

Richmond  
Valley  
Council



# AGENDA

## Ordinary Council Meeting

I hereby give notice that an Ordinary Meeting of Council will be held on:

**Date: Tuesday, 20 February 2024**

**Time: 6pm**

**Location: Council Chambers  
10 Graham Place, Casino**

**Vaughan Macdonald  
General Manager**

## Statement of Ethical Obligations

In accordance with Clause 3.23 of the Model Code of Meeting Practice, Councillors are reminded of their Oath or Affirmation of Office made under section 233A of the *Local Government Act 1993* and their obligations under Council's Code of Conduct to disclose and appropriately manage conflicts of interest.

### Oath or affirmation of office

The Oath or Affirmation is taken by each Councillor whereby they swear or declare to:

*Undertake the duties of the office of Councillor in the best interests of the people of the Richmond Valley and Richmond Valley Council, and that they will faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act to the best of their ability and judgment.*

### Conflicts of interest

All Councillors must declare and manage any conflicts of interest they may have in matters being considered at Council meetings in accordance with Council's Code of Conduct.

All declarations of conflicts of interest and how the conflict of interest was managed will be recorded in the minutes of the meeting at which the declaration was made.

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**1 ACKNOWLEDGEMENT OF COUNTRY**

The Mayor will provide 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****3 PUBLIC ACCESS****4 APOLOGIES****5 MAYORAL MINUTES**

Nil

**6 CONFIRMATION OF MINUTES**

**6.1 MINUTES ORDINARY MEETING HELD 19 DECEMBER 2023**

**RECOMMENDATION**

That Council confirms the Minutes of the Ordinary Meeting held on 19 December 2023.

**REPORT**

Refer attached Minutes.

**ATTACHMENT(S)**

- 1. Unconfirmed Minutes 19 December 2023 (under separate cover)**

**7 MATTERS ARISING OUT OF THE MINUTES**

**8 DECLARATION OF INTERESTS**

(Councillors to specify details of item and nature of interest)

**9 PETITIONS**

Nil

**10 NOTICE OF MOTION**

Nil

## **11 MAYOR'S REPORT**

### **11.1 MAYORAL ATTENDANCE REPORT 13 DECEMBER 2023 - 12 FEBRUARY 2024**

**Author: Robert Mustow**

#### **RECOMMENDATION**

That Council receives and notes the Mayoral Attendance Report for the period 13 December 2023 – 12 February 2024.

#### **December**

- 13<sup>th</sup> Rous County Council Meeting
- 13<sup>th</sup> Christmas Drinks – Richie Williamson MP and Kevin Hogan MP
- 13<sup>th</sup> Rappville Christmas Carol and Tree Light up
- 14<sup>th</sup> Council staff Christmas luncheon
- 14<sup>th</sup> Rappville School Christmas function
- 15<sup>th</sup> Historical Society Christmas Raffle Draw
- 15<sup>th</sup> Rail Trail Tour of upgrade
- 16<sup>th</sup> Woodburn Christmas Tree Light up
- 16<sup>th</sup> Evans Head Old Boys Christmas function
- 19<sup>th</sup> Richmond Valley Council Ordinary meeting
- 20<sup>th</sup> Meeting with residents Ellangowan
- 21<sup>st</sup> Coraki Christmas Tree Light up

#### **January**

- 6<sup>th</sup> J & J Rodeo Buckin' by the Beach 2024 at Evans Head
- 18<sup>th</sup> Meeting Australia Day
- 20<sup>th</sup> Festival of the Waters Coraki
- 21<sup>st</sup> Festival of the Waters Woodburn
- 26<sup>th</sup> Australia Day Celebrations and Citizenship Ceremony Casino
- 26<sup>th</sup> Mini Rail Australia Day celebration Casino
- 27<sup>th</sup> Diggers Motor Bike Show Casino
- 27<sup>th</sup> Festival of Small Halls

#### **February**

- 2<sup>nd</sup> NRLX Cattle Sale
- 6<sup>th</sup> Richmond Valley Councillor Information Session
- 7<sup>th</sup> NRLX Cattle Sale
- 7<sup>th</sup> Solar Farm Workshop – Ark Energy Ellangowan Hall
- 9<sup>th</sup> Premier of NSW, Minister Chris Minns visit to Casino High School
- 10<sup>th</sup> 100-day Launch Celebration Casino Beef Week

#### **ATTACHMENT(S)**

**Nil**



**12 DELEGATES' REPORTS****12.1 DELEGATES' REPORT FEBRUARY 2024 - ROUS COUNTY COUNCIL****RECOMMENDATION**

That Council receives and notes the Delegates' Report – Rous County Council for February 2024.

**REPORT**

Council delegates are required to report on meetings/forums attended on Council's behalf.

Cr Robert Mustow and Cr Sandra Humphrys have provided the following summary of the main items of business for the Rous County Council Ordinary Meeting held on 13 December 2023.

**ATTACHMENT(S)**

- 1. Rous County Council Meeting Summary December 2023**

## Rous Council Meeting 13 December 2023

### Summary of main items of business



#### 1. Notice of Motion – Proposed Dunoon Dam – acquisition of properties

Historical purchases by Rous Council of land in the identified area, it is considered that further strategic acquisition of land in this location does not represent a high-risk financial investment, considering incremental appreciation of land values achieved over time.

Should staff identify an appropriate parcel of land, a business case will be presented to Council at that time in accordance with the *Local Government Act 1993*.

Council resolved

1. To reconfirm its prior position in relation to acquisition of land in the Proposed Dunoon Dam area as shown in the Attachment 1 and strategic interest to the Future Water Strategy 2060.
2. The terms of such acquisition are to be in accordance with Council's current 'Land Management' policy, Item 4 (Attachment 2), namely:
  - a. Acquisition to be upon offer of sale by existing landowner.
  - b. Meets the proposed operational need or strategic objective of the future water strategy 2060.
  - c. Such acquisition costs to be calculated with due consideration to market and strategic value.
3. Report back to Council regarding strategic land purchases for the Future Water Strategy 2060.

#### 2. Council meeting schedule 2024

The new determined council meeting schedule for 2024 will be: -

- 21 February
- 17 April
- 19 June
- 21 August
- October (to be determined following 14 September LG Elections)
- 11 December (*this meeting has been scheduled the second rather than the third Wednesday*)

#### 3. Update on interim arrangements for Lismore Levee Scheme

Since the update to Council in August 2023, progress has been limited, although productive. At a meeting of the Rous and Lismore City Council (LCC) General Managers in July 2023, an agreement was reached on the need to jointly develop an Asset Management Plan, and this has progressed.

Morrison Low consultants were engaged by LCC to undertake a review of existing asset information of the levee scheme and provide an Asset Management Plan for its ongoing management.

With work progressing to resolve the ownership arrangement for the Lismore Levee Scheme, Rous continues to support LCC in the preparation of an Asset Management Plan for the Lismore Levee Scheme and for the planning and design work for new and upgraded assets of

the levee under the NRRRP. It is recommended that LCC be approved to access the scheme assets to progress this work while the ownership arrangements continue, subject to LCC's written confirmation that they will assume ownership of the new, upgraded, and renewed assets.

#### **4. Notice of Motion – “Acquisition of low-lying, high-risk rural floodplain areas”**

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With growing concern about how the lowest lying land on coastal riverine floodplains is zoned and used, a range of issues associated with these areas are predicted to worsen under a changing climate and increased sea levels.

Council resolved to adopt the following position regarding the acquisition of low-lying, high-risk rural floodplain areas:

1. Acknowledge the challenges associated with coastal riverine floodplain land uses, particularly those relating to the lowest lying land (i.e. less than 1m above mean sea level).
2. Write to the State Government requesting a review of current floodplain land uses and development of a long-term strategic direction on how different areas of the floodplain will be used, acknowledging all stakeholders, including First Nations, interests; and
3. This position also be referred to the State and Federal Government seeking funding.

#### **6. Investment Policy (reviewed)**

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The Investments policy was last reviewed in June 2022 and is subject to be reviewed annually. Proposed changes to this policy were presented to the governing body at the Councillor workshop in October 2023.

Some minor amendments have been made to section 6 to rename the Ethical Investments to Investments that do not support the Fossil Fuel industry and to allow investments in these investments up to 30% of the total investment portfolio if they offer a competitive rate of return.

The current policy complies with all regulatory requirements and Council's investment objectives. Some minor changes are proposed to the 2023 policy.

#### **7. Information reports**

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##### **1. Investments – as of 30 November 2023**

- The RBA cash rate is 4.35%
- Total funds invested is \$34,318,872.
- Weighted Average Return is 4.54%
- Interest earned is \$142,779.
- Cheque account balance is \$1,026,843.
- Weel account balance is \$11,837.
- Investments with institutions that do not support the fossil fuel industry is \$5,500,000 (16.04% of current holdings)

2. Water production and consumption –

The table below is the November 2023 bulk water sales to the constituent councils in kilolitres compared to the corresponding November sales for 2022 and 2021.

Council	Nov 2021 (kl.)	Nov 2022 (kl.)	Nov 2023 (kl.)	% of Total Sales
Ballina Shire Council	320,651	331,316	293,157	36.84%
Byron Shire Council	191,761	227,106	218,865	27.51%
Lismore City Council	236,001	253,952	235,296	29.57%
Richmond Valley Council	44,386	56,091	48,347	6.08%
<b>TOTAL MONTHLY CONSUMPTION BY CONSTITUENT COUNCILS</b>	<b>792,799</b>	<b>868,465</b>	<b>795,665</b>	

3. Environmental Management System – Action List progress update

Since the last update report, staff have continued to progress the completion of the outstanding EMS actions.

- Action C1 – COMPLETE: Lime cleaning systems for both Nightcap Water Treatment Plant (WTP) and Emigrant Creek WTP have been implemented with standard operating procedures developed.
- Action LM8 – COMPLETE: Spill control equipment registers and provision of chemical spill kits for Council vehicles who carry chemicals, have been completed.
- Action C3 – ONGOING: The primary outstanding action remains the upgrade and augmentation of the bulk chemical storage facilities at Nightcap Water Treatment Plant (NCWTP). Investigations into the preferred location, chemical options and storage requirements have now been completed. Preliminary design of the bulk chemical storage area is expected to be completed in early 2024 with construction of the new facility to commence in winter of 2024. The procurement and construction works may take 12-24 months to complete.

4. Update on Bungawalbyn (East) Levee funding request

The Bungawalbyn (east) levee is a critical flood mitigation asset within the mid-Richmond floodplain. The levee requires further investment to increase its resilience. These improvements are needed to increase the long-term viability of the structure and reduce the damage that overtopping events currently cause. Without this work, the levee will remain in a cycle of being damaged during floods, that damage being repaired and then the next flood causing more damage.

Rous will continue to pursue funding opportunities to improve the levee and the creek bank. Rous has engaged regularly and cooperatively with stakeholders to listen to concerns and raise awareness of the importance of the Bungawalbyn Levee and the need for further investment.

5. Audit risk and Improvement Committee – meeting update

A revised Audit, Risk and Improvement Committee Charter was presented to the Committee at its November 2023 meeting with the intention of submitting the same to Council for approval in December 2023.

The Office of Local Government released [circular 23-15](#) on 4 December 2023 notifying of the making of the foreshadowed amendments to the Local Government Regulation and finalisation of the new Guidelines.

Presentation to Council of the revised Committee Charter will now be deferred to the February 2024 ordinary meeting to enable a final review against the requirements of the new Guidelines and Local Government Regulation.

As the first meeting of the Committee in 2024 will occur in March, the deferral of the presentation of the Committee Charter to the February 2024 Council meeting will have no material impact on Committee operations.

#### Annual "Model code of conduct statistics"

In accordance with Part 11 of the Code of Conduct Procedures, Council's Complaints Coordinator must arrange for annual Code of Conduct complaints statistics to be reported to Council and to the Office of Local Government within three months of the end of September each year (being 31 December 2023).

It is noted that there were no Code of Conduct complaints received in the reporting period about councilors nor the General Manager.

#### Disclosure of Interests 2022/23

Councillors and designated persons are required under clause 4.21 of the Code of Conduct to lodge a completed Disclosure of Interest within three months of the end of the financial year.

The Register of Returns will be tabled at the first meeting following the lodgement date. Accordingly, the Disclosure of Interest Returns Register is now tabled as a public record and available for inspection.

### **8. Acknowledgment to three staff members**

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During the meeting the Council acknowledged the following two staff members for their longevity in years of service with Rous and thanked them for their unwavering professionalism and dedication in their work.

Melissa Mosse – 10 years in service with Rous

Vanessa George – 20 years in service with Rous

The Council also acknowledged Ms Noeline Smith (Executive Secretary) has been with council for the past 22 years with Rous and will be retiring in 2024. Noeline has been in the local government world for nearly 50 years and will surely be missed by all her work colleagues and Council wish her all the best for her retirement.

Council's business paper and draft meeting minutes can be found via the following link:

<https://rous.nsw.gov.au/business-papers-and-meeting-minutes>

**13 MATTERS DETERMINED WITHOUT DEBATE**

Each Councillor is given the opportunity to indicate which items they wish to debate or question. Item numbers identified for debate or questioning will be read to the Meeting.

Following identification of the above items a motion will be moved in regard to the balance of items being determined without debate.

**13.1 MATTERS TO BE DETERMINED WITHOUT DEBATE****RECOMMENDATION**

That items identified be determined without debate.

## **14 GENERAL MANAGER**

### **14.1 SUPPORTING THE NEXT STAGE OF THE RICHMOND VALLEY'S GROWTH**

**Author:** Vaughan Macdonald

#### **EXECUTIVE SUMMARY**

Council's Community Strategic Plan sets a clear direction to establish the Richmond Valley as an emerging growth centre in the Northern Rivers. With the release of the Richmond Valley Regional Jobs Precinct Masterplan for public exhibition, we have taken another major step towards achieving this goal. The RJP Masterplan is a key component of Council's economic strategy for the Richmond Valley, centring housing growth and industry on flood-safe lands in Casino while continuing to support diverse agricultural industries throughout the Valley and increasing service and tourism opportunities in the Mid Richmond communities. The next step in the RJP activation process is to deliver the critical community infrastructure required to consolidate long-term growth. Council has been progressing well with this direction and is now ready to begin the next phase of pre-construction investment.

#### **RECOMMENDATION**

That Council

1. Notes the NSW Government has commenced the public exhibition of the draft Richmond Valley Regional Jobs Precinct Masterplan;
2. Acknowledges the support of the NSW Government in progressing the Regional Jobs Precinct initiative;
3. Continues to work in partnership with all levels of government to secure additional funding for planning and construction of critical infrastructure to support the Richmond Valley's growth.

#### **DELIVERY PROGRAM LINKS**

Objective 2: Establish the Richmond Valley as a regional growth centre

2A Plan for long-term sustainable growth

2A1 Undertake long-term planning for the Valley's future

#### **BUDGET IMPLICATIONS**

The only current budget implication associated with this report concerns the Casino STP replacement project. A detailed report on this project, including the funding required to progress the project to 'shovel ready' is included in this business paper for Council's consideration.

#### **REPORT**

The release of the Richmond Valley Regional Jobs Precinct Masterplan marks a major step forward in Council's long-term vision for growth and prosperity in the Richmond Valley. Our Community Strategic Plan sets a clear direction to establish the Valley as an emerging regional growth centre, delivering more job opportunities and major residential development (up to 2000 new homes) by 2040. Activating the Regional Jobs Precinct is a key component of this vision.

#### **Planning for growth**

Council has been working in close cooperation with the NSW Government for the past two years to lay the foundations for the RJP. This includes not only supporting the Masterplan project, but also developing a Growth Management Strategy for the whole Valley, identifying where residential and employment precincts will be established and how key environmental and agricultural lands will be protected for the future. Council has also completed the Casino Place Plan to provide detailed

direction on how the town will grow in the future and the range of services, housing, public spaces and facilities that will be required to support its increasing population. Work is currently underway on the Mid Richmond Place Plans to set the future direction for revitalisation and improved resilience of these communities in the wake of the 2022 floods. Together, these plans will identify future investment in community facilities and help to create great places to live that reflect our unique identity and lifestyle.

### **Building economic resilience**

The Regional Jobs Precinct will provide the economic infrastructure that the Richmond Valley needs to secure long-term employment in engine industries such as manufacturing, food processing and agri-business. It will unlock an additional 187 ha of industrial land across three precincts, creating up to 1900 new jobs and opening the way for further investment in residential development to support Casino's growing employment centre. Council has been working with the NSW Government and private landowners to activate a flood-safe development site at south Fairy Hill to accommodate future housing growth. This development could provide up to 1600 new homes and grow Casino's population by 4000 by 2040. Other potential residential developments are also available for activated landowners and developers to take advantage of this growth. With this population growth will come increased opportunities in service industries, such as retail, health care and construction, as well as further employment in tourism with the activation of the Northern Rivers Rail Trail and the Casino Showground and Racecourse equine development.

The long-term aim is to provide strong connections between emerging interest in the Rail Trail and our well-established and growing tourism industries on the coast. The Mid Richmond Place Plans will look at options to grow visitor accommodation and develop key attractions such as the proposed Three Villages Cycleway. The Casino Place Plan also looks at opportunities for more visitor accommodation and there are plans to revitalise both the Casino and Evans Head business districts in the future.

### **Providing critical infrastructure**

To support this vision for growth, Council needs to invest heavily in essential infrastructure to serve increased commercial and residential development. Securing Casino's long-term water supply and replacing the aging Casino Sewage Treatment Plant will be a critical part of this plan, as well as working with Transport for NSW to improve major transport links, such as the Woodburn-Casino Rd (MR145), Bruxner Highway and Summerland Way.

Council has recently undertaken more than \$10m in upgrades to the Woodburn-Coraki section of MR145 and continues to undertake flood restoration works, with Disaster Relief Funding. With the recently secured funding to upgrade culverts at Dairy Flat and Thearles Canal and replace Willox Bridge and the twin Tatham bridges, we are well on the way to establishing this road as a major freight and tourism link between Casino and the coast, enhancing the connections between the Richmond Valley communities.

Work is also progressing on improving Casino's water security, with Council receiving funding through the NSW Government's Safe and Secure Water program to explore options to access more water in the Jabour Weir pool, as well as considering longer-term options for increased storage. Active discussions also continue regarding a possible long-term solution to provide the security of a second water source from Rous County Council's network. Rous is also progressing its plans to improve water security for the Mid Richmond communities.

The RJP Masterplan also provides for a new Casino Sewage Treatment Plant to be located on a site adjoining the current facility. The aging plant is at the end of its asset life, having received further damage in the 2022 floods. Council's 2023-25 Delivery Program commits to commencing the planning and design for the new plant and in September 2023, Council resolved to appoint a lead consultant to guide this process, noting that further budget allocations would be required as the investigation works continued in 2023-24. Council also received funding under the NSW Government's Business Case and Strategy Development Fund to prepare a business case for



replacing the plant and this study has confirmed the regional significance of the project and its benefits to the community. We now have a further opportunity to secure up to \$5m funding via the Australian Government's Precincts and Partnerships Program to progress the STP preliminary works to the 'shovel ready' stage and undertake further scoping for sewerage network improvements to activate the RJP and future housing developments. Should Council be successful in its funding bid, this would be a significant step forward for the project. However, to help secure the funding and meet the urgent timeline for ultimately replacing the plant, RVC needs to match the government funding with up to \$1.1m from its own resources. Council currently has sufficient funds in its Sewerage Reserve to address this requirement and a more detailed report on the STP replacement project, recommending the funding allocation is included in this business paper at item 15.1 for Council's consideration.

### **CONSULTATION**

Council undertook extensive consultation to develop its future vision and growth strategies during preparation of the Community Strategic Plan, the Richmond Valley Growth Management Strategy and the Casino Place Plan. Further consultation is currently occurring for the Mid Richmond Place Plans.

The public exhibition for the Regional Jobs Precinct Masterplan will be conducted by Regional NSW, over the coming month, closing on 10 March 2024. Submissions received will help to inform the final Masterplan, which is planned for release in June 2024.

### **CONCLUSION**

The exhibition of the Regional Jobs Precinct Masterplan marks another major milestone in achieving Council's long-term vision for the Richmond Valley's growth and prosperity. Council continues to work in partnership with the NSW Government to activate the RJP, secure further investment in the Richmond Valley and progress the planning and construction for critical infrastructure to support our growing community.

### **ATTACHMENT(S)**

**Nil**

**14.2 DELIVERY PROGRAM PROGRESS REPORT JULY - DECEMBER 2023****Author: Vaughan Macdonald****EXECUTIVE SUMMARY**

Richmond Valley Council has completed the first six months of its 2023-25 Delivery Program and has made significant progress across the four Key Directions and 80 Principal Activities of the plan. Highlights have included successful advocacy for more than \$57m in community grants, continued flood recovery works and completion of major community projects, such as the Casino Memorial Pool upgrade. Work is also nearing completion on the Casino-Bentley section of the Northern Rivers Rail Trail and the Casino Showground upgrade. This report outlines progress in delivering the program for the July-December 2023 reporting period.

**RECOMMENDATION**

That Council:

1. Receives and notes the July-December 2023 progress report on the 2023-25 Delivery Program and Rebuilding the Richmond Valley Recovery Plan.
2. Notes the significant progress across the Program's four Key Directions and Council's successful advocacy to secure community funding during this period.
3. Continues to advocate strongly for government assistance to support the Richmond Valley's ongoing flood recovery.

**DELIVERY PROGRAM LINKS**

Objective 2: Establish the Richmond Valley as a regional growth centre

2A Plan for long-term sustainable growth

2A3 Deliver the Community Strategic Plan

**BUDGET IMPLICATIONS**

The Delivery Program activities are being funded via a number of sources including Council's own resources, Disaster Recovery Funding Arrangements and government grants and assistance programs.

**REPORT**

Richmond Valley Council has now completed the first six months of its 2023-25 Delivery Program and has made substantial progress in achieving its goals across the four Key Directions and 80 Principal Activities.

Highlights of the July-December 2023 period include:

- Significant progress on delivering Council's Rebuilding the Richmond Valley Flood Recovery Program
- Official opening of the \$6.5m Casino Memorial Swimming Pool upgrade
- Commencement of the Naughtons Gap Road restoration, following the landslips in 2021 and 2022.
- Commencement of pre-construction planning for Casino's new \$60m+ Sewage Treatment Plant
- Major progress on the Casino Showground Upgrade, with the project due for completion within the next few months.

- Completion of the long-awaited upgrade of the Coraki Ellangowan Road under the Fixing Local Roads program
- Commencement of the Mid Richmond Place Plans project to revitalise Coraki, Broadwater/Rileys Hill, Woodburn and Evans Head and support greater flood resilience for the future.
- Successful delivery of the biggest truck show in the southern hemisphere, with this year's event attracting more than 600 entrants.
- Securing funding to replace the aging Tatham Bridges with new flood-resilient structures
- Major progress on the new Nammoona landfill cell which will provide over ten years of landfill capacity for the residual waste that is generated by our community
- Completion of 90% of the Northern Rivers Rail Trail, with car parks, bridges, signage and safety devices to be completed early in 2024.

