

Ordinary Council Meeting

Business Paper

Grafton - 25 July 2023 - 2:00pm



AGENDA

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Nil

6. NOTICES OF MOTION

ITEM 06.23.012 NOTICE OF MOTION LEGISLATIVE CHANGE TO ATTRIBUTE RESPONSIBILITY FOR TESTING AND MAINTENANCE OF SMOKE ALARMS		
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Meeting	Council	25 July 2023
Submitted by	Cr Allison Whaites	
Attachments	Nil	

To the General Manager, Clarence Valley Council, I propose that the following report and notice of motion be submitted to Council.

SUMMARY

Legislative change is required to enforce responsibility for testing and maintenance of smoke alarms in relocatable accommodation developments targeting seniors.

PROPOSED MOTION

That Council

1. write to the NSW Minister for Planning, the Hon. Paul Scully to affect change as required to the Housing SEPP, the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 and/or the Local Government (Manufactured Home, Estates, Caravan, Camping Grounds and Moveable Dwellings) Regulation 2021 to ensure that relocatable home style residential development that targets seniors, places responsibility for annual testing and maintenance of smoke alarms with the complex management and not the individual unit owner.
2. submit a motion to the 2023 Local Government Annual Conference seeking legislative change as required to the Housing SEPP, the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 and/or the Local Government (Manufactured Home, Estates, Caravan, Camping Grounds and Moveable Dwellings) Regulation 2021 to ensure that relocatable home style residential development that targets seniors, places responsibility for annual testing and maintenance of smoke alarms with the complex management and not the individual unit owner.
3. seek the support of the Local Member, Richie Williamson, to advocate for legislative change as required to the Housing SEPP, the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 and/or the Local Government (Manufactured Home, Estates, Caravan, Camping Grounds and Moveable Dwellings) Regulation 2021 to ensure that relocatable home style residential development that targets seniors, places responsibility for annual testing and maintenance of smoke alarms with the complex management and not the individual unit owner.

LINKAGE TO OUR COMMUNITY PLAN

Theme Leadership

Objective We will have a strong, accountable and representative Government

BACKGROUND

Following the tragic loss of life at Yamba's Palm Lake Resort that sadly claimed the life of a 73 year old resident on Tuesday, June 27th. One life lost is one too many and all three tiers of government have a responsibility for the safety of our community.

There has been an increase in the number of relocatable home style developments offered as affordable housing solutions seniors throughout not only the Clarence Valley but all the state. These can be approved both as 'seniors living' development under the NSW Housing SEPP or with approval to operate as a Manufactured Home Estate under the Local Government Regulation, with provision of but not testing and maintenance of smoke alarms governed by Clause 95 of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 applying.

Change to all three pieces of legislation will attribute responsibility for annual testing and maintenance of smoke alarms will be provided by complex management, and not remain as the responsibility of individual home owners within the complex, ensuring that fire safety for the seniors living in relocatable style accommodation is managed in a similar way to that aged care residential complexes.

COUNCIL IMPLICATIONS

Budget/Financial

N/A

Asset Management

N/A

Policy and Legislation

N/A

Consultation

N/A

Legal and Risk Management

N/A

Climate Change

N/A

GENERAL MANAGER COMMENT

ITEM 06.23.013 NOTICE OF MOTION REVIEW OF CODE OF MEETING PRACTICE

Meeting	Council	25 July 2023
Submitted by	Cr Allison Whaites	
Attachments	Nil	

To the General Manager, Clarence Valley Council, I propose that the following report and notice of motion be submitted to Council.

SUMMARY

This Notice of Motion calls for a review of the Code of Meeting Practice in line with workshop discussions at the commencement of term of Council.

PROPOSED MOTION

That Council

1. calls for a review of the code of meeting practice in relation to times of council business meetings.
2. options for alternative times be workshopped 1st August 2023 with a report to the August 2023 Meeting.

LINKAGE TO OUR COMMUNITY PLAN

Theme Leadership

Objective We will have an effective and efficient organisation

BACKGROUND

Councillors considered in January 2022 council business meeting dates and times with a time frame of 6 months. Now it has been 18 months and with the election of the new Mayor and Deputy Mayor in September 2023 it is time to discuss and set a new time schedule.

To see more community members, attend the monthly meeting and allow business owners, full time workers and parents to attend I am seeking a more accommodating time schedule to suit the wider community. With this council term being shortened due to covid 19 lockdown this will give an opportunity for business owners, workers and full time stay at home parents and mothers the opportunity to put their hand up and run for the next council election in 2024.

COUNCIL IMPLICATIONS

Budget/Financial

Nil

Asset Management

Nil

Policy and Legislation

Code of Meeting Practice

Consultation

Nil

Legal and Risk Management

Nil

Climate Change

Nil

GENERAL MANAGER COMMENT

GM Laura Black - Meeting scheduled is contained in the Code of Meeting Practice and any change to meeting times and days will need to be reflected in the Code, with adoption by the Council before enactment.

7. REPORTS

OFFICE OF THE GENERAL MANAGER

ITEM 07.23.113 CR WHAITES - ALGWA NATIONAL CONFERENCE 2023 REPORT

Meeting	Council	25 July 2023
Directorate	General Manager	
Attachments	Nil	

SUMMARY

I was honoured to be elected by my fellow councillors to represent the Clarence Valley Council and our Community at this year's ALGWA National Conference 2023 / Mornington Peninsula VIC.

OFFICER RECOMMENDATION

That Council note that information provided by Councillor Allison Whaites after attending the ALGWA National Conference 2023.

Simon Kuestenmacher – The Demographics Group Global trends shaping Australia

Key take away note points;

- Solar needs 12 mines to build them we will become a wealthy mining country over the next decade.
- We need to keep migration up or we will lose our workers and remain with a skill shortage. 10 years left baby boomers then retiring. 10 years of Millenia generation off having babies not working.
- Rich people lived closer to CBD AREAS while poorer live out of CBD. During covid people didn't have to live in CBD for work and didn't have to pay such high rents and mortgages so went out of suburbs.
- Millennials need 1 bedroom per kid, parents room, zoom room, so next ten years moving urban.
- City will be home to migrants first 5-6 years until they know where to live and then will move urban once they settled.
- Level skill job 1-5 (1 degree to 5 no qualification no license) we are becoming more knowledgeable educated workers as job categories change.
- Tafe is the magical system to lift qualifications and lift up skill level which means you pay rates and workers gain super. The higher educated jobs the higher pay threshold. To bring growth to your region higher pay rates with higher education jobs.
- Local housing is and will always hold skill shortages and town growth back. No housing growth no people growth.

Catherine Fox AM – Leading workplace and leadership commentator Gender equality in government

- Woman stats are dropping the UN & high position jobs.
- Woman in colour worse statics only 4%
- Woman still doing 2/3rds unpaid work.
- Still have male bread winning model in Australia (tax and day care fees)

- Large levels of backlash informally we came in 7th in the world. 30% of men think there's no issue.

Julia Gillard business did stats last year

- 22% woman jobs under paid equality
- Women internalise things.

CNBC survey 70k workers

- 64% woman think they can do the job better than their manager.
- Woman aren't getting the opportunity to be the manager.
- Women get interrupted 4 X more than men. Men CEO, Chairs & Mayors need to stop interrupting woman and realise they are equal.

- Baby boomers are the most educated woman.

Gender gap equality countries have less DV, more happiness, happier homes.

Have believe and confidence in yourself and woman are great leaders and forefront of social change.

Women need to be heard, listened too and equal.

What can woman do to level playing Field? - speak up, don't let things go (sexiest and raciest remarks) "can

you repeat that, what do you mean by that".... bring it to light!!

Life is co ed---- men don't want the back lash from other man if they stand up for equality and non-sexist

remarks in male dominant workplaces.

Tasneem Chopra Why diversity matters

- Over 50% born overseas or one parent born overseas
- Is your council inclusive of all cultures and measuring?
- You can't change what you don't measure
- Don't look at them as from another country they are equal to all residents, we all pay taxes and contribute to community.

Cultural iceberg (picture of the iceberg 90% under water unseen)

- We all understand the above iceberg certain assumptions but to understand we miss what's below the surface that's the context.
- What lies beneath is of value
- Media and people stereo type the above iceberg and not look underneath what are great assets for our community and progress which is lost.

Don't wait for a crisis to be involved with cultural communities have festivals and outreach proactive.

Create cultural positions within the council and have cultural diversity person. Be logical and think outside the box.

Melanie Jones OAM – TV and radio commentator, former Australian cricketer Keynote address

17 private equity companies wanted to sponsor woman's sports - \$568 million dollars spent on 5 woman's teams.

Facts cricket

- Woman invented the first ever World Cup and hosted.

- Woman invented over arm bowling in the 1700's wearing large hoop skirts so had to bowl over arm
- 1878 men invented the box (protector)
- 1978 men invented helmet
- 1997 Woman took unpaid leave for the cricket tours and lost their jobs if they played for AUS cricket. In 2005 no pay but got \$\$ for winning World Cup but got taxed and came out at a loss due to having to cover own way. Now woman finally get paid.

SPORTS Q&A - Melanie Jones OAM Katie Rowe – Associate Professor Sport Management, Deakin University, and Board Director, Basketball Victoria Rosie King OAM – Advisor, Geelong Cats Breaking barriers in sport

Key take away note points;

- Grass roots woman to find their voice, their tribe, their people, and a platform to bring woman together and find their voices and smash through barriers.
- Build great communities - it's a safe place, well maintained great basic services, place to be connected and belong. Botanical gardens and sporting fields.
- Sports is their safe and happy space for young girls. Netball more so!!
- Government needs to place more funds and resources into sporting fields and courts to encourage kids in sports.
- Sports bring enjoyment, engagement, and healthy lifestyle.
- Councils need to make sure sport courts and maintenance are in their budgets. Keep them up to standard and safety regulations.
- Keep the infrastructure current and safe including woman change rooms.
- Have both men and woman as media speakers in all walks of life, have both men and woman on boards, panels, tv and radio media to show girls and woman can and are capable!!! Only having men as leaders and speakers pushes back decades of woman's rights and don't allow women to have voices.
- Social media - after a woman has been in media there is more horrific comments, abuse, and back lash then men receive. Woman's commentary receives higher level of abuse, threats and malicious then men. Woman of colour much worse!
- Women have more threats and social media abuse about their person, family & children than a man, the abuse is made personal and about their integrity not for men.
- Every sport and really anything in life we need more woman as role models. Building confidence in girls
- Gender balance is extremely important. Good representation 50/50
- Keep your eyes open and make sure you see the reality - make things family friendly times to accommodate families, parents, mums, business owners. Work around all aspects of family dynamics.
- THIS GIRL CAN - look it up!! Uk sports trust.
- Safe, support, don't judge, accommodate for all!!!
- change our game! Google it...
- traditional pathways don't work anymore it's not on merit it's about having a diverse board or committee groups having smart people with all diverse backgrounds.
- Allow zoom dialling in to accommodate diverse background (families, kids, workers) divert from only having retired older generations when all age groups are needed and are a must!!

- Change is needed by quota; old ways no longer work!!!!!!
- Keep conversations and relationships open between clubs, groups, associations. Meet on mutual grounds and mutual respect. Help and support each other out and respectful relationships.
- Break down barriers no us and them!
- All work and sports places should be a safe space.

ITEM 07.23.114 AUDIT, RISK AND IMPROVEMENT COMMITTEE (ARIC)

Meeting	Council	25 July 2023
Directorate	General Manager	
Prepared by	Internal Audit Officer, Kallet Ward	
Attachments	A. Terms of Reference 2023-2024 (Separate Cover) ⇒ B. Internal Audit Charter 2023-2024 ↓ C. Strategic Internal Audit Plan 2022-2024 (Separate Cover) ⇒ D. Annual Internal Audit Plan 2023-2024 (Separate Cover) ⇒ E. ARIC Annual Report 2022-2023 (Separate Cover) ⇒ F. ARIC Meeting Minutes 23 June 2022 (Confidential) G. ARIC Meeting Minutes 8 December 2022 (Confidential) H. ARIC Meeting Minutes 14 February 2023 (Confidential) I. ARIC Special Meeting Minutes 27 March 2023 (Confidential) J. ARIC Meeting Minutes 4 May 2023 (Confidential)	

SUMMARY

This report requires Council to endorse key updated documents to support the operations of the Audit, Risk and Improvement Committee (ARIC). The suite of documents provides clear guidance to ARIC and ensures transparency of committee operations. The ARIC provides independent advice on council's risk management, control, governance, internal audit, organisational performance and external responsibilities.

OFFICER RECOMMENDATION

That Council

1. endorse the Audit Risk and Improvement Committee:
 - a. Terms of Reference 2023-2024
 - b. Internal Audit Charter 2023-2024
 - c. Strategic Internal Audit Plan 2022-2025
 - d. Annual Internal Audit Plan 2023-2024
2. note the Audit, Risk, and Improvement Committee Annual Report 2022-2023
3. note the Audit, Risk, and Improvement Committee meeting minutes for 23 June 2022, 8 December 2022 14 February 2023, 27 March 2023 and 4 May 2023.

LINKAGE TO OUR COMMUNITY PLAN

Theme Leadership

Objective We will have a strong, accountable and representative Government

KEY ISSUES

In accordance with the Office of Local Government new and updated Guidelines for Risk Management and Internal Audit for local councils in NSW:

- The terms of reference are to be approved by council's resolution and reviewed annually by the audit, risk and improvement committee, and once each council term by council.
- The internal audit charter is to be developed by the audit, risk and improvement committee in consultation with the general manager and the internal audit officer and approved via council's resolution.
- Council's audit risk and improvement committee must develop a strategic internal audit plan every 4 years to ensure that all the matters listed in section 428A of the Local Government Act are reviewed by the committee and internal audit function over each council term, and the plan must be adopted by council at the start of the council term, and may also, buy resolution, request the committee to approve a variation to the strategic internal audit plan.
- Council's audit risk and improvement committee must develop an annual work plan to guide its work over the forward year. The ARIC may, in consultation with council vary the annual work plan to address

new or emerging risks and may also, buy resolution, request the committee to approve a variation to the annual work plan.

- The attached ARIC Annual Report 2022-2023 documents the operations and activities of the Audit, Risk and Improvement Committee for the Clarence Valley from 1 July 2022 to 30 June 2023.

BACKGROUND

The Local Government Act (section 428A) requires each council to establish an Audit, Risk and Improvement Committee (ARIC) to continuously review and provide independent advice to the general manager and the governing body of the council on:

- whether the council is complying with all necessary legislation, regulations and other legal requirements
- the adequacy and effectiveness of the council's risk management framework, fraud and corruption prevention activities, financial management processes, and the council's financial position and performance
- the council's governance arrangements
- the achievement by the council of the goals set out in the council's community strategic plan, delivery program, operational plan and other strategies
- how the council delivers local services and how it could improve the performance of its functions more generally
- the collection of performance measurement data by the council, and
- any other matters prescribed by the Local Government Regulation (including internal audit).

The Committee meets four times throughout the year (additional extra-ordinary meetings may be called from time to time) and consists of three independent members (one of which is the chair) and 1 non-voting councillor (optional). The ARIC meeting minutes are attached for information.

COUNCIL IMPLICATIONS

Budget/Financial

The strategic and annual Internal audit plan will be delivered by the internal audit officer and an outsourced independent internal audit service provider (estimated cost for the internal audit service provider \$ 50, 000 per year).

Asset Management

N/A

Policy and Regulation

Local Government Act 1993 and General Regulation 2021

Consultation

The Terms of Reference and the Internal Audit Charter were developed and reviewed by the Internal audit officer and the audit, risk and improvement committee in consultation with the General manager.

The 3 -year Strategic Internal Audit plan 2022-2025 and the Annual Internal audit plan 2023-2024 were developed and reviewed by the Internal audit officer and the audit, risk and improvement committee in consultation with the General Manager, Director Corporate & Community, Director Works & Civil, Director Environment and Planning and Coordinator Safety and Risk.

The Internal Audit plan was developed and reviewed and reviewed by the Internal audit officer and the audit, risk and improvement committee in consultation with the General manager.

Legal and Risk Management

The primary role of the ARIC is to provide independent assurance to Council in regard to risk management.

Climate Change

N/A



Internal Audit Charter 2023-2024

Internal Audit

Responsible Manager (Title)	General Manager		
Manager authorisation	Date: April 2023	Signature	
File Reference Number		Version 1	Review Due: April 2024
Related documents	<ul style="list-style-type: none"> • Terms of Reference (ARIC) • Schedule 1- Internal audit function responsibilities • Guidelines for Risk Management and Internal Audit for Local Government in NSW • International Standards for the Professional Practice of Internal Audit 		

Clarence Valley Council has established the internal audit function as a key component of the council's governance and assurance framework, in compliance with the *Guidelines for risk management and internal audit for local government in NSW*. This charter provides the framework for the conduct of the internal audits in council and has been approved by the council taking into account the advice of the council's audit, risk and improvement committee.

1 Purpose of Internal Audit

The purpose of the internal audit function:

- is an independent, objective assurance and consulting activity designed to add value and improve the council's operations.
- It helps council to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.
- provides an independent and objective review and advisory service to provide advice to the council, general manager and audit, risk and improvement committee about council's governance processes, risk management and control frameworks and its external accountability obligations.
- it also assists council to improve its business performance.



2 Definitions

Internal audit: is an independent, objective, assurance, and consulting activity designed to add value and improve council's operations.

3 Background/legislative requirements

- Council is required to establish and maintain an internal audit function under the Local Government Act 1993.
- Council is required to comply with the Guidelines for risk management and internal audit for local government in NSW.

4 Charter

4.1 Principles of Internal Audit

The following principles will underpin the conduct of internal audit activities:

- demonstrate integrity
- demonstrate competence and due professional care
- demonstrate objectivity and are free from undue influence
- promotes organisational improvement
- is communicated clearly
- demonstrates a risk-based approach

4.2 Independence

The internal audit function:

- is to be independent of the council so it can provide an unbiased assessment of the council's operations and risk and control activities.
- reports functionally to the council's audit, risk and improvement committee on the results of completed audits, and for strategic direction and accountability purposes.
- reports administratively to the general manager to facilitate day-to-day operations.

Internal audit activities are not subject to direction by the council and the council's management has no role in the exercise of the council's internal audit activities.

The audit, risk and improvement committee is:

- responsible for communicating any internal audit issues or information to the council. Should the council require additional information, a request for the information may be made to the Chair by resolution. The Chair is only required to provide the information requested by the council where the Chair is satisfied that it is reasonably necessary for the council to receive the information for the



purposes of performing its functions under the Local Government Act. Individual councillors are not entitled to request or receive information from the committee.

The general manager must:

- consult with the Chair of the council's audit, risk and improvement committee before appointing or making decisions affecting the employment of the Internal audit officer. If the Internal audit officer is dismissed, the general manager must report the reasons for their dismissal to council.

Where the chair of the council's audit, risk and improvement committee has any concerns about the treatment of the Internal audit officer or any action taken that may compromise the Internal audit officer's ability to undertake their functions independently, they can report their concerns to council.

The Internal audit officer is to confirm at least annually to the audit, risk and improvement committee the independence of internal audit activities from the council.

4.3 Authority

Council authorises the Internal audit officer to have full, free and unrestricted access to all functions, premises, assets, personnel, records and other documentation and information considered necessary for the internal audit officer to undertake its responsibilities.

All records, documentation and information accessed while undertaking internal audit activities are to be used solely for the conduct of those activities. The Internal audit officer and individual internal audit staff are responsible and accountable for maintaining the confidentiality of the information they receive when undertaking their work.

All internal audit documentation is to remain the property of council, including where internal audit services are performed by an external third-party provider.

Information and documents pertaining to the internal audit function are not to be made publicly available. The internal audit function may only release council's information to external parties that are assisting the internal audit function to undertake its responsibilities with the approval of the general manager, except where it is being provided to an external investigative or oversight agency for the purpose of informing that agency of a matter that may warrant its attention.

4.4 Role

The Internal audit function is to support the council's audit, risk and improvement committee to review and provide independent advice to the council in accordance with section 428A of the *Local Government Act 1993*. This includes conducting internal audits of council and monitoring the implementation of corrective actions.

The internal audit function is to also play an active role in:

- developing and maintaining a culture of accountability and integrity
- facilitating the integration of risk management into day-to-day business activities and processes
- promoting a culture of high ethical standards



The internal audit function has no direct authority or responsibility for the activities it reviews, and has no responsibility for developing or implementing procedures or systems and does not prepare records or engage in council's functions or activities (except in carrying out its own functions).

Council's internal audit function is to be led by a member of council's staff with sufficient skills, knowledge and experience to ensure it fulfils its role and responsibilities to the council and the audit, risk and improvement committee. The Internal audit officer must be independent, impartial, unbiased and objective when performing their work and free from any conflicts of interest.

The responsibilities of the internal audit function include:

- managing the day-to-day activities of the internal audit function
- managing council's internal audit budget
- supporting the operation of the council's audit, risk and improvement committee
- approving internal audit project plans, conducting or supervising audits and assessments and providing independent advice to the audit, risk and improvement committee
- monitoring the council's implementation of corrective actions that arise from the findings of audits
- implementing the audit, risk and improvement committee's annual work plan and four-year strategic plan
- ensuring the council's internal audit activities comply with the *Guidelines for risk management and internal audit for local government in NSW*, and
- contract management and oversight of supplementary external providers (where appropriate).

The Internal audit officer must consult with the audit, risk and improvement committee and general manager regarding the appropriateness of the skills, knowledge and experience of any external provider before they are engaged by the council.

4.5 Performing internal audit activities

4.5.1 Planning

The work of the internal audit function is to be thoroughly planned and executed. The council's audit, risk and improvement committee must develop a strategic plan every four years to ensure that the matters listed in *Schedule 1* (Internal audit function responsibilities) are reviewed by the Committee and considered by the internal audit function when developing their risk-based program of internal audits. The strategic work plan must be reviewed at least annually to ensure it remains appropriate.

The Committee must also develop an annual workplan to guide the work of the internal audit function over the forward year.



4.5.2 Standards

All internal audit activities are to be performed in a manner that is consistent with relevant professional standards including the International Standards for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors and current Australian risk management standard.

4.5.3 Reporting and Monitoring

The Internal audit officer is to:

- provide the findings and recommendations of internal audits to the audit, risk and improvement committee at the end of each audit. Each report is to include a response from the relevant senior manager.
- establish an ongoing monitoring system to follow up council's progress in implementing corrective actions.
- ensure that the audit, risk and improvement committee is advised at each of the committee's meetings of the internal audit activities completed during that quarter, progress in implementing the annual work plan and progress made implementing corrective actions.

The general manager, in consultation with the audit, risk and improvement committee, is to:

- develop and maintain policies and procedures to guide the operation of the council's Internal audit function.

4.6 Conduct

- Internal audit personnel must comply with the council's code of conduct. Complaints about breaches of council's code of conduct by internal audit personnel are to be dealt with in accordance with the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*.
- The general manager must consult with the council's audit, risk and improvement committee before any disciplinary action is taken against the Internal audit officer in response to a breach of the council's Code of Conduct.
- Internal auditors are also required to comply with the Code of Ethics for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors.

4.7 Administrative arrangements

4.7.1 Audit, risk and improvement committee meetings

The Internal audit officer:

- will attend audit, risk and improvement committee meetings as an independent non-voting observer. The internal audit officer can be excluded from meetings by the committee at any time.
- must meet separately with the audit, risk and improvement committee at least once per year.
- can meet with the chair of the audit, risk and improvement committee at any time, as necessary, in between committee meetings.



4.7.2 External audit

- Internal and external audit activities will be coordinated to help ensure the adequacy of overall audit coverage and to minimise duplication of effort.
- Periodic meetings and contact between internal and external audit shall be held to discuss matters of mutual interest and to facilitate coordination.
- External audit will have full and free access to all internal audit plans, working papers and reports.

4.7.3 Dispute resolution

The Internal audit officer should maintain an effective working relationship with council and the audit, risk and improvement committee and seek to resolve any differences they may have in an amicable and professional way by discussion and negotiation.

In the event of a disagreement between the Internal audit officer and the council, the dispute is to be resolved by the general manager and/or the audit, risk and improvement committee.

Disputes between the internal audit officer and the audit, risk and improvement committee are to be resolved by the council.

Unresolved disputes regarding compliance with statutory or other requirements are to be referred to the Secretary of the Department of Planning, Industry and Environment in writing.

4.7.4 Review arrangements

Council's audit, risk and improvement committee must review the performance of the internal audit function each year and report its findings to council. A strategic review of the performance of the internal audit function must be conducted each council term that considers the views of an external party with a strong knowledge of internal audit and reported to council.

This charter is to be reviewed annually by the Committee and once each council term by the council. Any substantive changes are to be approved by the council.

Further Information

For further information on Clarence Valley Council's internal audit activities contact Kallet Ward- Internal Audit officer on kallet.ward@clarence.nsw.gov.au or by phone (6641 7222)

Reviewed by Chair of the audit, risk and improvement committee: May/2023

Endorsed by council

Reviewed by General Manager



Attachments

Attachment 1- Schedule 1- Internal Audit Function Responsibilities



Attachment 1-
Schedule 1- Internal

ITEM 07.23.115 COUNCILLORS LISTENING TOUR

Meeting	Council	25 July 2023
Directorate	General Manager	
Attachments	Nil	

SUMMARY

Councillor Listening Tours were completed in June and early July. Note that this report also includes May locations that were not listed in the June report.

OFFICER RECOMMENDATION

That the information contained in the report be noted.

Iluka – May

Councillors present: Mayor Tiley, Deputy Mayor Clancy , Cr Day, Cr Smith, Cr Toms, Cr Johnstone

Approximately 15 residents attended our meeting in Iluka. There was a discussion about the vision for Iluka, some residents wanting to improve tourist infrastructure, whilst others felt that too much tourist infrastructure would destroy Iluka's charm. Potential improvements for Iluka included a request for a dog off leash area other than the beach, improvement of the former service station site, raising of the levy bank, stormwater drains, improvement of the ferry terminal, Short Term Rental Accommodation, maintenance of hydrants and the perceived need for a permanent ranger presence. The access road to Iluka was discussed with issues of flooding, dead trees, potential of falling trees, speed limit along the road and the new automatic road flooding signs mentioned. Several residents stated that they sometimes felt like a forgotten part of CVC, noting that the "Welcome to the Clarence Valley" sign on the highway is beyond the Iluka turnoff. There was praise for community initiatives such as ICOPE, the museum and Mermaid festival. Communication between council and residents was brought up as an issue with some residents feeling that they were not sufficiently informed about council news and some concerned about the time taken for council to respond to letters, emails and phone calls.

Woombah - May

Councillors present: Mayor Tiley, Deputy Mayor Clancy , Cr Day, Cr Smith, Cr Toms, Cr Johnstone

Approximately 15 residents attended our meeting in Woombah. Several improvements were sought by residents for Woombah, including a rallying point for fires and floods, signage on the public toilet, better maintenance of the boat ramp, more regular mowing, upgrading of the playground and an improvement in internet connectivity. With regard to roads, residents raised concerns about the speed limits in some parts of Woombah, provision for non-car connectivity between one end of the village and the other, road signage for wildlife and provision of a safe cycle path to Iluka. Residents also asked about the DA process in particular regard to subdivision, dual occupancy and tree clearing. A large part of the meeting discussed the desire of the community for a hall. Residents also brought up questions about communication from and with council.

