

Richmond  
Valley  
Council



# AGENDA

## Ordinary Council Meeting

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

**Date:** Tuesday, 25 June 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.

## ORDER OF BUSINESS

<b>1</b>	<b>ACKNOWLEDGEMENT OF COUNTRY</b> .....	<b>5</b>
<b>2</b>	<b>PRAYER</b> .....	<b>5</b>
<b>3</b>	<b>PUBLIC ACCESS</b> .....	<b>5</b>
<b>4</b>	<b>APOLOGIES</b> .....	<b>5</b>
<b>5</b>	<b>MAYORAL MINUTES</b> .....	<b>5</b>
	Nil	
<b>6</b>	<b>CONFIRMATION OF MINUTES</b> .....	<b>6</b>
	6.1 Minutes Ordinary Meeting held 21 May 2024 .....	6
<b>7</b>	<b>MATTERS ARISING OUT OF THE MINUTES</b> .....	<b>7</b>
<b>8</b>	<b>DECLARATION OF INTERESTS</b> .....	<b>7</b>
<b>9</b>	<b>PETITIONS</b> .....	<b>7</b>
	Nil	
<b>10</b>	<b>NOTICE OF MOTION</b> .....	<b>8</b>
	10.1 Notice of Motion - Cr Stephen Morrissey - Centre Street, Casino Roundabout.....	8
<b>11</b>	<b>MAYOR'S REPORT</b> .....	<b>9</b>
	11.1 Mayoral Attendance Report 13 May - 15 June 2024.....	9
<b>12</b>	<b>DELEGATES' REPORTS</b> .....	<b>10</b>
	Nil	
<b>13</b>	<b>MATTERS DETERMINED WITHOUT DEBATE</b> .....	<b>10</b>
	13.1 Matters to be Determined Without Debate.....	10
<b>14</b>	<b>GENERAL MANAGER</b> .....	<b>10</b>
	Nil	
<b>15</b>	<b>COMMUNITY SERVICE DELIVERY</b> .....	<b>11</b>
	15.1 Richmond Valley Regional Jobs Precinct - Finalisation of Master Plan .....	11
	15.2 Draft Section 7.12 Contributions Plan (as Amended).....	15
	15.3 Overheight Industrial Building at 35 Cassino Drive, Casino .....	17
<b>16</b>	<b>PROJECTS &amp; BUSINESS DEVELOPMENT</b> .....	<b>20</b>
	Nil	
<b>17</b>	<b>ORGANISATIONAL SERVICES</b> .....	<b>21</b>
	17.1 Review of Disclosure of Interest Procedure.....	21
	17.2 Councillor Remuneration 2024/2025 .....	23
	17.3 Election Period Procurement Arrangements.....	25
	17.4 Review of Purchasing Policy .....	28
	17.5 Draft Operational Plan 2024/2025 (including draft financial estimates 2024/2028), Draft Revenue Policy 2024/2025 and Draft Long Term Financial Plan 2024/2034 .....	30
	17.6 Financial Analysis Report - May 2024 .....	34
<b>18</b>	<b>GENERAL BUSINESS</b> .....	<b>37</b>

---

Nil	
<b>19</b>	<b>MATTERS FOR INFORMATION ..... 38</b>
19.1	Grant Application Information Report - May 2024..... 39
19.2	Audit, Risk and Improvement Committee Minutes ..... 44
19.3	Completion of Nammoona Resource & Recovery Cell 6 Project ..... 45
19.4	Development Applications Determined Under the Environmental Planning and Assessment Act for the Period 1 May 2024 - 31 May 2024 ..... 48
19.5	Town Entry and Boundary Signs Project Update ..... 56
<b>20</b>	<b>QUESTIONS ON NOTICE ..... 60</b>
Nil	
<b>21</b>	<b>QUESTIONS FOR NEXT MEETING (IN WRITING)..... 60</b>
<b>22</b>	<b>MATTERS REFERRED TO CLOSED COUNCIL ..... 61</b>
22.1	Tender VP407583 - Design & Construct Upper Cherry Tree Road Landslip..... 61
22.2	Tender VP408338 - Design and Construct Upper Mongogarrie Road Landslip ..... 61
22.3	Tender VP408552 - Design and Construct MR145 Landslip..... 61
22.4	Tender VP406817 - Supply and Delivery of Bitumen Surfacing, Stabilisation and Asphalt Services 2024-2025..... 61
<b>23</b>	<b>RESOLUTIONS OF CLOSED COUNCIL ..... 62</b>

**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 21 MAY 2024****Director:** Vaughan Macdonald**Responsible Officer:** Julie Clark**RECOMMENDATION**

That Council confirms the Minutes of the Ordinary Meeting held on 21 May 2024.

**REPORT**

Refer attached Minutes.

**ATTACHMENT(S)**

- 1. Unconfirmed Minutes Ordinary Meeting 21 May 2024 (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****10.1 NOTICE OF MOTION - CR STEPHEN MORRISSEY - CENTRE STREET, CASINO ROUNDABOUT**

I, Councillor Stephen Morrissey, give notice that at the next Ordinary Meeting of Council to be held on 25 June 2024, I intend to move the following motion:

**NOTICE OF MOTION**

That Council writes to the Minister for Regional Transport and Roads the Hon. Jenny Aitchison MP, State Member Richie Williamson MP and Federal Member Kevin Hogan MP to reiterate the community's ongoing serious concerns with traffic and pedestrian safety along Centre Street (Bruxner Highway) at the Richmond and Canterbury Street intersections, and request that roundabouts and/or traffic lights be provided at these two intersections, and a safer pedestrian crossing facility at the Centre/Barker Street intersection, as a matter of urgency.

**RATIONALE**

Council has long been aware of traffic incidents and pedestrian safety issues associated with the intersection of Canterbury and Centre streets in Casino and has repeatedly advocated to all levels of Government for this to be addressed.

Council coordinated a study of the intersection twelve years ago, funded by the then Roads and Maritime Services, which recommended the installation of a roundabout to solve the existing traffic issues with a concept design also being provided in 2012 as part of the funding at an estimated cost of approximately \$2.1 million, now likely to have at least doubled in cost.

School bus congestion at the Richmond Street intersection with Centre Street is dangerous, due to the high number of buses entering this intersection at the same time, as well as a busy pedestrian crossing at this location predominately used by school children and parents, This in turn congests traffic in both directions from the Hare Street intersection down to the Centre/Barker Street roundabout.

Traffic numbers are substantial along Centre Street and there is a high percentage of heavy vehicle use, including B-doubles. Both intersections are located close to community facilities, such as schools, shops and the highly utilised Casino Memorial Swimming Pool and Council is concerned at the potential risk to pedestrians.

In an effort to secure funding for the project, Council has historically made multiple applications to the Federal Government's Black Spot Program. Based on feedback we have ceased doing this as we are deemed ineligible for the program as a result of the predominantly low speed nature of traffic incidents which occur at the intersections of which many go unreported to the Police. Council's funding bids have not been competitive when compared to other sites across the state which record serious injuries and fatalities.

Over the last decade Council has consistently raised this issue with the asset owner, Transport for NSW, both informally and formally, as well as with our State and Federal elected representatives.

I commend this Notice of Motion to Council.

**ATTACHMENT(S)**

Nil



## **11 MAYOR'S REPORT**

### **11.1 MAYORAL ATTENDANCE REPORT 13 MAY - 15 JUNE 2024**

**Author: Robert Mustow**

#### **RECOMMENDATION**

That Council receives and notes the Mayoral Attendance Report for the period 13 May – 15 June 2024.

#### **May**

- 15<sup>th</sup> Rous County Council Workshop, Lismore
- 16<sup>th</sup> Primex, Casino
- 17<sup>th</sup> Northern Rivers Joint Organisation Meeting
- 17<sup>th</sup> Business NSW Agri-Business Lunch
- 18<sup>th</sup> Primex, Casino
- 18<sup>th</sup> Beef Week Opening Ball, Casino RSM
- 20<sup>th</sup> Beef Week promotion - driving Brenda in the moke
- 20<sup>th</sup> Northern Rivers Community Leaders Forum
- 20<sup>th</sup> Beef Week Steaks & Mates dinner, Clydesdale Casino
- 21<sup>st</sup> Ordinary Council Meeting
- 22<sup>nd</sup> Northern Rivers Regional Leaders Lunch with NSW Premier, The Hon. Chris Minns MP
- 22<sup>nd</sup> Thyme Opening, Evans Head
- 22<sup>nd</sup> Discussion – Youth Facility for Casino, Casino RSM
- 22<sup>nd</sup> Beef Week Led Steer Auction / Competition
- 23<sup>rd</sup> Volunteer Thank You Morning Tea, Casino Library
- 23<sup>rd</sup> Mid-Richmond Neighbourhood Centre Morning Tea, Evans Head
- 23<sup>rd</sup> Richmond Valley Funding Deed signing, Woodburn Memorial Hall
- 23<sup>rd</sup> Bindaree Beef Dinner, Clydesdale Casino
- 24<sup>th</sup> Breakfast with the Butchers, Casino
- 24<sup>th</sup> Seniors Week Awards Morning Tea with Richie Williamson, MP
- 25<sup>th</sup> Beef Week Saturday festivities
- 26<sup>th</sup> Beef Week Show and Shine, Casino
- 28<sup>th</sup> Naughtons Gap Road inspection
- 29<sup>th</sup> Casino Neighbourhood Centre Movie Night
- 29<sup>th</sup> NSW Rural Fire Service Medals Presentation, Casino RSM Club
- 30<sup>th</sup> Coraki Public School Biggest Morning Tea

#### **June**

- 1<sup>st</sup> Evans Head Surf Life Saving Club Committee Presentation
- 4<sup>th</sup> Meeting with constituent
- 4<sup>th</sup> Councillor Information Session
- 5<sup>th</sup> Farewell for Regional Library Manager, Casino Library
- 15<sup>th</sup> Casino Truck Show Volunteers Meeting

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

**Nil**

**12 DELEGATES' REPORTS**

Nil

**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**

Nil

## **15 COMMUNITY SERVICE DELIVERY**

### **15.1 RICHMOND VALLEY REGIONAL JOBS PRECINCT - FINALISATION OF MASTER PLAN**

**Director:** Angela Jones

#### **EXECUTIVE SUMMARY**

Council has been working in partnership with Department of Regional NSW and Department of Planning, Housing, and Infrastructure to deliver a Master Plan for the Richmond Valley Regional Job Precinct and associated amendments to the Richmond Valley Local Environmental Plan 2012 (RVLEP).

The aim is to create a regional employment hub that will facilitate the growth of industry, agribusiness and manufacturing in Casino and the North Coast region.

Regional Job Precincts are focused on providing local councils with planning support to drive investment, diversify economies and create new jobs in regional NSW.

The NSW Government has led the master planning for the RJPs, with the Department of Regional NSW and Department of Planning, Housing, and Infrastructure conducting the public exhibition of the draft Master Plan, technical studies, and Discussion Paper from 12 February to 24 March 2024.

Sixty-three (63) written submissions were received during the exhibition and have been reviewed by DRNSW and DPHI, in consultation with Council staff. The purpose of this report is to provide a summary of the public exhibition and a review of submissions for consideration by Council, prior to finalisation of the Master Plan and proposed amendments to Richmond Valley LEP 2012 by the NSW Government.

#### **RECOMMENDATION**

That Council:

1. Notes the outcomes of community consultation of the Richmond Valley Regional Job Precinct draft Master Plan, technical studies, and discussion paper and the proposed amendments to the documents in the Response to Submissions report.
2. Provides a letter of support to the NSW Minister for Planning and Public Spaces endorsing the finalisation of the Draft Richmond Valley Regional Job Precinct Master Plan and Associated amendments to the Richmond Valley Local Environmental Plan 2012.

#### **DELIVERY PROGRAM LINKS**

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

2B Create new employment opportunities

2B1 Activate the Richmond Valley Regional Jobs Precinct

#### **BUDGET IMPLICATIONS**

There are no budget implications in the process of finalising the RJP Masterplan and LEP amendments, other than employee costs, which have been included in the draft 2024-25 Operational Plan. However, full activation of the Regional Jobs Precinct will involve substantial investment in infrastructure, including replacement of the Casino Sewage Treatment Plant. Council aims to fund this investment through government funding, loans and reserves.

## REPORT

Over the past two years, Council has been working in partnership with the Department of Regional NSW (DRNSW) and Department of Planning, Housing, and Infrastructure (DPHI) to plan for jobs growth in the Richmond Valley through the Regional Job Precinct (RJP) master plan.

The master plan forms an important part of Council's strategic planning framework and will help support the delivery of the North Coast Regional Plan, as well as Council's strategies.

The Richmond Valley Regional Job Precinct (the precinct) was announced by the NSW Government in February 2021. The precinct will facilitate the growth of industry, agribusiness and manufacturing in Casino and the North Coast region. The precinct study area covers an area of 510 hectares and is expected to yield approximately 335ha of employment land.

The precinct focuses on three areas of existing investment comprising:

- Sub-precinct 1 – Nammoona Industrial precinct
- Sub-precinct 2 – Casino Food Co-op precinct
- Sub-precinct 3 – Johnston Street Industrial precinct

The sub-precincts are identified in Figure 1 below.

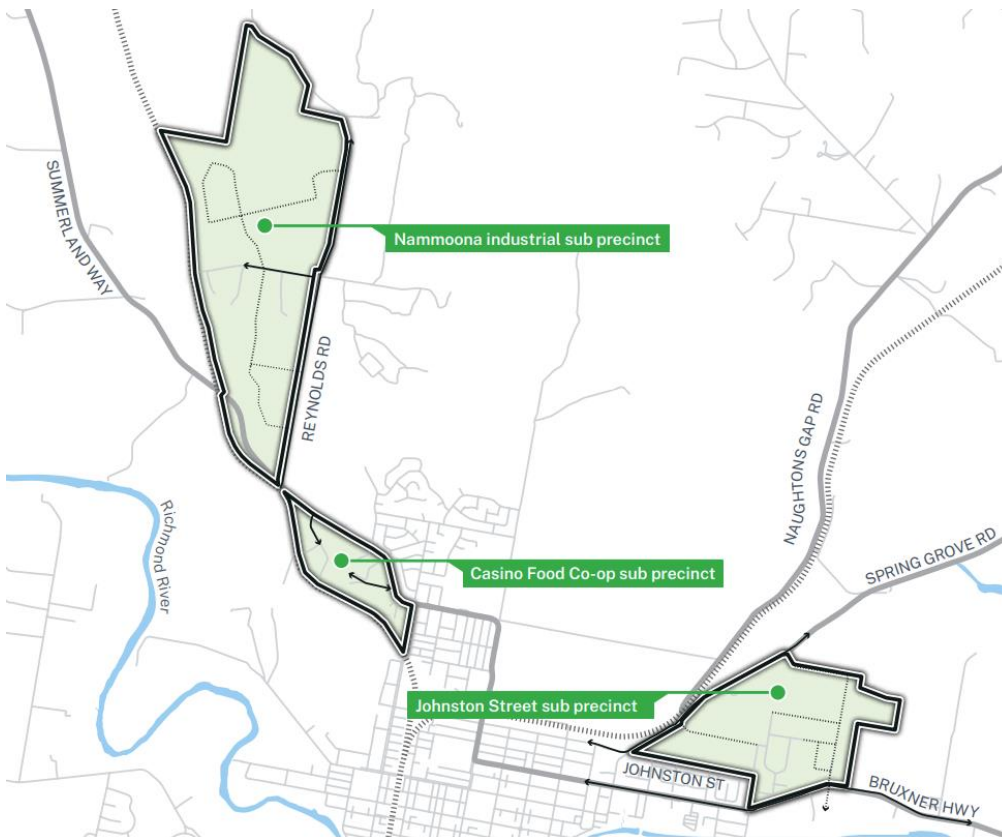


Figure 1: Richmond Valley Regional Job Precinct

## CONSULTATION

Community and stakeholder engagement was undertaken on the draft documents for 6 weeks, between 12 February and 24 March 2024. This included a two-week extension in response to community requests for additional exhibition time.

