

Richmond
Valley
Council



ATTACHMENTS

Tuesday, 21 March 2023

UNDER SEPARATE COVER

Ordinary Council Meeting

Table of Contents

6.1	Minutes Ordinary Meeting held 21 February 2023	
	Attachment 1 Unconfirmed Minutes 21 February 2023	4
15.1	Managing Conflicts of Interest for Council-related Development Policy	
	Attachment 1 CPOL15.22 Managing conflicts of interest for council-related development.....	24
15.3	Sustainable Communities Strategy	
	Attachment 1 Sustainable Communities Strategy	34
17.1	Financial Analysis Report - February 2023	
	Attachment 1 RVC Investment Pack - February 2023	61
17.2	Review of Related Party Disclosure Policy	
	Attachment 1 Reviewed Related Party Disclosure Policy	71

Richmond
Valley
Council



MINUTES

Ordinary Council Meeting 21 February 2023

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

ORDER OF BUSINESS

1	ACKNOWLEDGEMENT OF COUNTRY	4
2	PRAYER.....	4
3	PUBLIC ACCESS	4
4	APOLOGIES	4
5	MAYORAL MINUTES.....	4
	Nil	
6	CONFIRMATION OF MINUTES	5
6.1	Minutes Ordinary Meeting held 20 December 2022.....	5
7	MATTERS ARISING OUT OF THE MINUTES	5
8	DECLARATION OF INTERESTS	5
9	PETITIONS.....	5
	Nil	
10	NOTICE OF MOTION	5
	Nil	
11	MAYOR'S REPORT	5
11.1	Mayoral Attendance Report 13 December 2022 - 13 February 2023.....	5
12	DELEGATES' REPORTS	5
	Nil	
13	MATTERS DETERMINED WITHOUT DEBATE	5
13.1	Matters to be Determined Without Debate.....	6
14	GENERAL MANAGER	6
14.1	Election of Deputy Mayor and Committee Representative.....	6
14.2	Council's Strategic Priorities for 2023.....	7
14.3	Rebuilding the Richmond Valley Delivery Program Progress Report.....	8
15	COMMUNITY SERVICE DELIVERY	9
15.1	Managing Conflicts of Interest for Council-related Development Policy	9
15.2	Review of Increased Ranger Patrols on Richmond Valley Council Beaches	9
16	PROJECTS & BUSINESS DEVELOPMENT	11
16.1	Asset Management Plans 2022-2032.....	11
16.2	Renaming of Broadwater Rileys Hill Community Hall	12
16.3	Colley Park Master Plan	12
17	ORGANISATIONAL SERVICES	13
17.1	Quarterly Budget Review Statement for the Quarter ended 31 December 2022.....	13
17.2	Section 7.11, 7.12 and Section 64 Developer Contributions and Expenditure Update 2021/2022 and 2022/2023 to 31 December 2022	14
17.3	Financial Analysis Report - December 2022 and January 2023	15
17.4	Review of Gifts and Benefits Policy	15

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

18	GENERAL BUSINESS	16
	Nil	
19	MATTERS FOR INFORMATION	16
19.1	Disclosure of Interest - Appointment of Designated Person.....	16
19.2	Grant Application Information Report - December 2022 and January 2023	16
19.3	Richmond Valley Revitalisation Plan 2020 - Update	16
19.4	Customer Experience Report 1 October – 31 December 2022.....	17
19.1	Development Applications Determined Under the Environmental Planning and Assessment Act for the Period 1 December 2022 to 31 January 2023	17
19.6	Northern Rivers Livestock Exchange Statistics as at 31 December 2022	17
19.7	BlazeAid Thank you	17
19.8	Internal Audit and Risk Committee Minutes 15 February 2023	18
20	QUESTIONS ON NOTICE	18
	Nil	
21	QUESTIONS FOR NEXT MEETING (IN WRITING).....	18
22	MATTERS REFERRED TO CLOSED COUNCIL	19
22.1	Tender VP339938 - Mobile Amenities	19
22.2	Write-off of Monies Under Delegation.....	19
23	RESOLUTIONS OF CLOSED COUNCIL	20

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

**MINUTES OF RICHMOND VALLEY COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, 10 GRAHAM PLACE, CASINO
ON TUESDAY, 21 FEBRUARY 2023 AT 6PM**

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

PRESENT: Cr Robert Mustow (Mayor), Cr Stephen Morrissey (Deputy Mayor), Cr Sam Cornish, Cr Robert Hayes, Cr Patrick Deegan and Cr Debra McGillan.

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

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

Nil

4 APOLOGIES

RESOLUTION 210223/1

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That the apology received from Cr Sandra Humphrys be accepted and leave of absence granted.

CARRIED

5 MAYORAL MINUTES

Nil

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

6 CONFIRMATION OF MINUTES**6.1 MINUTES ORDINARY MEETING HELD 20 DECEMBER 2022****RESOLUTION 210223/2**

Moved: Cr Debra McGillan

Seconded: Cr Sam Cornish

That Council confirms the Minutes of the Ordinary Meeting held on 20 December 2022.

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

Nil

8 DECLARATION OF INTERESTS

Nil

9 PETITIONS

Nil

10 NOTICE OF MOTION

Nil

11 MAYOR'S REPORT**11.1 MAYORAL ATTENDANCE REPORT 13 DECEMBER 2022 - 13 FEBRUARY 2023****RESOLUTION 210223/3**

Moved: Cr Robert Mustow

Seconded: Cr Stephen Morrissey

That Council receives and notes the Mayoral Attendance Report for the period 13 December 2022 – 13 February 2023.

CARRIED**12 DELEGATES' REPORTS**

Nil

13 MATTERS DETERMINED WITHOUT DEBATE

Nil

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

13.1 MATTERS TO BE DETERMINED WITHOUT DEBATE**RESOLUTION 210223/4**

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That items 14.2, 16.1, 16.2, 16.3, 17.2, 17.4 identified be determined without debate.

CARRIED**14 GENERAL MANAGER****14.1 ELECTION OF DEPUTY MAYOR AND COMMITTEE REPRESENTATIVE****EXECUTIVE SUMMARY**

Under the *Local Government Act 1993* (the Act) Councillors may elect a Deputy Mayor for the mayoral term or a shorter period.

The Deputy Mayor may exercise any function of the Mayor at the request of the Mayor, or if the Mayor is prevented by illness, absence or otherwise from exercising the function, or if there is a casual vacancy in the office of Mayor.

As Richmond Valley Council has a popularly elected mayor, the mayoral term covers the entire term of the elected council (usually four years). Traditionally, Council has elected its Deputy Mayor for a one-year term and the next election is now due to be conducted. However, as there is only some 18 months remaining in the 2021-24 Council term, Council may wish to extend the term of office on this occasion.

Additionally, Council is due to elect a new representative on the Richmond Valley Council Local Traffic Committee and may also wish to extend this appointment to the end of the 2021-24 term of office.

It is recommended that the method of conduct for the election of Deputy Mayor be by open voting.

RESOLUTION 210223/5

Moved: Cr Stephen Morrissey

Seconded: Cr Robert Hayes

That:

1. Council elects a Deputy Mayor for the remainder of the 2021-24 council term.
2. Nominations for the position of Deputy Mayor be submitted in accordance with the Local Government (General) Regulation 2021, Schedule 7.
3. The method of conduct for the election of Deputy Mayor be by open voting.
4. Following declaration of the election result, nomination forms be destroyed.
5. Following the appointment of a Deputy Mayor, notification be made to the Office of Local Government and Local Government NSW (LGNSW).
6. Council appoints one (1) Councillor representative to the Richmond Valley Council Local Traffic Committee for the remainder of the 2021-24 council term.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

The General Manager, as Returning Officer for the election, advised that he had received one nomination for the position of Deputy Mayor from Cr Morrissey; signed by two other Councillors supporting the nomination. The General Manager provided an opportunity for further nominations from the floor, however none were submitted.

There being no further nominations, Cr Morrissey was declared elected as Deputy Mayor for the duration of this term of Council.

The General Manager called for nominations for a Councillor representative on the Richmond Valley Council Local Traffic Committee. Cr Hayes was nominated and accepted the nomination. Following acceptance of the nomination and there being no further nominations, Cr Hayes was declared elected as Councillor representative on the Richmond Valley Council Local Traffic Committee, for the duration of this electoral term.

14.2 COUNCIL'S STRATEGIC PRIORITIES FOR 2023**EXECUTIVE SUMMARY**

2023 will be a landmark year for Richmond Valley Council as the community continues to rebuild, recover and grow after the catastrophic floods of 2022. Council will deliver one of its largest ever infrastructure programs, including major road reconstruction and asset repairs, while also completing more than \$20m in signature projects that were underway before the floods. This work will continue alongside Council's continued advocacy to all levels of Government for more assistance for flood-affected communities. This year will also see the long-term planning that Council has completed over the past 12 months begin to unlock new opportunities for housing, jobs and investment throughout the Valley over the next 20 years. This will help to support the Richmond Valley's long-term recovery and secure its place as an emerging leader in the regional economy.

RESOLUTION 210223/6

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That Council:

1. Notes the ambitious works program for 2023 to support continued recovery and growth in the Richmond Valley; and
2. Continues to actively seek government funding for priority community projects in the Mid-Richmond and Casino.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

14.3 REBUILDING THE RICHMOND VALLEY DELIVERY PROGRAM PROGRESS REPORT**EXECUTIVE SUMMARY**

Richmond Valley Council has completed the first six months of its Rebuilding the Richmond Valley interim Delivery Program (July-December 2022) with substantial progress in all areas. Following the catastrophic floods of February-March 2022, Council resolved to delay its new Community Strategic Plan for 12 months and to concentrate on immediate flood recovery works for 2022-2023.

It was expected that the flood recovery journey would take at least three years, with activity during the first year focused on:

- Understanding the scale of the damage and how long it will take to fix
- Completing emergency repairs to essential infrastructure, such as water, sewer and roads
- Getting people back into their homes wherever possible
- Fixing essential facilities, such as halls and sports grounds, so that communities could come together again
- Supporting the long-term recovery of our environment
- Advocating for support and funding from state and federal governments to complete the recovery process.

Six months into Year One of the program, we have seen positive progress in all these areas, although continued delays with regional buy-back, relocation and house resilience programs remain a major concern for Council and the community. The next six months of the program will focus strongly on getting these issues resolved.

The following two years of the program will concentrate on major repairs and reconstruction for flood damaged roads and bridges, major infrastructure upgrades, further improving preparedness and response to natural disasters and supporting long-term economic growth and prosperity for the Valley.

RESOLUTION 210223/7

Moved: Cr Robert Hayes

Seconded: Cr Robert Mustow

That Council:

1. Receives and notes the progress report for the first six months of the Rebuilding the Richmond Valley Delivery Program;
2. Acknowledges the outstanding efforts of the community in its continued journey towards recovery from the 2022 floods;
3. Continues to advocate strongly for:
 - a) accelerated progress in regional housing solutions, including the Northern Rivers Reconstruction Corporation's Resilient Homes and Resilient Lands programs, and
 - b) Government support and funding assistance to complete major infrastructure works, including repair of the Naughtons Gap landslip and replacement of Casino Sewage Treatment Plant.
4. Invites Northern Rivers Reconstruction Corporation Chief Executive David Witherdin to a future Councillor Information Session to provide an update on progress within the Richmond Valley local government area.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

15 COMMUNITY SERVICE DELIVERY**15.1 MANAGING CONFLICTS OF INTEREST FOR COUNCIL-RELATED DEVELOPMENT POLICY****EXECUTIVE SUMMARY**

Recent amendments to the Environmental Planning and Assessment Regulation 2021, require Council to have a Conflicts of Interest Policy for Council-related Development Applications and to consider the policy in determining any such development applications (DAs). The new requirements come into force on 3 April 2023 and a draft policy has been prepared for Council's consideration.

RESOLUTION 210223/8

Moved: Cr Robert Mustow

Seconded: Cr Stephen Morrissey

That Council:

1. Places the draft Managing Conflicts of Interest for Council-related Development Policy on public exhibition for a period of 14 days
2. Notes that following exhibition, the policy will be presented to the March Ordinary Meeting for Council's consideration and determination to meet the required timeframes for adoption.

CARRIED**15.2 REVIEW OF INCREASED RANGER PATROLS ON RICHMOND VALLEY COUNCIL BEACHES****EXECUTIVE SUMMARY**

In recent years, Council has explored options to deal with anti-social behaviour, vehicle offences and dog issues that were being experienced on the region's beaches, particularly Airforce Beach. This has resulted in increased patrolling of these areas during busy holiday times and weekends.

Council rangers, supported by NSW Police and other agencies, conducted regular beach patrols over the summer holiday period, with some 109 penalty infringement notices and 33 cautions being issued. Most of the fines related to illegal camping in Evans Head and offences on Airforce Beach, including speeding. It is recommended that the practice of increased patrols should continue during 2023, to provide an ongoing deterrent to anti-social behaviour and improve public safety.

MOTION:

Moved: Cr Robert Hayes

Seconded: Cr Debra McGillan

That Council:

1. Notes the results of beach patrols and compliance activities conducted over the 2022-23 summer holiday season
2. Continues to undertake beach patrols on weekends and school holiday periods, as required, with the ongoing support of the NSW Police and Government agencies.

Page 9

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

3. Consults with relevant government agencies, with a view to closing vehicular access to the beach from 9pm – 5am effective immediately, and
4. Considers permanently closing the beach to vehicular access if there is no improvement over the next six months, following public and government agency consultation.