Chatsworth – May

Councillors present: Deputy Mayor Clancy, Cr Toms, Cr Smith, Cr Day, Cr Johnstone

Approximately 10 residents attended our meeting at Chatsworth Island. Improvements for Chatsworth island were discussed, including, provision of children's play equipment, provision of a wharf, the replacement of a public red bin that was removed, provision of a defibrillator, a light on the cenotaph, footpaths and gutters. Concerns were raised about mowing of verges and around the hall, time taken by council to clear fallen trees on the road, request for removal of the feral ducks and the improvement of the public toilets behind the hall. There was a discussion about the sale of Ferry Cottage. Many residents were concerned about communication from and with council, saying that they are often unaware of council news and feel that when issues are raised they are not responded to swiftly, if at all. Councillors ran through the various methods that council communicate with residents and what residents could do if they did not feel that issues were resolved in a suitable time frame. There was interest from residents about setting up a village and hall

committee and a request that they have a councillor they could contact when required. Residents were encouraged that they could contact any councillor, but Cr Johnstone offered to be a specific point of contact if one was desired by residents.

Tullymorgan - May

Councillors present: Mayor Tiley, Cr Smith, Cr Toms and Cr Johnstone
Staff present: GM Black, Director Fleeting.

About 15 residents attended our meeting in Tullymorgan. The main issue raised was the unpaved sections of the road travelling through Tullymorgan and various concerns regarding its use and safety. Residents also asked whether the numbering of the houses could be changed, clarified the process of gaining approval to remove pine trees and weeds from the old schoolyard, asked advice about the provision of a community defibrillator and noted the poor mobile phone signal coverage in the area. Most residents were happy with their present RU1 zoning and didn't want to see any changes.

Minnie Water – June

Councillors present: Mayor Tiley, Cr Smith, Cr Pickering, Cr Toms and Cr Johnstone
Staff present: GM Black

While no members of community attended, councillors noted the road verge clearing creating positive line of sight, the extensive road reconstruction underway, pristine condition of the Reserve and Hall and observed water testing.

Tucabia – July

Councillors present: Cr Pickering, Cr Day and Cr Johnstone
Staff present: Director Cameron.

7 residents attended our meeting in Tucabia. There was a discussion on how rates are set, the use of lot numbers on rates notices, the best ways to contact council, the support available after emergencies and how grant money is applied for and used. Councillors were informed about the Tucabia Floral Reserve and visited the TFR after the meeting. Residents were updated on the progress of projects presently underway in Tucabia and listed other facilities they were keen to see upgraded in future. Director Cameron and councillors discussed with residents the operational and strategic plans and how they could contribute their ideas for Tucabia to be included in these.

Brooms Head - July

Councillors present: Cr Day, Cr Smith and Cr Johnstone
Staff present: Director Cameron.

Approximately 40 residents attended our meeting in Brooms Head. Issues mentioned included the sewer system, the caravan park boundaries, erosion of the beach, making Brooms Head roads safer, creating more footpaths, access to the beach for those who are not so mobile and the development of the Crown Lands Program of Management. The fixing of the road to Brooms Head was welcomed and commended by residents. There was a discussion with several alternate views about the interaction between the holiday park and residents and the regulations covering holiday parks. Communication with council was discussed and Director Cameron ran through the extensive methods that had been used to inform residents of this meeting and gain responses to surveys. Councillors and staff then talked through the roles of deputations and presentations to council and the IP&R process and encouraged residents to make submissions to the Operational and the Strategic Plans for medium and long term suggestions for the improvement of the Clarence Valley and facilities at Brooms Head.

ITEM 07.23.116 CONFERENCE ATTENDANCE - 2023 NATIONAL LOCAL ROADS, TRANSPORT & INFRASTRUCTURE CONGRESS

Meeting	Council	25 July 2023
Directorate	General Manager	
Prepared by	Personal Assistant to the Mayor & Councillors, Lee Boon	
Reviewed by	General Manager, Laura Black	
Attachments	Nil	

SUMMARY

The purpose of this report is to approve and nominate councillor(s) to attend the 2023 National Local Roads, Transport & Infrastructure Congress.

OFFICER RECOMMENDATION

That Council approve and nominate councillor(s) to attend the 2023 National Local Roads, Transport & Infrastructure Congress.

LINKAGE TO OUR COMMUNITY PLAN

Theme Leadership

Objective We will have a strong, accountable and representative Government

KEY ISSUES

Council recognises the value of Councillors attending conferences to enable them to be both knowledgeable and up to date on particular issues, ensuring they can perform their duties and represent residents to the best of their ability.

Councillor Expenses and Facilities v15 - 6.33. Councillors attending conferences approved by Council must report to Council on the proceedings of the conference within two months of attendance. Where more than one Councillor attends one conference, the attending Councillors may provide a combined report to Council within two months of attendance.

BACKGROUND

The theme of this year's Congress is "Building Communities that are safer, stronger, smarter". As always, the content will be centred on practical takeaways, with successful council projects from around the country showcased, as well as opportunities to hear from leading experts across the key areas of roads, transport and related infrastructure, including community infrastructure. Councillors will interact with policy and grant program leaders from federal government agencies. Councillors will learn about the latest trends and developments in road safety, circular economy, decarbonising infrastructure builds, telecommunications and technology.

COUNCIL IMPLICATIONS

Budget/Financial

The annual allocation of budget for professional development for elected members is \$30,000. The cost of attendance, including accommodation and travel, at conferences by Councillors is met by PJ991001.

Early Bird prices are \$895.00 per person

Accommodation approx. \$245 per night

Asset Management

N/A

Policy and Regulation

Councillor Expenses and Facilities Policy v15

Consultation

N/A

Legal and Risk Management

N/A

Climate Change

N/A

ENVIRONMENT & PLANNING

ITEM 07.23.117 INTENTION NOT TO PROCEED WITH PP-2022-2655 TO AMEND LEP 2011 TO PERMIT AN ADDITIONAL USE (RURAL SUPPLIES) AT 4 RIVER ST, PALMERS ISLAND

Meeting	Council	25 July 2023
Directorate	Environment & Planning	
Prepared by	Senior Strategic Planner (Policy), Alex Wells	
Reviewed by	Director Environment & Planning, Adam Cameron	
Attachments	<ul style="list-style-type: none"> A. PDF May 2022 Planning Proposal REZ2021-003 Rural Supplies Palmers Island (Separate Cover) ↗ B. REZ2021 0003 Engineering Comments 4 River Road PALMERS ISLAND April 2023 ↓ C. Revised Bitzios TIA 24 February 2023 (Separate Cover) ↗ D. TFNSW response to planning proposal - Palmers Island ↓ E. Council Meeting Minutes 22 June 2021 (Separate Cover) ↗ 	

SUMMARY

This planning proposal seeks a change to Council's *Clarence Valley Local Environmental Plan 2011* (LEP) to permit an additional use with consent, of the land for a Rural Supplies store at Lot 11 DP 1259162, being 4 River Street, Palmers Island.

There is a long history of correspondence between Council, the applicant and government agencies about the proposal. Council staff and Transport for NSW are concerned that the proposed Rural Supplies store would compromise the safety and operation of Yamba Road.

A suggestion to move the access around to the minor road (Yamba Street) was rejected by the proponent. The Department of Planning and Environment (DPE) require Council to advise if the proposal should proceed or not. It is recommended that Council advise DPE that the proposal does not proceed and that the DPE gateway determination be revoked.

OFFICER RECOMMENDATION

That Council write to the Department of Planning and Environment and advise of its intention not to proceed, as per (S3.35 (4) of the *Environmental Planning and Assessment Act 1979*) with the planning proposal (PP-2022-2655) to amend the *Clarence Valley Local Environmental Plan 2011* for an additional use to be permitted with consent of "Rural Supplies" to the proposed site currently zoned RU1 'Primary Production' on Lot 11 DP 1259162, 4 River Street, Palmers Island and that the gateway determination be revoked.

LINKAGE TO OUR COMMUNITY PLAN

Theme Economy

Objective We will have an attractive and diverse environment for business, tourism and industry

KEY ISSUES

The planning proposal (refer **Attachment A**) to provide for the additional use of 'Rural Supplies' to be permitted with consent for this particular location has numerous potential negative impacts, as outlined below. The most substantive of these is the significant traffic and road safety risk associated with the proponent's intention of using Yamba Road as the sole access and egress point for the proposed new Rural Supplies store. The location of the proposal is illustrated in **Figure 1** by the red box marker (below).

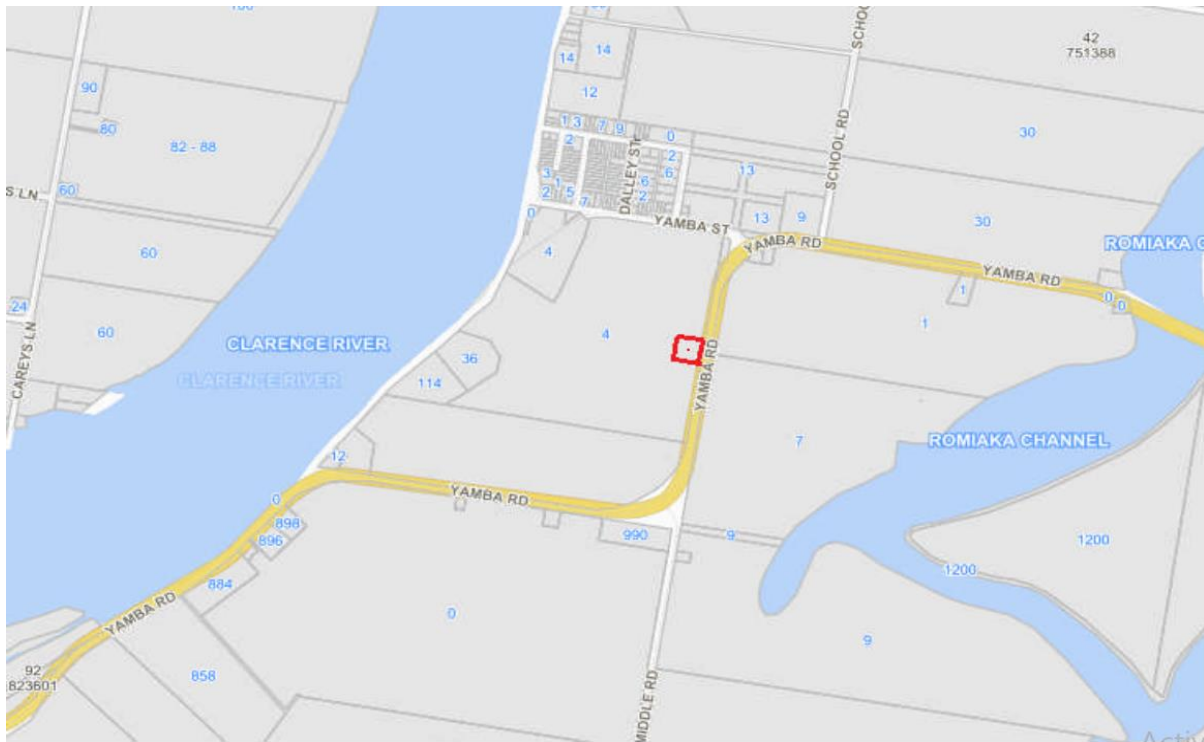


Figure 1 - Location Plan of proposed Rural Supplies store

The planning proposal includes indicative plans for the proposed Rural Supplies store including the building location and car park at the site (Figures 2 and 3).



Figure 2 – Aerial Image - Proposed Rural Supplies Store Location on Yamba Road

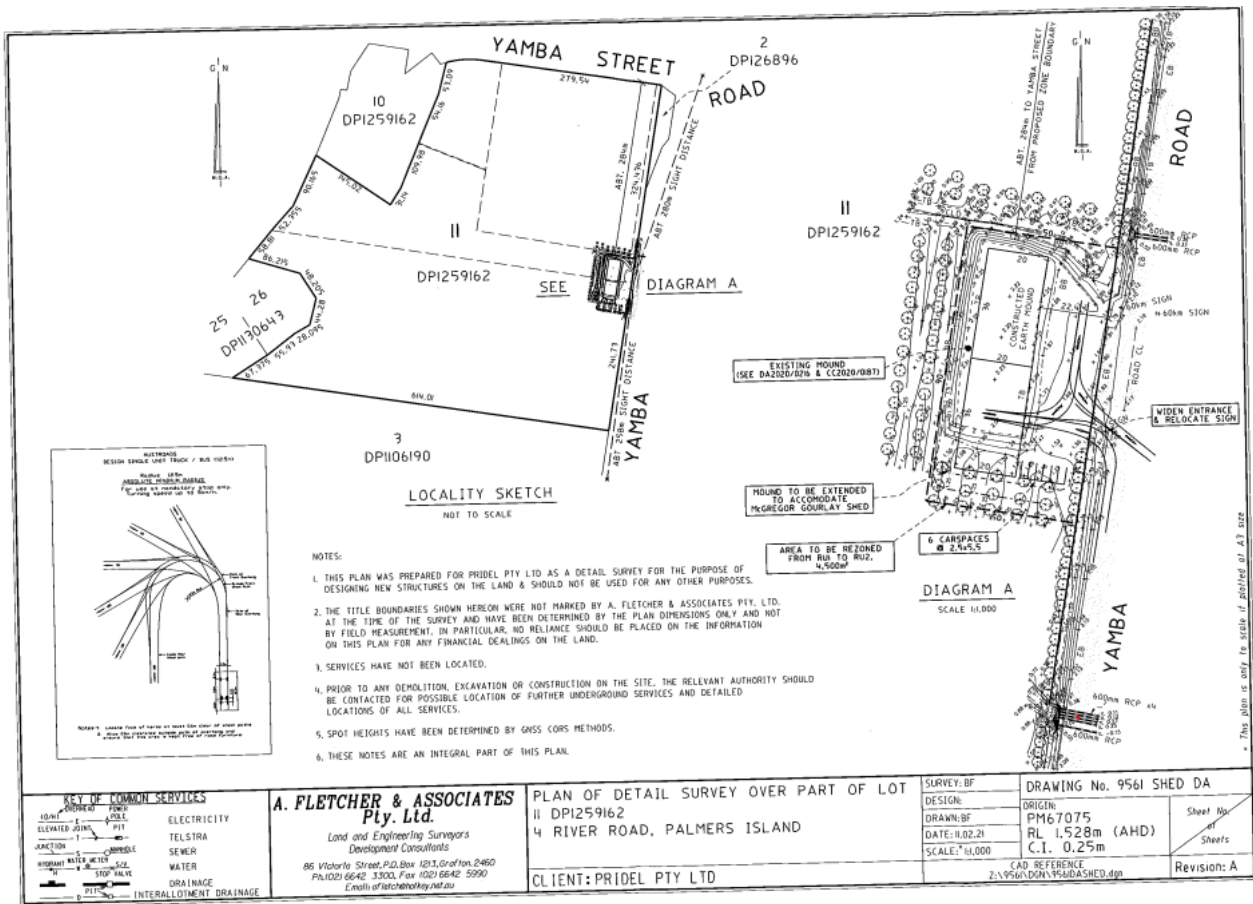


Figure 3 - Indicative Site Design for Proposed Rural Supplies Store

Council’s Development Engineering team has identified a number of traffic and safety issues (refer **Attachment B**) and these are summarised below. The revised Traffic Impact Assessment (TIA) supplied by the proponent in late February 2023 is **Attachment C**. It should be noted that a TIA had not been completed when Councillors first supported the planning proposal at its June 2021 meeting.

Key concerns with the proposal include locating the proposed intersection on a major road with:

1. High traffic volumes - Traffic volume data was collected via automatic (tube) counts collected over a 7-day period from 2 February 2022 to 8 February 2022 by Traffic Data & Control, which illustrated that this section of Yamba road carries an average of 19,480 vehicles per day during weekdays and 14,342 on the weekend.
2. High existing speed environment - The location of the proposed Rural Supplies business is within the transition from the 60km/h speed zone to the 90km/h zone (Note: the submitted TIA states the speed zone is 100km/h, but the current speed limit in front of the site is 90km/h). Importantly, the TIA notes that speeds of vehicles measured in this section average around 80km/h.

The above concerns are further exacerbated by the proposal to include a media strip at the site frontage to prohibit right-turn movements and U-turn areas either side of the development to cater for farm vehicles accessing and egressing the site.

The intersection treatment suggested by Council’s Development Engineering team for access and egress to the proposed business premises being from the minor road (Yamba Street) was not accepted by the Applicant or included in the revised TIA. Council’s recommended intersection treatment is supported by relevant guidelines, with RTA’s *Guide to Traffic Generating Developments* recommending avoiding driveways on major roads, and AS2890 stating that access to arterial roads should be limited as far as practicable.

Transport for NSW’s initial advice dated 5 March 2021 (refer **Attachment D**) on the original planning proposal also included significant concerns as follows:

1. *"We note that your letter advises that if a use such as 'Rural Supplies' were to be approved through the development consent process, access would be to and from Yamba Road which is a major traffic link in the regional road network. Access for any new development onto Yamba Road must not compromise the functionality of the road or the safety of road-users.*
2. *Approval of access would be through section 138 of the Roads Act and the concurrence of TfNSW will be required. Council and the proponent should be aware at this stage in the planning process that, as the location proposed is in a high-speed environment, significant roadworks may be required to provide a safe and efficient access to any future development. Any new intersection works will need to be designed to the current speed limit.*
3. *TfNSW recognises that the change in zoning is a matter for Council to decide, particularly the removal of land from the RU1 Zone and the suitability of introducing new permissible uses through changes to the land use table. However, there are a number of those additional uses that may place inappropriate pressure on the regional road network, and Council will need to be satisfied that the safety and efficiency of the network can be maintained.*

Transport for NSW's advice was provided prior to receiving any Traffic Impact Assessment from the Applicant. Council's assessment of the TIA reinforces the initial concerns raised by TfNSW which have not been addressed in the proposal. The TIA and amended proposal was not referred back to TfNSW as the TIA does not adequately address traffic and safety concerns.

In summary, Council's Development Engineers have concluded that the proposed development does not achieve the requirements outlined above by TfNSW and that Council could not be "satisfied that the safety and efficiency of the network can be maintained" using the treatments suggested by the proponent in the planning proposal.

Other concerns about the planning proposal include:

- Significant non-compliances with the DCP - The proposed car parking provision of 6 spaces falls well short of the DCP requirements for a development of this scale and nature, which is 25 spaces. The justification for this shortfall by the proponent, is not supported by Council's Development Engineering team and the lack of adequate car parking is an additional concern in relation to potential traffic impacts.
- Lack of strategic justification - The proposal lacks adequate strategic justification in the context of the North Coast Regional Plan 2040 (NCRP).

DPE has also recently advised Council that the standard 12-month time frame in which to complete planning proposals since the gateway determination was provided cannot be extended in the absence of extenuating circumstances. This means the gateway determination ceases as of 16 August 2023. As a result, it is now timely for Council to advise DPE that Council does not support the planning proposal.

BACKGROUND

A report to Council in June 2021 (refer **Attachment E**) recommended that Council not support the planning proposal however Council voted to support the proposal to proceed.

There have been multiple correspondences between the proponent and Council staff focussed on the Traffic Impact Assessment (TIA), that was submitted in July 2022 as part of the revised proposal.

Council staff then referred this updated proposal to DPE to seek a gateway determination, which was provided by DPE in August 2022. The gateway determination included the need to consult with the following agencies - Department of Primary Industries – Agriculture; NSW Department of Planning and Environment – Floodplain Management Division; Transport for NSW; Yaegl Local Aboriginal Land Council.

Following the evaluation of the TIA by Council's Development Engineers and after various correspondence, a meeting between key Council staff, the proponent and consultant was held in October 2022 and the multiple concerns regarding the TIA were articulated. At the meeting, the proponent agreed to provide a revised TIA. After the meeting, the proponent's consultant emailed Council indicating the possibility of altering the store location to the corner of Yamba Street & Yamba Road to address the concerns, however, this did not proceed.

In summary, the revised Traffic Impact Assessment (**refer Attachment C**) was submitted in February 2023 and sought to maintain access/egress directly from Yamba Road and suggested a median strip and two U-turn areas at the existing Yamba Road/Yamba Street and Yamba Road/Middle Road intersections as the treatment for any traffic and road safety concerns.

Council's evaluation of the revised TIA concludes the proposed treatment of median strip and two U turn areas as inappropriate for the site given the heavy traffic load and high-speed environment. As such it has now been decided to seek a resolution from Council that the planning proposal not proceed.

COUNCIL IMPLICATIONS

Budget/Financial

N/A

Asset Management

N/A

Policy and Regulation

RTA's *Guide to Traffic Generating Developments* and Australian Standard 2890.

Clarence Valley Local Environmental Plan 2011

Environmental Planning and Assessment Act 1979

Clarence Valley Council Rural Zones Development Control Plan 2011.

Consultation

Consultation with the proponent's consultant, A Fletcher and Associates, has been extensive. This has also included a meeting involving Council staff, the consultant and the proponent, Pridel Pty Ltd.

Consultation with Transport for NSW is discussed in Key Issues.

Consultation has occurred with Council's Civil Services team as part of the assessment process.

Initial consultation with the Department of Primary Industries indicated no objections to the proposal to permit an additional use with consent (Rural Supplies) but did not support the original planning proposal that also included re-zoning from RU1 'Primary Production'.

Legal and Risk Management

The applicant has a right to request a review of Council's decision after Council advises of this in writing, but there is no right of appeal to the Land and Environment Court.

Climate Change

N/A

Internal Referral – Planning Proposal/Rezoning

Memo To: **ENGINEERING – Ben Bancroft**
 MANAGER WATERCYCLE – Greg Mashiah
 ENVIROMENT OFFICER– Scott Moore

REZ No: 2021/003

File No: PP-2022-2655

Proposal: TO AMEND CLARENCE VALLEY LOCAL ENVIRONMENTAL PLAN 2011 TO PERMIT AN ADDITIONAL USE (RURAL SUPPLIES)

At: PART OF LOT 11 DP 1259162 NO. 4 RIVER STREET, PALMERS ISLAND

Owner: Pridel Pty Ltd

Applicant: Andrew Fletcher

Date Received: Gateway Determination 17 August 2022

PLEASE NOTE: COMMENTS WOULD BE APPRECIATED BY 1 SEPTEMBER.

Responsible Officer: Alex Wells

Date: 17/08/2022

B:\Environment Development and Strategic Planning\STRATEGIC PLANNING\LEPs & Planning Proposals\Rural Supplies Store Palmers Island

[Refer updated comments page 4 and 5.](#)

Bitzios Traffic Impact Assessment – Background

The submitted TIA considers the development of a Rural Supplies store of 720m², situated on a site 4,500m². The TIA recognises an existing background traffic along Yamba of 19,480 vehicles per day (weekday) and 14,342 vehicles per day (weekend), at an approximate 50/50 directional split, based on a 7-day traffic count 2/2/22-8/2/22. The 85th percentile speed from this data is approximately 80km/h.

The TIA proposes a total of 8 parking spaces, based on the proposed floor area of the Rural Supplies shed, while site access is proposed via an auxiliary left-turn lane (AUL). No treatment is proposed for vehicles entering the site via right-turn movements or exiting vehicles.

Site Location

The subject lot has frontage to Yamba St on the north, a private access road to the west and Yamba Road to the east, see below:



Background Traffic

The submitted TIA does not consider background traffic growth for Yamba Road. Applying a conservative background traffic growth rate of 2% would yield a background 2032 traffic rate of ~23,500 AADT (annual average daily traffic). The background traffic growth rate could be considered higher than 2% as James Creek and West Yamba Urban Release Areas will generate an additional 300 and ~1,400 lots respectively within the 10-year horizon.

Development Traffic Generation

The TIA considers traffic generation for the development based on 'warehouse' rates, which RTA's Guide to Traffic Generating Developments 2002 (GtTGD) lists peak hour rates at 0.5 trips per 100m² GFA. The resultant peak hour vehicle movements are 8 vehicles per hour. The traffic distribution of the 8 peak hour vehicle movements are nominated as 90% to/from the south and 10% to/from the north.

Comments

The land use is not, in Council opinion, similar to that of a warehouse and the traffic generation should not be modelled as such. Additionally, the 90/10 traffic distribution is reasoned to the location of surrounding RU1 and RU2 zoned land but is silent on RU1/RU2 land north/east of the site and demand from other land zones.

While it is accepted industry standard to model similar uses to determine traffic generated by an unlisted development, a more appropriate GtTGD use is 'Plant Nurseries'. Applying these rates based on the 720m² GFA yields 62 vehicles per hour. Alternatively, applying the 'warehouse' rates to the site area yields 45 vehicles per hour.

Applying a more conservative 60/40 traffic distribution split to account for population areas north and east of the site would return 25 peak-hour right turn movements based on 'Plant Nursery' rates.

Assessing the site access using these figures would trigger the requirement for a right-hand turn lane to the development which is not proposed in the TIA.

Regardless of intersection requirements to Yamba Road, providing access to the site via alternative access points available to the site would produce a better outcome from a road safety perspective.

Parking demand assessment

Council's Rural DCP Table F1 recognises car parking requirements for Rural Supplies at 1 space/200m² of **site area** & 1 space per employee, which would require 25 spaces (2 employee parking spaces and no loading areas considered). It is noted that the applicant, McGregor Gourlay was granted development approval under DA2020/0351 based on these rates.

The TIA proposes a total of 6 parking spaces, 19 spaces short of DCP requirements. The justification for the proposed shortfall is that the adjoining shed is used for storage of farm vehicles and should be excluded, hence only the proposed shed floor area be assessed.

Comments

Considering the typical use of Rural Supplies, the floor area is not exclusively used for the advertising and sale of goods, hence why the parking rate considers site area. The below images show the land use for the McGregor Gourlay Rural Supplies store approved in Mulgi Drive, South Grafton under DA2020/0351.



While the adjacent shed on the subject site is currently used for storage of farm vehicles, there is scope for similar future use. Additionally, no floor plan or design of the 720m² shed has been submitted to Council and extension of the earth mound is proposed. This could further support similar storage of outdoor goods to that shown above. The argument that only floor area should be considered in parking demand is not supported.

For these reasons, the proposed 6 parking spaces for the site is considered unreasonable and would not be supported. Revised plans/reports are required to reflect the requirements of the DCP parking rates, or to support justification of any parking space reductions.

Summary

The TIA states that ‘there are no significant traffic or transport impacts associated with the proposed development to preclude its approval and relevant conditioning on transport planning grounds’. In reviewing the nominated traffic generation, distribution and proposed parking, the development presents several issues, both from road safety and access perspectives.