The following engagement methods were used:

- Published notices-
  - Details of the exhibition, including copies of the draft documents were provided on DRNSW website, DPHI planning portal and Council's On Exhibition website page.

- DRNSW and Council Facebook posts
- Community Views Newsletter article
- Printed post card to landowners within and adjoining the RJP.
- Business owner invitations for business briefing on 21 February 2024.
- Stakeholder notifications.
- Community information sessions – conducted on 21 and 22 February 2024 at the Casino Community Centre and 23 February 2024 at the Evans Head Library.
- Landowner meetings – conducted on 21 and 22 February 2024.

Council officers attended the sessions with DRNSW and DPHI staff to discuss the documents and receive feedback. Approximately 60 people attended the information sessions and business briefing, and 7 landowner meetings were held.

During the exhibition period 54 written community submissions and 9 agency submissions (including Council's) were received.

### **SUBMISSIONS SUMMARY**

A Response to Submissions Report has been prepared by DRNSW to summarise the engagement methods undertaken and feedback received. The Response to Submissions Report is included as Attachment 1 to this report.

The report provides a summary of the submissions received under 23 themes.

Approximately 75% of the 63 submissions were from members of the community with concerns regarding Energy from Waste (EfW) facilities as a potential land use in the precinct.

As summarised in Part 3 of the Response to Submissions Report, the Department of Regional NSW has consulted with the NSW Environment Protection Authority during the review of submissions. It is beyond the scope of the RJP project to review the State Environmental Planning Policy (Transport and Infrastructure) 2021 and the Protection of the Environment Regulation 2022, which permit EfW operations with consent in the Nammoona sub-precinct.

There is currently no formal proposal to build an EfW facility and any proposal for EfW will be required to go through a formal development application process, including community consultation. The draft Master Plan does not present a case for or against EfW facilities. It does not include specific recommendations regarding EfW facilities and it does not aim to provide a streamlined planning pathway for them.

The nine agency submissions are generally supportive of the strategic direction provided in the master plan.

A number of changes have been recommended by DRNSW and DPHI in response to feedback received during the exhibition period. These changes will be made to the draft Master Plan technical studies and final amendments to the Richmond Valley Local Environmental Plan 2012 (RVLEP).

The proposed changes/updates include:

- Amendment to the definition of Alternate Waste Treatment Solutions (AWTS) in the Master Plan glossary to emphasise that this encompasses a range of alternate waste management solutions.
- Amendment/addition of definitions for 'renewable energy' and 'circular economy' in the Master Plan glossary.
- References to AWTS in the RJP Master Plan and associated reports will be amended to 'EfW / AWTS'.
- Additional commentary to confirm that references to EfW / AWTS in the RJP technical reports do not indicate that EfW / AWTS will be proposed or approved in the Nammoona

sub-precinct. Any proposal to build such a facility must go through the formal and rigorous development application process, including community consultation.

- Adjustments to the draft zone boundaries in the exhibited Discussion Paper in the north of the Nammoona sub-precinct to ensure that conservation zone boundaries reflect those proposed in the exhibited draft Structure Plan, with minor adjustments to reflect the existing development approval for the Casino Rail Freight Terminal.
- Retention of the existing industrial zoning for Mary Madden Park at the request of the Casino Historical Society.
- Updates to the heritage report to include a recommendation re unexpected find procedures.
- Additional commentary re the mitigation of potential impacts from existing surrounding agricultural uses.
- Clarification of State-road infrastructure requirements in the RJP Traffic Assessment and additional emphasis on the need for ongoing engagement with TfNSW in the key 'Next Steps' in the Master Plan.
- Review of active transport (i.e. pedestrian/cyclist) recommendations within the Nammoona sub-precinct.
- Amended wording re the 'Education hub' to emphasise that additional investigation will be undertaken in consultation with the school community.
- Insertion of revised Master Plan summary maps for each sub-precinct in the final Master Plan and technical reports.
- Correction of miscellaneous errors and inconsistencies within master plan and technical reports.

The proposed changes are summarised in greater detail in the Response to Submissions Report.

## **CONCLUSION**

DRNSW and DPHI have undertaken the master planning process and consultation with the Richmond Valley community. Council staff and other key government agencies have been involved in responding to submissions and amendments are proposed to the final master plan, associated technical reports and RVLEP amendments.

These changes are described in more detail in the Response to Submissions report.

Should Council endorse finalisation of the Master plan, the documents will progress to the NSW Minister for Planning and Public Spaces for final approval. It is recommended that Council writes to the Minister, providing support for the finalisation of the Richmond Valley Master Plan, and Richmond Valley LEP amendments.

## **ATTACHMENT(S)**

- 1. RJP Response to Submissions Report (under separate cover)**
- 2. RJP Final Master Plan (under separate cover)**

**15.2 DRAFT SECTION 7.12 CONTRIBUTIONS PLAN (AS AMENDED)**

**Director:** Angela Jones

**Responsible Officer:** Tony McAteer

**EXECUTIVE SUMMARY**

Council has undertaken a review of its current Section 94A Contributions Plan to ensure consistency with statutory requirements and updates to legislation. This includes updating the title of the plan and replacing the schedule of works to enable delivery and maintenance of local infrastructure and facilities for the next 10 years.

The Draft Richmond Valley Council Section 7.12 Contributions Plan (As Amended) (the Draft Plan) was presented to Council's April Ordinary Meeting where it was endorsed for public exhibition. The Draft Plan was subsequently exhibited in accordance with the Richmond Valley Council Community Participation Plan 2020 for a minimum of 28 days, with no written submissions being received. As a result, the Plan has now been finalised and is presented to Council for consideration.

**RECOMMENDATION**

That Council adopts the Richmond Valley Council Section 7.12 Contributions Plan (As Amended).

**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**

The review of the contributions plan and new schedule of works will enable developer contributions to be directed towards more than \$5.8m worth of improvements to public amenities and services identified in the Plan over the next 10 years. The actual timing of works will depend on the quantum of contributions collected.

**REPORT**

A Section 7.12 Contributions Plan (formerly 94A) is a public document which forms an important part of Council's Planning and Development framework. The Contributions Plan enables Council to levy contributions from development works that are subject to a development consent or complying development certificate issued under the *Environmental Planning and Assessment Act 1979* (the Act).

These development contributions enable Council to fund public amenities and public services such as parks, community facilities, local roads, footpaths, stormwater drainage and traffic management.

Richmond Valley Council's current Section 94A Contributions Plan was a ten-year plan adopted by Council in August 2013. It is therefore timely to adopt the revised Contributions Plan to reflect legislative changes since its adoption and to adopt a new schedule of works for expenditure of the levies.

While the projects identified in the works schedule have been adopted with estimated completion dates over the next 10 years, there is an element of flexibility within the plan to implement these projects outside these timeframes given access to additional funding, changed priorities and budgetary constraints. Furthermore, the plan can be amended at any time, by another 7.12 plan subject to community engagement and adoption by Council, which enables projects to be added, amended, or removed as the case may be. This allows for large unforeseen projects, such as solar

farms, to be accommodated into the plan with an increased contributions income to fund a new or amended schedule of works.

A range of planning instruments were used to inform the review and amendment of the Plan including, the *Environmental Planning and Assessment Act 1979*, the Environmental Planning and Assessment Regulation 2021, the Environmental Planning and Assessment (Development Certification and Fires Safety) Regulation 2021, Department of Planning and Environment Practice Notes for Section 7.12 Levies, and the Richmond Valley Growth Management Strategy. Following exhibition, a few minor amendments were made to the document to provide further clarification and reflect new Planning Directions.

## **CONSULTATION**

The Draft Plan was placed on exhibition from 22 April 2024 to 22 May 2024, a minimum of 28 days, in accordance with Council's Community Participation Plan. As set out in Clause 4.3(3) of the Community Participation Plan, the following community engagement strategies were used:

- Published Notice on Council's website (including digital copy of the Draft Plan);
- Social Media posts; and
- Display Notices in Council's Customer Experience Centres including printed copies of the Draft Plan.

Council received no public submissions.

## **CONCLUSION**

A review of Council's Section 94A Contributions Plan has been undertaken, resulting in amendments and the production of the Richmond Valley Council Section 7.12 Contributions Plan (As Amended). The draft plan was placed on public exhibition for 28 days, with no submissions being received. The Plan has now been finalised and is presented for Council's consideration.

## **ATTACHMENT(S)**

1. **Richmond Valley Council Section 7.12 Contributions Plan (As Amended) (under separate cover)**



**15.3 OVERHEIGHT INDUSTRIAL BUILDING AT 35 CASSINO DRIVE, CASINO****Director:** Angela Jones**Responsible Officer:** Andy Edwards**EXECUTIVE SUMMARY**

Council has received a development application seeking consent for a proposed Transport Depot, Warehouse (cold storage) and Distribution Centre, and Signage at 35 Cassino Drive, Casino.

The proposal provides a variation to the height of building development standard of 8.5 metres applying to the site in accordance with the Richmond Valley Local Environmental Plan 2012 (LEP).

The development has a proposed maximum building height of 12.3 metres, exceeding the development standard by 3.8 metres, or 44.7%. As the proposed exceedance of the height standard is greater than 10%, it must be referred to Council for determination.

The subject site of the proposed development is located within an established industrial area, is of similar bulk and scale compatible with industrial development and is therefore considered to be consistent with the established character of land zoning and locality.

In addition, the site is identified within the Regional Job Precinct (RJP) and is included within the Richmond Valley RJP Draft Master Plan (Draft Plan) which proposes to remove the building height limit in this precinct.

**RECOMMENDATION**

That Council, pursuant to Clause 4.6 of the Richmond Valley Local Environmental Plan 2012, approves a variation in respect of Clause 4.3 Height of buildings for DA2024/0158, as outlined in this report.

**DELIVERY PROGRAM LINKS**

Objective 6: Provide infrastructure that meets community needs

6A Undertake whole-of life planning for community infrastructure

6A1 Develop and maintain asset management systems

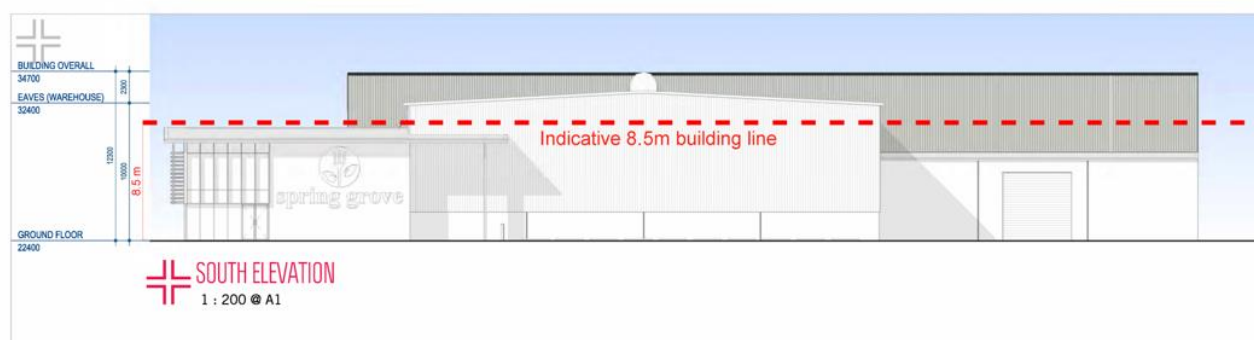
**BUDGET IMPLICATIONS**

Nil.

**REPORT**

Development Application (DA2024/0158) seeks consent for a proposed Transport Depot, Warehouse (cold storage) and Distribution Centre, and Signage at 35 Cassino Drive, Casino (Lot 50 DP 1281364).

The application proposes a variation to the height of building standard set by Clause 4.3 of the LEP. The proposed development has a maximum building height of 12.3 metres, resulting in an exceedance of 3.8 metres, thus representing a 44.7% variation to the development standard (see diagram below).



The objective of the Height of Buildings 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.

Clause 4.6 of the LEP 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. However, an applicant must formally lodge a written request justifying the variation and the consent authority must consider whether the applicant's variation request has adequately demonstrated that 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. The request demonstrates the development meets the objectives of the development standards.

It is further noted that the proposal is located within an established industrial area, is surrounded by industrial developments, is of similar bulk and scale typically seen with it industrial areas and is therefore considered to be consistent with the established character of the street, locality, and zoning.

The proposed height reflects the requirements for an industrial distribution facility incorporating an uninterrupted internal floor area with sufficient clear span springing height. This is said to be an important factor in the design of the building as the internal cold storage area and volume is necessary to meet the projected food/goods storage demand and accommodate forklift manoeuvring requirements.

Moreover, the proposed development provides large setbacks of 15 metres and 13.4 metres respectively, ensuring any perceived impacts associated with building height are minimised, and that the proposed development complements the streetscape and character of the area.

It is considered that there will be no unreasonable amenity impacts on the northern and eastern adjoining land, which contain a sewage treatment plant and an industrial use which are not sensitive to height impacts. The proposal therefore does not give rise to any unreasonable visual impacts or impacts on views from the public domain given the industrial context of the site.

In addition, the site is identified within the Regional Job Precinct (RJP) and is included within the Richmond Valley RJP Draft Master Plan (Draft Plan). The Draft Plan confirms that the maximum permissible 8.5 metre height limit for industrial areas in Casino is limiting and insufficient to accommodate industrial development. The Draft Plan recommends that the building height limits be removed in the General Industrial Zone under the LEP, and that DCP controls be established to facilitate an appropriate height transition in proximity to residential areas.

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 this function in determining the application.

