Body	NSW Department of Planning, Industry and Environment (DPIE)
Funding Name	Bushfire Affected Coastal Waterways Program 2019-20
Government Level	State
Project Value (excl GST)	\$160,000
Grant Funding (excl GST)	\$140,000
Council Funding (excl GST)	\$ 20,000
Date Application Submitted	N/A
Date Received	\$5,000 received 3 November 2021
Total Funds Received to Date	\$5,000
Comment	N/A

Rappville Community Hall Project

Project ID	10430
Funding Body	Business Council of Australia
Funding Name	Biz Rebuild – Rebuilding for a Stronger Australia
Government Level	Other
Project Value (excl GST)	\$1,454,545
Grant Funding (excl GST)	\$ 454,545
Council Funding (excl GST)	\$1,000,000
Date Application Submitted	13 November 2020
Date Received	\$90,909 received 5 November 2021
Total Funds Received to Date	\$181,818.18
Comment (if required)	N/A

North Coast Waste Investment Report

Project ID	10361
Funding Body	Department of Regional NSW
Funding Name	N/A
Government Level	State
Project Value (excl GST)	\$150,000
Grant Funding (excl GST)	\$150,000
Council Funding (excl GST)	\$ 0
Date Application Submitted	N/A
Date Received	\$59,392 received 10 November 2021
Total Funds Received to Date	\$150,000

Comment	N/A
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Financial Assistance Grant 2021/2022	
Project ID	N/A
Funding Body	NSW Local Government Grants Commission
Funding Name	Financial Assistance Grant
Government Level	Federal
Project Value (excl GST)	\$5,553,335
Grant Funding (excl GST)	\$5,553,335
Council Funding (excl GST)	\$ 0
Date Application Submitted	N/A – annual allocation
Date Received	\$711,219 received 17 November 2021
Total Funds Received to Date	\$4,130,934
Comment (if required)	Council's 2021/2022 entitlement is \$5,468,186 plus a CPI/population adjustment of \$85,149. Council received \$2,708,496 in advance in June 2021.

Bushfire Generated Green Waste Clean-Up and Processing	
Project ID	10434
Funding Body	NSW Environmental Protection Authority
Funding Name	Green Waste Clean-up and Processing Program
Government Level	State
Project Value (excl GST)	\$998,551
Grant Funding (excl GST)	\$968,945
Council Funding (excl GST)	\$ 29,606
Date Application Submitted	1 July 2021
Date Received	\$581,367 received 19 November 2021
Total Funds Received to Date	\$581,367
Comment (if required)	N/A

Australia Day	
Project ID	10452
Funding Body	National Australia Day Council
Funding Name	Australia Day 2022 Community Grants
Government Level	Federal
Project Value (excl GST)	\$17,147
Grant Funding (excl GST)	\$10,000

Council Funding (excl GST)	\$ 7,147
Date Application Submitted	19 November 2021
Date Received	\$8,000 received 19 December 2021
Total Funds Received to Date	\$8,000
Comment (if required)	N/A

Fixing Local Roads – Benns Road Rehabilitation

Project ID	10438
Funding Body	Transport for NSW
Funding Name	Fixing Local Roads Round 3
Government Level	State
Project Value (excl GST)	\$1,386,000
Grant Funding (excl GST)	\$1,039,500
Council Funding (excl GST)	\$ 346,500
Date Application Submitted	15 July 2021
Date Received	\$ 727,650 received 21 December 2021
Total Funds Received to Date	\$ 727,650
Comment	N/A

Northern Rivers Rail Trail NSW Phase 2

Project ID	10458
Funding Body	Department of Industry, Science, Energy and Resources
Funding Name	National Tourism Icons Program
Government Level	Federal
Project Value (excl GST)	\$6,800,000
Grant Funding (excl GST)	\$6,800,000
Council Funding (excl GST)	\$ 0
Date Application Submitted	14 September 2021
Date Received	\$1,000,000 received 21 December 2021
Total Funds Received to Date	\$1,000,000
Comment	N/A

Richmond River Flood Study

Project ID	10362
Funding Body	NSW Department of Planning, Industry and

	Environment (DPIE)
Funding Name	Coastal Estuary and Floodplain Management Program 2020
Government Level	State
Project Value (excl GST)	\$201,000
Grant Funding (excl GST)	\$133,999
Council Funding (excl GST)	\$ 67,001
Date Application Submitted	30 April 2020
Date Received	\$ 16,853 received 23 December 2021
Total Funds Received to Date	\$ 74,910
Comment	N/A

Casino Showgrounds and Racecourse Upgrade

Project ID	10397
Funding Body	Regional NSW
Funding Name	Bushfire Local Economic Recovery Fund
Government Level	State
Project Value (excl GST)	\$8,200,000
Grant Funding (excl GST)	\$8,200,000
Council Funding (excl GST)	\$ 0
Date Application Submitted	N/A
Date Received	\$1,500,000 received 10 January 2022
Total Funds Received to Date	\$2,000,000
Comment (if required)	N/A

Regional Roads Block Grant 2021/2022

Project ID	N/A
Funding Body	Transport for NSW
Funding Name	Regional Roads Block Grant 2021/2022
Government Level	State
Project Value (excl GST)	\$920,000
Grant Funding (excl GST)	\$920,000
Council Funding (excl GST)	\$ 0
Date Application Submitted	N/A – Annual Allocation
Date Received	\$461,000 received 27 January 2022
Total Funds Received to Date	\$920,000

Comment (if required)	N/A
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Unsuccessful Grant Applications

Coraki Ellangowan Road Rehabilitation	
Project ID	10435
Funding Body	Transport for NSW
Funding Name	Fixing Local Roads – Round 3
Government Level	State
Project Value (exc GST)	\$2,100,000
Grant Funding (exc GST)	\$1,575,000
Council Funding (exc GST)	\$ 525,000
Date Application Submitted	5 July 2021
Date Advised Unsuccessful	28 September 2021 (not previously reported)
Comment (if required)	N/A

Richmond Valley Sustainable Mountain Biking Strategy	
Project ID	10413
Funding Body	Department of Infrastructure, Transport, Regional Development and Communications
Funding Name	Building Better Regions Fund – Community Investments Stream – Round 5
Government Level	Federal
Project Value (exc GST)	\$20,000
Grant Funding (exc GST)	\$20,000
Council Funding (exc GST)	\$ 0
Date Application Submitted	3 March 2021
Date Advised Unsuccessful	17 November 2021
Comment (if required)	N/A

Enhanced Connected Playspace for Findlay Park Casino	
Project ID	10429
Funding Body	NSW Department of Premier and Cabinet
Funding Name	Community Building Partnership 2021
Government Level	State
Project Value (exc GST)	\$70,355
Grant Funding (exc GST)	\$18,182
Council Funding (exc GST)	\$52,173

Date Application Submitted	12 May 2021
Date Advised Unsuccessful	17 November 2021
Comment (if required)	Limited pool of funds for the Clarence electorate and Council received funding for two other projects under same funding round.

Grant Applications Submitted

Local Collaboration and Environmental Education	
Project ID	10450
Funding Body	Environmental Trust
Funding Name	Environmental Education Tier 2 Program
Government Level	State
Project Value (excl GST)	\$297,633
Grant Funding (excl GST)	\$241,234
Council Funding (excl GST)	\$ 56,399
Date Application Submitted	8 November 2021
Comment (if required)	If successful, this funding will allow the employment of an ecologist to educate and collaborate with our community.

Australia Day	
Project ID	10452
Funding Body	National Australia Day Council
Funding Name	Australia Day 2022 Community Grants
Government Level	Federal
Project Value (excl GST)	\$17,147
Grant Funding (excl GST)	\$10,000
Council Funding (excl GST)	\$ 7,147
Date Application Submitted	19 November 2021
Comment (if required)	This funding was subsequently approved and helped Council to host the Australia Day event in Evans Head.

Colley Park Basketball Court Upgrade	
Project ID	10451
Funding Body	Office of Responsible Gambling
Funding Name	Infrastructure Grant Round 3
Government Level	State
Project Value (excl GST)	\$100,000
Grant Funding (excl GST)	\$ 50,000

Council Funding (excl GST)	\$ 50,000
Date Application Submitted	22 November 2021
Comment (if required)	If successful, this funding will allow Council to demolish the current court and install a new concrete court with new basketball hoops and line marking.

Supporting Community Recovery by Honouring Rappville's Military History

Project ID	10453
Funding Body	Foundation for Rural Regional Renewal
Funding Name	Strengthening Rural Communities Round 11
Government Level	Other
Project Value (excl GST)	\$36,800
Grant Funding (excl GST)	\$25,000
Council Funding (excl GST)	\$11,800
Date Application Submitted	23 November 2021
Comment (if required)	If successful, the funding will allow Council to replace four community war memorial honour rolls destroyed in the 2019 bushfires.

Deep Creek Bridge Replacement

Project ID	10454
Funding Body	Transport for NSW
Funding Name	Fixing Country Bridges Round 2
Government Level	State
Project Value (excl GST)	\$6,408,765
Grant Funding (excl GST)	\$6,258,765
Council Funding (excl GST)	\$ 150,000
Date Application Submitted	23 November 2021
Comment (if required)	If successful, the funding will allow Council to replace the bridge over Deep Creek in Tatham.

Reynolds Road Bridge Replacement

Project ID	10455
Funding Body	Transport for NSW
Funding Name	Fixing Country Bridges Round 2
Government Level	State
Project Value (excl GST)	\$1,071,500
Grant Funding (excl GST)	\$1,071,500
Council Funding (excl GST)	\$ 0

Date Application Submitted	23 November 2021
Comment (if required)	If successful, the funding will allow Council to replace the timber Reynolds Road bridge structure.

Lollback Bridge Replacement	
Project ID	10456
Funding Body	Transport for NSW
Funding Name	Fixing Country Bridges Round 2
Government Level	State
Project Value (excl GST)	\$497,585
Grant Funding (excl GST)	\$497,585
Council Funding (excl GST)	\$ 0
Date Application Submitted	23 November 2021
Comment (if required)	If successful, the funding will allow Council to replace the timber Lollback Bridge structure.

Richmond Valley Try A Trade (Connecting Women to Trades Grant)	
Project ID	10457
Funding Body	Department of Education NSW
Funding Name	Trade Pathways Program Connecting Women to Trades Grant Round 2021/2022
Government Level	State
Project Value (excl GST)	\$12,750
Grant Funding (excl GST)	\$12,750
Council Funding (excl GST)	\$ 0
Date Application Submitted	7 December 2021
Comment (if required)	This funding was subsequently approved and will allow Council to run the Try A Trade program for a group of approximately 15 participants.

NBN – Coraki Fixed Wireless to Fibre to the Premise Technology Switch	
Project ID	10459
Funding Body	National Recovery and Resilience Agency
Funding Name	Preparing Australian Communities
Government Level	Federal
Project Value (excl GST)	\$4,101,809
Grant Funding (excl GST)	\$1,582,756
NBN Contribution (excl GST)	\$2,519,053

Council Funding (excl GST)	\$ 0
Date Application Submitted	22 December 2021
Comment (if required)	If successful, the funding will provide NBN FTTP technology to about 460 residential and business premises within Coraki. Council would administer the project, however the infrastructure would not become Council's asset.

ATTACHMENT(S)**Nil**

17.2 APPOINTMENT OF PUBLIC OFFICER

Author: Vaughan Macdonald, General Manager

RECOMMENDATION

That Council notes the appointment of Council's Director Organisational Services, Ryan Gaiter, as Public Officer.

REPORT

Sections 342 and 343 of the *Local Government Act 1993* (LG Act) outline the requirements for the appointment and functions of the Public Officer.

The General Manager is to designate a member of staff as the Public Officer of Council. The role may be held by a senior staff position, although this is not a requirement.

The functions of the Public Officer are outlined at section 343 of the LG Act. The Public Officer:

- may deal with requests from the public concerning the council's affairs
- has the responsibility of assisting people to gain access to public documents of the council
- may receive submissions made to the council
- may accept service of documents on behalf of council
- may represent the council in any legal or other proceedings
- has such other functions as may be conferred or imposed on the Public Officer by the General Manager or under the LG Act.

