

Richmond
Valley
Council



ATTACHMENTS

Tuesday, 20 December 2022

UNDER SEPARATE COVER

Ordinary Council Meeting

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Richmond
Valley
Council



MINUTES

**Ordinary Council Meeting
15 November 2022**

ORDINARY COUNCIL MEETING MINUTES

15 NOVEMBER 2022

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ORDINARY COUNCIL MEETING MINUTES

15 NOVEMBER 2022

**MINUTES OF RICHMOND VALLEY COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, 10 GRAHAM PLACE, CASINO
ON TUESDAY, 15 NOVEMBER 2022 AT 6PM**

Please note: these minutes are subject to confirmation at the next Council Meeting. Decisions recorded in the draft minutes are subject to the Council's Code of Meeting Practice in relation to rescinding decisions.

PRESENT: Cr Robert Mustow (Mayor), Cr Stephen Morrissey (Deputy Mayor), Cr Robert Hayes, Cr Sandra Humphrys, Cr Patrick Deegan, Cr Debra McGillan

IN ATTENDANCE: Vaughan Macdonald (General Manager), Angela Jones (Director Community Service Delivery), Ryan Gaiter (Director Organisational Services), Ben Zeller (Director Projects & Business Development), Jenna Hazelwood (Chief of Staff), Julie Clark (Personal Assistant to the General Manager and Mayor), Lewis Martin (IT Support Officer) and Mia De Wit (Acting Executive Assistant Organisational Services)

1 ACKNOWLEDGEMENT OF COUNTRY

The Mayor provided 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

The meeting opened with a prayer by the General Manager.

3 PUBLIC ACCESS

Ms Deborah Johnston addressed Council in relation to;

- Item 12.1 Delegates' Report November 2022 - Rous County Council
- Item 12.2 Delegates' Report November 2022 - LG NSW Conference
- Item 14.1 Flood Recovery Update
- Item 14.3 Review of Risk Management Framework
- Item 19.5 Infrastructure Reconstruction Update

Ms Johnston provided an address and PowerPoint presentation to the meeting, raising concerns about the Bungawalbyn levee and calling for Richmond Valley Council to advocate to Rous County Council for urgent repairs to the structure.

The Mayor thanked Ms Johnston for her attendance and address to the meeting.

A full recording of the public address to the meeting is available at:

<https://richmondvalley.nsw.gov.au/council/council-meetings/council-meeting-videos/>

ORDINARY COUNCIL MEETING MINUTES

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4 APOLOGIES**RESOLUTION 151122/1**

Moved: Cr Stephen Morrissey

Seconded: Cr Sandra Humphrys

That the apology received from Cr Sam Cornish be accepted and leave of absence granted.

CARRIED**Presentation – Richmond Valley Council’s Financial Report 2022**

At this point in the meeting, the Mayor invited Mr Adam Bradfield, Auditor Thomas Noble and Russell to address Council.

Mr Bradfield provided a presentation on Richmond Valley Council’s Financial Report 2022, noting that, despite difficult circumstances, Council had recorded a sound financial result for the 2021-22 financial year.

5 MAYORAL MINUTES

Nil

6 CONFIRMATION OF MINUTES**6.1 MINUTES ORDINARY MEETING HELD 18 OCTOBER 2022****RESOLUTION 151122/2**

Moved: Cr Sandra Humphrys

Seconded: Cr Stephen Morrissey

That Council confirms the Minutes of the Ordinary Meeting held on 18 October 2022.

CARRIED**6.2 INTERNAL AUDIT AND RISK COMMITTEE MINUTES 19 OCTOBER 2022****RESOLUTION 151122/3**

Moved: Cr Sandra Humphrys

Seconded: Cr Patrick Deegan

That Council receives and notes the Minutes of the Internal Audit and Risk Committee Meeting held on 19 October 2022.

CARRIED**7 MATTERS ARISING OUT OF THE MINUTES**

Nil

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15 NOVEMBER 2022

8 DECLARATION OF INTERESTS

Cr Robert Mustow declared a pecuniary interest in relation to Item 14.1 Flood Recovery Update, due to being an owner of flood impacted properties.

The Director Organisational Services declared a pecuniary interest in relation to item 14.1 Flood Recovery Update, due to being an owner of a flood impacted property.

9 PETITIONS

Nil

10 NOTICE OF MOTION

Nil

11 MAYOR'S REPORT**11.1 MAYORAL ATTENDANCE REPORT 13 OCTOBER - 7 NOVEMBER 2022****RESOLUTION 151122/4**

Moved: Cr Robert Mustow
Seconded: Cr Stephen Morrissey

That Council receives and notes the Mayoral Attendance Report for the period 13 October – 7 November 2022.

CARRIED

12 DELEGATES' REPORTS**12.1 DELEGATES' REPORT NOVEMBER 2022 - ROUS COUNTY COUNCIL****RESOLUTION 151122/5**

Moved: Cr Robert Mustow
Seconded: Cr Sandra Humphrys

That Council receives and notes the Delegates' Report – Rous County Council, for November 2022.

CARRIED

12.2 DELEGATES' REPORT NOVEMBER 2022 - LG NSW CONFERENCE**RESOLUTION 151122/6**

Moved: Cr Patrick Deegan
Seconded: Cr Stephen Morrissey

That Council receives and notes the Delegates' Report – LG NSW Conference, for November 2022.

CARRIED

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13 MATTERS DETERMINED WITHOUT DEBATE**13.1 MATTERS TO BE DETERMINED WITHOUT DEBATE****RESOLUTION 151122/7**

Moved: Cr Stephen Morrissey

Seconded: Cr Sandra Humphrys

That items 14.3, 15.3 and 15.4 identified be determined without debate.

CARRIED

At 6:44 pm, Cr Robert Mustow and the Director Organisational Services, left the meeting.

The Deputy Mayor assumed the position of Chair.

14 GENERAL MANAGER**14.1 FLOOD RECOVERY UPDATE****EXECUTIVE SUMMARY**

Council has been working hard to support the Richmond Valley's recovery from the catastrophic flood events of February-March this year and has successfully advocated for community funding and assistance. The recent announcement of the \$800m Resilient Homes Program, jointly funded by the Federal and NSW Governments, was a welcome relief for many local families who have been unable to progress their rebuilding and recovery plans. Council will continue to support the Northern Rivers Reconstruction Corporation in delivering this program.

In the eight months since the flood there has been significant progress in establishing temporary housing sites for more than 300 local residents, securing \$2m in government-funded rating relief and successfully applying for disaster assistance to support community recovery and infrastructure repairs.

However, there is still much to be done to restore and reconnect local communities and revitalise the regional economy. The Rebuilding the Richmond Valley Recovery Plan will help to guide further progress over the next three years and Council will continue to advocate strongly for additional community assistance.

RESOLUTION 151122/8

Moved: Cr Robert Hayes

Seconded: Cr Sandra Humphrys

That Council:

1. Notes the significant progress in flood recovery works and successful advocacy for the community;
2. Continues to work with the Northern Rivers Reconstruction Corporation to support the roll-out of the Resilient Homes Program and the urgent implementation of the Resilient Lands program to deliver local flood-safe housing;
3. Continues to advocate to Resilience NSW for additional temporary housing options for the

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Northern Rivers to support flood affected residents.

CARRIED

At 7:03 pm, Cr Robert Mustow and the Director Organisational Services returned to the meeting.

Cr Robert Mustow resumed the position of Chair.

14.2 WASTE AND RESOURCE RECOVERY UPDATE

EXECUTIVE SUMMARY

Council has been progressing its search for better waste management solutions over the past five years, with regular updates on progress being provided. A number of key milestones have now been reached to help clarify timeframes, options and costs.

These milestones include:

- A final decision on IPART's proposed changes to waste regulation;
- A better understanding of what may be available to the Richmond Valley in terms of technologies and proponents for alternative waste treatment, through the recent EOI process;
- Significant movement towards establishing an Energy from Waste facility in Parkes, one of the other nominated precincts in the NSW Government's Energy from Waste Infrastructure Plan.

IPART's recent decision to step away from active regulation of waste charges provides some welcome "breathing space" for NSW councils in planning their future waste management strategies. Council's policy position on waste management has always been an all options are on the table approach and the IPART decision allows more time to investigate and negotiate the best possible solution for the community because the risk of applying a waste peg has been removed for the foreseeable future.

Richmond Valley is also in a stronger position than other North Coast councils, as there is capacity at the Nammoona landfill site, and the option to continue to transport residual waste to Queensland remains available, at least in the short term. Although this may not be the most cost-effective or environmentally desirable solution, it allows Council to maintain the level of service the community expects while it searches for better alternatives.

RESOLUTION 151122/9

Moved: Cr Debra McGillan

Seconded: Cr Robert Hayes

That Council:

1. Notes that IPART has decided to NOT use its powers to 'peg' Councils' waste management charges following its review of waste regulation;
2. Notes Council's responses to the Draft Thermal Energy Regulation consultation processes, both individually and with Parkes and Lithgow Councils;
3. Pauses its active investigation into an Energy from Waste facility for the Richmond Valley while the Parkes Special Activation Precinct EfW proposal proceeds and monitors progress, community reactions and outcomes;
4. Continues to consider other options in the Alternative Waste Treatment Solutions Expression of Interest responses and keep North Coast Councils updated on any progress and

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opportunities for collaboration.

5. Consults the community on the Draft Richmond Valley Regional Jobs Precinct Master Plan when it is finalised in 2023 and as part of that process provides the opportunity for the community to express opinions on Energy from Waste facilities as a solution to Council's residual waste management challenges.

CARRIED

14.3 REVIEW OF RISK MANAGEMENT FRAMEWORK

EXECUTIVE SUMMARY

Richmond Valley Council has been working to strengthen the organisation's risk management systems and has recently reviewed its Risk Management Framework, as required, after the local government election. In response to the challenges experienced over the past 12 months, the revised framework strengthens its focus on community resilience and disaster preparedness and revised risk appetite statements have been developed in consultation with Councillors and staff. The revised framework is now presented for Council's endorsement.

RESOLUTION 151122/10

Moved: Cr Stephen Morrissey

Seconded: Cr Sandra Humphrys

That Council adopts the revised Richmond Valley Council Risk Management Framework.

CARRIED

15 ORGANISATIONAL SERVICES**15.1 FINANCIAL STATEMENTS 2021/2022****EXECUTIVE SUMMARY**

Council adopted the audited financial statements for 2021/2022 at its Ordinary Meeting held 18 October 2022. At that Meeting, Council also resolved to present the audited financial statements and auditor's reports to the public at its November Ordinary Meeting. The presentation of these reports to the public is in accordance with section 419 (1) of the *Local Government Act 1993* and is the final step in complying with the legislative requirements regarding annual financial reporting.

Council's external auditor, the Audit Office of New South Wales has advised that its representative firm, Thomas, Noble and Russell (TNR) will provide a presentation on the auditor's reports in relation to the 2021/2022 financial statements at this meeting. The Auditor has expressed an 'unmodified opinion' on the financial statements. This means that it was of the opinion that the financial reports present fairly the financial position of Council as at 30 June 2022 and its financial performance and cash flows were presented in accordance with Australian Accounting Standards and other legislative requirements.

