

Richmond
Valley
Council



ATTACHMENTS

Tuesday, 18 February 2025

UNDER SEPARATE COVER

Ordinary Council Meeting

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MINUTES

Ordinary Council Meeting 17 December 2024

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ORDINARY COUNCIL MEETING MINUTES

17 DECEMBER 2024

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ORDINARY COUNCIL MEETING MINUTES

17 DECEMBER 2024

**MINUTES OF RICHMOND VALLEY COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, 10 GRAHAM PLACE, CASINO
ON TUESDAY, 17 DECEMBER 2024 AT 6PM**

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

PRESENT: Cr Robert Mustow (Mayor), Cr Stephen Morrissey (Deputy Mayor), Cr Sam Cornish, Cr Robert Hayes, Cr Sandra Humphrys, Cr Lyndall Murray, Cr John Walker.

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

1 ACKNOWLEDGEMENT OF COUNTRY

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

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

2 PRAYER

The meeting opened with a prayer by the General Manager.

3 PUBLIC ACCESS

Nil

4 APOLOGIES

Nil

5 MAYORAL MINUTES

Nil

6 CONFIRMATION OF MINUTES**6.1 MINUTES ORDINARY MEETING HELD 19 NOVEMBER 2024****RESOLUTION 171224/1**

Moved: Cr Stephen Morrissey

Seconded: Cr Robert Hayes

That Council confirms the Minutes of the Ordinary Meeting held on 19 November 2024.

CARRIED

7 MATTERS ARISING OUT OF THE MINUTES

Cr Stephen Morrissey referred to Item 12.1 Delegates' Report November 2024 – Rous County Council and congratulated Cr Robert Mustow on being re-appointed Chair of Rous County Council.

8 DECLARATION OF INTERESTS

Cr Robert Mustow declared a non-pecuniary insignificant conflict, in Item 19.6 Outcome of Community Financial Assistance Program 2024/2025 Round One Funding, due to being a volunteer of the group Cycling without Age – Casino Chapter.

Cr Sandra Humphrys declared a non-pecuniary insignificant conflict, in Item 19.6 Outcome of Community Financial Assistance Program 2024/2025 Round One Funding, due to being a volunteer of the group Cycling without Age – Casino Chapter

Cr Robert Hayes declared a non-pecuniary insignificant conflict in relation to Item 19.1 Beech Street Traffic Calming Report Update, due to being an applicant for a development application located on that street.

Cr Lyndall Murray declared a non-pecuniary insignificant conflict, in Item 19.6 Outcome of Community Financial Assistance Program 2024/2025 Round One Funding, Mid-Richmond Neighbourhood Centre, due to being a volunteer of the Mid-Richmond Neighbourhood Centre.

9 PETITIONS

Nil

10 NOTICE OF MOTION

Nil

11 MAYOR'S REPORT**11.1 MAYORAL ATTENDANCE REPORT 12 NOVEMBER - 10 DECEMBER 2024****RESOLUTION 171224/2**

Moved: Cr Robert Mustow
Seconded: Cr Stephen Morrissey

That Council receives and notes the Mayoral Attendance Report for the period 12 November – 10 December 2024.

CARRIED**12 DELEGATES' REPORTS**

Nil

13 MATTERS DETERMINED WITHOUT DEBATE**13.1 MATTERS TO BE DETERMINED WITHOUT DEBATE****RESOLUTION 171224/3**

Moved: Cr Sandra Humphrys
Seconded: Cr Stephen Morrissey

That items 15.1, 16.1, 17.1, 17.3 identified be determined without debate.

CARRIED**14 GENERAL MANAGER****14.1 COMMUNITY STRATEGIC PLAN ENGAGEMENT STRATEGY****EXECUTIVE SUMMARY**

The *Local Government Act 1993* requires each newly-elected Council to review its Community Strategic Plan and develop a new Delivery Program for its term of office. This involves extensive consultation with the community and a draft Engagement Strategy has been prepared to help guide this process. The strategy aims to ensure that as many people as possible have the opportunity to contribute to the development and refinement of these plans through a range of engagement activities.

RESOLUTION 171224/4

Moved: Cr John Walker
Seconded: Cr Sandra Humphrys

That Council endorses the Draft Community Strategic Plan Engagement Strategy and publishes a copy of the document on its website.

CARRIED

15 COMMUNITY SERVICE DELIVERY**15.1 BULK WATER CHARGES****EXECUTIVE SUMMARY**

For the 2024/2025 financial year Council amended its Revenue Policy to create equity between existing external (to the network) bulk water customers. These changes resulted in a small number of customers being inappropriately charged both the bulk water charge as well as the water access charge. It is proposed to amend the Revenue Policy to create a new charge enabling Council to allocate an appropriate charge to these existing water customers.

Subject to endorsement by Council, the proposed changes to the Revenue Policy will be exhibited for a minimum of 30 days (excluding public holidays and a period of 2 weeks over the Christmas period) to allow written submissions to be received. At the conclusion of the exhibition period a further report will be prepared for Council's consideration.

RESOLUTION 171224/5

Moved: Cr Sandra Humphrys

Seconded: Cr Stephen Morrissey

That Council:

1. Endorses the proposed amendment to the Richmond Valley Council Revenue Policy 2024/2025 to introduce a Private Property Connection – Bulk Water Sale Charge.
2. Places the proposed amendment on Public Exhibition for a period of at least 30 days (excluding public holidays and a period of 2 weeks over the Christmas period).
3. Notes that a further report will be presented for Council's consideration at the conclusion of the exhibition period.

CARRIED

15.2 SECTION 7.11 HEAVY HAULAGE CONTRIBUTIONS PLAN - REVIEW AND AMENDMENTS**EXECUTIVE SUMMARY**

A review has been undertaken of Council's Section 7.11 (formerly s.94) Heavy Haulage Contributions Plan. The review focused on bringing the Plan into alignment with current legislation (that is the replacement of section 94 with section 7.11 under the *Environmental Planning and Assessment Act 1979*) and its effectiveness achieving its intended objective of collecting contributions from heavy haulage development that cause accelerated wear and tear on local roads. The review found road construction costs, relied upon by the Plan to calculate a per tonne contribution, have on average increased from \$450,000/km to over \$1,000,000/km. This increase is more than 3 times the equivalent CPI increases over the same period. The review also identified heavy haulage vehicles, particularly those used in the extractive industry sector, are generally heavier over each axle resulting in accelerated wear and tear on roads.

As a result, draft amendments to the Contributions Plan propose increasing contributions for new heavy haulage developments from \$0.096/tonne/km to \$0.18/tonne/km. The increased charge would only apply to new industries when they secure development consent. Existing industries continue on the rates at the time of their consent, with subsequent CPI increases.

This report seeks support from Council to publicly exhibit the Draft Amendments for a minimum period of 30 days (excluding public holidays and a period of 3 weeks over the Christmas period).

RESOLUTION 171224/6

Moved: Cr Robert Mustow

Seconded: Cr Sam Cornish

That Council:

1. Receives and notes the Section 7.11 Heavy Haulage Contributions Plan – Review and Amendments report; and
2. Endorses the Draft Richmond Valley Council Section 7.11 Heavy Haulage Contributions Plan (as amended) for public exhibition for a minimum period of 30 days.
3. Notes that a further report will be presented for Council's consideration at the conclusion of the exhibition period.

CARRIED

15.3 NSW OPERATOR OF THE YEAR**EXECUTIVE SUMMARY**

The Water Industry Operations Association of Australia (WIOA) is the industry group for operational staff in the water sector in Australia. Each year the WIOA NSW Division calls for nominations from industry for the Operator of the Year Award, which is announced at their annual conference. This year Council's Operations Supervisor – Water and Sewer Services; Mr David Cash was nominated by his peers at Council and attended the conference in Tamworth. At the conference awards dinner he was announced as the WIOA NSW Operator of the Year. Part of his prize is a trip to attend the WIOG (Water Industry Operations Group) study tour, conference and exhibition in New Zealand in May 2025. It is recommended that Council acknowledge the award that Mr Cash won and approve his international travel and associated costs to New Zealand

RESOLUTION 171224/7

Moved: Cr Robert Mustow
Seconded: Cr Sandra Humphrys

That Council:

1. Acknowledges the WIOA NSW Operator of the Year Award that Mr Cash won; and
2. Approves the international travel for Mr Cash to attend the WIOG study tour, conference and exhibition in New Zealand in 2025 and the incidental expenses to be funded from existing budgets.

CARRIED

16 PROJECTS & BUSINESS DEVELOPMENT**16.1 OLD CASINO NEIGHBOURHOOD CENTRE, 31 WALKER STREET CASINO, CROWN LAND MANAGER (RESERVE 96623)****EXECUTIVE SUMMARY**

Council is the appointed Crown Land Manager for Reserve 99623, Lot 5 in Deposited Plan 44727, 31 Walker Street Casino, known as the Old Casino Neighbourhood Centre building. The Casino-Boolangle NSW Aboriginal Land Council has expressed a desire to relocate from renting their existing Barker Street premises to this building.

The NSW Aboriginal Land Council has lodged three separate Aboriginal Land Claims on this land, being Lot 5 in Deposited Plan 44727 in 2015, 2021 and 2024 which remain undetermined. This land and building have not been occupied by the community since 2017.

RESOLUTION 171224/8

Moved: Cr Sandra Humphrys
Seconded: Cr Stephen Morrissey

That Council:

1. Supports any application made by Casino-Boolangle NSW Aboriginal Land Council to the NSW Crown Lands Minister for the appointment of Casino-Boolangle NSW Aboriginal Land Council as Crown Land Manager for Reserve 96623, being 31 Walker Street Casino; and
2. Supports any application made by the NSW Aboriginal Land Council or Casino-Boolangle NSW Aboriginal Land Council to seek priority assessment and determination on the lodged

Aboriginal Land Claims over Reserve 96623, being 31 Walker Street Casino.

CARRIED

17 ORGANISATIONAL SERVICES

17.1 SECTION 7.11, 7.12 AND SECTION 64 DEVELOPMENT CONTRIBUTIONS AND EXPENDITURE UPDATE

EXECUTIVE SUMMARY

Council receives contributions, raises levies and enters into planning agreements on development works that are subject to a development consent issued by Council. This report provides an update on developer contributions income and expenditure for the year ended 30 June 2024.

Council collected a total of \$1,044,233 in developer contributions during the 2023/2024 financial year and expended \$835,805. Unexpended developer contributions held in cash reserves totalled \$12,489,554 as at 30 June 2024.

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

RESOLUTION 171224/9

Moved: Cr Sandra Humphrys
Seconded: Cr Stephen Morrissey

That Council receives and notes the update on Section 7.11, Section 7.12 and Section 64 developer contributions for the 2023/2024 financial year.

CARRIED

17.2 REVIEW OF COUNCIL'S INVESTMENTS POLICY

EXECUTIVE SUMMARY

Council reviews its Investments Policy on an annual basis to ensure it remains appropriate in changing economic, investment and legislative environments. After a major review in 2020 and some refinements to the policy in the years following, this year's review resulted in some further minor changes to align with Council's current organisational structure and provide some clarity to rating categories. There have been no legislative or gazetted changes requiring the policy to be amended, with the policy supporting positive investment portfolio results.

RESOLUTION 171224/10

Moved: Cr John Walker
Seconded: Cr Lyndall Murray

That Council:

1. Adopts the 2025 Investments Policy.
2. Continues to utilise Laminar Capital as its financial advisory service provider and the Treasury Direct online investment platform for another 12 months.

CARRIED

17.3 FINANCIAL ANALYSIS REPORT - NOVEMBER 2024**EXECUTIVE SUMMARY**

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

The value of Council's cash and investments at 30 November 2024 is shown below:

Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
\$15,230,417	\$34,000,000	\$6,750,390	\$4,500,000	\$17,154,897	\$77,635,704

The weighted average rate of return on Council's cash and investments at 30 November 2024 was 8.44% which was above the Bloomberg AusBond Bank Bill Index for November of 0.36%, which is Council's benchmark.

RESOLUTION 171224/11

Moved: Cr Sandra Humphrys
Seconded: Cr Stephen Morrissey

That Council adopts the Financial Analysis Report detailing the performance of its cash and investments for the month of November 2024.

CARRIED

17.4 AUDIT, RISK AND IMPROVEMENT COMMITTEE WORKPLAN AND NON-VOTING MEMBER NOMINATION**EXECUTIVE SUMMARY**

Richmond Valley Council (Council) has established an Audit, Risk and Improvement Committee (ARIC) in compliance with section 428A of the *Local Government Act 1993*, the *Local Government (General) Regulation 2021* and the Office of Local Government's *Guidelines for risk management and internal audit for local government in NSW*.

The objective of the ARIC is to provide independent assurance to the Council by monitoring, reviewing and providing advice about the Council governance processes, compliance, risk management and control frameworks, external accountability obligations and overall performance.

Council has the option of appointing a non-voting councillor member to the ARIC alongside the three independent members currently appointed.

The ARIC is required to develop a strategic workplan every four years to ensure all core responsibilities of the committee are reviewed and considered by the internal audit function.

RESOLUTION 171224/12

Moved: Cr Robert Mustow

Seconded: Cr Sandra Humphrys

That Council:

1. Considers the appointment of a non-voting councillor member to the audit, risk and improvement committee; and
2. Endorses the audit, risk and improvement workplan.

CARRIED

The Mayor then called for nominations for appointment as the non-voting councillor member of the ARIC. Cr John Walker was nominated by Cr Lyndall Murray, but declined the nomination. No further nominations were received and, consequently a councillor member was not appointed.

18 GENERAL BUSINESS

Nil

19 MATTERS FOR INFORMATION**RESOLUTION 171224/13**

Moved: Cr Sam Cornish

Seconded: Cr Stephen Morrissey

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

CARRIED

19.1 BEECH STREET TRAFFIC CALMING REPORT UPDATE**RESOLUTION 171224/14**

Moved: Cr Sam Cornish
Seconded: Cr Stephen Morrissey

That Council receives and notes the Beech Street Traffic Calming Report and that community consultation be undertaken on the options available to address the ongoing community concerns.

CARRIED

19.2 DISCLOSURE OF INTEREST RETURNS - COUNCILLORS**RESOLUTION 171224/15**

Moved: Cr Sam Cornish
Seconded: Cr Stephen Morrissey

That Council receives and notes the disclosure of interest returns completed by Councillors, tabled for the information of Council.

CARRIED

19.3 GRANT APPLICATION INFORMATION REPORT - NOVEMBER 2024**RESOLUTION 171224/16**

Moved: Cr Sam Cornish
Seconded: Cr Stephen Morrissey

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

CARRIED

19.4 CORRESPONDENCE - RICHMOND VALLEY COUNCIL AND NRJO SUBMISSIONS TO COUNCILLOR CONDUCT FRAMEWORK REVIEW**RESOLUTION 171224/17**

Moved: Cr Sam Cornish
Seconded: Cr Stephen Morrissey

That Council receives and notes Richmond Valley Council's and Northern Rivers Joint Organisation's submissions to the Office of Local Government following on from the 'Councillor conduct and meeting practice – a new framework' discussion paper.

CARRIED

19.5 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 NOVEMBER 2024 - 30 NOVEMBER 2024**RESOLUTION 171224/18**

Moved: Cr Sam Cornish
Seconded: Cr Stephen Morrissey

That Council receives and notes the Development Application report for the period 1 November to 30 November 2024.

CARRIED**19.6 OUTCOME OF COMMUNITY FINANCIAL ASSISTANCE PROGRAM 2024/2025 ROUND ONE FUNDING****RESOLUTION 171224/19**

Moved: Cr Sam Cornish
Seconded: Cr Stephen Morrissey

That Council receives and notes the allocations under the Community Financial Assistance Program 2024/2025 Round One and the annual donation to the Westpac Rescue Helicopter Northern Rivers Service.

CARRIED**19.7 LOCAL TRAFFIC COMMITTEE MEETING MINUTES 3 DECEMBER 2024****RESOLUTION 171224/20**

Moved: Cr Sam Cornish
Seconded: Cr Stephen Morrissey

That Council receives and notes the Minutes of the Local Traffic Committee Meeting held on 3 December 2024

CARRIED**19.8 AUDIT, RISK AND IMPROVEMENT COMMITTEE MINUTES - 4 DECEMBER 2024****RESOLUTION 171224/21**

Moved: Cr Sam Cornish
Seconded: Cr Stephen Morrissey

That Council receives and notes the Minutes of the Audit, Risk and Improvement Committee meeting held on 4 December 2024.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

17 DECEMBER 2024

20 QUESTIONS ON NOTICE

Nil

21 QUESTIONS FOR NEXT MEETING (IN WRITING)

Nil

22 MATTERS REFERRED TO CLOSED COUNCIL

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

22.1 Tender VP437584 – Construction of Bruxner Highway and Patricia Street Roundabout

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

22.2 Fire and Rescue NSW - Fire Safety Report

This matter relates to a (g) advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

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

The Chair called for representations from the gallery.

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

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

RESOLUTION 171224/22

Moved: Cr Stephen Morrissey

Seconded: Cr Lyndall Murray

That:

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

The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) Local Government Act 1993.

CARRIED

Council closed its meeting at 6.47pm

The open Council meeting resumed at 7.02pm

23 RESOLUTIONS OF CLOSED COUNCIL

The resolutions of the Closed Council meeting were read by the Director Projects & Business Development (Item 22.1) and the Director of Community Service Delivery (Item 22.2).

22.1 Tender VP437584 – Construction of Bruxner Highway and Patricia Street Roundabout

That Council:

1. Notes the current tender for construction of a concrete roundabout on the Bruxner Highway and Patricia Street, Casino with the terms of the associated Government Funding Deed requiring funding expenditure by 30 June 2025
2. Delegates authority to the General Manager, under s.377 of the *Local Government Act 1993* to assess the tender issued 22 November 2024 and closing on 6 January 2025 and award the relevant contract to the successful tenderer, subject to the limitations of s.377 , and the following conditions:
 - i. The successful tender must be within the approved budget and agreed scope for the project.
 - ii. The terms and conditions of the contract awarded to the successful tenderer must align with the requirements of the relevant funding deed
 - iii Consultation with the Mayor prior to awarding the contract.
3. Should no complying tenders be received, applies Clause 178 (3e) of the Local Government (General) Regulation 2021 to authorise the General Manager to enter direct negotiations with suitably qualified contractors with a view to obtaining works that provide council with the best outcome both from a financial and delivery perspective, and to finalise the terms of the contract or agreement after consultation with the Mayor and affixing the seal of Council where necessary.
4. Notes that the outcome of the tender and/or negotiations will be reported to Council for information at a future meeting.

22.2 Fire and Rescue NSW - Fire Safety Report

That Council endorses the recommendation of Council's Certifier that a Fire Safety Order is issued which requires a report from a suitably qualified Fire Engineer to be provided to Council within three months.

The Meeting closed at 7.05pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 February 2025.

.....
CHAIRPERSON



Richmond Valley Council

DELIVERY PROGRAM PROGRESS REPORT

JULY – DECEMBER 2024

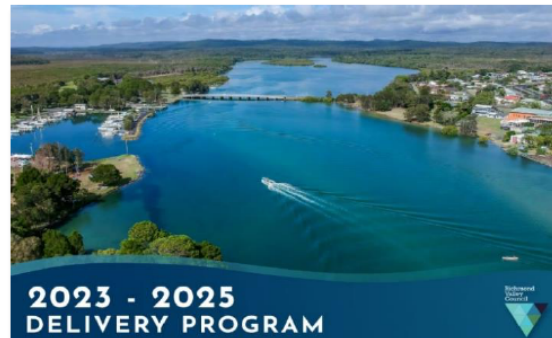


*Naughtons Gap Road reopening,
December 2024*

Integrated Planning & Reporting

This Report details progress against the Delivery Program 2023-2025, adopted by Council in June 2023, specifically relating to the first and second quarters of the 2024-2025 year – being July to December 2024.

Council has developed four key directions for its Delivery Program based on feedback received during our community consultation program and the work undertaken to develop long-term strategies, such as the Community Strategic Plan 2040, Richmond Valley Growth Management Strategy and Sustainable Communities Strategy. Together, they create the framework for the objectives, strategies and actions that will help to deliver our goals and priorities.



Direction One - Strengthening our role in the region

This direction focuses on establishing the Richmond Valley as an emerging employment centre in the Northern Rivers. This includes building back better after the floods, identifying opportunities for our community to grow, strengthening our economy and providing more housing, jobs and services.

Direction Two - Creating great places to live

This direction focuses on creating vibrant, liveable and safe communities – providing opportunities to learn, create and celebrate, enhancing our town centres and retail precincts and ensuring that our parks, playgrounds, sports fields and community facilities are well maintained. It also looks at strategies to adapt to a changing climate and build resilience against future natural disasters.

Direction Three - Protecting our unique environment


This direction focuses on preserving our native bushland and biodiversity, maintaining healthy rivers, beaches and waterways, and helping our Valley transition to a circular economy in the way we manage our future resources.

Direction Four - Delivering for our community

This direction focuses on the role that Richmond Valley Council will play in helping to deliver this plan. It includes Council's civic leadership in engaging with and advocating for our community, as well as our responsibilities for managing community resources and providing great service.

Strengthening our role in the region

OBJECTIVE 1: Rebuild and reconnect our communities

Principal Activity 1A1: Restore and reconnect social infrastructure	
Responsible Officer: Director Projects & Business Development	
<p>Council's recovery efforts have focused on restoring and upgrading the Richmond Valley road network, firstly via emergency works and then through Essential Public Asset Restoration funding applications. Flood repairs to community infrastructure have continued since 2022. Buildings such as the Woodburn Community Building, Woodburn Memorial Hall, Coraki Youth Hall, Broadwater Community Hall, and Coraki Museum have been restored to their original state. Sports fields at Woodburn, Casino, Evans Head, Coraki and Broadwater have been resurfaced and/or renovated, with minor continual works progressing. Broadwater Tennis Court is scheduled to be resurfaced, and the soft fall at Broadwater Hall Playground is scheduled to be completed soon. Work on the new Woodburn Pony Club and Tennis Club building is underway, with the old building demolished and the project due for completion in 2025. The new Casino netball clubhouse (pictured) is also nearing completion. Broadwater and Woodburn SES/RFS building flood repairs have been completed and painting of public toilet facilities located at Evans Head and Woodburn were scheduled for completion during the reporting period. Designs for the Woodburn CBD Masterplan are completed, which, along with the adoption of the Mid Richmond Place Plans, will enable the exploration of grant funding opportunities.</p> <p>Status: On Schedule</p>	
Principal Activity 1A2: Prepare long-term plans for Mid-Richmond villages	
Responsible Officer: Director Community Service Delivery	
<p>Council engaged consultants to draft the Mid Richmond Place/Adaptation Plans, with funding support from the NSW Reconstruction Authority. The Plans involved an extensive community and business consultation program and the final documents were adopted by Council at its July 2024 Ordinary Meeting. The Mid-Richmond Place Plans were recognized in the 2024 NSW Planning Institute of Australia (PIA) Planning Excellence Awards, receiving awards in the climate change and resilience and strategic planning categories.</p> <p>Status: Completed</p>	
Principal Activity 1B1: Deliver Disaster Recovery roadworks and water/sewer repairs	
Responsible Officer: General Manager	
<p>Council finalised its submission of all Essential Public Assets Reconstruction (EPAR) and resilience works for approval by the 30 June deadline. All EPAR approvals were completed by Transport for NSW by 31 December with Council securing \$53M in road network repair funding.</p> <p>Work is progressing on flood repairs to roads, bridges and culverts throughout the Richmond Valley. Council's largest restoration project the Naughtons Gap landslip was completed and opened on 6 December 2024. Road network repairs will be ongoing for the next 2-3 years.</p> <p>All disaster recovery water/sewer repairs have been completed.</p> <p>Status: On Schedule</p>	

Principal Activity 1C1: Continue to work with the Northern Rivers Reconstruction Corporation and other agencies to support regional recovery

Responsible Officer: General Manager

Council continues to liaise with the Reconstruction Authority on a regular basis across all relevant programs, such as the Resilient Homes program and Resilient Lands Programs. Council successfully advocated to have a potential flood-safe housing site at South Fairy Hill included in the Resilient Lands Strategy. The Reconstruction Authority has provided \$245,000 in funding to support feasibility and infrastructure studies for proposed development of the site, and these are currently nearing completion. Council will use the results of the studies to advocate for further government investment.