The Public Officer is subject to the direction of the General Manager.

The General Manager has appointed the Director Organisational Services, Ryan Gaiter, as the Public Officer.

This appointment may be reviewed at any time as determined by the General Manager, with notification to be made to the next Ordinary Council Meeting.

ATTACHMENT(S)

Nil

17.3 WRITE-OFF OF MONIES UNDER DELEGATION

Author: Ryan Gaiter, Director Organisational Services

EXECUTIVE SUMMARY

At the April 2015 Ordinary Meeting Council resolved to provide a summary report on a bi-annual basis outlining the write-offs that occurred during the period under the General Manager's delegation.

This summary report covers the period 1 July 2021 to 31 December 2021.

RECOMMENDATION

That Council receives and notes the information in the Write-off of monies under delegation report.

DELIVERY PROGRAM LINKS

Making Council Great

CS2: Great Support

CS2.12: Ensure compliance with Accounting Standards and Local Government Legislation

BUDGET IMPLICATIONS

Write off in charges reduces Council's debt recovery percentages.

REPORT

At Council's Ordinary Meeting held on 21 April 2015 it was resolved that where the General Manager exercises his delegation in regard to write-offs that exceed \$1,000, an information summary report be submitted to Council on a bi-annual basis.

This summary report covers the period commencing 1 July 2021 – 31 December 2021.

As of 31 December 2021, the General Manager has used his delegation to write off one amount in excess of \$1,000.

- Property ID 136180 \$4,231.25 write off due to a concealed water leak

This write-off was in relation to a concealed water leak on a non-residential property, including an allowance of \$548.00 in water charges and \$3,683.25 in sewerage charges.

Council's policy is to allow 50% of the increase in water consumption from the previous quarter deemed leak free, to a maximum of 200 kilolitres.

Where sewerage usage is involved on a non-residential property that is liable for a percentage discharge factor of water into the sewerage system, a 100% allowance is granted for the increase in the sewerage charge due to the concealed water leak for the current quarter. This is due to the increased water consumption being the result of a leak and not water being discharged into the sewerage system.

CONSULTATION

Nil.

CONCLUSION

The General Manager has exercised his delegation to write-off monies over \$1,000 on one occasion during the period 1 July 2021 to 31 December 2021 as detailed above.

17.4 DELIVERY PROGRAM PROGRESS REPORT - JULY 2021 TO DECEMBER 2021

Author: Kate Alder-Conn, Governance Coordinator

EXECUTIVE SUMMARY

Council adopted the revised 2017/2022 Delivery Program in June 2021. In accordance with the *Local Government Act 1993* the General Manager must ensure that progress reports are provided to the Council reporting on the progress of all principal activities detailed in the Delivery Program at least every six months. This report relates to and provides information about the achievement of the targeted outcomes prescribed in the Delivery Program.

The report is presented in a traffic light indicator format and provides commentary on the progress of all Delivery Program actions and milestones and progress against the Community Strategic Plan (CSP) performance measures for each community objective within the four priority areas of the CSP. The report represents the results at the end of the first half of the 2021/2022 Delivery Program.

A dashboard has been provided to summarise Council's overall performance in meeting its targets. The percentage of on schedule and completed activities (96%) demonstrates a solid performance for the first six months of the final year of the five-year program (as extended by 12 months due to the delay in the local government election caused by the COVID-19 pandemic).

RECOMMENDATION

That Council receives and notes the Progress Report (July 2021 - December 2021) on the Delivery Program 2017/2022.

DELIVERY PROGRAM LINKS

Making Council Great

CS1 Leading and Advocating for our Community

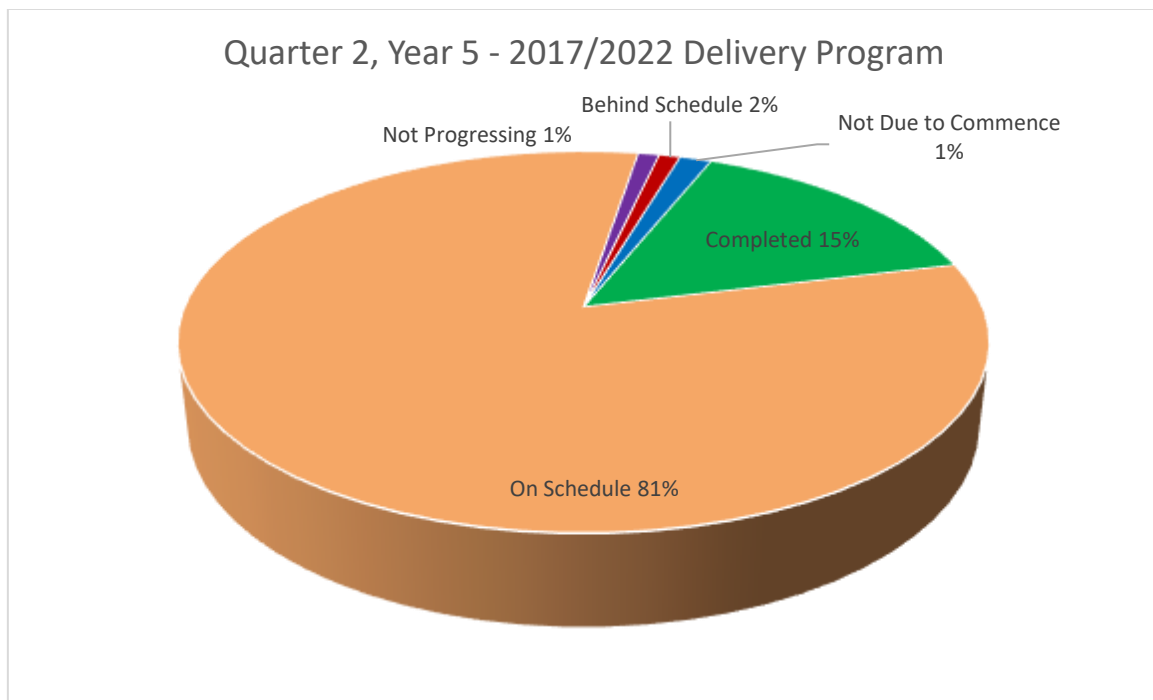
CS1.1 Improve decision making by engaging stakeholders and taking community input into account

BUDGET IMPLICATIONS

N/A

REPORT

The following graph represents Council's overall performance during the first six months of the final year of the Delivery Program 2017/2022 by providing a summary of the completion rate for each activity as reported in the accompanying report. The number of completed and on schedule activities demonstrates that in the first half of the final year of the five-year program, Council is making solid progress in achieving the outcomes identified in the Delivery Program. Of the 177 Delivery Program activities 169 or 96% are either completed or on schedule.



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

The status is defined as:

Green: The action or milestone has been completed.

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

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

Purple: The action is not progressing.

Red: The action or milestone is behind schedule.

The progress report relates to quarters one and two of the 2021/2022 financial year.

SUMMARY OF ACTIONS BEHIND SCHEDULE

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

Action Code	Action Name & Responsible Officer	Comments	Target for completion
EH2.4.2	Conduct food shop inspections (Manager Environment, Health & Sustainability)	Food premise inspections have been impacted by COVID-19 and as such inspections are programmed to resume early 2022, when businesses are fully operational again. Currently, inspections and investigations are reactive, being based on complaints and enquiries.	30 June 2022
EH2.4.4	Maintain Water Quality Inspections Schedule for public swimming pools (Manager Environment, Health & Sustainability)	Council owned pools are monitored however other public pool inspections are behind schedule due to COVID-19.. The majority of public pool inspections occur during summer months.	30 June 2022
EH2.4.6	Liquid Trade Waste Program (Manager Environment, Health & Sustainability)	DPIE cancelled a number of training sessions for trade waste officer qualifications this year. Council expressed its concern in November 2021 and will continue to look for opportunities over the second half of the financial year. Due to the low number of qualified staff, the program is behind schedule. The program is a high priority to return to schedule as the discharge quality directly impacts Council's sewer infrastructure.	30 June 2022
EH2.5.1	Draft a long-term strategic plan for the animal shelter (Manager Development & Certification)	The preparation of this plan has not proceeded due to lack of funding to draft the plan. Staff continue to look for funding opportunities to resource the project. In the meantime, a number of improvements to the facility are proposed to minimise dog handling and improve safety. Council will receive a further report on the proposed upgrade.	30 June 2022

LEGAL

In accordance with *the Local Government Act 1993* the General Manager must ensure that progress reports are provided to Council with respect to the principal activities detailed in Council's Delivery Program, at least every six months. The report represents the period 1 July 2021 to 31 December 2021 which is in accordance with the requirements under the Act.

CONSULTATION

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

CONCLUSION

Council's Integrated Planning and Reporting framework consists of a range of plans and reports, including a four-year Delivery Program (extended this term due to the impact of the global pandemic and subsequent delay of the local government election). This report provides a progress report to Council with respect to the principal activities detailed in the Delivery Program in accordance with the provisions of the *Local Government Act*.

ATTACHMENT(S)

1. **Delivery Program Report Q2 December 2021 (under separate cover)**

17.5 CUSTOMER EXPERIENCE REPORT 1 OCTOBER 2021 - 31 DECEMBER 2022

Author: Sharon Banning, Acting Manager Customer Experience

RECOMMENDATION

That Council receives and notes the Customer Experience Report for the period 1 October – 31 December 2021.

REPORT

Council is committed to providing a high level of customer service to the community. The Customer Service Framework was adopted by Council at the 19 July 2016 Ordinary Meeting and reviewed at the 25 June 2019 Ordinary Meeting. As a result, quarterly reporting on Council's performance against the standards in the framework has been introduced. This report also contains details on the resolution of customer requests made through the Contact Centre. Analysis is undertaken to determine what strategies or areas of improvement may be required.

The report includes three parts:

- Customer Service Contact Centre data,
- Customer Request Management System (CRM) data, and
- Development Concierge Statistics

1.

2.

Customer Service Contact Centre Data - Key Statistics**e-Planning Portal**

The "First Responders" team, continues to work closely with customers assisting them to prepare quality applications acceptable for lodgement. Expectations and standards have been set and are aligned with those applied at other councils and this consistent approach will assist customers who submit applications in various council areas to know what is required for successful lodgement. Richmond Valley's pre-assessment times are well placed when compared to other LGAs, as demonstrated in Figure 1.

A small meeting space has been developed within the foyer of the Casino administration building. The area will serve as an informal meeting space equipped with IT functionality and internet access, allowing First Responders to provide a higher level of assistance to non-tech savvy customers lodging applications into the portal.

The foyer project has been funded by the \$50,000 NSW Regional Planning Portal Grant provided to assist Councils with the implementation of e-planning. This grant also provided community e-planning information workshops, specialised development staff training, e-based assessment software and support.

