

Richmond
Valley
Council



ATTACHMENTS

Tuesday, 15 August 2023

UNDER SEPARATE COVER

Ordinary Council Meeting

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Richmond
Valley
Council



MINUTES

Ordinary Council Meeting 18 July 2023

ORDINARY COUNCIL MEETING MINUTES

18 JULY 2023

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ORDINARY COUNCIL MEETING MINUTES

18 JULY 2023

**MINUTES OF RICHMOND VALLEY COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, 10 GRAHAM PLACE, CASINO
ON TUESDAY, 18 JULY 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 Sandra Humphrys, Cr Patrick Deegan, Cr Debra McGillan

IN ATTENDANCE: Vaughan Macdonald (General Manager), Angela Jones (Director Community Service Delivery), Ryan Gaiter (Director Organisational Services), Ben Zeller (Director Projects & Business Development), Jenna Hazelwood (Chief of Staff), Julie Clark (Personal Assistant to the General Manager and Mayor), Simon Breeze (IT Support Coordinator)

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

Nil

ORDINARY COUNCIL MEETING MINUTES

18 JULY 2023

5 MAYORAL MINUTES**5.1 MAYORAL MINUTE - CASINO UNITED HOSPITAL AUXILIARY****RESOLUTION 180723/1**

Moved: Cr Robert Mustow

Seconded: Cr Stephen Morrissey

That Council extends its gratitude and appreciation to the Casino United Hospital Auxiliary for the tireless service the members have provided to our community for over 120 years.

CARRIED**5.2 MAYORAL MINUTE - NORTHERN RIVERS FLOOD RECOVERY****RESOLUTION 180723/2**

Moved: Cr Robert Mustow

Seconded: Cr Stephen Morrissey

That Council:

1. Notes the recent advocacy efforts of the Mayor and General Manager on behalf of our community to seek a more equitable allocation of funding and support to the Richmond Valley and across the whole Northern Rivers region; and
2. Agrees for the Mayor to write to the Premier, the Minister for Emergency Services and the Minister for Planning to highlight the priorities for residents impacted by floods across the Richmond Valley.
3. Seeks a meeting with the CEO of the NSW Reconstruction Authority to discuss how Council and the NSWRA can work together to speed up flood recovery and achieve our community's vision set out in our *Richmond Valley 2040* Community Strategic Plan.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

18 JULY 2023

6 CONFIRMATION OF MINUTES**6.1 MINUTES ORDINARY MEETING HELD 20 JUNE 2023****RESOLUTION 180723/3**

Moved: Cr Sam Cornish

Seconded: Cr Sandra Humphrys

That Council confirms the Minutes of the Ordinary Meeting held on 20 June 2023, including the following amendments to Item 7.1 and Item 7.2.

7.1 NORTHERN RIVERS RECONSTRUCTION AUTHORITY RESPONSE

Cr Robert Hayes referred to Item 7.1 Northern Rivers Reconstruction Corporation (NRRC) Response, and the letter provided to the Corporation's CEO David Witherdin seeking assistance for the Woodburn IGA, and asked if a response had been received?

Also the approaches made to Janelle Saffin MP and Minister for Planning and Public Spaces the Hon Paul Scully MP who were following up on the issue.

The General Manager advised a response letter had been received from the NRRC, which would be forwarded to Councillors. In summary, the letter states the focus of the NRRC is housing recovery and it currently does not have any programs which would fit the Woodburn IGA's business request. The Woodburn IGA's owner, Ms Hundy has also received a similar response from the NRRC and was thankful for Council's support in bringing this matter to the government's attention.

7.2 WOODBURN RIVERSIDE STREETSCAPE DESIGN

Cr Robert Hayes referred to Item 19.1 Woodburn Riverside Streetscape Design and enquired who were following up on the issue and asked if there was a timeline.

Director Projects & Business Development advised the contract for the works was executed on 19 June 2023 with a timeline of consultation with the public commencing in the upcoming weeks and the designs to be commenced within two months.

CARRIED**6.2 MINUTES EXTRARDINARY MEETING HELD 29 JUNE 2023****RESOLUTION 180723/4**

Moved: Cr Sandra Humphrys

Seconded: Cr Robert Hayes

That Council confirms the Minutes of the Extraordinary Meeting held on 29 June 2023.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

18 JULY 2023

7 MATTERS ARISING OUT OF THE MINUTES

Cr Hayes referred to Item 7.1 Northern Rivers Reconstruction Authority Response and enquired if there had been any further advice received from the Minister regarding financial assistance for the Woodburn IGA Supermarket.

The General Manager advised no further correspondence or advice had been received since the previous letter advising Ms Hundy that the focus of the NRRC is housing recovery. However Ms Hundy met with both Ministers when they visited the area last week and outlined her situation. The Ministers' visit formed part of the Government's plan to reset recovery in the Northern Rivers. Council is awaiting further advice on what the reset will entail.

Cr Hayes referred to Item 7.2 Woodburn Riverview Streetscape Design, noting the commencing date for the works has now changed to September.

The Director Projects & Business Development advised that an updated program of works has been received from the contractor and works will not commence until late September.

The General Manager suggested the updated information be included in the next community newsletter.

8 DECLARATION OF INTERESTS

Cr Robert Mustow declared a non-pecuniary interest in relation to Item 14.1 Richmond Valley Flood Recovery Update and 15.1 Casino Flood Study, Stormwater Study and Inflow and Infiltration Strategy update; due to owning a flood impacted property and owning property in the identified areas.

Cr Debra McGillan declared a non-pecuniary interest in relation to Item 14.1 Richmond Valley Flood Recovery Update, due to owning a flood impacted property.

Ryan Gaiter Director Organisational Services declared a non-pecuniary interest in relation to Item 14.1 Richmond Valley Flood Recovery Update, due to owning a flood impacted property.

9 PETITIONS

Nil

10 NOTICE OF MOTION

Nil

ORDINARY COUNCIL MEETING MINUTES18 JULY 2023

11 MAYOR'S REPORT**11.1 MAYORAL ATTENDANCE REPORT 13 JUNE - 11 JULY 2023****RESOLUTION 180723/5**

Moved: Cr Robert Mustow

Seconded: Cr Stephen Morrissey

That Council receives and notes the Mayoral Attendance Report for the period 13 June - 11 July 2023.

.CARRIED**12 DELEGATES' REPORTS****12.1 DELEGATES' REPORT MAY 2023 - ROUS COUNTY COUNCIL****RESOLUTION 180723/6**

Moved: Cr Sandra Humphrys

Seconded: Cr Robert Mustow

That Council receives and notes the Delegates' Report – Rous County Council for June 2023.

CARRIED**13 MATTERS DETERMINED WITHOUT DEBATE****13.1 MATTERS TO BE DETERMINED WITHOUT DEBATE****RESOLUTION 180723/7**

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That items 17.1 and 17.2 identified be determined without debate.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

18 JULY 2023

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

Richmond Valley Council continues to advocate for more funding and support for flood affected communities in the Mid-Richmond and Casino. At its June Ordinary meeting Council resolved to write to the Northern Rivers Reconstruction Corporation expressing its disappointment at the outcomes of the Resilient Home Program for the Richmond Valley community. The letter has been sent, but, as yet, no response has been received.

Council representatives have also attended the recent community rally at Woodburn to listen to residents' concerns and raise awareness of the need for Woodburn and surrounding communities to receive the same attentions as other communities impacted across the Northern Rivers. The Mayor and General Manager have also participated in meetings with the NSW Premier and Northern Rivers Reconstruction Authority representatives to further progress the flood recovery program.

An update on other recovery initiatives is included in the report.

RESOLUTION 180723/8

Moved: Cr Robert Hayes

Seconded: Cr Sandra Humphrys

That Council:

1. Notes the letter that was sent to the NSW Reconstruction Authority regarding the Resilient Homes Program, and that Council is still awaiting a reply; and
2. Acknowledges the ongoing efforts since the onset of the 2022 floods, including preparation of a comprehensive three year recovery plan, "Rebuilding the Richmond Valley", with the first year having been implemented.
3. Continues to advocate for our community to ensure the Richmond Valley gets its fair share of the Northern Rivers Flood Recovery funding.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

18 JULY 2023

15 COMMUNITY SERVICE DELIVERY**15.1 CASINO FLOOD STUDY, STORMWATER STUDY AND INFLOW AND INFILTRATION STRATEGY UPDATE****EXECUTIVE SUMMARY**

Richmond Valley Council has been working on four major flood and stormwater studies to determine how Casino and surrounds are impacted by flooding issues.

The four studies include:

- The draft Richmond Valley Flood Study, which includes updates of the 2022 flood levels (currently on public exhibition);
- Additional flood modelling work to support the Regional Jobs Precinct master planning process;
- The Casino Stormwater Study, which identifies current challenges with the stormwater network, and;
- The Casino Inflow and Infiltration Strategy, which focuses on how stormwater issues are impacting on the sewerage network

These studies are currently being finalised and Council will shortly begin the next stage of developing a long-term program of works to improve flood and stormwater management in Casino. The program will require sustained investment over the next 10 years to improve flooding outcomes and Council will be seeking additional funding and support to deliver these works.

RESOLUTION 180723/9

Moved: Cr Robert Hayes

Seconded: Cr Sam Cornish

That Council

1. Receives and notes the report on progress with flood, stormwater and inflow & infiltration studies for Casino.
2. Notes that a further report will be provided by November 2023, updating progress on developing long-term stormwater and flood management solutions.

CARRIED**16 PROJECTS & BUSINESS DEVELOPMENT**

Nil

ORDINARY COUNCIL MEETING MINUTES

18 JULY 2023

17 ORGANISATIONAL SERVICES**17.1 FINANCIAL ANALYSIS REPORT - JUNE 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 30 June 2023 is shown below:

Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
\$24,580,397	\$43,000,000	\$5,750,390	\$2,000,000	\$15,337,324	\$90,668,111

The weighted average rate of return on Council's cash and investments as at 30 June 2023 was 4.75% which was above the Bloomberg AusBond Bank Bill Index for June of 0.30%, which is Council's benchmark.

RESOLUTION 180723/10

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That Council adopts the Financial Analysis Report detailing the performance of its cash and investments for the month of June 2023.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

18 JULY 2023

17.2 DRAFT INTERNAL AUDIT CHARTER AND DRAFT AUDIT RISK AND IMPROVEMENT COMMITTEE TERMS OF REFERENCE**EXECUTIVE SUMMARY**

Council has developed a Draft Internal Audit Charter and Audit, Risk and Improvement Committee Terms of Reference, in accordance with legislative requirements. These documents have been endorsed by the Audit Risk and Improvement Committee and are now presented for Council's consideration. The documents were developed in line with the Office of Local Government's update on the *Guidelines for Risk Management and Internal Audit for Local Government in NSW* to comply with the amendments being made to the Local Government Regulation.

The Terms of Reference explain how committee members will be remunerated. This includes aligning members' annual fee increases with those determined by the Local Government Remunerational Tribunal and paying the required superannuation guarantee.

RESOLUTION 180723/11

Moved: Cr Stephen Morrissey

Seconded: Cr Sam Cornish

That Council

- (a) approves the Draft Internal Audit Charter and the Draft Audit, Risk and Improvement Committee Terms of Reference
- (b) approves an increase in the remuneration of the Audit, Risk and Improvement Committee members, in accordance with the Terms of Reference, commencing on completion of the first year, being October 2023.

CARRIED

18 GENERAL BUSINESS

Nil

ORDINARY COUNCIL MEETING MINUTES

18 JULY 2023

19 MATTERS FOR INFORMATION**RESOLUTION 180723/12**

Moved: Cr Stephen Morrissey

Seconded: Cr Sandra Humphrys

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

CARRIED**19.1 MINISTER FOR LOCAL GOVERNMENT RESPONSE - 2023/24 EMERGENCY SERVICES LEVY CONTRIBUTIONS****RESOLUTION 180723/13**

Moved: Cr Stephen Morrissey

Seconded: Cr Sandra Humphrys

That Council receives and notes the response from the Minister for Local Government the Hon Ron Hoenig MP, regarding the 2023/24 Emergency Services Levy.

CARRIED**19.2 CUSTOMER EXPERIENCE REPORT 1 APRIL - 30 JUNE 2023****RESOLUTION 180723/14**

Moved: Cr Stephen Morrissey

Seconded: Cr Sandra Humphrys

That Council receives and notes the Customer Experience Report for the period 1 April – 30 June 2023.

CARRIED**19.3 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 JUNE 2023 - 30 JUNE 2023****RESOLUTION 180723/15**

Moved: Cr Stephen Morrissey

Seconded: Cr Sandra Humphrys

That Council receives and notes the Development Application report for the period 1 June 2023 to 30 June 2023.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

18 JULY 2023

19.4 GRANT APPLICATION INFORMATION REPORT - JUNE 2023**RESOLUTION 180723/16**

Moved: Cr Stephen Morrissey

Seconded: Cr Sandra Humphrys

That Council receives and notes the Grant Application Information Report for the month of June 2023.

CARRIED**20 QUESTIONS ON NOTICE**

Nil

21 QUESTIONS FOR NEXT MEETING (IN WRITING)

Nil

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 VP362381 - Cleaning Contract

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 VP362383 - Security Contract

This matter relates to (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).

ORDINARY COUNCIL MEETING MINUTES

18 JULY 2023

RESOLUTION 180723/17

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 6.55 pm.

The Open Council meeting resumed at 7.00 pm.

The resolutions of the Closed Council meeting were read by the Director Organisational Services.

23 RESOLUTIONS OF CLOSED COUNCIL**22.1 VP362381 - Cleaning Contract**

That Council:

1. Accepts the tender from Cleaning Neways for the Cleaning of Council Offices and Buildings for a three-year period, with optional extensions, as it represents the best value for money at an annual price \$341,857 (ex GST).
2. Authorises the General Manager to negotiate and finalise the terms and conditions of any contract or agreement, in line with the content of this report and the available budget and affixing the seal of Council where necessary.

22.2 VP362383 - Security Contract

That Council:

1. Accepts the tender from Herne's Security for provision of security patrols and related services for a three-year period, with optional extensions, as it represents the best value for money, at a monthly price of \$24,612 (ex GST).
2. Authorises the General Manager to negotiate and finalise the terms and conditions of any contract or agreement, in line with the content of this report and the available budget and affixing the seal of Council where necessary.

The Meeting closed at 7.02 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 15 August 2023.

.....
CHAIRPERSON

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REBUILDING THE RICHMOND VALLEY

PROGRESS REPORT

JANUARY - JUNE 2023



Integrated Planning & Reporting

This Progress Report details action taken against the Rebuilding the Richmond Valley Recovery Plan (Plan), adopted by Council in June 2022. This report relates to the third and fourth quarters of the 2022/2023 year.



Following the flood event of February-March 2022, Council implemented a revised Integrated Planning & Reporting (IP&R) framework. The Plan detailed Council's vision to help restore the Richmond Valley and to 'build back better'.

The Plan replaces the Delivery Program for the 2022/2023 year, and is structured into three parts:

RECOVER

Council's direct response to the flood is detailed within the 'Recover' actions. This includes actions relating to rebuilding of homes, reconnection of communities and repairs to damaged roads and infrastructure.

Strategies include:

- Working with the community to revitalise towns and villages
- Leading local resilience and recovery programs
- Supporting temporary housing options that keep people connected to their community
- Supporting recovery of key industries
- Documenting the extent of infrastructure damage and identifying funding sources
- Restoring critical regional transport corridors and freight links
- Repairing water and sewerage supply networks
- Restoring riparian habitat zones and managing river water quality risks.

PREVENT & PREPARE

This section focuses on actions that will help to reduce the impact of floods in the future and assist communities with natural disaster preparation. Such as, finalisation of Council's flood studies and redesign of stormwater systems.

Strategies include:

- Restoring and strengthening emergency response infrastructure
- Improving stormwater and drainage networks
- Advocating for improved telecommunication networks
- Improving long-term flood planning and risk management
- Supporting local food production
- Reducing demand on natural resources.

SUSTAIN

The focus within the 'Sustain' actions, is on maintenance of "business as usual" activities, together with continued work on long-term strategies such as the Regional Jobs Precinct.

Strategies include:

- Developing the Northern Rivers Rail Trail and other signature projects for economic stimulus
- Supporting local businesses to recover and prosper
- Attracting new businesses to the Richmond Valley to support a diverse economy
- Providing a range of housing choices for the community
- Identifying, purchasing and developing suitable residential land to support growth
- Strengthening engagement between Council and the community
- Leading with integrity
- Managing resources responsibly and strengthening Council's role as a leading local employer.

Council has now completed the first year of the Recovery Plan and the remaining actions of the three-year program have been incorporated into the new 2023-25 Delivery Program, endorsed at Council's 29 June 2023 meeting.

RECOVER

OBJECTIVE 1: Help communities to recover and reconnect

1A: Work with the community to revitalise our towns and villages
Principal Activity 1A1: Prepare Place Plans for towns and villages
<i>Work has commenced on Place Plans for Woodburn, Broadwater, Evans Head and Coraki. Requests for quotations will be issued in August 2023. The Place Plan project will involve extensive community consultation over the next six months.</i>
On Schedule
Principal Activity 1A2: Help community groups to recommence activities
<i>All clubhouses throughout the Valley have been repaired. Regular communication is happening with Clubs sending through any grant opportunities available to restock equipment and upgrade facilities. Rappville Hall and the Casino Indoor Sports Stadium are examples of community assets that have been re-established to assist community groups in recovery. Upcoming works on the Woodburn Oval, Colley Park, Queen Elizabeth Park, Windsor Park, and Stan Payne Oval will also enable sporting and community groups to build on their membership bases.</i>
<i>Further rounds of the RVC Community Grants Program were offered where Council allocated \$75,000 in the 2022/23 budget for this program. Two equal funding rounds of \$37,500 were provided with 42 eligible applications receiving partial or full funding for their requests.</i>
<i>Council also ran its Event Support Program which supported 18 events with \$120,773. RVC supported events included; Evans Head Fishing Classic, Casino Show, Evans Head Malibu Classic, Evans Head Casino Surf Life Saving Club 10 Years, Peach Festival, Woodburn Riverside Festival, Casino West Art Show, Coraki Art Prize, March Against Violence, Woodburn Spring Orchid Show, Breast Comp Ever, Casino All Blacks, Evans Head Rodeo, Casino Beef Week, Primex Field Days, Evans Head Christmas, Broadwater Christmas, Coraki Christmas and Casino Fun Run</i>
On schedule
1B: Lead local resilience and recovery programs
Principal Activity 1B1: Establish Local Recovery Advisory Groups
<i>Woodburn, Broadwater, Coraki and Rappville advisory groups are ongoing. Depending on location, they meet every 6-8 weeks. The advisory groups provide Council with an opportunity to keep the community informed of support services, grant programs and recovery initiatives. These groups continue to provide valuable insights and information on each community's needs during the recovery journey. Council acts as a conduit by ensuring these insights are shared with Federal and NSW Government MPs and agencies.</i>
Completed

1C: Deliver community events to encourage reconnection
Principal Activity 1C1: Support the Richmond Valley's Signature Events program
<p><i>Council's Events team continues to work with organisers to build business and event capability to ensure there is strong community involvement and support. Our signature events - Beef Week and Primex - are closely linked to our lifestyle, culture and history.</i></p> <p><i>Primex 2023 saw 370 exhibitors, 795 companies and 1850 industry group representatives, attracting 24,000 visitors over three days.</i></p> <p><i>The economic impact from visitors and exhibitors to the region was \$3.8 million.</i></p> <p><i>79% of visitors came from the Northern Rivers; 8% from interstate.</i></p> <p><i>76% of visitors are planning to attend the 40th anniversary in 2024.</i></p> <p><i>48% of visitors were primary producers</i></p> <p><i>16% of visitors bought major purchases at the event averaging \$18,517</i></p> <p><i>Beef Week 2023 saw an estimated 25,000 people attend the event over the 11 days. 85% of attendees were from the North Coast, with Queenslanders being the next biggest group. The two biggest days were Breakfast with the Butchers and Main Saturday.</i></p> <p><i>New three-year sponsorship agreements have been signed between Council, Primex and Beef Week. The agreements are set down as cash sponsorship to the annual value of \$30,000 (ex GST) for Beef Week and \$25,000 (ex GST) for Primex. We also commit to continuing to provide in-kind support, such as waiving of some fees, and the expertise of our Events team. As per previous years, all other expenses (plant, waste fees and field staff wages) will be invoiced in line with agreed resourcing levels</i></p> <p>On schedule</p>
Principal Activity 1C2: Work with communities to develop recovery events
<p><i>Through the advisory groups across the local government area (LGA) and also working with the recovery hubs, recovery events have been held across the LGA. Future events are being planned such as a DIEP (Disability Inclusive Emergency Planning) forum, health and wellbeing sessions, nutrition demonstrations and Auslan training.</i></p> <p><i>A Disability Inclusive Emergency Planning forum was held on the 26th June which was attended by community members, first responders, community groups and government agency staff. Hosting this forum in partnership with the University of Sydney, means that support can be provided for everyone in our community, regardless of age or ability and can assist in equipping them with the skills we all need to better prepare, respond and recover from disaster. At the forum participants learnt about:</i></p> <ul style="list-style-type: none"> <i>- People-centred approaches to emergency management</i> <i>- Factors that increase risk for people with disability in emergencies</i> <i>- Strategies to reduce risk and increase the resilience of people with disability to disaster</i> <i>- Local community resources that can be shared before, during and after an emergency to keep people safe</i> <p>On schedule</p>

1D: Strengthen the role of local libraries in community recovery**Principal Activity 1D1: Increase technology support and digital resources at libraries**

The library continues to provide access to a great eResource collection as well as online databases which is assisting communities to recover and reconnect. These resources are available 24/7 and are especially important to those who are isolated. In 2022/23 there were 22,987 loans of eBooks, eAudio and eMagazines. The library is also part of 3 consortiums which greatly increases the number of items available. Other resources available are film and music streaming. The library also has an online computer database where people can practice or improve their IT skills.