### **Delivering our Flood Recovery Plan**

Following the devastating 2022 floods, Council developed a three-year program, Rebuilding the Richmond Valley, to guide flood recovery, build resilience and plan for future growth. The first year of this program was delivered in the immediate recovery phase of 2022-23, with the remaining actions from the Plan incorporated into Council's new 2023-25 Delivery Program. This ensured that we would continue to remain on track with funding and delivering flood recovery for our community.

Over the past six months, we have made major progress in flood recovery, with more than \$57m in funding secured for essential community projects. This included a total of \$4.3m under the Community Local Infrastructure Program to build a new shared clubhouse facility for Woodburn Pony Club and Woodburn Tennis Club, as well as clubhouses for Casino Rugby League, Casino Netball and Casino Swimming Club. Council has also received funding for upgrades to the Woodburn Hall carpark, and a further \$3.6m to build a new suspension bridge across the Richmond River at Casino, replacing the old low-level walkway that was damaged in the flood. An additional \$18m was secured under the Northern Rivers Recovery and Resilience Program to replace and improve flood resilience of the Tatham Bridges. This followed \$5.7m already announced under Round 1 of the program for flood resilience works at Dairy Flat and Thearles Canal on the Woodburn-Coraki Road. Tenders have been awarded for these two projects and construction work has commenced.

Council also moved forward with long-term planning for flood-affected communities in the Mid Richmond with commencement of its combined Place Planning/Adaptation Planning Project, in partnership with the NSW Reconstruction Authority. This project will work with the communities of Coraki, Woodburn, Broadwater/Rileys Hill and Evans Head to develop local options for future housing, economic development and revitalised community facilities, as well as exploring opportunities to build resilience to flood events and adapt to a changing climate. Community consultation for these Plans is currently underway.

Work also continues on our road rebuilding program, with more than \$100m in repairs to be completed. Council has been working closely with the NSW Government to finalise its claims for Disaster Relief Funding, with a total of 78 detailed claims submitted. So far 14 have been approved, with more approvals expected early in 2024. Of the approved claims, two have been completed, including more than \$500,000 in repairs to the Pikapene landslip and repairs to James Lane at Rappville. Three are currently under construction, including works on the Naughton's Gap Landslip and repairs to Spring Grove Rd and the Woodburn-Coraki Rd. The other nine projects, including more than \$1m in repairs for Bentley Rd, are shovel-ready and due to commence. Where possible, Council is combining Disaster Relief Funding with other government road grants to get the best outcome from the repair works.

## Delivering our vision for the future

The Richmond Valley 2040 Community Strategic Plan includes four Key Directions to deliver our community's vision of "A growing, sustainable community, with a relaxed lifestyle, beautiful environment and thriving economy". These four Key Directions, outlined below, are reflected in the 2023-25 Delivery Program.

- **Strengthening our role in the region** – Continuing our flood recovery, establishing the Richmond Valley as a regional growth centre and strengthening our economy
- **Creating great places to live** – Celebrating our local identity and lifestyle, living sustainably in a changing climate and providing infrastructure that meets community needs
- **Protecting our unique environment** – Preserving native bushland and biodiversity, maintaining healthy rivers, beaches and waterways and transitioning to a circular economy
- **Delivering for our community**- including Council's leadership and advocacy, managing resources responsibly and providing quality services.

The four Key Directions are divided into 80 Principal Activities, across 12 Objectives, to be delivered over the life of the two-year program. Council receives six-monthly updates on progress and a detailed report on milestones and achievements for each Principal Activity is attached.

## Strengthening our role in the region

While Council has focused strongly on flood recovery over the past six months, it has also continued to deliver its vision to establish the Richmond Valley as an emerging regional employment centre. This will help to ensure our community's long-term economic recovery and growth, with plans for more employment, housing, community facilities and essential infrastructure.

Signature projects include:

- Completing the Casino-Bentley section of the Northern Rivers Rail Trail, due to open in early 2024. Council hosted its first business engagement workshop in November to bring industry experts and local entrepreneurs together to explore business opportunities around the Rail Trail
- Completing the \$14m+ upgrade of the Casino Showground, due to open in April. Council hopes to position the showground as the premier equine facility in the Northern Rivers and will continue to work with stakeholders to explore opportunities.
- Commencement of pre-construction planning to replace the Casino Sewage Treatment Plant, and further work on concept designs for Stage 2 of the Evans Head Sewage Treatment Plant
- Continued progress on upgrading the Woodburn-Casino Rd as a major freight and tourist route.

Council has also been working in co-operation with the NSW Reconstruction Authority to explore opportunities for major housing development on flood-safe lands. A proposal which could provide an additional 1600 homes has been earmarked for priority investigation under the Resilient Lands Program. Together with the benefits of the Regional Jobs Precinct, these investments are expected to grow Casino's population by some 4000 by 2040 and provide up to 1900 new job opportunities.



Work is nearing completion on the Casino-Bentley section of the Northern Rivers Rail Trail.

## Creating great places to live

Celebrating our community's unique identity and encouraging diversity and inclusion has been a key focus of the past six months. Council finalised its new Disability Inclusion Action Plan in December and will continue to work with local service providers and community groups to implement the actions. A key focus will be on providing more opportunities for people with disabilities to gain employment with Council. We also continued to support key community events, such as Naidoc Week and our Christmas street parties, as well providing key sponsorship for signature events such as Primex and Beef Week. The Council-managed Casino Truck Show broke all records this year, to position the event as the largest truck show in the southern hemisphere.

Council also continued its program to upgrade and grow its sporting facilities and public recreation areas and provide safe family-friendly play spaces. Stage One of Council's planned \$16.8m redevelopment of the Casino Memorial Pool officially opened in September and we continue to seek funding for stages 2 and 3 of the project. The new Coraki Pool Splash Pad was also completed in December, in time for the summer holidays, with a family fun day to celebrate the opening.



*Enjoying the new Coraki Pool Splash Pad.*

Continuing to build community resilience in a changing climate was another key focus, with finalisation of the new Richmond Valley Flood Study in September and further development of our community greening program to provide more street trees and shaded areas. Council made significant progress towards its goal of providing 15,000 additional shade trees by 2040.

Work also continued on our community infrastructure programs, with highlights including replacement of the Jacky Bulbin Bridge, completion of the Coraki-Ellangowan Rd upgrade and further works to improve the flood resilience of our water and sewerage networks.



*Above: Enjoying the new Coraki Pool Splash Pad  
Below: Street tree planting at Evans Head.*

## Protecting our unique environment

Council continued to work in partnership State agencies and community groups on a number of habitat restoration projects over the past six months. This included major flying fox habitat restoration, fish habitat projects and partnerships with the Northern Rivers Koala Network.

Planning also continued on securing long-term sustainable water supplies for Casino and the Mid Richmond and reducing water quality risks in our catchment, by effectively managing on-site sewerage systems and underground petroleum storage systems.

Council's plan to transition the Richmond Valley to a circular economy is also well underway with increasing interest from recycling industries to establish in the Regional Jobs Precinct and continued progress on development of the Nammoona Resource Recovery facility. Commissioning of the new Cell 6A at the facility is scheduled



*Progress on construction of Cell 6A at Nammoona.*

for April 2024. The new cell will provide an additional 10-12 years of airspace for residual waste disposal.

### Delivering for our community

Council was a strong advocate for our community over the past six months, attracting substantial investment from government funding and advocating to the Premier and State Government Ministers for clearer direction on key flood recovery programs, such as the Resilient Homes initiative and further support for flood-affected communities. Council also achieved its statutory planning and reporting requirements for the period and continued to provide live-streaming of Council meetings. Work on implementing our Workforce Management Strategy continued, including opportunities to provide local employment. Council's latest intake for its Youth Employment Scheme has provided opportunities for 13 local young people to learn a variety of skills as trainees within our organisation.

Council also continues to look at ways to improve efficiencies within our operations, with the installation of a new 99kW solar power system on the Casino administration building already providing substantial savings and helping to reduce Council's environmental impact by up to 113 tonnes of CO<sub>2</sub>. This installation is part of an ongoing program to install solar at council's high energy use facilities.

We also continued to offer a high standard of customer service to our community, with more than 15,000 customer calls answered during the period, for assistance with service requests and enquiries. We also provided direct support, through our Development Concierge program for local residents planning new development, with 750 enquires during the period. The program aims to help applicants provide all the information they need to ensure their development applications proceed quickly.

### Progress on Principal Activities

Following the first six months of the Delivery Program, 78 of the 80 Principal Activities are running on schedule to meet their delivery timeframes. Two Principal Activities are currently running behind schedule but are expected to be back on track by June 2024. These Activities are:

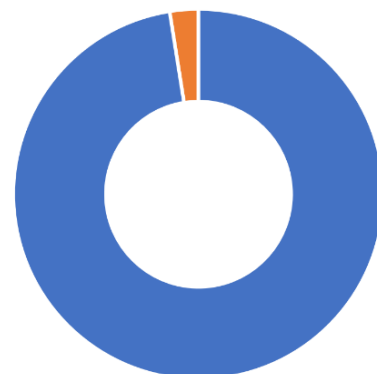
- Activate the Richmond Valley Regional Jobs Precinct,
- Establish the NRLX as the premier livestock exchange in Northern NSW

The Richmond Valley Regional Jobs Precinct project is an initiative of the NSW Government. Council has been working closely with Regional NSW to finalise the draft Masterplan and associated technical studies however there have been a number of delays in the process, including the impacts of the 2022 floods. The Draft Masterplan was scheduled to go on public exhibition in December, subject to Ministerial approval, but the exhibition was subsequently delayed until February, with consultation commencing last week and continuing until 10 March 2024. The final Masterplan is expected in June 2024, following consideration of public submissions. This will allow Council to continue with its program to activate the precinct in 2024-25.

Under Council's management, the NRLX had established itself as the second largest saleyard operation in NSW with further actions for growth and improvement identified in the 2022 Business Plan. Council began to implement the Plan in early 2023. However, an unsuccessful EOI process for new licensing arrangements resulted in the temporary closure of the facility later that year. This led to a review of strategic direction, and Council's ultimate decision in December to lease the

Progress on Principal Activities

■ On Schedule - 78 ■ Behind Schedule - 2



facility to a private operator, Outcross Agri-Services. The new approach will help to ensure that the NRLX can achieve the required financial, operational and Work Health and Safety outcomes envisaged in the Business Plan and will set the saleyards back on the path to being a leader in the NSW agricultural industry.

### **CONSULTATION**

The 2023-25 Delivery Program was developed through community consultation and adopted by Council in June 2023. Council continues to consult on major activities within the Program.

### **CONCLUSION**

Council has made significant progress in the first six months of its new 2023-25 Delivery Program, with the majority of the 80 Principal Activities on track to meet their completion timeframes.

### **ATTACHMENT(S)**

1. **Delivery Program Progress Report (under separate cover)**

### 14.3 NORTHERN RIVERS LIVESTOCK EXCHANGE LEASE

**Author:** Vaughan Macdonald

#### EXECUTIVE SUMMARY

Richmond Valley Council resolved at its December 2023 meeting to progress with leasing arrangements for the Northern Rivers Livestock Exchange (NRLX) and to receive a further report at its February meeting. Following a thorough independent evaluation of leasing proposals for the (NRLX) by renowned agribusiness leader JLL, Council announced on 22 December 2023 that Outcross Agri-Services Pty Ltd secured the facility's management rights for the next five years, with an option in its favour for an additional five years. The new lessees have commenced operations at the facility, with the first sale being held on 2 February 2024.

#### RECOMMENDATION

That Council:

1. Notes that the lease for the management and operation of the Northern Rivers Livestock Exchange (NRLX) has been finalised with Outcross Agri-Services Pty Ltd for the next five years, with an option in its favour for an additional five years in line with previous resolutions.
2. Notes that the lease commenced on 1 February 2024 with cattle sales resuming at the facility on 2 February 2024.
3. Continues to work with the new lessee of the facility to ensure that its vision to establish the NRLX as the leading cattle saleyards in northern NSW continues to be delivered.

#### DELIVERY PROGRAM LINKS

Objective 3: Grow and diversify our economy

3D Support and protect agricultural enterprise

3D3 Establish the NRLX as the premier livestock exchange in northern NSW

#### BUDGET IMPLICATIONS

The closure of the facility from July 2023 – January 2024 has impacted the financial performance of the site which is being monitored closely. When the transition to the new arrangements is finalised, financial performance will be reported in future quarterly budget review statements and the annual financial statements. The details of the lease remain commercial in confidence.

#### REPORT

At the December 2023 Ordinary meeting it was resolved;

*That Council*

1. *Receives and notes the detailed independent tender assessment and the updated campaign summary and final recommendations from JLL Agribusiness for the Tender for Lease – Northern Rivers Livestock Exchange;*
2. *Continues to apply Clause 178 (3e) of the Local Government (General) Regulation 2021 to authorise the General Manager to finalise negotiations and the terms and conditions of the lease agreement, as recommended by JLL Agribusiness, and in line with the content of this report, and sign the lease and any other relevant documents including affixing the seal of Council where necessary;*
3. *Notes the outcomes of the lease negotiations will be publicly announced when finalised and Council will receive a further report at its 20 February 2024 meeting.*



Following a thorough independent evaluation of leasing proposals for the Northern Rivers Livestock Exchange (NRLX) by renowned agribusiness leader JLL, Richmond Valley Council announced on 22 December 2023 that Outcross Agri-Services Pty Ltd had secured the facility's management rights for the next five years, with an option in its favour for an additional five years.

The Armidale-based company is Australia's largest saleyard service provider, involved in some of the biggest selling centres in the country including: Roma; Blackall; Dubbo; Forbes; Yass; Moss Vale; Mortlake; Hamilton; Yea; Naracoorte; and Mt Gambier.

Outcross Agri-Services has the experience and expertise to manage the operation of the facility to continue its growth and enhance its reputation as the leading saleyard facility in northern NSW.

Council has been successful in gaining the support of all levels of government to provide the capital investment and expertise required to develop the NRLX into a leading business facility, which reflected modern standards of safety, animal welfare and efficient operations. It has been pleasing for the Richmond Valley community to have sales return to the NRLX in Casino, with positive results for all stakeholders.

### **CONSULTATION**

Following the closure of the NRLX during 2023, Council considered the many and varied views of the community in determining the future management model for the facility. A detailed report was prepared, and a decision was made at its September 2023 meeting to tender the lease of the facility and have it independently managed. All required procurement processes have been followed, and the community was kept informed through Council reports and media statements.

### **CONCLUSION**

While management arrangements for the NRLX have evolved from those originally intended in Council's 2022 Business Plan, Council was obliged to pursue other options for the facility, following the continued refusal of local agents to sign licences to operate at NRLX. Transferring operation of the facility to private operators is in line with the management model for the majority of large saleyards across the country and will ensure cattle sales can continue, while the community receives a return from the leasing arrangements.

### **ATTACHMENT(S)**

**Nil**

**15 COMMUNITY SERVICE DELIVERY****15.1 CASINO SEWER TREATMENT PLANT REPLACEMENT - DESIGN AND DEVELOPMENT PHASE**

**Director:** Angela Jones

**Responsible Officer:** David Timms

**EXECUTIVE SUMMARY**

Council's 2023-25 Delivery Program includes a commitment to start the planning and design works for a new sewage treatment plant at Casino and to seek further funding for the construction phase. The Casino STP has reached the end of its design life and suffered further damage in the 2022 floods. It currently struggles to treat effluent effectively for its design loading of 12,000 equivalent persons (EP). With Casino's population expected to reach 16,700 by 2041, replacing and expanding the sewage treatment plant is a high priority. The new facility, estimated at \$65m, will allow full activation of the Regional Jobs Precinct, open the way for up to 1600 additional family homes in Casino and improve environmental performance.

To support further planning, design and development work on the project, Council is pursuing a \$5m funding opportunity under the Australian Government's Regional Precincts and Partnerships Program (RPPP). This funding would help to bring the project to "shovel ready" by 2025 and also support design works for associated water and sewer infrastructure for the RJP and housing development.

To take advantage of the funding and ensure the project meets Council's ambitious timeframe of completion by 2028, a further allocation of \$1.1m from the Sewer Fund is required. It is recommended that Council approves this funding to progress this essential community project.

**RECOMMENDATION**

That Council:

1. Notes the progress on planning and design work for the new Casino Sewage Treatment Plant and the current funding opportunity under the Regional Precincts and Partnerships Program to help progress this work.
2. Approves the budget transfer of \$1,100,000 from the Sewer Fund to the Sewer Operational Budget to continue funding the planning, design and development works associated with the replacement of the Casino STP and enabling infrastructure for the Regional Jobs Precinct and future housing development.

**DELIVERY PROGRAM LINKS**

Objective 2: Establish the Richmond Valley as a regional growth centre

2E Deliver regionally significant projects

2E3 Upgrade regionally significant infrastructure

2E3.2 Commence pre-construction works to deliver a new Casino Sewage Treatment Plant and seek further funding

**BUDGET IMPLICATIONS**

The Sewer Fund has a current balance of \$11,757,240 and if the recommendation is supported this will reduce by \$1,100,000.

## REPORT

### Background

The Casino Sewage Treatment Plant (STP) was initially constructed in 1932 as a trickling filter plant and has provided over 90 years of essential service to the community of Casino. Currently managed under an Environmental Protection Licence (EPL) by Council, it was augmented in 1956 and again in 1991 as well as receiving other minor sustaining capital works projects over the past 90 years. These upgrades allowed Casino to grow from a small rural settlement to the local service hub that it is today.

The Casino STP has reached the end of its design life and is suffering from the use of old technology that will struggle to manage additional flow and loads. The current plant loading is around 12,000 equivalent persons (EP), but with Casino's population projected to reach 16,700 by 2041 it will be essential to replace and expand the plant to cope with the additional load and flows and treat the sewage to a standard that is acceptable to the Environment Protection Authority (EPA)

The new Casino STP will allow full activation of the Regional Job Precinct (RJP) areas and support the development of up to 1600 new family homes in Casino. The Richmond Valley RJP Draft Master Plan explains that the timing and staging of new development will be dependent on establishing critical new infrastructure, including implementation of the new STP, critical drainage infrastructure, roads and services.

The Australian Government Regional Precincts and Partnerships Program (RPPP) Stream One has been identified as a viable funding source for the planning, design and development of not only the replacement Casino STP, but also the enabling water and sewer infrastructure for the Regional Job Precinct. The funding would facilitate the delivery of key infrastructure to a 'shovel ready' state and assist in realising Councils strategic targets for future growth.

### Planning for the Casino STP Replacement

In June and July 2023 Council tendered for a services panel of consultants that could be called upon to assist with the planning, design and development of a replacement STP. In September 2023 Council resolved to appoint all the respondents to the Water and Sewer Project Delivery Services Tender to the Panel and to appoint Uminex Pty Ltd as the Lead Project Management Consultant to assist Council in the delivery of the Casino STP replacement.

Since late 2023, planning for the Casino STP replacement commenced with multiple workshops, development of a project roadmap and the establishment of a Project Steering Committee. In addition, Council received \$88,216.80 from the Department of Regional NSW (Business Case and Strategy Development Fund) to fund the development of a Business Case for the replacement of the Casino STP. The Balmoral Group Australia Pty Ltd was engaged to complete the work and it has confirmed the regional significance and positive benefits of the project.

For the purposes of this initial business case a construction cost of \$65.4M was applied and subsequent investigations have confirmed this estimate. Council also commissioned further options and assessment reports from GHD to progress the project. GHD also completed a condition assessment of the current plant in June 2023 and concluded that: *'...a number of key assets are in poor condition which could lead to failure or require rectification works. These rectification works will be costly and could take large sections of the plant offline, which could lead to overloading of the plant...we recommend that RVC should continue the investigation of a new greenfield STP to replace the existing damaged and aged treatment process and install a newer, easier to operate plant to provide more robust and reliable sewage treatment within the Casino region.'*

### Funding for the replacement of the Casino STP

Council committed to progress planning and design works for the new plant in its 2023-25 Delivery Program and to seek further funding for the construction phase. An opportunity has arisen to seek funding to support the planning and design work through the Australian Government's Regional Precincts and Partnerships Program. The RPPP is divided into two streams; Stream One: Precinct development and planning (up to \$5M in funding) and Stream Two: Precinct Delivery (up to \$50M in funding). Given the Casino STP replacement is not ready to commence, this project is not eligible for funding under Stream two at this stage.

Stream One guidelines state that the funding, '...provides opportunities to develop a precinct idea through to investment-ready stage...and may include: scoping, planning, design and consultation activities for the proposed precinct.' Council believes the Casino STP replacement project, and other supporting infrastructure works to activate the Regional Jobs Precinct and associated housing, are well suited to the funding criteria and it has been actively preparing a detailed funding application, with support from Uminex.

The RPPP grant does not have strict closing times, but rather has an open submission process with applications being assessed in September/October and March/April. Council aims to have the application completed by 29 February 2024 so that it will be ready for assessment in the March/April 2024 batch of applications. Under the guidelines, the funded works must be completed by 31 March 2026.

### Regional Precincts and Partnerships Program (RPPP) Application

Under the guidelines of the RPPP, Council cannot just apply for funding to plan, develop and design the replacement of the Casino STP. The funding provides opportunities to develop a precinct idea through to the investment-ready or 'shovel ready' stage.

For the purposes of the funding application, the 'Project Precinct' will be defined as the three RJP precincts as well as the proposed Fairy Hill residential subdivision and all enabling infrastructure that will link these. The Project Precinct is represented in Figure 1. The enabling infrastructure required in the Project Precinct includes the replacement Casino STP (16,700 EP capacity), a high-level water reservoir, water main construction and extensions, booster water pump station, sewage pump stations and sewage rising mains.