Council also partnered with the Reconstruction Authority (RA) to pilot a combined Place Planning/Adaptation Planning project for the Mid Richmond communities. The Place Plans include future options for housing, economic development and community facilities in Evans Head, Broadwater, Rileys Hill, Woodburn, and Coraki. They also explore opportunities to build resilience against future flooding and adapt to a changing climate.

Status: On Schedule

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

Principal Activity 2A1: Undertake long-term planning for the Valley's future
Responsible Officer: Director Community Service Delivery
Council has now completed its major long-term plans for the Richmond Valley's future and is progressing with the implementation phase. This includes more detailed precinct planning to help inform future town improvements, community facilities and funding applications. Work is underway on delivering the RV Growth Management Strategy, with preparation of a Housing Strategy for the Richmond Valley being a priority action. The Woodburn CBD Master Plan has been finalized and Council is currently seeking funding to deliver the project. Grant funding is also being sought to undertake the Casino CBD Master Plan with the aim of commencing the project in the first half of 2025. Council also plans to commence more detailed precinct planning in Evans Head later in the year. Work continues on scoping essential infrastructure projects such as water, sewer and roads which are required to activate new employment and residential land. Status: On Schedule
Principal Activity 2A2: Develop and implement the Richmond Valley Masterplan
Responsible Officer: General Manager
Council is currently completing the eight strategic plans that will ultimately inform the Richmond Valley Masterplan. Components already completed include the Community Strategic Plan, Richmond Valley Growth Management Strategy, Mid Richmond Place Plans and the Casino Place Plan. These will be supported by the Regional Jobs Precinct Masterplan, which was endorsed by Council at its June 2024 meeting and is awaiting NSW Government approval. All this strategic work sets the scene to deliver Council's ambitious growth plans for the Richmond Valley, create great places to live for our communities and attract new investment and jobs to the area. Status: On Schedule
Principal Activity 2A3: Deliver the Community Strategic Plan
Responsible Officer: General Manager
Work has commenced on the review of Council's Community Strategic Plan, required after each local government election. To help inform the review, the State of the Richmond Valley Report was prepared, outlining progress in delivering the CSP objectives and reflecting on challenges and opportunities for the future. The Report was adopted by Council at its November 2024 meeting and will be an input for the consultation program for the new Community Strategic Plan, which is currently underway. The program includes wide-scale engagement in January-March 2025, with on-line and in-person activities. This will include Council's regular Community Satisfaction Survey, to be undertaken in February. Status: On Schedule
Principal Activity 2B1: Activate the Richmond Valley Regional Jobs Precinct
Responsible Officer: Director Projects & Business Development
A new targeted Expression of Interest campaign and selling strategy is scheduled for Quarter 1 2025 for the Reynolds Road industrial estate to continue the enquiry momentum. Council has agreements in place for two lots awaiting settlement and a level of general enquiry over other lots. Work on the \$13.8m industry activation project for Precinct 3 of the RJP has commenced with the industrial land precinct in the initial stages of development. Opportunities for future development are being explored with some enquiries already fielded from potential proponents. A successful tender process has been conducted to secure a contractor to construct a roundabout on the Bruxner Highway that will provide access for future development opportunity. Monthly meetings are being held with the Department of Regional NSW to identify any new and emerging opportunities that align with Council's industrial land holdings. Status: On Schedule

Principal Activity 2C1: Increase educational opportunities
Responsible Officer: Director Projects & Business Development
Positive progress in rebuilding flood affected schools in Broadwater and Woodburn has provided reassurance for the long-term sustainability and potential growth of these communities. Council continues to work with the NSW Reconstruction Authority on any direct educational opportunities to benefit the Richmond Valley, with Tier 1 contractors engaged for the Lismore rebuild looking to leave a positive legacy through training and study options. The Richmond Valley is well placed to leverage this in the coming years due to our land availability and flood recovery progress. Ongoing discussions with the Department of Regional NSW and TAFE NSW to open pathways for trade and training opportunities in the Richmond Valley are being conducted. Council has continued with its award-winning YES youth employment scheme with a group of young people starting their Council careers in the new year. Status: On Schedule
Principal Activity 2C2: Grow Government-led services
Responsible Officer: Director Projects & Business Development
Council has previously worked with Government departments to establish services in the Richmond Valley, with the most recent example being the partnership between Local Land Services to provide their services from a Council facility. The Economic Development Study paper which informed the Community Strategic Plan, identified that our Local Government Area is under-represented when it comes to government services being based here. Given the recent State Government directive for staff to cease work-from-home arrangements and the lack of available office space in Lismore, the Invest and Live Richmond Valley team will make contact to see what opportunities exist for the Richmond Valley to house staff or departments. Status: On Schedule
Principal Activity 2D1: Activate residential development on flood-safe land
Responsible Officer: Director Community Service Delivery
Council is playing a key advocacy role in supporting the activation of flood-free residential land in the region, including the proposed greenfield development site at South Fairy Hill which can provide up to 1500 homes in Stage 1. Council Officers continue to work with proponents and state agencies to facilitate the approvals process. Council is currently reviewing and updating several development servicing and contributions plans that will support residential growth in the Richmond Valley. NSW Reconstruction Authority (NSWRA) has recently funded a body of work which will progress the planning of the site identified in the RLP. Council will continue to work closely with NSWRA and other landholders to progress the activation of flood-free residential land. Status: On Schedule
Principal Activity 2D2: Provide a range of housing to suit all needs
Responsible Officer: Director Community Service Delivery
Council has a number of strategic projects underway which will explore opportunities to provide a range of housing. Council Officers continue to support Non-Government Organisations (NGOs) through the planning process to develop inclusive, affordable housing options. Funding has been sought to develop a housing strategy for the Richmond Valley which was an action from the Richmond Valley Growth Management Strategy, adopted by Council in 2023. In the past 6 months, Council has approved 23 Development Applications and 1 Complying Development Certificate for new dwellings in the Richmond Valley. In addition to the 24 new dwellings, 5 applications to modify existing dwellings have been approved Status: On Schedule

Principal Activity 2E1: Work with regional partners to deliver the Northern Rivers Rail Trail	
Responsible Officer: Director Projects & Business Development	
<p>The Casino to Bentley section of the Northern Rivers Rail Trail (NRRT) was completed in March 2024. Council is engaging in discussions with Australian Rail Track Corporation (ARTC) to operate the adjoining land as part of the Rail Trail precinct. Activation of a 'trail head' precinct is a priority with potential options being at the Old Casino Station or closer to the CBD. Grant funding is being pursued to provide a cycleway from the Hickey Street suspension bridge (due for completion in 2025) which may provide an opportunity for such a precinct. Connectivity of the CBD to the Rail Trail will continue to evolve as development opportunities are presented. As the NRRT continues to develop, further opportunities have evolved and Council will continue to explore these options. Mobile food vendors will be introduced during Quarter 1 2025 and managed through the new SpacetoCo platform. A longer-term precinct strategy will be developed for the trail head and mini rail heritage restoration to cement this location as a tourism destination.</p> <p>Status: Complete</p>	
Principal Activity 2E2: Establish Casino Showground as the premier equine facility in the Northern Rivers	
Responsible Officer: Director Projects & Business Development	
<p>The Casino Racecourse and Showground was opened in April 2024. Interest has been strong from all forms of the equine industry, and event promoters are looking to take advantage of the upgraded facility. Community groups remain a focus for Council, with the added benefit of new groups and events sure to follow once the operational model of the precinct becomes established. Council's teams continue to liaise with user groups to address operational issues that have arisen, as would be expected with the establishment of a new facility. The showground precinct is attracting a variety of events, including a successful state-level working dog trial in July and booking enquiries for the 2025 Northern NSW Show Horse Championships, as well as the 2025 National Working Dog trials. The Invest and Live team continues to advocate for a variety of events to be held at the showground facility. The Racehorse Training centre is in the final stages of completion with discussions being held with the Casino Race Club to continue its management of trainers who will see the benefits of new infrastructure including an equine pool, automatic horse walker and 80 new boxes.</p>	
<p>Status: On Schedule</p>	
Principal Activity 2E3: Upgrade regionally significant infrastructure	
Responsible Officer: Director Community Service Delivery	
<p>Council continues to focus on major infrastructure investments to promote growth and economic prosperity in the Richmond Valley. A project team has been established to plan and deliver the replacement of the aging Casino Sewage Treatment Plant with a modern plant that will cater for future industrial and residential growth in the town. Consultants have been engaged to assist Council with scoping, design, and procurement processes. Funding opportunities for this significant project are being sought. Maintaining and upgrading vital transport/logistical links will also facilitate economic growth in the Richmond Valley. \$10M of upgrade works on the Woodburn-Coraki section of the road are now completed. Further funding has been received to improve the flood resilience of the road, including replacement of the two Tatham Bridges (pictured). Work has commenced and is expected to be open to traffic by the end of 2025.</p>	
<p>Status: On Schedule</p>	

Casino Industries Activation Project



Casino Industries Activation Project launch, August 2024

Council is moving forward with its plans to activate the Regional Jobs Precinct and attract new businesses to the region, with a \$13.8m investment in new infrastructure and industrial land.

The Casino Industries Activation Project is being funded through the Bushfire Local Economic Recovery program, following the NSW Government's agreement to transfer the funding from a previous industrial project. The funding will allow Council to buy 14.1 hectares of land to expand the existing Cassino Drive industrial estate, at a cost of \$2.2 million. This tract adjoins 20.3 hectares of Council-owned land.

Both Council properties are being rezoned for industrial use as part of the Regional Job Precinct Master Plan. Known as Precinct Three, this new development is expected to attract a diverse range of industries, further enhancing the Richmond Valley's economic landscape.

The BLERF funding will also assist with the construction of a two-lane roundabout and infrastructure work to service the new industrial land. Council has called tenders for the work and expects to see it progress early in 2025.

This milestone project, for both Council and the community, aligns with Council's long-term economic development goals; with both existing local businesses and prospective new businesses already showing keen interest in the land.


OBJECTIVE 3: Grow and diversify our economy


Principal Activity 3A1: Encourage new manufacturing and processing industries to relocate to the Richmond Valley	
Responsible Officer: Director Projects & Business Development	
Regular meetings are being held with the Department of Regional NSW to identify emerging opportunities in the manufacturing and processing industries. Two lots in Council’s Reynolds Road industrial development have been agreed in principle for sale with proponents both being in the manufacturing industry. Significant effort has been dedicated to another opportunity in the Broadwater area for a major business relocation from outside the Richmond Valley Local Government Area. Status: On Schedule	
Principal Activity 3A2: Strengthen supply chains for key manufacturing industries	
Responsible Officer: Director Projects & Business Development	
Department of Primary Industries and Regional Development (DPIRD) are currently preparing a survey of industry to collect key data from Northern Rivers manufacturers, to identify supply chain gaps and meet the needs where applicable. The first draft of the survey is anticipated in Quarter 1 2025, after which DPIRD will seek to work with local councils to deliver a roadshow and consultation session with local manufacturing businesses. Council’s Invest and Live team will also collect feedback from business and industry as part of the consultation process for the Economic Development (ED) strategy. Members of Council’s Executive recently met with a logistics proponent to pursue interest in acquiring and developing land at Reynolds Road for a logistics and trucking company. Status: On Schedule	
Principal Activity 3B1: Improve visitor accommodation options throughout the Valley	
Responsible Officer: Director Community Service Delivery	
Funding is being sought by Council to develop a visitor accommodation strategy with a view to ensuring there is sufficient and suitable accommodation for visitors, while balancing the needs of the community and protecting the environment. Work continues to improve and promote the Coraki Caravan Park, including collaborations with Kui Parks and other relevant tourism platforms. The Park’s new website has prompted significant growth in overnight stays at the Coraki Caravan Park. Status: On Schedule	
<i>Coraki Caravan Park</i>	
Principal Activity 3B2: Explore new opportunities for visitor experiences	
Responsible Officer: Director Community Service Delivery	
Council's review of the Richmond Valley Destination Management Plan will incorporate a fresh action list for events, nature-based tourism and agritourism, in addition to an audit of the strengths and challenges the Richmond Valley faces. Two Tourism Futures workshops were held in October 2024 in Casino and Evans Head with 40 Richmond Valley tourism operators, businesses and strategic partners to gain an insight into community desires for the visitor economy for the next five years and beyond. Facilitated by Krista Hauritz, a tourism specialist in destination strategy and research, the workshops gave participants the opportunity to share their thoughts and desires for sustainably growing tourism towards 2030 and beyond for triple-bottom line benefits. Participants also identified more than a hundred experiences and development opportunities to enhance visitor experiences to increase stay, spend and regional dispersal into the future.	

<p>Following the success of the jointly run Casino-to-Lismore rail trail workshops, further engagement is in the planning for existing businesses and new ventures to identify opportunities to develop and refine their product offerings</p> <p>Status: On Schedule</p>
<p>Principal Activity 3C1: Identify key service industry growth areas</p>
<p>Responsible Officer: Director Projects & Business Development</p>
<p>A review was undertaken by Regional NSW as part of Regional Jobs Precinct (RJP) development attraction work. The key finding highlighted an opportunity to drive tech-enabled agriculture and food processing by establishing a technical/scientific services hub, a training and skilling hub, and an engineering excellence hub in the Richmond Valley. Works are ongoing to target core uses for RJP precincts.</p> <p>Status: On Schedule</p>
<p>Principal Activity 3D1: Support emerging and value-add agricultural industries</p>
<p>Responsible Officer: Director Projects & Business Development</p>
<p>Council continues to support numerous agricultural based businesses to expand their existing operations and explore value-add opportunities to current services. The Sea02 Algae Farm, recently established at Woodburn, is an example of new non-traditional agricultural pursuits emerging in the Richmond Valley</p> <p>Status: On Schedule</p>
<p>Principal Activity 3D2: Support continued productivity on significant agricultural lands</p>
<p>Responsible Officer: Director Community Service Delivery</p>
<p>Council's proposed drafting of a Rural Lands Strategy and review of the Local Environmental Plan will support the protection and continued productivity of significant agricultural lands. Work is not expected to commence on the Strategy until mid to late 2025. The Sustainable Communities and Environment team continues to engage with agricultural industries to highlight options for reducing carbon footprint and encourage protection of environmentally sensitive areas such as riparian zones.</p> <p>Status: On Schedule</p>
<p>Principal Activity 3D3: Establish the NRLX as the premier livestock exchange in Northern NSW</p>
<p>Responsible Officer: Director Projects & Business Development</p>
<p>The Northern Rivers Livestock Exchange (NRLX) has established itself as the second largest sale yard operation in NSW. Council's leasing of the facility to an expert market operator, Outcross Agri-Services, has seen throughput numbers continue at levels experienced over the last few years and ensured the facility is achieving the required financial, operational and WHS outcomes. Council is committed to supporting Outcross to provide the best livestock selling centre it can.</p> <p>Status: Completed</p>

Creating great places to live

OBJECTIVE 4: Celebrate our local identity and lifestyle

Principal Activity 4A1: Celebrate our diverse community and increase inclusion and understanding	
Responsible Officer: Director Community Service Delivery	
<p>Council continues to implement its Disability Inclusion Action Plan, adopted at the December 2023 Ordinary Meeting. This includes continuing to explore more opportunities for people living with disabilities to be employed at Council and amending Council’s procurement policy to encourage purchasing services from disability industries. Council regularly participates in the Disability interagency, Aboriginal interagency and youth advisory meetings and provides funding and support to cultural events such as NAIDOC Week, Reconciliation Week and Youth Week activities such as Flavour Fest (pictured).</p> <p>Status: On Schedule</p>	
Principal Activity 4A2: Support and deliver local events and festivals	
Responsible Officer: Director Community Service Delivery	
<p>Council remains committed to its support of local signature events. Primex and Beef Week sponsorship agreements will be up for renewal in 2026. New working arrangements will be discussed with the event organisers this year and will examine each party's financial, logistical and operational support in detail. From 2025, Council will be co-managing the Casino Country Music Muster. This event has huge potential and is expected to lead to an increase in direct visitor expenditure.</p> <p>Status: On Schedule</p>	
Principal Activity 4A3: Enhance local libraries to be culturally enriching and informative spaces	
Responsible Officer: Director Organisational Services	
<p>Council's Regional Library continues to offer a range of regular programs for all ages, with 520 programs being delivered over the July-December period. The programs for adults included: Create Make Share craft sessions, Tech Savvy digital support, Book Clubs, Film Club, Adult Colouring-In sessions and digital and online safety information sessions.</p> <p>The Regional Library continues to support the community as an accessible space for all, and with the move to a new booking website for Council assets, there has been an increase in the number of bookings for library spaces including use by support groups. Additionally, a space is available for government and not-for-profit organisations to meet with community members.</p> <p>Both the physical and digital library collections consistently have new items being added so that the community always has access to new and high-quality resources for learning and recreation. This includes items directly suggested by library members. During the past six months, two new library collections were added, with a Book Club Set collection being established based on feedback and requests from the library members and the addition of Wonderbook picture books that include print and digital audio to support literacy and learning for young people.</p> <p>Status: On Schedule</p>	

Principal Activity 4B1: Implement community Place Plan actions	
Responsible Officer: Director Community Service Delivery	
<p>The Casino Place Plan was adopted by Council in April 2023. Key outputs of the Casino Place Plan include: A physical vision for the town for the next 20 years, boundaries for growth; 10 directions and a set of actions to manage and support growth; and actions and investment opportunities to enhance the appearance, connectivity, useability and liveability of Casino and surrounds. A key action from the Plan is to develop a CBD masterplan for Casino and Council is currently seeking funding for this project.</p> <p>The Mid Richmond Place/Adaptation Plans were endorsed by Council at the July 2024 Ordinary Meeting. Since then, Council has used the Plans to support a number of funding applications, including a successful \$5.3m grant to progress the Three Villages Cycleway. Further investigations are currently underway to establish the new river access point for Broadwater, recommended in the Plans</p> <p>Status: On Schedule</p>	
Principal Activity 4B2: Maintain town centres, local parks and cemeteries to a high standard	
Responsible Officer: Director Community Service Delivery	
<p>Council has adopted a proactive and adaptable approach with respect to service levels to ensure that Richmond Valley's open spaces are safe and maintained to a high standard. The service levels set for responding to customer requests and urgent issues are currently being achieved.</p> <p>A draft cemeteries strategy is currently being prepared to respond to the new Internment Industry Scheme requirements for NSW. This will include consultation with local services, as well as the community, with the strategy due for completion by June 2025.</p> <p>Status: On Schedule</p>	
Principal Activity 4C1: Provide well-maintained public recreation, sports facilities and swimming pools	
Responsible Officer: Director Projects & Business Development	
<p>Major upgrades to the Casino, Evans Head and Woodburn pools have all been completed. Funding programs for sports facilities in the wake of the 2022 weather event have been taken advantage of, with significant work being undertaken in Evans Head, Woodburn, Coraki and Casino. Most recently, the commencement of construction for the swimming club building in Casino shows Council's commitment to continued pool network upgrades. Visitation numbers post the Stage 1 Casino Pool Upgrade have increased by 14,000 in a single season.</p>	
<p>Colley Park has two new netball courts and an outdoor basketball court with delivery of a new facility building for the netball on schedule for completion in February 2025. The top soiling program for Stan Payne Oval Queen Elizabeth Park and Colley Park has been delivered, with further surface works continuing at Stan Payne Oval. Installation of irrigation to Colley Park No 2 is due to be installed in early 2025.</p> <p>Status: On Schedule</p>	
Principal Activity 4C2: Provide safe family-friendly play spaces and outdoor meeting areas	
Responsible Officer: Director Projects & Business Development	
<p>Ongoing inspections of play spaces are carried out and new equipment and locations are evaluated for suitability. Council has engaged with the community for the design of community spaces in a range of facilities. More recent examples include the development and implementation of masterplan upgrades at</p>	

Casino Showground, Casino Swimming Pool, Stan Payne Oval, Colley Park and Crawford Square. Other works have been undertaken at Broadwater, Paddon Park and Shark Bay Evans Head.

Further community consultation has been used and is being integrated into works at Albert Park Rest Area and Woodburn Oval. Council staff have engaged with the community for minor upgrades at facilities, including Findlay Park Playground, Rileys Hill Playground and Basketball Court, and a recent joint venture with Momentum Collective to establish a new basketball court at Elsmer Jones Park. A repair or relocation investigation will commence in Quarter 1 on how to meet the challenges present with the Coraki Playground.

Status: On Schedule

Casino Truck Show's record crowd



The annual North Coast Petroleum Casino Truck Show reached new heights of success in 2024, drawing a record crowd and showcasing an impressive array of trucks and entertainment. Council has taken the lead in organising and supporting the event and it is now known as one of the greatest truck shows in the southern hemisphere. The Truck Show, held in the Casino CBD on Saturday 3 August, saw residents join tens of thousands of visitors for the grand parade, highlighting the community's passion for trucks and automotive excellence.

The 2024 Casino Truck Show saw a significant increase in attendance, with more than 30,000 attendees, surpassing previous records and establishing the event as a must-visit for truck enthusiasts and families alike. The Show generated an estimated \$3.9 million, giving a much-needed boost to local businesses, with accommodation, hospitality and food businesses reporting extraordinary demand.

Feedback from sponsors, participants and attendees alike was overwhelmingly positive, with almost all saying they would be back next year.