On schedule

Principal Activity 1D2: Provide access to recovery and assistance information

Assistance is still being provided, however, there has been a decrease in requests. The libraries are serving members who have relocated to our communities. Libraries continue to provide safe and welcoming spaces.

On schedule

Principal Activity 1D3: Develop library-based programs for social connection and wellbeing

The library provided programs both within the library and Outreach. Programs targeted members of the community from Baby Bounce to Seniors with Tech Savvy programs. During 2022/23, 872 programs were conducted, including 404 children's programs with 6,078 children attending. These were held both in the libraries and as part of the outreach program and play an important role in early literacy. There were 329 one-on-one tech savvy programs which helped people improve their IT skills, and 614 attended 112 Adult education craft sessions. These play an important role in easing social isolation and assisting with mental health.

On schedule



The new library courtyard, Casino was officially opened in February 2023.

Rappville Hall opening

Council completed another milestone in its recovery from the 2019 bushfires with the opening of the new Rappville Hall Mayor Robert Mustow, former Governor General Sir Peter Cosgrove and Federal Member for Page Kevin Hogan officially opened the new facility on 27 February 2023.

The construction of a new hall was one of Council's key priorities in the wake of the devastating bushfire of October 2019, which destroyed many homes in Rappville, as well as the original hall.

In developing the plans for the new hall, located on what is now called the Rappville Common, Council was fortunate to work with BizRebuild, a bushfire-recovery initiative of the Business Council of Australia.



Federal Member for Page Kevin Hogan, former Governor General and BizRebuild Chair Sir Peter Cosgrove, Rappville Hall Committee president Dave Newby and Richmond Valley Council Mayor Robert Mustow.

The \$1.5 million project was funded by BizRebuild's Community Rebuilding Trust, the Australian Government's National Bushfire Recovery Agency and Richmond Valley Council, resulting in a much-improved space for the community to use.

The new hall includes a generous sized hall and outdoor deck, a separate building housing a communal kitchen and supper room, along with a covered outdoor dining area, as well as storage and amenities areas.

As part of the project, Council purchased Rappville's St John's Anglican Church and surrounding land from the Anglican Diocese of Grafton. The historic church will remain available for services.

RECOVER


OBJECTIVE 2: Support families and businesses to rebuild

2A: Support temporary housing options that keep people connected to their community	
Principal Activity 2A1: Support Resilience NSW to establish temporary housing sites	
<p><i>Significant support has been provided to Resilience NSW Housing Taskforce to identify suitable sites to establish temporary housing solutions for the community who have been impacted by the 2022 flood events. Two temporary housing sites have now been established and are now operational. The Coraki site has been established on NSW Health land which was formally the Coraki Hospital site. This site supports pod dwellings and includes site/security office, amenities buildings, open spaces and playground. The site in Evans Head is on Crown Land and adjacent to the Reflections Holiday Park. This site has been established with caravan sites which are homing flood impacted people.</i></p>	
Completed	
Principal Activity 2A2: Support rehoming and fostering of pets for displaced families	
<p><i>Following the 2022 flood events, Council Rangers were engaged with assisting flood impacted residents and their animals. This need has declined; however, support is always available. Council Officers have built strong relationships with rehoming organisations and charities which significantly contributed to the successful rehoming and arranging foster care for companion animals following the flood.</i></p>	
<p><i>Regulatory staff raising Adopt-a-Pet awareness</i></p>	
Completed	
2B: Support flood-affected residents and businesses through the development approval process	
Principal Activity 2B1: Provide development concierge services to support flood affected properties	
<p><i>Council's Development Concierge has been working directly with owners of flood affected properties to help them explore options to restore their homes and access Council's hardship provisions, as appropriate.</i></p> <p><i>Fact sheets have been prepared to assist owners with key issues, such as house raising options and use of relocatable homes for temporary accommodation, emergency works and repairs, rebuilding after floods and options for tiny homes.</i></p> <p><i>Further work is underway on a full range of updated development fact sheets to be made available on Council's website in the near future.</i></p>	
On schedule	

Principal Activity 2B2: Explore options to improve flood resilience through building design and location
<i>Council has been actively supporting flood-affected residents to improve the resilience of their homes through house raising and redevelopment options. In the past six months, 10 development applications for flood-affected properties have been determined. This included six house-raising proposals, one replacement home and three applications relating to flood-affected businesses. Completion of the new Richmond Valley flood study will provide Council with improved flood data to support development decisions. Council plans to commence its Floodplain Risk Management Plan in early 2024, subject to funding being available.</i>
On schedule
2C: Restore central business districts and town centres
Principal Activity 2C1: Ensure CBD precincts in Casino and the Mid-Richmond are well maintained
<i>CBD precincts in all locations are subject to regular inspections and maintenance as per established service levels in accordance with budget allocations.</i>
On schedule
2D: Support recovery of key industries
Principal Activity 2D1: Advocate for government assistance for local businesses and employees
<i>This is ongoing, working with Service NSW and Office of Regional Economic Development to provide input and feedback on development of grant programs and issues arising from the roll out of programs. Council has been at the forefront in an advocacy role, to highlight the shortcomings and timeliness of support programs. In the initial flood response, Council was active in contacting our register of businesses, both from an immediate support perspective, but also in terms of leveraging the opportunity for some businesses who experienced a significant uplift in trade activity as the impacts of the event became obvious in Lismore and the wider Northern Rivers. Council continues to work with the Northern Rivers Reconstruction Corporation to assist where relevant in their charter to rebuild the Northern Rivers and has recently made introductions for new businesses to establish in the RV which would complement and strengthen existing businesses. These new businesses are from the recycling, mechanical and building supply industries.</i>
On schedule
Principal Activity 2D2: Partner with Regional NSW, Regional Development Australia (RDA) and local business organisations to support business recovery
<i>The Department of Regional NSW has developed a regional business, industry and tourism flood recovery reference group that Council actively participates in. This forum has been utilised to gain information and provide feedback regarding business recovery initiatives. Council has provided support in resolving issues with these programs.</i>
On schedule

RECOVER

OBJECTIVE 3: Restore the Richmond Valley's road network

3A: Document the extent of infrastructure damage and identify funding sources
Principal Activity 3A1: Complete asset inspection programs and secure funding commitments through Disaster Recovery Funding Arrangements (DRFA) and other options
<i>Inspections of all road infrastructure have been completed. The Reconstruction team is actively submitting claims for Essential Public Asset Restoration (EPAR) works. Other grant funding opportunities are being explored and applied for as they arise. Most of the unsealed road network has been made safe and gravel replacement and grading works are complete. EPAR submissions are being assessed by Transport for New South Wales and the lack of approvals is constraining works on the ground and the ability to plan for projects. At 30 June, 29 EPAR's had been submitted to the value of \$133million while 15 EPAR's were being prepared for submission valued at \$12million. Council has received formal approval for 2 EPAR's being Naughtons Gap Road and Busby's Flat Road, Pickupene landslips.</i>
On Schedule
3B: Restore critical regional transport corridors and freight links
Principal Activity 3B1: Support restoration works for Summerland Way and Bruxner Highway
<i>We continue to liaise with TfNSW, which controls State roads, and to undertake works on behalf of the State to restore these important road networks. Council is playing a key role in advocating for funding to upgrade regionally important transport/freight corridors and make them more resilient. Access issues on the Summerland Way and Bruxner Highway were all resolved expediently in the aftermath of the floods, with further works recently completed.</i>
On Schedule



<i>Council has secured federal funding for the replacement and raising of the Tatham Bridges and this project will progress later in 2023.</i>
Principal Activity 3B2: Advocate to upgrade Woodburn-Casino Rd (MR145) as a key regional link road and complete restoration works
<i>After completion of the recent four year \$10million plus program of work on MR145, future funding has been secured for the replacement of the Tatham Bridges (\$18m), The Dip (Dairy Flat) and Thearles Culvert. For the full future restoration of this critical transport route, further funding of over \$40million will need to be sourced.</i>
On schedule
Principal Activity 3B3: Restore essential freight links and community access roads
<i>There has been significant effort by staff to ensure essential freight links and community access roads are all passable to traffic post the 2022 flood events. Additional works are scheduled to be undertaken on several key freight links to further add to the initial restoration works. For example, MR145 (Casino to Woodburn) is one of the most significant transport corridors through the Richmond Valley and is often subjected to inundation from flood water. Council Officers are exploring opportunities to improve the resilience of MR145 by identifying key risk areas and determining appropriate measures for betterment. Council will be strongly advocating for additional funding to undertake betterment works. Funding has recently been secured for the Tatham Bridges, The Dip (Dairy Flat) and Thearles Culvert which will complement the already completed 16km of upgraded sections on this road.</i>
<i>Another key transport link which will be restored as a result of over \$15million in funding is the Naughtons Gap Road.</i>
On schedule
3C: Remediate landslips and develop long-term solutions for North Casino link roads
Principal Activity 3C1: Complete Naughtons Gap Road realignment
<i>Council staff have been very active in advocating to all levels of government for a solution to this significant transport link issue. Council's own funds were invested in investigation and options reports to identify the best solution possible to reopen the Naughtons Gap Road. Officers from Transport for NSW have clearly stated the government's preference for a repair solution, and not a realignment. The issue was escalated to the Minister for Transport. Meanwhile, Council had followed the recommendation of TfNSW and lodged a disaster claim for damage, but also an application to the significant road asset betterment grant fund. Council was successful for the betterment funding for the retaining wall component and additional disaster claim funding was awarded for the road repair component. A Tender is currently out to the open market for the reconstruction works which will be provided to a future Council meeting for approval.</i>
Behind Schedule
Principal Activity 3C2: Complete Bentley Road landslip restoration
<i>The Infrastructure Reconstruction team is actively engaged with TfNSW to progress this project. While negotiations continue, interim works have been completed to improve safety and reopen the road to two lanes of traffic. Negotiations to finalise the scope of works have taken some time to resolve. A revised scope is currently pending on the outcomes of an assessment by a geotechnical engineer, following which a revised EPAR application will be submitted to TfNSW.</i>
On Schedule

3D: Rebuild and repair damaged roads, bridges and culverts
Principal Activity 3D1: Develop & deliver a three-year capital works program for road, bridge & culvert restoration across road network
<i>The Infrastructure Recovery team and Roads and Drainage team has been actively working on drafting a three-year program for restoration works across the road network now that road inspections have been completed. EPAR funding approvals and the speed at which these are happening will result in changes to the program on an ongoing basis. Recent structural adjustments will see the Assets team be active in setting future capital works programs and providing direction for delivery teams.</i>
On Schedule
Principal Activity 3D2: Develop & deliver three-year maintenance and inspection program for roads, bridges & culverts
<i>Council recently adopted the new set of Asset Management Plans which include the Roads Asset Management Plan. These plans provide strategic direction, and recent resource additions to the asset team will own the development and actioning of future inspection programs. Work on these programs is underway.</i>
On schedule

RECOVER

OBJECTIVE 4: Restore essential infrastructure

4A: Repair/rebuild water supply networks
Principal Activity 4A1: Complete urgent repair works to water supply assets
<i>All water supply assets are functioning normally with emergency repair works completed.</i>
Completed
Principal Activity 4A2: Design, secure approvals & funding for Casino Water Treatment Plant upgrade
<i>The intent of this project is to improve drinking water production in the short and long term through process improvements to the plant, which will increase its reliability and better allow it to treat the variable quality of raw river water. An Options Assessment proposal by City Water Technologies, to conduct a process review and recommend optimisation and potential upgrades, has been accepted by the Department of Planning and Environment (DPE) and a funding deed has been issued to Council for the project. The catchment has a high-risk score for pathogens, resulting in an overall Risk Score of 5 being awarded to the plant. As a result, DPE has agreed to 50% fund any works through the Safe and Secure Water Program. Work can now proceed on the detailed process and optimisation review of the plant.</i>
On schedule
Principal Activity 4A3: Deliver quality water supply services
<i>Council continues to deliver water supply services to our community that meets the required service standards and are NSW Health compliant.</i>
On schedule
4B: Repair/rebuild sewerage networks
Principal Activity 4B1: Complete urgent repair works to sewerage system assets
<i>All sewerage assets are functioning normally with emergency repairs completed.</i>
Completed
Principal Activity 4B2: Complete Evans Head Sewage Treatment Plant (STP) Stage 2
<i>The Evans Head STP Stage 2 funding application through the Safe and Secure Pathway was approved by the Department of Planning and Environment in December 2022. The Stage 2 concept design is on schedule to be issued to Council for comment and consideration in early September so it can be finalised in late September.</i>
<i>The detailed design will commence once the concept design has been approved and deemed to be satisfactory. NSW Public Works has been engaged to complete the Review of Environmental Factors and the Business Case for the project, the latter of which is required for the Safe and Secure Funding.</i>
On Schedule

Principal Activity 4B3: Construct Rappville Sewerage Scheme
<i>This project is funded under the Bushfire Local Economic Recovery Fund and has progressed toward the conclusion of the planning and design stage. Land acquisition for the site of the main infrastructure is almost concluded and is located South of Rappville. Procurement for the construction of the project is imminent. With most projects, cost indications are higher when tested by the market than when first scoped several years ago.</i>
On schedule
Principal Activity 4B4: Design, secure approvals & funding for Casino STP upgrade
<i>A procurement process for the assembly of a panel of consultants to assist with the delivery of the STP project is due to conclude in July. A primary project management consultant will be appointed from the panel with the aim of assisting Council to deliver the project over the next five years. An application for funding from the Regional Growth Fund (Growing Regional Economies Fund) was submitted in May and the Stage 1 result was expected to be announced in early July. GHD has provided the final draft report of the Casino STP Options and Costing and the final Condition Assessment Report. The Balmoral Group is on schedule to deliver the Business Case for replacement of the plant in September.</i>
On Schedule
Principal Activity 4B5: Deliver efficient sewerage services
<i>Council continues to deliver sewerage services to the community that meet the required service standard while being efficient and Environment Protection Authority (EPA) compliant under normal operating conditions.</i>
On schedule
4C: Restore and maintain community facilities and assets
Principal Activity 4C1: Restore damaged assets, including sporting facilities, parks, recreation areas, cemeteries, footpaths and cycleways
<p><i>Multiple grant funding commitments, along with insurance funding, has allowed Council teams to restore and upgrade community facilities and assets. Priority has been given to asset restoration from a safety perspective, for example, with Queen Elizabeth Park which was used as a temporary waste transfer station at the height of the flood cleanup effort. These works were completed and open to the public in April 2023.</i></p> <p><i>Community halls, parks, sporting fields and cycleways across the Richmond Valley have all been assessed and repairs have been completed.</i></p> <p><i>A highlight of the repair program was the re-opening of the Casino Indoor Sports Stadium in March. Council has also been awarded funding for the top soiling of all sports fields which is scheduled to be completed by December 2023.</i></p>  <p><i>Reopening of the Casino Indoor Sports Stadium</i></p>
On Schedule

Principal Activity 4C2: Continue to maintain community buildings and assets in accordance with asset plans and programs

Asset and facility maintenance programs are ongoing, with works being scheduled following inspections or when CRMs (Customer Request Management system) are tasked to the Assets team. Post flood event, many of Council's buildings have required increased repair and maintenance effort, some funded by insurance. The flood event has required Council to make difficult decisions regarding the rebuilding of damaged buildings, with some requiring demolition.

The Strategic Asset Planning & Asset Management Strategy and updated set of five Asset Management Plans, adopted in 2022/2023, will inform the maintenance and renewal program of community buildings in future years and will be incorporated into business as usual.

On schedule



*Rebuilt Rappville Hall,
opened February 2023*

The Greens on Barker

Casino's CBD came alive after being granted \$334,000 from the NSW Government's Streets as Shared Spaces Program to beautify the main street. Council also contributed \$30,000 to create The Greens on Barker Street project that involved transforming an underutilised block of land into a newly created green space for the community.

The site features accessible pathways, shade structures, sandstone seating with landscaping, pavement stencilling and artwork and has already attracted wide praise from the community.

The Streets as Shared Spaces program was born out of the COVID-19 pandemic. The program provides one-off grant funding to support local councils to test and pilot new and innovative ideas for streets as safe, shared public spaces.