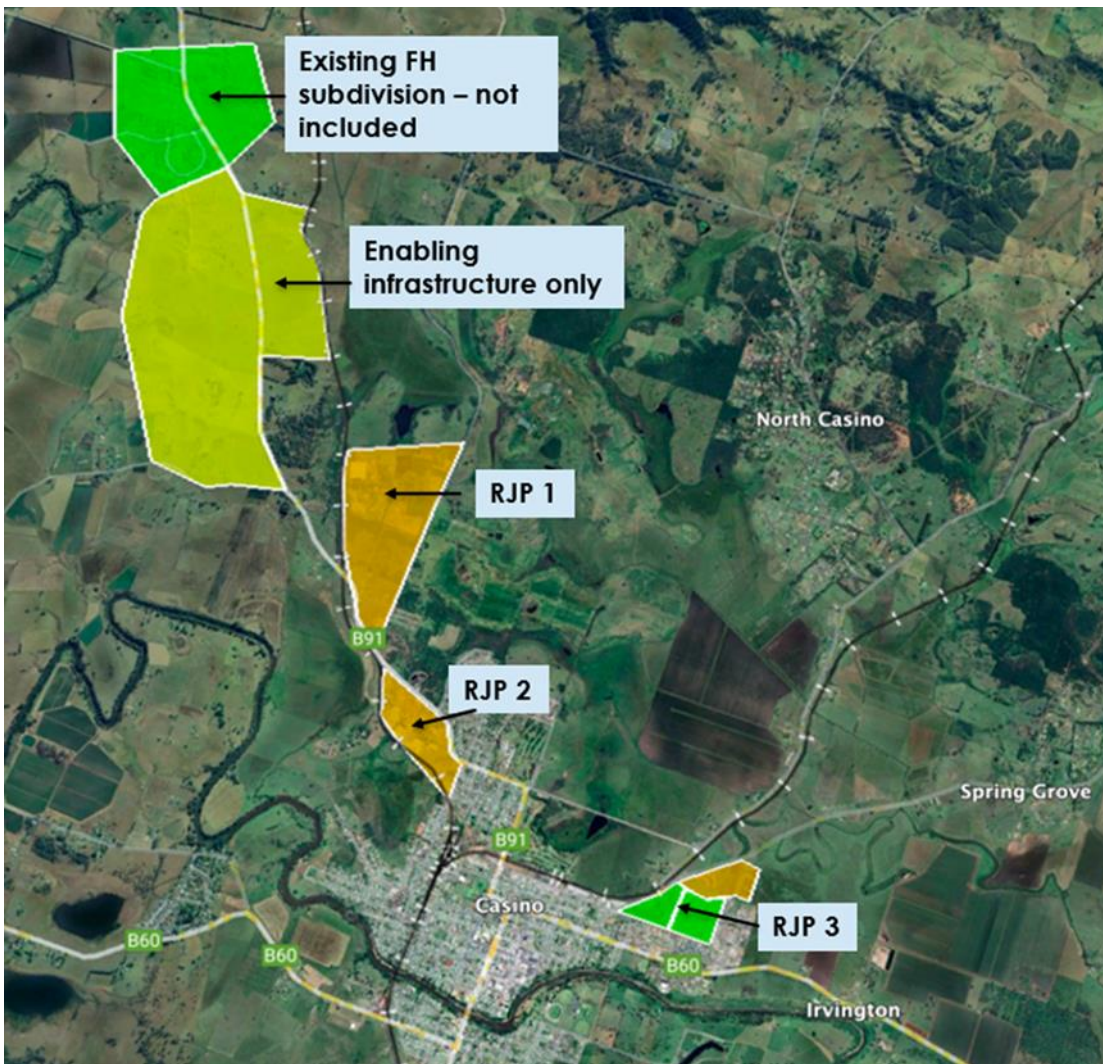


Figure 1. RPPP Project Precinct

Uminex with the assistance of Council officers has begun developing a project schedule and budget for the Project Precinct to plan, develop and design the Casino STP and all the enabling infrastructure so that it will be shovel ready by late August 2025. It is estimated that \$4,282,000 (which includes \$678,000 in Council funds this financial year and a further \$400,000 in the 2024/25 financial year) will be required. The capital required to progress the enabling infrastructure to a shovel ready state to meet the agreed mid-August 2025 target has been estimated at \$2,360,000 (which includes \$419,000 in Council funds and a further \$145,000 in the 2024/25 financial year).

The total of \$1,097,000.00 (\$678,000 Casino STP; \$419,000 enabling infrastructure) is required from the Sewer Fund between now and the end of June 2024 to continue working on the planning, development and design of the Casino STP and enabling infrastructure. Without these funds, work on the project would have to pause until the results of the RPPP application is known and Council’s aggressive timeframe for the STP replacement will slip.

This report seeks support to transfer of \$1,100,000 from the Sewer Fund to the Sewer Operational Budget to continue funding the planning, design and development works associated with the replacement of the Casino STP and the enabling infrastructure for the RPPP Project Precinct.

Council Sewer Reserve Funding

To date, \$100,000 has been transferred from the Council Sewer Fund (Sewer Reserve) to progress the work on the replacement Casino STP. The balance of the Sewer Fund as at 31 December 2023 was \$11,757,240.

It is recommended that Council approves the transfer of \$1,100,000 from the Sewer Fund to the Sewer Operating Budget to continue funding the planning, design and development of the Casino STP replacement and the enabling infrastructure.

In the event that Council is not successful with the Stream One RPPP application it is proposed to pause the project until such time as a report is presented to Council outlining options on how the planning, design and development work can continue to be funded.

The additional funding of \$545,000 in the 2024/25 financial year will be requested through the budget process for 2024/25.

### **CONSULTATION**

Council included its plans to replace the Casino STP in its new Community Strategic plan, Richmond Valley 2040, which was supported by extensive community consultation. The need for this priority project is also highlighted in the Draft RJP Masterplan, which is currently on public exhibition.

### **CONCLUSION**

Work on planning, design and development of the Casino STP replacement and enabling infrastructure has commenced to ensure that a new sewage treatment plant can be completed for the growing town of Casino by 2028, to support further activation of the Regional Jobs Precinct and associated housing developments. In order to continue funding the project additional Council funds are required from the Sewer Fund totalling \$1,100,000. It is recommended that Council approves the transfer of these funds to continue the pre-shovel ready works.

### **ATTACHMENT(S)**

**Nil**

**15.2 OVERHEIGHT REPLACEMENT TANK AT BROADWATER SUGAR MILL**

**Director:** Angela Jones

**Responsible Officer:** Andy Edwards

**EXECUTIVE SUMMARY**

Council has received a development application seeking consent for the replacement of a molasses tank at the Broadwater Sugar Mill. The former tank was damaged during the 2022 flood and has been removed from the site. Approval is now sought for a new tank in the same location. The new tank proposes a maximum height of 10.06m which is above the height of buildings standard of 8.5m in accordance with *Richmond Valley Local Environmental Plan 2012*.

The proposal would result in an exceedance of the height standard of more than 10% and therefore it must be referred to Council for determination. The structure is replacing a former tank in the same location, is of lesser height than the former structure, is located within an industrial facility and is of similar appearance and height as other building within the Broadwater Sugar mill site, further it will not have impacts on neighbouring properties the variation is recommended for approval.

**RECOMMENDATION**

That Council, pursuant to Clause 4.6 of *Richmond Valley Local Environmental Plan 2012*, approves a variation in respect of Clause 4.3 Height of buildings for DA2024/0083, as outlined in this report.

**DELIVERY PROGRAM LINKS**

Objective 6: Provide infrastructure that meets community needs

6C Provide a network of safe, well-constructed local roads, bridges, footpaths and cycleways

6C1 Deliver local infrastructure maintenance and renewal programs

**BUDGET IMPLICATIONS**

Nil.

**REPORT**

Development Application (DA2024/0083) proposes to replace a molasses tank at Broadwater Sugar Mill, 117 Baraang Drive, Broadwater (Lot 20 DP1164493). The application proposes a variation to the height of buildings standard set by Clause 4.3 of *Richmond Valley Local Environmental Plan 2012* (RVLEP).

The objective of the Height of Buildings development standard is to ensure the building complements the streetscape and character of the area and minimises visual impacts, disruption of views, loss of privacy and loss of solar access to existing development.

The tank is proposed to have maximum height of 10.06 metres. This is an exceedance of 1.56m and represents an 18% variation to the development standard.



Figure 1. Location of proposed replacement molasses tank (shown as red star)

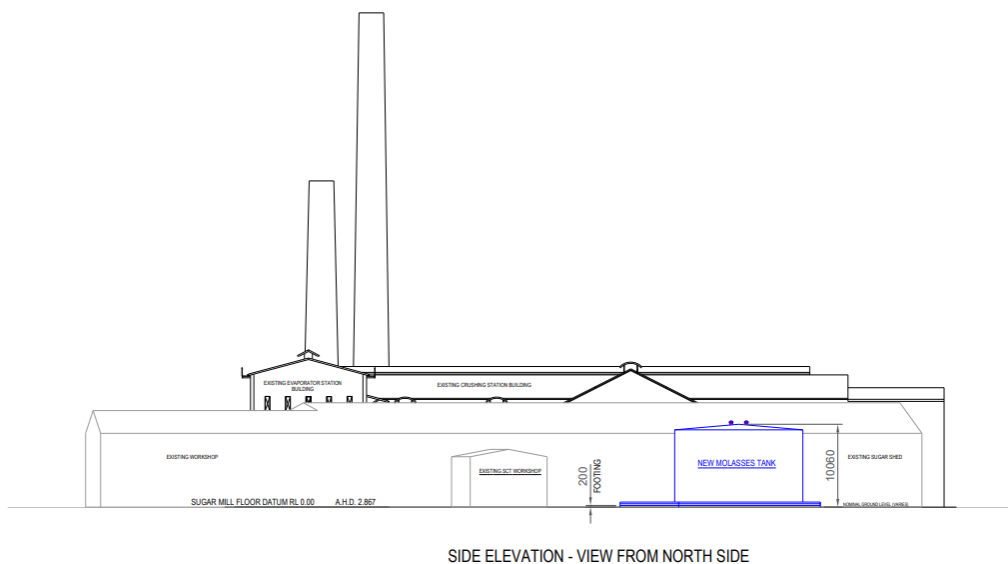


Figure 2. Proposed Elevation showing height of the proposed tank

Clause 4.6 provides a degree of flexibility that enables a consent authority to vary a development standard in certain circumstances where the environmental planning objectives can be satisfied notwithstanding the non-compliance. An applicant must formally lodge a written request justifying the variation and the consent authority must consider whether the applicants variation request has adequately demonstrated the provisions of clause 4.6 have been satisfied.

The variation request has been submitted by the applicant on the grounds that strict compliance with the standard is unreasonable or unnecessary in this instance. It details the additional height is required for the replacement of an existing tank damaged during the 2022 flood, is of lesser height than the former tank, which was 12.4 meters, is within an existing industrial facility surrounded by buildings of greater height and does not result in any view loss, privacy or overshadowing to adjoining properties.

The variation request for proposed replacement tank seeks to vary the maximum height as set out in RVLEP by approximately 18%.



In accordance with Department of Planning and Environment Guide to Varying Development Standards November 2023 where the extent of variation is greater than 10% the elected council has the function of determining the application.

**CONSULTATION**

Consultation is being undertaken as part of the assessment process any submissions received will be considered as part of the assessment process.

**CONCLUSION**

DA2024/0083 seeks to consent for a replacement molasses tank at the Broadwater Sugar Mill. The tank proposes a height of 10.06m which exceeds the 8.5m height of buildings standard and a variation request has been submitted with the application. It is recommended the applicants written request satisfactorily demonstrates that compliance with the standard is unreasonable and unnecessary in this instance and that there are sufficient environmental planning grounds to support the variation.

**ATTACHMENT(S)**

Nil

### **15.3 SECTION 355 COMMITTEES MANUAL AND POLICY**

**Director:** Angela Jones

**Responsible Officer:** Marie Cullen

#### **EXECUTIVE SUMMARY**

Council's Managing Community Facilities Manual was adopted in May 2007 and requires review and updating. The revised manual complies with current statutory obligations, as well as clearly outlining the responsibilities of Section 355 Committees in managing community facilities on Council's behalf.

The Managing Council's Community Facilities and Hall Policy was adopted in March 2018 and is also due for review. The policy has been replaced with a new draft Section 355 Committees Policy to reflect changes in the revised Section 355 Committee Manual. The revised manual and policy are presented for Council's consideration.

#### **RECOMMENDATION**

That Council:

1. Acknowledges the valuable contribution of its 10 Section 355 volunteer committees in managing community facilities
2. Notes the review of the Section 355 Committees Policy and Manual, in consultation with committee members
3. Adopts the revised Section 355 Committees Policy and Manual, with changes to be implemented over a 12 month period.

#### **DELIVERY PROGRAM LINKS**

Objective 4: Celebrate our local identity and lifestyle

4B Enhance the unique character of towns and villages

4B2 Maintain town centres, local parks and cemeteries to a high standard

#### **BUDGET IMPLICATIONS**

Nil.

#### **REPORT**

Section 355 of the Local Government Act 1993 makes provision for Council to delegate certain functions to a Committee of Council. Council uses this authority and appoints Section 355 Committees to manage facilities or functions through a volunteer Section 355 Committee.

Section 355 Committees are a great asset to Council and manage community halls or sporting facilities on behalf of Council. They aim to maximise the use of the facilities and are responsible for day-to-day management, including the organisation of maintenance and minor repairs.

As each Committee is acting on behalf of Council, it is important that they meet governance, statutory and accounting standards. The Manual and Policy outline the requirements and expectations of our Section 355 Committees in Managing Council's Community Facilities.

In line with Council's practice of periodically reviewing adopted policies and procedures, a review of the Managing Council's Community Facilities Manual and Policy has been carried out. Amendments were made to both the Policy and Manual to align with current Council policies and procedures, including:

- The responsibilities of Council and Section 355 Committees.
- The formation, appointment, and membership of Committees.
- Meeting and reporting requirements of Committees.
- Financial management requirements of Committees.
- Risk management requirements, including insurance coverage.
- Management and maintenance requirements for Council's community facilities.

### **CONSULTATION**

The Policy and Manual were reviewed in consultation with Council's Assets, Governance and Finance departments.

Additionally, all ten of Council' Section 355 Committees were provided with an opportunity in January 2023 to provide feedback on the existing policy and manual. Council staff will work with Committees to implement the changes over the next 12 months.

The revised Policy and Manual reflect Councils' statutory obligations, and provides consistency, reduced risk, and improved accountability for the responsible management of community facilities.

### **CONCLUSION**

It is recommended that Council adopts the new Section 355 Committees Policy and Manual to provide clear guidance to volunteer Section 355 Committees on the effective management of Council's community facilities.

### **ATTACHMENT(S)**

1. **Section 355 Committee Policy (under separate cover)**
2. **Section 355 Committee Manual (under separate cover)**

## **16 PROJECTS & BUSINESS DEVELOPMENT**

### **16.1 TOWN ENTRY SIGNAGE**

**Director:** Ben Zeller

**Responsible Officer:** Hayley Hancock

#### **EXECUTIVE SUMMARY**

Council received funding in 2021 to contribute to updating its town and boundary sign infrastructure to acknowledge Bundjalung Country. The weather events of 2022 severely impacted most of the valley's town entry and boundary signage, so the project scope has been expanded to replace all signage with updated designs, leveraging off the Discover Richmond Valley Brand. Design concepts have been through several iterations based on Councillor feedback and are in the final stages of approval. Local company Wild Honey Creative who created the Discover Richmond Valley brand were engaged to undertake the design process.

#### **RECOMMENDATION**

That Council considers the latest draft design concepts developed by Wild Honey Creative for the town entry and boundary signage.

#### **DELIVERY PROGRAM LINKS**

Objective 4: Celebrate our local identity and lifestyle

4B Enhance the unique character of towns and villages

4B2 Maintain town centres, local parks and cemeteries to a high standard

#### **BUDGET IMPLICATIONS**

Council received \$55,000 under Round Four Stronger Country Communities Fund to upgrade the existing signage. \$9,900 has been committed to the creation of custom designs by Wild Honey Creative. Funding options for the physical construction of new signs in addition to the grant have been identified in existing budgets.

#### **REPORT**

In 2021, Council received funding under Round Four of the Stronger Country Communities Fund to "Upgrade the existing town entry signs in Casino, Coraki, Woodburn, Broadwater and Evans Head, to acknowledge the traditional landowners in the Richmond Valley Council Local Government Area". Consultation with the Aboriginal community was undertaken in 2019 with letters of support received prior to the lodgement of the funding application.

After extensive damage due to subsequent weather events, it was determined that Council remove the existing town entry and boundary signs (including frames) and move forward with alternative designs.

A round of design concepts was developed in house and presented to Councillors earlier in 2023, from which feedback was sought.

Since late 2023, Council staff have been working with design consultant Jasmine Phillips from Wild Honey Creative who was engaged to design both town entry and boundary signage. A presentation was provided at the December Information Session to showcase the new signage concepts, with an updated presentation at the February Information Session featuring alterations to preferred concepts, based on the feedback received. The designs have built on the successful Discover Richmond Valley tourism branding which Wild Honey Creative designed for Council.

The final design concepts are now presented to Council for consideration.

Design considerations included the need for the signs to:

- be a visual ambassador for the Richmond Valley
- promote local landmarks and identify Richmond Valley towns and the local government area boundary.
- resilient to vandalism
- align with the Discover Richmond Valley Brand

The final designs are adapted to each town variation and reflective of the design principles.

### **CONSULTATION**

Consultation with the Aboriginal community was undertaken in 2019 with letters of support received prior to the lodgement of the funding application.

Internal stakeholder engagement occurred in 2022 and 2023 with the final design presented for the February 2024 Ordinary Council Meeting

### **CONCLUSION**

The final concepts have been developed from stakeholder feedback, acknowledge Bundjalung Country and showcase local landmarks. Signage has been designed to be cost effective, easy to maintain, consistent with the Discover Richmond Valley branding, attractive and legible.

Once final concepts are approved, Council staff will engage a signage manufacturer and complete the installation.

### **ATTACHMENT(S)**

1. **Presentation (under separate cover)**
2. **Town Signage (under separate cover)**
3. **Boundary Signage (under separate cover)**

**16.2 ILLAWONG LANE STORMWATER EASEMENT ACQUISITION**

**Director:** Ben Zeller

**Responsible Officer:** Kim Anderson

**EXECUTIVE SUMMARY**

Council has finalised design plans for the upgrade/replacement of the storm water infrastructure at Illawong Lane, Evans Head. As part of this project, an easement over NSW Crown Lands needs to be acquired for future access, maintenance purposes and for the legal discharge of stormwater.

The stormwater infrastructure on the Crown Land reserve was originally constructed in the 1940's. An easement has never been formalised over this public infrastructure. Council has been directed to compulsorily acquire an easement for storm water infrastructure as part of the Illawong Lane construction upgrade which impacts on the Crown Land.

Council is required to undertake the acquisition for an easement in accordance with the *Land Acquisition (Just Terms Compensation) Act 1993* and the *Local Government Act 1993*. It is recommended that Council proceeds with the acquisition.

**RECOMMENDATION**

That Council

1. Proceeds to acquire an easement over Part Lot 549 DP 1091080, Part Lot 550 DP 1091080, and Part Lot 7303 DP1136547 by compulsory acquisition per Section 186 of the *Local Government Act 1993* and in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1993* (NSW).
2. Approves the making of an application to the Minister of Local Government for the issue of a proposed acquisition notice under Section 186 of the *Local Government Act 1993* (NSW) and *Land Acquisition (Just Terms Compensation) Act 1993* (NSW) with respect to the subject easement for the purpose of access and services.

**DELIVERY PROGRAM LINKS**

Objective 6: Provide infrastructure that meets community needs

6D Manage water supply, sewerage and drainage effectively

6D6 Improve local stormwater and drainage networks

**BUDGET IMPLICATIONS**

Council will be required to fund all costs associated with the land acquisition including any compensation payable as determined by the NSW Valuer Generals Department in accordance with the *Land Acquisition (Just Terms Compensation) Act 1993* (NSW).

**REPORT**

Council has finalised design plans for the upgrade/replacement of the storm water infrastructure at Illawong Lane, Evans Head. As part of this project, an easement over NSW Crown Lands needs to be acquired for future access, maintenance purposes and for the legal discharge of stormwater.

The stormwater infrastructure on the Crown Land reserve was originally constructed in the 1940's. An easement has never been formalised over this public infrastructure. Council has been directed to compulsorily acquire an easement for storm water infrastructure as part of the Illawong Lane construction upgrade which impacts on the Crown Land.

An easement provides Council the legal rights to use and access the Crown Land for public services of stormwater infrastructure and water discharge. This right does not provide Council exclusive use or ownership of the land.

The Illawong Lane storm water project upgrade of existing stormwater infrastructure will divert water from Woodburn Street and Oak Street drainage system providing an overland flow path for greater flows resolving long standing issues with local flooding from intense rainfall events. This project has an estimated cost of \$2.1M funded as part of Councils capital works program.

Construction for the storm water upgrade is due to commence in March 2024. Council will commence construction with the powers of Section 191 of the *Local Government Act 1993* for the construction and maintenance of the stormwater drainage works. This will enable the upgrades to the stormwater infrastructure to commence prior to the finalisation of the proposed easement acquisition.

Council is required to undertake the acquisition for an easement in accordance with the *Land Acquisition (Just Terms Compensation) Act 1993* and the *Local Government Act 1993*. It is recommended that Council proceed with the acquisition.



*Image – Location of easement*

#### Definition of land required for the easement.

The subject land required for the easement is shown on Attachment 1 'Proposed easement variable width for services and access'.

The area is approximately 1966m<sup>2</sup> which is subject to final survey. The burdened subject land by the creation of the easement affects Lots 549 & 550 in Deposited Plan 1091080 and Lot 7303 in Deposited Plan 1136547. All three parcels of land are owned by NSW Crown Lands.

#### Native Title and Aboriginal Land Claims

The Bandjalang People have Native Title determined over the crown land reserve affecting Lot 7303 DP 1136547. (Bandjalang People #2 v Attorney General of New South Wales, 2 December 2013).

Native title consent determination area '*Only that part of the lot not affected by public work being development for Silver Sands holiday Park. Contains a surf club, car park, drainage infrastructure, concrete revetment wall, cycle ways, skate park, filling, landscaping, roads, stormwater infrastructure.*'

As a result, Native Title being has been recognised as extinguished over that part of the Crown Land affected by the storm water public works infrastructure constructed in the 1940's.

As a result of searches conducted 10 January 2024, the burdened subject land does not appear as being affected by Aboriginal Land Claims, pursuant to sections 36 or 37 of the *Aboriginal Land Rights Act 1983 (NSW)*.

### **CONSULTATION**

Council is required to undertake consultation in accordance with the terms of *Land Acquisition (Just Terms Compensation) Act 1993*, and the NSW Government Office of Local Government Land Acquisition guidelines.

### **CONCLUSION**

It is recommended that Council supports the compulsory acquisition of the easement to formalise legal occupation of the public infrastructure and provides legal discharge of storm water into the Evans River.

### **ATTACHMENT(S)**

- 1. Proposed easement variable width for services and access (under separate cover)**



**16.3 TATHAM BRIDGES LAND ACQUISITION AND ROAD CLOSURES****Director: Ben Zeller****Responsible Officer: Kim Anderson****EXECUTIVE SUMMARY**

Council has secured funding of \$18.7M through the Northern Rivers Recovery and Resilience Program to replace the two bridges traversing Shannon Brook and Spring Creek on Casino Coraki Road (known as the twin Tatham Bridges).

Part of this work includes land acquisitions and the permanent closure and disposal of unnecessary public road.

Council considered land acquisitions at its September 2023 Ordinary Meeting, and proposed road closures during the October 2023 Ordinary Meeting. This report further outlines details of the road closure following public exhibition and the land to be acquired following the completion of the detailed bridge and road alignment design.

The location of the bridges over the two creeks have changed alignment multiple times with road closure and land acquisitions processes dating back to 1933, 1965, and 2000. The land acquisitions procedures were not finalised following the last realignment in 2000 and as a result the affected landowners have been impacted by a road traversing through private land. The land acquisitions subject to this report will resolve the road alignment of the existing and the new bridge's location resolving the encroachment of public road on private land.

Council has commenced discussions with affected landholders and aims to achieve the land acquisition through genuine agreement of all parties. Council will be required to compulsorily acquire this land should negotiations become unachievable. Land that is owned by The State of NSW (Crown Land) must be acquired through the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991*.