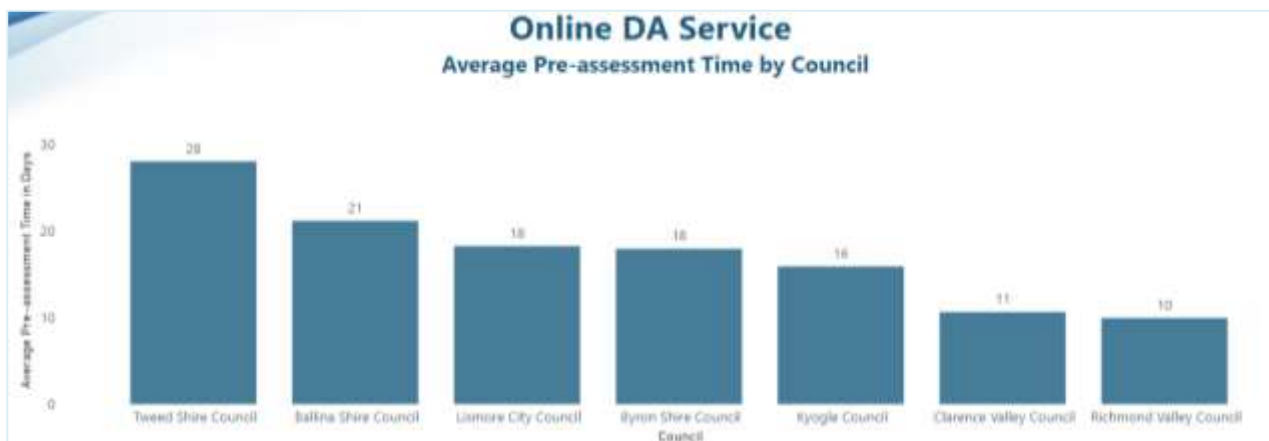
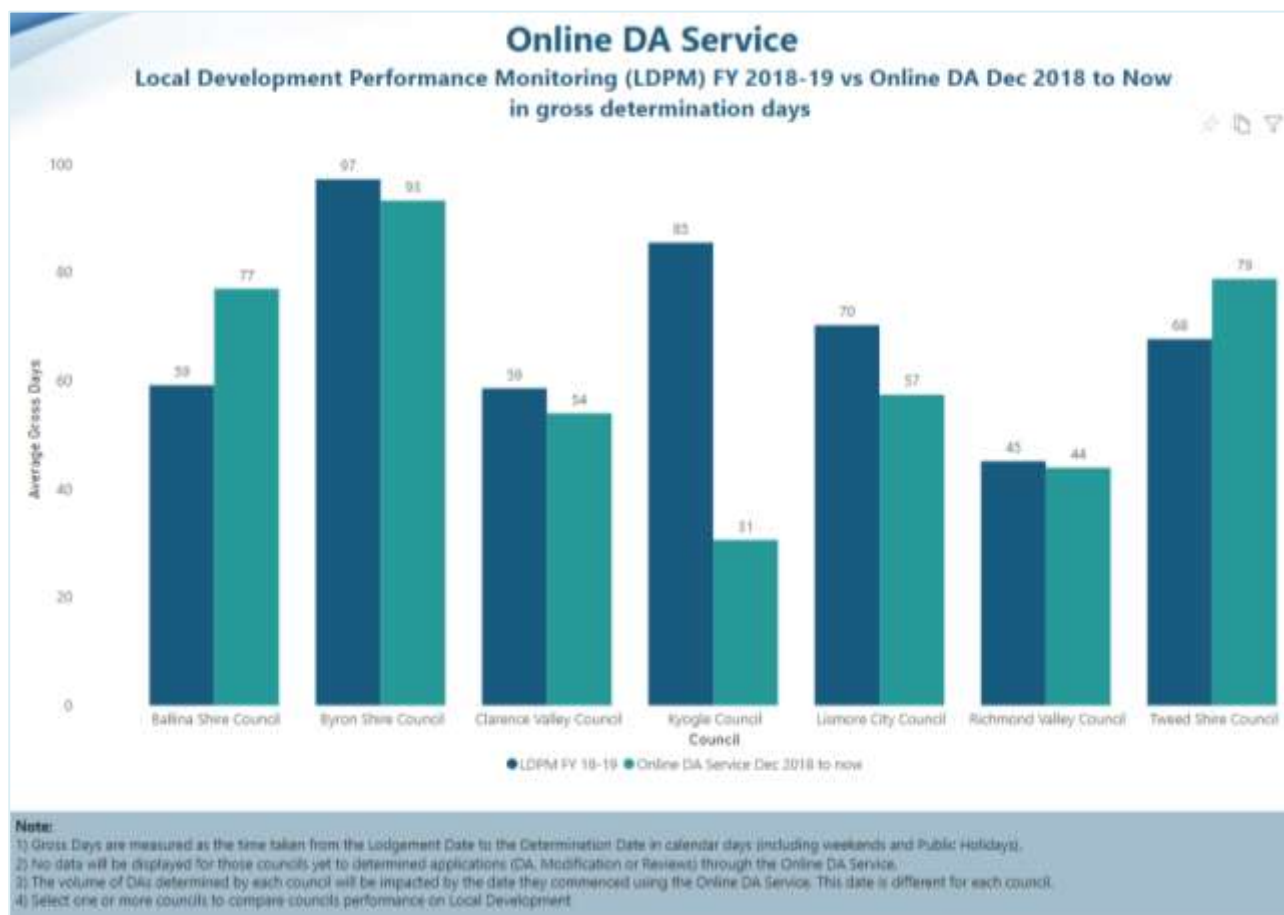


Figure 1: Average pre-assessment time by Council



Council	LDPM FY 18-19	Online DA Service Dec 2018 to now	Number of Applications (ePlanning)	Number of Applications (LDPM)
Ballina Shire Council	59.09	76.92	169	853
Byron Shire Council	97.12	93.19	1634	830
Clarence Valley Council	58.53	53.92	1199	814
Kyogle Council	85.43	30.54	80	108
Lismore City Council	70.18	57.34	137	533
Richmond Valley Council	45.08	43.87	164	280
Tweed Shire Council	67.63	78.73	761	1099

Figure 2: Manual lodgement v online DA lodgement comparison

NSW Planning data indicates Councils in our region, in general, have recorded a reduction in assessment timeframes since moving to online lodgement.

Richmond Valley's assessment timeframes can be partly attributed to the First Responder team's thorough pre-assessment of applications. The First Responders cross-check their review of the application with the Building and Planning teams to identify gaps in information required by technical staff to undertake a full assessment of the proposal.

First Responders work closely with customers to ensure their applications and supporting documentation are presented to a high standard, reducing the need for additional requests for information (Stop the Clock) during the assessment phase and therefore providing faster assessment turnaround.

Volumes of submissions through the portal have risen from an average of five (5) applications per week to nine (9), as well as the associated certificates and permits (CC, S68 and S138) required to support each development application.

Call Statistics

A total of 12,106 calls were received during the reporting period which is a 13.9% increase from the same period last year, but a 14.9% decrease on the previous quarter's volumes. The Contact Centre has exceeded all service targets for the report period, including 85.43% of calls answered within 20 seconds, average time each caller spends in the queue is 18.0 seconds and the percentage rate for calls abandoned is less than 1%.

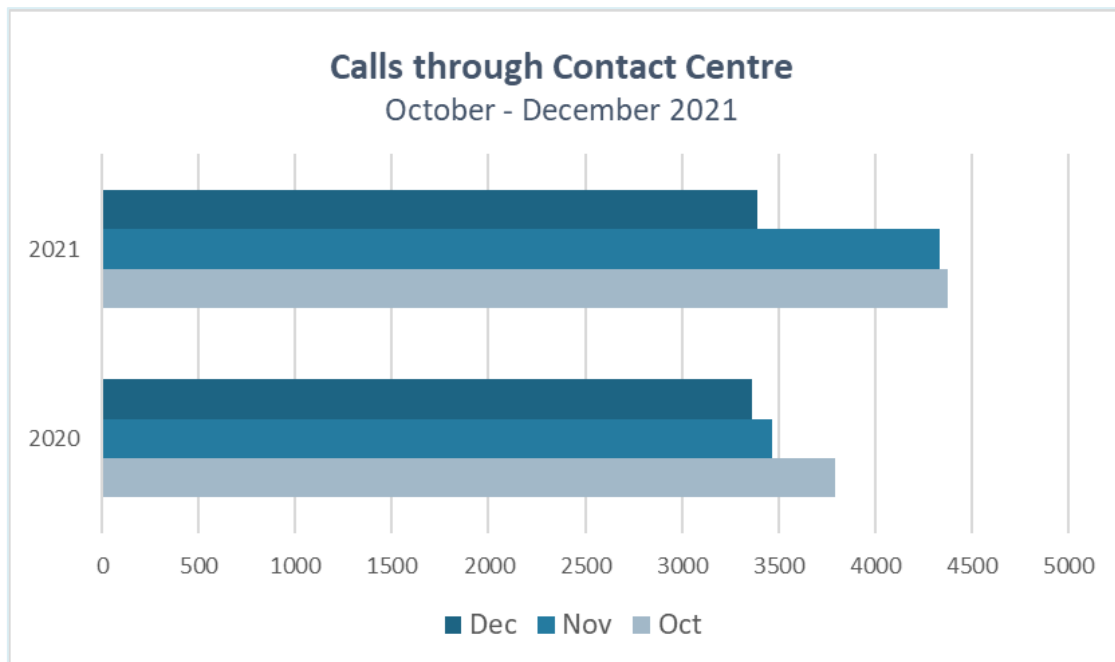
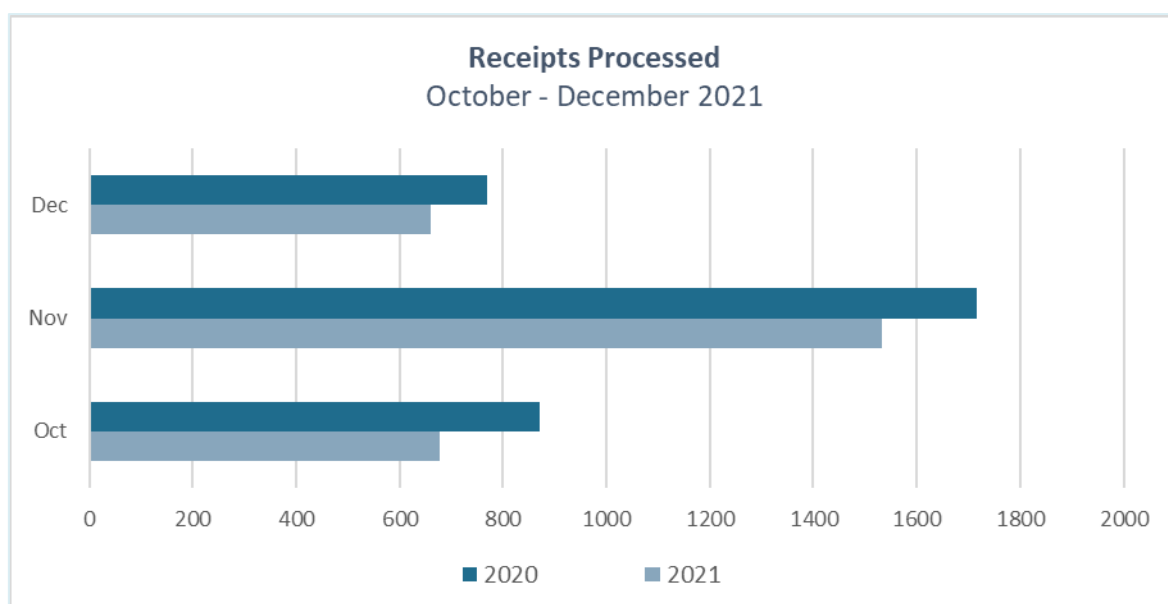


Figure 3: Calls received through the call centre

Receipt and Administration Statistics

A total of 2,872 receipts were processed for the reporting period which is a decrease of 14.3% for the same period of the previous year of 3,355 receipts. The month of November did see an increase in number of receipts processed, which can be attributed to rates instalment period. Continuing stay at home health orders and customers becoming accustomed to using alternate methods of payment has contributed to the overall decrease in customer payments made in person at our Council offices.