OBJECTIVE 5: Live sustainably in a changing climate

Principal Activity 5A1: Support regional disaster planning, response and recovery
Responsible Officer: Director Community Service Delivery
Council continues to be an active member of the Northern Rivers Local Emergency Management Committee and provides executive administration support to the Committee. Planning and preparedness have been the focus of the Committee since the 2022 flood events, with the suite of emergency management plans and procedures under review. Council is participating in a number of state and federal government projects, such as the spontaneous volunteers' guideline, early warning flood height monitoring, and evacuation centre audits. Status: On Schedule
Principal Activity 5A2: Partner with agencies to deliver community education programs and resilience initiatives
Responsible Officer: Director Community Service Delivery
Council Officers work with local agencies such as the Red Cross, to deliver education programs that will build capacity within the community to better respond to and recover from disasters. The Richmond Valley Community Resilience Network continues to meet regularly. Following receipt of funding support from the Australian Government, the Mid Richmond Neighbourhood Centre has taken on the responsibility of chairing the network, but Council will continue to play a supportive role in ensuring this program is successful. Status: On Schedule
Principal Activity 5B1: Complete Richmond Valley Flood Study and Floodplain Risk Management Plan
Responsible Officer: Director Community Service Delivery
A new Flood Study, incorporating levels from the 2022 floods, has been completed and was endorsed by Council at the September 2023 Ordinary Meeting. Funding has been secured and consultants engaged to deliver a Floodplain Risk Management Plan. An inception meeting has been held and community engagement for this project has commenced. NSW Reconstruction Authority is expected to finalise its floor level surveys by early 2025 with this information being used in the development of the Floodplain Risk Management Plan. Meanwhile, Council continues to liaise with the CSIRO Richmond River flood study project team to ensure continuity and share data as requested. Status: On Schedule
Principal Activity 5B2: Implement the Richmond Valley Adverse Event Plan
Responsible Officer: Director Community Service Delivery
Council has finalized the Adverse Event Plan, with over 90% of actions completed. The community and social programs have now been delivered, along with most of the Recovery projects. The remaining two projects: the Casino industry activation project, and the Rappville sewerage scheme, have been transferred to the Delivery Program for action at 2B1 and 6D4 respectively. Council will continue to support community preparedness programs, disaster response and recovery as part of its emergency management functions. Status: Completed
Principal Activity 5C1: Implement demand management programs to reduce water consumption
Responsible Officer: Director Community Service Delivery
Council has commenced discussions with Rous County Council with the aim of delivering collaborative water education projects in 2024-2025. A recent project identified the highest water users in the Casino water supply and Rous County Council network, many of which are business/commercial entities. An

engagement and education plan is being developed based on the findings of the project, with the aim of reducing water use and finding efficiencies. Council has a number of internal initiatives in place, with further options being developed to address demand management and reduce water consumption. Some initiatives include replacing water-saving hardware (taps, toilets), drought-tolerant species selection for plantings, and network leak detection surveys.

Status: On Schedule

Principal Activity 5D1: Develop street-tree planting, shade and greening programs

Responsible Officer: Director Community Service Delivery

Council continues to pursue opportunities for greening programs at local parks and facilities and develop partnerships with local groups and agencies to deliver greening programs to protect habitats, improve biodiversity and offset the impacts of climate change. The Community Strategic Plan sets a target of 15,000 additional shade trees by 2040, and Council is well on the way to achieving and exceeding that target. Work is progressing on the street-tree planting program, with a positive response from the community. During the July-December 2024 period, 139 mature and semi-mature trees were planted under the Greening Program (parks and street plantings) and an additional 500 trees and grasses were planted under the Biodiversity Program (Rail Trail and wetland plantings).



Status: On Schedule

Principal Activity 5E1: Promote awareness of sustainability programs and options

Responsible Officer: Director Community Service Delivery

Council staff regularly update the website to promote current sustainability information and programs that address energy and water efficiency initiatives. Water efficiency initiatives are often promoted in conjunction with Rous County Council, which provides bulk water supply for the Mid Richmond communities. Council's planning and building requirements address energy efficiency and urban design in new development proposals. The July-December period saw Council trial a new approach to community education, with the first 'Science in the Pub' event for the Richmond Valley. A science trivia event is planned for early 2025 to help promote community awareness of local environmental issues.

Status: On Schedule

OBJECTIVE 6: Provide infrastructure that meets community needs

Principal Activity 6A1: Develop and maintain asset management systems
Responsible Officer: Director Projects & Business Development
<p>Council has implemented a new suite of Asset Management Plans and has recently undertaken an Asset Delivery resourcing realignment. The resourcing and framework review has provided the Assets team with the necessary direction to plan, maintain, upgrade, and dispose of assets based on inspection regimes, condition ratings, asset criticality, and financial modelling.</p> <p>Asset management is now scoped and planned by the team and handed over to delivery teams, where quality assurance and adherence to scope are regularly monitored. The collaborative approach between the assets and infrastructure departments of Council is providing better asset management outcomes for the Richmond Valley.</p> <p>Status: On schedule</p>
Principal Activity 6B1: Maintain regionally significant infrastructure and advocate for long-term investment
Responsible Officer: Director Projects & Business Development
<p>Council was successful in securing grant funding for the Woodburn to Evans Head section of the three villages cycleway receiving \$5.3million to construct the active transport infrastructure by November 2025. Council has also applied to the current Get NSW Active Program for the Broadwater to Evans Head section of the three villages cycleway and for the detailed design of the Woodburn to Broadwater section. Additionally, Council will submit an application for the Active Transport Fund to co-fund the Broadwater to Evans Head section pending success in both State and Federal applications. Flood resilience works at Thearles Canal and Dairy Flat have been delivered along with the major landslip repair at Naughtons Gap which re-opened to the public in December 2024.</p> <p>Final landslip works are underway at the Bentley Road landslip which forms part of a \$53million Essential Public Asset Restoration program to be rolled out over two years to address damage sustained in the 2022 floods.</p> <p>Status: On Schedule</p>
Principal Activity 6C1: Deliver local infrastructure maintenance and renewal programs
Responsible Officer: Director Projects & Business Development
<p>Maintenance and renewal programs for Richmond Valley's network of local roads, bridges, footpaths, and cycleways are in place and being actioned. These programs have improved in accuracy due to the employment of a dedicated Asset Inspector and a change in Council's asset management resourcing alignment.</p> <p>The network is assessed for its condition and criticality, then prioritised for regular maintenance and renewal programs, which are regularly tested and reviewed. Work progresses on the replacement of the Tatham Bridges, with contractor established on site and construction due to start in Quarter 1 2025. Broadwater Bridge repair/upgrade will commence in February 2025 and be completed by June 2025 following consultation with the cane growing industry.</p> <p>Status: On Schedule</p>
Principal Activity 6D1: Plan for future water/sewer services and upgrades
Responsible Officer: Director Community Service Delivery
<p>Council endorsed the 2050 Water for Life strategy at its July meeting, outlining plans to invest up to \$200m over the next 25 years to support future growth in the Richmond Valley and improve water and sewerage services. Work is now underway on implementing the strategy, with a number of significant infrastructure projects planned for delivery in the next eight years. These include the construction of a new Sewage Treatment Plant for Casino, catering for a future population of up to 20,000, upgrades to Casino's Water Treatment Plant, and an upgrade of Evans Head Sewage Treatment Plant to double its</p>

<p>capacity. Council has received government funding towards some of these projects and continues to actively pursue further funding opportunities. To support infrastructure planning and delivery, a consultant has been engaged to draft new Development Servicing Plans. An updated 10-year capital plan has been provided to the consultants for comment. Council has also applied to the Department of Climate Change, Energy, the Environment and Water for Auditor approval which is required before proceeding with finalization of the Development Servicing Plans.</p> <p>Status: On Schedule</p>
<p>Principal Activity 6D2: Deliver water capital works program</p>
<p>Responsible Officer: Director Community Service Delivery</p>
<p>Council continues to plan and deliver significant upgrade works for its water networks. Investigations continue into the upgrade of the Casino Raw Water Pump Station, which will address options for renewal of the Powder Activated Carbon system to protect water quality. Upgrades to the Casino Water Treatment Plant electrical distribution board have been completed. Planning is also underway to finalise processing options to improve water quality outcomes for the Casino Water Treatment Plant. Council has received government funding towards this project and plans to progress the work throughout 2025.</p> <p>Status: On Schedule</p>
<p>Principal Activity 6D3: Deliver quality water supply services</p>
<p>Responsible Officer: Director Community Service Delivery</p>
<p>An improvement plan has been developed as a result of the review of Council’s Drinking Water Management System (DWMS) undertaken by VIRIDIS Consultants, in conjunction with all regulatory agencies and Council. This improvement plan spans a five-year period with actions being monitored and reviewed on a quarterly basis by the responsible officers to ensure progress.</p> <p>Status: On Schedule</p>
<p>Principal Activity 6D4: Deliver sewer capital works program</p>
<p>Responsible Officer: Director Community Service Delivery</p>
<p>Council continues to work on significant sewer capital works projects which need to be scoped and delivered in the next 5 years. Projects such as the Evans Head Sewage Treatment Plant augmentation and the new Sewage Treatment Plant for Casino are high-priority projects, with Council's annual program of pipe replacement and pump station upgrades being scheduled in accordance with risk and funding availability.</p> <p>A number of Sewer Pump Station pump replacements in various locations throughout the Richmond Valley have been completed as well as 22 sewer junction replacements. Detailed Design for the Evans Head Sewage Treatment Plant Stage 2 is 80% completed and Review of Environmental Factors in progress. Consultants have been engaged to project-manage the Casino Sewage Treatment Plant project. A number of assessments for this project have been completed such as a site geotechnical investigation, flood modelling and flood planning level investigation and a preliminary environmental assessment. Drafting of a concept design, Section 60 DCCEEW Application as well a planning for detailed design procurement commenced. Council will continue to engage consultants and construction companies to assist with the delivery of the capital program.</p> <p>Status: On Schedule</p>

Principal Activity 6D5: Manage our water/sewer business effectively	
Responsible Officer: Director Community Service Delivery	
<p>Council's water and sewer services continue to meet, and often exceed, community service levels and performance standards. The Inflow and Infiltration Strategy has been completed, with the program progressing in line with the revised strategy and a renewed focus on working with businesses to improve private infrastructure. The Water Sewer Operational team is actively engaging with businesses to foster strong working relationships, enhance mutual understanding of operational needs, and facilitate information sharing. A review of the liquid trade waste program has been conducted, leading to enhancements in Council's regulatory and enforcement processes. The water servicing and pricing review has also commenced. In preparation for forecasted adverse weather, Water Sewer Operations has implemented a preparation checklist to ensure emergency equipment is ready when required.</p> <p>Council employee David Cash was awarded the WIOA Operator of the Year, recognising his outstanding contributions to Council's sewer and water treatment infrastructure and his commitment to delivering high-quality services to the community. The Treatment team is actively addressing the DWMS Improvement Plan, including the development of a draft Standard Operating Procedure (SOP) for managing changes in raw water quality. Additionally, Council is participating in the Town Water Risk Reduction Program (WaterNSW), assessing challenges facing regional water supply.</p>	
<p style="text-align: right;"><i>NSW Water Sewer Operator of the Year 2024 – David Cash</i></p>	
Status: On Schedule	
Principal Activity 6D6: Improve local stormwater and drainage networks	
Responsible Officer: Director Projects & Business Development	
<p>A stormwater hydraulic model that studied the impacts of stormwater flooding issues in the Casino area has been completed. The model identified the water flows, restrictions, and ponding locations that show increased pressure on the stormwater infrastructure system due to increased rain frequency, quantity, urban surface density and development. The model provided six options for mitigation options, which Council resolved to explore funding opportunities for. Similar studies for other localities are identified in future delivery programs. The Illawong Lane stormwater drainage project is 80% complete with feedback from adjoining residents and businesses positive about the improved drainage during heavy rain events. The project will be completed in the first half of 2025.</p>	
Status: On Schedule	

Reopening of Naughtons Gap Road

The opening of the \$15.8 million Naughtons Gap Road restoration, on 6 December 2024 marked a major milestone in the Richmond Valley's flood recovery. The landslip remediation was one of Council's most ambitious and challenging flood repair projects, requiring more than two years of planning, investigation and construction.

The project was jointly funded through Disaster Recovery Funding Arrangements and Infrastructure Betterment Funding and is the first Regional Roads and Transport Recovery Package (RRTRP) project started and completed.

In March 2021 a landslip brought on by heavy rain forced the closure of Naughtons Gap Road. Damage to the road was compounded by the severe weather events and flooding to hit the North Coast in February and March 2022. The road remained closed for an extended period, while the landslip was carefully monitored for further movement and complex geotechnical investigations were completed. Then came the challenge of designing a long-term solution for the problem and securing the necessary funding.



Naughtons Gap Road reopening, 6 December 2024

The betterment project included the construction of catch fencing to contain future falling debris, the implementation of a soldier pile wall, as well as ground anchors, extensive earthworks, drainage and pavement reconstruction, with a focus on ensuring stability amidst ongoing landslip movements. Council used material recovered from the landslip on other projects, saving an estimated \$2.4 million in disposal fees.

The construction work was completed by contract firm CMC Civil.

Protecting our unique environment

OBJECTIVE 7: Preserve native bushland and biodiversity

Principal Activity 7A1: Deliver community education programs on habitat protection and responsible land management

Responsible Officer: Director Community Service Delivery

Council officers continue to regularly participate in group forums and educational workshops to remain up to date with new initiatives and funding opportunities. Council collaborates with various government departments, industry bodies and non-government organisations to develop and deliver educational programs for the community that aim to protect and enhance habitats and promote responsible land management. In November, Council held its first successful 'science in the pub' forum titled 'Beers Bats & Biodiversity'. The event was open to the public to provide information and a Q&A session on the ecological importance, behaviour, biology and management of our local flying fox populations. It featured guest speakers with specialist expertise, including Peggy Eby – a leading ecologist specialising in flying foxes. Approximately 30 people attended the event, with the feedback being overwhelmingly positive. More 'science in the pub' events are planned for 2025.

Status: On Schedule

Principal Activity 7B1: Lead and support local habitat restoration programs

Responsible Officer: Director Community Service Delivery

Council continues to seek funding and deliver programs which support environmental habitat programs. Examples of successful and continuing programs are the flying fox habitat restoration in Casino; riparian planting and fish habitat on the Richmond River at Coraki and weed management and environmental works enhancing the Jabiru Wetlands.

Status: On Schedule



Fish habitat regeneration

Principal Activity 7C1: Preserve and enhance biodiversity in local wetlands

Responsible Officer: Director Community Service Delivery

Council will continue to partner with agencies and groups such as Rous and Landcare to secure funding and deliver environmental initiatives to enhance our local wetlands. Council has been successful in securing grant funding for weed management at the Jabiru wetlands. The planned works will be undertaken over several months and will assist in the preservation of biodiversity values of the wetland.

Status: On Schedule

OBJECTIVE 8: Maintain healthy rivers, beaches and waterways

Principal Activity 8A1: Secure Casino's water supply
Responsible Officer: Director Community Service Delivery
<p>Council's Public Works Team has been working with NSW Urban Water Services to undertake further assessment of Casino's water security in accordance with the latest guidance from the Department of Climate Change, Energy, the Environment and Water (DCCEEW).</p> <p>The modelling indicated that Casino may not have a water security issue if no environmental flows are released during droughts. However, the regulating authority has reserved the right to require environment flows from the weir in the future, should it deem them necessary, so options to strengthen water security continue to be pursued. Council is currently finalizing a concept design for a pontoon pump system that can be constructed during extreme droughts to access an additional 350 ML of the dead storage in the existing weir pool.</p> <p>Status: On Schedule</p>
Principal Activity 8A2: Secure the Mid-Richmond's water supply
Responsible Officer: Director Community Service Delivery
<p>Rous County Council supplies potable water to the Mid Richmond communities. Council continues to work closely with Rous to ensure its Future Water Strategy provides appropriate water quality and long-term water security in these communities.</p> <p>Status: On Schedule</p>
Principal Activity 8B1: Work with government agencies to improve the health of the Richmond River catchment
Responsible Officer: Director Community Service Delivery
<p>Council partners with multiple government agencies to better understand and protect the Richmond River catchment. A number of additional riparian land management and fish habitat initiatives are planned to improve the health of the Richmond River catchment. Grant opportunities are continually being sought to expand further initiatives.</p> <p>Status: On Schedule</p>
Principal Activity 8B2: Work with stakeholders to address water quality risks
Responsible Officer: Director Community Service Delivery
<p>Council has an On-site Sewage Management System (OSMS) inspection and approval program in place. An Underground Petroleum Storage System (UPSS) register has been created to facilitate compliance activities. Council has partnered with Rous County Council and NSW Fisheries to establish fish habitat and riparian zone improvements in Casino and Coraki.</p> <p>Water samples are taken year-round to monitor water quality in high recreational use areas as part of the continued beach watch program.</p> <p>Status: On Schedule</p>
Principal Activity 8C1: Improve connection between Casino CBD and the river
Responsible Officer: Director Projects & Business Development
<p>The Barker Street pop-up park and the Drill Hall Park site provide passive recreation options in close proximity to the river and CBD.</p> <p>The Open Spaces team provide regular maintenance to riverside parks and the footpath and cycleway network providing access to the river.</p> <p>Planning is being undertaken to connect the Rail Trail from the Old Casino Station through the CBD to the Riverbank. Council has just released a design and construct tender for a Suspension Bridge to Queen</p>

Elizabeth Park, which will link and improve access to the river. Council has received some funding for the restoration of Halstead Drive which will restore pedestrian access to the river.

Status: On Schedule

Principal Activity 8C2: Seek funding to continue to upgrade the Evans Head foreshore and improve access to the river

Responsible Officer: Director Projects & Business Development

Council's place planning initiative for Evans Head has gathered community ideas for the future development of the beach and river accesses. Upcoming upgrades at the Surf Club foreshore, major carpark and access upgrades at Airforce Beach, and access improvements to Shark Bay will continue in 2025. Council has advocated strongly to Transport for NSW - Maritime regarding the Evans Head breakwall repairs and upgrade. They have completed a design and will go to tender with an expected commencement in June 2025.

Status: On Schedule

Principal Activity 8C3: Maintain and protect local beaches

Responsible Officer: Director Community Service Delivery

Council has put in place access controls and the use of our beaches is regularly monitored to ensure they are protected. 4WD restrictions are in force with the compliance team undertaking frequent patrols. Compliance activities are increased during busy holiday periods, such as long weekends and the Christmas/New Year season. There has been a general improvement in driver awareness and behaviour as a result of the programs, however, isolated incidents of non-compliance continue.

Status: On Schedule

Council advocates for Evans River Work

During 2024, Council advocated to all levels of government to advance plans for repairs to the river and water infrastructure in Evans Head.



Following damage from the 2022 floods, Council installed pool-style fencing along the Evans Head breakwall to maintain safe access. However, structural damage worsened, undermining the path and encroaching on the dunes. Designs for repairs have been completed, with continued advocacy for approval for repairs from NSW Government agencies.

Council also made representations regarding restoration works after silting issues made the Paddon Park boat ramp inaccessible at low tide, impacting local tourism and businesses and placing increased pressure on use of the Coast Guard Park boat ramp. A Review of Environmental Factors report is due to be released for public comment in January and Council is working with the NSW Government to obtain funding for the project

Protecting and enhancing our wetlands

Work continues to enhance the Jabiru Geneebeinga Wetlands in Richmond Park, with Council undertaking further plantings at the site to protect native habitat and support biodiversity.

Council was also successful in obtaining a \$35,000 grant from the Crown Reserves Improvement Fund towards continued revitalisation works. This funding will be used for weed management programs at the site.



Preparing for planting at the wetlands.

OBJECTIVE 9: Transition to a circular economy

Principal Activity 9A1: Develop and implement the Richmond Valley Circular Economy Strategy
Responsible Officer: Director Projects & Business Development
<p>Council adopted a Strategy for Resource Recovery and Waste Management 2020-2030, which is due for a mid-strategy review in mid-2025. The strategy outlines Council’s role in the circular economy. In preparing for the review, preliminary work is underway on reviewing the costs of waste and resource recovery disposal options. Council is working to review and improve operational needs in waste and resource recovery particularly during the transition back to landfilling after the commissioning of Cell 6 at the Nammoona Resource Recovery Centre. A Household Hazardous Chemical collection was held in early December 2024 at the Nammoona facility.</p> <p>Tender preparation will commence in Quarter 3 for all three waste streams for haulage and disposal/processing. Regulatory changes in the FOGO (Food Organics and Garden Organics) waste stream and increased gate fee prices across the board will make this a challenging task. Continuity of the waste business is a priority. Opportunities for the disposal of residual material beyond the capacity of the new landfill cell (Cell 6) at Nammoona Resource Recovery Centre will be considered as part of the mid-term review of the Strategy. The review proposes to outline long-term residual disposal options, including future landfill site identification, as well as consideration of new and alternative options for future waste disposal.</p> <p>Status: On Schedule</p>
Principal Activity 9B1: Encourage manufacturers and consumers to take responsibility for managing recyclates and residual materials
Responsible Officer: Director Projects & Business Development
<p>Council continues to support NE Waste and the Waste Management & Recovery Association's advocacy for product stewardship. Council has recently signed up to the Get Grubby program for Food Organics and Garden Organics (FOGO) diversion improvements supporting the circular economy education program. The team are reviewing resourcing needs for increased education to further enhance efforts to divert more waste from landfill. NE Waste continue to develop and roll out regional messaging, Facebook posts, Secondhand Saturday, and education programs on waste minimization and recycling options. The Waste and Resource Recovery team has developed a hard copy education pack for our new kerbside collection customers and for customers identified who are not using the 3-bin system correctly. This pack consists of brochures, stickers and magnets. NE Waste will be launching a Cover Your Load Program. They also have an active Reusables Project to promote the avoidance of single use plastics at community events. Council’s regulatory team support these programs and investigate litter and illegal dumping matters as they arise and use cameras in hot spots to deter these behaviours.</p> <p>Status: On Schedule</p>

Principal Activity 9B2: Support new recycling/re-use industries to establish in the Richmond Valley
Responsible Officer: Director Projects & Business Development
<p>Richmond Valley Council collaborates with regional councils and NE Waste to promote and support the establishment of appropriate recycling/re-use industries within the region. Council and NE Waste have been actively engaging in Environmental Protection Authority (EPA) reviews of regional infrastructure, ensuring the EPA understand shortfalls in infrastructure capacity within the region. With Council's endorsement, NE Waste are facilitating a Construction & Demolition (C&D) project, involving a C&D recovery trial in the region and engagement with companies that could potentially set up operations in the region. Council has signed up to the Get Grubby program (early childhood education) which, when implemented, will assist with reducing contamination in the kerbside Food Organics and Garden Organics (FOGO) stream and diverting more organics from the waste stream.</p> <p>The Waste and Resource Recovery team are in the early stages of investigating resource needs to further enhance efforts in organics contamination reduction and diversion. Tendering for FOGO processing contracts is proposed to commence during 2025. Council partners with NE Waste, providing regional messaging and concepts to assist with organic waste stream diversion and educational programs.</p> <p>Status: On Schedule</p>
Principal Activity 9C1: Complete expansion and upgrade works at Nammoona Resource Recovery Facility
Responsible Officer: Director Projects & Business Development
<p>The newly constructed Cell 6 is operational with the Environmental Protection Authority (EPA) licence variation approved for operational use. The pump station for the Nammoona facility is the only remaining work to be finalised. These works are programmed to be completed by February 2025 (originally delayed due to inclement weather). Operational manual and works to update Nammoona LEMP are currently taking place to optimise best value and use out of the facility. A consultant has been engaged to redesign the current capping plan. The design of the capping plan estimated completion time frame is June 2025. No proposed capping will occur in 2024/2025. Cells 1 to 4 have enough capacity to cater for carcasses and asbestos into 2025/2026 while the soft floor layer ('fluff layer') is put in place in cell 6A.</p> <p>Status: On Schedule</p>
Principal Activity 9C2: Manage resource recovery facilities effectively
Responsible Officer: Director Projects & Business Development
<p>Nammoona Waste and Resource Recovery facility is Council's only waste and resource recovery site under an Environment Protection Licence. There have been some minor overflows of the sediment control pond and Council continues to work with our regulators to resolve issues, as necessary. Landfilling of the new Cell 6 is underway which will reduce reliance on transport options to Queensland. New systems have been put in place to recover waste in Council's recycling centre. Quarter 2 saw an Environmental Protection Authority (EPA) trial for a Household Hazardous Chemical Collection Day at Nammoona. The waste capital works budget is under review to determine whether priority activities can occur as part of the master planning for both the Richmond Valley's landfill and transfer station sites. Operational priority works will be implemented where the budget allows.</p> <p>Status: On Schedule</p>
Principal Activity 9C3: Manage kerbside collection services effectively
Responsible Officer: Director Projects & Business Development
<p>The waste and resource recovery team carry out Expressions of Interest for new services where there has been a level of community interest and where, logistically, collection runs could be viable. Considerations around resourcing and impacts on timing of collections runs also form part of the assessment. The team recently conducted an Expression of Interest on Casino Coraki Road which yielded insufficient interest. The fleet is constantly reviewed, and replacement programs are in place for larger items. A new hook lift truck has recently arrived, with a replacement loader on order.</p> <p>Status: On Schedule</p>