As reported to the October Ordinary Meeting, Council achieved a surplus from continuing operations of \$19.987 million for the 2021/2022 financial year, compared to a surplus of \$10.086 million in the previous year. Council recorded a loss before capital grants and contributions of \$5.595 million for 2021/2022, compared to a loss of \$2.407 million for the 2020/2021 financial year. The decrease in this result for 2021/2022 is reflective of additional expenditure incurred due to Council's response to the flood disaster and waste clean-up, noting that this expenditure is claimable under Natural Disaster Funding which will be received in the 2022/2023 financial year. Council also achieved improvements in four out of nine of its key performance measures, with all but four of the ratios meeting or exceeding the industry benchmark. Further details are provided in the report.

RESOLUTION 151122/11

Moved: Cr Robert Mustow

Seconded: Cr Patrick Deegan

Recommended that in accordance with Sections 418 and 419 of the *Local Government Act 1993*, Council present the financial statements of Richmond Valley Council for the financial year ended 30 June 2022 to the public.

CARRIED

15.2 QUARTERLY BUDGET REVIEW STATEMENT FOR THE QUARTER ENDED 30 SEPTEMBER 2022**EXECUTIVE SUMMARY**

This report outlines the proposed adjustments for the 2022/2023 budget for the quarter ended 30 September 2022 along with proposed carry over works from the financial year ended 30 June 2022.

The proposed changes see Council's projected operating surplus from continuing operations for 2022/2023 increase to \$25,041,838, from the original budget surplus of \$21,347,206. The operating result before capital grants and contributions has shown an increase to a surplus of \$471,467.

Income from continuing operations has increased by \$8,032,053, to a projected total of \$99,203,262. This is largely due to natural disaster grant funding being approved for recovery and reconstruction efforts due to the flood events of February 2022. Expenses from continuing operations have increased by \$4,337,422 to a projected cost of \$74,161,425.

Council has performed a thorough review of its capital works program, resulting in an increase of \$2,951,958 to a projected total of \$53,563,748. This is largely due to projects being carried over to the 2022/2023 year from the 2021/2022 year, having been delayed by wet weather and contractor availability brought about by the flood event of February 2022. The notable increases include carry overs in the areas of Building and Maintaining Roads and Waste Management which are largely natural disaster flood projects or projects that have been delayed because of the impact of the February 2022 flood. The delivery of Council's capital works program has been strongly impacted by supply constraints and contractor availability. It is expected that these impacts will be felt throughout the 2023/2024 financial year as the community recovers. Council will thus ensure its capital works program is closely monitored, with any adjustments required to be included in future quarterly budget reviews or monthly budget adjustment reports to Council.

Council's unrestricted cash surplus has increased by \$29,475 to \$287,260 as at 30 September 2022. This is a result of the NSW Government providing a one-off payment to help offset the increase of the Local Government Emergency Services Levy contributions in 2022/2023 due to ongoing hardship events such as the February 2022 flood and the COVID-19 pandemic. This has resulted in a net saving of \$29,475 and ensures that there was no net increase in the Emergency Services Levy over the past three years.

RESOLUTION 151122/12

Moved: Cr Robert Mustow

Seconded: Cr Robert Hayes

That Council:

1. Receives the Quarterly Budget Review Statement as at 30 September 2022; and
2. Approves the recommended budget variations.

CARRIED

15.3 FINANCIAL ANALYSIS REPORT - OCTOBER 2022**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 31 October 2022 is shown below:

Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
\$14,338,485	\$36,000,000	\$4,750,390	\$2,000,000	\$14,677,874	\$71,766,749

The weighted average rate of return on Council's cash and investments as at 31 October 2022 was 8.88% which was above the Bloomberg AusBond Bank Bill Index for October of 0.24%, which is Council's benchmark.

RESOLUTION 151122/13

Moved: Cr Stephen Morrissey

Seconded: Cr Sandra Humphrys

That Council adopts the Financial Analysis Report detailing the performance of its cash and investments for the month of October 2022.

CARRIED

15.4 CODE OF CONDUCT REVIEW**EXECUTIVE SUMMARY**

In accordance with Section 440(7) of the *Local Government Act 1993* (the Act), each Council is required within 12 months of a Council election to review and adopt its Code of Conduct.

The Office of Local Government (OLG) most recently amended the Model Code of Conduct in late 2020, along with the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW (the Procedures). The Model Code of Conduct and Procedures are prescribed under the Local Government (General) Regulation 2021.

This report fulfils Council's requirement as prescribed under s440 of the Act, to review and adopt a Code of Conduct.

RESOLUTION 151122/14

Moved: Cr Stephen Morrissey

Seconded: Cr Sandra Humphrys

That Council adopts the Model Code of Conduct for NSW Councils as its Code of Conduct, incorporating the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW.

CARRIED

15.5 ANNUAL REPORT 2021/2022**EXECUTIVE SUMMARY**

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

The 2021/2022 financial year has been another dynamic year in the Richmond Valley, with the flood event of February 2022 representing a significant challenge for both Council and the community alike. The Richmond Valley embraced the opportunity for growth, in amongst the focus on recovery.

RESOLUTION 151122/15

Moved: Cr Robert Mustow

Seconded: Cr Stephen Morrissey

That Council:

1. Receives and notes the Richmond Valley Council 2021/2022 Annual Report.
2. In accordance with section 428 of the *Local Government Act 1993*, posts the Annual Report on Council's website and provides a link to the Minister for Local Government and the Office of Local Government.

CARRIED

16 COMMUNITY SERVICE DELIVERY**16.1 RICHMOND VALLEY GROWTH MANAGEMENT STRATEGY AND CASINO PLACE PLAN****EXECUTIVE SUMMARY**

Over the past year, Council has been working in partnership with Regional NSW to prepare pathways to deliver housing and jobs in the Richmond Valley. Completion of the *Draft Richmond Valley Growth Management Strategy* and *Casino Place Plan* marks an important milestone in this process. Growth management strategies are key strategic documents used to plan for the sustainable delivery of land, infrastructure and services to meet forecast residential and employment growth. Place Plans sit below the GMS and provide a higher level of detailed analysis of constraints and opportunities to manage the expected growth.

The *Draft Richmond Valley Growth Management Strategy* (GMS) and the *Casino Place Plan* are presented to Council for in-principle support so that they can be exhibited for community feedback. These documents have been produced in concert with the *Richmond Valley Regional Jobs Precinct Master Plan*, which is under preparation by Regional NSW and due for release in early 2023.

RESOLUTION 151122/16

Moved: Cr Robert Mustow

Seconded: Cr Stephen Morrissey

That Council:

1. Receives the *Draft Richmond Valley Growth Management Strategy* and *Draft Casino Place*

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Plan;

2. Provides in-principle support for these documents; and
3. Authorises the public exhibition of the documents in line with Council's Community Participation Plan.

CARRIED

17 PROJECTS & BUSINESS DEVELOPMENT**17.1 CASINO RACECOURSE AND SHOWGROUND BUSINESS PLAN AND MANAGEMENT MODEL 2022****EXECUTIVE SUMMARY**

The Casino Racecourse and Showground is currently undergoing a \$9.6 million redevelopment through funding received under the Bushfire Local Economic Recovery Fund. As with the Northern Rivers Livestock Exchange, significant infrastructure upgrades provide an opportunity to assess facility management models and how business principles can be applied to ensure that future maintenance and renewal responsibilities are met.

In late 2021, Council engaged Viva Consulting, a local consulting firm with local government, business, tourism and racing industry experience to review the Casino Showground precinct and provide an options assessment for the ideal management structure to leverage the opportunities the upgrade will provide.

As a multi-use facility, there are often conflicting opinions from stakeholder groups on the best use of funding. While due consideration will be given to the needs of all user groups, an acknowledgment needs to be given to the groups and industries that will reduce the future cost impost on Council for running and maintaining the facility.

The Casino Racecourse and Showground Business Plan and Management Model 2022 highlights several different management structures for consideration, with the primary aim of ensuring the facility has high volume usage, generates sufficient revenue and provides both social and economic benefit for the Richmond Valley.

RESOLUTION 151122/17

Moved: Cr Robert Mustow

Seconded: Cr Sandra Humphrys

That Council:

1. Considers the options outlined in the Casino Racecourse and Showground Business Plan and Management Model 2022 and;
2. Authorises the General Manager to explore the recommendations contained, particularly regarding future management structures and provide a future report prior to completion of the project for Council's consideration.

CARRIED

18 GENERAL BUSINESS

Nil

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19 MATTERS FOR INFORMATION**RESOLUTION 151122/18**

Moved: Cr Stephen Morrissey

Seconded: Cr Debra McGillan

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

CARRIED

19.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 OCTOBER 2022 TO 31 OCTOBER 2022**RESOLUTION 151122/19**

Moved: Cr Stephen Morrissey

Seconded: Cr Debra McGillan

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

CARRIED

19.2 CODE OF CONDUCT COMPLAINT STATISTICS**RESOLUTION 151122/20**

Moved: Cr Stephen Morrissey

Seconded: Cr Debra McGillan

That Council receives and notes the Code of Conduct Complaint Statistics for the period 1 September 2021 to 31 August 2022.

CARRIED

19.3 NORTHERN RIVERS LIVESTOCK EXCHANGE STATISTICS - 30 SEPTEMBER 2022**RESOLUTION 151122/21**

Moved: Cr Stephen Morrissey

Seconded: Cr Debra McGillan

That Council receives and notes the financial year to date Northern Rivers Livestock Exchange Statistics as at 30 September 2022.

CARRIED

19.4 GRANT APPLICATION INFORMATION REPORT - OCTOBER 2022**RESOLUTION 151122/22**

Moved: Cr Stephen Morrissey

Seconded: Cr Debra McGillan

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

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2022.

CARRIED**19.5 INFRASTRUCTURE RECONSTRUCTION UPDATE****RESOLUTION 151122/23**

Moved: Cr Stephen Morrissey

Seconded: Cr Debra McGillan

That Council receives and notes the information provided in the Infrastructure Reconstruction Update.

CARRIED**20 QUESTIONS ON NOTICE****20.1 RESPONSE TO QUESTION; CR ROBERT HAYES - CASINO'S WATER PRICING**

The following question on notice was received from Councillor Robert Hayes at Council's 18 October 2022, Ordinary meeting;

Question

Can the General Manager bring a report back to the November Council meeting with a full cost assessment related to the discounted water supplied to the Northern Cooperative Meat Company, explaining the possible effect it has on the water rates of all the ratepayers across Richmond Valley Council.

I would like to see the report based around a scale of discounted rates from the existing rate of \$1.06 per kl, \$1.44 per kl, \$2.16 per kl, in comparison with the current manufacturers business rate of \$2.88 per kl.

Response

Local councils who provide water services currently levy a two-part water charge for residential and commercial customers, in line with NSW regulatory requirements. The first part of the charge – the access fee – is a fixed charge that relates to the capital cost of providing, maintaining and replacing the community's water supply network, including water reservoirs, pumping stations and the water treatment plant.

The second part of the charge is the water consumption fee, which relates to the amount of water consumed by each customer. This charge is determined based on the total operational cost Council incurs to extract, treat and distribute the water. Water regulators provide guidance on how these charges should be determined, with the consumption charge generally making up 75% of total water revenue and the access charge, 25%. This is designed to discourage customers from wasting water, by sending a price signal about the true value of water resources.

Councils have some flexibility in how the water consumption charge is configured. Some councils charge the same price per kilolitre of water for all customers. Some have different rates for residential and commercial customers, some offer discounted rates for high water users. Richmond Valley Council charges its residential and commercial customers the same price per kl (\$2.88) - with the exception of the Northern Cooperative Meat Company, which pays a discounted rate of \$1.06 per kl. Residential customers pay a higher rate of \$4.38 once they consume more than 200kl of water.

Last year Council received a total of \$4,927,065 in water consumption revenue.