**CONSULTATION**

Consultation has been undertaken as part of the assessment process with the development application placed on public exhibition from 23 May 2024 to 21 June 2024, a period of 28 days in accordance with Council's Community Participation Plan 2020.

The public exhibition period had not been finalised when preparing this report, however, as at 12 June 2024, Council had received no submissions. An update on the exhibition outcome will be provided at the Council meeting.

**CONCLUSION**

DA2024/0158 seeks consent for a Transport Depot, Warehouse (cold storage) and Distribution Centre, and Signage at 35 Cassino Drive, Casino. The development has a proposed height of 12.3 metres which exceeds the 8.5 metre height of buildings standard, and a clause 4.6 variation request has been submitted with the application.

The applicant's 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. It is therefore recommended that Council approves the variation.

**ATTACHMENT(S)**

Nil

**16 PROJECTS & BUSINESS DEVELOPMENT**

Nil

## 17 ORGANISATIONAL SERVICES

### 17.1 REVIEW OF DISCLOSURE OF INTEREST PROCEDURE

**Director:** Ryan Gaiter

**Responsible Officer:** Kate Allder-Conn

#### EXECUTIVE SUMMARY

In accordance with Council's Code of Conduct and Disclosure of Interest Procedure, councillors and designated persons are required to lodge their completed disclosure of interest returns for the period ending 30 June 2024, by 30 September 2024. Disclosure forms will be issued to designated persons on 1 July 2024, with a further report to be presented to Council once all returns have been received.

In order to facilitate this process, a review of Council's Disclosure of Interest Procedure has been carried out, with minor amendments proposed to the list of designated persons to reflect the current organisational structure.

#### RECOMMENDATION

That Council adopts the revised Disclosure of Interest Procedure, noting the amendments to Annexure A – List of Designated Persons, including addition of the new designated person position of Manager Invest and Live RV.

#### 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

In accordance with the Code of Conduct and Council's Disclosure of Interest Procedure, councillors and designated persons are required to lodge their completed disclosure of interest returns by 30 September annually. Returns for the period ending 30 June 2024 will be issued on 1 July 2024, with a further report to Council once all returns have been received.

Section 449(1) of the *Local Government Act 1993* (LGA) provides that a councillor or designated person must complete and lodge with the General Manager, within three months after becoming a councillor or designated person, a return in the form prescribed by the Local Government (General) Regulation 2021.

Appointment has been made to the following newly designated person position of Council:

- Manager Invest and Live RV.

The disclosure for the designated person has been received. Notification is tabled for the information of Council and will be made available on request to any member of the public at Council's Casino Administration Office. The return will be published on Council's website in accordance with Office of Local Government requirements. In situations where Council believes there is an overriding public interest against the disclosure of some of the information contained in the return, redaction will be applied prior to publishing. The decision to redact personal information is made on a case-by-case basis following application of the public interest test.

In order to facilitate the issue of returns for the period ending 30 June 2024, a review of the list of designated person positions held has been carried out in order to ensure it accurately reflects Council's organisational structure. Amendments to Annexure A are as follows:

- Addition of Manager Invest and Live RV;
- Removal of Manager Northern Rivers Livestock Exchange (NRLX) Operations; and
- Removal of Coordinator Infrastructure Recovery.

### **CONSULTATION**

Nil

### **CONCLUSION**

It is recommended that Council adopts the revised Disclosure of Interest Procedure and notes the receipt of the designated person return outlined in the report.

### **ATTACHMENT(S)**

1. **Revised Disclosure of Interest Procedure (under separate cover)**

## 17.2 COUNCILLOR REMUNERATION 2024/2025

**Director:** Ryan Gaiter

**Responsible Officer:** Hayley Martin

### EXECUTIVE SUMMARY

Each financial year, the Local Government Remuneration Tribunal determines the minimum and maximum remuneration payable to Mayors and Councillors for carrying out their duties. The determination by the Local Government Remuneration Tribunal is pursuant to Sections 239 and 241 of the *Local Government Act 1993*.

Council has received notification that the Local Government Remuneration Tribunal has determined that the Mayoral and Councillor Fees are to increase 3.75% for the 2024/2025 financial year.

### RECOMMENDATION

That Council:

1. Sets the Mayoral Allowance for the 2024/2025 financial year effective from 1 July 2024 at \$49,200 per annum or \$4,100 per month.
2. Sets the Councillor Fee for the 2024/2025 financial year effective from 1 July 2024 at \$22,540 per annum or \$1,878.33 per month.

### 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

The draft budget already includes an amount for this expense, the budgeted figure was calculated estimating an increase of two and half percent in Mayor and Councillor remuneration. The increase determined by the Local Government Remuneration Tribunal for 2024/2025 was 3.75%, therefore a minor adjustment of \$2,407 to the draft budget currently on exhibition will be required.

### REPORT

In April each year the New South Wales Local Government Remuneration Tribunal releases its annual report and determination on the remuneration of Mayors and Councillors for the following financial year. The report sets out the factors considered by the Tribunal when making its determination. These include:

- Submissions and comments made by associations and individual councils
- Key economic indicators
- Council categorisation
- Councillor workload
- Training and development, and
- Attracting high quality candidates to nominate for election to Local Government.

The Tribunal has determined an increase of 3.75% for next financial year, a comparison of the current fees and the determined fees is shown in the table below. There has been no change to the categorisation of Richmond Valley Council which remains in the Regional Rural grouping. Council resolved to adopt the maximum fees category throughout the duration of the last term of Council. The majority of NSW Councils do the same.

Fee Type / Year	Minimum Fee	Maximum Fee
<b>Councillor Fee 2023/2024</b>	\$9,850	\$21,730
<b>Councillor Fee 2024/2025</b>	\$10,220	\$22,540
<b>Mayoral Allowance 2023/2024</b>	\$20,980	\$47,420
<b>Mayoral Allowance 2024/2025</b>	\$21,770	\$49,200

A copy of the full report published by the Local Government Remuneration Tribunal can be viewed at:

[LGRT-2024-Annual-Determination-29-April-2024.pdf \(nsw.gov.au\)](https://www.nsw.gov.au/lgrt-2024-annual-determination-29-april-2024.pdf)

## CONCLUSION

It is recommended that Council continues to adopt the maximum fee and increases the Mayoral and Councillor fees in accordance with the Tribunal recommendation for the 2024/2025 financial year.

## ATTACHMENT(S)

Nil



### 17.3 ELECTION PERIOD PROCUREMENT ARRANGEMENTS

Director: Ryan Gaiter

#### EXECUTIVE SUMMARY

Council is progressing well with its flood recovery and improvement works and currently has a number of major infrastructure projects that are ready to progress to tender. These projects include works such as repairs to the Broadwater Bridge, restoration works at the Bentley Road rock fall, replacement of the twin Tatham Bridges and completion of two sports clubhouses funded through government grants. The works are all time-critical, to meet the requirements of government funding deeds, or minimise disruption to local industry and sporting clubs. However, the up-coming local government elections, and associated Caretaker requirements, may impact on Council's capacity to deliver these projects in a timely manner.

Council has a number of options to manage its procurement schedule during the election period to ensure these essential works can progress. These options are outlined in more detail within this report.

#### RECOMMENDATION

That Council:

1. Notes the progress on flood recovery and improvement works and the number of major projects currently scheduled to progress to tender.
2. Applies Option 3, as outlined in this report, to manage its procurement schedule during the Local Government Election Period.
3. Delegates authority to the General Manager, under s377 of the *Local Government Act 1993*, to accept tenders and award relevant contracts subject to: The requirements of the Caretaker Period; the limitations of s377 regarding the application of the delegation, and the following conditions:
  - i) Tenders must be for projects previously approved by Council;
  - ii) The successful tender must be within the approved budget and agreed scope for the project;
  - iii) Contracts awarded to successful tenders must align with the requirements of the relevant funding deed, if applicable.

#### 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, all projects have adopted budgets, with the majority subject to approved government funding deeds.

## REPORT

NSW Local Government elections will be held on Saturday, 14 September 2024, with Council commencing the Caretaker Period from Friday, 16 August to Friday, 13 September 2024 inclusive. The Caretaker Period is designed to prevent outgoing councils from making major decisions that could impact on an in-coming council. This includes determining controversial development applications, awarding large contracts, or appointing a new General Manager.

Generally, councils organise their procurement activities to avoid awarding tenders during the election period. However, this election year will present particular challenges for many councils in NSW who are progressing flood recovery works through Disaster Recovery Funding Arrangements (DRFA) or government assistance grants. These works have set timetables and project milestones attached to the funding arrangements and it is important that they continue on schedule. Richmond Valley projects that are currently out to Tender, or about to go to Tender include:

- Bentley Road Rockfall
- Tatham Bridges replacement
- Broadwater Bridge repairs
- Colley Park Netball clubhouse
- Casino Swimming Pool clubhouse
- Nammoona Waste Facility building
- Casino Sewerage Treatment Plant replacement - concept design.

These works have all been approved by Council and included in its current Delivery Program and Operational Plans, following public consultation. Government funding deeds relating to the works have been signed and budget allocations included in the 2024-25 Operational Plan. To ensure these projects can progress, Council needs to carefully plan its procurement schedule to consider: The period immediately prior to Caretaker (up to 16 August 2024); the actual Caretaker period (August 16-September 13); and the period between the election day, declaration of the poll and establishment of the new council (14 September to late October 2024).

There are a number of options available to Council and these are outlined below:

Option 1: Delay awarding the contracts until after the new council commences operations in late October. This would have significant impacts on Council's capacity to deliver the works in accordance with the funding deeds and there is a risk that the funding may be withdrawn. It may also potentially impact on the cane harvesting season, due to the Broadwater Bridge closure during repairs, and the commencement of local sporting club activities, due to clubhouse construction. In this regard, Option 1 is not recommended.

Option 2: Expedite the procurement process to ensure the majority of tenders can be awarded before commencement of the Caretaker Period. This may require an Extraordinary meeting of Council in early August (potentially 6 August) to align with procurement schedules. This option is recommended, however it should be noted that the outcomes of the tendering process are currently unknown and assessment of submissions may go beyond scheduled timeframes if there is a large number of respondents.

Option 3: Expedite the procurement process, as per Option 2, with an additional safeguard to employ Council's option under Section 377 of the *Local Government Act 1993*, delegating authority to the General Manager to award tenders and enter into contracts, within the limits specified by Council and the requirements of the Act and Caretaker provisions. This would mean that a small number of tenders could be awarded in the period between the election day and establishment of the new council.

A number of councils in NSW currently use the delegation option to manage their procurement activities, with varying requirements applied to the delegation. Section 377 of the Act prohibits the use of the delegation function for tenders to provide services currently supplied by Council staff.

Should Council wish to consider Option 3, it would be recommended that the General Manager's delegation to award tenders be limited by the following requirements:

- The tender must be for a project previously approved by Council;
- The tender must be within the adopted budget and agreed scope for the project;
- The tender must align with the requirements of any funding deed if applicable.

### **CONSULTATION**

Consultation has occurred between Project Managers and the Executive Team in relation to the current progress of the projects, timing of tenders and impacts on the projects if delays were to occur.

### **CONCLUSION**

As Council approaches the Local Government Elections 2024, there are a number of ongoing projects that could face delays due to the Caretaker period requirements. To ensure these essential flood recovery and community projects can progress, Council has a number of options for managing its procurement schedule. This could include accelerating the procurement process to finalise tenders ahead of schedule and/or utilising the delegation provisions of s377 of the *Local Government Act 1993*. It is recommended that Council adopts Option 3 as its preferred approach to ensure projects that are approved, budgeted and progressing and are not delayed during the election period.

### **ATTACHMENT(S)**

**Nil**

## 17.4 REVIEW OF PURCHASING POLICY

**Director:** Ryan Gaiter

**Responsible Officer:** Geoff Dellar

### EXECUTIVE SUMMARY

Council has undertaken a review of its current Purchasing Policy to reflect changes to the *Local Government Act 1993* regarding tendering delegations, reinforce Council's commitment to supporting local providers and socially beneficial employers, such as Aboriginal owned enterprises and Australian Disability Enterprises, and encourage improved environmental outcomes.

### RECOMMENDATION

That Council adopts the revised Purchasing Policy.

### DELIVERY PROGRAM LINKS

Objective 11: Manage resources responsibly

11A Manage finances responsibly and provide value for money

11A2 Strengthen procurement systems

### BUDGET IMPLICATIONS

There are no direct budget implications for the changes to the policy. The intent of the changes is to improve efficiencies in Council's procurement processes and provide economic benefit to local social enterprises where appropriate.

### REPORT

Council adopted the current Purchasing Policy (CPOL 6.06) on 17 May 2022 in accordance with the Local Government (General) Regulation 2021. The policy has since been reviewed to incorporate amendments to the *Local Government Act 1993* tendering delegations and to reflect Council's commitment to improving employment opportunities for Aboriginal and Torres Strait Islander people and those living with disability and supporting environmentally responsible procurement activities. The changes to the document are based on:

- Community expectations of Council's social procurement activities.
- Alignment of procurement activities with Council's values and behaviours
- Implementation of Council's revised Disability Inclusion Action Plan and Aboriginal employment strategies.
- Implementation of Council's Sustainable Communities Strategy
- Ensuring continuity of service delivery where procurement procedures are interrupted by external events that prevent Council resolving tenders in a timely manner.

The Policy will be supported by a Purchasing Procedure which will provide staff undertaking procurement activities with details of:

- Expected Standards
- Continuous Improvement and Competitiveness Goals
- Social Procurement Goals
- Financial Requirements

- Council staff purchasing responsibilities
- Procurement Methodology
- WHS requirements

### **Social Procurement**

Social procurement involves Council using its buying power to generate social value above and beyond the value of goods or services being procured. Examples of this include a preference to use local suppliers, not-for-profit groups, Aboriginal owned enterprises or Australian Disability Enterprises that provide services to the community. By choosing to use these suppliers, Council is injecting money back into the community, supporting equity and inclusion and employment opportunities for disadvantaged members of the community. This aligns with Council's core behaviours of 'We lead by example' and 'We are community focused' and reflects the recommendations of the revised Disability Inclusion Action Plan (adopted by Council in December 2023).

### **Environmental Outcomes**

Council's Sustainable Communities Strategy, adopted in March 2023, included recommendations to include environmental considerations in Council's procurement decisions. The revised policy reflects this intent, encouraging procurement of environmentally responsible products and services and ensuring environmental impacts are considered in the procurement process.

### **Ensuring Continuity of Service Delivery**

While Council's established practice is to approve tenders by Council resolution, there may be occasions where the elected body is unable to meet to resolve tenders in a timely manner due to external requirements or issues. Amendments to Section 377 of the *Local Government Act 1993* now provide for Council to delegate acceptance of certain tenders to the General Manager to support operational efficiencies – for example meeting mandatory milestones and completion dates for flood repairs or other government-funded projects. The amended policy includes provision for Council to exercise this option, by resolution, should it choose to do so.