Delivering for our community

OBJECTIVE 10: Lead and advocate for our community

Principal Activity 10A1: Develop and deliver the Richmond Valley Community Engagement Strategy	
Responsible Officer: Director Community Service Delivery	
<p>Council adopted the Richmond Valley Council Community Engagement Strategy & Framework 2024-2025 in May 2024. The Strategy outlines how Council will engage with the community in developing its plans and determining key activities. This includes development of the Community Strategic Plan, and all relevant council plans, policies and programs. The current strategy is scheduled to be reviewed and updated in accordance with the Integrated Planning and Reporting (IP&R) Guidelines in 2025.</p> <p>Status: On Schedule</p>	
Principal Activity 10B1: Advocate to federal and state government for community priorities and seek grant funding	
Responsible Officer: General Manager	
<p>Council continues to advocate strongly for community priorities and to seek government funding for key infrastructure and facilities. Council has secured significant government funding for essential community projects including over \$53M for Natural Disaster Funding on the road network; \$18M to replace the twin bridges at Tatham; \$4M to improve flood resilience of the Woodburn-Coraki Road at Thearles Canal and Dairy Flat; and \$15.8M to enable the repair of the landslip at Naughton's Gap. In the next six months, Council will continue to actively pursue funds for key infrastructure upgrades, including the replacement of the Casino Sewage Treatment Plant, completion of the Woodburn CBD Streetscape upgrade, restoration of Richmond Terrace, Coraki, and further progress on the Three Villages Cycleway project for the Mid Richmond which was recently successful in securing over \$5M to complete building the Woodburn to Evans Head Road section.</p> <p>Status: On Schedule</p>	 <p><i>Resilient Lands Study funding announcement</i></p>
Principal Activity 10C1: Provide representative and accountable community governance	
Responsible Officer: Director Organisational Services	
<p>Members of the community are invited to attend Council meetings and participate in public access on items listed for resolution. All council meetings are live streamed via Council's Facebook page and recordings are accessible through Council's website. Copies of Council meeting agendas are posted on Council's website before each scheduled meeting. Consultation with the community is carried out on various plans, policies and applications throughout the year.</p> <p>Council's Code of Conduct and Code of Meeting Practice will be adopted following consultation, as required in the twelve months following a local government election.</p> <p>Status: On Schedule</p>	

Our Big Conversation

Council released the State of the Valley Report, together with the Annual Report for the 2023-2024 period.

The State of the Valley Report highlights key achievements following the most recent Community Strategic Plan, which was adopted in 2023. It outlines the significant progress Council has made over the previous term despite the impacts of catastrophic natural disasters.

This includes successfully advocating for \$61m in government funding for community flood recovery projects and infrastructure and progressing with \$38.4m in flood road repairs so far. The report also highlights the Valley's continued economic growth, with \$150m in new development approved since 2022, including \$56.4m in commercial and industrial investment.

Following on from the State of the Valley Report, Council has commenced consultation for review of the Community Strategic Plan with popup stalls at the Empowering Ability Day and the Casino Christmas Street Party.

Our Big Conversation will continue throughout the summer period and will consult the community through various methods, including face-to-face, ideas boards, multimedia, and surveys.

The Community Strategic Plan identifies our community's priorities for the next 15 years, so it's important everyone has a say on the big issues such as housing, infrastructure, jobs, community facilities and responding to climate change.



Community consultation at the Casino Christmas Street Party

OBJECTIVE 11: Manage resources responsibly

Principal Activity 11A1: Undertake long-term financial planning and ensure compliance with financial regulation
Responsible Officer: Director Organisational Services
Council's Long Term Financial Plan is reviewed on an annual basis in line with preparation of the operational plan and update to the delivery plan. Preparation of Council's 2025-2035 Long Term Financial Plan has commenced. Status: On Schedule
Principal Activity 11A2: Strengthen procurement systems
Responsible Officer: Director Organisational Services
Work on the update of the purchasing policy and procedure will continue after the migration of TechOne into TechOne Cia, to allow a complete understanding of any changes that may be required to the policy and procedure as part of that update. It has already been identified that one step in the current procedure has been deleted from the current TechOne. While it is not anticipated that further steps will be deleted, for the sake of efficiency, further work on the update has been deferred until completion of the migration rollout. Status: On Schedule
Principal Activity 11A3: Maintain efficient rating and revenue systems
Responsible Officer: Director Organisational Services
Council adopts fees and charges annually in line with relevant rate pegging and CPI in accordance with Council's adopted budget. Status: On Schedule
Principal Activity 11B1: Implement the Richmond Valley Council Workforce Management Strategy
Responsible Officer: Director Organisational Services
Council's next intake of the YES program employees commences on 13 January 2025, The YES program continually provides opportunities for our community. Council's People and Culture Team directly approaches schools to promote Council as an employer of choice, This has ensured there is always an abundance of applicants for each YES program role. Status: On Schedule
Principal Activity 11B2: Continue to provide local employment schemes and development opportunities
Responsible Officer: Director Organisational Services
The majority of Council's YES program employees will be commencing with council on 13 January 2025. Council's People and Culture Team continues to pursue government funding options and grants to strengthen the employee opportunities available. Status: On Schedule
Principal Activity 11C1: Implement Richmond Valley Council's Enterprise Risk Management Framework
Responsible Officer: General Manager
Work continues on implementing Council's Enterprise Risk Management Framework and associated risk management systems and processes. Council continues to identify how it can improve its "Developing" rating in its risk management processes, supported by a series of recommendations for system improvements. The recommendations from the CivicRisk Mutual Continuous Risk Improvement Program are being integrated into a three-year program, with the aim to improve Council's risk management rating to

"Proficient" at the next review. Council's Audit, Review and Improvement Committee continues to operate within its Charter and to provide valuable insights on process and systems improvements.
Status: On Schedule

Principal Activity 11D1: Use energy and resources more efficiently in council operations

Responsible Officer: Director Community Service Delivery

Council continues to consider all opportunities to implement sustainable practices in its core business activities. The recent purchase of software packages has assisted in tracking expenditures, especially energy bills, which highlighted opportunities to improve efficiencies and reduce costs. This led to several disconnections that were no longer required to reduce connection fees and renegotiations of energy contracts to reduce expenditure. To further reduce energy costs, solar panels have been installed on several Council assets, including the Casino Administration Building. Further analysis is being undertaken on a number of Council assets identified as high energy users, to explore opportunities to implement more sustainable measures.



Solar panels on Casino Administration Building

Status: On Schedule

Principal Activity 11E1: Identify opportunities for strategic investment and business development

Responsible Officer: Director Projects & Business Development

A tender has been awarded to construct a roundabout on the Bruxner Highway – this is the first stage toward activating Council’s industrial holdings in Precinct 3 of the Regional Jobs Precinct. Early discussions have been held with local and other investors to establish new businesses in this area. Council has sold two lots at Reynolds Road and is in advanced discussions with a third which would see a major interstate business establish a Casino location.

Status: On Schedule

OBJECTIVE 12: Provide great service

Principal Activity 12A1: Implement Council's Customer Service Charter
Responsible Officer: Director Community Service Delivery
Investigation into the use of technology for online services to improve the customer experience and accessibility is continually being assessed. Service levels will be reviewed within the first year of the new Council term. Quarterly reports are provided to Council, which outline the performance of customer service functions in accordance with service levels and expectations. Status: On Schedule
Principal Activity 12B1: Provide transparent and timely development assessment and planning services
Responsible Officer: Director Community Service Delivery
Council aims to provide quality and timely development and certification services to the community and industry that meets legislative requirements. Regular reviews of internal processes, policies and procedures are undertaken to ensure agreed service levels are met. Regular reports are provided to Council, which detail processing timeframes, the number of inspections carried out, and the deliverables of the development concierge services. These reports are available to the public. Regular benchmarking with other Councils is undertaken to ensure Richmond Valley Council continues to maintain one of the most efficient development assessment turn-around times in the region. Status: On Schedule
Principal Activity 12B2: Provide community-focused Ranger and regulatory services
Responsible Officer: Director Community Service Delivery
Ranger activities focus on education and proactive engagement with the community. Enforcement protocols are in place and are utilised for significant matters or when proactive engagement fails. High visibility patrols of our beaches aim to ensure these public spaces remain safe for the community and discourage poor driving behaviours. Richmond Valley continues to achieve high rehoming rates of companion animals and has established strong relationships with many rescue organisations. Following the completion of the upgrades to the Nammoona animal impounding facilities, planning has begun to provide a short-stay facility at Evans Head to improve animal welfare outcomes and community accessibility. Status: On Schedule
Principal Activity 12B3: Maintain public health and safety inspections requirements
Responsible Officer: Director Community Service Delivery
Council is responsible for maintaining various regulatory registers and undertaking compliance inspections with respect to public health and safety. Rolling programs are in place to deliver regulatory functions in areas such as food shops, public swimming pools, on-site sewerage management systems, trade waste and air-conditioning units. Service levels and inspection targets are being met and, in some instances, exceeded. Status: On Schedule
Principal Activity 12C1: Use technology to support a modern, mobile workforce
Responsible Officer: Director Organisational Services
Council's IT Team has commenced work on our Enterprise Architecture, which will be used to ensure, where possible, that applications and devices support a mobile workforce; this will be documented in the next IT Strategy due 30 June 2025. Cyber Security project ThreatDefence has been implemented introducing a 24X7 Security Operations Center to Council which monitors and defends Council devices inside or outside the Council network.

<p>All laptops and Council PCs have been upgraded to Microsoft Defender for Endpoint, which provides additional security irrespective of mobile workforce or on-premises use. Status: On Schedule</p>
<p>Principal Activity 12C2: Provide efficient corporate support services</p>
<p>Responsible Officer: Director Organisational Services</p>
<p>The Information Technology and Records teams are meeting our goal of providing efficient corporate support services. The Records team is consistently achieving key performance indicators for correspondence processing and records management. IT has automated server and laptop patching, upgraded all servers to Windows Server 2019, and laptops to Windows 11. The upgrade for TechOne Finance and Human Resources has been adjusted to late February 2025 to minimise implementation risks. Water Sewer GeoSCADA has been upgraded from 2020 to 2024, Facility booking is now enabled through a service SpaceToGo and Bookable is being retired. The Workplace Health and Safety system is in the process of migrating to DoneSafe and Vault will be retired. Preparations have commenced for the new Information Technology Strategy, starting with a review of applications with business unit interviews to be conducted from February 2025. Status: On Schedule</p>
<p>Principal Activity 12C3: Provide efficient operational support services</p>
<p>Responsible Officer: Director Organisational Services</p>
<p>Council's operational facilities deliver efficient services. The addition of the Depot Supervisor has provided benefit in ownership of facilities and will be instrumental in implementing the upgrade works associated with the master plans that will be implemented this financial year. Status: On Schedule</p>



Council Policy

Richmond
Valley
Council



Policy Title:	Community Financial Assistance Program
Policy Number:	1.02
Focus Area:	Creating Great Places to Live
Responsibility:	Community Programs and Grants
Meeting Adopted:	[Insert date]

OBJECTIVE

1. To allocate financial assistance funds to community groups in an equitable and appropriate manner and to assist Council in exercising its functions.
2. To acknowledge and support community groups within the Richmond Valley Local Government Area (LGA).
3. To consult with the community on a regular basis to determine the growing and changing needs of the community.
4. To comply with Section 356 of the *Local Government Act 1993* in maintaining a consistent, open and equitable approach to the provision of financial assistance by Council to applicants in the Richmond Valley community.
5. To link financial assistance to Council's Community Strategic Plan through its Delivery Program and Operational Plans.

SCOPE

This policy applies to all applicants seeking Community Financial Assistance Program funding from Council, as well as to all Council departments involved in the decision-making, administrative and acquittal process related to these applications.

POLICY

Introduction

During the annual budget review each year Council allocates funds for Community Financial Assistance to support local community organisations and groups that provide services, programs or activities in the Richmond Valley. The funding is managed in accordance with the financial assistance provisions of Section 356 of the *Local Government Act 1993*. To optimise the benefit of these funds in the community, funds are allocated in accordance with the process, eligibility and selection criteria outlined in this Policy.

Funding Process

Each year Council will allocate an amount in its annual budget for Community Financial Assistance. Council will advertise and call for applications from community groups for financial assistance from \$100 up to \$5000 on a bi-annual basis.

Ordinarily, applications will be advertised twice yearly, calling for applications to be submitted in March and September, with those applications then decided by Council in May and November. Each round of applications will be open for a minimum of 28 days.

All applicants will be made aware that there are limited funds available as determined in Council's budget.

All applicants will be required to complete an application in the approved form. This will include a brief description of the organisation, the organisation's viability, the purpose of the funding request, the expected beneficiaries of the funding request and the need to be accountable for any funds provided.

Applications will be assessed based on each applicant's eligibility, including how well they have addressed the selection criteria, the application's overall merit and the amount of financial assistance requested. An assessment panel composed at the General Manager's discretion will review applications and make recommendations for partial funding, full funding or no funding.

A summary of applications along with funding recommendations will be presented to Councillors at a workshop and Councillors' comments and recommendations noted.

Following consultation with Council, the General Manager will use his delegated authority to approve the successful applicants. An Information Report will be prepared for Council, advising the outcome of the funding round.

Funds will be made available to groups as soon as practicable after a decision has been made.

Eligibility

Financial Assistance is available to incorporated or sponsored not-for-profit community organisations or groups which provide a community service or the like within the Richmond Valley LGA; that service should assist Council in exercising its functions.

Unincorporated not-for-profit community organisations can apply for assistance through eligible incorporated sponsor organisations. Sponsor organisations must provide a signed letter agreeing to take responsibility for the application, receipt and acquittal of the financial assistance provided.

Applicants (or sponsor organisations) must provide evidence that they hold the appropriate public liability insurance.

Only one application per organisation per round of funding will be considered.

Applicants with outstanding/unacquitted funds from previous Community Financial Assistance Program rounds, or with a history of not complying with Community Financial Assistance Program funding requirements, are not eligible to apply. Preference will be given to programs and activities with a direct social or community benefit. Equipment and infrastructure may be funded if the request is considered of sufficient benefit to the community.

Financial assistance will only be provided to applicants who act for private gain in exceptional circumstances, and then only strictly in accordance with the requirements of the Act, including 28 days' public notice.

Ineligible Projects

The following activities and projects are not eligible for funding:

- Ongoing operating expenses, such as insurance, rent and utility bills.
- Staff/volunteer costs including salaries and professional development.
- Items/equipment/activities primarily for use by one individual or a closed group of individuals only; equipment must have a broad benefit.
- Fundraising, donation or scholarship-based initiatives.
- Promotional items or uniforms.
- Projects already receiving financial assistance from another source of Council funding are not eligible for assistance under this process.
- Contingency or administrative costs.
- Planning costs e.g. master plans, DA fees, business plans etc.
- Retrospective funding for activities which have already occurred, or items already purchased.
- Events funding or support for events should be applied for through Council's Event Funding Scheme or event sponsorship program. Equipment to support community events may be considered under this funding if a strong community benefit can be demonstrated.

Groups are encouraged to contact Council to discuss their application if they are unsure of the eligibility of their project.

Selection Criteria

In ranking applications and determining the amount of financial assistance to allocate, Council should consider the following:

Impact on the Community and Disadvantaged Groups:

- Will the project have a positive impact on disadvantaged groups (e.g. low income, youth, Aboriginality, rural or social isolation, disability)?
- Does the project provide a direct benefit to the broader Richmond Valley community?
- Does the project address an unmet community need?
- Will the resources or project be available to general community?
- Is support delivered equitably across different areas of the LGA?

Capacity to Deliver the Project:

- Is the project well thought out and planned?
- Does the project scope provide sufficient detail?
- Does the applicant have the capacity and resources to successfully deliver the project within the specified timeframe?
- Does the applicant have the necessary insurance?
- Does the applicant have a proven track record in delivering similar projects?

Financial Viability:

- Is the budget detailed, realistic and balanced?
- Have quotes been provided for the proposed expenditure?
- Has the applicant provided the organisation's financials?
- If only partial funding is being allocated, has the applicant provided details of how the rest of the required funds will be provided?
- Are all activities and items eligible for funding?
- Does the project offer value for money?
- Are there alternative funding sources available for the project?

Overall Merit:

- How would you rate the overall quality of this project and its potential benefits to the Richmond Valley community?
- How well does the project align with our Community Strategic Plan?
- How will the project assist Council in exercising its functions?

Conditions of Funding

Funding is allocated to groups on the understanding that successful applicants will adhere to the following conditions:

- **Use of Funds:** Funding must be used for the sole purpose for which it is granted i.e. for activities and items included in the original grant application.
- **Project Changes:** If the original project cannot proceed or will only be partially completed—whether due to newly available funding or other circumstances—the applicant must notify Council in writing as soon as possible and seek written approval from Council's General Manager to amend the project's purpose.
- **Unspent Funds:** If the allocated funding is not fully spent on the original project, any unexpended funds must be returned to Council. However, applicants may submit a written request to repurpose the remaining unspent funds for a related project, subject to approval by Council's General Manager. If the unspent amount is less than \$100 or 10% of the total grant (whichever is smaller), the group may retain the remaining funds.
- **Acknowledgment of Council Support:** Projects must acknowledge Richmond Valley Council as the funding body. Council's approved logo must be used in all promotional materials or signage related to the funded project, with the following acknowledgement included on media releases, invitations, posters, signs, websites, and other communications:
"This project is supported by the Richmond Valley Council Community Financial Assistance Program."

- Grant Acquittal: Groups that receive funding are required to submit an acquittal report within 12 months, providing proof of expenditure and completing the "Acquittal for Community Financial Assistance Program - Evaluation of Grant and Financial Report" form.
- Future Funding Eligibility: Groups that fail to comply with these conditions will not be eligible for future funding.

Procedures

The General Manager will ensure that staff develop, maintain and comply with procedures supporting the implementation of this Policy.

REFERENCES

Local Government Act 1993

REVIEW

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

Version	Date	Comments
1	17 July 2018	New policy – adopted resolution 170718/6
2	[Insert date]	<ul style="list-style-type: none"> • Review and general amendments to wording and structure • Update of funding processes • Additional information with respect to unspent funds • Amendments to eligibility requirements • Inclusion of standalone ineligible projects section and amendments to ineligible events.



Concise Investment Report Pack

Richmond Valley Council

1 December 2024 to 31 December 2024



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5. Environmentally Sustainable Investment Performance Report for the Period Ending 31 December 2024 Relative To 30 November 2024



1. Portfolio Valuation As At 31 December 2024

	Security Rating	Face Value Original	Face Value Current	Market Value	% Total Value	Running Yield	Weighted Running Yield
Fixed Interest Security							
At Call Deposit							
CBA Business Online Saver Acct RVC At Call	S&P ST A1+	9,787,000.00	9,787,000.00	9,787,000.00	13.02%	4.23%	
CBA General Fund Bk Acct RVC At Call	S&P ST A1+	798,761.32	798,761.32	798,761.32	1.06%	3.35%	
CBA Trust Acct RVC At Call	S&P ST A1+	87,050.17	87,050.17	87,050.17	0.12%	3.05%	
MACQ 940323454 At Call	Moodys A2	2,008,132.86	2,008,132.86	2,008,132.86	2.67%	4.65%	
NAB Business Cheque Acct RVC At Call	S&P ST A1+	24.71	24.71	24.71	0.00%	0.00%	
		12,680,969.06	12,680,969.06	12,680,969.06	16.87%		0.71%
Floating Rate Note							
Auswide 1.5 17 Mar 2026 FRN	Moodys Baa2	1,000,000.00	1,000,000.00	1,000,000.00	1.33%	5.97%	
Auswide 1.6 22 Mar 2027 FRN	Moodys Baa2	1,500,000.00	1,500,000.00	1,500,000.00	2.00%	6.05%	
CACU 1.7 21 Sep 2026 FRN	S&P BBB-	1,750,000.00	1,750,000.00	1,750,000.00	2.33%	6.15%	
MACQ 0.48 09 Dec 2025 FRN	Moodys A2	1,000,390.00	1,000,390.00	1,000,390.00	1.33%	4.92%	
MYS 0.65 16 Jun 2025 FRN	Moodys Baa2	1,500,000.00	1,500,000.00	1,500,000.00	2.00%	5.11%	
		6,750,390.00	6,750,390.00	6,750,390.00	8.98%		0.51%
Fixed Rate Bond							
NTTC 1.1 15 Dec 2025 - Issued 10 September 2021 - Richmond Council Fixed	Moodys Aa3	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	1.10%	
JUDO 6.4 26 Sep 2025 Fixed	S&P BBB-	1,500,000.00	1,500,000.00	1,500,000.00	2.00%	6.40%	
BOQ 4.7 27 Jan 2027 Fixed	S&P BBB+	1,000,000.00	1,000,000.00	1,000,000.00	1.33%	5.60%	
		4,500,000.00	4,500,000.00	4,500,000.00	5.99%		0.26%
Unit Trust							
NSWTC Long Term Growth Fund UT		3,000,000.00	3,658,585.32	3,658,585.32	4.87%	1.08%	
NSWTC Medium Term Growth Fund UT		11,005,029.35	13,559,375.90	13,559,375.90	18.04%	5.28%	
		14,005,029.35	17,217,961.22	17,217,961.22	22.91%		1.01%