Official opening of the new space



Concept drawing of The Greens on Barker project

RECOVER

OBJECTIVE 5: Restore the environment

5A: Work with government partners to restore and stabilise damaged riverbanks
Principal Activity 5A1: Advocate for riverbank assessment and restoration programs in Casino, the Mid-Richmond and Bungawalbin
<p><i>Council's successful Flying Fox Habitat Restoration grant for Casino riverbank (\$299,992 over 5 years) is well under way with over 4000 trees planted this financial year. The Coraki Riparian Project Partnership for Coraki Riverbank (with Rous County Council and NSW Fisheries) is also well underway with a koala being sighted in the area of the plantings. The restoration work commenced September 2022 on the Casino Riverbank. The Coraki grant works now include support from the Friends of the Koala funding along the riverbank in priority locations.</i></p> <p><i>Council applied for a recreational fishing habitat grant for McDonald Park Casino in 2022, but unfortunately was not successful in securing this funding. However, the Sustainable Communities and Environment team have a small amount of funds allocated to carry out some restoration works.</i></p> <p><i>Local Land Services offer advice, recommendations and funding opportunities to private rural landowners and encourage riverbank restoration. Council Officers continue to actively seek funding for environmental restoration works in the Richmond Valley.</i></p> <p>On schedule</p>
5B: Restore riparian habitat zones in Casino and the Mid-Richmond
Principal Activity 5B1: Seek funding to design and deliver riparian habitat restoration programs
<p><i>The Northern Rivers Regional Partnership Steering Group is advocating for the planting of koala food trees, including significant riparian areas. Council applied for Fish Habitat grants supporting riparian restoration but was unsuccessful on this occasion. The Flying Fox habitat program is also a riparian habitat restoration program. Council was successful in securing a grant of \$299,992 under this program for physical works to be undertaken over a 5-year period with further 3 years to the term covering establishment and maintenance. Council will continue to seek and advocate for additional funding for habitat restoration.</i></p> <p>On schedule</p>
5C: Finalise flood clean-up and incident management
Principal Activity 5C1: Complete inspections of underground petroleum storage systems (UPSS) and develop remediation plans
<p><i>UPSS inspections occur as required and remediation plans are required where appropriate. The EPA has finished its involvement with the flood impacted premises at Broadwater and has carried out further assessment on some Council managed land potentially impacted by flood related fuel spills and provided feedback on future remediation options. Council Officers provided assistance to the EPA when required and engage with them regularly.</i></p> <p>On schedule</p>

Principal Activity 5C2: Partner with EPA to address flood-related chemical and biological hazard incidents
<i>The EPA was the lead agency for the 'Clean up flood debris on private land program'. Council partnered with the EPA and assisted throughout the duration of the program by reporting events and communicating with EPA in regard to progress. In addition, Council released a number of communications, including community newsletters and social media, regarding the services available to assist the community on the appropriate pathway for the disposal of flood related waste during the program. This clean-up program has now concluded. There are opportunities available for the community by seeking guidance through Service NSW on potential contamination matters. This clean up and assessment process has been a significant and important program ensuring waste was handled and disposed of correctly and responsibly to reduce the potential risk to the natural environment and hazard to human health.</i>
Completed
Principal Activity 5C3: Manage high risk on-site sewage management systems (OSMS)
<i>The Environment and Health team actively inspect OSMS systems throughout the year. OSMS systems that are not operating as intended pose a risk to the environment and human health due to inappropriately treated effluent entering local waterways. These OSMS inspections include high risk systems, flood impacted systems, new installations and upgrades. In May 2023, Council selected an OSMS and Liquid Trade Waste (LTW) Officer to join the team to ensure delivery of Council's responsibilities.</i>
On schedule
5D: Manage water quality risks
Principal Activity 5D1: Partner with State agencies to support Richmond River water quality monitoring
<i>Council participates in the NSW Department of Planning and Environment (DPE) Beachwatch Program which includes monitoring of water quality. Council Officers work with NSW Fisheries, Local Land Services, Public Works Authority and Rous County Council to monitor the ongoing impacts of the 2022 floods. Rous County Council is the lead agency monitoring river health and regularly report their findings to stakeholders. Water quality parameters such as dissolved oxygen and turbidity are indicators of the health of the waterway and can signal potential risks such as the formation of blackwater and fish kills.</i>
<i>Blue Green Algae, which is natural in the environment generally, blooms sometimes during warm weather and when other environmental conditions occur. Elevated levels were present in the Richmond River catchment during the summer months and this continues to be monitored, in consultation with WaterNSW.</i>
On schedule
Principal Activity 5D2: Manage compliance with environmental licences
<i>The Sustainable Communities and Environment team provides internal auditing and monitoring of Council owned sites covered by Environment Protection Licences and supports other teams and Managers with advice on achieving environmental compliance. The team maintains a solid working relationship with the EPA and seeks guidance if necessary. The required audits have been completed and include recommended actions to reduce or remove non-compliance risk.</i>
On schedule

PREVENT & PREPARE

OBJECTIVE 6: Improve the disaster resilience of public assets

6A: Restore and strengthen emergency response infrastructure
Principal Activity 6A1: Repair flood damage to Rural Fire Service (RFS) and State Emergency Service (SES) buildings
<i>Council staff continue to liaise with the relevant representatives of the RFS and SES. Inspections of all facilities in the Richmond Valley have been undertaken, with required repair works to SES Broadwater, Tomki RFS and Coraki SES completed. Discussions are being held regarding permanently relocating the Broadwater SES as it is one of the first areas to be inundated in Broadwater and until a new location can be found, repairs have been made to the current structure. Council's assets team recently managed the project to establish an RFS facility at Fairy Hill.</i>
Completed
Principal Activity 6A2: Maintain Regional Emergency Operations Centre and equip council-owned evacuation centres
<i>An audit of evacuation centres is being led by a working group formed by the Local Emergency Management Committee. Any actions relating to Council owned or managed facilities will be actioned. The Casino RFS Regional Centre remains as the identified Emergency Operations Centre for the Northern Rivers LEMC group. It is well equipped as a result of funding provided by the state government post the 2019/2020 bushfires.</i>
On Schedule
Principal Activity 6A3: Strengthen the role of Casino aerodrome in emergency response
<i>Council commissioned the Casino Aerodrome Review 2022 which provided a detailed assessment and future actions list for the future direction of the aerodrome. Several recommendations involved the role of the Aerodrome in Council's emergency response, including dedicated areas for helipads, an onsite fuel facility and improved access to the weather station. Of these recommendations, a fuel facility has been commissioned and has been welcomed by stakeholders and has even attracted new users to the facility due to the convenient location of the Casino Aerodrome.</i>
On schedule
6B: Improve local stormwater and drainage networks
Principal Activity 6B1: Develop Casino & Evans Head stormwater models and stormwater risk management works program
<i>Casino Stormwater Drainage Study is well advanced with a report provided by the consultant on the model results. Engineering solutions are currently being investigated (as well as the costs of these solutions) by the consultant and a proposal is to be developed for Council to consider. Following the delivery of the final report for the Casino Study funds will be committed to an Evans Head Study and a Request for Tender will be issued to the market.</i>
On Schedule

6C: Build resilience into our water supply and sewerage networks
Principal Activity 6C1: Secure long-term water supply for Casino & the Mid-Richmond
<p><i>Follow up actions from the Casino Water Security Report have commenced. Consultants have been engaged to further explore and scope the three options resulting from the Study being: accessing the "dead storage" in the weir pool; raising the weir; and creating off-line storage. Once this body of work is finalised, Council will determine the most appropriate measure/s to pursue to secure Casino's long-term water supply. The bathymetric survey data relating to the dead storage investigation of Jabour Weir pool is due to be provided by the CSIRO in July 2023.</i></p> <p><i>Rous County Council is the supplier of bulk water to the Mid Richmond and Council will continue to liaise with Rous to ensure appropriate strategic planning and capital works are being undertaken to facilitate the projected future population growth of the Mid Richmond.</i></p> <p>On Schedule</p>
Principal Activity 6C2: Complete automation and telemetry upgrade for water/sewer assets
<p><i>Automation upgrade of the Casino WTP is continuing as part of the plant upgrade works. Other water/sewer assets are being upgraded as part of the flood reconstruction works where possible. Rileys Hill STP upgrade is due to be commissioned in July. South Casino water booster pump station has been temporarily repaired, with further restoration works to follow</i></p> <p>On Schedule</p>
Principal Activity 6C3: Reduce inflow/infiltration in sewerage systems
<p><i>Works continue on the ground with contractors completing manhole and junction repairs associated with the inflow and infiltration program. PWA will be issuing a draft assessment report for Coraki inflow and infiltration, with the anticipated delivery date being during July. The Inflow and Infiltration Strategy has been finalised and presented to Council and all the processes surrounding the works have been reviewed and updated.</i></p> <p>On Schedule</p>
6D: Advocate for improved communications networks
Principal Activity 6D1: Assess local flood impacts on telecommunications services
<p><i>Telecommunications were flagged as a crucial issue in the post action review completed by the Local Emergency Management Committee. The Telecommunication Authority is a key stakeholder and are participating in infrastructure reviews. Council will continue to advocate for improved resilience for communication networks.</i></p> <p>On Schedule</p>

PREVENT & PREPARE

OBJECTIVE 7: Build resilience in a changing climate

7A: Improve long-term flood planning and risk management
Principal Activity 7A1: Complete Richmond Valley Flood Study and Floodplain Risk Management Plans
<i>The Richmond Valley Flood Study is complete and is within the public exhibition stage. A grant application has been lodged with the Department of Planning and Environment. An outcome on the grant application is anticipated by December 2023.</i>
On schedule
7B: Improve community preparedness and capacity to respond to natural disasters
Principal Activity 7B1: Support safe development in bushfire & flood prone areas
<i>Development proposals are assessed against various planning controls including hazards and risks such as bushfire, flooding, landslip and sea level rise. In addition, Council assessment officers utilise legislated controls like the provisions of the Planning for Bushfire Protection Guidelines to ensure development is only supported where it is deemed to be appropriate and safe. Council is preparing a new bushfire prone land map in accordance with the latest RFS mapping guidelines that now incorporate grassland as a category of bushfire hazard.</i>
On schedule
Principal Activity 7B2: Support community disaster preparedness education
<i>Council's Resilience and Recovery Team is collaborating with Red Cross (Get Ready) and other community partners to develop and deliver education programs in 2023. The Team has participated in various community education forums such as workshops, seminars and Primex Field Days with agencies such as CSIRO, Resilience NSW and Department of Primary Industries.</i>
On schedule
Principal Activity 7B3: Implement the Richmond Valley Adverse Event Plan
<i>The actions listed in the 2021 Adverse Event Plan are being worked through and actioned. Council's Resilience and Recovery Team is reviewing the Plan to recommend any amendments required to address the implications of the 2022 flood events. The aim is to roll any continuing actions into other emergency and recovery plans of Council which are currently being reviewed.</i>
On Schedule

7C: Support local food production
Principal Activity 7C1: Continue to support farm-based food sales, farmers markets and Paddock to Plate initiatives
<p><i>A number of Council-led programs have assisted local farmers to increase sales and connect with visitors and locals. New experiences were created, supporting the agriculture, food and tourism sectors.</i></p> <p><i>The Richmond Valley Paddock to Plate Collaborative project set out to create a supportive environment for the development of new visitor products and experiences within the Richmond Valley region. Regionality Pty Ltd was engaged to deliver its Agritourism/Agri-Innovation Business Development Program (ABDP) to a cohort of agri-food enterprises, as well as engage with local industry.</i></p> <p><i>Council sponsored three local food businesses with free participation in the 2023 Harvest Food Trail and one-year membership of Northern Rivers Food. Council also supported the Hogarth Range Peach Festival, which was a sold-out event last year, as well as the Casino Lion's Farmers' Markets.</i></p> <p>On schedule</p>
7D: Reduce our demand on natural resources
Principal Activity 7D1: Implement demand management programs to reduce water consumption
<p><i>This project is in its initial phase. Demand Management options will be investigated as part of the actions associated with the Water Security Study. Following the determination of the options, programs will be considered and actioned where appropriate to reduce water consumption. Council was also successful in being approved to participate in the Department of Planning and Environment's Network Leak Detection Program, which is due to commence in July 2023. This will assist Council in understanding where reticulation leaks exist and lead to appropriate repairs being performed resulting in less water loss.</i></p> <p>On Schedule</p>
Principal Activity 7D2: Explore options for alternative energy initiatives
<p><i>Council has actively promoted renewable energy investment into our local government area. There has been large scale solar farming interest with a number of state significant solar proposal enquiries. There have been preliminary enquiries for agricultural based bioreactor installations designed for the treatment of waste water with gas capture opportunities.</i></p> <p><i>This year Council adopted the Sustainable Communities Strategy which identifies investigating and implementing renewable energy opportunities on Council infrastructure such as solar installations. This is a key target area to ensure our organisation participates responsibly and leads by example. Recent solar feasibility studies show there are significant financial savings for Council with short pay back periods on the investment. These solar proposals if installed will reduce Council's carbon footprint.</i></p> <p>On schedule</p>

7E: Explore alternative waste management options
Principal Activity 7E1: Work with North Coast councils on regional waste solutions
<i>Council is an active member of NEWaste and Waste and Resource Recovery staff maintain relationships with colleagues across other Councils to facilitate best practice outcomes. Richmond Valley Council has been working with other North Coast councils to help resolve regional waste management issues and find a better solution to landfill. Further, Council maintains ongoing participation in Southern Cross University's ReCirculator program (a program designed to conduct, publish and facilitate world-leading research to enable adoption of circular economy principles in the Northern Rivers region.)</i>
On schedule

Richmond Valley Flood Study 2023

The Draft Richmond Valley Flood Study 2023 has been completed and is being exhibited throughout July. The study aims to provide an improved and more accurate understanding of flood behaviour and hazard for the Richmond Valley Council LGA by replacing at least four existing studies with a single comprehensive model.

The new digital flood model has been calibrated to a number of historic flood events, including the February/March 2022 flood, and simulates flooding for almost 85% of the LGA's floodplains for a range of 'design flood' events, including the:

- 2% Annual Exceedance Probability (AEP) (previously referred to as a 1 in 50 year Average Recurrence Interval (ARI))
- 1% AEP (or 1 in 100 year ARI),
- 1% plus Climate Change Scenario 3,
- 0.2% AEP (or 1 in 500 year ARI), and
- Probably Maximum Flood (PMF).

At the completion of the Flood Study, Council will commence the next phase of Floodplain Management, with the preparation of a Floodplain Risk Management Plan for the LGA.

As part of the community consultation program for the draft study, Council hosted community drop-in information sessions in both Casino and Evans Head in July. The sessions were attended by representatives from BMT Consulting, who prepared the Study. The consultation period will conclude on 13 August 2023.



SUSTAIN

OBJECTIVE 8: Strengthen the regional economy

8A: Establish the Richmond Valley Regional Jobs Precinct (RJP) and support regional economic growth
Principal Activity 8A1: Support regional economic development
<i>Regional economic development is being supported via maintaining relationships with, and engaging with, both local and regional businesses and relevant State, Federal and non-government organisations. The Regional Jobs Precinct project has taken longer than expected, however, Council and the State Government remain committed to the process and are convinced of the value it will bring to the area in terms of business attraction and economic stimulus. Council's economic development team continues to field regular enquiries from all types of businesses regarding setting up in the Richmond Valley.</i>
On schedule
Principal Activity 8A2: Finalise and implement the Richmond Valley Regional Jobs Precinct (RJP) masterplan
<i>There have been delays with the RJP masterplan and Council is currently discussing the flood assessment impacts of the area surrounding the Casino Industrial Estate. At this stage, the draft masterplan is scheduled for exhibition around November 2023.</i>
Behind Schedule
Principal Activity 8A3: Work with Regional NSW to attract investment to RJP precincts and the Richmond Valley
<i>Council worked with the Office of Regional Economic Development to produce Richmond Valley RJP Investment Opportunities Analysis. In conjunction with Office of Regional Development engagement with the relevant industries identified within the document is ongoing. Council's economic development team continues to field regular enquiries from all types of businesses regarding setting up in the Richmond Valley. Council has developed its own industrial precinct with several lots under in principle agreement to be sold for the sole purpose of business establishment.</i>
On schedule

8B: Develop the Northern Rivers Rail Trail and other signature projects for economic stimulus

Principal Activity 8B1: Work with neighbouring councils to support completion of the full length of the Northern Rivers Rail Trail

Council has been fortunate to have collaborated with Tweed Council from the inception of our Rail Trail project. Earlier funding approval for Tweed has seen them pass on their knowledge and experience in all facets of the trail build including governance models and construction and design methodology. RVC is well advanced in the planning and design stage of the southern part of the trail with continued on the ground works having commenced in 2023. Lismore has received funding for its part of the trail and RVC is supporting them with the project, as it is critical that the trail links up in its entirety.

Works on the project continue to be undertaken, with monthly meetings occurring with relevant parties.

On schedule

Principal Activity 8B2: Complete Casino memorial pool upgrade

This challenging project is nearing completion after an 18 month construction process that has been hampered by weather. It is expected that the upgraded pool, featuring a widened 8 lane heated pool, a learn to swim pool and all new plant room and filtering systems will open to the public in September 2023.

Behind Schedule

Principal Activity 8B3: Complete Casino showground upgrade

The Casino Showground and Equestrian Centre project is expected to be completed in March 2024. This project is on time and on budget and will have as its centrepiece an undercover events arena which will provide a major draw card for equestrian and general events to the precinct.

On Schedule



Progress on the Casino Showground redevelopment.

8C: Support local businesses to recover and prosper**Principal Activity 8C1: Enhance existing business networks to support business growth**

Since the flood event of 2022, Council has increased engagement with local businesses to support their recovery. Support has been provided to navigate businesses through the various grant and recovery programs established by all levels of government. Council's Project and Business Development team which manages the Economic Development function has been active with interaction with local businesses and prospective new businesses seeking to establish in the Richmond Valley.

On schedule

Principal Activity 8C2: Strengthen the visitor economy

The Tourism team continues to think outside the box when it comes to Explore Next Door campaigns. We have used Empty Esky, Buy from the Bush, fishing guru Laura Gallagher, and the What's Up Down Under TV series. We are a gold affiliate of the Ballina BP Digital Visitor Hub in partnership with Ballina and Lismore councils.

We have investigated new tourism industries - agri-tourism and cultural tourism and are aligning with key Destination NSW strategies like the Aboriginal Tourism Action Plan. We are also working with Destination North Coast to attract business events to the area.

The new Discover Richmond Valley Tourism Advisory Committee will be a vital link connecting local businesses and community organisations with Council and the wider tourism network of the Northern Rivers region. Using the Richmond Valley Destination Management Plan 2021-2025 as a base, Committee members will provide strategic insight with regard to the improvement of Council's tourism plans, as well as liaising with community groups and businesses to identify initiatives to enhance the Richmond Valley visitor experience.

On schedule



Beef Week Parade 2023



Casino Fun Run



Buckin' on the Beach

Principal Activity 8C3: Continue to grow Council's business activities to benefit the community

Council's business activities are continuing to grow, with the waste management and resource recovery sectors operating efficiently in steady state. Business development initiatives will be developed in tandem with the development of the Waste Strategy which will be delivered in 2024. The NRLX again was the vehicle with which the RV agricultural community generated \$142million in cattle sales revenue and 117,000 cattle passing through the facility. These results made the NRLX the second largest selling facility in NSW.

On Schedule

8D: Attract new businesses to the Richmond Valley to support a diverse economy

Principal Activity 8D1: Create a regulatory environment that supports investment

The provision of regulatory advice and information, in a format which can be easily understood, is one of the fundamental elements in supporting business to navigate complex legislation and requirements. The existing suite of development related reference material is continually enhanced and modified to reflect changes to planning and building regulations.

Since the recent introduction of the Planning Portal, a significant effort has been placed on ensuring customers are supported to navigate the required online process. Customer Experience Team has committed to providing monthly community newsletter content in an effort to inform and educate readers of Council's regulatory requirements and development / planning news.

The Development Concierge has become an integral conduit between the applicant and the complexities of planning legislation, able to communicate a succinct interpretation and navigation of planning policy requirements pertaining to an applicant's development. Customer Experience and the Regulatory Section works closely with the Economic Development Team, taking a case management approach with businesses to support investment.