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Theoretically, charging the NCMC more for its share of water consumption could translate to cheaper water consumption prices for other customers. However, Council would need to off-set this against the possibility that providing cheaper water for residential and commercial customers may encourage them to consume more – thus increasing annual supply costs and environmental impacts.

Water consumption varies from year to year for each customer, depending on climatic conditions, social circumstances and economic factors. Similarly, the cost of providing the water also varies. It is therefore difficult to calculate the exact financial impact of modifying these charges across the board.

The following tables are based on last year's published consumption for the NCMC, and the total consumption revenue received in the water fund last year.

This shows what the average price could be for all other consumers, based on various price structures for the NCMC, starting with the published price in Council's Revenue Policy, and assuming the same level of revenue is generated.

Casino Food Co -Operative per kL	\$1.06	\$1.44	\$2.16	\$2.88
Average for Other Water Consumers per kL	\$2.88	\$2.60	\$2.27	\$1.94

The following table details the extra revenue Council would receive if Council were to keep all other charges the same and increase the NCMC's charge at the requested different rates, based on last year's consumption.

Price point – consumption per kL	\$1.06	\$1.44	\$2.16	\$2.88
Total Revenue from NCMC	\$734,543.96	\$997,871.04	\$1,496,808.56	\$1,995,742.08
Increase in Revenue		\$263,327.08	\$762,262.60	\$1,261,198.12

21 QUESTIONS FOR NEXT MEETING (IN WRITING)

Nil

The Meeting closed at 7.50pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 20 December 2022.

.....
CHAIRPERSON

Council Policy

Richmond
Valley
Council



Policy Title:	Investments
Policy Number:	6.14
Focus Area:	Manage community resources and provide great service
Responsibility:	Finance
Meeting Adopted:	Date of Council Meeting – Resolution Number

OBJECTIVE

To provide a framework for investing Council's funds to maximise revenue from authorised investments, while having due consideration of risk and security of the investment; using the care, diligence and skill that a prudent person would exercise in investing Council funds.

POLICY

1. Legislative Requirements

All investments are to comply with the following:

- Section 625 *Local Government Act 1993*;
- Clause 212 *Local Government (General) Regulation 2021*;
- Ministerial Investment Order;
- *Local Government Code of Accounting Practice and Financial Reporting*;
- *Australian Accounting Standards*;
- *Office of Local Government Circulars*; and
- Section 14A(2), 14C(1) and (2) *Trustee Amendment (Discretionary Investments) Act 1997*.

2. Definitions

Authorised Deposit-taking Institutions (ADI's) - are corporations authorised under the *Bank Act 1959 (Cth)* to take deposits from customers. ADI's include banks, building societies and credit unions, all of which are regulated by the Australian Prudential Regulation Authority (APRA).

Bank Bill Swap Rate - is the compilation and average rate of market rates supplied by domestic banks relating to multiple maturities of bank bills.

Bills of Exchange - is an unconditional order in writing, addressed by one person to another, signed by the person giving it, requiring the person to whom it is addressed to pay on demand, or at a fixed or determinable future time, a sum certain in money to or to the order of a specified person, or to bearer.

Debentures - are a debt security usually secured by a fixed or floating charge over an underlying asset or pool of assets. Debentures are normally issued by companies in return for medium and long-term investment funds.

Floating Rate Note - are securities that (in Australia) pay a coupon normally priced at a fixed margin above the Bank Bill Swap Rate.

TCorp - NSW Treasury Corporation

Term Deposits - are non-tradeable investments offered by ADI's with varying maturity dates (normally from one month to 60 months) and a rate set at the outset. Interest is normally payable upon maturity or if the term is longer than 12 months, annually from the investment date. Penalties apply if the funds are withdrawn before maturity and a notice period of 31 days is usually required.

90 Day Bank Bill Reference Rate (BBSW) - is the wholesale interbank rate within Australia and is published by the Australian Securities Exchange (ASX). It is the borrowing rate among the country's top market makers and is widely used as the benchmark interest rate for financial instruments.

3. Delegation of Authority

Authority for implementation of the Investments Policy is delegated by Council to the General Manager in accordance with the *Local Government Act 1993*. The General Manager delegates the day-to-day management of Council's investments to the Director Organisational Services, Financial Accountant, Principal Accountant and Management Accountant with assistance in collating data from other finance staff. Officers' delegated authority to manage Council's investments shall be recorded and required to acknowledge they have received a copy of this policy and understand their obligations in this role.

All new investments require at least two of the above staff to approve and evidence of such is to be kept in the Investment Folders, maintained by the Financial Accountant. These documents should specify the amount of money invested, the security or form of investment made, the term of the investment and if appropriate the rate of interest to be paid and the amount of money that Council has earned.

4. Prudent Person Standard

Council Officers should act with the duty of care, skill, prudence and diligence that a prudent person would exercise when investing and managing their own funds. As trustees of public monies, Officers are to manage Council's investment portfolios to safeguard the portfolio in accordance with the spirit of this Investments Policy, and not for speculative purposes.

5. Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This policy requires Officers to disclose any conflict of interest to the General Manager. Independent advisors are also required to declare that they have no actual or perceived conflicts of interest.

6. Approved Investments

Investments are limited to those allowed by the most current Ministerial Investment Order that has been issued by the NSW Minister for Local Government:

- (a) any public funds or securities issued by or guaranteed by, the Commonwealth, any State of the Commonwealth or a Territory;
- (b) any debentures or securities issued by a council (within the meaning of the *Local Government Act 1993 (NSW)*);
- (c) interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit-taking institution (as defined in the *Banking Act 1959 (Cth)*), but excluding subordinated debt obligations;
- (d) any bill of exchange which has a maturity date of not more than 200 days; and if purchased for value confers on the holder in due course a right of recourse against a bank which has been designated as an authorised deposit-taking institution by the Australian Prudential Regulation Authority;
- (e) a deposit with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility (now known as TCorpIM Fund) of the New South Wales Treasury Corporation.

7. Prohibited Investments

In accordance with the Ministerial Investment Order, this investment policy prohibits but is not limited to any investment carried out for speculative purposes including:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cashflow;
- Stand-alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind;

This policy also prohibits the specific use of leveraging (borrowing to invest) of an investment. However, where loan funding is obtained for a specific project and there is a time lag between receiving the funds and final expenditure, funds may be invested in the short term.

8. Liquidity and Maturity

Surplus funds are determined by review of Council's "Daily Cashflow" spreadsheet, which forecasts known revenues and expected expenditures. It is revised each day by Council's Financial Accountant (a detailed procedure is included in the Financial Accountant's Procedure Manual). Generally, a cash balance of approximately \$500,000 is to be maintained to cover emergency situations. Funds over and above this are considered surplus however a level of cash is to be held in other at call accounts to cover short term payment demands. These accounts are chosen to attract interest at a higher rate than the general fund account and should be approximately \$3,000,000 - \$5,000,000. During periods of low returns on other investments, additional levels of cash may be held in these at call accounts where they offer equivalent or greater rates of return.

In the short term, the duration of investments will be determined by analysis of the "Daily Cashflow". For the longer term, cash requirements will be determined by Council's Long-Term Financial Plan. In addition, the current market for interest rates must be taken into consideration and input from Council's financial advisors should be sought as to the longer-term outlook.

9. Credit Rating, Portfolio and Counterparty Limits

The minimum and maximum holding percentage for each investment class and the counterparty limits for each institution are as follows:

Investment Class	Minimum Holding	Maximum Holding	Counterparty Limit
AAA Rated	0%	100%	40%
AA+ to AA- Rated (including the four major banks)	0%	100%	40%
A+ to A- Rated	0%	70%	30%
BBB+ to BBB- Rated	0%	50%	20%
Unrated	0%	20%	10%
TCorpIM Cash Fund	0%	100%	100%
TCorpIM Short Term Income Fund	0%	40%	100%
TCorpIM Medium Term Growth Fund	0%	25%	100%
TCorpIM Long Term Growth Fund	0%	10%	100%

Cash assets are no longer subject to any minimum or maximum holding.

Standard & Poor's (or equivalent Moody's or Fitch) ratings attributed to each individual institution will be used to determine maximum holdings. In the event of a disagreement between two agencies as the rating band ("split ratings") Council shall use the lower of the ratings. Where more than two ratings exist, Council shall discard the lowest rating and then use the lower of the higher two ratings when assessing new purchases. This is an industry standard methodology that is widely used.

10. Risk Management Guidelines

Investments obtained are to be considered using the following criteria:

- Preservation of capital – the requirement of preventing losses in an investment portfolio's total value (considering the time value of money);
- Diversification – setting limits to the amounts invested with a financial institution or government authority to reduce credit risk. An investment must not exceed 40% of the total investment portfolio;
- Credit risk – the risk that an institution that Council has invested in fails to pay the interest and or repay the principal of an investment;
- Market risk – the risk that the fair value or future cash flows of an investment will fluctuate due to changes in market prices;
- Liquidity risk – the risk an investor is unable to redeem the investment at a fair price within a timely period; and
- Maturity risk – the risk relating to the length of 'term to maturity' of the investment. The larger the term, the greater the length of exposure and risk to market volatilities both gains and losses.

11. Term to Maturity Framework

The investment portfolio is to be invested within the following terms to maturity constraints: -

Overall Portfolio Term to Maturity	Maximum Portfolio % Limit
< 12 months	100%
> 12 months < 36 months	40%
> 36 months < 60 months	25%

12. Investment Advisor

Council utilises Laminar Capital for its financial advisory services and for the use of its online investment platform Treasury Direct for a monthly fee. TCorp also offers this service free to Council although this is being used on as needs basis rather than a contracted monthly arrangement.

13. Measurement

As Council no longer holds grandfathered investments such as Collateralised Debt Obligations (CDOs), the investment returns for the portfolio are easily identifiable. This measurement of the market value is to be assessed at least once a month to coincide with monthly reporting.

14. Environmentally Sustainable Investments (ESI's)

Council is committed to investing in Environmentally Sustainable Investments (ESI's) and will:

- Give preference to ESI's where their rate of return is equal or greater to other investment options;
- Monitor the % of ESI's held in our portfolio and seek to increase this % over time;
- Continually scan the market for ESI products that are compliant with the LG investment framework; and
- Report on our progress towards achieving these objectives.

15. Benchmarking

Benchmarks are established to evaluate investment outcomes against objectives, and they must be easily measurable. The Bloomberg AusBond Bank Bill Index is used as Council's benchmark and is included in the Monthly Financial Analysis Report to Council.

16. Reporting and Reviewing of Investments

Documentary evidence must be held for each investment and details thereof maintained in an Investment Register, and it must provide Council legal title to the investment, i.e. a financial instrument that clearly defines the contractual arrangement needs to be provided to Council. It is imperative that this financial instrument states that the investment is held in the name of Council. The Investment Register must be reconciled to Council's financial records monthly.

Certificates must be obtained from the financial institutions confirming the amounts of investments held on the Council's behalf as at 30 June each year and reconciled to the Investment Register.

A monthly Financial Analysis Report will be provided to Council, detailing the investment portfolio in terms of performance, percentage exposure of total portfolio, maturity date and changes in market value. Where Council invests in debt securities that have a movement in their capital value, a monthly valuation report will be obtained.