1. Portfolio Valuation As At 31 December 2024

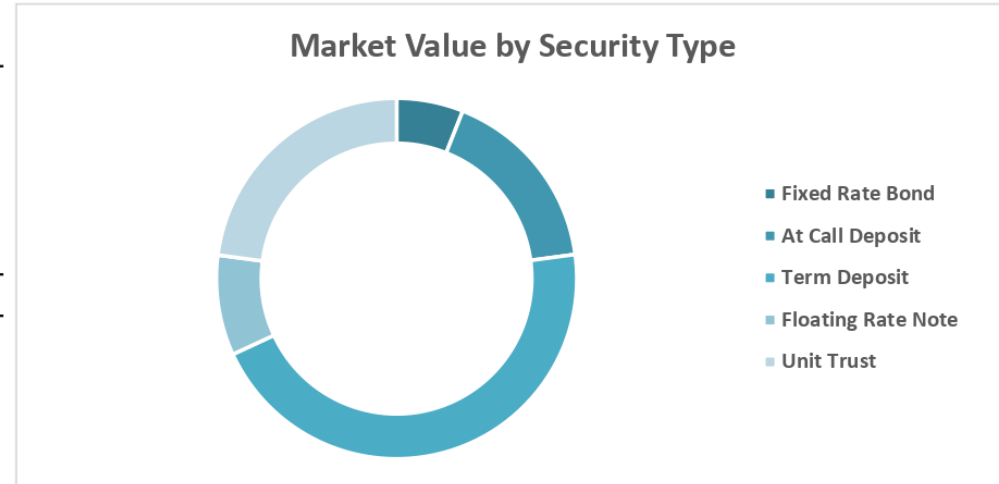
Term Deposit

AMP 5 28 Jan 2025 153DAY TD	Moodys ST P-2	1,000,000.00	1,000,000.00	1,000,000.00	1.33%	5.00%
AMP 5 04 Mar 2025 92DAY TD	Moodys ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.00%
BOQ 5.05 31 Mar 2025 181DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.05%
BOQ 5 07 May 2025 181DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.00%
BOQ 5.15 28 May 2025 181DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.15%
CCU 5.15 05 Jun 2025 182DAY TD	Moodys ST P-3	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.15%
ING 5.22 22 Jan 2025 366DAY TD	S&P ST A1	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.22%
ING 5.31 04 Jun 2025 365DAY TD	S&P ST A1	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.31%
ING 5.17 21 Nov 2025 365DAY TD	S&P ST A1	1,000,000.00	1,000,000.00	1,000,000.00	1.33%	5.17%
JUDO 5 25 Feb 2025 180DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.00%
JUDO 5.05 10 Apr 2025 182DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.05%
NAB 5 30 Jan 2025 121DAY TD	S&P ST A1+	3,000,000.00	3,000,000.00	3,000,000.00	3.99%	5.00%
NAB 5.30 30 Jan 2025 184DAY TD	S&P ST A1+	3,000,000.00	3,000,000.00	3,000,000.00	3.99%	5.30%
NAB 5 27 Feb 2025 120DAY TD	S&P ST A1+	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.00%
NAB 5 04 Mar 2025 184DAY TD	S&P ST A1+	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.00%
NAB 5.05 07 May 2025 181DAY TD	S&P ST A1+	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.05%
RCU 5.1 12 Mar 2025 90DAY TD	Unrated ST UR	2,000,000.00	2,000,000.00	2,000,000.00	2.66%	5.10%
		34,000,000.00	34,000,000.00	34,000,000.00	45.24%	2.30%
Portfolio Total		71,936,388.41	75,149,320.28	75,149,320.28	100.00%	4.79%



2. Portfolio Valuation By Categories As At 31 December 2024

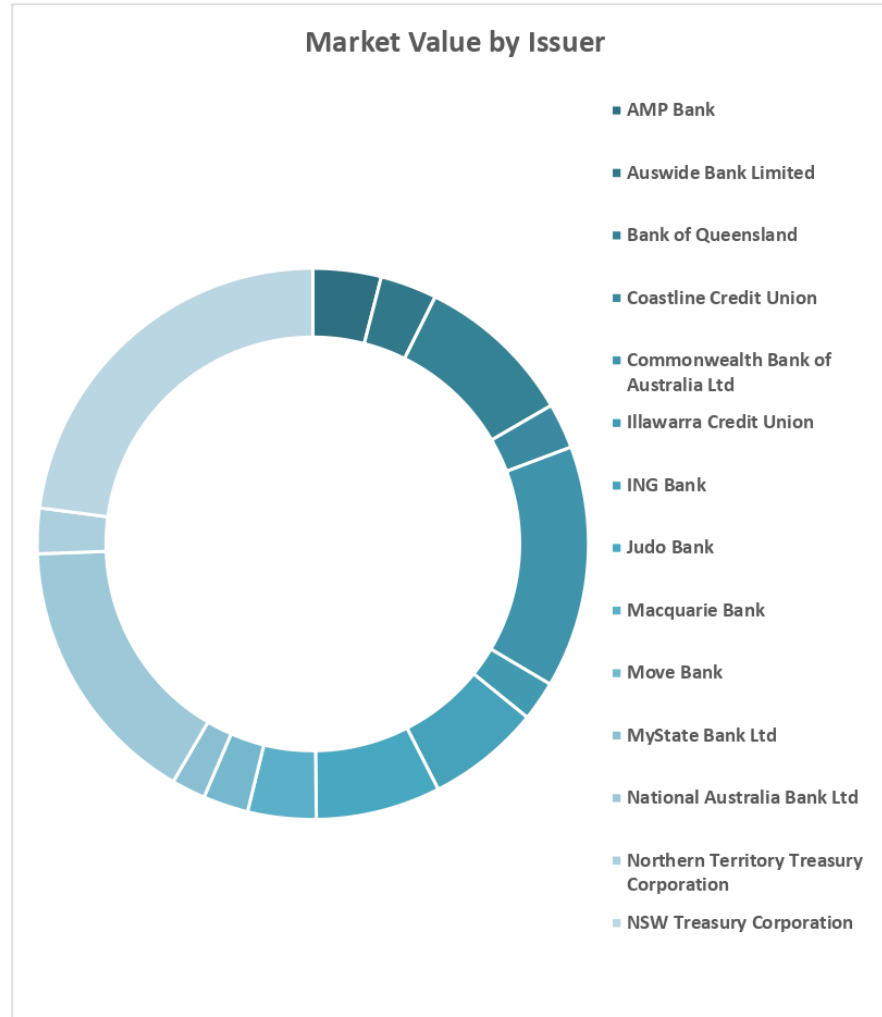
Security Type	Market Value	% Total Value
Fixed Rate Bond	4,500,000.00	5.99%
At Call Deposit	12,680,969.06	16.87%
Term Deposit	34,000,000.00	45.24%
Floating Rate Note	6,750,390.00	8.98%
Unit Trust	17,217,961.22	22.91%
Portfolio Total	75,149,320.28	100.00%





2. Portfolio Valuation By Categories As At 31 December 2024

Issuer	Market Value	% Total Value
AMP Bank	3,000,000.00	3.99%
Auswide Bank Limited	2,500,000.00	3.33%
Bank of Queensland	7,000,000.00	9.31%
Coastline Credit Union	2,000,000.00	2.66%
Commonwealth Bank of Australia Ltd	10,672,811.49	14.20%
Illawarra Credit Union	1,750,000.00	2.33%
ING Bank	5,000,000.00	6.65%
Judo Bank	5,500,000.00	7.32%
Macquarie Bank	3,008,522.86	4.00%
Move Bank	2,000,000.00	2.66%
MyState Bank Ltd	1,500,000.00	2.00%
National Australia Bank Ltd	12,000,024.71	15.97%
Northern Territory Treasury Corporation	2,000,000.00	2.66%
NSW Treasury Corporation	17,217,961.22	22.91%
Portfolio Total	75,149,320.28	100.00%



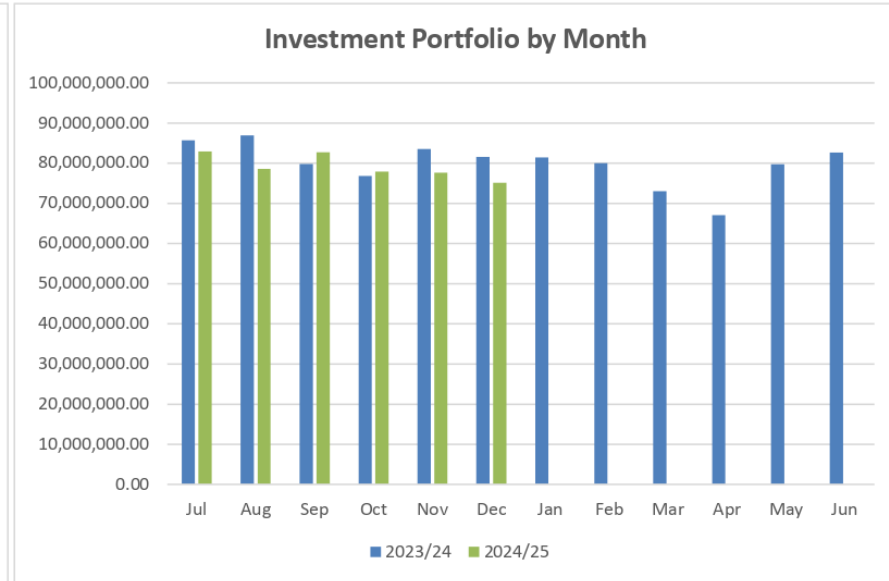
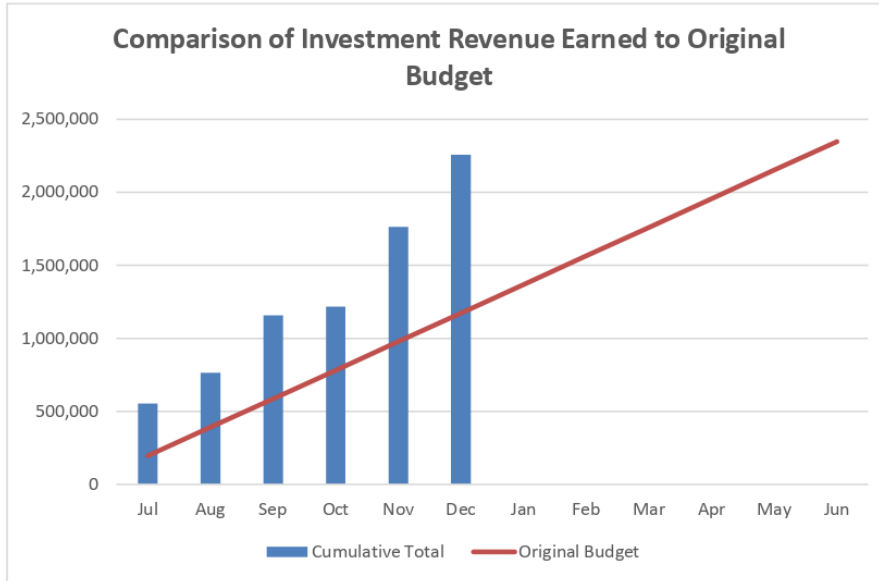


3. Investment Revenue Received For 1 December 2024 to 31 December 2024

Security	Issuer	Settlement Date	Face Value (Basis of Interest Calculation)	Consideration Notional	Income Type
JUDO 5.45 02 Dec 2024 367DAY TD	Judo Bank	2 Dec 2024	2,000,000.00	109,597.26	Security Coupon Interest
CCU 5.5 05 Dec 2024 366DAY TD	Coastline Credit Union Ltd	5 Dec 2024	2,000,000.00	110,301.37	Security Coupon Interest
MACQ 0.48 09 Dec 2025 FRN	Macquarie Bank Ltd	9 Dec 2024	1,000,000.00	12,179.79	Security Coupon Interest
RCU 5.3 11 Dec 2024 181DAY TD	Railways CU Ltd t/as myMOVE	11 Dec 2024	2,000,000.00	52,854.79	Security Coupon Interest
NTTC 1.1 15 Dec 2025 - Issued 10 September 2021	Northern Territory Treasury Corporation	15 Dec 2024	2,000,000.00	11,000.00	Security Coupon Interest
MYS 0.65 16 Jun 2025 FRN	MyState Bank Ltd	16 Dec 2024	1,500,000.00	18,945.83	Security Coupon Interest
Auswide 1.5 17 Mar 2026 FRN	Auswide Bank Limited	17 Dec 2024	1,000,000.00	14,754.00	Security Coupon Interest
Auswide 1.6 22 Mar 2027 FRN	Auswide Bank Limited	23 Dec 2024	1,500,000.00	22,543.04	Security Coupon Interest
CACU 1.7 21 Sep 2026 FRN	Illawarra Credit Union Ltd	23 Dec 2024	1,750,000.00	26,737.86	Security Coupon Interest
Other	Macquarie Bank Ltd	31 Dec 2024		8,132.86	Bank Interest
Other	Commonwealth Bank	31 Dec 2024		44,633.80	Bank Interest
Other	Commonwealth Bank	31 Dec 2024		2,835.29	Bank Interest
Other	Commonwealth Bank	31 Dec 2024		225.50	Bank Interest
				434,741.39	
Medium Term Growth Fund	NSW Treasury Corporation			59,832.94	Fair Value Gain/(Loss)
Long Term Growth Fund	NSW Treasury Corporation			3,231.24	Fair Value Gain/(Loss)
				63,064.18	
TOTAL				497,805.57	



4. Comparison of Investment Revenue Earned to Original Budget and Investment Portfolio by Month 2024 - 2025 YTD





5. Environmentally Sustainable Investment Performance Report for the Period Ending 31 December 2024 Relative To 30 November 2024.

Portfolio Summary by Fossil Fuel Lending ADIs

ADI Lending Status	% Total	Current Period	% Total	Prior Period
Fossil Fuel Lending ADIs				
AMP Bank	4.0%	3,000,000.00	1.3%	1,000,000.00
Bank of Queensland	1.3%	1,000,000.00	1.3%	1,000,000.00
Commonwealth Bank of Australia Ltd	14.2%	10,672,811.49	17.0%	13,223,022.95
ING Bank Australia Limited	6.7%	5,000,000.00	6.4%	5,000,000.00
Macquarie Bank	4.0%	3,008,522.86	3.9%	3,007,758.90
National Australia Bank Ltd	16.0%	12,000,024.71	15.5%	12,000,024.71
	46.1%	34,681,359.06	45.4%	35,230,806.56
Non Fossil Fuel Lending ADIs				
Auswide Bank Limited	3.3%	2,500,000.00	3.2%	2,500,000.00
Bank of Queensland	8.0%	6,000,000.00	7.7%	6,000,000.00
Coastline Credit Union	2.7%	2,000,000.00	2.6%	2,000,000.00
Illawarra Credit Union	2.3%	1,750,000.00	2.3%	1,750,000.00
Judo Bank	7.3%	5,500,000.00	9.7%	7,500,000.00
Move Bank	2.7%	2,000,000.00	2.6%	2,000,000.00
MyState Bank Ltd	2.0%	1,500,000.00	1.9%	1,500,000.00
Northern Territory Treasury Corporation	2.7%	2,000,000.00	2.6%	2,000,000.00
NSW Treasury Corporation	22.9%	17,217,961.22	22.1%	17,154,897.04
	53.9%	40,467,961.22	54.6%	42,404,897.04
Total Portfolio		75,149,320.28		77,635,703.60

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

Fossil Fuel vs Non Fossil Fuel Lending ADI





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Concise Investment Report Pack

Richmond Valley Council

1 January 2025 to 31 January 2025



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1. Portfolio Valuation As At 31 January 2025

	Security Rating	Face Value Original	Face Value Current	Market Value	% Total Value	Running Yield	Weighted Running Yield
Fixed Interest Security							
At Call Deposit							
CBA Business Online Saver Acct RVC At Call	S&P ST A1+	8,437,000.00	8,437,000.00	8,437,000.00	11.41%	4.23%	
CBA General Fund Bk Acct RVC At Call	S&P ST A1+	726,332.30	726,332.30	726,332.30	0.98%	3.35%	
CBA Trust Acct RVC At Call	S&P ST A1+	87,050.17	87,050.17	87,050.17	0.12%	3.05%	
MACQ 940323454 At Call	Moodys A2	2,007,903.14	2,007,903.14	2,007,903.14	2.72%	4.65%	
NAB Business Cheque Acct RVC At Call	S&P ST A1+	24.71	24.71	24.71	0.00%	0.00%	
		11,258,310.32	11,258,310.32	11,258,310.32	15.22%		0.65%
Floating Rate Note							
Auswide 1.5 17 Mar 2026 FRN	Moodys Baa2	1,000,000.00	1,000,000.00	1,000,000.00	1.35%	4.72%	
Auswide 1.6 22 Mar 2027 FRN	Moodys Baa2	1,500,000.00	1,500,000.00	1,500,000.00	2.03%	4.90%	
CACU 1.7 21 Sep 2026 FRN	S&P BBB-	1,750,000.00	1,750,000.00	1,750,000.00	2.37%	5.75%	
MACQ 0.48 09 Dec 2025 FRN	Moodys A2	1,000,390.00	1,000,390.00	1,000,390.00	1.35%	5.15%	
MYS 0.65 16 Jun 2025 FRN	Moodys Baa2	1,500,000.00	1,500,000.00	1,500,000.00	2.03%	4.85%	
		6,750,390.00	6,750,390.00	6,750,390.00	9.13%		0.46%
Fixed Rate Bond							
NTTC 1.1 15 Dec 2025 - Issued 10 September 2021 - Richmond Council Fixed	Moodys Aa3	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	1.10%	
JUDO 6.4 26 Sep 2025 Fixed	S&P BBB-	1,500,000.00	1,500,000.00	1,500,000.00	2.03%	6.40%	
BOQ 4.7 27 Jan 2027 Fixed	S&P BBB+	1,000,000.00	1,000,000.00	1,000,000.00	1.35%	5.60%	
		4,500,000.00	4,500,000.00	4,500,000.00	6.09%		0.27%
Unit Trust							
NSWTC Long Term Growth Fund UT		3,000,000.00	3,735,972.01	3,735,972.01	5.05%	25.44%	
NSWTC Medium Term Growth Fund UT		11,005,029.35	13,703,840.94	13,703,840.94	18.53%	12.84%	
		14,005,029.35	17,439,812.95	17,439,812.95	23.58%		3.66%



1. Portfolio Valuation As At 31 January 2025

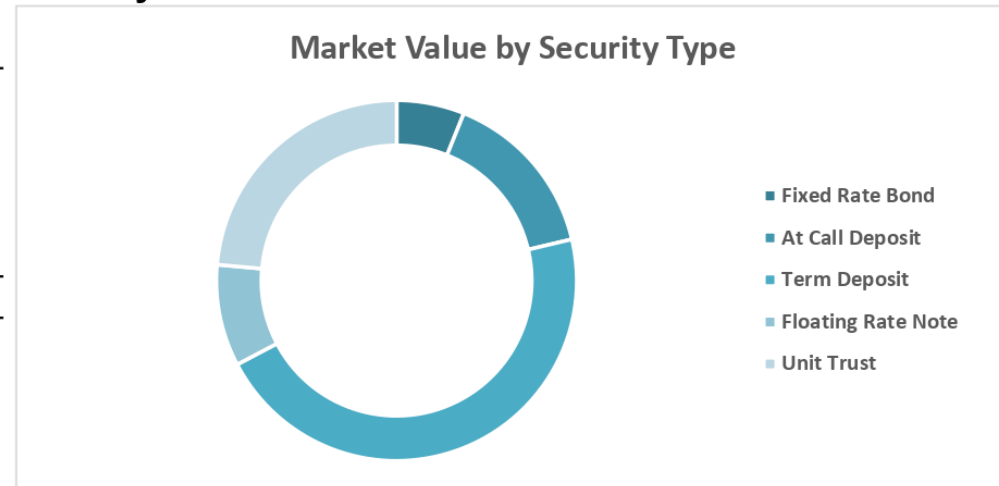
Term Deposit

AMP 5 04 Mar 2025 92DAY TD	Moody's ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.00%
AMP 5 30 Apr 2025 92DAY TD	Moody's ST P-2	1,000,000.00	1,000,000.00	1,000,000.00	1.35%	5.00%
AMP 5.1 23 Jul 2025 182DAY TD	Moody's ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.10%
AMP 5.05 31 Jul 2025 182DAY TD	Moody's ST P-2	3,000,000.00	3,000,000.00	3,000,000.00	4.06%	5.05%
AMP 5 30 Oct 2025 273DAY TD	Moody's ST P-2	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.00%
BOQ 5.05 31 Mar 2025 181DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.05%
BOQ 5 07 May 2025 181DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.00%
BOQ 5.15 28 May 2025 181DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.15%
CCU 5.15 05 Jun 2025 182DAY TD	Moody's ST P-3	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.15%
ING 5.31 04 Jun 2025 365DAY TD	S&P ST A1	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.31%
ING 5.17 21 Nov 2025 365DAY TD	S&P ST A1	1,000,000.00	1,000,000.00	1,000,000.00	1.35%	5.17%
JUDO 5 25 Feb 2025 180DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.00%
JUDO 5.05 10 Apr 2025 182DAY TD	S&P ST A2	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.05%
NAB 5 27 Feb 2025 120DAY TD	S&P ST A1+	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.00%
NAB 5 04 Mar 2025 184DAY TD	S&P ST A1+	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.00%
NAB 4.95 30 Apr 2025 90DAY TD	S&P ST A1+	1,000,000.00	1,000,000.00	1,000,000.00	1.35%	4.95%
NAB 5.05 07 May 2025 181DAY TD	S&P ST A1+	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.05%
RCU 5.1 12 Mar 2025 90DAY TD	Unrated ST UR	2,000,000.00	2,000,000.00	2,000,000.00	2.70%	5.10%
				34,000,000.00	45.98%	2.33%
Portfolio Total		70,513,729.67	73,948,513.27	73,948,513.27	100.00%	7.37%



2. Portfolio Valuation By Categories As At 31 January 2025

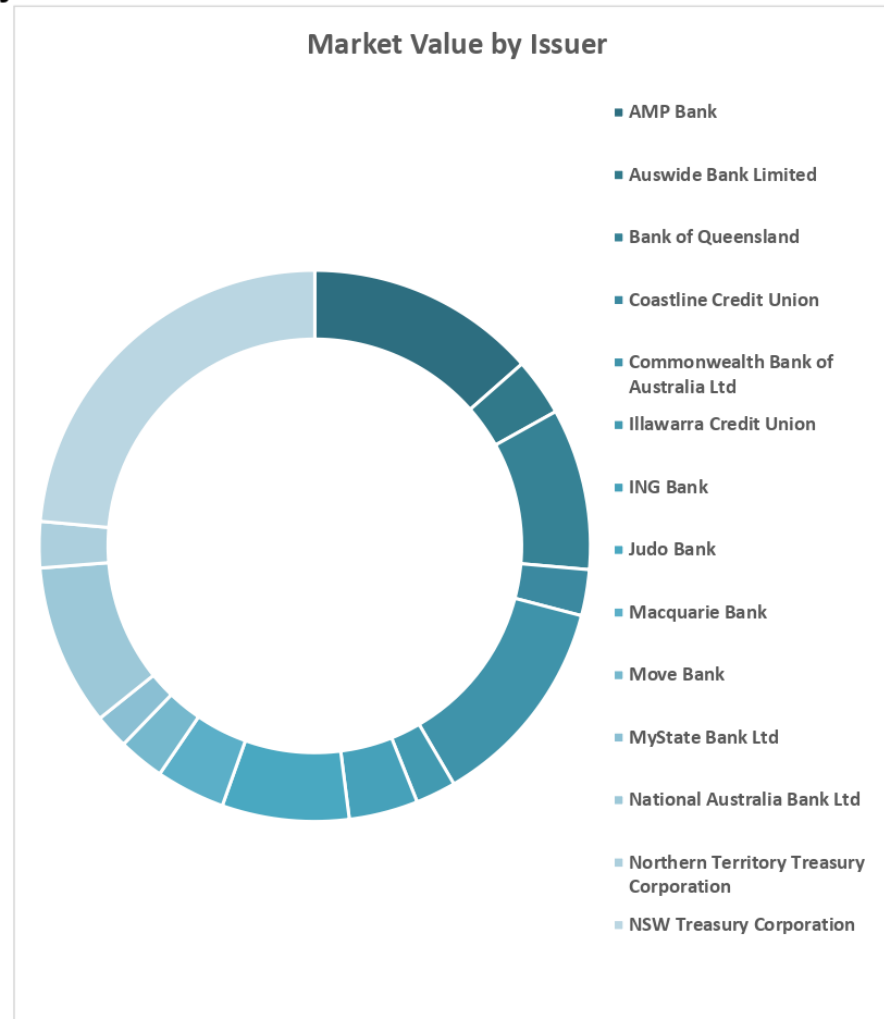
Security Type	Market Value	% Total Value
Fixed Rate Bond	4,500,000.00	6.09%
At Call Deposit	11,258,310.32	15.22%
Term Deposit	34,000,000.00	45.98%
Floating Rate Note	6,750,390.00	9.13%
Unit Trust	17,439,812.95	23.58%
Portfolio Total	73,948,513.27	100.00%