**RECOMMENDATION**

That Council:

1. In accordance with Section 38D of the *Roads Act 1993*, resolves to close the Council public Road identified as Lot 27, 29, 31 and part Lot 28 in Deposited Plan 1189548 (shown on Map 1) to be classified as operational land and disposed to the adjoining landowner.
2. Acquires the private ownership land by private agreement, acquisition by consent or through the compulsory acquisition process under the *Land Acquisition (Just Terms Compensation) Act 1991* by the authority contained in the *Roads Act 1993*. This being the land identified as needed for public road in attachment 1. The land described as Part Lots 1-8 Section 2 DP1494, Part Lots 20-21 DP1125446, Part Lots 201-202 DP815264, and Part Lots 2-3 DP706888.
3. Acquires Lot 16 DP1189548, Lot 32 DP1189548, and part Lot 132 DP726553 by the compulsory acquisition process under the *Land Acquisition (Just Terms Compensation) Act 1991* by the authority contained in the *Roads Act 1993* (shown on Map 2).
4. Approves the making of an application to the Minister for Local Government for the issue of a Proposed Acquisition Notice under the *Land Acquisition (Just Terms Compensation) Act 1991* with respect to the subject land.
5. Authorises the General Manger to:
  - Negotiate the final boundaries of the proposed road closure and land acquisition in accordance with this report;
  - Negotiate the compensation of land acquisition and road closure disposal under the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991* to achieve genuine agreement between all parties.
  - Sign the necessary documentation to implement this resolution, including affixing the Seal of Council as required.
6. In accordance with Section 44 of the *Roads Act 1993*, that Lot 32 DP1189548 upon vesting to Council being former public road be provided in compensation to the adjoining landowner for other land acquired for the purposes of the *Roads Act 1993*.
7. Dedicates the acquired land, with exception of Lot 32 DP1189548 as public road.

**DELIVERY PROGRAM LINKS**

Objective 6: Provide infrastructure that meets community needs

6C Provide a network of safe, well-constructed local roads, bridges, footpaths and cycleways

6C1 Deliver local infrastructure maintenance and renewal programs

**BUDGET IMPLICATIONS**

Costs incurred for land acquisitions and road closure will be funded from Council's internal reserves and project budgets where applicable.

Council has engaged Acumentis Regional Pty Ltd to establish market value for negotiations with affected landowners. The value of the land acquired by compulsory process is determined by the NSW Valuer General Department at market rate in accordance with the *Land Acquisitions (Just Terms Compensation Act) 1991*.

## REPORT

The two bridges traversing Shannon Brook and Spring Creek located on Casino Coraki Road (known as twin Tatham Bridges) require replacement. Following the 2022 floods, a load restriction was placed on the bridges due to their poor structural condition.

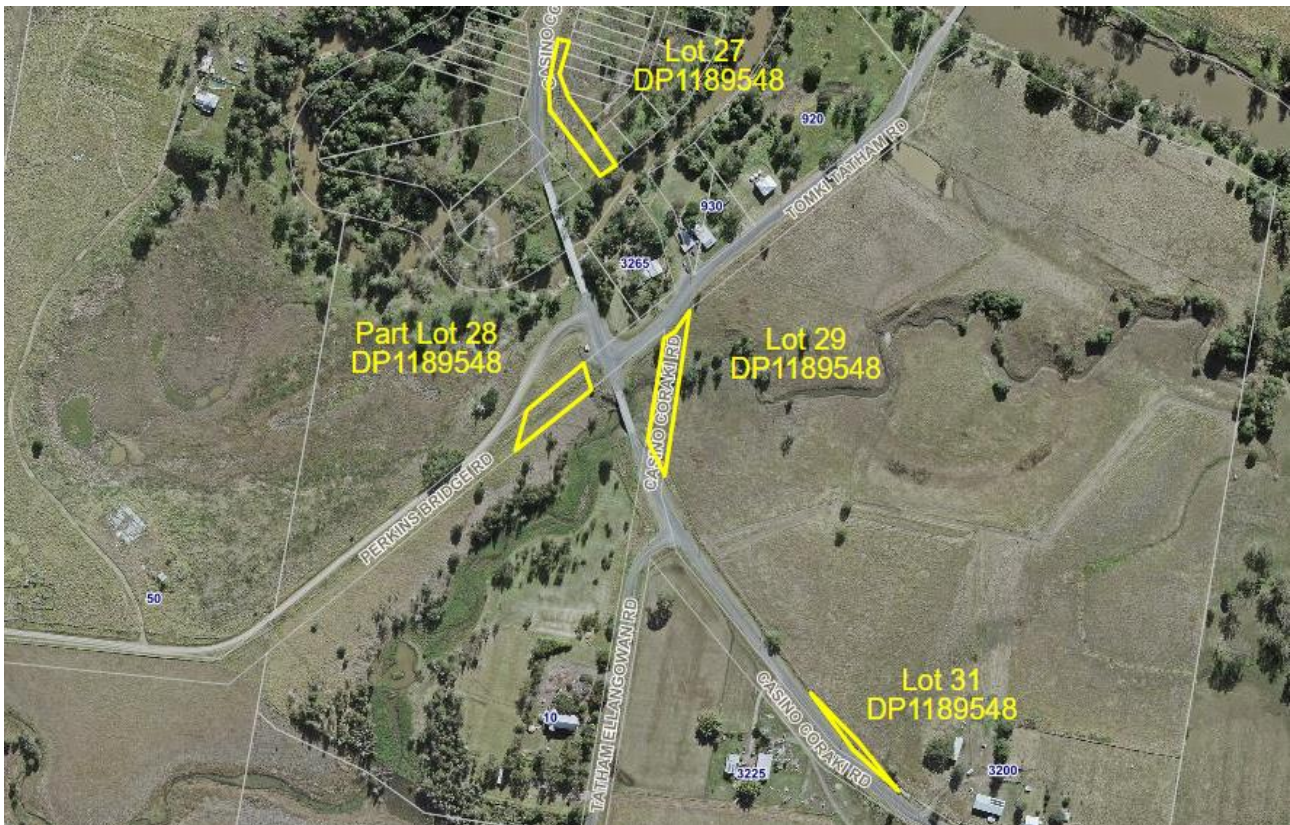
Council has approved a suitable design for the replacement of the bridges and has secured funding of \$18.7M for the works. Part of these works involve land acquisition for the existing road footprint and the new alignment.

### Road Closure

A report was presented to Council for the proposed road closures where the land has been identified with no current or future need as a public road.

Council completed the statutory advertising of the road closure proposal including consultation with notifiable authorities and adjoining landowners. NSW Crown Lands provided conditional approval on Council acquiring Lot 16 and Lot 32 DP 1189548 from Crown Land. No objections to the road closure were received.

This report seeks resolution of permanent road closure of the subject public road with the land to be provided in compensation or sale to the adjoining owner.



*Map 1: Showing location of Lot 27, 29, 31 and part Lot 28 in Deposited Plan 1189548 for road closure in compensation to adjoining landholder.*

### Land Acquisition – Private Ownership

Council has commenced consultation with affected landowners who will be impacted by the realignment and construction of the twin Tatham Bridges. The area of land required for the road alignment has been identified in attachment 1.

Council has engaged the services of Acumentis Regional Pty Ltd being a recognised qualified valuer to determine the market value of the land in accordance with the *Land Acquisition (Just Terms Compensation) Act 1991*. It is proposed that this value will be used to determine the monetary offer to the affected landowner for compensation payable for land proposed to be acquired.

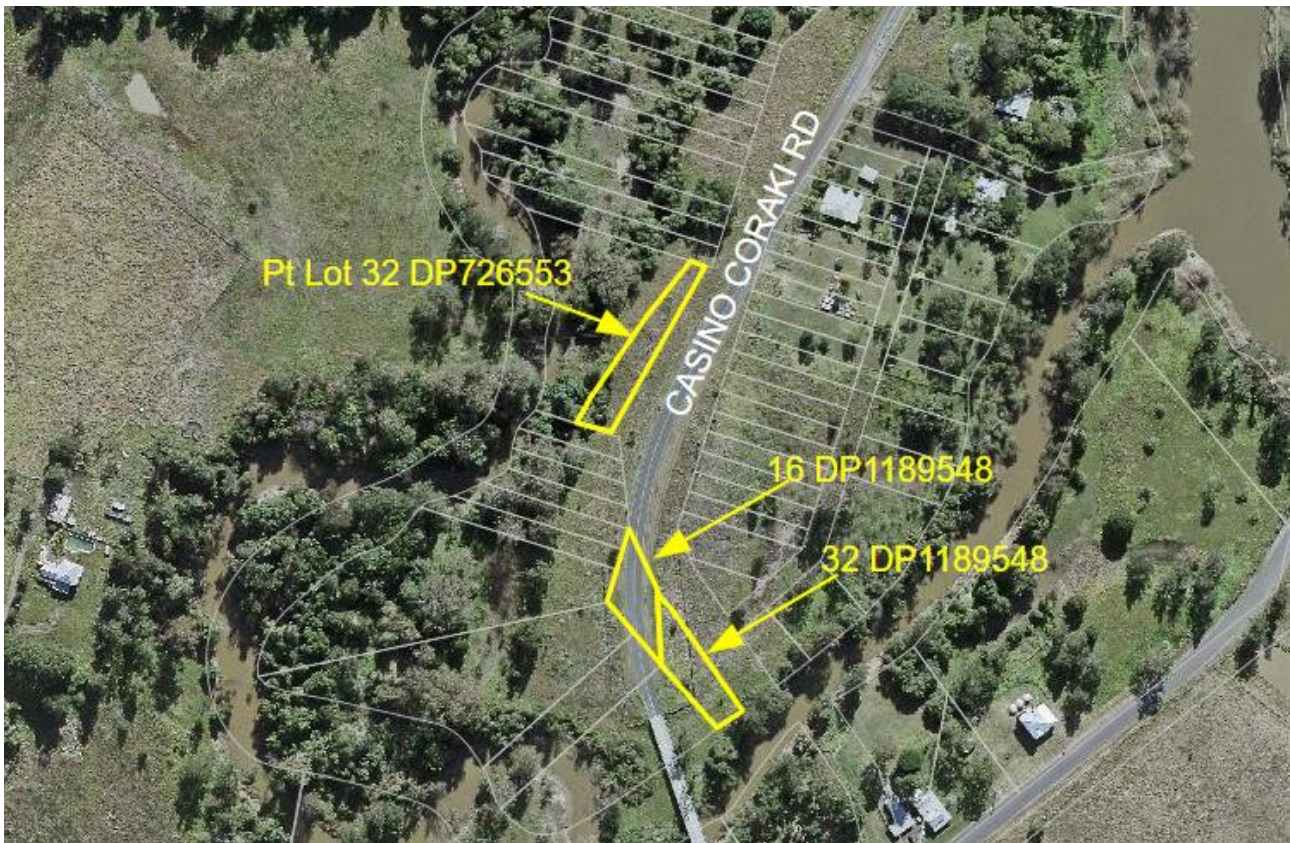
Council will continue in attempts to reach a private agreement, alternatively will utilise acquisition by consent or compulsory acquisition process under the *Land Acquisition (Just Terms Compensation) Act 1991*.

The land under private ownership affected by the acquisition is identified described as Part Lots 1-8 Section 2 DP1494, Part Lots 20-21 DP1125446, Part Lots 201-202 DP815264, and Part Lots 2-3 DP706888.

#### Land Acquisition – Crown Land

Section 178 of the *Roads Act 1993* and Section 187 of the *Local Government Act 1993* authorised council to acquire such land or interest by agreement or by compulsory process in accordance with the *Land Acquisition (Just terms Compensation Act) 1991*.

The land identified as owned by NSW Crown Lands requiring to be compulsory acquired is described as Lot 16, 32 in Deposited Plan 1189548 and Part Lot 32 DP726553.



*Map 2: Showing location of Lot 16, 32 in Deposited Plan 1189548 and Part Lot 32 DP726553. Land to be compulsory acquired from NSW Crown Lands.*

#### Aboriginal Land Claim and Native Title

Lot 32 DP726553 is affected by an undetermined Aboriginal Land Claim #41760, lodged 28 June 2016.

A desktop evaluation identified that the land was subject to a Licence 405738 for grazing commencing 5 February 2008. Confirmation of the use and occupation is needed from the licence holder, however likely that this would be found to be lawfully used and not claimable under the *Aboriginal Land Rights Act 1983*. Council has requested a priority review of the claim as any acquisition cannot proceed until the claim has been determined.

The land identified as Lot 16 & 32 DP1189548 is impacted by Native Title Determination, *Bandjalang People #2 v Attorney General of New South Wales*, by consent determined 2 December 2013.

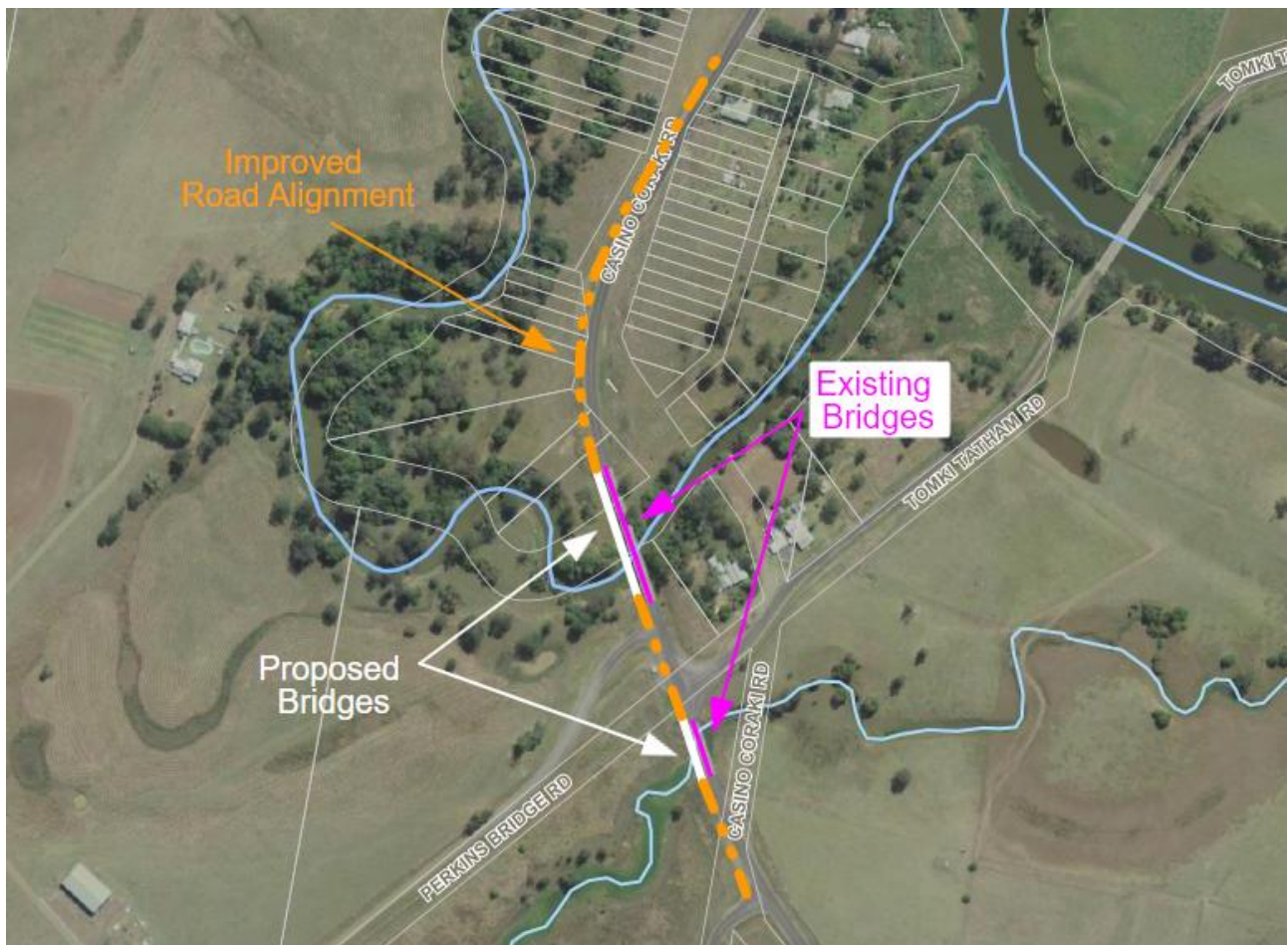
The general limitation clause 7 as per the determination recognises that Native title rights and interests do not exist in any area of land which has been dedicated as a public road or a main road

in accordance with the statutory requirements for such dedication, even if the land is no longer so dedicated.

Council is seeking formal legal advice on the status of Native Title as the land was former main road, being the old alignment of Casino Coraki Road closed by government gazette 8 December 1933 would extinguish any Native title rights over the land. Council can proceed with compulsory acquisition of this land however requires a legal opinion to assist with determination of compensation which may be payable.

#### Bridges design and road alignment

The road alignment design connects to the two new bridges along Casino Coraki Road with improved geometric design for vehicle travelling at the speed at 100km/h noted with advisory signs at the location of bends on the road. The design is in accordance with the Northern Rivers Local Government Development and Design Manual and is aimed at improving traffic safety for the regional road.



Map 3: Showing existing bridges, location for proposed bridges and road realignment.

### **CONSULTATION**

Statutory advertising of the road closure proposal has been completed inviting public submissions.

Adjoining landholders were notified and no objections were received.

Relevant authorities were notified. Council received responses of no objection to the closure.

The NSW Department of Planning, Industry & Environment – Crown Lands provided no objection to the closure of the Council public road, and vesting ownership to Council upon closure. This submission response is conditional on Council acquiring Lot 16 and Lot 32 DP 1189548 from Crown Land.

Council will continue to negotiate with affected private property landowners in attempts to reach private agreement on the land acquisition.

Council will be required to undertake consultation with the affected landholders in accordance with *Land Acquisition (Just Terms Compensation) Act 1991*.

### **CONCLUSION**

Council has received \$18.7M in grant funding for the construction of the twin bridge replacements. Council is required to undertake road closures and land acquisition as part of the construction of the alignment of the road and new bridges.

The land acquisition and road closures are required for the twin Tatham Bridge upgrades of Casino Coraki Road being a major regional road. It is recommended that Council undertake the land acquisitions and road closures as identified in this report.

### **ATTACHMENT(S)**

1. **Attachment 1 (under separate cover)**
2. **Deposited Plan 1189548 (under separate cover)**

## 17 ORGANISATIONAL SERVICES

### 17.1 QUARTERLY BUDGET REVIEW STATEMENT FOR THE QUARTER ENDED 31 DECEMBER 2023

**Director:** Ryan Gaiter

**Responsible Officer:** Zakari Witt

#### EXECUTIVE SUMMARY

This report outlines the proposed adjustments for the 2023/2024 budget for the quarter ended 31 December 2023.

Council's projected operating result from continuing operations for 2023/2024 is proposed to increase by \$2,387,776 to a surplus of \$33,143,349. The net operating result before capital grants and contributions has decreased slightly from a deficit of \$1,929,065 to a deficit of \$1,986,917.

Income from continuing operations has increased by \$3,084,969 from the revised budget, with total income now projected to be \$109,386,737. This is largely due to an increase in grant funding being announced in 2023/2024 for road reconstruction works such as \$2,719,484 for the Regional Emergency Road Repair Fund.

Expenses from continuing operations have increased by \$697,193 to a projected cost of \$76,243,388. Of this, \$210,000 relates to projected operational expenditure increases in line with funding being announced for the Rural Fire Fighting Fund allocation for 2023/2024 and a further \$199,800 to deliver place and adaptation plans for Mid Richmond communities.

Council's capital works program has been reviewed, resulting in a projected program for 2023/2024 of \$70,774,367, decreasing the 2023/2024 programmed works by \$956,826. This program of works continues to be largely focused on disaster recovery works and the restoration of essential public infrastructure following the February 2022 flood event along with key grant funded projects such as the Betterment Community Asset Program announced under the Northern Rivers Recovery and Resilience funding to ensure Council's assets are more resilient for future disasters. The decrease from the revised capital program budget is largely due to a reduction in the Stormwater Management budget of \$1,400,000. The delivery of this program of works will be heavily reliant on the availability of contractors and materials as well as favourable weather conditions for the remainder of 2023/2024. Council will continue to ensure its capital works program is closely monitored, with any adjustments required to be included in future quarterly budget reviews or monthly budget adjustment reports to Council.

Council's unrestricted cash surplus has remained unchanged at \$212,574 as of 31 December 2023.

A detailed Quarterly Budget Review Statement for the second quarter of 2023/2024 has been circulated separately to each Councillor. These changes are disclosed by priority areas on pages 4-8 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-14.

#### RECOMMENDATION

That Council:

1. Receives the Quarterly Budget Review Statement as at 31 December 2023; and
2. Approves the recommended budget variations.

#### DELIVERY PROGRAM LINKS

Objective 11: Manage resources responsibly

11A Manage finances responsibly and provide value for money

11A1 Undertake long-term financial planning and ensure compliance with financial regulation

### **BUDGET IMPLICATIONS**

As detailed in the report.

### **REPORT**

The budget review for the second quarter of the 2023/2024 financial year has resulted in Council's operating result from continuing operations improving to a projected surplus of \$33,143,349. The net operating result before capital grants and contributions has decreased slightly from a deficit of \$1,929,065 to a deficit of \$1,986,917 indicating the improvement of \$2,387,776 in the net operating result is mainly due to an increase of \$1,542,163 in the Building and Maintaining Roads capital grants budget.

Council's estimated budget result (unrestricted cash result) has remained unchanged from the 2023/2024 original budget at \$212,574. In overall cash terms, there is a decrease in the estimated funding from reserves of \$172,102 with an estimated total transfer from reserves of \$19,629,454 for the 2023/2024 financial year. This is predominately due to an increase in grant funding being announced or received for in 2023/2024.