### **CONSULTATION**

Changes to Council's current procurement practices have been suggested following meetings with staff involved in tenders for planning major capital works for the upcoming financial year. Issues raised at these meetings were escalated for consideration and draft policy changes proposed.

### **CONCLUSION**

It is recommended that Council adopts the revised Purchasing Policy to ensure continuity of project delivery and further support social procurement activities that can provide positive outcomes for the Richmond Valley community.

### **ATTACHMENT(S)**

1. **Draft Purchasing Policy June 2024 (under separate cover)**

## 17.5 DRAFT OPERATIONAL PLAN 2024/2025 (INCLUDING DRAFT FINANCIAL ESTIMATES 2024/2028), DRAFT REVENUE POLICY 2024/2025 AND DRAFT LONG TERM FINANCIAL PLAN 2024/2034

**Director:** Ryan Gaiter

**Responsible Officer:** Hayley Martin

### EXECUTIVE SUMMARY

At its Ordinary Meeting on 21 May 2024, Council resolved to place the Draft Operational Plan (including Financial Estimates), Draft Revenue Policy and Draft Long-Term Financial Plan on public exhibition.

This report provides information regarding public submissions received by Council during the exhibition period and details minor amendments that have been made to the Draft Financial Estimates.

### RECOMMENDATION

That:

1. Council adopts the Draft Operational Plan 2024/2025 (including Financial Estimates 2024/2028), Revenue Policy 2024/2025 and Long-Term Financial Plan 2024/2034, the subject of this report;
2. In respect to the general land rates contained in the 2024/2025 Draft Revenue Policy, Council in accordance with Sections 535 and 537 of the *Local Government Act 1993* makes the following General Rates for the 2024/2025 financial year:

Rating Category	Base Amount	% Yield from Base Amount	Rate in Dollar (Ad Valorem)
<b>Residential</b>	\$310.00	23.88%	\$0.00351
<b>Rural Residential (sub-category)</b>	\$310.00	27.10%	\$0.00245
<b>Business</b>	\$360.00	9.28%	\$0.01147
<b>Farmland</b>	\$360.00	17.37%	\$0.00271

3. In relation to interest on overdue rates and charges, Council makes and imposes the maximum charge for interest, as determined by the Minister for Local Government and in accordance with Section 566 (3) of the *Local Government Act 1993*, as follows:
  - (i) for the 2024/2025 financial year, 10.5% per annum;
4. In respect of annual charges and user charges for Waste Management, Water, Sewerage and Stormwater Management Service Charges, in accordance with Section 535 of the *Local Government Act 1993*, Council makes these charges as detailed in the 2024/2025 Draft Revenue Policy to apply to the 2024/2025 financial year.

**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 outlined in the report.

**REPORT**

The Draft Operational Plan (including Financial Estimates), Draft Revenue Policy and Draft Long-Term Financial Plan were placed on public exhibition following the Ordinary Meeting of Council on 21 May 2024. The exhibition period closed 4:30pm Wednesday 19 June 2024.

Council's Long-Term Financial Plan 2024/2034 has been reviewed as part of the development of the Operational Plan 2024/2025 (including Financial Estimates 2024/2028).

During the public exhibition period, further information has been received, requiring changes to be made to the 2024/2025 budget. These changes are detailed below:

***Operating Income – increase of \$144,125***

- Updated supplementary land values and the number of assessments and services has resulted in a net increase in rates and annual charges of \$26,485.
- An increase in grant funding towards floodplain risk management and Flying Fox Habitat Restoration Grants of \$117,640.

***Operating Expenditure – increase of \$168,249***

- Revised budgets for Councillor and Mayoral fees, resulting in an increase in operating expenditure of \$2,407 based on fees determined by the Local Government Remuneration Tribunal.
- Adjustments as approved in the March Quarterly Budget Review with the most notable changes being \$100,001 for Floodplain Risk Management project and \$83,115 toward the Flying Fox Habitat Grant.

***Capital Grants and Contributions – increase of \$3,302,857***

- Increase in capital grants as approved in the March Quarterly Budget review along with new grant funding announcements.
  - Woodburn Riverside Jetty \$63,393
  - Coraki Riverside Jetty \$41,923
  - Regional Water Leakage Reduction Program \$125,152
  - NRLX Effluent Management System \$2,262,500
  - Woodburn Pony and Tennis Clubhouse \$504,000
  - Revitalisation of Shark Bay \$42,600
  - Sporting Priority Needs Grant \$94,538
  - Fixing Local Roads – Country Lane \$168,750

***Capital Expenditure – increase of 7,409,438***

The main changes are as a result of a review of the current year's capital works program at 31 March 2024, along with new grant funding announcements, including:

- NRLX Effluent Management System \$3,500,000

- Country Lane Rehab \$650,000
- Woodburn Pony and Tennis Clubhouse \$840,000
- Sporting Priority Needs Grant \$286,977
- Revitalisation of Shark Bay \$198,984
- Casino Raw Water Pump Station Solar Installation \$484,527
- Regional Water Leakage Reduction Program \$250,305
- Kerb & Gutter Broadwater \$108,660

The changes resulted in a slight increase to the unrestricted cash surplus of \$20,433, to \$272,799. The revised budget projections are summarised below:

Budget Estimates	2024/2025	2025/2026	2026/2027	2027/2028
Total Operating Revenue	75,101	77,501	79,848	82,335
Total Operating Expenditure	77,557	78,672	80,207	82,637
<b>Operating Result before Capital Grants and Contributions</b>	<b>(2,456)</b>	<b>(1,171)</b>	<b>(359)</b>	<b>(302)</b>
Add: Capital Grants and Contributions	38,196	33,349	38,652	23,807
<b>Operating Result including Capital Grants and Contributions</b>	<b>35,740</b>	<b>32,178</b>	<b>38,293</b>	<b>23,505</b>
Add: Non-Cash Expenses	20,419	20,739	21,132	21,534
Add: Non-Operating Funds Employed	3,463	4,035	2,746	21,037
Less: Capital Expenditure	64,816	51,384	55,620	61,501
Less: Loan Repayments	3,892	3,428	3,068	2,285
<b>Estimated Funding Result – Surplus/(Deficit)</b>	<b>(9,085)</b>	<b>2,139</b>	<b>3,484</b>	<b>2,291</b>
Restricted Funds – Increase/(Decrease)	(9,358)	1,845	3,216	2,014
<b>Unrestricted Funds – Increase/(Decrease)</b>	<b>273</b>	<b>294</b>	<b>268</b>	<b>277</b>

### ***Draft Revenue Policy***

The Statement of Rates and Charges has been updated with the latest supplementary land values along with movements in the number of assessments and services. Annual charges for waste, water, sewerage and stormwater increased by \$26,485.

### **CONSULTATION**

Council advertised the Draft Operational Plan (including Financial Estimates 2024/2028), Draft Revenue Policy 2024/2025 and Draft Long-Term Financial Plan 2024/2034 from 22 May 2024, with public submissions closing at 4:30pm Wednesday 19 June 2024.

Advertising included coverage on Council's Facebook page, website and community radio interviews. Copies of the draft documents were also made available at Council's administration offices in Casino and Evans Head.

There were four submissions received during the exhibition period which have been provided to Councillors for consideration. All four submissions were in relation to the proposed fee structure of the upgraded Casino Showgrounds facilities in relation to arena hire, stabling, camping, amenities, annual membership passes, user agreements and lighting, some requested clarity as to what the proposed fee entailed.

Upon further consideration of the new fee structure for the Casino Showgrounds, the annual membership pass has been removed as an option as it is not considered feasible, along with the removal of the minimum 2 hours for usage of the Under Cover Arena and Outdoor Arena, with the proposed fee to be \$30.00 per horse/hour or \$50.00 for 2 hours. Other matters raised can be negotiated directly with the stakeholders who made submissions.



## Rates and charges

Council resolved at its 21 May Ordinary Meeting, that the draft revenue policy on public exhibition included the following increases to Rates and Annual Charges:

- General Rates – to increase by 4.60% in-line with Council's IPART determined rate peg
- Domestic Waste Annual Charge – remain unchanged at \$683
- Non-Domestic Waste Annual Charge – remain unchanged at \$720
- Water Access Charges – to increase by 5.00%
- Water Consumption Charges – to increase by 7.50%
- Sewerage Annual Charges – to increase by 7.50%

In determining the increases above, a comparison of rates and annual charges to neighbouring councils was compiled. It is important to note the challenges in comparing councils of various sizes, scale of operations and population densities, however it is pleasing to note that Richmond Valley is amongst the most affordable in the Northern Rivers. With the second largest area at 3,047 km<sup>2</sup>, Council also has one of the lowest populations and total income, but has more infrastructure to maintain, such as roads, water and sewerage networks, than others with higher density areas. These are the challenges facing Council in ensuring we can continue to provide affordable rates, water and sewerage services to our rate payers whilst maintaining our aging infrastructure. A comparison table is provided as follows.

Typical Residential Charges <sup>(1)</sup>	Ballina	Kyogle	Richmond Valley	Lismore	Byron
Residential (average)	\$1,271	\$1,271	<b>\$1,295</b>	\$1,415	\$1,618
Stormwater Charge	\$25	\$111	<b>\$25</b>	\$25	\$25
Water Access Charge (20mm)	\$250	\$522	<b>\$208</b>	\$369	\$237
Water Consumption (150 kL)	\$423	\$333	<b>\$488</b>	\$754	\$542
Sewerage Access Charge	\$1,074	\$998	<b>\$1,254</b>	\$1,013	\$1,563
Domestic Waste – inc Waste levy	\$448	\$750	<b>\$733</b>	\$646	\$834
<b>Total</b>	<b>\$3,491</b>	<b>\$3,985</b>	<b>\$4,003</b>	<b>\$4,222</b>	<b>\$4,819</b>
<b>Cost per week</b>	<b>\$67</b>	<b>\$76</b>	<b>\$77</b>	<b>\$81</b>	<b>\$93</b>
<b>Ranking</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
Total Income from Continuing Operations ('000) <sup>(2)</sup>	\$153,447	\$117,719	\$125,401	\$202,870	\$152,538
Area km <sup>2</sup> <sup>(3)</sup>	484	3,584	3,047	1,287	565
Population <sup>(3)</sup>	41,786	8,939	22,805	43,134	31,556
(1) Based on Draft (unadopted) Fees and Charges 2024/2025					
(2) Per Audited Financial Statements 2022/2023					
(3) Source: Remplan					

## CONCLUSION

Following the public exhibition period 22 May to 19 June 2024, some amendments have been made to the Operational Plan Financial Estimates 2024/2028 and Revenue Policy 2024/2025, as detailed in the report.

It is recommended that Council adopts the draft plans as presented with this report.

## ATTACHMENT(S)

1. **Draft Operational Plan (including financial estimates 2024/2028) (under separate cover)**
2. **Draft Long Term Financial Plan 2024-2034 (under separate cover)**
3. **Draft Revenue Policy 2024/2025 (under separate cover)**

**17.6 FINANCIAL ANALYSIS REPORT - MAY 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 May 2024 is shown below:

Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
\$21,092,079	\$31,000,000	\$6,750,390	\$4,500,000	\$16,370,112	\$79,712,581

The weighted average rate of return on Council's cash and investments at 31 May 2024 was 5.69% which was above the Bloomberg AusBond Bank Bill Index for May of 0.37%, which is Council's benchmark.

**RECOMMENDATION**

That Council adopts the Financial Analysis Report detailing the performance of its cash and investments for the month of May 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 May 2024, Council has earned \$2,688,732 in interest, \$19,020 in fair value gains from fixed rate bonds and \$1,032,789 in fair value gains from funds held in TCorp, for a total investment income of \$3,740,540. This equates to 102.34% of the revised annual budget for interest and investment income of \$3,654,861. The budget was increased as part of the Quarterly Budget Review to 31 March 2024. Council currently receives a net return of 4.55% 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 May total \$2,655.

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 at 4.35% per annum at its May meeting.

**Rate of Return**

The weighted average rate of return on cash and investments in May was 5.69%, an increase in 729 basis points from the previous month. The rate of return is 532 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 \$121,635 during the month of May. The Medium-Term Growth Fund (MTGF) returned a gain of \$77,652 and the Long-Term Growth Fund (LTGF) returned a gain of \$43,983.

During May, equity markets rose in most advanced economies as investors reacted to local data and commentary. The Australian economy is weaker than the RBA expected as many households are reducing discretionary spending and choosing to save. Investors currently anticipate that the RBA will not change the cash rate in this year.

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 \$79,712,581 at 31 May 2024. This was made up of Council's Business Online Saver Account (\$17,620,000), Macquarie Cash Management Account (\$2,012,450), Term Deposits (\$31,000,000), Floating Rate Notes (\$6,750,390), Bonds (\$4,500,000), NSW Treasury Corporation Investments (\$16,370,112) and other bank accounts (\$1,459,629).

Council's investment portfolio had maturity dates ranging from same day up to 1,742 days. Term deposits, floating rate notes and bonds of \$42,250,390 represented 53% of the total portfolio as at 31 May 2024.

Council made the following new investments during May 2024:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Investment Term	Interest Rate
Judo Bank	Term Deposit	Y	\$2,000,000	4 months	5.10%
Judo Bank	Term Deposit	Y	\$2,000,000	6 months	5.20%
National Australia Bank	Term Deposit	N	\$2,000,000	5 months	5.10%
Bank of Queensland	Term Deposit	N	\$2,000,000	6 months	5.15%
National Australia Bank	Term Deposit	N	\$2,000,000	3 months	4.95%
<b>Total</b>			<b>\$10,000,000</b>		

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

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Interest Earned
National Australia Bank	Term Deposit	N	\$2,000,000	\$25,458
<b>Total</b>			<b>\$2,000,000</b>	<b>\$25,458</b>

Council had \$16,370,112 in longer term investments being the MTGF and LTGF held with NSW Treasury Corporation as at 31 May 2024. The investment values and fair value returns are shown below:

Investment Holding	Fair Value 31 May 24	Fair Value Gain/(Loss) at 31 May 24	Fair Value Gain/(Loss) YTD	Fair Value Gain/(Loss) Life of Investment
Medium Term Growth Fund	\$12,985,094	\$77,652	\$738,077	\$1,980,065
Long Term Growth Fund	\$3,385,018	\$43,983	\$294,711	\$385,018
<b>Total</b>	<b>\$16,370,112</b>	<b>\$121,635</b>	<b>\$1,032,788</b>	<b>\$2,365,083</b>

### Environmentally Sustainable Investments (ESI's)

Council's cash and investments portfolio of \$79,712,581 at 31 May 2024 includes \$42,620,112 or 53.5% 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 month of May 2024, Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

As at 31 May 2024 Council's cash and investments totalled \$79,712,581 with \$21,092,079 of this being funds held in bank accounts. The weighted average rate of return was 5.69% and total investment revenue equals 102.34% of revised budgeted revenue for the year to 31 May 2024.

