



ATTACHMENTS

Tuesday, 19 May 2020

UNDER SEPARATE COVER

Ordinary Council Meeting

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MINUTES

Ordinary Council Meeting 21 April 2020

ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

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ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

**MINUTES OF RICHMOND VALLEY COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, 10 GRAHAM PLACE, CASINO
ON TUESDAY, 21 APRIL 2020 AT 5.00PM**

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

PRESENT: Cr Robert Mustow (Mayor), Cr Stephen Morrissey (Deputy Mayor), Cr Sam Cornish, Cr Robert Hayes, Cr Sandra Humphrys, Cr Jill Lyons, Cr Daniel Simpson

IN ATTENDANCE: Vaughan Macdonald (General Manager), Angela Jones (Director Infrastructure & Environment), Scott Walters (Manager Information and Technology Services) and Julie Clark (Personal Assistant to the General Manager and Mayor),

1 ACKNOWLEDGEMENT OF COUNTRY

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

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

2 PRAYER

The meeting opened with a prayer by the General Manager.

3 PUBLIC ACCESS AND QUESTION TIME

Nil.

4 APOLOGIES

Nil

ANZAC DAY 25 APRIL 2020

Anzac Day will be commemorated this upcoming Saturday, the Mayor asked everyone to pay tributes to those who have fallen.

ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

5 MAYORAL MINUTES**5.1 MAYORAL MINUTE - BLAZE Aid****RESOLUTION 210420/1**

Moved: Cr Robert Mustow

Seconded: Cr Stephen Morrissey

That Council:

1. acknowledge the significant contribution the BlazeAid camp at the Casino Showground, and the many volunteers who assisted, to securing properties with new fencing following the 2019 Bushfires;
2. write to BlazeAid and thank them for their efforts and in particular the coordinators who ran the camp;
3. write to relevant NSW Government Ministers to thank them for their financial support for the camp and to emphasise the importance of volunteer groups like BlazeAid in building resilience in communities to respond to natural disasters.

CARRIED

The Mayor requested that the following be recorded and noted within the minutes:

That Council staff members; Lani Hancock and Kelly Moroney and their support staff be acknowledged for their efforts, as can be seen in the Camp Coordinator, Ron Murphy's letter. They have done an outstanding job.

5.2 MAYORAL MINUTE - COUNTRY MAYORS' ASSOCIATION**RESOLUTION 210420/2**

Moved: Cr Robert Mustow

Seconded: Cr Daniel Simpson

That Richmond Valley Council make application to join the Country Mayors' Association NSW.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

5.3 MAYORAL MINUTE - LGNSW ECONOMIC STIMULUS TO SUPPORT COVID RECOVERY**RESOLUTION 210420/3**

Moved: Cr Robert Mustow

Seconded: Cr Stephen Morrissey

That Council:

1. Commends the NSW and Federal Governments on their stewardship during this crisis and commits to working in partnership to protect community health and sustain local economies throughout this crisis.
2. Calls on the Federal Government and NSW Government to urgently deliver comprehensive financial support and stimulus packages to local government to enable them to continue to operate effectively and provide essential services during the COVID-19 pandemic.
3. Calls for the packages to include the following measures:
 - Increasing Financial Assistance Grants payments to 1% of Commonwealth revenues to help councils maintain essential functions and services, acknowledging the increased costs and likely revenue losses arising from COVID-19 (and drought and bushfire where affected) as well as giving councils capacity to provide hardship assistance to businesses and residents.
 - Providing stimulus funding to councils for projects that will help sustain council operations and boost local economies. This could be achieved through increasing or bringing forward funding under existing funding programs or introducing new programs.
 - Increased access to TAFE, VET and other apprenticeship opportunities that council staff can undertake to address skill shortages, especially for staff in non-essential services who are unable to be redeployed.
4. Write to our local Federal Member, the Hon Kevin Hogan MP, and our local State Member, the Hon Chris Gulaptis MP, to seek their support for increased financial assistance and stimulus funding for local government to help councils maintain essential services and employment during the COVID-19 pandemic.
5. Endorses Local Government NSW's sector-wide campaign to obtain financial assistance, employment support and stimulus funding for the local government sector.
6. Advise LGNSW of the passage of this Mayoral Minute.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

6 CONFIRMATION OF MINUTES**6.1 MINUTES ORDINARY MEETING HELD ON 17 MARCH 2020****RESOLUTION 210420/4**

Moved: Cr Daniel Simpson

Seconded: Cr Robert Hayes

That Council confirms the Minutes of the Ordinary meeting held on 17 March 2020.

CARRIED**6.2 MINUTES EXTRAORDINARY MEETING HELD ON 7 APRIL 2020****RESOLUTION 210420/5**

Moved: Cr Stephen Morrissey

Seconded: Cr Jill Lyons

That Council confirms the Minutes of the Extraordinary meeting held on 7 April 2020.

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

Nil.

8 DECLARATION OF INTERESTS

The General Manager declared a pecuniary interest in Item 21.1 General Manager's Annual Performance Review for period ending February 2020 (employment contract).

9 PETITIONS

Nil

10 NOTICE OF MOTION

Nil

11 MAYOR'S REPORT**11.1 MAYOR ATTENDANCES 11 MARCH - 13 APRIL 2020****RESOLUTION 210420/6**

Moved: Cr Robert Mustow

Seconded: Cr Stephen Morrissey

That Council receive and note the Mayor's attendance report 11 March – 13 April 2020.

CARRIED

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ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

12 DELEGATE'S REPORTS

Nil

13 MATTERS DETERMINED WITHOUT DEBATE**13.1 MATTERS TO BE DETERMINED WITHOUT DEBATE****RESOLUTION 210420/7**

Moved: Cr Stephen Morrissey

Seconded: Cr Sandra Humphrys

That item 15.1 be determined without debate.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

14 GENERAL MANAGER'S REPORTS**14.1 REVIEW OF INCREASED RANGER PATROLS ON RICHMOND VALLEY COUNCIL BEACHES - OPERATION HIGH SANDS****EXECUTIVE SUMMARY**

Over the course of 2019, Richmond Valley Council explored options to deal with anti-social behaviour, vehicle offences and to a lesser degree dog issues, that were being experienced on the region's beaches. During this period, discussions were held with Ballina Shire Council representatives with regard to introducing a shared permit system, such discussions resulted in Ballina Shire Council indicating a reluctance to enter into such a permit system.

A proposal to introduce a permit system on Richmond Valley Council controlled beaches was exhibited in 2019 and community feedback considered. The majority of the feedback was not supportive of a permit system, with a preference for increased Police and Ranger patrols. A report was provided to the Ordinary Meeting on 17 September 2019, Item 14.2 'Review of Submissions for Beach Permit System'. It was resolved:

That Council:

- 1. Increase ranger patrols, including weekend patrols, commencing from October 2019. This would be in liaison with NSW Police Force, Crowns Lands and the National Parks and Wildlife Service and will commence at the start of the October Long-weekend School holidays which begin on 28 September 2019.*
- 2. Develop and implement a media campaign focusing on improved behaviour from beach goers and highlighting that a zero-tolerance approach will be taken by Council rangers.*
- 3. Review beach signage to ensure beach rules and speed limits are clear.*
- 4. Approve a budget adjustment of \$11,800 from the 2019/20 budget surplus to fund additional Ranger salaries to undertake beach patrols.*
- 5. Undertake a periodical review of the effectiveness of the increased patrolling with a report to be submitted to Council after June 2020.*

It should be noted that Ballina Shire Council recently resolved to introduce a beach permit system on their controlled beaches, one of which adjoins Broadwater Beach which is under Richmond Valley Council control. It was deemed prudent to bring forward the periodical review of the effectiveness of the increased patrolling to determine whether any changes to the current procedures is warranted.

MOTION

Moved: Cr Jill Lyons

Seconded: Cr Sam Cornish

That:

1. Richmond Valley Council continue to undertake beach patrols on weekends and school holiday periods with the ongoing support of the NSW Police and other Government agencies into the foreseeable future and that the introduction of a permit system is not warranted at this time nor supported by the local community.
2. The situation be monitored into the future and a report be provided to Council.

ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

AMENDMENT

Moved: Cr Daniel Simpson

Seconded: Cr Robert Hayes

That Richmond Valley Council continue to undertake beach patrols on weekends and school holiday periods with the ongoing support of the NSW Police and other Government agencies into the foreseeable future and that the introduction of a permit system is not warranted at this time nor supported by the local community.

Councillor Simpson withdrew the amendment.

The motion was put to the vote and carried.

RESOLUTION 210420/8

Moved: Cr Jill Lyons

Seconded: Cr Sam Cornish

That:

1. Richmond Valley Council continue to undertake beach patrols on weekends and school holiday periods with the ongoing support of the NSW Police and other Government agencies into the foreseeable future and that the introduction of a permit system is not warranted at this time nor supported by the local community.
2. The situation be monitored into the future and a report be provided to Council.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

14.2 COUNCILLOR SUPERANNUATION DISCUSSION PAPER**EXECUTIVE SUMMARY**

The Office of Local Government issued Circular 20-05 3 March 2020. This circular advises councils about the release of a discussion paper on councillor superannuation. The paper provides information on the current process for setting councillor remuneration, the arguments for and against the payment of superannuation contributions for mayors and councillors as well as providing four different options for consideration.

MOTION

Moved: Cr Sandra Humphrys

Seconded: Cr Stephen Morrissey

That Council

1. Authorise the General Manager to make a submission to the Office of Local Government supporting Option 2 with the requirement that consultation with the community happen before it is implemented.
2. Informs the local community of the discussion paper and invites the community to make submissions direct to the Office of Local Government on this issue.

AMENDMENT

Moved: Cr Daniel Simpson

Seconded: Cr Robert Hayes

That Council

1. Authorise the General Manager to make a submission to the Office of Local Government supporting Option 4 with the requirement that consultation with the community happen before it is implemented.
2. Informs the local community of the discussion paper and invites the community to make submissions direct to the Office of Local Government on this issue.

The amendment was put to the vote and was carried

In Favour: Crs Robert Mustow, Sam Cornish, Robert Hayes, Jill Lyons and Daniel Simpson

Against: Crs Stephen Morrissey and Sandra Humphrys

CARRIED 5/2

The amendment became the motion.

RESOLUTION 210420/9

Moved: Cr Daniel Simpson

Seconded: Cr Robert Hayes

That Council:

1. Authorise the General Manager to make a submission to the Office of Local Government supporting Option 4 with the requirement that consultation with the community happen before it is implemented.
2. Informs the local community of the discussion paper and invites the community to make submissions direct to the Office of Local Government on this issue.

In Favour: Crs Robert Mustow, Sam Cornish, Robert Hayes, Jill Lyons and Daniel Simpson

Against: Crs Stephen Morrissey and Sandra Humphrys

CARRIED 5/2

ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

15 FINANCIAL REPORTS**15.1 MONTHLY BUDGET ADJUSTMENTS REPORT - MARCH 2020****EXECUTIVE SUMMARY**

This report details the proposed budget adjustments for the month of March 2020. The main adjustment includes the allocation of \$636,667 of the \$1,416,667 in Bushfire Recovery funding towards projects to be completed in the 2019/2020 financial year. Further adjustments include the addition of \$195,500 in Water Supplies capital works as well as \$47,367 towards Sewerage Services capital works.

The proposed changes see Council's income from continuing operations increase by \$1,416,667 as a result of the Fire Recovery grant. Operating expenditure has also increased by \$356,500 and the capital works program increased by \$502,534 to a projected total of \$24,534,874. Council's projected surplus of \$240,304 for 2019/2020 will remain unchanged as all the proposed changes are fully funded from reserves or reallocations from other project budgets. The report provides further details of the proposed changes as well as the revised budget position as at 31 March 2020.

RESOLUTION 210420/10

Moved: Cr Stephen Morrissey

Seconded: Cr Sandra Humphrys

That Council:

1. Approve the proposed budget adjustments for the month of March 2020.
2. Note the revised budget position for 2019/2020 as at 31 March 2020.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

15.2 FINANCIAL ANALYSIS REPORT - MARCH 2020**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council on the status and performance of its investment portfolio in accordance with the *Local Government Act 1993* (Section 625), *Local Government (General) Regulation 2005* (Clause 212), Australian Accounting Standard (AASB 9) and Council's Investment Policy.

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

| Investment Portfolio | General Bank Accounts | Trust Funds | Total |
|----------------------|-----------------------|-------------|--------------|
| \$50,100,962 | \$517,093 | \$87,050 | \$50,705,105 |

The weighted average rate of return on Council's investments for March 2020 was -12.06% which was below the 90 Day Bank Bill Index for March of 0.373%. This was due to the economic impacts of COVID-19, which has adversely affected the NSW Treasury Corporation Medium Term Growth Fund. Further details are provided in the report, along with a market update statement from NSW Treasury Corporation.

RESOLUTION 210420/11

Moved: Cr Robert Mustow

Seconded: Cr Sandra Humphrys

That Council adopt the Financial Analysis Report detailing investment performance for the month of March 2020.

CARRIED**16 TENDER REPORTS**

Nil

17 GENERAL BUSINESS

Nil

18 MATTERS FOR INFORMATION**RESOLUTION 210420/12**

Moved: Cr Stephen Morrissey

Seconded: Cr Jill Lyons

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

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

18.1 CUSTOMER SERVICE REPORT 1 JANUARY - 31 MARCH 2020**RESOLUTION 210420/13**

Moved: Cr Stephen Morrissey

Seconded: Cr Jill Lyons

1. That Council receive and note the Customer Service Report for the period 1 January 2020 to 31 March 2020.
2. Staff be congratulated on their efforts and achievements, particularly through the COVID-19 event.

CARRIED**18.2 REVIEW OF COMPLAINTS MANAGEMENT AND MANDATORY REPORTING POLICY****EXECUTIVE SUMMARY**

As part of Council's ongoing policy review process, a review has been undertaken of Council's Complaints Management Policy. The policy has been updated and renamed as it now incorporates the Complaints Handling Policy, which was formerly a standalone policy. The policy has been renamed as the Complaints Management and Mandatory Reporting Policy, and now includes a section on the Reportable Conduct Scheme under the *Children's Guardian Act 2019*.

RESOLUTION 210420/14

Moved: Cr Stephen Morrissey

Seconded: Cr Jill Lyons

That Council receive and note the Complaints Management and Mandatory Reporting Policy.

CARRIED**18.3 LGNSW SUPER DEFINED BENEFITS SCHEME****RESOLUTION 210420/15**

Moved: Cr Stephen Morrissey

Seconded: Cr Jill Lyons

That Council receive and note correspondence received regarding LGNSW Super Defined Benefits Scheme.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

18.4 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 MARCH TO 31 MARCH 2020**RESOLUTION 210420/16**

Moved: Cr Stephen Morrissey

Seconded: Cr Jill Lyons

That Council receive and note the development application report for the period 1 March to 31 March 2020.

CARRIED**18.5 GRANT APPLICATION INFORMATION REPORT - MARCH 2020****RESOLUTION 210420/17**

Moved: Cr Stephen Morrissey

Seconded: Cr Jill Lyons

That Council receive and note the Grant Application Information Report for the month of March 2020.

CARRIED**19 QUESTIONS ON NOTICE**

Nil

20 QUESTIONS FOR NEXT MEETING (IN WRITING)

Nil

21 MATTERS REFERRED TO CLOSED COUNCIL**21.1 General Manager's Annual Performance Review for Period Ending February 2020**

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

This matter is classified confidential due to its content containing personnel issues.

It is not appropriate for personnel issues to be discussed in public. As part of Council process, the outcome of consideration of the matter will be disclosed to the public.

The General Manager reported a written representation had been received in respect to the item listed for consideration in Closed Council from Dr Richard Gates as follows;

- *"I express my continuing objection to the matter of the General Manager's Performance Review going behind closed doors under Section 10A(2)-(a). It is not clear how the performance review being made available to public scrutiny would not be in the public interest as the General Manager's salary and any bonuses are paid for by us, the ratepayers. The pillars of local government are supposed to transparency and accountability. This closed door session does not meet either. Notwithstanding the provision of the local government Act, no case has been made to show how a closed door evaluation is in the public interest particularly when the criteria and methods for performance review are not made available for public scrutiny. Quite apart from the actual performance of the General Manager there is always the question of the validity and reliability of the methods and criteria used, and the purpose(s) of the Performance Review. Both are vexed issues in assessment of human performance. Where is the evidence which deals with these issues?"*

The Chair called for verbal representations from the gallery.

The Chair advised under section 10A of the Local Government Act 1993, the media and public are to be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above.

RESOLUTION 210420/18

Moved: Cr Stephen Morrissey

Seconded: Cr Robert Hayes

That:

1. Council resolved to enter Closed Council to consider the business identified in Item 21.1, together with any late reports tabled at the meeting.
2. Pursuant to section 10A(1)-(3) of the *Local Government Act 1993*, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above.
3. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993*.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 APRIL 2020

Having declared a pecuniary interest in Item 21.1 Vaughan Macdonald (General Manager) together with the Director Infrastructure and Environment and Manager Information and Technology Services, left the meeting at 6.08 pm.

Council closed its meeting at 6.09 pm.

The Open Council meeting resumed at 6.14 pm.

The General Manager, Director Infrastructure and Environment and Manager Information and Technology Services returned to the meeting at 6.14 pm.

22 RESOLUTIONS OF CLOSED COUNCIL

The following resolutions of Council, passed while the meeting was closed to the public, were read to the Open Council Meeting by the Mayor.

That the Panel agreed and recommended to Council:

1. In accordance with Clause 8.3 of the Standard Contract of Employment, General Managers of Local Government in NSW and the Guidelines for the Appointment and Oversight of General Managers, a discretionary increase is deserving based on the content of this report and:
 - the results achieved for the period, and
 - the high standards set and achieved by the General Manager.
3. Due to the current economic conditions and uncertainty experienced by the local community and Australia as a result of the COVID-19 crisis, any amount of discretionary increase be deferred for consideration at the next mid-term review due in October 2020 and reassessed in light of the economic conditions at that time.
3. The Mayor, General Manager and Facilitator are to develop a draft performance agreement for the coming year, for review and agreement by all Councillors.

The Meeting closed at 6.16 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 19 May 2020.

.....
CHAIRPERSON



MINUTES

Internal Audit and Risk Committee Meeting 5 May 2020

INTERNAL AUDIT AND RISK COMMITTEE MEETING MINUTES

5 MAY 2020

ORDER OF BUSINESS

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INTERNAL AUDIT AND RISK COMMITTEE MEETING MINUTES

5 MAY 2020

**MINUTES OF RICHMOND VALLEY COUNCIL
INTERNAL AUDIT AND RISK COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, 10 GRAHAM PLACE, CASINO
ON TUESDAY, 5 MAY 2020 AT 4.00 PM**

PRESENT: Cr Robert Mustow (Mayor), Cr Sam Cornish, Cr Robert Hayes, Cr Daniel Simpson, Cr Sandra Humphrys, Cr Jill Lyons arrived at 4:15pm

IN ATTENDANCE: Vaughan Macdonald (General Manager), Angela Jones (Director Infrastructure & Environment), Ryan Gaiter (Chief Financial Officer/Manager Mid-Richmond), Ben Zeller (Manager Projects and Performance), Julie Clark (Personal Assistant to the General Manager and Mayor), Charlene Reeves (Project Support Officer)

PRESENT: Jarrod Lean and Mahesha Rubasinghe (Grant Thornton) (via telephone) Adam Bradfield, Geoff Dwyer and Sally Opie (Thomas Noble & Russell) (via telephone)

1 WELCOME

Cr Daniel Simpson welcomed everyone to the meeting.

2 APOLOGIES

Nil received.

3 DECLARATION OF INTERESTS

Nil.

4 MATTERS FOR CONSIDERATION

4.1 STATUS OF THE 2019/2020 INTERNAL AUDIT PLAN

EXECUTIVE SUMMARY

The Internal Audit Committee provides independent assurance and assistance to the Richmond Valley Council on risk management, control, governance and external accountability responsibilities.

COMMITTEE RESOLUTION IA050520/1

Moved: Cr Sandra Humphrys

Seconded: Cr Sam Cornish

That the Committee received and noted the contents of the Status of the 2019/2020 Internal Audit Plan report.

CARRIED

INTERNAL AUDIT AND RISK COMMITTEE MEETING MINUTES

5 MAY 2020

4.2 PROGRESS OF OUTSTANDING INTERNAL AND EXTERNAL AUDIT ITEMS**COMMITTEE RESOLUTION IA050520/2**

Moved: Cr Daniel Simpson

Seconded: Cr Robert Mustow

That

1. The Committee received and noted the contents of the Progress of Outstanding Internal and External Audit Items report.
2. The several action items discussed at the meeting are to be clarified and reported back to the Committee.

CARRIED**4.3 EXTERNAL AUDIT FOR THE YEAR ENDED 30 JUNE 2019****COMMITTEE RESOLUTION IA050520/3**

Moved: Cr Sam Cornish

Seconded: Cr Robert Hayes

That the Committee received and noted the External Audit for the year ended 30 June 2019 report.

CARRIED**4.4 FRAUD AND CORRUPTION REVIEW****COMMITTEE RESOLUTION IA050520/4**

Moved: Cr Jill Lyons

Seconded: Cr Sandra Humphrys

That:

1. The Committee received and noted the Fraud and Corruption Review conducted by Grant Thornton.
2. The recommendations for improvement are implemented within the agreed timeframes.

CARRIED**The Meeting closed at 4:40 pm.**.....
CHAIRPERSON

Richmond Valley Council

QUARTERLY BUDGET REVIEW STATEMENT

for the quarter ended 31 March 2020



Richmond
Valley
Council

"A great community with a relaxed lifestyle, beautiful environment and vibrant economy."

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

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**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for Richmond Valley Council for the quarter ended 31 March 2020 indicates that Council's projected financial position at 30 June 2020 will be satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

From a cash perspective, the projected cash result for 2019/2020 has improved to an estimated surplus as at 31 March 2020 of \$907,248. This is largely as a result of a decrease in the projected capital works for 2019/2020 of \$4,650,123.

With approval of the special rate variation, Council has taken steps to reduce cash deficits whilst still being able to maintain adequate expenditure on capital projects and maintenance of existing assets. Delivery of capital budgets will continue to be monitored in future budgeting processes as this has a significant effect on the cash result.

Signed:

Ryan Gaiter
Responsible Accounting Officer

Date: 14/05/2020

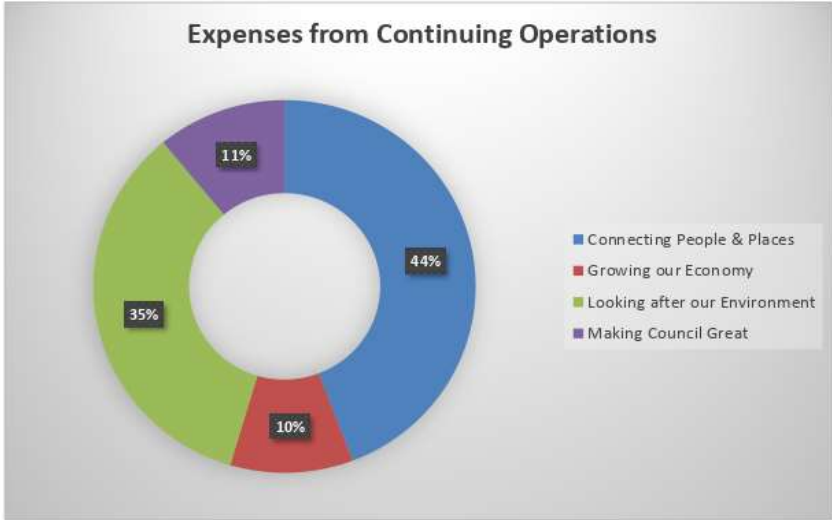
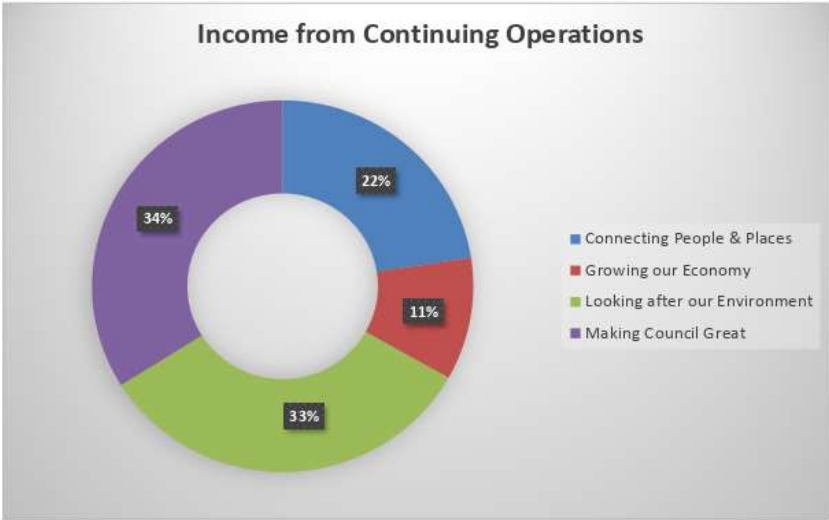
**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Income & Expenses Budget Review Statement

| | Original Budget 2019/2020 | Approved Changes Carry-Over from 2018/19 | Approved Changes Monthly Adjustments | Approved QBR Changes Sep QBR | Approved QBR Changes Dec QBR | Revised Budget 2019/2020 | Recommended Changes for Council Resolution Mar Qtr | Projected Year End Result | Actual YTD 31-Mar-20 |
|--|---------------------------------|---|---|--|--|--------------------------------|--|---------------------------------|----------------------------|
| Summary Budget Result | | | | | | | | | |
| Income | | | | | | | | | |
| Connecting People & Places | 10,362,086 | 1,153,510 | 1,287,521 | 519,106 | 744,503 | 14,066,726 | 2,260,294 | 16,327,020 | 11,477,770 |
| Growing our Economy | 5,105,784 | 160,386 | 530,000 | - | 1,223,455 | 7,019,625 | 680,000 | 7,699,625 | 6,208,998 |
| Looking after our Environment | 23,255,954 | - | - | 37,299 | 90,000 | 23,383,253 | 425,053 | 23,808,306 | 15,524,496 |
| Making Council Great | 24,470,235 | - | - | 104,436 | 54,632 | 24,629,303 | (79,592) | 24,549,711 | 19,762,616 |
| Total Income from Continuing Operations | 63,194,059 | 1,313,896 | 1,817,521 | 660,841 | 2,112,590 | 69,098,908 | 3,285,755 | 72,384,663 | 52,973,880 |
| Expenses | | | | | | | | | |
| Connecting People & Places | 27,636,435 | 97,227 | 253,000 | 217,978 | 92,905 | 28,297,545 | 1,908,527 | 30,206,072 | 22,773,517 |
| Growing our Economy | 6,289,904 | 46,745 | 76,000 | 2,700 | 515,353 | 6,930,702 | 170,000 | 7,100,702 | 4,877,305 |
| Looking after our Environment | 23,138,545 | 43,053 | (40,000) | 91,224 | 102,000 | 23,334,822 | 200,000 | 23,534,822 | 17,544,578 |
| Making Council Great | 7,292,207 | 129,491 | - | - | 12,500 | 7,434,198 | 57,491 | 7,491,689 | 5,705,914 |
| Total Expenses from Continuing Operations | 64,357,091 | 316,516 | 289,000 | 311,902 | 722,758 | 65,997,267 | 2,336,018 | 68,333,285 | 50,901,314 |
| Net Operating Result from Continuing Operations | (1,163,032) | 997,380 | 1,528,521 | 348,939 | 1,389,832 | 3,101,640 | 949,737 | 4,051,377 | 2,072,566 |
| Net Operating Result before Capital Items | (4,709,301) | (316,517) | (289,000) | (51,056) | 1,370,086 | (3,995,788) | 172,468 | (3,823,320) | (3,920,970) |
| Budget Result Reconciliation: | | | | | | | | | |
| Add: Non-Cash Expenses | | | | | | | | | |
| Depreciation & Amortisation | 18,068,601 | - | - | - | - | 18,068,601 | - | 18,068,601 | 12,261,465 |
| Rehabilitation Borrowing Expenses | 68,240 | - | - | - | - | 68,240 | - | 68,240 | - |
| Quarry Inventory Movements | 310,000 | - | - | - | - | 310,000 | - | 310,000 | - |
| Add: Non-Operating Funds Employed | | | | | | | | | |
| Loan Funds Utilised | - | - | - | - | - | - | - | - | - |
| Deferred Debtor Repayments | 1,300 | - | - | - | - | 1,300 | - | 1,300 | - |
| Gross Proceeds from the Disposal of Assets | 3,070,591 | - | - | (1,025,000) | 129,537 | 2,175,128 | (1,330,000) | 845,128 | 642,978 |
| Less: Funds Deployed for Non-Operating Purposes | | | | | | | | | |
| Capital Expenditure | 18,605,450 | 3,206,862 | 1,149,076 | 451,098 | 1,189,387 | 24,601,873 | (4,650,123) | 19,951,750 | 12,479,658 |
| Loan Principal Repayments | 2,485,648 | - | - | - | - | 2,485,648 | - | 2,485,648 | 1,944,511 |
| Estimated Funding Result - Surplus/(Deficit) | (735,399) | (2,209,481) | 379,445 | (1,127,159) | 329,982 | (3,362,612) | 4,269,860 | 907,248 | 552,840 |
| Equity Movements | | | | | | | | | |
| Restricted Funds - Increase/(Decrease) | (928,655) | (2,209,481) | 379,445 | (1,174,207) | 329,982 | (3,602,916) | 4,387,945 | 785,029 | 552,840 |
| Working Funds - Increase/(Decrease) | 193,256 | 0 | - | 47,048 | - | 240,304 | (118,085) | 122,219 | - |
| Total Equity Movements | (735,399) | (2,209,481) | 379,445 | (1,127,159) | 329,982 | (3,362,612) | 4,269,860 | 907,248 | 552,840 |

Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020

Income & Expenses Budget Review Statement - Summary by Priority



**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Income & Expenses Budget Review Statement

| | Original Budget 2019/2020 | Approved Changes Carry-Overs from 2018/19 | Approved Changes Monthly Adjustments | Approved QBRs Changes Sep QBRs | Approved QBRs Changes Dec QBRs | Revised Budget 2019/2020 | Recommended Changes for Council Resolution Mar | Notes | Projected Year End Result | Actual YTD 31-Mar-20 |
|--|---------------------------------|--|---|--|--|--------------------------------|--|-------|---------------------------------|----------------------------|
| Income & Expenses - by Service | | | | | | | | | | |
| Income | | | | | | | | | | |
| Connecting People & Places | | | | | | | | | | |
| Festivals and Events | 21,952 | - | - | 1,600 | 1,005 | 24,557 | (21,952) | 1 | 2,605 | 2,605 |
| Swimming Pools | - | - | - | - | - | - | - | - | - | - |
| Libraries | 1,280,082 | - | - | - | 134,421 | 1,414,503 | 872 | - | 1,415,375 | 1,387,032 |
| Emergency Management | 1,185,072 | - | 1,416,667 | 265,000 | - | 2,866,739 | 2,040,724 | 3 | 4,907,463 | 2,743,029 |
| Cemeteries | 333,378 | - | - | - | - | 333,378 | - | - | 333,378 | 195,209 |
| Sports Grounds, Parks and Facilities | 1,077,074 | 152,957 | (129,146) | - | 2,555 | 1,103,440 | 240,650 | 5 | 1,344,090 | 869,980 |
| Community Centres and Halls | 160,800 | 94,110 | - | 11 | 602,835 | 857,756 | - | - | 857,756 | 716,122 |
| Building and Maintaining Roads | 6,303,728 | 906,443 | - | 252,495 | 1,800 | 7,464,466 | - | - | 7,464,466 | 5,561,907 |
| Community Engagement, Consultation & Communication | - | - | - | - | - | - | - | - | - | - |
| Community Programs and Grants | - | - | - | - | 1,887 | 1,887 | - | - | 1,887 | 1,887 |
| Growing our Economy | | | | | | | | | | |
| Economic Development | - | - | - | - | - | - | 120,000 | 7 | 120,000 | 120,000 |
| Tourism | 25,744 | - | 500,000 | - | - | 525,744 | 330,000 | 8 | 855,744 | 838,220 |
| Town Planning & Development Services | 2,063,644 | - | - | - | - | 2,063,644 | 180,000 | 9 | 2,243,644 | 1,882,701 |
| Quarries | 1,365,811 | - | - | - | 800,000 | 2,165,811 | - | - | 2,165,811 | 1,616,255 |
| Northern Rivers Livestock Exchange | 1,565,713 | 160,386 | 30,000 | - | 293,040 | 2,049,139 | - | - | 2,049,139 | 1,573,789 |
| Private Works | 84,872 | - | - | - | 90,000 | 174,872 | 50,000 | 10 | 224,872 | 137,617 |
| Real Estate Development | - | - | - | - | 40,415 | 40,415 | - | - | 40,415 | 40,415 |
| Looking after our Environment | | | | | | | | | | |
| Waste Management | 6,862,128 | - | - | 37,299 | 90,000 | 6,989,427 | 434,553 | 12 | 7,423,980 | 7,215,399 |
| Stormwater Management | 213,351 | - | - | - | - | 213,351 | - | - | 213,351 | 208,692 |
| Water Supplies | 7,009,021 | - | - | - | - | 7,009,021 | - | - | 7,009,021 | 3,412,634 |
| Sewerage Services | 8,719,758 | - | - | - | - | 8,719,758 | (9,500) | 15 | 8,710,258 | 4,303,898 |
| Environmental Health | 451,696 | - | - | - | - | 451,696 | - | - | 451,696 | 383,873 |
| Environmental Management | - | - | - | - | - | - | - | - | - | - |
| Making Council Great | | | | | | | | | | |
| Governance & Advocacy | 400,440 | - | - | - | - | 400,440 | - | - | 400,440 | 43,178 |
| Customer Service | 3,600 | - | - | - | - | 3,600 | - | - | 3,600 | 3,150 |
| Information Technology Services | 8,907 | - | - | - | - | 8,907 | 3,000 | - | 11,907 | 11,899 |
| People & Culture | 19,909 | - | - | - | 12,500 | 32,409 | 59,908 | 16 | 92,317 | 85,738 |
| Work, Health & Safety | 28,329 | - | - | - | 42,132 | 70,461 | - | - | 70,461 | 70,461 |
| Financial Services | 18,961,205 | - | - | 104,436 | - | 19,065,641 | (177,500) | 18 | 18,888,141 | 15,472,945 |
| Engineering Support & Asset Management | 33,345 | - | - | - | - | 33,345 | 35,000 | 19 | 68,345 | 47,256 |
| Fleet Management | 5,014,500 | - | - | - | - | 5,014,500 | - | - | 5,014,500 | 4,027,987 |
| Total Income from Continuing Operations | 63,194,059 | 1,313,896 | 1,817,521 | 660,841 | 2,112,590 | 69,098,908 | 3,285,755 | | 72,384,663 | 52,973,880 |

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Income & Expenses Budget Review Statement

| | Income & Expenses Budget Review Statement | | | | | | | | | |
|--|---|--|---|--|--|--------------------------------|--|-------|---------------------------------|----------------------------|
| | Original Budget 2019/2020 | Approved Changes Carry-Overs from 2018/19 | Approved Changes Monthly Adjustments | Approved QBRs Changes Sep QBRs | Approved QBRs Changes Dec QBRs | Revised Budget 2019/2020 | Recommended Changes for Council Resolution Mar | Notes | Projected Year End Result | Actual YTD 31-Mar-20 |
| Income & Expenses - by Service | | | | | | | | | | |
| Expenses | | | | | | | | | | |
| Connecting People & Places | | | | | | | | | | |
| Festivals and Events | 240,803 | 17,500 | (10,000) | 1,600 | 1,005 | 250,908 | (54,044) | 1 | 196,864 | 150,508 |
| Swimming Pools | 710,361 | - | - | - | - | 710,361 | - | | 710,361 | 558,396 |
| Libraries | 2,180,688 | - | - | 11,037 | 90,013 | 2,281,738 | - | | 2,281,738 | 1,790,881 |
| Emergency Management | 2,105,160 | - | 110,000 | 155,000 | - | 2,370,160 | 1,957,558 | 3 | 4,327,718 | 3,622,022 |
| Cemeteries | 358,574 | - | - | - | - | 358,574 | - | | 358,574 | 265,317 |
| Sports Grounds, Parks and Facilities | 2,843,992 | 33,082 | 3,000 | 7,440 | - | 2,887,514 | 5,013 | 5 | 2,892,527 | 1,997,876 |
| Community Centres and Halls | 708,320 | - | - | 11 | - | 708,331 | - | | 708,331 | 513,235 |
| Building and Maintaining Roads | 17,986,164 | 46,645 | - | 40,000 | - | 18,072,809 | - | | 18,072,809 | 13,704,759 |
| Community Engagement, Consultation & Communication | 234,841 | - | - | - | - | 234,841 | - | | 234,841 | 27,892 |
| Community Programs and Grants | 267,531 | - | 150,000 | 2,890 | 1,887 | 422,308 | - | | 422,308 | 142,631 |
| Growing our Economy | | | | | | | | | | |
| Economic Development | 505,577 | - | - | - | - | 505,577 | 70,000 | 7 | 575,577 | 369,560 |
| Tourism | 275,806 | 46,745 | 25,000 | 2,700 | - | 350,251 | 50,000 | 8 | 400,251 | 189,517 |
| Town Planning & Development Services | 2,533,788 | - | 46,000 | - | - | 2,579,788 | - | | 2,579,788 | 1,847,454 |
| Quarries | 851,570 | - | 5,000 | - | - | 856,570 | - | | 856,570 | 438,544 |
| Northern Rivers Livestock Exchange | 1,558,668 | - | - | - | 334,667 | 1,893,335 | - | | 1,893,335 | 1,384,258 |
| Private Works | 81,980 | - | - | - | 90,000 | 171,980 | 50,000 | 10 | 221,980 | 185,125 |
| Real Estate Development | 482,516 | - | - | - | 90,686 | 573,202 | - | | 573,202 | 462,847 |
| Looking after our Environment | | | | | | | | | | |
| Waste Management | 6,570,481 | 34,121 | (70,000) | 76,224 | 102,000 | 6,712,826 | 200,000 | 12 | 6,912,826 | 5,050,154 |
| Stormwater Management | 973,727 | - | - | - | - | 973,727 | - | | 973,727 | 685,818 |
| Water Supplies | 6,346,224 | - | 10,000 | - | - | 6,356,224 | - | | 6,356,224 | 5,119,240 |
| Sewerage Services | 7,689,606 | - | 20,000 | - | - | 7,709,606 | - | | 7,709,606 | 5,562,141 |
| Environmental Health | 1,090,342 | 8,932 | - | 15,000 | - | 1,114,274 | - | | 1,114,274 | 821,171 |
| Environmental Management | 468,165 | - | - | - | - | 468,165 | - | | 468,165 | 306,054 |
| Making Council Great | | | | | | | | | | |
| Governance & Advocacy | 2,511,690 | - | - | - | - | 2,511,690 | - | | 2,511,690 | 1,936,525 |
| Customer Service | 3,600 | - | - | - | - | 3,600 | - | | 3,600 | 877 |
| Information Technology Services | 138,881 | - | - | - | - | 138,881 | - | | 138,881 | 70,844 |
| People & Culture | - | - | - | - | 12,500 | 12,500 | - | | 12,500 | 42,991 |
| Work, Health & Safety | 78,329 | - | - | - | - | 78,329 | (50,000) | 17 | 28,329 | - |
| Financial Services | 135,578 | - | - | - | - | 135,578 | - | | 135,578 | 91,217 |
| Engineering Support & Asset Management | 33,345 | 129,491 | - | - | - | 162,836 | 107,491 | 19 | 270,327 | 203,246 |
| Fleet Management | 4,390,784 | - | - | - | - | 4,390,784 | - | | 4,390,784 | 3,360,214 |
| Total Expenses from Continuing Operations | 64,357,091 | 316,516 | 289,000 | 311,902 | 722,758 | 65,997,267 | 2,336,018 | | 68,333,285 | 50,901,314 |
| Net Operating Result from Continuing Operations | (1,163,032) | 997,380 | 1,528,521 | 348,939 | 1,389,832 | 3,101,640 | 949,737 | | 4,051,377 | 2,072,566 |
| Net Operating Result before Capital Items | (4,709,301) | (316,517) | (289,000) | (51,056) | 1,370,086 | (3,995,788) | 172,468 | | (3,823,320) | (3,920,970) |