Updated comments following Bitzios response – 24/04/23

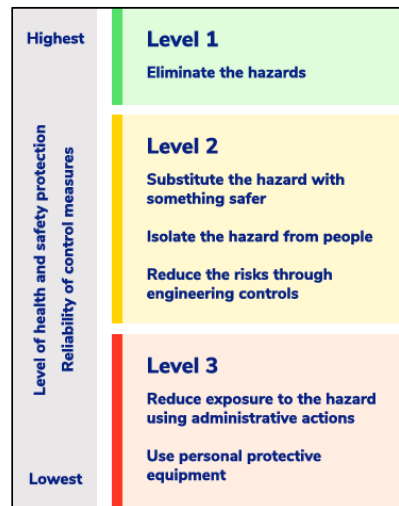
General:

Stephen Timms, Alex Wells and I held discussions with Andrew Fletcher and his client in early October 2022 to discuss the development. Discussions were primarily regarding the site’s proposed access on to Yamba Road, with the position of Council staff being that the access was not supported due to safety concerns and the availability of an alternate access point from Yamba St. The meeting concluded with the applicant seemingly understanding Council’s perspective, and rework of the proposed design being required.

Following this meeting, a response has been provided by Bitzios addressing the initial items raised by Council. A revised access point to Yamba Street is not considered in this response, with alternative treatments to Yamba Road including a median strip at the site frontage to prohibit right-turn movements, and U-turn areas either side of the development for heavy vehicles being proposed.

The response nominates the two U-turn areas as the existing Yamba Road/Yamba Street and Yamba Road/Middle Road intersections and models manoeuvring of a heavy rigid vehicle in these locations. No details on the proposed median treatments at the site frontage have been provided.

Austrroads Guide to Road Designs Part 3: Geometric Design (2020) 4.7.1 states that for unlit arterial roads with a speed greater than 80km/h, a lateral clearance of 1.0m is required (measured from the edge of the lane to the bottom face of the median kerb). It is understood based on these guidelines, that these works would require widening of Yamba Road, in addition to any widening works to enable left turn in movements. From a risk assessment/safety perspective, the proposed works would be considered a Level 2 control measure.



A more suitable engineering solution to the safety risks presented by this development would be to establish the site access via the minor road, Yamba Street. This is supported in relevant guidelines, with RTA’s Guide to Traffic Generating Developments recommending avoiding driveways on major roads, and AS2890 stating that access to arterial roads should be limited as far as practicable.

Given that the site has frontage to both an arterial road and a local street, the proposed access to Yamba Road and median strip treatment to prohibit right hand turn movements is not supported. This is consistent with previous advice issued to the applicant. Refusal of the application is recommended if the current proposed access arrangements are maintained.

A more detailed response to the items raised in the response letter are provided below:

Item 1:

The road realignment mentioned in the response considers the diversion of Yamba Rd around the Palmers Island township. A number of diversion options were considered in a Council

presentation, with the preferred option being provided for information purposes in a meeting with the applicant, 5/10/22, refer extract below:

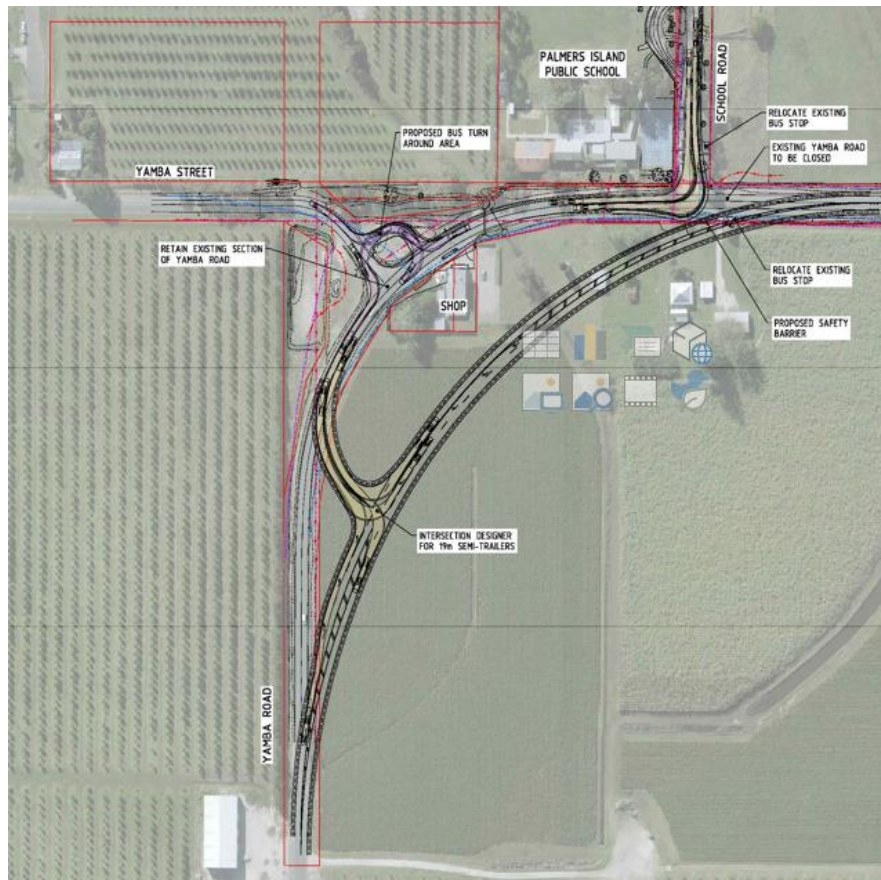


Figure 1 – *Indicative Layout only* – not for further distribution

It can be seen that the start of works is immediately north of the proposed site access and will not significantly reduce the traffic volumes at the site's frontage to Yamba Road as stated in the response. Furthermore, budgeting and construction timing for the Palmers Island bypass is not known at this stage and shouldn't be considered in the timing of the subject development.

Item 2.

The peak hour trip generation rate considers the total floor area of 720m² for the rural supplies store, based on the South Grafton McGregor Gourlay store. It is noted that the South Grafton store provided parking areas fully compliant with Council parking requirements and the floor area is not exclusively used for the advertising and sale of goods.

Item 3.

As mentioned above in the general comments, a median strip is not the most appropriate safety measure for the site when it has frontage to a minor road from which access can be provided. Furthermore, comments regarding the median strip are described as a Local Area Traffic Management device (LATM). Austroads Part 8 Cl8.1 provides the following comments regarding LATM devices, 'devices should be chosen to be consistent with the target speed environment at that location. LATM devices are consistent with a 50 km/h or lower speed limit'.

Officer: Ben Bancroft

Date: 1/09/2022 & 1/05/23



5 March 2021

TfNSW Ref: NTH21/00098/01
Your Ref: REZ2021/0003

The General Manager
Clarence Valley Council
Locked Bag 23
GRAFTON NSW 2460

Attention: Terry Dwyer

Dear Sir,

**RE: Planning Proposal – Rezoning from RU1 to RU2.
Lot 11 DP 1259162, River Road, Palmers Island (REZ2021/0003)**

I refer to your letter dated 14 April 2021 requesting comment from Transport for NSW (TfNSW) in relation to the abovementioned Planning Proposal.

Roles and Responsibilities

The key interests of TfNSW are the safety and efficiency of the transport network, the needs of our customers and the integration of land use and transport in accordance with Future Transport Strategy 2056.

Yamba Road is a classified (Regional) road (MR 152). Clarence Valley Council is the Roads Authority for all public roads (other than freeways or Crown roads) in the local government area pursuant to Section 7 of the *Roads Act 1993*. TfNSW is the roads authority for freeways and can exercise roads authority functions for classified roads in accordance with the Roads Act.

Council is responsible for setting standards, determining priorities and carrying out works on Local and Regional roads. However TfNSW concurrence is required prior to Council's approval of works on classified (Regional) roads under Section 138 of the *Roads Act 1993*.

In accordance with Clause 101 of the *State Environmental Planning Policy (Infrastructure) 2007* (ISEPP) the Consent Authority is to have consideration for the safety, efficiency and ongoing operation of the classified road as the development has frontage to a classified road. TfNSW is given the opportunity under Clause 104 to comment on traffic generating developments listed under Schedule 3.

It is emphasised that the following comments are based on the information provided to TfNSW at this time. They are not to be interpreted as binding upon TfNSW and further comment may be provided following formal review of any development application referred by the appropriate Consent Authority.

Transport for NSW

76 Victoria Street, Grafton, NSW 2460 | PO Box 576, Grafton NSW 2460
W transport.nsw.gov.au

Transport for NSW Response

TfNSW understands that the application is part of a preliminary review of a privately lodged Planning Proposal, intended to make 'rural supplies' permissible under the CVC LEP. We have reviewed the information provided and make the following comments to assist Council in assessment of the proposal.

1. We note that your letter advises that if a use such as 'rural supplies' were to be approved through the development consent process, access would be to and from Yamba Road which is a major traffic link in the regional road network. Access for any new development onto Yamba Road must not compromise the functionality of the road or the safety of road-users.
2. Approval of access would be through section 138 of the Roads Act and the concurrence of TfNSW will be required. Council and the proponent should be aware at this stage in the planning process that, as the location proposed is in a high-speed environment, significant roadworks may be required to provide a safe and efficient access to any future development. Any new intersection works will need to be designed to the current speed limit.
3. TfNSW recognises that the change in zoning is a matter for Council to decide, particularly the removal of land from the RU1 Zone and the suitability of introducing new permissible uses through the RU2 landuse table. However, there are a number of those additional uses that may place inappropriate pressure on the regional road network, and Council will need to be satisfied that the safety and efficiency of the network can be maintained.
4. In respect to considering a Schedule 1 amendment for *rural supplies* on the subject land, the comments above relating to access are relevant and need not be repeated.

In summary, it is requested that Council give strong consideration to the impact of allowing commercial uses to establish in this rural location, and the transport infrastructure needed to support such uses.

Any roadwork on classified road/s is to be designed and constructed in accordance with the current Austroads Guidelines, Australian Standards and [TfNSW Supplements](#).

TfNSW highlights that in determining the application under the *Environmental Planning and Assessment Act 1979*, it is the Consent Authority's responsibility to consider the environmental impacts of any roadworks which are ancillary to the development. This includes any works which form part of the proposal and/or any works which are deemed necessary to include as requirements in the conditions of project approval.

If you have any further enquiries regarding the above comments please do not hesitate to contact Cheryl Sisson, Development Services Case Officer or the undersigned on (02) 6640 1362 or via email at: development.northern@transport.nsw.gov.au

Yours faithfully,



for Matt Adams
Team Leader, Development Services
Community and Place | Region North
Regional & Outer Metropolitan
Transport for NSW

Transport for NSW

76 Victoria Street, Grafton, NSW 2460 | PO Box 576, Grafton NSW 2460

W transport.nsw.gov.au

ITEM 07.23.118 CLIMATE CHANGE ADVISORY COMMITTEE - MEMBERSHIP

Meeting	Council	25 July 2023
Directorate	Environment & Planning	
Prepared by		
Reviewed by	Director Environment & Planning, Adam Cameron	
Attachments	A. TOR - Climate Change Advisory Committee Draft ↓	

SUMMARY

This report responds to a Resolution (Item 06.23.006) of Council at its Ordinary Meeting held 23 May 2023.

OFFICER RECOMMENDATION

That Council review membership requirements for the Climate Change Advisory Committee following the 2024 Local Government election when new committees are established.

LINKAGE TO OUR COMMUNITY PLAN

Theme Leadership

Objective We will have a strong, accountable and representative Government

KEY ISSUES

This report responds to the following point within Resolution Minute 06.23.006

seek advice from the General Manager and provide a report to an ordinary meeting within three months if it is permissible to increase membership of the CVC Community Climate Change Committee from 15 to 25 members to include nominations from Clarence Valley business, Primary Industry, Landcare, First Nations, disability, youth and housing.

Current membership of the Climate Change Advisory Committee is per the Terms of Reference (TOR) adopted by Council at the commencement of the term.

Re-establishing the committee and its membership is undertaken by the new Council following every election. This will occur again in October 2024, in 15 months time.

Given it takes a few months to advertise and appoint new members and it is reasonable to expect a period of 'forming' when new members join an existing group, it is considered more appropriate to review the Committee membership to be inclusive of the representatives identified by Item 06.23.006 in October 2024 than to cause possible disruption to an existing committee that more than half way through its term.

It is also considered that an Advisory group of 25 may be unwieldy to chair in a reasonable timeframe while allowing all to have some input on various Agenda items. It is therefore proposed that when the newly elected Council considers re-establishing the Climate Change Advisory Committee, consideration be given to representation without increasing numbers.

Should Council wish to redress the membership at this point in time, an alternative recommendation is provided as follows:

"That Council amend the Terms of Reference for the Climate Change Advisory Committee to reflect increased membership to 25 inclusive Clarence Valley business, Primary Industry, Landcare, First Nations, disability, youth and housing sectors as detailed in the draft Terms of Reference attached to this report."

BACKGROUND

The Climate Change Advisory Committee was appointed in February 2022.

COUNCIL IMPLICATIONS

Budget/Financial

N/A

Asset Management

N/A

Policy and Regulation

N/A

Consultation

N/A

Legal and Risk Management

N/A

Climate Change

N/A



CLARENCE VALLEY CLIMATE CHANGE ADVISORY COMMITTEE TERMS OF REFERENCE

GOVERNING BODY / APPROVED BY: Council (OCM 22 February 2022 07.22.012)
FUNCTIONAL ALIGNMENT: Planning and Environment

SHORT DESCRIPTION

To advise and make recommendations to Council on specific initiatives that Council and/or the community may undertake in response to climate change, and educational and other strategies that Council may implement to encourage the Clarence Valley community in its response to climate change.

CSP Links	Delivery Program Links
Environment: Valuing, respecting and actively participating in the care and management of the Clarence's natural environment for current and future generations	Objective 4.1: We will preserve and enhance our natural environment Objective 4.2: We will foster a balance between development and the environment considering climate change impacts.
Economy: Strengthening and diversifying the region's economic base in a way that complements the environmental and social values of the Clarence.	Objective 3.1: We will have an attractive and diverse environment for business, tourism and industry.

PURPOSE

1. To advise and make recommendations to Council on specific initiatives that Council and/or the community may undertake in response to climate change Council
2. To advise and make recommendations to Council on educational and other strategies that Council may implement to encourage the Clarence Valley community in its response to climate change.

MEETING SCHEDULE

The CV Climate Change Advisory Committee meets quarterly at a minimum, with the meeting day/time determined by the committee.

MEMBERSHIP

1. Up to two Councillor's – one as Chair.
2. Up to fifteen Community representatives.
3. Up to ten representatives of the following sectors/industries and target groups:
 - Clarence Valley businesses
 - Primary Industry
 - Landcare
 - First Nations
 - Disability
 - Youth
 - Housing.

CHAIRPERSON

One Councillor will be appointed by the Council as the Chairperson.

LG OLOGO

**CLARENCE VALLEY CLIMATE CHANGE ADVISORY
COMMITTEE TERMS OF REFERENCE**



MEMBERS

Councillors: Council OCM 22 February 2022 ITEM 07.22.012

Community Members: OCM 26 April 2022 ITEM 07.22.072

Chairperson – Councillor & Deputy Mayor Greg Clancy

Councillor Member - Councillor Jeff Smith

Community Representatives –

Judith McNeill, Ian Gaillard, Nicholas Reeve, Stephen Fletcher, Helen Granleese, Robert Mylchreest, Barbara Linley, Lynette Eggins, Geoff Little, Leonie Blain, Janet Cavanaugh, Claire Purvis, Victor Ostrowsky, Philip Hocking.

GOVERNANCE

See Clarence Valley Council Advisory Committee Handbook.

ITEM 07.23.119 COUNCIL'S USE OF SECOND GENERATION ANTICOAGULANT RODENTICIDES (SGARS) - UPDATED ADVICE

Meeting	Council	25 July 2023
Directorate	Environment & Planning	
Prepared by	Manager Environment & Regulatory Services, Scott Lenton	
Reviewed by	Director Environment & Planning, Adam Cameron	
Attachments	Nil	

SUMMARY

This report presents information in response to a Council resolution from November 2022 seeking attention to the type of baits used for rodent control in NSW and by Clarence Valley Council due to concern about potential for secondary poisoning of birds or other native predatory animals.

OFFICER RECOMMENDATION

That Council:

1. note discontinued purchase of second generation anticoagulant rodenticide (SGAR) products and commenced purchase of first generation anticoagulant rodenticide (FGAR) products that are registered by the Australian Pesticides and Veterinary Medicines Authority for rodent management;
2. note Council's pest management contractor is proposing to adjust control of rodents to use of a FGAR bait/s; and
3. inform the community about Council's change in purchasing and operational rodent management practice to educate a wider audience about FGAR and SGAR products, their potential environmental implications, and to influence positive change in environmental management by our community and local business.

LINKAGE TO OUR COMMUNITY PLAN

Theme Environment

Objective We will foster a balance between sustainable development and the environment considering climate change impacts

KEY ISSUES

Rodent management and control is required as rats and mice can cause significant damage to property and plant/vehicle assets. This damage can have WHS implications for staff and community members and that risk needs to be adequately mitigated. Rodent management is necessary and it needs to be effective, whilst reducing negative consequences were reasonable.

Rodent baits are generally placed into two categories – first generation anti-coagulant rodenticides (FGARs) or second generation anti-coagulant rodenticides (SGARs). The FGAR products are less persistent in the environment once they are consumed and hence, have a much lower risk of causing secondary poisoning in animals that consume the remains of a baited rodent. SGAR baits have a longer life and hence, can lead to secondary poisoning which can cause death of the predating animal and this has been a key concern of groups like Birdlife Australia.

In Australia, both FGAR and SGAR products are endorsed by the Australian Pesticides and Veterinary Medicines Authority (APVMA) provided the products use active constituents that are authorised by the Authority.

The 'Background' and 'Council Implications' section of this report contains a more detailed response to the issue, including advice of actions taken to date in accordance with the November 2022 Council resolution, and proposed changes to rodent management by both Council and our pest management contractor.

BACKGROUND

Cr Clancy brought a Notice of Motion to Council's meeting on 22 November 2022 (Item 06.022.11) seeking to lobby the NSW Government to ban retail sale of SGARs, modify use of these products by the NSW Government, and for Council to cease using SGARs for rodent control. Council resolved as follows:

COUNCIL RESOLUTION - 06.22.011**Clancy/Pickering**

That Council:

- 1. Calls on the NSW State Government to:**
 - a) Legislate to ban the retail sale of Second Generation Anticoagulant Rodenticides (SGARs) in NSW;**
 - b) Change the state government's pest management practices for state-owned properties to stop the use of SGARs;**
 - c) Advocate through the joint Commonwealth-States Agriculture Ministers Meeting (AMM) for a national ban on the retail sale of SGARs;**
 - d) Investigate nominating SGARs as a key threatening process under the NSW Biodiversity Conservation Act 2016;**
 - e) Encourage landholders through the Local Land Services to avoid the use of SGARs and responsibly manage pest issues through licenced professionals; and**
- 2. That the General Manager investigate Councils use of chemical and non-chemical alternatives to SGARs, including availability, cost and efficacy and to report to Council's February 2023 OCM, including details of Council's current and recent use of SGARs, any stocks held and the monetary value of them.**

Voting recorded as follows

For: Clancy, Day, Pickering, Smith, Tiley

Against: Johnstone, Novak, Toms, Whaites

CARRIED

A letter has been written to the NSW Government, via NSW Department of Primary Industries (DPI), relaying the message from Council. Enquiries with NSW Environment Protection Authority staff determined that the Australian Pesticides and Veterinary Medicines Authority (APVMA), being a Commonwealth Government agency, was responsible for administering use of such chemical products and hence, a copy of the letter to DPI was forwarded to the APVMA. Both agencies have provided a written response to Council and information from these responses is included in this report.

The APVMA website (<https://apvma.gov.au/node/87226>) contains useful information about anticoagulant rodenticides, both FGAR and SGAR products, as well as zinc phosphide rodenticides, where they can be used and their potential for secondary poisoning of non-target animals. The anticoagulant baits, in particular the SGARs are longer lasting and chemical residues remain in rodents after death. Consequently, consumption of the dead animal by another predator can result in secondary poisoning.

Use of APVMA approved rodenticides in accordance with the labelled directions is acceptable. This includes SGARs. Council currently uses SGAR products that are APVMA approved.

The response from NSW DPI advised of the limitations of DPI's responsibility, nominated a range of other NSW agencies that played a role in respect of the particular components of Council's submission, for example the response stated that 'each state government agency determines their own pest management practices for each state-owned property'. The same can be said for each local Council across the State and in fact, at Clarence Valley Council our rodent management practices vary across different properties and assets.

DPI added that 'effective protection from rodent invasion of industrial, commercial, public services, agricultural and domestic buildings is an important strategy for protection of human health. NSW Health has published a fact sheet warning of rodent borne infectious diseases including leptospirosis, lymphocytic choriomeningitis virus (LCMV) infection, rat bite fever and gastrointestinal infections such as salmonellosis, campylobacteriosis and cryptosporidiosis.'

COUNCIL IMPLICATIONS

Budget/Financial

In the period between mid-November 2021 and the end of March 2023 Council's Stores issued 20.8 x 2.4kg buckets of SGAR rat baits to a range of CVC facilities with a strong skew towards Water Cycle sites where they are used in water pump station buildings, electrical switch boards and buildings at Sewerage Treatment Plants. Council Stores currently hold 5 x 2.4kg containers in stock at a value of \$88 per bucket/container. Given stocks of rodent baits are currently low, purchase of FGAR baits will commence to replenish bait stock as an alternative form of effective rodent control. The costings of alternative baits are not significantly greater than the SGAR baits used to date, however until final prices are known and purchasing occurs the financial implication cannot be fully quantified.

Asset Management

Rodents such as rats and mice can cause considerable damage to building and fleet/plant (vehicles and machinery) assets, as well as health concerns. This in turn can generate WHS risks and/or inefficiencies in work productivity. Both of these outcomes are undesirable and hence, rodent control is a strategy employed to reduce these risks. Notwithstanding that, there is scope to modify the type of baits used provided effective control can be achieved without unreasonable damage to Council assets or health impacts.

Rodent baiting is managed by staff as well as a pest management contractor. Baits supplied through the CVC stores for staff use at CVC facilities are currently a SGAR product. Rodent baits are used only as needed and sparingly. Baits are only used within the confines of buildings or enclosed infrastructure which further reduces negative environmental or human health risks from the baits. Council facilities, like water pumping stations, at remote locations that are not visited as often are likely to receive more intensive baiting essentially to achieve greater insurance against rodent-generated damage.

The contractor responsible for providing pest management services (including monthly checks of rodent stations) at approximately 20 Council properties has advised that they are looking to move from using a combination of FGAR and SGAR products, according to the level of rodent activity and the risk that rodents are deemed to pose to operations at different sites, to solely use effective FGAR baits.

The rodent baits held and issued by CVC Stores are SGAR baits commercially known as Tomcat II and Bromakil. Individual baits generally come in 2.4kg buckets and the baits use the active constituent of Brodifacoum, being a SGAR compound with a very long half-life. The APVMA approve of Brodifacoum as one of five SGAR active constituents registered in Australia. These SGARs have been approved by the APVMA for use in and around domestic, commercial, industrial and agricultural buildings. SGARs are not approved for use in crops, in the open, or in other areas accessible to non-target animals or children.

The APVMA also have three (3) FGAR products registered for use in Australia which contain the active constituents of active constituents of warfarin, coumatetralyl and diphacinone. These FGARs are currently approved by the APVMA for use in and around domestic, commercial, industrial and agricultural buildings. Coumatetralyl is approved for use in crops, but only for use in covered bait stations as part of a comprehensive rodent control program.

Policy and Regulation

The APVMA regulate agricultural and veterinary chemicals up to the point of retail sale. APVMA's regulatory role includes undertaking reviews of such chemicals and their potential risks. The States and Territories regulate use post-sale. In NSW, rodenticides are regulated by the Environment Protection Authority under the *Pesticides Act 1999*.

A review of FGARs and SGARs was commenced in November 2021 by APVMA. The review is considering all available information as well as undertaking scientific assessments on implications for human health, environmental impact and potential for residues in food. The final regulatory decision from the review is scheduled for July 2025 and may include conditions on the use of such chemicals or cancellation of chemical approvals and registrations. The APVMA may require interim actions before that date if critical assessments warrant such action. More details on the APVMA review can be found at www.apvma.gov.au/node/93101.

Council does have the option to make voluntary decisions about how and when we use these chemical forms of rodent control in an effort to manage the risk posed by rodent-related damages as well as the potential risk to the environment. Purchasing FGAR products for rodent control has commenced motivated by the November Council resolution. Refer also to 'Budget/Financial' and 'Asset Management' above.

Consultation

Consultation with staff from CVC Stores, Building and Facilities and Water Cycle sections, as well as the Council's pest management contractor, has assisted preparation of this report. The general community should be informed about Council's change in purchasing and operational rodent management to educate a wider audience about FGAR and SGAR products, their potential environmental implications, and to influence positive change in environmental management by our community and local business.

Legal and Risk Management

Council has a responsibility to use any chemical product in accordance with the labelled instructions, or otherwise in accordance with an off-label permit that would be issued by the APVMA. There is no suggestion that Council is not adhering to these obligations. Further, the SGAR products used by Council to date are registered for use by the APVMA.

Notwithstanding that, given current rodenticide stock levels are low and in consultation with Council's Stores Coordinator it has been decided to commence purchase of FGAR products to manage rat and mice numbers at Council facilities moving forward. Council's pest management contractor has indicated they plan to change to use of FGAR baits.

Climate Change

Not directly applicable to this matter. Changes in future climatic conditions may indirectly cause rodent populations to change from time to time resulting in changes to the effort required for effective rodent management.

CORPORATE & COMMUNITY

ITEM 07.23.120 ITEMS FOR INFORMATION

Meeting	Council	25 July 2023
Directorate	General Manager	
Attachments	A. Access Committee minutes 17 June 2023 (Separate Cover) ⇒ B. Clarence Valley - Response from IPART regarding Increase in Emergency Services levy costs (Separate Cover) ⇒ C. Correspondence from the Bureau of Meteorology (Separate Cover) ⇒ D. Geographical Names Board - Elsie Crisp Memorial Park ↓	

SUMMARY

Correspondence and committee minutes are attached for noting.

OFFICER RECOMMENDATION

That the Items for Information as listed below be noted

- Access Advisory Committee Meeting Minutes: 17 June 2023
- Letter from IPART re: Emergency Services Levy
- Correspondence from the Bureau of Meteorology
- Geographical Names Board Correspondence - Elsie Crisp Memorial Park 14 July 2023

Michelle West

From: Geographical Names Board <ss-gnb@customerservice.nsw.gov.au>
Sent: Friday, 14 July 2023 10:42 AM
To: Gavin Beveridge
Subject: GNB Elsie Crisp Memorial Park Outcome

OFFICIAL: Sensitive - Personal

Dear Gavin,

As per Section 10 of the Geographical Names Act 1966, **Elsie Crisp Memorial Park** has been officially assigned in the NSW Government Gazette on 14 July 2023.