AMENDMENT

Moved: Cr Robert Mustow

Seconded: Cr Stephen Morrissey

That Council:

1. Notes the results of beach patrols and compliance activities conducted over the 2022-23 summer holiday season
2. Continues to undertake beach patrols on weekends and school holiday periods, as required, with the ongoing support of the NSW Police and Government agencies.
3. Receives a further report on the process of limiting vehicular access to Airforce beach.

The motion was subsequently withdrawn and the amendment became the motion.

RESOLUTION 210223/9

Moved: Cr Robert Mustow

Seconded: Cr Stephen Morrissey

That Council:

1. Notes the results of beach patrols and compliance activities conducted over the 2022-23 summer holiday season
2. Continues to undertake beach patrols on weekends and school holiday periods, as required, with the ongoing support of the NSW Police and Government agencies.
3. Receives a further report on the process of limiting vehicular access to Airforce beach.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

16 PROJECTS & BUSINESS DEVELOPMENT**16.1 ASSET MANAGEMENT PLANS 2022-2032****EXECUTIVE SUMMARY**

Council is required under the Integrated Planning and Reporting (IP&R) framework, to prepare an Asset Management Policy, Asset Management Strategy and Asset Management Plans as part of the Resourcing Strategy supporting the Community Strategic Plan and Delivery Program.

Under the IP&R guidelines, Council must review its Asset Policy, Strategy and Plans following a Local Government election. The Asset Management Strategy and Plans must be for a minimum timeframe of ten years.

The Asset Management Policy and Asset Management Strategy were presented to Council for consideration and adopted on 20 September 2022.

Council must prepare and adopt Asset Management Plans for each class of assets detailing how the asset portfolio will meet the service delivery needs of the community.

This report presents four (4) Asset Management Plans 2022-2032, recommended for adoption including the Roads and Transport, Stormwater, Sewer, and Water Supply Network. The Land, Buildings and Other Structures Asset Management Plan will be presented at a future Council meeting.

RESOLUTION 210223/10

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That Council considers and adopts the following four Asset Management Plans (AMP):

- Roads and Transport AMP 2022-2032,
- Stormwater AMP 2022-2032,
- Sewer AMP 2022-2032, and
- Water Supply Network AMP 2022-2032.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

16.2 RENAMING OF BROADWATER RILEYS HILL COMMUNITY HALL**EXECUTIVE SUMMARY**

Council has received a request from the Broadwater Rileys Hill Community Centre Committee to rename the hall 'Broadwater Community Hall'. The committee advised that the current name causes confusion for identification and location.

This correspondence was supported by the Rileys Hill Community Hall Committee acknowledging the confusion often experienced as a result of the two separate halls having similar names.

During public consultation Council received two submissions regarding the name change. One resident supported the name change due to the created confusion. A second resident objected to the name being 'Broadwater Community Hall' but rather suggested 'Broadwater Memorial Hall' in acknowledgement of the RSL Sub-branch who donated the land.

The land upon which the hall has been constructed is known as Broadwater Memorial Park, which contains the Broadwater Memorial Tennis Club facilities, and the War Memorial Monument.

The hall was originally constructed and opened in 1996 as a shared community centre for Broadwater and Rileys Hill.

The NSW Address Policy and User Manual requires addresses to be clear, logical, and unique, to assist with communication within a community and for any essential services like Australia Post, ambulance, and other emergency services. A building name can be used as part of a property address for identification, and it is recommended that Council considers a name change for clear identification purposes.

RESOLUTION 210223/11

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That Council approves the new name of the currently named facility 'Broadwater Rileys Hill Community Centre' to 'Broadwater Community Hall'.

CARRIED**16.3 COLLEY PARK MASTER PLAN****EXECUTIVE SUMMARY**

Council staff have been working with stakeholders over the past 12 months to establish a draft Master Plan for future development of Colley Park. A final draft document is presented to Council for consideration, following recent workshops with each key stakeholder group and community consultation.

The Colley Park Master Plan was prepared jointly with the draft Stan Payne Oval Master Plan. The Stan Payne Master Plan is currently undertaking additional consultation with The Bandjalang People as native title exists over part of the reserve. This report will be presented at a future Council meeting.

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

RESOLUTION 210223/12

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That Council adopts the draft Colley Park Master Plan.

CARRIED**17 ORGANISATIONAL SERVICES****17.1 QUARTERLY BUDGET REVIEW STATEMENT FOR THE QUARTER ENDED 31 DECEMBER 2022****EXECUTIVE SUMMARY**

This report outlines the proposed adjustments for the 2022/2023 budget for the quarter ended 31 December 2022.

The proposed changes see Council's projected operating surplus from continuing operations for 2022/2023 increase to \$34,400,998, from the budget surplus of \$25,041,838 at 30 September 2022. The net operating result before capital grants and contributions has increased to a surplus of \$5,436,566.

Income from continuing operations has increased by \$12,466,686, to a projected total of \$111,669,948. This is largely due to ongoing natural disaster recovery funding arrangements for reconstruction efforts post the February 2022 flood event AGRN1012. Expenses from continuing operations have increased by \$3,107,526 to a projected cost of \$77,268,951.

Council has performed a thorough review of its capital works program, resulting in an overall increase of \$519,574 to a projected total of \$54,083,322. The delivery and budgeting of Council's capital works program has been strongly impacted by supply constraints and contractor availability along with continuing with recovery and reconstruction projects which are taking priority. It is expected that these impacts will be felt throughout the current financial year and likely into the 2023/2024 financial year as the community and economy recovers. As at the end of December the Capital Works program is 41.26% complete, which is a pleasing position considering the abovementioned constraints. In a normal year Council's Capital works program would total approximately \$20 to \$25 million, as at 31 December the actual spend is \$22,312,354. Council will continue to ensure its capital works program is closely monitored, with any adjustments required to be included in future quarterly budget reviews or monthly budget adjustment reports to Council.

Council's unrestricted cash surplus has remained unchanged at \$287,260 as of 31 December 2022.

A detailed Quarterly Budget Review Statement for the second quarter of the 2022/2023 financial year has been circulated separately to each Councillor. These changes are disclosed by priority areas on pages 4-8 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-18.

The Director of Organisational Services provided a presentation to the meeting on the proposed budget adjustments.

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

RESOLUTION 210223/13

Moved: Cr Stephen Morrissey

Seconded: Cr Robert Hayes

That Council:

1. Receives the Quarterly Budget Review Statement as at 31 December 2022; and
2. Approves the recommended budget variations.

CARRIED**17.2 SECTION 7.11, 7.12 AND SECTION 64 DEVELOPER CONTRIBUTIONS AND EXPENDITURE UPDATE 2021/2022 AND 2022/2023 TO 31 DECEMBER 2022****EXECUTIVE SUMMARY**

Council receives contributions, raises levies and enters into planning agreements on development works that are subject to a development consent issued by Council. This report provides an update on developer contributions income and expenditure for the previous 2021/2022 financial year and the current 2022/2023 financial year to 31 December 2022.

Council collected a total of \$1,518,852 in developer contributions in the last financial year 2021/2022 and expended \$756,387. Unexpended developer contributions held in cash reserves totalled \$10,724,161 as at 30 June 2022.

During the current financial year 2022/2023 to 31 December 2022, Council has collected a total of \$1,918,524 in developer contributions and expended \$24,298.

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

RESOLUTION 210223/14

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That Council receives and notes the update on Section 7.11, Section 7.12 and Section 64 developer contributions for the 2021/2022 financial year and 2022/2023 financial year to 31 December 2022.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

17.3 FINANCIAL ANALYSIS REPORT - DECEMBER 2022 AND JANUARY 2023**EXECUTIVE SUMMARY**

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

The value of Council's cash and investments at 31 December 2022 and 31 January 2023 is shown below:

Month	Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
December 2022	\$16,157,908	\$41,000,000	\$4,750,390	\$2,000,000	\$14,663,377	\$78,571,675
January 2023	\$14,910,163	\$39,000,000	\$4,750,390	\$2,000,000	\$15,073,449	\$75,734,003

The weighted average rate of return on Council's cash and investments as at 31 December 2022 was negative (0.72%) which was below the Bloomberg AusBond Bank Bill Index for December is 0.25%, which is Council's benchmark.

The weighted average rate of return on Council's cash and investments for January 2023 was 10.30% which was above the Bloomberg AusBond Bank Bill Index for January of 0.27%.

RESOLUTION 210223/15

Moved: Cr Robert Mustow

Seconded: Cr Sam Cornish

That Council adopts the Financial Analysis Report detailing the performance of its cash and investments for the months of December 2022 and January 2023.

CARRIED**17.4 REVIEW OF GIFTS AND BENEFITS POLICY****EXECUTIVE SUMMARY**

Following a review of the existing Gifts and Benefits Policy, a clause has been added to ensure that all offers of gifts and benefits are required to be reported to the General Manager, whether they are accepted or declined. The change was recommended during a Governance Health Check, procured by Council in recent years to ensure compliance with industry best practice.

RESOLUTION 210223/16

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That Council adopts the revised Gifts and Benefits Policy.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

18 GENERAL BUSINESS

Nil

19 MATTERS FOR INFORMATION**RESOLUTION 210223/17**

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

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

CARRIED**19.1 DISCLOSURE OF INTEREST - APPOINTMENT OF DESIGNATED PERSON****RESOLUTION 210223/18**

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That Council receives and notes the newly appointed designated person position.

CARRIED**19.2 GRANT APPLICATION INFORMATION REPORT - DECEMBER 2022 AND JANUARY 2023****RESOLUTION 210223/19**

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That Council receives and notes the Grant Application Information Report for the months of December 2022 and January 2023.

CARRIED**19.3 RICHMOND VALLEY REVITALISATION PLAN 2020 - UPDATE****RESOLUTION 210223/20**

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That Council receives and notes the Richmond Valley Revitalisation Plan 2020 update.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

19.4 CUSTOMER EXPERIENCE REPORT 1 OCTOBER – 31 DECEMBER 2022**RESOLUTION 210223/21**

Moved: Cr Stephen Morrissey
Seconded: Cr Sam Cornish

That Council receives and notes the Customer Experience Report for the period 1 October – 31 December 2022.

CARRIED**19.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 DECEMBER 2022 TO 31 JANUARY 2023****RESOLUTION 210223/22**

Moved: Cr Stephen Morrissey
Seconded: Cr Sam Cornish

That Council receives and notes the Development Application report for the period 1 December 2022 to 31 January 2023.

CARRIED**19.6 NORTHERN RIVERS LIVESTOCK EXCHANGE STATISTICS AS AT 31 DECEMBER 2022****RESOLUTION 210223/23**

Moved: Cr Stephen Morrissey
Seconded: Cr Sam Cornish

That Council receives and notes the financial year to date Northern Rivers Livestock Exchange Statistics as of 31 December 2022.

CARRIED**19.7 BLAZE AID THANK YOU****RESOLUTION 210223/24**

Moved: Cr Stephen Morrissey
Seconded: Cr Sam Cornish

That Council receives and notes the correspondence provided to BlazeAid thanking the group for their significant contribution to the Richmond Valley Community.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

19.8 INTERNAL AUDIT AND RISK COMMITTEE MINUTES 15 FEBRUARY 2023**RESOLUTION 210223/25**

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That Council receives and notes the Minutes of the Internal Audit and Risk Committee Meeting held on 15 February 2023.

CARRIED**20 QUESTIONS ON NOTICE**

Nil

21 QUESTIONS FOR NEXT MEETING (IN WRITING)

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

22 MATTERS REFERRED TO CLOSED COUNCIL

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

22.1 Tender VP339938 - Mobile Amenities

This matter relates to a (d)(i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

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).

22.2 Write-off of Monies Under Delegation

This matter relates to (b) discussion in relation to the personal hardship of a resident or ratepayer.

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

The General Manager reported that no written representations had been received in respect of the items listed for consideration in Closed Council.

The Chair called for representations from the gallery.

There were no verbal representations from the gallery in respect of this item.

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

RESOLUTION 210223/26

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That:

1. Council enters Closed Council to consider the business identified in Item 22.1, together with any late reported tabled at the meeting.
2. Pursuant to section 10A(2) of the *Local Government Act 1993*, the media and public be excluded from the meeting on the basis the business to be discussed is classified confidential under the provisions of section 10(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) *Local Government Act 1993*

.CARRIED

Council closed its meeting at 7.02 pm

The Open Council meeting resumed at 7.07pm.

ORDINARY COUNCIL MEETING MINUTES

21 FEBRUARY 2023

The resolutions of the Closed Council meeting were read by the Director Projects & Business Development and the Director Organisational Services.

23 RESOLUTIONS OF CLOSED COUNCIL**22.1 Tender VP339938 - Mobile Amenities**

That Council:

1. Declines all tenders for Tender VP339938 – Mobile Amenities, due to them being non-conforming to the tender specifications.
2. Applies Clause 178 (3e) of the Local Government (General) Regulation 2021 to authorise the General Manager to enter into direct negotiations with suitable suppliers with a view to obtaining the best outcome from a financial and delivery perspective, and to finalise the terms of the contract or agreement and affixing the seal of Council where necessary.
3. Notes that the outcomes of the negotiations will be reported to Council for information at a future meeting

22.2 Write-off of Monies Under Delegation

That Council receives and notes the Write-off of monies totalling \$31,778.56 under the General Manager's delegation and the policy to write off charges that were levied for services that have been subject to Water Leak and Excess Water consumption charges, due to impacts of the 2022 floods on water meter and water supply services.

The Meeting closed at 7.10 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 21 March 2023.

.....
CHAIRPERSON

Council Policy



Policy Title:	Managing conflicts of interest for council-related development
Policy Number:	CPOL15.22
Focus Area:	11D2: Deliver consistent regulatory and compliance services
Responsibility:	Development & Certification
Meeting Adopted:	Date of Council Meeting – Resolution Number

OBJECTIVE

This policy aims to manage potential conflicts of interest and increase transparency at all stages of the development process for council-related development.