17. Safe Custody Arrangements

Where necessary, investments may be held in safe custody on Council's behalf, if the following criteria are met: -

- Council must retain beneficial ownership of all investments;
- Adequate documentation is provided, verifying the existence of the investments;
- The custodian conducts regular reconciliations of records with relevant registries and/or clearing systems; and
- The institution or custodian recording and holding the assets will be: -
 - The Custodian nominated by TCorp;
 - Austraclear;
 - An institution with an investment grade Standard and Poor's or Moody's rating; or
 - An institution with adequate insurance, including professional indemnity insurance and other insurances considered prudent and appropriate to cover its liabilities under any agreement.

REVIEW

This policy will be reviewed at least once a year or as required in the event of legislative changes. Any amendment to the policy must be by way of Council resolution.

Version Number	Date	Reason / Comments
1	16 July 2019	Review
2	22 October 2019	Review
3	20 October 2020	Review and update to format
4	18 May 2021	Review, add new investment class and update to maximum holdings
5	7 December 2022	Review, update titles to match organisation structure



Concise Investment Report Pack

Richmond Valley Council

1 November 2022 to 30 November 2022



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1. Portfolio Valuation As At 30 November 2022

Fixed Interest Security	Security Rating	Face Value Original	Face Value Current	Market Value	% Total Value	Running Yield	Weighted Running Yield
At Call Deposit							
CBA Business Online Saver Acct RVC At Call	S&P ST A1+	5,635,000.00	5,635,000.00	5,635,000.00	6.86%	2.95%	
CBA General Fund Bk Acct RVC At Call	S&P ST A1+	3,680,011.14	3,680,011.14	3,680,011.14	4.48%	1.85%	
CBA Trust Acct RVC At Call	S&P ST A1+	87,050.17	87,050.17	87,050.17	0.11%	1.55%	
MACQ 940323454 At Call	Moodys A2	10,024,041.10	10,024,041.10	10,024,041.10	12.21%	3.00%	
NAB Business Cheque Acct RVC At Call	S&P ST A1+	24.70	24.70	24.70	0.00%	0.00%	
		19,426,127.11	19,426,127.11	19,426,127.11	23.65%		0.65%
Floating Rate Note							
Auswide 0.9 06 Nov 2023 FRN	Moodys Baa2	750,000.00	750,000.00	750,000.00	0.91%	3.96%	
Auswide 0.6 22 Mar 2024 FRN	Moodys Baa2	1,500,000.00	1,500,000.00	1,500,000.00	1.83%	3.51%	
MACQ 0.48 09 Dec 2025 FRN	Moodys A2	1,000,390.00	1,000,390.00	1,000,390.00	1.22%	3.89%	
MYS 0.65 16 Jun 2025 FRN	Moodys Baa2	1,500,000.00	1,500,000.00	1,500,000.00	1.83%	3.45%	
		4,750,390.00	4,750,390.00	4,750,390.00	5.78%		0.86%
Fixed Rate Bond							
NTTC 1.1 15 Dec 2025 - Issued 10 September 2021 - Richmond Council Fixed	Moodys Aa3	2,000,000.00	2,000,000.00	2,000,000.00	2.44%	1.10%	
		2,000,000.00	2,000,000.00	2,000,000.00	2.44%		0.03%
Unit Trust							
NSWTC Long Term Growth Fund UT		3,000,000.00	2,971,376.91	2,971,376.91	3.62%	33.96%	
NSWTC Medium Term Growth Fund UT		11,005,029.35	11,982,395.41	11,982,395.41	14.59%	19.80%	
		14,005,029.35	14,953,772.32	14,953,772.32	18.21%		4.12%



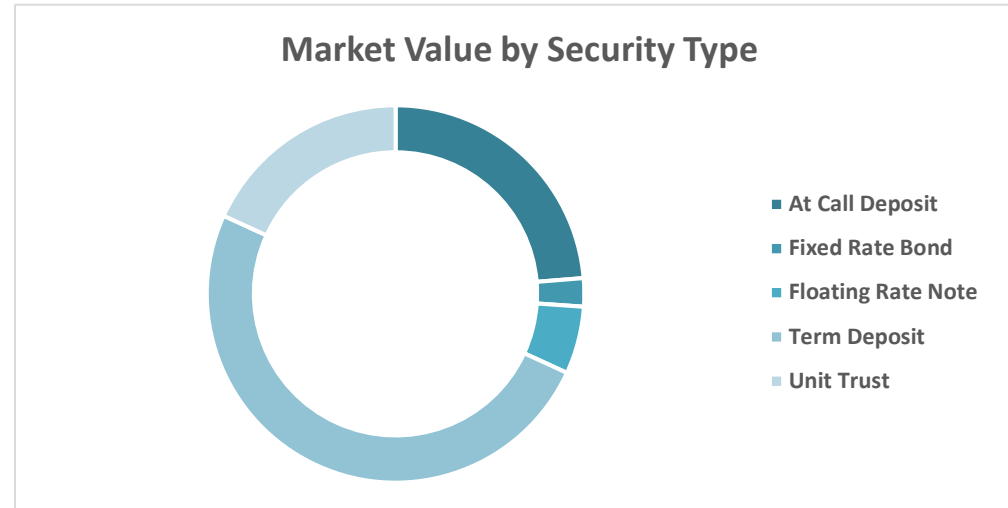
1. Portfolio Valuation As At 30 November 2022

Term Deposit							
AMP 3.7 06 Feb 2023 181DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.70%	
AMP 3.65 20 Feb 2023 182DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.44%	3.65%	
AMP 3.85 21 Feb 2023 90DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.85%	
AMP 3.7 27 Feb 2023 182DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.70%	
AMP 3.7 01 Mar 2023 181DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.70%	
AMP 3.8 06 Mar 2023 180DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.80%	
AMP 4 14 Mar 2023 181DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	4.00%	
AMP 4.3 24 Apr 2023 152DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.44%	4.30%	
AUBANK 4.3 11 May 2023 181DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.44%	4.30%	
Auswide 3.7 23 Feb 2023 182DAY TD	Moodys ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.44%	3.70%	
Auswide 3.7 23 Feb 2023 182DAY TD	Moodys ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.44%	3.70%	
Auswide 3.7 27 Feb 2023 181DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.70%	
Auswide 4.45 31 May 2023 182DAY TD	Moodys ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.44%	4.45%	
GCU 3.4 06 Dec 2022 90DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.40%	
JUDO 3.7 22 Feb 2023 90DAY TD	S&P ST A3	2,000,000.00	2,000,000.00	2,000,000.00	2.44%	3.70%	
MACQ 3.43 12 Dec 2022 91DAY TD	Moodys ST P-1	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.43%	
MACQ 3.43 13 Dec 2022 90DAY TD	Moodys ST P-1	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.43%	
MACQ 3.82 23 Mar 2023 120DAY TD	Moodys ST P-1	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.82%	
MACQ 3.82 23 Mar 2023 120DAY TD	Moodys ST P-1	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.82%	
ME Bank 2.45 05 Dec 2022 181DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	2.45%	
ME Bank 3.6 24 Jan 2023 181DAY TD	Moodys ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.44%	3.60%	
MYS 3 05 Dec 2022 91DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.00%	
MYS 3.7 06 Mar 2023 182DAY TD	Moodys ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.44%	3.70%	
MYS 4.25 29 May 2023 182DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	4.25%	
SCC 3.5 19 Dec 2022 91DAY TD	Unrated ST UR	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.50%	
SCC 3.85 27 Feb 2023 91DAY TD	Unrated ST UR	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.85%	
SCC 3.85 27 Feb 2023 91DAY TD	Unrated ST UR	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.85%	
SCC 3.85 27 Feb 2023 91DAY TD	Unrated ST UR	1,000,000.00	1,000,000.00	1,000,000.00	1.22%	3.85%	
SCC 3.85 28 Feb 2023 90DAY TD	Unrated ST UR	2,000,000.00	2,000,000.00	2,000,000.00	2.44%	3.85%	
TMC 3.9 23 Feb 2023 90DAY TD	Unrated ST UR	2,000,000.00	2,000,000.00	2,000,000.00	2.44%	3.90%	
		41,000,000.00	41,000,000.00	41,000,000.00	49.92%		1.86%
Portfolio Total		81,181,546.46	82,130,289.43	82,130,289.43	100%		7.52%



2. Portfolio Valuation By Categories As At 30 November 2022

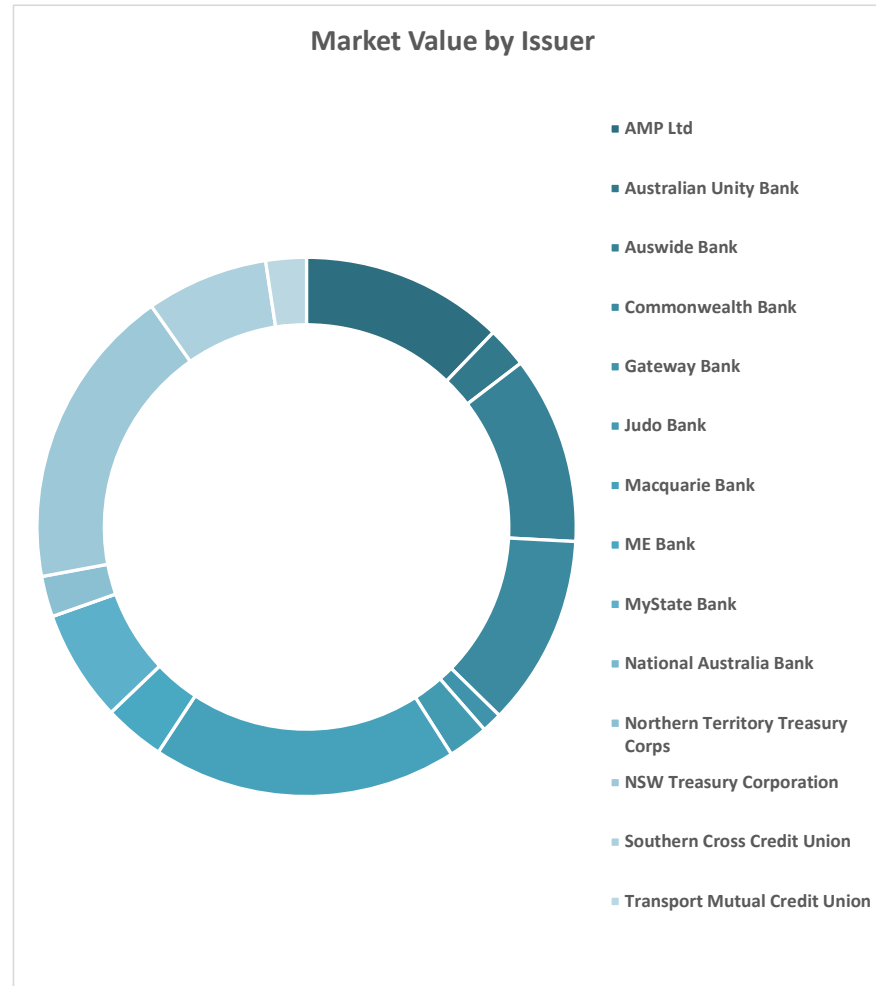
Security Type	Market Value	Value
Fixed Rate Bond	2,000,000.00	2.44%
At Call Deposit	19,426,127.11	23.65%
Term Deposit	41,000,000.00	49.92%
Floating Rate Note	4,750,390.00	5.78%
Unit Trust	14,953,772.32	18.21%
Portfolio Total	82,130,289.43	100.00%