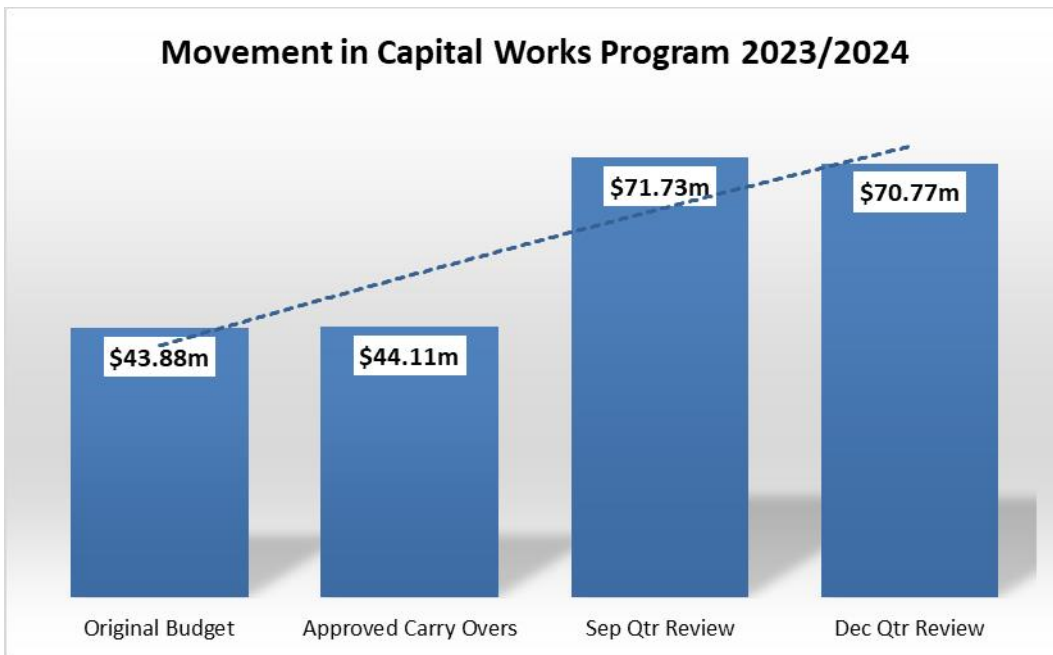
Income from continuing operations has increased by \$3,084,969, with total income from continuing operations now projected to be \$109,386,737. Largely contributing to the increase is Council being successful in several grant programs including \$2,719,484 for the Regional Emergency Road Repair Fund, \$1,521,840 in line with the proposed schedule for the Community Asset Program Betterment Funding, \$224,000 being announced for the Rural Fire Fighting Fund allocations for 2023/2024 and \$333,200 from the Department of Industry, Science Energy and Resources for the upgrade of the Rappville sports ground. All recommended changes for Council resolution of \$3,084,969 are disclosed by Priority Area on page 4 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-14.

Expenses from continuing operations have increased by \$697,193 to a projected total of \$76,243,388. Contributing to this is an increase in the Emergency Management budget in line with operational funding of \$210,000 being announced for the Rural Fire Fighting Fund allocation for 2023/2024 and a further \$199,800 to deliver place and adaptation plans for Mid Richmond communities. All recommended changes for Council resolution of \$697,193 are disclosed by Priority Area on page 5 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-14.

Council's capital works budget has decreased by \$956,826 to a program of \$70,774,367 as at 31 December 2023. The restoration of essential public assets following the February 2022 flooding event continues to be the key focus for Council, with minimal decrease in the capital program. This results in Council's capital works program for 2023/2024 being one of the largest capital programs Council has undertaken and will require close monitoring throughout the 2023/2024 year as the delivery of this program of works will depend heavily on contactor and material availability as well as favourable weather conditions for the remainder of 2023/2024. Other key adjustments include reallocating to the 2024/2025 capital program \$1,400,000 in line with a revised project plan for Illawong Lane drainage improvements and \$3,110,062 for Sealed Essential Public Asset Reconstruction Works under Transport for NSW natural disaster funding in response to the February 2022 flood. All recommended changes of \$956,826 to the capital works program are disclosed by priority area on page 6 of Council's Quarterly Budget Review Statement and detailed explanations are provided on pages 9-14.

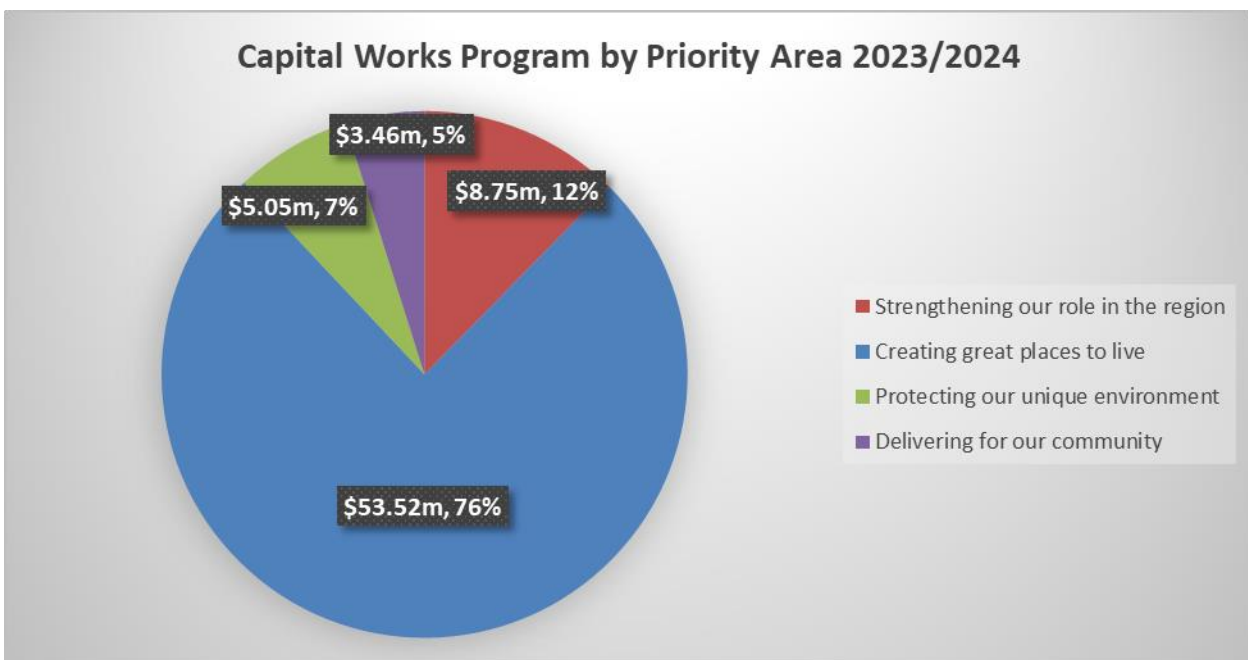
The following graph tracks the movement in the capital works program for 2023/2024 from the original budget, after the adoption of approved carry over works and other approved monthly adjustments up to the December Quarterly Budget Review.





This graph strongly illustrates the increase in the capital works program and the importance of constantly reviewing the program to make sure it is deliverable, as increasingly more natural disaster funding is approved to return Council’s infrastructure back to pre-flood conditions.

The following graph provides a summary of the capital works program by priority area:



This graph illustrates that a considerable portion of Council’s capital works program is dedicated to making the Richmond Valley Council a great place to live with a focus on establishing a vibrant, liveable and safe community, with quality infrastructure that meets community needs.

Council's projected budget position and recommended changes for Council resolution are summarised in the table below:

Quarterly Budget Review Statement for the quarter ended 31 December 2023	Revised Budget 2023/2024	Recommended Changes for Council Resolution	Projected Year End Result 2023/2024
Income from Continuing Operations	106,301,768	3,084,969	109,386,737
Expenses from Continuing Operations	75,546,194	697,193	76,243,388
<b>Operating Result from Continuing Operations</b>	<b>30,755,573</b>	<b>2,387,776</b>	<b>33,143,349</b>
<b>Operating Result before Capital Income</b>	<b>(1,929,065)</b>	<b>(57,852)</b>	<b>(1,986,917)</b>
Add: Non-Cash Expenses	18,648,544	0	18,648,544
Add: Non-Operating Funds Employed	6,337,197	(3,172,500)	3,164,697
Less: Capital Expenditure	71,731,194	(956,826)	70,774,367
Less: Loan Repayments	3,599,103	0	3,599,103
<b>Estimated Funding Result – Surplus/(Deficit)</b>	<b>(19,588,983)</b>	<b>172,102</b>	<b>(19,416,881)</b>
Restricted Funds – Increase/(Decrease)	(19,801,556)	172,102	(19,629,454)
<b>Unrestricted Funds – Increase/(Decrease)</b>	<b>212,574</b>	<b>0</b>	<b>212,574</b>

Pages 9 to 14 of the attached Quarterly Budget Review Statement contain the budget variation explanations. A summary of the main contributing factors within each Priority Area is as follows:

#### Strengthening our role in the region

- Increased budget of \$174,900 in Strategic Planning income and expenditure from continuing operations in line with grant funding received from the NSW Reconstruction Authority to deliver place and adaptation plans for Mid Richmond communities.
- Proposed transfer of \$3,172,500 in land sales from the industrial land development Real Estate budget to the 2024/2025 budget in line with revised contract timeframes.

#### Creating great places to live

- Sports Grounds, Parks and Facilities increase of capital grants and contributions budget because Council was successful in receiving grant funding of \$333,200 from the Department of Industry, Science, Energy and Resources for the upgrade of the Rappville sports ground.
- An increase of Building and Maintaining Roads capital grants and contributions budget of \$2,719,484 in line with grant funding received for the Regional Emergency Road Repair Fund.
- Proposed decrease of Building and Maintaining Roads capital grants and capital expenditure budget of \$3,110,062 for Essential Public Asset Reconstruction Works funding streams adjusted to align with the proposed revised schedule of works.
- Proposed revision of the project plan for Illawong Lane drainage improvements reallocating \$1,400,000 to 2024/2025 for the Stormwater Management budget.

#### Protecting our unique environment

- Proposed increase in the Environmental Health operational expenditure budget of \$18,000 towards the implementation of the Emissions Data Management System.
- Increase in the Environmental Management operational income budget of \$43,253 and expenditure budget by \$25,950 in line with the grant program of works for the Richmond Valley Flood Study.
- Proposed increase of Waste Management capital expenditure budget of \$89,580 for the replacement of the Front-end Resource Recovery Facility roof at the Evans Head Waste Transfer Station.

Delivering for our community

- Proposed increase of \$152,020 for income from continuing operations increasing the Work Health and Safety budget in line with actuals received for the safety and wellbeing incentive from StateCover.
- Proposed increase of the operating expenditure budget in line with the Department of Planning and Environment funded grant increasing the Information Technology Services budget for the delivery of planning portal integration to TechOne.

**CONCLUSION**

At the end of the second quarter, Council's operating result from continuing operations is a projected surplus of \$33,143,349, with a projected deficit before capital grants and contributions of \$1,986,917. Council's capital works budget has decreased to \$70,774,367 and this will be closely monitored to ensure all projects can be delivered. Council's estimated budget result (unrestricted cash result) has remained unchanged at \$212,574 and overall, Council's projected financial position at year end remains satisfactory.

**ATTACHMENT(S)**

1. **Quarterly Budget Review Statement for the quarter ended 31 December 2023 (under separate cover)**

**17.2 FINANCIAL ANALYSIS REPORT - DECEMBER 2023 AND JANUARY 2024****Director:** Ryan Gaiter**Responsible Officer:** Rylee Vidler**EXECUTIVE SUMMARY**

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

The value of Council's cash and investments at 31 December 2023 and 31 January 2024 is shown below:

Month	Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
December 2023	\$18,386,780	\$36,000,000	\$6,750,390	\$4,500,000	\$15,968,206	\$81,605,377
January 2024	\$20,021,585	\$34,000,000	\$6,750,390	\$4,500,000	\$16,111,533	\$81,383,507

The weighted average rate of return on Council's cash and investments at 31 December 2023 was 10.06% which was above the Bloomberg AusBond Bank Bill Index for December of 0.37%, which is Council's benchmark.

The weighted average rate of return on Council's cash and investments for January 2024 was 6.08% which was above the Bloomberg AusBond Bank Bill Index for January of 0.37%.

**RECOMMENDATION**

That Council adopts the Financial Analysis Report detailing the performance of its cash and investments for the months of December 2023 and January 2024.

**DELIVERY PROGRAM LINKS**

Objective 11: Manage resources responsibly

11A Manage finances responsibly and provide value for money

11A1 Undertake long-term financial planning and ensure compliance with financial regulation

**BUDGET IMPLICATIONS**

As at 31 December 2023, Council has earned \$1,549,513 in interest, \$19,020 in fair value gains from fixed rate bonds and \$630,882 in fair value gains from funds held in TCorp, for a total investment income of \$2,199,415. This equates to 162.34% of the annual budget for interest and investment income of \$1,354,861. Council currently receives a net return of 4.70% on its Macquarie CMA Account after Council's financial advisors receive their commission of 0.05%. Commissions for the 2023/2024 financial year to 31 December total \$1,096.

As at 31 January 2024, Council has earned \$1,860,645 in interest, \$19,020 in fair value gains from fixed rate bonds and \$774,209 in fair value gains from funds held in TCorp, for a total investment income of \$2,653,874. This equates to 195.88% of the annual budget for interest and investment income of \$1,354,861. Council currently receives a net return of 4.70% on its Macquarie CMA Account after Council's financial advisors receive their commission of 0.05%. Commissions for the 2023/2024 financial year to 31 January total \$1,432.

Future fair value gains or losses will continue to be monitored and reported to Council.

## REPORT

### Reserve Bank of Australia (RBA) Cash Rate Update

The RBA held the cash rate to 4.35% per annum at its December meeting. The RBA did not hold a January meeting.

### Rate of Return

The weighted average rate of return on cash and investments in December was 10.06%, an increase in 36 basis points from the previous month. The rate of return is 969 basis points above the Bloomberg AusBond Bank Bill Index of 0.37% which is Council's benchmark.

Council's NSW Treasury Corporation IM Funds returned net gains of \$404,192 during the month of December. The Medium-Term Growth Fund (MTGF) returned a gain of \$307,808 and the Long-Term Growth Fund (LTGF) returned a gain of \$96,384.

During December, global equity markets continued to rise, reflecting investor's confidence in rate cuts during the first half of 2024.

The weighted average rate of return on cash and investments in January was 6.08%, a decrease in 397 basis points from the previous month. The rate of return is 571 basis points above the Bloomberg AusBond Bank Bill Index of 0.37% which is Council's benchmark.

Council's NSW Treasury Corporation IM Funds returned net gains of \$143,326 during the month of December. The Medium-Term Growth Fund (MTGF) returned a gain of \$97,511 and the Long-Term Growth Fund (LTGF) returned a gain of \$45,816.

During January, the confidence in rate cuts happening during the first half of 2024 lessened and investors are now expecting a mid-year rate cut. Australia's December CPI was significantly lower than the RBA expected which is positive for potential rate cuts.

The MTGF has a recommended investment timeframe of seven or more years (original investment was October 2018) and the LTGF has a recommended investment timeframe of 10 or more years (original investment was June 2021) during which time it is expected that there will be ups and downs in fair value gains. However, it should be noted that, despite the variation in returns, there has been no impact on the principal sum originally invested by Council.

Term deposits and floating rate notes continue to offer increasing rates of return, which is positive, however, some banking institutions are still limiting the number of deposits they will accept, and others are not accepting any deposits at present.

### Council's Cash and Investments Portfolio

Council held cash and investments of \$81,605,377 at 31 December 2023. This was made up of Council's Business Online Saver Account (\$9,360,000), Macquarie Cash Management Account (\$8,035,137), Term Deposits (\$36,000,000), Floating Rate Notes (\$6,750,390), Bonds (\$4,500,000), NSW Treasury Corporation Investments (\$15,968,206) and other bank accounts (\$991,643).

Council's investment portfolio had maturity dates ranging from same day up to 1,742 days. Term deposits, floating rate notes and bonds of \$47,250,390 represented 57.90% of the total portfolio as at 31 December 2023.

Council made the following new investments during December 2023:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Investment Term	Interest Rate
Judo Bank	Term Deposit	Y	\$2,000,000	12 months	5.45%
Bank of	Term Deposit	N	\$3,000,000	4 months	5.20%

Queensland					
Coastline Credit Union	Term Deposit	Y	\$2,000,000	12 months	5.50%
Southern Cross Credit Union	Term Deposit	Y	\$2,000,000	3 months	5.15%
Illawarra Credit Union	Term Deposit	Y	\$2,000,000	3 months	5.15%
Southern Cross Credit Union	Term Deposit	Y	\$2,000,000	3 months	5.25%
<b>Total</b>			<b>\$13,000,000</b>		

Council had the following investment maturities during the month of December 2023:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Interest Earned
Auswide Bank	Term Deposit	Y	\$2,000,000	\$23,934
Auswide Bank	Term Deposit	Y	\$2,000,000	\$23,934
AMP Ltd	Term Deposit	N	\$2,000,000	\$53,145
Summerland Credit Union	Term Deposit	Y	\$1,000,000	\$27,826
<b>Total</b>			<b>\$7,000,000</b>	<b>\$128,840</b>

Council had \$15,968,206 in longer term investments being the MTGF and LTGF held with NSW Treasury Corporation as at 31 December 2023. The investment values and fair value returns are shown below:

Investment Holding	Fair Value 31 December 23	Fair Value Gain/(Loss) at 31 December 23	Fair Value Gain/(Loss) YTD	Fair Value Gain/(Loss) Life of Investment
Medium Term Growth Fund	\$12,737,626	\$307,808	\$490,609	\$1,732,597
Long Term Growth Fund	\$3,230,580	\$96,384	\$140,273	\$230,580
<b>Total</b>	<b>\$15,968,206</b>	<b>\$404,192</b>	<b>\$630,882</b>	<b>\$1,963,177</b>

Council held cash and investments of \$81,383,507 at 31 January 2024. This was made up of Council's Business Online Saver Account (\$10,770,000), Macquarie Cash Management Account (\$8,034,276), Term Deposits (\$34,000,000), Floating Rate Notes (\$6,750,390), Bonds (\$4,500,000), NSW Treasury Corporation Investments (\$16,111,533) and other bank accounts (\$1,217,309).

Council's investment portfolio had maturity dates ranging from same day up to 1,742 days. Term deposits, floating rate notes and bonds of \$45,250,390 represented 55.60% of the total portfolio as at 31 January 2024.

Council made the following new investments during January 2024:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Investment Term	Interest Rate
Judo Bank	Term Deposit	Y	\$2,000,000	3 months	5.10%
ING Bank	Term Deposit	N	\$2,000,000	12 months	5.22%

NAB	Term Deposit	N	\$2,000,000	6 months	5.10%
NAB	Term Deposit	N	\$3,000,000	3 months	5.05%
<b>Total</b>			<b>\$9,000,000</b>		

Council had the following investment maturities during the month of January 2024:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Interest Earned
Judo Bank	Term Deposit	Y	\$2,000,000	\$24,701
Judo Bank	Term Deposit	Y	\$2,000,000	\$24,433
Bendigo Bank	Term Deposit	Y	\$2,000,000	\$42,337
Bendigo Bank	Term Deposit	Y	\$2,000,000	\$41,770
Bendigo Bank	Term Deposit	Y	\$2,000,000	\$41,770
NAB	Term Deposit	N	\$1,000,000	\$12,466
<b>Total</b>			<b>\$11,000,000</b>	<b>\$187,477</b>

Council had \$16,111,533 in longer term investments being the MTGF and LTGF held with NSW Treasury Corporation as at 31 January 2024. The investment values and fair value returns are shown below:

Investment Holding	Fair Value 31 January 24	Fair Value Gain/(Loss) at 31 January 24	Fair Value Gain/(Loss) YTD	Fair Value Gain/(Loss) Life of Investment
Medium Term Growth Fund	\$12,835,137	\$97,511	\$588,120	\$1,830,107
Long Term Growth Fund	\$3,276,396	\$45,816	\$186,089	\$276,396
<b>Total</b>	<b>\$16,111,533</b>	<b>\$143,326</b>	<b>\$774,209</b>	<b>\$2,106,503</b>

### Environmentally Sustainable Investments (ESI's)

Council's cash and investments portfolio of \$81,605,377, at 31 December 2023 includes \$50,218,206 or 61.5% with no direct investment in the fossil fuel industry.

Council's cash and investments portfolio of \$81,383,507, at 31 January 2024 includes \$42,361,533 or 52.1% with no direct investment in the fossil fuel industry.

These percentages include Council's investments with NSW Treasury Corporation and Northern Territory Treasury Corporation.

NSW Treasury Corporation has a stewardship approach to ESIs which focuses on managing environmental, social and governance (ESG) risks and opportunities, particularly climate change which is expected to impact portfolios over the long term. The stewardship policy states NSW Treasury Corporation believes incorporating these principles into investment decisions results in better risk-adjusted financial outcomes. Even though NSW Treasury Corporation takes this stewardship approach, its monthly reporting only highlights the different asset classes, not individual investments, and the level of investment in the fossil fuel industry.

Northern Territory Treasury Corporation utilises funds to assist with its infrastructure requirements such as housing, transport, health, and education services. While no statement has been provided on its investment strategy, it has been assumed that providing funding towards its own infrastructure will not involve direct investment in the fossil fuel industry.

**CONCLUSION**

During the months of December 2023 and January 2024, Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

As at 31 December 2023 Council's cash and investments totalled \$81,605,377 with \$18,386,780 of this being funds held in bank accounts. The weighted average rate of return was 10.06% and total investment revenue equals 162.34% of budgeted revenue for the year to 31 December 2023.

As at 31 January 2024 Council's cash and investments totalled \$81,383,507 with \$20,021,585 of this being funds held in bank accounts. The weighted average rate of return was 6.08% and total investment revenue equals 195.88% of budgeted revenue for the year to 31 January 2024.

**ATTACHMENT(S)**

1. **RVC Investment Pack - December 2023 (under separate cover)**
2. **RVC Investment Pack - January 2024 (under separate cover)**



### 17.3 REVIEW OF CHILD SAFETY AND WELLBEING POLICY

Director: Ryan Gaiter

Responsible Officer: Kate Allder-Conn

#### EXECUTIVE SUMMARY

Councils in NSW have obligations to ensure child safety and wellbeing, as well as mandatory requirements under the NSW Child Safe Scheme. The first step in Council's implementation of the scheme was to adopt a Child Safety and Wellbeing Policy in October 2022. A review of the policy has now been undertaken to ensure ongoing compliance with Council's obligations.

#### RECOMMENDATION

That Council notes its ongoing responsibilities under the NSW Child Safe Scheme and adopts the revised Child Safety and Wellbeing Policy.

#### DELIVERY PROGRAM LINKS

Objective 10: Lead and advocate for our community

10C Lead with integrity

10C1 Provide representative and accountable community governance

#### BUDGET IMPLICATIONS

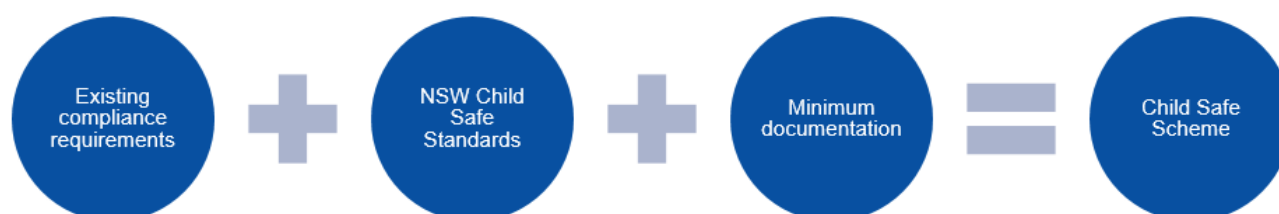
Nil

#### REPORT

The NSW Child Safe Scheme requires organisations to implement the Child Safe Standards. There are ten standards whose purpose is to ensure that child safe organisations:

- adopt a continuous improvement mindset, where organisational culture is reformed to value children and put their needs first,
- focus on child safety – preventing the abuse and harm of children through a range of approaches including risk management, and
- support children's wellbeing and healthy development, including by empowering children to be involved and by providing age appropriate, culturally safe and inclusive places and ways for children's voices to be heard.