**Richmond Valley Council Quarterly Budget Review
for the quarter ended 31 March 2020**

Capital Budget Review Statement

| | Original Budget 2019/2020 | Approved Changes Carry-Overs from 2018/19 | Approved Changes Monthly Adjustments | Approved QBRs Changes Sep QBRs | Approved QBRs Changes Dec QBRs | Revised Budget 2019/2020 | Recommended Changes for Council Resolution Mar | Notes | Projected Year End Result | Actual YTD 31-Mar-20 |
|--|---------------------------------|--|---|--|--|--------------------------------|--|-------|---------------------------------|----------------------------|
| Capital Budget | | | | | | | | | | |
| Capital Expenditure | | | | | | | | | | |
| <i>Connecting People & Places</i> | | | | | | | | | | |
| Festivals and Events | - | - | - | - | 312 | 312 | - | | 312 | 312 |
| Swimming Pools | 390,000 | 51,078 | 6,250 | 50,000 | - | 497,328 | - | | 497,328 | 418,104 |
| Libraries | 182,787 | - | - | (953) | 44,408 | 226,242 | 6,648 | 2 | 232,890 | 112,998 |
| Emergency Management | - | - | 90,000 | 110,000 | - | 200,000 | 20,000 | 3 | 220,000 | 68,392 |
| Cemeteries | 55,951 | - | - | - | - | 55,951 | (20,000) | 4 | 35,951 | 13,940 |
| Sports Grounds, Parks and Facilities | 1,269,329 | 661,940 | (138,396) | 33,295 | 2,555 | 1,828,723 | 263,086 | 5 | 2,091,809 | 1,446,655 |
| Community Centres and Halls | 138,448 | 94,110 | (11,000) | 2,135 | 6,091 | 229,784 | - | | 229,784 | 91,782 |
| Building and Maintaining Roads | 5,245,759 | 1,143,857 | 486,667 | 178,435 | 1,800 | 7,056,518 | (269,977) | 6 | 6,786,541 | 5,019,979 |
| Community Engagement, Consultation & Communication | - | - | - | - | - | - | - | | - | - |
| Community Programs and Grants | - | - | - | - | - | - | - | | - | - |
| <i>Growing our Economy</i> | | | | | | | | | | |
| Economic Development | - | - | - | - | - | - | 1,096 | | 1,096 | - |
| Tourism | - | 19,822 | 505,000 | 21,272 | 16,804 | 562,898 | (150,000) | 8 | 412,898 | 67,690 |
| Town Planning & Development Services | - | - | - | - | - | - | - | | - | - |
| Quarries | 10,000 | - | - | (10,000) | - | - | - | | - | - |
| Northern Rivers Livestock Exchange | 150,000 | 180,038 | 30,000 | - | 277,551 | 637,589 | - | | 637,589 | 596,663 |
| Private Works | - | - | - | - | - | - | - | | - | - |
| Real Estate Development | 2,815,000 | 62,640 | - | - | 173,546 | 3,051,186 | (2,095,000) | 11 | 956,186 | 205,846 |
| <i>Looking after our Environment</i> | | | | | | | | | | |
| Waste Management | 2,346,596 | 298,251 | (600,894) | (26,000) | (30,000) | 1,987,953 | (199,214) | 12 | 1,788,739 | 1,368,741 |
| Stormwater Management | 438,435 | 42,378 | - | - | - | 480,813 | (299,019) | 13 | 181,794 | 139,289 |
| Water Supplies | 1,262,000 | 1,305 | 615,803 | - | 430,715 | 2,309,823 | (593,216) | 14 | 1,716,607 | 761,577 |
| Sewerage Services | 1,735,000 | 221,965 | 168,446 | 92,914 | 245,057 | 2,463,382 | (236,019) | 15 | 2,227,363 | 1,136,994 |
| Environmental Health | - | - | - | - | - | - | - | | - | - |
| Environmental Management | - | - | - | - | - | - | 635 | | 635 | 635 |
| <i>Making Council Great</i> | | | | | | | | | | |
| Governance & Advocacy | - | 4,140 | - | 352 | - | 4,492 | 340 | | 4,832 | 4,832 |
| Customer Service | 80,000 | - | (2,800) | (1,733) | (864) | 74,603 | (1,935) | | 72,668 | 19,044 |
| Information Technology Services | - | - | - | - | - | - | 1,088 | | 1,088 | 1,088 |
| People & Culture | - | - | - | - | - | - | - | | - | - |
| Work, Health & Safety | - | - | - | - | - | - | - | | - | - |
| Financial Services | - | - | - | 1,381 | 552 | 1,933 | 847 | | 2,780 | 2,780 |
| Engineering Support & Asset Management | 225,000 | 57,000 | - | - | 20,860 | 302,860 | (190,000) | 19 | 112,860 | 62,384 |
| Fleet Management | 2,261,145 | 368,338 | - | - | - | 2,629,483 | (889,483) | 20 | 1,740,000 | 939,933 |
| Total Capital Expenditure | 18,605,450 | 3,206,862 | 1,149,076 | 451,098 | 1,189,387 | 24,601,873 | (4,650,123) | | 19,951,750 | 12,479,658 |

**Richmond Valley Council Quarterly Budget Review
for the quarter ended 31 March 2020**

Capital Budget Review Statement

| | Original Budget 2019/2020 | Approved Changes Carry-Over from 2018/19 | Approved Changes Monthly Adjustments | Approved QBRS Changes Sep QBRS | Approved QBRS Changes Dec QBRS | Revised Budget 2019/2020 | Recommended Changes for Council Resolution Mar | Notes | Projected Year End Result | Actual YTD 31-Mar-20 |
|--|---------------------------------|---|---|--|--|--------------------------------|--|-------|---------------------------------|----------------------------|
| Capital Budget | | | | | | | | | | |
| Capital Revenue | | | | | | | | | | |
| Capital Grants and Contributions | | | | | | | | | | |
| <i>Connecting People & Places</i> | | | | | | | | | | |
| Festivals and Events | - | - | - | - | - | - | - | | - | - |
| Swimming Pools | - | - | - | - | - | - | - | | - | - |
| Libraries | 39,000 | - | - | - | - | 39,000 | 872 | | 39,872 | 39,000 |
| Emergency Management | - | - | 1,416,667 | 110,000 | - | 1,526,667 | 20,000 | 3 | 1,546,667 | 1,436,667 |
| Cemeteries | - | - | - | - | - | - | - | | - | - |
| Sports Grounds, Parks and Facilities | 845,448 | 152,957 | (129,146) | - | 2,555 | 871,814 | 228,037 | 5 | 1,099,851 | 631,008 |
| Community Centres and Halls | 68,300 | 94,110 | - | - | 6,091 | 168,501 | - | | 168,501 | 56,091 |
| Building and Maintaining Roads | 746,571 | 906,444 | - | 252,495 | 1,800 | 1,907,310 | - | | 1,907,310 | 1,037,337 |
| Community Engagement, Consultation & Communication | - | - | - | - | - | - | - | | - | - |
| Community Programs and Grants | - | - | - | - | - | - | - | | - | - |
| <i>Growing our Economy</i> | | | | | | | | | | |
| Economic Development | - | - | - | - | - | - | - | | - | - |
| Tourism | - | - | 500,000 | - | - | 500,000 | 200,000 | 8 | 700,000 | 700,000 |
| Town Planning & Development Services | 1,381,650 | - | - | - | - | 1,381,650 | 180,000 | 9 | 1,561,650 | 1,391,328 |
| Quarries | - | - | - | - | - | - | - | | - | - |
| Northern Rivers Livestock Exchange | 195,300 | 160,386 | 30,000 | - | 9,300 | 394,986 | - | | 394,986 | 344,964 |
| Private Works | - | - | - | - | - | - | - | | - | - |
| Real Estate Development | - | - | - | - | - | - | - | | - | - |
| <i>Looking after our Environment</i> | | | | | | | | | | |
| Waste Management | 20,000 | - | - | 37,500 | - | 57,500 | 100,360 | 12 | 157,860 | 154,110 |
| Stormwater Management | - | - | - | - | - | - | - | | - | - |
| Water Supplies | 150,000 | - | - | - | - | 150,000 | - | | 150,000 | 55,031 |
| Sewerage Services | 100,000 | - | - | - | - | 100,000 | 48,000 | 15 | 148,000 | 148,000 |
| Environmental Health | - | - | - | - | - | - | - | | - | - |
| Environmental Management | - | - | - | - | - | - | - | | - | - |
| <i>Making Council Great</i> | | | | | | | | | | |
| Governance & Advocacy | - | - | - | - | - | - | - | | - | - |
| Customer Service | - | - | - | - | - | - | - | | - | - |
| Information Technology Services | - | - | - | - | - | - | - | | - | - |
| People & Culture | - | - | - | - | - | - | - | | - | - |
| Work, Health & Safety | - | - | - | - | - | - | - | | - | - |
| Financial Services | - | - | - | - | - | - | - | | - | - |
| Engineering Support & Asset Management | - | - | - | - | - | - | - | | - | - |
| Fleet Management | - | - | - | - | - | - | - | | - | - |
| Total Capital Grants and Contributions | 3,546,269 | 1,313,897 | 1,817,521 | 399,995 | 19,746 | 7,097,428 | 777,269 | | 7,874,697 | 5,993,536 |

**Richmond Valley Council Quarterly Budget Review
for the quarter ended 31 March 2020**

Capital Budget Review Statement

| | Original Budget 2019/2020 | Approved Changes Carry-Overs from 2018/19 | Approved Changes Monthly Adjustments | Approved QBRs Changes Sep QBRs | Approved QBRs Changes Dec QBRs | Revised Budget 2019/2020 | Recommended Changes for Council Resolution Mar | Notes | Projected Year End Result | Actual YTD 31-Mar-20 |
|---|---------------------------------|--|---|--|--|--------------------------------|--|-------|---------------------------------|----------------------------|
| Capital Budget | | | | | | | | | | |
| Capital Revenue (continued) | | | | | | | | | | |
| Loan Funds Utilised | | | | | | | | | | |
| <i>Connecting People & Places</i> | | | | | | | | | | |
| Sports Grounds, Parks & Facilities | - | - | - | - | - | - | - | | - | - |
| Building and Maintaining Roads | - | - | - | - | - | - | - | | - | - |
| <i>Looking after our Environment</i> | | | | | | | | | | |
| Waste Management | - | - | - | - | - | - | - | | - | - |
| Total Loan Funds Utilised | - | - | - | - | - | - | - | | - | - |
| Deferred Debtor Repayments | | | | | | | | | | |
| <i>Making Council Great</i> | | | | | | | | | | |
| Financial Services | 1,300 | - | - | - | - | 1,300 | - | | 1,300 | - |
| Total Deferred Debtor Repayments | 1,300 | - | - | - | - | 1,300 | - | | 1,300 | - |
| Asset Sales | | | | | | | | | | |
| <i>Connecting People & Places</i> | | | | | | | | | | |
| Libraries | 500 | - | - | - | - | 500 | - | | 500 | 542 |
| <i>Growing our Economy</i> | | | | | | | | | | |
| Real Estate Development | 2,485,000 | - | - | (1,025,000) | 129,537 | 1,589,537 | (1,200,000) | 11 | 389,537 | 359,537 |
| <i>Looking after our Environment</i> | | | | | | | | | | |
| Waste Management | 52,273 | - | - | - | - | 52,273 | - | | 52,273 | - |
| Sewerage Services | - | - | - | - | - | - | - | | - | (0) |
| <i>Making Council Great</i> | | | | | | | | | | |
| Fleet Management | 532,818 | - | - | - | - | 532,818 | (130,000) | 20 | 402,818 | 282,900 |
| Total Asset Sales | 3,070,591 | - | - | (1,025,000) | 129,537 | 2,175,128 | (1,330,000) | | 845,128 | 642,978 |
| Total Capital Revenue | 6,618,160 | 1,313,897 | 1,817,521 | (625,005) | 149,283 | 9,273,856 | (552,731) | | 8,721,125 | 6,636,514 |

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Budget Variation Explanations**Recommended changes to Revised Budget**

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 31 December 2019 to the Revised Budget as at 31 March 2020, excluding monthly budget adjustments previously adopted by Council.

| Notes | Details | Variation |
|----------|--|-------------|
| 1 | Festivals and Events | |
| | <i>Income from Continuing Operations</i> | (\$21,952) |
| | <i>Expenses from Continuing Operations</i> | (\$54,044) |
| | Due to the current COVID-19 restrictions in place, a number of events have been cancelled or postponed, including Anzac Day and Beef Week. This has resulted in a reduction in income with the contribution towards Beef Week being removed for \$21,952 along with a corresponding reduction in expenditure of \$21,952 from this years budget. With the event being postponed until later in the year, it is also proposed to carry over of \$32,092 in Council funding towards the future event. | |
| 2 | Libraries | |
| | <i>Capital Expenditure</i> | \$6,648 |
| | An increase in capital expenditure is largely attributed to the installation of a security system at the Casino Library for \$5,776 along with \$872 in NSW Public Libraries Funding from the COVID-19 eResources Fund towards purchases of eResources. | |
| 3 | Emergency Management | |
| | <i>Income from Continuing Operations</i> | \$2,020,724 |
| | <i>Expenses from Continuing Operations</i> | \$1,957,558 |
| | Council will be receiving Natural Disaster and Section 44 funding as a result of the Rappville and Myall Creek fire disasters late last year which is currently estimated at \$1,957,558. This could change depending on assessments and work currently being undertaken and also has a corresponding increase in expenditure. A further increase in income is due to the State Government funding the increase in the Emergency Services Levy this year which resulted in additional income to Council of \$63,166. | |
| | <i>Capital Grants and Contributions</i> | \$20,000 |
| | <i>Capital Expenditure</i> | \$20,000 |
| | Council has received \$10,000 contributions from Lismore City Council and Kyogle Council towards technology upgrades of the Local Emergency Management Centre (LEMC). This resulted in an increase to capital contributions of \$20,000 and a corresponding increase in capital expenditure. | |

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Budget Variation Explanations**Recommended changes to Revised Budget**

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 31 December 2019 to the Revised Budget as at 31 March 2020, excluding monthly budget adjustments previously adopted by Council.

| Notes | Details | Variation |
|----------|---|-------------------|
| 4 | Cemeteries | |
| | <i>Capital Expenditure</i> | (\$20,000) |
| | It is proposed to carry over three capital projects for Casino and Coraki Cemeteries into the 2020/2021 financial year for completion, including concrete edging strips, earthworks and landscaping. | |
| 5 | Sports Grounds, Park Facilities | |
| | <i>Income from Continuing Operations</i> | \$12,613 |
| | <i>Capital Grants and Contributions</i> | \$228,037 |
| | | \$240,650 |
| | An increase in operating income is largely due to Council receiving funding under the Elsa Dixon Aboriginal Employment program for \$10,000 towards a trainee at the Indoor Sports Stadium. The further increase of \$2,613 was received in contributions towards the electricity at Casino Showground. Council was also successful in receiving \$550,000 under the Community Developments Grant Program towards the Amenity Block at the Coraki Caravan Park, of which \$150,000 is expected to be received this financial year. Council also received funding under the Stronger Country Communities Fund (SCCF) towards Colley Park Soccer Field Enhancement of which \$77,700 is expected to be spent this financial year. | |
| | <i>Expenses from Continuing Operations</i> | \$5,013 |
| | Operating expenses have increased slightly with \$2,400 being added to the sports stadium budget from the Elsa Dixon Funding mentioned above, along with an additional allowance of \$2,613 for electricity at the Casino Showground. | |
| | <i>Capital Expenditure</i> | \$263,086 |
| | An increase in capital expenditure is largely attributed to the Amenity Block project at the Coraki Caravan Park of \$150,000 as mentioned above, along with \$77,700 in works at Colley Park. An additional \$11,465 was transferred to Stan Payne Oval from unspent funding from Footpath works around the oval. Further, \$50,000 has been allocated towards infrastructure replacement in Rappville from the Bushfire Recovery Funding. Offsetting these increases are the proposal to carry over \$20,000 towards Public Facilities Upgrades at Rappville to the 2020/2021 year, as well as a transfer of \$6,079 in unspent funding to reserves from the Land & Property Managements contribution towards the Evans Head Surf Club. | |

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Budget Variation Explanations**Recommended changes to Revised Budget**

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 31 December 2019 to the Revised Budget as at 31 March 2020, excluding monthly budget adjustments previously adopted by Council.

| Notes | Details | Variation |
|----------|---|------------------|
| 6 | Building and Maintaining Roads | |
| | <i>Capital Expenditure</i> | (\$269,977) |
| | Capital expenditure has reduced by \$269,977 with \$220,000 being carried over to 2020/2021 for sealed urban roads in Casino, along with \$38,512 being transferred back to S7.12 reserves for proposed future footpath works in West St pending grant funding approval. Also, \$11,465 has been transferred to Stan Payne Oval Sporting Facility Enhancement for works being completed at the park as mentioned above. | |
| 7 | Economic Development | |
| | <i>Income from Continuing Operations</i> | \$120,000 |
| | Council was successful in receiving a \$250,000 Bushfire Resilience and Economic Recovery Grant of which \$120,000 relates to projects within the economic development program being Community Building and resilience as well as business training and resilience and industry diversification initiatives. | |
| | <i>Expenses from Continuing Operations</i> | \$70,000 |
| | As mentioned above, Council was successful in receiving a \$250,000 Bushfire Resilience and Economic Recovery Grant. Of this, \$50,000 will go towards community building and resilience projects and \$70,000 towards business training and resilience and industry diversification initiatives under the economic development program area. Offsetting this increase in expenditure, is the transfer of \$50,000 in unexpended economic development projects towards future years projects. | |
| 8 | Tourism | |
| | <i>Income from Continuing Operations</i> | \$130,000 |
| | <i>Capital Grants and Contributions</i> | \$200,000 |
| | | <u>\$330,000</u> |
| | Council was successful in receiving a \$250,000 Bushfire Resilience and Economic Recovery Grant of which \$130,000 relates to projects within the tourism program being events and tourism projects as well as regional branding. Council also received \$700,000 initial funding towards the Northern Rivers Rail Trail project, which resulted in an increase in the budget estimate of \$200,000. | |
| | <i>Expenses from Continuing Operations</i> | \$50,000 |
| | Of the \$250,000 Bushfire Resilience and Economic Recovery Grant mentioned above, \$50,000 will be allocated towards regional branding projects this financial year with the remaining \$80,000 to be expended in the 2020/2021 year on events and tourism projects. | |

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Budget Variation Explanations**Recommended changes to Revised Budget**

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 31 December 2019 to the Revised Budget as at 31 March 2020, excluding monthly budget adjustments previously adopted by Council.

| Notes | Details | Variation |
|-----------|---|---------------|
| | <i>Capital Expenditure</i> | (\$150,000) |
| | Of the \$700,000 in funding for the Northern Rivers Rail Trail project, \$350,000 is expected to be expended this year, resulting in a reduction in the budget estimate of \$150,000, with the remaining allocation to be transferred to unexpended grants reserves for the 2020/2021 financial year. | |
| 9 | Town Planning & Development Services | |
| | <i>Capital Grants and Contributions</i> | \$180,000 |
| | An increase in contributions of \$180,000 in line with higher than anticipated revenues from section 7.12 and 7.11 Heavy Haulage contributions. | |
| 10 | Private Works | |
| | <i>Income from Continuing Operations</i> | \$50,000 |
| | <i>Expenses from Continuing Operations</i> | \$50,000 |
| | Income and expenditure budgets have been increased in line with actual works being undertaken this year. | |
| 11 | Real Estate Development | |
| | <i>Asset Sales</i> | (\$1,200,000) |
| | Asset sales have decreased with the sale of Canning Drive Residential lots being carried over into the 2020/2021 year. | |
| | <i>Capital Expenditure</i> | (\$2,095,000) |
| | A reduction in capital expenditure is largely attributed to \$2,000,000 for Industrial Land Acquisition being carried over into the 2020/2021 financial year, along with \$80,000 for the construction of the Canning Drive Residential Land which is expected to continue into next financial year. In addition, \$15,000 has been removed from the budget for Reynolds Road Industrial Land Construction. | |

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Budget Variation Explanations**Recommended changes to Revised Budget**

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 31 December 2019 to the Revised Budget as at 31 March 2020, excluding monthly budget adjustments previously adopted by Council.

| Notes | Details | Variation |
|-----------|--|------------------|
| 12 | Waste Management | |
| | <i>Income from Continuing Operations</i> | \$334,193 |
| | <i>Capital Grants and Contributions</i> | \$100,360 |
| | | <u>\$434,553</u> |
| | An increase in operating revenue of \$334,193 is as a result of higher than anticipated revenues from tip fees at Council's landfills as well as the sale of scrap metal and tip shop sales. Council also received a \$120,360 grant from Environmental Trust towards the Food Organics & Garden Organics (FOGO) Compost Facility at Nammoona. This increase in capital grants was offset slightly by the \$20,000 EPA Grant for Bora Ridge Transfer Station being removed. | |
| | <i>Expenses from Continuing Operations</i> | \$200,000 |
| | An increase in operating expenditure due to additional Landfill Levy being attributed to the capping of the Bora Ridge Landfill. | |
| | <i>Capital Expenditure</i> | (\$199,214) |
| | There have been a number of adjustments to the waste capital works program, including the carry over of the Bora Ridge Transfer Station upgrade project for \$295,960 as well as \$25,000 in Planning and Preparation of Cell 6 at Nammoona. Increases are attributed to \$70,000 being allocated from reserves towards a roof over the weighbridge at the Evans Head Facility along with \$50,000 towards project management of the Nammoona FOGO Compost Facility Project and \$1,746 for the purchase of 3 trail cameras. | |
| 13 | Stormwater Management | |
| | <i>Capital Expenditure</i> | (\$299,019) |
| | It is proposed to carry over \$299,019 into 2020/2021 towards drainage works in Evans Head. | |
| 14 | Water Supplies | |
| | <i>Capital Expenditure</i> | (\$593,216) |
| | A review of the water supplies capital works program identified a number of projects that will continue into the 2020/2021 financial year as well as some smaller adjustments to various projects, resulting in a net transfer to reserves of \$596,766. | |

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Budget Variation Explanations**Recommended changes to Revised Budget**

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 31 December 2019 to the Revised Budget as at 31 March 2020, excluding monthly budget adjustments previously adopted by Council.

| Notes | Details | Variation |
|-----------|---|--------------------|
| | Water Mains | |
| | Stapleton Ave - Diary St to West St | \$183 |
| | Raphael Pde Walker St to Hickey St | (\$80,000) |
| | Canterbury St Gitana to Gray St | (\$54,000) |
| | Hickey St Hare St to Light St | (\$35,000) |
| | Mains Evans Head - to be allocated | (\$70,000) |
| | Water Reservoirs | |
| | Casino - Nth 1 Integrity Testing | (\$7,790) |
| | Casino - Tank #2 North Reservoirs Directional Nozzle | \$3,550 |
| | Water Treatment Plants | |
| | Casino - Chlorine Dosing Skid & Dosing Valves | \$1,434 |
| | Casino - RWPS Level & Stabilise Dosing Building | (\$117,570) |
| | Casino - Filters Investigation & Upgrades | (\$252,250) |
| | Casino - Online PH monitoring system replacement | (\$2,250) |
| | Other | |
| | W Other Cap - Disaster Recovery Plan | \$1,600 |
| | Water - Office Equipment | \$311 |
| | W Other - Future Water Renewals | (\$1,434) |
| | Net decrease | (\$593,216) |
| 15 | Sewerage Services | |
| | <i>Income from Continuing Operations</i> | <i>(\$57,500)</i> |
| | <i>Capital Grants and Contributions</i> | <i>\$48,000</i> |
| | | <i>(\$9,500)</i> |
| | Due to the current economic climate resulting from COVID-19, it was determined that a reduction in the budget for interest on investments would be necessary this year, as such resulting in \$57,700 for sewerage fund. Offsetting this decrease was an increase of \$48,000 to the budget for Section 64 Developer Contribution due to higher than expected revenues. | |
| | <i>Capital Expenditure</i> | <i>(\$236,019)</i> |
| | A review of the water supplies capital works program identified a number of projects that will continue into the 2020/2021 financial year as well as some smaller adjustments to various projects, resulting in a net transfer to reserves of \$236,019. | |

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Budget Variation Explanations**Recommended changes to Revised Budget**

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 31 December 2019 to the Revised Budget as at 31 March 2020, excluding monthly budget adjustments previously adopted by Council.

| Notes | Details | Variation |
|-----------|--|------------------------------------|
| | Sew - Relining Program to be allocated | Carry Over to 2020/2021 (\$26,785) |
| | Sew P/Stn Cas 2 - Design PS 4,7,8,9,11,14,15 | Carry Over to 2020/2021 (\$20,000) |
| | Sew P/Stn Bwater - Rising Main Air Valve Renewal | Carry Over to 2020/2021 (\$53,549) |
| | Sew STP Cas - Septic Receiving Station Investigate & Design | (\$20,000) |
| | Sew STP Cki - Refurbish Drying Beds | Carry Over to 2020/2021 (\$84,042) |
| | Sew STP Cki - Reuse automation | (\$3,890) |
| | Sew STP Cki - Reuse Bldg Reseal Bunded Area Chlorine Room | Carry Over to 2020/2021 (\$15,953) |
| | STP Ehd - Enclose Generator & High Volume Pump | Carry Over to 2020/2021 (\$12,000) |
| | | (\$236,019) |
| 16 | People & Culture | |
| | <i>Income from Continuing Operations</i> | \$59,908 |
| | Council received \$59,908 in Long Service Leave contributions from other Councils. | |
| 17 | Work, Health & Safety | |
| | <i>Expenses from Continuing Operations</i> | (\$50,000) |
| | A reduction in operating expenses of \$50,000 with the Asbestos Register project being transferred to the 2020/2021 financial year. | |
| 18 | Financial Services | |
| | <i>Income from Continuing Operations</i> | (\$177,500) |
| | Due to the economy suffering significant economic losses with the ongoing impacts of COVID-19, it is proposed to reduce the budget for interest on investments, resulting in a reduction of \$177,500 in revenue for general fund. | |
| 19 | Engineering Support & Asset Management | |
| | <i>Income from Continuing Operations</i> | \$35,000 |
| | An increase in operating income with Council receiving \$35,000 towards employment and training under the Elsa Dixon Aboriginal Employment program. | |

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Budget Variation Explanations**Recommended changes to Revised Budget**

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 31 December 2019 to the Revised Budget as at 31 March 2020, excluding monthly budget adjustments previously adopted by Council.

| Notes | Details | Variation |
|-----------|---|-------------|
| | <i>Expenses from Continuing Operations</i> | \$107,491 |
| | An increase in operating expenditure with \$7,677 of the Elsa Dixon funding mentioned being allocated towards salaries as well as an increase of \$99,814 in legal expenses for planning matters. | |
| | <i>Capital Expenditure</i> | (\$190,000) |
| | A reduction in capital expenditure with three projects at Council's depots being carried over into the 2020/2021 financial year for completion, being \$100,000 for pavement rehab and sealing at Casino Depot, \$80,000 for the washdown bay awning at Casino Depot and \$10,000 for building corrosion repairs at Evans Head Depot. | |
| 20 | Fleet Management | |
| | <i>Asset Sales</i> | (\$130,000) |
| | <i>Capital Expenditure</i> | (\$889,483) |
| | Due to the current economic impacts of COVID-19 leading to stock shortages and slow freight, Council's plant purchases and sales budgets have been reduced to reflect the anticipated purchases and sales for this year. | |

| Richmond Valley Council Quarterly Budget Review Statement for the quarter ended 31 March 2020 | | | | | | | | | |
|--|---|---|-----------------------------|------------------------|---------------------|---------------------|--|--------------------|--|
| Cash & Investments Budget Review Statement | | | | | | | | | |
| Income & Expenses Budget Review Statement | Opening Cash and Investments 1/07/2019 | Original Budget Net Transfer to/(from) | Approved Changes | Approved Changes | Approved Changes | Approved Changes | Recommended Changes for Council Resolution Mar | Interest Earned | Projected Cash and Investments 30/06/2020 |
| | | | Carry-Overs from 2018/19 | Monthly Adjustments | Sep QBRs | Dec QBRs | | | |
| General Fund - External Restrictions | | | | | | | | | |
| Unexpended Grant - Evans Head Landcare | 3,631 | - | - | - | - | - | - | - | 3,631 |
| Unexpended Grant - Roads to Recovery | - | - | - | - | - | - | - | - | - |
| Unexpended Grant - Regional Roads Block Grant | - | - | - | - | - | - | - | - | - |
| Unexpended Grant - Industry & Investment NSW Manyweathers Weir | 4,393 | - | - | - | - | - | - | - | 4,393 |
| Unexpended Grant - Richmond Valley Floodplain Risk Management Plan | 6,750 | - | - | - | - | - | - | - | 6,750 |
| Unexpended Grant - NSW EPA Better Waste and Recycling Grant | 142,262 | - | (142,262) | - | - | - | - | - | - |
| Unexpended Grant - NSW EPA Waste Less Recycle More - Closure of Coraki Landfill | 37,782 | - | (37,782) | - | - | - | - | - | - |
| Unexpended Grant - NSW EPA Waste Less Recycle More - Establish Coraki Transfer Station | 180,000 | (180,000) | - | - | - | - | 180,000 | - | 180,000 |
| Unexpended Grant - Office of Env & Heritage - Koala Survey & Habitat Mapping | 3,169 | - | - | - | - | - | - | - | 3,169 |
| Unexpended Grant - NSW RFS Subsidy Northern Rivers Zone | 128,939 | - | - | - | - | - | - | - | 128,939 |
| Unexpended Grant - DFHCS Volunteer Grants Program Evans Head Rec Hall | 182 | - | - | - | - | - | - | - | 182 |
| Unexpended Grant - Public Library Infrastructure Redesign Evans Head Library | 2,616 | - | - | - | - | - | - | - | 2,616 |
| Unexpended Grant - NSW State Library Casino Library Redesign | 4,480 | - | - | - | - | - | - | - | 4,480 |
| Unexpended Grant - CPTIGS Canterbury St Bus Shelter | 3,000 | - | (3,000) | - | - | - | - | - | - |
| Unexpended Grant - Elsa Dixon Aboriginal Employment Funding | 58,922 | (22,201) | - | - | - | - | 34,923 | - | 71,644 |
| Unexpended Grant - LPMA - Surf Club Grant | 23,109 | - | - | - | - | - | 6,416 | - | 29,525 |
| Unexpended Grant - Pedestrian Access and Mobility Plan (PAMP) | - | - | - | - | - | - | - | - | - |
| Unexpended Grant - Financial Assistance Grant Advance Payment | 2,638,347 | - | - | - | 57,388 | - | - | - | 2,695,735 |
| Unexpended Grant - NSW State Library - Expansion of Internet Equipment Access | 37 | - | - | - | - | - | - | - | 37 |
| Unexpended Grant - CPTIGS MR145 Woodburn Coraki Rd Bus Shelter | 1,674 | - | - | - | - | - | - | - | 1,674 |
| Unexpended Grant - NSW Dept Health - Investing in Women | 1,390 | - | - | - | (1,390) | - | - | - | - |
| Unexpended Grant - RMS Natural Disaster 28 March 17 Flood Event Local Roads | 35,240 | - | - | - | - | - | - | - | 35,240 |
| Unexpended Grant - Stronger Country Communities Fund Round 2 | 183,074 | (108,881) | (74,958) | - | 765 | - | - | - | (0) |
| Unexpended Grant - Local Government Association - Flying Fox Colony QE Park | 15,000 | - | - | - | (15,000) | - | - | - | - |
| Unexpended Grant - Cow Town Chow Down | 17,500 | - | (17,500) | - | - | - | - | - | - |
| Unexpended Grant - Crown Lands - Plan of Management Implementation | 41,274 | - | (41,274) | - | - | - | - | - | - |
| Unexpended Grant - Youth Participation | 1,500 | - | - | - | (1,500) | - | - | - | - |
| Unexpended Grant - Rock Fishing Safety | 21,113 | - | (21,113) | - | - | - | - | - | (0) |
| Unexpended Grant - RUCRL - Get Connected - IT Guidance for Seniors | 2,245 | - | - | - | (2,245) | - | - | - | - |
| Unexpended Grant - RUCRL - Art Van Go | 7,839 | - | - | - | (7,839) | - | - | - | - |
| Unexpended Grant - Broadwater Hall Kitchen Upgrade | 283 | - | - | - | - | - | - | - | 283 |
| Unexpended Grant - Youth Basketball | 7,440 | - | - | - | (7,440) | - | - | - | - |
| Unexpended Grant - Bushfire Recovery | - | - | - | 780,000 | - | - | (50,000) | - | 730,000 |
| Unexpended Grant - Bushfire Resilience & Economic Recovery | - | - | - | - | - | - | 80,000 | - | 80,000 |
| Unexpended Grant - Northern Rivers Rail Trail | - | - | - | - | - | - | 350,000 | - | 350,000 |
| Unexpended Grant - Waste - Narmoonna FOGO Compost Facility | - | - | - | - | - | - | 70,360 | - | 70,360 |
| Unexpended Contribution - RUCRL Mobile Library Replacement Fund | 105,462 | 36,973 | - | - | - | - | - | - | 142,435 |
| Unexpended Contribution - Hannigan DA 2005/188 Benns Rd | 10,338 | - | - | - | - | - | - | - | 10,338 |
| Unexpended Contribution - Statecover WHS Incentive Works | 251,238 | (50,000) | - | - | (2,135) | 42,132 | 50,000 | - | 291,235 |
| Unexpended Contribution - Fire Fighting Infrastructure | 10,000 | - | - | - | - | - | - | - | 10,000 |
| Unexpended Contribution - Broadwater Sugar Mill DA Bridge Approaches | 90,000 | - | - | - | - | - | - | - | 90,000 |
| Unexpended Contribution - Damage to Oakey Creek Guardrail | 12,100 | - | - | - | - | - | - | - | 12,100 |
| Unexpended Contribution - Casino Healthy Towns | 2,700 | - | - | - | (2,700) | - | - | - | - |
| Unexpended Contribution - RMS Regional Roads Block Grant | 98,696 | - | (98,696) | - | - | - | - | - | - |
| Unexpended Contribution - Insurance Claim Rappville Hall | - | - | - | - | - | 575,884 | - | - | 575,884 |
| Domestic Waste Management | 5,151,823 | (738,669) | (152,328) | 670,894 | (12,925) | 18,000 | 183,407 | - | 5,120,202 |
| On-Site Sewerage Fees | 195,352 | - | - | - | - | - | - | - | 195,352 |
| Stormwater Management Service Charge | 569,000 | (225,084) | (42,378) | - | - | - | 299,019 | - | 600,557 |

| Richmond Valley Council Quarterly Budget Review Statement for the quarter ended 31 March 2020 | | | | | | | | | |
|--|---|---|--|---|------------------------------------|------------------------------------|--|--------------------|--|
| Cash & Investments Budget Review Statement | | | | | | | | | |
| Income & Expenses Budget Review Statement | Opening Cash and Investments 1/07/2019 | Original Budget Net Transfer to/(from) | Approved Changes Carry-Overs from 2018/19 | Approved Changes Monthly Adjustments | Approved Changes Sep QBRs | Approved Changes Dec QBRs | Recommended Changes for Council Resolution Mar | Interest Earned | Projected Cash and Investments 30/06/2020 |
| Section 7.11 - Infrastructure | 2,456 | - | - | - | - | - | - | - | 2,456 |
| Section 7.11 - Community Services | 54,045 | - | - | - | - | - | - | 1,100 | 55,145 |
| Section 7.11 - Recreation & Civil Facilities | 1,034 | - | - | - | - | - | - | - | 1,034 |
| Section 7.11 - Road Network (new) | 120,456 | - | - | - | - | - | - | 2,300 | 122,756 |
| Section 7.11 - Quarry Road Contributions | 70,277 | 5,147 | - | - | - | - | - | 1,400 | 76,824 |
| Section 7.11 - Ex Copmanhurst Roads | 86,062 | - | - | - | - | - | - | 1,700 | 87,762 |
| Section 7.11 - Ex Copmanhurst Community Facilities | 4,870 | - | - | - | - | - | - | 100 | 4,970 |
| Section 7.11 - Ex Copmanhurst Bushfire | 9,202 | - | - | - | - | - | - | 200 | 9,402 |
| Section 7.11 - Rural Development Heavy Haulage | 1,833,037 | 924,553 | - | (250,000) | - | - | 100,000 | 35,700 | 2,643,290 |
| Section 7.12A Development Contributions Plan | 386,288 | (28,700) | (9,404) | - | - | - | 118,512 | 7,500 | 474,196 |
| Contributions to Roadworks | 103,993 | - | - | - | - | - | - | - | 103,993 |
| Controlled Trust Funds | 47,468 | - | - | - | - | - | - | - | 47,468 |
| Bonds & Deposits (General Fund) | 526,239 | - | - | - | - | - | - | - | 526,239 |
| Total General Fund External Restrictions | 13,315,326 | (386,863) | (640,695) | 1,200,894 | 4,979 | 636,016 | 1,422,637 | 50,000 | 15,602,294 |
| General Fund - Internal Restrictions | | | | | | | | | |
| Employee Leave Entitlements | 1,110,215 | - | - | - | - | - | 59,908 | 21,600 | 1,191,723 |
| Employee Leave Entitlements - Richmond Upper Clarence Regional Library | 48,021 | - | - | - | - | - | - | 900 | 48,921 |
| Richmond Upper Clarence Regional Library | 221,339 | (85,641) | - | - | - | - | - | 4,300 | 139,998 |
| Unexpended Rates Variation | 705,347 | (51,000) | (575,347) | - | - | - | 290,000 | - | 369,000 |
| Evans Head Memorial Aerodrome Reserve | - | (40,086) | - | - | 40,086 | - | - | - | - |
| Insurance Reserve | 97,331 | - | - | - | - | - | - | 1,900 | 99,231 |
| Plant Replacement | 1,478,070 | (349,611) | (425,338) | - | - | - | 949,483 | 28,800 | 1,681,404 |
| Real Estate and Infrastructure | 2,854,819 | (1,114,105) | (82,462) | (2,200) | (1,086,358) | (111,084) | 794,090 | 55,700 | 1,308,401 |
| Petersons Quarry | 2,183,331 | (532,542) | - | - | (50,000) | 800,000 | - | 42,600 | 2,443,389 |
| Woodview Quarry | 1,537,665 | 398,517 | - | (5,000) | - | - | - | 30,000 | 1,961,182 |
| Quarry Rehabilitation | 166,283 | 1,500 | - | - | 10,000 | - | - | 3,200 | 180,983 |
| Road Rehabilitation Reserve | 896,933 | 175,950 | - | - | - | - | - | 17,500 | 1,090,383 |
| Northern Rivers Livestock Exchange | 600,907 | (17,686) | (19,652) | - | - | (319,178) | - | 11,700 | 256,091 |
| Other Waste Management | 1,389,993 | 39,619 | - | - | - | - | - | 27,100 | 1,456,712 |
| Other Waste Management - Plant Reserve | 1,916,506 | (461,882) | - | - | - | - | - | 37,400 | 1,492,024 |
| Rural Road Safety Program | 113,840 | - | - | - | - | - | - | - | 113,840 |
| RMS State Roads Maintenance Contract | 5,512 | - | - | - | - | - | - | 100 | 5,612 |
| Public Cemeteries Perpetual Maintenance Reserve | 333,008 | (64,647) | - | - | - | - | 20,000 | 6,500 | 294,861 |
| Revolving Energy and Sustainability Fund - RUCRL | 8,225 | - | - | - | - | - | - | 200 | 8,425 |
| Carry Over Works | 242,717 | - | (242,717) | - | - | - | 32,092 | - | 32,092 |
| Total General Fund Internal Restrictions | 15,910,062 | (2,101,614) | (1,345,516) | (7,200) | (1,086,272) | 369,738 | 2,145,573 | 289,500 | 14,174,271 |
| Total General Fund Restrictions | 29,225,388 | (2,488,477) | (1,986,211) | 1,193,694 | (1,081,293) | 1,005,754 | 3,568,210 | 339,500 | 29,776,565 |

| Richmond Valley Council Quarterly Budget Review Statement for the quarter ended 31 March 2020 | | | | | | | | | |
|--|---|---|--|---|------------------------------------|------------------------------------|--|--------------------|--|
| Cash & Investments Budget Review Statement | | | | | | | | | |
| Income & Expenses Budget Review Statement | Opening Cash and Investments 1/07/2019 | Original Budget Net Transfer to/(from) | Approved Changes Carry-Overs from 2018/19 | Approved Changes Monthly Adjustments | Approved Changes Sep QBRS | Approved Changes Dec QBRS | Recommended Changes for Council Resolution Mar | Interest Earned | Projected Cash and Investments 30/06/2020 |
| | | | | | | | | | |
| Sewerage Fund | | | | | | | | | |
| External Restrictions | | | | | | | | | |
| Section 64 Headworks Contributions | 3,606,162 | 36,800 | - | - | - | - | 48,000 | 63,200 | 3,754,162 |
| Infrastructure Replacement | 7,799,161 | 44,225 | (221,965) | (188,446) | (92,914) | (245,057) | 178,519 | 136,800 | 7,410,322 |
| Total Sewerage Fund Restrictions | 11,405,323 | 81,025 | (221,965) | (188,446) | (92,914) | (245,057) | 226,519 | 200,000 | 11,164,484 |
| Water Fund | | | | | | | | | |
| External Restrictions | | | | | | | | | |
| Section 64 Contributions | 1,840,832 | 118,000 | - | - | - | - | - | 32,000 | 1,990,832 |
| Infrastructure Replacement | 4,768,481 | 706,297 | (1,305) | (625,803) | - | (430,715) | 593,216 | 83,000 | 5,093,171 |
| Total Water Fund Restrictions | 6,609,312 | 824,297 | (1,305) | (625,803) | - | (430,715) | 593,216 | 115,000 | 7,084,003 |
| Total Restrictions (All Funds) | 47,240,023 | (1,583,155) | (2,209,481) | 379,445 | (1,174,207) | 329,982 | 4,387,945 | 654,500 | 48,025,052 |

Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020

Cash & Investments Budget Review Statement

Comment on Cash & Investments Position

Investments

Investments have been made in accordance with Council's Investment Policy.