2. Portfolio Valuation By Categories As At 30 November 2022

Issuer	Market Value	% Total
AMP Bank Ltd	10,000,000.00	12.18%
Australian Unity Bank	2,000,000.00	2.44%
Auswide Bank Limited	9,250,000.00	11.26%
Commonwealth Bank of Australia Ltd	9,402,061.31	11.45%
Gateway Bank Ltd	1,000,000.00	1.22%
Judo Bank	2,000,000.00	2.44%
Macquarie Bank	15,024,431.10	18.29%
Members Equity Bank Ltd	3,000,000.00	3.65%
MyState Bank Ltd	5,500,000.00	6.70%
National Australia Bank Ltd	24.70	0.00%
Northern Territory Treasury Corporation	2,000,000.00	2.44%
NSW Treasury Corporation	14,953,772.32	18.21%
Southern Cross CU	6,000,000.00	7.31%
Transport Mutual Credit Union Limited	2,000,000.00	2.44%
Portfolio Total	82,130,289.43	100.00%



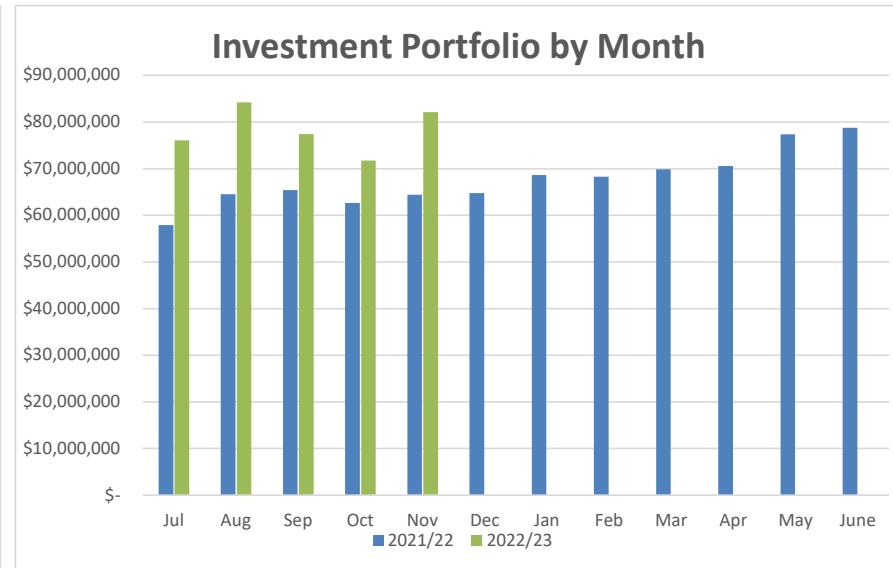
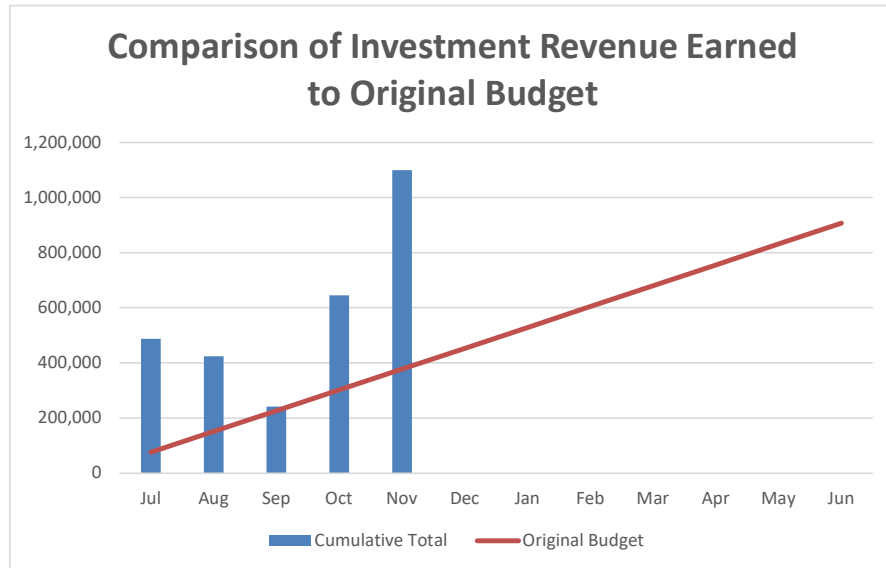


3. Investment Revenue Received For 1 November 2022 to 30 November 2022

Security	Issuer	Settlement	Face Value (Basis of Interest Calculation)	Considerat	Income Type
Auswide 0.9 06 Nov 2023 FRN	Auswide Bank Limited	7 Nov 2022	750,000.00	5,899.41	Security Coupon Interest
JUDO 2.35 08 Nov 2022 180DAY TD	Judo Bank	8 Nov 2022	2,000,000.00	23,178.08	Security Coupon Interest
AUBANK 2.25 11 Nov 2022 184DAY TD	Australian Unity Bank	11 Nov 2022	2,000,000.00	22,684.93	Security Coupon Interest
CACU 2.35 17 Nov 2022 184DAY TD	Illawarra Credit Union Ltd	17 Nov 2022	1,000,000.00	11,846.58	Security Coupon Interest
Auswide 2.95 23 Nov 2022 90DAY TD	Auswide Bank Limited	23 Nov 2022	1,000,000.00	7,273.97	Security Coupon Interest
MYS 2.5 28 Nov 2022 182DAY TD	MyState Bank Ltd	28 Nov 2022	1,000,000.00	12,465.75	Security Coupon Interest
SCC 3 28 Nov 2022 90DAY TD	Southern Cross CU	28 Nov 2022	1,000,000.00	7,397.26	Security Coupon Interest
SCC 3 28 Nov 2022 91DAY TD	Southern Cross CU	28 Nov 2022	1,000,000.00	7,479.45	Security Coupon Interest
SCC 3 28 Nov 2022 91DAY TD	Southern Cross CU	28 Nov 2022	1,000,000.00	7,479.45	Security Coupon Interest
MACQ 3.2 30 Nov 2022 91DAY TD	Macquarie Bank	30 Nov 2022	2,000,000.00	15,956.16	Security Coupon Interest
SCC 3.25 30 Nov 2022 90DAY TD	Southern Cross CU	30 Nov 2022	2,000,000.00	16,027.40	Security Coupon Interest
Other		30 Nov 2022		24,041.10	Bank Interest
Other		30 Nov 2022		2,350.75	Bank Interest
Other		30 Nov 2022		110.30	Bank Interest
Other		30 Nov 2022		11,716.94	Bank Interest
				175,907.53	
Medium Term Growth Fund	NSW Treasury Corporation			194,185.38	Fair Value Gain/(Loss)
Long Term Growth Fund	NSW Treasury Corporation			81,712.94	Fair Value Gain/(Loss)
				275,898.32	
TOTAL				451,805.85	



4. Comparison of Investment Revenue Earned to Original Budget and Investment Portfolio by Month 2022 - 2023 YTD



5. Environmentally Sustainable Investment Performance Report for the Period Ending 30 November 2022 Relative To 31 October 2022

Portfolio Summary by Fossil Fuel Lending ADIs

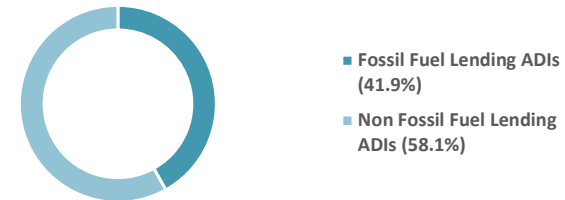
ADI Lending Status	% Total	Current Period	% Total	Prior Period
Fossil Fuel Lending ADIs				
AMP Bank Ltd	12.2%	10,000,000.00	9.8%	7,000,000.00
Commonwealth Bank of Australia Ltd	11.4%	9,402,061.31	6.0%	4,315,745.26
Macquarie Bank	18.3%	15,024,431.10	20.9%	15,023,104.79
National Australia Bank Ltd	0.0%	24.70	0.0%	24.70
	41.9%	34,426,517.11	36.7%	26,338,874.75
Non Fossil Fuel Lending ADIs				
Australian Unity Bank	2.4%	2,000,000.00	2.8%	2,000,000.00
Auswide Bank Limited	11.3%	9,250,000.00	10.1%	7,250,000.00
Gateway Bank Ltd	1.2%	1,000,000.00	1.4%	1,000,000.00
Judo Bank	2.4%	2,000,000.00	2.8%	2,000,000.00
Members Equity Bank Ltd	3.7%	3,000,000.00	4.2%	3,000,000.00
MyState Bank Ltd	6.7%	5,500,000.00	7.7%	5,500,000.00
Northern Territory Treasury Corporation	2.4%	2,000,000.00	2.8%	2,000,000.00
NSW Treasury Corporation	18.2%	14,953,772.32	20.5%	14,677,874.00
Southern Cross CU	7.3%	6,000,000.00	8.4%	6,000,000.00
Transport Mutual Credit Union Limited	2.4%	2,000,000.00	2.8%	2,000,000.00
	58.1%	47,703,772.32	63.3%	45,427,874.00
Total Portfolio		82,130,289.43		71,766,748.75

All amounts shown in the table and charts are Current Face Values.

The above percentages are relative to the portfolio total and may be affected by rounding.

A fossil fuel lending ADI appearing in the non-fossil fuel related table will indicate that the portfolio contains a "green bond" issued by that ADI.

Fossil Fuel vs Non Fossil Fuel Lending ADI





Disclaimer:

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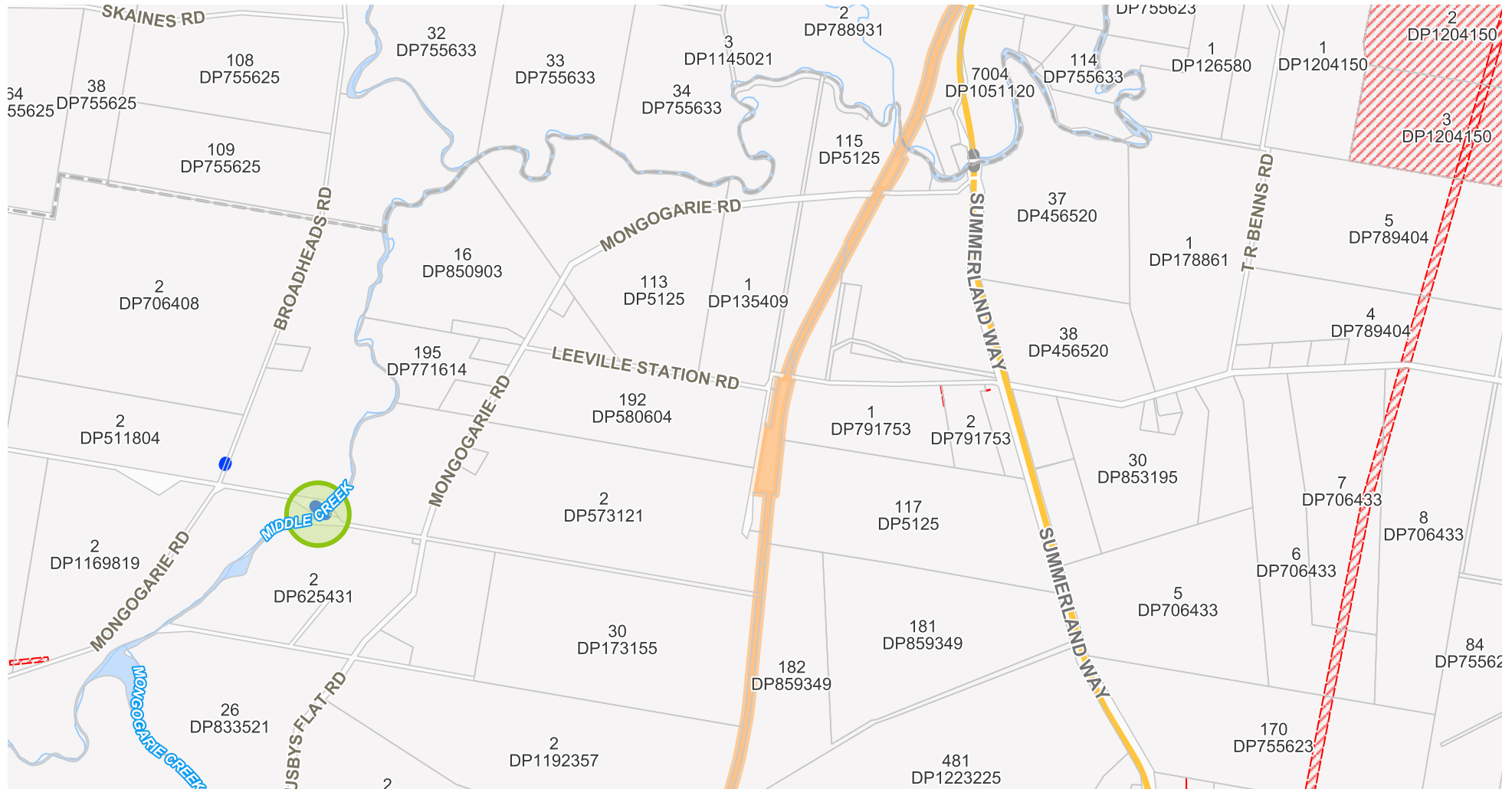