### ATTACHMENT(S)

- RVC Investment Pack - May 2024 (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 GRANT APPLICATION INFORMATION REPORT - MAY 2024**

**Director:** Ryan Gaiter

**Responsible Officer:** Rylee Vidler

**RECOMMENDATION**

That Council receives and notes the Grant Application Information Report for the month of May 2024.

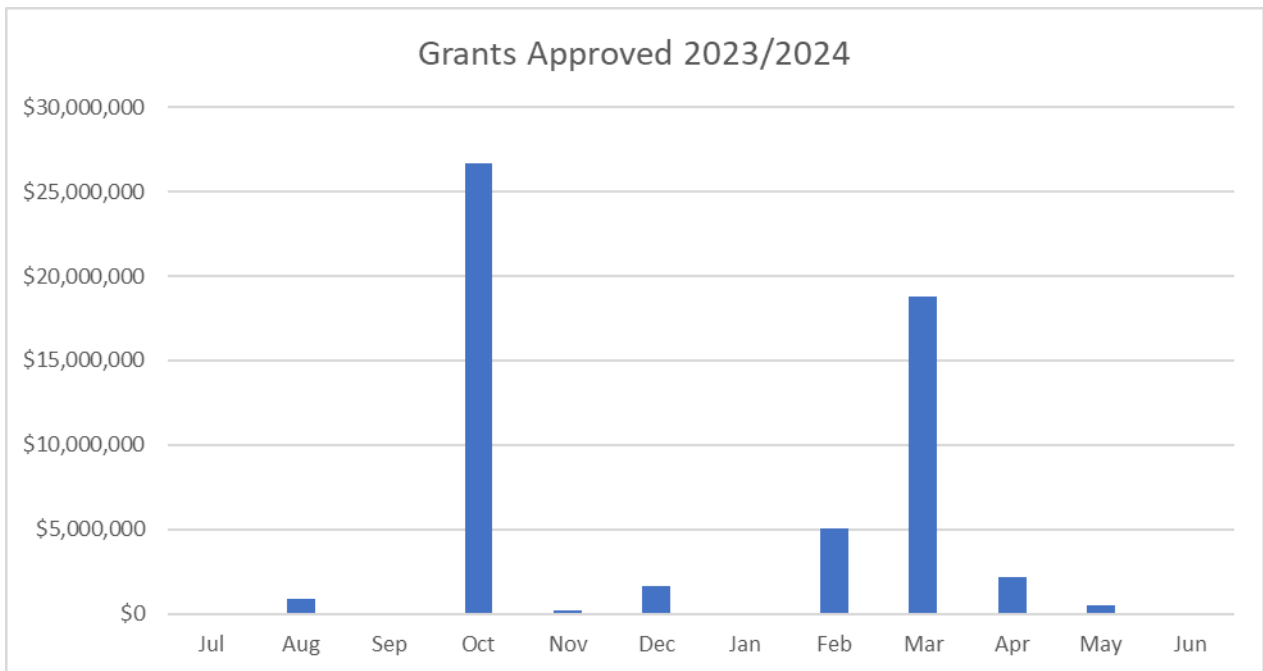
**REPORT**

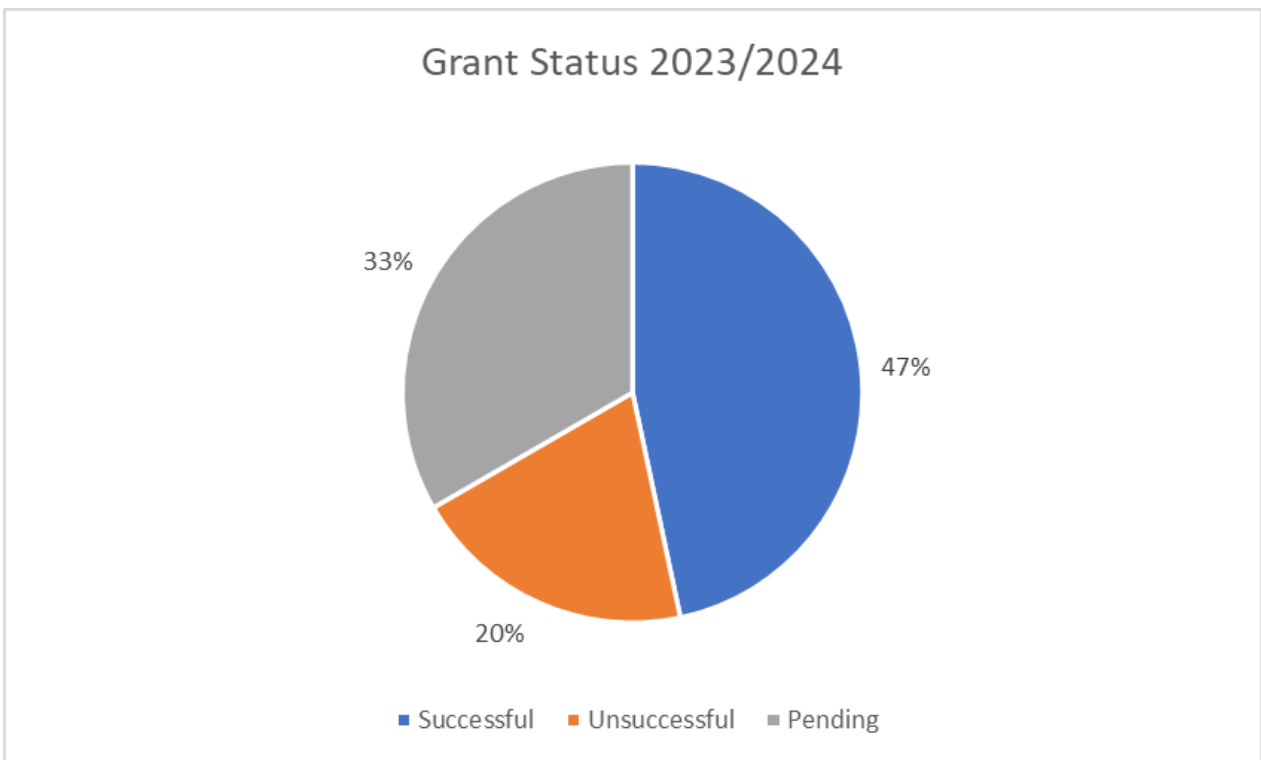
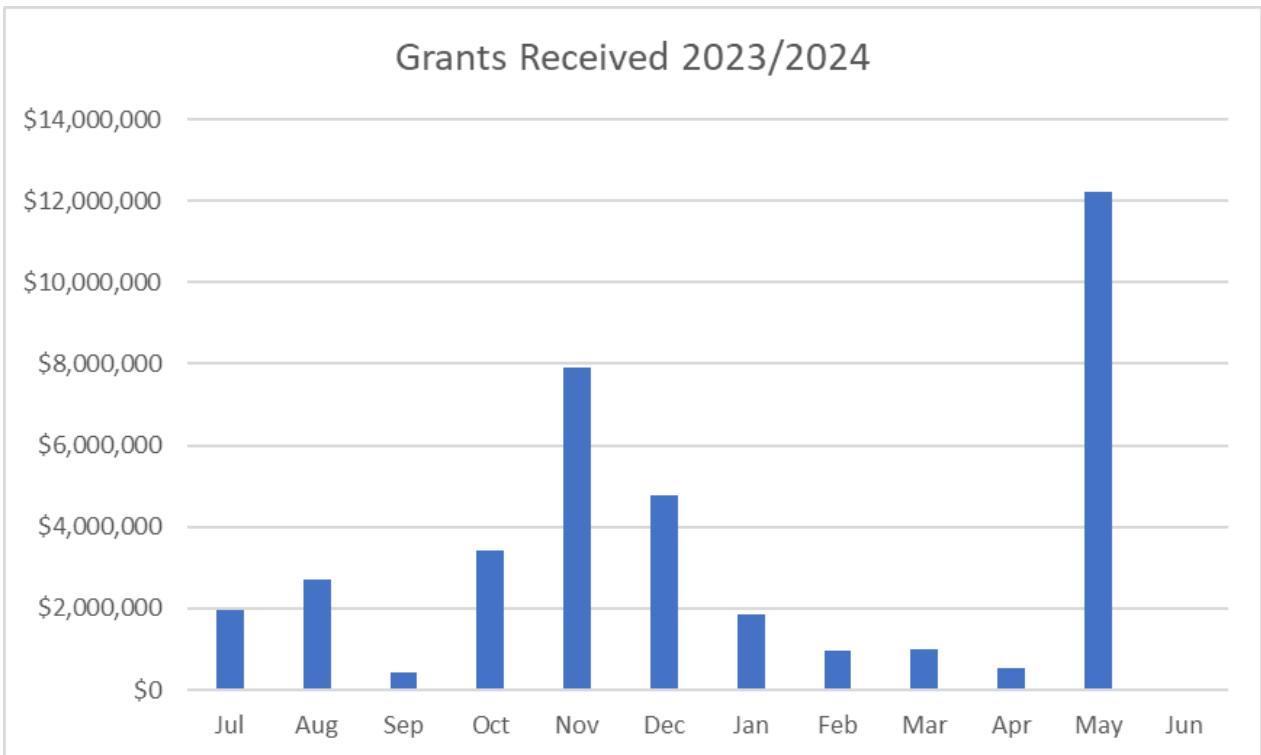
This report provides information on grant applications that have been approved, grants that have been received, grant applications that were unsuccessful and grant applications that were submitted for the month of May 2024.

During the reporting period, there were six grants approved and no new submissions made. Council was notified of one unsuccessful grant application.

Council received funding for six grants totalling \$12,216,734.

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







**Grants that have been approved**

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Approved
NSW Severe Weather and Flooding from 22 February onwards - AGRN 1012 EPAR Works	Transport for NSW (State)	Disaster Recovery Funding Arrangements (DRFA)	\$ 23,303,324	\$23,303,324	\$ -	N/A	Various
Comment: Council has been approved for the following new EPAR projects: Grading on Haydons Rd, Pine Tree Rd, Power Ln and Cook St. Note: This is a cumulative total for all EPAR projects approved, previously reported \$23,279,657. There are currently 31 EPAR submissions approved.							
Richmond Valley Street Fair	Transport of NSW (State)	Open Streets Program	\$ 21,500	\$ 21,500	\$ -	29 April 2024	21 May 2024
Comment: This funding will be used to hold events temporarily closing the main streets in Casino and Evans Head to create engaging spaces that enhance foot traffic.							
Summerland Estate Technical Reports	NSW Reconstruction Authority (State)	Resilient Lands Program	\$ 245,000	\$ 245,000	\$ -	N/A	23 May 2024
Comment: This funding will be used to complete important infrastructure investigations and technical reports to support the planning and delivery of the Summerland Estate.							
Indigenous Youth Cricket Program	Australian Sports Commission (Federal)	Play Well Participation	\$ 12,330	\$ 11,580	\$ 750	22 February 2024	24 May 2024
Comment: This funding will be used to engage Cricket NSW to facilitate two Indigenous Youth Cricket Programs in Casino and Coraki.							
Leak Reduction	Department of Climate Change, Energy, the Environment and Water (State)	Regional Leakage Reduction Program - Infrastructure Grants	\$ 250,305	\$ 125,153	\$ 125,152	N/A	29 May 2024
Comment: This funding will be used to bring all zone water meters online to allow Council to monitor night flows and water use to identify leaks.							
Richmond Park Weed Treatment Program	Department of Planning and Environment (State)	Crown Reserves Improvement Fund - Weeds	\$ 40,744	\$ 35,904	\$ 4,840	17 November 2023	30 May 2024
Comment: This funding will be used to eradicate ecologically harmful weeds and maintaining a sustainable control plan at the Jabiru Geenbeebeinga Wetlands.							

**Grants that have been received**

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
NSW Severe Weather and Flooding from 22 February onwards - AGRN 1012 EPAR Works	Transport for NSW (State)	Disaster Recovery Funding Arrangements (DRFA)	\$ 23,303,324	\$23,303,324	\$ -	N/A	\$ 10,441,650 3 May 2024	\$11,090,248
Comment: Advance payment of 20% of submitted applications value under the Tripartite Agreement.								
Financial Assistance Grant 2023/2024	NSW Local Government Grants Commission (Federal)	Financial Assistance Grant	\$ 6,746,876	\$ 6,746,876	\$ -	N/A - Annual Allocation	\$ 87,539 16 May 2024	\$ 6,746,876
Comment: Quarter 4 instalment of the 2023/2024 FAG Grant.								
Flying Fox Habitat Restoration Grants Program	Local Government NSW (State)	Flying Fox Habitat Restoration Grants Program	\$ 374,992	\$ 299,992	\$ 75,000	2 May 2022	\$ 94,874 23 May 2024	\$ 204,296
Comment: Funding received for milestone 2 & 3 of the grant.								
McDonald Park Riverbank Restoration	Department of Climate Change, Energy, the Environment and Water (Federal)	Biodiversity Conservation Program	\$ 30,000	\$ 20,000	\$ 10,000	N/A	\$ 10,000 27 May 2024	\$ 20,000
Comment: 100% payment 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 28 May 2024	\$ 6,120,000
Comment: Funding received for completion of milestone 5.								
Lolback Bridge	Transport for NSW (State)	Fixing Country Bridges Round 2	\$ 583,902	\$ 583,902	\$ -	23 November 2021	\$ 175,171 29 May 2024	\$ 525,511
Comment: Next 30% of funding received per Milestone Agreement								

**Unsuccessful Grant Applications**

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Advised Unsuccessful
Amenities Upgrade of Casino-Evans Head Surf Club	Department of Planning and Environment (State)	Crown Reserves Improvement Fund	\$ 148,259	\$ 148,259	\$ -	17 November 2023	30 May 2024
Comment: Number of applications exceeded the funding allocation. This application was deemed a lower priority relative to other applications.							

**19.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE MINUTES****Director: Ryan Gaiter****Responsible Officer: Latoya Cooper****RECOMMENDATION**

That Council receives and notes the Minutes of the Audit, Risk and Improvement Committee held on 29 May 2024.

**REPORT**

At the May Audit, Risk and Improvement Committee meeting, presentations were provided by staff on Water & Sewer projects, Information and Technology projects and ongoing Strategic Planning actions.

The Committee was also briefed on the request to quote for the Internal Audit Function, the recent Business Continuity Plan test and the Continuous Risk Improvement Program and received an update on the recent gap analysis report.

During the quarter there were five (5) internal audit actions added and three (3) actions completed, leaving 23 actions outstanding as at 31 March 2024. There was no change to report in the status of either the long-standing actions or the external audit actions.