Fair Value of Investments as at 31 March 2020 is \$50,100,962.

Cash

As at 31 March 2020, bank statements have been reconciled up to 29 February 2020.

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Key Performance Indicators Budget Review Statement

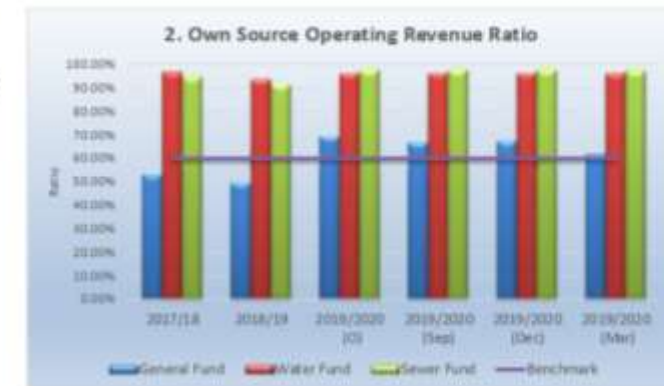
| | Current Projection | | | |
|--|--------------------|--------------|---------------|---------------|
| | General Fund | Water Fund | Sewerage Fund | Total |
| The Council monitors the following Key Performance Indicators: | | | | |
| 1. Operating Performance Ratio | -18.55% | 7.33% | 9.94% | -5.93% |
| Total Continuing Operating Revenue ⁽¹⁾ | | | | |
| (excl. Capital Grants & Contributions) - Operating Expenses | (5,178,769) | 502,797 | 852,652 | (3,823,320) |
| Total Continuing Operating Revenue ⁽¹⁾ | 49,088,687 | 6,859,021 | 8,562,258 | 64,509,966 |
| (excl. Capital Grants & Contributions) | | | | |
| ⁽¹⁾ Excludes fair value adjustments and reversal of revaluation decrements, net gain/(loss) on sale of assets and net share of interests in joint ventures. | | | | |
| Prior Periods: | | | | |
| Revised Budget 2019/2020 - 31 December 2019 | -11.11% | 7.33% | 10.56% | -6.06% |
| Revised Budget 2019/2020 - 30 September 2019 | -14.71% | 7.33% | 10.56% | -8.55% |
| Original Budget 2019/2020 | -15.39% | 5.03% | 9.60% | -8.88% |
| 2018/2019 | -11.58% | 12.80% | 12.16% | -4.51% |
| 2017/2018 | -8.75% | 7.11% | -8.29% | -7.31% |

Purpose: This ratio measures Council's achievement of containing operating expenditure within operating revenue.
Commentary: Council's Operating Performance Ratio is below the benchmark of 0%. Council obtained a special rate variation over 4 years and has taken steps to address this ratio as part of the current 10 year Long Term Financial Plan. The result has slightly improved in the March Quarter.



| | | | | |
|--|---------------|---------------|---------------|---------------|
| 2. Own Source Operating Revenue Ratio | 61.92% | 96.39% | 97.33% | 68.52% |
| Total Continuing Operating Revenue ⁽¹⁾ | | | | |
| (less ALL Grants & Contributions) | 35,088,182 | 6,755,971 | 8,479,058 | 50,323,211 |
| Total Continuing Operating Revenue ⁽¹⁾ | 56,665,384 | 7,009,021 | 8,710,258 | 72,384,663 |
| ⁽¹⁾ Excludes fair value adjustments and reversal of revaluation decrements, net gain/(loss) on sale of assets and net share of interests in joint ventures. | | | | |
| Prior Periods: | | | | |
| Revised Budget 2019/2020 - 31 December 2019 | 67.74% | 96.63% | 97.89% | 82.29% |
| Revised Budget 2019/2020 - 30 September 2019 | 67.08% | 96.63% | 97.89% | 82.07% |
| Original Budget 2019/2020 | 69.73% | 96.46% | 97.84% | 77.15% |
| 2018/2019 | 49.86% | 93.92% | 91.75% | 59.84% |
| 2017/2018 | 53.45% | 97.05% | 95.12% | 64.04% |

Purpose: This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.
Commentary: Council's Own Source Operating Revenue Ratio is above the benchmark of 60% and indicates a trend towards less reliance on grants and contributions. Council obtained a special rate variation over 4 years and this will further support an improvement in this ratio.



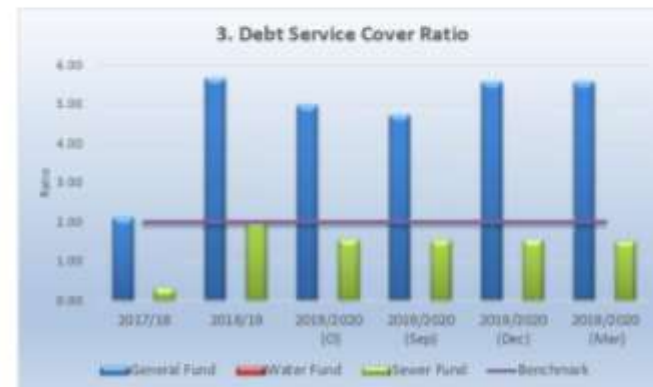
**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Key Performance Indicators Budget Review Statement

| | Current Projection | | | Total |
|---|--------------------|-------------|---------------|-------------|
| | General Fund | Water Fund | Sewerage Fund | |
| 3. Debt Service Cover Ratio | 5.56 | 0.00 | 1.53 | 3.88 |
| Operating Result ¹⁹ before capital excluding interest and depreciation/impairment/amortisation (EBITDA) | 9,088,232 | 2,041,287 | 3,115,712 | 14,245,281 |
| Principal Repayments + Borrowing Interest Costs | 1,835,349 | 0 | 2,035,565 | 3,868,914 |
| ¹⁹ Excludes fair value adjustments and reversal of revaluation decrements, net gain/(loss) on sale of assets and net share of interests in joint ventures. | | | | |
| Prior Periods: | | | | |
| Revised Budget 2019/2020 - 31 December 2019 | 5.57 | 0 | 1.56 | 3.9 |
| Revised Budget 2019/2020 - 30 September 2019 | 4.73 | 0.00 | 1.56 | 3.53 |
| Original Budget 2019/2020 | 4.97 | 0.00 | 1.57 | 3.64 |
| 2018/2019 | 5.67 | 0.00 | 1.99 | 4.20 |
| 2017/2018 | 2.12 | 0.00 | 0.33 | 0.93 |

Purpose: This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.

Commentary: Council's Debt Service Cover Ratio (General Fund) is above the benchmark minimum of 2.0, whilst Sewerage Fund is below the benchmark of 2.0. Water Fund is debt free.



**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 March 2020**

Contracts & Other Expenses Budget Review Statement

Income & Expenses Budget Review Statement

Part A - Contracts Listing - contracts entered into during the quarter

| Contractor | Contract detail & purpose | Contract Value | Start Date | Duration of Contract | Budgeted (Y/N) |
|------------|---------------------------|----------------|------------|----------------------|----------------|
| Nil | | | | | |

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whatever is the lesser.
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.
3. Contracts for employment are not required to be included.

Part B - Consultancy & Legal Expenses

| Expense | Expenditure YTD \$ | Budgeted (Y/N) |
|--|-----------------------|-------------------|
| Consultancies (including Capital Expenditure) | 206,714 | Y |
| Legal Expenses (including Capital Expenditure) | 228,026 | Y |

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision-making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Comments:

All consultancies and legal expenses incurred to date are within budget allocations. All figures exclude GST.



Local Strategic Planning Statement: Beyond 20-20 Vision



A 20 year planning vision for the
Richmond Valley Local Government Area



May 2020

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|--------------------------------|----|
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Richmond Valley Council recognises the people of the Bundjalung Nation as Custodians and Traditional Owners of the land upon which we live and work. Council values and appreciates their continuing cultural connection to land and pay respect to Elders past and present as well as to young indigenous leaders of tomorrow.

Richmond Valley Council

Casino office:

10 Graham Place (Locked Bag 10), Casino NSW 2470 - Phone (02) 66600300

Evans Head office:

25 Woodburn Street, Evans Head NSW 2473 - Phone (02) 66600365

Email: council@richmondvalley.nsw.gov.au

Web: www.richmondvalley.nsw.gov.au

MESSAGE FROM THE MAYOR



I am pleased to present the *Richmond Valley Council's Local Strategic Planning Statement* which provides a long-term vision and planning priorities which will guide land use planning and outlines the challenges faced with balancing projected growth, maintaining a vibrant agricultural base, stimulating economy growth, and retaining healthy built and natural environments.

The statement identifies Richmond Valley is likely to have a population of 25,650 by 2036 and require an additional 1,550 dwellings to accommodate this growth. A key action from the statement will be preparation of new Local Growth Management Strategy to plan for this growth and how it will be delivered.

The statement also acknowledges Richmond Valley's place on the North Coast and its strong contribution to the regional economy through agricultural, fishing and timber industries, and value-adding industries which process primary products for both domestic and international markets. Unlike most of regional NSW in recent years, manufacturing has strengthened in Richmond Valley and is an important employment base which Council is striving to expand and diversify into the future.

The environment has recently suffered from natural disasters, such as bushfire and flood, and the health of the Richmond River has been assessed as poor. We know the natural environment is important to the community, and Council will continue to collaborate with Federal, State, local governments, and the community to find ways to recover from those disasters and to improve the quality of our environments.

The challenges faced with implementing the actions from this statement do not rest solely with Council. They require Council to work and engage with its community so the future vision for the Richmond Valley can be achieved.

A handwritten signature in black ink, appearing to read 'R Mustow'.

Councillor Robert Mustow
Mayor

INTRODUCTION

ABOUT THIS STATEMENT

The Richmond Valley Council Local Strategic Planning Statement: Beyond 20-20 Vision (the Statement or LSPS) outlines the Richmond Valley Local Government Area's (LGA) town planning priorities and strategic direction to address planning and development issues of importance to a vibrant and sustainable future. It investigates the unique attributes of the local area, and its community values, and provides a rationale for decisions about how land use patterns will evolve to achieve the community's broader expectations over the next 20 years. The Statement is primarily informed by the North Coast Regional Plan 2036 (NCRP) and Richmond Valley Council's Community Strategic Plan (CSP), as well as having regard to a range of State, regional and local plans, policies and strategies.



POLICY CONTEXT

This Statement has been prepared as a statutory requirement under Section 39 of the *Environmental Planning and Assessment Act 1979* (the Act), which requires it to include or identify the following:

- a. the basis for strategic planning in the area, having regard to economic, social and environmental matters;
- b. planning priorities for the area that are consistent with any strategic plan applying to the area and the applicable Community Strategic Plan under section 402 of the *Local Government Act 1993*;
- c. actions required for achieving those planning priorities;
- d. the basis on which Council is to monitor and report on the implementation of those actions.



Figure 1: Clear line of sight between each level of planning policies and actions in one plan are advanced in a subsequent plan in a consistent manner (adapted from NSW Government White Paper, 2013)

This LSPS gives effect to the *North Coast Regional Plan 2036* by implementing the relevant directions and actions at a local level. It is also informed by a raft of other State-wide and regional policies including:

- NSW DPI Population Projections (2016)
- NSW Premier's Priorities
- NSW Strategic Plan for Children and Young People
- Northern Rivers Regional Economic Development Strategy
- NRJO Strategic Regional Priorities
- Future Transport NSW
- Transport for NSW Future Transport Strategy
- Northern Rivers Transport Plan
- Regional NSW Services and Infrastructure Plan
- National Land Freight Strategy
- North Coast Enabling Regional Adaptation Report
- Adapt NSW Climate Projections
- Northern Rivers Farmland Protection Project
- NSW Department of Primary Industries-Agriculture Right to Farm Policy
- State-wide Destination Management Plan
- Government Architect Draft Urban Design for Regional NSW
- Active Living NSW
- North Coast Settlement Planning Guidelines

The LSPS will work with Council's Community Strategic Plan (CSP) to set planning priorities, strategic directions and actions relating to how land will be used to achieve the community's broader goals. In turn this Statement will be used to shape the land use zones and development standards of the *Richmond Valley Local Environmental Plan 2012* (LEP) and the Development Control Plan (DCP).



CONSULTATION

This first Statement has been developed from existing strategic work, along with community engagement undertaken during preparation of the *Richmond Valley Made 2030 Community Strategic Plan 2017*.

The *Environmental Planning and Assessment Act 1979* (EP&A Act) requires Statements to be reviewed at least every 7 years; however, Richmond Valley Council is committed to synchronising future reviews with the 4 year Community Strategic Plan (CSP) cycle: with the next CSP scheduled to commence preparation in 2020, but not before this first Statement has been produced.

COMMUNITY STRATEGIC PLAN - COMMUNITY ENGAGEMENT

The following slide summarises community engagement during preparation of the *Richmond Valley Council Community Strategic Plan 2017*. Engagement included a Community Satisfaction Survey undertaken by Micromex Research in August 2016: a telephone poll receiving 403 responses from residents of the Richmond Valley across all age ranges and localities.

The Community Satisfaction Survey results are plotted in figure 2 and provide an analysis of the communities stated importance and satisfaction with Council services. Overall clear direction was given about areas where Council could improve its service delivery and how Council should prioritise future signature projects. The following 11 areas

were ranked as having the highest importance to the Community (bold has been added to highlight Town Planning matters). Two (2) areas relate to strengthening business, another two (2) to improving communication, and another to having a long term planning direction.

1. **Local employment**
2. Maintaining local roads
3. Support for young people
4. Support for people on low incomes
5. Health services
6. Lighting in public places
7. **Long term town planning for the Richmond Valley Council area**
8. **Community engagement/consultation**
9. **Opportunity to participate in Council's decision making processes**
10. Financial management
11. **Economic development of the Richmond Valley**

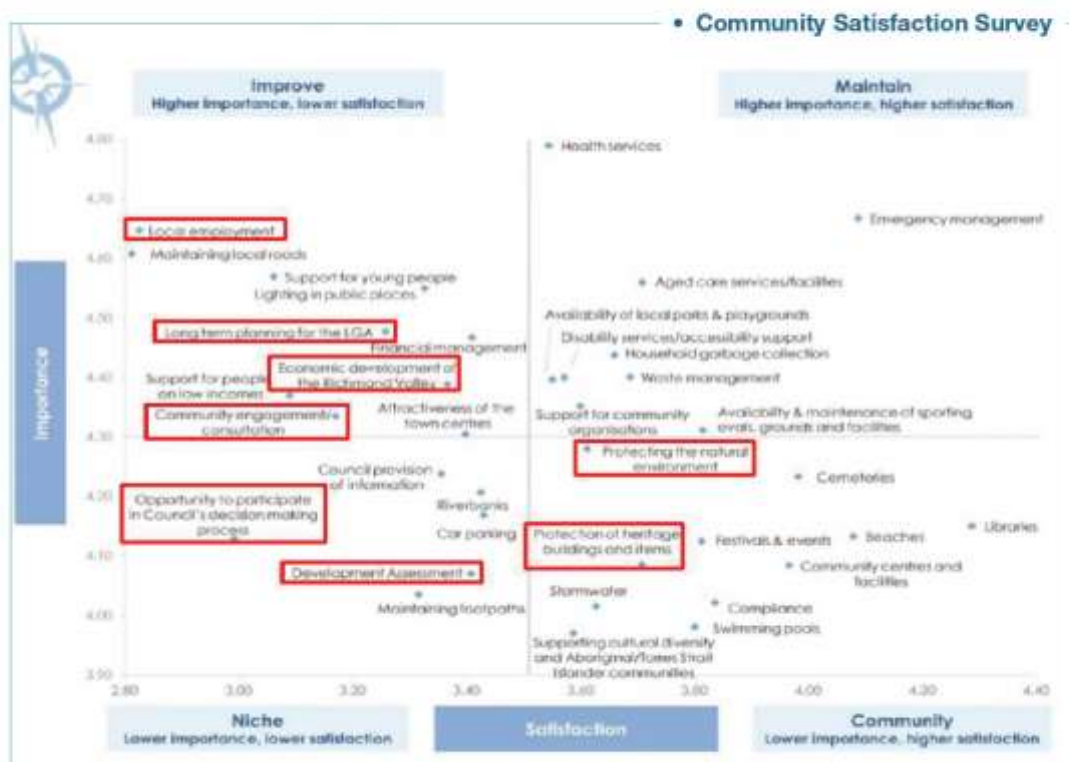


Figure 2: Richmond Valley community satisfaction survey with Town Planning matters highlighted (Micromex Research, 2016)



Figure 3: Community Engagement during the preparation of the Richmond Valley Made 2030 Community Strategic Plan 2017

OUR VISION

“ A COLLABORATIVE COMMUNITY WORKING TOGETHER TO ADVANCE A RESILIENT AND ROBUST ECONOMY WHICH REFLECTS A STRONG SENSE OF COMMUNITY, SUCCESSFUL BUSINESSES AND A HEALTHY ENVIRONMENT. ”



PRINCIPLES

The following guiding principles (which are regarded as essential elements for good local government) are to be utilised as part of the everyday decision making processes, actions and management of Richmond Valley Council:

- good governance (delivers good performance, minimises risks, ensures transparency and accountability, and promotes efficiency and effectiveness)
- representative democracy and community support (Council's direction/activities to broadly reflect its community demographics and to provide community support)
- sound policy (a strong and sustainable LGA requires clear direction via a policy and planning framework)
- sufficient resources (a vibrant LGA needs human and financial resources to implement its decisions and to fulfill statutory obligations)
- meaningful planning (planning is a process to translate community needs and aspirations into Council services and must result in actions and outcomes for the community)
- connectedness (a strong local government environment requires a high level of connectivity across all the community)
- strong leadership (effective local government and outcomes can only be achieved via strong community leadership through Councillors and staff)



VALUES

The various engagement processes undertaken during preparation of the CSP found a range of 'values' which the community sought to retain into the future:

- a quiet, friendly and relaxed lifestyle
- access to natural attributes (waterways, national parks, natural bushland)
- open space and recreation
- wanting to contribute to the community
- economic diversity
- the expectation of community leadership

POLICY CONTEXT



NORTH COAST REGIONAL PLAN 2036

The *North Coast Regional Plan 2036* (NCRP) was endorsed by the NSW Minister for Planning in March 2017. It applies across the North Coast region, consisting of 12 local government areas from Tweed to Port-Macquarie Hastings. The NCRP comprises the NSW Government's strategy to guide land use planning decisions for the region, recognising its diverse rural and coastal landscapes and world-class environments. The Plan establishes four regionally focused goals articulating intended outcomes being-

1. **The most stunning environment in NSW**
2. **A thriving, interconnected economy**
3. **Vibrant and engaging communities**
4. **Great housing choice and lifestyle options**

Within these goals are-

- 25 directions—identifying the broad issues & policy areas to be focused on; and
- 80 actions—representing the steps to be taken to achieve the goals and directions (either as strategies or initiatives)

Priority actions from the Plan are economic and jobs growth, greater housing choices to meet demand, delivering infrastructure to support growth and communities and protecting natural areas.

RICHMOND VALLEY MADE 2030 COMMUNITY STRATEGIC PLAN 2017

The LSPS focuses on the long-term vision and priorities for land use planning in the local area. As part of this, it helps to translate the vision and priorities expressed in the CSP, and other strategies, into specific land use planning actions for the LGA.

Council's CSP is required under the *Local Government Act 1993* to have regard to economic, social, environmental and governance matters, and to identify the main priorities and aspirations of the community. These aspirations are then reflected in the council's suite of strategic plans – such as land use strategies, economic development strategies, cultural plans etc. – and translated into specific actions in councils four year delivery program and annual operational plan. Land use priorities can be identified through this process, expressed in the LSPS, and ultimately implemented through the Local Environmental Plan and other mechanisms.

Section 3.9 of the *EP&A Act* requires the council LSPS to include or identify the planning priorities for the area which are consistent with councils CSP and the actions required for achieving those planning priorities.



The Richmond Valley CSP aims to deliver in four key areas (themes):

Connecting People and Places

PP1 Fresh and vibrant community

- ▶ Festivals & Events
- ▶ Sports grounds, parks and facilities
- ▶ Swimming Pools
- ▶ Cemeteries
- ▶ Libraries
- ▶ Community Centres & Halls
- ▶ Emergency Management

PP2 Getting around

- ▶ Building & maintaining roads

PP3 Working together

- ▶ Community Engagement, Consultation & Communication
- ▶ Community Programs & Grants

Growing our Economy

EC1 Drive economic growth

- ▶ Economic Development
- ▶ Tourism
- ▶ Town Planning & Development Services

EC2 Build on our strengths

- ▶ Quarries
- ▶ Northern Rivers Livestock Exchange
- ▶ Private Works
- ▶ Real Estate Development

Looking after our Environment

EH1 Manage our waste and water

- ▶ Waste Management
- ▶ Stormwater Management
- ▶ Water Supplies
- ▶ Sewerage Services

Making Council Great

CS1 Leading and advocating for our community

- ▶ Governance & Advocacy

CS2 Great support

- ▶ Customer Services
- ▶ Information Technology Services
- ▶ Organisational Development
- ▶ Work Health & Safety
- ▶ Financial Services
- ▶ Engineering Support & Asset Management
- ▶ Fleet Management

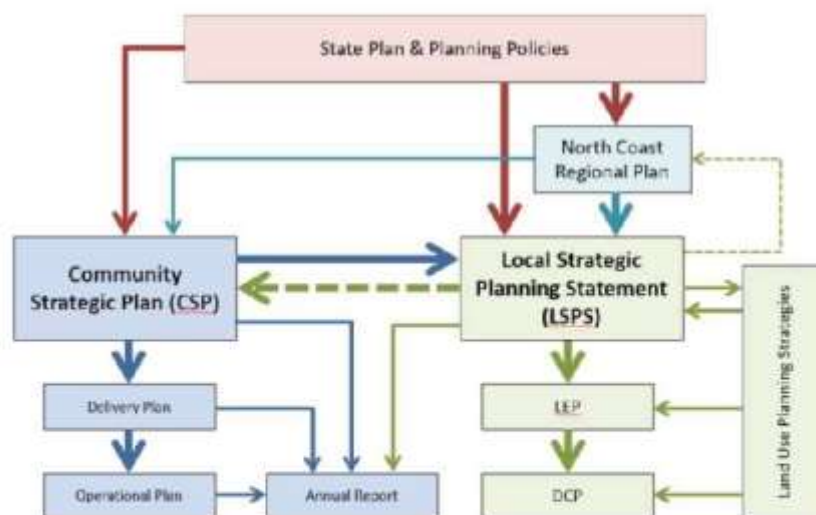


Figure 4: Integration of the CSP, LSPS with other State and regional plans and policies

REGIONAL CONTEXT

OUR PLACE ON THE NORTH COAST

Richmond Valley is one of 12 Local Government Areas (LGA) in the north-eastern corner of New South Wales which define the North Coast region, extending from the NSW/Queensland border south to the Hunter Region and inland to the New England North West Region (figure 5). The Region has an area of 32,030km², with a combined Estimated Resident Population (ERP) of 519,250 persons (ABS Census, 2016).

The North Coast Regional Plan's forward describes the region as follows:-

The North Coast of NSW is undoubtedly one of the State's most desirable places to live and work.

More than 12 million people visit the region each year, making it also one of the great tourist attractions of the nation.

With the State's most biologically diverse environment and vibrant communities increasingly connected to economic powerhouses to the north and south, the North Coast has a solid foundation for a sustainable and prosperous future.

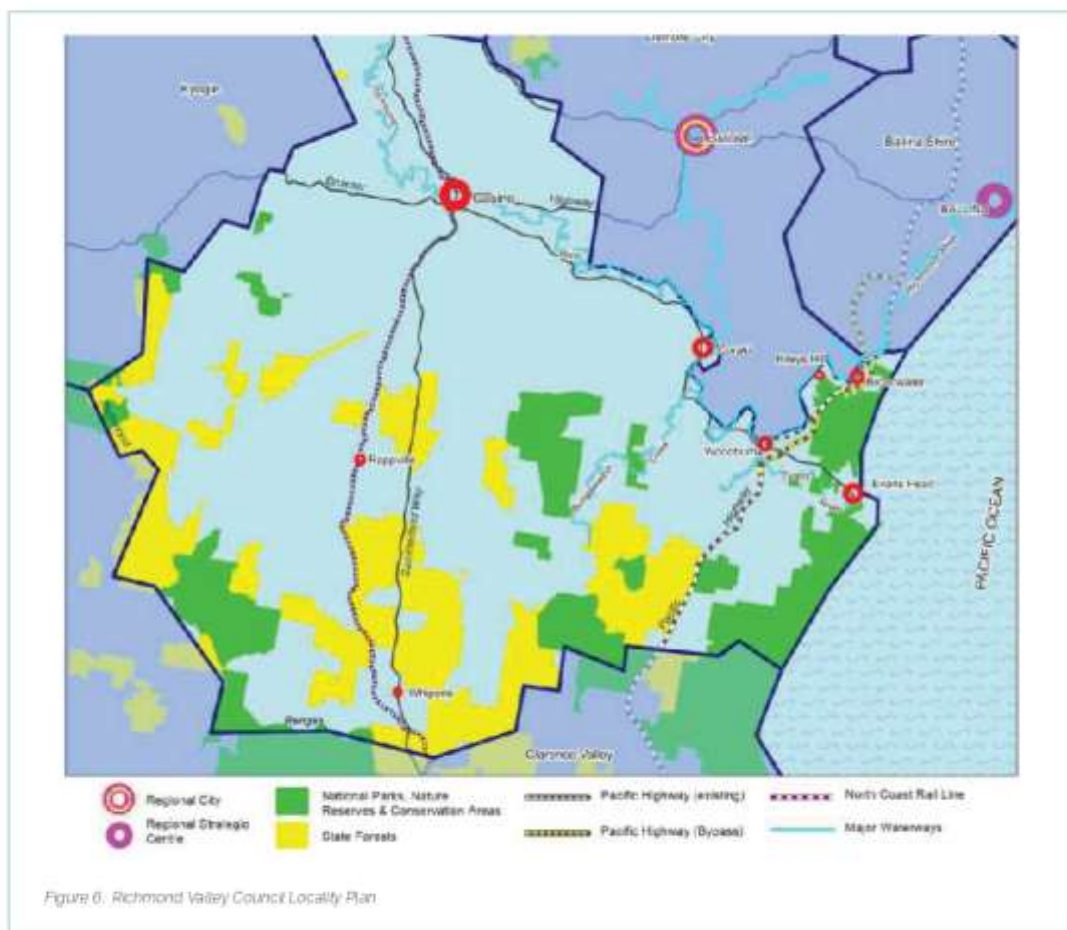


Within the North Coast region are 3 subregions with Richmond Valley LGA positioned at the southern edge of the Far North Coast. The LGA is placed about 540km north of Sydney and 140km south of Brisbane (as the crow flies), and is neighboured by the 4 local government areas (clockwise from the south) of Clarence Valley Council, Kyogle Council, Lismore City Council and Ballina Shire Council (figure 6).

The LGA has an area of 3,050km², and extends from the coastline at Evans Head, along the alluvial floodplains of the Richmond River beyond Casino towards Kyogle, and spreading across to the foothills of the Great Dividing Range where the LGA is skirted by the Richmond Ranges along its southern and western boundaries. The LGA includes the towns and villages of (in descending order of population) Casino, Evans Head, Coraki, Woodburn, Broadwater, Rappville, Rileys Hill and Whiporie.

The LGA is traversed by 4 major transport arterials comprising: the Pacific Highway, Summerland Way and North Coast Rail Line, providing direct access to South East Queensland; and the Bruxner Highway providing east-west connectivity from the coast to the New England Tablelands.

While Casino is Richmond Valley LGA's largest community, and provides a wide range of essential services, there is a strong regional focus towards the centres of Lismore and Ballina for the provision of specialist services and facilities.



OUR SETTLEMENTS



CASINO

Casino is the largest settlement in the LGA having an urban ERP of 9,982 (or 11,763 when surrounding rural residential estates are included) (Census 2016).

The town is located on the banks of the Richmond River, at the cross roads of the Summerland Way, Bruxner Highway, and North Coast Rail. This gives it a strategic advantage over other Far North Coast centres for freight transport north into South-East Queensland, south towards Sydney & Newcastle, and westerly towards the New England Tablelands.

The town has very strong links to its agricultural sector having a strong focus on beef, dairy, timber, and broad acre cropping for soy beans, and recent expansions into sugarcane and tea tree. The town also hosts several food manufacturing industries, associated with local and regional primary production, which contribute significantly to the Region's GRP and employment.

Casino is the focal centre for the region's beef industry with the:

- ▶ Northern Cooperative Meat Company (NCMC)—the largest abattoir on the North Coast
- ▶ Northern Rivers Livestock Exchange (NRLX)—a livestock selling facility which recently underwent significant upgrades to be a state of the art complex
- ▶ New World Foods—formerly known as Mariani Foods, producing high quality beef jerky for domestic and international markets
- ▶ Casino Beef Week Festival—a celebration of the region's beef industry held annually since 1982



Other significant features of the town are:

- ▶ Richmond Dairies—producing a range of milk products
- ▶ PRIMEX—one of the Nation's leading primary industries expos
- ▶ Art Deco main street
- ▶ Meat Chicken industry—this industry had a significant presence in the district and was a large contributor towards the Region's GRP. However, a recent restructure of the industry has seen grower contracts lapse without renewal, leaving the industry in limbo while it investigates future options

Prospects for future economic growth include potentially the largest medicinal cannabis production facility in the southern hemisphere, an energy from waste facility which could revolutionise landfill management on the Far North Coast, an intermodal rail freight terminal as a siding to the main North Coast rail corridor, the Northern Rivers rail trail, and the only North Coast station for a High Speed Rail (HSR) proposal.

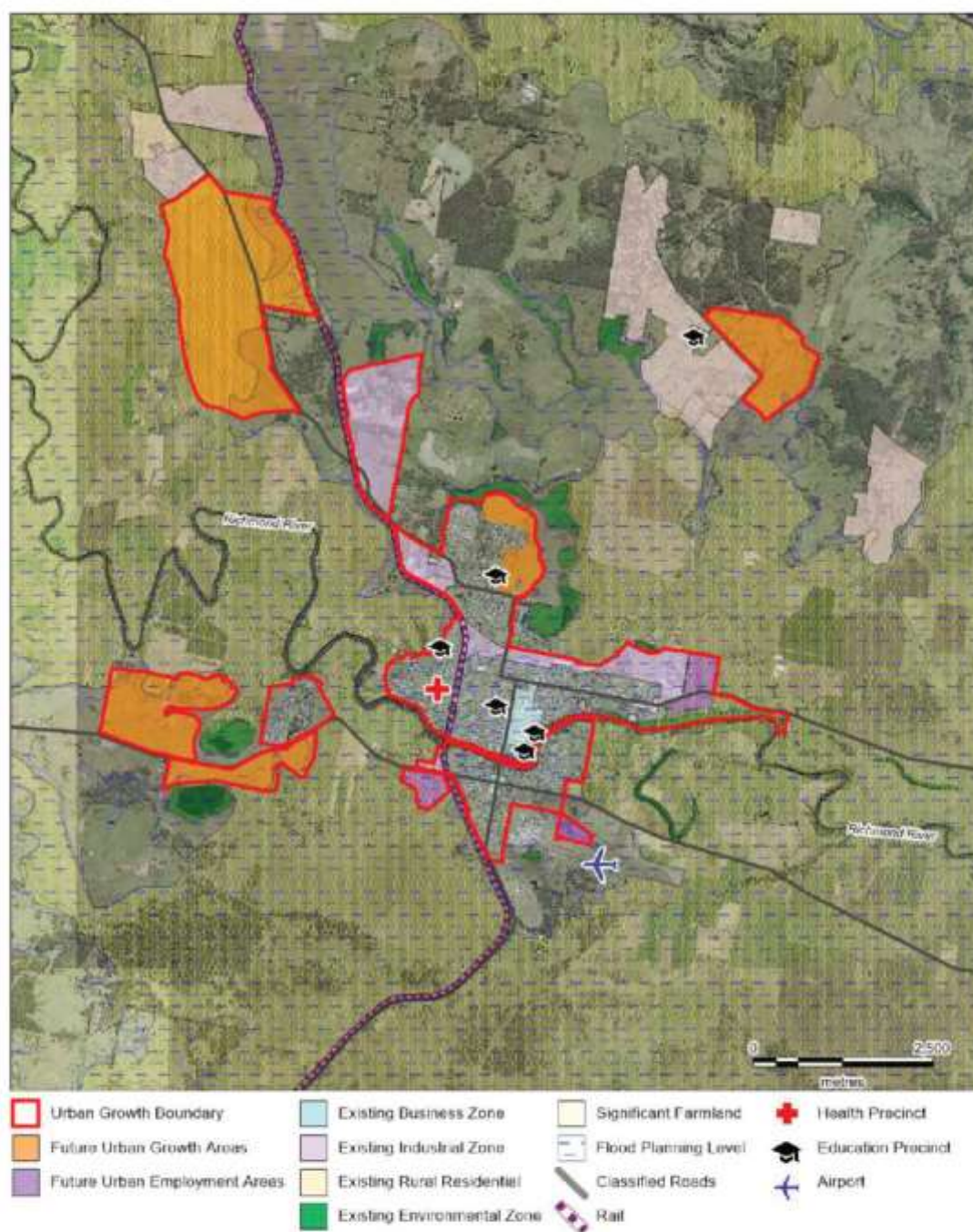


Figure 7: Casino Locality Plan

EVANS HEAD

The second largest urban settlement in the LGA is the coastal settlement of Evans Head located at the mouth of the Evans River and surrounded by natural settings framed by the Pacific Ocean, golden sandy beaches, rocky headlands, and 2 extensive coastal National Parks to its north and south.

The town has an urban ERP of 2,843 (or about 3,054 when including a nearby rural residential estate and manufactured home estate) (Census 2016).

Domestic tourism is the major economic driver in Evans Head with the population in peak holiday periods swelling with day trippers, and large numbers of tourists residing in holiday homes and units throughout the town as well as camping at the popular Silver Sands Reflections Holiday Park. Anecdotally, the population of Evans Head is estimated to double in size during peak holiday seasons, however, is unconfirmed and should be researched further.


Evans Head is also renowned for its associations with commercial fishing and the infancy of the Australian prawning industry, and the Evans Head Memorial Aerodrome which was home to the Royal Australian Air Force No. 1 Bombing and Gunnery School (BAGS) during World War 2.

Other features of the town include:

- ▶ a beautiful coastline consisting of a number of patrolled and unpatrolled surf beaches and Razor Back lookout
- ▶ Evans Head Heritage Aviation Museum—the museum is located within a refurbished WW2 Bellman Hangar at the Memorial Aerodrome and houses a collection of aircraft including a F-111C fighter/bomber, a Canberra bomber, Caribou transport, a Russian MIG-15 fighter, and a Bell Kiowa helicopter
- ▶ Evans Head Living Museum—the Museum is staffed by dedicated volunteers involved in the collection, identification and interpretation of the rich human and natural resources making up the history and development of the Evans Head area



- ▶ Dirrawong Reserve—a Crown Reserve dedicated to Aboriginal Cultural Heritage, the preservation of fauna and flora, and for public recreation. The reserve incorporates Goanna Headland, Snapper Rocks, and Chinamans Beach
- ▶ National Parks—Broadwater National Park extends to the north and west of the town, with Bundjalung National Park to its south. These Parks form part of a system of coastal national parks including sites of spiritual significance to the local Aboriginal community. Prominent features include Salty Lakes, the Gumma Garra picnic area, and Jerusalem Creek
- ▶ Fishermen's Cooperative—supporting a small fleet of fishing trawlers, and selling fresh seafood direct to the community
- ▶ Camp Koinonia—CampK features heritage listed cabins to accommodate school camps, group events, and conferences, while offering a range of educational and fun activities
- ▶ Deep Sea Fishing Charters—operating out of the Evans Head Marina



EVANS HEAD

- ▶ A number of festivals and events include—
 - the Great Eastern Fly-In—a celebration of aviation history at Evans Head and includes air displays, joy flights, markets, and more
 - Crankfest Youth Festival—a celebration of youth culture and art
 - Evans Head Malibu Classic—a longboard surf tournament
 - Evans Head Fishing Classic—an annual fishing tournament

Several potentially large developments proposed at Evans Head including:

- ▶ a Manufacture Home Estate on Currajong Street (with an estimated 199 dwellings);
- ▶ the Iron Gates subdivision (with potentially 174 residential lots); and
- ▶ development of an air park at the Evans Head Memorial Aerodrome (potentially including aviation industry, expansion of the aviation museum, development of an airpark residential estate, and tourist & conference facilities).



Figure 8: Evans Head Locality Plan

CORAKI

Coraki is situated at the junction of the Richmond and Wilsons Rivers—and is named after the Aboriginal word for “meeting of the waters”.

The village sits midway between Casino and Woodburn, has an ERP of 1127 (Census 2016).

Coraki is internationally renowned as the home area for the Australian Tea Tree oil industry and is the focal point for a number of large and small Tea Tree plantations and oil distillation operations which

produce high quality medical grade Tea Tree oil for domestic and international distribution.

The Richmond River is a stunning backdrop to this peaceful village, which was historically a thriving river port Municipality. Now days the wharves, jetties and shipping have disappeared leaving beautiful foreshore parklands and a recently refurbished swimming beach, making this a popular destination for water skiing, rowing and other aquatic activities.





Figure g: Coraki Locality

WOODBURN

Woodburn is the southern entrance to the Richmond Valley, located on the banks of the Richmond River, and a major rest area for travellers on the Pacific Highway. Apart from overlooking a beautiful section of the Richmond River, this small village is surrounded by expansive plains of sugar cane, having an ERP of 500 (Census 2016).

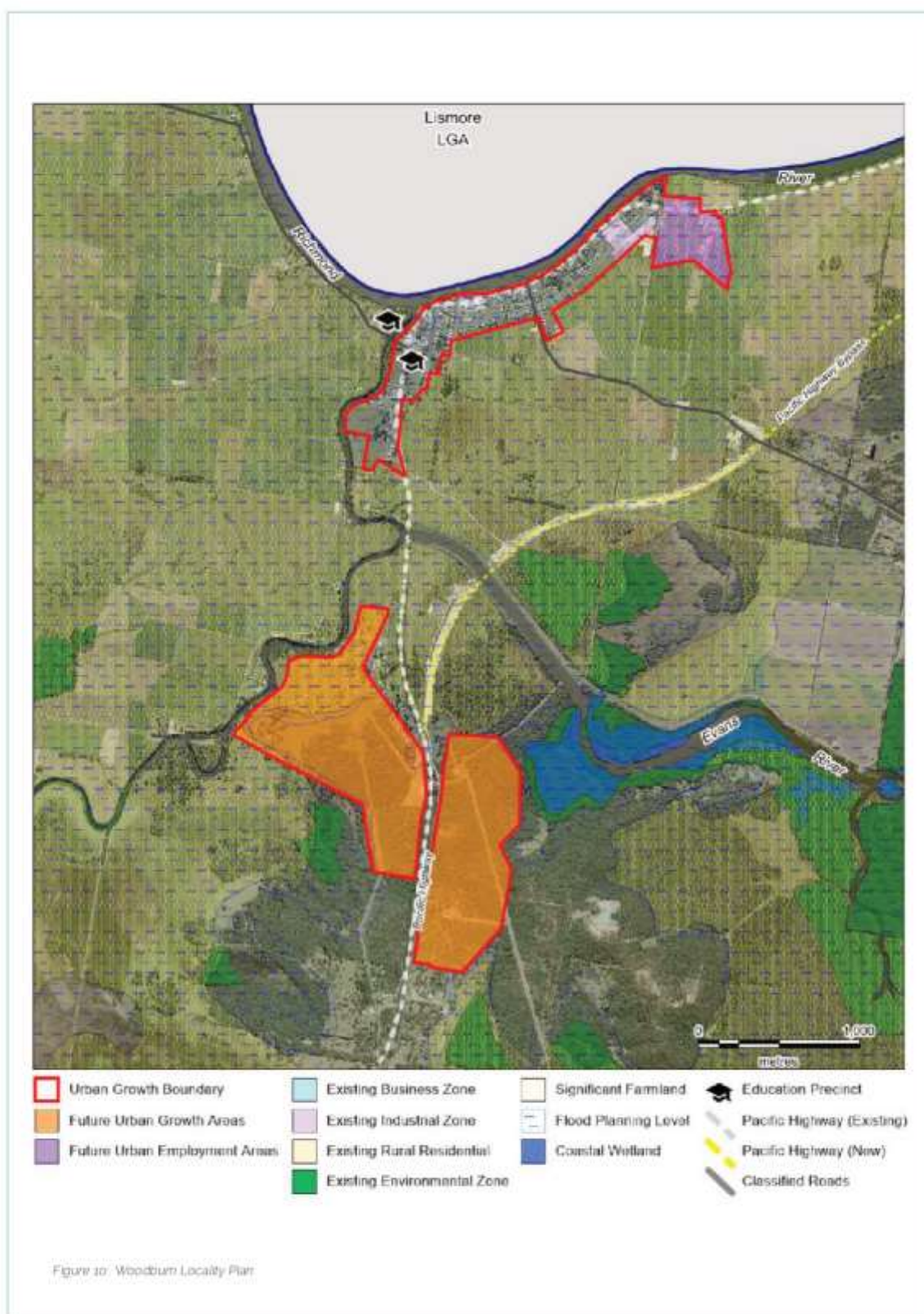
Construction of a Pacific Highway bypass around the eastern outskirts of the village is well underway and expected to be complete in late 2020. The business sector of the Village relies heavily on passing highway trade, therefore plans are already in motion to reinvent the village as a tourist stop-over, and rest area, post highway bypass. Stage 1 of a Riverside Park upgrade has opened with a new Visitor Information Centre, amenities, revitalised parklands and playgrounds to take in the best views of the Richmond River. The river is also a focal point for recreational water sport activities including rowing, sailing, swimming, fishing and water skiing.