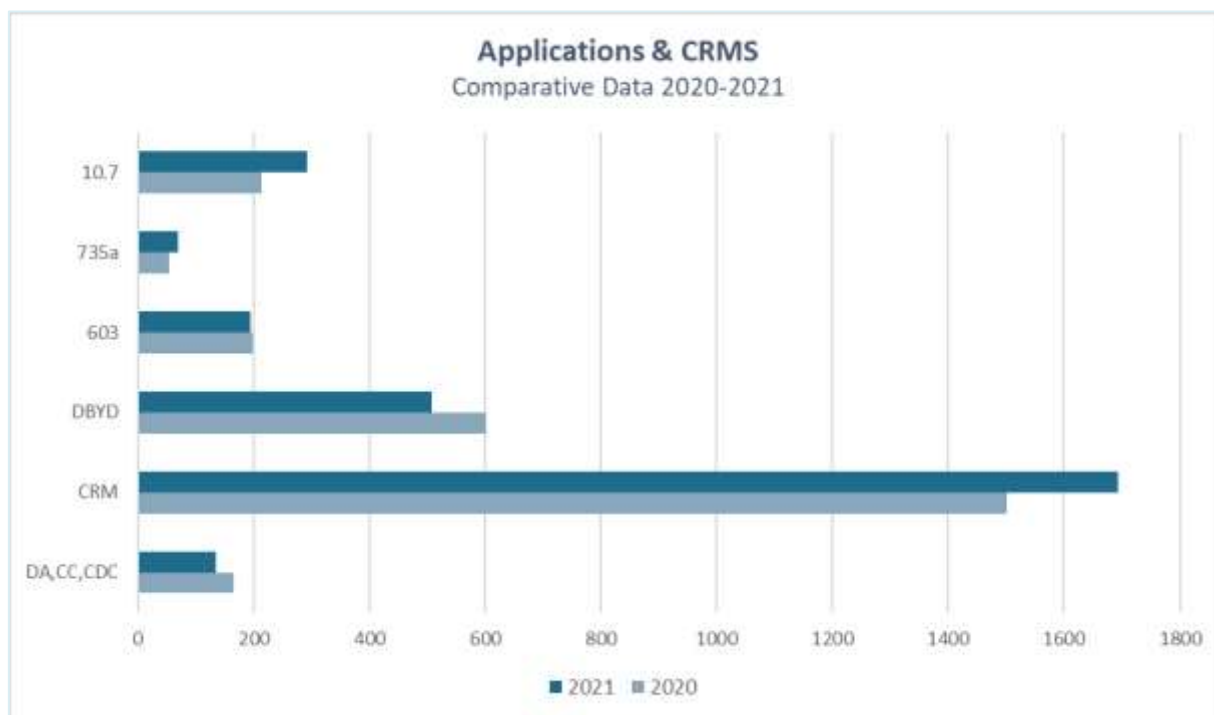


*Figure 4: Total Number of Receipts***Certificates and Customer requests**

96.9% of Section 735A, 10.7, 603 certificates were completed within set timeframes in accordance with Council's service standards. Of the 551 certificate applications received, 52.6% were for 10.7 certificates, which correlates to the high buyer interest in the real estate market.

*Figure 5. Administration Statistics*

Volumes of 603 applications remained relatively static with only a 2% increase, 735A up by 27.7% and 10.7 up 37.5% reinforcing the increased real estate sales activity in our LGA. Customer requests (CRMs) volumes rose 12.8%, compared to the same period last year.

*Figure 6. Applications comparison*

Customer Request Management System - Key Statistics

During the reporting period, a total of 1,694 requests were logged, an increase of 12.8% compared to the corresponding period in the previous year. The increased volumes of roads and drainage requests in December can be directly attributed to the effects of the prolonged wet season.

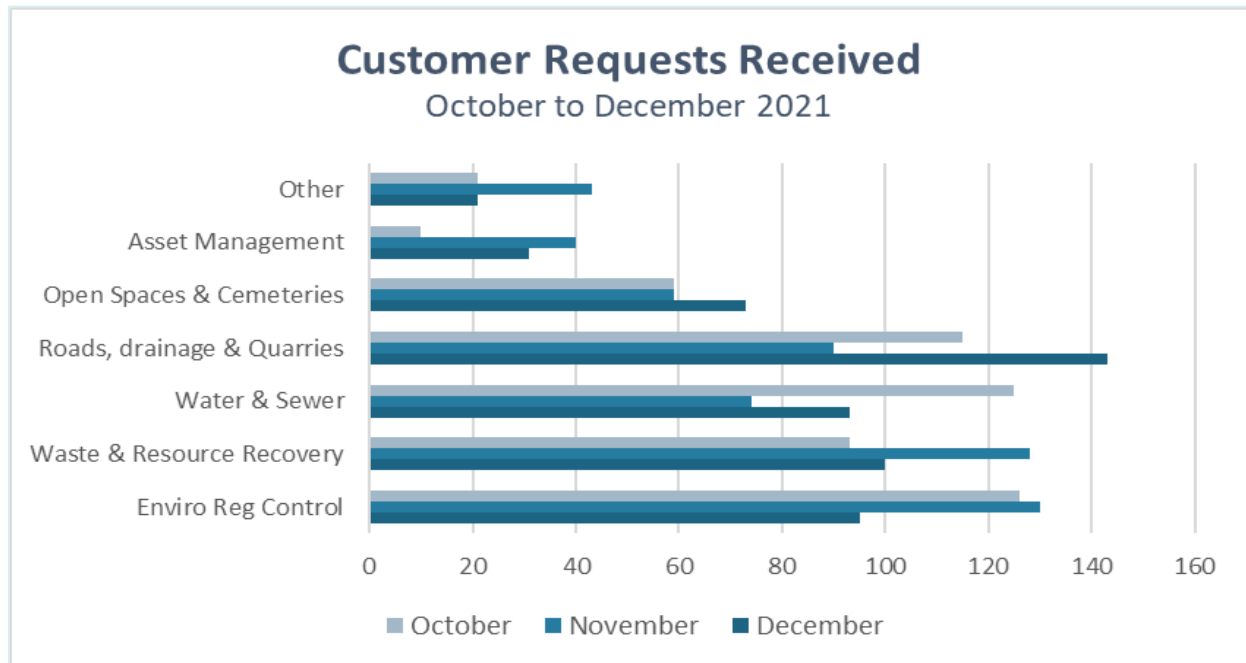


Figure 7: Number of Requests

Development Concierge – Key Statistics

Enquiries to the Development Concierge continue to be high, with over 900 calls being taken during this quarter. During the reporting period, the Concierge assisted in many various enquiries from Subdivisions to Dual Occupancies with Dual Occupancies continuing to be popular within the community.

E-planning lodgement process has resulted in increased volumes of calls from applicants seeking guidance to navigate through the portal and assistance with on-line electronic lodgement.

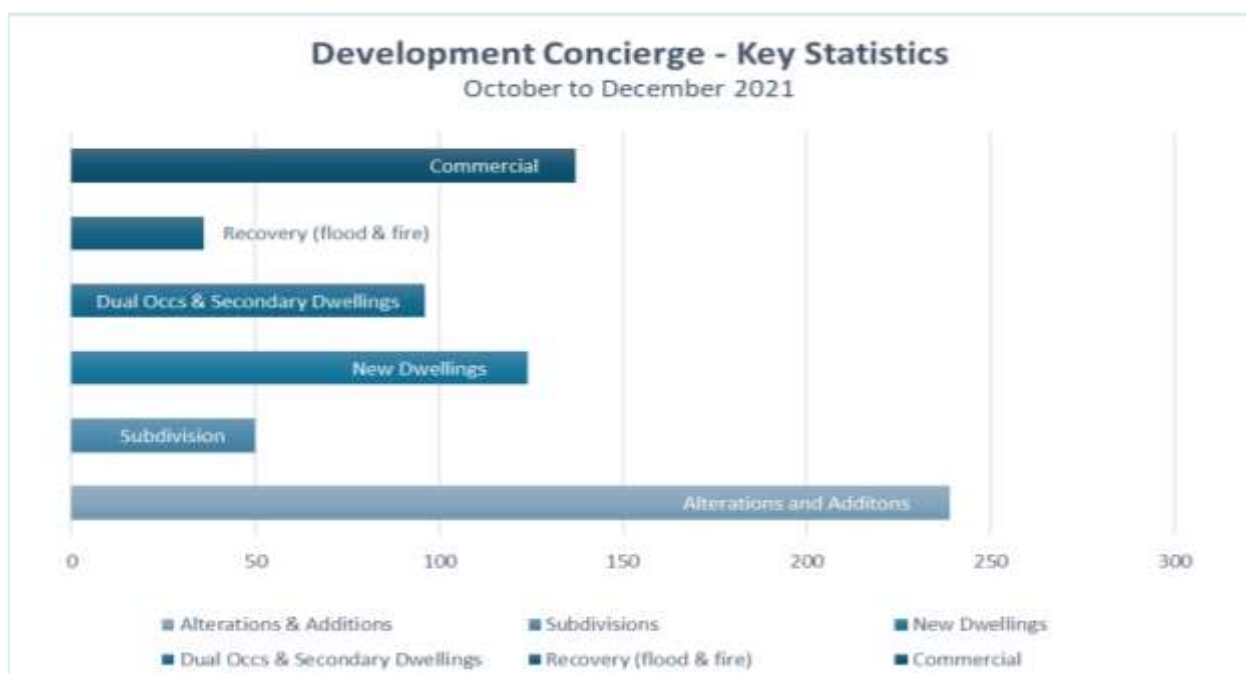
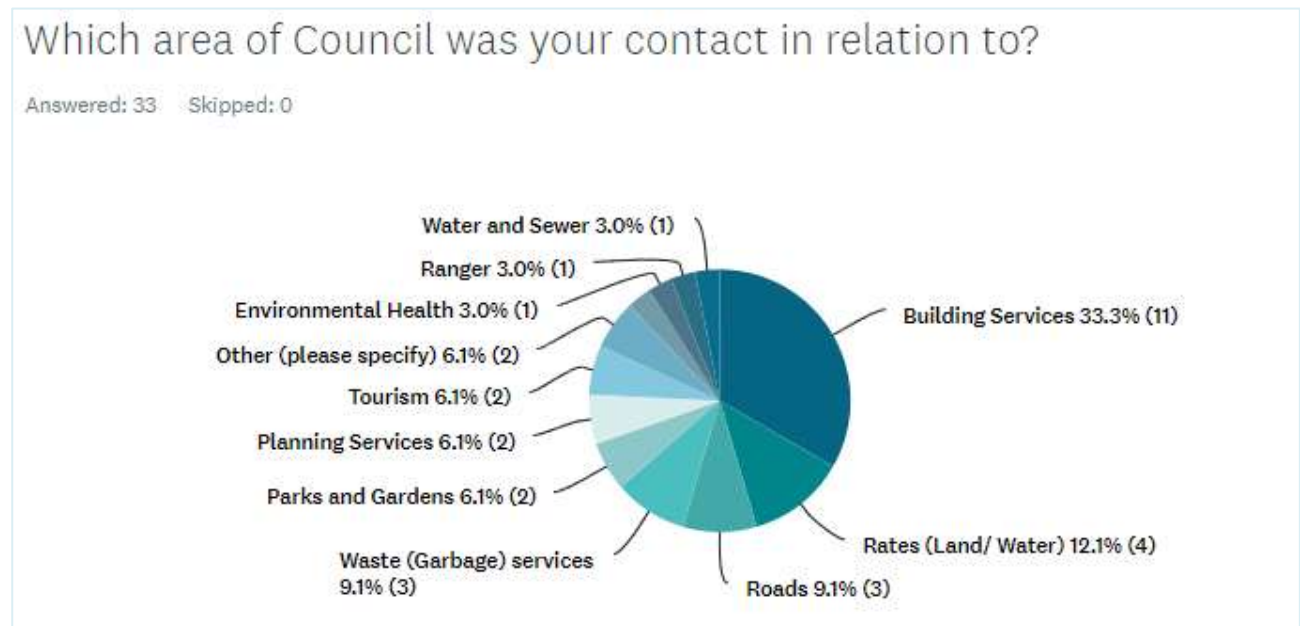
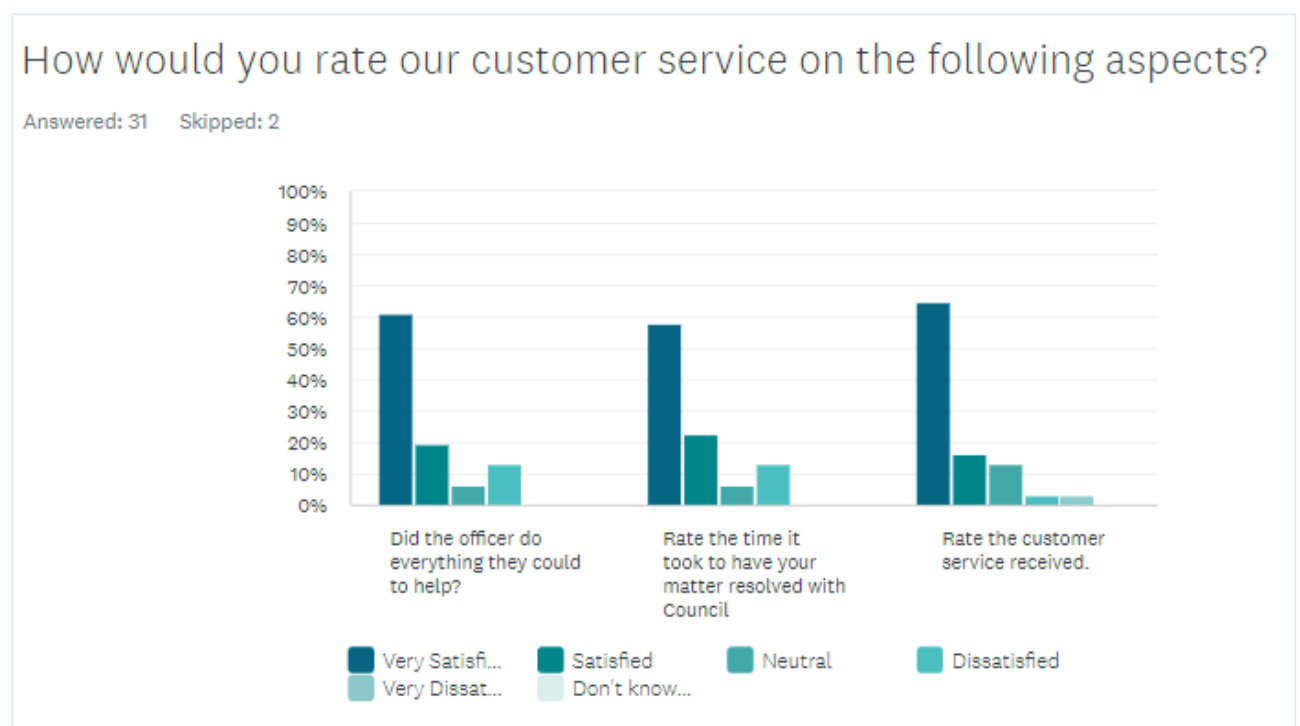