SCOPE

The policy applies to all council-related development, as defined below.

DEFINITIONS

In this policy:

Application means an application for consent under Part 4 of the Act to carry out development and includes an application to modify a development consent but does not include an application for a complying development certificate.

Council means Richmond Valley Council.

Council-related development means development for which Council is:

- The applicant developer (whether lodged by or on behalf of Council)
- The landowner, or
- Has a commercial interest in the land the subject of the application, where it will also be the regulator or consent authority.

Development process means application, assessment, determination, certification, and enforcement.

The Act means the *Environmental Planning and Assessment Act 1979*.

A word or expression used in this policy has the same meaning as it has in the Act, and any instruments made under the Act, unless it is otherwise defined in this policy.

POLICY

Introduction

Richmond Valley Council is committed to ethical, transparent, and equitable management of all its development processes. In circumstances where Council must manage the preparation, assessment, and regulatory processes for its own development proposals, or where it has a commercial interest in a development, it will take particular care to identify any potential conflicts

of interest and to manage them openly and consistently. The aim is to ensure that everyone who submits a development application for assessment, whether they are a private developer, or Council, is treated in the same manner, with the same high standards.

Council undertakes development for a variety of reasons. This may be as simple as building a new bus shelter or upgrading a local playground, or as complex as a major redevelopment of community infrastructure, such as a public swimming pool or showground. Council may also, on occasion, undertake development to provide a social outcome, such as providing more housing, or to support economic stimulus through commercial investment, such as the upgrade of the Northern Rivers Livestock Exchange.

This policy covers the full range of Council development activities. It should also be applied in conjunction with the Model Code of Conduct requirements, prescribed by the *Local Government Act 1993*. Under the Model Code, councillors and council employees have responsibilities to manage personal conflicts of interest when dealing with any council-related matters.

While the policy specifically addresses the requirements of the 2022 conflicts of interest amendments to the Environmental Planning and Assessment Regulation 2021 (the Regulation), it also provides guidance on managing potential conflicts before a development application is submitted and after development consent is granted for council-related development. Additionally, it considers matters where council may not be the developer, but the application may still have potential impacts on its operations or commercial interest, for example where private development is proposed next to a Council building or asset, or in direct competition with a business operated by the Council.

Process for identifying and managing potential conflicts of interest

Initiating a development

Where Council proposes a new development, the manager of the business unit responsible for the project will consult with the Director of Community Service Delivery, or her delegate, to determine whether a Development Application will be required for the works.

Where a development application is required, an initial risk assessment will be undertaken to determine whether the project is considered high, medium, or low Risk for potential conflicts of interest, based on the guidance provided in this policy. The assessment will be referred to the General Manager, or his delegate, for concurrence.

Risk categories

Council will use the following guidance in determining the risk category for a proposed development:

Low risk: Minor changes, alterations, or additions, with low impact, low construction risk and capital value of <\$250,000. No additional management controls will be required.

Medium risk: Projects up to \$5m in capital value, with moderate community impact, construction risk and complexity. Appropriate management controls will be required.

High risk: Complex projects, with high community impact/sensitivity, high construction risk and capital value exceeding \$5m. Multiple management controls will be required.

Preparing a Risk Management Statement

Once the General Manager concurs with the initial risk assessment, a Risk Management Statement for the development will be prepared, using a range of strategies from the Risk Management Table (Appendix 1), as appropriate and in consultation with the Manager of Development & Certification. Where Council initiates the development, the Risk Management Statement will address the pre-application phase, as well as the development assessment, determination, and subsequent regulatory processes.

In low risk matters, it is expected that no additional management strategies will be required, and this must be noted. In high risk, complex matters, particularly where Council has a commercial interest, a third party may be engaged to prepare or review the Risk Management Statement.

The Risk Management Statement will be attached to Council's project management plan for the works.

Submitting a development application

The Risk Management Statement will be lodged via the NSW Planning Portal with the development application. Where a council-related development is assessed as high risk, the General Manager must approve the Risk Management Statement. A sample statement is attached at Appendix B.

The Manager of Development and Certification will be responsible for ensuring that the identified conflicts of interest are recorded in the DA register, as required under the Regulation. Council will undertake regular internal audits of the DA register to ensure compliance.

Advertising the development application

All Council-related development applications must be exhibited for a minimum of 28 days, in accordance with the requirements of the Act (Schedule 1, clause 9B). A copy of the Risk Management Statement must be included in the exhibition.

Assessing and determining the development application

All Council-related development applications will be assessed and determined in accordance with the controls outlined in the Risk Management Statement for the development. Council will undertake regular audits of compliance with these requirements, in consultation with its Internal Audit and Risk Committee.

Post-approval regulatory requirements and certification

If a Council-related development application is approved, the Director of Community Service Delivery and the relevant Project Manager will be responsible for ensuring post-approval processes, such as certification, inspections, and compliance matters, are carried out in accordance with the Risk Management Statement for the project.

Certification of the development will be in accordance with industry standards, including the *Building and Development Certification Act 2018*, Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021, and the Department of Fair Trading's *Practice Standard for Registered Certifiers*.

Council will undertake regular audits of compliance with requirements for medium-high risk developments, in consultation with its Internal Audit and Risk Committee.

Managing conflicts where Council is not the applicant

There will be circumstances where Council does not initiate a development, yet still has potential conflicts of interest in the matter. Low risk examples might include circumstances where a proponent seeks to locate permanent outdoor dining facilities on a Council footpath. Higher risk examples may include instances where a private development proposal may impact Council lands, facilities, or business operations. Examples might include proposed developments adjoining Council facilities or proposed commercial activities that would compete for market share with existing Council businesses.

In circumstances where Council is the landowner, but not the applicant, the provisions of this policy will apply in accordance with the conflicts of interest amendments to the Environmental Planning and Assessment Regulation 2021. In these instances, Council will be required to provide owner's consent for lodgment of the application. In doing so, the General Manager, or his delegate, will be responsible for preparing a Risk Management Statement and supplying this to the applicant with the owner's consent.

In circumstances where Council is neither the landowner nor the applicant, yet has potential impacts from the development proposal, the General Manager, or his delegate, will be responsible for determining and implementing appropriate risk management strategies for assessment, determination, and post-assessment regulation of these proposals based on the control measures outlined in this policy.

Exempt Development

Exempt development is minor development with minimal environmental impacts. This includes routine maintenance of roads and public facilities. These works are excluded from the development application process. Council must ensure that when undertaking exempt development it complies with all the predetermined requirements for that development type.

Development Without Consent

Development without consent includes activities that can be undertaken without a development application. This includes infrastructure related construction and implementation of Plans of Management.

The Regulation does not required Council to prepare a Risk Management Statement for these activities. However, Part 5 of the Act requires consideration of the likely impact of an activity on the environment and preparation of a Review of Environmental Factors (REF).

Council must publish on its website those REFs it produces:

- having a capital investment value (CIV) >\$5m, or
- that require any of the following approvals/permits-
 - *Fisheries Management Act 1994* approval (sections 144, 200, 205 or 219)
 - *Heritage Act 1977* (section 57)
 - *National Parks and Wildlife Act 1974* (section 90)
 - *Protection of the Environment Operations Act 1997* (section 47-49 or 122), or
- that the determining authority consider are in the public interest.

Council will incorporate a Risk Management Statement into its REF process.

REFERENCES

Department of Planning and Environment (Sept 2022). *Council-related Development Application Conflict Of Interest Guidelines*. <https://pp.planningportal.nsw.gov.au/news/council-related-development-application-conflict-interest-guidelines>

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	Date	New policy

BLANK PAGE

APPENDIX A

Table of Risk Management Strategies

Level of Risk	Low	Medium	High
Examples of Council-related development	<ul style="list-style-type: none"> Outdoor dining on Council footpath – with permanent fixtures or seating Applications for minor development that encroaches a road reserve Commercial fit-outs by tenants in Council facilities – for example cafes or gyms at Council pools or other buildings Capital Value Investment (CIV) <\$250K 	<ul style="list-style-type: none"> Subdivision with <24 lots Capital Investment Value (CIV) <\$5M 	<ul style="list-style-type: none"> Regionally Significant Development State Significant Development State Significant Infrastructure Capital Investment Value (CIV) >\$5 Million Subdivision with >24 lots
Non-Council-related development	n/a	<ul style="list-style-type: none"> Adjoining land with a Council interest 	<ul style="list-style-type: none"> Potential commercial impacts on Council

Management Strategies that may be applied			
Level of Risk	Low	Medium	High
Pre-Application Planning	No additional strategies required	<ul style="list-style-type: none"> Potential Conflicts of Interest is identified early to ensure appropriate strategies are employed throughout the project 	<ul style="list-style-type: none"> Potential Conflicts of Interest is identified early to ensure appropriate strategies are employed throughout the project
Application Preparation	No additional strategies required	<ul style="list-style-type: none"> Council prepares the application but seeks independent consultancies to provide advice on significant constraints 	<ul style="list-style-type: none"> Application prepared by an independent consultant Independent specialist consultancies used to provide advice on significant constraints

Richmond Valley Council – CPOL15.22 Managing conflicts of interest for council-related development

Adopted:

Page 7 of 10

Management Strategies that may be applied			
Level of Risk	Low	Medium	High
Assessment	No additional strategies required	<ul style="list-style-type: none"> Application is assessed by Council staff not directly involved in the project design and application preparation Optional - The assessment report is peer reviewed by an independent consultant or other council 	<ul style="list-style-type: none"> Assessment by an independent consultant
Determination	No additional strategies required	<ul style="list-style-type: none"> Development Assessment Panel (DAP) reviews the assessment report, recommendation, and conditions prior to determination under delegation Determination by Council – where considered controversial, called up by at least 2 Councillors, or it exceeds the parameters for DAP 	<ul style="list-style-type: none"> Regionally Significant Development will be determined by the Northern Regional Planning Panel State Significant Development or State Significant Infrastructure will be determined by the Minister
Post Consent Certification	No additional strategies required	<ul style="list-style-type: none"> Council Certifier carries out the process in accordance with relevant legislation and guidelines 	<ul style="list-style-type: none"> Private Certifier, or where private certification is not available, Council certifier with pre-approved probity plan.
Enforcement	No additional strategies required	<ul style="list-style-type: none"> Council-related development will be treated the same as non-Council development for regulatory enforcement 	<ul style="list-style-type: none"> Council-related development will be treated the same as non-Council development for regulatory enforcement
Development without consent	No additional strategies required	<ul style="list-style-type: none"> Council prepares a REF but seeks independent consultancies to provide advice on significant constraints 	<ul style="list-style-type: none"> REF prepared by an independent consultant Independent specialist consultancies used to provide advice on significant constraints

Richmond Valley Council – CPOL15.22 Managing conflicts of interest for council-related development

Adopted: **Date**

Page 8 of 10

APPENDIX B

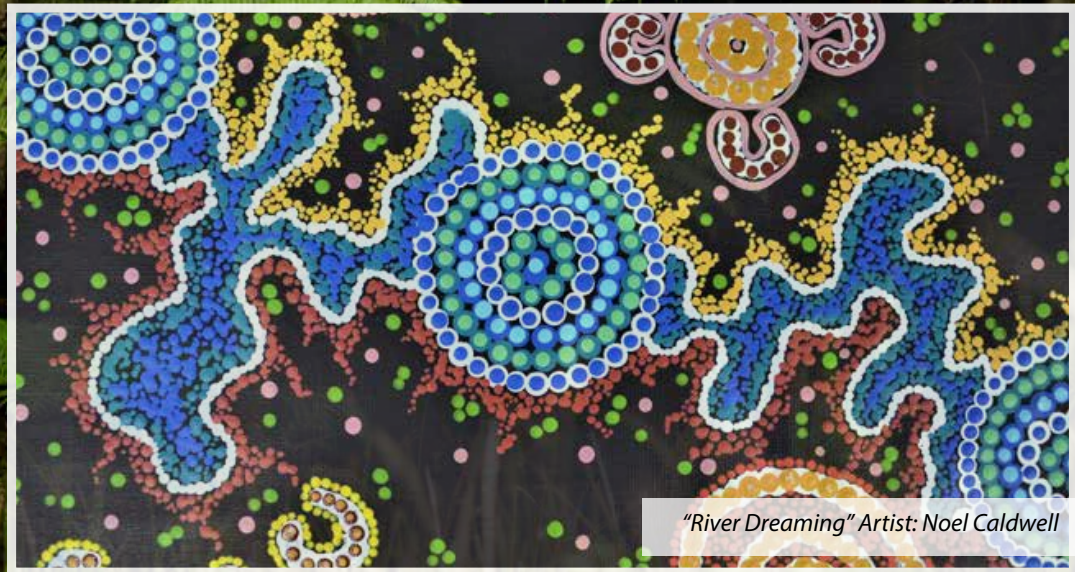
Sample Conflicts of Interest Risk Management Statement

Richmond Valley Council Conflicts of Interest Risk Management Statement	
Project Name	Regional sports stadium
DA Number	
Potential conflicts	Richmond Valley Council is the applicant for the redevelopment of the XXX Park Sports Stadium. The project has a CIV of \$20M and is therefore Regionally Significant Development. Council expects to receive revenue through the commercial lease and operation of the facility, including usage fees, events, kiosk/cafe facilities, a gymnasium, and several commercial lease spaces.
Assessed level of Risk	High
Management strategy	<p>Council is managing potential conflicts of interest in this matter as follows:</p> <ul style="list-style-type: none"> • The application will be prepared by an independent consultant • Council will engage another independent planning consultant to assess the application • The development is Regionally Significant Development and will be determined by the Northern Regional Planning Panel • A private certifier will be engaged to undertake the certification for the development • Key project milestones following the development consent will be reported to public Council Meetings • The facility will not operate until a final occupation certificate, or appropriate interim occupation certificate, has been issued for the development • Council will ensure that it follows the appropriate EOI and appointment processes before entering a lease to manage the facility or to let commercial spaces.
Contact	Anyone with concerns about Council fulfilling its obligations under this Statement should report their concerns to the Council or the NSW Local Government Ombudsman.