Other features of the Woodburn area are-

- ▶ New Italy Museum—on the Pacific Highway just south of Woodburn, this museum is a celebration of the early Italian pioneers which settled on the North Coast
- ▶ Bundjalung National Park—featuring Jerusalem Creek, Black Rocks camping area, and a Wilderness Area in the upper catchment of the Esk River
- ▶ Mountain Biking—an exciting network of cross country mountain bike trails has been established in Doubleduke State Forest, at New Italy





BROADWATER

Broadwater is placed on the Pacific Highway, and the southern bank of the wide expansive Richmond River. This small village has an ERP of 484 (Census 2016), but has huge urban growth potential given its connection to sewer in 2014, its location close to the coast, and the imminent opening of the Pacific Highway bypass in late 2020.

Apart from the Richmond River, the dominant focal point of the village is the Broadwater Sugar Mill, 1 of 3 on the North Coast, with its tall smoke stacks towering above the village skyline.

Surrounding the Village is a landscape dominated by the Richmond River, fields of sugar cane and coastal National Park. Broadwater NP is located to the village's south & east and includes Broadwater Beach and 2 lookouts which offer views of the coastline from Evans Head to Ballina. On the south side of the village is a 2.6ha environmental reserve established in 1991 for the protection of the local Koala population which exists between Broadwater and Rileys Hill.

Recent development consent has been granted for a 68 lot subdivision which could increase the population of Broadwater by 150 persons.



RILEYS HILL

Rileys Hill has strong links to the nearby village of Broadwater, being only 2 kilometres apart.

This small village has a population of 120 (estimate only)(Census 2016) and is perched on a small hill overlooking the Richmond River, Broadwater National Park, and surrounding plains of sugar cane.

The Village's origins lie with the nearby Rileys Hill Dry Dock, and quarries which supplied rock boulders to build the break wall entrances to the Richmond River at Ballina, and Evans River at Evans Head.

A key feature of the village, and with huge tourist potential, is the Rileys Hill Heritage Reserve Dry Dock which is carefully being restored by community volunteers.





Figure 11: Broadwater and Rileys Hill Locality Plan

RAPPVILLE

Rappville is a small village with a population of 105 (estimate only) (Census 2016). It owes its historic origins to the opening of the railway between Casino and Grafton in 1905 around which the village thrived as a loading point for passengers, timber and cattle from as far as the Upper Clarence. The area surrounding Rappville is still dominated by forestry and cattle grazing but trains no longer stop at Rappville.

The community retains a passion for its heritage and the tremendous sacrifices made by the community's contribution towards war efforts especially during World Wars 1 and 2.



A major feature of the Village is the historic federation style Commercial Hotel (known locally as the Rappville Pub) built by Henry Rapp in 1911, and after whom the Village was named.

In October 2019 the village was ravaged by a fire storm which, along with other wild fires, burnt out almost 50% of the Richmond Valley LGA. The fires caused extensive damage to the village, destroying 11 houses and the Rappville Community Hall, while damaging another 6 homes and part of the Nandabah Street memorial tree planting.

As part of the bushfire recovery, Council has commenced an investigation into what can be done to make the village of Rappville thrive. The Master Planning exercise will consider potential to expand the village, key social and community needs, infrastructure requirements, and economic opportunities. This Master Plan will be used to leverage Government funding for its implementation.





Figure 12: Rappville Locality Plan

PLANNING THEMES AND PRIORITIES

THIS STATEMENT HAS BEEN ARRANGED INTO
THE FOLLOWING THEMES AND PLANNING PRIORITIES-

THEME 1—OUR COMMUNITY

(CONNECTING PEOPLE AND PLACES)

- ▶ Planning Priority 1 Have well planned and designed space to grow
- ▶ Planning Priority 2 Align development, growth and infrastructure
- ▶ Planning Priority 3 Improve the delivery of planning services

THEME 2—OUR ENVIRONMENT

(LOOKING AFTER OUR ENVIRONMENT)

- ▶ Planning Priority 4 Look after our environment
- ▶ Planning Priority 5 Create resilient communities
- ▶ Planning Priority 6 Celebrate our heritage

THEME 3—OUR ECONOMY

(GROWING OUR ECONOMY)

- ▶ Planning Priority 7 Protect productive agriculture land & significant resources
- ▶ Planning Priority 8 Diversify the range of services and employment options



THEME 1—OUR COMMUNITY

(CONNECTING PEOPLE AND PLACES)

ESTIMATED RESIDENT POPULATION

23,399 AT 2018

2011 CENSUS **22,717**

2016 CENSUS **23,256**

GROWING at a rate of **+0.42%**
per annum (between 2011 & 2018)



FORECAST TO BE

25,650 BY 2036

@ an average growth rate of
0.5% per annum



AGING POPULATION

POPULATION AGED **0-24 Years**

Forecast to be **31.1%** of population by 2036

(Was **33.4%** in 2006, then **32.1%** in 2011,
and **30.6%** in 2016)



POPULATION AGED **25-64 Years**

Forecast to be **45.8%** of population by 2036

(Was **48.7%** in 2006, then **48.3%** in 2011,
and **46.9%** in 2016)



POPULATION AGED **65+ Years**

Forecast to be **35.1%** of population by 2036

(Was **17.9%** in 2006, then **19.6%** in 2011,
and **22.4%** in 2016)



HOUSING STOCK

10,296 AT 2016



Implied housing demand to
meet forecast growth

+1,550 by 2016

HOUSEHOLD OCCUPANCY

rate average **2.4** persons per household in
2016 (was 2.5 in 2006)

Increasing number of
**Lone Person &
Couple Only Households**



PLANNING PRIORITY 1

HAVE WELL PLANNED AND DESIGNED SPACE TO GROW

Richmond Valley LGA's was home to an estimated 23,399 people at June 2018 and had been growing at an average of 0.42% per annum over the previous 10 year period (figure 13).

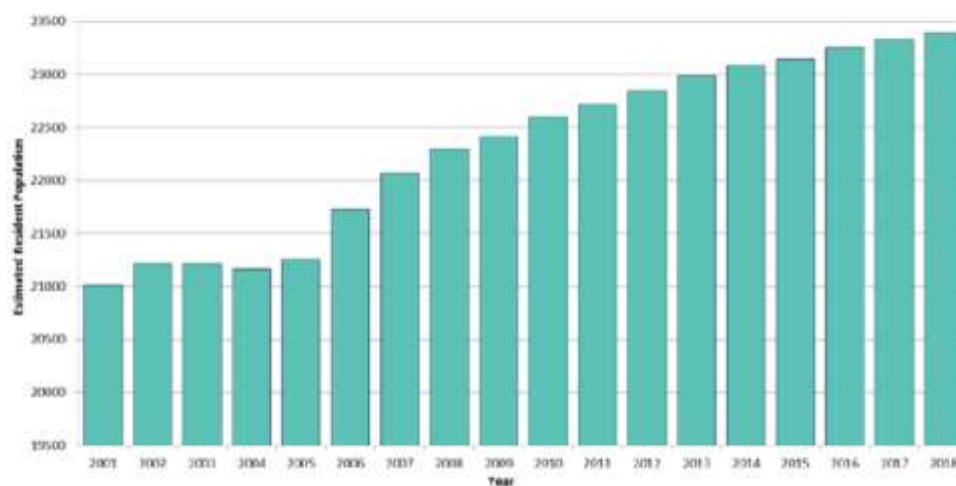


Figure 13: RVC Estimated Resident Population (ERP) between 2007 and 2018 (Source: Adapted by RVC from ABS Stat ERP Data 2018)

POPULATION PROJECTIONS

Population projections provided by the NSW Department of Planning, Industry and Environment's Demographic Unit (2016) forecast the North Coast to reach 595,450 persons by 2036, an increase of 76,200 persons at an average growth rate of 0.69% p.a.

Most of this growth (almost 70%) is expected within the 3 regional centres of Tweed Heads, Coffs Harbour & Port Macquarie-Hastings, with Richmond Valley LGA forecast to achieve a population of 25,650; an increase of 2,950 persons (from a base date of 2016), at an average annual growth rate of 0.5% p.a. (figure 14).

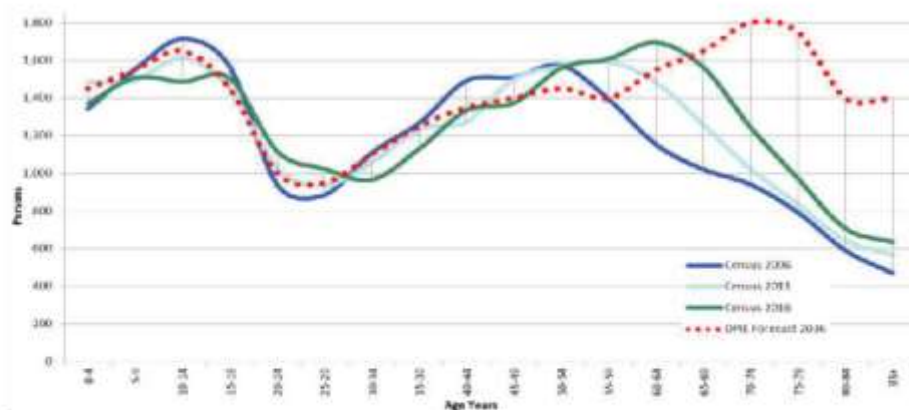


Figure 14: Population Age Profile for Richmond Valley LGA over the last 3 Censuses including the projected age profile for 2036 (Source: Adapted from ABS Census data and DPE Dem. Unit projection data 2016)

AGING POPULATION

The current trend of an "aging" population is set to continue with 35.1% of Richmond Valley LGA's expected 2036 population to be aged 65+: up from 22.4% in 2016 (figure 14). This trend is comparable to the North Coast region, but significantly higher than the State average of 21% in 2036: up from 16% in 2016.

HOUSING DEMAND

The *North Coast Regional Plan* identifies an implied housing demand of 46,050 dwellings to meet predicted growth on the North Coast, with RVC to contribute 1,550 of those dwellings, or an average 77 new dwellings p.a.

The *North Coast Regional Plan* aims to supply this implied housing demand through a mix of 60% single dwellings and 40% low-medium density housing (consisting of multi-dwelling housing, residential flats, dual occupancies, seniors living, secondary dwellings, and smaller allotments sizes <400m²).

LOCAL GROWTH MANAGEMENT STRATEGIES

RVC has several urban settlement strategies to guide local land release including-

- Casino Urban Land Release Strategy 2005
- Urban Land Release Strategy Town of Evans Head 2007
- Richmond River Shire Rural Residential Development Strategy 1999
- A revision of Future Urban Growth Boundaries for submission to *Draft North Coast Regional Plan* (2015)

These strategies have contributed towards the urban growth boundary mapping contained within the *North Coast Regional Plan* (figure 15) but are aging and require review in context with the *North Coast Regional Plan*, housing construction data, and recent population growth projections.

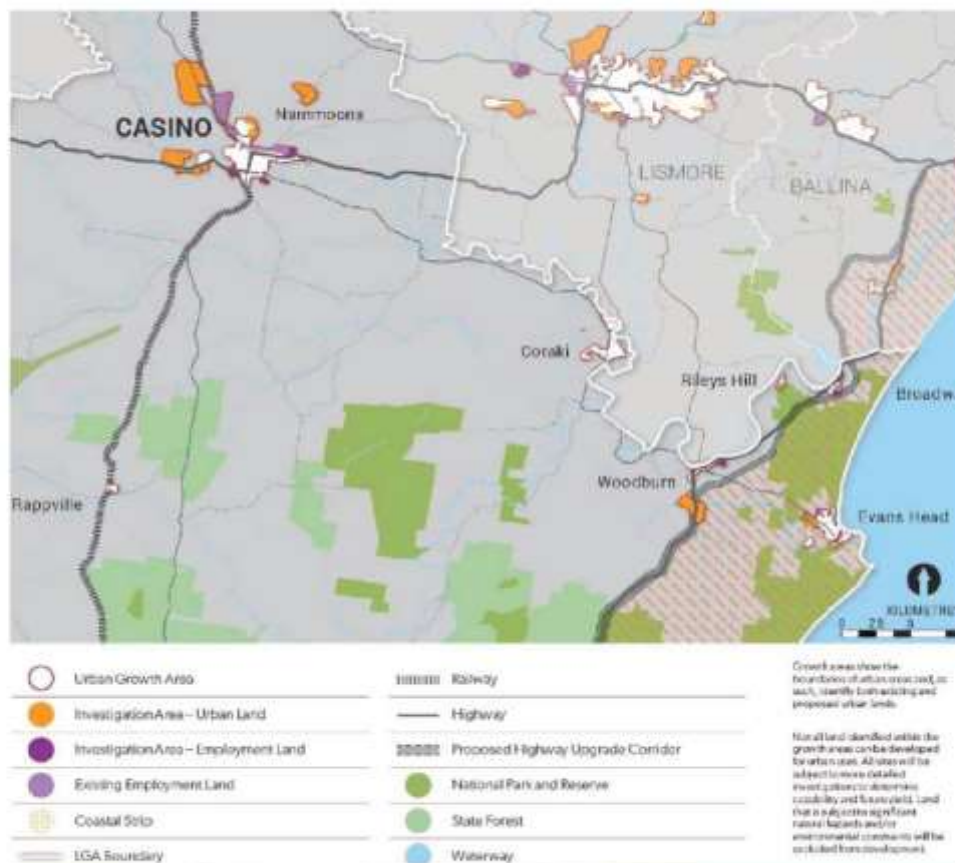


Figure 15: Urban Growth Areas mapping extracted from the *North Coast Regional Plan 2036*.

HOUSING STOCK & CONSTRUCTION

At the 2016 Census Richmond Valley Council had 10,296 dwellings, with 7,987 in its urban settlements.

An average of 65 new dwellings were constructed per annum during the 10 year period 2008 to 2018 (figure 16) which was just under the implied 77 dwellings per annum demand estimated to meet projected growth. This housing construction varied dramatically from year to year but is slowly recovering from a slump in 2011/12 around the time of the Global Financial Crisis. The figures also show a large proportion of housing consisted of low-medium density and rural residential.

The largest share of housing construction was at Casino (341 dwellings) followed by Evans Head (91). The housing construction at Casino was split almost evenly between single dwellings, low-medium density and rural residential. Evans Head had a large proportion of its housing provided in the form of low-medium density, reflecting in part to a lack of available vacant land but also investors capitalising on more expensive land, and a higher demand for coastal real estate.

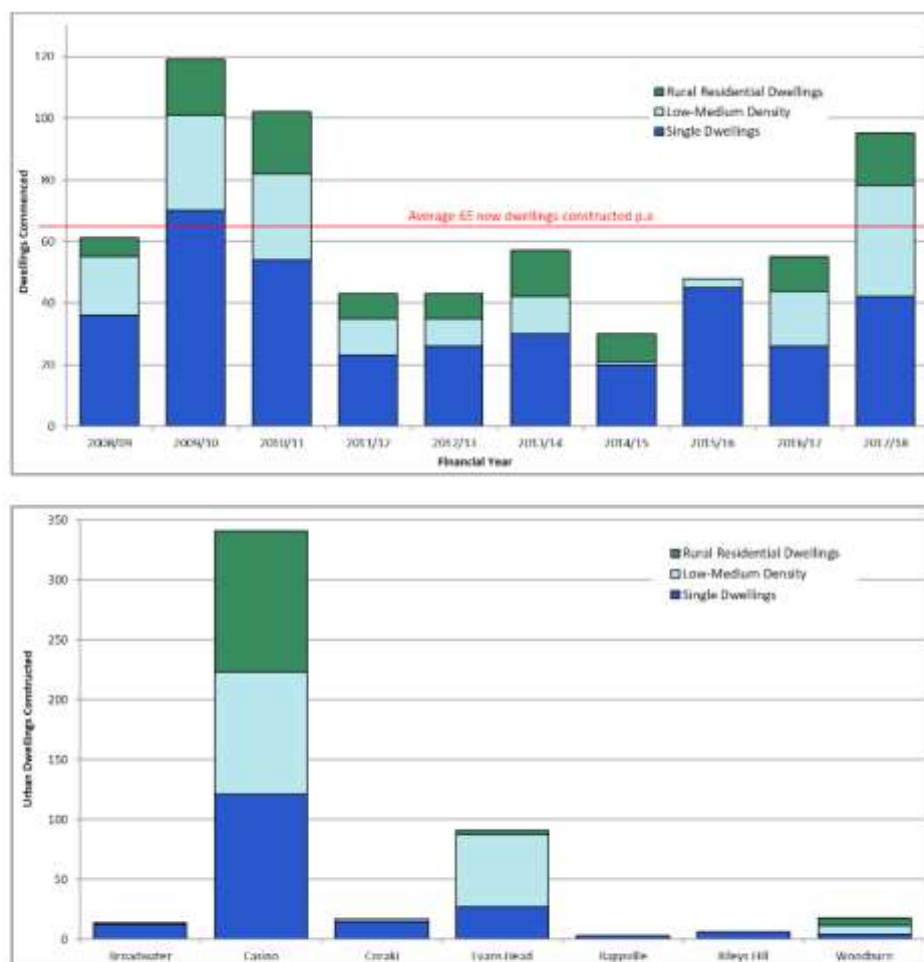


Figure 16: Dwellings erected per annum 2008/09 to 2017/18

HOUSEHOLD SIZE

Household composition (the number of persons and their relationship residing in each dwelling) is a useful statistic for showing how household types may change over time. This in turn may influence future housing needs and the calculation of the implied housing demand.

Figure 17 shows family composition of households over the last 3 Census' has changed notable for couples only (+152), couples with children (-169), and lone person households (+369). Meaning the average household size has shrunk which strongly links to an increase in lone person households and an aging population.

Population forecasts predict by 2036 62% of the housing stock will be occupied by single and couple only households: up from 58% in 2016 and increasing at 2.2% p.a.

The Development Control Plan and LEP, as well as the Local Growth Management Strategy, need to encourage future housing types which reflect on shrinking household sizes by providing greater supply of low-medium density housing, smaller residential lot sizes, and appropriate seniors living opportunities.

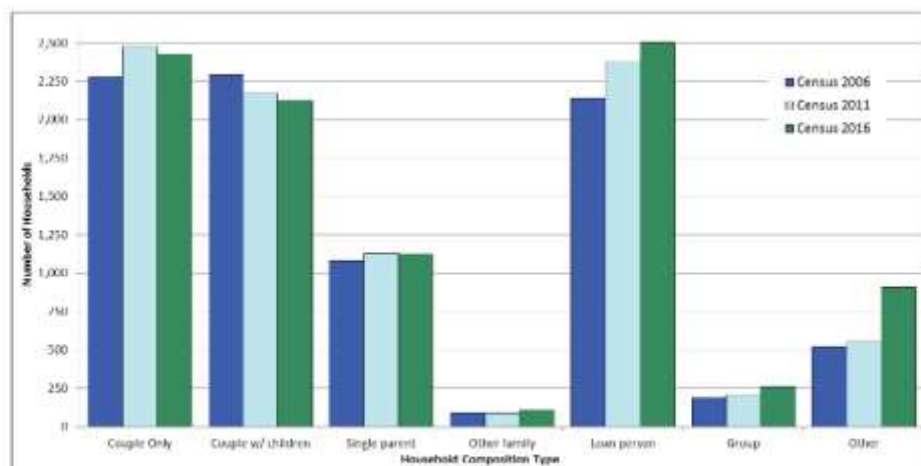


Figure 17: Household Composition Type by total housing stock in Richmond Valley LGA
(Source: RVC adapted from ABS Census 2016 QuickStats Time Series Profile – Tables T14a, T14b & T14c)



PLANNING PRIORITY 1 -**HAVE WELL PLANNED AND DESIGNED SPACE TO GROW****ACTIONS:**

| | |
|----|--|
| 11 | Prepare Local Growth Management Strategies to sustainably grow the region's population, and investigate new and innovative ways to accommodate projected population growth |
| 12 | Deliver sustainable, well planned, safe, healthy and efficient housing and settlement areas through healthy urban design and hazard avoidance/management |
| 13 | Monitor the supply and demand for housing and zoned urban land to gauge how Council is tracking against projected future demand |
| 14 | Review Council's planning scheme to encourage delivery of a diverse range of housing options (including low-medium density housing, affordable housing & Seniors Living), and improve the functionality and quality of housing delivered |
| 15 | Deliver robust and accessible towns and communities with well planned, maintained and functional public spaces |
| 16 | Prepare a bushfire recovery Master Plan for Rappville |



PLANNING PRIORITY 2

ALIGN DEVELOPMENT, GROWTH AND INFRASTRUCTURE

TOWN WATER SUPPLIES & RESERVOIRS

Reticulated water for Richmond Valley settlements are sourced from 2 supplies:

- Mid-Richmond—where bulk water is supplied by Rous Water primarily from the Rocky Creek Dam via the Nightcap Water Treatment Plant. This supply services about 100,000 residents on the Far North Coast and has a capacity to supply 70 ML per day, with provision to be expanded to 100 ML, and
- Casino—where Richmond Valley Council operates a water treatment facility (with capacity to supply 23 ML per day) sourcing its water from an onstream storage located behind Jabour Weir on the Richmond River (the weir has a total capacity of 1,719 ML and is replenished while ever there is flow in the river).

The Mid-Richmond supply can be supplemented from a groundwater supply near Woodburn. Rous Water is also investigating options to safeguard

the regional water supply by ensuring there will be sufficient supply to support future sub-regional growth.

The NSW government has funded an investigation into future proofing the Casino water supply as the current onstream storage may be insufficient to meet:

- Casino's long term future water needs
- a changing climate with longer droughts and warmer temperatures; and
- environmental constraints such as elevated levels of blue-green algae and manganese during hot periods combined with low flows.

The outcomes of this investigation will be used to update Council's *Integrated Water Cycle Management (IWC) Plan*.

Fish passage beyond the weir is also a major consideration.

| | Average Consumption (kL/day) | Total Reservoir Storage Capacity (ML) |
|-------------|------------------------------|---------------------------------------|
| Broadwater | 260.59 | 0.83 ML |
| Evans Head | 834.09 | 4.5 ML |
| Coraki | 269.39 | 1.14 ML |
| Rileys Hill | 27.11 | 0.037 |
| Woodburn | 168.89 | 2.27 ML |
| Casino | 5499.92 | 21 ML |



TOWN SEWER

Casino, Coraki, Rileys Hill and Evans Head each has a sewerage treatment plant, with the latter also servicing Woodburn and Broadwater.

Casino's aging STP is earmarked for an upgrade or replacement within the next 10 years.

Evans Head's STP was replaced in 2007 with the construction of stage 1 having a design capacity of 5,500 EP (equivalent persons). Timing for the construction of Stage 2, an additional 5,500 EP, is being monitored given additional demand is likely from such developments as the Broadwater subdivision (68 lots), additional liquid trade waste

from the Sugar Mill, Evans Head Manufactured Home Estate (199 dwellings), and potential subdivision at the Iron Gates (174 lots).

Rileys Hill's STP is a small modular treatment plant capable of being added to, and replaced, as needed. A rezoning at Rileys Hill is under investigation and must remain under the design capacity of the existing STP or meet the cost of adding to its capacity.

A Bushfire Recovery Grant for Rappville will be used to investigate options, and community desire, to have the village serviced by a sewer scheme similar to that at Rileys Hill.

| | Design Capacity | | Average Treatment Flows (2015/16 to 2018/19) | | |
|-----------------|----------------------------------|---------------------------------------|--|--|--|
| | Equivalent Persons (EP) | Equivalent Tenement (ET or Dwellings) | Average Dry Weather Flow (ADWF ML/day) | Max Peak Dry Weather Flow (DWF ML/day) | Max Peak Wet Weather Flow (WWF ML/day) |
| Casino STP | 12,700 | 5,520 | 2.45 | 75 | 38.3 |
| Evans Head STP | 5,500 (stage 1 constructed 2007) | 5,240 | 1.05 | 2.2 | 2.6 |
| | 5,500 (stage 2 designed) | | | | |
| Coraki STP | 1,300 | 500 | 14775 | 41 | 118 |
| Rileys Hill STP | 200 | 80 | 0.02175 | 0.05 | 0.5 |



PUBLIC & OPEN SPACES AND ACTIVE LIVING

Richmond Valley LGA manages approximately 351 ha of greenspace at its showgrounds, sporting fields, parks, playgrounds and environmental reserves, which is in addition to its public halls and streetscapes, equating to an average 150m² per capita.

A substantial body of evidence demonstrates the positive effects of greenspace on wellbeing, with the value of this space increasing with population density.

Active Living NSW is a program established in April 2017, as a partnership between NSW Ministry of Health and the National Heart Foundation-NSW Division, to support the physical activity and healthy built environment deliverables of the *NSW Healthy Eating and Active Living Strategy*. It continues key pieces of work previously undertaken by the NSW Premier's Council for Active Living (PCAL) to promote active living through influencing the physical and social environments in which communities live. And fits within a framework of work produced by the NSW Government Architect (*Greener Places*) and NSW Health (*Healthy Urban Development Checklist*). The NSW Cancer Council and Cancer Institute NSW also advocate the provision of shade as an important tool for mitigating UV exposure and the effects of heat.



Council's *Facilities Needs Review* (2010) looked at all of its parks and facilities to determine how, and by whom, they were being utilised, as well as evaluating things like accessibility (access by transport as well as for persons with disabilities), and embellishments & infrastructure provided and whether they were fit for purpose. The study found many parks and reserves were underutilised and surplus to community needs, with several identified to be either repurposed, or sold following their reclassification as Operational Land. Proceeds from sales will be reinvested into upgrading and embellishing centralised and better utilised community facilities and open spaces which support community connectedness and active lifestyles.

Sports grounds, and significant parklands & recreational areas provided by Richmond Valley Council:

| | |
|-------------|---|
| Casino | Queen Elizabeth Park; Centennial Park; Albert Park; Colley Park and the Casino Sports Stadium; Casino Showground; Drill Hall Community Space and Coronation Park; Casino Memorial Baths; Riverview Park; Civic Hall |
| Evans Head | Stan Payne Oval including a public pool; Casino-Evans Head Surf Club including Main Beach and Airforce Beach; Razor Back Lookout and Shark Bay; Kalimna Park Recreation Hall |
| Woodburn | Woodburn Recreation Reserve; Riverside Park; Woodburn Memorial Hall; Woodburn Pool |
| Coraki | Riverside Park; Windsor Park; Coraki Youth Hall; Coraki Pool |
| Broadwater | Broadwater Community Hall and adjoining parklands |
| Rappville | Rappville Showground; Rappville Community Hall (to be replaced); Rappville Tennis Courts |
| Rileys Hill | Rileys Hill Community Centre (former school) |
| Fairy Hill | Fairy Hill Public Hall |
| Leeville | Leeville Public Hall |
| Piora | Woodview-Piora Public Hall |

PUBLIC TRANSPORT

As with most regional areas, the LGA has limited public transport options, particularly inter-regional transport.

Air Travel

While Richmond Valley LGA has 2 airports, at Casino and Evans Head, neither is licensed for commercial flights. The nearest airports offering commercial routes are at Lismore, Ballina-Byron Gateway, Grafton and Gold Coast airports.

Rail

Casino is serviced by XPT rail services twice daily. The morning service travels between Sydney and Brisbane, while the evening service travels between Casino and Sydney. Both services have connecting buses which provide access to destinations across the Far North Coast and as far as the Gold Coast and Brisbane.

Buses

Apart from school bus runs, there are daily services connecting urban settlements to, and between, Far North Coast regional centres. However, there is no integrated transport plan to coordinate routes and timetables.

Casino Buses operate daytime town services at Casino.

Cycleways and Cycle Trails

Council will continue to add to its cycleway networks via funding from Transport for NSW.

The NSW Coast Cycle Trail connects Brisbane to Melbourne, via Sydney and Eden. Where possible, cycle paths and rail trails are being incorporated into the route to avoid busy highways. Sections of the trail extend from Ballina to Evans Head and Evans Head to Yamba.

The last passenger service to use the Casino-Murwillumbah rail line was on 15 May 2004. While lobbying continues to return rail services to the line, plans to convert the 130km long rail corridor into a modern cycling and walking trail have gathered momentum. Aims of the project are to: preserve the community asset; deliver a walking and cycling trail compatible for short and long term active transport; link regional towns and villages; incorporate light rail

where practical; and capitalise on the popularity of cycling and cycle tourism.

Bipartisan support for the project has been received and, the Federal Government has awarded a \$7.5m grant towards construction of the Casino to Bentley section.

High Speed Rail (HSR)

The Australian Government is investigating the feasibility of a High Speed Rail (HSR) network through the region linking Melbourne, Canberra, Sydney and Brisbane. Phase 2 of the investigation has identified a conceptual stop just west of Casino providing the only station on the Far North Coast.

It is too early to be integrating the conceptual HSR into Council's planning scheme, however, Council will work with the State and Federal government to identify the preferred route and integrate the station with regional transports options.



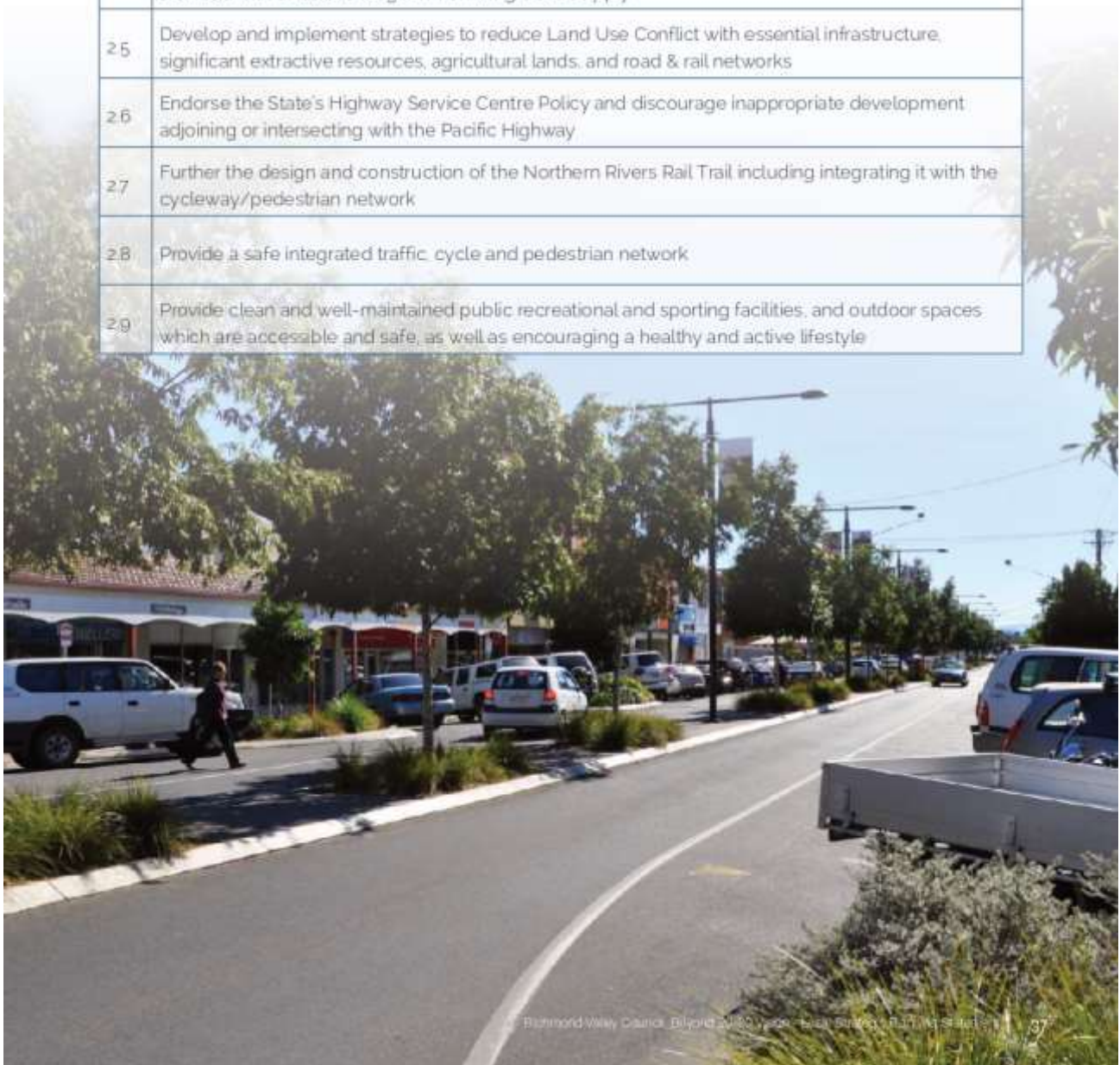
Figure 18: Nominal High-Speed Rail route through North Coast with a stop at Casino (Source: Australian Government, 2017)

PLANNING PRIORITY 2

ALIGN DEVELOPMENT, GROWTH AND INFRASTRUCTURE

ACTIONS:

| | |
|-----|--|
| 2.1 | Partner with the State government and developers to deliver local infrastructure in a timely manner to meet the demands of future projected growth |
| 2.2 | Review Council's Developer Contributions Plans |
| 2.3 | Implement the Facilities Needs Review including the reclassification of identified surplus and underutilised public lands from 'Community Land' to 'Operational Land' |
| 2.4 | Update Council's Integrated Water Cycle Management Strategy (IWCMS) to ensure the community is serviced with a reliable long term drinking water supply |
| 2.5 | Develop and implement strategies to reduce Land Use Conflict with essential infrastructure, significant extractive resources, agricultural lands, and road & rail networks |
| 2.6 | Endorse the State's Highway Service Centre Policy and discourage inappropriate development adjoining or intersecting with the Pacific Highway |
| 2.7 | Further the design and construction of the Northern Rivers Rail Trail including integrating it with the cycleway/pedestrian network |
| 2.8 | Provide a safe integrated traffic, cycle and pedestrian network |
| 2.9 | Provide clean and well-maintained public recreational and sporting facilities, and outdoor spaces which are accessible and safe, as well as encouraging a healthy and active lifestyle |



© Richmond Valley Council. Byford 2020. Photo: Brian Stratton. Rail Trail Station 11 37

PLANNING PRIORITY 3

IMPROVE THE DELIVERY OF PLANNING SERVICES

COMMUNITY ENGAGEMENT

A *Community Participation Plan* (CPP) is a new statutory requirement setting out when and how Council will engage its community across the range of town planning functions it performs under the *Environmental Planning and Assessment Act 1979*.

The CPP helps community members set expectations on how they will be consulted by Council in relation to town planning matters, which include development applications and strategic planning documents.

Richmond Valley Community Participation Plan 2019 came into force on 1 December 2019 and identifies:

- The mandatory community engagement requirements of the Act, including variations to those requirements where permitted;
- How community engagement will be undertaken;
- The minimum period for community engagement; and
- How the community can make submissions.

Why is community participation important?

- It builds community confidence in the planning system;
- Community participation creates a shared sense of purpose, direction and understanding of the need to manage growth and change, while preserving local character; and
- It provides access to community knowledge, ideas and expertise.

Council will periodically review the CPP with the aim to incorporate it into Council's *Community Engagement Strategy*.

EPLANNING

Electronic planning (or ePlanning) is the delivery of town planning services and the dissemination of information via electronic means, usually on-line. Such services may include libraries of plans, policies,



fact sheets and strategies; on-line application lodgement; dissemination of geographical information via mapping; electronic referrals and concurrences.

Council already utilises many ePlanning services and will be moving to on-line application lodgement through the NSW Planning Portal by 1 July 2021.

Hosting of a geographical information system (GIS) on Council's website will present tremendous opportunities to display planning information in an interactive visual form.

DEVELOPMENT CONCIERGE SERVICE AND FACT SHEETS

Council offers a Development Concierge Service to assist the community with lodgement of applications, to simplify application forms, and with the dissemination of information via self-help fact sheets. This service is part of delivering an efficient

planning service as it reduces the number of customer enquiries made of Town Planning Staff, but also attempts to improve the quality of applications received, and therefore reduce delays in processing applications.

ENGAGEMENT WITH THE ABORIGINAL COMMUNITY

How Council disseminates information to, and engages with, the Aboriginal Community on planning matters is an area where communications can improve. The planning system is a complex and intimidating system which quite often requires engagement with the Aboriginal community.

Many Aboriginal people find the planning engagement process to be foreign and confusing, and many non-Aboriginal people can equally find the Aboriginal engagement processes to be confusing. An engagement protocol, developed in collaboration with the Aboriginal community, will ensure appropriate engagement is undertaken and this knowledge can be used to improve the decision making within the Council's planning process.



PLANNING PRIORITY 3

IMPROVE THE DELIVERY OF PLANNING SERVICES

ACTIONS:

| | |
|-----|---|
| 3.1 | Integrate the <i>Community Participation Plan (CPP)</i> into the <i>Richmond Valley Council Community Engagement Strategy</i> |
| 3.2 | Continuously improve the efficiency and effective delivery of Council planning services, especially through its Development Concierge Service and delivery of fact sheets |
| 3.3 | Develop engagement protocols in collaboration with the Aboriginal community to ensure appropriate engagement is done with knowledge holders during planning processes |
| 3.4 | Implement ePlanning services to streamline the Development assessment system and offer the community an on-line application lodgement option |
| 3.5 | Establish an on-line mapping system to deliver digital geographic information to the community |

THEME 2—OUR ENVIRONMENT

LOOKING AFTER OUR ENVIRONMENT

LGA 3,050 km²

ELEVATION - SEA LEVEL TO 650 m
(@ BUSBYS FLAT)



CONSERVATION AREAS

38,856 ha

17,339 ha NATIONAL PARK

10,928 ha NATURE RESERVE

6,895 ha STATE CONSERVATION AREA

3,694 ha ENVIRONMENTAL
CONSERVATION ZONE (E2)



POTENTIALLY

**HIGH
ENVIRONMENTAL
VALUE**

Habitat **113,900 ha**
(outside conservation areas)



WILDERNESS AREA

3,153 ha

LOCATED WITHIN THE SOUTHERN
AREA OF BUNDJALUNG NP



WORLD HERITAGE AREA

475 ha

PART OF THE GONDWANA RAINFORESTS OF
AUSTRALIA (LOCATED WITHIN
MALLANGANEE NP)

STATE FOREST

49,096 ha

includes Native Forest and Pine Plantations



Coastline 37.5 km
(28.3 km fronts National Park)

RICHMOND RIVER **140 km**

EVANS RIVER **15 km**

WILSONS RIVER **2 km**

BUNGAVALBIN CREEK **52 km**

(before branching into Myall and Myrtle Creeks)



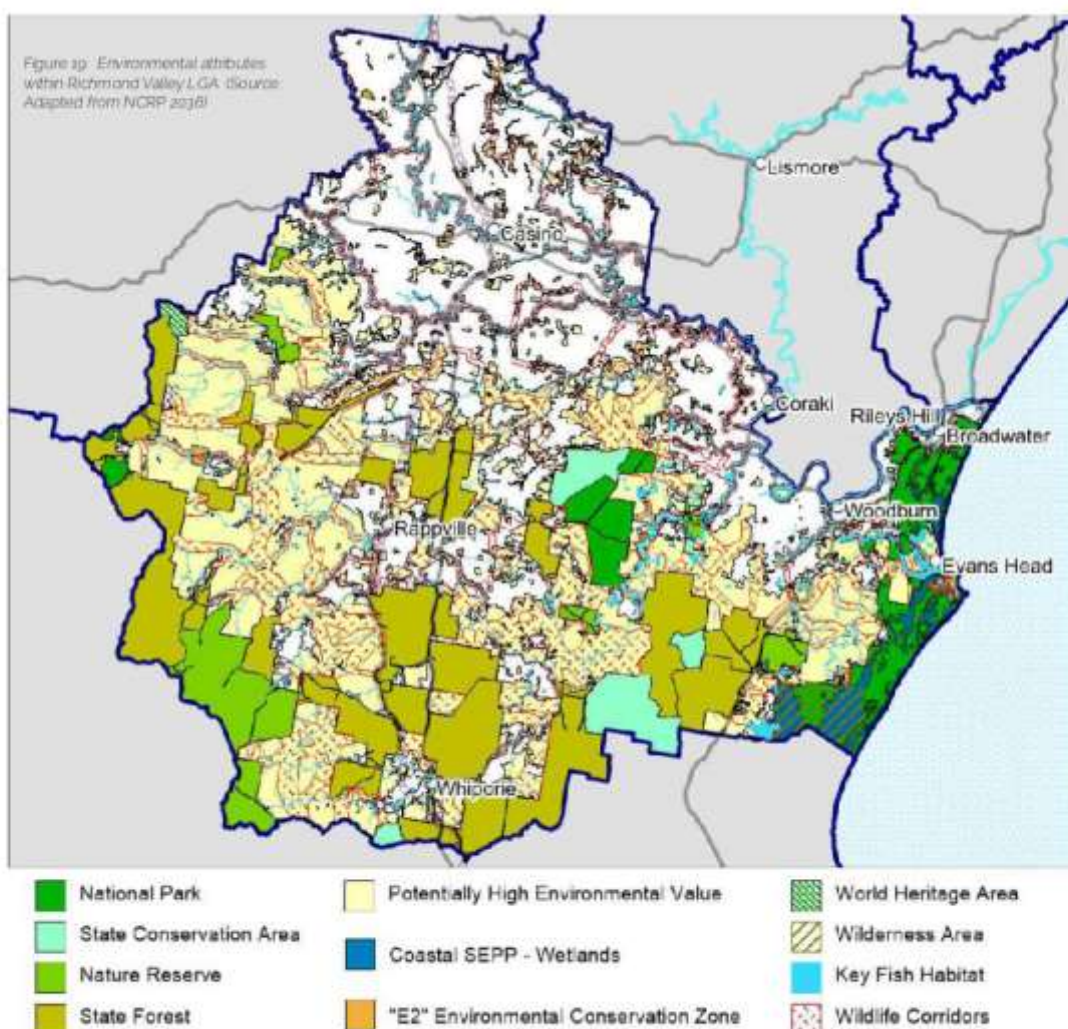
PLANNING PRIORITY 4

LOOK AFTER OUR ENVIRONMENT

The North Coast region is defined by its coastal and rural landscapes, and its distinctive character, lifestyles, and environments. It is for this reason the *North Coast Regional Plan* is focused on the future delivery of sustainable land uses and directing growth to locations which do not compromise the natural environment.