2. Portfolio Valuation By Categories As At 31 January 2025

Issuer	Market Value	% Total Value
AMP Bank	10,000,000.00	13.52%
Auswide Bank Limited	2,500,000.00	3.38%
Bank of Queensland	7,000,000.00	9.47%
Coastline Credit Union	2,000,000.00	2.70%
Commonwealth Bank of Australia Ltd	9,250,382.47	12.51%
Illawarra Credit Union	1,750,000.00	2.37%
ING Bank	3,000,000.00	4.06%
Judo Bank	5,500,000.00	7.44%
Macquarie Bank	3,008,293.14	4.07%
Move Bank	2,000,000.00	2.70%
MyState Bank Ltd	1,500,000.00	2.03%
National Australia Bank Ltd	7,000,024.71	9.47%
Northern Territory Treasury Corporation	2,000,000.00	2.70%
NSW Treasury Corporation	17,439,812.95	23.58%
Portfolio Total	73,948,513.27	100.00%



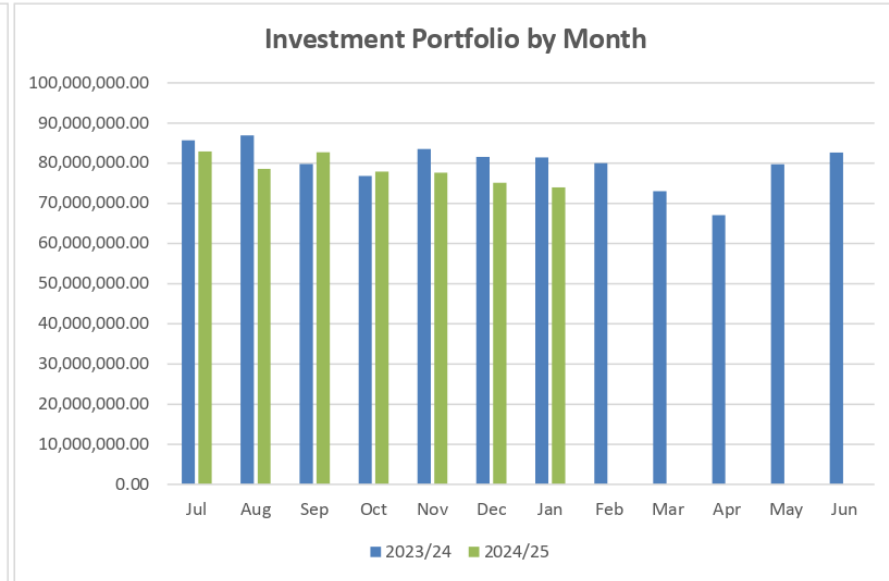
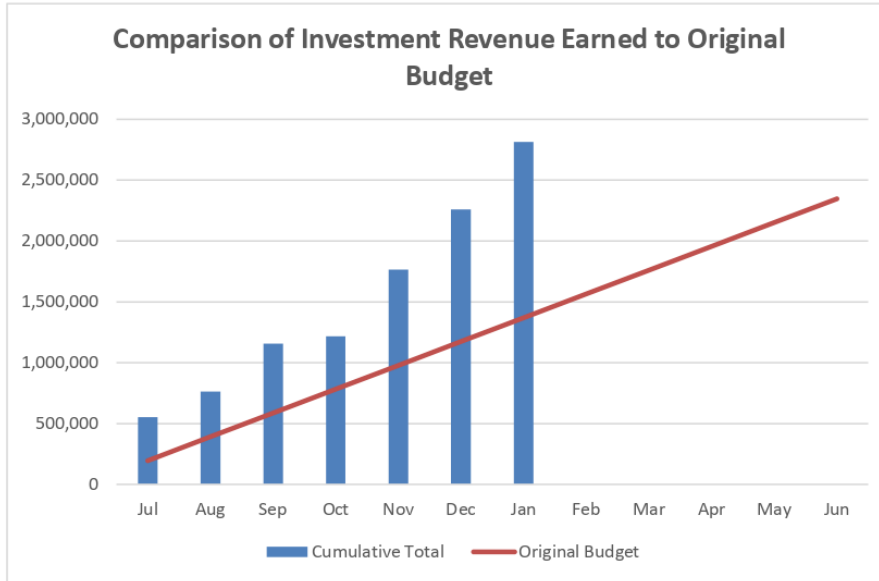


3. Investment Revenue Received For 1 January 2025 to 31 January 2025

Security	Issuer	Settlement Date	Face Value (Basis of Interest Calculation)	Consideration Notional	Income Type
ING 5.22 22 Jan 2025 366DAY TD	ING Bank Australia Limited	22 Jan 2025	2,000,000.00	104,686.03	Security Coupon Interest
AMP 5 28 Jan 2025 153DAY TD	AMP Bank Ltd	28 Jan 2025	1,000,000.00	20,958.90	Security Coupon Interest
BOQ 4.7 27 Jan 2027 Fixed	Bank of Queensland Ltd	29 Jan 2025	1,000,000.00	23,500.00	Security Coupon Interest
NAB 5 30 Jan 2025 121DAY TD	National Australia Bank Ltd	30 Jan 2025	3,000,000.00	49,726.03	Security Coupon Interest
NAB 5.3 30 Jan 2025 184DAY TD	National Australia Bank Ltd	30 Jan 2025	3,000,000.00	80,153.42	Security Coupon Interest
Other	Macquarie Bank Ltd	31 Jan 2025		7,903.14	Bank Interest
Other	Commonwealth Bank	31 Jan 2025		30,770.56	Bank Interest
Other	Commonwealth Bank	31 Jan 2025		2,101.53	Bank Interest
Other	Commonwealth Bank	31 Jan 2025		225.03	Bank Interest
				320,024.64	
Medium Term Growth Fund	NSW Treasury Corporation			144,465.04	Fair Value Gain/(Loss)
Long Term Growth Fund	NSW Treasury Corporation			77,386.69	Fair Value Gain/(Loss)
				221,851.73	
TOTAL				541,876.37	



4. Comparison of Investment Revenue Earned to Original Budget and Investment Portfolio by Month 2024 - 2025 YTD



5. Environmentally Sustainable Investment Performance Report for the Period Ending 31 January 2025 Relative To 31 December 2024.

Portfolio Summary by Fossil Fuel Lending ADIs

ADI Lending Status	% Total	Current Period	% Total	Prior Period
Fossil Fuel Lending ADIs				
AMP Bank	13.5%	10,000,000.00	4.0%	3,000,000.00
Bank of Queensland	1.4%	1,000,000.00	1.3%	1,000,000.00
Commonwealth Bank of Australia Ltd	12.5%	9,250,382.47	14.2%	10,672,811.49
ING Bank Australia Limited	4.1%	3,000,000.00	6.7%	5,000,000.00
Macquarie Bank	4.1%	3,008,293.14	4.0%	3,008,522.86
National Australia Bank Ltd	9.5%	7,000,024.71	16.0%	12,000,024.71
	45.0%	33,258,700.32	46.1%	34,681,359.06
Non Fossil Fuel Lending ADIs				
Auswide Bank Limited	3.4%	2,500,000.00	3.3%	2,500,000.00
Bank of Queensland	8.1%	6,000,000.00	8.0%	6,000,000.00
Coastline Credit Union	2.7%	2,000,000.00	2.7%	2,000,000.00
Illawarra Credit Union	2.4%	1,750,000.00	2.3%	1,750,000.00
Judo Bank	7.4%	5,500,000.00	7.3%	5,500,000.00
Move Bank	2.7%	2,000,000.00	2.7%	2,000,000.00
MyState Bank Ltd	2.0%	1,500,000.00	2.0%	1,500,000.00
Northern Territory Treasury Corporation	2.7%	2,000,000.00	2.7%	2,000,000.00
NSW Treasury Corporation	23.6%	17,439,812.95	22.9%	17,217,961.22
	55.0%	40,689,812.95	53.9%	40,467,961.22
Total Portfolio		73,948,513.27		75,149,320.28

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

Fossil Fuel vs Non Fossil Fuel Lending ADI





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Richmond Valley Council

QUARTERLY BUDGET REVIEW STATEMENT

for the quarter ended 31 December 2024



Richmond
Valley
Council

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

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024**

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**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024**

Report by Responsible Accounting Officer

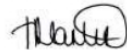
The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulation 2021:

It is my opinion that the Quarterly Budget Review Statement for Richmond Valley Council for the quarter ended 31 December 2024 indicates that Council's projected financial position at 30 June 2025 will be satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

From a cash perspective, the projected overall cash result for 2024/2025 has improved slightly to an estimated deficit as at 31 December 2024 of \$19,045,034. The improvement is largely due to a revision of the capital works program resulting in several significant projects being moved into 2025/2026. The unrestricted cash surplus has remained unchanged at \$272,799.

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

Signed:



Hayley Martin
Responsible Accounting Officer

Date:

6/02/2025

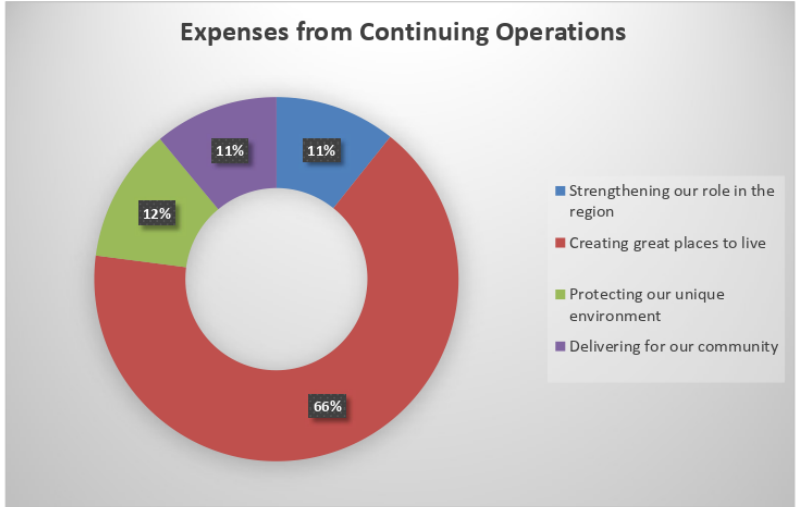
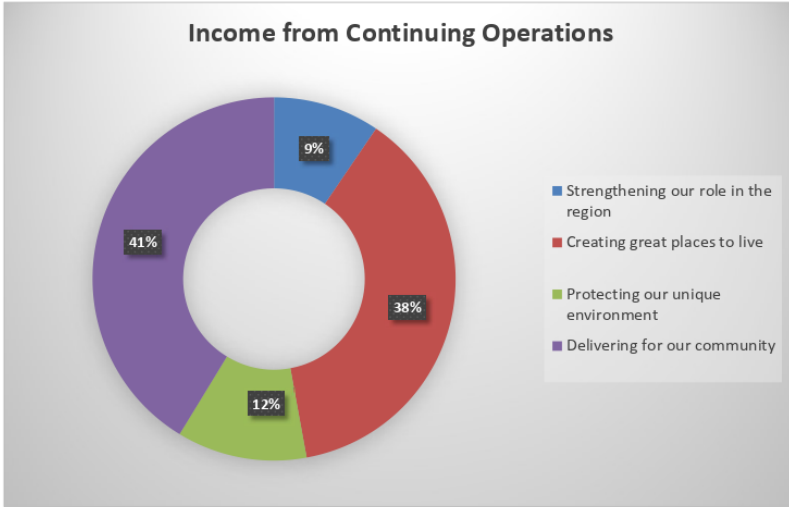
Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024

Income & Expenses Budget Review Statement

Summary Budget Result	Original Budget 2024/2025	Approved	Approved	Approved	Revised Budget 2024/2025	Recommended	Projected Year End Result	Actual YTD 31-Dec-24
		Changes for Council Carry-Overs From 2023/2024	Changes Monthly Adjustments	QBRs Changes Sep QBRs		Changes for Council Resolution Dec Qtr		
Income								
Strengthening our role in the region	482,165	-	-	7,137,395	7,619,560	261,697	7,881,257	3,483,923
Creating great places to live	30,696,879	-	-	465,167	31,162,046	90,234	31,252,280	16,650,582
Protecting our unique environment	9,537,300	-	-	-	9,537,300	75,000	9,612,300	8,331,968
Delivering for our community	34,385,125	-	-	53,317	34,438,442	(139,643)	34,298,799	24,063,158
Total Operating Income	75,101,469	-	-	7,655,879	82,757,348	287,288	83,044,636	52,529,632
Expenses								
Strengthening our role in the region	2,470,521	36,637	17,781	7,138,685	9,663,624	247,302	9,910,926	1,585,005
Creating great places to live	54,415,669	109,863	-	6,546,180	61,071,712	134,796	61,206,508	30,907,983
Protecting our unique environment	10,843,907	49,832	3,583	-	10,897,322	76,207	10,973,529	6,378,235
Delivering for our community	9,827,021	200,418	47,786	103,847	10,179,072	9,158	10,188,230	6,166,966
Total Operating Expenses	77,557,117	396,750	69,150	13,788,712	91,811,729	467,463	92,279,192	45,038,189
Net Operating Result before Capital Grants and Contributions	(2,455,648)	(396,750)	(69,150)	(6,132,833)	(9,054,381)	(180,175)	(9,234,556)	7,491,443
Add: Capital Revenue								
Capital Grants & Contributions	38,195,588	-	2,955,072	10,306,306	51,456,966	141,889	51,598,855	14,897,547
Net Operating Result including Capital Grants and Contributions	35,739,940	(396,750)	2,885,922	4,173,473	42,402,585	(38,286)	42,364,299	22,388,990
Budget Result Reconciliation:								
Add: Non-Cash Expenses								
Depreciation & Amortisation	20,357,643	-	-	3,976,637	24,334,280	-	24,334,280	9,182,913
Loss from the disposal of assets	-	-	-	2,200,000	2,200,000	-	2,200,000	1,100,000
Rehabilitation Borrowing Expenses	61,554	-	-	-	61,554	-	61,554	-
Add: Non-Operating Funds Employed								
Loan Funds Utilised	-	-	-	-	-	-	-	-
Deferred Debtor Repayments	1,950	-	-	-	1,950	-	1,950	-
Proceeds from the Disposal of Assets	3,460,862	-	-	(2,209,546)	1,251,316	866	1,252,182	392,584
Less: Funds Deployed for Non-Operating Purposes								
Capital Expenditure	64,815,644	1,832,042	7,549,619	11,767,885	85,965,190	(870,273)	85,094,917	28,421,426
Loan Principal Repayments	3,891,584	-	-	-	3,891,584	-	3,891,584	1,923,667
Estimated Funding Result - Surplus/(Deficit)	(9,085,278)	(2,228,792)	(4,663,697)	(3,627,321)	(19,605,088)	832,853	(18,772,235)	2,719,393
Equity Movements								
Restricted Funds - Increase/(Decrease)	(9,358,077)	(2,228,792)	(4,663,697)	(3,627,321)	(19,877,887)	832,853	(19,045,034)	2,719,393
Working Funds - Increase/(Decrease)	272,799	-	-	-	272,799	-	272,799	-
Total Equity Movements	(9,085,278)	(2,228,792)	(4,663,697)	(3,627,321)	(19,605,088)	832,853	(18,772,235)	2,719,393

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024**

Income & Expenses Budget Review Statement - Summary by Priority



for the quarter ended 31 December 2024

Income & Expenses Budget Review Statement

Income & Expenses - by Service	Original Budget 2024/2025	Approved Changes for Council	Approved Changes	Approved QBRs	Revised Budget 2024/2025	Recommended Changes for Council Resolution	Notes	Projected Year End Result	Actual YTD 31-Dec-24
		Carry-Overs from 2023/24	Monthly Adjustments	Sep QBRs		Dec			
Income									
Strengthening our role in the region									
Recovery	-	-	-	-	-	14,395	1	14,395	14,395
Economic Development	428,008	-	-	129,856	557,864	-	-	557,864	444,958
Real Estate Development	-	-	-	7,007,539	7,007,539	-	-	7,007,539	2,749,140
Strategic Planning	12,500	-	-	-	12,500	245,000	3	257,500	245,000
Tourism	41,657	-	-	-	41,657	2,302	-	43,959	30,430
Creating great places to live									
Festivals and Events	103,729	-	-	94,471	198,200	10,000	5	208,200	176,220
Libraries	1,601,461	-	-	500	1,601,961	539	-	1,602,500	1,584,114
Community Programs and Grants	-	-	-	-	-	3,803	-	3,803	3,803
Sports Grounds, Parks and Facilities	338,490	-	-	32,640	371,130	-	-	371,130	259,819
Community Centres and Halls	118,607	-	-	-	118,607	-	-	118,607	59,490
Swimming Pools	-	-	-	-	-	-	-	-	-
Cemeteries	451,121	-	-	-	451,121	-	-	451,121	236,135
Planning & Development Services	747,685	-	-	-	747,685	-	-	747,685	421,954
Emergency Management	1,452,647	-	-	11,988	1,464,635	-	-	1,464,635	1,008,118
Building and Maintaining Roads	6,153,662	-	-	324,168	6,477,830	-	-	6,477,830	2,929,830
Stormwater Management	208,764	-	-	-	208,764	-	-	208,764	207,366
Water Supplies	8,327,452	-	-	-	8,327,452	26,178	11	8,353,630	4,071,903
Sewerage Services	11,133,913	-	-	1,400	11,135,313	49,714	12	11,185,027	5,635,326
Engineering Support & Asset Management	59,348	-	-	-	59,348	-	-	59,348	56,503
Protecting our unique environment									
Environmental Health	549,593	-	-	-	549,593	75,000	13	624,593	379,156
Environmental Management	66,666	-	-	-	66,666	-	-	66,666	-
Waste Management	8,921,041	-	-	-	8,921,041	-	-	8,921,041	7,952,812
Delivering for our community									
Governance & Advocacy	634,671	-	-	-	634,671	-	-	634,671	25,118
Community Connection	-	-	-	-	-	-	-	-	-
Financial Services	25,765,825	-	-	-	25,765,825	-	-	25,765,825	20,249,895
People & Culture	23,082	-	-	31,334	54,416	28,494	16	82,910	78,379
Work Health & Safety	-	-	-	-	-	81,863	17	81,863	81,863
Fleet Management	5,856,871	-	-	-	5,856,871	-	-	5,856,871	2,862,488
Quarries	1,987,004	-	-	-	1,987,004	(250,000)	19	1,737,004	721,758
Private Works	98,390	-	-	-	98,390	-	-	98,390	20,553
Customer Service	6,749	-	-	-	6,749	-	-	6,749	6,307
Information Technology Services	12,533	-	-	21,983	34,516	-	-	34,516	16,797
Total Income from Continuing Operations	75,101,469	-	-	7,655,879	82,757,348	287,288		83,044,636	52,529,632

for the quarter ended 31 December 2024

Income & Expenses Budget Review Statement

Income & Expenses - by Service	Original Budget 2024/2025	Approved Changes for Council	Approved Changes	Approved QBRS	Revised Budget 2024/2025	Recommended Changes for Council Resolution	Notes	Projected Year End Result	Actual YTD 31-Dec-24
		Carry-Overs from 2023/24	Monthly Adjustments	Sep QBRS		Dec			
Expenses									
<i>Strengthening our role in the region</i>									
Recovery	68,000	-	-	-	68,000	-	-	68,000	9,934
Economic Development	1,412,269	10,000	-	129,856	1,552,125	-	-	1,552,125	1,010,825
Real Estate Development	567,982	-	-	7,007,539	7,575,521	-	-	7,575,521	346,014
Strategic Planning	38,645	-	17,781	-	56,426	245,000	3	301,426	30,520
Tourism	383,625	26,637	-	1,290	411,552	2,302	-	413,854	187,712
<i>Creating great places to live</i>									
Festivals and Events	368,020	-	-	73,854	441,874	10,000	5	451,874	307,650
Libraries	2,823,149	-	-	500	2,823,649	539	-	2,824,188	1,946,359
Community Programs and Grants	272,652	-	-	11,580	284,232	3,803	-	288,035	140,853
Sports Grounds, Parks and Facilities	4,574,320	69,863	-	67,419	4,711,602	17,098	6	4,728,700	2,427,146
Community Centres and Halls	942,679	-	-	-	942,679	-	-	942,679	559,690
Swimming Pools	1,501,683	-	-	-	1,501,683	-	-	1,501,683	777,865
Cemeteries	450,717	-	-	-	450,717	-	-	450,717	295,638
Planning & Development Services	3,359,422	40,000	-	120,000	3,519,422	-	-	3,519,422	1,870,404
Emergency Management	2,749,810	-	-	11,988	2,761,798	-	-	2,761,798	1,402,171
Building and Maintaining Roads	18,573,272	-	-	1,067,924	19,641,196	-	-	19,641,196	10,432,497
Stormwater Management	1,124,270	-	-	-	1,124,270	-	-	1,124,270	644,441
Water Supplies	8,218,221	-	-	635,924	8,854,145	52,356	11	8,906,501	4,544,845
Sewerage Services	9,398,107	-	-	3,221,991	12,620,098	51,000	12	12,671,098	5,314,855
Engineering Support & Asset Management	59,348	-	-	1,335,000	1,394,348	-	-	1,394,348	243,568
<i>Protecting our unique environment</i>									
Environmental Health	1,656,071	15,347	-	-	1,671,418	76,207	13	1,747,625	1,019,075
Environmental Management	623,723	29,485	-	-	653,208	-	-	653,208	326,533
Waste Management	8,564,113	5,000	3,583	-	8,572,696	-	-	8,572,696	5,032,627
<i>Delivering for our community</i>									
Governance & Advocacy	3,369,416	-	-	-	3,369,416	-	-	3,369,416	1,878,409
Community Connection	207,010	5,518	-	-	212,528	-	-	212,528	27,725
Financial Services	106,972	79,756	-	-	186,728	-	-	186,728	179,116
People & Culture	-	32,144	-	12,761	44,905	9,158	16	54,063	40,506
Work Health & Safety	-	-	-	33,322	33,322	-	-	33,322	-
Fleet Management	5,324,825	-	-	-	5,324,825	-	-	5,324,825	3,379,804
Quarries	529,917	-	-	-	529,917	-	-	529,917	303,189
Private Works	95,538	-	-	-	95,538	-	-	95,538	27,512
Customer Service	6,749	83,000	-	-	89,749	-	-	89,749	69,998
Information Technology Services	186,593	-	47,786	57,764	292,143	-	-	292,143	260,708
Total Expenses from Continuing Operations	77,557,117	396,750	69,150	13,788,712	91,811,729	467,463		92,279,192	45,038,189
Net Operating Result from Continuing Operations	(2,455,648)	(396,750)	(69,150)	(6,132,833)	(9,054,381)	(180,175)		(9,234,556)	7,491,443