BLANK PAGE



Richmond Valley Council recognises the people of the Bundjalung nation 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.



"River Dreaming" Artist: Noel Caldwell

INTRODUCTION

Richmond Valley Council's Sustainable Communities Strategy outlines Council's commitment and goals providing structure for the balance between growth and sustainability whereby future proofing our diverse local government area.

Sustainability is about managing and maintaining a balance with all the things we value. It is about creating a healthy balance between growth and livability supporting strong economic growth while maintaining and enhancing our natural environment.

LIVEABILITY AND GROWTH

Richmond Valley Council is actively encouraging growth and investment in our region to provide the jobs and housing our community needs. We want to create great places to live, that preserve the unique lifestyle of our Valley. Our challenge over the next 20 years will be to strike a balance between supporting employment, housing and investment and protecting what we love about this place, including our green corridors, rivers and waterways, farmland and open spaces. This strategy sets a path to create liveable, sustainable communities for our current and future generations. Liveability is about healthy sustainable lifestyles creating recreational and economic benefits for the community. By growing and enhancing our natural environment, connectivity and efficiency we can continue to attract people and economic growth to our Valley.



MESSAGE FROM THE MAYOR AND GENERAL MANAGER

The Richmond Valley's role in the Northern Rivers region is changing, as we continue to rebuild our community from bushfire and flood and emerge as a leading employment centre. The future of our Valley is strong, but we must strive for a healthy balance between supporting long-term growth and protecting our unique lifestyle and local identity, and the landscapes, rivers and beaches that we love.

The Richmond Valley is a special place and it will continue to attract new people and investment over the coming years. Our challenge is to welcome new opportunities while learning to live sustainably within a changing climate. We know that the coming years will bring more challenges, with increasing drought and flood and the need to build long-term resilience within our communities. This strategy takes a practical approach towards creating and supporting liveable, sustainable settlements within our Valley and protecting our unique environment.

The strategy focusses on preserving our bushland and biodiversity, protecting our rivers and waterways and building our resilience to natural disasters and a changing climate. There is also a commitment from Council to lead by example by improving the sustainability of its own operations and infrastructure.

The Sustainable Communities Strategy provides a way forward for all of us to work together to help ensure that the Richmond Valley remains a beautiful place to live, work, play and invest in the future.



Mayor
Cr. Robert Mustow



General Manager
Vaughan Macdonald





OUR APPROACH

The strategy focuses on four key themes:



Resilient Communities



Bushland & Biodiversity



Rivers & Waterways



Environmental Services

Each theme covers key environmental priorities which sets a goal for the future, outlines why it is important and lists a set of strategic actions to achieve these goals.

This document outlines the key areas the Council will seek to actively progress through to 2028. These themes provide the framework for establishing further targeted priorities beyond that time.





OUR COMMUNITY

The 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 3051km², with dimensions of about 70km (north to south) by 77km (east to west), with terrain ranging in altitude from sea level to just over 650 metres at Busbys Flat.

The region is undergoing a significant period of growth with Richmond Valley being named one of four regional job precincts to drive investment and development opportunities into existing industries in agriculture, manufacturing and renewable energy.

Strong industrial and economic growth in the region is expected to see increases in the region's population. Population growth is expected to bring increased pressure on housing and infrastructure, as well as a stronger dependency on our natural resources such as our agricultural land and water supply. The Richmond River is the region's key natural asset supplying the area's water supply which was crowned best tasting tap water in Australia in 2021. It is vital that we get the balance right between liveability and growth to protect and enhance our region.



8 Sustainable Communities Strategy 2022-2028



3051KM² OF LAND IN THE RICHMOND VALLEY

388KM² IS CONSERVATION AREAS

173KM² NATIONAL PARK

109KM² NATURE RESERVE

68KM² STATE CONSERVATION AREA

36KM² ENVIRONMENTAL CONSERVATION ZONE (E2)

67KM² BUNGAWALBIN NATURE RESERVE

0.4KM² JABIRU GENEEBEINGA WETLANDS

31KM² WILDERNESS AREA

WILDERNESS AREAS HAVE CULTURAL SIGNIFICANCE AS THEY OFTEN CONTAIN ABORIGINAL SITES AND POSSIBLE REMNANTS OF THE AUSTRALIAN LANDSCAPE AS IT EXISTED BEFORE COLONISATION.

5KM² WORLD HERITAGE AREA

490KM² STATE FOREST

38KM OF COASTLINE

RIVERS & WATERWAYS

RICHMOND RIVER

140KM

EVANS RIVER

15KM

WILSONS RIVER

2KM

BUNGAWALBIN CREEK

52KM

OUR CHANGING CLIMATE



HIGHER AVERAGE TEMPERATURES



HIGHER RISK OF DROUGHT



MORE FREQUENT FLOODS



MORE SEVERE STORMS

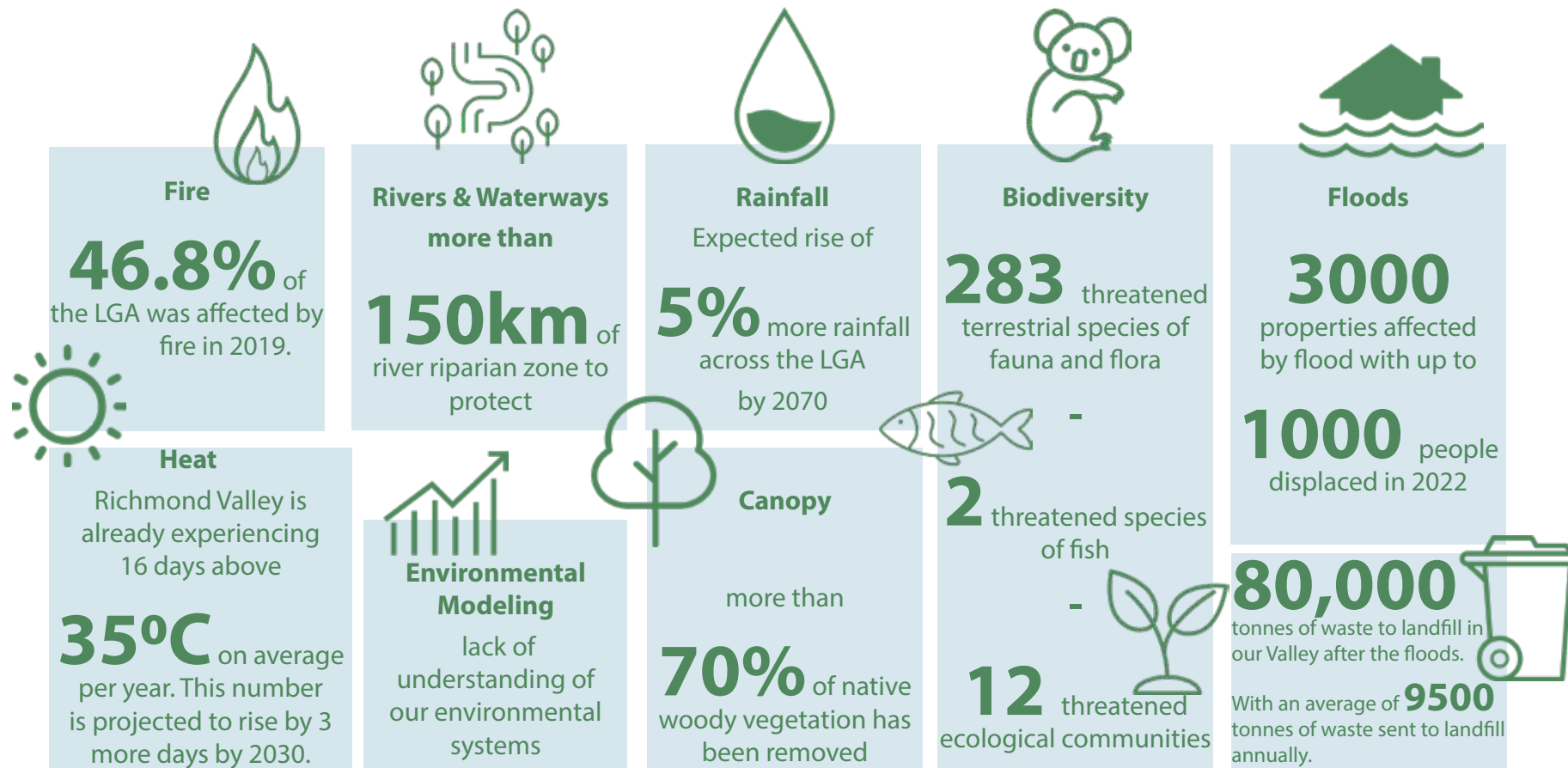


RISING SEA LEVEL



HIGHER RISK OF FIRE

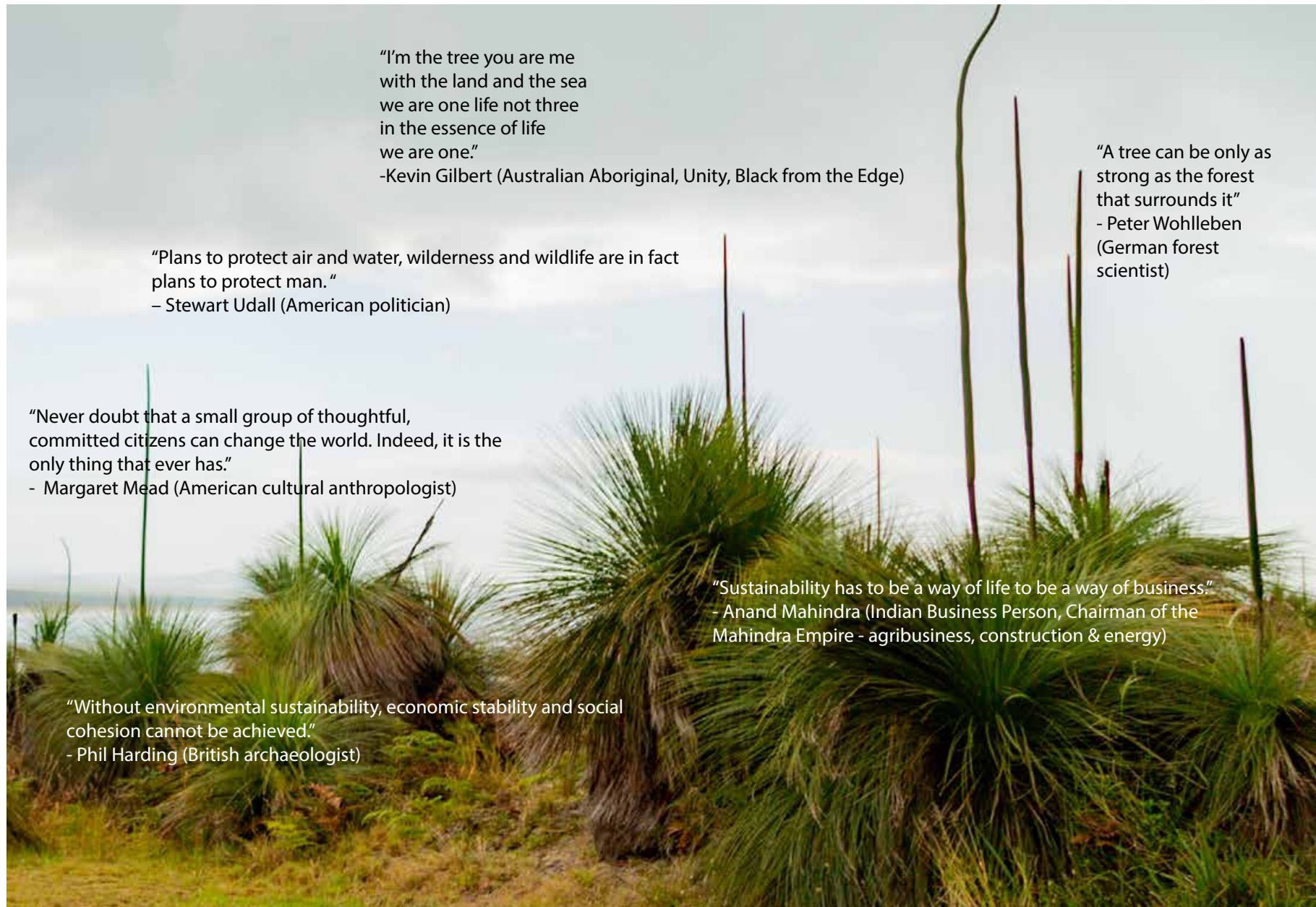
OUR CHALLENGES





12

Sustainable Communities Strategy 2022-2028





OUR TARGETS:

- Build resilience to a changing climate by improving our knowledge of natural disasters and improving our community's preparedness and response.
- Improve long-term flood planning and bushfire risk management.
- Reduce our demand on natural resources.
- Increasing canopy cover and shaded areas within our townships to create greener cooler areas to improve the liveability and natural environment within our region.
- Support and encourage sustainable use of resources through targeted sustainability communications and engagement programs.
- Recognise and promote sustainability improvements achieved by local individuals, schools, businesses and community organisations.