Richmond Valley LGA is defined by a diverse range of environments from the coastline and coastal fringes, to the alluvial floodplains, and undulating foothills of the Great Dividing Range. The LGA has an area of 3,050km², with dimensions of about 70 km (north to south) by 77 km (east to west), with terrain ranging in altitude from sea level to just over 650 metres @ Busbys Flat.



NATURAL ENVIRONMENT

The North Coast region is one of the most biologically diverse regions in Australia and its High Environmental Value (HEV) habitats underpin the intrinsic values of the region. Figure 19 is a snap shot of some key environmental areas within the LGA.

The array of geological landforms, terrain, elevation and climate have had a major influence on the type and distribution of biodiversity and land uses in the region.

Areas of the landscape within the Richmond Valley LGA have been heavily cleared of native vegetation for historical and ongoing agricultural and forestry land use practices. The areas impacted the greatest tend to be those lands on lower elevations with level to moderately inclined slopes. The Clarence-Richmond Alluvial Plains, which occupies a large area of the Shire, is identified as an over-cleared landscape and has had more than 70% of native woody vegetation removed.

A pattern of wildlife or biodiversity modelled corridors traverse across the LGA's landscapes. These corridors often encompass larger remnant vegetation parcels connecting major hubs of habitat such as National Park Estate or State Forest areas, and include riparian waterways. These corridors along with potential HEV have been incorporated into the *Richmond Valley LEP 2012* as a Terrestrial Biodiversity Overlay Map for development assessment purposes.

THREATENED SPECIES

There are 283 threatened terrestrial species of fauna and flora, 2 threatened species of fish, and 12 threatened ecological communities either known, or having the potential to occur within the Richmond Valley LGA.

ENVIRONMENTAL OVERLAYS

The Richmond Valley LEP 2012 contains several overlays to identify additional development assessment requirements for mapped environmental attributes. These maps include:

- Terrestrial Biodiversity Map—map of remnant native vegetation incorporating corridors and areas of potential HEV (Clause 6.6)

- Landslide Risk—map of land likely to have slopes greater than 18° (or 32%) (Clause 6.7)
- Riparian Land and Watercourses—map of Key Fish Habitat where Fishery permits may be required to do works (Clause 6.8)
- Drinking Water Catchments—map identifying the drinking water catchment for the Casino onstream water storage (to the extent of the boundary with Kyogle Shire), and a 500 metre buffer around Rous' groundwater extraction point at Woodburn (Clause 6.9)
- Wetlands—map of wetlands (which may include both natural and anthropogenic water bodies) (Clause 6.10)

The effectiveness of the overlays provisions, including accuracy of mapping, needs to be reviewed especially given new mapping releases and recent amendments to legislation, such as the *Biodiversity Conservation Act* (BC Act) and *Coastal Management Act* which may result in duplicate assessment processes.

BIODIVERSITY CONSERVATION ACT

The land management and biodiversity conservation reforms commenced in New South Wales on 25 August 2017. They consist of the *Biodiversity Conservation Act 2016* (BC Act) working together with the *Local Land Services Act* and the *State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017* (the Vegetation SEPP) to regulate the clearing of native vegetation in NSW.

An area of concern is the limited regulation over clearing of environmental protection zones (which are considered to be within a non-rural zone). One option would be for Council to implement a Tree Preservation Order (TPO) permit system, however, it became abundantly apparent a far simpler option would be to regulate clearing within the environmental protection zones by adding them to the BC Act's *Biodiversity Values Map*.

PLANNING PRIORITY 4

LOOK AFTER OUR ENVIRONMENT

ACTIONS:

| | |
|----|--|
| 41 | Work collaboratively in partnership with the community, State and local governments to improve the health of the Richmond Valley environment |
| 42 | Participate in the preparation of a new <i>Richmond River Catchment Management Program</i> (CMP) and the <i>Richmond River Governance and Funding Framework</i> |
| 43 | Prepare a Catchment Management Program (CMP) for the Evans River and Evans Coastline |
| 44 | Engage with the State government to have environmental protection zones from the <i>Richmond Valley Local Environmental Plan 2012</i> included on the <i>Biodiversity Conservation Act 2016</i> Biodiversity Values Map |
| 45 | Review the <i>Richmond Valley Local Environmental Plan 2012</i> Environmental Overlay Maps and provisions to ensure they are current, and effective given new legislation such as the <i>Coastal Management Act</i> and <i>Biodiversity Conservation Act</i> may have created duplicate development assessment processes |



PLANNING PRIORITY 5

CREATE RESILIENT COMMUNITIES

BUSHFIRE PRONE LAND (BFPL)

Section 10.3 of the *Environmental Planning and Assessment Act 1979* requires councils to prepare bushfire prone land mapping, with the current Bushfire Prone Land Map being endorsed by the Commissioner of RFS on 17 February 2015.

New mapping guidelines released in November 2015 introduced a third category of vegetation hazard to be incorporated into the next mapping review due in 2020. Assistance has been sought from the RFS to help with producing these new maps.

Bushfires from 2019

Wild fires were a feature of the LGA during the 2019/20 Spring and Summer seasons, as they were for extensive areas of the Australian east coast. Two bushfires which had significant impacts on the LGA were the Busbys Flat Road Fire (commenced on 8 October 2019) and the Myall Creek Road Fire (commenced on 8 November 2019) which together devastated 1,427 km² of land (about 46.8% of the LGA) causing extensive damage.



| | Busbys Flat Road Fire | Myall Creek Road Fire |
|------------------------|-----------------------|-------------------------|
| Destroyed Houses | 44 | 18 |
| Destroyed Outbuildings | 81 | 84 |
| Destroyed Facilities | 7 (includes sawmill) | 1 (tea tree distillery) |
| Damaged Houses | 9 | 10 |
| Damaged Outbuildings | 31 | 31 |
| Damaged Facilities | 9 | 3 |

Council is working with the community, the NSW and Australian governments and a long list of service providers to facilitate and support the recovery of the community.



FLOODING

There are effectively 3 flood Studies applying across the Richmond Valley LGA covering Casino township (1999), the Evans River (2014), and Mid-Richmond (2010) (with the later extending from Casino to Broadwater, inclusive of part of Lismore).

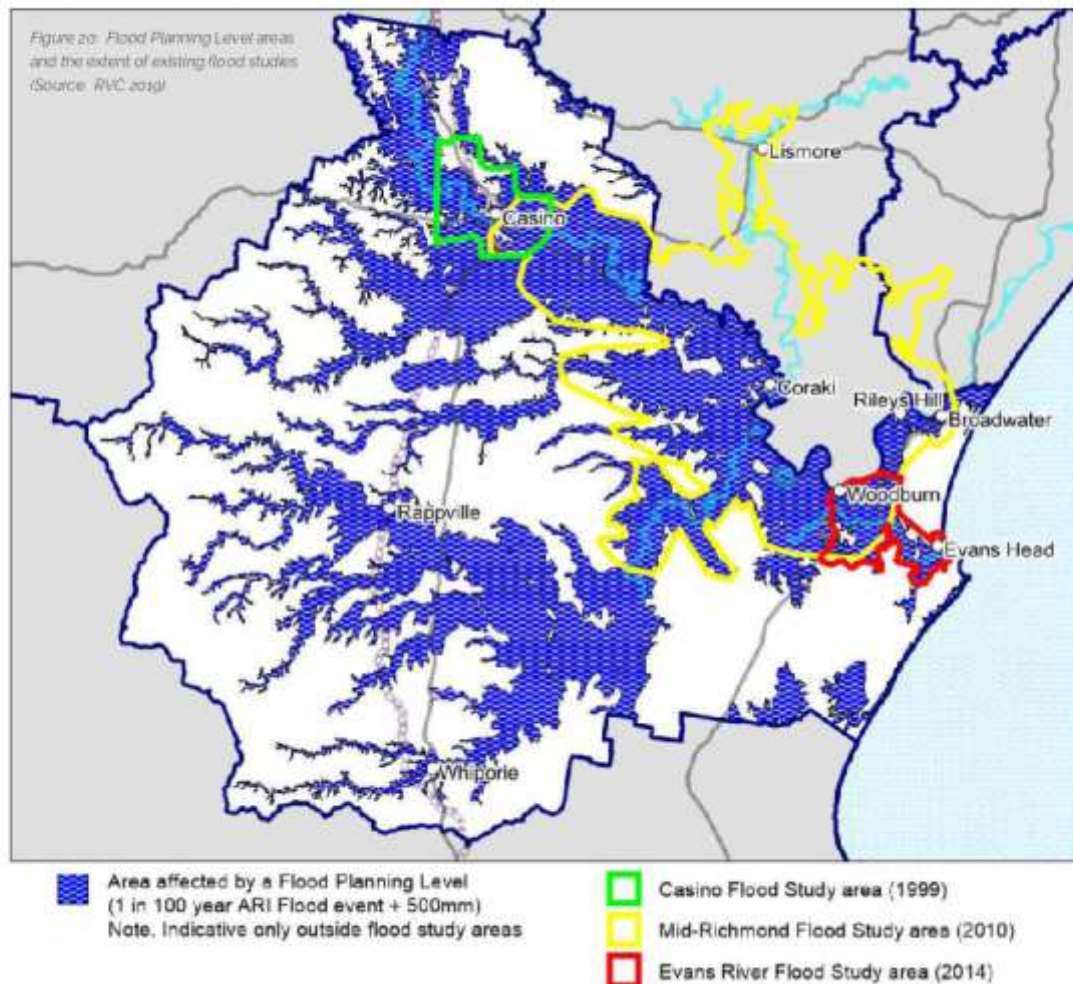
Flood Risk Management Plans (FRMP) for Casino and the Mid-Richmond adopt the 1% design flood (a 1 in 100 year Average Recurrence Interval (ARI) flood event) as the benchmark for planning purposes. The FRMP also adopts flood hazard mapping which defines areas of low hazard (LH), high depth hazard (HDH), and floodway hazard (FH) across the modelled floodplain.

The FRMP contains a matrix of development standards which apply to development types when proposed in respective hazard areas. The matrix, along with Clause 6.5 of the LEP, adopt a Flood

Planning Level (FPL) being the 1% flood plus a 500mm freeboard to define things like the minimum habitable floor level for housing.

Additional flood studies/modelling are required to-

- incorporate climate change and adopt the Australian Rainfall and Runoff (2019) standards into all its flood studies
- update the Casino Model so it will run in modern flood modelling software
- merge existing models into a single consistent model across the Richmond River floodplain
- incorporate flood modelling from the Pacific Highway upgrades into main stream flood models
- increase the extent of modelling to capture the entire floodplain within the LGA



LOCAL CLIMATE

The Australian Bureau of Meteorology (BOM) receives weather observations from several stations within the LGA but receives automated half-hourly observations from stations at Casino and Evans Head. Historic weather observations are available on-line at:

<http://www.bom.gov.au/climate/data/>

| | Rainfall | Temperature | | | |
|---------------------|---------------------|-----------------------------------|----------------------------|-----------------------------------|-----------------------------|
| | Average Annual (mm) | Average Annual Daily Minimum (°C) | Lowest Temp. Recorded (°C) | Average Annual Daily Maximum (°C) | Highest Temp. Recorded (°C) |
| Casino AWS | 1032.7 | 13.3 | -3.5 | 26.2 | 45.7 |
| Evans Head RAAF AWS | 1434.1 | 15.4 | 3.0 | 24.7 | 45.0 |

CLIMATE CHANGE PROJECTIONS

In 2010, Council adopted a 900mm sea level rise and 10% increase in rainfall intensity as a Climate Change scenario to be incorporated into its planning framework. Adapt NSW provides interactive mapping for NSW Climate projections for the periods 2020-2036 and 2060-2079. The following slides have been adapted from the tool showing 2020-2036 (left) and 2060-2079 (right) for several climatic parameters.

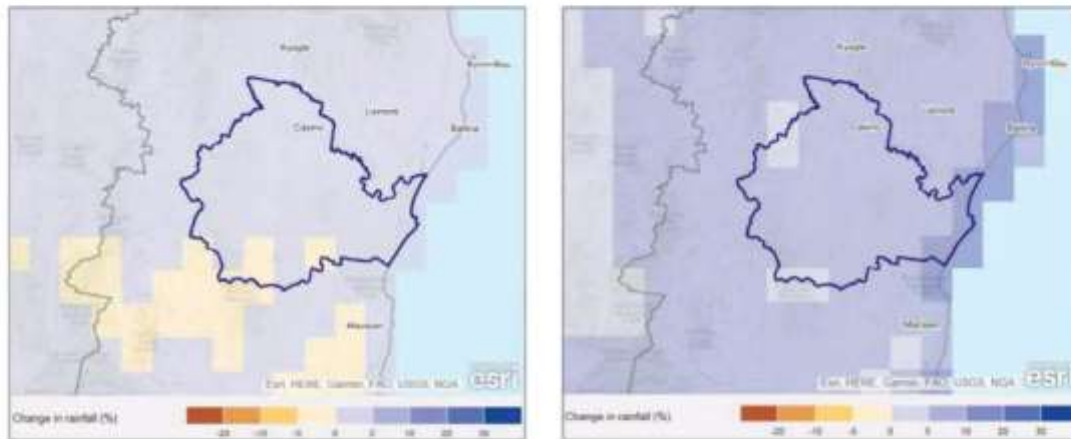
Average Temperature (°C)

Mean daily temperatures are projected to rise by up to 10°C by 2030 and continue to rise by up to 2.0°C by 2070 (with the North Coast Region experiencing an average temperature +1.99°C—with Summer +2.16°C, Autumn +2.00°C, Winter +1.84°C & Spring +1.97°C).



Rainfall (%)

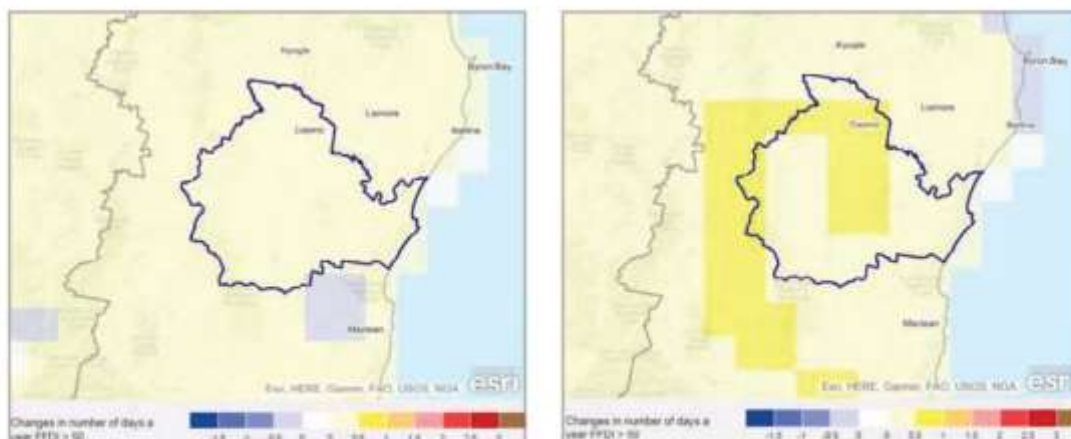
By 2030 there is expected to be little change in the annual rainfall across most of the LGA, although in the south-west of the LGA there may be up to a 5% decline. Seasonally, Summer and, more so, Winter are expected to have the greatest decreases in rainfall, with Spring and, more so, Autumn to experience the greatest increases.



By 2070, the average annual rainfall for most of the LGA is expected to have risen by up to 5%, although the coastal strip may experience up to a 10% increase. Seasonally Autumn is expected to have the greatest increase, with a decline in Winter rainfall (with the North Coast Region experiencing an average increase of 8.2%—with Summer +7.5%, Autumn +14.7%, Winter -4.0% & Spring +6.8%).

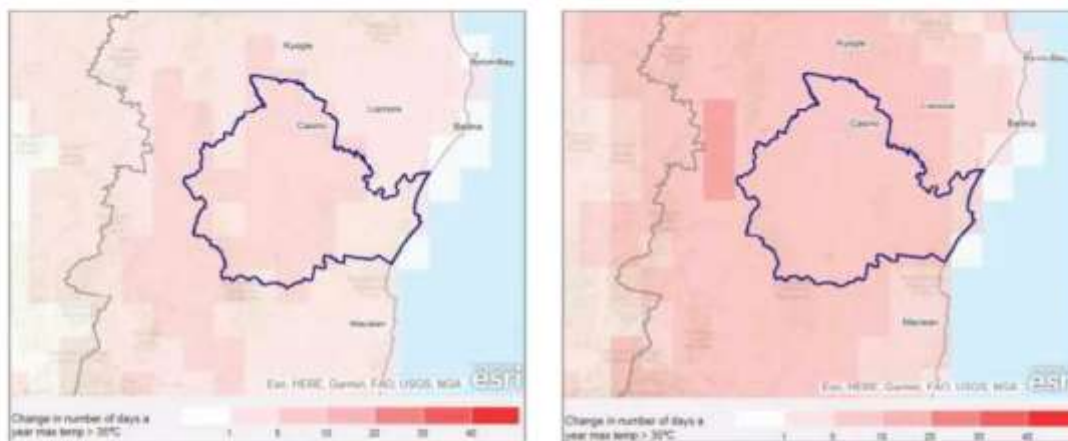
Forest Fire Danger Index (FFDI) Days where greater than 50

Forest Fire Danger Index (FFDI) is used in NSW to quantify fire weather. The FFDI combines observations of temperature, humidity and wind speed. Fire weather is classified as severe when the FFDI is above 50. Severe fire weather is projected to have a slight increase (+0.1 days) across the North Coast region by 2030, and an increase (+0.3 days) by 2070 during the peak prescribed burning seasons (Spring +0.2 days) and peak fire risk season (Summer +0.1 days). Part of RVC LGA may experience higher than average FFDI by up to 1 additional day.



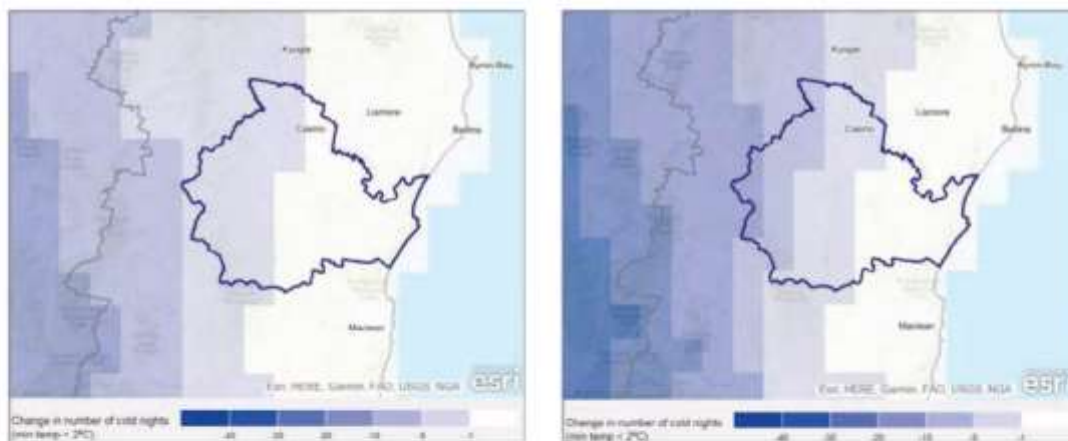
Maximum Temperature Days above 35°C

By 2030 the North Coast is projected to experience an average of 3 more days above 35°C per year and continue to rise to 9 days per year by 2070 (Summer +5.7 days and Spring +3.0 days). The greatest increases in the region are seen to the west of RVC where there may be an additional 20 days per year above 35°C.



Cold nights (days with min temp less than 2°C)

By 2030 the North Coast is projected to experience an average of 4 fewer nights below 2°C per year and continue to decrease by 8 nights per year by 2070. The greatest decreases are seen to the west of our region during Winter. These areas are projected to have over 30 fewer cold nights per year. Changes in cold nights can have considerable impacts on native ecosystems and agricultural crops reliant on cold winters. There is expected to be little change for the coastal region.



Adaptation to climate change is required across all functions of Council but also within the built environment, such as energy and thermally efficient housing.

Mayoral Minute on Climate Change

In a mayoral minute tabled at the Council meeting of 17 December 2019, Cr Mustow noted that almost 50 percent of the Richmond Valley LGA had been affected by recent bushfires and Council is very concerned by the impacts of climate change. He has sought an increased commitment by our NSW and Federal governments to deal with this serious global issue.



“

These fires have had a devastating impact on our community, with the recovery process likely to be measured in years rather than months or weeks.

We all know Australia is prone to bush fires, but we also know that predicted climate change means extreme events including drought, floods, and rising sea levels along our coast are likely to be more common.

Such disasters would not only put our community's safety at risk, but also increase the burden on Council of repairing or replacing damaged and destroyed property and infrastructure.

As a result, we are asking the Federal and State governments to take further steps to address the impacts of climate change, and urging our local Members of Parliament to lead and support our local communities in tackling these impacts.

As a responsible council, we want to work proactively with both governments to do this.”

Mayor Robert Mustow



WATERWAYS AND COASTLINE

The coastline, estuaries and waterways of the Richmond Valley LGA are invaluable natural resources providing immense value from an ecological, social and economic perspective.

An Ecohealth Study (2014) monitored the health of the Richmond River and found the overall health of the estuarine and upper reaches of the river scored consistently poorly with an overall score of 'D-'. This poor score is reflective of pollution (high concentrations of nutrients and turbidity), bank instability & erosion, siltation & shoaling, weeds & pest infestations, algal blooms, black water events, low pH, etc.

Several programs are currently tackling river health including:

- Richmond River Estuary Coastal Zone Management Plan (CZMP)—due to be reviewed under the *Coastal Management Act 2016*, this Plan aims to monitor the health of the river and improve its condition through bank stabilisation and remediation, flood gate management, education, weed management, and stormwater management;
- Beach Watch—an initiative of the NSW EPA, this program monitors water quality at 5 swimming beaches in the Richmond Valley LGA including Airforce Beach, Main Beach, Shark Bay, and 2 sites within the estuary at Evans Head;

- NSW Marine Estate Management Strategy 2018-2028—looking at, amongst other programs: improving fish passage by removing unnecessary weirs and other obstructions from waterways; improving water quality in the Richmond by stabilising river banks, managing flood gates and acidic water discharges; conducting fish friendly education programs; develop strategies to protect marine vegetation; management of private foreshores;
- Draft Evans Head Coastline and Evans River Estuary CZMP—this Plan was not endorsed by the Minister before commencement of the *Coastal Management Act 2016*. It must therefore be redrafted to meet new guidelines for a Coastal Management Program (CMP).
- Richmond River Governance and Funding Framework—is a collaborative approach between all councils of the Richmond River with the former Office of Environment and Heritage to tackle the river health issues with an integrated river basin management approach.

Council is committed to furthering these and other projects which can improve the health of our waterways.



50 Richmond Valley Council Report 23-2020 Item 10.1 Strategic Environmental Statement

COUNCIL'S ENVIRONMENTAL CHARTER

Council's Environmental Charter was adopted in 2016 and reviewed in October 2019. It sets out Council's commitment to environmental sustainability in its operations and activities.



RICHMOND VALLEY COUNCIL ENVIRONMENTAL CHARTER

Richmond Valley Council is committed to the long-term care of the environment and acknowledges the impacts of climate change as a global issue to which Council needs to plan for.

Council acknowledges the community's desire for it to invest in Environmentally Sustainable Investments (ESI) through responsible actions and commitment. Council's Investment Policy addresses ESI considerations and processes.

Richmond Valley Council's activities are based on the principles of sustainability and regenerative practices, giving due consideration to the natural environment through the following:

- Efficient use of water, energy and other resources, minimising waste and emissions and strongly advocating and facilitating reuse and/or recycling of waste.
- Uptake of new and alternate technology opportunities such as renewable energy options, where they are shown to be economically viable into the future and compatible with this charter.
- Ensure there are procedures in place to monitor all Council operations, assess potential impacts on the environment and address unacceptable risks in specified timeframes prior to commencement of work to avoid any detrimental environmental impacts.
- Ensure that appropriate emergency management plans are in place and reviewed regularly for environmental emergencies, including but not limited to, floods, tsunami, storms, extreme temperatures and fire.
- Council shall exercise due consideration for environmental impacts when planning Council works and assessing development applications and proposals by the broader community.
- Keeping abreast of environmental legislation and proposed changes and work effectively with environmental authorities to provide optimal outcomes for Council and the communities we serve.
- Ongoing training of employees and induction of contractors to provide understanding of their responsibilities and potential liabilities regarding the environment, including positive and negative impacts of their activities.
- Providing education opportunities to the Richmond Valley Community to foster understanding of environmental principles, with a view to minimising personal impacts and encouraging behaviours and habits which will lead to positive environmental outcomes at a local level.
- Report on our environmental objectives and compliance with the Environmental Charter in our annual report.

(Richmond Valley Environmental Charter adopted 22 October 2019)

PLANNING PRIORITY 5

CREATE RESILIENT COMMUNITIES

ACTIONS:

| | |
|-----|--|
| 5.1 | Reduce risks to development and the environment from natural hazards, including projected effects of climate change, by identifying, avoiding and managing vulnerable areas and known hazards. |
| 5.2 | Incorporate Climate Change considerations into Council's plans and strategies. |
| 5.3 | Review and update bushfire hazard mapping. |
| 5.4 | Review and expand on flood studies to ensure modelling is current, fit for purpose, and incorporate climate change, AR&R (2019), and significant changes to the floodplain such as construction of the Pacific Motorway. |



PLANNING PRIORITY 6

CELEBRATE OUR HERITAGE

ABORIGINAL CULTURAL HERITAGE

The Richmond Valley LGA is within the traditional home of the Bundjalung Aboriginal Nation.

The Bundjalung people have maintained a long and continuous relationship with the land, with complex social structures and interactions spanning thousands of years. The Bundjalung Nation is divided into separate tribal language groups as portrayed in figure 21.

Today parts of the LGA are represented by five Local Aboriginal Land Councils: Casino-Boolangie, Bogal, Jali, Birrigan Gargle, and an Unincorporated Local Aboriginal Land Council based around the Evans Head area.

At present, there are 196 Aboriginal sites registered on the Aboriginal Heritage Information Management System (AHIMS) (figure 22) with 62 sites, or about a third, occurring within National Park or State Forest Estate. Site types recorded include:

- Aboriginal Ceremony and Dreaming
- Resource and Gathering

- Burials
- Art
- Artefacts
- Grinding Grooves
- Shell
- Conflict Sites
- Modified Trees
- Stone Quarries
- Habitation Structures
- Potential Archaeological Deposits
- Ceremonial Rings
- Stone Arrangements
- Non-Human Bone and Organic Material
- Waterholes, and
- Potential Aboriginal Deposits.

There is one declared Aboriginal Place, the Casino Bora Ground Aboriginal Place, to the north of Casino.

The *Richmond Valley LEP 2012* is void of listed Aboriginal cultural heritage until an Aboriginal Cultural Heritage Study has been completed.

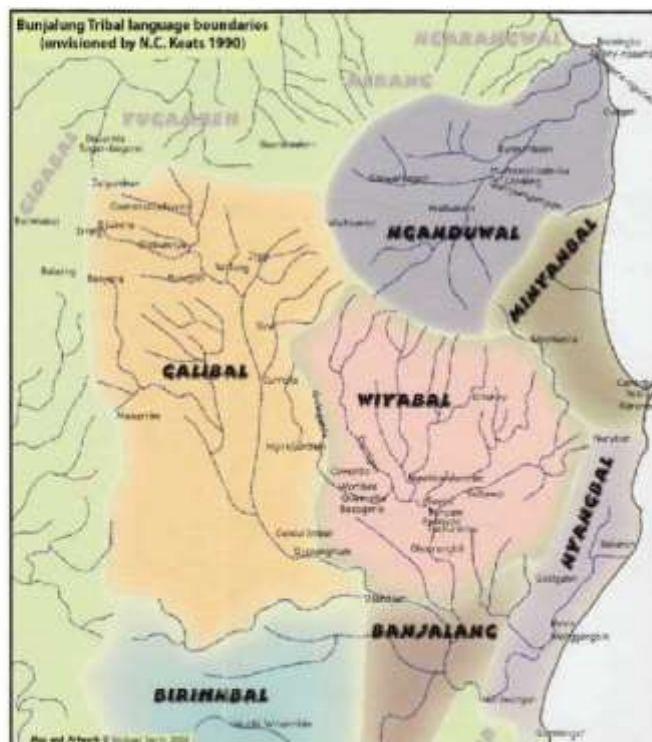


Figure 21: Bundjalung Tribal Language group boundaries (Source: Arakwal adapted from N.C. Keats 1990)

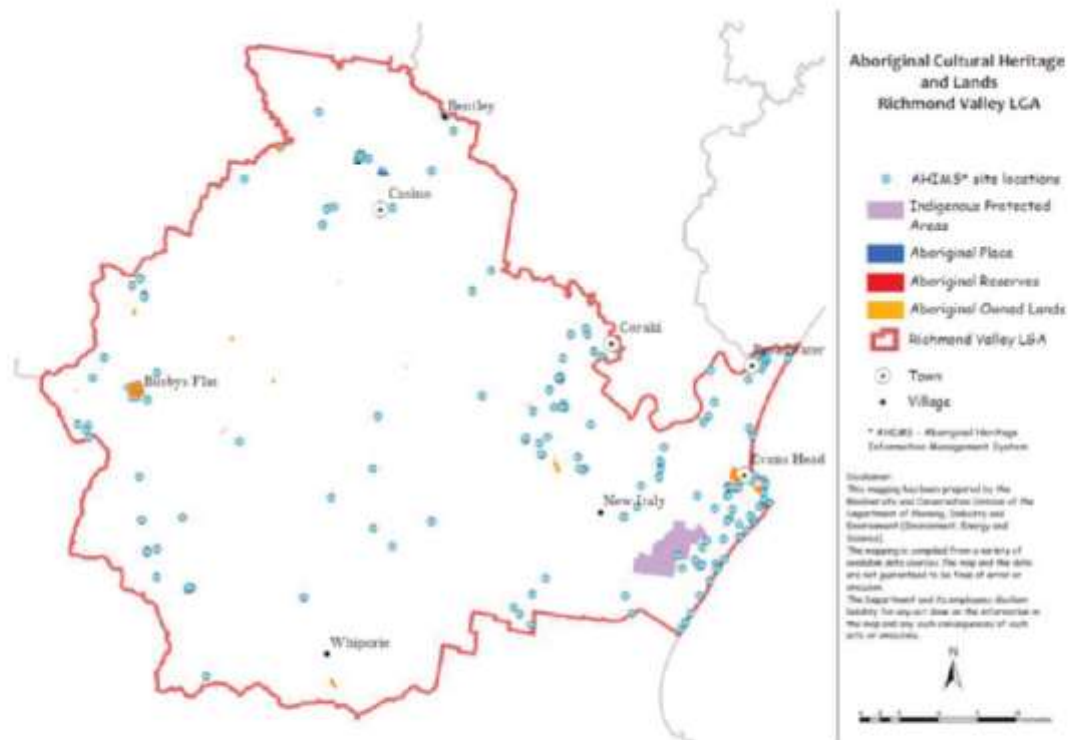


Figure 22: Aboriginal Cultural Heritage Sites within Richmond Valley LGA

(Source: Biodiversity and Conservation Division of the Department of Planning, Industry and Environment, 2020)



NATIVE TITLE

Native Title has been determined to exist (non-exclusive) within the LGA, predominantly over National Park, State Forest Estate and Public places for the Bandjalang People and the Western Bundjalung People (figure 23).

There is currently one Indigenous Land Use Agreement (ILUA) for the Western Bundjalung which exists over parts of National Park Estate in the west of the LGA.

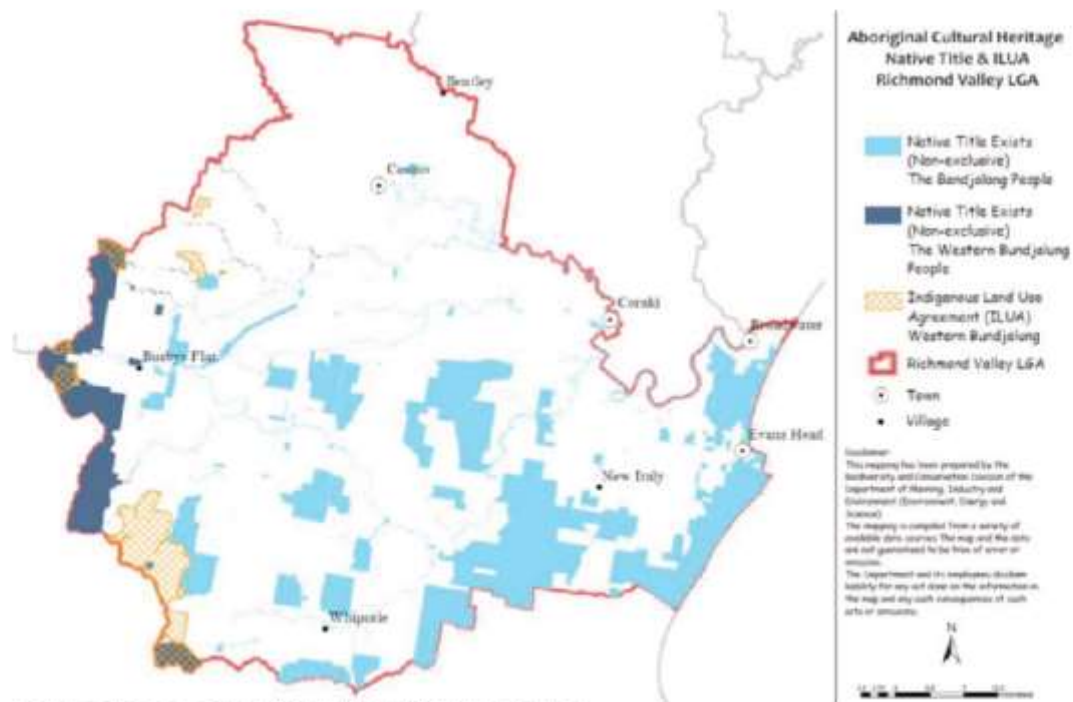


Figure 23: Land subject to Native Title determination within Richmond Valley LGA.
(Source: Biodiversity and Conservation Division of the Department of Planning, Industry and Environment, 2020.)

POST EUROPEAN HERITAGE

Heritage studies for the former Copmanhurst Shire (2004) and Richmond Valley Council (2008) identified sites having potential heritage significance to the community. To assist this process, thematic histories were also prepared to focus the studies towards relevant historic themes across the area. These studies culminated in listing 179 items, 9 archaeological sites, and 1 conservation area within Schedule 5 of the *Richmond Valley LEP 2012*.

The Casino Central Business District Conservation Area includes one of the best Art Deco streetscapes

in Australia. A Main Street study is under preparation which aims to encourage appropriate conservation and maintenance work for aging historic fabric. This could in turn generate tourism for the town and has the potential to become a focal point for a future festival.

Information on listed items is maintained in a WebApp hosted the NSW Heritage Branch. Council continues to maintain the currency of this information which is published on the NSW Heritage Branch website.

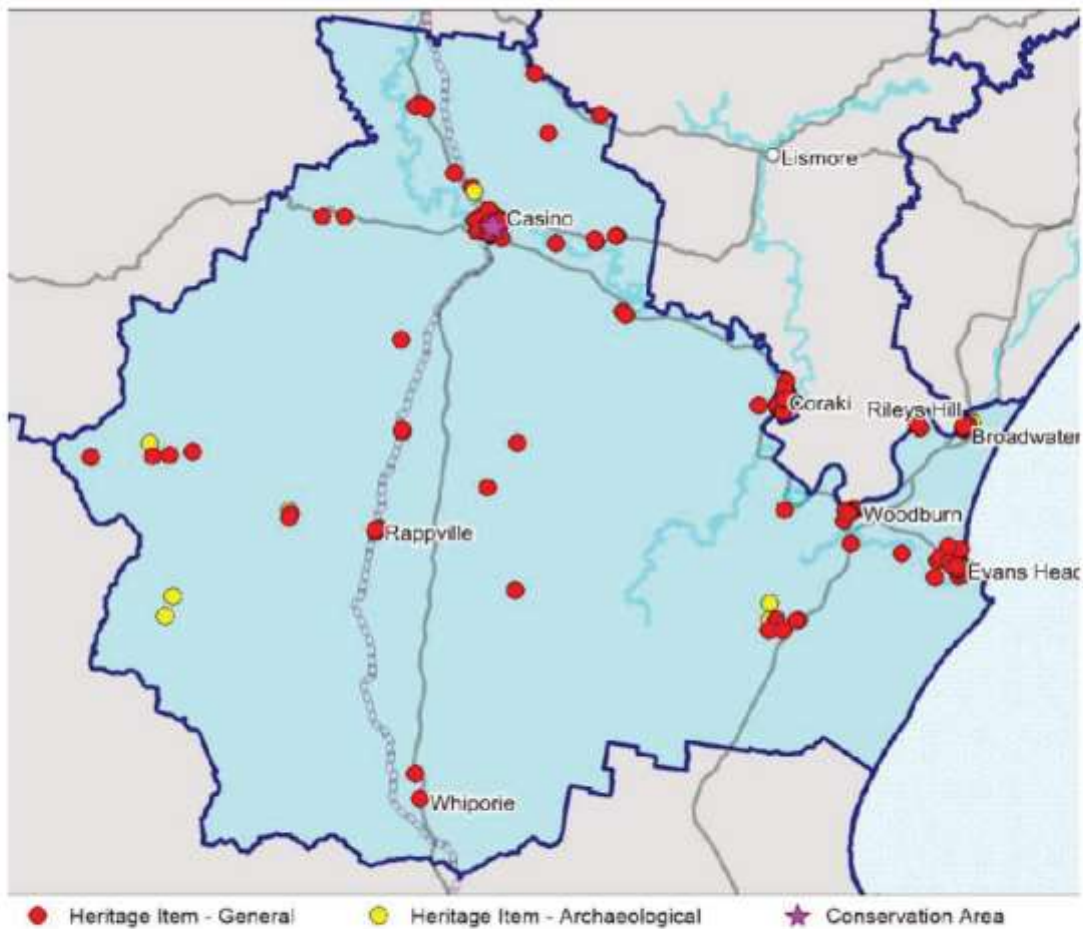


Figure 2.4: Heritage listed items within Schedule 5 of the LEP (Source: adapted from RVLEP1)

HERITAGE INCENTIVES PROGRAM

Council's Heritage Incentives policy provides:

- free heritage advice from an independent Heritage Consultant (part funded by the NSW Heritage Branch)
- an annual Local Heritage Grants Scheme (part funded by the NSW Heritage Branch); and
- reduced DA fees (for DAs triggered solely by clause 5.10 of the LEP)

The Local Heritage Grants Scheme offers annual grants to eligible projects to undertake conservation or reinstatement work on heritage listed items



PLANNING PRIORITY 6

CELEBRATE OUR HERITAGE

ACTIONS:

| | |
|-----|---|
| 6.1 | Ensure Aboriginal objects and places are protected, managed and respected in accordance with legislative requirements and the wishes of Aboriginal communities |
| 6.2 | Collaborate with local Aboriginal communities to undertake a Local Aboriginal Heritage Study, and adopt appropriate measures from the study into planning strategies and local plans to protect Aboriginal heritage |
| 6.3 | Promote heritage through a range of educational and incentives schemes – including Heritage Advisory services, Local Heritage Grants, Main Street Studies, promotion of Casino's Art Deco architecture |
| 6.4 | Prepare a study of Casino's CBD Heritage Conservation Area, and promote the town's Art Deco architecture |
| 6.5 | Maintain a register of Heritage listed items within the LGA and regularly review listings under the <i>Richmond Valley Local Environmental Plan 2012</i> and the information delivered to the community via the Heritage NSW Webapp |
| 6.6 | Encourage the active use of heritage items and support compatible adaptive reuse |



THEME 3 – OUR ECONOMY

GROWING OUR ECONOMY



The economy of the Far North Coast (FNC) in 2017/18 had a total Output of \$19.2B, with the Richmond Valley LGA contributing \$1.75B (9.1%). The stand out contributor to RVC's economy was manufacturing (figure 25) which produced \$711.7m of Output (40.7% of the LGA's total Output and a third of the Far North Coast's total manufacturing output) (figure 26). As a comparison, manufacturing contributed 10.5% to the total output for Regional NSW.