The Child Safe Scheme can be depicted as follows:



#### Existing child protection compliance requirements

In addition to the Child Safe Scheme, Councils are required to comply with various other legislative child protection obligations.

<b>Scheme</b>	<b>Legislation</b>	<b>Responsibility</b>
Reportable conduct	<i>Children's Guardian Act 2019</i>	Employers must notify the Office of Children's Guardian of an allegation of reportable conduct and investigate all allegations against employees, including contractors.
Working with Children Check	<i>Working with Children Act 2012</i>	Requirement to verify WWCC for relevant workers and remove from child-related work any employees who are not eligible to work with children.
Mandatory Reporting	<i>Children and Young Persons (Care and Protection) Act 1998</i>	Legal responsibility to make a report if a belief is held that a child is at risk of significant harm.
Police	<i>Crimes Act 1900 s316A</i>	All adults in NSW are required to report information to police if they know, believe or reasonably ought to know that a child abuse offence has been committed against another person.
Failure to protect	<i>Crimes Act 1900</i>	Employees must protect children from abuse at the hands of another employee, where they have the power to reduce or remove the risk.
Duty of care	<i>Civil Liability Act 2002</i>	Child-related organisations have a duty of care to prevent child abuse perpetrated by individuals associated with the organisation, including contractors, volunteers and Councillors.

### **Required documentation**

Under the *Children's Guardian Act 2019*, the following documentation is required under section 8d:

1. Child Safety Policy;
2. Statement of the organisation's commitment to child safety;
3. Code of Conduct applying to staff, contractors and volunteers;
4. Complaint Management Policy and Procedure;
5. Human Resources Policy (recruitment, screening and training); and
6. Risk Management Plan.

The attached revised version of the Child Safety and Wellbeing Policy incorporates points 1, 2 and 3 noted above.

With regard to points 4, 5 and 6 noted above, a review will be carried out of relevant policies and plans in order to ensure they adequately capture child protection requirements.

### **Review of policy**

Consultation was carried out with business units whose work activities involve regular contact with children and young people, this includes Regional Libraries, Sports Stadium and People and Culture.

The revised policy incorporates the following additional information:

- Key Responsibilities
- Staff Training
- Appendix A – Positions that require a Working with Children Check (WWCC); and
- Appendix B – Office of the Children's Guardian Online Child Safety Self-Assessments.

In addition to undertaking a review of the policy, Council proactively invited relevant staff members to undertake the Office of the Children's Guardian Online Child Safety Self-Assessment. This

contributed to the policy review, together with identifying areas for future improvement, which are outlined at Appendix B of the policy.

### **CONSULTATION**

Consultation on the revised Child Safety and Wellbeing Policy has been carried out with Council business units that have the most contact with children and young people; identified as Regional Libraries, People and Culture and the Casino Indoor Sports Stadium.

### **CONCLUSION**

It is recommended that Council adopts the revised Child Safety and Wellbeing Policy to ensure ongoing compliance with obligations under the NSW Child Safe Scheme.

### **ATTACHMENT(S)**

- 1. Revised Child Safety and Wellbeing Policy (under separate cover)**

**18 GENERAL BUSINESS**

Nil

**19 MATTERS FOR INFORMATION**

**RECOMMENDATION**

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

**19.1 REVIEW OF REGIONAL DEVELOPMENT ACT - SUBMISSION****RECOMMENDATION**

That Council receives and notes the response provided to the Review of Regional Development Act.

**REPORT**

The NSW Government is currently reviewing the *Regional Development Act 2004* and invited submissions in response to its proposed new direction for regional development funding. The attached submission was prepared on behalf of Council, reflecting its endorsed strategic position for the future growth of the Richmond Valley

**ATTACHMENT(S)**

- 1. RVC response to Review of Regional Development Act**



10 Graham Place Casino NSW 2470  
Postal: Locked Bag 10 Casino NSW 2470  
t: 02 6660 0300 f: 02 6660 1300

[council@richmondvalley.nsw.gov.au](mailto:council@richmondvalley.nsw.gov.au)  
[www.richmondvalley.nsw.gov.au](http://www.richmondvalley.nsw.gov.au)

ABN 54 145 907 009

1 February 2024

Regional Development Act Submissions  
Department of Regional NSW  
1 Monaro Street  
Queanbeyan NSW 2620

By email: [regionaldevelopmentroadmap@regional.nsw.gov.au](mailto:regionaldevelopmentroadmap@regional.nsw.gov.au)

Dear Sir or Madam,

**Review of the *Regional Development Act 2004* – Submission**

Thankyou for the opportunity to respond to the NSW Government's review of the *Regional Development Act 2004*. Attached please find Richmond Valley Council's completed feedback form.

Our Council welcomes the review process, and the proposed refocusing of the Act from providing incentives to individual businesses to investing strategically in building vibrant, sustainable regional economies.

Richmond Valley Council has experienced first-hand the benefits of strategic, government-led investment through the Regional Jobs Precinct Program. Our main population centre of Casino was identified as one of four RJPs within NSW and we have been working in partnership with Regional NSW for the past two years to prepare a Masterplan and successfully activate our Regional Jobs Precinct. This process has demonstrated the importance of holistic planning and investment to open opportunities not only for employment-generating industries, but also to build meaningful partnerships between all levels of government to create more livable, resilient and sustainable communities.

The RJP process has supported our Council to design a better future for Casino, through investing in Place Planning and connecting residential development opportunities with employment-generating precincts. It has also demonstrated the critical importance of government-led investment in catalyst infrastructure.

As an example, the Casino community now stands on the threshold of major private investment in the Regional Jobs Precinct and associated greenfield housing developments, which will generate more than 600 direct jobs, 2000 associated employment opportunities and 2000 new family homes for our emerging regional employment centre. This will be a tremendous boost to the Northern Rivers Region, as it continues its recovery from the devastating 2022 flood event. However, our community cannot fully realize these benefits without first investing in the replacement of Casino's aging sewage treatment plant. This plant serves our industrial and residential development areas and has reached the end of its asset life.

*Love where we live and work*



**19.2 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 DECEMBER 2023 - 31 JANUARY 2024**

**Director:** Angela Jones

**Responsible Officer:** Andy Edwards

**RECOMMENDATION**

That Council receives and notes the Development Application report for the period 1 December 2023 to 31 January 2024.

**REPORT**

This report provides a summary of development activity on a monthly basis. All Development Applications determined in the month are outlined in this report, including Section 4.55 approvals, applications which were refused and withdrawn, and applications with no development value, such as subdivisions.

Council receives a fortnightly summary of the status of applications (including all received) and notifications of all determinations of Development Applications are included in the Community Newsletter on a monthly basis.

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 December 2023 to 31 December 2023 was fourteen (14), with a total value of \$1,943,700.00.

During December 2023, Council determined one (1) flood affected development application being DA2024/0057 – 175 Tatham Greenridge Road, Greenridge.

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 January 2024 to 31 January 2024 was eight (8), with a total value of \$1,773,830.00.

The graph below shows the number of development applications processed by Council over five financial years.

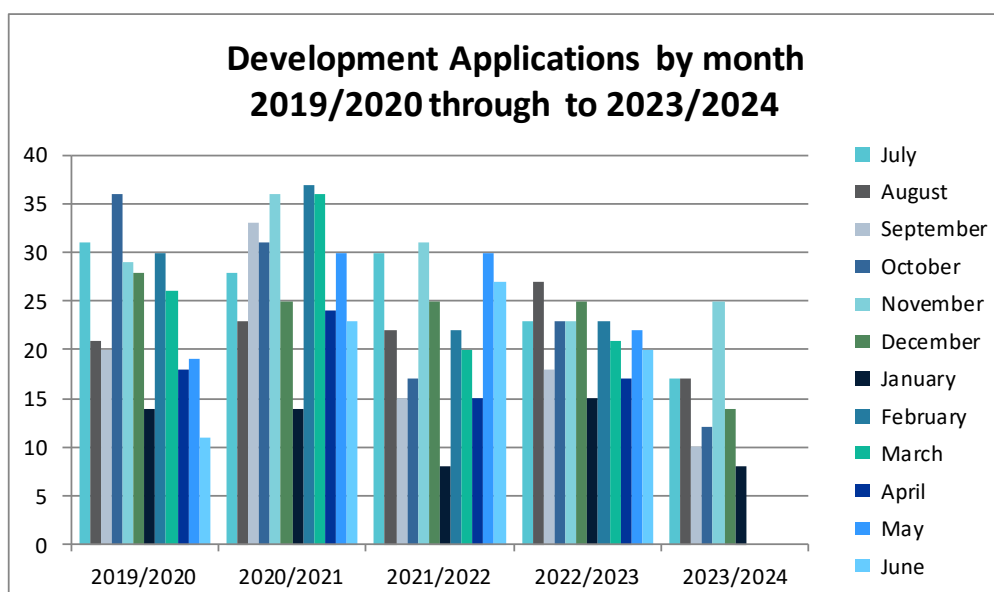


Figure 1: Monthly number of development applications processed by Council over five financial years.



Figure 2 provides the annual value of Development Consents issued by Council over five financial years and Figure 3 & 4 provides a detailed review of the value for the reporting month of December 2023 and January 2024.

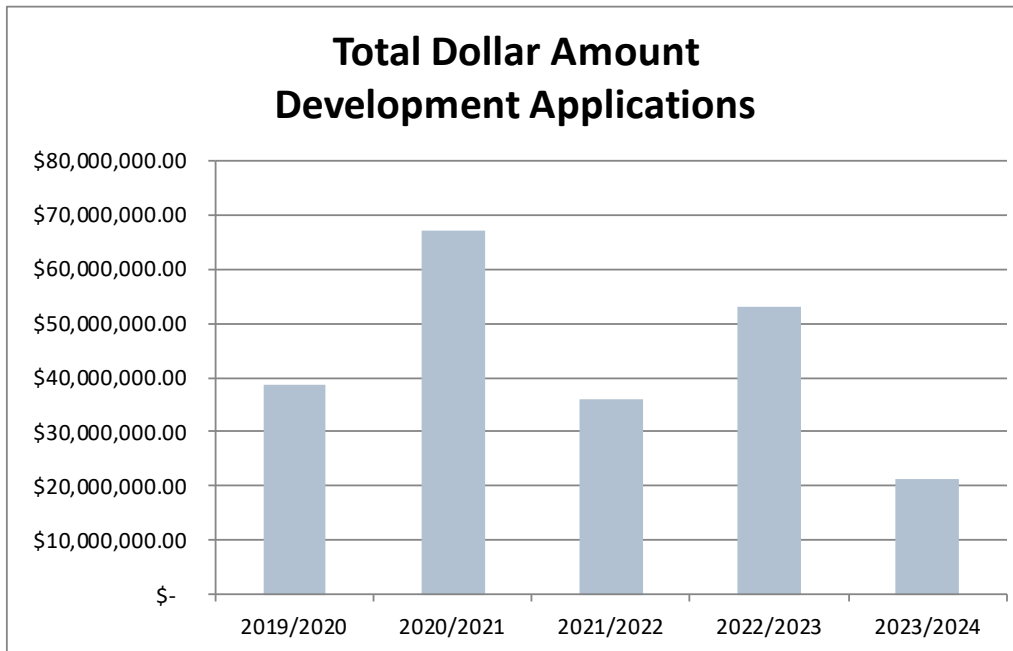


Figure 2: Annual value of development

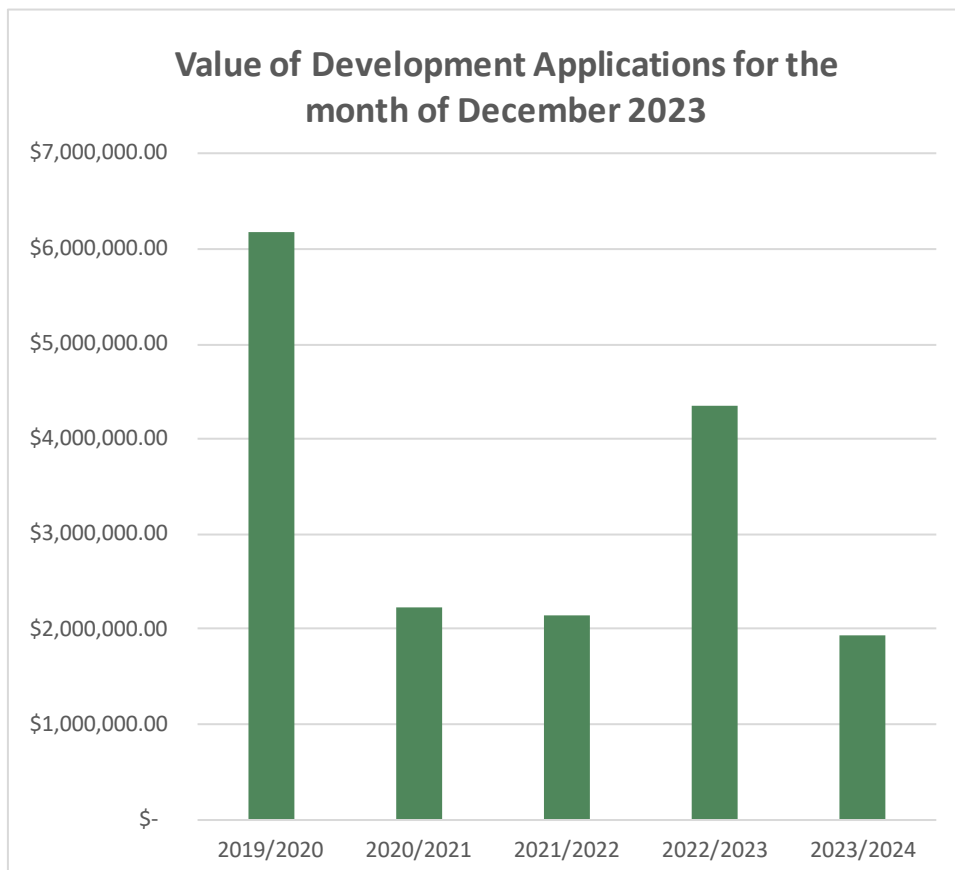


Figure 3: Value of development for the month of December 2023

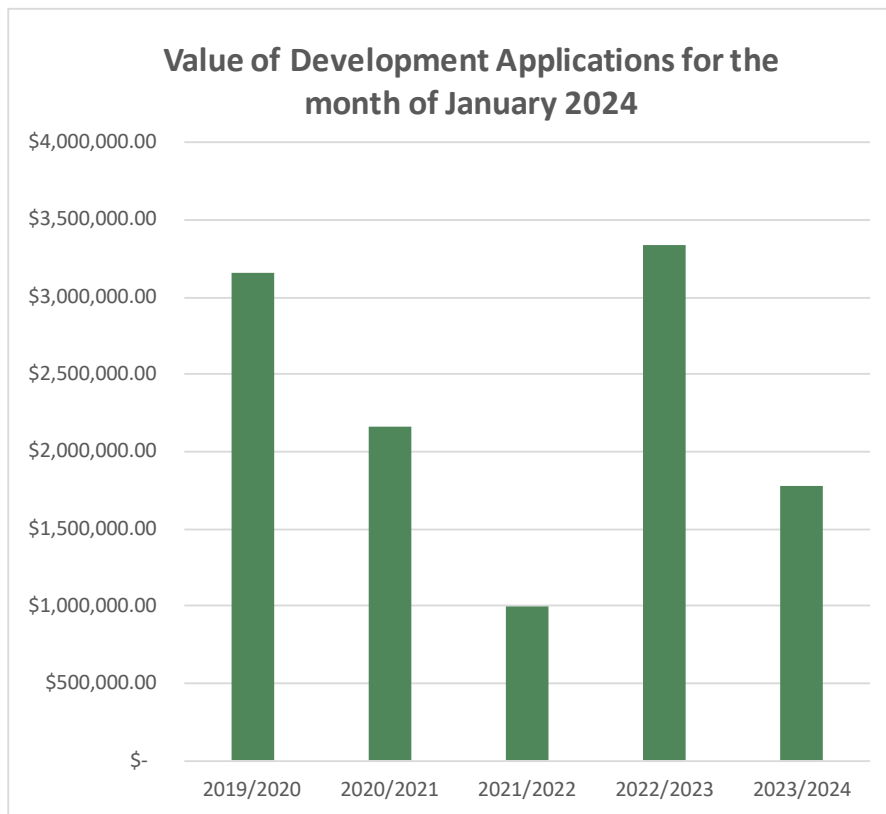


Figure 3: Value of development for the month of January 2024

**Number of Development Applications**

The number of applications received by Council does not necessarily reflect the value of developments, as single large developments can be equivalent in value to a large number of more standard type developments such as sheds, dwellings and small commercial developments.

Figures 5 and 6 detail the number of applications determined by Council over the past five years.

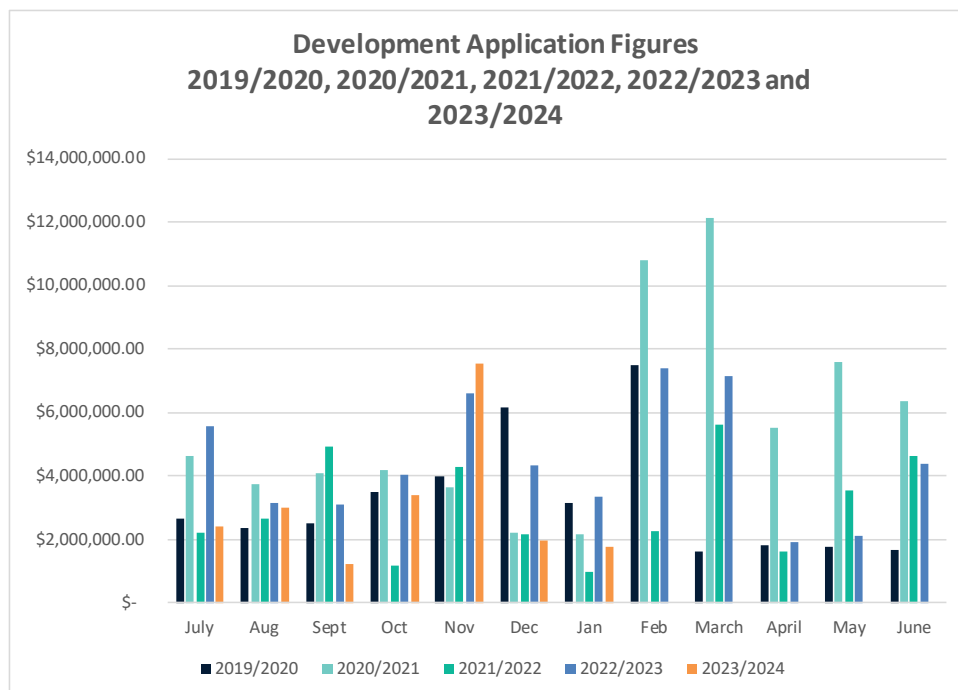


Figure 5: Value of development applications per month over five financial years.

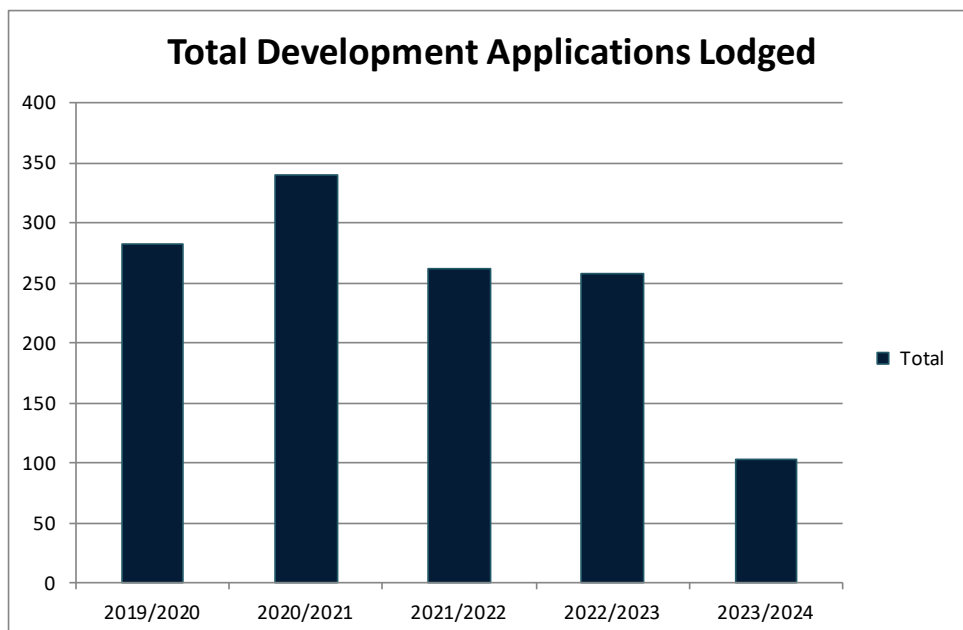


Figure 6: Number of Development Applications per annum over five financial years

**Activity for the month of December 2023**

General Approvals (excluding Subdivisions, Section 4.55)	10
Section 4.55 amendments to original consent	3
Subdivision	0
Refused	0
Rejected	0
Withdrawn	0
Complying Development (Council Approved)	1
Complying Development (Private Certifier Approved)	0
<b>TOTAL NUMBER OF APPLICATIONS DETERMINED (Excluding withdrawn applications)</b>	<b>14</b>
<b>Average assessment days for applications determined in December 2023</b>	<b>32</b>
<b>No. of Integrated development applications determined in December 2023</b>	<b>0</b>
<b>No. of Designated development applications determined in December 2023</b>	<b>0</b>
<b>No. of building/ compliance inspections undertaken in December 2023</b>	<b>New program being used - TBA</b>

**Activity for the month of January 2024**

General Approvals (excluding Subdivisions, Section 4.55)	8
Section 4.55 amendments to original consent	0
Subdivision	0
Refused	0
Rejected	0
Withdrawn	0
Complying Development (Council Approved)	0
Complying Development (Private Certifier Approved)	0
<b>TOTAL NUMBER OF APPLICATIONS DETERMINED (Excluding withdrawn applications)</b>	<b>8</b>
<b>Average assessment days for applications determined in January 2024</b>	<b>81</b>
<b>No. of Integrated development applications determined in January 2024</b>	<b>0</b>
<b>No. of Designated development applications determined in January 2024</b>	<b>0</b>
<b>No. of building/ compliance inspections undertaken in January 2024</b>	New program being used - TBA