If you have any questions please contact the GNB Secretariat.

Regards,

GEOGRAPHICAL NAMES BOARD SECRETARIAT

Spatial Services | Department of Customer Service

346 Panorama Avenue, Bathurst NSW 2795

p 02 6332 8214

e SS-GNB@finance.nsw.gov.au

w www.gnb.nsw.gov.au | www.customerservice.nsw.gov.au



Please consider the environment before printing this email

ITEM 07.23.121 COUNCIL MEETING CHECKLIST - UPDATE ON ACTIONS TAKEN

Meeting	Council	25 July 2023
Directorate	Corporate & Community	
Prepared by	Corporate Support, Michelle West	
Reviewed by	General Manager, Laura Black	
Attachments	A. Completed Checklist (Separate Cover) ⇒ B. Outstanding Checklist (Separate Cover) ⇒ C. Rolling Checklist from 2019-2021 (Separate Cover) ⇒	

SUMMARY

This report updates Councillors on actions taken to implement resolutions of previous Council meeting.

OFFICER RECOMMENDATION

That the schedule of actions on Council resolutions be noted and those resolutions marked as complete be removed from the rolling checklist.

LINKAGE TO OUR COMMUNITY PLAN

Theme Leadership

Objective We will have a strong, accountable and representative Government

KEY ISSUES

A checklist is issued to Managers and relevant staff after each Council meeting to enable them to provide comments on the status of resolutions adopted by Council. The attached checklist contains actions taken on all Council resolutions from the previous month's meeting and the status/progress on all Council resolutions that have not yet been fully implemented. Those items marked as complete will not appear on any future checklists if the officer's recommendation is adopted.

BACKGROUND

A formal monthly report is required for each Council meeting, including the full checklist from the previous month and any outstanding actions from earlier meetings.

COUNCIL IMPLICATIONS**Budget/Financial**

N/A

Asset Management

N/A

Policy and Regulation

Local Government Act 1993 S355 (1)

Consultation

Staff, Managers

Legal and Risk Management

N/A

Climate Change

N/A

ITEM 07.23.122 GOVERNANCE REPORT Q4 2022-23

Meeting	Council	25 July 2023
Directorate	Corporate & Community	
Prepared by	Coordinator Corporate & Customer Experience, Lynette Burley	
Reviewed by	Director Corporate & Community, Alex Moar	
Attachments	Nil	

SUMMARY

This report summarises the status of legal proceedings, complaints lodged, Government Information (Public Access) applications, new and/or updated Disclosure of Interest returns and insurance claims in Q4 2022-2023 (1 April 2023 to 30 June 2023).

OFFICER RECOMMENDATION

That Council receive and note the Q4 2022-2023 Governance Report.

LINKAGE TO OUR COMMUNITY PLAN

Theme Leadership

Objective We will have a strong, accountable and representative Government

KEY ISSUES*Legal Activities*

Council sought legal advice across various activities: Property, land acquisition, employment matters and environmental services.

Current Court Proceedings – Clarence Village Limited v Clarence Valley Council - Case No. 2023/00156524 - Challenge to sewer connection charges. The matter appeared in the Land and Environment Court for a directions hearing on 16 June 2023. The matter is listed for a second directions hearing on 11 August 2023.

Complaints Management

One complaint referred to Council by the NSW Office of the Ombudsman was addressed during Q4: in relation to Council investigating a noise complaint.

One complaint from the Information and Privacy Commission (i.e., complaints about a privacy breach) was received after Council Officer had addressed the concern with the applicant.

Government Information (Public Access) (GIPA) Applications

During the period, five (5) GIPA formal applications were decided. The applications were for a diverse range of information. Summaries of the information provided and reasons for the non-provision of information as per the GIPA Act are available on Council's Disclosure Log of Access applications page. Partial access was decided for three of the five applications; no access was determined for two. The basis of withholding information was Personal information under Section 14 of the GIPA Act and the Public Interest Test of the GIPA Act.

Disclosure of Interest returns

Compulsory annual disclosure of interest returns was called for 7 July 2023 and will be reported at the August Ordinary Council Meeting.

Insurance Claims

Council maintains insurance cover for protection against financial loss, damage and legal liabilities.

Q4 2022-2023 saw claims received in the areas of motor vehicle and public liability reduced. Whilst there were no consistent trends in the circumstances of the vehicle claims, the majority of the Public Liability (PL) claims consisted of damage from road defects.

Three PLP claims were for Telstra Infrastructure damage, of which one was referred to the Contractor. Two claims about burst water mains at different locations are currently being investigated.

INSURANCE CLAIMS 1 April 2023 TO 30 June 2023

Activity	Total Claims	Not Pursued	Declined	Settled	Pending	Notification	Total Amount Settled
Motor Vehicle Claims	7	0	3	0	4	0	0
Public Liability (Property)	5	0	1	0	4	0	0
Public Liability (Injury)	0	0	0	0	0	0	0
Legal Action – PL Injury	0	0	0	0	0	0	0
Property	0	0	0	0	0	0	0
Total	12	0	4	0	8	0	0

Claim: A completed claim form is received by Council, or a written letter of demand served on Council.

Settlement: A compensation amount agreed upon by Council in response to an incident in which Council was proven negligent.

Notification: A person notifies Council of their intention to claim but never follows through to the lodgement stage.

Pending: An investigation is on-going, and 'negligence' has not been determined.

Declined: The claimant has not been able to provide Council with a reason as to why they think Council is at fault.

BACKGROUND

Legal Proceedings

The report on legal proceedings is to contain details of the legal proceedings that have been taken by or against Council, except in cases where:

- the security of the Council, Councillors, Council staff or Council property may be threatened
- the privacy of the personal affairs of the person may be contravened by revealing the information
- the proceedings concern a personnel or industrial relations matter involving an individual staff member (for example, unfair dismissal claims, workers compensation claims and personal injury claims)
- the proceedings concern the personal hardship of any resident or ratepayer, or:
- a not for publication order has been made by the relevant Court or Tribunal.

Complaints Management

Under Council's Complaints Management Policy V6.0, a request for a service or for information about a service is not a complaint. However, they may escalate into a complaint if action is not taken within designated timeframes or is undertaken in an unprofessional or substandard manner.

The following are not complaints under Council's Complaints Management Policy:

- an objection to a Development Application (DA) or a submission made to Council in response to a call for public comment
- a concern for service levels that are the result of limits set by Council Policy and not the result of organisational or mechanical breakdown
- Code of Conduct complaints.

Under the policy, Council has committed to respond substantially to any complaint (other than a competitive neutrality complaint) within 21 business days after it is received. The report is also to contain details of the amounts, costs and expenses paid or received by the Council.

Government Information (Public Access) Applications

The purpose of the Government Information (Public Access) Act 2009 (GIPA) is to open government information to the public by:

- authorising and encouraging the proactive public release of government information by agencies
- giving members of the public an enforceable right to access government information, and:
- providing that access to government information is restricted only when there is an overriding public interest against disclosure.

Information is not disclosed; if disclosing, it would also disclose:

- private information about a third party
- details of legal action or law enforcement
- details that would undermine competitive neutrality in connection with any functions of Council or
- details that would endanger or prejudice any system or procedure for protecting the environment.

Disclosures of Interests

The Office of the Information and Privacy Commission released Information Access Guideline 1: For Local Councils on the Disclosure of Information (returns disclosing the interests of councillors and designated persons) – September 2019. All returns are to be made publicly available on Council's website. Updated and new returns will be tabled at the next Council meeting after lodgement per Council's Code of Conduct.

Insurance Claims

To reduce Council's exposure to risk, Council maintains insurance cover for protection against financial loss, damage, and legal liabilities.

COUNCIL IMPLICATIONS

Budget/Financial

Any costs incurred or recovered for legal proceedings taken by or against the Council are allocated to the budget areas for the respective matters.

The GIPA Act provides that requests are subject to an initial fee of \$30 to cover the first hour of investigation. After the first hour, there is an additional processing fee of \$30 per hour. Fees can be reduced by 50% if the agency is satisfied:

- the individual making the application is suffering financial hardship, or
- the information applied for is of special benefit to the public generally.

Council's liability for insurance claims is limited to the excess under the respective policy. Claims up to the excess are allocated against the operational budget of the relevant directorate.

Asset Management

N/A

Policy and Regulation

Complaints Management Policy

Government Information (Public Access) Act 2009 (GIPA Act)

Privacy and Personal Information Protection Act 1998

Information Access Guideline 1: For Local Councils on the disclosure of information (returns disclosing the interest of councillors and designated persons) – September 2019

Council's suite of insurance policies

Civil Liabilities Act 2002 No 22

Consultation

Insurance Officer; Finance.

Legal and Risk Management

As above

Climate Change

N/A

ITEM 07.23.123 PETITION LODGED

Meeting	Council	25 July 2023
Directorate	Corporate & Community	
Prepared by	Coordinator Corporate & Customer Experience, Lynette Burley	
Reviewed by	Director Corporate & Community, Alex Moar	
Attachments	A. Petition. Increased Sewer access charges. _ redacted [N=812] ↓	

SUMMARY

This report asks Council to receive a petition in accordance with Council's Petitions Policy V1.0 (ITEM 07.22.117a).

OFFICER RECOMMENDATION

That Council

1. note the attached petition and
2. refer the petition to the General Manager to respond to the chief petitioner within 21 days of the resolution that Council follows the best practice guidelines set out by NSW Department of Planning & Environment's Guidance on Strategic Planning Outcomes in implement sound pricing and prudent financial in setting sewer charges in relation to water meter connections

LINKAGE TO OUR COMMUNITY PLAN

Theme Leadership

Objective We will have a strong, accountable and representative Government

KEY ISSUES

As per the requirements of Council's Petitions Policy V1.0 (ITEM 07.22.117a), the Petition Lodgement Form (Attachment A) provides:

- Subject of Petition - that Clarence Valley Council follow the best practice guidelines set out by NSW Department of Planning & Environment's Guidance on Strategic Planning Outcomes to implement sound pricing and prudent financial management and set Clarence Village's sewer charges with reference to its water meter connections
- Number of persons who have signed the petition - 812
(noting that approximately 90% of the signatories have not provided all the details as required in the Petitions Policy V1.0, in particular, section 5.1 the full name and postcode of those people who support the petition and the signatures of signatories and section 5.2, The same requirements for a petition apply to an electronic petition. Additionally, online petitions require a unique identifier for email addresses (see Council Minutes June 2022 – ITEM 07.22.117a 2(e). The number of compliant signatories exceeds the minimum number of signatories required by the policy, i.e., 10.
- Number of signed pages attached (49)
- Date submitted: 27 June 2023
- Name of the person lodging the petition (Ms Elizabeth Shearer) and contact details
- Name of organisation or group: Clarence Village Limited

The redacted petition is appended as Attachment A.

BACKGROUND

The petition seeks to ensure Council follows the best practice guidelines set out by NSW Department of Planning & Environment's Guidance on Strategic Planning Outcomes in implement sound pricing and prudent financial in setting sewer charges in relation to water meter connections.

Council follows the best practice guidelines and legal advice in making determinations in the Revenue Policy related to sewer charges for water metre connections. The subject of the petition is currently in place and there is no further action that can be taken in relation to the petition.

COUNCIL IMPLICATIONS**Budget/Financial**

N/A

Asset Management

N/A

Policy and Regulation

As outlined

Consultation

N/A

Legal and Risk Management

N/A

Climate Change

N/A



Petition lodgement form

Subject of Petition:	Community support for compliant sewer charging

Number of persons who have signed the petition	812
Number of signed pages attached	49
Date	27th June 2023
Name of person lodging petition	Elizabeth Shearer
Signature	[REDACTED]
Address	[REDACTED]
	Grafton NSW 2460
Contact phone number	[REDACTED]
Name of organisation or group (if applicable)	Clarence Village Limited

PRIVACY STATEMENT

Apart from petitions in relation to development applications, information provided to Council in a petition is protected by the Privacy and Personal Information Protection Act, 1998. This is embodied in Council's Privacy Management Plan which is available on Council's website or on request. Any questions concerning privacy or the use of personal information should be referred to Council's Privacy Contact Officer.

Details of persons signing a petition will generally only be used by Council to verify that the signatories qualify as having a direct interest in the Clarence Valley Local Government Area as required by this policy.

Petition

To the Mayor and Councillors of Clarence Valley Council

Subject of petition:

Community support for compliant sewer charging

Action requested: We, the undersigned, request the Mayor and Councillors of Clarence Valley to:
That Clarence Valley Council follow the best practice guidelines set out by NSW Department of Planning & Environment's *Guidance on Strategic*

Planning Outcomes to implement sound pricing and prudent financial management and set Clarence Village's sewer access charges with reference
to its water meter connections.

Please ensure that you enter your details correctly, including postcode. Failure to do so may render your submission invalid'.

Name (please print)	Address (please print)	Postcode	Signature

Attach additional pages as necessary
Maximum of 20 signatories per page



Clarence
Village

Petition Clarence Valley Council Sewer Access

0

Name	Address	Postcode	Signature
Cheryl Davis	[REDACTED] SAH Gdn	2460	[REDACTED]
Challis McOSKER	[REDACTED] GRAFTON	2460	[REDACTED]
RITA FOLEY	[REDACTED] GRAFTON	2460	[REDACTED]
Marie Murray	[REDACTED] Grafton	2460	[REDACTED]
LOLA CONNOR	[REDACTED] GRAFTON	2460	[REDACTED]
MAVIS YAGER	[REDACTED] GRAFTON	2460	[REDACTED]
SHIRLEY CRAIG	[REDACTED] GRAFTON	2460	[REDACTED]
BRIAN CRAIG	[REDACTED] GRAFTON	2460	[REDACTED]
Max Murray	[REDACTED] Grafton	2460	[REDACTED]
MARGARET BRINKWORTH	[REDACTED] Grafton	2460	[REDACTED]
Julie Beasley	[REDACTED]	2460	[REDACTED]
ATHAL GREEN	[REDACTED] GRAFTON	2460	[REDACTED]
JAN GREEN	[REDACTED] Cdn.	2460	[REDACTED]
David Morgan	[REDACTED] GRAFTON	2460	[REDACTED]
HOWARD CONNOR	[REDACTED] GRAFTON	2460	[REDACTED]
TRICIA CUMING	[REDACTED] n	2460	[REDACTED]
ROBERT CUMING	[REDACTED]	4	[REDACTED]
CHRISTINE SIDGEMAN	[REDACTED]	2460	[REDACTED]



**Clarence
Village**

Petition Clarence Valley Council Sewer Access

Name	Address	Postcode	Signature
Barbara Essex	[REDACTED]	2460	[REDACTED]
Paul Brookerson	Grafton	2460	[REDACTED]
Rhonda Ryles	Grafton	2460	[REDACTED]
Bev Essex	Sth Grafton	2460	[REDACTED]
Wayne Essex	Sth Grafton	2460	[REDACTED]
DEBBIE WAIKER	LAWRENCE	2460	[REDACTED]
Tenny BARNES	Grafton	2460	[REDACTED]
Cheryl Barnes	Grafton	2460	[REDACTED]
BILL DOUGHERTY	GRAFTON	2460	[REDACTED]
DOT DOUGHERTY	GRAFTON	2460	[REDACTED]
Estelle Essex	Grafton	2460	[REDACTED]
STEVE PRISTON	[REDACTED] GRAFTON	2460	[REDACTED]
PETER Zuber	[REDACTED] GRAFTON	2460	[REDACTED]
James Carlton	Ulmarra	2462	[REDACTED]
KAY Franklin	[REDACTED]	2460	[REDACTED]
ALWYN CAMPBELL	[REDACTED] GRAFTON	2460	[REDACTED]
Jill CAMPBELL	[REDACTED] GRAFTON	2460	[REDACTED]



Clarence Village

Petition Clarence Valley Council Sewer Access

Name	Address	Postcode	Signature
Ramon Wilson	[Redacted] GRAFTON	2460	[Redacted]
Dena Hamilton	[Redacted] GRAFTON	2460	[Redacted]
Dan Fahay	[Redacted] Grafton	2460	[Redacted]
Allyson Coghlan	[Redacted] Grafton	2460	[Redacted]
Judycorn Anagnost	[Redacted] Grafton	2460	[Redacted]
CHRISTOPHER MENARDON - Lee	[Redacted] GRAFTON	2460	[Redacted]
Dandra	[Redacted] Grafton	2460	[Redacted]
Mia Blackadder	[Redacted] Grafton	2460	[Redacted]
IAN MCFARLANE	[Redacted] NEWPORT	2106	[Redacted]
Cheryl McFarlane	[Redacted] Newport	2106	[Redacted]
Connie Nagle	[Redacted] Ulmarra	2462	[Redacted]
Ric Slater	[Redacted] Grafton	2460	[Redacted]
Mary Heion	[Redacted]	2460	[Redacted]
RASSEL KERR	[Redacted] STK GRAFTON	2460	[Redacted]
Libby Notaris	[Redacted]	2460	[Redacted]
Connie Landenberg	[Redacted]	2460	[Redacted]
Ryley Bennett	[Redacted]	2460	[Redacted]
Lucy Shipman	[Redacted]	2460	[Redacted]



**Clarence
Village**

Petition Clarence Valley Council Sewer Access

Name	Address	Postcode	Signature
Karen LEE	[Redacted] Mountain View	2460	[Redacted]
ELLEN I HARTE	[Redacted]	2460	
Susan Hersford Ashby	[Redacted] GRAFTON	2460	
[Handwritten Signature]	[Redacted]	S-C 2460	
Anita Treac	[Redacted]	2460	
VAL SHEEHAN	[Redacted]	2460	
Liesa Thompson	[Redacted]	2460	
Jean Watkins	[Redacted]	2460	
Nanna Mawhin	[Redacted] GTT	2460	
Wendy Browne	[Redacted]	2460	
Doreen McKinnon	[Redacted]	2460	



**Clarence
Village**

Petition Clarence Valley Council Sewer Access

Name	Address	Postcode	Signature
Helen Barmer	[REDACTED] ST GRATON	2460	[REDACTED]
Leonie Klein	[REDACTED] Grattan	2460	[REDACTED]
Di DADSWELL	[REDACTED] "	2460	[REDACTED]
G. Williams	[REDACTED] JUNCTION HILL	2460	[REDACTED]
NAH LAYTON	[REDACTED]	2460	[REDACTED]
GEOFF SHEPHERD	[REDACTED] GRATON	2460	[REDACTED]
Ryan Cude	[REDACTED] South Grattan	2460	[REDACTED]
Josh Piggott	Coutts Crossing	2460	[REDACTED]
G Penny	COUTTS CROSSING	2460	[REDACTED]
Dorel Klundert	[REDACTED] Grattan	2460	[REDACTED]



**Clarence
Village**

Petition Clarence Valley Council Sewer Access

Name	Address	Postcode	Signature
Carmen Woods	Corindi Beach [Redacted]	2456	[Redacted]
Kelly Bray	Elland	2460	
Kenny Ainsworth	[Redacted] Grafton	2460	
Tayla Wall	[Redacted] Grafton	2460	



Clarence Village

Petition Clarence Valley Council Sewer Access

Name	Address	Postcode	Signature
Terry Dwyer	[Redacted] Grafton	2460	[Redacted]
Lee Taylor	[Redacted] Grafton	2460	[Redacted]
Jacqui Lancaster	[Redacted] GRAFTON	240	[Redacted]



Clarence Village

Petition Clarence Valley Council Sewer Access

Name	Address	Postcode	Signature
KEITH SYDENHAM	[Redacted] GRAFTON	2460	[Redacted]
Donna Clark	[Redacted] Stn Grafton	2460	[Redacted]
CARMEL NEWSOME	[Redacted] GRAFTON	2460	[Redacted]
ELIZABETH SHEARER	[Redacted] GRAFTON	2460	[Redacted]



194 Turf St, Grafton NSW 2460
www.clarencevillage.com.au
 ABN 46 135 598 097
 Ph 02 66425991

Petition to Councillors of Clarence Valley Council

Clarence Valley Council have increased sewer access charges on the pensioners of Clarence Village from \$120 per person per year to over \$1200 per person per year. This is more than the average ratepayer and residents of Jacaranda Grove pay.

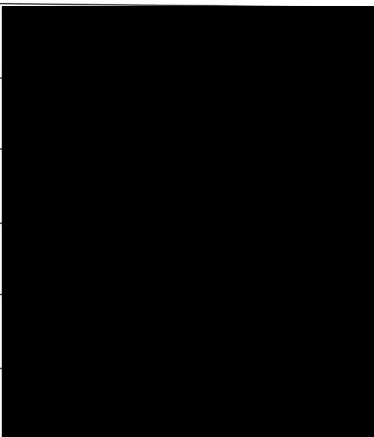
If these costs become an annual reality, Clarence Village will have to cut the amount of units we rent to seniors at affordable rents in half.

Why are Clarence Valley Council doing this? CVC's 2023/24 plan says it wants to pay a dividend of \$1.5m from the sewer fund to the general reserve.

We think targeting vulnerable pensioners to address Council's many failures of financial management over the years is wrong.

This petition will be presented to the Councillors of Clarence Valley Council before the June meeting where they will set the rates and charges for the 2023/24 year.

We the undersigned support believe Clarence Valley Council should not charge pensioners in affordable housing more per person than the average ratepayer and call on Clarence Valley Council to right this wrong.

Name	Signature
Judyann Ainsworth	
Nerelle Reimer	
Ann Kinnell	
Andrew Busch	
ALAN SELKIRK	
RAY WILSON	



Name	Signature
David Waale	
Commissioner Newman	
George Butler	
RICHARD SANDERS	
Suzie Hudson	
Robyn Bale	
Cassandra Ward	
ELLEN MULHERIN	
DORIS HOLBROOK	
Morion Hlesellyn	
CLAIRE SMITH	
RAHNI MATTHEWS	
DORIS MARR	
Sue Young	
Jill Gue	



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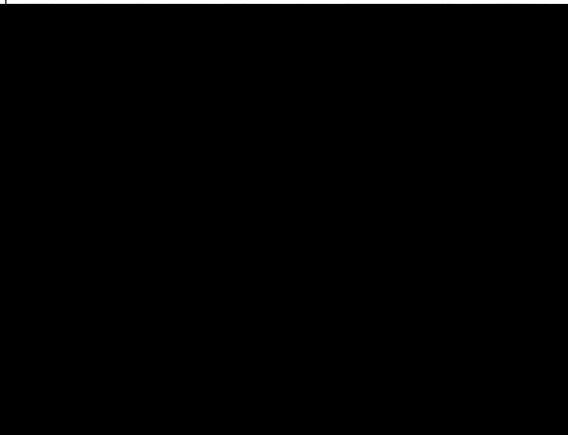
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We think targeting vulnerable pensioners to address Council's many failures of financial management over the years is wrong.

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We the undersigned support believe Clarence Valley Council should not charge pensioners in affordable housing more per person than the average ratepayer and call on Clarence Valley Council to right this wrong.

Name	Signature
JEANETTE Solomon	
CHRIS DANIEL	
ROBERT TOZER	
GLEN PERRY	
Ryan Gudz	
Valerie Hendrie	



Name	Signature
Judy Williams	
CHRISSY O'FARRELL	
ROSEANNE DEECE	
IAN. B. DOWELL	
STEPHEN NORTH	
FAY GORRIE	
JOHN GORRIE	
CORLEEN DOWDAN	
BRIAN FOWLER	
JOHN PATERSON	
A. MULLY	
JOE BOWNE	
James Carlton	
CAROLE FINN	

Name	Address	Postal Code	Signed Online
Tanya Kelly	Shannondale	2460	2/06/2023
Chelsea Clayton	Perth	6005	2/06/2023
Craig Burridge	Brisbane	4000	2/06/2023
Maree Bennie	Sydney	2000	2/06/2023
Maddie Burridge	Brisbane	4006	2/06/2023
Mark Burridge	Grafton	2460	2/06/2023
Cooper Byers	Perth	6000	2/06/2023
Colin Clague	Sydney	2000	3/06/2023
Amanda Steiner	Grafton	2460	3/06/2023
Fiona Loughran	Brisbane	4551	3/06/2023
Max Loughran	Brisbane	4000	3/06/2023
Buster Wilson	Sunshine Coast	4556	3/06/2023
Briana Healey	Brisbane	4006	3/06/2023
William Savage	Sydney	2000	3/06/2023
Edward Noller	Sydney	2000	3/06/2023
Beni Bodonyi	Sydney	2000	3/06/2023
Alice Savage	Melbourne	3001	3/06/2023
Taylor Seymour	Sydney	2000	3/06/2023
Louise Stuart	Grafton	2460	3/06/2023

Mark Andrew	Cargo	2800	3/06/2023
Julie-Anne Long	Sydney	2000	3/06/2023
Jack Savage	Sydney	2000	3/06/2023
Luke Ignatavicius	Sydney	2000	4/06/2023
Mark Dougherty	Sydney	2000	4/06/2023
Peter Mills	Orange	2800	4/06/2023
Fatima Alemi	Melbourne	3004	4/06/2023
John Nimmo	Elizabeth Bay, Sydney	2011	4/06/2023
Gwynne Powell		2756	4/06/2023
Katie Louise Wright	Hobart	7015	4/06/2023
Lorelle Coward	CUDAL	2864	4/06/2023
Victoria Faima	Sydney	2000	4/06/2023
Riham Henedy	Adelaide	5000	4/06/2023
Patrick Eid	Illawong	2234	4/06/2023
Les Thurgood	Woodend	3442	4/06/2023
Jack dobbin	Sydney	2000	4/06/2023
Maya Mansour	Sydney	2000	4/06/2023
Narida Menghi	Sydney	2000	4/06/2023
Cameron Munro	Brisbane	4000	4/06/2023

Julie Smith	Queanbeyan	2620	4/06/2023
Damien Fisher	Sydney	2000	4/06/2023
Adam Cinzio	Townsend	2463	4/06/2023
David Whitby	Mullumbimby	2482	4/06/2023
Shez Meyer	Sydney	2000	4/06/2023
Jim Dougherty	Grafton	2460	4/06/2023
Ursula Tunks	South Grafton	2461	4/06/2023
rj young	Brisbane	4000	4/06/2023
Peter Ellem		2464	4/06/2023
Veronica Balsamello		2460	4/06/2023
Sue Hicks	Grafton	2460	4/06/2023
Debbie Willson	Grafton	2460	4/06/2023
Geoffrey Beresford		2464	4/06/2023
Peter Cooke	Sydney	2000	4/06/2023
Barry Wilson	Sydney	2000	4/06/2023
Paula Wiles	Sydney	2000	4/06/2023
Jonathan Barraket	Sydney	2000	4/06/2023
marina see		2422	4/06/2023
Cherie Cooper	Grafton	2770	4/06/2023