Other large contributors to RVC's economy were rental/hiring/real estate (\$152.2m), agriculture/forestry/fishing (\$124.2m) and construction (\$120.5m).

While "Output" is a gross measure of the total sales for each industry sector, "Value Added" is a measure of business productivity, showing how each sector increases the value of its inputs. Figure 25 compares each sector's "Output" to "Value Added" with manufacturing not surprisingly the strongest performer.

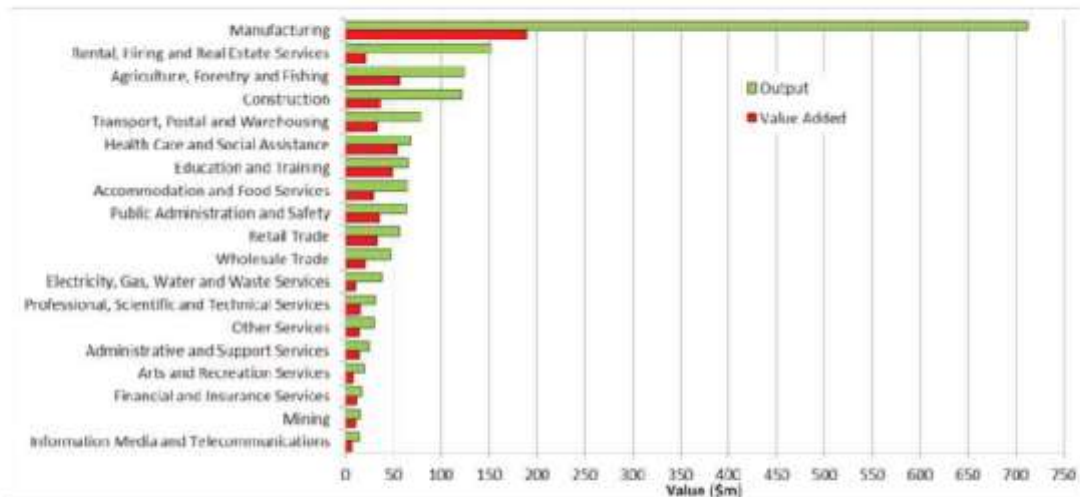


Figure 25: Economic Output and Productivity for by Industry Sector for RVC
 Source: RVC adapted from ideconomy using NIEIR data 2018)

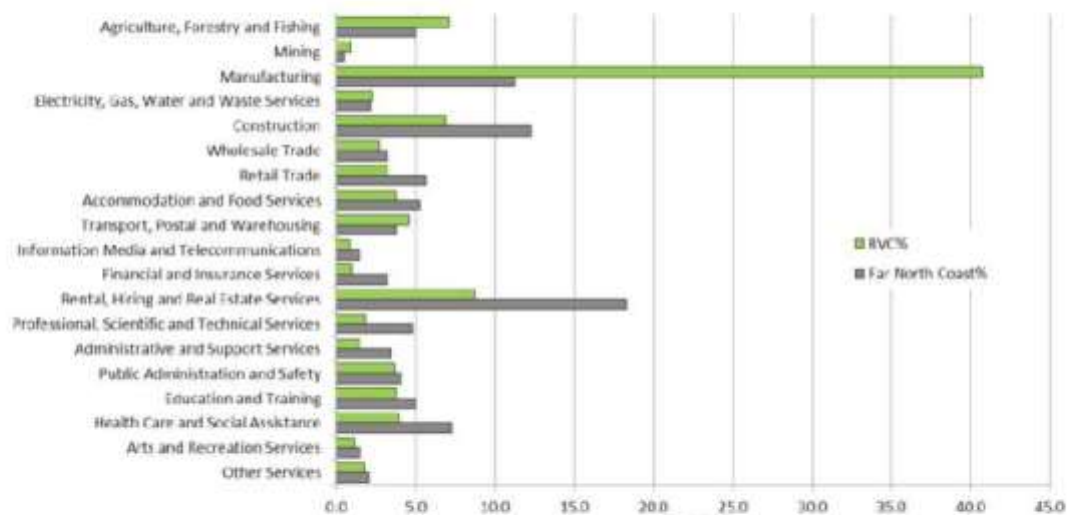


Figure 26: Percentage of Economic Output by Industry Sector for RVC compared to Far North Coast
 Source: RVC adapted from ideconomy using NIEIR data 2018)

Changes to RVC's economy over the last 10 years saw manufacturing also stand out as a sector of growth for both Output and productivity, increasing by \$261.8m (representing a 36.8% increase) and \$59m, respectively. Agriculture/forestry/farming along with construction were large contributors to RVC's economic Output during 2017/18 but were also sectors which experienced the largest declines in output (figure 27).

Surprisingly agriculture/forestry/fishing maintained their level of productivity despite the decline in Output. Construction also saw a decline in both output and productivity most like a result of the Global Financial Crisis (GFC) of 2010, however, the construction sector has strengthened over the last 4 years.

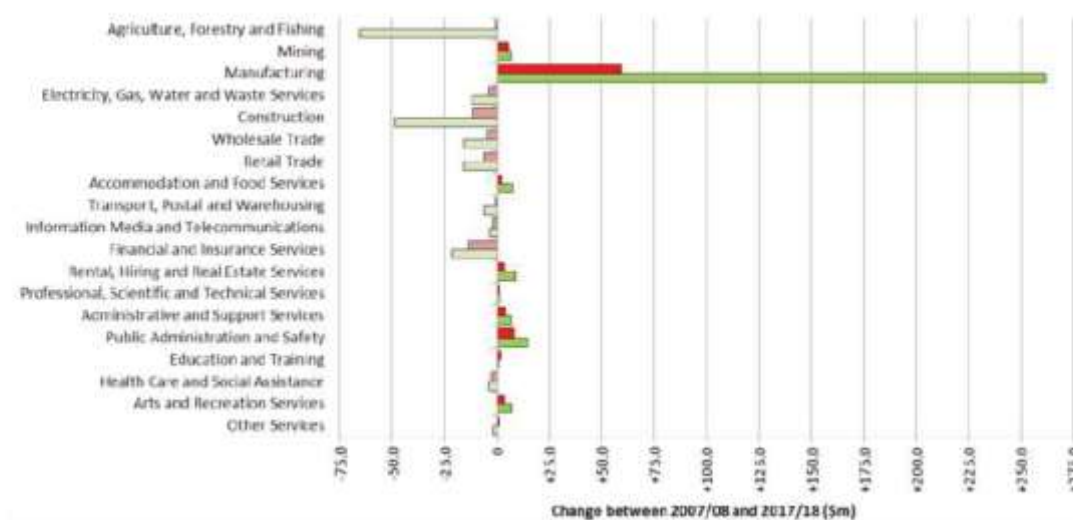


Figure 27: Change in RVC's Economic Output and Productivity for Industry Sectors between 2007/08 and 2017/18
(Source: RVC adapted from: *ideconomy* using NIEIR data 2008)



PLANNING PRIORITY 7

PROTECT PRODUCTIVE AGRICULTURE
LAND & SIGNIFICANT RESOURCES

MANUFACTURING SECTOR

Richmond Valley LGA's economic base is strongly rooted to the manufacturing sector which is heavily weighted towards food production, followed by leather manufacturing, and wood products.

The total economic Output (and Value Added) for RVC's Manufacturing Sector was \$711.7m (\$188.7m) in 2017/18, comprising of-

- ▶ Food production Manufacturing—\$603.9m (\$153.1m)—major contributors being:
 - Northern Cooperative Meat Company, Casino
 - Richmond Dairies, Casino
 - Sunshine Sugar, Broadwater
 - New World Foods
- ▶ Leather production—\$30.1m (\$12m)—mainly attributable to:
 - Cassino Hide Tannery, Casino

- ▶ Wood products—\$21.6m (\$7.5m)—from various timber mills in the area
- ▶ Basic chemical and chemical products—\$17.1m (\$4.6m)—mainly attributable to:
 - Tea Tree Oil Distillation facilities throughout the LGA

Manufacturing is also a major employer in the LGA (see Planning Priority 8 for further information)

While food production manufacturing is a major GRP contributor and employer in the LGA, diversification in this sector is needed to support economic growth and to future proof the community's employment base.

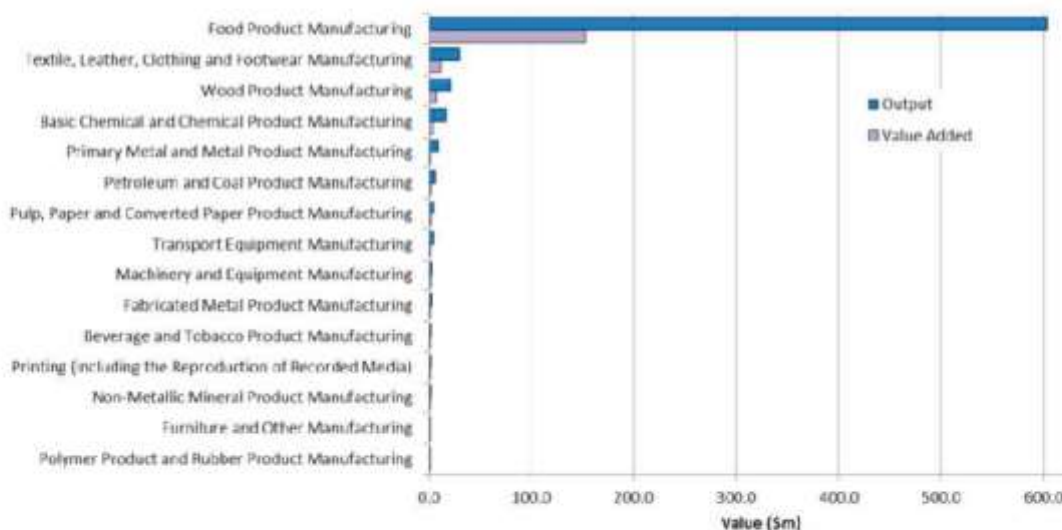


Figure 28: Economic Output and Productivity for Manufacturing Sector in RVC (Source: RVC adapted from ideconomy using NEIR data 2018)

AGRICULTURE/FORESTRY/FISHING SECTOR

Agriculture/forestry/fishing contributed an Output (and Value Added) total of \$124.2m (\$56.6m) to the Richmond Valley economy in 2017/18, however the total gross value of agricultural production was \$92.5m, with livestock slaughterings being the largest commodity produced accounting for 69.9% of the total agricultural output in terms of value (id Economy 2019)

The value of various agricultural/forestry/fishing commodities was as follows-

- ▶ Livestock slaughterings—\$64.6m, including
 - Poultry—\$33.1m
 - Cattle—\$26.6m
 - Pigs—\$4.9m
- ▶ Other broad acre crops—\$13.9m, including
 - Sugar cane—\$9.9m
 - Other oilseeds (primarily Soy Bean)—\$3.8m
- ▶ Milk—\$10.0m
- ▶ Forestry and logging—\$11.9m
- ▶ Agriculture, forestry and fishing support services—\$19.7m



Source: idcommunity from NIEIR data

Note: Tea Tree Oil distillation is coded by ABS to manufacturing

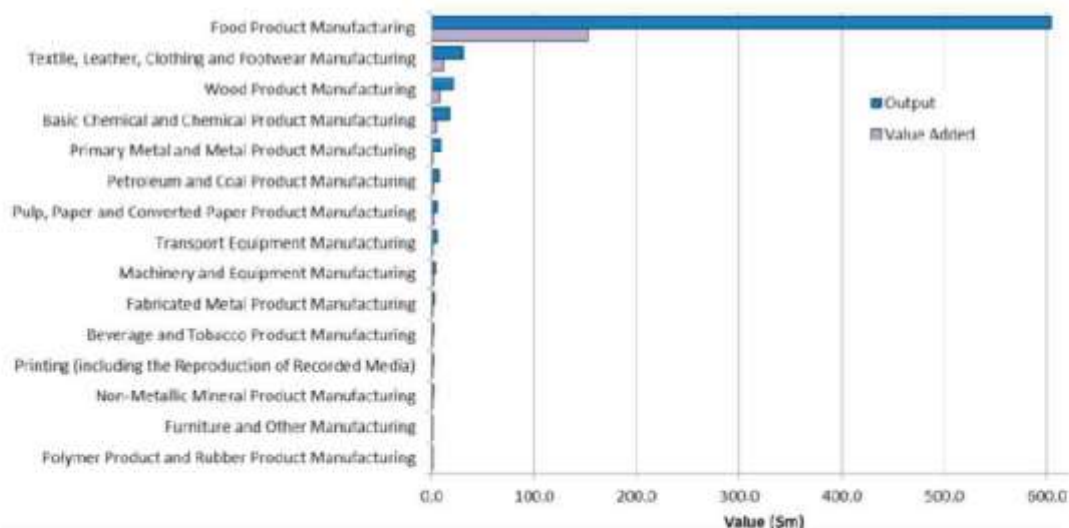


Figure 29: Value of Agriculture by commodity type 2017/18 (Source: RVC adapted from idcommunity using NIEIR data 2018)

IMPORTANT FARMLAND

To support long term agricultural production, the most important farmland on the North Coast has been mapped within the North Coast Regional Plan.

This mapping was derived from a study conducted in 2005 by the Department of Planning and Department of Primary Industries-Agriculture to identify Regional and State Significant Farmland from 1:100,000 scale soil and landscape attributes. It should be noted that areas outside identified important farmland areas are also valuable local agriculture lands including extensive areas of pasture and forestry which contribute significantly towards the LGA's economy.

The accuracy of the important farmland mapping (see figure 30) is underpinned by the scale and accuracy of the underlying soil landscape data, and the capture of isolated areas of land with diminished agricultural viability. It is for these reasons DPIE has included Important Farmland Interim Variation Criteria in the NCRP.

Council supports the protection of important farmland due to its importance to the economy but encourages a level of common sense and flexibility when relying upon the mapping.

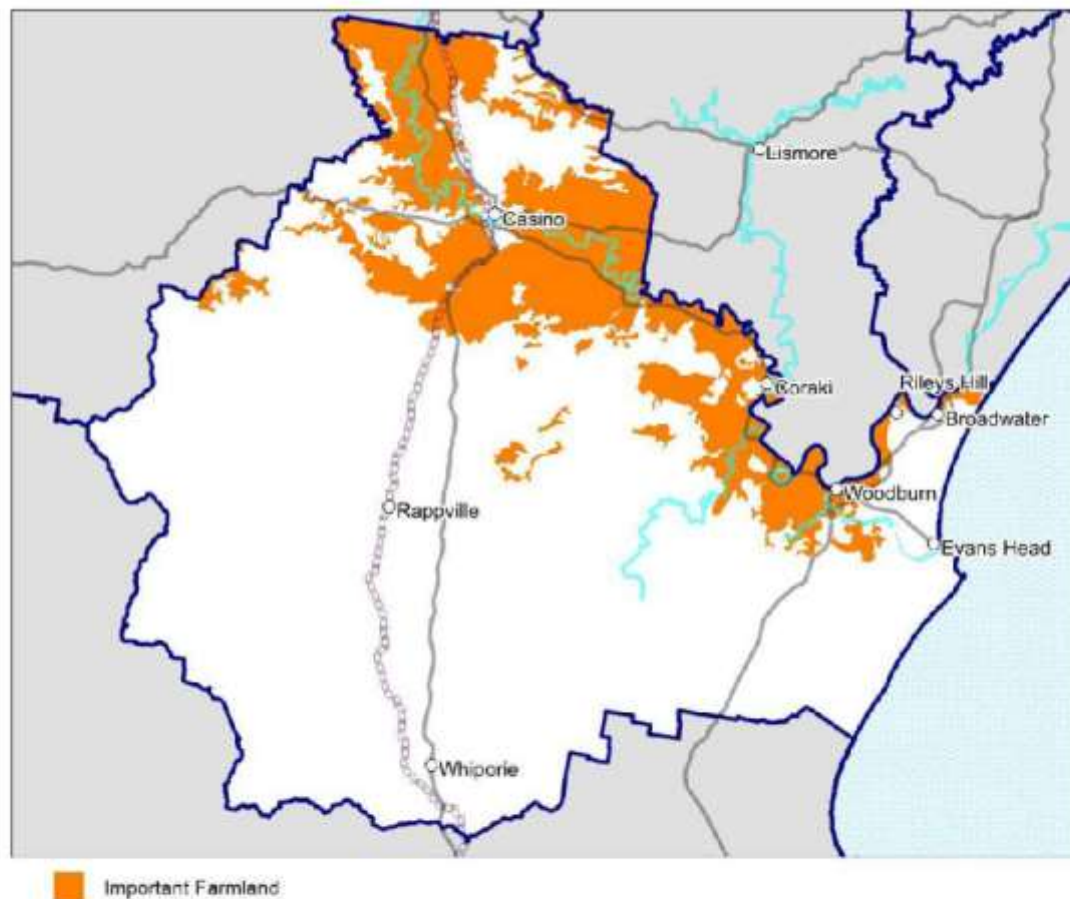


Figure 30: Important Farmland (Source: Adapted by RVC from DPIE data)

MINERAL AND EXTRACTIVE RESOURCES

Richmond Valley LGA has a range of mineral resources, particularly extractive resources suitable for construction applications as well as large potential for clay/shale. Mineral and extractive resources are important to the sustained growth of the region with strategically important resources being identified in figure 31. These significant resources are the subject of a Ministerial Section 9.1 Direction to protect them from potentially incompatible land uses which may prohibit or restrict their development. All future development and urban growth must consider the continued long term viability of the identified, and potentially new, extractive and mineral resources.

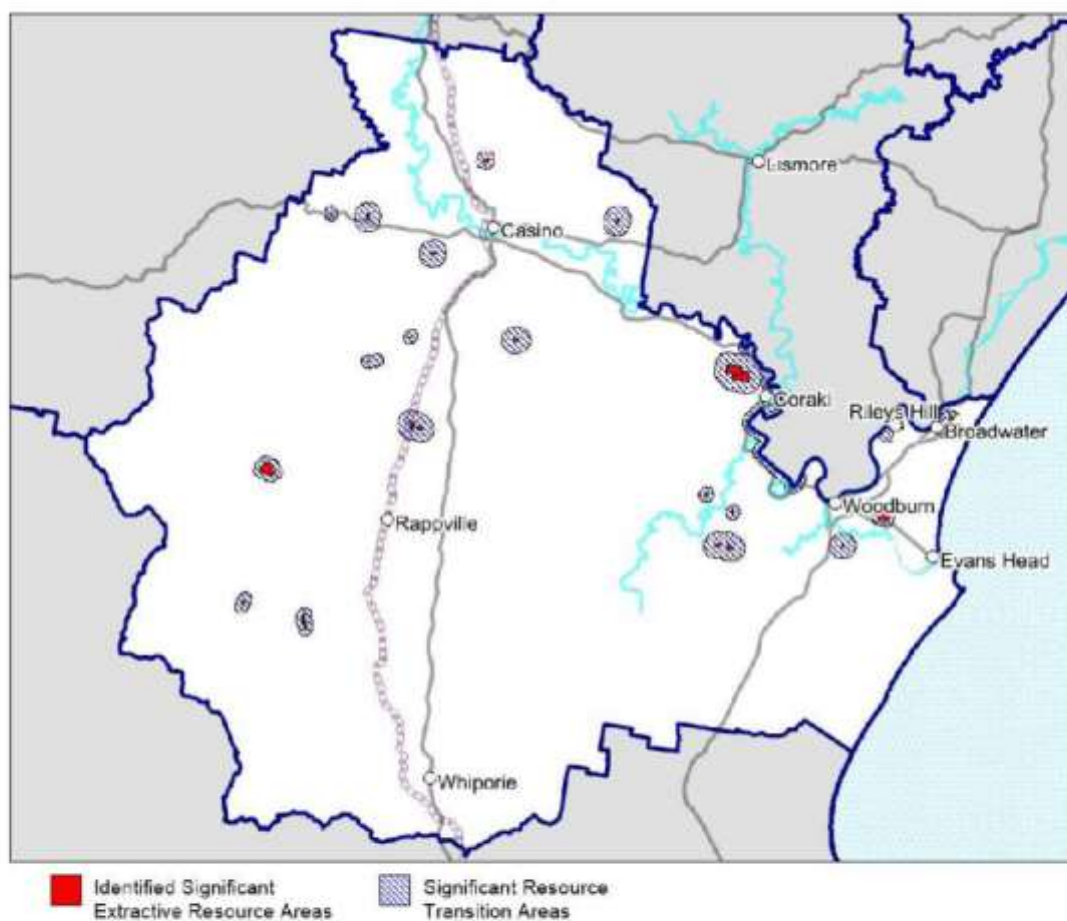


Figure 31: Identified Significant Mineral and Extractive Resources in RVC, and potential Landship Risk
Source: RVC, including adapted data from NSW Dept. Minerals



PLANNING PRIORITY 7**PROTECT PRODUCTIVE AGRICULTURE LAND & SIGNIFICANT RESOURCES****ACTIONS:**

| | |
|----|---|
| 71 | Ensure Council's planning provisions accommodate the changing needs for agriculture, manufacturing and emerging agribusiness & agritourism opportunities |
| 72 | Work with DPIE-Agriculture to map and protect significant agricultural farmland from inappropriate and conflicting land uses, and fragmentation |
| 73 | Avoid creating land use conflict which could impact upon the future viability of productive rural lands, including significant farmland, and significant mineral & extractive resources |
| 74 | Partner with the State government to support the local agricultural sector and associated value-adding food processing/production industries |



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PLANNING PRIORITY 8

DIVERSIFY THE RANGE OF SERVICES
AND EMPLOYMENT OPTIONS

EMPLOYMENT

Richmond Valley LGA provided 8,414 jobs during 2017/18, or 8.24% of all jobs provided on the Far North Coast (figure 32).

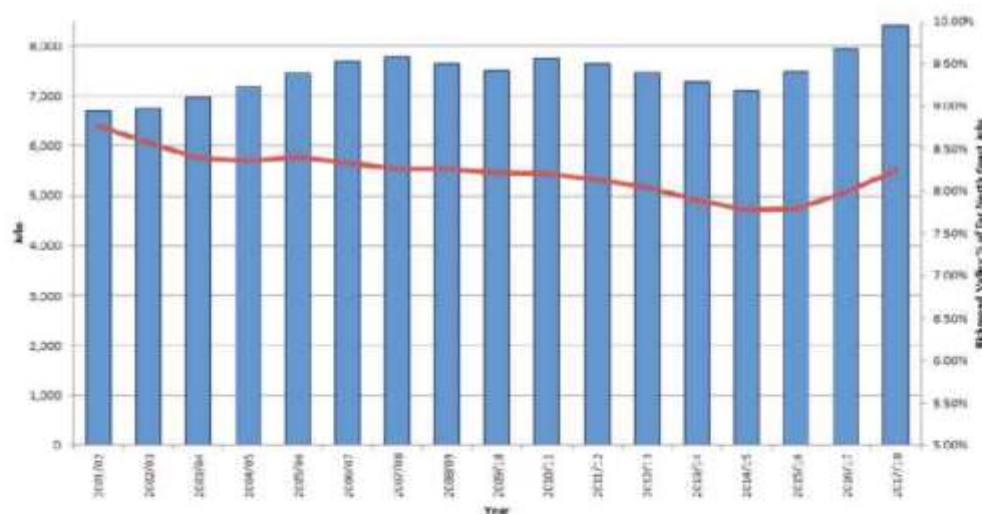


Figure 32: Time Series Employment figures for Richmond Valley LGA and the proportion of jobs compared to the Far North Coast (Source: RVC derived from idcommunity from NIEIR data)

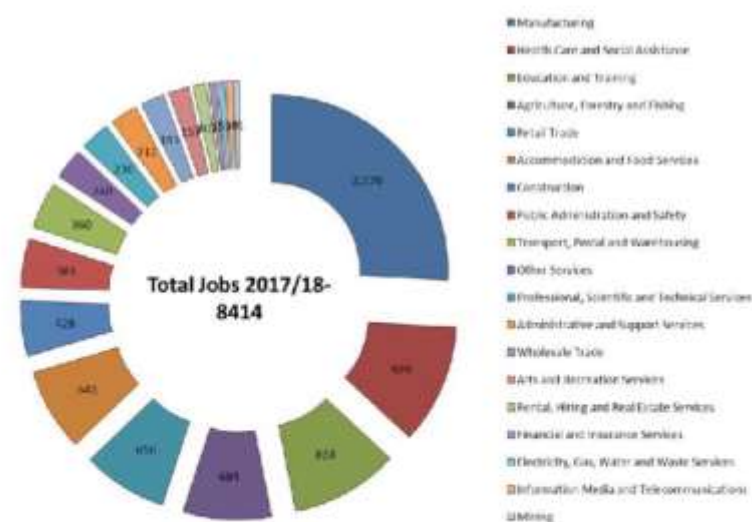


Figure 33: Jobs provided within Richmond Valley LGA for each industry sector in 2017/18 (Source: RVC derived from idcommunity from NIEIR data)

Of the jobs provided within the LGA, 69.1% were held by residents of the LGA (job containment), with 30.3% held by residents living elsewhere on the Far North Coast.

Not surprisingly manufacturing and the agricultural/forestry/fishing sectors were amongst the highest employers, providing 2,176 (or 25.9%) and 684 (or 8.1%) jobs respectively (idcommunity from NIEIR data) (figure 33) both being proportionally higher than for Regional NSW (figure 34).

The manufacturing sector also showed strong jobs growth in Richmond Valley LGA, between 2007/08 and 2017/18, where an additional 837 jobs were provided (for an increase of 62.5%) (figure 35). This growth was in stark contrast to Regional NSW where manufacturing represented only 6.8% of the employment stock (in 2017/18) shrinking from 9.2% in 2007/08 (figure 36).

The retail and wholesale trade sectors showed declines in Richmond Valley LGA, as they did elsewhere on the Far North Coast.

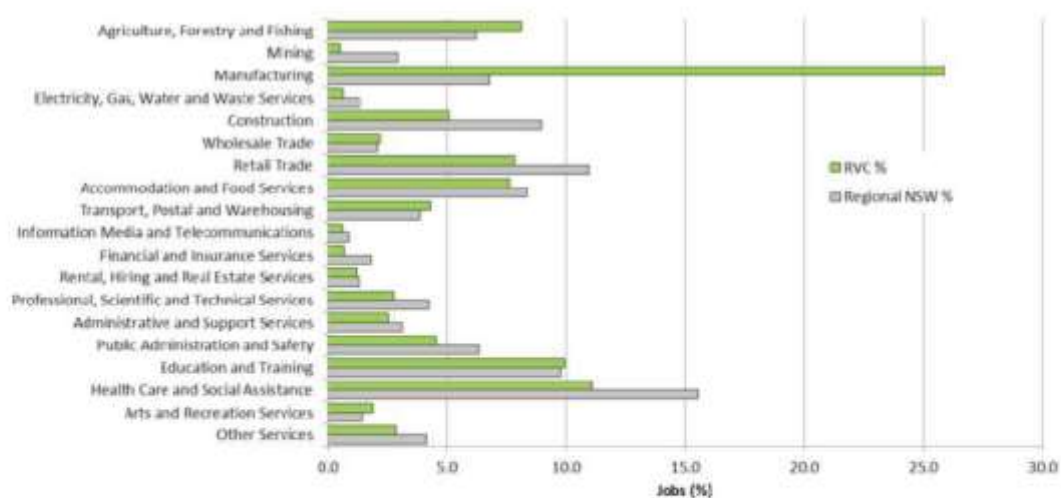


Figure 34: RVC jobs provided by Industry Sector proportional to Regional NSW (Source: RVC derived from id Economic from NIEIR data)

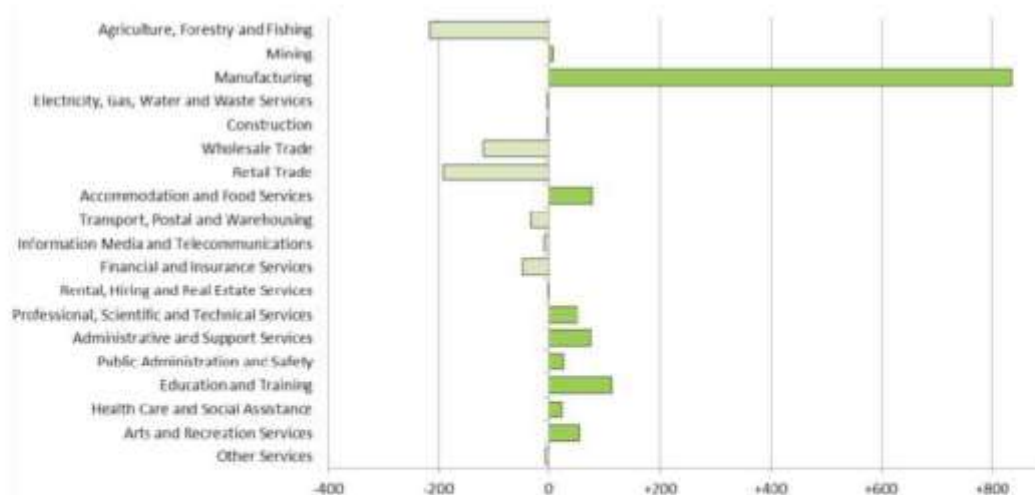


Figure 35: Change in the job numbers by Industry Sector for RVC between 2007/08 & 2017/18 (Source: Adapted by RVC from ideconomic data)

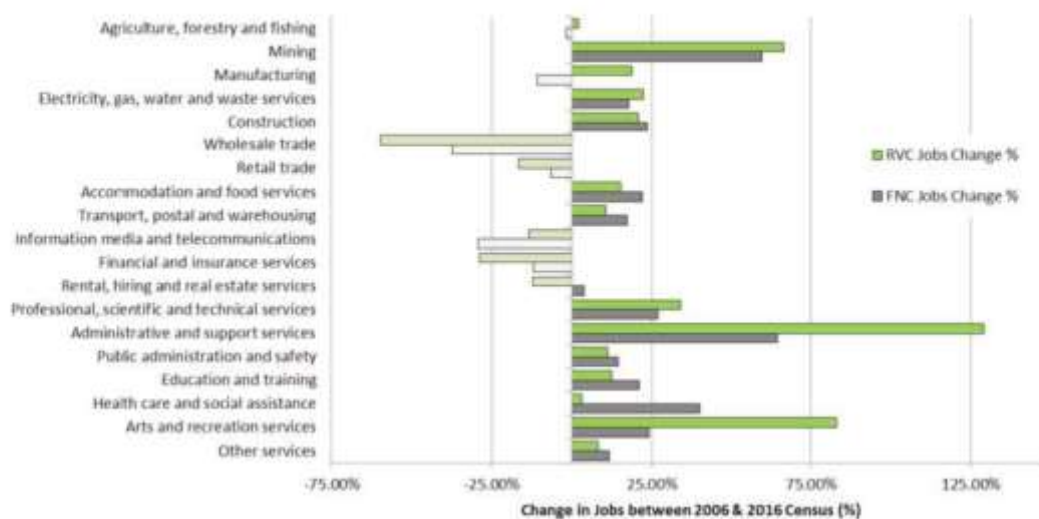


Figure 35: Proportional (%) change in job numbers for industry Sectors between 2006 & 2016: Comparing RVC to the Far North Coast
(Source: Adapted by RVC from ABS Stat Census 2006 & 2016 Employment data)

The Locational Quotient (LQ) is a simple way to see what the main industries in an area are, relative to the wider region. Where $LQ=1$, that industry is exactly as prevalent as in the wider region; an $LQ > 1.2$ indicates a significant specialisation of the industry and > 2 is a major specialisation; while a $LQ < 0.8$ indicates an industry is more significant in the region than in the local area.

From figure 37, agriculture/forestry/fishing and the arts/recreation are significantly specialised for RVC compared to Regional NSW, however, manufacturing was extremely specialised having an LQ greater than 3.

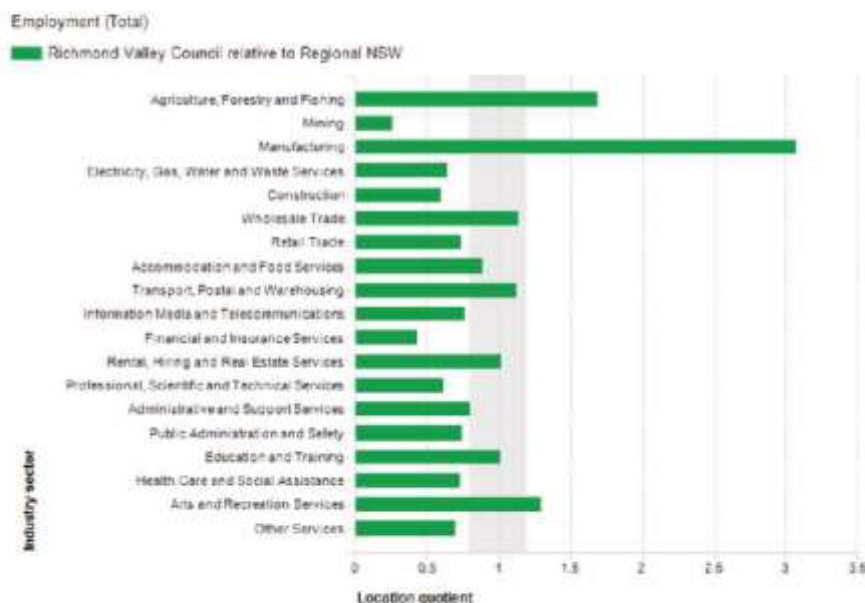


Figure 37: Location Quotient for RVC compared to Regional NSW in 2018/19 (Source: IdEconomy)

UNDER-EMPLOYMENT

The Commonwealth Department of Employment, Skills Small and Family Business release quarterly unemployment figures for Australia by LGA. Unemployment figures for Richmond Valley LGA, between Dec 2010 and June 2019 (figure 38) showed unemployment rates for the LGA had been declining since September 2015 but are still higher than the National average.

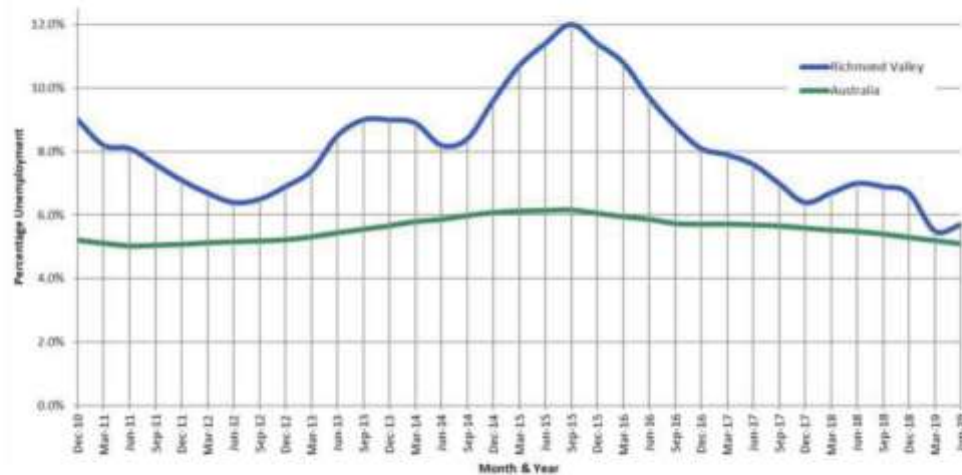


Figure 38: Unsmoothed Unemployment figures for Richmond Valley LGA & Australia
(Source: RVC adapted from Department of Jobs and Small Business Sept 2018)

TRANSPORT LINKS

Richmond Valley LGA is uniquely positioned along the routes, and at the cross roads, of several transport modes. This strategically positions the LGA to capitalise on freight distribution opportunities via a multitude of transport and freight modes from the region to within easy reach of Brisbane and South-East Queensland, the New England Tablelands, and to the south towards Sydney.

Highways

The LGA is traversed by the Pacific Highway providing a major transport route between Brisbane/Gold Coast to Sydney/Newcastle. The Highway is currently undergoing a divided dual carriageway upgrade, scheduled to open in 2020, which will bypass the villages of Woodburn and Broadwater and provide improved access to South-East Queensland.

Other main road linkages through the LGA include the Summerland Way and Bruxner Highway.

The Summerland Way runs north-south from the Pacific Highway at Grafton through Casino and Kyogle towards the Scenic Rim region of South-East Queensland.

The Bruxner Highway provides an east-west linkage through the LGA, starting at the Pacific Highway at Ballina travelling through Lismore and Casino then westerly to the New England Highway at Tenterfield.

Each of these connection routes is undergoing upgrades to strength freight transport linkages including major bridge reconstructions at Grafton and Tabulam.

Rail

The LGA is located on the North Coast Rail line which is a nationally significant part of the National Land Transport Network between Brisbane and Sydney/Newcastle. Significant investment is being injected into upgrading this corridor to increase freight and passenger capacity, such as lengthening passing loops to handle longer trains, automating signaling systems, and improving the safety of level crossings to facilitate increased train speeds. This corridor enables development of intermodal and rail freight opportunities to support agricultural and manufacturing sectors in the region.

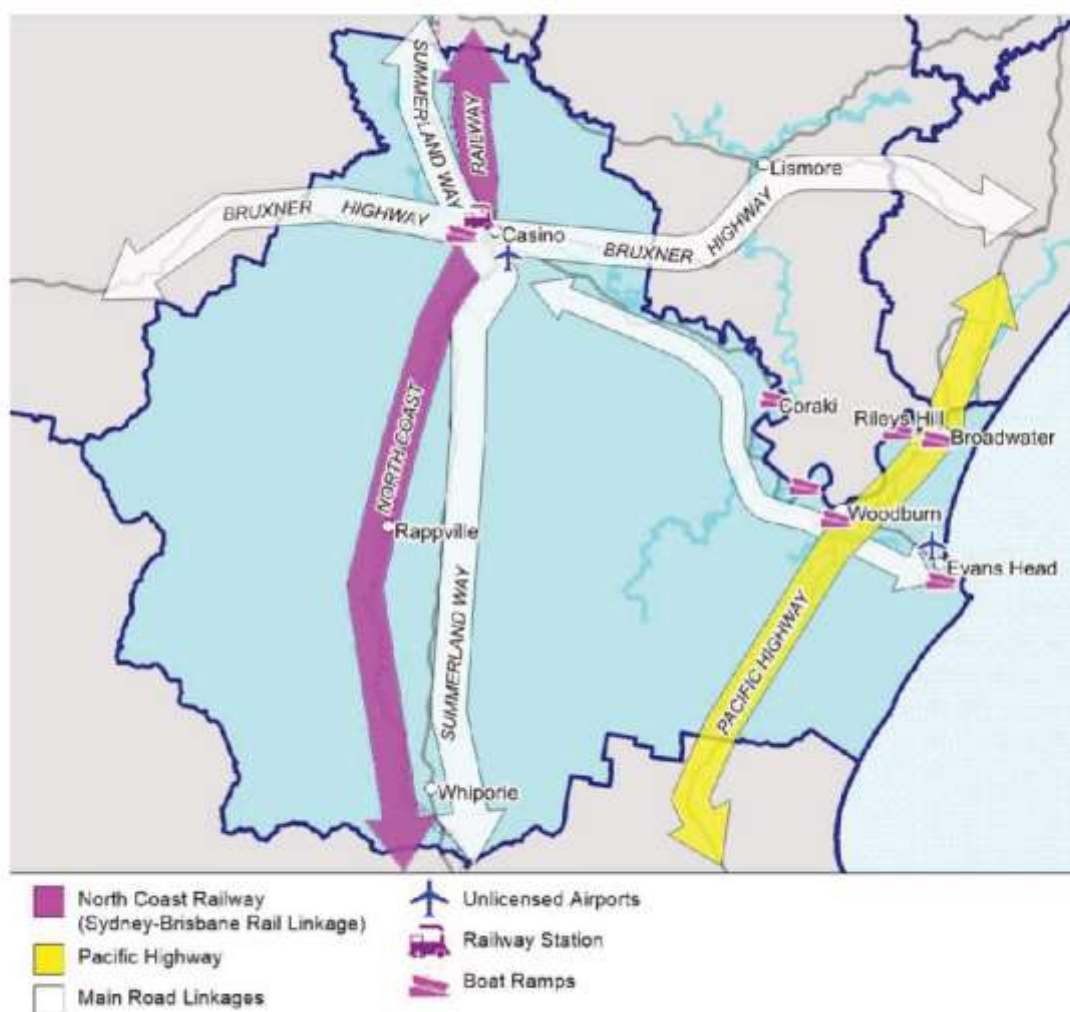


Figure 39: Major transport links through RVC and locations of Transport Infrastructure

TOURISM SECTOR

The ABS don't report specifically on tourism and hospitality as an industry sector, however, id Economy has produced a custom report estimating in 2017/18 tourism had an Output value of \$50.3m in the LGA, with a total Value Added of \$25.5m. This report also identifies on average (based on a 5 year average between 2012/13 to 2017/18) there were 143,283 annual tourist visitors to Richmond Valley LGA, staying a total 572,480 visitor nights (or an average 4 days per stay) (id from NIEIR and Tourism Research Australia data). The sector also supported 377 jobs when measured in 2016/17.