RESILIENT COMMUNITIES

WHY IS THIS IMPORTANT?

The Richmond Valley has been severely impacted in recent times by a number of natural disasters ranging from bushfire, drought, flood and localised storm events.

Climate change is likely to increase the risk of these events reoccurring causing significant damage to our community and affecting the livability of our region.

Increases in average temperature greatly impacts the liveability of our region; it discourages walking and cycling and promotes driving vehicles which produce greater emissions.

Air conditioning usage increases which creates higher demand on our natural resources and affects electricity prices.

Council aims to cool our urban environments by increasing shaded areas which promote healthy and sustainable lifestyles, also providing corridors for our local flora and fauna to thrive.

We will support our community to develop a high level of resilience through a number of targeted initiatives in order to be able to withstand the effects of climate change.

OUR ACTIONS:

- Develop the Cooling the Richmond Valley initiative.
- Develop a community engagement program to provide information and improve understanding of the value of trees in building a resilient community.
- Protect, enhance and increase our existing bushland, parks and green spaces.
- Encourage and promote green infrastructure such as sustainable shaded parks, increase canopy cover and install solar charging stations.
- Complete the Richmond Valley Flood Study and Floodplain Risk Management Plans.
- Support safe development in bushfire and flood prone areas while protecting the environment.
- Contribute to the Northern Rivers Resilience Initiative and advocate for solutions to mitigate future flood impacts.
- Review the Richmond Valley Adverse Event Plan to incorporate lessons from the 2022 flood.
- Continue to support farm-based food sales, farmers markets and paddock to plate initiatives.





BIODIVERSITY & BUSHLAND

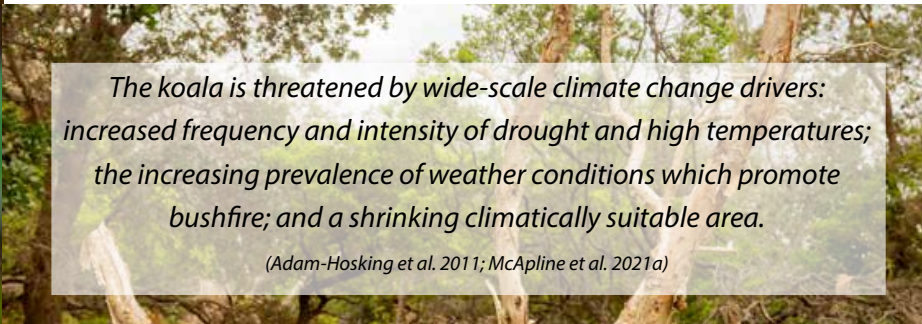
OUR GOALS:

Protect and enhance our unique natural ecosystems to support life in our Valley.

16 Sustainable Communities Strategy 2022-2028

OUR TARGETS:

- Understand our region's natural environment and its intrinsic biodiversity values in order to prioritise targeted management actions.
- Take steps to restore disturbed ecosystems and enhance local ecological value.
- Create strong partnerships to protect and enhance our local natural environment.
- Increase bushland and biodiversity links in our townships.
- Increasing community knowledge and connection to local bushland and biodiversity.
- Investigate ways to protect local biodiversity and bushland from development pressures.



The koala is threatened by wide-scale climate change drivers: increased frequency and intensity of drought and high temperatures; the increasing prevalence of weather conditions which promote bushfire; and a shrinking climatically suitable area.

(Adam-Hosking et al. 2011; McApline et al. 2021a)



BIODIVERSITY & BUSHLAND

WHY IS THIS IMPORTANT?

Our flora and fauna which make up our important natural environment provide essential ecological processes which provide our community with necessary oxygen and clean water.

Our region's population is growing, resulting in increased pressure on our localised natural species which rely on our natural resources to survive. Considering the impacts increased urban development, industrial growth and population growth can have on our environment, the need to protect our region's bushland and biodiversity has never been more vital. This presents a unique challenge for Council to consider the needs of an expanding population while maintaining and enhancing our natural environment which draws people to our region and supports our natural ecosystems.

By strategically protecting and enhancing our bushland and biodiversity we can support the growth and liveability of our region while improving the quality of life of our community.

OUR ACTIONS:

- Engage and work with neighbouring councils to promote biodiversity and bushland conservation.
- Support management of interface between conservation areas and other land uses through planning, policy, compliance, education and preservation activities.
- Participate in local and regional natural resource management groups, community groups and local Aboriginal groups.
- Investigate bio banking potential for sites in bushland areas.
- Continue to actively work with and contribute to the North Coast Regional Koala group.
- Restore and enhance native flying fox habitat.
- Explore opportunities to enhance native fish habitat.
- Celebrate our natural assets, and their contribution to the liveability of our Valley, through social media and our communications team.
- Develop tools to better protect our natural environment, local biodiversity and remnant vegetation from development and other pressure.



OUR TARGETS:

- Plan and prioritise restoration of riparian habitat zones along the Richmond River.
- Develop targeted actions to manage river water quality risks.
- Work towards securing long-term water supply for our region.
- Assess and improve Council's water and sewer infrastructure.
- Increase community education on preserving water and the importance of wetlands, rivers and waterways to our overall health.



RIVERS & WATERWAYS

WHY IS THIS IMPORTANT?

The Richmond Valley is known for its stunning river systems and waterways which stretch from the alluvial floodplains which form the base of the Great Dividing Range to the Evans Head coastline and coastal fringes.

Our natural rivers and waterways are the lifeblood of the Richmond Valley. Feedback often received from the community is that people love living in our region because of our amazing river systems.

The Richmond River is responsible for the majority of our region's immediate water supply, making it a key natural asset within the region which requires strategic and considered actions to enhance and maintain our current water supply for the Valley.

The need to plan for increased population growth and dependency on this key natural asset is paramount. Council's aim is to implement actions to protect our region's water security while enhancing and maintaining the environmental values of our rivers and waterways.



19

Sustainable Communities Strategy 2022-2028

OUR ACTIONS:

- Advocate for riverbank assessment and restoration programs in Casino, the Mid Richmond and Bungawalbin.
- Seek funding to design and deliver riparian habitat restoration programs.
- Manage high risk on-site sewage and liquid trade waste management systems.
- Ensure compliance of underground petroleum storage systems.
- Partner with State Government agencies to support Richmond River water quality monitoring.
- Investigate and promote methods to Increase stormwater harvesting and reuse on public and private land.
- Secure long-term water supply for Casino and the Mid Richmond.
- Educate on water sensitive urban design and water wise programs including: wetlands; rivers; waterways; and acknowledging water rebates for water efficient products for our community
- Work with water utilities to improve stormwater and sewer infrastructure.



ENVIRONMENTAL SERVICES

OUR GOALS:

Council leading the way to reduce energy, water and recover more resources.

20

Sustainable Communities Strategy 2022-2028

OUR TARGETS:

- Explore opportunities to use Council resources more efficiently.
- Taking steps to understand and reduce our carbon footprint.
- Reduce Council's water usage.
- Investigating methods to divert Council waste from landfill.
- Investigate energy audit opportunities and implement renewable energy on Council buildings and facilities.
- Demonstrate environment and sustainability as a core principle within Council's governance framework



ENVIRONMENTAL SERVICES

WHY IS THIS IMPORTANT?

It is Council's responsibility to lead by example in our community and make progressive changes to become more actively environmentally sustainable.

By recognising the decisions we make each day affect the growth and liveability of our region. We can put measures in place to reduce our footprint and provide a framework for our community to replicate.

This means Council will implement strategic actions to minimise energy and carbon usage, reduce waste production and make environmentally conscious purchasing decisions.



21

Sustainable Communities Strategy 2022-2028

OUR ACTIONS:

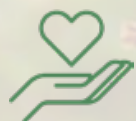
- Investigate energy efficiency upgrades across our Council buildings and facilities.
- Ensure environmental considerations in all procurement decisions, including mandatory weightings in tenders.
- Investigate appropriate Council buildings to have rainwater and stormwater tanks added to buildings.
- Continue with water efficiency upgrades at Council buildings and facilities.
- Continue to improve the water efficiency of our parks through improvements through targeted management practice.
- Work with Resource Recovery team to reduce waste to landfill.
- Increase staff understanding of waste avoidance, disposal options and contamination.
- Support alternative waste management options for affordable waste solutions for the community.
- Manage compliance with environmental licenses.
- Investigate base line data on Council's carbon footprint and usage.
- Investigate alternative fleet options and the viability of electric vehicles as technology progresses
- Support Council projects to incorporate reducing the environmental footprint of all master plans.



REGULAR MONITORING AND EVALUATION

An annual Sustainable Communities Report will be prepared as part of Council's annual reporting process to ensure the strategy remains open to the community forum. This report will be linked to the Council's Integrated Plan and Reporting Framework.

Quarterly monitoring and review will be undertaken in line with the Council's Operational Plan, to determine the extent to which actions within the strategy are being successfully achieved and meeting objectives.



CLOSING STATEMENT

This strategy aims to provide an integrated and consistent approach to environmental sustainability in the Richmond Valley. Through strategic planning, setting achievable actions and goal setting for the future we can achieve a healthy balance between growth and liveability in our region. Timelines associated in the document have been purposely set in the first four years to align with Council's delivery plan in order to build strong foundational themes before progressing more broadly into bolder target setting into the future in our community strategic plan.

Richmond Valley Council is committed to a sustainable future by protecting its natural environment and providing a beautiful place to live, work, play and invest.



1. RESILIENT COMMUNITIES

Actions

Measures

Outcomes

1.1 Develop the Cooling the Richmond Valley initiative. By increasing canopy cover and shaded infrastructure along with prioritising planting along walkways, pathways and community links.	<ul style="list-style-type: none"> Number of trees and street trees planted per annum - pathways, community and sporting playgrounds. Number of pathways planted. Total percentage of canopy cover increased. Infrastructure installed. 	<ul style="list-style-type: none"> Creating cooler, more liveable outdoor spaces in our community and promoting healthy communities. Providing habitat and biodiversity links for our wildlife in townships. Increased canopy cover. Decreased urban temperatures.
1.2 Develop a community engagement program to provide information and improve understanding of the value of vegetation in creating a resilient community.	<ul style="list-style-type: none"> Number of community groups and volunteer organisations engaged. Community engagement program completed. Number of community members reached through targeted events. 	<ul style="list-style-type: none"> Closer partnerships. Increased value around native vegetation. Climate resilient plant guide.
1.3 Protect, enhance and increase our existing bushland, parks and green spaces	<ul style="list-style-type: none"> Total number of trees planted. Total area of land regenerated. Number of partnerships with local and regional stakeholders. Parks and green spaces planted. 	<ul style="list-style-type: none"> Creating more habitat. Creating more outdoor living spaces. Encourages biodiversity which reduces weeds and pests. Closer partnerships with local and regional stakeholders.
1.4 Encourage and promote green infrastructure such as sustainable shaded parks, increase canopy cover and install solar charging stations.	<ul style="list-style-type: none"> Type of infrastructure purchased and numbers installed. 	<ul style="list-style-type: none"> More shaded space. Improved liveable outdoor spaces.
1.5 Complete the Richmond Valley Flood study and floodplain risk management plans.	<ul style="list-style-type: none"> Study delivered on time and within budget, within scope Number of actions completed. 	<ul style="list-style-type: none"> Better understanding of high flood risk areas. Better Planning. Community resilience increased.
1.6 Support safe development in bushfire and flood prone areas while protecting the environment	<ul style="list-style-type: none"> Development is assessed appropriately; protecting the environment and ensuring our community is also protected in accordance with Australian standards. 	<ul style="list-style-type: none"> Creating safer, more resilient communities.
1.7 Complete the Northern Rivers Resilience Initiative and advocate for solutions to mitigate future flood impacts on our environment.	<ul style="list-style-type: none"> Study delivered on time and within budget, within scope Number of actions completed. 	<ul style="list-style-type: none"> More resilient community and environment
1.8 Review the Richmond Valley Adverse Event Plan to incorporate lessons from the 2022 flood. Such as support the collection of hazardous household materials after floods/natural disasters.	<ul style="list-style-type: none"> Amount of hazardous waste collected for appropriate disposal. Number of households reached. Number of actions completed. 	<ul style="list-style-type: none"> Safer communities. Reduce contamination risk to the community and environment. Diversion from landfill.
1.9 Continue to support farm-based food sales, farmers markets and paddock-plate initiatives	<ul style="list-style-type: none"> Number of events. Number of businesses supported/promoted. Paddock-plate initiative delivered. 	<ul style="list-style-type: none"> Better farming practices. More engaged community. Reduce impact on natural resources, packaging, long-term storage and transport. Reduce the amount of carbon footprint from food imports and food transport. Reduction of food miles.