Figure 8: Development Concierge assisted enquiries

Customer Satisfaction Survey

The 6 monthly customer service feedback survey was conducted in early December with over 80% of respondents being very satisfied or satisfied with the Customer Service received when dealing with Richmond Valley Council.

Over a third of the respondents contacted Council for assistance with Development or Planning enquiries.

*Figure 9: Area of enquiries to Council**Figure 10: Customer Service satisfaction rating*

Opportunity for Improvement

Following a review of the report results, an opportunity for improvement has been identified. These areas as highlighted below will be the focus of the customer experience team in the coming months.

- Continue to work closely with customers lodging applications via the e-planning portal to ensure submission to lodgement timeframes are maintained to our standard.
- Continue to provide training and upskilling of our newer inexperienced staff to increase their ability to achieve first contact resolution, particularly in relation to simple development assessment enquires.
- Continue to provide training to staff in the upgraded customer request module (CRM). Seek feedback from key users and review upgrade functionality and implement changes to ensure continuous improvement of corporate systems.

CONCLUSION

The information contained in this report demonstrates the significant volume of tasks and actions which are required to be completed by Council's frontline Customer Experience staff. The Customer Service standards are generally met and more often than not exceeded.

Analysis of Customer Service Contact Centre data, Customer Request Management System (CRM) and the Development Concierge statistics enables identification of opportunities to improve Council's customer service and ensure processes are efficient and effective.

In accordance with Council's Customer Service Framework, staff continue to strive for high standards of customer service to the community, to monitor performance and implement efficiencies and improvements to process.

ATTACHMENT(S)

Nil

17.6 PROGRESS OF WOODBURN CORAKI ROAD UPGRADE

Author: Daniel Rowlands, Coordinator Project Management Office

RECOMMENDATION

That Council receives and notes the information in the Progress of Woodburn Coraki Road Upgrade report and continues to explore options for further funding.

REPORT

The Woodburn-Casino Road (MR145) is a critical transport link for the Richmond Valley, connecting essential freight routes, supporting the visitor economy and preserving community connections between Casino and the Mid-Richmond.

Council has been working on a two staged approach to unlock the full potential of MR145 through a series of major upgrades

Stage 1 focuses on the Woodburn-Coraki section of the road, repairing heavy vehicle damage due to the Pacific Motorway upgrade. This work is largely being funded by a \$10 million grant from the NSW Government. A further \$1.4 million was received from the Federal Government and Council has contributed \$1m of its own funds.

Stage 2 takes a longer-term approach to upgrading the Casino-Coraki section of the road to position MR145 as the main transport link between Casino and the coast. Council is actively pursuing funding for this Stage.

Strategic Importance

Continued advocacy for the full upgrade of MR145, the 46 km Casino to Woodburn Road, is critically important as it provides a strategic link between the inland freight routes of the Summerland Way and Bruxner Highway and the Pacific Motorway on the coast. This allows agricultural industries to get crops and livestock to key processing facilities, such as the Broadwater Sugar Mill, Casino Food Co-op and timber mills. Strengthening the Casino-Woodburn connection and removing “pinch points” along the road would reduce travelling distance on lower hierarchy roads by up to 100km and travel time by 1.5 hours resulting in major productivity gains for business and improved safety outcomes.

It would also provide direct links to markets both local, interstate and international via the Port of Brisbane.

Works Program and Funding

To date, Council has received \$11.4 million in grant funding and has contributed a further \$1 million to upgrade certain sections of the Woodburn – Coraki Road. \$5 million has been spent so far resulting in 6.7km of upgraded road. The remaining \$7.4 million is programmed for the remainder of the 21/22 year and the 22/23 year. This committed budget will see the upgrade of the remaining sections between Woodburn and Coraki.

Funding opportunities need to be sought for the continued upgrade required on the Coraki to Casino section of MR145. In recent years Council has completed 2.6km of pavement reconstruction with the Willox Bridge replacement project being a feature of upcoming works on this section. It is estimated that 6.7km of pavement between Coraki and Casino is under significant stress and will need urgent attention.

Another key requirement on this section revolves around the twin bridges at Tatham. Initial geotechnical, survey works, and design are currently being undertaken so Council is ready to progress once funding is secured. The estimated cost of this project, currently \$6.2m, will be clarified once the design is finalised.

Summary of progress

Total length of the road – 46 km

Average daily traffic – 2,147 vehicles

Heavy Vehicle use – 23.5%

Woodburn to Coraki section – 15.7 km

Work completed so far – 6.7 km

Total grants for this section - \$11.4m

Remaining funds - \$7.4m

Casino to Coraki section – 28.6 km

Work completed so far – 2.6 km

Estimated cost to upgrade this section - \$32 million (including bridge replacements).

The Woodburn-Casino Road is a critical transport link for the Richmond Valley and a key priority for Council in seeking future funding opportunities. Once the current funding commitments are exhausted, it is estimated that \$32 million would be required to upgrade the remaining sections of road between Coraki and Casino. Council's assets and grants team will continue to explore opportunities to secure this funding.

ATTACHMENT(S)

Nil

17.7 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 NOVEMBER 2021 TO 31 JANUARY 2022

Author: Andy Edwards, Manager Development & Certification

RECOMMENDATION

That Council receives and notes the Development Application report for the period 1 November 2021 to 31 January 2022.

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 4.55 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 November to 30 November 2021, was 31, with a total value of \$4,275,637.00.

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 December 2021 to 31 December 2021 was 25, with a total value of \$2,143,639.00.

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 January 2022 to 31 January 2022 was 8, with a total value of \$15,779,976.00, including the refusal of the Highway Service Centre, Pacific Highway, New Italy.

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

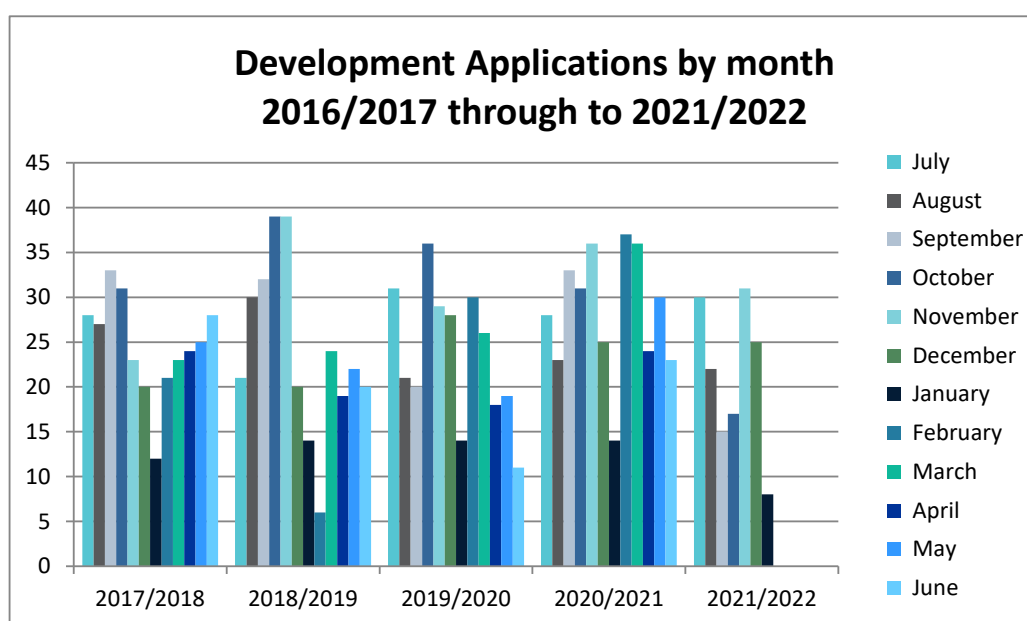


Figure 1: Monthly number of development applications processed by Council over five financial years.

Figure 2 graph provides the annual value of Development Consents issued by Council over five financial years and Figure 3,4 & 5 provides a detailed review of the value for the reporting months of November 2021, December 2021 & January 2022.

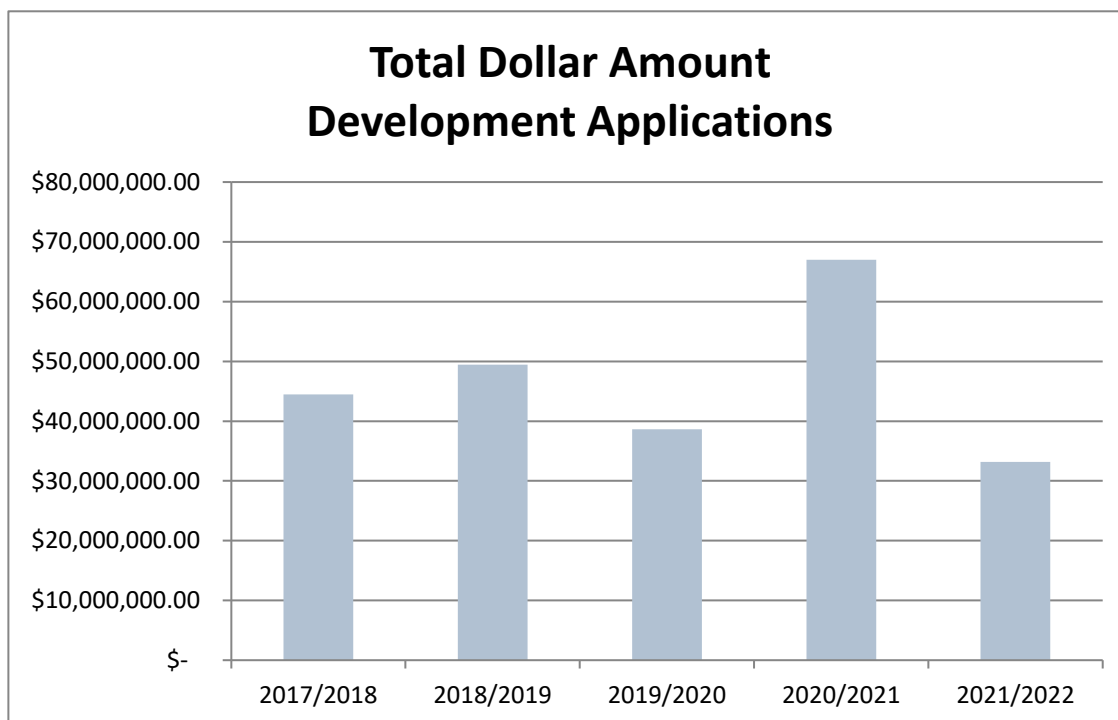


Figure 2: Annual value of development.