**ATTACHMENT(S)**

Nil

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 December 2023 to 31 December 2023							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2024/0027	Senica Consultancy Group	Coraki Golf Club	Kardinia Street, Coraki	Construction of a detached metal shed, to be utilised as a storage space for golf buggies, and ancillary site works	23/08/2023	19/12/2023	\$57,475.00
DA2024/0037	Ardill Payne & Partners	D J & M J Gambley	59 Hickey Street, Casino	Resiting of a dwelling to create a detached dual occupancy	22/09/2023	13/12/2023	\$114,400.00
DA2024/0046	J C R Thomas	J C R & U Thomas	46 Charolais Avenue, North Casino	Construction of a single storey 3 bedroom dwelling, AWTS and related driveway with landscaping.	6/10/2023	13/12/2023	\$347,000.00
DA2024/0051	J C Imeson	J C Imeson	137 Imesons Road, Yorklea	Construction of a single storey dwelling	10/10/2023	6/12/2023	\$434,912.00
DA2023/0125.01	Hayes Building Consultancy	S R & K L Hay	32 Mangrove Street, Evans Head	S4.55 (1A) Modification - construction of an inground fibreglass pool, pool barriers and a low level timber deck	3/11/2023	14/12/2023	\$0.00
DA2024/0060	Professional Planning Group - PPlan	A J Campbell, R C Campbell, M R Campbell, C L Campbell	Minjehla Road, Swan Bay	Detached dual occupancy comprised of 1 x single storey dwelling with attached double garage and 1 x single storey dwelling with attached single garage	7/11/2023	13/12/2023	\$774,236.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 December 2023 to 31 December 2023							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2024/0061	L A Day	L A Day & L J Harris	33 Verulam View, Spring Grove	Construction of a 6m x 3m awning attached to existing shed	9/11/2023	8/12/2023	\$8,650.00
DA2024/0064	C & D Contracting Pty Ltd	L J & M A A Boulton	Ginibi Drive, Swan Bay	Construction of 9.5x7m shed with 100mm concrete slab	14/11/2023	20/12/2023	\$31,377.00
DA2023/0050.02	Bogal Local Aboriginal Land Council & Barnson Pty Ltd	Bogal Local Aboriginal Land Council	4 Box Ridge Road, Coraki	Section 4.55 (1A) Modification - Proposed modification to the proposed works described in DA2023/0050	15/11/2023	5/12/2023	\$0.00
DA2024/0066	K L Saad	K L & K P Saad	70 Brahman Way, North Casino	Above ground swimming pool and associated deck & fencing	17/11/2023	18/12/2023	\$16,000.00
DA2021/0226.02	Newton Denny Chapelle	Northern Rivers Housing	7-9 Callistemon Street, Casino	Section 4.55(1A) Modification - Variations to building footprint and finished floor levels, amendments to roof and window design, footpath and bin store adjustments	20/11/2023	19/12/2023	\$0.00
DA2024/0068	Fence & Deck Australia Pty Ltd	R B Dunn	58 West Street, Casino	Construction of a low-set deck with a fly over roof	22/11/2023	20/12/2023	\$50,000.00

Summary of Council Certified Development Applications determined under the Environmental Planning and Assessment Act for the period 1 December 2023 to 31 December 2023							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
CDC2024/0013	Newton Denny Chapelle	J J & M Santin	61 Woodburn Street, Evans Head	Demolition of existing dwelling house	5/12/2023	19/12/2023	\$34,650.00

Summary of Flood Affected Development Applications determined under the Environmental Planning and Assessment Act for the period 1 December 2023 to 31 December 2023							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2024/0057	Mrs K Rogan	D H & K Rogan	175 Tatham Greenridge Road, Greenridge	***FLOOD AFFECTED***Raise existing dwelling with minor alterations and additions	26/10/2023	8/12/2023	\$75,000.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 January 2024 to 31 January 2024							
Application ID	Applicant	Owners	Location	Development	Date Lodged	Determination Date	Estimated Cost
DA2024/0007	P J Marsden	P J Marsden	6 Tallowood Avenue, Casino	60m <sup>2</sup> steel shed	18/07/2023	4/01/2024	\$15,000.00
DA2024/0016	J Koker	Koker Investments Pty Ltd	7A Bruton Street, Casino	Re-sited dwelling - Lot 5	25/07/2023	5/01/2024	\$154,400.00
DA2024/0043	RuralPlan Consultants - RuralCert Pty Ltd	D J & T L McGeary	51 Heath Street, Evans Head	Construction of single-storey dwelling house, in-ground swimming pool and associated safety barriers, pool shed and retaining walls	4/10/2023	11/01/2024	\$900,000.00
DA2024/0049	Mr M R Scott	J A & J A Courtney	85 Pratts Lane, North Casino	Addition of Free Range egg production to an approved poultry farm	10/10/2023	22/01/2024	\$528,000.00
DA2024/0056	Artisan Pools Pty Ltd	B Radin & J C Radin	5 Northfields Road, Stratheden	Inground fibreglass swimming pool and associated equipment and fencing	26/10/2023	24/01/2024	\$58,150.00
DA2024/0059	Crestwood Drafting Services	M A Carter	9 Humphreys Road, Fairy Hill	Construction of a 365sqm rural shed	27/10/2023	4/01/2024	\$53,000.00
DA2024/0063	Civil and Water Design Pty Ltd	M J & N V Cox	12 Sandilands Street, Casino	Construction of a carport with a request to vary the setback	10/11/2023	5/01/2024	\$14,300.00
DA2024/0071	The Shed Company	Department of Education & Communities	9375 Summerland Way, Shannon Brook	6m x 6m Colorbond steel storage shed on concrete slab	29/11/2023	12/01/2024	\$50,980.00



**19.3 CUSTOMER EXPERIENCE REPORT 1 OCTOBER - 31 DECEMBER 2023**

**Director:** Angela Jones

**Responsible Officer:** Sharon Banning

**RECOMMENDATION**

That Council receives and notes the Customer Experience Report for the period 1 October – 31 December 2023.

Council is committed to providing a high-level of customer service to the community. The Customer Service Charter and Standards were adopted by Council at the 25 June 2019 meeting and reviewed at the 19 April 2022 meeting. As a result, quarterly reporting on Council's performance against the Customer Service Standards is prepared and tabled for Council. This report also contains details on the resolution of customer requests made through the contact centre. Analysis is undertaken to determine what strategies or areas of improvement may be required.

**REPORT.**

**Customer Service Contact Centre Data - Key Statistics**

**Call Statistics**

A total of 8535 calls were handled by the contact centre team during the reporting period, which is a 25.2 percent decrease for the same period of the previous year, and a 27.8 percent increase on the previous quarter's volumes. The contact centre has exceeded all service targets for the reporting period, including 83.35 percent of calls answered within 19 seconds, average time each caller spends in the queue is 18 seconds and the percentage rate for calls abandoned is less than half of a percent and average call time 2:43 minutes.

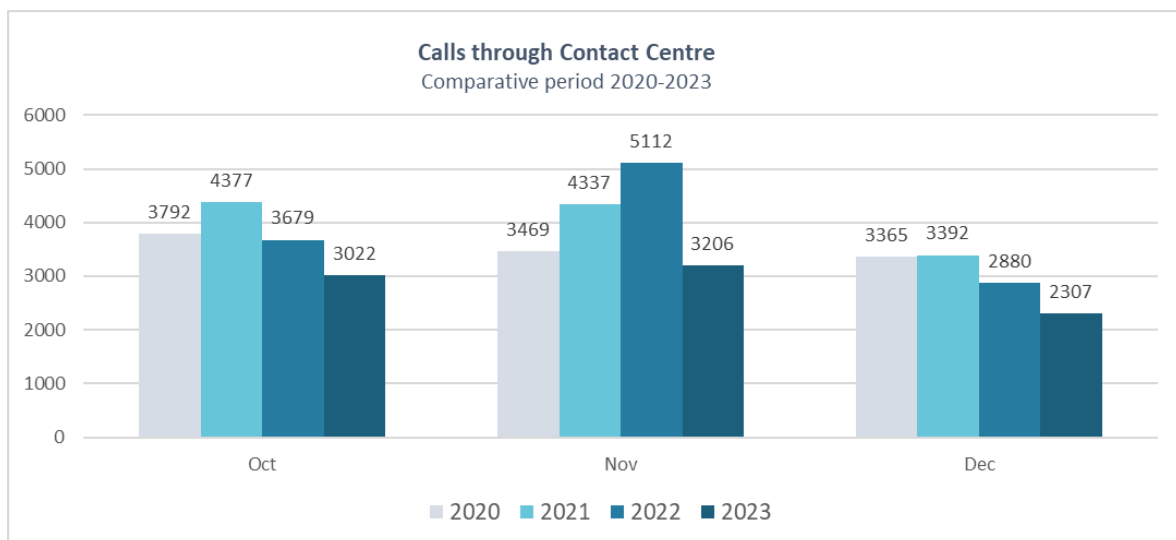


Figure 1: Calls received into the call centre, comparison year on year

**Receipt and Administration Statistics**

A total of 2716 receipts were processed for the reporting period, a 2.6 percent decrease for the same period the previous year. November saw an increase in the number of receipts processed, which can be attributed to the rates instalment period.

Of the total receipts processed, 56% were paid by EFTPOS, 25% as cash payments, and 7.3% by cheque, the remaining 12.1% were paid via direct bank transfer which is a slight increase on the previous quarter.

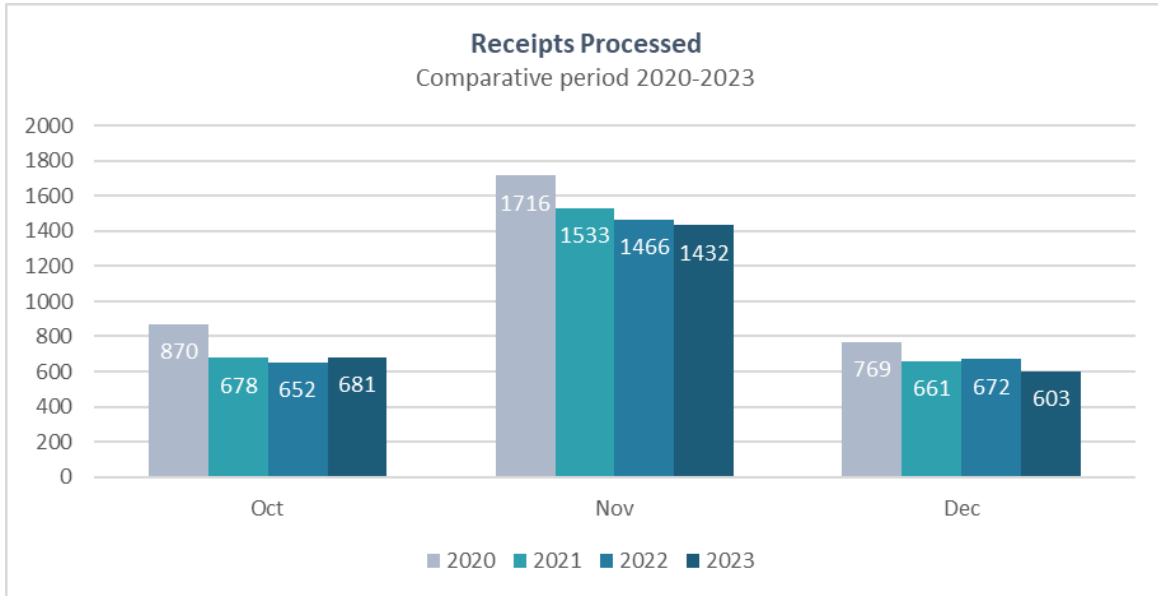


Figure 2: Total number of receipts

**Certificates and Customer Requests**

98.3 percent of Section 735A, 10.7 and 603 certificates were completed within set timeframes in accordance with Council’s service standards. Of the certificate applications received, 40 percent were 10.7 planning certificates and 25 percent 603 rates certificates.

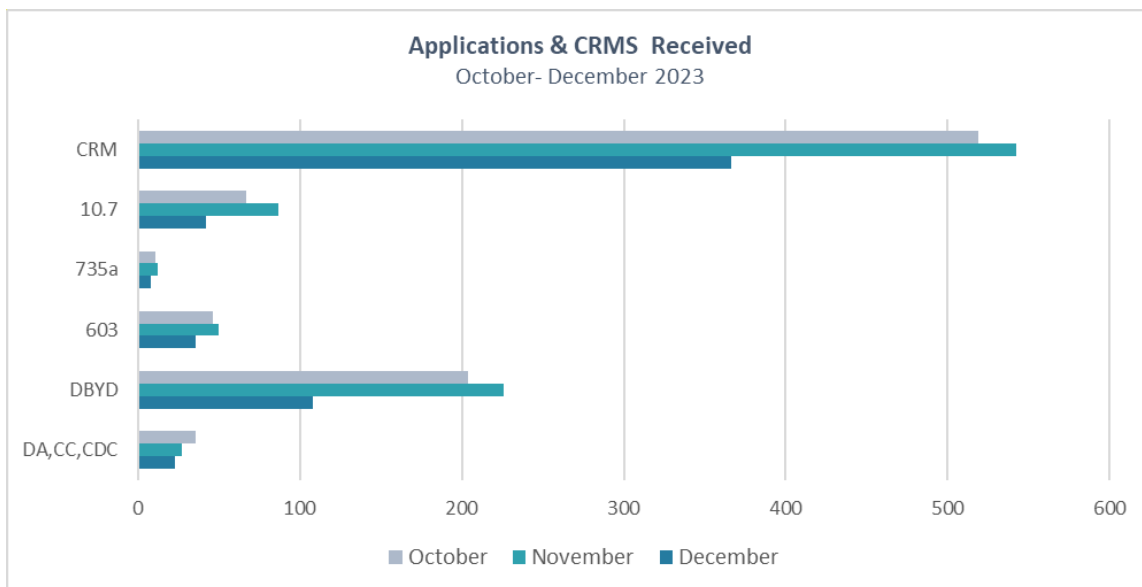


Figure 3. Applications received

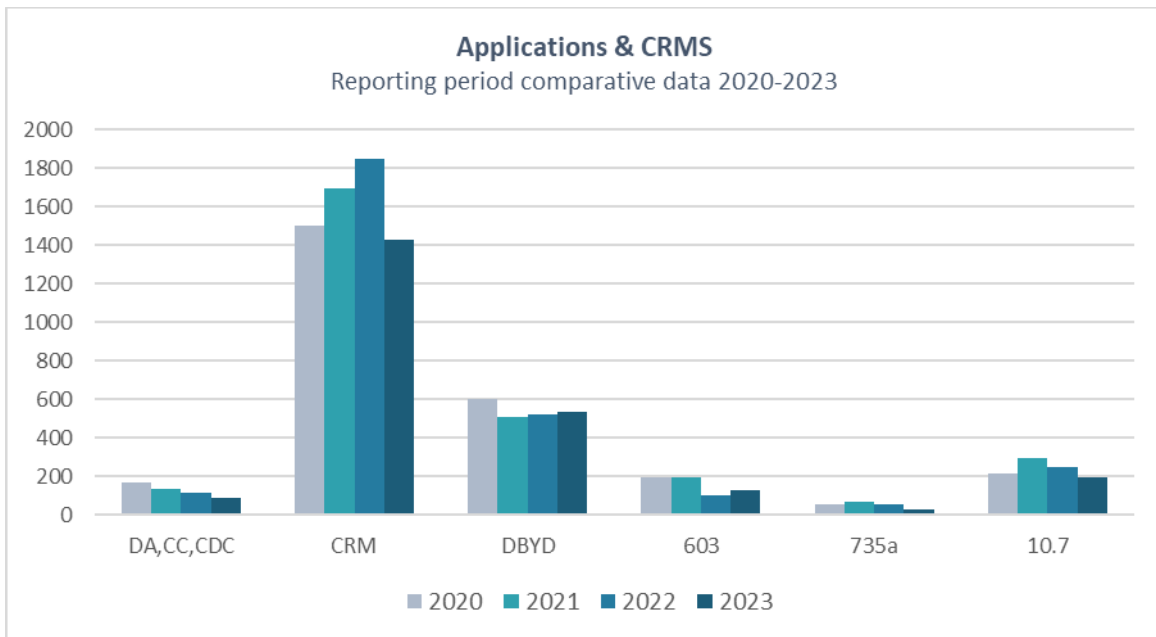


Figure 4. Applications comparison

**Customer Request Management System - Key Statistics**

During the reporting period, 1,335 new requests were logged, a decrease of 15% compared to the previous quarter and 18.7% decrease on the same reporting period of the previous year, with Rangers and waste teams actioning almost half of the requests received for the quarter.

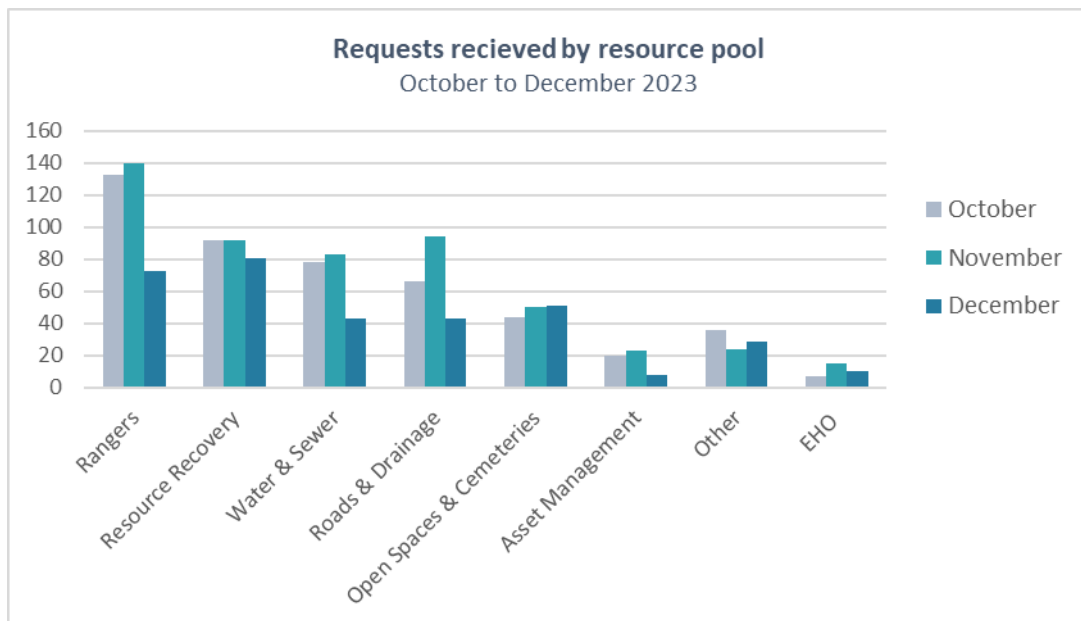


Figure 5: Number of requests

**Development Concierge**

1. The concierge fielded 412 development related enquiries during the reporting period, a 17% increase on the previous quarter and commits to meeting agreed service levels of returning calls by end of next business day. Phone enquiries are supported by a summation of the discussion, links and instructional guides explaining the development application process.
- 2.

3. The concierge has undertaken a review of the development section of the website and its being refreshed to provide an enhanced customer experience. A cleaner layout provides easier navigation when accessing general development information. The extensive reference library of information and fact sheets have also been modernised into a concise and easy to understand format and updated to reflect and changes to planning policies or building codes.

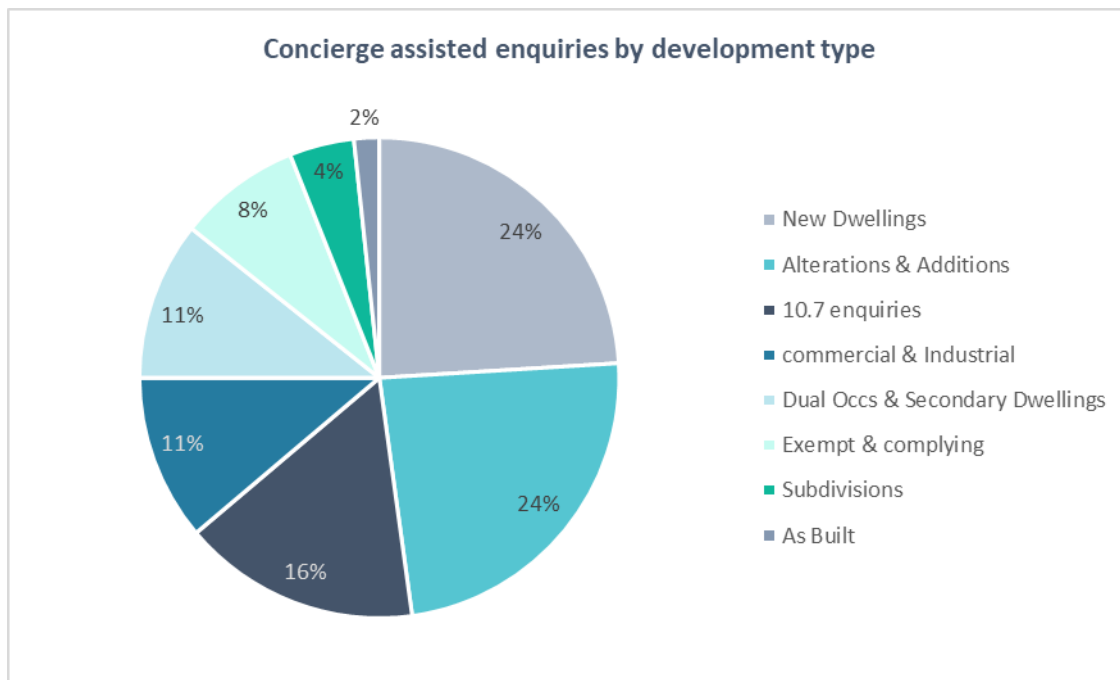


Figure 6: Concierge enquiries by type

**e-Planning Portal – Key Statistics**

Council Summary											Last Refreshed Date	
Development Applications (DAs, Mods & Reviews)											24/01/2024	
55	48	46	13	58	46	\$16M	28	53				
Submitted	Lodged	Determined	Avg Days to Lodge	Avg Days to Determine	Approved	Cost of Dev Approved	Dwellings* Approved	Under Assessment (*)				
OLG Classification	Submitted	Lodged	Avg Days to Lodge	Determined	Avg Days to Determine	Median Days to Determine	Approved	Cost of Development Approved	Dwellings* Approved	Applications Under Assessment	Dwellings* Under Assessment	
Regional City Councils	55	48	13	46	58	43	46	\$15,593,881	28	53	18	
RICHMOND VALLEY COUNCIL	55	48	13	46	58	43	46	\$15,593,881	28	53	18	
<b>Total</b>	<b>55</b>	<b>48</b>	<b>13</b>	<b>46</b>	<b>58</b>	<b>43</b>	<b>46</b>	<b>\$15,593,881</b>	<b>28</b>	<b>53</b>	<b>18</b>	

Figure 7: RVC planning portal summary

Application Type	Totals	October	November	December
Total DA Received	55	22	18	15
Total CC Received	27	10	10	7
Complying Development	3	0	1	2
Subdivision Certificate	2	1	0	1
S138 - Road Reserve Activities	15	3	8	4
S68 - Plumbing Permits & Events	86	27	29	30
PC Appointment	14	6	3	5
Occupation Certificate	33	12	11	10
Building Certificate	10	4	3	3
Private Certificate	15	4	5	6

Figure 8: Applications received via the NSW Planning Portal

## OneRoad – Key Statistics

Members of the Customer Experience team collaborate with Roads & Drainage, Events and Assets teams, as well as Emergency Services to ensure all scheduled and unplanned road incidents are entered through the One Road portal in a timely manner. Road users can be confident conditions and closures on Live Traffic app, are current and regularly updated and includes details of expected delays and provides alternate routes to minimise disruptions.

Richmond Valley Council has been recognised by the One Road Project Team as a key user consistently and effectively utilising the platform to its fullest capacity. RVC has been invited to participate in the testing of dashboard and reporting upgrades in the next phase of the OneRoad development.