**ATTACHMENT(S)**

- 1. Audit, Risk and Improvement Committee Minutes 29 May 2024 (under separate cover)**

**19.3 COMPLETION OF NAMMOONA RESOURCE & RECOVERY CELL 6 PROJECT**

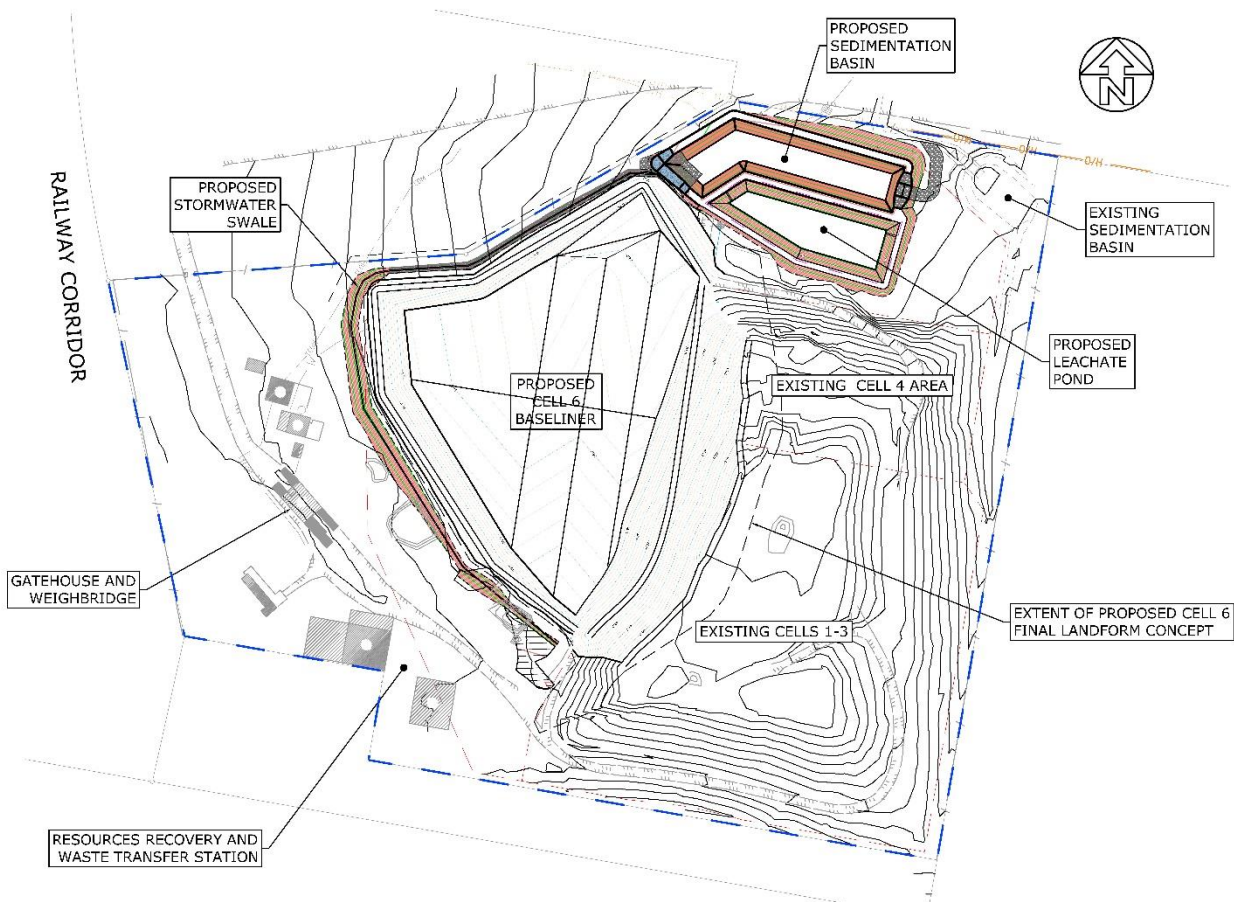
**Director:** Ben Zeller  
**Responsible Officer:** Alasdair Lawrence

**RECOMMENDATION**

That Council notes the completion of the Nammoona Resource and Recovery Cell 6 Project.

**REPORT**

The commissioning of a new landfill cell (known as ‘Cell 6’) at the Nammoona Waste and Resource Facility is a milestone in the provision of Council’s resource recovery service, and a significant long-term asset for Council. It will provide nearly 250,000 m<sup>3</sup> of void space, comparable with the scale of other rural facilities. Cell 6 is intended to be solely for residual waste arising in Richmond Valley, providing around 13 years of disposal capacity. If market conditions change over time, some waste may be transported to Queensland or additional waste might be sourced from the market.



*Image 1 – Site Plan*

The Cell will be commissioned as soon as the EPA ‘Licence Variation’ is approved. The EPA has been advised of the progress of works monthly, since construction commenced and has raised no concerns. The Licence Variation application was submitted in late April 2024 and processing typically takes 4 – 12 weeks depending on EPA resourcing availability and the resolution of any relevant concerns.

Subject to the installation of a small pump and the EPA sign-off, Cell 6 is otherwise ready for commissioning. The following tasks have been undertaken to prepare for operations:

- All operational staff have undertaken a two day 'Landfill Operations' training course in conjunction with other regional councils and NEWaste.
- A specialist Waste Compliance Operator, responsible for all daily operations and environmental performance management is being recruited.
- All plant and equipment at the site has been externally reviewed, demonstrating that it is fit for purpose. In particular, the compactor (critical plant in ensuring the optimal economic use of the air space) has been significantly overhauled.
- A specialist software package, along with GPS technology for the compactor has been procured to optimise compaction of deposited waste.
- A 'Fill Plan' has been developed to guide the pattern in which waste is deposited in Cell 6, to minimise environmental impact (leachate) and optimise operational efficiency.
- The 'Landfill Environment Management Plan', 'Operational Management Plan' and 'Pollution Incidence Response Management Plan' for the site have all been reviewed and updated with external guidance.
- All 'Safe Work Method Statements' and 'Standard Operations Plans' have been internally reviewed and updated.



*Image 2 – Cell 6A ready for use once Licence Variation is approved.*

This project was originally scoped in 2016 with an estimated cost of \$3.4m but unresolved issues around leachate, stormwater, and cells 1-4 capping considerations resulted in a design not being finalised until 2020. A revised budget of \$6.15m for the Cell 6 Construction was adopted in 2021. Delays in commencing the project with flooding and contractor availability resulted in a final revised cost for Cell 6A to be estimated at just over \$6m with an additional \$1.4m proposed in the draft LTFP in years 2027-2029 for completion of Cell 6B. The spend to date has been financed by a \$1.9m loan, with the balance being funded from the Waste Reserve.

The project has been a significant achievement for Council as it is the first project of this type that it has undertaken. Construction of the new cell has provided a solution to a looming risk and places the Richmond Valley in an enviable position when it comes to its residual waste management compared to other local government entities. With all projects of this scale, a post project review has highlighted some lessons learned which the Waste Recovery team will keep in mind for future projects.

A strategic approach is critical for mitigating future risks with waste management. The planning for the Richmond Valley's next waste disposal option needs to start now, in readiness for a transition after the 13-year life of this cell has occurred. While the Cell 6 project from concept to completion has taken a significant amount of time, it now provides Council with the necessary planning time to consider future landfill options which will be a key outcome for the updated Waste and Resource Recovery Strategy, due for review and consultation in 2025.

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

**19.4 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 MAY 2024 - 31 MAY 2024**

**Director:** Angela Jones

**Responsible Officer:** Andy Edwards

**RECOMMENDATION**

That Council receives and notes the Development Application report for the period 1 May 2024 to 31 May 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 May 2024 to 31 May 2024 was twenty-three (23), inclusive of three (3) privately certified applications with a total value of \$3,171,175.30.

During May, one (1) application which had previously been approved as a Deferred Commencement Consent demonstrated that the deferred commencement conditions had been met, resulting in the issue of an Operational Consent. This being DA2024/0001- Victory Camp Road, Casino for a Resource Recovery Station.

DA2023/0166 – 2375 Bruxner Highway, Irvington for a flood affected property was withdrawn due to the proposed relocation of the dwelling being located in a road reserve.

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

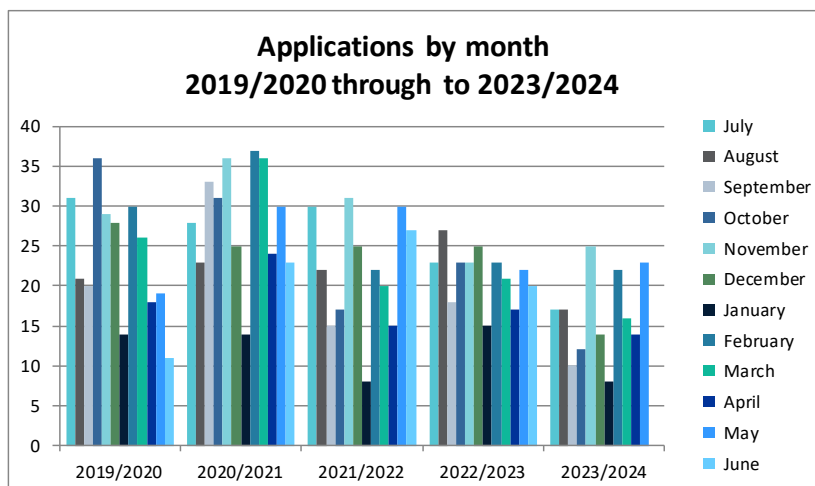


Figure 1: Monthly number of development applications and CDC's processed by Council over five financial years.



Figure 2 provides the annual value of Development Consents including CDCs issued by Council over five financial years and Figure 3 provides a detailed review of the value for the reporting month of May 2024.

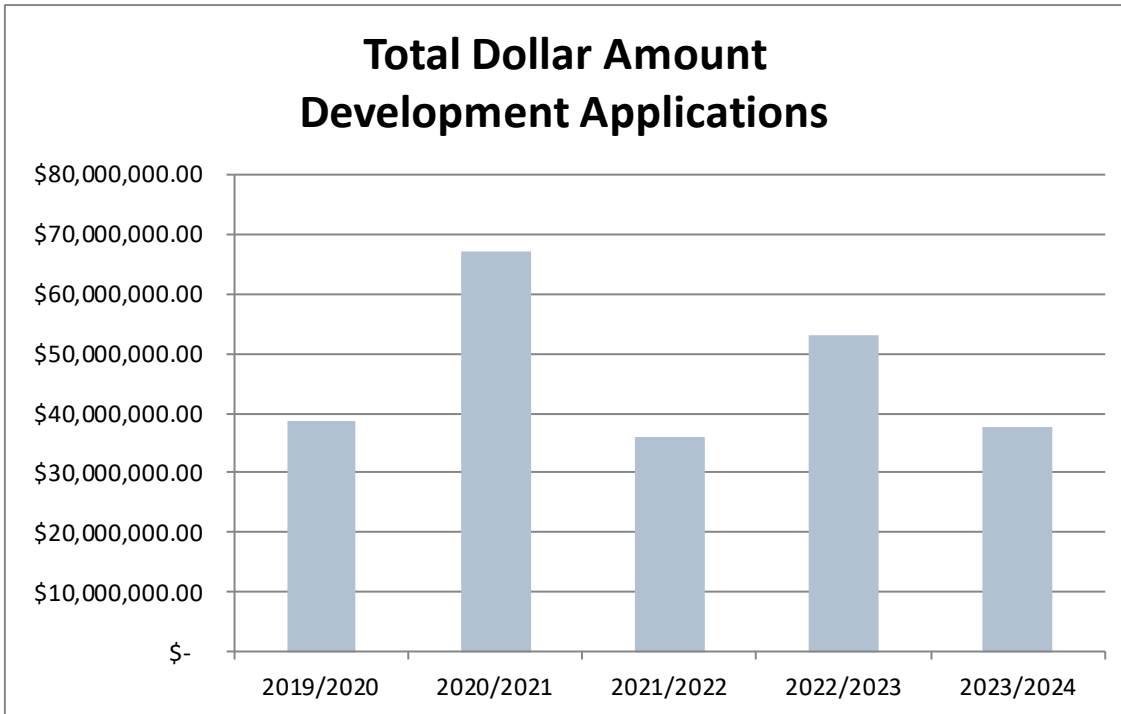


Figure 2: Annual value of development

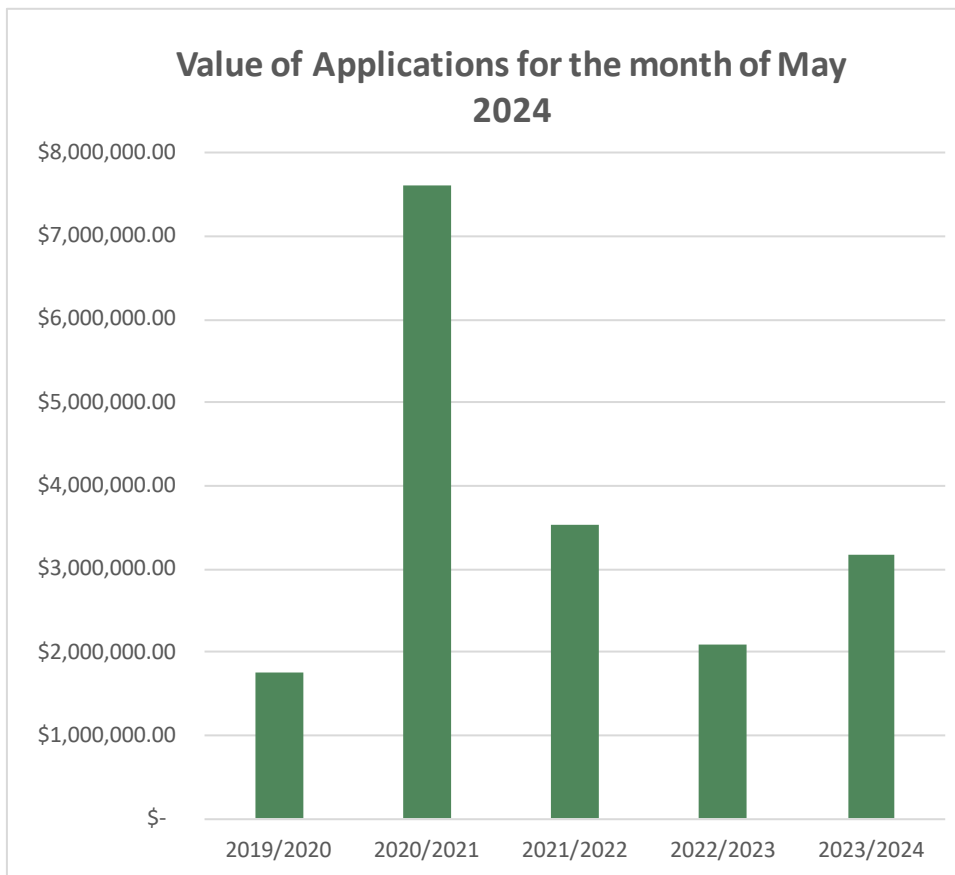


Figure 3: Value of development for the month of May 2024

**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 4 and 5 detail the number of applications determined by Council over the past five years.