Joy Arnott	Ashfield	2131	4/06/2023
Eliana Miller	Sydney	2026	4/06/2023
Leoni Ryan	Sydney	2000	4/06/2023
Deena Macadam		2560	4/06/2023
Sue Filewood	Grafton	2460	4/06/2023
Mikayla Mauler	Sydney	2000	4/06/2023
Tayla Wall	Grafton	2460	4/06/2023
Wendy Noel	Kingscliff	2487	4/06/2023
Carlie Walter	Grafton	2460	4/06/2023
Julie Finlay	Sydney	2000	4/06/2023
Douglas Brown	Adelaide	5000	4/06/2023
Andrew Walter	Grafton	2460	4/06/2023
Wendy Browne	Sydney	2000	4/06/2023
Mitchell Chapman	Grafton	2460	5/06/2023
Lesley Wall	Grafton	2460	5/06/2023
Sue McKimm	South Grafton	2460	5/06/2023
Paul (The Godfather) French	Sydney	2000	5/06/2023
Anthony Wall	Sydney	2000	5/06/2023
Ibrahim mokhtar	Loganlea	4131	5/06/2023

Elly Neilsen		2088	5/06/2023
Erika McKimm	Sydney	2000	5/06/2023
Bridgette Lynch	Grafton	2460	5/06/2023
Rhiann Brady	Sydney	2000	5/06/2023
Anthony Wilson	Taperoo	5018	5/06/2023
Deb Johnson	Gold Coast	4211	5/06/2023
Michelle Gilbert	Grafton	2460	5/06/2023
Matt Katon	Sydney	2000	5/06/2023
Tony Waugh	casey	3977	5/06/2023
Kristy Conroy	Sydney	2000	5/06/2023
Julie Gravenall	Melbourne	3000	5/06/2023
Marian Jones		2256	5/06/2023
Sean Glover	Sydney	2000	5/06/2023
Steve Mckimm	Sydney	2000	5/06/2023
Sam Kroehnert	Ulmarra	2462	5/06/2023
Mikaela Davies		2113	5/06/2023
Leesa Trinh	Melbourne	3051	5/06/2023
Jason Browne	Brisbane	4000	5/06/2023
Kaye Ball	Grafton	2460	5/06/2023

Katrina Tomlinson	Sydney	2000	5/06/2023
Rita Fessler		2481	5/06/2023
Sheridan Gilbride	Brisbane	4101	5/06/2023
Daniel O'Brien	Adelaide	5038	5/06/2023
Hayward Cheryl	Dapto	2530	5/06/2023
Meghan Nelson	Grafton	2541	5/06/2023
Garry Hardie	Melbourne	3000	5/06/2023
Julie Searles	Adelaide	5043	5/06/2023
Carole Corcoran	Melbourne	3004	5/06/2023
Maggie McDade	Grafton	2460	5/06/2023
Layton Ross	Sydney	2000	5/06/2023
Denise Paul	Kurrara	2486	5/06/2023
alina cao	Geelong	3220	5/06/2023
Taryn Haynes	Parklands	6180	5/06/2023
Debbie Dunne		5253	5/06/2023
Luci Fysh	Ballina	2478	5/06/2023
Jordan Court	Melbourne	3000	5/06/2023
Robyn Booth	Sydney	2000	5/06/2023
jason grasso	mentone	3194	5/06/2023

Anthony Bartsch	Adelaide	5085	5/06/2023
Ross Phillips	Sydney	2000	5/06/2023
Jenna Atkins	Perth	6004	5/06/2023
Adam Crawley	Grafton	2460	5/06/2023
Rhonda Ridd	Melbourne	3156	5/06/2023
Vicki Valja	Grafton	2460	5/06/2023
Levi Swift	Adelaide	5000	5/06/2023
Tonia Fitzcosta	Grafton	2460	5/06/2023
Oscar James	Melbourne	3000	5/06/2023
Susan Page	Sydney	2000	5/06/2023
Kylee Newman	Brisbane	4000	5/06/2023
David Johnston	Sydney	2000	5/06/2023
Andrew McGlashan		3134	5/06/2023
Darrell Foote	Adelaide	5033	5/06/2023
Liyong Peng	Melbourne	3149	5/06/2023
Elisabeth Mortimer	Sydney	2000	5/06/2023
Katina Baker		2229	5/06/2023
Narelle Huett		6447	5/06/2023
Leigh Manfield	Sydney	2000	5/06/2023

Barb Melbourne	Grafton	2460	5/06/2023
Tracy Schulte	Sydney	2000	5/06/2023
Katherine Reynolds	Grafton	2460	5/06/2023
Mark Lloyd	Coutts Crossing	2460	5/06/2023
Angie Day		2460	5/06/2023
Leanne Bourke	Sydney	2000	5/06/2023
ngaire matthews	South Kempsey	2440	5/06/2023
Tracey Foulstone	Sydney	2000	5/06/2023
Sara Linsley	Grafton	2460	5/06/2023
Michael Embling	Brisbane	4000	5/06/2023
Maree Dickson	Grafton	2460	5/06/2023
Pat Dorland	Brisbane	4006	5/06/2023
S Dean	Grafton	2474	5/06/2023
WENDY KNIGHT		2460	5/06/2023
Judy Drinkwater	Sydney	2000	5/06/2023
Emily Howell	Grafton	2460	5/06/2023
June Elliott	Sydney	2000	5/06/2023
Alan Sheehan	Oberon	2787	5/06/2023
Dianne Loadsman	Sydney	2000	5/06/2023

Danyelle Leonard	Brisbane	4006	5/06/2023
Natasha White	South grafton	2460	5/06/2023
Annie Chapman	Sydney	2000	5/06/2023
Maureen Chapman	Grafton	2460	5/06/2023
Angela killingly	Glenreagh	2450	5/06/2023
Helen Baker	Grafton	2460	5/06/2023
Diana Barnier	Sydney	2460	5/06/2023
Kiara Temperley	Moree	2400	5/06/2023
Jane Baker	Grafton	2460	5/06/2023
Wendy Durrington	Sydney	2000	5/06/2023
Mrs PA Gallagher	Sydney	2000	5/06/2023
Nicole Stringer	Geraldton	6530	5/06/2023
Jo Lysaught	Grafton NSW	2460	5/06/2023
Georgina McArthur		2460	5/06/2023
Ann Freeman	Sydney	2000	5/06/2023
Marilyn Marks		7009	5/06/2023
Christopher Freeman	Woolgoolga	2456	5/06/2023
William Dougherty	Sydney	2000	5/06/2023
Lesley Apps	Grafton	2460	5/06/2023

Thea Kowal	Grafton	2460	5/06/2023
Rachel Kay	Grafton	2460	5/06/2023
Robert Fahey	Copmanhurst	2460	5/06/2023
Annie Cain	Darwin	830	5/06/2023
Diane Hayes		2431	5/06/2023
Rachael McClymont	Sydney	2000	5/06/2023
Roslyn Chessell	Grafton	2460	5/06/2023
Monika McCormick	Melville	6153	5/06/2023
Brad Brown	Grafton	2460	5/06/2023
Joshua Benedek	ETTALONG BEACH	2257	5/06/2023
ROSLYN LEE	Sydney	2000	5/06/2023
Glenn Wearne	Canberra	2615	5/06/2023
Michelle Brown	Grafton	2460	5/06/2023
Linda Smith	Grafton	2460	5/06/2023
Hannah Reimer	Sydney	2000	5/06/2023
Tracy Comis		2250	5/06/2023
louise peruzzi	Melbourne	3000	5/06/2023
Therese Revell		2460	5/06/2023
Christine Roberts	Grafton	2460	5/06/2023

Darryl Smith	Melbourne	3000	5/06/2023
Gina OShea	Yamba	2464	5/06/2023
Courtney White	Waterview Heights	2460	5/06/2023
Lynette D'Arcy-Evans	Oberon	2787	5/06/2023
Kit Lewis	Brisbane	4000	5/06/2023
Nicole Lopes	Woombah	2469	5/06/2023
Khambia Clarkson	Marshalltown	50158	5/06/2023
Wendy Wallace	Waterview Heights	2460	5/06/2023
Raymond Smith		2430	5/06/2023
Eric Thomas Wood	Ulmarra	2462	5/06/2023
Margaret Kelly	Melbourne	3207	5/06/2023
Rosanne Houlahan	Sydney	2000	5/06/2023
Noeline Simpson	Sydney	2000	5/06/2023
raelene holmes		2575	5/06/2023
Karl White	Punchbowl	2527	5/06/2023
Hayley Rauber	Grafton	2460	5/06/2023
Molly Houlahan	Gympie	4570	5/06/2023
Dianne Dawson	Sydney	2000	5/06/2023
Amanda Maher	Wattlegrove	2173	6/06/2023

Hellen Keen	Iurunga	2544	6/06/2023
Zoey Cook	Grafton	2460	6/06/2023
Kerrie Mousley	Grafton	2460	6/06/2023
Lana Haines		2460	6/06/2023
Margaret BLAIR	Sydney	2000	6/06/2023
Cheryl Kirby	Sydney	2000	6/06/2023
John Baynham	South Penrith	2750	6/06/2023
Archie Lea	Sydney	2000	6/06/2023
Jessica Fahey	GRAFTON	2460	6/06/2023
Pete Carter	Perth	6060	6/06/2023
Rhonda Lee	Sydney	2000	6/06/2023
Tess Exley	Camp Hill	4152	6/06/2023
val and richard boyle	Sydney	2000	6/06/2023
Akaisha Morris	Grafton	2460	6/06/2023
Greg Layton	Sydney	2000	6/06/2023
Lisa Perkins		4655	6/06/2023
Elizabeth Collins	Dandenong	3175	6/06/2023
Walker Annette	Sydney	2000	6/06/2023
Dave FitzCosta	Aldershot	GU12	6/06/2023

Tammy Whittingham	Brisbane	4000	6/06/2023
Annikie Lyons		2486	6/06/2023
Kerry Gallagher		2460	6/06/2023
Tegan Watters	Sydney	2000	6/06/2023
Trudy Schultz	Sydney	2000	6/06/2023
Wendy Green	Grafton	2460	6/06/2023
Lexie Tomlinson	Bellbird Park	4300	6/06/2023
Narelle Want	Sydney	2001	6/06/2023
Lynda Davidson	Sydney	2000	6/06/2023
Debbie Creed	Sydney	2000	6/06/2023
Harry Hayer	Sydney	2000	7/06/2023
Roxanne Sydenham	Grafton	2460	7/06/2023
Lyn Harris	Sydney	2000	7/06/2023
Kylie Hindmarsh	Grafton	2460	7/06/2023
Gary Maklaf		2170	7/06/2023
kevin burns	Elmhurst	3469	7/06/2023
Maree Sulter	Mount White	NSW	7/06/2023
sara groenewold	Brisbane	4000	7/06/2023
Ron Harris	Grafton	2460	7/06/2023

Jack Cusack	Melbourne	3000	7/06/2023
Alex Blokh		2010	7/06/2023
Phil Belletty	Grafton	2460	7/06/2023
Jasmine Gougoulis	Perth	6167	7/06/2023
Fred June Holland	Grafton	2460	7/06/2023
Lawrie Edwards	Adelaide	5001	7/06/2023
Maria Vincze	Perth	6064	7/06/2023
Mac Lindsay	Sydney	2000	7/06/2023
Amanda Thompson	Perth	6156	7/06/2023
Lou Pynenburg	Perth	6169	7/06/2023
Roshann Kilduff	Grafton	2460	7/06/2023
Barry Godwin	Sydney	2000	7/06/2023
bes marshall		4161	7/06/2023
Jodie Hovenden	Ascot	3551	7/06/2023
Sinead Matthes	Grafton	2460	7/06/2023
Lani Wright	Sydney	2000	7/06/2023
Kerry Robinson Day	Lismore	2480	7/06/2023
Saminda Essex	Grafton	2460	7/06/2023
Andrew Dougherty	Grafton	2460	7/06/2023

Margaret Dougherty	Grafton	2460	7/06/2023
Ryan Gudz	Sydney	2000	7/06/2023
susan Mclennan	Canberra	2617	7/06/2023
Rowena Maher	Perth	6150	7/06/2023
Indy Parbery	Grafton	2460	7/06/2023
Donna Scott	Grafton	2460	7/06/2023
Margaret Dougherty	Grafton	2460	7/06/2023
Jacob Andrews	Canberra	2617	7/06/2023
Will Taylor	Melbourne	3000	7/06/2023
Karen Lee	Sydney	2000	7/06/2023
Simon Keir	Alstonville	2477	7/06/2023
Judith Tickle	Sydney	2000	7/06/2023
Helen Commerford	Sydney	2000	7/06/2023
Debbie Bultitude	Grafton	2460	7/06/2023
Raymond Lindwall	Sydney	2000	7/06/2023
Jacqueline Carter	Kempsey	2440	7/06/2023
Brittney Landsberry	Grafton	2460	7/06/2023
Tigerlily Hayward		2196	7/06/2023
Mcclelland Patricia	Sydney	2000	7/06/2023

Sandra Blackadder	Grafton	2460	7/06/2023
Jean Tully	Brisbane	4101	7/06/2023
Joe Mitchell	Traveston	4570	7/06/2023
Fraser Sinclair	South Yarra	3141	7/06/2023
Gwen BOMAN	Sydney	2000	7/06/2023
Jake Farr	Narrabri	2390	7/06/2023
Ali Akbari	Brisbane	4064	7/06/2023
Robyn Bonaccorsi	Coffs Harbour	2450	7/06/2023
Leanne Williams	Grafton	2460	7/06/2023
Miles Wright	Willow Grove	3825	7/06/2023
Allan Gough	Sydney	2000	7/06/2023
Carissa Little	Melbourne	3004	7/06/2023
Cherie Deweske	Queanbeyan	2620	7/06/2023
Felix Manfredi	No u	4059	7/06/2023
pam holmes		2460	7/06/2023
Caitlyn Hall	Brisbane	4001	7/06/2023
Steve Thomas		3223	7/06/2023
Vicki Forrest	Sydney	2000	7/06/2023
Axel Lee	Newcastle	2287	7/06/2023

Kerry Blanch	Sydney	2000	7/06/2023
Danny Dalton	Brisbane	4000	7/06/2023
Emily Drenovski	Malvern East	3145	7/06/2023
james ranger		5280	7/06/2023
peter zapolskis		2460	7/06/2023
Ange Zietsch	Grafton	2460	7/06/2023
Charles Warden	Beverly Hills	2209	7/06/2023
Jacqueline Bowland	Grafton	2460	7/06/2023
Merril McConnell	Sydney	2000	7/06/2023
Gail Layton	Sydney	2000	7/06/2023
lace turnbull	Cannonvale	4802	7/06/2023
Melaine Dougherty		2460	7/06/2023
Eleonora Richter	Sydney	2000	7/06/2023
Gavin Jones	Sydney	2000	7/06/2023
Janice Locke	Sydney	2001	7/06/2023
Colin McLachlan	South Grafton	2460	7/06/2023
Debra GILL	Melbourne	3000	7/06/2023
Lianna P	brisbane	4021	7/06/2023
Kevan HUTCHINSON	GRAFTON, NSW	2460	7/06/2023

Belinda Castrisos	Randwick	2031	7/06/2023
Therese Hedwards	Sydney	2000	7/06/2023
Kathy Hill	Coutts Crossing	2460	7/06/2023
Anita Cribb	South Grafton	2460	7/06/2023
Susan Chamney			7/06/2023
Michelle Eggins	Sydney	2000	7/06/2023
Peter Freeman	Sydney	2021	7/06/2023
alyssa valance		4272	7/06/2023
Alison Roach	Melbourne	3000	7/06/2023
Christel Shadlow	NEWCASTLE	2299	7/06/2023
LEXIE ANNE DAVEY	South Grafton	2460	7/06/2023
Harris Hill Clare	Sydney	2000	7/06/2023
Annmarie Logan	Langwarrin	3910	7/06/2023
Bill Rikaloski	Glenhaven	2156	7/06/2023
Kirsty Myer	Sydney	2000	7/06/2023
Jayne Whiteswan	Tucabia	2462	7/06/2023
Andrew Martini		3095	7/06/2023
Matt eggleston		6230	7/06/2023
Zeb Dougherty	Grafton	2460	7/06/2023

Jack Wood	Vermont	3133	7/06/2023
Stephanie Knight	Grafton	2460	7/06/2023
Julie Bateman	Timboon	3268	7/06/2023
Denise McKechnie	Brisbane	4000	7/06/2023
Brenda Schafer	Grafton	2460	7/06/2023
Sharyn French	North Rocks	2151	7/06/2023
Ashley Perrow	Sydney	2039	7/06/2023
Jeanette Houldsworth	Upper fine flower	2460	7/06/2023
Leesa Cuda	Brisbane	4000	7/06/2023
Elizabeth Shearer		2460	7/06/2023
Chris Dougherty	Grafton	2460	7/06/2023
Kerry Barton	Grafton	2460	7/06/2023
John Pulinger	Sydney	2000	8/06/2023
John Pullinger	Sydney	2000	8/06/2023
Bianca Dougherty	Sydney	2463	8/06/2023
Stephen Llewellyn	Sydney	2000	8/06/2023
Blue Jay	Nowhere Else	40165	8/06/2023
Peter Taylor	Sydney	1001	8/06/2023
Sharyn Quarrell	Simpson	3266	8/06/2023

Ahmad Chughtai	Brisbane	4102	8/06/2023
Damon Stephenson	Maitland	2320	8/06/2023
Pamela Hamblin	beachmere	4510	8/06/2023
Sophie Landenberger	Grafton	2460	8/06/2023
Bianca McIntyre	Reservoir	3073	8/06/2023
Willow Fitzet	Sydney	2000	8/06/2023
Sarah Dougherty	Sydney	2000	8/06/2023
Tiffani Buddee		4350	8/06/2023
Fraser Boake	Sydney	2000	8/06/2023
Kevin Walter	Melbourne	3001	8/06/2023
Lynn Smith	Perth	6004	8/06/2023
Taylor Hay	New Norfolk	7140	8/06/2023
Rodney Longmire		4152	8/06/2023
Syedaliakbar Pordastan	Melbourne	3000	8/06/2023
Greg Nolan	Melbourne	3000	8/06/2023
Carlee Lehmann	Morphett Vale	5162	8/06/2023
Maureen Courtenay	Macksville	2447	8/06/2023
Lesley Holden	Redfern	2016	8/06/2023
James Pead	Valley View, Adelaide, SA	5093	8/06/2023

Morteza Keimanesh	Melbourne	3108	8/06/2023
Evie George	Adelaide	5001	8/06/2023
Charlotte McNicol	Sydney	2090	8/06/2023
rhys knack			8/06/2023
Mohsen Nemati	Sydney	2000	8/06/2023
Nicole Browne		2484	8/06/2023
chloie lobley	Sydney	2000	8/06/2023
Jessica Hanger		3134	8/06/2023
Terri Watts	Sydney	2000	8/06/2023
Meg Scharkie	Stans	6370	8/06/2023
Donald & Suzie Skarratt	Sydney	2000	8/06/2023
rick withers	Grafton	2460	8/06/2023
Toni Hanson	MOLEVILLE CREEK	2460	8/06/2023
Jenny Sanders	Sydney	2000	8/06/2023
Kim Dixon	Bogangar	2488	8/06/2023
Margaret Sheather	Grafton	2460	8/06/2023
Courtney Simmons	Sydney	2000	8/06/2023
Francis McKenna			8/06/2023
Shane Mather	Brisbane	4000	8/06/2023

Emebet Wubie		3037	8/06/2023
super nugget	Sydney	2000	8/06/2023
lols m	Brisbane	4064	8/06/2023
Tracy Dougherty	Sydney	2000	8/06/2023
Paige Bull	Melbourne	3000	8/06/2023
Belinda Parker	Lakemba	2195	8/06/2023
Dannielle Bowles		2747	8/06/2023
william Kokay	Penrith	2750	8/06/2023
Phoenix Lee	Grafton	2462	8/06/2023
TRISH BORG		4223	8/06/2023
Pamela Hayward	South Grafton	2460	8/06/2023
Natasha Clausen	Redlands	4164	8/06/2023
Terence Hodgen		3181	8/06/2023
maggie burnes	Melbourne	3000	8/06/2023
Mavis Johnstone	Newcastle	2299	8/06/2023
Christine Lynch	Sydney	2000	8/06/2023
Cassandra Floyd		2767	8/06/2023
Justin Young	Traralgon	3844	8/06/2023
Harrison Samuel		4305	8/06/2023

Kaleb Sutton	Ridgewood	6030	8/06/2023
Son Jons	Sydney	4000	8/06/2023
Jacinta Magrath	sydney	2233	8/06/2023
Mirriam Collins	Candelo	2550	8/06/2023
Jack Mahony	Melbourne	3188	8/06/2023
Larry Bird	Sydney	2000	8/06/2023
Amanda Ross		2600	8/06/2023
Helen Toombs	Port Macquarie	2444	8/06/2023
Oliver Rennett	Lockyer Valley, Laidley	4341	8/06/2023
Mike Ox	Sydney	2000	8/06/2023
Graham Baker	Sydney	2000	8/06/2023
Hmmm What	Sydney	2000	8/06/2023
Nicole Lear	Sydney	2000	8/06/2023
Christopher Dougherty			8/06/2023
Brooke Gorman	Gulmarrad	2463	9/06/2023
Peter Dougherty	Sydney	2127	9/06/2023
Shaylee Borg	Brisbane	4005	9/06/2023
Izzy James-Barker	Rowville	3178	9/06/2023
Tracey Lubcke	Ballarat	3350	9/06/2023

Laurelea Moss	Sydney	2000	9/06/2023
Riddhi Khaira	Melbourne	3000	9/06/2023
John scerri	Launceston	7250	9/06/2023
SallyAnn Joan			9/06/2023
Janine Vinton	Hastings	3915	9/06/2023
Denise Butcher	Hawthorn	3321	9/06/2023
John Renfrew	Brisbane	4000	9/06/2023
Rajiv Nair	Sydney	2150	9/06/2023
Pete Watts	Paris	30000	9/06/2023
Don Salter	Sydney	2000	9/06/2023
Fran Hibbins	Brisbane	4007	9/06/2023
Wayne Stevens	Grafton	2460	9/06/2023
Martin Widjaja	Sydney	2113	9/06/2023
Harry Ellis		4217	9/06/2023
Philip Blackwell	Sydney	2000	9/06/2023
Carley B		3875	9/06/2023
Yosef Mengstu	Sydney	2015	9/06/2023
Leon Margaritis	Cheltenham	5014	9/06/2023
John Nimmo	Sydney	2000	9/06/2023

Miriam Vlachoulis	Kurralta Park	5037	9/06/2023
Nabeela Afzal	Melbourne	3020	9/06/2023
A Davis	Brisbane	4000	9/06/2023
Daniel Tana		3082	9/06/2023
Sharyna Somsaen	Brisbane	4000	9/06/2023
pippi hurn	Craigieburn	3064	9/06/2023
Charmaine BAINES	Strathfield	2135	9/06/2023
Celeste Warren	Yamba	2464	9/06/2023
L'ððððððL L'ððððððudWård	Melbourne	3000	9/06/2023
Suzanne Hunt		4553	9/06/2023
Chunwan Li		2077	9/06/2023
Damon Tam	Sydney	2000	9/06/2023
Michael Dougherty	Sydney	2000	9/06/2023
avril neilson		2763	9/06/2023
Cheryl Gaudron	Sydney	2000	9/06/2023
Beau McNaughton	Ermington	2115	9/06/2023
Nessrin Milaki	Ferntree gully	3156	9/06/2023
Adele Bromwich		6110	9/06/2023
malcolm holden	Adelaide	5062	9/06/2023

Zahid Dar		4116	9/06/2023
Harry Hua		2067	9/06/2023
Joanna Davis	Malvern	3145	9/06/2023
Laura ROY	Sydney	2000	9/06/2023
IMRAN Arshad		3047	9/06/2023
scorbunny .	Sydney	2000	9/06/2023
Jeanette Bartholomew	Hillsborough	8844	9/06/2023
margaret handley	Carlingford	2118	9/06/2023
Tracey Rawson	Sydney	2000	9/06/2023
Angela Ayala	Brisbane	4000	9/06/2023
Amy Lumsden		2326	9/06/2023
Kayla Walters	Sydney	2000	9/06/2023
Neil Douglas	Melbourne	3977	9/06/2023
Paula Carter	Sydney	2000	9/06/2023
Necia Creighton	Sydney	2000	9/06/2023
Janice Johnston	Grafton	2460	9/06/2023
Jo-ann Stracey	Brisbane	4000	9/06/2023
Hunter Wilson	Gold Coast	4217	9/06/2023
Susan Polsen	Sydney	2000	9/06/2023

Paul McGuinness		2131	9/06/2023
Patricia Moebus		3049	9/06/2023
Someone Is Existing	Brisbane	4001	9/06/2023
heidi benn	Grafton	2460	9/06/2023
Jo Clare	Central Coast	2259	9/06/2023
Peta Scott	Sunshine coast	4553	10/06/2023
Virginia Wood	Sydney	2000	10/06/2023
Korbyn O'May	Gold Coast	4220	10/06/2023
Paul Lee	Sydney	2071	10/06/2023
Lyn McDiarmid	Sydney	2000	10/06/2023
emma benn		2460	10/06/2023
Nadine Crawford	Brisbane	4005	10/06/2023
Patrick Hanna	Sydney	2000	10/06/2023
Heath Kemp	Brisbane	4171	10/06/2023
David Wilson	Melbourne	3004	10/06/2023
Nivette Latham	Newcastle	2264	10/06/2023
john boileau		3910	10/06/2023
Marie Moremon	Grafton	2460	10/06/2023
Andrew Mead	Toowoomba	4350	10/06/2023

Rachael H	Sydney	2077	10/06/2023
Michelle Zeegers		2450	10/06/2023
Rod Lee	Lennox Head	2478	10/06/2023
Lisa Viena	Melbourne	3008	10/06/2023
Fiona Geary	Sydney	2000	10/06/2023
Jacquie Polsen	Sydney	2000	10/06/2023
Peter Hunt	Brisbane	4055	10/06/2023
david milligan	grafton	2460	10/06/2023
Candice Meyer		2460	10/06/2023
Anna Korezelidis		7018	10/06/2023
Michelle Polsen	Gold Coast	4208	10/06/2023
Tonga Tuineau	Sydney	2000	10/06/2023
Jody Ballangarry	Sydney	2000	10/06/2023
Sarah Baker	Lake Heights	2502	10/06/2023
Jye Ramsay	Coffs Harbour NSW	2450	10/06/2023
Heather Collie	Robina	4226	10/06/2023
keith lloyd	Melbourne	3004	10/06/2023
Julie King	Sydney	2000	10/06/2023
Kevin To		2000	10/06/2023

amaravati amaravati	Melbourne	3000	10/06/2023
Tracey Johnston	Sydney	2000	10/06/2023
Michel Newchurch		5165	10/06/2023
Dannielle Croft	Sydney	2000	10/06/2023
Amelia Cettou	Cooroy	4563	10/06/2023
Georgia Barden		2390	10/06/2023
Lisa Kelly	Sydney	2000	10/06/2023
Julia Adams	Sydney	2000	10/06/2023
Jacinda Minahan	Wollstonecraft	2065	10/06/2023
Karel Pearce		2460	10/06/2023
Gretel Dougherty	Sydney	2000	10/06/2023
Ace Stade	Brisbane	4000	10/06/2023
Jason Chen	Melbourne	3186	10/06/2023
Gregory Brennan		3016	11/06/2023
Kerri Clare	grafton	2460	11/06/2023
Ray Ham	Sydney	2000	11/06/2023
ROBERT LAWRENCE	GRAFTON	2460	11/06/2023
Susan Munns	Sydney	2000	11/06/2023
Tony Gurn	Sydney	2000	11/06/2023