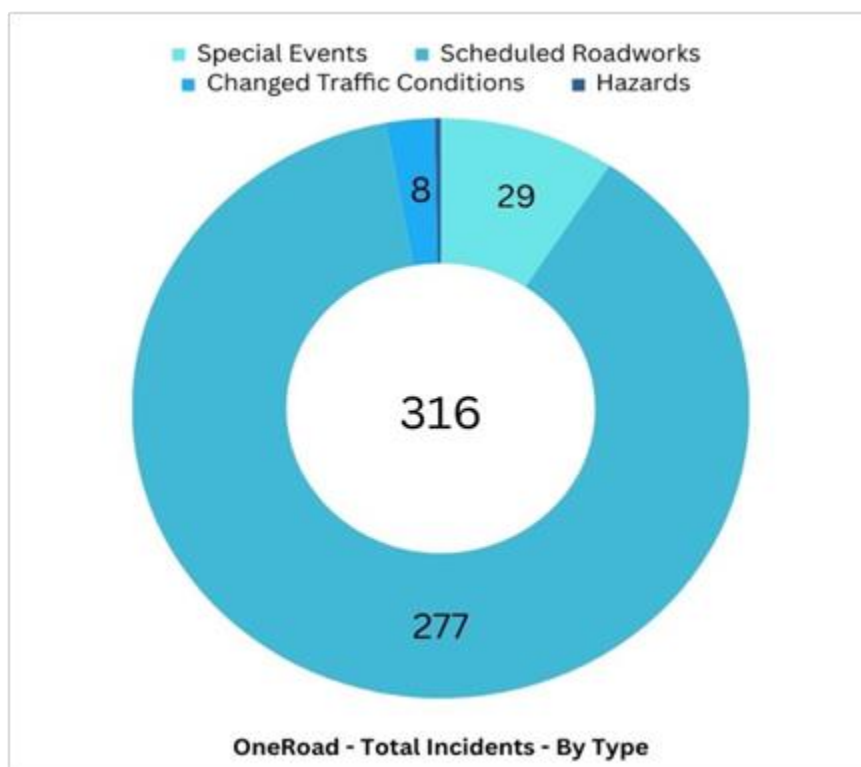


Figure 9: Total planned and unplanned road incidents recorded

## Opportunities for Improvement

Following a review of the report results, an opportunity for improvement has been identified. These areas as highlighted below will be the focus of the Customer Experience team in the coming months.

- Continue to work closely with customers lodging applications via the e-planning portal to ensure submission to lodgement timeframes are maintained to required standards.
- Continue to review and update public access (web) information guides and factsheets to ensure their relevance and accuracy.
- Work with operational teams to review service level targets and monitor outcomes and adjust as required.

## CONCLUSION

The information contained in this report demonstrates the significant volume of tasks and actions which are required to be completed by Council's frontline Customer Experience staff. The Customer Service Standards are met and, more often than not, exceeded.

Analysis of Customer Service Contact Centre data, Customer Request Management System and the Development Concierge statistics enables identification of opportunities to improve Council's customer service and ensure processes are efficient and effective.

In accordance with Council's Customer Service Framework, staff continue to strive for high standards of customer service to the community, to monitor performance and implement efficiencies and improvements to process.

**ATTACHMENT(S)****Nil**

**19.4 GRANT APPLICATION INFORMATION REPORT - DECEMBER 2023 AND JANUARY 2024**

**Director:** Ryan Gaiter

**Responsible Officer:** Rylee Vidler

**RECOMMENDATION**

That Council receives and notes the Grant Application Information Report for the months of December 2023 and January 2024.

**REPORT**

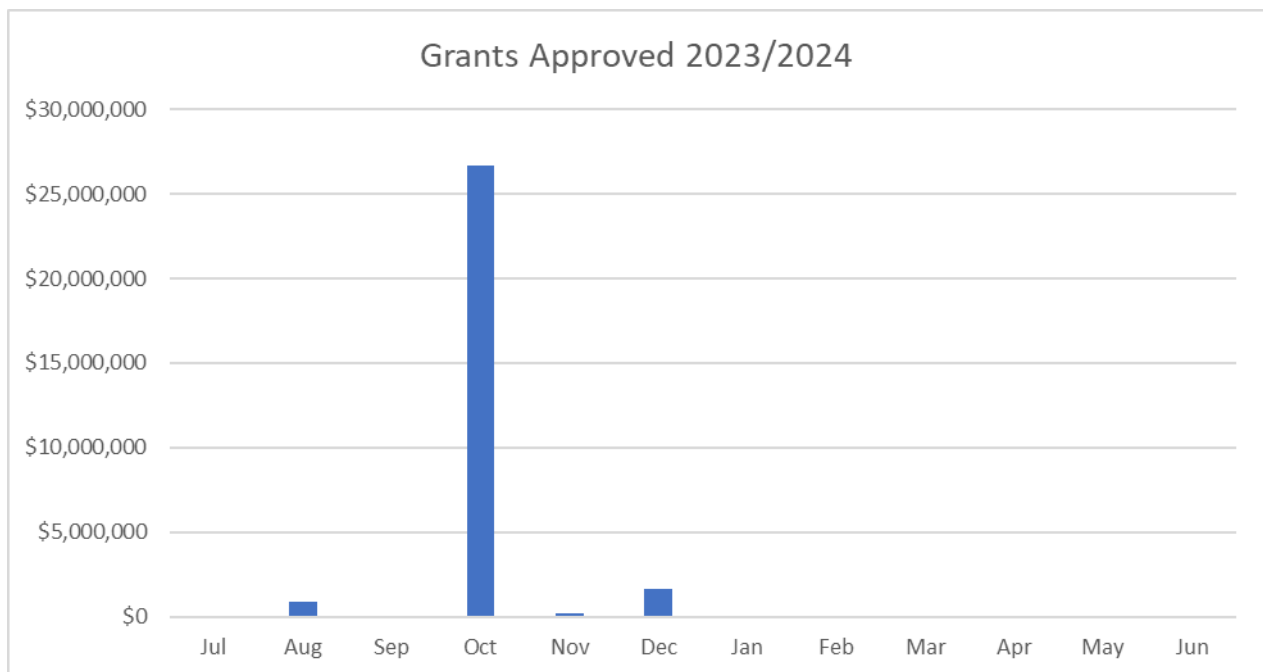
This report provides information on grant applications that have been approved, grants that have been received, grant applications that were unsuccessful and grant applications that were submitted for the months of December 2023 and January 2024.

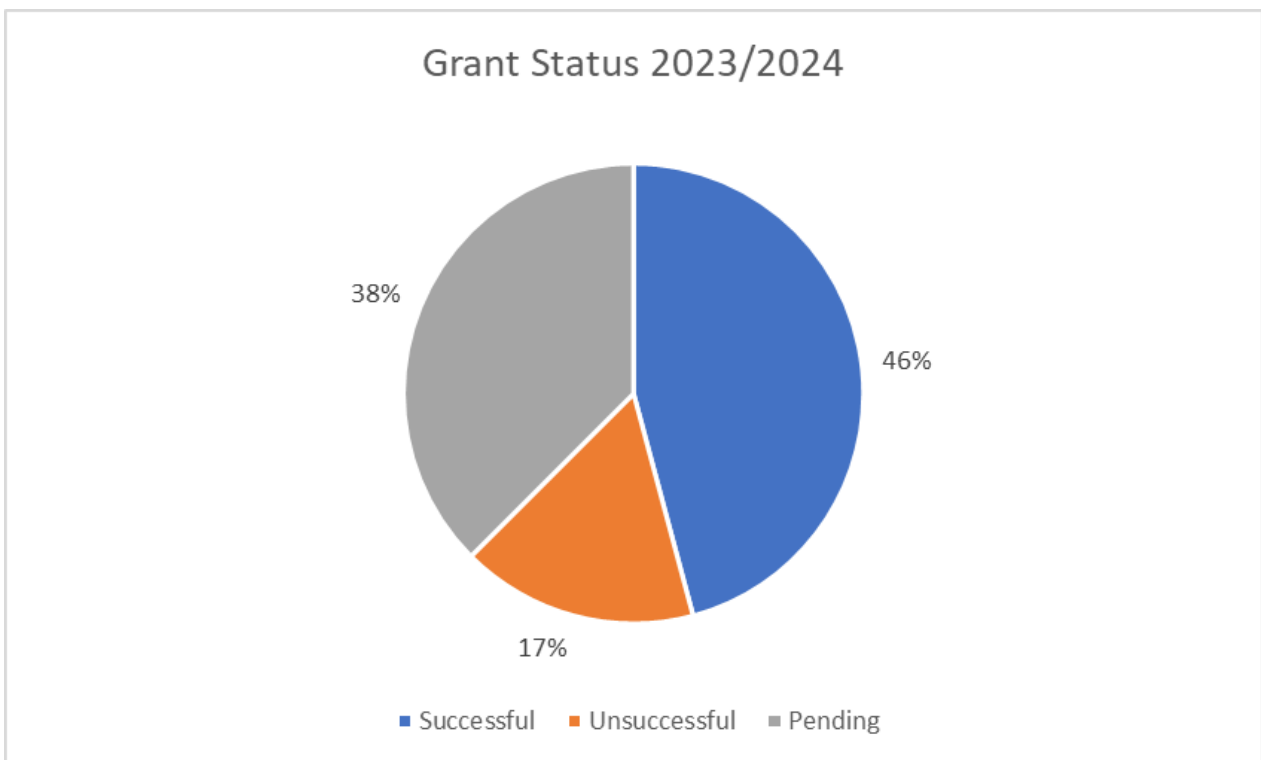
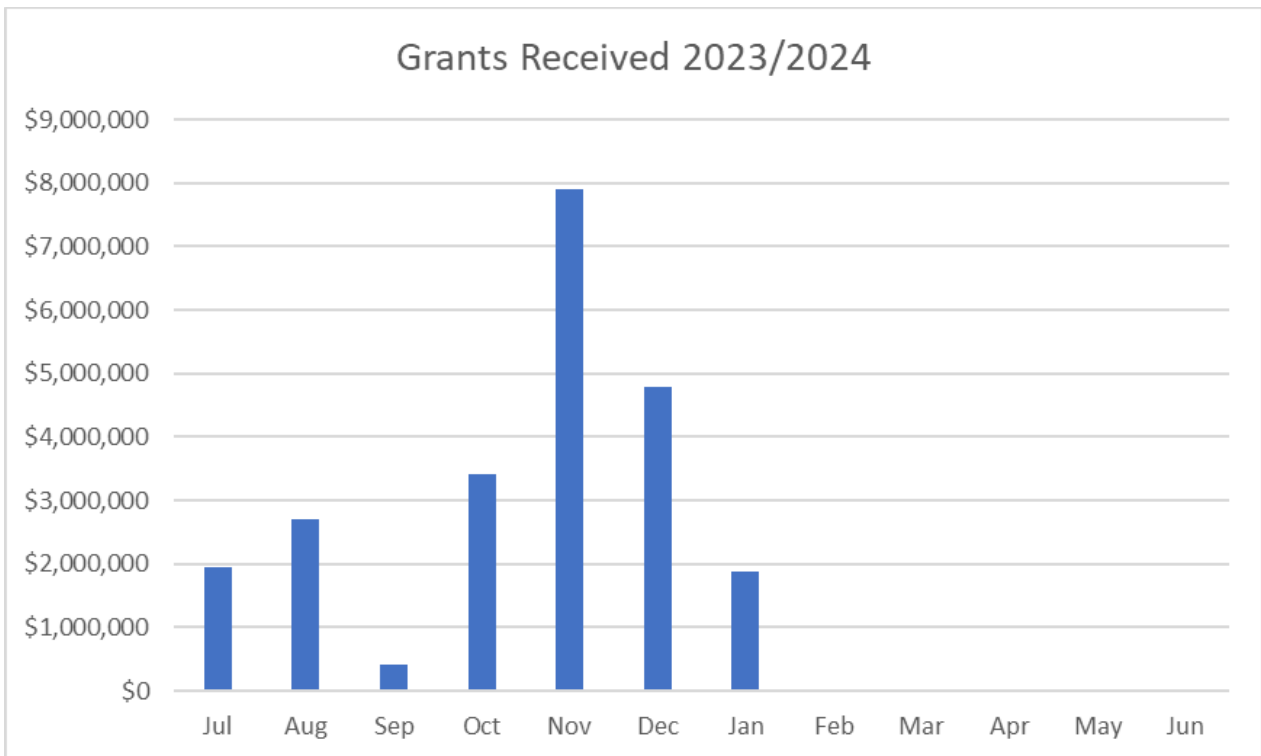
During the reporting period, there were three grants approved (two in December and one in January) and six were submitted (five in December and one in January). Council was notified of two unsuccessful prior year grant applications.

Council received funding for seventeen grants totalling \$6,646,942, with fourteen in December (\$4,779,785) and three in January (\$1,867,157).

A summary of grants approved and received, as well as the status of applications for the current financial year to 31 January 2024 is shown below:

\*GRAPHS TO BE UPDATED\*







**Grants that have been approved**

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Approved
Koala Vehicle Strike Mitigation Project	Department of Planning & Environment (State)	NSW Koala Strategy	\$ 79,332	\$ 79,332	\$ -	2 November 2023	1 December 2023
Comment: This funding will be used to purchase two VMS boards to alert drivers of koalas in the area.							
NSW Severe Weather and Flooding from 22 February onwards - AGRN 1012 EPAR Works	Transport for NSW (State)	Disaster Recovery Funding Arrangements (DRFA)	\$15,269,825	\$15,269,825	\$ -	N/A	Various
Comment: Council has been approved for the following new EPAR projects: Roadside Furniture (Regional), Roadside Furniture (Local), Hare Street, Bentley Road, Forest Street, Myall Creek Embankment and Rappville Road Note: This is a cumulative total for all EPAR projects approved, previously reported \$13,692,694							
NSW Youth Week	Department of Communities and Justice (State)	Youth Week 2024	\$ 6,782	\$ 3,803	\$ 2,979	30 January 2024	31 January 2024
Comment: This funding will be used to hold events and workshops targeted at young people in the community to celebrate Youth Week.							

**Grants that have been received**

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
Rappville Hall Accessibility Chair Lift	Community Rebuilding Trust (Other)	Rappville Community Hall	\$ 42,500	\$ 27,273	\$ 15,227	22 February 2023	\$ 27,273 8 December 2023	\$ 27,273
Comment: 100% funding received.								
Richmond River Flood Model Study	Department of Planning and Environment (State)	Coastal Estuary and Floodplain Management Program 2020	\$ 255,095	\$ 170,063	\$ 85,032	30 April 2020	\$ 11,953 14 December 2023	\$ 165,343
Comment: Progress payment for works completed on the Richmond River Flood Model Study.								

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
Casino Water Security Project	Department of Planning and Environment (State)	Safe and Secure Water Program	\$ 400,000	\$ 200,000	\$ 200,000	N/A	\$ 50,000 14 December 2023	\$ 100,000
Comment: 25% of funding received upon completion of Milestone 2 (engage a consultant)								
Casino Water Treatment Works	Department of Planning and Environment (State)	Safe and Secure Water Program	\$ 99,853	\$ 49,927	\$ 49,927	N/A	\$ 12,482 14 December 2023	\$ 12,482
Comment: 25% of funding received upon completion of Milestone 1 (execution of deed)								
Thearles Canal culvert upgrade to improve drainage	National Emergency Management Agency (Federal)	Northern Rivers Resilience Initiative Phase 1	\$ 1,478,414	\$ 1,478,414	\$ -	N/A	\$ 600,000 19 December 2023	\$ 630,000
Comment: Milestone 2 payment (complete procurement process and commence project delivery)								
Betterment of Casino Swimming Clubhouse	Regional NSW (State)	Community Assets Program	\$ 546,875	\$ 546,875	\$ -	27 March 2023	\$ 218,750 19 December 2023	\$ 218,750
Comment: Milestone 1 payment (execute funding deed)								
Dairy Flat Road Improvement	National Emergency Management Agency (Federal)	Northern Rivers Resilience Initiative Phase 1	\$ 4,160,679	\$ 4,160,679	\$ -	N/A	\$ 2,006,419 20 December 2023	\$ 2,217,621
Comment: Milestone 2 payment (complete procurement process and commence project delivery)								
NSW Bushfires 31 August 2019 Onwards - EPAR Works - AGRN871	Transport for NSW (State)	Disaster Recovery Funding Arrangements (DRFA)	\$ 1,116,661	\$ 1,116,661	\$ -	N/A	\$ 128,455 20 December 2023	\$ 1,116,361
Comment: Payment received for works completed on Busby Flat Bridge								
NSW Storms and Floods March 2021 Essential Public Asset Reconstruction Works Jackybulbin Bridge	Transport for NSW (State)	Disaster Recovery Funding Arrangements (DRFA)	\$ 1,227,997	\$ 1,227,997	\$ -	N/A	\$ 239,416 20 December 2023	\$ 1,227,997
Comment: Final payment for works completed on Jackybulbin Bridge								

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
NSW Storms and Floods 10 March 2021 Onwards - EPAR Works - AGRN960	Transport for NSW (State)	Disaster Recovery Funding Arrangements (DRFA)	\$ 4,397,531	\$ 4,397,531	\$ -	N/A	\$ 586,842 20 December 2023	\$ 3,796,132
Comment: Payment received for works completed on multiple AGRN960 works packages.								
NSW Severe Weather and Flooding from 22 February onwards - AGRN 1012 EPAR Works	Transport for NSW (State)	Disaster Recovery Funding Arrangements (DRFA)	\$15,269,825	\$15,269,825	\$ -	N/A	\$ 109,262 20 December 2023	\$ 476,547
Comment: Progress payment for works completed at James Lane and Naughtons Gap Landslip								
Benns Road Rehabilitation	Transport for NSW (State)	Fixing Local Roads Round 4	\$ 1,386,000	\$ 1,039,500	\$ 346,500	15 July 2021	\$ 311,850 20 December 2023	\$ 1,039,500
Comment: Final payment for completion of works.								
Betterment of Naughtons Gap Road	Transport for NSW (State)	Regional Roads and Transport Recovery Package	\$ 3,021,840	\$ 3,021,840	\$ -	1 December 2022	\$ 302,184 20 December 2023	\$ 302,184
Comment: 10% funding received for completion of milestone 1 (execute funding deed).								
Place and Adaptation Plans and Options Study for the Mid Richmond Communities	NSW Reconstruction Authority (State)	Place and Adaptation Plans	\$ 349,800	\$ 174,900	\$ 174,900	N/A	\$ 174,900 28 December 2023	\$ 174,900
Comment: Funding received for completion of milestone 1 (execute funding deed).								
Broadwater SES Painting and Kitchenette	NSW State Emergency Services (Other)	Unit Building Grant	\$ 15,909	\$ 15,909	\$ -	N/A	\$ 15,909 11 January 2024	\$ 15,909
Comment: Funding received for works completed.								

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
Northern Rivers Rail Trail NSW Phase 2	Department of Industry, Science, Energy and Resources (Federal)	National Tourism Icons Program	\$ 6,800,000	\$ 6,800,000	\$ -	N/A	\$ 1,407,500 30 January 2024	\$ 4,712,500
Comment: Funding received for completion of milestone 4 (progress report).								
NSW Storms and Floods 10 March 2021 Onwards - EPAR Works - AGRN960	Transport for NSW (State)	Disaster Recovery Funding Arrangements (DRFA)	\$ 4,397,531	\$ 4,397,531	\$ -	N/A	\$ 443,748 31 January 2024	\$ 4,239,880
Comment: Payment received for works completed on Works Package 10 - Codrington Culverts								

### **Unsuccessful Grant Applications**

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Advised Unsuccessful
Richmond Valley Floodplain Risk Management Study and Plan	Department of Planning and Environment (State)	Floodplain Management Program 2023-24	\$ 200,000	\$ 133,333	\$ 66,667	17 April 2023	7 November 2023
Comment: Council have been waitlisted for this round of funding and could be contacted if more funds become available.							
Richmond Valley Council Living Tree Museum	Department of Planning and Environment (State)	Environmental Education Grants Program	\$ 204,263	\$ 98,132	\$ 106,131	4 November 2022	31 December 2023
Comment: No grant recipients have been announced, a new round of the grant has opened for applications.							

**Grant Applications Submitted**

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted
Broadwater to Evans Head Shared Pathway	Transport for NSW (State)	Get NSW Active	\$ 4,350,823	\$4,350,823	\$ -	12 December 2023
Comment: If successful, this funding will be used to construct 7.96km of footpath between Evans Head and Broadwater.						
Woodburn to Evans Head Shared Pathway	Transport for NSW (State)	Get NSW Active	\$ 4,951,985	\$4,951,985	\$ -	12 December 2023
Comment: If successful, this funding will be used to construct 5.80km of footpath between Evans Head and Woodburn.						
New Shared Pathway Hickey Street	Transport for NSW (State)	Get NSW Active	\$ 214,935	\$ 214,935	\$ -	12 December 2023
Comment: If successful, this funding will be used to construct a new footpath on Hickey Street between Dyraaba and Johnston Streets.						
Upgrade West Street Footpath	Transport for NSW (State)	Get NSW Active	\$ 78,196	\$ 78,196	\$ -	12 December 2023
Comment: If successful, this funding will be used to upgrade 120 metres of existing footpath and construct 62 metres of new footpath to complete the West Street footpath						
New Footpath Martin and Minto Street	Transport for NSW (State)	Get NSW Active	\$ 112,312	\$ 112,312	\$ -	12 December 2023
Comment: If successful, this funding will be used to construct a new footpaths along Martin Street between Allwood and Minto Streets, and Minto Street between Martin and Bridge Streets in Coraki.						
NSW Youth Week	Department of Communities and Justice (State)	Youth Week 2024	\$ 6,782	\$ 3,803	\$ 2,979	30 January 2024
Comment: If successful, this funding will be used to hold events and workshops targeted at young people in the community to celebrate Youth Week.						

**ATTACHMENT(S)**

**Nil**

**19.5 WRITE OFF OF MONIES UNDER DELEGATION****Director:** Ryan Gaiter**Responsible Officer:** Kate Flynn**RECOMMENDATION**

That Council receives and notes the write-off of monies totalling \$2,973.23 under the General Manager's delegation.

**REPORT**

At Council's Ordinary Meeting held on 21 April 2015, it was resolved that where the General Manager exercises his delegation regarding write-offs that exceed \$1,000, an information summary report be submitted to Council on a bi-annual basis.

This summary report covers the period commencing 1 July 2023 – 31 December 2023. The General Manager has exercised his delegation to write off monies over \$1,000 two (2) times due to concealed water leak applications.

- Property 136775 \$1,199.85 – this write-off was due to a concealed water leak, this leak was picked up by a grounds assistant, a qualified plumber was hired to rectify the broken pipe under a building.
- Property 158920 \$1,773.38 – this write-off was due to a concealed water leak. Council notified the property owner of a high read. The owner contacted a plumber who investigated and found a rusted pipe under the house and proceeded to fix it.

**ATTACHMENT(S)****Nil**

**20 QUESTIONS ON NOTICE**

Nil

**21 QUESTIONS FOR NEXT MEETING (IN WRITING)**