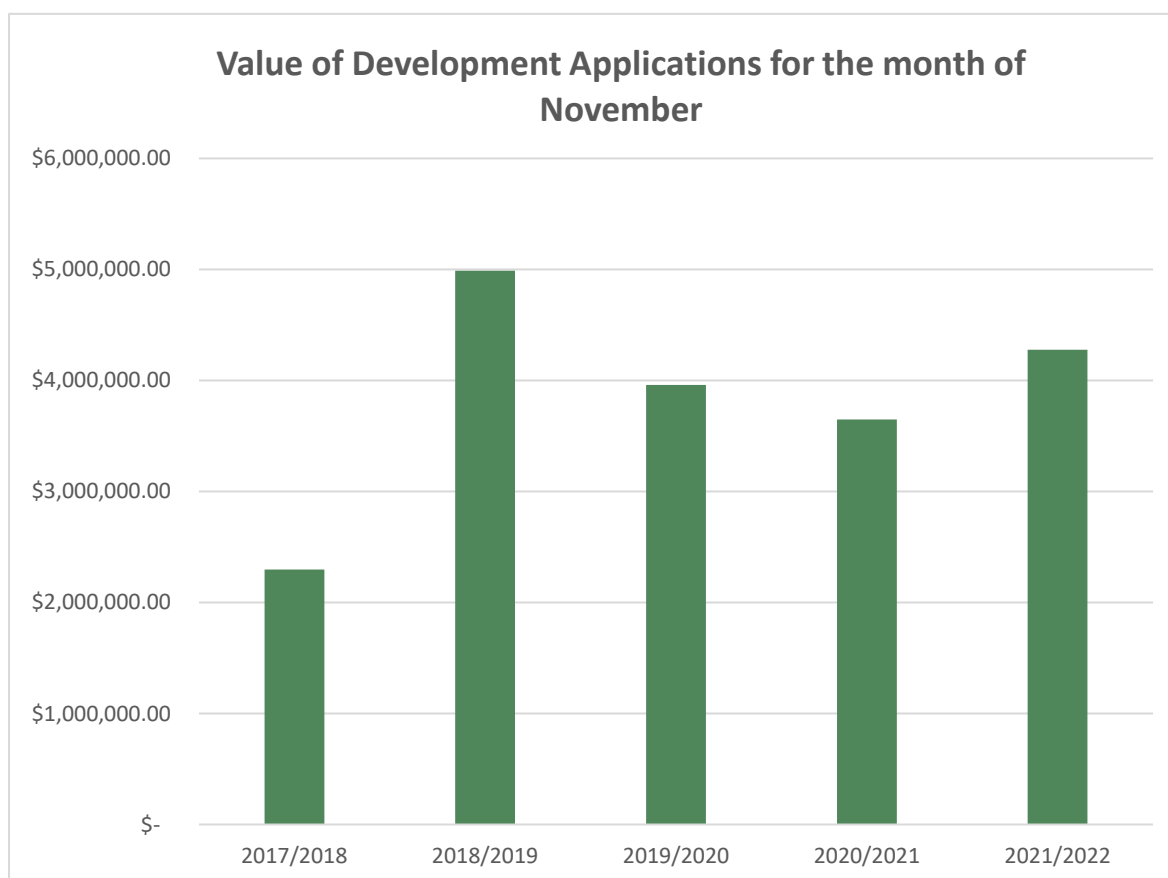


Figure 3: Value of development for the month of November 2021

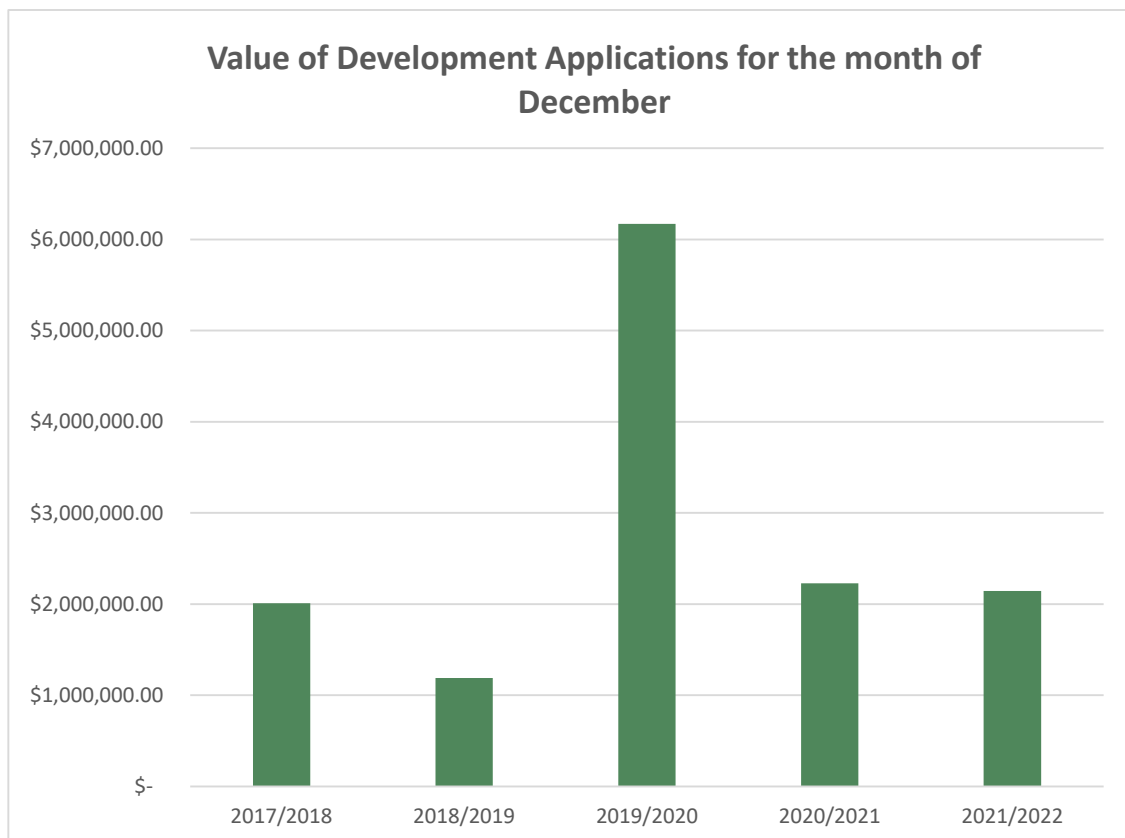


Figure 4: Value of development for the month of December 2021

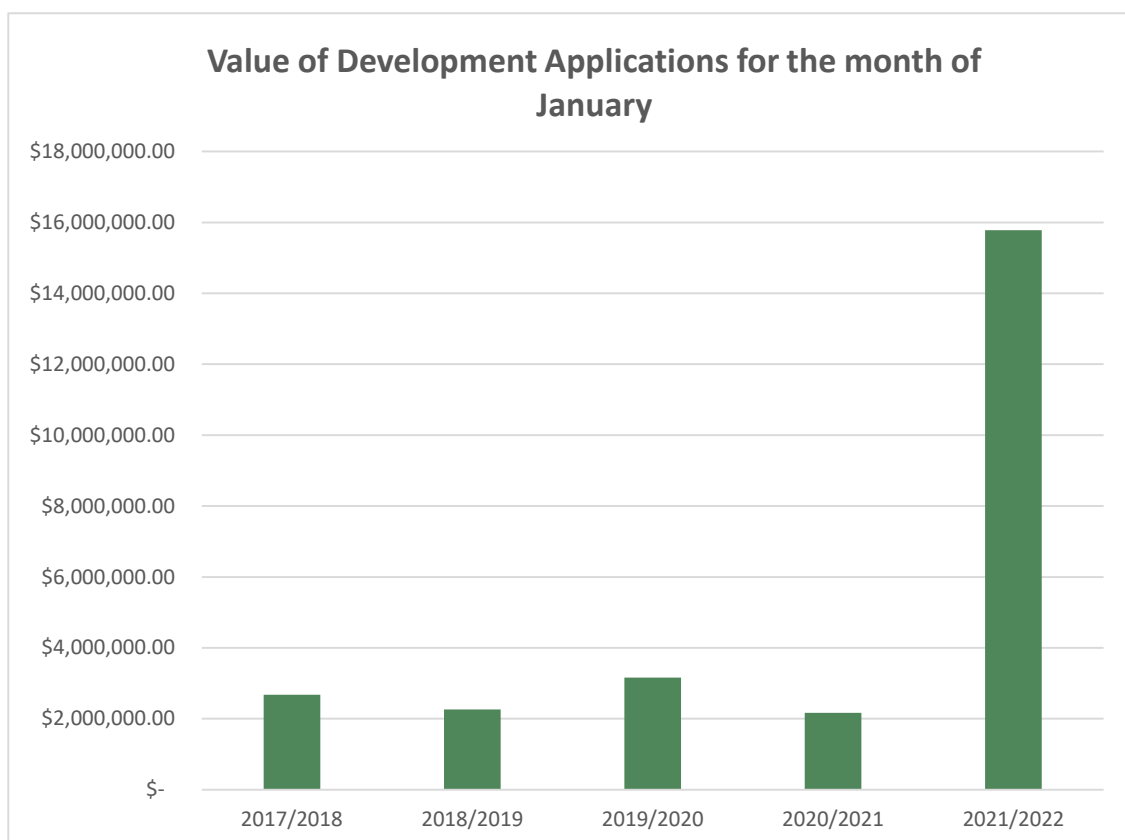


Figure 5: Value of development for the month of January 2022

Number of Development Applications

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

Figures 6 and 7 detail the number of applications determined by Council over the past five years.

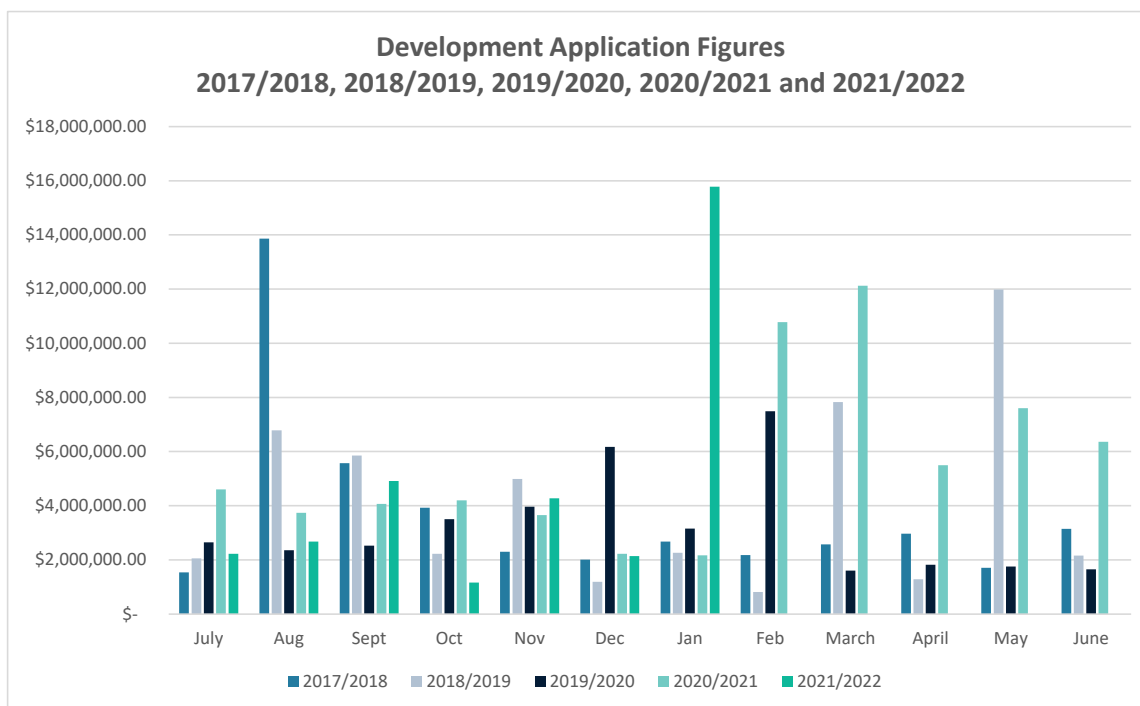


Figure 6: Value of development applications per month over five financial years.