for the quarter ended 31 December 2024

Capital Budget Review Statement

Capital Budget	Original Budget 2024/2025	Approved Changes for Council	Approved Changes Monthly	Approved QBRS Changes Sep	Revised Budget 2024/2025	Recommended Changes for Council Resolution Dec	Notes	Projected Year End Result	Actual YTD 31-Dec-24
		Carry-Overs from 2023/24	Adjustments	QBRS					
Capital Expenditure									
<i>Strengthening our role in the region</i>									
Recovery	-	-	-	-	-	-	-	-	-
Economic Development	3,500,000	199,625	-	-	3,699,625	(2,500,000)	2	1,199,625	26,857
Real Estate Development	1,850,000	-	63,330	824,606	2,737,936	980		2,738,916	2,234,035
Strategic Planning	-	-	-	-	-	-		-	-
Tourism	-	-	-	30,000	30,000	6,524	4	36,524	36,524
<i>Creating great places to live</i>									
Festivals and Events	-	-	-	3,045	3,045	-		3,045	3,045
Libraries	322,569	57,396	14,590	-	394,555	-		394,555	59,190
Community Programs and Grants	-	-	-	-	-	-		-	-
Sports Grounds, Parks and Facilities	2,250,586	150,695	1,359,657	3,973,314	7,734,252	480,574	6	8,214,826	3,986,368
Community Centres and Halls	283,283	37,273	11,696	377,727	709,979	6,922	7	716,901	74,157
Swimming Pools	426,875	-	20,263	-	447,138	-		447,138	165,180
Cemeteries	40,000	-	35,954	19,262	95,216	(35,000)	8	60,216	19,262
Planning & Development Services	-	-	-	-	-	1,808		1,808	1,808
Emergency Management	-	-	-	-	-	-		-	-
Building and Maintaining Roads	37,708,826	159,168	5,665,994	5,738,795	49,272,783	(278,056)	10	48,994,727	16,072,364
Stormwater Management	1,595,000	57,000	151,740	-	1,803,740	-		1,803,740	1,080,659
Water Supplies	4,504,998	815,793	143,511	(287,397)	5,176,905	(2,162,298)	11	3,014,607	548,969
Sewerage Services	7,402,305	278,500	-	181,011	7,861,816	3,335,958	12	11,197,774	1,519,275
Engineering Support & Asset Management	65,000	-	1,501	500,000	566,501	(447)		566,054	33,275
<i>Protecting our unique environment</i>									
Environmental Health	138,703	66,592	12,908	-	218,203	1,723		219,926	-
Environmental Management	-	-	-	-	-	-		-	-
Waste Management	886,363	10,000	68,475	202,541	1,167,379	191,032	14	1,358,411	564,445
<i>Delivering for our community</i>									
Governance & Advocacy	-	-	-	25,702	25,702	6,865	15	32,567	32,567
Community Connection	-	-	-	-	-	-		-	-
Financial Services	-	-	-	-	-	-		-	-
People & Culture	-	-	-	2,798	2,798	2,123		4,921	4,921
Work Health & Safety	-	-	-	-	-	-		-	-
Fleet Management	3,831,136	-	-	176,481	4,007,617	71,019	18	4,078,636	1,950,995
Quarries	-	-	-	-	-	-		-	-
Private Works	-	-	-	-	-	-		-	-
Customer Service	10,000	-	-	-	10,000	-		10,000	7,530
Information Technology Services	-	-	-	-	-	-		-	-
Total Capital Expenditure	64,815,644	1,832,042	7,549,619	11,767,885	85,965,190	(870,273)		85,094,917	28,421,426

for the quarter ended 31 December 2024

Capital Budget Review Statement

Capital Budget	Original Budget 2024/2025	Approved Changes for Council	Approved Changes	Approved QBRS	Revised Budget 2024/2025	Recommended Changes for Council Resolution	Notes	Projected Year End Result	Actual YTD 31-Dec-24
		Carry-Overs from 2023/24	Monthly Adjustments	Sep QBRS		Dec			
Capital Revenue									
Capital Grants and Contributions									
<i>Strengthening our role in the region</i>									
Recovery	-	-	-	-	-	-	-	-	-
Economic Development	2,262,500	-	-	-	2,262,500	(2,262,500)	2	-	-
Real Estate Development	-	-	-	2,472,106	2,472,106	-	-	2,472,106	749,646
Strategic Planning	-	-	-	-	-	-	-	-	-
Tourism	-	-	-	-	-	-	-	-	-
<i>Creating great places to live</i>									
Festivals and Events	-	-	-	-	-	-	-	-	-
Libraries	45,400	-	-	-	45,400	-	-	45,400	45,400
Community Programs and Grants	-	-	-	-	-	-	-	-	-
Sports Grounds, Parks and Facilities	771,314	-	566,542	2,745,623	4,083,479	34,850	6	4,118,329	1,498,149
Community Centres and Halls	140,787	-	-	2,727	143,514	-	-	143,514	2,727
Swimming Pools	328,125	-	-	-	328,125	-	-	328,125	164,063
Cemeteries	-	-	-	-	-	-	-	-	-
Planning & Development Services	452,923	-	-	-	452,923	150,000	9	602,923	490,822
Emergency Management	-	-	-	-	-	-	-	-	-
Building and Maintaining Roads	30,213,415	-	2,388,530	5,015,747	37,617,692	(665,752)	10	36,951,940	9,578,547
Stormwater Management	-	-	-	-	-	-	-	-	-
Water Supplies	1,738,819	-	-	(6,557)	1,732,262	(938,666)	11	793,596	120,587
Sewerage Services	2,242,305	-	-	76,660	2,318,965	3,823,957	12	6,142,922	2,247,606
Engineering Support & Asset Management	-	-	-	-	-	-	-	-	-
<i>Protecting our unique environment</i>									
Environmental Health	-	-	-	-	-	-	-	-	-
Environmental Management	-	-	-	-	-	-	-	-	-
Waste Management	-	-	-	-	-	-	-	-	-
<i>Delivering for our community</i>									
Governance & Advocacy	-	-	-	-	-	-	-	-	-
Community Connection	-	-	-	-	-	-	-	-	-
Financial Services	-	-	-	-	-	-	-	-	-
People & Culture	-	-	-	-	-	-	-	-	-
Work Health & Safety	-	-	-	-	-	-	-	-	-
Fleet Management	-	-	-	-	-	-	-	-	-
Quarries	-	-	-	-	-	-	-	-	-
Private Works	-	-	-	-	-	-	-	-	-
Customer Service	-	-	-	-	-	-	-	-	-
Information Technology Services	-	-	-	-	-	-	-	-	-
Total Capital Grants and Contributions	38,195,588	-	2,955,072	10,306,306	51,456,966	141,889		51,598,855	14,897,547

for the quarter ended 31 December 2024

Capital Budget Review Statement

Capital Budget	Original Budget 2024/2025	Approved Changes for Council	Approved Changes	Approved QBRS	Revised Budget 2024/2025	Recommended Changes for Council Resolution	Notes	Projected Year End Result	Actual YTD 31-Dec-24
		Carry-Overs from 2023/24	Monthly Adjustments	Changes Sep QBRS		Dec			
Capital Revenue (continued)									
Loan Funds Utilised									
Total Loan Funds Utilised	-	-	-	-	-	-		-	-
Deferred Debtor Repayments									
<i>Delivering for our community</i> Financial Services	1,950	-	-	-	1,950	-		1,950	-
Total Deferred Debtor Repayments	1,950	-	-	-	1,950	-		1,950	-
Asset Sales									
<i>Creating great places to live</i> Libraries	500	-	-	-	500	866		1,366	1,381
<i>Strengthening our role in the region</i> Real Estate Development	2,627,727	-	-	(2,209,546)	418,181	-		418,181	-
Northern Rivers Livestock Exchange	-	-	-	-	-	-		-	-
<i>Protecting our unique environment</i> Waste Management	100,727	-	-	-	100,727	-		100,727	-
<i>Delivering for our community</i> Fleet Management	731,908	-	-	-	731,908	-		731,908	391,203
Total Asset Sales	3,460,862	-	-	(2,209,546)	1,251,316	866		1,252,182	392,584
Total Capital Revenue	41,658,400	-	2,955,072	8,096,760	52,710,232	142,755		52,852,987	15,290,130

Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024

Budget Variation Explanations
Recommended changes to Revised Budget

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 30 September 2024 to the Revised Budget as at 31 December 2024, excluding monthly budget adjustments previously adopted by Council.

Notes	Details	Variation
1	Recovery	
	Income from Continuing Operations	\$14,395
	Proposed increase in operational income in line with grant funding received of \$14,395 from Resilience NSW for Community Recover Officers under the NSW 2022 Storm and Flood Recovery Package grant program.	
2	Economic Development	
	Capital Grants and Contributions	(\$2,262,500)
	Capital Expenditure	(\$2,500,000)
	Proposed reduction of capital grants by \$2,262,500 and capital expenditure by \$2,500,000 in line with the updated program of works funded by Regional Development in line with the NSW Betterment program for the effluent management project.	
3	Strategic Planning	
	Income from Continuing Operations	\$245,000
	Expenses from Continuing Operations	\$245,000
	Proposed increase in income and expenses for funding from the NSW Reconstruction Authority as part of the Resilient Lands Program to support planning for housing and land development on land referred to as Summerland Estate.	
4	Tourism	
	Capital Expenditure	\$6,524
	Proposed increase in capital expenditure of \$6,524 with the most significant adjustment being an increase of \$7,202 from insurance reserves for various furnishing purchases that were damaged in the February 2022 flood event for the Woodburn Visitor Information Centre.	
5	Festivals and Events	
	Income from Continuing Operations	\$10,000
	Expenses from Continuing Operations	\$10,000
	Proposed increase in income and expenses in line with grant funding from the National Australia Day Council as part of the Australia Day 2025 Community Events Grant Program to assist Council to ensure inclusive Australia Day events are undertaken within the Richmond Valley community.	

Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024

Budget Variation Explanations
Recommended changes to Revised Budget

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 30 September 2024 to the Revised Budget as at 31 December 2024, excluding monthly budget adjustments previously adopted by Council.

Notes	Details	Variation
6	Sports Grounds, Parks and Facilities	
	<i>Capital Grants and Contributions</i>	\$34,850
	Proposed increase to capital grants and contributions of \$34,850 with \$14,850 received in line with grant funding from the Premiers Department for the Local Small Communities allocation program to install two additional picnic setting at Paddon Memorial Park and a further \$20,000 in grant funding in line with the program agreement entered into with Rous County Council for the 2024/2025 program of works for the Jabiru Wetlands project.	
	<i>Expenses from Continuing Operations</i>	\$17,098
	Proposed allocation of \$4,994 to operational expenditure for Colley Park electricity main repairs, funded from insurance reserves. In addition, a further \$12,104 from insurance funds is proposed for the repairs at Coraki Riverside Park in response to the February 2022 flood event	
	<i>Capital Expenditure</i>	\$480,574
	A review of the capital works program for sports grounds, parks and facilities has resulted in a proposed increase of \$480,574 largely due to the construction of the rail trail bridge adjoining the Lismore and Casino sections of the rail trail. Other significant adjustments have been detailed below:	
	Paddon Pk - Picnic Setting Install (LSCA)	\$14,850
	Parks - Jabiru Wetland Fencing (Watershed)	\$20,000
	Parks - Rappville Playground Upgrades	\$58,022
	Rail Trail - Bridge 10 Deck	\$400,000
	Grant Funded - As Above	
	Grant Funded - As Above	
	Insurance Reserves	
	Carry Over Works Reserves	
7	Community Centres and Halls	
	<i>Capital Expenditure</i>	\$6,922
	Proposed increase in capital expenditure for community centres and halls with the most significant changes including the addition of \$15,172 for refurbishments at the Evans Head Senior Citizens Club offset by \$8,250 added back to Section 7.12 reserves on the completion of Rileys Hill Playground Equipment Improvements.	
8	Cemeteries	
	<i>Capital Expenditure</i>	\$35,000
	Proposed reduction of capital expenses, returning \$35,000 back to cemetery reserves in line with a revised cemetery capital program. Significant adjustments include the removal of \$17,000 for concrete strips and \$13,000 for Columbarium Walls at the Casino Lawn Cemetery.	
9	Planning & Development Services	
	<i>Capital Grants and Contributions</i>	\$150,000
	Proposed increase to the capital grant and contribution budget by \$150,000 in line with Section 7.12 contributions received.	

Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024

Budget Variation Explanations
Recommended changes to Revised Budget

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 30 September 2024 to the Revised Budget as at 31 December 2024, excluding monthly budget adjustments previously adopted by Council.

Notes	Details	Variation
10	Building and Maintaining Roads	
	<i>Capital Grants and Contributions</i>	(\$665,752)
	Capital Expenditure	(\$278,056)
	Proposed reduction of capital grants and contributions by \$665,752 and capital expenditure by \$278,056 with significant changes including a reduction in capital grants and capital expenditure of \$3,000,000 for the Tatham Bridge Raising project funded by NSW Reconstruction Authority in line with a updated program of works, offset by an increase in income and expenses of \$2,236,424, following the scheduling of Essential Public Asset Restoration Works funded by Transport for NSW in response to the February 2022 flood event. Other significant adjustments have been detailed below:	
	Evans Road - Temporary School Zone Reseal	Grant Funded - Transport for NSW \$57,500
	Evans Rd - Memorial Airport Drive	Part Funded - Developer Contribution \$50,000
	Town Entrance Signage	Insurance Reserves \$26,000
	Flood Signs - Various Rds	Insurance Reserves \$120,000
	Lagoon Rd	Carry Over Works Reserve \$230,000
11	Water Supplies	
	<i>Income from Continuing Operations</i>	\$26,178
	<i>Capital Grants and Contributions</i>	(\$938,666)
		(\$912,488)
	<i>Expenses from Continuing Operations</i>	\$52,356
	Proposed increase to operational income by \$26,178 and operational expenditure by \$52,356 in line with the water network masterplan project 50% funded by the Department of Climate Change, Energy, the Environment and Water and 50% funded by Council. Overall there has been proposed a reduction in the capital grant budget with significant capital grant adjustments including transferring \$963,666 to 2025/2026 in line with expected timing of works for the Regional Job Precinct and Fairy Hill Land Development Infrastructure projects.	
	Capital Expenditure	(\$2,162,298)
	Following a review of the water capital expenditure program, it is proposed to reduce the capital expenditure budget by \$2,162,298. Significant adjustments have been detailed below:	
	Water Main Casino - Colches St; Railway Bridge	Transferred to 2025/2026 (\$149,550)
	Water Main Casino - Centre St, Richmond St to Lot C DP342092	Transferred to 2025/2026 (\$100,000)
	Water Main Casino - Swanson Lane, Lot 2 DP589417 to Diary St	Transferred to 2025/2026 (\$25,000)
	Water Main Casino - Colches St, Swanson Ln to Bruxner Hwy	Transferred to 2025/2026 (\$160,000)
	Smart Metering - Mid Richmond (Broadwater)	Transferred to 2025/2026 (\$150,000)
	Smart Metering - Mid Richmond (Woodburn)	Transferred to 2025/2026 (\$200,000)
	Water - Enabling Infrastructure Fairy Hill Land Development	Transferred to 2025/2026 (\$514,622)
	Water - Regional Job Precinct - Area 1	Transferred to 2025/2026 (\$244,529)
	Water - Regional Job Precinct - Area 2	Transferred to 2025/2026 (\$137,825)
	Water - Regional Job Precinct - Area 3	Transferred to 2025/2026 (\$66,690)
	Water Main Casino - Centre St, Canterbury St to Barker St	Transferred to 2026/2027 (\$100,000)
	Water Main Evans - 100mm Bridge crossing	Returned to Reserves (\$200,000)
	Rileys Hill Water Network option assessment	Returned to Reserves (\$80,000)
	Water Reservoir Broadwater - Res High zone switchboard upgrade	Returned to Reserves (\$40,000)
	Water Reservoir Broadwater - RTU Replacements & Standardise Cod	Returned to Reserves (\$80,000)
	Water Main Casino - Anderson Ave; Hare St to Light St	Water Reserves \$58,667
	Water Main Coraki - Bridge Str, Adam St crossing	Water Reserves \$11,303
	Water Treatment Plant Casino - Raw Water Pump Fencing (Watershed)	Grant Funded - As Above \$25,000

Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024

Budget Variation Explanations
Recommended changes to Revised Budget

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 30 September 2024 to the Revised Budget as at 31 December 2024, excluding monthly budget adjustments previously adopted by Council.

Notes	Details	Variation
12	Sewerage Services	
	<i>Income from Continuing Operations</i>	\$49,714
	<i>Capital Grants and Contributions</i>	\$3,823,957
		<u>\$3,873,671</u>
	<i>Expenses from Continuing Operations</i>	\$51,000
	Proposed increase to operational income by \$49,714 and operational expenses by \$51,000 in line with the sewer network master plan and pump station performance assessments per funding received from the Department of Climate Change, Energy, the Environment and Water. Further it is proposed to increase capital grants and contributions by \$3,823,957 with significant changes including the addition of \$5,566,732 for the Rappville sewerage treatment system project funded by the Department of Regional NSW under the Bushfire Local Economic Recovery Fund and \$300,000 for the detailed design of stage 2 for the Evans Head Sewer Treatment Plant which is 50% funded by the Department of Climate Change, Energy, the Environment and Water and 50% funded by RVC. This has been offset by transferring to the 2025/2026 budget expected grant funding for the Evans Head Treatment Plant construction totalling \$1,000,000 and \$1,042,305 for the Regional Jobs Precinct infrastructure project.	
	Capital Expenditure	\$3,335,958
	A review of the sewerage services capital expenditure program has resulted in a proposed net increase of \$3,335,958. Significant adjustments have been detailed below:	
	Sewer RJP Area 1 Infrastructure	Transferred to 2025/2026 (\$368,461)
	Sewer RJP Area 2 Infrastructure	Transferred to 2025/2026 (\$83,362)
	Sewer RJP Area 2 Infrastructure	Transferred to 2025/2026 (\$121,709)
	Sewer Enabling Infrastructure Fairy Hill	Transferred to 2025/2026 (\$468,773)
	Sewer Treatment Plant Evans - Stage 2 Construction	Transferred to 2025/2026 (\$2,000,000)
	Sewer Treatment Plant Evans - Stage 2 Design	Grant Funded - As Above \$600,000
	Sewer Rappville - Sewer Treatment System	Grant Funded - As Above \$5,768,782
13	Environmental Health	
	<i>Income from Continuing Operations</i>	\$75,000
	<i>Expenses from Continuing Operations</i>	\$76,207
	Proposed increase to operational income by \$75,000 and operational expenses by \$76,207 with significant adjustments resulting in a increase of \$75,000 to both income and expenses due to the watershed agreement entered into with Rous County Council. The 2024/2025 allocation for the watershed program is \$25,000 for Jabiru Wetlands vegetation management, \$30,000 for Windsor park vegetation management and \$25,000 for the Casino Raw Water Pump vegetation and erosion management.	
14	Waste Management	
	Capital Expenditure	\$191,032
	Proposed increase of \$191,032 to capital expenses with significant adjustments including an increase of \$185,000 towards the finalisation of construction of Cell 6 funded from Waste reserves.	

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024**

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

The following notes detail budget variations of \$5,000 or more (or if material to the overall program) from the Revised Budget as at 30 September 2024 to the Revised Budget as at 31 December 2024, excluding monthly budget adjustments previously adopted by Council.

Notes	Details	Variation
15	Governance & Advocacy	
	Capital Expenditure	\$6,865
	Proposed increase to capital expenditure by \$6,865 towards office and furniture renewals.	
16	People & Culture	
	<i>Income from Continuing Operations</i>	\$28,494
	<i>Expenses from Continuing Operations</i>	\$9,158
	Proposed increase to operational income with significant adjustments including \$19,336 to bring the budget in line with actual funds received for the transferring of Long Service Leave from other Councils for new staff and a further \$9,158 for both operational income and expenses in line with staff paid parental leave.	
17	Work Health & Safety	
	<i>Income from Continuing Operations</i>	\$81,863
	Proposed increase to operational income due to \$81,863 being received from StateCover in line with the health and wellbeing incentive for 2024/2025.	
18	Fleet Management	
	Capital Expenditure	\$71,019
	Proposed increase of \$71,019 to capital expenditure from Insurance reserves in line with the program of works for the renewal and replacement of the Coraki fabrication workshop.	
19	Quarries	
	<i>Income from Continuing Operations</i>	\$250,000
	Proposed reduction of the operating income budget for Quarries in line with a revised projection of royalties for Petersons and Woodview quarries.	

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024**

Cash & Investments Budget Review Statement

Comment on Cash & Investments Position

Investments

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

Fair Value of Investments as at 31 December 2024 is \$75,149,320.

Cash

As at 31 December 2024, bank statements have been reconciled up to 30 November 2024.