On schedule

SUSTAIN


OBJECTIVE 9: Address long-term housing needs

9A: Ensure there is sufficient land and infrastructure to support long-term housing needs
Principal Activity 9A1: Complete the Richmond Valley Urban Growth Management Strategy and start to implement the recommendations
<i>Community consultation for the draft Growth Management Strategy was carried out in February-March and the final Strategy, along with the Casino Place Plan, was adopted at Council's April meeting. The project has now moved into the implementation phase.</i>
Completed
Principal Activity 9A2: Work with NSW Planning & Environment to release additional residential land in Richmond Valley growth areas
<i>The Urban Growth Management Strategy and Place Plans will identify potential sites for future urban growth. These strategic plans will address long-term housing need and set the future direction for residential growth, commercial and industrial land uses. Land affordability is a key consideration when assessing opportunities for future housing needs. Council staff are liaising with the Department of Planning and Environment (DPE) to investigate land in the Fairy Hill area which has been earmarked for residential purposes in a number of strategic land use plans. Being flood free, the Fairy Hill site offers opportunities for both the Richmond Valley and the Northern Rivers region. In addition to the Fairy Hill proposal, Council has several other residential planning proposals that are being discussed with DPE with a view to undertaking the planning proposal pathway to facilitate rezoning of residential land. Council is also in discussions with the Northern Rivers Reconstruction Corporation (NRRC) regarding its Resilient Lands Program, which will fast track release of additional residential land to accommodate flood impacted communities.</i>
On schedule
Principal Activity 9A3: Streamline approvals for rezoning, sub-division and residential developments
<i>Council is actively engaging with the Northern Rivers Reconstruction Corporation, NSW Reconstruction Authority and DPE seeking their support for the prioritisation of planning processes which enable faster development assessment and approval to support the planned growth of the Richmond Valley. Streamlining processes will accelerate the rebuilding of the Northern Rivers, especially housing for the people who were impacted and displaced by the 2022 flood events.</i>
<i>Council also undertakes continuous training and upskilling of first point of contact staff, to enable them to provide comprehensive guidance to applicants in preparing quality assessment-ready applications to ensure timely assessment outcomes. Council promotes its development support services to the community, developers and builders.</i>
On schedule

Principal Activity 9A4: Seek government funding for essential infrastructure to activate new housing areas
<i>Council is working closely with the Northern Rivers Reconstruction Authority to activate a major residential development site at Fairy Hill. This site was identified for priority investigation in the Resilient Lands Strategy and council will be actively seeking government funding for essential infrastructure to support this development</i>
On schedule
9B: Provide a range of housing choices for the community
Principal Activity 9B1: Partner with the NSW Government to activate Crown Land for affordable housing
<i>Council continues to advocate to the Northern Rivers Reconstruction Authority for activation of Crown Land for affordable housing. A number of suitable sites have been identified within the Richmond Valley and these were included as part of Council's submission to the Resilient Lands program. Council further wrote to the NRRRA in June, expressing its concern that these lands were not included in the Draft Resilient Lands Strategy and we continue to work with the Authority to promote development opportunities on these sites.</i>
On Schedule
Principal Activity 9B2: Promote opportunities for additional development in existing residential areas
<i>The Urban Growth Management Strategy and Place Plans will identify land which is suitable for residential purposes. Given the financial benefits of locating future residential land close to existing services (water, sewer, electricity, roads), most of the identified locations for future residential land is adjacent to existing developed residential land. Officers are currently working with a number of proponents who are seeking rezoning and approval to develop residential land which includes a 19 lot sub-division in Spring Grove. Council is fielding numerous enquiries in regard to scoping studies for planning proposals in the North Casino area and a rezoning in the Naughtons Gap area.</i>
On schedule
9C: Identify, purchase and develop suitable residential land to support growth
Principal Activity 9C1: Identify suitable sites for council-led residential land development to increase housing availability
<i>Some preliminary investigation of sites was undertaken however due to the Northern Rivers Reconstruction Authority's Resilient Lands Program commencing this work was halted as it is envisaged that the Resilient Lands Program will deliver a suitable supply of residential land. If Council identifies any opportunities to develop residential land, it will first look to the market to deliver, but will undertake this itself if that isn't evident.</i>
Not Progressing

SUSTAIN

OBJECTIVE 10: Lead and advocate for our community

10A: Strengthen engagement between Council and the community	
Principal Activity 10A1: Develop and deliver the Richmond Valley Community Engagement Strategy	
<p><i>Work has commenced on a new Community Engagement Strategy and Framework. The Communications and Engagement team is working with project managers and relevant Council departments to prepare a whole-of-business community engagement framework. The aim is to have the draft completed by the end of 2023.</i></p> <p>On schedule</p>	
Principal Activity 10A2: Complete the Community Strategic Plan review in consultation with the community	
<p><i>The Community Strategic Plan: Richmond Valley 2040, was adopted by Council in June 2023, following extensive community consultation. The Plan outlines key strengths, challenges and opportunities, together with our vision of the future.</i></p> <p><i>The Plan details twelve objectives within its four key directions:</i></p> <ol style="list-style-type: none"> <i>1. Strengthening our role in the region</i> <i>2. Creating great places to live</i> <i>3. Protecting our unique environment</i> <i>4. Delivering for our community.</i> <p>Completed</p>	
	
10B: Advocate to federal and state governments for community needs and priorities	
Principal Activity 10B1: Advocate for community priorities and actively seek grant funding	
<p><i>Council continues to advocate strongly for support with flood recovery and investment in economic development. This has so far resulted in: Temporary housing options for 310 people being delivered for Coraki and Evans Head; successful implementation of the Caravan at Home program for Woodburn, with 153 vans provided; \$2 million in rating relief for Richmond Valley residents and \$7.4m in government funding to support recovery and flood repairs for community facilities. Council also continues to work with the NRRC to expedite Disaster Recovery Funding for essential infrastructure repairs. Work also continues on the Richmond Valley Regional Jobs Precinct, in collaboration with Regional NSW. This program will deliver more than 600 new jobs supported by much-needed housing growth. Working in partnership with the NSW Government, Council has also achieved commitments of funding to support major water and sewerage service upgrades in Casino and Evans Head.</i></p> <p>On schedule</p>	

10C: Enhance partnerships with Northern Rivers councils and other regional agencies
Principal Activity 10C1: Actively support NRJO shared initiatives
<p><i>Council continues to actively support the Northern Rivers Joint Organisation's regional advocacy and programs, including exploring initiatives for renewable energy, increased regional employment, regional flood recovery and housing. The NRJO continues to advocate to the NSW Government and the Northern Rivers Reconstruction Corporation for acceleration of house raising and buy-back schemes and further implementation of the resilient lands program.</i></p> <p>On schedule</p>
10D: Lead with integrity
Principal Activity 10D1: Provide representative and accountable community governance
<p><i>Council meetings are live streamed, and the opportunity is available for Public Access at the start of each meeting. Councillors are available to the community and regularly attend community events and engage with community groups. Council participates in a number of information sharing and knowledge building processes in order to provide the most representative and community focused governance system possible. Examples include Northern Rivers Risk Management Group, Northern Rivers Safety Group and CivicRisk Mutual Risk and Finance Committees.</i></p> <p>On schedule</p>

SUSTAIN

OBJECTIVE 11: Manage community resources and provide great service

11A: Manage resources responsibly
Principal Activity 11A1: Undertake long-term financial and asset management planning
<i>Council undertakes an annual review of its long-term financial plan as part of the preparation and development of the Operational Plan and Delivery Program each year. The long-term financial plan is also updated each time a Quarterly Budget Review is adopted by Council throughout the year. In the preparation of next year's programs and plans, Council has undertaken a full review of all asset management plans. A revised long-term financial plan, revenue policy, operational plan and delivery program were adopted by Council on 29 June 2023.</i>
On schedule
Principal Activity 11A2: Ensure resources are managed transparently and responsibly
<i>Council's resources are managed in accordance with relevant laws and regulations. Council's budget is reviewed quarterly and presented to Council and the public. The Financial Analysis Report detailing Council's investment portfolio and Grants Report outlining grant funding with applications submitted, approved grants and unsuccessful grants, is presented to Council on a monthly basis.</i>
<i>Council also has an Audit, Risk and Improvement Committee that meets five times a year. This committee consists of three independent members and monitors Council's risk and audit functions.</i>
On schedule
Principal Activity 11A3: Enhance procurement systems
<i>Improvements to the tender information available on Council's website (as referred to in the previous Progress Report) are now complete. Updates are posted to the website by Council's Procurement Officer and bring Council into line with the latest changes to the Local Government Act, as they relate to procurement.</i>
<i>Council's Procurement Officer has undertaken further training and commenced training of Council staff involved in procurement activities to address compliance issues. A register of contracts expiring in the next 12 months has also been developed to create a procurement plan of when and how Council goes to market to replace these contracts. Expected development in the next phase includes developing TechOne reports to improve visibility of non-compliant purchase orders and purchase orders raised after the invoice is received.</i>
On schedule

11B: Provide a high standard of customer service
Principal Activity 11B1: Implement the RV Customer Service Charter
<p><i>The Customer Service Standards and Charter was revised and adopted by Council in 2022. Service level agreements are monitored regularly, and discussions held with Coordinators and Managers to ensure customer service provision is being undertaken in accordance with the Customer Service Standards and Charter.</i></p> <p><i>The customer service report is presented to Council on a quarterly basis, detailing the organisation's performance against service level agreements and highlighting opportunities for improvement.</i></p> <p><i>The Customer Experience team continues to model and promote a customer service culture across the organisation. Community feedback surveys regularly rank customer contact highly and a positive experience. The Customer Service Charter and Standards have been published on the Council website.</i></p> <p>On schedule</p>
Principal Activity 11B2: Deliver effective and progressive Regional Library and Casino Indoor Sports Stadium services and programs
<p><i>The library has provided a great range of library programs throughout the year. The library team has assisted with advice and knowledge to the Sports Stadium since it re-opened in March 2023 with a new Coordinator appointed. The use of and bookings of the Sports Stadium has continued to increase, and the new leadership is looking at adding to the list of activities already on offer at the stadium.</i></p> <p>On schedule</p>
11C: Strengthen Council's role as a leading local employer
Principal Activity 11C1: Implement the Richmond Valley Council Workforce Strategy
<p><i>Council continues to implement its Workforce Strategy. This includes the recent introduction of flexible working arrangements, which are being discussed by each Manager with their teams. The Strategy is reviewed as we progress to update policies and procedures and as part of our recruitment and training and development progression.</i></p> <p>On schedule</p>
Principal Activity 11C2: Continue to provide local employment schemes and development opportunities
<p><i>Approximately 85% of our recent employees onboarded are from the local Richmond Valley community. All our recruitment looks at local people to fit vacancies and equal opportunities for our community are prioritised. Council ran a second Try A Trade program to provide opportunities to locals looking for a change in career, we were also part of the regional career expo and have run our annual Youth Employment Scheme, which enables Council to give employment and training opportunities to our local youth.</i></p> <p>On schedule</p>

11D: Deliver quality services for the community
Principal Activity 11D1: Deliver efficient & affordable waste management services
<p><i>Council waste services have been delivered with minimal interruption and without significant breaches of environmental or safety legislation.</i></p> <p><i>To deliver efficient and affordable waste services, Council's team have recently re-negotiated waste transport and disposal contracts and are looking to achieve other improved outcomes regarding other waste streams. Council is undertaking a major landfill upgrade in Casino that will provide airspace into the mid term future.</i></p> <p>On schedule</p>
Principal Activity 11D2: Deliver consistent regulatory and compliance services
<p><i>Council's approach to regulatory and compliance work is regularly reviewed and discussed in-house. Council Officers provide education in the first instance when dealing with the community and can use some discretion when considering what action to take. This approach in most instances leads to positive changes in behaviours and compliance. Council Officers aim to deliver a customer focused approach at all times.</i></p> <p>On schedule</p>
Principal Activity 11D3: Provide great corporate support services to improve efficiency
<p><i>Laptop fleet is being upgraded, incorporating greater security controls and giving staff increasing access to Council data when away from the office. Council now uses Microsoft Teams for communication including video conferencing. Technology One is migrating to the cloud (due for completion in September 2023). Council continues to minimise risks should a major disaster impact council operation. This is primarily achieved through migration of key systems to the cloud, so they are no longer subject to localised disasters and efficient backup and recovery procedures.</i></p> <p>On schedule</p>

Fleet initiatives



Council introduced three new waste collection trucks to the fleet. The long-awaited trucks have a design focus on safety and improved driver control. The new trucks have a side arm for picking up bins from the kerbside efficiently and are fitted with state-of-the-art computers and GPS technology.

The trucks include numerous safety features, including a pedestrian detection system which activates when the truck is in reverse. This means that if a person walks behind the truck while reverse gear is engaged, the truck will automatically apply the brakes and stop.

The trucks feature a GPS system known as “waste track”, which monitors:

- the location of the truck
- how many bins it has picked up
- a camera system which records the outside of the address the truck is picking up from
- the contents of the bin as it is unloaded into the hopper
- the road ahead of the truck, and
- rear of the truck.

This monitoring provides Council with accurate information to enable prompt responses to customer enquiries.

Richmond
Valley
Council





Concise Investment Report Pack

Richmond Valley Council

1 July 2023 to 31 July 2023



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1. Portfolio Valuation As At 31 July 2023

	Security Rating	Face Value Original	Face Value Current	Market Value	% Total Value	Running Yield	Weighted Running Yield
Fixed Interest Security							
At Call Deposit							
CBA Business Online Saver Acct RVC At Call	S&P ST A1+	15,955,000.00	14,125,000.00	14,125,000.00	16.49%	4.20%	
CBA General Fund Bk Acct RVC At Call	S&P ST A1+	8,538,321.95	1,193,143.11	1,193,143.11	1.39%	3.10%	
CBA Trust Acct RVC At Call	S&P ST A1+	87,050.17	87,050.17	87,050.17	0.10%	2.80%	
NAB Business Cheque Acct RVC At Call	S&P ST A1+	24.71	24.71	24.71	0.00%	0.00%	
		24,580,396.83	15,405,217.99	15,405,217.99	17.98%		0.74%
Floating Rate Note							
Auswide 0.9 06 Nov 2023 FRN	Moodys	750,000.00	750,000.00	750,000.00	0.88%	5.16%	
Auswide 0.6 22 Mar 2024 FRN	Moodys	1,500,000.00	1,500,000.00	1,500,000.00	1.75%	4.86%	
Auswide 1.5 17 Mar 2026 FRN	Moodys	1,000,000.00	1,000,000.00	1,000,000.00	1.17%	5.76%	
MACQ 0.48 09 Dec 2025 FRN	Moodys A2	1,000,390.00	1,000,390.00	1,000,390.00	1.17%	4.73%	
MYS 0.65 16 Jun 2025 FRN	Moodys	1,500,000.00	1,500,000.00	1,500,000.00	1.75%	4.91%	
		5,750,390.00	5,750,390.00	5,750,390.00	6.71%		0.34%
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	2.33%	1.10%	
		2,000,000.00	2,000,000.00	2,000,000.00	2.33%		0.03%
Unit Trust							
NSWTC Long Term Growth Fund UT		3,000,000.00	3,144,788.48	3,144,788.48	3.67%	21.12%	
NSWTC Medium Term Growth Fund UT		11,005,029.35	12,361,713.10	12,361,713.10	14.43%	11.28%	
		14,005,029.35	15,506,501.58	15,506,501.58	18.10%		2.40%



1. Portfolio Valuation As At 31 July 2023

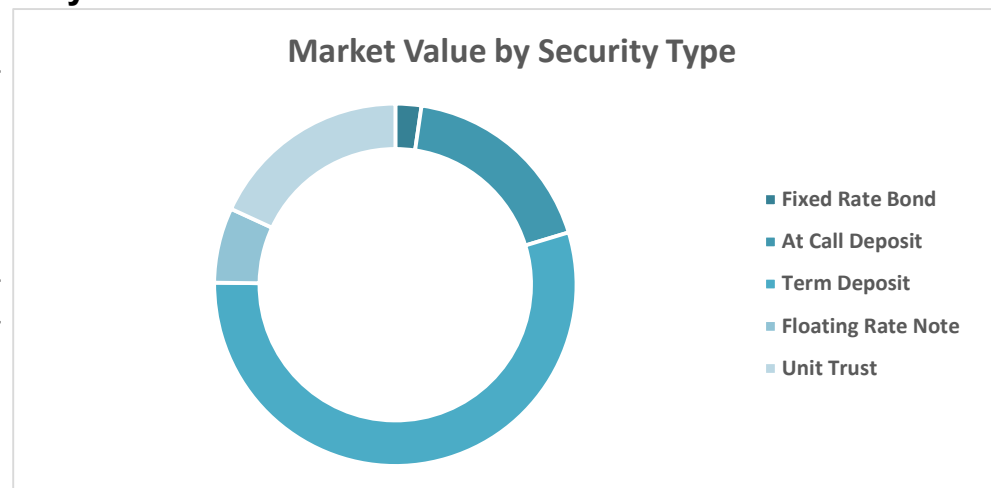
Term Deposit

AMP 4.65 12 Sep 2023 182DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,000.00	1.17%	4.65%
AMP 4.95 24 Oct 2023 183DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	4.95%
AMP 5.2 27 Oct 2023 92DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	5.20%
AMP 5.15 31 Oct 2023 92DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,000.00	1.17%	5.15%
AMP 5.05 22 Nov 2023 184DAY TD	S&P ST A2	1,000,000.00	1,000,000.00	1,000,000.00	1.17%	5.05%
AMP 5.15 29 Nov 2023 184DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	5.15%
AMP 5.15 30 Nov 2023 184DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	5.15%
AMP 5.3 07 Dec 2023 183DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	5.30%
AUBANK 4.55 22 Aug 2023 181DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	4.55%
Auswide 4.75 28 Aug 2023 182DAY TD	Moodys ST	1,000,000.00	1,000,000.00	1,000,000.00	1.17%	4.75%
Auswide 5 05 Sep 2023 90DAY TD	Moodys ST	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	5.05%
Auswide 5 05 Sep 2023 90DAY TD	Moodys ST	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	5.05%
Auswide 5.4 03 Oct 2023 90DAY TD	Moodys ST	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	5.40%
BOQ 4.55 24 Aug 2023 182DAY TD	Moodys ST	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	4.55%
BOQ 4.55 24 Aug 2023 182DAY TD	Moodys ST	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	4.55%
JUDO 5.35 26 Sep 2023 90DAY TD	S&P ST A3	3,000,000.00	3,000,000.00	3,000,000.00	3.50%	5.35%
JUDO 5.35 27 Sep 2023 90DAY TD	S&P ST A3	3,000,000.00	3,000,000.00	3,000,000.00	3.50%	5.35%
JUDO 4.85 28 Sep 2023 120DAY TD	S&P ST A3	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	4.85%
JUDO 5.4 28 Sep 2023 90DAY TD	S&P ST A3	3,000,000.00	3,000,000.00	3,000,000.00	3.50%	5.40%
JUDO 5.4 03 Oct 2023 90DAY TD	S&P ST A3	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	5.40%
JUDO 5.4 06 Oct 2023 93DAY TD	S&P ST A3	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	5.40%
SCC 4.8 29 Aug 2023 92DAY TD	Unrated ST	1,000,000.00	1,000,000.00	1,000,000.00	1.17%	4.80%
SCC 4.8 29 Aug 2023 92DAY TD	Unrated ST	1,000,000.00	1,000,000.00	1,000,000.00	1.17%	4.80%
Summerland 5.2 21 Sep 2023 92DAY TD	Unrated ST	1,000,000.00	1,000,000.00	1,000,000.00	1.17%	5.20%
Summerland 5.55 21 Dec 2023 183DAY TD	Unrated ST	1,000,000.00	1,000,000.00	1,000,000.00	1.17%	5.55%
TMC 4.9 23 Nov 2023 273DAY TD	Unrated ST	2,000,000.00	2,000,000.00	2,000,000.00	2.33%	4.90%
		47,000,000.00	47,000,000.00	47,000,000.00	54.87%	2.77%
Portfolio Total		93,335,816.18	85,662,109.57	85,662,109.57	100.00%	6.28%