2. BIODIVERSITY & BUSHLAND

Actions	Measures	Outcomes
2.1 Engage and work with neighbouring councils to promote biodiversity and bushland conservation	<ul style="list-style-type: none"> Number of councils engaged. Number of social media posts posted/communications. Area of biodiversity and bushland vegetation planted or enhanced. 	<ul style="list-style-type: none"> Strengthening regional stakeholder partnerships. Increase riparian restoration on council river frontage land. Protect environment. Creating habitat.
2.2 Support management of interface between conservation areas and other land uses through planning, policy, compliance, education and preservation activities.	<ul style="list-style-type: none"> Number of compliance issues reported. Number of educational engagement programs delivered. Stakeholders engaged to encourage landholders about better land management practices. 	<ul style="list-style-type: none"> Better land practices. Protection of the interface between farmland and conservation areas. Provide important corridors for habitat. Decrease weeds. Decrease in the destruction of important habitat.
2.3 Participate in local and regional natural resource management groups, community groups and Aboriginal groups.	<ul style="list-style-type: none"> Number of events. Number of workshops. Number of grants. Number of partnerships. 	<ul style="list-style-type: none"> Regional collaboration. Connecting council areas with wildlife corridors.
2.4 Investigate bio banking potential for sites in bushland areas.	<ul style="list-style-type: none"> Number of hectares investigated. Amount of area identified as potential for bio banking. 	<ul style="list-style-type: none"> Protected areas of high conservation value. Locks up carbon. Potential for carbon offset.
2.5 Actively work with and contribute to the North Coast Regional Koala group.	<ul style="list-style-type: none"> Number of projects worked on with the Northern Rivers Regional Koala Partnership. Number of locations identified as vehicle strike hotspots for koalas. Number of social media posts. Number of koala sightings. Number of local partnerships engaged. 	<ul style="list-style-type: none"> More koala habitat. Increase koala numbers. Increased number of healthy & protected koalas. Better understanding of koala movements - which allows for better planning and development. Connectivity with regional koala groups.
2.6 Restore and enhance native flying fox habitat.	<ul style="list-style-type: none"> Number of trees planted. Number of flying foxes identified. Grant milestones achieved. Survivability percentage of habitat once planted. Number of social media posts. 	<ul style="list-style-type: none"> Riparian vegetation reinstated. Flying fox habitat created. Increased community understanding and engagement with the local flying fox population.
2.7 Explore opportunities to enhance native fish habitat.	<ul style="list-style-type: none"> Number of grants applied. Number of partnerships. Area of habitat restored. Riparian projects. 	<ul style="list-style-type: none"> Increase riparian vegetation which supports fish habitat.
2.8 Celebrate our natural assets, and their contribution to the liveability of our region, through social media and our communications teams.	<ul style="list-style-type: none"> Number of social media posts. Number of radio sessions. Website and newsletter posts. 	<ul style="list-style-type: none"> Better organisational reputation. Gives the community broader appreciation for our natural environment.
2.9 Develop tools to better protect our natural environment, local biodiversity and remnant vegetation from development and other pressures.	<ul style="list-style-type: none"> Types and number of tools developed. Local biodiversity protected. Remnant vegetation protected. 	<ul style="list-style-type: none"> More resources for community use and application.



3. RIVER & WATERWAYS

Actions

Measures

Outcomes

3.1 Advocate for riverbank assessment and restoration programs in Casino, the Mid Richmond and Bungawalbin.	<ul style="list-style-type: none"> Number of State agencies engaged. Total riverbank area assessed. Amount of funding received. 	<ul style="list-style-type: none"> Regional and State collaboration. More funding made available to carry out actions.
3.2 Seek funding to design and deliver riparian habitat restoration programs.	<ul style="list-style-type: none"> Successful grants. Implementation of programs. 	<ul style="list-style-type: none"> Better riparian habitat.
3.3 Manage high risk on-site sewage and liquid trade waste management systems.	<ul style="list-style-type: none"> Number of inspections per annum. Revenue generated. Compliance rate of localised systems. 	<ul style="list-style-type: none"> Protecting the environment and human health. Generating revenue. Meeting statutory legislative requirements. Protecting the environment.
3.4 Ensure compliance of underground petroleum storage systems.	<ul style="list-style-type: none"> Number of inspections completed. 	<ul style="list-style-type: none"> Protecting the environment and human health. Potential revenue generation.
3.5 Partner with State Government agencies to support Richmond River water quality monitoring.	<ul style="list-style-type: none"> Number of agencies partnered. Water quality monitoring. 	<ul style="list-style-type: none"> Share active real time resources. Give opportunities to access anomalies and risks.
3.6 Investigate and promote methods to increase stormwater harvesting and reuse on public and private land.	<ul style="list-style-type: none"> Report on different options identified. Number of methods utilised. Number of social media posts. Number of community events engaged. 	<ul style="list-style-type: none"> Reduction on reliance on infrastructure and wasted potable water. Saves money & resources.
3.7 Secure long-term water supply for Casino & Mid-Richmond	<ul style="list-style-type: none"> Number of adopted actions out of the Casino Water Security Study Report. 	<ul style="list-style-type: none"> Long-term water security.
3.8 Educate on water sensitive urban design and water wise programs around the importance including: wetlands; rivers; waterways; and acknowledging water rebates for water efficient products for our community.	<ul style="list-style-type: none"> Number of audience reached. Number of water reuse programs in place. Number of events targeted. 	<ul style="list-style-type: none"> Reduced water usage. Reduction in erosion. Reducing damaging stormwater flows.
3.9 Work with water utilities to improve stormwater and sewer infrastructure.	<ul style="list-style-type: none"> Number inspections and orders issued. 	<ul style="list-style-type: none"> Take pressure off Council infrastructure. Improves water quality which is discharged to the environment.



4. ENVIRONMENTAL SERVICES

Actions

Measures

Outcomes

4.1 Investigate energy efficiency upgrades across our Council buildings and facilities.	<ul style="list-style-type: none"> Number of assets installed and proposed. 	<ul style="list-style-type: none"> Reduce greenhouse gas emissions. Potential cost savings.
4.2 Ensure environmental considerations in all procurement decisions, including mandatory weightings in tenders.	<ul style="list-style-type: none"> Number of tenders/purchases which include environmental weightings. 	<ul style="list-style-type: none"> Protecting the environment. Reducing organisations carbon footprint.
4.3 Investigate appropriate Council buildings to have rainwater and stormwater tanks added to buildings.	<ul style="list-style-type: none"> Number of buildings identified. Number of grants applied for. 	<ul style="list-style-type: none"> Saving resources. Taking demand off infrastructure. Potential cost savings.
4.4 Continue with water efficiency upgrades at council buildings and facilities.	<ul style="list-style-type: none"> Number of kilolitres saved. Number of upgrades delivered. 	<ul style="list-style-type: none"> Saving resources. Potential cost savings.
4.5 Continue to improve the water efficiency of our parks through improvements through targeted management practice.	<ul style="list-style-type: none"> Amount of reuse of water onsite. Number of targeted plant species planted that are drought tolerant. 	<ul style="list-style-type: none"> Saving resources. Taking demand of infrastructure. Potential cost savings.
4.6 Work with the Resource Recovery team to reduce waste to landfill.	<ul style="list-style-type: none"> Increased diversion from landfill Number of resource recovery orders utilised for beneficial reuse. 	<ul style="list-style-type: none"> Protecting the environment. Reducing greenhouse gasses. Potential cost savings. Aiming to meet legislative targets.
4.7 Increase staff awareness and understanding of waste avoidance, disposal options and contamination.	<ul style="list-style-type: none"> Number events targeted. Number of workshops. Number campaigns completed. Engagement with NEWaste - regional meetings per annum. 	<ul style="list-style-type: none"> Engaged and educated workforce. Less waste production.
4.8 Investigate alternative waste management options for affordable waste solutions for the community.	<ul style="list-style-type: none"> Amount of feedback provided. Number of waste management options identified. Expressions of interest. 	<ul style="list-style-type: none"> Affordable waste options for the community. Potential cost savings. Supporting sustainable practices.
4.9 Manage compliance with environmental licenses.	<ul style="list-style-type: none"> Number of audits completed. Number of non-compliance issues addressed. 	<ul style="list-style-type: none"> Compliant Council licensed sites. Better environmental practices.
4.10 Investigate base line data on Council's carbon footprint and usage.	<ul style="list-style-type: none"> Localised baseline data captured. Total emissions. 	<ul style="list-style-type: none"> Carbon footprint assessed. Understand baseline data.
4.11 Support the investigation on alternative fleet options and the viability of electric vehicles as technology progresses.	<ul style="list-style-type: none"> Number of charge stations installed or proposed or staged. Map developed to show charging stations in LGA. Number of electric fleet/s purchased or proposed. 	<ul style="list-style-type: none"> More sustainable vehicles. Potential cost savings. Reduce reliance on finite resources.
4.12 Support Project Management team to incorporate reducing the environmental footprint of all master plans.	<ul style="list-style-type: none"> Number of master plans which include environmental footprint considerations. 	<ul style="list-style-type: none"> Reduce environmental footprint. Reduce greenhouse gasses. Potential cost saving. Saving resources.





Concise Investment Report Pack

Richmond Valley Council

1 February 2023 to 28 February 2023



Contents

1. Portfolio Valuation As At 28 February 2023
2. Portfolio Valuation By Categories As At 28 February 2023
3. Investment Revenue Received For 1 February 2023 to 28 February 2023
4. Comparison of Investment Revenue Earned to Original Budget and Investment Portfolio by Month 2022 - 2023 YTD
5. Environmentally Sustainable Investment Performance Report for the Period Ending 28 February 2023 Relative To 31 January 2023



1. Portfolio Valuation As At 28 February 2023

			Face Value	Face Value		%	Running	Weighted
	Fixed Interest Security	Security Rating	Original	Current	Market Value	Total Value	Yield	Running Yield
At Call Deposit								
	CBA Business Online Saver Acct RVC At Call	S&P ST A1+	14,235,000.00	14,235,000.00	14,235,000.00	18.61%	3.45%	
	CBA General Fund Bk Acct RVC At Call	S&P ST A1+	3,441,894.48	3,441,894.48	3,441,894.48	4.50%	2.35%	
	CBA Trust Acct RVC At Call	S&P ST A1+	87,050.17	87,050.17	87,050.17	0.11%	2.05%	
	MACQ 940323454 At Call	Moodys A2	16,679.51	16,679.51	16,679.51	0.02%	3.35%	
	NAB Business Cheque Acct RVC At Call	S&P ST A1+	24.71	24.71	24.71	0.00%	0.00%	
			17,780,648.87	17,780,648.87	17,780,648.87	23.25%		0.75%
Floating Rate Note								
	Auswide 0.9 06 Nov 2023 FRN	Moodys Baa2	750,000.00	750,000.00	750,000.00	0.98%	4.26%	
	Auswide 0.6 22 Mar 2024 FRN	Moodys Baa2	1,500,000.00	1,500,000.00	1,500,000.00	1.96%	3.81%	
	MACQ 0.48 09 Dec 2025 FRN	Moodys A2	1,000,390.00	1,000,390.00	1,000,390.00	1.31%	3.61%	
	MYS 0.65 16 Jun 2025 FRN	Moodys Baa2	1,500,000.00	1,500,000.00	1,500,000.00	1.96%	3.84%	
			4,750,390.00	4,750,390.00	4,750,390.00	6.21%		0.96%
Fixed Rate Bond								
	NTTC 1.1 15 Dec 2025 - Issued 10 September 2021 - Richmond Council Fixed	Moodys Aa3	2,000,000.00	2,000,000.00	2,000,000.00	2.61%	1.10%	
			2,000,000.00	2,000,000.00	2,000,000.00	2.61%		0.03%
Unit Trust								
	NSWTC Long Term Growth Fund UT		3,000,000.00	2,962,801.15	2,962,801.15	3.87%	-10.08%	
	NSWTC Medium Term Growth Fund UT		11,005,029.35	11,991,576.46	11,991,576.46	15.68%	-9.36%	
			14,005,029.35	14,954,377.61	14,954,377.61	19.55%		-1.86%



1. Portfolio Valuation As At 28 February 2023

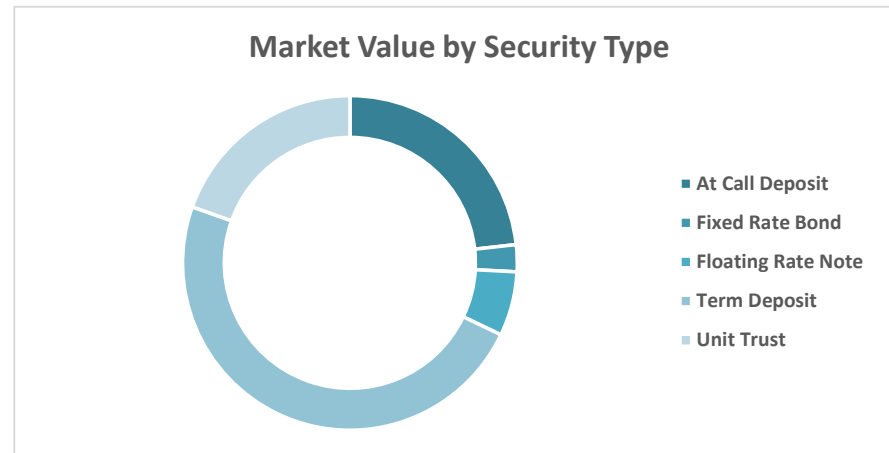
Term Deposit

AMP 3.7 01 Mar 2023 181DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	3.70%
AMP 3.8 06 Mar 2023 180DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	3.80%
AMP 4 14 Mar 2023 181DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	4.00%
AMP 4.3 24 Apr 2023 152DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.61%	4.30%
AUBANK 4.3 11 May 2023 181DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.61%	4.30%
AUBANK 4.55 22 Aug 2023 181DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.61%	4.55%
Auswide 4.45 31 May 2023 182DAY TD	Moody's ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.61%	4.45%
Auswide 4.4 07 Jun 2023 182DAY TD	Moody's ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.61%	4.40%
Auswide 4.75 28 Aug 2023 182DAY TD	Moody's ST P-2	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	4.75%
BOQ 4.45 27 Jul 2023 150DAY TD	Moody's ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.61%	4.45%
BOQ 4.55 24 Aug 2023 182DAY TD	Moody's ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.61%	4.55%
BOQ 4.55 24 Aug 2023 182DAY TD	Moody's ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.61%	4.55%
GCU 3.85 07 Mar 2023 91DAY TD	Moody's ST P-2	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	3.85%
MACQ 3.82 23 Mar 2023 120DAY TD	Moody's ST P-1	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	3.82%
MACQ 3.82 23 Mar 2023 120DAY TD	Moody's ST P-1	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	3.82%
MACQ 4.26 22 May 2023 90DAY TD	Moody's ST P-1	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	4.26%
MACQ 4.26 30 May 2023 91DAY TD	Moody's ST P-1	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	4.26%
MACQ 4.26 30 May 2023 91DAY TD	Moody's ST P-1	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	4.26%
MYS 3.7 06 Mar 2023 182DAY TD	Moody's ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.61%	3.70%
MYS 3.85 07 Mar 2023 92DAY TD	Moody's ST P-2	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	3.85%
MYS 4 04 Apr 2023 120DAY TD	Moody's ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.61%	4.00%
MYS 4.25 29 May 2023 182DAY TD	Moody's ST P-2	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	4.25%
SCC 4.3 29 May 2023 91DAY TD	Unrated ST UR	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	4.30%
SCC 4.3 29 May 2023 91DAY TD	Unrated ST UR	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	4.30%
SCC 4.3 29 May 2023 91DAY TD	Unrated ST UR	1,000,000.00	1,000,000.00	1,000,000.00	1.31%	4.30%
TMC 4.9 23 Nov 2023 273DAY TD	Unrated ST UR	2,000,000.00	2,000,000.00	2,000,000.00	2.61%	4.90%
		37,000,000.00	37,000,000.00	37,000,000.00	48.38%	2.04%
Portfolio Total		75,536,068.22	76,485,416.48	76,485,416.48	100%	1.93%