Colin Heydon	Ulmarra	2462	11/06/2023
Codie Campbell (Leonard)	Orange	2800	11/06/2023
terry hickson		2460	11/06/2023
Merinda Lynch	Yamba	2464	11/06/2023
Emma Greaves	Grafton	2460	11/06/2023
Zac Greaves	Sydney	2000	11/06/2023
Hayley Collon	Wollongong	2500	11/06/2023
Carolyn Carroll	Sydney	2000	11/06/2023
Jamie Ackland	Sydney	2000	11/06/2023
Dawn Mackay	Gold Coast	4174	11/06/2023
Ronald McClymont	Grafton	2460	11/06/2023
Paul Greaves	Grafton	2460	11/06/2023
Joyce Lawson	Sydney	2000	11/06/2023
Ben McArthur	Sydney	2000	11/06/2023
Michelle Mateo	Sydney	2000	11/06/2023
Kim geilman	Perth	6112	11/06/2023
Enoka Perera	Carnegie	3163	11/06/2023
Victoria O'Neill	Mackay	4740	11/06/2023
Natalee Paterson	Adelaide	5000	11/06/2023

Chris Brady	Greenslopes	4120	11/06/2023
Renee Haughton	Cairns	4870	11/06/2023
Mia Blackadder	Grafton	2460	11/06/2023
Leanne Moran	Sydney	2000	12/06/2023
Tara George	Yamba	2464	12/06/2023
jamie barbuto	Sydney	2000	12/06/2023
Todd Martin	Yeppoon	4703	12/06/2023
Peyton Enright	Brisbane	4000	12/06/2023
Pamela Pullen	Sydney	2000	12/06/2023
cassandra` bowrell	Adelaide	5000	12/06/2023
Georgia Taylor			12/06/2023
Veronica Kirby	Benarkin	4314	12/06/2023
Chloe Mcconnell			12/06/2023
Shaun Bailey	Campbelltown	2560	12/06/2023
Patricia Freeman	Watford	WD17	12/06/2023
James Crowe	Sydney	2000	12/06/2023
Tina Jeffery	Sydney	2000	12/06/2023
Jennifer McLeod		2463	12/06/2023
Sue Cox		6084	12/06/2023

Georgie Wilbe	Sydney	2000	12/06/2023
Rebecca Hay	Grafton	2460	12/06/2023
Edith Cragg	Brisbane	4006	12/06/2023
Belinda Chapman	Grafton	2460	12/06/2023
Deborah Matthews		2142	13/06/2023
Leo Goodwin	Port Lincoln	5606	13/06/2023
Narelle Bullock	Tweed Heads South	2486	13/06/2023
Harry Baxter	Sydney	2000	13/06/2023
Cassandra Lum	Sydney	2000	13/06/2023
Katrina Hay	Sydney	2000	13/06/2023
Jean Pritchard		2110	13/06/2023
Sir Quackington Gerald	Cairns	4870	13/06/2023
Leoncia Fabila	Sydney	2560	13/06/2023
Ash James	Wollongong	2043	13/06/2023
Paula Fawcett	Tweed Heads	2485	13/06/2023
mark van der leeden	Perth	6001	13/06/2023
Akshaydeep Singh	st albans	3021	13/06/2023
Curum Sabry	Sydney	2350	13/06/2023
Letitia Kirkman		2320	13/06/2023

Anthony Watsford	Tokyo	151-0071	13/06/2023
Stephanie Daykin		2261	13/06/2023
Gordon Masters	The Whiteman N.S.W 2460	2000	13/06/2023
Julie O'Rourke	Brisbane	4101	13/06/2023
Rodney Shearman	Raceview	4035	13/06/2023
Grant Petersen	Sydney	2000	13/06/2023
DEBBIE ROCHE	Sydney	2000	13/06/2023
Leanne Danvers	Sydney	2000	13/06/2023
Dilly Udage		3128	13/06/2023
Belinda Baxter	Sydney	2000	13/06/2023
Pamela Wickham	Grafton	2460	13/06/2023
Marieve Saji	Sydney	2000	13/06/2023
Jack Harrison	Sydney	2000	13/06/2023
Karen Smallcombe	bne	4067	13/06/2023
Kim Yates		2216	13/06/2023
Emma Rosser	Wagga	2650	13/06/2023
David Grajfoner	Capel Sound.	3940	13/06/2023
Lesla Bowden-Betts	Sydney	2000	14/06/2023
Patrick Matchett	Sheffield	7306	14/06/2023

Marcel Koning	Sydney	2000	14/06/2023
Irene Mather	Grafton	2460	14/06/2023
Caroline Banton		836	14/06/2023
Maureen Blair		2460	14/06/2023
Deolinda Parisotto	Adelaide	5000	14/06/2023
Megan Bindon	Grafton	2460	14/06/2023
Laura Stillitano	Rosehill	2142	14/06/2023
Kirsty Wade	East Warburton	3799	14/06/2023
Lucy Elek		2132	14/06/2023
Steph Taylor	Adelaide	5082	14/06/2023
Meriet Mikhail		4116	14/06/2023
Taylor Trusz	Canberra	2612	14/06/2023
Anna Maw	Adelaide	5000	14/06/2023
Kristin Bevern	Sydney	2000	14/06/2023
Jasmine N	Newcastle	2303	14/06/2023
Craig Oataway	Melbourne	3004	14/06/2023
Rosie Brenton	Sydney	2000	14/06/2023
Mike John	Melbourne	3004	14/06/2023
Mia Duncan	Bairnsdale	3875	14/06/2023

Kate Russell	Brisbane	4000	14/06/2023
Delphine Mcgrory	Grafton	2460	14/06/2023
Chris Sweet	Chiswick	2046	14/06/2023
glenda hawdon		2463	15/06/2023
Chris J		2251	15/06/2023
Sheree Fields	Sydney	2001	15/06/2023
David Beeman			15/06/2023
Tony Lucas	Geelong	3217	15/06/2023
Talia Pofandt			15/06/2023
Kelly Mudford	Northlakes	4509	15/06/2023
Michelle Settree		2468	15/06/2023
Rachelle Farmer	Emerald Beach	2456	15/06/2023
Natalie Singh		4132	15/06/2023
Mark Hinds	Sydney	2000	15/06/2023
Damon Ruhl	Sydney	2000	15/06/2023
Ian Tweedie	Clarence Valley	2450	16/06/2023
Timothy Collier		2460	16/06/2023
Sandra Mason	Sydney	2001	16/06/2023
Lisa Beadman	Waterview	2460	17/06/2023

Lisa Salter	South Grafton	2460	17/06/2023
Garrett Salter	South Grafton	2460	17/06/2023
Robert Wood	Brisbane	4000	17/06/2023
Keiley Colpoys	Melbourne	3175	17/06/2023
Will Wood	Sydney	2000	17/06/2023
Rohid Azizi	Melbourne	3020	17/06/2023
Jason Sheaff	Grafton	2460	18/06/2023
Gail Firth	Sydney	2000	18/06/2023
Chris Firth	Brisbane	4005	18/06/2023
Flavio Toscan		54 Dobie St	19/06/2023
Jill Hallett	Grafton	2460	19/06/2023
dale Crispin		2250	19/06/2023
Luke Dwyer	Sydney	2000	19/06/2023
K Bell		2261	19/06/2023
Stacey Conridge	Woodford Island	2060	19/06/2023
Andrew dettmann	Sydney	2000	19/06/2023
Hei Yin SO	Perth	6018	19/06/2023
Colleen Keane	Pascoe Vale	3044	19/06/2023
Krishna Lawrence	Collins creek, nsw	2474	19/06/2023

Karen Clayton	Woombah	2469	21/06/2023
Crystal Donovan	Sydney	2000	22/06/2023
Alex Ghvaladze	Melbourne	3000	25/06/2023

ITEM 07.23.124 MONTHLY INVESTMENT REPORT - JUNE 2023

Meeting	Council	25 July 2023
Directorate	Corporate & Community	
Prepared by	Financial Accountant, Nick Harvey	
Reviewed by	Director Corporate & Community, Alex Moar	
Attachments	A. Movement of Funds Between Months - June 2023 ↓	

SUMMARY

The purpose of this report is to inform Council of the details of Council's investment funds at the end of each month.

OFFICER RECOMMENDATION

That the report indicating Council's funds investment position as at 30 June 2023 be noted.

LINKAGE TO OUR COMMUNITY PLAN

Theme	Leadership
Objective	We will have an effective and efficient organisation

KEY ISSUES**Source of Funds Invested**

The funds invested are funds held under internal and external restrictions. External restrictions are primarily from Sewer & Water, Granting Bodies and Developer Contributions. Internal restrictions are primarily sourced from General Revenue Funding and Unspent Loans.

Based on the audited 30 June 2022 figures, funds have been sourced from the following areas:

External Reserves		Internal Reserves	
Sewerage Funds	6.08%	Fleet Plant Reserve	4.15%
Water Supply Funds	23.10%	Regional Landfill Reserves	1.73%
Developer Contributions	20.67%	Fin. Assist Grants paid in advance	5.75%
Unexpended Grants	17.96%	Waste Mngmt / Commercial Waste	5.09%
Domestic Waste Management	0.36%	Infrastructure Assets Renewals	1.77%
Holiday Parks	3.98%	Employee Leave Entitlements	2.56%
Deposits, Retentions and Bonds	1.72%	Other (refer attachment for further detail)	3.80%
Other External	1.26%		
	75.15%		
		Total External & Internal Reserves	24.85%
			100.00%

Portfolio Credit Limits

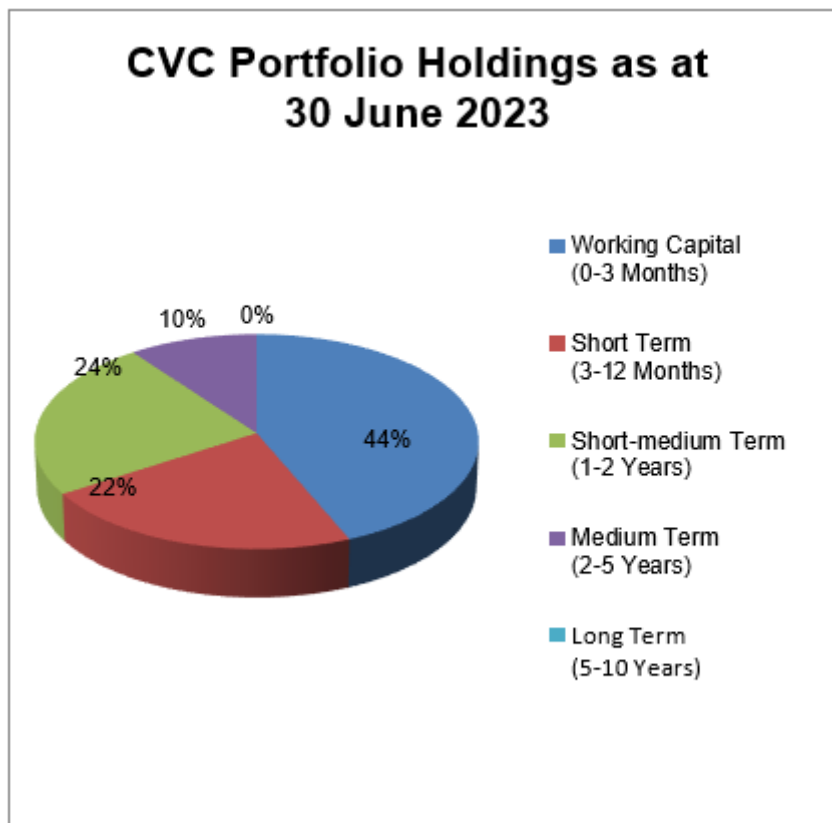
Tabled below is a summary of Council's investments as at 30 June 2023, which details compliance with Council's Investment Policy Portfolio Credit Limits.

Portfolio Credit Limits as at 30 June 2023				
Credit Rating Long Term	Investment Policy Maximum Holding	Total Investments Held	% of Total Investments	Complies with Policy (yes/no)
AAA	100.00%	4,500,000	2.88%	Yes
AA	100.00%	71,596,920	45.79%	Yes
A	60.00%	17,250,000	11.03%	Yes
BBB	50.00%	63,011,008	40.30%	Yes
TOTAL INVESTMENTS		156,357,928	100.00%	

Note, a permanent cap of \$250,000 per person per institution on deposits is guaranteed by the Federal Government under the Financial Claims Scheme and hence receives a rating of AAA.

Portfolio Holdings by Maturity

Illustrated and tabled below is a summary of Council’s investments by maturity as at 30 June 2023. Excluding “at-call” working capital, 22% of Council’s investments are maturing within the next twelve months.



Individual Institution or Counterparty Limits

Tabled below is a summary of Council’s investments as at 30 June 2023 which details compliance with Council’s Investment Policy Counterparty Limits.

Individual Institution or Counterparty Limits as at 30 June 2023					
Financial Institution	Credit Rating Long Term	Investment Policy Maximum Holding	Total Investments Held	% of Total Investments	Complies with Policy (yes/no)
TERM DEPOSITS					
AMP	BBB	15.00%	6,000,000	3.84%	Yes
BoQ	BBB+	15.00%	8,000,000	10.23%	Yes
ME Bank	BBB+		8,000,000		
CBA	AA-	30.00%	3,000,000	1.92%	Yes
Defence	BBB	15.00%	9,000,000	5.76%	Yes
ING Direct	A	15.00%	13,000,000	8.31%	Yes
MyState	BBB+	15.00%	7,000,000	4.48%	Yes
NAB	AA-	30.00%	13,000,000	8.31%	Yes
NTTC	AA-	30.00%	3,000,000	1.92%	Yes
P&N	BBB	15.00%	18,000,000	11.51%	Yes
RaboDirect	A+	15.00%	3,000,000	1.92%	Yes
Suncorp	A+	15.00%	2,000,000	1.28%	Yes
Westpac	AA-	30.00%	12,000,000	7.67%	Yes
TOTAL TERM DEPOSITS			105,000,000	67.15%	
FUNDS AT CALL					
AMP	BBB	15.00%	8,691,313	5.56%	Yes
AMP	BBB	15.00%	1,069,695	0.68%	Yes
ANZ	AA-	30.00%	7,001,344	4.48%	Yes
CBA	AA-	30.00%	12,743,732	8.15%	Yes
CBA	AA-	30.00%	1,844,940	1.18%	Yes
CBA	AA-	30.00%	20,006,904	12.80%	Yes
TOTAL FUNDS AT CALL			51,357,928	32.85%	
TOTAL INVESTMENTS			156,357,928	100.00%	

Register of Investments - Clarence Valley Council as at 30 June 2023					
Financial Institution	Total Investments Held	% of Total Investments	Maturity Date	Investment Return	Credit Rating Long Term
WORKING CAPITAL (0-3 MONTHS)					
T-CorpIM Cash Fund	-	0.00%	At-Call	0.00%	AAA
AMP Bank Ltd	8,691,313	5.56%	At-Call	4.55%	BBB
AMP Bank Ltd	1,069,695	0.68%	At-Call	0.50%	BBB
ANZ Banking Group Ltd	7,001,344	4.48%	At-Call	4.30%	AA-
Commonwealth Bank of Australia	12,743,732	8.15%	At-Call	3.95%	AA-
Commonwealth Bank of Australia	1,844,940	1.18%	At-Call	0.25%	AA-
Commonwealth Bank of Australia	20,006,904	12.80%	At-Call	4.20%	AA-
AMP Bank Ltd	1,000,000	0.64%	31/08/2023	0.75%	BBB
AMP Bank Ltd	3,000,000	1.92%	01/09/2023	4.25%	BBB
Bank Of Queensland Ltd	2,000,000	1.28%	21/08/2023	3.60%	BBB+
ME Bank Ltd	1,000,000	0.64%	06/07/2023	3.80%	BBB
MyState	2,000,000	1.28%	07/07/2023	3.80%	BBB
National Australia Bank	2,000,000	1.28%	10/08/2023	0.60%	AA-
National Australia Bank	2,000,000	1.28%	10/09/2023	0.05%	AA-
RaboDirect (Australia) Ltd	1,000,000	0.64%	17/08/2023	3.40%	A+
RaboDirect (Australia) Ltd	2,000,000	1.28%	19/09/2023	3.40%	A+
	67,357,928	43.08%		3.69%	
SHORT TERM (3-12 MONTHS)					
Bank Of Queensland Ltd	3,000,000	1.92%	21/02/2024	1.71%	BBB+
Commonwealth Bank of Australia	3,000,000	1.92%	10/05/2024	3.60%	AA-
Defence Bank	2,000,000	1.28%	01/12/2023	4.60%	BBB
ING	3,000,000	1.92%	10/05/2024	3.66%	A
ING	2,000,000	1.28%	13/05/2024	3.66%	A
ING	3,000,000	1.92%	15/05/2024	3.66%	A
MyState	2,000,000	1.28%	05/03/2024	1.70%	BBB
MyState	3,000,000	1.92%	14/06/2024	4.45%	BBB
P&N Bank	2,000,000	1.28%	11/12/2023	1.25%	BBB
P&N Bank	3,000,000	1.92%	12/02/2024	1.73%	BBB
P&N Bank	3,000,000	1.92%	14/06/2024	4.53%	BBB
Suncorp	2,000,000	1.28%	04/12/2023	4.40%	A+
Westpac Bank	3,000,000	1.92%	14/11/2023	1.22%	AA-
Westpac Bank	1,000,000	0.64%	20/06/2024	0.85%	AA-
TOTAL SHORT TERM (3-12 MONTHS)	35,000,000	22.38%		3.02%	

Financial Institution	Total Investments Held	% of Total Investments	Maturity Date	Investment Return	Credit Rating Long Term
SHORT - MEDIUM TERM (1-2 YEARS)					
AMP Bank Ltd	2,000,000	1.28%	14/11/2024	4.70%	BBB
Bank Of Queensland Ltd	2,000,000	1.28%	02/12/2024	1.60%	BBB+
Defence Bank	2,000,000	1.28%	21/11/2024	4.55%	BBB
Defence Bank	1,000,000	0.64%	05/12/2024	4.70%	BBB
Defence Bank	2,000,000	1.28%	3/03/2025	5.00%	BBB
Defence Bank	2,000,000	1.28%	11/03/2025	4.90%	BBB
ING	2,000,000	1.28%	03/03/2025	5.10%	A
ING	2,000,000	1.28%	13/03/2025	4.95%	A
ME Bank Ltd	2,000,000	1.28%	18/07/2024	4.26%	BBB
National Australia Bank	2,000,000	1.28%	08/07/2024	0.80%	AA-
National Australia Bank	2,000,000	1.28%	06/03/2025	4.93%	AA-
P&N Bank	2,000,000	1.28%	16/09/2024	4.40%	BBB
P&N Bank	2,000,000	1.28%	29/11/2024	1.70%	BBB
P&N Bank	2,000,000	1.28%	17/12/2024	1.62%	BBB
P&N Bank	1,000,000	0.64%	13/03/2025	4.75%	BBB
P&N Bank	2,000,000	1.28%	16/06/2025	4.67%	BBB
Westpac Bank	3,000,000	1.92%	15/10/2024	1.00%	AA-
Westpac Bank	1,000,000	0.64%	15/11/2024	1.63%	AA-
Westpac Bank	2,000,000	1.28%	18/11/2024	4.55%	AA-
Westpac Bank	2,000,000	1.28%	02/12/2024	4.41%	AA-
TOTAL SHORT-MEDIUM TERM (1-2 YEARS)	38,000,000	24.30%		3.64%	
MEDIUM TERM (2-5 YEARS)					
Bank Of Queensland Ltd	1,000,000	0.64%	06/08/2025	4.09%	BBB+
ING	1,000,000	0.64%	05/10/2027	5.00%	A
ME Bank Ltd	5,000,000	3.20%	09/06/2027	4.50%	BBB
National Australia Bank	2,000,000	1.28%	12/01/2026	1.00%	AA-
National Australia Bank	3,000,000	1.92%	22/02/2027	2.40%	AA-
Northern Territory Treasury Corp	3,000,000	1.92%	15/12/2026	1.50%	AA-
P&N Bank	1,000,000	0.64%	16/02/2026	2.49%	BBB
TOTAL MEDIUM TERM (2-5 YEARS)	16,000,000	10.23%		2.99%	
TOTAL INVESTMENTS	156,357,928	100.00%		3.46%	

BACKGROUND

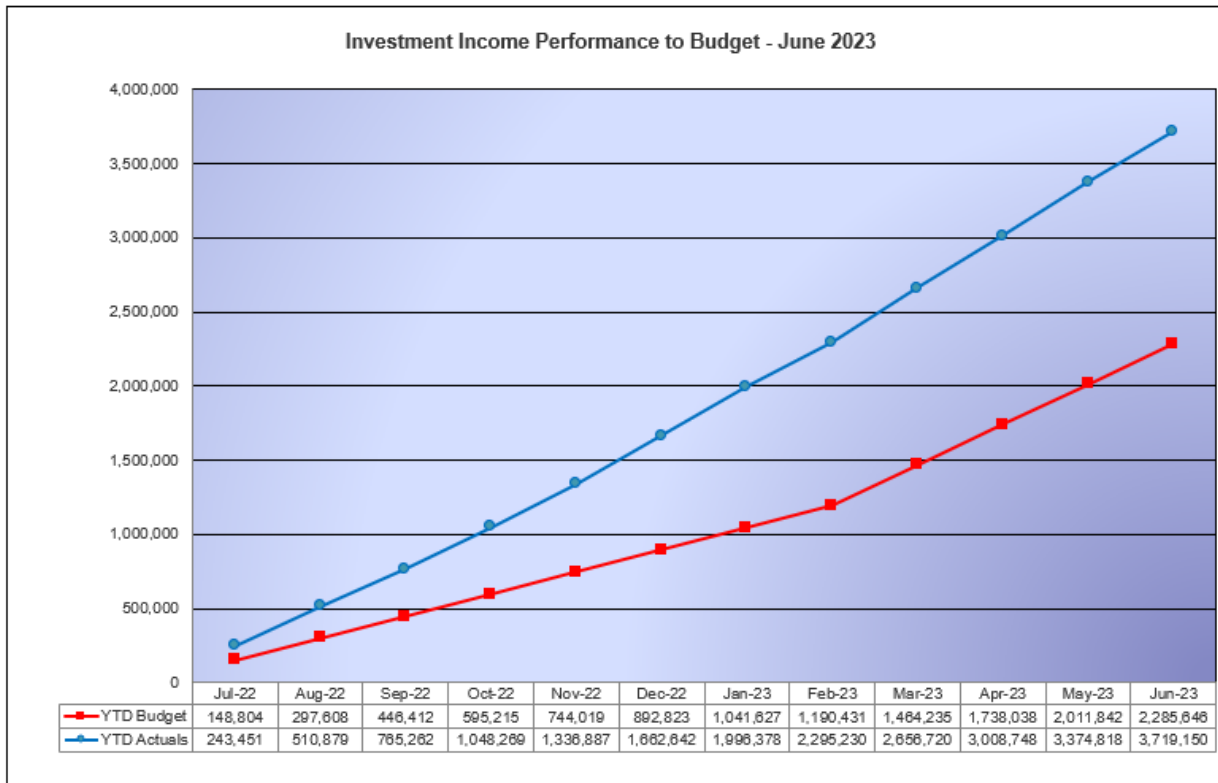
This report has been completed in accordance with the *Local Government Act 1993*, part 9, Division 5, Clause 212 of the *Local Government (General Regulation 2005)*, and Council's Investment Policy, which requires a monthly report to Council. The report is to include the source and amount of funds invested, terms of performance, and a statement of compliance in relation to the *Local Government Act 1993*.

COUNCIL IMPLICATIONS

Budget/Financial

Portfolio Investment Returns to 30 June 2023			
	Actual	Budget 2022/23	Over/(Under)
This Month			
Cash Deposits & FRNs	\$344,332	\$273,804	\$70,528
Managed Funds	\$0	\$0	\$0
	\$344,332	\$273,804	\$70,528
Year to Date			
Cash Deposits & FRNs	\$3,718,961	\$2,285,646	\$1,433,315
Managed Funds	\$189	\$0	\$189
	\$3,719,150	\$2,285,646	\$1,433,504

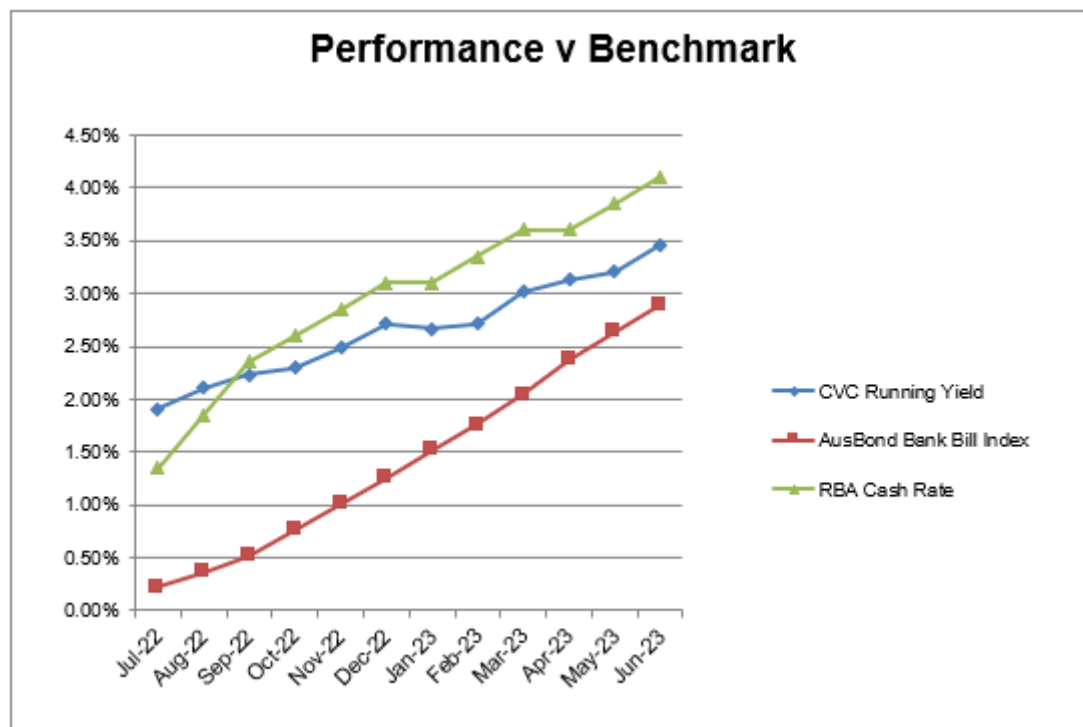
- Actual results have shown that total interest income to 30 June 2023 is \$1.434M above the 2022/2023 YTD budget of \$2.286M.