2. Portfolio Valuation By Categories As At 31 July 2023

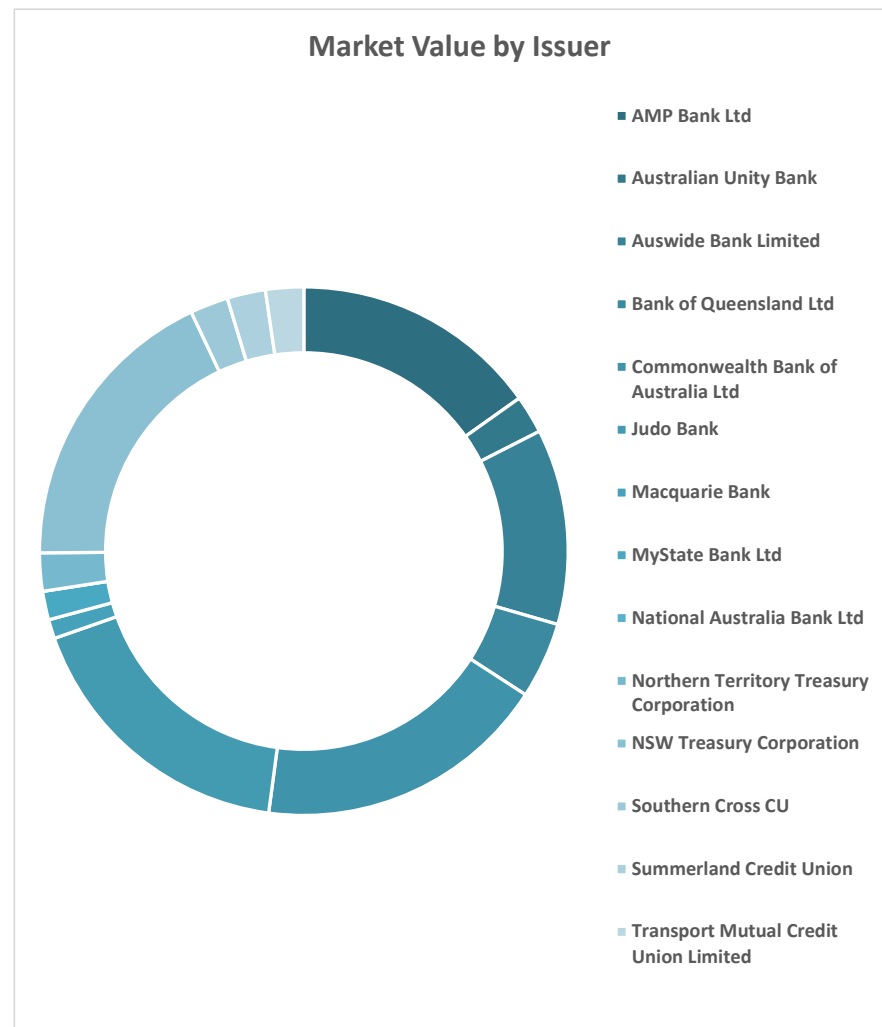
Security Type	Market Value	% Total Value
Fixed Rate Bond	2,000,000.00	2.33%
At Call Deposit	15,405,217.99	17.98%
Term Deposit	47,000,000.00	54.87%
Floating Rate Note	5,750,390.00	6.71%
Unit Trust	15,506,501.58	18.10%
Portfolio Total	85,662,109.57	100.00%





2. Portfolio Valuation By Categories As At 31 July 2023

Issuer	Market Value	% Total Value
AMP Bank Ltd	13,000,000.00	15.18%
Australian Unity Bank	2,000,000.00	2.33%
Auswide Bank Limited	10,250,000.00	11.97%
Bank of Queensland Ltd	4,000,000.00	4.67%
Commonwealth Bank of Australia Ltd	15,405,193.28	17.98%
Judo Bank	15,000,000.00	17.51%
Macquarie Bank	1,000,390.00	1.17%
MyState Bank Ltd	1,500,000.00	1.75%
National Australia Bank Ltd	24.71	0.00%
Northern Territory Treasury Corporation	2,000,000.00	2.33%
NSW Treasury Corporation	15,506,501.58	18.10%
Southern Cross CU	2,000,000.00	2.33%
Summerland Credit Union	2,000,000.00	2.33%
Transport Mutual Credit Union Limited	2,000,000.00	2.33%
Portfolio Total	85,662,109.57	100.00%



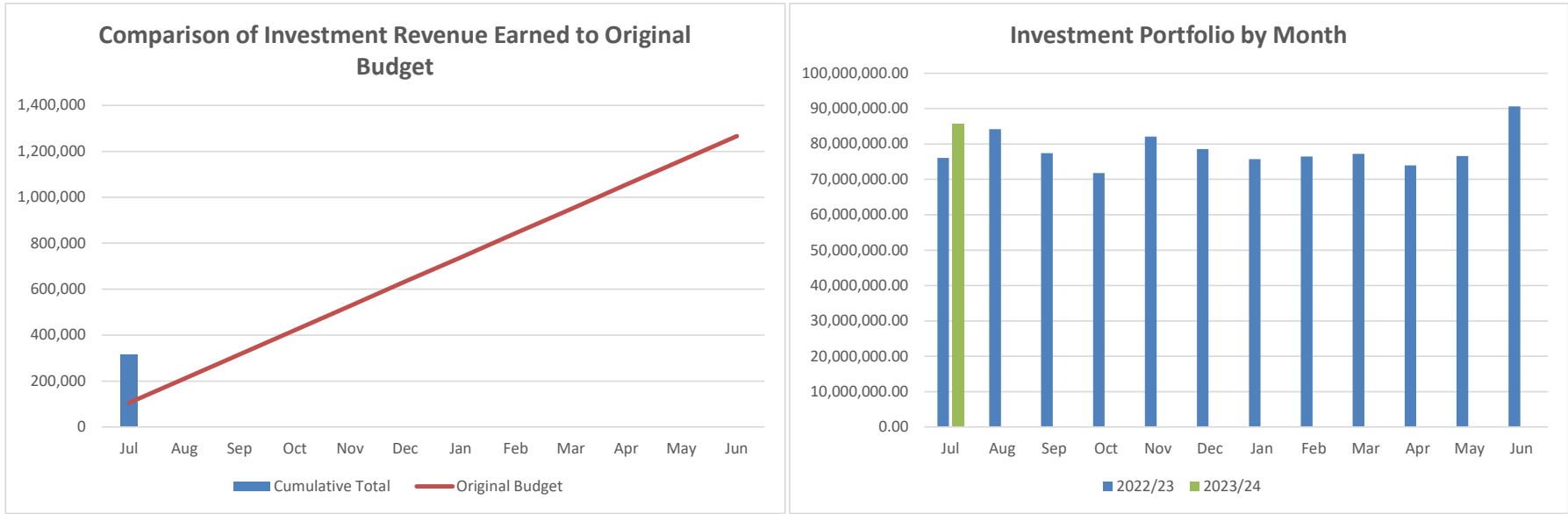


3. Investment Revenue Received For 1 July 2023 to 31 July 2023

Security	Issuer	Settlement Date	Face Value (Basis of Interest Calculation)	Consideration Notional	Income Type
Auswide 4.55 05 Jul 2023 92DAY TD	Auswide Bank Limited	5 Jul 2023	2,000,000.00	22,936.99	Security Coupon Interest
BOQ 4.45 27 Jul 2023 150DAY TD	Bank of Queensland Ltd	27 Jul 2023	2,000,000.00	36,575.34	Security Coupon Interest
BOQ 4.45 31 Jul 2023 152DAY TD	Bank of Queensland Ltd	31 Jul 2023	1,000,000.00	18,531.51	Security Coupon Interest
Other		31 Jul 2023		57,538.58	Bank Interest
Other		31 Jul 2023		3,512.27	Bank Interest
Other		31 Jul 2023		207.01	Bank Interest
				139,301.70	
Medium Term Growth Fund	NSW Treasury Corporation			114,696.05	Fair Value Gain/(Loss)
Long Term Growth Fund	NSW Treasury Corporation			54,481.83	Fair Value Gain/(Loss)
				169,177.88	
TOTAL				308,479.58	



4. Comparison of Investment Revenue Earned to Original Budget and Investment Portfolio by Month 2023 - 2024 YTD





5. Environmentally Sustainable Investment Performance Report for the Period Ending 31 July 2023 Relative To 30 June 2023

Portfolio Summary by Fossil Fuel Lending ADIs

ADI Lending Status	% Total	Current Period	% Total	Prior Period
Fossil Fuel Lending ADIs				
AMP Bank Ltd	15.2%	13,000,000.00	11.0%	10,000,000.00
Bank of Queensland Ltd	4.7%	4,000,000.00	7.7%	7,000,000.00
Commonwealth Bank of Australia Ltd	18.0%	15,405,193.28	27.1%	24,580,372.12
Macquarie Bank	1.2%	1,000,390.00	1.1%	1,000,390.00
National Australia Bank Ltd	0.0%	24.71	0.0%	24.71
	39.0%	33,405,607.99	47.0%	42,580,786.83
Non Fossil Fuel Lending ADIs				
Australian Unity Bank	2.3%	2,000,000.00	2.2%	2,000,000.00
Auswide Bank Limited	12.0%	10,250,000.00	11.3%	10,250,000.00
Judo Bank	17.5%	15,000,000.00	12.1%	11,000,000.00
MyState Bank Ltd	1.8%	1,500,000.00	1.7%	1,500,000.00
Northern Territory Treasury Corporation	2.3%	2,000,000.00	2.2%	2,000,000.00
NSW Treasury Corporation	18.1%	15,506,501.58	16.9%	15,337,323.70
Southern Cross CU	2.3%	2,000,000.00	2.2%	2,000,000.00
Summerland Credit Union	2.3%	2,000,000.00	2.2%	2,000,000.00
Transport Mutual Credit Union Limited	2.3%	2,000,000.00	2.2%	2,000,000.00
	61.0%	52,256,501.58	53.0%	48,087,323.70
Total Portfolio		85,662,109.57		90,668,110.53

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



- Fossil Fuel Lending ADIs (39%)
- Non Fossil Fuel Lending ADIs (61%)



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Richmond Valley Council								
Carry Forward & Revotes								
for the quarter ended 30 June 2023								
Project	Service Area	Description	Current Budget Est 30-Jun-23	Actual 30-Jun-23	Carry Over Request	Revised Budget Est 30-Jun-23	Type	Funding Source
Operational Projects								
430009	Roads	Roads Unsealed Grading - Rural West	478,332	280,022	(198,310)	280,022	Revote	Carry Over Reserve (912590)
160410	Environmental Management	Sustainability - Ops	32,116	96	(32,020)	96	Revote	NSW EPA Better Waste and Recycling Grant (910100)
140117	Waste Management	Waste - Waste Composition Audit	80,000	51,941	(28,059)	51,941	Carry Forward	Domestic Waste Management (910300)
290132	Sports Grounds	McDonald Park - Riparian	33,000	-	(33,000)	-	Revote	Carry Over Reserve (912590) \$25,000 + Unexpended Grant (910100) \$8,000
300131	Sports Grounds	Parks Casino - Jabiru Wetlands - Regeneration	20,000	-	(20,000)	-	Revote	Carry Over Reserve (912590)
610021	Work Health & Safety	People & Culture - WHS Projects	40,000	5,443	(34,557)	5,443	Revote	Statecover WHS Incentive Works (910100)
630100	Customer Service	Customer Service - Salary	1,070,365	1,040,626	(18,000)	1,052,365	Revote	Carry Over Reserve (912590)
170400	Tourism	Tourism - Public Art	10,926	500	(10,426)	500	Carry Forward	Carry Over Reserve (912590)
160104	Environmental Management	Restoration of Burnt Riparian Areas	113,500	-	(113,500)	-	Revote	Unexpended grant \$8,897, Income 160104 \$104,603
160227	Environmental Management	Flood & Risk Impact Assessment RJP	112,405	71,949	(40,456)	71,949	Carry Forward	Income 160227 (RJP Funding)
250077	Emergency Management	Community Recovery Officer (CRO)	210,000	118,599	(91,401)	118,599	Carry Forward	Income 250077 (NRA Funding)
290109	Sports Grounds	Sporting Gds Casino - Colley Park CISS - Ops	239,591	189,842	(49,749)	189,842	Revote	Carry Over Reserve (912590)
560010	Governance	Corporate Administration - Business Continuity Plan	10,250	-	(10,250)	-	Revote	Carry Over Reserve (912590)
560010	Governance	Corporate Administration - Fraud Risk Assessment	15,000	-	(15,000)	-	Revote	Carry Over Reserve (912590)
320100	Town Planning	Planning & Development Services	1,781,151	1,649,646	(100,000)	1,681,151	Revote	Carry Over Reserve (912590)
TOTAL OPERATIONAL CARRY FORWARDS & REVOTES			4,246,636	3,408,664	-794,728	3,451,908		

Project	Service Area	Description	Current Budget Est 30-Jun-23	Actual 30-Jun-23	Carry Over Request	Budget Est 30-Jun-23	Type	Funding Source	
Capital Projects									
WATER SUPPLIES									
849213		W Main Cki - QE Dr; Donaldson St to Swamp St	131,000	67,498		(63,502)	67,498	Carry Forward	Water Infrastructure (914110)
849736		W WTP Cas - RWPS Solar Installation	347,250	12,723		(334,527)	12,723	Carry Forward	Water Infrastructure (914110)
849773		W WTP Cas - SCADA & PLC upgrade	268,900	135,222		(133,378)	135,522	Carry Forward	Water Infrastructure (914110)
849792		W WTP Cas - Soda Ash dosing manifold & rotameter	35,000	125		(24,415)	10,585	Carry Forward	Water Infrastructure (914110)
849798		W WTP Cas - Liquid Alum Dosing Upgrade	135,000	124,954		(10,046)	124,954	Carry Forward	Water Infrastructure (914110)
849851		W WTP Cas - Sed Tanks Drain Valves	50,000	16,735		(33,265)	16,735	Carry Forward	Water Infrastructure (914110)
849855		W WTP Cas - Spare Clear Water Pump	70,000	1,800		(68,200)	1,800	Carry Forward	Water Infrastructure (914110)
849856		W WTP Cas - Spare Raw Water Pump	130,000	-		(130,000)	-	Carry Forward	Water Infrastructure (914110)
849175		W Main Cas - Pratt St; Hickey St to Wheat St	65,000			(65,000)	-	Carry Forward	Water Infrastructure (914110)
			-	-		-	-		
			1,232,150	359,057	(862,333)	369,817			
SEWERAGE SERVICES									
850332		Sew P/Stn Cas - PS15 Upgrade	118,754	4,579		(114,175)	4,579	Carry Forward	Sewer Infrastructure (916110)
850342		Sew P/Stn Cas 9 - Switchboard Renewal	85,000	47,208		(37,792)	47,208	Carry Forward	Sewer Infrastructure (916110)
850345		Sew P/Stn Cas - SPS 8 Switchboard Upgrades	80,000	58,702		(21,298)	58,702	Carry Forward	Sewer Infrastructure (916110)
850346		Sew P/Stn Cas - SPS 15 Switchboard Upgrades	80,000	24,748		(55,252)	24,748	Carry Forward	Sewer Infrastructure (916110)
850339		Sew P/Stn Cas 2 - Odour Control	142,009	13,612		(128,397)	13,612	Carry Forward	Sewer Infrastructure (916110)
850461		Sew P/Stn Ev - PS7 MHL dosing system upgrade	40,000	31,832		(8,168)	31,832	Carry Forward	Sewer Infrastructure (916110)
850614		Sew STP Cas - Augmentation Investigation & Design	250,000	174,285		(75,715)	174,285	Carry Forward	Sewer Infrastructure (916110)
850630		Sth Cas Sewage Trf Station - NSW Regional Housing Fund	300,000	57,041		(242,959)	57,041	Carry Forward	Unexpended Grant - NSW Regional Housing Fund - South Casino Sewage Tra
850814		Sewer - CCTV Vehicle & Fitout	65,785	12,405		(53,380)	12,405	Carry Forward	Sewer Infrastructure (916110)
850495		Sew P/Stn 1 Wburn - PS3 MHL Dosing System upgrade	40,000	21,842		(18,158)	21,842	Carry Forward	Sewer Infrastructure (916110)
850631		STP Cas - Business Case Regional NSW	70,573	14,333		(56,240)	14,333	Carry Forward	Unexpended Grant - Casino Sewerage Treatment Plan Business Case (910100)
850726		STP Ehd - Stage 2 Design	420,000	46,520		(373,480)	46,520	Carry Forward	Sewer Infrastructure (916110)
851096		Sew Main Cas - Vent Stack replacement West street	30,000	4,754		(25,246)	4,754	Carry Forward	Sewer Infrastructure (916110)
850341		Sew P/Stn Cas 1 - RTU Renewal	15,000	-		(15,000)	-	Revote	Sewer Infrastructure (916110)
			-	-		-	-		
			1,737,121	511,861		(1,225,260)	511,861		

Project	Service Area	Description	Current Budget Est	30-Jun-23	Actual 30-Jun-23	Carry Over Request	Budget Est 30-Jun-23	Type	Funding Source
LIBRARIES									
822104		RUCRL Cap - Mobile Library - Solar Installation	46,509	-	(46,509)	-	Revote	Unexpended Grant - Public Library Subsidy - Mobile Library Solar (910100)	
823029		RUCRL Cap - Online PC Booking System	14,590	-	(14,590)	-	Carry Forward	Richmond Upper Clarence Regional Library (912510)	
823042		RUCRL Cap - Workroom Casino Library	10,000	-	(10,000)	-	Revote	Richmond Upper Clarence Regional Library (912510)	
823043		RUCRL Cap - Workroom Kyogle Library	3,300	-	(3,300)	-	Revote	Richmond Upper Clarence Regional Library (912510)	
			74,399	-	(74,399)	-			
SWIMMING POOLS									
828106		Casino Pool - Upgrade (Construction)	3,491,343	3,152,883	(338,460)	3,152,883	Carry Forward	Petersons Quarry (912540)	
828107		Casino Pool - Upgrade (LRCIP 3)	557,653	234,680	(322,973)	234,680	Carry Forward	\$52,911 Local Roads and Community Infrastructure Program (LRCIP) (910100) \$270,062 Income Account 728204	
828408		Evans Pool - Amenities Floor (LRCIP 3)	15,000	-	(15,000)	-	Carry Forward	Income Account 728205	
828409		Evans Pool - Repaint Roof and Shade Structure (LRCIP 3)	235,000	9,197	(225,803)	9,197	Carry Forward	\$100,803 - Local Roads and Community Infrastructure Program (LRCIP) (910100) \$125,000 - Income Account (728205)	
828204		Coraki Pool - Shade Structure & Seating (LRCIP 3)	50,000	24,347	(25,635)	24,365	Carry Forward	\$653 - Local Roads and Community Infrastructure Program (LRCIP) (910100) \$25,000 - Income Account (728206)	
828203		Coraki Pool - Water Playspace (SCCF4)	212,500	99,061	(113,439)	99,061	Carry Forward	\$70,939 Unexpended Grant - Stronger Country Communities Fund SCCF (910100) \$42,500 Income Account (728203)	
			4,561,496	3,520,168	(1,041,310)	3,520,186			
TOURISM									
817351		Eco Dev - NR Rail Trail (Old Casino Station Precinct)	500,000	151,539	(348,461)	151,539	Carry Forward	Unexpended Grant - Northern Rivers Rail Trail (910100)	
			-	-	-	-			
			500,000	151,539	(348,461)	151,539			
WASTE MANAGEMENT									
814052		Waste - Nammoona - Fencing	24,285	18,275	(6,010)	18,275	Carry Forward	Domestic Waste Management (910300)	
814055		Waste - Public Place Recycling & Infrastructure	100,172	80,912	(19,260)	80,912	Carry Forward	Domestic Waste Management (910300)	
814064		Waste - Pound Upgrades (OLG)	250,000	161,721	(88,279)	161,721	Carry Forward	Unexpended Grant - Resilience NSW - Flood Recovery (910100)	
814411		Waste - Evans FERRC - Concrete Wall Upgrades	10,000	-	(10,000)	-	Revote	Domestic Waste Management (910300)	
814414		Waste - Evans - Roof Repairs	35,000	-	(35,000)	-	Revote	Domestic Waste Management (910300)	
814000		Waste - Plant Purchases	1,421,364	891,275	(159,541)	1,261,823	Carry Forward	Other Waste Management - Plant Reserve (912565)	
			-	-	-	-			
			1,840,821	1,152,183	(318,090)	1,522,731			