2. Portfolio Valuation By Categories As At 28 February 2023

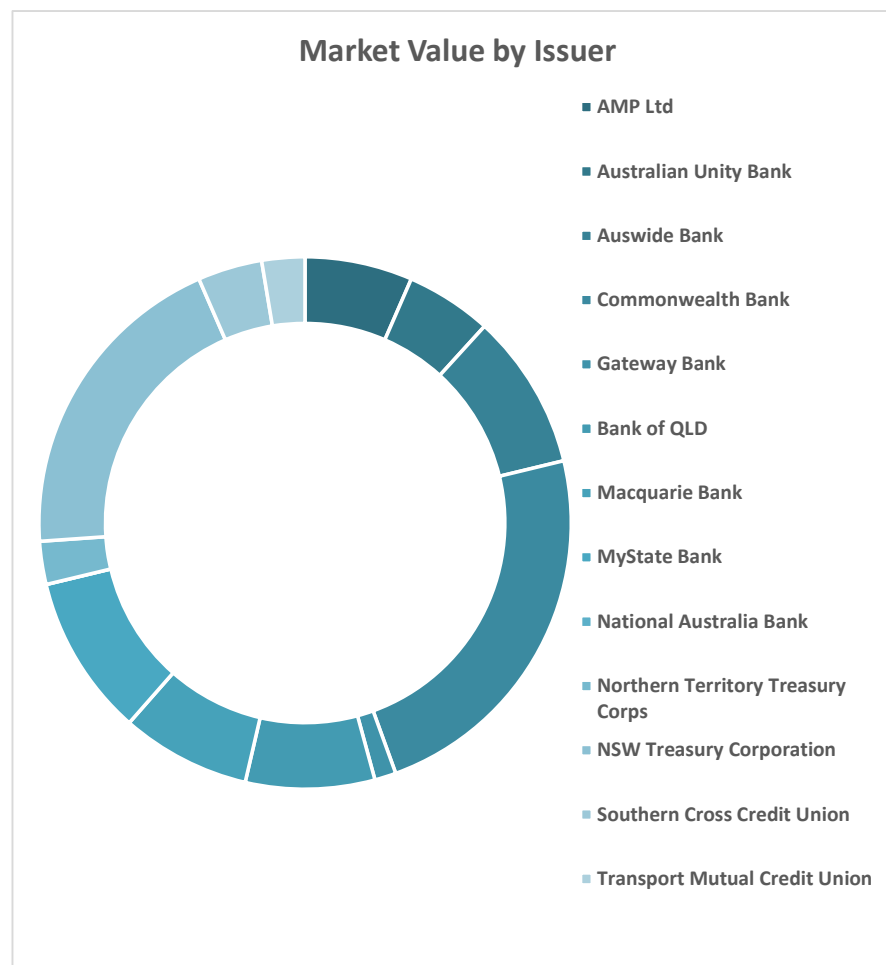
Security Type	Market Value	% Total Value
Fixed Rate Bond	2,000,000.00	2.61%
At Call Deposit	17,780,648.87	23.25%
Term Deposit	37,000,000.00	48.38%
Floating Rate Note	4,750,390.00	6.21%
Unit Trust	14,954,377.61	19.55%
Portfolio Total	76,485,416.48	100.00%





2. Portfolio Valuation By Categories As At 28 February 2023

Issuer	Market Value	% Total Value
AMP Bank Ltd	5,000,000.00	6.54%
Australian Unity Bank	4,000,000.00	5.23%
Auswide Bank Limited	7,250,000.00	9.48%
Bank of Queensland Ltd	6,000,000.00	7.84%
Commonwealth Bank of Australia Ltd	17,763,944.65	23.23%
Gateway Bank Ltd	1,000,000.00	1.31%
Macquarie Bank	6,017,069.51	7.87%
MyState Bank Ltd	7,500,000.00	9.81%
National Australia Bank Ltd	24.71	0.00%
Northern Territory Treasury Corporation	2,000,000.00	2.61%
NSW Treasury Corporation	14,954,377.61	19.55%
Southern Cross CU	3,000,000.00	3.92%
Transport Mutual Credit Union Limited	2,000,000.00	2.61%
Portfolio Total	76,485,416.48	100.00%



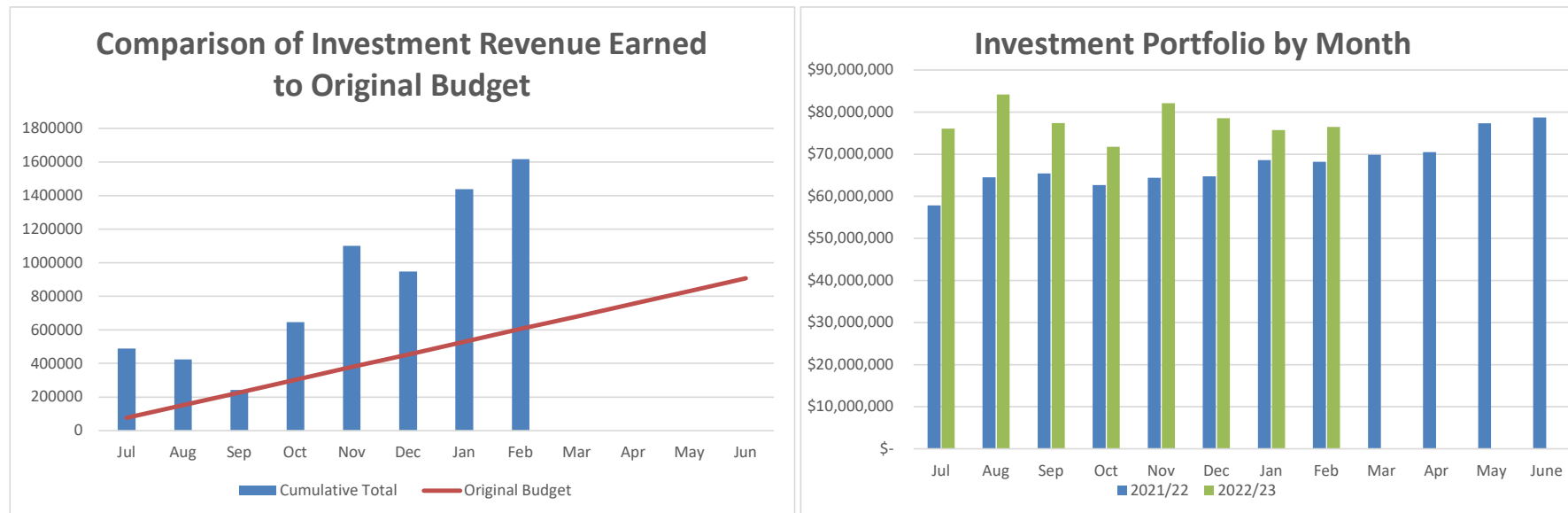


3. Investment Revenue Received For 1 February 2023 to 28 February 2023

Security	Issuer	Settlement Date	Face Value (Basis of Interest Calculation)	Consideration Notional	Income Type
AMP 3.7 06 Feb 2023 181DAY TD	AMP Bank Ltd	6 Feb 2023	1,000,000.00	18,347.95	Security Coupon Interest
Auswide 0.9 06 Nov 2023 FRN	Auswide Bank Limited	6 Feb 2023	750,000.00	7,408.95	Security Coupon Interest
AMP 3.65 20 Feb 2023 182DAY TD	AMP Bank Ltd	20 Feb 2023	2,000,000.00	36,400.00	Security Coupon Interest
AMP 3.85 21 Feb 2023 90DAY TD	AMP Bank Ltd	21 Feb 2023	1,000,000.00	9,493.15	Security Coupon Interest
JUDO 3.7 22 Feb 2023 90DAY TD	Judo Bank	22 Feb 2023	2,000,000.00	18,246.58	Security Coupon Interest
Auswide 3.7 23 Feb 2023 182DAY TD	Auswide Bank Limited	23 Feb 2023	2,000,000.00	36,898.63	Security Coupon Interest
Auswide 3.7 23 Feb 2023 182DAY TD	Auswide Bank Limited	23 Feb 2023	2,000,000.00	36,898.63	Security Coupon Interest
TMC 3.9 23 Feb 2023 90DAY TD	Transport Mutual Credit Union Limited	23 Feb 2023	2,000,000.00	19,232.88	Security Coupon Interest
AMP 3.7 27 Feb 2023 182DAY TD	AMP Bank Ltd	27 Feb 2023	1,000,000.00	18,449.32	Security Coupon Interest
Auswide 3.7 27 Feb 2023 181DAY TD	Auswide Bank Limited	27 Feb 2023	1,000,000.00	18,347.95	Security Coupon Interest
SCC 3.85 27 Feb 2023 91DAY TD	Southern Cross CU	27 Feb 2023	1,000,000.00	9,598.63	Security Coupon Interest
SCC 3.85 27 Feb 2023 91DAY TD	Southern Cross CU	27 Feb 2023	1,000,000.00	9,598.63	Security Coupon Interest
SCC 3.85 27 Feb 2023 91DAY TD	Southern Cross CU	27 Feb 2023	1,000,000.00	9,598.63	Security Coupon Interest
SCC 3.85 28 Feb 2023 90DAY TD	Southern Cross CU	28 Feb 2023	2,000,000.00	18,986.30	Security Coupon Interest
Other		28 Feb 2023		16,679.51	Bank Interest
Other		28 Feb 2023		132.72	Bank Interest
Other		28 Feb 2023		5,105.13	Bank Interest
Other		28 Feb 2023		13,661.49	Bank Interest
				303,085.08	
Medium Term Growth Fund	NSW Treasury Corporation			(94,074.27)	Fair Value Gain/(Loss)
Long Term Growth Fund	NSW Treasury Corporation			(24,997.41)	Fair Value Gain/(Loss)
				(119,071.68)	
TOTAL				184,013.40	



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





5. Environmentally Sustainable Investment Performance Report for the Period Ending 28 February 2023 Relative To 31 January 2023

Portfolio Summary by Fossil Fuel Lending ADIs				
ADI Lending Status	% Total	Current Period	% Total	Prior Period
Fossil Fuel Lending ADIs				
AMP Bank Ltd	6.5%	5,000,000.00	13.2%	10,000,000.00
Bank of Queensland Ltd	7.8%	6,000,000.00	0.0%	0.00
Commonwealth Bank of Australia Ltd	23.2%	17,763,944.65	9.1%	6,883,731.46
Macquarie Bank	7.9%	6,017,069.51	14.6%	11,026,797.12
National Australia Bank Ltd	0.0%	24.71	0.0%	24.71
	45.5%	34,781,038.87	36.9%	27,910,553.29
Non Fossil Fuel Lending ADIs				
Australian Unity Bank	5.2%	4,000,000.00	2.6%	2,000,000.00
Auswide Bank Limited	9.5%	7,250,000.00	14.9%	11,250,000.00
Gateway Bank Ltd	1.3%	1,000,000.00	1.3%	1,000,000.00
Judo Bank	0.0%	0.00	2.6%	2,000,000.00
MyState Bank Ltd	9.8%	7,500,000.00	9.9%	7,500,000.00
Northern Territory Treasury Corporation	2.6%	2,000,000.00	2.6%	2,000,000.00
NSW Treasury Corporation	19.6%	14,954,377.61	19.9%	15,073,449.29
Southern Cross CU	3.9%	3,000,000.00	6.6%	5,000,000.00
Transport Mutual Credit Union Limited	2.6%	2,000,000.00	2.6%	2,000,000.00
	54.5%	41,704,377.61	63.1%	47,823,449.29
Total Portfolio		76,485,416.48		75,734,002.58

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

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

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

Fossil Fuel vs Non Fossil Fuel Lending ADI





Disclaimer:

Laminar Capital Pty Ltd ABN 33 134 784 740 (AFSL 476686), its officers, employees, agents and associates ("Associates") from time to time hold interests in securities of, or earn brokerage, fees and other benefits from, corporations or investment vehicles referred to in documents provided to clients. All information contained herein is confidential and proprietary to Laminar Capital and, accordingly, this material is not to be reproduced in whole or in part or used for any purpose except as authorised by Laminar Capital. It is to be treated as strictly confidential and not disclosed directly or indirectly to any other person, firm or entity.