Running yields* to 30 June 2023 have been:

AMP Business	0.50%
AMP 31 Day Notice	4.55%
ANZ Premium Business	4.30%
CBA General	3.95%
CBA BOS	4.20%
24hr Call Account	0.25%
Term Deposits	3.20%
Total	3.46%

- Running yield is a measure of the return (before costs) that would be earned from current positions if there were no trades and no fluctuation in market yields.
- The RBA cash rate at the end of June was 4.10%. The benchmark AusBond Bank Bill Index was 2.89% for June.
- The current running yield of the total investment portfolio now stands at 3.46% (May 3.21%). The RBA cash rate increased to 4.10%. The CVC running yield has therefore fallen below the RBA cash rate by 0.64%.



The following investments were transacted during June:

- AMP Bank \$2,000,000 TD matured 2nd June 2023 – Redeemed
- NAB \$2,000,000 TD matured 5th June 2023 – Redeemed
- NAB \$2,000,000 TD matured 15th June 2023 – Redeemed
- ING Direct \$3,000,000 TD matured 19th June 2023 – Redeemed
- Defence Bank \$2,000,000 TD matured 20th June 2023 - Redeemed

Asset Management

N/A

Policy and Regulation

- Local Government Act 1993
- Part 9, Division 5, Clause 212 of the Local Government (General) Regulation 2005
- Investment Policy

Consultation

N/A

Legal and Risk Management

N/A

Climate Change

Climate change impacts of the current investment portfolio are now being considered as each investment matures. In line with section 5.11 of the current Investment Policy, preference is given to Financial Institutions that publicly state that they do not invest in nor finance the fossil fuel industry. It should be noted that investments under this section of the policy will only be made providing that the rate of return is

equivalent or more favourable and that the investment does not increase the overall risk of Council's investment portfolio. Total value of investments currently held with Financial Institutions that do not invest nor finance the fossil fuel industry remains at \$12.0M.

Movement of funds between months

Portfolio Credit Limits - movement over the reporting month						
Credit Rating Long Term	Total Investments Held (Current Month)	% of Total Investments (Current Month)	Total Investments Held (Previous Month)	% of Total Investments (Previous Month)	Movement \$	Movement %
AAA	4,500,000	2.88%	4,500,000	3.07%	-	-
AA	71,596,920	45.79%	54,722,870	37.37%	16,874,050	30.84%
A	17,250,000	11.03%	20,250,000	13.83%	(3,000,000)	(14.81%)
BBB	63,011,008	40.30%	66,978,955	45.73%	(3,967,947)	(5.92%)
TOTAL INVESTMENTS	156,357,928	100.00%	146,451,825	100.00%	9,906,103	6.76%

Individual Institution or Counterparty Limits - movement over the reporting month						
Financial Institution	Total Investments Held (Current Month)	% of Total Investments (Current Month)	Total Investments Held (Previous Month)	% of Total Investments (Previous Month)	Movement \$	Movement %
TERM DEPOSITS						
AMP	6,000,000	3.84%	8,000,000	5.46%	(2,000,000)	(25.00%)
BoQ	8,000,000	5.12%	8,000,000	5.46%	-	-
CBA	3,000,000	1.92%	3,000,000	2.05%	-	-
Defence	9,000,000	5.76%	11,000,000	7.51%	(2,000,000)	(18.18%)
ING Direct	13,000,000	8.31%	16,000,000	10.93%	(3,000,000)	(18.75%)
ME Bank	8,000,000	5.12%	8,000,000	5.46%	-	-
MyState	7,000,000	4.48%	7,000,000	4.78%	-	-
NAB	13,000,000	8.31%	17,000,000	11.61%	(4,000,000)	(23.53%)
NTTC	3,000,000	1.92%	3,000,000	2.05%	-	-
P&N Bank	18,000,000	11.51%	18,000,000	12.29%	-	-
RaboDirect	3,000,000	1.92%	3,000,000	2.05%	-	-
Suncorp	2,000,000	1.28%	2,000,000	1.37%	-	-
Westpac	12,000,000	7.67%	12,000,000	8.19%	-	-
TOTAL TERM DEPOSITS	105,000,000	67.15%	116,000,000	79.21%	(11,000,000)	(9.48%)
FUNDS AT CALL						
AMP	8,691,313	5.56%	8,659,699	5.91%	31,614	0.37%
AMP	1,069,695	0.68%	1,069,256	0.73%	439	0.04%
ANZ	7,001,344	4.48%	6,978,115	4.76%	23,229	0.33%
CBA	12,743,732	8.15%	11,900,194	8.13%	843,538	7.09%
CBA	1,844,940	1.18%	1,844,561	1.26%	379	0.02%
CBA	20,006,904	12.80%	-	0.00%	20,006,904	-
TOTAL FUNDS AT CALL	51,357,928	32.85%	30,451,825	20.79%	20,906,103	68.65%
TOTAL INVESTMENTS	156,357,928	100.00%	146,451,825	100.00%	9,906,103	6.76%

Other Internal Reserves (detail)

Other Internal Reserves	
Coastal and estuary management	0.19%
Community cultural and heritage programs	0.01%
Council s7.11 development funds	0.02%
Election cost reserve	0.06%
Emergency services reserves	0.42%
Environmental and noxious weeds projects	0.35%
Floodplain management reserves	0.19%
Insurance reserves	0.13%
Maclean and district improvements	0.38%
Other parks improvements	0.31%
Public pool improvements	0.11%
Public toilet refurbishment program	0.07%
Regional development and tourism projects	0.01%
Roads reserves	0.56%
Saleyard's asset replacement	0.10%
Software implementation reserves	0.44%
Sporting facilities improvements	0.19%
Strategic development programs	0.24%
Unspent general loans	0.02%
Total Other Internal Reserves	3.80%

ITEM 07.23.125 COMMUNITY AND CULTURAL ADVISORY COMMITTEE

Meeting	Council	25 July 2023
Directorate	Corporate & Community	
Prepared by	Administration Officer, Avron Thompson	
Reviewed by	Director Corporate & Community, Alex Moar	
Attachments	A. 2023 06 28_Minutes CV Community and Cultural Committee meeting ↓	

SUMMARY

At Council's Community and Cultural Advisory Committee meeting on Wednesday 28 July 2023, recommendations were made to engage and lobby with NSW State Government about the future use of the fourth unassigned area of the Old Grafton Gaol and ensure the local community is consulted in its future use.

OFFICER RECOMMENDATION

That Council supports the intent of the recommendations made by the Community and Cultural Advisory Committee by writing to the Minister for Planning and Public Spaces, the Honourable Paul Scully, requesting the NSW Government:

1. engage with the local community regarding the future use of unassigned Lots within the Old Grafton Gaol site, to understand community expectations; and
2. provides feedback to Council on the plan for use of the unassigned Lots within the Old Grafton Gaol site.

LINKAGE TO OUR COMMUNITY PLAN

Theme Society

Objective We will have a diverse and creative culture

KEY ISSUES

The Old Grafton Gaol was discussed at the meeting as members of the committee have identified an opportunity to create a cultural space in the fourth residual unassigned area. The committee would like the NSW State Government to engage with the local community to determine their views on the repurposing of the Old Grafton Gaol fourth unassigned area and the ability of the community to retain public access to this heritage building. A letter from the Mayor is being requested.

Recommendations from the meeting

- a) That Council engage with the NSW State Government in regard to the future of the residual part of the Old Grafton Gaol not already assigned to other groups.
- b) That Council Lobby the State Government to provide community consultation in regard to the Gaol and its future repurposing and community expectations.

BACKGROUND

The subject of the future of the Old Grafton Gaol was raised at the Community and Cultural Advisory Committee meeting held on Wednesday 28 July 2023. The former State Government proposed to subdivide the facility into four sections, with three of these being allocated to local stakeholders, leaving a fourth residual unassigned area. The committee discussed the future of the site and the potential to repurpose the area available to deliver a cultural space which would be of benefit to the community. A letter from the Mayor is being requested.

COUNCIL IMPLICATIONS

Budget/Financial

N/A

Asset Management

N/A

Policy and Regulation

N/A

Consultation

N/A

Legal and Risk Management

N/A

Climate Change

N/A

Clarence Valley Council

Clarence Valley Community & Cultural Committee – Minutes

28 June 2023 COMMENCING 3:20pm – Grafton Regional Gallery, Fitzroy Street, Grafton

Attendance:

CVC - Justin Putze: Manager Cultural, Community and Industry, Sarah Gurich: Gallery Director, CR Jeff Smith, CR Allison Whaites
Community - James Cameron, Steve Tranter, Aneika Kapeen (a technical issue at Gallery loc and was unable to connect)

Item	Description/Discussion/ Comments	Action	Recommendation
1	Acknowledgment of country	We acknowledge the Bundjalung, Gumbaynggirr and Yaegl people as the Traditional Owners of the land on which we live and work. We honour the First Nations people's culture and connection to land, sea and community. We pay our respects to their Elders past, present and emerging.	
2	Apologies	Kate Begbie, Bree Hiatt	
3	Declarations of Interest	Nil	
4.1	Guest Speaker	Nil	
5	Confirmation of Minutes of previous meeting held on 18 February 2023 Moved: Jeff Smith Second: James Cameron		
6	Business Arising from the Minutes		
Item	Description/Discussion/ Comments	Action	Recommendation
6.01	Nil		
6.02			
6.03			
6.04			

Item	Description/Discussion/ Comments	Action	Recommendation
6.05	Meeting chaired by CR Allison Whaites		
6.06	<p>CR Allison Whaites welcomed and acknowledged Gallery Director Sarah Gurich. Sarah gave a brief overview of her professional background and noted that:</p> <p>The importance of pushing programs outside the gallery into the wider community</p> <p>The committee plays and an important role in advising how CVC can best support the gallery and wider community.</p> <p>Justin spoke enthusiastically about Sarah's appointment and is liaising with her on the gallery staffing structure</p>		
6.07	Justin acknowledged gallery staff efforts during the transition period between Gallery Directors.		
6.08	<p>Committee members introduced themselves and spoke of their respective community roles.</p> <p>CR Smith – former business owner and was involved with the Jacaranda Committee</p> <p>CR Whaites – Real Estate Business owner with a background in social housing and welfare.</p> <p>James Cameron – 'Grumpys' café owner, has introduced regular live music sessions and is passionate about the future of the South Grafton community.</p> <p>Steve Tranter – Clarence River Historical Society, talked about his discussion with the Mayor regarding a producing a small book to commemorate past events, and it is 80 years since the Cub Scouts tragedy.</p>		
6.09			
6.10			
7 General Business			

Item	Description/Discussion/ Comments	Action	Recommendation
7.01	James – South Grafton Chamber of Commerce, looking at commencing around July. Jacaranda Festival Carnival Capers recommencing in South Grafton this year as part of the Festival.	Nil	
7.02	Skinner Street South Grafton Public Art	Cr Whaites queried an update on sculptural chairs in Skinner St. Justin responded – the original artist has been located; a conversation has been held with Peter Birch of CVC Open Spaces. It will cost approx. \$15,000 - \$25,000 to update the mosaiced seats in repairs, and to renew or refresh artworks.	A conversation needs to take place as to how funding can be generated, James suggested that the SG Chamber of Commerce could get involved when up and running.
7.03	Old Grafton Gaol	CR Smith and Steve discussed the future of the Grafton Goal, as there are various opportunities to create something with this to turn it into a cultural space. Areas have been granted to the hospital and a local Aboriginal Corporation. The Gaol has been divided into four areas, which wasn't finalised before the state election. CR Smith noted that Councillors believe that the future of the Gaol is community and culturally related and proposed a motion CVC is lobbying for State to clarify the future situation of the Gaol and to take responsibility as its state owned. If CVC supports the proposed motion, the outcome would be a letter of support from the Mayor.	Proposed motion – That Council engage with the NSW State Government in regard to the future of the residual part of the Old Grafton Goal not already assigned to other groups. That Council Lobby the State Government to provide community consultation in regard to the Goal and its future repurposing and community expectations. Committee recommended that CVC considers lobbying as per CR Smiths proposed motion. Passed and moved by CR Smith, seconded by CR Whaites.
8	Correspondence		

Item	Description/Discussion/ Comments	Action	Recommendation
8.01	Committee member Aneika Kapeen	<p>Aneika sent the following message:</p> <p><i>I just feel this isn't fair. It was sent in an email saying there would be a link. And we are close to NAIDOC.</i></p> <p><i>Can it be noted that I am disappointed this has happened. As someone who lives down river. I always find it hard to make time, but I made time for this and I just feel a bit let down in the running of this.</i></p> <p><i>I miss out on having my say and voicing things that may impede on our cultural protocol. I know it's just a slip up. But this committee doesn't meet frequently enough to allow for weekly conversations around this.</i></p> <p><i>Sorry for the long message and if I sound blunt. Just upset this has happened. Sent from my iPhone</i></p>	
9	Next Meeting		
	Chair:	Sarah Gurich	Minutes: Avron Thompson
	Date / Time:	23 August 2023 from 3:30 – 4:30pm	Location: Grafton Regional Gallery, Meeting Room 1
10	Meeting close	4:29pm	

WORKS & CIVIL**ITEM 07.23.126 RFT22-54 GRAVEL, CRUSHED CONCRETE AND ROCK SUPPLY FOR 23/24**

Meeting	Council	25 July 2023
Directorate	Works & Civil	
Prepared by	Maintenance Engineer, Daniel Smith	
Reviewed by	Director Works & Civil, Jamie Fleeting	
Attachments	A. Attachment - Tender Recommendation Report - RFT 2254 Gravel, Crushed Concrete and Rock Supply to CVC 20232024 (Confidential)	

SUMMARY

Tenders have been called to supply quarry products to Council for the 2023/2024 financial year including:

- Gravel (base, sub-base and resheeting quality),
- Crushed concrete (base, sub-base and select fill quality) and;
- Rock

This report is to accept the tenders received to be included on a Panel of Suppliers for use as required during the 2023/2024 financial year with the preferred supplier for each order determined by an assessment undertaken having regard to cost and program requirements applicable at the time of the order.

OFFICER RECOMMENDATION

That Council accept Tenders from:

- BD & MC Lewis Pty Ltd
- Boral Resources (Country) Pty Ltd
- KIS Quarries Pty Ltd
- McLennan Earthmoving Pty Ltd
- State Quarry Products Pty Ltd

for the supply of gravel (base, sub-base and resheeting quality), crushed concrete (base, sub-base and select fill quality) and rock supplies for the remainder of the 2023/2024 financial year.

LINKAGE TO OUR COMMUNITY PLAN

Theme Infrastructure

Objective We will have communities that are well serviced with appropriate infrastructure

KEY ISSUES

Tenders were called on 9 June 2023 and closed at 3:00pm on 30 June 2023 for the supply of quarry materials to Council for the 2023/2024 financial year including:

- Gravel (base, sub-base and resheeting quality),
- Crushed concrete (base, sub-base and select fill quality) and;
- Rock

Submissions were accepted through Tenderlink e-tendering and the tender box at 2 Prince Street, Grafton only.

There were 5 tenders received including the following:

Tenderer	Directors	Address
BD & MC Lewis Pty Ltd	Brian Lewis	283 Lewis Lane, Mororo, NSW, 2469
Kis Quarries Pty Ltd	Brian Turner Peter Roberts	Peterson's Quarry Road, Coraki, NSW, 2471
Boral Resources (Country) Pty Ltd	Not Disclosed	PO Box 6041, North Ryde, NSW, 2113
McLennan Earthmoving Pty Ltd	Phil McLennan Cathy McLennan	10 Duncans Lane, South Grafton, NSW, 2460
State Quarry Products Pty Ltd	Vincenzo Ferrazzano	255 Orchard Road, Mountain View, NSW, 2460

A tender evaluation panel was established and evaluated the submitted tenders. All tenders were deemed to be conforming.

BACKGROUND

Council requires gravel (including crushed concrete) and rock supplies to complete construction and maintenance works throughout the year. This may require Council to:

- Engage a Supplier to provide services that exceed \$250,000 in value for any single event.
- Engage a Supplier to provide services that exceed \$250,000 in value over several events: or
- Engage a Supplier to provide services that exceed \$250,000 in value over a range of disciplines (e.g. plant supply and gravel supply).

To ensure that Council complies with the requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2021, tenders have been called for the supply of quarry materials for 2023/2024. It is recommended that the Tenderers who supplied conforming tenders will be added to a Panel of Suppliers to be engaged by Council as and when required during the year.

Tenderers will be engaged for the supply of material based on an assessment of:

- The material type and quality.
- Material price; and
- The cost to haul or deliver the products to site.

The panel tender does not preclude Council seeking quotes outside of this contract where it is considered that more competitive rates may be available.

COUNCIL IMPLICATIONS

Budget/Financial

Funds for the purchase of quarry products are contained within capital and maintenance budgets.

Asset Management

Supply of quarry products is required for Council to meet its Roads and Transport Asset Management program.

Policy and Legislation

The tendering process followed is consistent with the requirement of the Local Government Act and Regulation and Council's Sustainable Procurement Policy – Supporting Local Business.

In accordance with Council's Sustainable Procurement Policy the following processes were undertaken:

- Local suppliers, contractors and/or consultants were notified through local advertising.
- Tender specifications were structured so local suppliers and/or contractors were not excluded from being the prime supplier/contractor.

Consultation

N/A

Legal and Risk Management

N/A

Climate Change

N/A

ITEM 07.23.127 LOCAL TRAFFIC COMMITTEE

Meeting	Council	25 July 2023
Directorate	Works & Civil	
Prepared by	Support Officer (Operations), Julie Wilks	
Reviewed by	Director Works & Civil, Jamie Fleeting	
Attachments	A. Local Traffic Committee Minutes 5.7.23 (Separate Cover) ↗ B. 014.23 Parking Near Maclean Hospital ↓ C. 015.23 Glenreagh Timber Festival TMP (Separate Cover) ↗	

SUMMARY

This report lists the recommendations made at the 5 July 2023 meeting of the Local Traffic Committee.

OFFICER RECOMMENDATION

That the recommendations of the Local Traffic Committee determined on 5 July 2023 be adopted by Council.

LINKAGE TO OUR COMMUNITY PLAN

Theme Infrastructure

Objective We will have communities that are well serviced with appropriate infrastructure

KEY ISSUES

That the recommendations of the Local Traffic Committee determined on 5 July 2023 be adopted by Council.

BACKGROUND

The following reports were considered by the Local Traffic Committee and recommendations determined on 5 July 2023.

Officer Reports	
Item No	Requests/Comments
013/23 Accessible Parking Adjacent Maclean Bowls Club	That an additional accessible parking space and associated shared area be installed at the entrance to Maclean Bowls Club.
014/23 Parking Near Maclean Hospital	<ol style="list-style-type: none"> 1. That a <i>NO STOPPING</i> sign be installed on Union Street 10m west of the Woodford Street intersection. 2. That a <i>NO STOPPING sign</i> be installed on Woodford Street, 10m south of the Union Street intersection. 3. That the broader parking issues and road safety around the hospital precinct be referred to the Safe System Working Group for review.
015/23 Glenreagh Timber Festival	That the proposed road closures/impacts associated with the Glenreagh Timber Festival on Saturday 29 July 2023 be supported subject to the conditions detailed in the report:

Officer Reports	
Item No	Requests/Comments
	The road closures are: 29 July 2023, 9am to 4:30pm- Bridge Street, Glenreagh- restricted entry for buses and residents only. Event vehicles to use Boundary Street, Left into Dorrigo Street, Right into Bridge Street

COUNCIL IMPLICATIONS

Budget/Financial

N/A

Asset Management

N/A

Policy and Regulation

The Local Traffic Committee is not a Committee of Clarence Valley Council but a Technical Committee that provides advice to Council. Council has been delegated certain powers, from Transport for NSW, about traffic matters upon its local roads. A condition of this delegation is that Council must consider the Local Traffic Committee recommendations.

Consultation

As per the reports.

Legal and Risk Management

N/A

Climate Change

N/A

Email to: council@clarence.nsw.gov.au and cc: alana.brooks@clarence.nsw.gov.au

REQUEST FOR MATTER TO GO BEFORE THE LOCAL TRAFFIC COMMITTEE

From:	Richie Williamson MP	Date:	9 June 2023	File No:	10083
				Case No:	CL27611
To:	Manager, Civil Services				
Constituent:	[REDACTED]				
Location:	[REDACTED]				
Issue: Parking issues in Union Street, Maclean in vicinity of Maclean District Hospital/Community Health. See attached e-mail.					
Clarence Valley Council – Office Use Only					
Date reported to LTC:		Item No.			
Date minutes adopted:		Item No.			

1 June 2023 20:47

To: ElectorateOffice Clarence <ElectorateOffice.Clarence@parliament.nsw.gov.au>
Cc: ElectorateOffice Keira <ElectorateOffice.Keira@parliament.nsw.gov.au>
Case Ref: [CL27611 \(Change\)](#)

Use of medical therapy pool at Maclean Hospital for non medical purposes such as paid "heated pool" swimming lessons for children accompanied by parents

Dear State Member,

I talked with your office staff today about concerns and issues arising from the increasing paid private use of then heated medical therapy pool located between the public district hospital in Maclean and the Community Health Care Centre in front of the Palliative Care Unit and the Heliport at thieve rear, on Union Street in Maclean.

opposite the Aged Care Facility adjoining the Community Health Care Centre and a bit further along Union, on the corner of the one direction traffic Oban Lane.

I have previously raised the issue of dangerous parking across the lane egress point at the intersection with union and periodic excessive street parking because of the shortage of off street parking available at all the facilities except the hospital. The former Mayor, the traffic committee and a Council Ranger dealt effectively with the dangerous parking on intersection issue by placing No Stopping signs that the Ranger enforced and the employed staff in the facilities respect.

As you would know the Grafton aquatic centre is being redeveloped and it is proposed to give priority to a new 25 meter pool some time in the future. As you know the Maclean Swimming centre is quasi privatised through management and operation under leasehold and the 50 meter pool now the only one in the whole Clarence Council area available for all the schools in the valley. It is heavily booked out to them for carnivals and other things, for out of school hours children's learn to swim classes and for private training groups and not available at all for residents when used. My experience this summer was that even though it is paid access it was rarely available for unrestricted general resident use in school term time unless a resident attended between 7am and 9.30, or around 1pm to 3pm after which restrictions were imposed. This pool is not heated by solar or otherwise and operates seasonally.

I am informed there is an out door 25 meter heated pool available 18 kms away in Yamba.

Soon after the seasonal closure of the Maclean pool there was a marked increase in street based parking on and surrounding union street from Tuesdays to Friday during the week. Apparently paid swimming lessons in the heated medical therapy pool "recommenced" after a break with COVID. An advertisement had appeared on a local Facebook site last year where an older woman was inviting other older woman to come and swim with her in the heated pool. This year a woman has openly advertised paid swimming lessons with her, for children, on Thursdays and Fridays, at the pool.

A person working in a local Maclean shop and who lives about 5 kilometres from Grafton told me that she takes her child to paid swimming lessons in the medical therapy pool (with others) on Tuesdays.

Last Tuesday morning the parking was so bad in the residential area that a person with a Disability Parking Sticker deliberately parked in the No Stopping area because there was nowhere else to park and the limited number of spaces directly in front of the Community Centre was full. They needed to attend the Community Centre and that has no dedicated general off street parking at all. The street parking was a little better late in the day when both the Community Centre attendees and the medical therapy pool swimming lesson attendees left the area.

Immediate concerns arising from this situation include:

- * parking issues for both residents and other medical services attendees arising from the absence of off street parking for people using and visiting public health facilities they need
- * the apparent part privatisation of a publicly funded medical facility through indefinite use for another purpose
- * the associated restrictions on access for people who need to use the publicly funded facilities

I am aware the Council is the responsible body for privatising through leasehold the only available 50 meter public pool but it seems to me the publicly funded medical therapy pool is within department of health administration and funding. I dont know who is responsible for the Community Health Centre and the absence of any off street parking here at all, except for a couple of Disability places on the sidewalk at the entrance. The Aged Care Facility parking is acknowledged as the their responsibility and the available spaces in their carpark are often inadequate, but at least they have a carpark. The hospital overflow parking by staff is now mainly on the grassed area of the Recreation reserve.

Is it possible to give attention to returning the dedicated medical therapy pool to its funded and intended purpose and investigating funds to establish an off street carpark or like facility for the Community Health Centre.? I have already requested that the Council establish resident parking restrictions and volunteered time to organise local community

discussions about this but the response was “we dont do resident parking”.
At a minimum, the available Disability Parking Spaces must be increased.

Many thanks



ITEM 07.23.128 PROPOSED ROAD CLOSURE OF PART SUNART STREET ROAD RESERVE, MACLEAN

Meeting	Council	25 July 2023
Directorate	Works & Civil	
Prepared by	Support Officer (Acquisitions & Disposals), Hannah Webber	
Reviewed by	Director Works & Civil, Jamie Fleeting	
Attachments	A. Submission from Landowner of Lots 29, 30 & 31 DP 5671 ↓ B. Recommended Disposal Price (Confidential)	

SUMMARY

This report is to consider the permanent road closure of part Sunart Street Road Reserve, Maclean, and transfer ownership to the adjoining landowners. This request is made by the adjoining landowners of Lot 36 DP 793103 being 5 McIntyres Lane, Maclean and Lot 10 DP 1072077 being 10 Sunart Street, Maclean.

OFFICER RECOMMENDATION

That Council:

1. permanently close part Sunart Street Road Reserve, Maclean in line with the provisions of the *Roads Act 1993* (depicted in figure 1)
2. transfer the closed road to the adjoining landowners of Lot 36 DP 793103 and Lot 10 DP 1072077 for the recommended purchase price outlined in confidential attachment B
3. authorise the General Manger to execute all documents relating to the closure and sale to affect the above requirements
4. instruct the landowners that they are to meet all costs associated with the road closure

LINKAGE TO OUR COMMUNITY PLAN

Theme Infrastructure

Objective We will have communities that are well serviced with appropriate infrastructure

KEY ISSUES

The landowners of Lot 36 DP 793103 and Lot 10 DP 1072077 have submitted a joint application to close and purchase a portion of part Sunart Street Road Reserve Maclean adjoining their property (refer figure 1). There was one submission received during the 28- day public exhibition period which closed 8 June 2023.