Project	Service Area	Description	Current Budget Est	30-Jun-23	Actual 30-Jun-23	Carry Over Request	Budget Est 30-Jun-23	Type	Funding Source
WORKSHOPS, DEPOTS & PLANT									
			-	-	-	-	-		
868000		Plant Purchases	2,891,669	1,563,163	(721,328)	2,170,341	Carry Forward	Plant Replacement (912530)	
			-	-	-	-			
			-	-	-	-			
			2,891,669	1,563,163	(721,328)	2,170,341			
CEMETERIES									
									\$7,500 Sewer (916110)
									\$7,500 Water (914110)
833030		Casino Lawn Cemetery - Fill for DA	40,000	-	(40,000)	-	Carry Forward		\$10,000 Public Cemeteries Perpetual Maintenance Reserve (912580)
			40,000	-	(40,000)	-			\$15,000 Carry Over Works (912590)
						-			
SPORTS GROUNDS, PARKS & RESERVES									
831401		Surf Club Evans Hd - Upgrades	24,131	7,863	(16,268)	7,863	Carry Forward	Unexpended Grant - LPMA - Surf Club Grant (910100)	
829126		Colley Park - Club Room Upgrade (LRCIP 3)	1,074,303	5,284	(1,069,019)	5,284	Carry Forward	Local Roads and Community Infrastructure Program (LRCIP) (910100)	\$531,89
829131		Colley Park - Top Soil (SPN Grant)	2,227	-	(2,227)	-	Carry Forward	Unexpended Grant - Sporting Priority Needs Program (910100)	
829128		Colley Park - Basketball Court (SPN Grant)	4,500	-	(4,500)	-	Carry Forward	Unexpended Grant - Sporting Priority Needs Program (910100)	
829129		Colley Park - Soccer Field Lights (SPN Grant)	169,500	-	(64,559)	104,941	Carry Forward	Unexpended Grant - Sporting Priority Needs Program (910100)	
829111		Colley Park - Drainage - (SPN Grant)	420	-	(420)	-	Carry Forward	Unexpended Grant - Sporting Priority Needs Program (910100)	
829130		Colley Park - Irrigation training field (SPN Grant)	1,500	-	(1,500)	-	Carry Forward	Unexpended Grant - Sporting Priority Needs Program (910100)	
829158		QE Park - Topsoil (SPN Grant)	8,670	-	(8,670)	-	Carry Forward	Unexpended Grant - Sporting Priority Needs Program (910100)	
829157		QE Park - Cricket Nets (SPN Grant)	151,309	-	(35,106)	116,203	Carry Forward	Unexpended Grant - Sporting Priority Needs Program (910100)	
829183		QE 5 - Drainage (SPN Grant)	35,700	-	(35,700)	-	Carry Forward	Unexpended Grant - Sporting Priority Needs Program (910100)	
829184		QE 7 - Drainage (SPN Grant)	12,600	-	(12,600)	-	Carry Forward	Unexpended Grant - Sporting Priority Needs Program (910100)	
829159		QE Park - Onsite storage shed (SPN Grant)	163,169	143,055	(20,114)	143,055	Carry Forward	Unexpended Grant - Sporting Priority Needs Program (910100)	
830108		Parks - Croquet Club - Topsoil	20,393	-	(20,393)	-	Carry Forward	Unexpended Grant - Sporting Priority Needs Program (910100)	
830107		Parks - Croquet Club - Footpath Access	14,364	-	(14,364)	-	Carry Forward	Unexpended Grant - Sporting Priority Needs Program (910100)	
830152		Parks - Findlay Park - Installation of new playground	55,000	22,787	(32,213)	22,787	Carry Forward	Unexpended Rates Special Variation (912515)	
			1,737,786	178,989	(1,337,653)	400,133			

Project Service Area		Description	Current Budget Est 30-Jun-23	Actual 30-Jun-23	Carry Over Request	Budget Est 30-Jun-23	Type	Funding Source
ROADS, FOOTPATHS & DRAINAGE								
837451		Tree Program - Town Entries	50,000	14,926	(35,074)	14,926	Carry Forward	Carry Over Reserve (912590)
839200		Rural Drainage - Replace Steel Culverts	53,988	27,439	(26,549)	27,439	Carry Forward	Carry Over Reserve (912590)
839160		Bridge Design Element - Reynolds Rd	30,000	1,101	(28,899)	1,101	Carry Forward	Carry Over Reserve (912590)
845800		Footpaths Rappville - Shared Pathway	56,378	-	(56,378)	-	Carry Forward	Unexpended Grant - Bushfire Recovery (910100)
839143		RTR Coraki Ellangowan Road CH 0 to 2.57 (from ellangowan rd)	650,000	132,797	(517,203)	132,797	Carry Forward	\$329,418 Unexpended Grant - Roads to Recovery (910100) \$187,785 Unexpended Rates Variation (912515)
837534		Kerb & Gutter - Park St Evans Head	33,108	20,753	(12,355)	20,753	Carry Forward	Carry Over Reserve (912590)
841514		AGRN960 EPAR10 - MR145 Casino Coraki Rd (DM01218)	315,000	237,795	(77,205)	237,795	Carry Forward	Carry Over Reserve (912590)
837249		Casino Rds - Rotary Clock (roundabout Walker St)	30,000	-	(30,000)	-	Revote	Unexpended Rates Special Variation (912515)
839151		Benns Rd - Rehabilitation 2.3kms	1,520,179	1,472,114	(48,065)	1,472,114	Carry Forward	Unexpended Rates Special Variation (912515)
837946		Urban Local Rds Halsteads Drive (Crown) Stage 1	151,350	19,800	(131,550)	19,800	Carry Forward	Income Account (737946)
845206		Footpaths Broadwater - Broadwater Evans Hd Rd Shared Pathway	172,000	36,200	(135,800)	36,200	Carry Forward	Income Account (745206)
845856		Footpaths Woodburn - Woodburn Evans Head Shared Pathway	168,960	14,750	(154,210)	14,750	Carry Forward	Income Account (745856)
			-	-	-	-		
			3,230,963	1,977,675	(1,253,288)	1,977,675		
REAL ESTATE DEVELOPMENT								
818420		Evans Hd - Tuckeroo Ct land Clearing and Filling	70,000	44,049	(25,951)	44,049	Carry Forward	Real Estate & Infrastructure (912535)
			-	-	-	-		
			70,000	44,049	(25,951)	44,049		
ENGINEERING SUPPORT & ASSET MANAGEMENT								
866050		Casino Depot - Masterplan	23,000	-	(23,000)	-	Carry Forward	Plant Replacement (912530)
866049		Casino Depot - Store Awning	40,000	-	(40,000)	-	Carry Forward	Plant Replacement (912530)
866048		Casino Depot - Drainage Works	77,945	-	(77,945)	-	Revote	Plant Replacement (912530)
			-	-	-	-		
			140,945	-	(140,945)	-		
TOTAL CAPITAL CARRY FORWARDS & REVOTES			18,057,350	9,458,684	-7,389,018	10,668,332		
TOTAL CARRY FORWARDS & REVOTES - OPERATIONAL & CAPITAL			22,303,986	12,867,348	-8,183,746	14,120,240		



2022/2023 Annual Report



RICHMOND-UPPER CLARENCE REGIONAL LIBRARY

MANAGER REGIONAL LIBRARY'S

ANNUAL REPORT FOR 2022/23

I am pleased to present the Annual Report of the Richmond-Upper Clarence Regional Library, providing a summary of activities for the period 1 July 2022 to 30 June 2023. **The Richmond-Upper Clarence Regional Library wishes to acknowledge the traditional landowners and pay respect to elders both past, present, and emerging.**

Regional Administration and Physical Activities

It was very pleasing to see our libraries begin to return to pre-covid usage. The libraries played an important role in the mental health of the communities who are still feeling the effects of the floods and Covid. The libraries provided a safe and welcoming space.

The completion of the **Casino Library Courtyard** project in February 2023 was one of the major highlights of the year. There was a soft launch with Richmond Valley Council Mayor, Robert Mustow.

The State Librarian, Dr John Vallance officially opened the Casino Courtyard on the 7 June 2023. The State Librarian and six members of the Library Council of NSW also inspected the Evans Head, Kyogle and Mobile Libraries while visiting our region.



Pictured above: Official opening of the Casino Library Courtyard

The new sail cloth cover for the entrance for the Casino Library was also installed in June 2023, which completed the project.



Pictured Above: Sail cloth at the front entrance of the Casino Library

The library was successful with another **Public Library Infrastructure Grant Application**, gaining **\$173,803** in funding for meeting rooms at the Casino Library.

The library service continued to thrive, as the library continued to play an essential role in supporting an educated community. The varied needs of both individuals and groups in the community covered needs such as education, access to information, personal development, and recreation and leisure. The library supports accessibility for all by providing access to materials in a variety of formats, including both physical and digital resources.

Our libraries are welcoming spaces that remain central to service delivery in their respective communities. Richmond-Upper Clarence Regional Library prides itself on providing an environment in which everyone is comfortable and accepted.

All branches welcome travellers and visitors who regularly visit our libraries to access the internet and Wi-fi facilities to stay in touch with family and friends as well as access online services such as banking while they are away from home.

In 2022/23 the Regional Library had **117,924 members and guests** walk through the doors to use the library facilities. This comprised of:

Casino – 60,170	Kyogle – 33,568
Evans Head – 16,518	Coraki – 1,633
Mobile Library – 6,035	

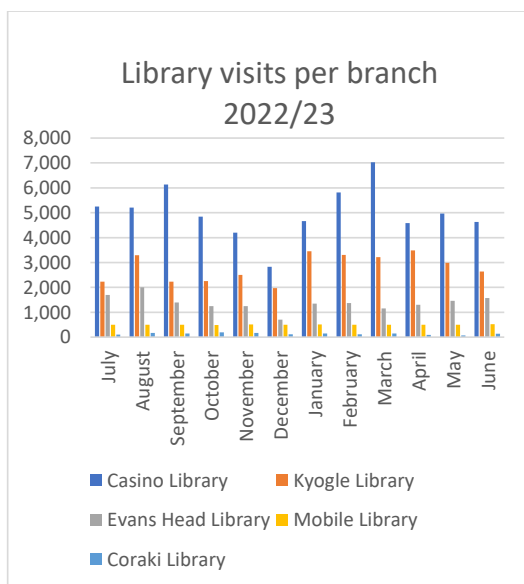


Figure Above: Library visits per Branch 2022/2023

As at the 30 June 2023 the Regional Library had **16,544 members** with **1,162 new members** joining during the year. The library has over **50% of the population being members of the library which is higher than the state average**. Our membership also includes 936 non-residents as members. The total weekly opening time of all the libraries was 140.5 hours.

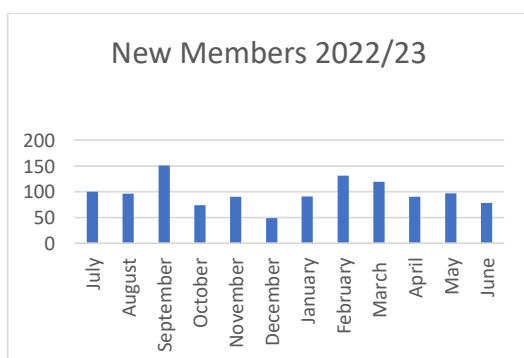


Figure Above: New Membership by month 2022/2023

The library facilitated, hosted, and conducted an enriching and a diverse range of programs and activities meeting the needs of the community, with the Regional Library running **872 programs during the year**. A very pleasing and rewarding outcome of our programs and events schedule is the library easing social isolation in the community.

The libraries were continually used as a **meeting hub**, providing a free public space in comfortable, friendly, and safe surroundings.

They were also used throughout the year for meetings, exams, and tutoring, and supported accessibility to online appointments and meetings that needed to occur via videocall. The libraries were often the first point of call for families who moved to the area.

eResources and **online databases** were made available to patrons via the library website and app 24/7. The eService comprising of eBooks, eAudiobooks and eMagazines had 22,987 loans during the year, which was an impressive **23% increase** on the previous year and 57% increase over 2 years. Richmond-Upper Clarence Regional Library and Clarence Regional Library were involved in two consortia's which gave library members access to a wider range of eResources.

Beamafilm viewings amounted to 1,281 during the year. The State Library online databases was another method of providing the community with a trusted, high-quality resource which is available from the comfort of their own home. Good use of the Health, Medical, eBooks and newspapers were recorded.

The **StoryBox** had 4,256 stories streamed during the year. The library also provided access to **Haynes Online**, which is a subscription to online motor car and motorcycle repair manuals.

TheComputerSchool, which is an Interactive Online Computer and Technology Training Centre, was well used with Microsoft Office and Computer Basics the most popular training modules. The library also provided **Good Reading** – an online magazine for book lovers.

RFID technology continued to be used successfully throughout the region. The use of self-serve kiosks at Casino, Kyogle and Evans Head Libraries continued to grow in popularity, with 8,368 members borrowing and/or renewing 30,727 items during the year. At some stages during the year the self-serve kiosks were unavailable at the three libraries due to software issues.

There were 1,514 uses of the library **laptops from the laptop dispensers** at Casino, Kyogle, and Evans Head Libraries, proving to be a popular and valuable library resource.

The **pop-up libraries** at the Casino Railway Station, Kyogle Swimming Pool and the Evans Head Visitor Information Centre proved popular with visitors and travellers.

The library continued to participate in the **Dolly Parton Imagination Project** with 276 registered in Richmond Valley and 101 in Kyogle Council areas.

The library also participated in **Share the Dignity** and **It's In the Bag** charitable programs. The library also participated as a collection location for **Lids for Kids**, and **Aussie Bread Tags for Wheelchairs**.

In March 2023 the Casino, Kyogle, and Evans Head Libraries between them hosted 15 sessions of the short film **Tinnie heroes** with 282 people attending.

Branches

The **Casino Library** conducted many promotions that engaged the community and promoted both library, and community services. The feedback was very positive.

The Casino Library has **9,157 registered members** with **613 new members** joining during the year. Many people from our Aboriginal community used the library every day, including the public internet and Wi-Fi service.

Staff at Casino Library, headquarters of the Regional Library, were responsible for the purchasing and processing of new items for the region, as well as serving the needs of the members and guests each day. Library Assistants all had core duties they were responsible for as well as several rostered duties.

In late May 2023, the library team carried out a major re-organisation of the shelving and collection with the idea of making the collection more accessible and inviting.

The function room and function area at the Casino Library received numerous bookings throughout the year by community groups, businesses and Richmond Valley Council as well as individuals.

The Casino Library hosted monthly meetings of the **Book Discussion Group**, and **Adult-Colouring-in**. The **Casino Craft Group** were regular users of the Function area on their Tuesday get-togethers.

The **Book Discussion Group**, supervised by **Sylvia Cooling** were again popular at their monthly sessions with 81 people attending 12 sessions. Local author Graeme Gibson also

gave an author talk at the Book Club at the Casino Library on 9 May 2023.

Sylvia conducted 42 Create Make Share Programs at the Casino and Kyogle Libraries throughout the year with 228 attending. 163 attended 29 sessions at Casino Library and 65 attended 13 sessions at Kyogle Library.

Sylvia also conducted 7 Wendy Edwards programs at the Casino Library with 60 attending.



Pictured Above: Create, Make Share program at the Casino Library



Pictured Above: Paint Pouring at Casino Library

Sue Bland continued to supervise the successful **Adult Colouring-in** sessions at the Casino Library with 82 people attending 17 sessions.



Pictured Above: Adult Colouring-in at Casino Library

The **Monthly Lego Club** and the **Family Lego** days at the Casino Library, organised by **Tamara Patino** was very popular with 55 children attending 9 Lego sessions.

Tamara also conducted **Playdough Playtime** sessions with 73 children attending 9 sessions and regular visits with **Kookaburras** with 107 children attending 11 sessions.



Pictured Above: Tamara Patino and Kookaburras in the new Casino Library Courtyard

Laura Ramstadius organised 9 **Xbox gaming sessions** with an attendance of 22. **Amy Boyd** commenced monthly **film club** at the Casino Library in February 2023. There were 5 sessions with 45 attending.

The **Kyogle Library** also conducted many programs for its 3,838 members including 246 new members. The Kyogle Library was the venue for many meetings for community groups throughout the year. The feedback from the members and guests that visit Kyogle Library was again very positive.

The Kyogle Library hosted the **Byron Writers Festival Roadshow** on 24 August 2022. This was a very successful night with 50 people attending.



Pictured Above: Byron Writers Festival Roadshow at the Kyogle Library

On the 24 February 2023 the **Kyogle Library** hosted an author visit by Graeme Gibson attracting 22 people. Graeme also presented a memoir writing workshop with 21 people attending.

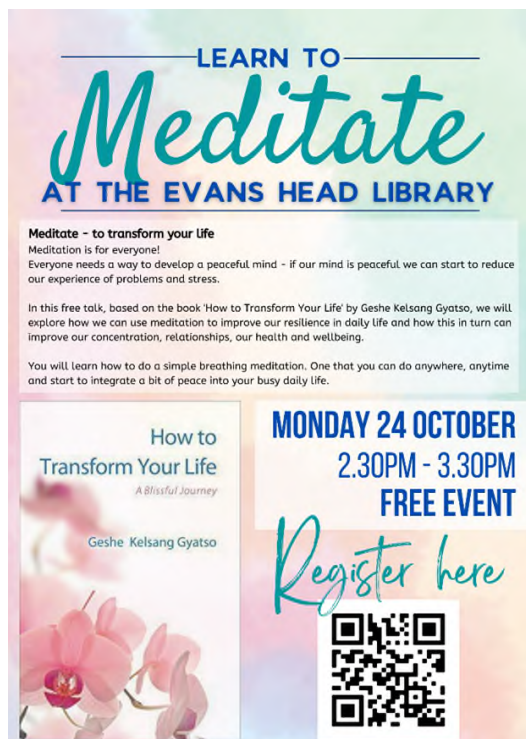


Pictured Above: Graeme Gibson Author talk at Kyogle Library

Cheryl Thompson continued to supervise the very popular **Adult Colouring-in** at the Kyogle Library with 99 people attending 24 sessions. **Sylvia Cooling** conducted 13 **Create Make Share** workshops at Kyogle with 65 in attendance.