4TH AUGUST 2022

PROPOSAL TO HAVE THE LEEVILLE PUBLIC HALL RESTORED AND RAISED

As the newly elected committee of the Leeville Public Hall we present you, the Richmond Valley Council, with our proposal to raise and restore the Leeville Public Hall on behalf of the Leeville and surrounds community.

Firstly, we would like to give thanks to the recently resigned committee members who have kept the Leeville Hall functioning over the past nearly 30 years and allowed us this opportunity to become members of the committee.

What is a community without a public gathering space? Disconnected and unsupported. The current condition of the Leeville Public Hall could be viewed as a reflection of the Leeville community at this moment in time, in need of restoration. The Leeville community of recent years has endured Drought, devastating fires and now the recent floods of which has caused damage to our community gathering space.

There is a desire to ensure that the Leeville residents continue to have access to a community gathering space to remain connected and supported.

With dedication, enthusiasm and community participation it is possible that the Leeville community will thrive once again, with the Leeville Public Hall at the heart of this revival.

It is essential that there is a public community space available for use in the Leeville and surrounds area. This was reinforced at the Leeville Hall Committee Community Meeting held on Saturday 30th July at the Hall which was attended by at least 20 community members from diverse backgrounds. With minimal notice these community members showed up with much enthusiasm and a common goal of ensuring the hall would be restored and raised and continue to be available for the community. A vibrant array of suggestions and ideas were shared for possible uses of the Hall in the future. These included, but were not limited to:

- exercise classes including yoga and zumba with the support of Simply U Yoga this can be offered on a weekly basis, attracting between 10-20 participants at a cost of \$20pp

Total = \$200-\$400 per week minus instructor fees

- craft, weaving and other workshops with the support of "The Collective" this can be offered on a monthly basis, attracting 10-20 participants at a cost of \$40pp

Total= \$400-\$800 per month minus facilitators fees

- farmers and craft markets on a monthly basis attracting around 10 stall holders at a cost of \$10 per stall

Total=\$100 per month

- family fun night with movies and food trucks on a monthly basis attracting around 20-30 adults plus children at a cost of gold coin donation

-The general hire of the hall is currently set at \$60 per night but could be reviewed

-children's parties

-community food co-op including produce and plant swaps

-pop-up coffee shop

-engagement and collaboration with local indigenous groups

-dances

-ladies and men's social group gatherings

-play group for young children of the area

-Christmas parties for local community groups and families

-physical culture classes

-football (major games) broadcasted on a big screen

-venue for weddings, parties and wakes etc

-inclusion games

-Landcare and environmental education workshops

-Committee meetings of local community groups including the hall committee, Little Athletics and archery

-Collaboration with Leeville Public School, offering a venue for the school to host their plays, graduation and discos etc.

-a space to connect with the Richmond Valley Council to discuss local issues

-Recovery centre, community hub during times of natural disasters to offer support and connection including accommodation, meals and a resource centre

The above list is extensive and an indication of the vision of local residents to once again have a thriving, all inclusive, community gathering space.

The children and youth of the Leeville area deserve the opportunity to be involved in and witness a healthy and supported community so this dedication to community is carried on into future generations.

In these modern times it is critical that a community remains connected and supported. The restoration and raising of the Leeville Public Hall would ensure the opportunity for this to happen within the Leeville and surrounds community.

Thankyou for your time and consideration of our proposal to save the Leeville Public Hall.

We eagerly await your response on this matter.

Kind regards,

Samantha Boucher

(Chair/President)

Shane Henderson

(Secretary)

Georgia Green

(Treasurer)



COMMUNITY MEETING AT LEEVILLE HALL

SATURDAY 30TH JULY 2022

- MEETING OPENED AT 10.15AM

- TREASURERS REPORT
 - Balance of \$2943.27
 - Outgoings -rates of \$57.00 to be paid
(Secoded Georgia Green)

- People present informed of current situation of the hall

- 1. That it has been deemed unsafe after the February floods

 2. Due to lack of use over the past few years it is up for community discussion about the possible future of the Leeville Hall. Is it viable for Council to spend a considerable amount of money to restore and raise the hall to make it fit for use by the community? Or should it be demolished?

The community members present at the meeting were unanimous with the decision to restore and repair the Leeville Hall as they feel it is a valuable community asset.

3. The current committee having been there for nearly 30 years has resigned and a new committee needs to be formed to be able to move forward.

4.

-A letterbox drop was conducted on 26/7/22 to inform the community of the current meeting. This notice was also placed in the Leeville Public School newsletter and a sign was placed at the front of the hall.

-The meeting was well attended by some 19 community members who were very keen to see the hall stay and be available for the community.

- A discussion was held about possible uses for the Hall moving forward. These included:

-Pop-up coffee shop

-Farmers market

-Community co-operative eg produce/plant swap

-Pizza night

-Christmas parties

- Play Group
- Exercise classes
- relocation of hall to school or school coming to current location of the hall and using it as a venue for plays etc
- Dances
- Bi-monthly social group meeting-Sam (womens group)
- Craft/weaving workshops
- could advertise for uses
- inclusion games
- kids birthday parties
- music jam nights
- Football (sports) nights-viewing of big games
- committee meetings
- Landcare workshops
- Disaster relief hub, accommodation, meeting etc
- Bushfire hub
- Physical culture classes
- The Collective using to hold classes etc
- 110th Anniversary soon

-Family fun nights including a movie, food trucks etc

As above there was plenty of input into the future uses of the Leeville Hall.

- Election of new committee

-Chair/President-Samantha Boucher
(2nd by Ian Gibbs)

-Secretary- Shane Henderson
(2nd by Steph Ball)

-Treasurer- Georgia Green
(2nd by Gemma Henderson)

-New committee informed this will be forwarded to Richmond Valley Council and they are to put forward a proposal to ensure future use of the Leeville Hall.

-Meeting closed 11.45am

Prepared by Ian Gibbs on 3.8.22

Outgoing Treasurer

Leeville Community Hall

390 Mongogarie Rd Leeville



BUSINESS PLAN

OUR OBJECTIVES

The current Committee members were elected in 2022 and have prioritized the following:

- To identify and provide a range of activities that meet the needs and interests of the principal sectors of our community
- To ensure the Hall remains suitable and safe for all its users. This applies to the building itself and all the equipment which is used and stored within.
- To maintain, improve and develop the available facilities within the existing constraints and limitations.
- To maximise its usage by members of our community of all ages, by listening and reacting to what they tell us, so as to remain the focal point of organised community activities

PURPOSE & PRIMARY ACTIVITY

Built in 1914 on a public reserve, the Leeville hall has served purpose for both world wars, many birthday parties and other important social gatherings including the well supported Curryall Picnic races. The Hall was registered as "Heritage listed" in 2008 based on the information prepared by the "Richmond Valley Community Based Heritage study". The Leeville Hall continues to meet its original objectives which were to provide a range of recreational activities, intellectual, sporting, educational and a place for entertainment for the benefit of the people of Leeville and its immediate vicinity.

Leeville had a population 247 people in the 2016 Census and is fast growing. Leeville has one of the regions oldest and longest consecutive running schools, established in 1888 nurturing 56 young minds.

The hiring of the Hall to local residents, and from the wider surrounding area, enables all to enjoy social interaction with activities which are wide-ranging. These include opportunities to enjoy Sporting, Cultural, Health & Wellbeing and Educational activities on a regular basis.

LEEVILLE HALL - POSITION (July 2022)

Currently due to the Flood of February 2022 the Hall is considered by Richmond Valley Council too unstable to be utilized by the Leeville Community. The Hall building contains 1 meeting room and a kitchen in addition to the larger hall which have been well used by residents of Leeville and from outside the area. It has been enjoyed by many groups on a regular basis covering a range of cultural, sporting and recreational activities. One day a week it has been utilized as a play group helping to provide a highly valued local service to young families. The nearest community hall to Leeville is situated at Rappville, which also was devastated by natural disaster recently and is in the process of complete restoration. Both Halls work in a spirit of co-operation with each other

FINANCIAL

Current financial situation is the banking of \$2943. This is currently sufficient to cover our normal running costs of rates etc (\$57 quarterly) but fundraising is necessary to pay for one-off expenses, plus the costs of any major capital investments. With increased utilization we would wish to see an increase to the annual turnover of around \$7000 by 2024, \$13600 by 2025 and \$18800 by 2026, to ensure the successful ongoing of the hall.

FUND RAISING

In previous years the largest fund raising was done through the sale of the Leeville Community owned house on Station Rd in 1972, contributing \$1661 to the hall. Of recent years very little additional fund raising was undertaken on top of the Hire of the hall. By 2024 the new committee would like to see Annual and Biannual fund raising being a part of the standard calendar. Farmers Markets, Raffle Tickets and community BBQ's among other things. The proceeds of these fund raising events would be utilized in the purchase of Capital investment to best advantage the residents of the Leeville community

CURRENT UTILISATION

Currently the Hall has been used by the following groups and organizations on a regular basis.

Play Group, Land Care, Children's parties, Wakes, Committee Meetings and the annual 3DAAA State of Origin Archery contest

Opportunities for growth

1. The Addition of popular classes/activities in main hall e.g. .Yoga, Zumba, Health & wellbeing orientated classes for both the elderly and younger Leeville residents.
2. Targeting more private users including Children's Parties, Adult Celebrations including wedding receptions, wakes, Birthday etc.
3. Attracting regular use from local outreach organizations e.g. Local Land services, Meat and Livestock Australia and Family Services. providing local support and advice in times of natural disaster.
4. The installation of Wi-Fi to create an opportunity for an "Local business hub" facility, Local land owners, Home based entrepreneurs, single person businesses etc - Meeting Rooms
5. Promoting the use of modern technology amongst but not necessarily exclusively elderly residents of Leeville. e.g. basic computer skills (online shopping/insurance renewals etc.) - Meeting Rooms & Hall
6. With some fund raising there is an opportunity for the community and outside organizations to utilize a TV screen for Sports events, Business presentations Meetings etc
7. Maximize the opportunities offered by enhancing and populating our "newly built" social media page (FaceBook)
8. The creation of a monthly "Leeville Farmers Market" featuring the best of the locally produced resources
9. Working closely with the "Leeville public school" to enhance and encourage their needs and wants.