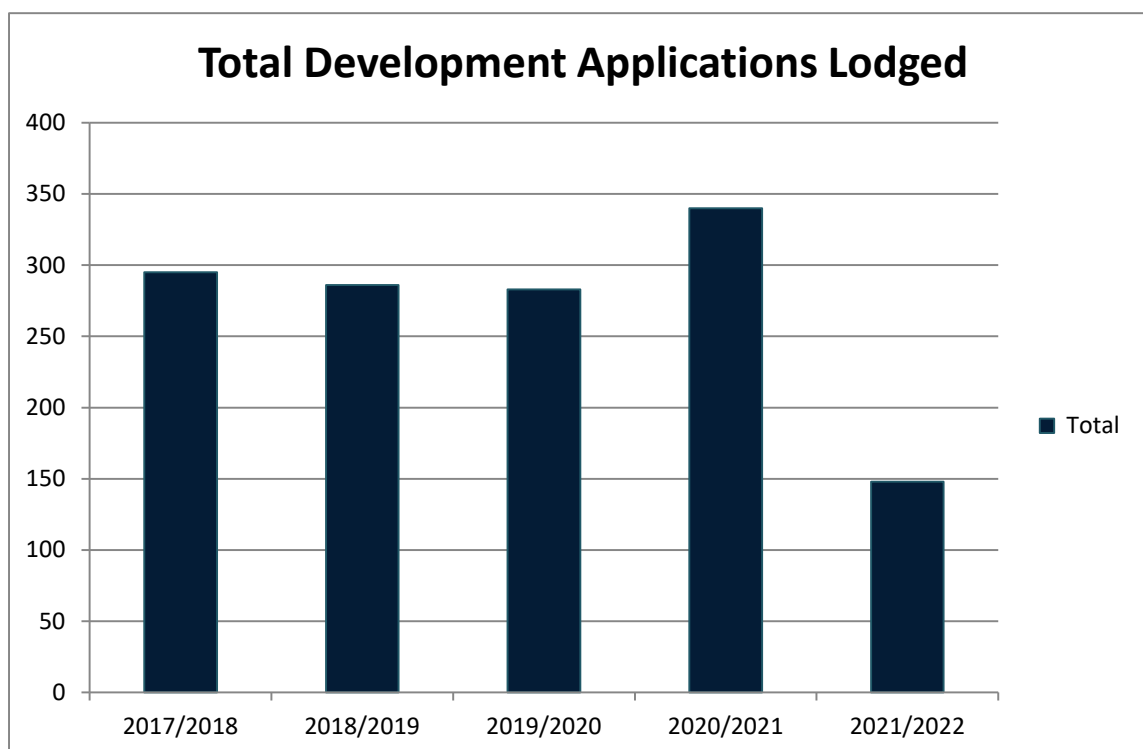


Figure 7: Number of Development Applications per annum over five financial years.

Activity for the month of November 2021, December 2021 & January 2022

General Approvals (excluding Subdivisions, Section 4.55)	53
Section 4.55 amendments to original consent	10
Subdivision	
Refused	1
Withdrawn	
Complying Development (Private Certifier Approved)	3
TOTAL	67
Average assessment days for applications determined in November 2021	38
Average assessment days for applications determined in December 2021	34
Average assessment days for applications determined in January 2022	50
No. of Integrated development applications determined in November 2021	2
No. of Integrated development applications determined in December 2021	
No. of Integrated development applications determined in January 2022	2
No. of Designated development applications determined in November 2021	
No. of Designated development applications determined in December 2021	
No. of Designated development applications determined in January 2022	
No. of building/ compliance inspections undertaken in November 2021	97
No. of building/ compliance inspections undertaken in December 2021	105
No. of building/ compliance inspections undertaken in January 2022	76

NB: A private contractor has been engaged to undertake inspections in the Mid Richmond