Corinne Hughes ran 12 **Kyogle Book Club** sessions with 79 attending. **Corinne** also conducted 106 children's sessions, both within the library and as part of the outreach program with 911 children participating.

The **Evans Head Library** had 215 new members to make a total of 2,105 registered members. The Evans Head Library hosted a successful **meditation workshop** on 24 November 2022 with 17 people attending.



Pictured Above: Promotion of the Meditation workshop at Evans Head Library

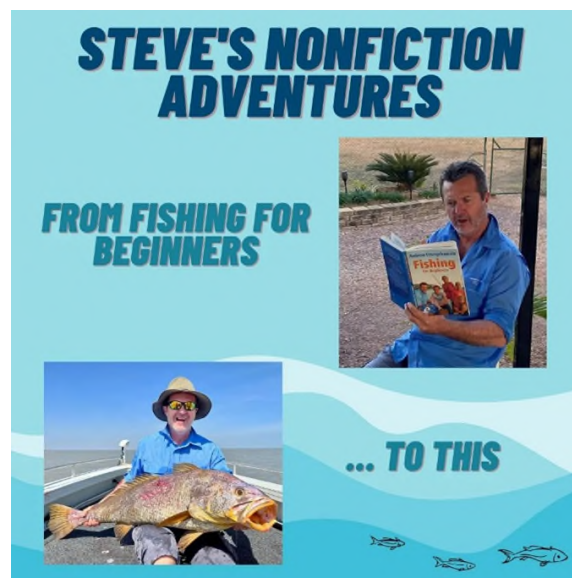
The **Coraki Library** has 211 members including 10 new members. There were 31 Internet usages and **Aaron Wilkes** made a concerted effort to keep the collection up-to-date and relevant to the customers. He also did regular displays to promote the collection and during the year transformed the Coraki Library into a Library jungle.



Pictured Above: Library Jungle at the Coraki Library

The **Mobile Library** has 1,233 members with 78 new members enjoying the unique service. It has been designed to provide high quality, equitable library services to rural and remote patrons. The Mobile Library operates on a fortnightly schedule with the schedule being reviewed and updated every quarter. Steve Locke and Tamara Patino produced some great social media posts to promote the mobile library service.

It was also very pleasing the mobile library was able to return to the flood affected communities of Broadwater and Woodburn. The mobile library also provided a weekly service to the relocated St Joseph's School which was set-up in Evans Head.



Pictured Above: Mobile Library promotion

Promotions and Extension Services

Programming still has an important role to play in the library service engaging the community and easing social isolation. The 872 programs conducted at the libraries consisted of:

Children's - 6,078 attending 404 sessions

Tech savvy for seniors –329 sessions

Adult education/craft and hobby – 614 attending 112 sessions

Author visits - 49 attending 3 sessions

Miscellaneous – 436 attending 24 sessions

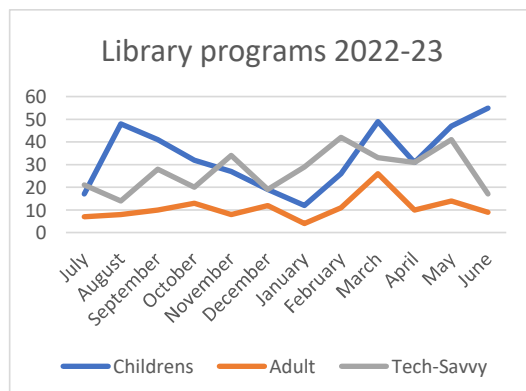


Figure Above: Library programs 2022-23

Library staff made a concerted effort to increase and improve library programs and engage the community. These programs were promoted through the local media, social media and within the libraries. The **eNewsletter** supervised by **Programs and Events Coordinator, Sylvia Cooling** proved to be a successful and effective means of informing the community of library events and programs.

The library was also a regular contributor to the Richmond Valley Council staff eNewsletter, the Valley Views, Kyogle Council Newsletter and the Broadwater Babbler. The library also featured on some Richmond Valley Council videos.

Promotion of the Library was shared on social media via Facebook, Instagram, and YouTube. The Facebook posts, event scheduling, and the Library's YouTube account was coordinated by **Library Technician, Amy Boyd, Library Assistant, Tamara Patino, Casino Programs and Events Coordinator, Sylvia Cooling and Library Assistant Aaron Wilkes**. Tamara also created content and coordinated the Library's Instagram page. **Aaron** also commenced filming **Ngarie and Corinne** doing book reviews. Social media content highlighting the library's collections, programs and events was created by many of the

Regional team, with staff both involved in creating, and/or starring in the content shared online.

The Manager Regional Library also spoke about library services on **Cow FM** on the first Monday of each month. **Ngarie** also did one session on Cow FM in November 2022. The library also had an Instagram post programmed by ALIA (Australian Library and Information Association).

Displays continued to play a large part in promoting the collection and brightening the interior of the libraries.

Adult Colouring-in sessions coordinated by **Cheryl Thompson** at Kyogle Library and **Sue Bland** at Casino Library proved to be extremely popular creating great opportunities for community engagement, interaction and easing of social isolation.

The brightly coloured **Art Van Go** was regularly seen around the Richmond Valley and Kyogle Council communities as it was used for the **outreach program** delivered by **Sylvia Cooling**. It was also used on occasions when the mobile library was off the road, including visits to Woodenbong, Bonalbo, Broadwater, Woodburn and Cawongla.

The **Tech Savvy for Senior's Program** continued to be successful and well attended with 329 people involved in one-on-one sessions. These sessions were conducted by **Laura Ramstadius, Amy Boyd, Ngarie Macqueen, Aaron Wilkes, Sophie-Rose Hastie and Sebastian Scholl**. **Corinne Hughes** conducted the Tech Savvy sessions at the Kyogle Library.

Library Technician, Amy Boyd, commenced working on the Richmond Valley Council **Community Directory**, which will be available on the Richmond Valley Council website. Amy received assistance and liaised with **School Based Trainee, Sebastian Scholl, Manager of Customer Experience, Sharon Banning, Application Development & Support Analyst, Earl Whittaker and Officer Communications and Digital Experience, Adam Hourigan**.

Children's Services

The quality of children's/youth services continues to be maintained at an exceptionally high standard and this was enhanced by **Sylvia Cooling and Corinne Hughes attending Sensory training** in Sydney in May 2023.

The **Casino Library** hosted **295 children's programs/events** with **5,167 attendees**. This included regular Bookworms programs, after school activities, visits from local schools, community group visits, Lego clubs, and the Baby Bounce program.

The **Kyogle Library** hosted **106 children's programs** during the year with 911 attendees. Programs included Lego Club, school holiday activities, preschool visits, day-care story time, and the Parents 'n' Kids group.

Sylvia accompanied the **mobile library** with monthly visits to the **Bentley Preschool** to present story time sessions. These were always eagerly awaited, and it was pleasing when the same service commenced at **Manifold School** in May 2023.

Information Services

During the year, the Regional Library staff successfully supplied **24,206 information requests** and **27,638 customer service requests**. The ability to provide relevant, timely resources is supported by the ability to access materials via the Internet and the Library's eResource collection and becomes an increasingly important service to the community as increased services and resources are only available online.

The **Document Delivery Service** (Interlibrary Loans) under the coordination of **Sue Bland** recorded **82 requests being satisfied with an 88% success rate**. The 12% unsuccessful included very hard to locate books and customers deciding not to pay the additional costs for the requests from the National, Academic or Specialist Libraries. **135 items** were loaned to other libraries from this library service.

Free public internet access continues to be a major draw card for all libraries, with **9,374 bookings** made to use the Internet at the five libraries that provide the service. The **Wi-Fi** service was also an extremely popular service with **9,849 connections**. This service was particularly well-used during school holidays.

Figure Below: Monthly Internet Usage

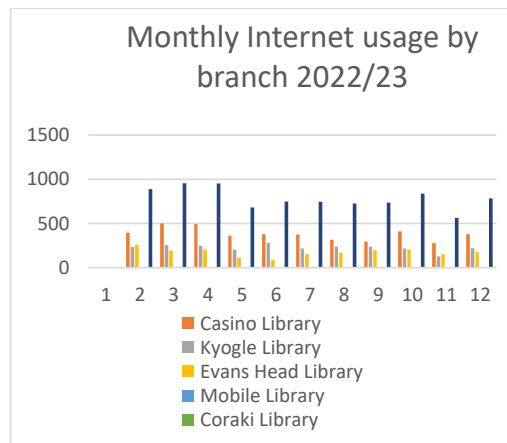
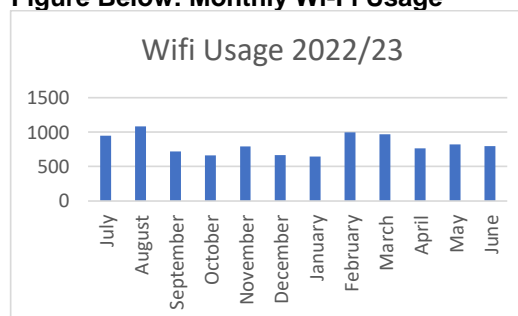


Figure Below: Monthly Wi-Fi Usage



Technical Service Maintenance

With **LIBERO**, the Library Management System being cloud based, all upgrades were received automatically. Under the guidance of **Casino Library Coordinator, Ngarie Macqueen**, Libero continued to function at a high level. Ngarie also mentored Laura Ramstadius in some of the Libero functionality. The library also received 2 site visits from Libero during the year.

Kyogle Library continued to experience regular IT issues with network and the phone system. All libraries logged regular IT support calls.

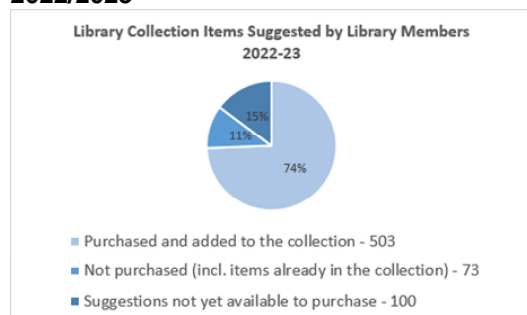
RFID continued to function well overall though all libraries experienced some issues throughout the year. Kyogle Library members made the most use of the self-serve kiosk with 48% of loans made this way, while Casino was 12% and Evans Head 15%.

Scanning of documents to email addresses was again one the most utilised services provided by library staff throughout the year. Staff also spent anywhere from 5 minutes to 30 minutes providing IT assistance to members and guests. There was also support given for a variety of tasks such as TFN applications,

passport applications, Library eResource setup and use, and troubleshooting for IT devices. The Regional Library had a successful year purchasing new high-quality new items for the collection. While some items were purchased from visiting book suppliers, the majority were selected through on-line purchasing which has increased dramatically over recent years.

The Standing Orders for the most popular authors also continued to be a successful **purchasing tool**. **Suggestions for purchase** from members was managed by Casino Library Coordinator, **Ngarie Macqueen** with a high success rate and resulted in many satisfied members being able to borrow items they suggested for the collection.

Figure Below: Suggestions for Purchase 2022/2023



The library collection continued to evolve with **5,735 titles added** and **5,028 items discarded**. Due to time, space, and a preference for new books only a few donations were added to the collection during the year.

13,226 reservations for Library items were satisfied from within the regional collection. It was pleasing to see the large amount of weekly freight that occurred between all the libraries which consisted of large amounts of reserved items.

Weeded library stock and donations went to the **pop-up libraries** that was set-up for travellers at the Casino Railway Station, Kyogle Swimming Pool and Evans Head Library and Visitor Information Centre.

The Casino Library hosted an on-going book sale throughout the year. The sale items were continually added to throughout the year, providing a wide variety to choose from. Over \$1,000 was raised by the continual book sale.

The Casino, Kyogle and Evans Head Libraries also sold weeded and donated stock in book sales to raise funds for the flood affected

communities. Funds from Casino and Evans Head libraries was used to purchase Christmas trees and decorations for the Coraki and Woodburn flood victims and Bunnings vouchers were purchased for the Broadwater flood victims. All were distributed by their prospective community hubs.

Kyogle Library distributed their funds to the Kyogle Uniting Church Op-shop and Kyogle Lions Community Pantry to be distributed to flood victims.



Pictured Above: Kyogle Library Assistant, Cheryl Thompson (centre) presenting funds for the flood victims to the Kyogle Lions Community Foodpantry

The **seed library**, coordinated by **Library Assistant, Linda Clark** was highly successful with 5,083 packets of seeds loaned. Each monthly Library eNewsletter also featured a seed of the month.

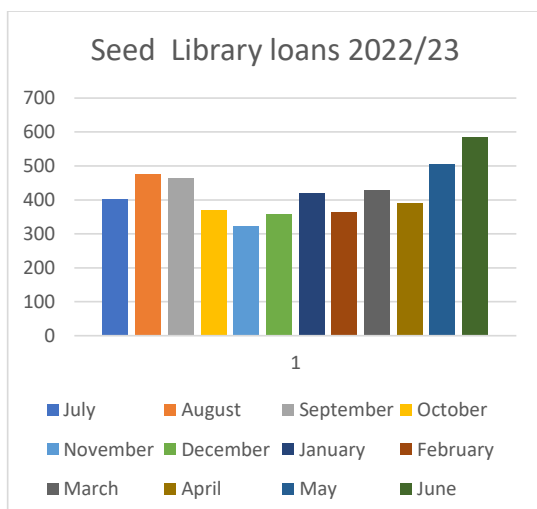


Figure Above: Seed library loans 2022-23

The Regional Library continued membership with Public Libraries NSW, Trove Collaborative Services and Libero User Group as well as retaining a **Borrowbox consortia** and **Overdrive consortia** arrangement with Clarence Regional Library. A new **uLibrary Consortia** was established between several NSW Public Libraries during the last quarter. These consortiums provide the library members with a greater selection of eResources.

The rotation of stock between the Regional Library's service points continued with regular exchanges taking place. **Ngarie Macqueen** supervised and consulted with branch staff to ensure an effective exchange of collections between the libraries. **Collection HQ** reporting software also played a significant role in the selection of Library stock to be rotated between branches as well as assisting keeping the collection modern and relevant.

Staffing

The library staff comprised of eight full-time, six permanent part-time staff, three library/customer service and a school-based trainee. **Terrie Costello** retired in March 2023 and **Sue Custer** joined the library team at Evans Head in March 2023. The staff consisted of:

Gary Ellem	Manager Regional Library
Ngarie Macqueen	Casino Library Coordinator
Sylvia Cooling	Coordinator Programs and Events Part-time
Corinne Hughes	Kyogle Branch Librarian

Amy Boyd	Library Technician
Sue Bland	Library Assistant (Casino)
Linda Clark	Library Assistant (Casino)
Tamara Patino	Library Assistant (Casino)
Laura Ramstadius	Library Assistant Part-time (Casino)
Nancy Van Iersel	Library Assistant Part-time (Casino)
Steve Locke	Mobile Library Operator
Cheryl Thompson	Library Assistant Part-time (Kyogle).
Ian McLean	Library Assistant Part-time (Kyogle)
Sue-Ellen Little	Customer Service Officer (Evans Head)
Haylee Webber	Library Assistant/Customer Service and Support Officer – Job Share (Evans Head)
Terrie Costello	Library Assistant - Customer Service Officer- Job Share – (Evans Head) – resigned March 2023
Sue-Custer	Library Assistant/Customer Service and Support Officer – Job Share (Evans Head) commenced March 2023
Aaron Wilkes	Library Assistant Part-Time (Coraki), Part-time Library Technician
Sophie-Rose Hastie	School Based Trainee – completed in December 2022. Casual Library Assistant December 2022-May 2023
Sebastian Scholl	School based trainee commenced February 2023

Several Customer Experience team members worked at the Evans Head Library during the year when team members were on leave or unavailable. **Aaron Wilkes** also worked at the Evans Head Library on a regular basis.

Members of the Casino Team worked at the Kyogle and Coraki libraries on numerous occasions during the year due to staff being on leave.

When the Mobile Library Operator was unavailable, the mobile library was operated by Richmond Valley Council staff, **Glenn Sidhu, Col Richardson and Bettina Cavanagh.**

On 1 July 2022 our **School Based Trainee, Sophie-Rose Hastie** was a finalist in the NSW Training Awards North Coast and Mid North Coast with the Award presentation in Coffs Harbour. **Gary and Ngarie** also attended the ceremony where **Sophie** was announced the **Regional Winner North Coast School Based Apprentice/Trainee of the Year.**



Pictured Above: Sophie-Rose Hastie - Regional Winner North Coast School Based Apprentice/Trainee of the Year.

Staff Training/Meetings

Staff attended many training courses and meetings throughout the year with several staff involved in webinars.

The library team represented the library or spoke at several events in the community during the year including:

- 14 July 2022** – Gary – View Club
- 6 September 2022** – Gary – RVC Job Expo
- 5 October 2022** – Gary – Wellness in the Workplace
- 13 October 2022** - Sylvia – Accidental Counsellor Foundations Workshop
- 23 November 2022** – Gary – Judge at Casino Lions Club Public speaking
- 24 November 2022** – Ngarie – Youth Support Meeting
- 15 December 2022**– Amy and Tamara – Red Cross Morning Tea
- 19 December 2022** – Sylvia - Casino West School Wellbeing Day

2 February 2023 – Corinne - Kyogle & District Historical Society

2 February 2023 – Corinne – Kyogle Youth Action

9 February 2023 – Aaron – Seniors Expo at Coraki

10 February 2023 - Sylvia – Wendy Edwards Group

11 March 2023 – Gary and Ngarie – Evans Head Living Museum 20-year celebration

30 March 2023 – Corinne and Cheryl – Headspace

12 April 2023 – Ngarie and Amy – Headspace

21 April 2023 – Corinne - Kyogle Garden Club Fete

18 May 2023 – Ngarie – Probus

23 May 2023 - Ngarie – Youth Support Meeting

Monthly team meetings were held at the Casino Library where library policies and procedures were discussed as well as brainstorming and acknowledging the library's successes. Bi-monthly **Library Marketing and Promotions meetings** coordinated by **Sylvia Cooling** were also held. **Corinne Hughes** was a regular participant at all these meetings both in person and by Skype and Teams. **Cheryl Thompson and Aaron Wilkes** attended these meetings regularly via Skype/Teams. **Ian McLean and Sue-Ellen Little** were also occasionally able to participate.

The Casino and Kyogle Libraries conducted regular workroom meetings with team members sharing the chairing and taking minutes of these meetings.

Throughout the year **Gary** attended regular **Manager Meetings and Organisational Service meetings** at Richmond Valley Council as well as numerous other meetings with other council staff. **Gary** also filled the role of **Acting Director Organisational Services** 22 May-2 June 2023.

Gary, Ngarie and Corinne attended the **SWITCH Conference** in Albury in November 2022. This was the first Switch Conference held in person since 2019. **Gary** attended a **North-East Zone Library Managers** at Quirindi 11/12 August 2022. The Evans Head Library hosted a **Library Managers Meeting** 9/10 March 2023 and Gary attended full **North-East Zone meetings** at Kempsey 8 September 2022 and at Bingara 11 May 2023.

Ngarie attended a **Libero User Group** meeting 26-28 October 2022 where she was

also returned as the **Secretary of the LIBERO User Group**. Attending these Libero meetings has assisted **Ngarie** in ensuring the LMS is being used at a high capacity.

Ngarie, Laura and Gary attended an online Libero Development Plan webinar on the 15 November 2022.

During the year **Gary and Ngarie** participated in several online discussions, including some online demonstrations with several library suppliers. Library staff was also in regular contact with the various suppliers with whom the library was associated.