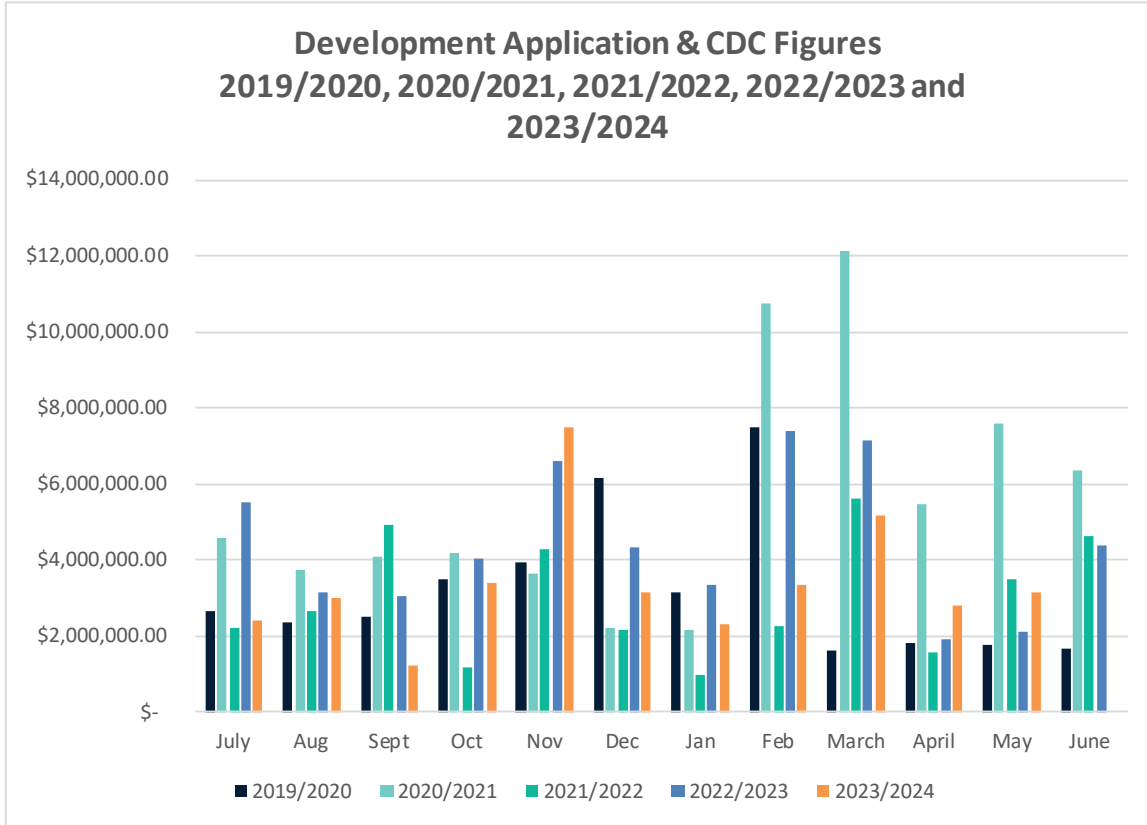


Figure 4: Value of development applications per month over five financial years.

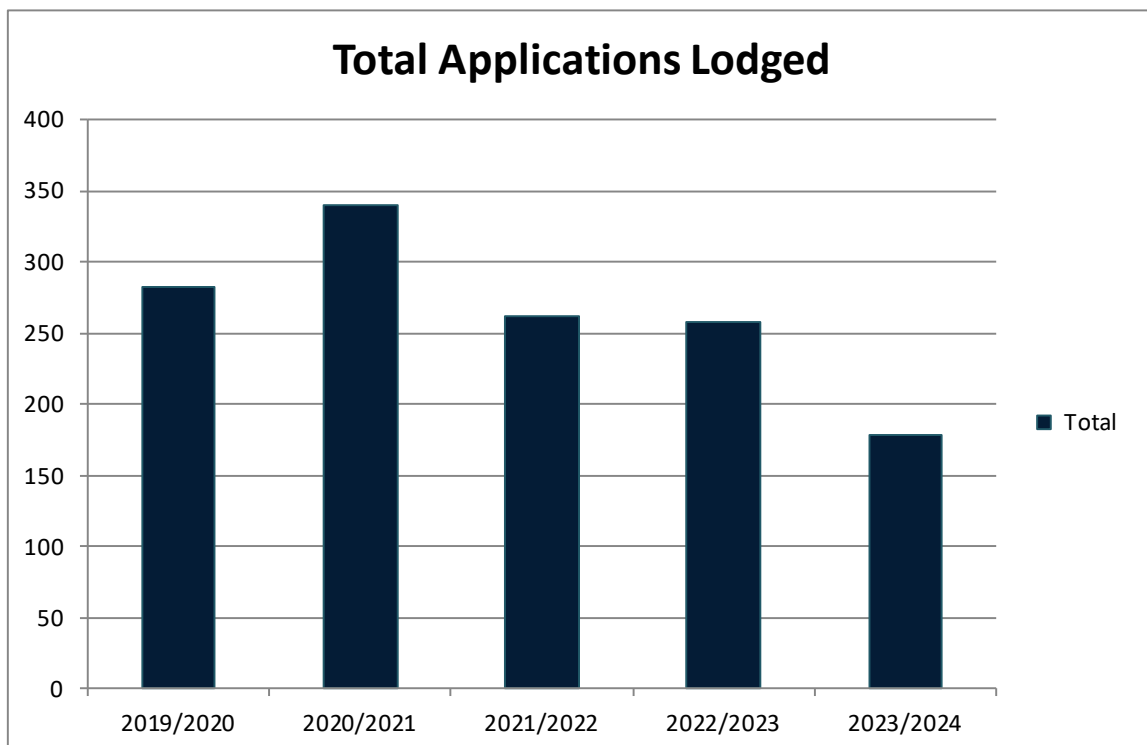


Figure 5: Number of Development Applications & CDCs per annum over five financial years

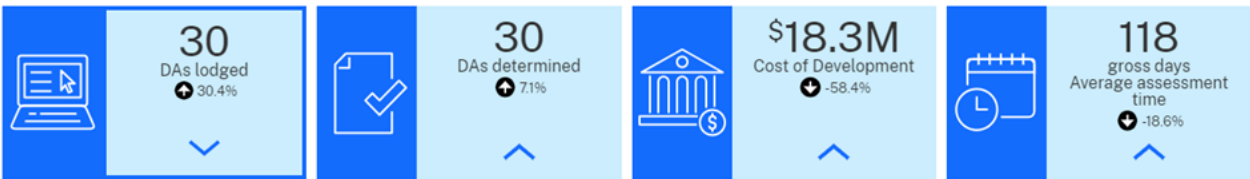
**Activity for the month of May 2024**

General Approvals (excluding Subdivisions, Section 4.55)	17
Section 4.55 amendments to original consent	1
Operational Consent	1
Subdivision	0
Refused	0
Rejected	0
Withdrawn	1
<b>TOTAL NUMBER OF DEVELOPMENT APPLICATIONS DETERMINED (Excluding withdrawn applications)</b>	<b>19</b>
Complying Development (Council Approved)	1
Complying Development (Private Certifier Approved)	2
Amended Complying Development (Private Certifier Approved)	1
<b>Average assessment days for applications determined in May 2024 (Planning &amp; Building Combined)</b>	<b>33</b>
<b>No. of Integrated development applications determined in May 2024</b>	<b>1</b>
<b>No. of Designated development applications determined in May 2024</b>	<b>0</b>

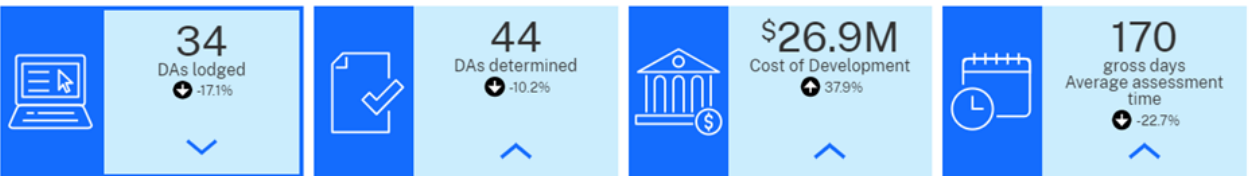
**Northern Rivers region NSW Government comparative data – May 2024**



Byron-May 2024



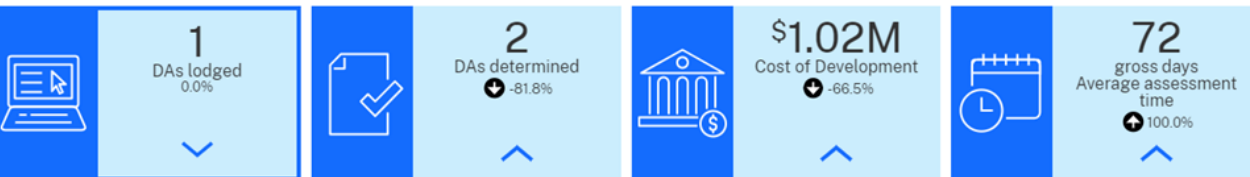
Tweed-May 2024



Clarence Valley-May 2024



Kyogle-May 2024



[NSW Planning Performance Dashboard | Planning Portal - Department of Planning and Environment](#)

The data above includes near real-time data for applications lodged on the NSW Planning Portal for Councils in the Northern Rivers for May 2024. The parameters of the NSW Government data are different to the statistics that Council captures and reports on monthly to an Ordinary meeting.

Some points to note with this data include:

- Estimated cost of development is for approved applications, based on data provided by applicants. The dollar value is measured in millions (\$m).
- The average determination day figure is calculated by dividing the total number of days taken to determine all applications by the total number of determined applications. Determination days are measured as gross days – the total number of days lapsed between the lodgement and the determination of the application. Determination days includes the time taken for applicants to respond to requests for information from consent authorities (referred to as ‘Stop the Clock’), hence the difference between the NSW Government data and RVC data.

**ATTACHMENT(S)**

Nil

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 May 2024 to 31 May 2024								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
DA2024/0080	Barker Studio Pty Ltd	P R & J J Wotherspoon	23 Riverview Street, Evans Head	Alterations and additions to existing dwelling including partial demolition and ancillary works.	15/12/2023	20/12/2023	31/05/2024	\$546,150.00
DA2024/0093	Evolve Planning Services Pty Ltd	NLI Management Pty Ltd	5/82-94 Barker Street, Casino	New shop front, awning repair and internal ramp	18/01/2024	7/02/2024	9/05/2024	\$249,000.00
DA2024/0097	Chris Burley Constructions	A J & D J Taylor	34 East Street, Casino	Erection of solaris insulated roof panel carport (12000 x 5600)	25/01/2024	2/02/2024	2/05/2024	\$19,200.00
DA2024/0098	A Rubanov	S Tuck, T Roubanova & A Rubanov	2065 Bungawalbin Whiporie Road, Gibberagee	Proposed use of an 'As built earth mound' for future residential purposes with dimensions 52m long x 32m wide at the bottom, and 40m long x 20m wide at the top. The batters are sloped at a ratio of 1:2 (3m tall, extending 6m out)	28/01/2024	2/02/2024	21/05/2024	\$50,000.00
MA2024/0004	R J Hayes	Rod N Reel Pty Ltd	99-103 River Street, Woodburn	S4.55(2) Modification - Demolishing a small existing plant room and concrete stairs, installing a new attached roofed deck and 2 x shipping containers for storage	17/02/2024	27/02/2024	2/05/2024	\$0.00
DA2024/0119	Approved Pty Ltd	K L & D J Anderson	15 Vidlers Road, Yorklea	Erection of a new dwelling to create a dual occupancy	29/02/2024	11/03/2024	30/05/2024	\$379,728.00
DA2024/0125	R J Hayes	K D & C W Bradford	26 Cassia Street, Evans Head	Renovations and additions to the existing dwelling, including swimming pool, patio, garage with attached carport and associated works	7/03/2024	21/03/2024	30/04/2024	\$159,951.00
DA2024/0131	R J Hayes	S A & H M Stower	19 Cedar Street, Evans Head	Partial demolition and renovation of the existing dwelling including two (2) decks, carport, games room, laundry & associated works	13/03/2024	21/03/2024	3/05/2024	\$349,800.00
DA2024/0134	North Coast Sheds & Garages Pty Ltd	T A & J D Winkler	21 Martin Street, Coraki	Proposed shed with attached awning	25/03/2024	4/04/2024	3/05/2024	\$37,432.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 May 2024 to 31 May 2024								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
DA2024/0135	R J Hayes	K I & S N Banks	369 Swan Bay New Italy Road, Swan Bay	New two storey dwelling with attached shed	26/03/2024	4/04/2024	13/05/2024	\$345,400.00
DA2024/0136	G L Colin	G L C & J A Bruce	5 Tullaroook Grove, Spring Grove	Construction of a shed with amenities including toilet, shower and basin	26/03/2024	16/04/2024	24/05/2024	\$59,558.00
DA2024/0138	R J Hayes	I J N & L A Stahl	1515 Woodburn Coraki Road, Coraki	Renovations and additions to an existing ground level brick veneer dwelling	2/04/2024	12/04/2024	30/05/2024	\$330,000.00
DA2024/0142	R J Hayes	S J Litchfield	23 Cashmore Lane, Evans Head	Replacement of some existing deck areas on the North West and South East sides of the dwelling, an extension towards the front boundary by 1.4m with timber decking, a bullnose awning cover, a new set of stairs and associated	5/04/2024	12/04/2024	24/05/2024	\$19,899.00
DA2024/0145	Northern Rivers Pools	W J Goldthorpe & A T Newby	3580 Casino Coraki Road, Greenridge	Installation of an in ground fibreglass swimming pool, its associated equipment and fencing	9/04/024	16/04/2024	24/05/2024	\$67,640.00
DA2024/0147	B Bowman	H J & G W Riches	18 Bottlebrush Crescent, Evans Head	Construction of an insulated skillion patio to rear of dwelling	24/05/2024	17/04/2024	24/05/2024	\$44,380.00
DA2024/0151	S D Henderson	V L Wale	46 Simpson Parade, Casino	New 29sqm <sup>2</sup> rear deck	12/04/2024	18/04/2024	17/05/2024	\$15,216.30
DA2024/0154	R J Hayes	C J & J A Clarke	121 Woodburn Street, Evans Head	Remove existing inground concrete swimming pool, shape and drain the rear yard area, remove the existing light weight covered rear outdoor area, build on additional outdoor area and replace front court yard fencing	22/04/2024	1/05/2024	23/05/2024	\$69,300.00
DA2024/0161	D R Cordery	K M & D R Cordery	65 Brahman Way, North Casino	5mx3m Plunge pool and associated fencing	25/04/2024	8/05/2024	31/05/2024	\$48,521.00