Understanding the full economic potential from tourism should be further researched, especially given the Pacific Highway upgrades will increase accessibility to South-East Queensland and Byron tourist markets.

FUTURE ECONOMIC OPPORTUNITIES

Richmond Valley Council continues to support established businesses, showcasing the assets of the region, and encouraging new business investment. Agriculture and manufacturing currently feature strongly in the LGA and the future is ripe for Agribusiness opportunities to flourish through use of new technologies, value adding with small scale cottage industries, and increased farm tourism.

Manufacturing also should feature heavily on the LGAs economic future with local refining and value adding to primary produce grown locally.

Council's Economic Development Unit is also engaged with proponents looking:

- to build on the growing interest in medicinal cannabis
- at the production of energy from waste
- into freight transport opportunities from being at the cross of major roads and the Sydney-Brisbane rail corridor
- tourism opportunities from South-East Queensland with the extension of the Pacific Highway dual carriageway

COMMERCIAL/RETAIL LAND DEMAND

There is 321ha of land (excluding road) Zoned for commercial purposes as B1, B2 or B3 under the *Richmond Valley LEP 2012*. Of this area 63% is occupied by a commercial activity with 27% occupied by either non-commercial land uses or is vacant.

Within the B Zones, there is 10.28ha of commercial floor area having an average Floor Space Ratio of 0.51 and represents an average of 4.4m²/capita. The projected population increase of 2,950 implies a need for an additional 12,980m² of commercial floor area, or 2.6 ha of land (assuming a FSR of 0.51).

Based on this estimate, there is an abundant area of existing B Zoned land to meet a doubling of the population.

None of the B Zones currently permit residential accommodation, other than shop-top housing. Any flexibility to permit housing at ground level behind commercial floor space has been dismissed by the Courts as a literal interpretation of the Shop-top Housing definition has been taken for it to be provided 'above' the commercial floor space.

A review of the B Zones has determined several options-

- ▶ Dezone part of the B Zones which is surplus to future urban growth needs.
- ▶ Change part of the B3 Zone by shrinking it to apply only to the Casino CBD area, with the remaining part of the B3 to be Zoned B2 or a mixed use zone. Plus amend the Land Use table for Zones B1 & B2 to permit a wider range of land uses such including all forms of residential accommodation.
- ▶ Combination of 1 & 2.



PLANNING PRIORITY 8

DIVERSIFY THE RANGE OF SERVICES AND EMPLOYMENT OPTIONS

ACTIONS:

| | |
|-----|--|
| 8.1 | Undertake an LEP Health Check, including a review of Land Use permissibilities, to support the growth of a diverse regional economy and to facilitate new economic activity |
| 8.2 | Prepare a Local Growth Management Strategy for future commercial and industrial areas, including opportunities to capitalise on freight and logistics transport routes in the area |
| 8.3 | Investigate options for mixed land uses (including residential accommodation) in the Business Zones |
| 8.4 | Investigate opportunities to expand nature-based, adventure and cultural tourism places and enhanced visitor experiences |
| 8.5 | Encourage the establishment of new manufacturing and rural industries to support local processing of primary products and to diversify the employment market |
| 8.6 | Implement Council's <i>Imagine-2020 and beyond-Supporting progress in the Mid Richmond Plan</i> as a Pacific Highway bypass management strategy aimed at stimulating tourism and business interests in Mid Richmond localities |
| 8.7 | Partner with the State government to grow agricultural and freight links along the Pacific Highway, Summerland Way, Bruxner Highway, and North Coast Railway, including an intermodal freight facility at Casino |
| 8.8 | Partner with key stakeholders to deliver new and diversified employment opportunities, and employment lands |



ACTION PLAN & IMPLEMENTATION

This Statement describes the long-term land use strategy for the LGA. This Statement is intended to be a living document and will have ongoing revisions concurrently with the preparation of each new Council Community Strategic Plan (CSP). Preparation of the next CSP is scheduled to commence in 2020 for completion in 2021. The LSPS will feature in CSP community engagement processes to ensure the LSPS reflects the community's social, environmental and economic needs.

Council will monitor and report on the delivery of LSPS priorities, actions and outcomes in its annual reporting process. This will inform adjustments to the LSPS to ensure local planning policy is effective, responsive and delivering on local community aspirations.



TIMEFRAMES

- ▶ Short Term - 0-5 years
- ▶ Medium Term - 6-10 years
- ▶ Long Term - 11-20 years

THEME 1 – OUR COMMUNITY

| Priorities & Actions | | Timeframe | NCRP | CSP |
|--|---|-----------|---|-----------------------|
| PLANNING PRIORITY 1 - HAVE WELL PLANNED AND DESIGNED SPACE TO GROW | | | | |
| 11 | Prepare Local Growth Management Strategies to sustainably grow the region's population, and investigate new and innovative ways to accommodate projected population growth | Short | 11.1.2; 13.2.1; 13.1.16.2; 23.2.24.1 | EC1 |
| 12 | Deliver sustainable, well planned, safe, healthy and efficient housing and settlement areas through healthy urban design and hazard avoidance/management | Ongoing | 3.1.13.1; 15.4.15.5; 20.1.24.2; Narr | PP1; EH2 |
| 13 | Monitor the supply and demand for housing and zoned urban land to gauge how Council is tracking against projected future demand | Ongoing | 6.7; 22.3 | EC1 |
| 14 | Review Council's planning scheme to encourage delivery of a diverse range of housing options (including low-medium density housing, affordable housing & Seniors Living), and improve the functionality and quality of housing delivered. | Short | 3.1.13.1; 15.4.15.5; 20.1.23.1; 23.2; 24.2.25.1 Narr | EC1 |
| 15 | Deliver robust and accessible towns and communities with well planned, maintained and functional public spaces | Ongoing | 15.1.15.2 | PP1 |
| 16 | Prepare a bushfire recovery Master Plan for Rappville | Short | - | PP3; EC1; EH1; CS1 |

| Priorities & Actions | | Timeframe | NCRP | CSP |
|--|--|----------------------|---|----------|
| PLANNING PRIORITY 2 - ALIGN DEVELOPMENT, GROWTH AND INFRASTRUCTURE | | | | |
| 2.1 | Partner with the State government and developers to deliver local infrastructure in a timely manner to meet the demands of future projected growth | Ongoing | 21.1 | EH1, CS1 |
| 2.2 | Review Council's Developer Contributions Plans | Short, Medium & Long | - | EC1 |
| 2.3 | Implement the <i>Facilities Needs Review</i> including the reclassification of identified surplus and underutilised public lands from 'Community Land' to 'Operational Land' | Medium | - | PP1 |
| 2.4 | Update Council's Integrated Water Cycle Management Strategy (IWCMS) to ensure the community is serviced with a reliable long term drinking water supply | Short | 21.2 | EH1 |
| 2.5 | Develop and implement strategies to reduce Land Use Conflict with essential infrastructure, significant extractive resources, agricultural lands, and road & rail networks | Ongoing | 6.5, 9.2, 9.3, 10.3, 11.1, 11.3, 12.4, 13.1 | EH1 |
| 2.6 | Endorse the State's Highway Service Centre Policy and discourage inappropriate development adjoining or intersecting with the Pacific Highway | Ongoing | 9.2, 9.3 | EC1 |
| 2.7 | Further the design and construction of the Northern Rivers Rail Trail including integrating it with the cycleway/pedestrian network | Short & Medium | 15.2 | PP2, EH1 |
| 2.8 | Provide a safe integrated traffic, cycle and pedestrian network | Ongoing | 10.2, 10.5, 15.1, 15.2 | PP2, EH1 |
| 2.9 | Provide clean and well-maintained public recreational and sporting facilities, and outdoor spaces which are accessible and safe, as well as encouraging a healthy and active lifestyle | Ongoing | - | EC1 |

| | | | | |
|---|---|---------|------------|--------------------|
| PLANNING PRIORITY 3 - IMPROVE THE DELIVERY OF PLANNING SERVICES | | | | |
| 3.1 | Integrate the <i>Community Participation Plan (CPP)</i> into the <i>Richmond Valley Council Community Engagement Strategy</i> | Medium | - | PP3, CS2 |
| 3.2 | Continuously improve the efficiency and effective delivery of Council planning services, especially through its Development Concierge Service and delivery of fact sheets | Ongoing | - | PP3, EC1, CS1, CS2 |
| 3.3 | Develop engagement protocols in collaboration with the Aboriginal community to ensure appropriate engagement is done with knowledge holders during planning processes | Medium | 16.1, 16.2 | PP3, CS2 |
| 3.4 | Implement ePlanning services to streamline the Development assessment system and offer the community an on-line application lodgement option | Short | - | PP3, EC1, CS2 |
| 3.5 | Establish an on-line mapping system to deliver digital geographic information to the community | Short | - | PP, CS2 |

THEME 2 – OUR ENVIRONMENT

| Priorities & Actions | | Timeframe | NCRP | CSP |
|--|--|----------------------|------------------|---------------|
| PLANNING PRIORITY 4 – LOOK AFTER OUR ENVIRONMENT | | | | |
| 4.1 | Work collaboratively in partnership with the community, State and local governments to improve the health of the Richmond Valley environment | Ongoing | 2.1 | EH2 |
| 4.2 | Participate in the preparation of a new <i>Richmond River Catchment Management Program (CMP)</i> and the <i>Richmond River Governance and Funding Framework</i> | Short | 3.2 | EH2 |
| 4.3 | Prepare a Catchment Management Program (CMP) for the Evans River and Evans Coastline | Short | 3.2 | EH2 |
| 4.4 | Engage with the State government to have environmental protection zones from the <i>Richmond Valley Local Environmental Plan 2012</i> included on the <i>Biodiversity Conservation Act 2016</i> Biodiversity Values Map | Short | - | EC1; EH2 |
| 4.5 | Review the <i>Richmond Valley Local Environmental Plan 2012</i> Environmental Overlay Maps and provisions to ensure they are current, and effective given new legislation such as the <i>Coastal Management Act</i> and <i>Biodiversity Conservation Act</i> may have created duplicate development assessment processes | Short | - | EC1; EH2 |
| PLANNING PRIORITY 5 – CREATE RESILIENT COMMUNITIES | | | | |
| 5.1 | Reduce risks to development and the environment from natural hazards, including projected effects of climate change, by identifying, avoiding and managing vulnerable areas and known hazards | Ongoing | 3.1; 3.3 | EC1; EH2 |
| 5.2 | Incorporate Climate Change considerations into Council's plans and strategies | Short | 3.3 | EC1; EH2 |
| 5.3 | Review and update bushfire hazard mapping | Short, Medium & Long | 3.2; 3.3 | EC1; EH2 |
| 5.4 | Review and expand on flood studies to ensure modelling is current, fit for purpose, and incorporate climate change, AR&R (2019), and significant changes to the floodplain such as construction of the Pacific Motorway | Ongoing | 3.2 | EC1; EH2 |
| PLANNING PRIORITY 6 – CELEBRATE OUR HERITAGE | | | | |
| 6.1 | Ensure Aboriginal objects and places are protected, managed and respected in accordance with legislative requirements and the wishes of Aboriginal communities | Ongoing | 18.1; 18.2; 19.2 | EC1; EH2 |
| 6.2 | Collaborate with local Aboriginal communities to undertake a Local Aboriginal Heritage Study, and adopt appropriate measures from the study into planning strategies and local plans to protect Aboriginal heritage | Medium | 18.3; 19.2 | PP3; EC1; EH2 |
| 6.3 | Promote heritage through a range of educational and incentives schemes – including Heritage Advisory services, Local Heritage Grants, Main Street Studies, promotion of Casino's Art Deco architecture | Short, Medium & Long | - | PP3; EC1; EH2 |
| 6.4 | Prepare a study of Casino's CBD Heritage Conservation Area, and promote the town's Art Deco architecture | Medium | 6.3 | PP3; EC1 |
| 6.5 | Maintain a register of Heritage listed items within the LGA and regularly review listings under the <i>Richmond Valley Local Environmental Plan 2012</i> and the information delivered to the community via the Heritage NSW Webapp | Ongoing | 19.1; 19.2 | PP3; EC1 |
| 6.6 | Encourage the active use of heritage items and support compatible adaptive reuse | Ongoing | 19.3 | PP3; EC1 |

THEME 3 – OUR ECONOMY

| Priorities & Actions | | Timeframe | NCRP | CSP |
|---|---|-----------|------------------------------|----------|
| PLANNING PRIORITY 7 – PROTECT PRODUCTIVE AGRICULTURE LAND & SIGNIFICANT RESOURCES | | | | |
| 7.1 | Ensure Council's planning provisions accommodate the changing needs for agriculture, manufacturing and emerging agribusiness & agritourism opportunities | Short | 6.5, 11.4, 11.5 | EC1, EH2 |
| 7.2 | Work with DPIE-Agriculture to map and protect significant agricultural farmland from inappropriate and conflicting land uses, and fragmentation | Medium | 11.1, 11.2, 11.3, 11.4, Narr | EC1 |
| 7.3 | Avoid creating land use conflict which could impact upon the future viability of productive rural lands, including significant farmland, and significant mineral & extractive resources | Ongoing | 13.2 | EC1 |
| 7.4 | Partner with the State government to support the local agricultural sector and associated value-adding food processing/production industries | Short | Narr | EC1 |

| | | | | |
|--|--|---------|--------------------------------|-----|
| PLANNING PRIORITY 8 – DIVERSIFY THE RANGE OF SERVICES AND EMPLOYMENT OPTIONS | | | | |
| 8.1 | Undertake an LEP Health Check, including a review of Land Use permissibilities, to support the growth of a diverse regional economy and to facilitate new economic activity | Short | 6.1, 14.1 | EC1 |
| 8.2 | Prepare a Local Growth Management Strategy for future commercial and industrial areas, including opportunities to capitalise on freight and logistics transport routes in the area | Short | 6.2, 6.6, 12.1 | EC1 |
| 8.3 | Investigate options for mixed land uses (including residential accommodation) in the Business Zones | Short | 6.3, 6.4, 6.6 | EC1 |
| 8.4 | Investigate opportunities to expand nature-based, adventure and cultural tourism places and enhanced visitor experiences | Long | 8.2, 9.1, Narr | EC1 |
| 8.5 | Encourage the establishment of new manufacturing and rural industries to support local processing of primary products and to diversify the employment market | Ongoing | 12.2, 12.4 | EC1 |
| 8.6 | Implement Council's <i>Imagine-2020 and beyond-Supporting progress in the Mid Richmond Plan</i> as a Pacific Highway bypass management strategy aimed at stimulating tourism and business interests in Mid Richmond localities | Short | 9.1, 14.1 | EC1 |
| 8.7 | Partner with the State government to grow agricultural and freight links along the Pacific Highway, Summerland Way, Bruxner Highway, and North Coast Railway, including an intermodal freight facility at Casino | Medium | 5.1, 5.2, 9.1, 9.3, 10.3, Narr | EC1 |
| 8.8 | Partner with key stakeholders to deliver new and diversified employment opportunities, and employment lands | Ongoing | 5.1, Narr | EC1 |



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Local Strategic Planning Statement: Beyond 20-20 Vision

20 Year Planning Vision for the
Richmond Valley Local Government Area



May 2020

Richmond Valley Council

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Richmond Valley Council Draft Local Strategic Planning Statement

Summary of Submissions

Prepared by Tony McAteer (10 May 2020)



NSW Cancer Council

and

NSW Health - Cancer Institute NSW

Two (2) separate submissions were received from these organisations and have been summarised together as they were literally identical.

Skin cancer is the most common cancer in Australia. At least 95% of melanoma skin cancer and 99% of non-melanoma skin cancers are caused by overexposure to ultra-violet radiation (UVR) from the Sun. Well designed and positioned shade can reduce UV exposure by up to 75%.

The submissions suggest the LSPS should advocate for the provision of well-designed shade in developments, as well as public places, to action the *NSW Skin Cancer Prevention Strategy*.

They suggest adding a new Planning Priority – “*Design and provide places and spaces that are healthy to live in, to work in and to visit*”, and for the DCP to include provisions requiring high quality shade in all developments and at new and upgraded public infrastructure.

Comments-

Reducing cancer of any description is important. The LSPS operates in the land use planning sphere and has limited input into regulating provision of shade. The LSPS already has actions encapsulating the delivery of safe and healthy housing and settlements, along with well-planned, maintained and functional public spaces. A short reference to provision of shade in public spaces has been added to the narrative.

Department of Planning, Industry & Environment – Division of Resources & Geoscience

No concerns with the Draft LSPS and acknowledge Planning Priority 6 (to protect productive agricultural land & significant resources) and the recognition of important extractive industries in future land use planning.

Department of Planning, Industry & Environment – Green and Resilience Places Team (Place, Design and Public Spaces)

Timeframes for actions should be added to the statement.

The LSPS could expand on actions to avoid placing additional populations at risk or placing additional demand on emergency services.

Recovery strategies after natural hazard events would be beneficial. Hazard planning and disaster resilience principles should be primary considerations in all development proposals.

Highly suggest an action to review the DCP to encourage adaptation and resilience.

Comments-

Action timeframes have been added: Short term = 0-5 years; Medium term = 6-10 years; and Long term = 11-20 years.

Several actions in the LSPS already address risk management.

Hazard planning is a fundamental element of Section 4.15 assessment of development applications and is not an action for the LSPS.

Action 5.2 already addresses adaptation and resilience to climate change being added to plans and strategies.

Department of Primary Industries – Fisheries

The LSPS has been reviewed regarding provisions of the *Fisheries Management Act 1994* and the Department's *Policy and Guidelines for Fish Habitat Conservation and Management* (2013).

The submission suggests siting of new development should be focused towards areas of least biodiversity sensitivity and include adequate buffers. Development should implement best practice erosion and sediment controls and stormwater management to reduce impacts on waterways.

The LGA contains important sensitive fish habitat that should be identified as having high biodiversity values. The inclusion of key fish habitat in the LEP Overlay mapping is applauded. This mapping will be revised soon.

The current wildlife and biodiversity corridors overlay map in the LEP should be expanded to include waterway corridors. Threatened fish species mapping should be used to develop planning controls.

Sea level rise will result in upslope migration of marine vegetation, a process that needs to be unimpeded by development. These new marine environments need to be identified as key fish habitat as they emerge from sea level rise.

References to the *Marine Estate Management Authority* (MEMA) should be changed to the *Marine Estate Management Strategy 2018-2028*.

Commitment to improving the health of waterways is applauded.

Need to recognise the environmental benefits of implementing best management agricultural practices to avoid and minimise impacts on adjacent and downstream key fish habitats from sedimentation, pesticides and fertiliser run-off.

Comments-

Key Fish Habitat mapping has been added to Figure 19 as an environmental attribute, but this mapping is already recognised in the LEP as a riparian waterways environmental overlay. Likewise, the value of riparian zones as terrestrial wildlife corridors is recognised in the Terrestrial Biodiversity LEP Overlay, which includes native vegetation, wildlife corridors (sourced from the former OEH) and additional wildlife corridors which recognised the importance of riparian waterways.

The LSPS already contains actions aimed at protecting and enhancing the environment and to delivering sustainable, well planned, safe and healthy housing and settlement areas, include avoiding hazardous site and those with high biodiversity value. The new Local Growth Management Strategy will also go a long way to identifying such constraints.

Current legislation to protect marine habitat will apply to marine environments as they emerge during sea level rise. Developing areas that might be susceptible to future inundation should be avoided by the Local Growth Management Strategy.

Implementation of best practice agricultural management principles is outside the scope of an LSPS. This role sits with Agencies such as DPI-Fisheries, DPI-Agriculture, EPA and NSW Local Land Services.

Reference to MEMA have been changed to the Marine Estate Management Strategy.

Department of Planning, Industry & Environment – Planning and Assessment

Commending Council for the work undertaken.

The vision statement has been taken directly from the CSP. The LSPS should include a 20 year land use planning vision for the LGA which builds on the 10 year vision in the CSP.

The proposed regular review with each new CSP is supported.

Recommend all significant land use planning strategies contained in the CSP are included as actions in the LSPS.

Priorities and actions from the *North Coast Regional Plan's* Richmond Valley Council narrative (p.68) are silent in the LSPS.

Include clear timeframes for actions.

Comments-

The LSPS clearly articulates that its vision and engagement components were directly derived from the CSP. Some changes have been made to remove non-land use planning elements, however, the next review will produce a more informed 20 year land use planning vision with more targeted input from the community.

All CSP strategies and directions from the *North Coast Regional Plan*, including the LGA narrative, have been reviewed to ensure they are, in some form, incorporated into the LSPS.

Action timeframes have been added: Short term = 0-5 years; Medium term = 6-10 years; and Long term = 11-20 years.

Northern NSW Local Health District – Health Promotion Unit

This submission was made using an evidence based approach from the NSW Health's *Healthy Urban Development Checklist*.

Health Context - Support protecting agricultural land.

LSPS would benefit from additional actions: restrict the density and proximity of "fast food" and alcohol outlets to vulnerable populations; facilitate community gardens; increase access to drinking water bubblers/taps in public places; discourage consumption of sugar sweetened beverages; encourage community food centres; encourage innovative agricultural practices.

The LGA's economy is already heavily geared towards food production, but there are opportunities for increased fruit and vegetable production.

Connected Community and community wellbeing – public open space is more than a venue for physical activity, it is also an important forum for the expression of local identity and culture and celebration of community and place.

Strongly support actions to "provide well planned, maintained and functional public spaces" but suggest adding "...which support community connectedness and active lifestyles."

Concerned with actions to dispose of surplus public land. Council might consider programs for 'activating' underutilised public spaces.

Engaging with Aboriginal communities to prepare an Aboriginal cultural heritage study is supported.

Encourage active travel – The LSPS would benefit from an explicit action that prioritises walking and cycling, and expands cycle paths and improved cycling infrastructure, to support healthy, active lifestyles. The Rail Trail is supported, but an action is required to improve pedestrian and cycleway connectivity to the trail.

The only High Speed Rail stop on the Far North Coast is proposed at Casino. The LSPS should have a specific action to plan for public and active transport connections to the potential station.

A healthy environment supports healthy communities – Actions that improve environmental health are supported. Suggest having a TPO to also protect urban areas.

Concerned with actions to review the effectiveness of LEP Environmental Overlays.

Quality employment - New employment opportunities should be located near existing transport routes, particularly to enable active travel and public transport modes to/from work.

Housing to meet the needs of people, particularly an aging population - should encourage “healthy” urban design.

Strongly support delivering a diverse range of housing options, however several future urban growth areas are distant from existing services and infrastructure, being private vehicle dependant. Of concern are rural residential estates. These conflict with directions in the NCRP to direct growth to locations that do not compromise the natural environment.

Support actions to incorporate mix land uses and a greater range of residential development into business zones.

Protection agricultural land and encourage local food production – Council should reassess future urban growth areas as some are proposed on mapped significant farmland.

Agritourism has a potential to create conflict with traditional agriculture. The type, scale and frequency of rural tourism activities needs careful consideration.

Council should encourage new, innovative or boutique agricultural practices into its future land use planning, such as market gardens, green houses, and urban/per-urban agriculture.

Having neighbourhoods close to agricultural lands mean greater opportunities for community participation in food growing, cooking education, value-adding and social enterprises. Therefore, planning mechanisms that incentivise ecologically sustainable small lot farmers to provide local neighbourhoods with healthy produced should be investigated.

Mitigate climate change and natural hazard impacts – Council should specifically include actions which seek to increase shade cover to reduce the incidence of skin cancers.

Incorporating adaptation to climate change in the DCP is important for encouraging housing and settlements which are resilient to climate change impacts. Community workshops which encourage resilience and emergency preparedness should also be part of Council’s actions.

Support actions to reduce risks to development and the environment from natural hazards, however these potentially contradict mapping showing future settlement areas near potential hazards, such as flooding and bushfire. Such areas should be reassessed for future housing.

Additional observations – some actions lack detail or precision leaving them flexible and open to interpretation but don't provide certainty and measurability.

Active Living NSW is no longer funded by the NSW Government.

Comments-

Most of the health initiatives advocated in this submission are the primary role of NSW Health and lie outside the control of local government and the focus of land use planning strategies. For example Council is unable to discriminate between fast food outlets, cafes and restaurants and the products they sell, and Council has no role in discouraging the consumption of sugary beverages. The promotion of water bubblers in parks by the Public Health Unit is interesting given potential concerns with hygiene. Council already supports a number of community gardens.

Strategies to promote improved freight transport links & water management, or to encourage food production industries in the area, can influence what food is grown in the LGA, but Council has no direct control over crop selection.

References to "community connectedness and active lifestyles" has been added to the narrative for Public & Open Spaces and associated actions.

The Facilities Needs Review widely consulted the community and evaluated a number of parameters to establish usage of Council owned and controlled public facilities. Most of the land identified as underutilised or surplus are small isolated parks with little opportunity to be repurposed as environmental areas or active spaces. Investment of funds received from the sale of such lands will be reinvested in better used community spaces that will benefit the wider community, and provide a cost saving to Council through reduced maintenance.

There was already an action to further develop cycleways and pedestrian networks, however, connection of the rail trail to these networks has been added.

It is too early to plan for the High Speed Rail, as it is still only a concept. The remoteness of the proposed HSR station means it will be difficult to connect with active travel modes, but public transport options will need to be developed in conjunction with TfNSW. The location of the line will be incorporated into future strategies to avoid creating land use conflict.

Council does not support imposition of a TPO on its community. The proposed TPO was to prevent exploitation of a small oversight for E Zones under the Biodiversity Conservation legislation. The action has been changed to engage with the State government to have these E Zones added to the Biodiversity Values Map.

The submission appears to be very metro focused when advocating towards locating industries, employment options and settlement areas close to transport routes. Regional NSW is very public transport poor and lacks integrated transport planning. If employment generating developments are restricted to transport routes there will be no development capability outside Metro NSW.

"Healthy" has been added to the urban design description.

Concerns with the reliance on private cars is noted.

Generic constraints mapping fails to depict the extent or severity of a hazard or the potential for its mitigation. Thorough hazard/constraint assessments, along with avoidance & mitigation/management, are done at the property scale before any land releases can progress to rezoning. The proposed Local Growth Management Strategy will attempt to rationalise and avoid hazards where possible without unnecessarily pre-empting the results of comprehensive site specific studies.

References to the *Active Living NSW* program have been removed.

A review has been done of actions to ensure they are actionable. Wording of many actions has been deliberately flexible and diverse in their objectives in lieu of having hundreds of very specific actions that might be missing elements, will be inflexible to change, and could make the LSPS longer and unmanageable.

Transport for NSW

Transport for NSW (TfNSW) is guided by its long term transport strategy *Future Transport 2056* and will be preparing a *North Coast Regional Transport Plan* identifying initiatives and investigations to support walking, cycling, public transport, road and freight connectivity over a 20 year timeframe.

TfNSW support the need for diverse housing options.

The NSW Movement and Place Framework identifies the State network of roads and streets as major parts of the system of public space that helps connect our places and should be used to inform any future local growth management strategies and master plans.

TfNSW strongly supports Council's Active Living program. Other ways to enhance connected communities and Active Living are to ensure connectivity of walking and cycling paths, and the provision of way finding signage at key places and key transport locations to make it easier for people to change between transport modes.

The development assessment process should require high traffic generators to include end of trip facilities to make walking and cycling convenient for employees and customers (such as bike racks). Development precincts should provide walking connectivity, so people can move within the precinct without using cars.

TfNSW highlights the importance of including freight related strategies from the NCRP. Council should include actions to prevent encroachment of freight corridors and to have buffers to allow 24/7 freight activity.

Actions to strengthen regionally significant transport corridors should include:

- Buffers and mitigation measures to minimise impact of development on regionally significant transport infrastructure including regional and State road networks and rail corridors.

- Prevented development from having direct access to the Pacific Highway, or from creating additional direct 'at grade' accesses to motorway-class sections of the Pacific Highway.
- Develop an access strategy with TfNSW to ensure access is consolidated to safe system aligned intersections or interchanges.
- Only permit highway service centres on the Pacific Highway at Chinderah, Ballina, Maclean, Woolgoolga, Nambucca Heads, Kempsey and Port Macquarie.
- Identify strategic sites for major road freight transport facilities.

Road safety – consider applying for funding under the NSW Safer Roads Program for road safety infrastructure upgrades in areas of high risk of run-off and fatigue related crash risk.

The LSPS could strengthen its strategic alignment with reference to:

- *Future Transport 2056*
- *Regional Services Infrastructure Plan*
- *NSW Freight and Ports Plan 2018-2023*
- *NSW Heavy Vehicle Access Policy Framework*
- *Road Safety Plan 2021*

Comments-

Freight related strategies from the NCRP (and CSP) have been added as actions. Buffering of major road and rail corridors, including impact assessment, are functions of the Infrastructure SEPP and these override any local planning provisions of Council. Notwithstanding, actions to minimise impacts on the Pacific Highway (Motorway) have been slightly changed to better align with similar directions in the NCRP, and the prevention of land use conflict for road and rail corridors has been added.

Council has a vast cycleway and pedestrian network which is continuously being added as funding becomes available.

There is no integrated transport plan for the North Coast, therefore provision of way finding signage at transport nodes will provide little assistance to users of public transport.

Freight transport opportunities are recognised in the LSPS and these have been added to from the NCRP and Council's CSP.

A number of actions to strengthen significant transport corridors exist, or have been added, to the LSPS. For example avoiding inappropriate development adjoining or accessing the Pacific Highway.

Road safety is outside the scope of this LSPS, however, Council already applies for road safety infrastructure funding to improve its road network.

Traffic generating development is a consideration when assessing development applications and rezoning proposals. In the main however, the Infrastructure SEPP provides for the assessment of traffic generating development but also consideration of development in the vicinity of classified roads and rail corridors for noise and vibration impacts. Such considerations sit above, and override, Council planning policy.

Department of Planning, Industry & Environment – Biodiversity & Conservation Division

BCD was formerly the Office of Environment and Heritage and has responsibilities relating to biodiversity, Aboriginal cultural heritage, National Parks and Wildlife Service estate, climate change, sustainability, flooding, coastal and estuary matters.

While recognising restrictions on the length of LSPSs, the Draft LSPS lacks detail on how Council will satisfy the Directions of the NCRP. Further, there is a lack of detail for how Council will implement planning priorities and actions.

Preparation of a local growth management strategy should look at new and innovative ways to accommodate the projected population growth.

The LSPS should set out the steps Council will take to deliver sustainable, well placed, safe healthy and efficient housing and settlements.

Action 1.4 should be replaced with *“The council should be proactive in investigating potential land release areas identified within the North Coast Regional Plan, to determine the suitability of these areas for development for urban and/or industrial use.”*

Rather than dispose of surplus/underutilised land, the LSPS should reassess the *Facilities Needs Review* to investigate opportunities to repurpose these lands to protecting biodiversity, including biodiversity stewardship arrangements, or for outdoor recreation.

Action 2.6 should clarify what is meant by the term “future proof” for infrastructure, significant resources, agricultural lands and water catchments. Furthermore, the action should include “areas of high environmental value” because they are also significant resources.

Action 3.3 should be reworded as *“Develop engagement protocols in collaboration with the Aboriginal community to ensure appropriate engagement with Aboriginal knowledge holders during planning process.”*

Planning Priority 4 should define the ‘environment’ as meaning both natural and built environments. It should also outline actions to be taken to improve the health of the environment.

Support having a TPO for environmental protection zones.

In reviewing the LEP Environmental Overlays there needs to be a purpose for the review.

A range of additional biodiversity and water quality/waterway health; climate change; flood & climate change risk management; and Aboriginal cultural heritage actions were circulated on 25 Oct 2019 and should be incorporated into the LSPS.

Comments-

The submission is critical of actions in the LSPS and their lack of detail for how they will be implemented. This has been deliberately done as this is a high level strategic document. Actions have been drafted to be flexible but also to embrace large and complex subject areas without the need to produce hundreds of actions on each and every matter.

Action 1.1 has been changed for the LGMS to include new & innovative ways to accommodate projected population growth.

The delivery of sustainable, well-planned, safe, healthy and efficient housing and settlement areas will be done through the incorporation of best practice urban design and hazard risk management into Council policy, the Local Growth Management Strategy, Planning Proposals, DCP planning controls, and the assessment of development applications.

BCD has miss-understood the intention of Action 1.4, which revolves around Council being a property developer to meet the supply of vacant land where private developments are lacking in the market. Notwithstanding, the action has been removed from the LSPS as it business as usual for Council and not an action.

The Facilities Needs Review may need to be updated, but those surplus/underutilised lands identified for disposed are not suitable for biodiversity protection or active outdoor recreation. The intent is for the proceeds from surplus land sales to be reinvested into centralised open space and public facilities where the wider community will be better served.

Planning Priority 2 revolves around the delivery of infrastructure and reducing land use conflict to significant resources such as quarries, agricultural landscapes, and drinking water catchments. While 'areas of high environmental value' are significant resources, they are better actioned under *Theme 2 – Protecting our Environment*, rather than under the Theme – Our Community. "Future proof" in the context of the action relates to ensuring these facilities/features can continue to operation into the future without restrictions being applied to their operations from inappropriate/sensitive receivers in their immediate vicinity. Notwithstanding, the action has been changed and the term "future proof" is not used.

The proposed rewording of Action 3.3 has been adopted but it is purely semantic and doesn't change Council's intent to improve engagement protocols with the Aboriginal community.

The term 'environment' in Planning Priority 4 was intended to be specific to the natural environment, as Planning Priority 1 relates to the built environment.

Changes have been made to Action 4.1 to *"Develop strategies and actions to protect and enhance the natural environment of the Richmond Valley"*.

Council will not be pursuing a TPO in its DCP but will instead engage with the State government to have environmental protection zones represented in the Biodiversity Values Mapping.

The review of LEP Environmental Overlays is to ensure they serve their intended purpose; are consistent with new legislation, don't create duplicate and unnecessary assessment processes, and to ensure the mapping is current. For example, does the Biodiversity Conservation Act provide a more thorough assessment of terrestrial biodiversity than the provisions of the LEP, and therefore, should they remain.

The additional BCD actions circulated in Oct 2019 have been reviewed. This submission contained far too many actions to be included in the LSPS. Many of the actions have been incorporated into the LSPS as actions, albeit, not necessarily using the same words or to the level of detail provided.

Shelter NSW

Shelter NSW is a peak body for housing policy advocacy in NSW. It congratulates Council on the draft plan and support its aim to deliver better housing outcomes. Several practical policy and planning mechanisms have been identified to support or strengthen the delivery of affordable and more diverse housing options in the LSPS.

The growth strategy should consider ways to deliver more housing diversity.

In delivering sustainable, safe, healthy and efficient housing and settlements Council should:

- consult community services and volunteer organisations regarding building resilience to address disaster response.

- consult public, community and Aboriginal housing providers to look at water efficiency initiatives, and work with them to ensure dwellings are adequately maintained to improve survivability in the wake of disasters.

- discourage urban sprawl.

- encourage clustered housing

It is recommended Council develop 'precinct plans' and a local housing strategy that take into consideration incentives to support delivery of affordable housing.

Council should workshop ways to deliver housing diversity with local developers and builders.

Council should partner with community housing providers and the Department of Communities and Justice to deliver new affordable housing options.

Council should mandate development in its CBD and town centres to deliver a proportion of specified bedroom types.

Council should review its DCP to support delivery of housing for seniors or people with disability close to town centres and essential services.

Support initiatives for disaster recovery such as the Masterplan for Rappville.

Shelter NSW is willing to work with Council to lobby State government on proposed amendments to the Standard Instrument LEP to support amendments aimed at delivering residential development close to places of work and vital infrastructure.

Council should commit to working with the Local Aboriginal Land Council to develop a strategy supporting the delivery of additional housing opportunities, and to working with Aboriginal organisations to develop women's refuge services.

Comments-

Actions in the LSPS aim to encourage greater housing choice, this would include affordable housing. Some level of urban sprawl is inevitable with growth, however, the NCRP has a target of 40% infill development. The LSPS contains actions to review the DCP to encourage more low-medium density housing from a housing affordability basis as well as to accommodate shrinking household sizes. The DCP review will incorporate a level of building industry consultation.

A new Local Growth Management Strategy is a short term action of the LSPS.

Council is prepared to work with the LALC's to develop strategies to support additional housing opportunities, but this hasn't been included as specific action. The development of a women's refuge service is outside the scope of this LSPS.

Submission from community member

The whole document is predicated on a 'growth strategy' without ANY consideration of the environmental impact of the proposed growth, or whether it is sustainable according to the Principles of Ecological Sustainable Development.

The whole document is top-down from the State government. *"Local government would appear to be nothing more than the State government's handmaiden."*

The State strategy (2010) is incomplete and out-of-date and not supported by an up-to-date Conservation Plan.

There are many many problems with the LSPS.

Final remark- The LSPS should not be endorsed as it fails to deal with the problem of the non-sustainable ecological footprint created by the current strategy. Council should revisit the *A Region of Villages* strategy Feb 2001 from the Northern Rivers Regional Strategy Secretariat which reviewed the matter of ecological footprints. According to it we are already past ecological sustainability. The proposed growth model is only going to make matters worse than they already are. Local and State governments have had 20 years to fix many of these problems and have not done so. Promises to do something in the future are empty, particularly when developers are subsidised by local council.

Comments-

The LSPS is not a growth strategy. It presents historic growth statistics and includes references to DPIE's growth projections which are a feature of the North Coast Regional Plan. A key action from the LSPS is for Council to prepare a new Local Growth Management Strategy to address issues of sustainability, risk & hazard management.

Agree this is a top-down flow of policy from the State.

DPIE has confirmed there is no State Strategy 2010 to be considered by the LSPS.

The LSPS is primarily focused on consistency with the *North Coast Regional Plan* (2017) (NCRP) and Council's CSP. It should be noted, the NCRP replaced the *Far North Coast Regional Strategy* (2005) (FNCRS), which was built on and consolidated "previous planning work, including the *Northern Rivers Regional Strategy*" (which incorporated work from the *A region of villages Strategy* (2001)).

In terms of sustainability, the NCRP appears to be far more sustainable than the older strategies advocated by the author. For example, the older FNCRS directed RVC to provide an additional 9,900 dwellings between 2006 & 2031 (equivalent to 396 new dwellings per annum), while the NCRP aims to provide a far more sustainable 1,550 dwellings between 2016 to 2036 (equivalent to 77.5 new dwellings per annum).

Rezoning of new growth areas is highly regulated and must be justified through a Planning Proposal Gateway process, requiring consideration of a myriad of State plans and policies aimed at, amongst other things, protecting the environment & significant resources, as well as avoidance or management of hazards and constraints.



Council Policy

Richmond
Valley
Council



| | |
|-------------------------|---|
| Policy Title: | Internal Reporting (Public Interest Disclosures) |
| Policy Number: | 1.09 |
| Focus Area: | CS1 Leading and Advocating for our Community |
| Responsibility: | Governance & Risk |
| Meeting Adopted: | Date of Council Meeting – Resolution Number |

OBJECTIVE

The purpose of the Internal Reporting Policy is to provide a clear set of guidelines that ensure people are fully informed of their responsibilities in respect to Public Interest Disclosures and the actions that must be followed when a Public Interest Disclosure is made.

This policy establishes an internal reporting system for the reporting of disclosures of corrupt conduct, maladministration, substantial waste of public money, government information contravention and pecuniary interest and other wrongdoings by Council staff and/or Councillors.

The system enables such internal disclosures to be made to the Mayor, General Manager or to the Disclosures Coordinator and Disclosures Officers.

Public Interest Disclosures can play an important role in organisational accountability by bringing wrongdoing to the attention of those who can effect change. The protection of reporters is fundamental to the implementation of the *Public Interest Disclosures Act 1994* (PID Act) and the integrity of Council. Council's wide commitment to protect and respect reporters and properly deal with valid disclosures is essential.

This policy is designed to complement normal communication channels between supervisors and staff. Staff are encouraged to continue to raise appropriate matters at any time with their supervisor, but as an alternative, have the option of making a public interest disclosure in accordance with this policy and the PID Act.

SCOPE

This Policy applies to:

- Council staff and Councillors;
- permanent employees, whether full-time or casual;
- temporary or casual employees;
- consultants;
- individual contractors working for Council;
- other people who perform public official functions and their conduct and activities could be investigated by an investigating authority, which can include volunteers and those contracted to work for Council.

Richmond Valley Council – 1.09 Internal Reporting (Public Interest Disclosures)

Adopted:

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This policy is just one of Richmond Valley Council's policies and internal reporting procedures which encourage and support reports of suspected wrongdoing. Staff and Councillors should also be familiar with the Council policies and procedures that set out the standards of conduct and behaviours expected in carrying out their duties.

The relevant documents are:

- Richmond Valley Council Code of Conduct – Councillors/Personnel
- Complaints Management and Mandatory Reporting Policy
- Business Ethics Policy
- Councillor Access to Information Policy
- Fraud Prevention Policy
- Equal Employment Opportunity (EEO) Policy
- Equal Employment Opportunity (EEO) Management Plan
- Bullying, Harassment and Sexual Harassment Policy.