Amy and Gary received an online demonstration of **Beanstack** on the 21 July 2022 before going "live" in November 2022. This new feature provided **Amy** with resources to run reading competitions as well as training for the library team.

Ngarie was a speaker at a **Reader Advisory** session at the State Library of NSW on 20 March 2023 while **Aaron Wilkes** coordinated proceedings online. Most of the library staff continued their **Reader Advisory** training under the supervision of **Aaron**.

Sylvia Cooling and Corinne Hughes participated in a Sensory Storytime workshop in Sydney on 3 May 2023.

A large majority of the library team undertook **HBDI** training coordinated by former Richmond Valley **Council People and Culture Manager, Caroline Redwood and People and Culture Analyst, Sophie Armour**.

Corinne Hughes represented the Regional Library on the **Richmond Valley Council WHS Committee** and regularly attended these meetings. Throughout the year **Corinne** also met and liaised frequently with several Kyogle community groups.

Gary was heavily involved in the recruitment of the new **Casino Indoor Sports Stadium Coordinator** and spent many hours assisting the new **Coordinator, Richard Campbell** and liaising with different Council Departments.

Gary regularly offered and sought advice/suggestions to other libraries in NSW, sharing library procedures, policies and grants as well as answering regular surveys. **Ngarie** was in regular contact with neighbouring **Clarence Regional Library** discussing

eResources. She also communicated with staff at Libero, Solus (Library App) and eResource platforms at Borrowbox, Overdrive, uLibrary and Hoopla.

The **Manager Regional Library** was also in frequent contact with Library Managers in the **North-East Zone** as well as **Consultants** from the State Library of NSW. In October 2022 he submitted the **2021/22 NSW Public Libraries Statistical Return** and both Richmond Valley Council and Kyogle Council submitted their **2021/2022 Public Library Funding**.

Gary and Ngarie had a visit and meeting with Kathryn and Victoria from on 28 July 2022. Prior to this, the visitors were given a tour of the **Evans Head Library**. On 20 June 2023 Clarence Regional Library reciprocated, inviting **Gary and Ngarie** to the Grafton Library for a meeting and library tour.

The library was again indebted to the wonderful library volunteers who did an amazing work with the home delivery service and shelving returned items. A small thankyou morning tea was held at the Casino Library on 18 May 2023.

Conclusion

I would like to sincerely thank the relevant Council staff for their continued support and assistance throughout the year.

I wish to acknowledge and congratulate all library staff on their dedication, commitment, and enthusiasm in providing their service and time to library members and guests of all ages. They have all contributed in a positive manner to ensure the library service's continuing success.

Gary Ellem
Manager Regional Library



Pictured Above: Art Van Go at Woodenbong



Pictured Above: State Librarian and Library Council of NSW inspecting the mobile library at Broadwater



Pictured Above: Mental Health Month Display at Casino Library



Pictured Above: Ngarie Macqueen and the Probud Talk at the RSM Club

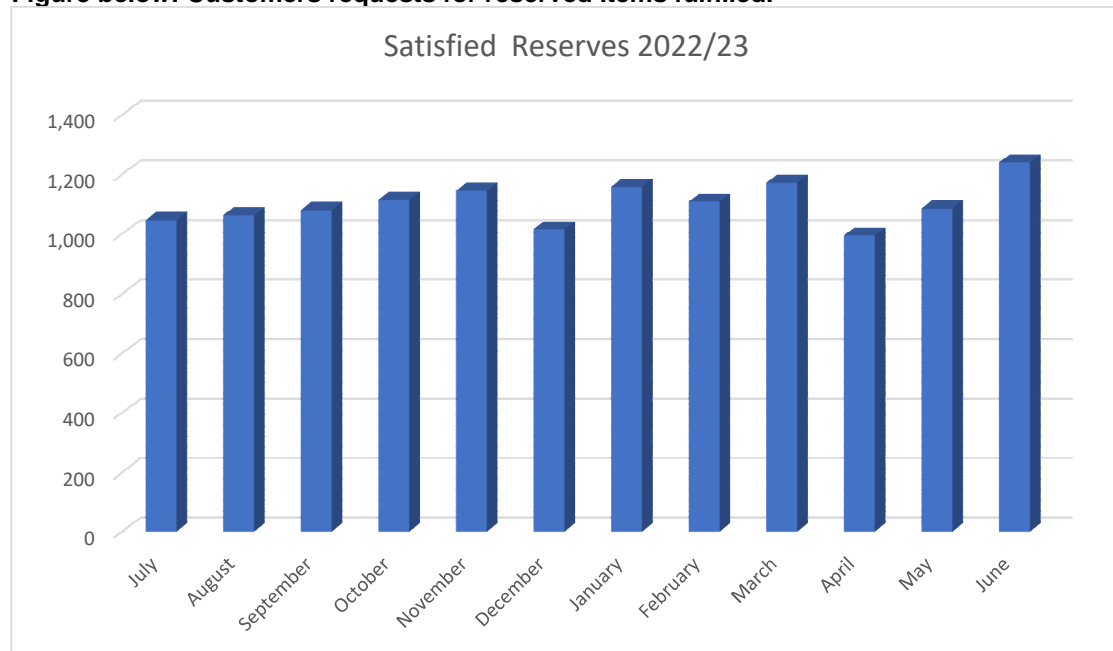
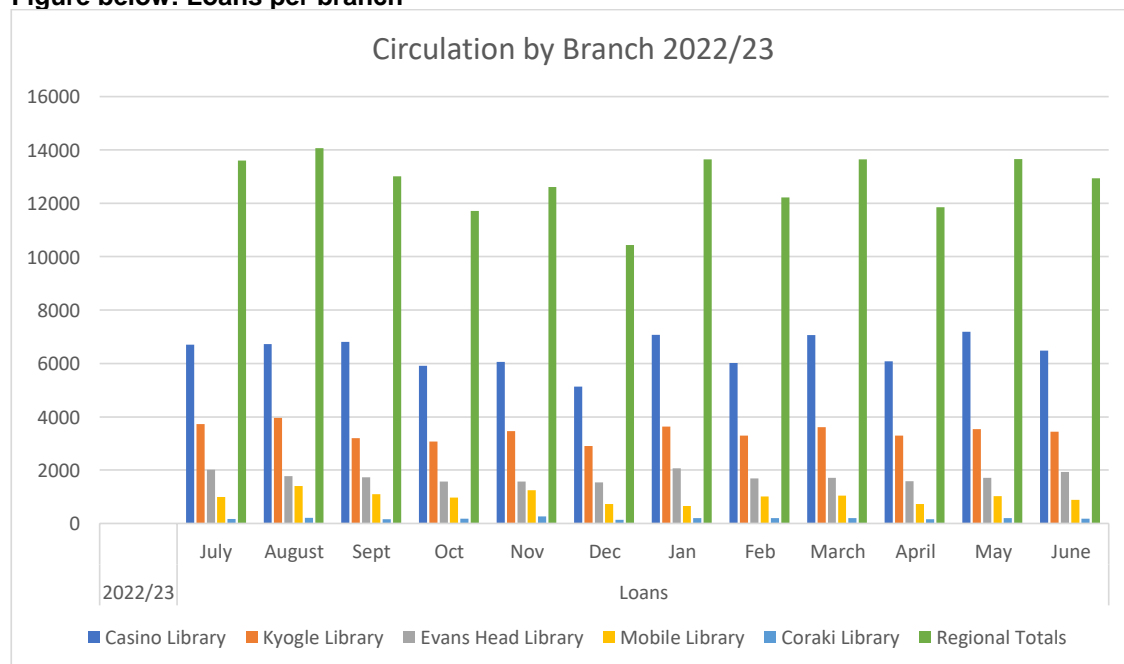
Figure below: Customers requests for reserved items fulfilled.**Figure below: Loans per branch**

TABLE 1. LIBRARY COLLECTION STATISTICS

*Not included in Book Vote

Collection	As at	Added	Discarded	Expenditure
	30/6/23	1/7/22-30/6/23	1/7/22-30/6/23	1/7/22- 30/6/23
Picture Books	4,348	594	260	7,263
Easy Junior Fiction	1,891	216	158	1,830
Junior Fiction	2,565	442	275	4,512
Teen Fiction	1,703	282	240	3,029
Music CDs	345	2	42	11
Junior Audio Books	56	3	1	155
Junior Non-Fiction	2,243	151	252	2,404
Junior DVD	721	99	107	1,370
Junior Music	10	0	2	0
Teen Magazines*	95	25	16	0
Teen Audio	0	3	0	0
Teen Non-fiction	142	6	7	42
Adult Fiction	14,457	1,821	1,367	31,006
Large Print	2,434	272	290	7,739
Adult Non- Fiction	10,353	778	1,299	14,766
Reference	201	18	46	64
Magazines *	908	349	315	0
DVD	2,719	429	260	5,621
Audio Books	1,247	151	87	4,731
Local History	883	94	4	338
Total	47,321	5,735	5,028	84,881

Graphic novels – \$925**eBooks -\$6,139****eAudio Books - \$5,052****Miscellaneous (Seeds, Puzzles, freight, etc.) \$2,499****Also added to the collection:****Cake tins 48 – 4 added and discarded 2****Crochet hooks 26 – added 0 and discarded 0****Knitting needles 41– added 0 and discarded 0****Jigsaw puzzles 188 - added 50 and discarded 67****Exercise Library 44 – added 0 and discarded 2****Power mates and Save Power kits 4 – added 0 and discarded 7****Brain Kits 11– added 11****Samsung Tablets 6 – added 6**

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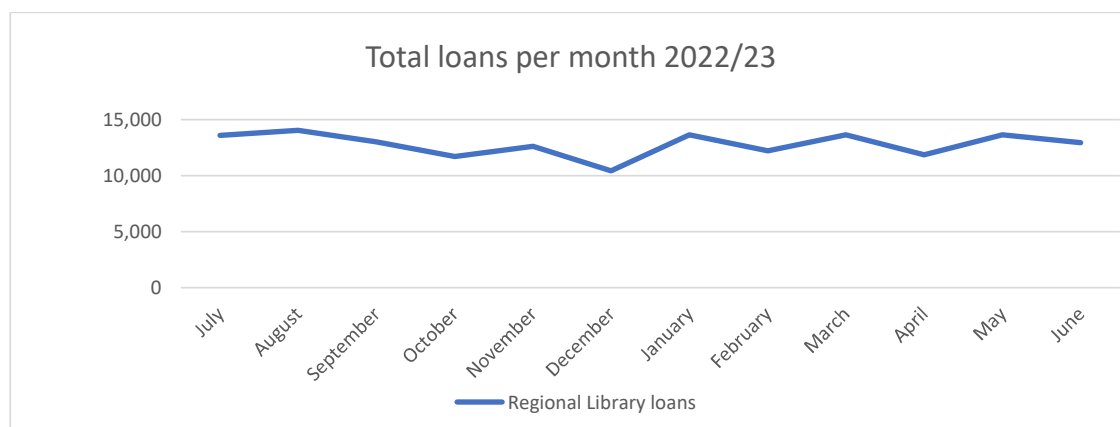


Figure above: Total loans per month

TABLE 2. BORROWERS REGISTRATON STATISTICS AT 30 JUNE 2023

Library	TOTAL	Adult	Young Adult	Junior	Organisations	Richmond Valley	Kyogle	Lismore	Other
Casino	9,157	8,300	284	554	19	8,278	312	213	329
Kyogle	3,838	3,459	103	265	11	18	3,606	84	141
Evans Head	2,105	1,977	20	106	2	2,026	2	14	71
Mobile	1,233	798	37	381	17	645	503	29	49
Coraki	211	177	9	23	2	218	0	0	6
REGIONAL TOTALS	16,544	14,711	453	1,329	51	11,185	4,423	340	596

* Young Adult borrowers are aged between 14 years and 16 years.

10,357 Females, 6,136 males and 51 organizations

NB. Organisations consists of Aged Care Facilities, Schools, and other libraries.



TABLE 3. CIRCULATION STATISTICS

Library	Casino	Kyogle	Evans Head	Mobile	Coraki	REGIONAL TOTALS
Adult Fiction	23,712	11,401	8,340	2,437	783	46,673
Picture Books	10,177	5,573	2,784	2,873	171	21,578
Adult Non-Fiction	8,270	4,324	1,732	1,147	224	15,697
DVDs	7,126	4,241	1,204	673	441	13,685
Bulk Loans	4,452	2,502	6	5,238	0	12,198
Junior Fiction	2,931	1,843	749	709	15	6,247
Large Print	3,285	1,305	499	763	137	5,989
Easy Junior Fiction	2,486	1,371	783	861	15	5,516
Seeds Library	3,448	1,041	380	42	172	5,083
Magazines	2,290	1,255	515	609	73	4,742
Junior Non-Fiction	1,999	1,136	277	571	27	4,010
Junior DVDs	1,890	812	413	490	11	3,616
Teen Fiction	1,568	796	257	114	22	2,757
Audio Books	538	1,458	570	80	105	2,751
Jigsaws	306	158	54	38	0	556
Music CDs	263	123	72	8	0	466
Teen Magazines	23	1	10	297	0	331
Teen Non-Fiction	83	55	24	2	1	165
Local Studies	84	50	6	10	5	155
Exercise Equipment	72	19	9	1	0	101
Junior Audio Books	63	14	0	3	0	80
Cake Tins	44	3	3	0	0	50
Crochet Hook/Knitting Needles	7	6	0	0	0	13
Junior Music CDS	10	0	0	0	0	10
	75,127	39,487	18,687	16,966	2,202	152,469

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TABLE 4. STOCK/SERVICES ACTIVITIES**(i) Stock Movement within Region**

LOCALITY	DISTRIBUTION OF STOCK AT 30/6/2023
Casino	22,307
Kyogle	11,661
Evans Head	5,883
Coraki	2,494
Mobile Library	3,433

Also:

Processing - 145

Stack – 1,410

In-transit - 337

Repairs – 5

Art Van Go - 94

(ii) Inter-Library Loans (Document Delivery)

Successful requests - 82

Unsuccessful requests -11

Specific requests sent to other libraries -135

Bulk loans - 1

(iii) Satisfied reserves – 13,226**(iv) Internet services – 9,374**

Casino-4,521; Kyogle-2,693; Evans Head-2,112; Mobile Library- 17;
Coraki-31

(v) Wi-Fi services – 9,849

Casino –3, 729- ; Kyogle –3,977; Evans Head – 2,130; Mobile –13

vi) RFID Self-Serve –customers (8,368) and items (30,727)

Casino 2,172 and 8,960, Kyogle 5,390 and 18,963, Evans Head 806
and 2,804

(vii) Laptops – 1,514

Casino –1,180 ; Kyogle- 306; Evans Head – 28





Pictured Above: Library lovers at Evans Head Library



Picture Above: Quilts for St Mary's Primary School

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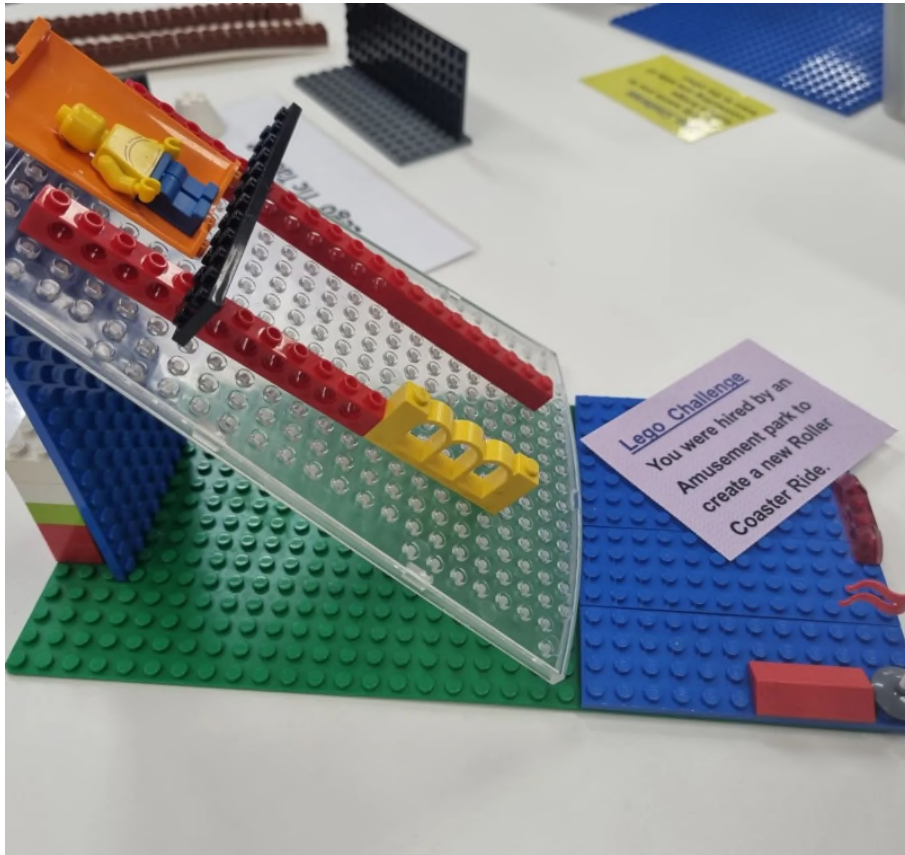
Pictured Above: Beef Week display at Casino Library



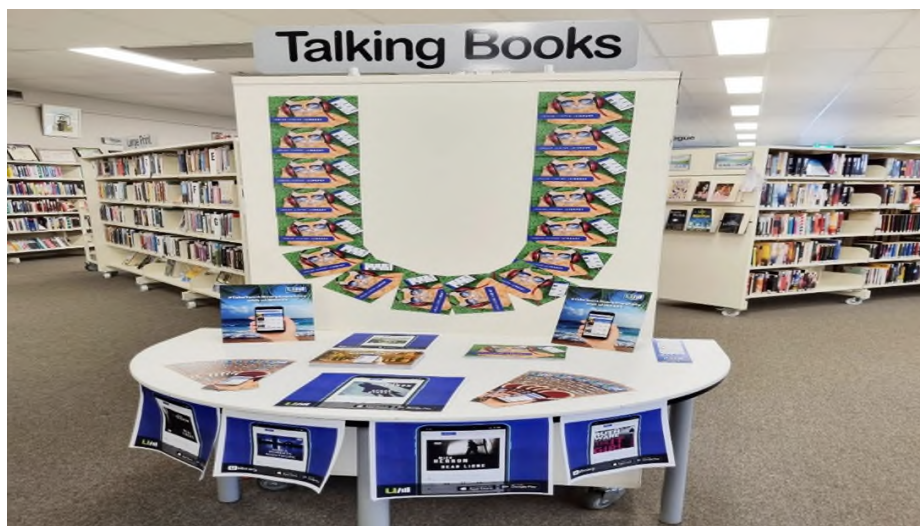
Picture Above: Legal display at Casino Library

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Picture Above: Lego Club at Casino Library



Pictured Above: uLibrary display at Casino Library

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Pictured Above: Blue September display at Kyogle Library



Pictured Above: Playdough playtime at Casino Library Playdough

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Pictured Above: Children's Book Week Display at Casino Library



Pictured Above: Library team undertaking HBDI training

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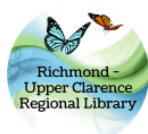


Pictured Above: Create Make share at Kyogle Library



Pictured Above: Pre-School visit to Kyogle Library

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Pictured Above: Ngarie Macqueen , Mayor Robert Mustow and Gary Ellem at the soft launch of the Casino Library Courtyard



Pictured Above: Visit to Kyogle Library by State Librarian and Library Council of NSW

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