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 November 2021 to 30 November 2021							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2021/0232	W MacKinnon	JM Levy	1045 Swan Bay New Italy Road, New Italy	New dwelling and change of use of existing dwelling to music/art studio including decommissioning works.	16/03/2021	18/11/2021	\$389,000.00
DA2021/0310	KM Russell & MJ Quirk	KM Russell & MJ Quirk	56 Currajong Street, Evans Head	Installation of an in-ground swimming pool and associated fencing	17/06/2021	23/11/2021	\$48,000.00
DA2022/0005	AGS Commercial Pty Ltd	A Gava	5 First Avenue, Casino	Additions to Industrial building being; construction of an awning to provide a covered storage area and removal of an existing office building.	6/07/2021	4/11/2021	\$60,000.00
DA2022/0038	Profile Pools and Landscaping	CY Duncan & GE Duncan	2 Cedar Street, Evans Head	Installation of an inground concrete swimming pool and spa with associated fencing	18/08/2021	4/11/2021	\$63,500.00
DA2022/0044	Newton Denny Chapelle	OJ & JR Dorey	198 Blackwall Drive, Broadwater	Construction of new dwelling and decommissioning of existing dwelling	25/08/2021	2/11/2021	\$440,000.00
DA2022/0046	W Inwood	DJ Hammond	14 Walsh Place, Casino	Construction of a 9.0m x 6.0m shed on a concrete slab	30/08/2021	17/11/2021	\$19,600.00
DA2022/0049	Trueline Patios & Extensions Northern Rivers	DJ & SM Austen	15 Zinnia Court, Fairy Hill	Carport	1/09/2021	12/11/2021	\$23,550.00
DA2022/0050	Trueline Patios & Extensions Northern Rivers	MP & CJ Owens	17 Zinnia Court, Fairy Hill	Enclose existing patio roof with windows and insulated wall panels to form a room	6/09/2021	11/11/2021	\$18,300.00
DA2022/0052	Professional Planning Group - PPlan	SM Murray & AR Hope-O'Connor	46 Oak Avenue, Casino	Single storey dwelling with attached double garage and retaining walls	8/09/2021	16/11/2021	\$368,686.00
DA2022/0060	LJ Gilligan	G & L J Gilligan	Myall Creek Road, West Bungawalbin	Staged development of dwelling and ancillary structures Stage 1 - construction of farm building/shed, carport and associated infrastructure Stage 2 - construction of dwelling	22/09/2021	24/11/2021	\$249,859.00
DA2022/0061	R Carey	PR Carey & JL Butler	42 Cassia Street, Evans Head	Replacing existing shed with colourbond shed	23/09/2021	3/11/2021	\$17,650.00
DA2022/0063	LM McGrath	LM & CJ McGrath	7 Rodeo Drive, North Casino	Shed	23/09/2021	17/11/2021	\$6,000.00
DA2022/0064	EJ Lohman	LF Dorrington	55 Colches Street, Casino	Alterations & additions - converting front room to ensuite	24/09/2021	4/11/2021	\$27,000.00
DA2022/0065	AGS Commercial Pty Ltd	D M & P J Cowdery	3 Robinson Avenue, Casino	Carport/awning with variation to build in front of building line and setback 700mm from side boundary	24/09/2021	12/11/2021	\$12,299.00
DA2022/0066	Hayes Building Consultancy	RJ Trebilcock & M Betteridge	61 Woodburn Street, Evans Head	Alterations and additions - ground level family room addition and associated works to an existing three (3) bedroom timber frame house	28/09/2021	5/11/2021	\$48,000.00
DA2022/0067	RK Green	RK Green & TL Wudy	16 Cashmore Street, Evans Head	Demolition of existing dwelling and garage and construction of new two storey dwelling with a variation to front & rear setbacks	30/09/2021	12/11/2021	\$665,047.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 November 2021 to 30 November 2021							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2021/0025.01	D Johns	AM O'Connor	5 Woodburn Street, Woodburn	Section 4.55 (1A) Modification to approved shed by addition of a mezzanine floor	6/10/2021	30/11/2021	\$0.00
DA2022/0070	Hayes Building Consultancy	BL & DL Nathan	6 Fischer Street, Broadwater	Proposed at the front of the existing dwelling a ground level carport with a roofed deck area above	7/10/2021	16/11/2021	\$48,000.00
DA2022/0073	AJ Cohen	AJ Cohen	450 Manifold Road, North Casino	Alterations & additions - construction of a new covered deck, extensions to existing bathroom, laundry and internal alterations to existing dwelling	8/10/2021	24/11/2021	\$110,000.00
DA2022/0079	JM Roberts	JM Roberts & RE Clark	51 Verulam View, Spring Grove	Attaching patio to house - 26m long x 6m wide	14/10/2021	29/11/2021	\$20,000.00
DA2022/0080	Hayes Building Consultancy	JL Crampton-Corbett & MJ Corbett	5-7 Sunderland Street, Evans Head	Timber deck, fly over patio and internal renovations	14/10/2021	24/11/2021	\$41,470.00
DA2022/0089	Dixonbuild Pty Ltd	CF & MJ Long	26 Little Pitt Street, Broadwater	Construct a proposed new two storey dwelling house	27/10/2021	17/11/2021	\$322,505.00
DA2022/0090	The Shed Company	MR Steele	715 Fogwells Road, Yorklea	Shed	28/10/2021	18/11/2021	\$48,970.00
DA2022/0094	Hayes Building Consultancy	EJ & RJ Rayner	77 Beech Street, Evans Head	Demolition of existing dwelling and construction of a new 2 storey dwelling	2/11/2021	24/11/2021	\$722,700.00
CDC2022/0008	ZE Handford	SJ & Mrs ZE Handford	320 Shannonbrook Road, Shannon Brook	Installation of an in ground fibreglass swimming pool	9/11/2021	16/11/2021	\$19,000.00
DA2021/0256.02	Northern Rivers Sheds	TM & Mr DS Lumsden	199 Baraang Drive, Broadwater	Section 4.55 (1A) modification of internal layout of approved shed with bathroom for personal pottery studio	9/11/2021	24/11/2021	\$0.00
DA2022/0045	AGS Commercial Pty Ltd	LP Skinner	23 Ocean Drive, Evans Head	Demolition of existing dwelling and construction of new two (2) storey dwelling and plunge pool	27/08/2021	24/11/2021	\$400,000.00
DA2022/0062	EM Robertson	CP & EM Robertson	19 Tullarook Grove, Spring Grove	Installation of above ground swimming pool with decking surrounding the pool & associated fencing	23/09/2021	16/11/2021	\$25,169.00
DA2022/0071	AGS Commercial Pty Ltd	TJ & JS Anderson	622 Spring Grove Road, Spring Grove	Shed	8/10/2021	29/11/2021	\$41,322.00
DA2022/0078	The Shed Company	RH & KC Stoney	3 Kimberley Place, Casino	Shed	14/10/2021	5/11/2021	\$15,610.00
DA2022/0092	MJ Blackadder	TJ & MJ Blackadder	221 Sextonville Road, Casino	Removal of in-ground pool and remediation of site	1/11/2021	18/11/2021	\$4,400.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 December 2021 to 31 December 2021							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2022/0053	Paul R Gray Architect Pty Ltd	KC & ML Atkinson	4 Wattle Street, Evans Head	Demolition of existing shed and construction of new secondary dwelling and storage shed.	11/09/2021	2/12/2021	\$299,204.00
DA2022/0076	BA Harley	CJ Smith & EL Gray	Verulam View, Spring Grove	New dwelling, shed and associated works	13/10/2021	7/12/2021	\$607,500.00
DA2022/0082	CJ Gibson	CJ Gibson	34 Stapleton Avenue, Casino	Free standing carport to be constructed in front of house	21/10/2021	8/12/2021	\$3,350.00
DA2022/0083	J Cooper	PJ & J Cooper	50 Riverview Street, Evans Head	Swimming pool, deck, block wall and associated fencing	21/10/2021	2/12/2021	\$65,000.00
DA2022/0084	W Inwood	SJ & MJ Hammond	201 Walker Street, Casino	Shed	25/10/2021	7/12/2021	\$17,000.00
DA2022/0085	SJ Cox	SJ Cox	8-12 Cook Street, Broadwater	Internal renovations, enclosing under house, enclosing carport & new entranceway addition	25/10/2021	6/12/2021	\$80,000.00
DA2022/0087	Senica Consultancy Group	Mr ZD & CA Cruickshank	56 Verulam View, Spring Grove	Single storey dwelling with attached garage	27/10/2021	9/12/2021	\$531,606.00
DA2022/0088	The Shed Company	BJ & SA Gooley	53 Verulam View, Spring Grove	Shed	27/10/2021	8/12/2021	\$197,000.00
DA2022/0091	Artisan Pools Pty Ltd	BW & LM Symonds	3 Duke Street, Woodburn	Installation of an inground fibreglass swimming pool & associated fencing	29/10/2021	9/12/2021	\$28,000.00
DA2022/0095	A Hyde	J & WLJ Hyde	1760 Bentley Road, Bentley	Resited Dwelling	4/11/2021	21/12/2021	\$129,000.00
DA2022/0099	Hayes Building Consultancy	WG & MP Legge	7 Beronia Street, Evans Head	Fly over insulated patio roof system supported on timber framing	9/11/2021	20/12/2021	\$18,370.00
DA2022/0100	TSV Welch	T S V Welch	25 River Street, Broadwater	Construction of a standard 3 bay garage 9m x 6.5m x 3.6m	9/11/2021	20/12/2021	\$22,100.00
DA2022/0101	Michael Barnes Construction Pty Ltd	KJ & JP Irvine	7 Farm Place, Casino	Patio	11/11/2021	14/12/2021	\$16,400.00
DA2021/0207.01	LA Watson & Verte Design & Drafting Pty Ltd	LA Watson	68 Barker Street, Casino	Detached Dual Occupancy (2 x 3-bedroom), outdoor amenities and associated works, and Subdivision to create two lots being Lot 1 (350m2) and Lot 2 (820m2) (Clause 4.1C RVLEP)	15/11/2021	2/12/2021	\$0.00
DA2021/0316.01	FG Duce	FG & DD Duce	57 Forest Street, Coraki	Section 4.55 (1A) modification to approved dwelling to amend condition 39 to reflect amalgamation of lots 1, 2, 3 & amalgamation of lots 4 & 5	15/11/2021	10/12/2021	\$0.00
DA2021/0229.01	Steve Ryan Builder Pty Ltd	AL Maslen & MD Gardiner	4 Country Lane, Casino	Section 4.55 (1a) modification to approved dwelling with colorbond shed to reduce shed size and relocate, along with an increase in the front building line setback of the dwelling	16/11/2021	8/12/2021	\$0.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 December 2021 to 31 December 2021							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
CDC2022/0011	Certifiers2U	RF Johnson & BA Loy	18 Lakeside Drive, Casino	Swimming pool and associated fencing	16/11/2021	2/12/2021	\$39,960.00
DA2022/0105	Evoke Pools	GA & SJ Bird	50 Shannonbrook Road, Shannon Brook	Swimming pool and associated fencing	17/11/2021	14/12/2021	\$55,399.00
DA2021/0147.03	Northern Co-Operative Meat Co Ltd	Northern Co-Operative Meat Co Ltd	10615 Summerland Way, Casino	S4.55(2) Modification to the approved Retail Ready Facility, including construction and installation of ancillary gas plant and infrastructure, alterations/addition to building entry and associated works	24/11/2021	21/12/2021	\$0.00
DA2022/0078.01	The Shed Company	RH & KC Stoney	3 Kimberley Place, Casino	S4.55 (1) - Modification to amend clerical error for approved shed	14/12/2021	16/12/2021	\$0.00
DA2022/0017.01	LG Morrow	LG Morrow	60 Reynolds Road, Codrington	Section 4.55 (1A) Modification to remove 3 columns and have beams put in their place to allow car access underneath raised re-sited dwelling	4/11/2021	6/12/2021	\$0.00
DA2022/0097	SJ Barnes	KE & SJ Barnes	12 Pacific Crescent, Evans Head	Shed with a variation to the south boundary setback	4/11/2021	17/12/2021	\$10,000.00
DA2022/0103	B & T Garages & Sheds Pty Ltd	J Graham	30 Cumberland Street, Casino	Construction of a colorbond gable shed	15/11/2021	13/12/2021	\$23,750.00
DA2017/0094.01	Newton Denny Chapelle	Roman Catholic Church for the Diocese	116 Centre Street, Casino	S4.55 (1A) Modification to the approved 'As Built' temporary signage seeking to amend Condition No. 4 to extend the period to display the sign from five (5) to seven (7) years	15/11/2021	9/12/2021	\$0.00
DA2021/0059.01	KL Petty	DK Ind & KL Petty	39 Verulam View, Spring Grove	S4.55 (1A) modification - construction of an approved shed in the same location with a reduction in size of shed from 16m x 8m to 12m x 8m	24/11/2021	14/12/2021	\$0.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 January 2022 to 31 January 2022							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2021/0330	New Italy Holdings	Galactica Tours Pty Ltd & New Italy Museum Incorporated	Pacific Highway, New Italy	Construction of a new highway service centre comprising: - A service station with ten (10) double sided car fuel pumps and a five (5) bay electric vehicles charging area; - Heavy vehicle refuelling area with four (4) high flow fuel pumps, truck wash facility, amenity area for truck drivers with lounge, shower, gym and laundry facilities; - Ancillary service centre shop/convenience store, four (4) separate cafes/restaurants including two (2) with drive-through facilities, amenities including toilet facilities; and - Clearing of vegetation and associated works.	30/06/2021	18/01/2022	\$14,786,647.00
DA2022/0069	B & T Garages & Sheds Pty Ltd	KG White	33 Centre Street, Casino	Carport with variation to reduce the front setback to 900mm and the side to 500mm	6/10/2021	28/01/2022	\$15,360.00
DA2022/0074	Meticon Homes QLD Pty Ltd	SA Cook & CL Saffin	82 Currajong Street, Evans Head	Construction of a dwelling & swimming pool with associated fencing	11/10/2021	25/01/2022	\$445,499.00
DA2022/0102	TF Walsh	Richmond Valley Council	17 Little Pitt Street, Broadwater	Construction of an accessible ramp to Broadwater Community Hall and associated works	15/11/2021	11/01/2022	\$34,870.00
DA2022/0108	Hayes Building Consultancy	KL England & J Schultz	65 River Street, Woodburn	New attached steel framed carport with a variation to the rear setback	25/11/2021	19/01/2022	\$18,500.00
DA2022/0109	Certifiers2U	KL & MJ Fraser	63 Junors Road, Backmede	Inground swimming pool & associated fencing	30/11/2021	27/01/2022	\$50,000.00
DA2022/0115	Hayes Building Consultancy	SM Robson & A Witt	34 Richmond Street, Woodburn	New two level timber framed/cladded home, with a colour bond metal roof and associated works	9/12/2021	27/01/2022	\$419,100.00
CDC2022/0015	Newton Denny Chapelle	Roca Investments Pty Ltd	95 Barker Street, Casino	Internal alterations and additions to existing office premises	19/01/2022	27/01/2022	\$10,000.00

ATTACHMENT(S)**Nil**

17.8 CORRESPONDENCE - CHRIS GULAPTIS MP

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

RECOMMENDATION

That Council receives and notes the correspondence from the Hon Chris Gulaptis MP congratulating Council on winning the Ixom 2021 Best Tasting Tap Water in Australia competition.

SUMMARY OF CORRESPONDENCE

A copy of the letter follows.

ATTACHMENT(S)

1. Chris Gulaptis MP letter

Chris Gulaptis MP
MEMBER FOR CLARENCE

28 January 2022

31 JAN 2022

Doc. No.

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

CONGRATULATIONS

Dear Vaughan

It is with much pleasure that I write to congratulate Richmond Valley Council in winning the Ixom 2021 Best Tasting Tap Water in Australia competition.

This victory against strong national competition is terrific recognition of the hard work and dedication of the team at the Water Treatment Plant and indeed all Council management and staff, in the provision of top quality drinking water.

I wish you the best of luck at the International Water Tasting Competition to be held in the USA.

Keep up the great work.

With kind regards.

Yours sincerely



CHRIS GULAPTIS, MP
Member for Clarence
Parliamentary Secretary for Agriculture and Forestry

CG:gb



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

THE NATIONALS for Regional NSW

17.9 DISCLOSURE OF INTEREST RETURN - GENERAL MANAGER

Author: Kate Alder-Conn, Governance Coordinator

RECOMMENDATION

That Council receives and notes the updated disclosure of interest return completed by the General Manager, dated 9 December 2021, tabled for the information of Council.

REPORT

Under the Model Code of Conduct for Local Councils in NSW, adopted by Council on 15 September 2020, Returns of Interest must be submitted by councillors and designated persons within three months of being elected or becoming a designated person. In addition, returns must be submitted annually (within three months of the commencement of the financial year).

A further requirement is that at any time when a councillor or designated person becomes aware of any new interest that needs to be disclosed, such disclosure must be made within three months of becoming aware of the interest.

A return lodged in the circumstance noted immediately above must be tabled at the first council meeting after the return was lodged.

Having become aware of interests that required disclosure outside of the annual return period, Council's General Manager has submitted a return dated 9 December 2021. Due to the local government election, no Ordinary Meeting was held in December 2021. In January 2022, an Extraordinary Meeting was held to address with procedural matters pertaining to the appointment of the newly elected Council. Therefore, the return is now tabled for the information of Council.

The return has been received by Council's Governance Department and will be made available upon request and by appointment, to any member of the public at Council's Casino Administration Office. The return will be published on Council's website in accordance with the requirements of the *Government Information (Public Access) Act 2009* (and its associated Regulation). The return will be published as soon as practicable following the February 2022 Ordinary Meeting.

This report provides information to Council regarding the submission of returns of interest by designated persons and fulfils Council's obligations under Section 440AAB of the *Local Government Act 1993*.

DELIVERY PROGRAM LINKS

Making Council Great

CS1: Leading and Advocating for our Community

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

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

BUDGET IMPLICATIONS

Not applicable

CONSULTATION

Not applicable

ATTACHMENT(S)

Nil

18 QUESTIONS ON NOTICE

Nil

19 QUESTIONS FOR NEXT MEETING (IN WRITING)

20 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:

20.1 Tender VP277869 - Design and Construct Willox Bridge Replacement - Casino Coraki Road, Tatham

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.

20.2 Tender T492122RTC - Supply of Ready Mixed Concrete

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.

20.3 Tender VP283594 – Detailed Design of Casino to Bentley Section of the Northern Rivers Rail Trail including Ancillary Works

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.

20.4 Financial Hardship Application - Property ID 137795

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

20.5 Financial Hardship Application - Property ID 138240

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

21 RESOLUTIONS OF CLOSED COUNCIL