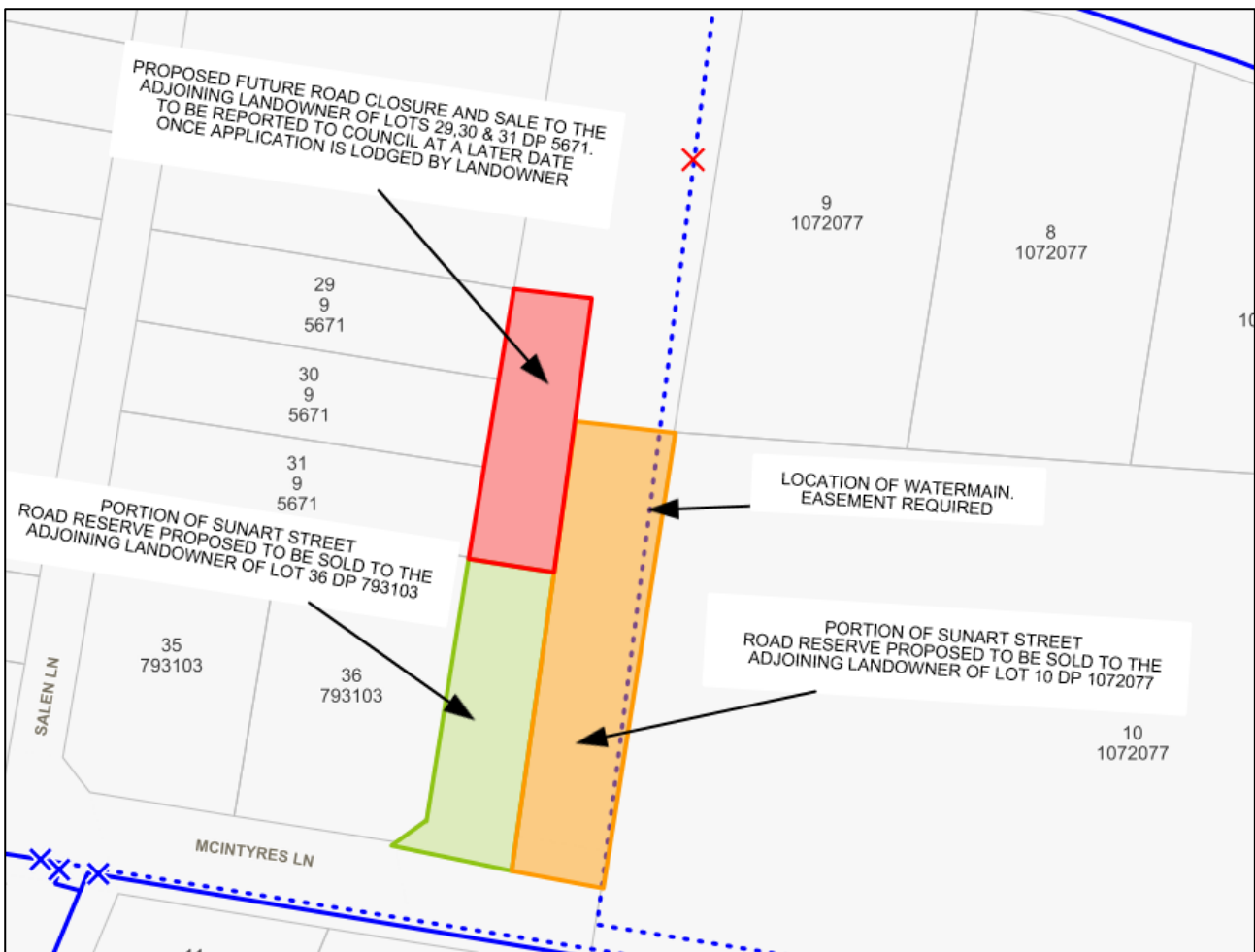


Figure 1

BACKGROUND

The landowners of Lot 36 DP 793103 and Lot 10 DP 1072077 are seeking to close part Sunart Street Road Reserve Maclean as indicated on figure 1 under a joint application.

During the public exhibition period the landowner of Lots 29, 30 & 31 DP 5671 expressed an interest in purchasing a portion of the road reserve as well and joining the joint application already submitted by the other two applicants. The division of land indicated in figure 1 was negotiated between the three landowners.

The Landowner of Lots 29, 30 & 31 was unable to proceed with the closure due to budget constraints and intends to lodge a road closure application at a later date when in a position to proceed.

Due to the extended period of time between the public exhibition period and the three landowners agreeing on the portions of road reserve to be purchased by each landowner, a second public exhibition period was carried out. During the second public exhibition period, one submission was received by the landowner of Lots 29,30 & 31 DP 5671 objecting to the closure (refer to attachment A). The applicant has previously been provided with an principle agreement to proceed with their road closure at a future date and a fair split of the road reserve has previously been negotiated between this landowner and the current two applicants, this report recommends that the road closure proceed as outlined in figure 1.

A water main is located in this portion of road reserve and a 3-metre-wide easement benefiting Council is required (depicted blue in figure 1).

COUNCIL IMPLICATIONS

Budget/Financial

There will be no financial impact on Council as the applicants will meet all associated costs including, but not limited to, survey and legal fee. If the proposed closure is approved, Council will no longer be required to maintain this section of road reserve and will therefore have a reduction in future maintenance costs.

Asset Management

Council currently has this section of road reserve listed in the Assets Register and an adjustment to the area listed will be made if the road closure is approved.

Policy and Regulation

- *Roads Act 1993*
- *Local Government Act 1993*
- *Conveyancing Act 1919*

Consultation

Councils Civil Services, Strategic Infrastructure, Open Spaces and Buildings & Facilities, Water Cycle, Environment and Regulatory Services and Development and Land Use sections have been consulted and support the proposal. Councils Water Cycle Department requires an easement benefiting Council over the watermain located within the proposed closure area. This road reserve is clear of any further assets, being Council owned or otherwise.

Relevant authorities have been consulted as part of the road closure process. Landowners in the area have been advised of the proposal. Notice to the public of the proposed closure and sale was published on Council's online Notice Board. One (1) objection was received during the 28-day public exhibition period (refer to attachment A), submissions closed 8 June 2023.

Legal and Risk Management

Closing this section of road reserve enables this section to be transferred to the adjoining landowners and remove liability risk to Council for having private infrastructure or occupation on Council land without a formal tenure.

Climate Change

N/A



File Ref: 2254374

Clarence Valley Council
Locked Bag 23
GRAFTON NSW 2460

Comments on proposed road closure – Part Sunart Street Maclean NSW 2463.

Dear Sir/Madam,

I/~~We~~, Louise Eckersley, wish to provide my/~~our~~ opinion in relation to the proposed road closure.

I/~~We~~:

Are in favour of the road closure

OR

Object to closure of the following road for the reasons noted below.

In February 2022, as the flood rain started, I met with the owner of LOT 10 to discuss the paper road adjacent to LOT 10 and LOT 30 & 31. Once we walked down to my property (LOT 29, 30 & 31) he could see he didn't need the piece of land adjacent to LOT 30 & 31. Therefore I am surprised by this proposal, as we have had no further communication, since that day. When developing my property, I cleared the section of the paper road as it was thick Lantana & rubbish, and laid grass. The Lantana was right up to my boundary and I wanted a snake break. I have been maintaining this piece. If the owner of LOT 10 takes ownership of half of this piece, I am concerned by how it will be maintained, as access from DP 10 is problematic, due to the deep slope of LOT 10 terrain.



SIGNED:

[Handwritten signature]

Signature Name Position (if applicable)

LOUISE ECKERSTEIN
OWNER



Signature Name Position (if applicable)

MACQUEAN NSW 2463

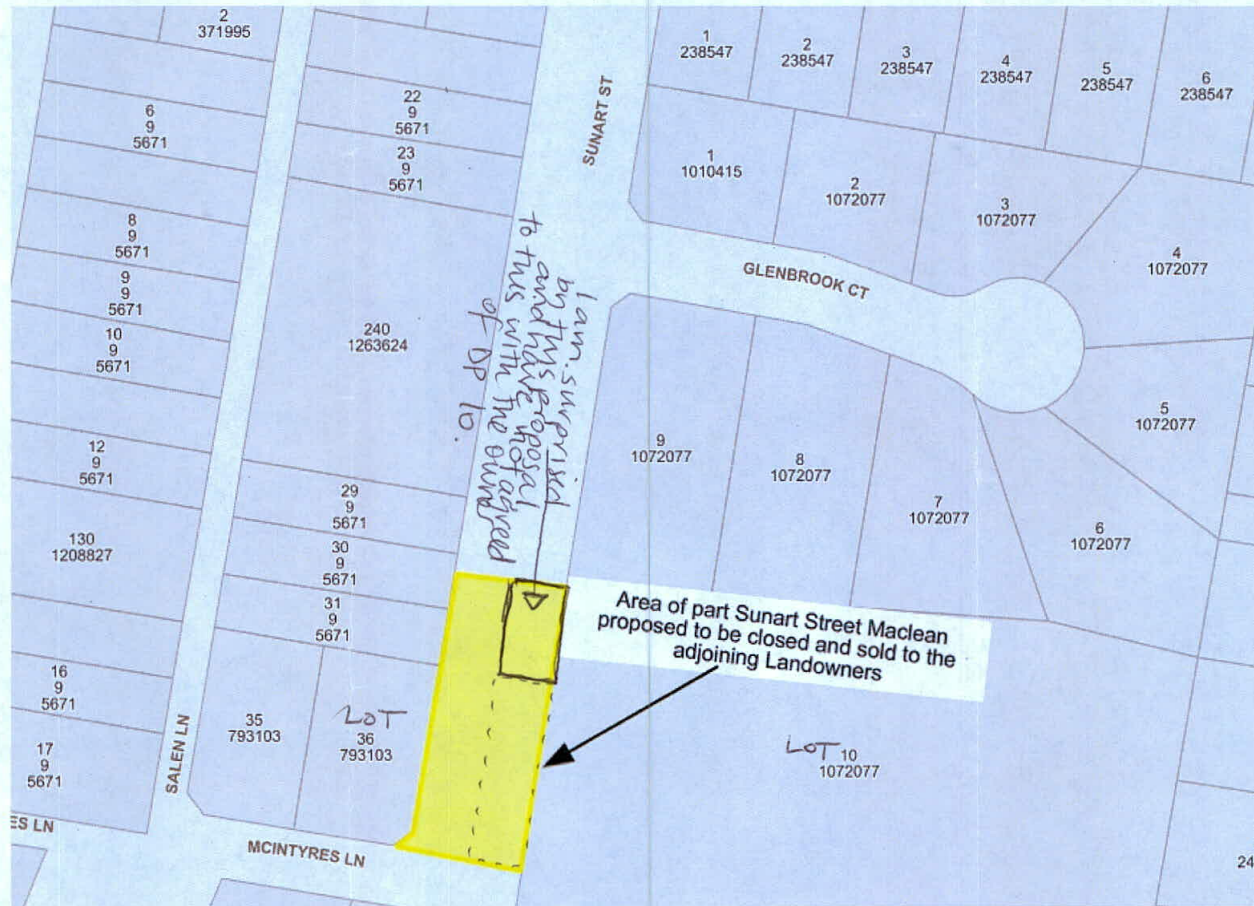
DATE: 25/5/23

Contact Details:

Home: Mobile:

PLEASE RETURN THIS PAGE TO COUNCIL BY 08 June 2023.

Map of Proposed Road Closure:



Day 1

24/2

8/3 9/10

one period
absence

27 / late arrival

2.30pm 28/2 2 Tuesdays
2.30pm 7/3 3

James Bowes 4/4/23

Hannah - TELEHEALTH

13 - 24th March

27 - 6th April

ITEM 07.23.129 FLOODPLAIN RISK MANAGEMENT ADVISORY COMMITTEE

Meeting	Council	25 July 2023
Directorate	Works & Civil	
Prepared by	Manager Water Cycle, Greg Mashiah	
Reviewed by	Director Works & Civil, Jamie Fleeting	
Attachments	A. B Paterson - CV (Confidential)	

SUMMARY

This report seeks Council's consideration of membership of a further community representative to the Floodplain Risk Management Advisory Committee.

OFFICER RECOMMENDATION

That Council appoint Mr Bill Paterson as a community representative on the Floodplain Risk Management Advisory Committee.

LINKAGE TO OUR COMMUNITY PLAN

Theme Leadership

Objective We will have a strong, accountable and representative Government

KEY ISSUES

An unsolicited request from Mr Bill Paterson with resume (Confidential attachment A) has been received requesting nomination to join the Floodplain Risk Management Advisory Committee.

The Terms of Reference (ToR) of the Committee adopted by Council at its meeting of 22 February 2022 (Resolution 07.22.012) indicate the FRMC membership will be:

MEMBERSHIP

Membership of the Committee is specified by relevant NSW Government documents. The Committee will include:

1. Up to two Councillors – one as Chair.
2. Representatives from Stakeholder Organisations, determined by the Committee (Chairperson and Co-Chairperson with the assistance of the Facilitator); and
3. Up to three Community Representatives.

Notwithstanding point 3, Council resolution 07.22.072 at the 26 April Council meeting appointed 4 stakeholder and 7 community representatives to the FRMC which are listed in the ToR on the website and also on the Committee's page on the website at

<https://www.clarence.nsw.gov.au/Council/Governance/Committees/Advisory-Committees/Floodplain-Risk-Management-Advisory-Committee>.

Appointment of Mr Paterson would bring total community representative members to 8.

BACKGROUND

As above

COUNCIL IMPLICATIONS**Budget/Financial**

N/A

Asset Management

N/A

Policy and Regulation

N/A

Consultation

N/A

Legal and Risk Management

N/A

Climate Change

N/A

ITEM 07.23.130 RFT22/41 - REGIONAL AQUATIC FACILITY (GRAFTON OLYMPIC POOL) ON CROWN LAND

Meeting	Council	25 July 2023
Directorate	Works & Civil	
Prepared by	Senior Parks & Recreation Officer, Rachele Passmore	
Reviewed by	Director Works & Civil, Jamie Fleeting	
Attachments	A. RFT 22/41 Tender Evaluation Report - Regional Aquatic Facility (Confidential)	

SUMMARY

This report presents a recommendation on the Request for Tender for the construction of the Regional Aquatic Facility (Grafton Pool Redevelopment).

OFFICER RECOMMENDATION

That Council as Crown Land Manager of Grafton Westward and General Douglas MacArthur Park Reserve (R540035):

1. decline to accept the tender offers for RFT22/41 Regional Aquatic Facility (Grafton Olympic Pool) as the tenders received were higher than anticipated.
2. not invite fresh tenders, as it is considered that inviting fresh tenders would not attract additional suitable vendors over and above those already received for this tender.
3. delegate to the General Manager or her representative to enter into negotiations with one or more of the tenderers with a view to entering into a contract on terms that are appropriate in relation to the subject matter of the tender.
4. consider the outcome of the negotiations for RFT22/41 at an extraordinary Council meeting.

LINKAGE TO OUR COMMUNITY PLAN

Theme Infrastructure

Objective We will have communities that are well serviced with appropriate infrastructure

KEY ISSUESProject Scope

The Tender Evaluation Committee (TEC), in conjunction with the Director Works and Civil recommends that Stage 1 and 2 are delivered together. There are cost and time benefits for this delivery method with the overall results favourable to the project and the community.

Based on this recommendation, the evaluation of the tenderer submissions includes the construction of stage one and two of the project, specifically the blue and green shaded areas shown in Figure 1 including:

- Demolition of existing 50m, dive pool, facilities
- Construction of indoor facility
- Splash pad
- Electrical substation
- Refurbishment of existing amenities
- Construction of outdoor 50m pool and grandstand

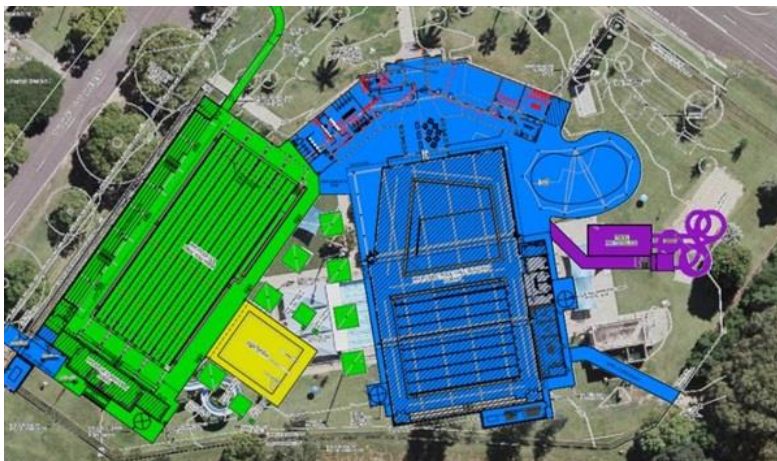


Figure 1 – stage one (blue), stage two (green), stage three (purple)

Tenders

Two (2) conforming tenders were received in response to the Request for Tender process, including an alternate submission from one of the two tenderers. The tenderers are listed in alphabetical order in the following table and throughout report:

Tenderer	ABN	Address
Bennett Constructions NSW Pty Ltd	25 131 984 971	38 Cherry Street, BALLINA NSW 2478
Hines Construction Pty Ltd	75 003 245 798	96 Keppel Street, BATHURST NSW 2795

Tender Assessment

A Tender Evaluation Committee (TEC) evaluated the submissions against the mandatory participation criteria to ensure compliance with the tender evaluation plan. The two (2) conforming tenders received were deemed compliant and were short listed to the evaluation assessment.

The conditions of tender outlined in the Tender Evaluation Plan (TEP) allow for a Tenderer to submit an alternate form of RFT only in conjunction with a conforming tender. Alternate RFT’s which meet this requirement will be evaluated by the committee. Alternate RFT’s are expected to have a high degree of conformance with the non-price criteria, hence scoring a non-price criteria will be carried out consistent with the conforming tenders. Therefore, a total of three (3) submissions were reviewed by the TEC.

The TEC reviewed the three (3) submissions against the non-price (technical) criteria independently and then as a group to form a consensus score. The TEC then reviewed the three (3) submissions against the price criteria as a group.

Details of the assessment carried out by the TEC are included in the confidential attachment.

Information – Alternate Submission, Myrtha Pool Option

Myrtha Pool is a 60 year old proven technology for pool construction based on stainless steel. Their chromium-rich alloy offers both the strength and resistance to chemicals and corrosion needed in a pool environment. To ensure long life, structural elements like clamps, guides, panels and ducts are securely bolted together – not welded as steel welding can leave the framework susceptible to corrosion. This system is used internationally in FINA compliant competition pools.

There are cost and time advantages to the system, specifically realised in stage 2 of the project, with an anticipated reduction in construction of 11 weeks in the overall project.

BACKGROUND

A two (2) stage tender process, including an Expression of Interest (EOI), followed by a select tender was agreed for the Construction of the Regional Aquatic Facility (Grafton Olympic Pool). The intent of the EOI was to identify suitable companies with qualifications and experience to deliver a specialist community facility, being the Redevelopment of the Grafton Olympic Pool (now Regional Aquatic Facility).

To ensure there were no delays in the delivery of the project, delegation to the General Manager was confirmed via a Council Resolution (07.22.292) to advance suitable tenderers to the select tender based on submissions received in the Expressions of Interest (EOI) 22/37.

Through this process, the General Manager endorsed the submissions made in the EOI process from Bennett Constructions Pty Ltd and Hines Constructions Pty Ltd to proceed through to the select tender process.

COUNCIL IMPLICATIONS

Budget/Financial

The Tender Evaluation Committee completed an evaluation of the tendered price for all submissions. The results are included in the confidential attachment.

Asset Management

The Regional Aquatic Facility project is a new asset, replacing the existing facility which includes a 50m outdoor, toddler and dive pools, waterslide and associated infrastructure. The old assets will be disposed and the new assets will be included in Council's Asset Management Plan.

Policy and Legislation

Consultation

Consultation was undertaken with the community during the masterplan process for the Regional Aquatic Centre project. On going consultation has occurred with the current facility managers, Soyuvu Pty Ltd.

A community focus group has been established and has been kept informed of project progress.

Consultation regarding the project has also occurred with Crown Lands and various departments of Council including the Native Title Manager.

Legal and Risk Management

There were two (2) tenders which were received in response for the Request for Tender process with one of those tenderers submitting an alternate proposal and the Company Directors are as follows:

Tenderer	ABN	Name of Partners and Directors
Bennett Constructions NSW Pty Ltd	25 131 984 971	Rob Mackee – Chief Executive Officer Paul Edwards – Chief Operating Officer Peter Thomas – Chief Financial Officer
Hines Construction Pty Ltd	75 003 245 798	David Hines – Managing Director

No native title claim or determination has been made over this land at this point of time. Consequently, native title continues to exist in the absence of any formal (Federal Court) determination or non-claimant application to seek a determination that native title does not exist in the area of the proposed work.

Climate Change

N/A

ITEM 07.23.131 TENDER 22/49 YAMBA COMMUNITY PRECINCT PROJECT - TENDER EVALUATION AND RECOMMENDATION

Meeting	Council	25 July 2023
Directorate	Works & Civil	
Prepared by	Project Manager, Leah Munro	
Reviewed by	Director Works & Civil, Jamie Fleeting	
Attachments	A. RFT 22/49 Tender Evaluation Report - Yamba Community Precinct Project (Confidential)	

SUMMARY

This report presents a recommendation on the Tender for the demolition and construction of Yamba Community Precinct.

OFFICER RECOMMENDATION

That Council:

1. decline to accept the tender offers for RFT 22/49 Yamba Community Precinct Project as the tenders received were higher than anticipated.
2. not invite fresh tenders, as it is considered that inviting fresh tenders would not attract additional suitable vendors over and above those that have responded to this tender.
3. delegate the General Manager or her representative to enter into negotiations with one or more of the tenderers with a view to entering into a contract on terms that are appropriate in relation to the subject matter of the tender.
4. consider the outcome of negotiations for RFT 22/49 at an extraordinary Council meeting prior to the next Council meeting.

LINKAGE TO OUR COMMUNITY PLAN

Theme Infrastructure

Objective We will have communities that are well serviced with appropriate infrastructure

KEY ISSUES

Project scope

Demolition of the existing Treelands Drive Community Centre and construction of a purpose built facility including:

- Art Gallery space
- youthspace
- community kitchen
- flexible meeting room configuration
- more efficient community centre
- library
- accessible amenities
- community refuge from disasters

As the project is predominantly funded under the Bushfire Local Economic Recovery (BLER) Fund (\$11,107,882) meeting the objective of the Funding Guidelines is imperative.

Tenders

Tenders were called on 06 April 2023 and closed on 01 June 2023 using the Tenderlink e-tendering service. As a result of the Expression of Interest (EOI) 22/20 that was undertaken in May 2022, the RFT22/049 Tender process was for selected tenders (Item 07.23.002) identified after the EOI Evaluation process, the four suitable construction companies were Alders Constructions, Bennett Construction, Hines Constructions and BARPA.

A non-mandatory tender site meeting was held on Friday 21st April attended by BARPA & Alder. The following three tenderers provided tender responses for the project.

Tenderers	ABN	Address
Alder Constructions Pty Ltd	31 106 657 470	1/19 Cherry Street Ballina NSW 2478 Head Office: 116 Siganto Drive Helensvale QLD
Bennett Constructions (NSW) Pty Ltd	25 131 984 971	38 Cherry Street Ballina NSW 2478
Hines Constructions Pty Ltd	75 003 245 798	96 Keppel Street Bathurst NSW 2795

Tender Assessment

Tenders were evaluated by a Tender Evaluation Committee (TEC) against the mandatory participation criteria to ensure compliance with the tender evaluation plan. The TEC reviewed the three (3) submissions against the non-price (technical) criteria independently and then as a group to form a consensus score. The TEC then reviewed the three (3) submissions against the price criteria as a group.

Details of the assessment carried out by the TEC are included in the confidential attachment.

BACKGROUND

The concept of establishing the Yamba Community Precinct was first identified in 2006 and has been a project of discussion with consecutive councils and the community ever since. In 2018, a series of community engagement activities took place regarding the establishment of the Yamba Community Precinct, which would see the Treelands Drive Community Centre, Yamba Library, and the Yamba Community Hall brought together in one purpose-built facility. The feedback from these community engagement activities informed the current design.

In 2021, following a successful grant application to the bushfire local economic recovery (BLER) fund, Clarence Valley Council was awarded \$11,107,882 to contribute to the construction of the Yamba Community Precinct Facility. In November 2021, the design tender was awarded and using the community feedback collected in 2018, a purpose-built facility was designed to bring together the Community Centre, a larger library, and Community Hall space in one facility. A detailed account of the project background was contained within item 07.02.022 The design has been through the DA process and has been approved by the Northern Rivers Planning Panel.

At the February 2023 ordinary Council meeting, item 07.23. 002 was presented, where Council reaffirmed its support for the design of the Yamba Community Precinct and endorsed the proposed funding strategy within the Budget/Financial section of the report. Confirmation of the funding strategy was to be confirmed and reported to Council prior to the contract being awarded.

COUNCIL IMPLICATIONS

Budget/Financial

The Tender Evaluation Committee completed an evaluation of the tendered price for all submissions. The results are included in the confidential attachment.

Asset Management

The Yamba Community Precinct project is a new asset, replacing the existing facility. The old assets will be disposed of and the new assets will be included in Council's Asset Management Plan.

Policy and Legislation

The tendering process followed is consistent with the requirements of the Local Government Act and Regulation and Council's Sustainable Procurement Policy – Supporting Local Business. In accordance with Council's Sustainable Procurement Policy, the following processes were undertaken:

- Local suppliers, contractors, and/or consultants were notified through local advertising.
- Tender specifications were structured so local suppliers and /or contractors were not excluded from being prime supplier/contractors.
- The tender specification requested tenderers to identify the local suppliers/contractors that would be involved in delivering/constructing the project and the tender assessment included a 10% weighting of the total tender score for local supplier content. The tender Evaluation Plan contains details of the local supplier content for each tenderer.

Consultation

Previous consultation with external stakeholders, user groups and the community has been conducted to inform the design process and the locating of suitable alternate arrangements during the construction of the project.

Legal and Risk Management

The building industry is experiencing an unprecedented level of price volatility which is causing significant price escalation on construction projects.

There were two (2) tenders which were received in response for the Request for Tender process with one of those tenderers submitting an alternate proposal and the Company Directors are as follows:

Tenderer	ABN	Name of Partners and Directors
Alder Constructions Pty Ltd	31 106 657 470	Dean Cheffers – Director & General Manager Tim Cadden – Building Manager
Bennett Constructions (NSW) Pty Ltd	25 131 984 971	Rob Mackee – Chief Executive Officer Paul Edwards – Chief Operating Officer Peter Thomas – Chief Financial Officer
Hines Construction Pty Ltd	75 003 245 798	David Hines – Managing Director

Climate Change

The proposed development would contribute to CO₂-equivalent emissions through relocation and operation which are drivers for climate change via building materials, construction methods, maintenance and associated energy and resource use. Notwithstanding the above comments, the proposed building is required to comply with the energy efficiency requirements of the Building Code of Australia (BCA) and the NSW Building and Sustainability Index (BASIX) which will ensure that the development meets legislative requirements for sustainability.

8. CONFIDENTIAL BUSINESS

9. QUESTIONS WITH NOTICE

Nil

10. LATE ITEMS OF BUSINESS AND MATTERS ARISING

11. CLOSE OF ORDINARY MEETING