The reporting system established under this policy is not intended to be used for staff grievances. Grievances should be raised in accordance with the current Local Government (State) Award and Council's Issue Resolution Guidelines Procedure.

POLICY

1. Council Commitment

Council is committed to maintaining the highest level of community accountability, community stewardship and leadership whilst maintaining respect for individuals and the rule of law.

For a council to be able to deal effectively with reports of wrongdoing, it must have the right culture. Richmond Valley Council is committed to the aims and objectives of the PID Act, particularly:

- creating a climate of trust, where people are comfortable and confident about reporting wrongdoing;
- encouraging people to come forward if they are aware of wrongdoing within the council;
- keeping the identity of the person disclosing wrongdoing confidential where this is possible and appropriate;
- protecting people who make disclosures from adverse reprisals arising from their report;
- dealing with reports thoroughly and impartially and if some form of wrongdoing has been found, taking appropriate action to rectify it;
- keeping the person who makes a report informed of their progress and the outcome;
- encouraging the reporting of wrongdoing within the council, but respecting any decision to disclose wrongdoing outside the council that is made in accordance with the provisions of the PID Act;
- ensuring managers and supervisors at all levels in the Council understand the benefits of reporting wrongdoing, are familiar with this policy, and aware of the needs of those who report wrongdoing;
- reviewing the policy periodically to ensure it is relevant and effective; and
- providing adequate resources, both human and financial, to encourage and support reports of wrongdoing.

Richmond Valley Council – 1.09 Internal Reporting (Public Interest Disclosures)

Adopted: Date

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2. Roles and Responsibilities

This Internal Reporting Policy places responsibilities upon staff at all levels within Richmond Valley Council.

(i) Role of Staff and Councillors

Staff and councillors play an important role in contributing to a workplace where known or suspected wrongdoing is reported and dealt with appropriately. All council staff and councillors are obliged to:

- report all known or suspected wrongdoing and support those who have made reports of wrongdoing;
- if requested, assist those dealing with the report, including supplying information on request, cooperating with any investigation and maintaining confidentiality;
- treat staff or persons dealing with a report of wrongdoing with courtesy and respect; and
- respect the rights of any person the subject of reports.

Staff and councillors must not:

- make false or misleading reports of wrongdoing; or
- victimise or harass anyone who has made a report.

All council staff and councillors involved in the internal reporting process must adhere to the Richmond Valley Council Code of Conduct. A breach of the Code could result in disciplinary action.

(ii) Role of Richmond Valley Council

Richmond Valley Council has a responsibility to:

- establish and maintain a working environment that encourages staff and councillors to report wrongdoing and supports them when they do;
- to keep the identity of reporters confidential where practical and appropriate, and take steps to protect reporters from reprisal and manage workplace conflict;
- assess all reports of wrongdoing from staff and councillors and deal with them appropriately;
- decide whether a report should be investigated, and if so, how it should be investigated and by whom;
- deal with all reports of wrongdoing fairly and reasonably, and respect the rights of any person the subject of a report;
- report on our obligations under the PID Act and statistical information about public interest disclosures in our annual report and to the NSW Ombudsman every six months;
- ensure Richmond Valley Council complies with the PID Act and deals with all reports of wrongdoing properly; and
- ensure that all staff and councillors with roles outlined below and elsewhere in this policy will receive training on their responsibilities.

Richmond Valley Council – 1.09 Internal Reporting (Public Interest Disclosures)

Adopted: Date

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(iii) Roles of key positions

Disclosures Coordinator

This Officer will:

- provide an alternative internal reporting channel to the General Manager;
- impartially assess each disclosure to determine whether the disclosure appears to be a protected disclosure, and the appropriate course of action in relation to a disclosure;
- consult with the General Manager about all disclosures received, other than where a disclosure concerns the General Manager;
- be responsible for either the carrying out or coordinating an internal investigation arising out of a disclosure, subject to the relevant directions of the General Manager;
- ensure that the identity of a person making a disclosure is kept confidential and protecting them from any form of reprisal; and
- report actual or suspected corrupt conduct to the General Manager in a timely manner for compliance with legislative requirements.

Disclosures Officer

Disclosures Officers are additional points of contact within the internal reporting system. They can provide advice about the system and the internal reporting policy, receive reports of wrongdoing and assist staff and councillors to make reports.

Disclosure Officers have a responsibility to:

- document in writing any reports received verbally, and have the document signed and dated by the reporter;
- make arrangements to ensure reporters can make reports privately and discreetly when requested, if necessary, away from the workplace;
- discuss with the reporter any concerns they may have about reprisal or workplace conflict; and
- carry out preliminary assessment and forward the report to the Disclosures Coordinator or General Manager for full assessment.

General Manager

Disclosures may be made directly to the General Manager rather than by way of the internal reporting system. The General Manager will:

- impartially assess each disclosure to determine whether the disclosure appears to be a protected disclosure under the PID Act, and determine the appropriate course of action in relation to a disclosure;
- receive reports from the Disclosures Coordinator on the recommendations of investigation reports and determine what action should be taken;
- be responsible for implementing organisational reform emanating from an investigational report;
- have primary responsibility for ensuring that the identity of a person making a disclosure is kept confidential and protecting them from any form of reprisal; and
- report actual or suspected corrupt conduct in a timely manner for compliance with legislative requirements.

Richmond Valley Council – 1.09 Internal Reporting (Public Interest Disclosures)

Adopted: Date

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The Mayor

The Mayor may receive internal disclosures from any member of staff of the council or any councillor concerning the General Manager or a councillor.

The Mayor will:

- impartially assess each disclosure made to them about the General Manager or a councillor to determine whether the disclosure appears to be a public interest disclosure and the appropriate course of action in relation to a disclosure;
- refer disclosures to the General Manager for appropriate action if they concern the council administration, within the day to day responsibilities of the General Manager; and
- take all responsibility to ensure that the identity of a person making a disclosure is kept confidential and protecting them from any form of reprisal.

Managers and Supervisors

Managers and supervisors play an important role in managing the immediate workplace of those involved in or affected by the internal reporting process. The responsibilities of all managers and supervisors include:

- participating in establishing and maintaining a culture that encourages staff to report wrongdoing;
- supporting staff who report wrongdoing;
- advising staff who raise a concern or report a wrongdoing that may be a Protected Disclosure to raise the matter with a person authorised to receive Protected Disclosures;
- keeping the identity of the staff member lodging a report and anyone the subject of the report confidential or reporting to the Disclosures Coordinator if they believe that it is not possible or appropriate; and
- provide support to the staff member, including ensuring they have access to any necessary professional support.

3. What should be reported?

You should report any wrongdoing you see within Richmond Valley Council, or any activities or incidents you see within Richmond Valley Council that you believe are wrong.

There are 5 categories of serious misconduct that meet the criteria of a public interest disclosure that will be dealt with under the PID Act and according to this internal reporting policy:

- corrupt conduct
- maladministration
- serious and substantial waste of public money
- breach of the *Government Information (Public Access) Act 2009* (GIPA Act)
- local government pecuniary interest contravention

All other wrongdoing or suspected wrongdoing should be reported to a supervisor, to be dealt with in line with the relevant policies. This might include harassment, unlawful discrimination or practices that endanger the health or safety of staff or the public.

Even if these reports are not dealt with as public interest disclosures, Richmond Valley Council recognises such reports may raise important issues. We will respond to all reports and make every attempt to protect the staff member making the report from reprisal.

A disclosure must be more than a mere allegation made without substantiation. A disclosure must include evidence that if substantiated would amount to the alleged conduct, or at least tend to do so.

Corrupt conduct

Corrupt conduct is the dishonest or partial exercise of official functions by a public official.

For example, this could include:

- the improper use of knowledge, power or position for personal gain or the advantage of others;
- acting dishonestly or unfairly, or breaching public trust; or
- a council official being influenced by a member of public to use their position in a way that is dishonest, biased or breaches public trust.

Maladministration

Maladministration is conduct that involves action or inaction of a serious nature that is contrary to law, unreasonable, unjust, oppressive or improperly discriminatory or based wholly or partly on improper motives.

For example, this could include:

- making a decision and/or taking action that is unlawful; or
- refusing to grant an approval for reasons that are not related to the merits of their application.

Serious and substantial waste of public money

Serious and substantial waste is the uneconomical, inefficient or ineffective use of resources that could result in losing or wasting public money.

For example, this could include:

- not following a competitive tendering process for a large-scale contract; or
- having bad or no processes in place for a system involving large amounts of public funds.

Breach of the GIPA Act

A breach of the GIPA Act is a failure to properly fulfil functions under that Act.

For example, this could include:

- destroying, concealing or altering records to prevent them from being released;
- knowingly making decisions that are contrary to the legislation; or
- directing another person to make a decision that is contrary to the legislation.

Local government pecuniary interest contravention

A local government pecuniary interest contravention is a failure to comply with requirements under the *Local Government Act 1993* relating to the management of pecuniary interests. These include obligations to lodge disclosure of interest returns, disclose pecuniary interests at council and council committee meetings and leave the meeting while the matter is being discussed. A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person.

For example, this could include:

- a senior council staff member recommending a family member for a council contract and not declaring the relationship; or
- a councillor participating in consideration of a development assessment for a property they or their family have an interest in.

4. When will a report be treated as a public interest disclosure (i.e. a protected disclosure)?

Richmond Valley Council will treat a report as a public interest disclosure if it meets the criteria of a public interest disclosure under the PID Act. These requirements are:

- the report must be about one of the following five categories of serious wrongdoing – corrupt conduct, maladministration, serious and substantial waste of public money, breach of the GIPA Act, or local government pecuniary interest contravention;
- the person making the disclosure must honestly believe on reasonable grounds that the information shows or tends to show wrongdoing;
- the report has to be made to either the General Manager or, for reports about the General Manager, the Mayor, a position nominated in this policy, an investigating authority or in limited circumstances to a Member of Parliament or journalist.

Reports by staff are not public interest disclosures if they:

- are based on questioning the merits of government policy; or
- are made with the sole or substantial motive of avoiding dismissal or other disciplinary action.

5. Who can receive a report within Richmond Valley Council?

Staff are encouraged to report general wrongdoing to their supervisor. However, the PID Act requires that, for a report to be a public interest disclosure, it must be made to certain public officials identified in this policy or any supporting procedures.

The following positions are the only people within Richmond Valley Council who are authorised to receive a public interest disclosure. Any supervisor who receives a report that they believe may be a public interest disclosure is obliged to assist the staff member to make the report to one of the positions listed below. The broader responsibilities of these positions are outlined under Roles and Responsibilities.

If your report involves a councillor, you should make it to the General Manager. If your report relates to the General Manager, you should make it to the Mayor.

General Manager

You can report wrongdoing directly to the General Manager. The General Manager is responsible for:

- deciding if a report is a protected disclosure;
- determining what needs to be done next, including referring it to other authorities; and
- deciding what needs to be done to correct the problem that has been identified.

The General Manager must make sure there are systems in place in Richmond Valley Council to support and protect staff who report wrongdoing.

The General Manager is also responsible for referring actual or suspected corrupt conduct to the Independent Commission Against Corruption (ICAC).

The General Manager can be contacted as follows:

- Meetings (at Council or another venue) – any time by arrangement
- Phone – 02 6660 0300
- Mail – in sealed envelope marked “General Manager – Strictly Confidential” hand delivered or posted to Locked Bag 10 CASINO NSW 2470.

Mayor (for reports about the General Manager only)

If you are making a report about the General Manager, you should make your report to the Mayor. They are responsible for:

- deciding if a report is a protected disclosure;
- determining what needs to be done next, including referring it to the authorities; and
- deciding what needs to be done to correct the problem that has been identified.

If the report is about the General Manager, the Mayor is also responsible for referring actual or suspected corrupt conduct to the Independent Commission Against Corruption.

The Mayor can be contacted as follows:

- Meetings (at Council or another venue) – any time by arrangement
- Phone – mobile number listed on Council’s website
- Mail – in sealed envelope marked “Mayor – Strictly Confidential” hand delivered or posted to Locked Bag 10 CASINO NSW 2470.

Disclosures Coordinator

Richmond Valley Council’s Disclosures Coordinator is the Chief Financial Officer/ Manager Mid-Richmond.

The Disclosures Coordinator has a central role in dealing with reports made by staff by receiving and assessing reports; and referring the report to the people within Richmond Valley Council who can deal with them appropriately.

The Disclosures Coordinator can be contacted as follows:

- Meetings (at Council or another venue) – any time by arrangement
- Phone – 02 6660 0300
- Mail – in sealed envelope marked “Chief Financial Officer/ Manager Mid-Richmond – Strictly Confidential” hand delivered or posted to Locked Bag 10 CASINO NSW 2470.

Disclosures Officers

Richmond Valley Council’s Disclosures Officers are:

- Director Infrastructure and Environment
- Manager People and Culture

Disclosures Officers work with the Disclosures Coordinator and forward all reports to the Disclosures Coordinator for assessment. Disclosures Officers are responsible for receiving and forwarding reports made in accordance with this policy.

Disclosures Officers can be contacted as follows:

- Meetings (at council or another venue) – any time by arrangement
- Phone – As per Council’s internal phone lists
- Mail – in sealed envelope marked attention to the relevant officer and “Strictly Confidential” hand delivered or posted to Locked Bag 10 CASINO NSW Casino 2470.

6. Who can receive a report outside Richmond Valley Council?

Staff and councillors are encouraged to report wrongdoing within Richmond Valley Council but internal reporting is not your only option. You can also make a public interest disclosure to:

- An investigating authority;
- A Member of Parliament or a journalist, but only in the limited circumstances outlined below.

Investigating authorities

The PID Act lists a number of investigating authorities in NSW that staff and councillors can report wrongdoing to and the type of wrongdoing each authority can deal with. The relevant investigating authorities for Richmond Valley Council are:

- the Independent Commission Against Corruption (ICAC) — for reports about corrupt conduct;
- the Ombudsman — for reports about maladministration;
- the Information Commissioner — for disclosures about a breach of the GIPA Act;
- the Office of Local Government— for disclosures about local councils.

You should contact the relevant investigating authority for advice about how to make a disclosure to them. Contact details for each investigating authority are provided at the end of this policy.

You should be aware that it is likely that the investigating authority will discuss the case with Richmond Valley Council. Council will make every effort to assist and cooperate with the investigating authority to ensure the matter is dealt with appropriately and there is a satisfactory outcome. We will also provide appropriate support and assistance to staff or councillors who report wrongdoing to an investigating authority, if we are made aware that this has occurred.

Members of Parliament or journalists

To have the protections of the PID Act, staff reporting wrongdoing to a Member of Parliament (MP) or a journalist must have already made substantially the same report to one of the following:

- the General Manager;
- a person nominated in this policy; or
- an investigating authority.

Also, Richmond Valley Council or the investigating authority that received your initial report must have either:

- decided not to investigate the matter;
- decided to investigate the matter, but not completed the investigation within six months of the original report;
- investigated the matter but not recommended any action as a result; or
- not told the person who made the report, within six months of the report being made, whether the matter will be investigated.

Most importantly – to be protected under the PID Act – if you report wrongdoing to an MP or a journalist you will need to be able to prove that you have reasonable grounds for believing that the disclosure is substantially true and that it is in fact substantially true.

Other external reporting

If you report wrongdoing to a person or authority that is not listed above or make a report to an MP or journalist without following the steps outlined above, you will not be protected under the PID Act. This may mean you will be in breach of legal obligations or Richmond Valley Council's Code of Conduct – by, for example, disclosing confidential information.

For more information about reporting wrongdoing outside the Richmond Valley Council, contact the Disclosures Coordinator or the NSW Ombudsman's Public Interest Disclosures Unit. Their contact details are provided at the end of this policy.

7. How to make a report

You can report wrongdoing in writing or verbally. You are encouraged to make a report in writing as this can help to avoid any confusion or misinterpretation. Richmond Valley Council's Internal Reporting Form (included as an appendix to this policy) is also available for staff or councillors to use to make a report.

If a report is made verbally, the person receiving the report will make a comprehensive record of the report and ask the person making the report to sign this record. The reporter should keep a copy of this record.

8. Can a report be anonymous?

There will be some situations where you may not want to identify yourself when you make a report. Although these reports will still be dealt with by Richmond Valley Council, it is best if you identify yourself. This allows us to provide you with any necessary protection and support, as well as feedback about what action is to be taken or has been taken to deal with the issues raised in the report, or the outcome of any investigation.

It is important to realise that an anonymous disclosure may not prevent you from being identified by the subjects of the report or your colleagues. If we do not know who made the report, it is very difficult for us to prevent any reprisal should others identify you.

9. Feedback to staff who report wrongdoing

Staff and councillors who report wrongdoing will be told what is happening in response to their report.

Acknowledgement

When you make a report, Richmond Valley Council will contact you to confirm that your report has been received and to advise:

- the timeframe within which you will receive further updates; and
- the name and contact details of the people who can tell you what is happening or handle any concerns you may have.

After a decision is made about how your report will be dealt with, Richmond Valley Council will send you an acknowledgment letter, providing:

- information about the action that will be taken in response to your report;
- the likely timeframes for any investigation or other action; and
- information about the internal and external resources or services available that you can access for support.

We will provide this information to you within ten working days from the date you make your report. We will also advise you if we decide to treat your report as a public interest disclosure and provide you with a copy of this policy at that time, as required by the PID Act. Please note, if you make a report which meets the requirements of the PID Act but the report was made under a statutory or legal obligation or incidental to the performance of your day to day functions, you will not receive an acknowledgement letter or a copy of this policy.

Progress updates

While your report is being dealt with, such as by investigation or making other enquiries, you will be given:

- information about the progress of the investigation or other enquiries and reasons for any delay;
- advice of any decision by Richmond Valley Council not to proceed with the matter; and
- advice if your identity needs to be disclosed for the purposes of investigating the matter or making enquiries, and an opportunity to talk about this beforehand.

Feedback

Once the matter has been finalised you will be given:

- enough information to show that adequate and appropriate action was taken and/or is proposed to be taken in response to your disclosure and any problem that was identified; and
- advice about whether you are likely to be called as a witness in any further matters, such as disciplinary or criminal proceedings.

10. Confidentiality

Richmond Valley Council realises reporters may want their identity and the fact they have made a report to remain confidential. This can help to prevent any action being taken against them for reporting wrongdoing.

Where possible and appropriate we will take steps to keep your identity, and the fact you have reported wrongdoing, confidential. We will discuss with you whether it is possible to keep your identity confidential.

If confidentiality cannot be maintained, we will develop a plan to support and protect you from reprisal in consultation with you.

If you report wrongdoing, it is important that you only discuss your report with those responsible for dealing with it. This will include the Disclosures Coordinator and the General Manager, or in the case of a report about the General Manager, the Disclosures Coordinator and the Mayor. The fewer people who know about your report, before and after you make it, the more likely it will be that we can protect you from any reprisal.

Any staff or councillors involved in the investigation or handling of a report, including witnesses, are also required to maintain confidentiality and not disclose information about the process or allegations to any person except for those people responsible for handling the report.

11. Managing the risk of reprisal and workplace conflict

When a staff member or councillor reports wrongdoing, Richmond Valley Council will undertake a thorough risk assessment to identify the risk to you of detrimental action in reprisal for reporting, as well as indirect but related risks of workplace conflict or difficulties. The risk assessment will also identify strategies to deal with those risks and determine the level of protection and support that is appropriate.

Depending on the circumstances, Richmond Valley Council may:

- relocate the reporter or the staff member who is the subject of the allegation within the current workplace;
- transfer the reporter or the staff member who is the subject of the allegation to another position for which they are qualified; or
- grant the reporter or the staff member who is the subject of the allegation leave of absence during the investigation of the disclosure.

These courses of action are not punishment and will only be taken in consultation with the reporter.

12. Protection against reprisals

Richmond Valley Council will not tolerate any reprisal against staff or councillors who report wrongdoing or are believed to have reported wrongdoing.

The PID Act provides protection for staff and councillors who have made a public interest disclosure by imposing penalties on anyone who takes detrimental action against another person substantially in reprisal for that person making a public interest disclosure. These penalties also apply to cases where a person takes detrimental action against another because they believe or suspect the other person has made or may have made a public interest disclosure, even if they did not.

Detrimental action means action causing, comprising or involving any of the following:

- injury, damage or loss;
- intimidation or harassment;
- discrimination, disadvantage or adverse treatment in relation to employment;
- dismissal from, or prejudice in, employment; or
- disciplinary proceedings.

A person who is found to have committed a reprisal offence may face criminal penalties such as imprisonment and/or fines and may be required to pay the victim damages for any loss suffered as a result of the detrimental action. Taking detrimental action in reprisal is also a breach of the Council's Code of Conduct which may result in disciplinary action. In the case of councillors, such disciplinary action may be taken under the misconduct provisions of the *Local Government Act 1993* and may include suspension or disqualification from civic office.

It is important for staff and councillors to understand the nature and limitations of the protection provided by the PID Act. The PID Act protects reporters from detrimental action being taken against them because they have made, or are believed to have made, a public interest disclosure. It does not protect reporters from disciplinary or other management action where Richmond Valley Council has reasonable grounds to take such action.

Responding to allegations of reprisal

If you believe that detrimental action has been or is being taken against you or someone else in reprisal for reporting wrongdoing, you should tell your supervisor, the Disclosures Coordinator or the General Manager immediately. In the case of an allegation of reprisal by the General Manager, you can alternatively report this to the Mayor.

All supervisors must notify the disclosures coordinator or the General Manager if they suspect that reprisal against a staff member is occurring or has occurred, or if any such allegations are made to them. In the case of an allegation of reprisal by the General Manager, the Mayor can alternatively be notified.

If Richmond Valley Council becomes aware of or suspects that reprisal is being or has been taken against a person who has made a disclosure, Council will:

- assess the allegation of reprisal to decide whether the report should be treated as a public interest disclosure and whether the matter warrants investigation or if other action should be taken to resolve the issue;
- if the reprisal allegation warrants investigation, ensure this is conducted by a senior and experienced member of staff;
- if it is established that reprisal is occurring against someone who has made a report, take all steps possible to stop that activity and protect the reporter;
- take appropriate disciplinary action against anyone proven to have taken or threatened any action in reprisal for making a disclosure;
- refer any breach of Part 8 of the Council's Code of Conduct (reprisal action) by a councillor or the General Manager to the Office of Local Government;
- refer any evidence of an offence under section 20 of the PID Act to the ICAC or NSW Police Force.

If you allege reprisal, you will be kept informed of the progress and outcome of any investigation or other action taken in response to your allegation.

If you have reported wrongdoing and are experiencing reprisal which you believe is not being dealt with effectively, contact the Office of Local Government, the Ombudsman or the ICAC (depending on the type of wrongdoing you reported). Contact details for these investigating authorities are included at the end of this policy.

Protection against legal action

If you make a public interest disclosure in accordance with the PID Act, you will not be subject to any liability, and no action, claim or demand can be taken against you for having made the public interest disclosure. You will not have breached any confidentiality or secrecy obligations and you will have the defence of absolute privilege in defamation.

13. Support for those reporting wrongdoing

Richmond Valley Council will make sure that staff who have reported wrongdoing, regardless of whether their report is treated as a public interest disclosure, are provided with access to Council's Employee Assistance Program (EAP).

Access to Council's EAP may also be available for other staff involved in the internal reporting process where appropriate. Reporters and other staff involved in the process can discuss their support options with the Disclosures Coordinator.

14. Sanctions for making false or misleading statements

It is important all staff and councillors are aware that it is a criminal offence under the PID Act to wilfully make a false or misleading statement when reporting wrongdoing. Richmond Valley Council will not support staff or councillors who wilfully make false or misleading reports. Such conduct may also be a breach of the code of conduct resulting in disciplinary action. In the case of councillors, disciplinary action may be taken under the misconduct provisions of the *Local Government Act 1993* and may include suspension or disqualification from civic office.

15. The rights of persons the subject of a report

Richmond Valley Council is committed to ensuring staff or councillors who are the subject of a report of wrongdoing are treated fairly and reasonably. This includes keeping the identity of any person the subject of a report confidential, where this is practical and appropriate.

If you are the subject of the report, you will be advised of the allegations made against you at an appropriate time and before any adverse findings. At this time, you will be:

- advised of the details of the allegation;
- advised of your rights and obligations under the relevant related policies and procedures;
- kept informed about the progress of any investigation;
- given a reasonable opportunity to respond to any allegation made against you;
- told the outcome of any investigation, including any decision made about whether or not further action will be taken against you.

Where the reported allegations against the subject officer are clearly wrong, or have been investigated and unsubstantiated, the subject officer will be supported by Richmond Valley Council. The fact of the allegations and any investigation will be kept confidential unless otherwise agreed to by the subject officer.

16. More information

More information around public interest disclosures is available on our intranet. Staff can also seek advice and guidance from the Disclosures Coordinator and the NSW Ombudsman's website at www.ombo.nsw.gov.au.

RESOURCES

| | |
|---|--|
| <p>For disclosures about corrupt conduct: Independent Commission Against Corruption (ICAC) Phone: (02) 8281 5999 Toll free: 1800 463 909 Fax: (02) 9264 5364 TTY: (02) 8281 5773 Email: icac@icac.nsw.gov.au Web: www.icac.nsw.gov.au Address: Level 7, 255 Elizabeth Street, Sydney NSW 2000 Postal: GPO Box 500, Sydney, New South Wales, 2001</p> | <p>For disclosures about maladministration: NSW Ombudsman Phone: (02) 9286 1000 Toll free (outside Sydney metro): 1800 451 524 Tel. typewriter (TTY): (02) 9264 8050 Facsimile: (02) 9283 2911 Email: nswombo@ombo.nsw.gov.au Web: www.ombo.nsw.gov.au Address: Level 24, 580 George Street, Sydney NSW 2000</p> |
| <p>For disclosures about serious and substantial waste: Audit Office of New South Wales Phone: (02) 9275 7100 Fax: (02) 9275 7200 Email: mail@audit.nsw.gov.au Web: www.audit.nsw.gov.au Address: Level 15, 1 Margaret Street, Sydney NSW 2000 Postal: GPO Box 12, Sydney NSW 2001</p> | <p>For disclosures about serious and substantial waste in local government agencies: Office of Local Government Phone: (02) 4428 4100 Tel. typewriter (RRY): (02) 4428 4209 Facsimile: (02) 4428 4199 Email: olg@olg.nsw.gov.au Web: www.olg.nsw.gov.au Address: 5 O'Keefe Avenue, Nowra, NSW 2541 Postal: Locked Bag 3015, NOWRA NSW 2541</p> |
| <p>For disclosures about police misconduct: Police Integrity Commission (PIC) Phone: (02) 9321 6700 Toll free: 1800 657 079 Facsimile: (02) 9321 6799 Email: contactus@pic.nsw.gov.au Web: www.pic.nsw.gov.au Address: Level 3, 111 Elizabeth Street, Sydney NSW 2000 Postal: GPO Box 3880, Sydney NSW 2001</p> | <p>For disclosures about breaches of the GIPA Act: Information and Privacy Commissioner Toll free: 1800 472 679 Facsimile: (02) 8114 3756 Email: ipcinfo@ipc.nsw.gov.au Web: www.ipc.nsw.gov.au Address: Level 11, 1 Castlereagh Street, Sydney NSW 2000 Postal: GPO Box 7011, Sydney NSW 2001</p> |

REFERENCES

Bullying, Harassment & Sexual Harassment Policy (Richmond Valley Council)
 Business Ethics Policy (Richmond Valley Council)
 Code of Conduct – Councillors/Personnel (Richmond Valley Council)
 Complaints Management & Mandatory Reporting Policy (Richmond Valley Council)
 Councillor Access to Information Policy (Richmond Valley Council)
 Equal Employment Opportunity Policy & Management Plan (Richmond Valley Council)
 Fraud Prevention Policy (Richmond Valley Council)
Government Information (Public Access) Act 2009
 Issue Resolution Guidelines Policy (Richmond Valley Council)
Local Government Act 1993
 Local Government (State) Award
Public Interest Disclosures Act 1994

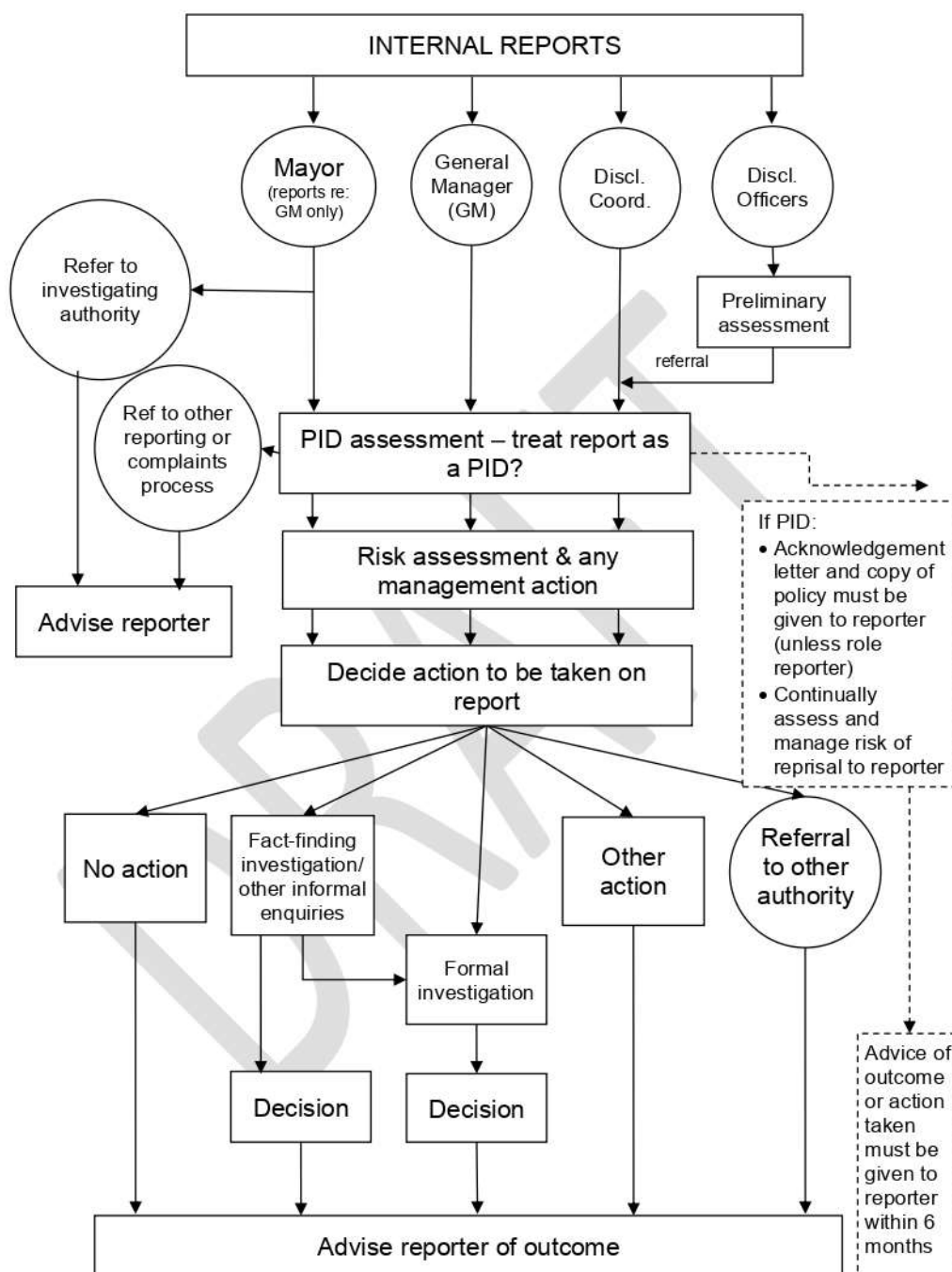
REVIEW

This policy will be reviewed by Council at the time of any relevant legislative changes, compliance requirements or at least every four years.

| Version Number | Date | Reason / Comments |
|----------------|---------|-------------------|
| 1 | 02/2006 | New policy |
| 2 | 10/2011 | Review |
| 3 | 12/2015 | Review |
| 4 | 05/2020 | Review |

DRAFT

FLOWCHART OF INTERNAL REPORTING PROCESS



RICHMOND VALLEY COUNCIL
PUBLIC INTEREST DISCLOSURES APPLICATION

Date: _____

Details of Disclosure:

Signature of applicant: _____

Signature of receiver: _____

Action taken:
(including discussions/referral of matter) _____

Result of action:
(including advice of action to applicant) _____

Notice/knowledge of any detrimental action: _____

Signature of Mayor / General Manager / Disclosures Coordinator / Disclosures Officer:

_____ Date: _____

Richmond Valley Council – 1.09 Internal Reporting (Public Interest Disclosures)

Adopted: Date

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Council Policy

| | |
|-------------------------|--|
| Policy Title: | Business Ethics |
| Policy Number: | 1.17 |
| Focus Area: | CS1 Leading and Advocating for our Community |
| Responsibility: | Governance and Risk |
| Meeting Adopted: | Meeting Date [Resolution Number] |

Richmond
Valley
Council



OBJECTIVE

To provide clear ethical guidance to Councillors, staff and those doing business with Council (including contractors), regarding the conduct of council business.

SCOPE

This policy represents Council's Statement of Business Ethics. It is an important tool in raising awareness about doing business with Council and the respective responsibilities of public officials and private sector suppliers, contractors, consultants, tenderers and partners. The Business Ethics Policy outlines the moral standards which guide the organisation in carrying out its business.

Richmond Valley Council aims to apply integrity, ethical conduct and accountability as part of its processes and this policy will be utilised in situations where Council deals with private sector suppliers of goods and services. Accordingly, this policy outlines Council's expectations that goods and service providers and contractors will comply with those standards in their dealings with Council.

POLICY

Councillors and staff will conduct their council roles in such a way as to maintain a high level of accountability, community stewardship and leadership whilst maintaining a respect for individuals and compliance with legislative provisions and policies adopted by Council.

Council expects that service providers, contractors and others who deal with and undertake works for Council should apply the same level of integrity and ethical conduct.

Aims

- Promote ethical behaviour and relationships with Council and in conducting the business of Council;
- Build and maintain ethical relationships with all sectors of the community and in particular the private sector;
- Encourage transparency and accountability in all dealings including lending, contracting, supply of goods and services and business partnerships;
- Ensure other sector partners understand Council's public duty obligations and expectations of ethical conduct;

Richmond Valley Council – 1.17 Business Ethics

Adopted: **Date**

Page 1 of 6

- Manage the potential risk and misunderstanding that can occur in business transactions between the public and private sectors;
- Maintain corruption-resistant, ethical work practices. Corrupt acts such as inducements are not acceptable to Council and will be reported to the Independent Commission Against Corruption (ICAC); and
- Promote relationships with ethical businesses.

What Providers Can Expect from Council Staff and Councillors

In this policy, “provider” means any person or entity that provides a service to Council, supplies a product to Council, or carries out a function on behalf of Council, and includes contractors, lessees, sponsors and the like.

Council will ensure that its policies, procedures and practices related to contracting, purchase of goods and services and tendering are consistent with best practice and the highest standards of ethical conduct.

When doing business with the private sector providers of goods and services including tenderers, suppliers, consultants and contractors, Council staff are accountable for their actions and are expected to:

- Use public resources effectively and efficiently;
- Be accountable and act in the public interest;
- Deal fairly, honestly and ethically with all individuals and organisations and be timely in payment of accounts;
- Not solicit nor accept any benefit from a provider for the discharge of official duties;
- Avoid situations where private interest could conflict with public duty (whether real or perceived);
- Treat all potential suppliers with impartiality and fairness and give equal access to information and opportunities;
- Respond promptly to reasonable requests for advice and information;
- Promote fair and open competition while seeking value for money and promoting relationships with ethical business;
- Respect and follow Council’s policies and procedures e.g. Code of Conduct and Purchasing Policy;
- Abide by the law;
- Fully and clearly document all procurement activities and decisions to provide an effective audit trail and to allow for effective performance review of contracts;
- Purchase energy efficient equipment, products containing recycled materials and environmentally friendly products wherever reasonably possible and consider lifecycle management issues in costs considerations;
- Not disclose confidential or proprietary information;

- Not encourage or entertain lobbying or canvassing; and
- Promote a safe and healthy working environment.

What Council Expects from Providers

Council, in return, has similar expectations of its business clients, contractors, lessees, suppliers and sponsors and asks the business community to:

- Deliver value for money;
- Comply with Council's Purchasing Policy and related procedures;
- Respect the conditions set out in documents supplied by Council;
- Disclose beneficial interests in contracts wherever possible;
- Provide accurate and reliable advice and information when required;
- Declare actual or perceived conflicts of interest as soon as they become apparent;
- Act ethically, fairly and honestly in all dealings with Council;
- Respect the obligation of Council staff and Councillors to adhere to Council's policies;
- Refrain from divulging privileged or confidential information to unauthorised persons;
- Refrain from engaging in any form of collusive practice, including offering council staff or Councillors inducements or incentives designed to improperly influence the conduct of their duties. Corrupt acts such as inducements are not acceptable;
- Refrain from discussing Council business or information in the media without Council's consent;
- Assist Council to prevent unethical practices in our business relationships;
- Behave in an ethically, socially, economically and environmentally responsible way in the conduct of their business;
- Refrain from lobbying or canvassing Council staff during a tender process;
- Avoid pressuring Council staff and Councillors to depart from their ethical obligation, inadvertently or otherwise; and
- Assist Council in providing a safe and healthy working environment.

Why is Compliance Important?

By complying with this policy (and in effect Council's Statement of Business Ethics), persons and organisations dealing with Council will be able to advance business objectives and interests in a fair and ethical manner. Compliance with Council's aims and objectives outlined in this policy will also provide consistency in dealing with other Councils and public sector agencies.

Council will view non-compliance as a serious matter and any demonstrated corrupt or unethical conduct will lead to investigation and action by Council.

All of Council's providers of goods and services are required to comply with this policy. Corrupt conduct and/or non-compliance with the requirements of this policy resulting in demonstrated corrupt or unethical conduct could lead to:

- Termination of contracts;
- Loss of future work;
- Loss of reputation;
- Investigation for corruption;
- Matter being referred for criminal investigation; and/or
- Disqualification of tender.

Fraud and Corruption

Fraud means an intentional dishonest act or omission done with the purpose of gaining an advantage, usually a financial benefit from a position of trust and authority.

The types of acts or omissions include, but are not limited to, theft, false pretenses, evasion, manipulation of information, misappropriation, larceny, embezzlement and improper destruction or falsification of accounts or records.

Corruption means a breach of trust in the performance of official duties, acted or failed to act in the performance of the functions of their duties, or taken advantage of their employment to obtain any benefit for themselves or another person.

It is not corrupt conduct unless it involves a criminal offence, a disciplinary offence or reasonable grounds for terminating the services of a public official.

Acts of fraud or corruption by business clients, contractors, lessees, suppliers or sponsors will not be tolerated by Council. We will take action to detect, investigate and discipline fraudulent and corrupt conduct. Such action may include, but is not limited to, termination of contracts or disqualification of tender. Where appropriate or required by law, we will report fraudulent or corrupt conduct to the Independent Commission Against Corruption and the NSW Police Force.

Reporting of fraud or corruption

The following avenues are available for third party reporting of fraud or corruption:

Report by phone, email or via Council's website

Complaints and reports can be made by:

- phoning (02) 6660 0300
- emailing council@richmondvalley.nsw.gov.au
- via Council's website at www.richmondvalley.nsw.gov.au under the 'Make a Complaint' link.

General Manager

Council's General Manager is responsible for referring actual or suspected corrupt conduct to the Independent Commission Against Corruption (ICAC).

The General Manager can be contacted by phoning Council's office on 02 6660 0300, or by mail via a sealed envelope marked "General Manager – Strictly Confidential" Locked Bag 10 CASINO NSW 2470.

External Reporting

Council respects your right to disclose alleged wrongdoing through external reporting avenues. This includes the Independent Commission Against Corruption (for alleged corrupt conduct), NSW Ombudsman (for alleged maladministration), Information and Privacy Commission NSW (alleged government information contravention) or Office of Local Government (serious and substantial waste).

Other Information

Incentives, Gifts and Benefits

In general, Council expects Councillors and staff to decline gifts, benefits, travel or hospitality offered during the course of their work. Accordingly, all such incentives will be reported to the General Manager. Council will establish a separate Gifts and Benefits Policy which will establish circumstances in which gifts can be accepted. Corrupt acts such as inducements are not acceptable to Council.

Conflict of Interest

As Council staff are required to disclose any potential conflicts of interest, Council expects that this requirement will extend to all persons/organisations undertaking business with Council.

Confidentiality

All Council information should be treated as being publicly available unless otherwise indicated.

Communication between parties

All communications should be clear, direct and accountable to minimise the risk of perception of inappropriate influences being brought to bear on the business relationship.

Use of Council Equipment, Resources and Information

All Council equipment, resources and information should only be used for its proper official purpose.

Contracted Employees

All contracted and sub-contracted employees are expected to comply with the Council Business Ethics Policy.

REVIEW

This policy will be reviewed by Council at the time of any relevant legislative changes, compliance requirements or at least every four years.

| Version Number | Date | Comments |
|----------------|------------|---|
| 1 | 21/02/2006 | New policy |
| 2 | 19/02/2008 | Review |
| 3 | 17/08/2010 | Review |
| 4 | 25/10/2019 | Review and rebrand (formerly CPOL 1.1.13) |
| 5 | XX/XX/XXXX | Review |