Distribution of this information to anyone other than the original recipient and that party's advisers is unauthorised. Any reproduction of these materials, in whole or in part, or the divulgence of any of its contents, without the prior consent of Laminar Capital is prohibited. Any securities recommendation or comments (including an opinion) contained in this document is general advice only and does not take into account your personal objectives, financial situation or needs. Laminar Capital is not acting in a fiduciary capacity. Recommendations or statements of opinion expressed may change without notice. You should not act on a recommendation or statement of opinion without first considering the appropriateness of the general advice to your personal circumstances or consulting your investment advisor to determine whether the recommendation or statement of opinion is appropriate for your investment objectives, financial situation or needs.

Laminar Capital believes that the information contained in this document is accurate when issued. Laminar Capital does not warrant that the information contained herein is accurate, reliable, complete or up-to-date, and, to the fullest extent permitted by law, disclaims all liability of Laminar Capital and its Associates for any loss or damage suffered by any person by reason of the use by that person of, or their reliance on, any information contained in this document or any error or defect in this document, whether arising from the negligence of Laminar Capital or its Associates or otherwise. No action should be taken on the basis of or in reliance on the information, opinions or conclusions contained in this document.

Laminar Capital acts as principal when we buy and sell fixed interest securities in the secondary markets. The yield that we quote to you incorporates any margin that we may receive. The margin is the difference between the price at which we, as principal, buy the security and the price at which we sell the security to you. Laminar Capital may also receive placement fees from Issuers for distributing securities on their behalf.

This document is not, and is not intended to be, an offer or invitation for subscription or sale, or a recommendation, with respect to any securities, nor is it to form the basis of any contract or commitment. This document does not purport to identify the nature of the specific market or other risks associated with these products. Before entering into any transaction in relation to the products, the investor should ensure that it fully understands the terms of the products and the transaction, relevant risk factors, the nature and extent of the investor's risk of loss and the nature of the contractual relationship into which the investor is entering. Prior to investing in these products, an investor should determine, based on its own independent review and such professional advice as it deems appropriate, the economic risks and merits, the legal, tax accounting characteristics and risk, and the consequences of an investment in them. This is not a substantive commentary or analysis by Laminar Capital and has not been prepared as a research product or comments by a research analyst.

LAMINAR CAPITAL PTY LTD
ACN 134 784 740
WWW.LAMINARCAPITAL.COM.AU

MELBOURNE OFFICE: LEVEL 5 RIALTO NORTH, 525 COLLINS STREET, MELBOURNE, VIC 3000 T 61 3 9001 6990 F 61 3 9001 6933
SYDNEY OFFICE: LEVEL 18 ANGEL PLACE, 123 PITT STREET, SYDNEY NSW, 2000 T 61 2 8094 1230
BRISBANE OFFICE: LEVEL 15 CENTRAL PLAZA 1, 345 QUEEN STREET, BRISBANE QLD, 4000 T 61 7 3123 5370

Council Policy

Richmond
Valley
Council



Policy Title:	Related Party Disclosure
Policy Number:	1.10
Focus Area:	Manage community resources and provide great service
Responsibility:	Finance
Meeting Adopted:	[Date] [Resolution Number]

OBJECTIVE

The Related Party Disclosure Policy has been developed to provide guidance in complying with the *Local Government Act 1993* section 413(3), which requires Council to prepare its General Purpose Financial Statements in compliance with Australian Accounting Standards. The relevant standard for the purpose of this policy is *AASB 124 Related Party Disclosures, July 2015* (AASB 124).

POLICY

The Australian Accounting Standards Board (AASB) determined in AASB 124 that from 1 July 2016, related party disclosures will apply to government entities, including local government.

AASB 124 requires Council to report on the material transactions between, on one side, Council's Key Management Personnel (KMP) and their close family members, and the organisations (entities) that these people control, and on the other side, Council and Council subsidiaries.

The KMP are defined as those people who have authority and responsibility for planning, directing and controlling the activities of the Council. There are two groups at Richmond Valley Council that fall into this definition:

- Councillors; and
- Executive Management Team (General Manager, Director Community Service Delivery, Director Projects and Business Development, Director Organisational Services and Chief of Staff).

Close members of the family of a person are those family members who may be expected to influence, or be influenced by, that person in their dealings with the entity and include:

- that person's children and spouse or domestic partner;
- children of that person's spouse or domestic partner; and
- dependants of that person or that person's spouse or domestic partner.

A related party transaction is the transfer of resources, services or obligations between Council and a related party regardless whether a price is charged. AASB 124 requires Council to report on 'material' transactions between Council and the related party. This includes all employee benefits and remuneration.

The decision on what is material rests with Responsible Accounting Officer. In deciding whether a transaction is material, the Responsible Accounting Officer will consider the requirements set out in AASB 124 and the following:

- whether the value of the transaction is over \$50,000;
- whether the transaction was conducted on non-market terms;
- whether the transaction is outside normal day to day operations;
- whether the transaction provides a financial benefit which is not available to the general public; and
- whether it is in the public interest to know about the transaction.

Information in relation to related party disclosures will be subject to audit by Council's external auditors.

Related Party Disclosures

KMP must provide a related party disclosure in the form affixed to this policy, notifying any existing or potential related party transactions between Council and either themselves, their close family members or entities controlled or jointly controlled by them or any of their close family members, to Council's Responsible Accounting Officer by no later than the following periods during a financial year (specified notification period):

- a) 30 days after a KMP commences their term or employment with Council;
- b) 30 November each year; and
- c) 30 June each year.

At least 30 days before a specified notification period, the Responsible Accounting Officer (or their delegate) will provide KMP with a Related Party Disclosure Form and Privacy Collection Notice.

Register of Related Party Transactions

The Responsible Accounting Officer is responsible for maintaining and keeping up to date a register of related party transactions that captures and records the information provided by KMP for each existing or potential related party transaction during a financial year.

The contents of the register of related party transactions must detail for each related party transaction:

- a) the description of the related party transaction;
- b) the name of the related party;
- c) the nature of the related party's relationship with Council;
- d) whether the notified related party transaction is existing or potential; and
- e) a description of the transactional documents the subject of the related party transaction.

The Responsible Accounting Officer is responsible for ensuring that the information required is disclosed in Council's Financial Statements to the extent and in the manner stipulated by AASB 124.

Status under the GIPA Act

Related party disclosures provided by a KMP, together with the register within which they are kept, are not open to or available for inspection by the public.

An application under the *Government Information (Public Access) Act 2009* (GIPA Act) seeking access to either:

- a document or information (including personal information) provided by a KMP in a related party disclosure; or
- personal information contained with a register of related party transaction

will be refused on the grounds that the document or information comprises information for which there is an overriding public interest against disclosure pursuant to section 14 of the GIPA Act.

REFERENCES

Accounting Standard AASB 124 www.aasb.gov.au
Government Information (Public Access) Act 2009
Local Government Act 1993

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	27/06/2017	New policy [Resolution 270617/14]
2	20/10/2020	Review and update to new format
3	[Date]	Review and update of Council's Executive Team membership



Related Party Disclosure by Key Management Personnel

[Note: This document is confidential and is not GIPA Act accessible.
See Council's Related Party Disclosure Policy]

Name of Key Management Personnel: _____

Position of Key Management Personnel: _____

Please read the Privacy Collection Notice provided with this notification, which explains what a related party transaction is and the purposes for which Council is collecting and will use and disclose, the related party information provided by you in this notification.

Please complete the table below for each related party transaction with Council that you, or a close member of your family, or an entity related to you or a close member of your family:

- (a) has previously entered into and which will continue in the _____ financial year; or
(b) has entered into, or is reasonably likely to enter into, in the _____ financial year.

Description of related party transaction	Is transaction existing / potential?	Related party's name (individual's or entity's name)	Related party's relationship / reasons why related	Description of transaction documents or changes to the related party relationship

Notification

I _____, _____ notify
(Full name) (Position)

Dated _____

that, to the best of my knowledge, information and belief, as at the date of this notification, the above list includes all existing and potential related party transactions with Council involving myself, close members of my family, or entities controlled or jointly controlled by me or close members of my family, relevant to the _____ financial year.

I make this notification after reading the Privacy Collection Notice provided by Richmond Valley Council, which details the meaning of the words "related party", "related party transaction", "close members of the family of a person" and, in relation to an entity, "control" or "joint control", and the purposes for which this information will be used and disclosed.

I permit the Responsible Accounting Officer and the other permitted recipients specified in Council's Related Party Disclosure Policy to access the register of interests of me and persons related to me and to use the information for the purposes specified in that policy.

Signed: _____

Date: _____

PRIVACY COLLECTION NOTICE RELATED PARTY DISCLOSURES BY KEY MANAGEMENT PERSONNEL (KMP)

Purpose of collection, use and disclosure

Effective for annual periods beginning on or after 1 July 2016, Council must disclose certain related party relationships and related party transactions together with information associated with those transactions in its general purpose financial statements, in order to comply with *Australian Accounting Standard AASB 124 Related Party Disclosures July 2015 (AASB 124)*.

Related parties include Council's KMP, their close family members, and any entities that they or any of their close family members control or jointly control. A related party transaction is any transaction (whether a transfer of resources, services or obligations) between the reporting local government and any of the related parties, whether monetary or not.

If there is a related party transaction with Council applicable to a reporting financial year, AASB 124 requires Council to disclose in the financial statements the nature of the related party relationship and information about the transaction, including outstanding balances and commitments associated with the transaction. Disclosure in the financial statements may be in the aggregate and/or made separately, depending on the materiality of the transaction. For more information about Council's disclosure requirements under AASB 124, please refer to Council's Related Party Disclosure Policy.

Notifications by KMP

In order to comply with AASB 124, Council has adopted a policy that requires all members of its KMP to periodically provide notifications to Council's Responsible Accounting Officer of any existing or potential related party transactions between Council and any of their related parties during a financial year, and any changes to previously notified related party relationships and transactions relevant to the subject financial year.

To this end, each KMP must provide a Related Party Disclosure, in the approved form, notifying any existing or potential related party transactions between Council and any related parties of the KMP, to Council's Responsible Accounting Officer by no later than the following periods during a financial year:

- 30 days after the commencement of the application of this policy;
- 30 days after a KMP commences their term or employment with Council;
- 30 November (each year); and
- 30 June (each year).

Note, these related party disclosure requirements are in addition to the notifications KMPs are required to make to comply with:

- for Councillors, the Code of Conduct; and
- for other KMPs, the Code of Conduct.

This includes disclosures relating to Conflicts of Interest (Pecuniary and Non-Pecuniary) and Gifts and Benefits.

Council's Auditors may audit related party information as part of the annual external audit.

For privacy and right to information status of this information, please refer to Council's Related Party Disclosure Policy.

Who are KMPs?

KMPs are persons having authority and responsibility for planning, directing and controlling the activities of Council, directly or indirectly.

For Richmond Valley Council, KMPs have been determined to include:

- Councillors
- General Manager
- Executive Team.

Who are close family members of a KMP?

Close family members, or close members of the family, of a KMP are family members who may be expected to influence, or be influenced by, that person in their dealings with Council and include:

- (a) that person's children and spouse or domestic partner;
- (b) children of that person's spouse or domestic partner; and
- (c) dependants of that person or that person's spouse or domestic partner.

Under AASB 124, close family members could include extended members of a family (such as, without limitation, a parent, grandparent, siblings, etc) if they could be expected to influence, or be influenced by, the KMP in their dealings with Council.

The following table may assist you in identifying your close family members:

Definitely a close family member	May be a close family member
Your spouse/domestic partner	Your brothers and sisters, if they could be expected to influence or be influenced by you in their dealings with council
Your children	Your aunts, uncles and cousins, if they could be expected to influence or be influenced by you in their dealings with council
Your dependants	Your parents and grandparents, if they could be expected to influence or be influenced by you in their dealings with council
Children of your spouse/domestic partner	Your nieces and nephews, if they could be expected to influence or be influenced by you in their dealings with council
Dependants of your spouse/domestic partner	Any other member of your family if they could be expected to influence or be influenced by you in their dealings with council

What is an entity that I, or my close family member, control or jointly control?

Entities include companies, trusts, incorporated and unincorporated associations such as clubs and charities, joint ventures and partnerships.

You control an entity if you have

- (a) power over the entity;
- (b) exposure, or rights, to variable returns from involvement with the entity; and
- (c) the ability to use your power over the entity to affect the amount of your returns.

Example of control

Fred is the Mayor of Sunny Shire Council and owns 100% of the ordinary shares in Sunny Development Company Pty Ltd (the company). The ordinary shares are the only shares in the company that have voting rights.

Fred controls the company because he has the power to affect the company's decisions and the return that he will get from the company.

Fred will need to include the company on his related party declaration.

Joint Control

To jointly control an entity there must be contractually agreed sharing of control of the entity, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

Example of joint control

Fred is the Mayor of Sunny Shire Council and owns 50% of the ordinary shares in Sunny Development Company Pty Ltd (the company). Fred's brother Stan owns the other 50% of ordinary shares. Fred and Stan are the only Directors of the company and have equal voting rights on the board.

Fred and Stan have joint control of the company because any decisions require the unanimous consent of them both.

Fred will need to include the company on his related party declaration.

In some cases, it will be obvious that you or a family member control or have joint control over an entity. In other cases, it will be less clear.

If you are unsure whether you, or a close family member, has control or joint control of an entity then you should contact Council's Responsible Accounting Officer for a confidential discussion.

[End of Privacy Collection Notice]