Summary of Council Certified Complying Development Applications determined under the Environmental Planning and Assessment Act for the period 1 May 2024 to 31 May 2024								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
CDC2024/0022	R J Hayes	I L Saul	8 Heath Street, Evans Head	Demolition of existing "lean to" structures and leaving the original house.	2/05/2024	3/05/2024	20/05/2024	\$22,000.00
Summary of Privately Certified Applications determined under the Environmental Planning and Assessment Act for the period 1 May 2024 to 31 May 2024								
Application ID	Applicant	Owners	Location	Development	Date Submitted to Council for Registration	Date Accepted	Determination Date	Estimated Cost
MA2024/0010	Professional Certification Group Pty Ltd	M A Catlin & J L Barton	29 Ginibi Drive, Swan Bay	Amendment to construction of a single storey dwelling with attached garage	31/05/2024	31/05/2024	30/05/2024	\$0.00
CDC2024/0023	RTM Trading Pty Ltd t/as Direct Certificati	One Funds Management Limited	5A Hickey Street, Casino	Internal alterations to existing dwellings	6/05/2024	6/05/2024	3/05/2024	\$350,000.00
CDC2024/0024	Techton Building Services	P F & A I Connolly	24 Country Lane, Casino	Alterations & Additions to an Existing Dwelling to Create a Walk in Robe	15/05/2024	14/05/2024	14/05/2024	\$8,000.00

Summary of Development Applications issued an Operation Consent under the Environmental Planning and Assessment Act for the period 1 May 2024 to 31 May 2024								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
DA2024/0001	Beveridge Williams & Co	Richmond Valley Council	Victory Camp Road, Casino	Resource Transfer Station	3/07/2023	2/08/2023	7/05/2023	\$0.00
Summary of Development Applications Withdrawn under the Environmental Planning and Assessment Act for the period 1 May 2024 to 31 May 2024								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
DA2023/0166	K E Carlton	B P & K E Carlton	2375 Bruxner Highway, Irvington	Raise and relocate existing dwelling above flood with alterations & additions	20/04/2023	16/05/2023	N/A	\$150,000.00

**19.5 TOWN ENTRY AND BOUNDARY SIGNS PROJECT UPDATE****Director:** Ben Zeller**Responsible Officer:** Hayley Hancock**RECOMMENDATION**

That Council receives and notes the Town Entry and Boundary Signs project update.

**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 consecutive weather events, it was determined that Council should remove the existing town entry and boundary signs (including frames) and progress with alternative designs.

Design concepts were developed in house and presented to Councillors in early 2023 and feedback was sought. In late 2023, Council staff began 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 to the December 2023 Information Session showcasing the new signage concepts and a further updated presentation was provided at the February 2024 Information Session, with 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.

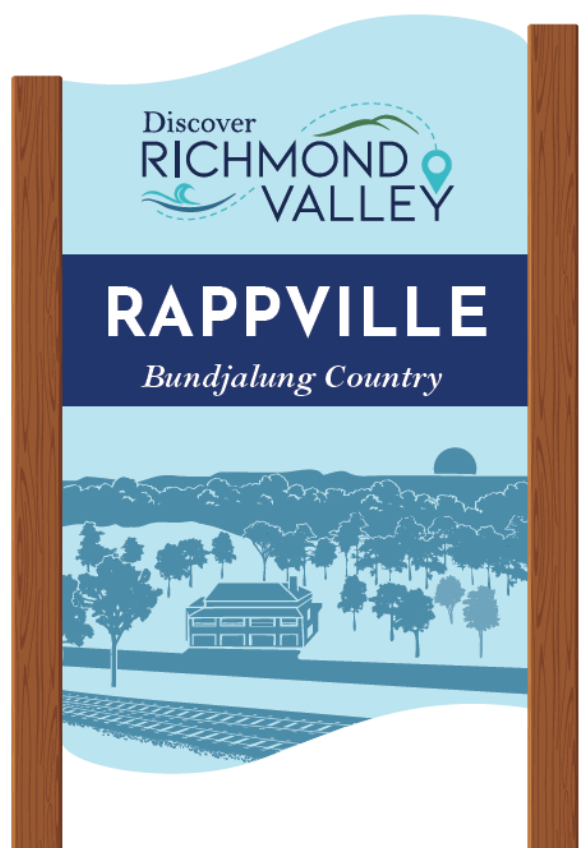
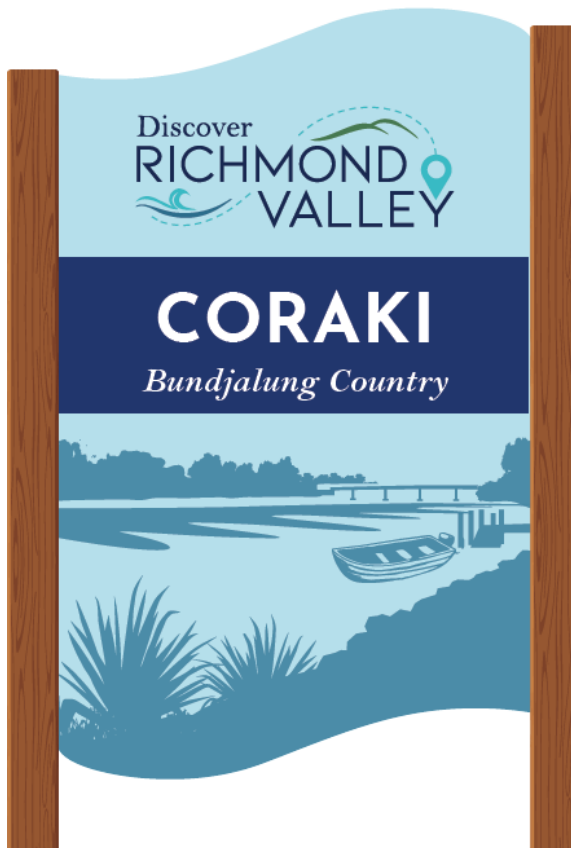
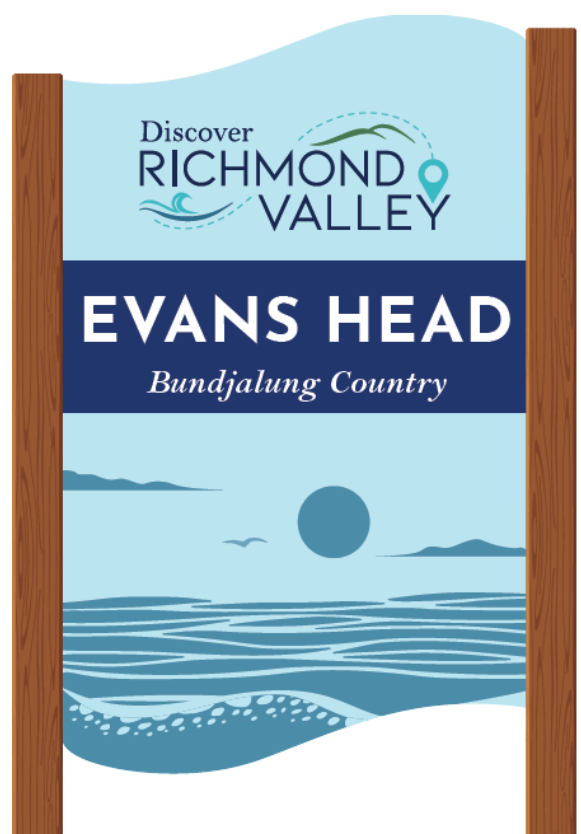
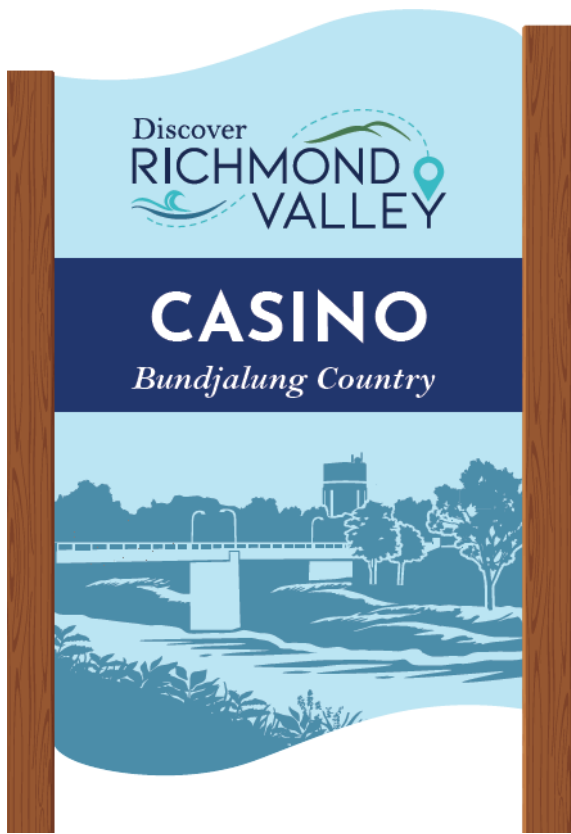
The final design concepts and dimensions were presented to the February 2024 Ordinary Meeting seeking final approval.

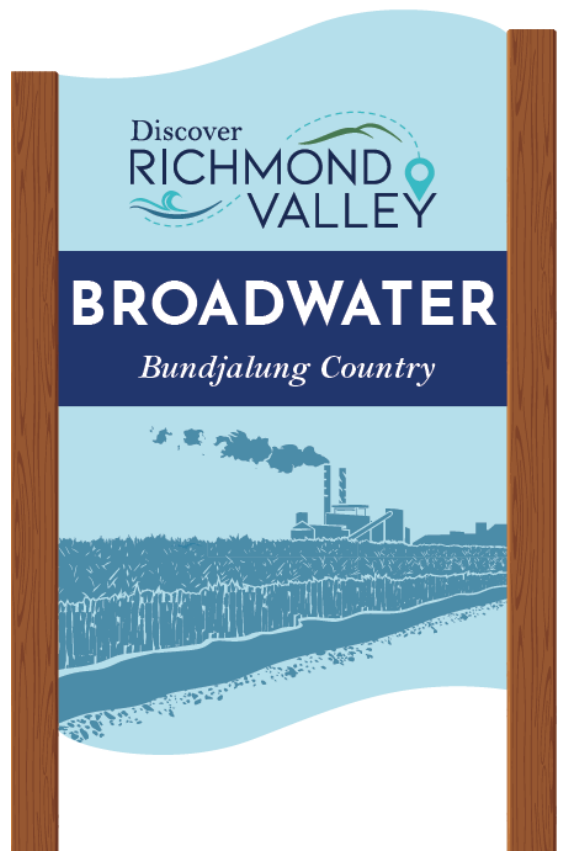
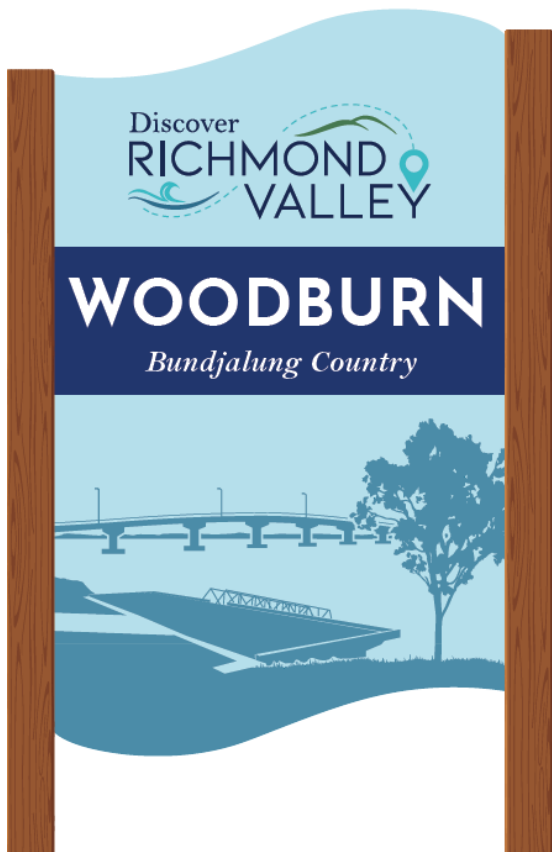
Design considerations included the need for the signs to:

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

Council resolved to approve the final design concept with images of the approved designs shown below.







Casino based sign company Signarama was awarded the contract based on its quotation response and began manufacturing the signs in April 2024 which were ready for installation in the second week of May. Local contractor Bennett and Robertson Construction installed the Casino Town Entry Signs in time for the influx of tourists coming to the Richmond Valley for Primex and Beef Week.



Installation of the remaining town entry and boundary signage for all Richmond Valley locations is expected to be completed by 30 June 2024. The intended order for completion is as follows:

- Boundary signs in Casino
- Evans Head town entry
- Town and boundary signs for Broadwater, Woodburn, Coraki, and Rappville
- The last sign to be installed will be the boundary sign on the Pacific Highway which is subject to Transport for NSW approval.

The residue concrete footings from the previous signage will be removed as the final activity of the project.

It is anticipated that on completion of this project, the total expenditure will be circa \$170,000. This consists of \$10,000 for the concept and graphic design, \$122,000 for sign manufacturing (25 signs), \$26,000 for installation and \$12,000 for traffic control. This will be funded by \$55,000 under the Stronger Country Communities Grant and \$115,000 from Council's 2022 Flood event insurance payment of \$5 million, as many of the previous signs were significantly damaged in the flood.

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

**Nil**

**20 QUESTIONS ON NOTICE**

Nil

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

## **22 MATTERS REFERRED TO CLOSED COUNCIL**

### **RECOMMENDATION**

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

#### **22.1 Tender VP407583 - Design & Construct Upper Cherry Tree Road Landslip**

This matter is considered to be confidential under Section 10A(2) - (d)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

#### **22.2 Tender VP408338 - Design and Construct Upper Mongogarie Road Landslip**

This matter is considered to be confidential under Section 10A(2) - (d)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

#### **22.3 Tender VP408552 - Design and Construct MR145 Landslip**

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

#### **22.4 Tender VP406817 - Supply and Delivery of Bitumen Surfacing, Stabilisation and Asphalt Services 2024-2025**

This matter is considered to be confidential under Section 10A(2) - (d)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**23 RESOLUTIONS OF CLOSED COUNCIL**