Hire charges are currently considered to be competitive and are reviewed annually

ENVIRONMENT

The current committee is committed to reducing the affects on our current environmental footprint by significantly reducing our emissions and our heating/cooling costs. This is hoped to be achieved first by adding insulation in the main Hall. We will also specify that the roof will be strong enough to support solar panels at some stage in the future. Any future environmental factors will be prioritised when specifying materials for use in the Hall.

LOOKING FORWARD

The Leeville Hall committee is committed to bringing the Leeville Community and beyond, together to celebrate the 110 years of the hall, with the reopening of the restoration in February 2024. It is expected the the Hall will be operating to it's full potential by the closer of 2024, capped of with the inaugural community Xmas.

MANAGEMENT & OFFICERS

There are currently 3 Committee members comprising of President, Secretary & Treasurer. All were elected at the A.G.M. in July 2022 and offer themselves for re-election on an annual basis.

Currently they are

Samantha Boucher -President

Shane Henderson -Secretary

Georgia Green -Treasurer

Formal AGM Committee meetings are held in July. General Committee meetings, made up of the Trustees and representatives of Groups which use the Hall regularly, are held quarterly.



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- venue for weddings, parties and wakes etc
- inclusion games
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We eagerly await your response on this matter.

Kind regards,

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(Chair/President)

Shane Henderson

(Secretary)

Georgia Green

(Treasurer)





RE: LEEVILLE COMMUNITY HALL

Richmond Valley Council

10 Graham Pl,

Casino, NSW 2470

Laini Garsden

Simply U Yoga

c/- The Collective Studio Casino

98 Walker St, Casino NSW 2470

laini@simplyuyoga.com.au

09/08/2022

To Whom it May Concern,

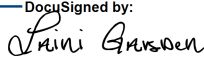
I am writing with the interest of supporting the restoration of the Leeville Hall after the unfortunate damage from the 2022 floods. This beautiful old hall is a piece of history in the community and both the committee representing it and myself are hopeful of seeing it's future prospects with its restoration.

Should this occur, Simply U Yoga would like to run weekly fitness and wellbeing classes, and The Collective Studio would be interested in hosting our monthly art/creative classes there. All services would be open and offered to the public with the aim of reducing the collective stress levels within the community post fires, covid and floods in recent years. A portion of this revenue would then be able to be put back into the hall to help maintain its upkeep so it can be enjoyed by many more generations to come.

This would also help to promote a space that offers events that promote healing and wellness in our community, not just physically and mentally through yoga and pilates but wellness through creativity, art and workshops. By restoring the building, it is an opportunity to restore the ability of local community members and members from other districts to join together in a meeting place as they have always done before, to experience something new improving culture and things to do in the area.

I thank you for your consideration on this and hope for an outcome that improves our local community value as a whole. Feel welcome to reach out and contact me should you wish to discuss any of the above further.

With Regards,

DocuSigned by:

1A77CD9C00E0481...

Laini Garsden

Simply U Yoga &

The Collective Studio Casino



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Richmond Valley Council

10 Graham Pl,

Casino, NSW 2470

Laini Garsden

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98 Walker St, Casino NSW 2470

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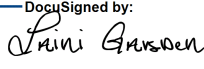
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DocuSigned by:

1A77CD9C00E0481...

Laini Garsden

Simply U Yoga &

The Collective Studio Casino

23rd September 2022

To Whom it may concern,

This letter is written in support of the Leeville Hall Committee. We understand that the Committee are actively working to repair and redesign the Leeville Hall to ensure it is a functional and usable area for the community.

Leeville PS would be extremely happy to have this work completed so that we are able to use the Hall for school events such as grandparent days, school play, school assemblies, P&C meetings, and a variety of other events. Currently the facilities at the school are difficult to house a large numbers of people, and we would love to have access to a small stage for showcasing student talent.

Leeville PS is a community based school and this would allow us to extend the extra curricular activities we currently offer.

If you would like more details, please do not hesitate to contact me at the school on 0266641280 or via email at leeville-p.school@det.nsw.edu.au and I would be happy to chat!

Yours Sincerely



Annette Clarke
Principal
Leeville PS

VENNU

VENNU PTY LTD
ABN 45 618 897 591
Level 1, 621 Kingsway Miranda
NSW 2228
0438 408 909
suzanne@vennu.net

29 August, 2022

Samantha Burston
Email: samanthaburston@activ8.net.au

LETTER OF SUPPORT

Dear Samantha,

Leeville Hall

Following our recent conversations, I am super excited to confirm Vennu's support for you and your Committee for your plans to promote and manage the Leeville Hall using the Vennu Platform.

As you know, [Vennu](#) is an easy-to-use digital marketplace to connect community halls, surf life saving clubs, scout halls, school halls, church halls, and other community spaces with potential hirers. It is like Airbnb for community spaces.

We free those who work or volunteer in these community spaces, like you and your Committee, from the hassle of short-term hiring with an easy-to-use, low-cost, low-risk solution. To increase revenue, connect with new demographics, and operate more efficiently with streamlined processes, including Liability insurance.

While making it possible for customers to search, review and request to book local and affordable spaces simply and in one place.

Vennu fees only apply when you accept a Request to Book, and they are a 3% transaction fee for you and a 15% transaction fee for customers.

Attached is a flyer with additional information.

I look forward to you listing your space and working with you, your Committee and community. I am sure you will be a great success!

Yours sincerely



Suzanne Campbell
Chief Executive Officer & Founder



LIST ON VENNU TO MAKE MORE MONEY MORE EASILY

Vennu is an easy-to-use online marketplace designed in collaboration with people like you - community groups, volunteers, owners and their customers.

Increase Bookings

Increase Revenue

Reduce time spent on calls and admin

Community spaces such as Halls, workshops, parks, are everywhere hiding in plain sight. For users like volunteer organisations, art and craft groups, small businesses or someone celebrating a milestone birthday, it can be difficult to discover these great spaces. With Vennu potential hirers can search, view and request to book your space simply and in one place.

THE VENNU SOLUTION

Vennu makes it easy to manage inquiries and bookings with:

Listings with photos and all the details you want people to know about: facilities, furnishings, capacity, hiring policies etc.

Availability calendar

Online payments

Money paid directly into your nominated bank account

Inquiry and booking tracking

Digital marketing campaigns & resources

Liability insurance included* *(conditions apply)*

Support available 7 days a week

Australian owned

BENEFITS TO YOU

Vennu is a new way to promote and manage your community space.

Turn idle capacity into revenue with reduced risk and flexibility to your specific requirements.

Engage with new customers who may never have known about you before!

Enhance community connection.

Free time-poor staff and volunteers from the hassle of administration.

Bring life into previously underutilised space

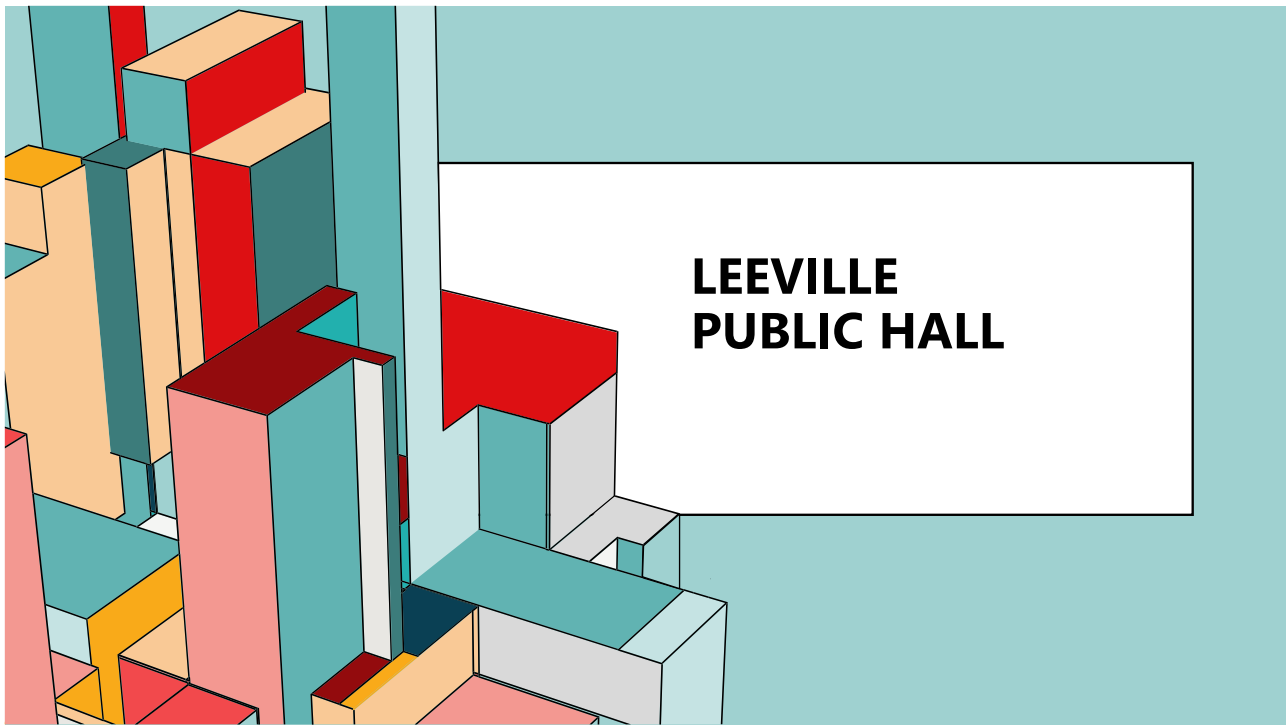
List your space today

It's easy to get started

No upfront costs

No term contract

Go to our website - vennu.com.au



Border Ranges - Richmond Valley Landcare Network Inc

ABN: 88320670472

Registration Number: INC1501510

PO Box 410 Kyogle NSW 2474

Kyogle Office - 40 Summerland Way, Kyogle, 2474

Ph 0457 052 636 – www.brrvln.org.au**Leeville Hall community interests in community hall repairs**

The Border Ranges Richmond Valley Landcare Network (BRRVLN) provides support to Landcare groups and Landcare interests across the Kyogle and Richmond Valley Local Government Areas. BRRVLN regularly supports and delivers Landcare Projects, Field days and Training Workshops across this area and regularly hires village and rural halls as a venue for such events.

In years past BRRVLN has utilised the Leeville Hall as a venue for Landcare themed workshops. Our Landcare contacts and project activity in the areas of Leeville, Mongogarrie, Shannonbrook and the Hogarth Range have grown extensively over the last 3 years making the Leeville hall an ideal location to host events for this community.

BRRVLN would like to provide our support for the Leeville community in their advocacy for restoration of the Leeville Hall and look forward to the opportunity to hire the Leeville hall to deliver future Landcare workshops and events in the future.

Should you require any more confirmation of support, please do not hesitate to contact me.

Yours sincerely

Emma Stone

BRRLVN Executive Officer

Email - landcare.support@brrvln.org.au

08.12.22

Fee Name	21/22 Fee (incl. GST)	22/23 Fee (incl. GST)	23/24 (inc. GST)	% Increase (incl. GST)	\$ Increase (incl. GST)	Unit
Agent Fees						
Annual Business Licence Fee	\$10,500.00	\$10,500.00	\$10,500.00			Per Annum
Agents Business Usage Fee	\$1.00	\$1.00 per head	0.20%			Gross sale value
Agents Business Usage Fee - Bull & Stud Sales	\$2.20/ head	0.3% sale value	0.30%			Gross sale value
Livestock Management Pre & Post sale (Does Not Include Receival)			\$4.95		\$4.95	Per head
Livestock Delivery Including Delivery Management		\$4.50	\$3.85		\$3.85	Per head
Special Sale Booking Fee Tuesday-Saturday	\$175.00	\$180.00	\$180.00			Per sale
Special Sale Booking Fee Monday Sale			\$1,320.00		\$1,320.00	Per sale
NLIS Transaction Fee	\$74.00	\$76.20	\$76.20			Min charge
Vendor Fees						
Vendor Capital Levy	\$2.05	\$2.05	\$2.05			Per head
Cattle Sold for \$0.01 to \$600.00	\$9.00	\$9.00	\$9.00			Per head
Cattle Sold for \$600.01 to \$900.00	\$11.15	\$11.15	\$11.15			Per head
Cattle Sold for \$900.01 and Above	\$13.50	\$13.50	\$13.50			Per head
Bull & Stud Sales - Vendor Fee	\$21.50	\$22.15	\$22.15			Per head
Bulls (Non-Stud)	\$15.50	\$15.50	\$15.50			Per head
Vendor Fee - Stocklive Streaming Sales	\$1.50	\$1.50	\$1.50			Per head
Stocklive Stud Sales	\$1,700.00	\$1,650.00	\$1,650.00			Per stud sale
Special Weighs	\$11.40	\$13.50	\$13.50			Per head
Horses - Vendor Fees	\$11.40	\$13.50	\$13.50			Per head
No Sale Charge	\$11.40	\$13.50	\$13.50			Per head/day
No Sale Charge Stud Bulls and Registered Livestock Sale						
Vendor Fee	\$21.50	\$22.15	\$22.15			per head
Emergency Tags (Supply only)	\$0.00	\$12.50	\$12.50			per tag
Discretionary Fees						
Special Sale Fee - Saturday Sale (Minimum 500 Head)	\$0.00	\$2.50	\$2.50			Per head
Dead Beast Handling Fee (Excludes Disposal – Charged at Cost per kg)	\$105.00	\$108.00	\$108.00			Per head

Fee Name	21/22 Fee (incl. GST)	22/23 Fee (incl. GST)	23/24 (inc. GST)	% Increase (incl. GST)	\$ Increase (incl. GST)	Unit
General Fees						
Livestock Feeding Permit			Remove from Fees			Per annum
Saleyards Inductions (Minimum 10)			Remove from Fees			Per person
Feeding of Livestock - Small Bale (Subject to Market)			\$18.00		\$18.00	Per bale
Feeding of Livestock - Round Bale (Subject to Market)			\$154.00		\$154.00	Per bale
Use of Facility Fee (For Cattle Using Snake Race, Crushes, Pens, Yards)	\$11.40	\$11.75	\$11.75			Per head
DPI Ramp and Yard Usage - Dipping of Livestock	\$0.00	\$11.75	\$11.75			per head
Scale Testing Fee	\$290.00	\$300.00	\$309.00			
Review of Security Footage	\$0.00	\$132.00	\$132.00			per hour
Labour charges - Per person		\$90.00	\$90.00			per hour
Infringement Notice - 1st Offence		\$150.00	\$150.00			per notice
Infringement Notice - 2nd Offence		\$300.00	\$300.00			per notice
Infringement Notice - 3rd Offence		\$500.00	\$500.00			per notice
Infringement Notice - Notice to Show Cause		\$1,000.00	\$1,000.00			per notice
After Hours Call Out Fee						
Monday – Friday (6pm – 6am)	\$163.00	\$168.00	\$168.00			per callout
Saturday and Sunday	\$210.00	\$216.00	\$216.00			per callout
Public Holiday	\$267.00	\$275.00	\$275.00			per callout
Transit Fees						
Ramp Usage and Transit Yard Fee - Consolidation - Less than 24 Hours	\$0.00	\$3.00	\$3.00			per head
Ramp Usage and Transit Yard Fee - Consolidation - More than 24 Hours	\$0.00	\$8.00	\$8.00			per head
Use of Crush/Head Bale Fee						
Use of Crush Pre or Post Sale at NRLX (Must be Pre-Booked)	\$0.60	\$0.60	\$0.60			per head

Fee Name	21/22 Fee (incl. GST)	22/23 Fee (incl. GST)	23/24 (incl. GST)	% Increase (incl. GST)	\$ Increase (incl. GST)	Unit
Holding Paddock Charges						
1 Day Minimum	\$90.00	\$90.00	\$90.00			
2 Days	\$120.00	\$120.00	\$120.00			
3 Days	\$160.00	\$160.00	\$160.00			
Weekly	\$240.00	\$240.00	\$240.00			
Monthly	\$720.00	\$720.00	\$720.00			
Annually	\$3,480.00	\$3,480.00	\$3,480.00			
Railway Holding Paddocks						
Weekly	\$130.00	\$130.00	\$130.00			
Monthly	\$295.00	\$295.00	\$295.00			
Yearly	\$3,480.00	\$3,480.00	\$3,480.00			
Truck Wash (Avdata System)						
Key Purchase	\$46.50	\$47.90	\$47.90			per key
Usage Per Minute	\$0.93	\$0.95	\$0.95			per min pro rata
Minimum Charge	\$4.60	\$4.75	\$4.75			
Canteen Hire						
Canteen Hire – Casual Hirer (No Lease)	Price on application					for each use
Canteen Hire – Casual Hirer Bond (No Lease)	Price on application					for each use
Advertising Fees						
Southern Yards Boundary 2,400 x 900mm	\$910.00	\$910.00	\$955.00	5%	\$45.00	Per Annum
Southern Yards Boundary 1,200 x 900mm	\$510.00	\$510.00	\$535.00	5%	\$25.00	Per Annum
Southern Yards Boundary 900 x 900mm	\$410.00	\$410.00	\$430.00	5%	\$20.00	Per Annum
Eastern Loading Zone 3,600 x 900mm	\$1,360.00	\$1,360.00	\$1,430.00	5%	\$70.00	Per Annum
Eastern Loading Zone 2,400 x 900mm	\$910.00	\$910.00	\$955.00	5%	\$45.00	Per Annum
Hire Fees						
NRLX Training Room	\$0.00	\$20.00	\$20.00			Per hour
NRLX Training Room	\$0.00	\$70.00	\$70.00			Per day
NRLX Meeting Room	\$0.00	\$30.00	\$30.00			Per hour
NRLX Meeting Room	\$0.00	\$110.00	\$110.00			Per day

Richmond
Valley
Council



MINUTES

Internal Audit and Risk Committee Meeting 22 November 2022

INTERNAL AUDIT AND RISK COMMITTEE MEETING MINUTES

22 NOVEMBER 2022

ORDER OF BUSINESS

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INTERNAL AUDIT AND RISK COMMITTEE MEETING MINUTES

22 NOVEMBER 2022

**MINUTES OF RICHMOND VALLEY COUNCIL
INTERNAL AUDIT AND RISK COMMITTEE MEETING
HELD AT THE MICROSOFT TEAMS
ON TUESDAY, 22 NOVEMBER 2022 AT 4PM**

COMMITTEE**PRESENT:** Mr Ron Gillard (Chair), Ms Emma Fountain and Mr Jesse Jo**IN ATTENDANCE:** Vaughan Macdonald (General Manager), Ryan Gaiter (Director Organisational Services), Ben Zeller (Director Projects & Business Development), Hayley Martin (Principal Accountant), Mia de Wit (Acting Executive Assistant Organisational Services), Adam Bradfield (Thomas, Noble and Russell), Jarrod Lean (Grant Thornton) (4:18pm)**1 WELCOME**

Mr Ron Gillard welcomed attendees to the meeting.

2 APOLOGIES

Angela Jones (Director Community Service Delivery) and Jenna Hazelwood (Chief of Staff)

3 DECLARATION OF INTERESTS

Nil

4 MATTERS FOR CONSIDERATION**4.1 INTERNAL AUDIT AND RISK COMMITTEE MINUTES 19 OCTOBER 2022****COMMITTEE RECOMMENDATION**

Moved: Mr Jesse Jo

Seconded: Ms Emma Fountain

That the Committee confirms the Minutes of the Internal Audit and Risk Committee Meeting held on 19 October 2022.

INTERNAL AUDIT AND RISK COMMITTEE MEETING MINUTES

22 NOVEMBER 2022

4.2 2021/2022 FINANCIAL STATEMENTS AND AUDITOR'S REPORTS**EXECUTIVE SUMMARY**

Council's financial statements for the year ended 30 June 2022 have been prepared and subjected to external audit by the Audit Office of New South Wales. A copy of the financial statements and the Auditor's Reports have been provided separately to the Committee for their information.

Council's external auditor, Thomas, Noble and Russell advised they will be attending the Internal Audit Committee Meeting to present the Auditor's Reports for the financial year ending 30 June 2022. The reports to be presented to the Internal Audit Committee include the Report on the Conduct of the Audit and the Engagement Closing Report.

COMMITTEE RECOMMENDATION

Moved: Mr Jesse Jo

Seconded: Ms Emma Fountain

That the Committee receives and notes:

1. The Report on the Conduct of the Audit for the year ended 30 June 2022; and
2. The Auditor's Engagement Closing Report for the year ended 30 June 2022.

At 4:27pm, Adam Bradfield (Thomas, Noble and Russell), left the meeting.

4.3 STATUS OF THE 2022/2023 INTERNAL AUDIT PLAN**COMMITTEE RECOMMENDATION**

Moved: Ms Emma Fountain

Seconded: Mr Jesse Jo

That the Committee receives and notes the Status of the 2022/2023 Internal Audit report and supports the draft scopes for the scheduled reviews on Fees & Charges and Cash Handling.

4.4 PROGRESS OF INTERNAL AND EXTERNAL AUDIT ACTION ITEMS**COMMITTEE RECOMMENDATION**

Moved: Mr Jesse Jo

Seconded: Ms Emma Fountain

That the Committee receives and notes the contents of the Progress of Internal and External Audit Action Items report, with Management to provide the Committee information on the number of times actions have been revised and brief the Committee on internal processes for closing actions and revision of action due dates.

At 4:56pm, Vaughan Macdonald (General Manager) and Ben Zeller (Director Projects & Business Development), left the meeting.

INTERNAL AUDIT AND RISK COMMITTEE MEETING MINUTES

22 NOVEMBER 2022

4.5 GENERAL BUSINESS

- I. It has been noted the current risk register has been circulated to committee members
- II. Update existing Charter or Terms of Reference from draft guidelines modified to RVC needs and present to Audit Committee early 2023
- III. Develop a 2023 (or FY24) and a 3-4 year committee workplan
- IV. Provide copies of business papers and minutes from last 3 meetings of 2021 to committee members
- V. Confirmation of previous minutes to be added as agenda item in future meetings
- VI. Minutes action list to be created for future meetings
- VII. Discussion around the preferred process of minutes. Committee agreed for Mr Ron Gillard to review draft minutes before circulating
- VIII. Distribution of agenda to occur 3 business days prior to the meeting
- IX. Management to provide report for May meeting on how Council is addressing and reducing the risk of modern slavery.

The Meeting closed at 5:12pm.

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CHAIRPERSON