Richmond Valley Council Quarterly Budget Review Statement for the quarter ended 31 December 2024								
Cash & Investments Budget Review Statement								
	Opening Cash and Investments 1/07/2024	Original Budget Net Transfer to/(from)	Approved Changes Carry-Overs from 2023/24	Approved Changes Monthly Adjustments	Approved Changes Sep QBRs	Recommended Changes for Council Resolution Dec	Interest Earned	Projected Cash and Investments 30/06/2025
General Fund - External Restrictions								
Unexpended Grant - Evans Head Landcare	571	-	-	-	-	-	-	571
Unexpended Grant - Roads to Recovery	247,854	-	-	(247,854)	-	-	-	0
Unexpended Grant - Regional Roads Block Grant	74,966	-	-	-	(74,966)	-	-	-
Unexpended Grant - Industry & Investment NSW Manyweathers Weir	4,393	-	-	-	-	-	-	4,393
Unexpended Grant - Richmond Valley Floodplain Risk Management Plan	6,750	-	-	-	-	-	-	6,750
Unexpended Grant - NSW EPA Better Waste and Recycling Grant	19,485	-	(19,485)	-	-	-	-	0
Unexpended Grant - Office of Env. & Heritage - Koala Survey & Habitat Mapping	3,170	-	-	-	-	-	-	3,170
Unexpended Grant - NSW RFS Subsidy Northern Rivers Zone	27,250	-	-	-	-	-	-	27,250
Unexpended Grant - Elsa Dixon Aboriginal Employment Funding	7,791	-	-	-	-	-	-	7,791
Unexpended Grant - LPMA - Surf Club Grant	41,740	-	-	(30,961)	(10,779)	-	-	0
Unexpended Grant - CPTIGS MR145 Woodburn Coraki Rd Bus Shelter	1,674	-	-	-	-	-	-	1,674
Unexpended Grant - Stronger County Communities Fund	746,124	(156,384)	-	(594,673)	4,956	-	-	23
Unexpended Grant - Local Government Association - Flying Fox Colony QE Park	3,059	-	-	-	-	-	-	3,059
Unexpended Grant - Crown Lands - Plan of Management Implementation	1,461	-	-	-	-	-	-	1,461
Unexpended Grant - North Coast Region Waste Investment Report	79,135	-	-	-	-	(54,333)	-	24,802
Unexpended Grant - Fixing Country Roads - Country Lane	359,887	(293,750)	-	(66,137)	-	-	-	0
Unexpended Grant - Fixing Country Bridges	415,189	-	-	(415,190)	-	-	-	0
Unexpended Grant - DPIE - Flying Fox Colony Manifold Rd	1,207	-	-	-	-	(1,207)	-	0
Unexpended Grant - Resilience NSW - Flood Recovery \$3mil	822,513	(138,703)	-	(159,974)	-	(1,723)	-	522,113
Unexpended Grant - Mobile Library Solar	46,509	-	(46,509)	-	-	-	-	0
Unexpended Grant - Heritage Advisory Grant	1,812	-	-	-	-	-	-	1,812
Unexpended Grant - DPIE - Crown Lands Flood Clean-up 2022	31,429	-	-	-	-	-	-	31,429
Unexpended Grant - Foundation for Rural Regional Renewal - Rappville Military History	2,273	-	-	-	-	-	-	2,273
Unexpended Grant - A Sporting Chance - Rappville Sporting Grounds	78,183	-	-	(33,183)	-	-	-	45,000
Unexpended Grant - PWA - Rappville Sewerage	202,050	-	-	-	-	(202,050)	-	0
Unexpended Grant - Sporting Priority Needs Program	383,991	(299,088)	(17,844)	-	50,544	-	-	117,603
Unexpended Grant - Multi Sports Community Facility Fund	296,271	(257,800)	(42,200)	-	272,875	-	-	269,146
Unexpended Grant - Crown Lands Flood Recovery Program	1,004,593	(947,500)	-	(21,123)	(35,726)	-	-	244
Unexpended Grant - Public Library Infrastructure Grant 2022/23	173,803	(173,803)	-	-	-	-	-	0
Unexpended Grant - DPI Fishing Trust - McDonald Park Riparian	3,228	-	-	-	-	-	-	3,228
Unexpended Grant - DPIE - Bushfire Affected Coastal Waterways	8,897	-	-	-	-	-	-	8,897
Unexpended Grant - BLERF - Casino Industrial Precincts	24,418	-	-	-	-	-	-	24,418
Unexpended Grant - TINSW - Regional and Local Road Repair Program	2,732,353	(1,092,131)	-	-	(88,224)	-	-	1,551,998
Unexpended Grant - Evans Head Sewage Treatment Project - SSWP412	125,000	-	-	-	-	(125,000)	-	-
Unexpended Grant - Casino Water Security Project - SSWP410	62,064	-	-	-	-	-	-	62,064
Unexpended Grant - Flying Fox Habitat Restoration Grant	108,749	(32,142)	-	-	-	-	-	76,607
Unexpended Grant - Planning Portal Integration to T1	35,781	-	-	-	(35,781)	-	-	0
Unexpended Grant - Betterment of Casino Pool Clubhouse Upgrade	119,013	(98,750)	-	(20,263)	-	-	-	0
Unexpended Grant - Richmond River Flood Model	22,024	-	-	-	-	-	-	22,024
Unexpended Grant - Richmond Valley Council Koala Vehicle Strike Mitigation Project 2023	79,332	(6,370)	(72,962)	-	-	-	-	0
Unexpended Grant - Community Asset Program - Betterment of Woodburn Memorial Hall Carpark	93,859	(93,859)	-	-	-	-	-	0
Unexpended Grant - Community Asset Program - Betterment of Woodburn Oval - Pony & Tennis Clubhouse	336,000	(336,000)	-	-	-	-	-	0
Unexpended Grant - Betterment of NRLX Effluent Management System	1,437,125	(1,237,500)	(199,625)	-	-	237,500	-	237,500
Unexpended Grant - NRRRP Tatham Bridge Raising	19,827	-	-	(19,827)	-	-	-	0
Unexpended Grant - NRRRI MR145 Thearles Canal Culvert Upgrade	432,412	-	-	(432,412)	-	-	-	0
Unexpended Grant - NRRRI Dairy Flat	1,169,408	-	-	(1,169,408)	-	-	-	0
Unexpended Grant - Community Assets Program - Betterment of Casino Footbridge	1,045,908	-	-	-	(851,730)	-	-	0
Unexpended Grant - Place and Adaptation Plans for Mid Richmond Communities	9,145	-	-	(9,144)	-	-	-	0
Unexpended Grant - Rappville Hall Chair Lift (Community Rebuilding Trust)	27,273	-	(27,273)	-	-	-	-	0
Unexpended Grant - Community Asset Program - Betterment of Casino Netball Clubhouse	554,300	-	-	-	(554,300)	-	-	-
Unexpended Grant - Regional Leakage Reduction Program	62,576	-	-	-	(62,576)	-	-	0
Unexpended Grant - Destination NSW Regional Event Fund Casino Truck Show	20,000	-	-	-	(20,000)	-	-	-
Unexpended Grant - Transport for NSW - Open Streets Program - Richmond Valley Street Fair	17,200	-	-	-	(17,200)	-	-	-
Unexpended Grant - Australian Sports Commission - Indigenous Youth Cricket Program	11,580	-	-	-	(11,580)	-	-	-
Unexpended Grant - 2022 Storm and Flood Recovery Package - Community Officers	-	-	-	-	-	14,395	-	14,395

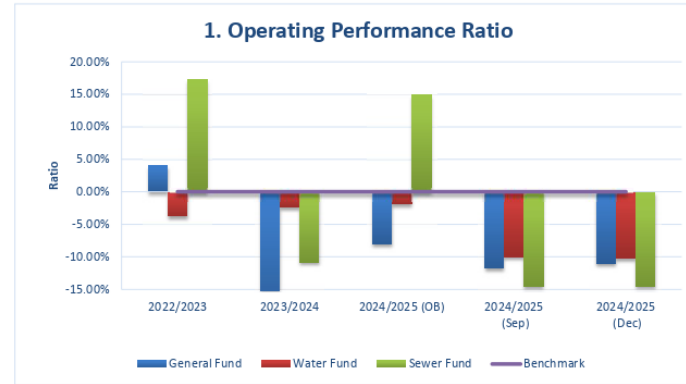
Richmond Valley Council Quarterly Budget Review Statement for the quarter ended 31 December 2024								
Cash & Investments Budget Review Statement								
	Opening Cash and Investments 1/07/2024	Original Budget Net Transfer to/(from)	Approved Changes Carry-Overs from 2023/24	Approved Changes Monthly Adjustments	Approved Changes Sep QBRs	Recommended Changes for Council Resolution Dec	Interest Earned	Projected Cash and Investments 30/06/2025
Unexpended Contribution - RUCRL Mobile Library Replacement Fund	302,906	36,400	-	-	-	-	-	339,306
Unexpended Contribution - Hannigan DA 2005/188 Bennis Rd	10,338	-	-	-	-	-	-	10,338
Unexpended Contribution - Statecover WHS Incentive Works	337,251	(15,480)	-	-	(35,231)	79,740	-	366,280
Unexpended Contribution - Fire Fighting Infrastructure	10,000	-	-	-	-	-	-	10,000
Unexpended Contribution - Broadwater Sugar Mill DA Bridge Approaches	90,000	-	-	-	-	-	-	90,000
Unexpended Contribution - Casino Healthy Towns	2,700	-	-	-	-	-	-	2,700
Unexpended Contribution - North Coast Waste Investment Report	35,667	-	-	-	-	54,333	-	90,000
Unexpended Contribution - LEMC Technology Improvements from LCC & Kyogle Council	20,000	-	-	-	-	-	-	20,000
Unexpended Contribution - Broadwater Bridge Maintenance (LCC)	8,181	-	-	-	-	-	-	8,181
Unexpended Contribution - Pacific Complete Asset Handover	1,392,002	-	-	-	(125,607)	-	-	1,266,395
Unexpended Contribution - Department of Communities and Justice	477,450	-	-	-	-	-	-	477,450
Unexpended Loan - Iliawong Lane	1,051,740	(900,000)	-	(151,740)	-	-	-	0
Domestic Waste Management	4,913,743	721,425	(15,000)	(72,058)	(7,904)	(191,032)	94,859	5,444,034
On-Site Sewerage Fees	229,274	-	-	-	-	-	4,426	233,700
Stormwater Management Service Charge	1,328,103	(561,881)	(57,000)	-	-	-	25,639	734,862
Section 7.11 - Quarry Road Contributions	70,530	6,646	-	-	-	-	1,362	78,537
Section 7.11 - Rural Development Heavy Haulage	1,353,307	252,923	-	-	-	-	26,125	1,632,355
Section 7.12 Development Contributions Plan	2,053,745	113,200	-	(280,000)	(1,020,000)	164,776	39,647	1,071,368
Controlled Trust Funds	41,792	-	-	-	-	-	-	41,792
Bonds & Deposits (General Fund)	535,174	-	-	-	-	-	-	535,174
Total General Fund External Restrictions	27,906,505	(5,510,547)	(497,898)	(3,918,126)	(2,623,229)	(24,601)	192,059	15,524,168
General Fund - Internal Restrictions								
Employee Leave Entitlements	1,575,874	-	-	-	18,573	19,336	30,422	1,644,205
Employee Leave Entitlements - Richmond Upper Clarence Regional Library	55,645	-	-	-	-	-	1,074	56,719
Richmond Upper Clarence Regional Library	44,234	(15,427)	(10,887)	(14,590)	-	866	854	5,050
Unexpended Rates Variation	832,767	(21,000)	(263,484)	(121,926)	28,933	(105,180)	-	350,110
Financial Assistance Grant Advance Payment	5,767,227	-	-	-	-	-	-	5,767,227
Insurance Reserve	1,847,876	(180,000)	-	(1,091)	(627,740)	(308,745)	35,673	765,973
Plant Replacement	2,388,236	(1,287,182)	-	(1,501)	-	447	46,105	1,146,105
Real Estate and Infrastructure	4,287,816	(12,199)	-	(63,330)	(562,046)	(980)	82,776	3,732,036
Petersons Quarry	1,448,942	461,419	(10,000)	-	553,274	(211,394)	27,972	2,270,213
Woodview Quarry	1,693,206	310,781	-	-	(620,000)	(50,000)	32,687	1,366,675
Quarry Rehabilitation	633,772	50,000	-	-	-	-	12,235	696,007
Road Rehabilitation Reserve	2,648,935	252,923	-	-	-	-	51,137	2,952,996
Other Waste Management	3,360,354	(236,395)	-	-	-	-	64,871	3,188,831
Other Waste Management - Plant Reserve	1,021,862	(45,636)	-	-	(194,637)	-	19,727	801,316
Rural Road Safety Program	120,615	-	-	-	-	-	-	120,615
RMS State Roads Maintenance Contract	6,387	-	-	-	-	-	123	6,511
Public Cemeteries Perpetual Maintenance Reserve	114,269	31,404	-	(5,954)	(19,262)	35,000	2,206	157,664
Northern Rivers Rail Trail Maintenance Reserve	639,561	(63,938)	-	-	-	-	12,347	567,970
Events Funding	43,065	9,605	-	-	54,772	-	831	108,273
Carry Over Works	3,779,511	(352,538)	(352,230)	(378,669)	185,954	(533,113)	-	2,348,915
Total General Fund Internal Restrictions	32,310,155	(1,118,182)	(636,601)	(687,061)	(1,182,179)	(1,153,763)	421,041	28,053,410
Total General Fund Restrictions	60,216,660	(6,628,729)	(1,134,499)	(4,505,187)	(3,805,408)	(1,178,364)	613,100	43,577,578

Richmond Valley Council Quarterly Budget Review Statement for the quarter ended 31 December 2024								
Cash & Investments Budget Review Statement								
	Opening Cash and Investments 1/07/2024	Original Budget Net Transfer to/(from)	Approved Changes Carry-Overs from 2023/24	Approved Changes Monthly Adjustments	Approved Changes Sep QBRS	Recommended Changes for Council Resolution Dec	Interest Earned	Projected Cash and Investments 30/06/2025
Sewerage Fund								
External Restrictions								
Section 64 Contributions	6,479,940	(979,430)	-	-	76,660	124,530	179,430	5,881,130
Infrastructure Replacement	6,140,805	(1,925,990)	(278,500)	(7,500)	(241,989)	689,233	170,039	4,546,098
Total Sewerage Fund Restrictions	12,620,745	(2,905,420)	(278,500)	(7,500)	(165,329)	813,763	349,469	10,427,228
Water Fund								
External Restrictions								
Section 64 Contributions	3,203,323	170,800	-	-	-	-	29,200	3,403,323
Infrastructure Replacement	6,055,911	(1,041,797)	(815,793)	(151,011)	343,416	1,197,454	55,300	5,643,481
Total Water Fund Restrictions	9,259,234	(870,997)	(815,793)	(151,011)	343,416	1,197,454	84,500	9,046,803
Total Restrictions (All Funds)	82,096,639	(10,405,146)	(2,228,792)	(4,663,698)	(3,627,321)	832,853	1,047,069	63,051,609

Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024

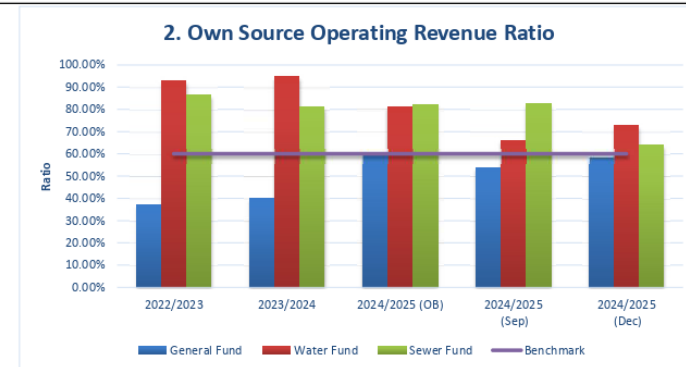
Key Performance Indicators Budget Review Statement

	Current Projection			
	General	Water	Sewerage	Total
	Fund	Fund	Fund	
The Council monitors the following Key Performance Indicators:				
1. Operating Performance Ratio	-11.03%	-10.25%	-14.52%	-11.43%
Total Continuing Operating Revenue ⁽¹⁾ (excl. Capital Grants & Contributions) - Operating Expenses	(6,806,787)	(808,374)	(1,591,606)	(9,206,767)
Total Continuing Operating Revenue ⁽¹⁾ (excl. Capital Grants & Contributions)	61,703,940	7,889,708	10,965,127	80,558,775
⁽¹⁾ Excludes fair value adjustments and reversal of revaluation decrements, net gain/(loss) on sale of assets and net share of interests in joint ventures.				
Prior Periods:				
Revised Budget 2024/2025 - as at 30 September 2024	-11.79%	-9.97%	-14.57%	-12.01%
Original Budget 2024/2025	-8.02%	-1.88%	14.94%	-3.60%
2023/2024	-20.46%	-2.38%	-10.80%	-16.63%
2022/2023	4.07%	-3.76%	17.24%	4.94%



Purpose: This ratio measures Council's achievement of containing operating expenditure within operating revenue.
Commentary: Council's Operating Performance Ratio is below the benchmark of 0%. Council is taking steps to address this ratio as part of the current 10 year Long Term Financial Plan.

2. Own Source Operating Revenue Ratio	58.58%	72.86%	64.09%	60.23%
Total Continuing Operating Revenue ⁽¹⁾ (less ALL Grants & Contributions)	62,291,694	6,326,635	10,965,127	79,583,456
Total Continuing Operating Revenue ⁽¹⁾	106,338,488	8,683,304	17,108,049	132,129,841
⁽¹⁾ Excludes fair value adjustments and reversal of revaluation decrements, net gain/(loss) on sale of assets and net share of interests in joint ventures.				
Prior Periods:				
Revised Budget 2024/2025 - as at 30 September 2024	53.77%	66.10%	82.48%	57.71%
Original Budget 2024/2025	60.10%	81.00%	82.31%	64.77%
2023/2024	40.19%	94.74%	81.19%	49.63%
2022/2023	37.00%	92.90%	86.57%	45.20%



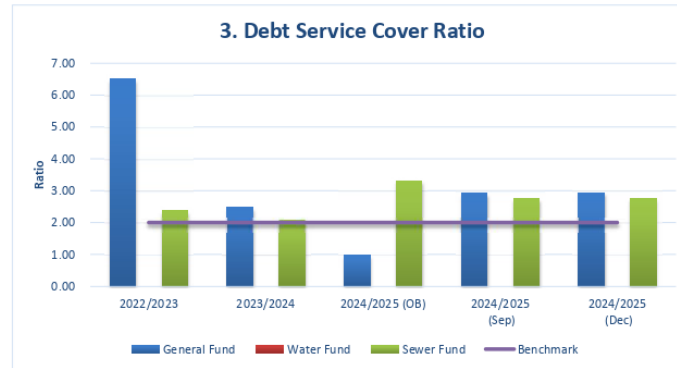
Purpose: This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.
Commentary: Council's consolidated Own Source Operating Revenue Ratio is just above the benchmark of 60%. Council is taking steps to address this ratio with the introduction of the Invest and Live team.

**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024**

Key Performance Indicators Budget Review Statement

	Current Projection			
	General Fund	Water Fund	Sewerage Fund	Total
3. Debt Service Cover Ratio	2.96	0.00	2.76	3.66
Operating Result ⁽¹⁾ before capital excluding interest and depreciation/impairment/amortisation (EBITDA)	7,838,197	3,713,462	5,748,065	17,299,724
Principal Repayments + Borrowing Interest Costs	2,652,206	0	2,080,237	4,732,443
⁽¹⁾ Excludes fair value adjustments and reversal of revaluation decrements, net gain/(loss) on sale of assets and net share of interests in joint ventures.				
Prior Periods:				
Revised Budget 2024/2025 - as at 30 September 2024	2.93	0.00	2.76	3.69
Original Budget 2024/2025	0.98	0.00	3.32	1.25
2023/2024	2.48	0.00	2.11	2.68
2022/2023	6.51	0.00	2.38	5.11

Purpose: This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.
 Commentary: Council's Debt Service Cover Ratio is above the benchmark minimum of 2.0.



**Richmond Valley Council Quarterly Budget Review Statement
for the quarter ended 31 December 2024**

Contracts & Other Expenses Budget Review Statement

Income & Expenses Budget Review Statement

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

Contractor	Contract detail & purpose	Contract Value (exc GST)	Start Date	Duration of Contract	Budgeted (Y/N)
Northern Rivers Concreting	Construct Woodburn Memorial Hall Car Park	\$ 225,183.64	26/11/24	12 Mths	Y
Hannigan Civil Pty Ltd	Country Lane Road Reconstruction	\$ 885,870.00	17/09/24	12 Mths	Y
Beca Hunter H20	Casino STP Concept Design	\$ 287,183.00	15/08/24	3 Mths	Y

Notes:

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

Part B - Consultancy & Legal Expenses

Expense	Expenditure YTD \$	Budgeted (Y/N)
Consultancies (including Capital Expenditure)	553,069	Y
Legal Expenses (including Capital Expenditure)	129,211	Y

Definition of a consultant:

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

Comments:

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

Council Policy

Richmond
Valley
Council



Policy Title:	Data Breach
Policy Number:	CPOL 8.13
Focus Area:	Provide Great Service
Responsibility:	Information and Technology Services
Meeting Adopted:	[Date of Council Meeting – Resolution Number]

OBJECTIVE

The objective of this policy is to set out how Council will respond to unauthorised access, or a loss of information held by Council. The policy details:

1. What constitutes an eligible data breach under the *Privacy and Personal Information Protection Act 1998* (PIIP Act);
2. Council's departmental roles and responsibilities for reporting, reviewing and managing data breaches;
3. The steps involved in Council responding to a data breach; and
4. Council's procedures in reviewing the systems and policies in place to prevent future data breaches.

SCOPE

This policy applies to all staff and contractors of Council, including but not limited to full and part-time permanent staff, temporary and casual staff, private contractors and consultants engaged by Council. This policy also applies to third party providers who hold personal and health information on behalf of Council.

DEFINITIONS

Policy Term or Acronym	Definition
Affected Individual	An "affected individual" as defined in s59D of the PIIP Act.
Council Held Information	Any personal information in whatever form (including hard copy, and electronically held information), which is held by Council or is otherwise in the possession or control of Council.
Council Officer	Any officer or employee of Council.
Data Breach	The unauthorised access to, or inadvertent disclosure, access, modification, misuse, loss of, or interference with personal information, and in this Policy includes a potential data breach.
Substantial Detrimental Effect	A consequence to an affected individual that is more than mere irritation, inconvenience or annoyance.

Richmond Valley Council – CPOL 8.13 Data Breach

Adopted: [Date]

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Eligible Data Breach	<p>An “eligible data breach” as defined in s59D of the PPIP Act:</p> <p>(1)(a) there is unauthorised access to, or unauthorised disclosure of, personal information held by a public sector agency and a reasonable person would conclude that the access or disclosure of the information would be likely to result in serious harm to an individual to whom the information relates, or</p> <p>(1)(b) personal information held by a public sector agency is lost in circumstances where—</p> <ul style="list-style-type: none"> • unauthorised access to, or unauthorised disclosure of, the information is likely to occur, and • if the unauthorised access to, or unauthorised disclosure of, the information were to occur, a reasonable person would conclude that the access or disclosure would be likely to result in serious harm to an individual to whom the information relates.
HRIP Act	<i>Health Records Information and Privacy Act 2002 (NSW)</i>
IPC	Information and Privacy Commission NSW
IT	Information Technology
Mandatory Reporting Data Breach	Notification of an eligible data breach as defined in the PPIP Act.
Personal Information	Any information defined as “personal information” under the Privacy Act, PPIP Act, or “health information” under the HRIP Act.
PPIP Act	<i>Privacy and Personal Information Protection Act 1988 (NSW)</i>
Privacy Act	<i>Privacy Act 1988 (Cth)</i>
Public Notification	A notification on Council’s website made in accordance with s59N(2) of the PPIP Act, when any affected person is unable to be contacted directly by Council in the event of an eligible data breach.
Serious Harm	Injury which is the result of a data breach that has caused substantial detrimental effect to the affected individual.

POLICY

1. Legislative obligations

Council has obligations under the PPIP Act, the HRIP Act and the Privacy Act which includes mandatory reporting with respect to data breaches. This policy only relates to data breaches. Council's Access to Council Records and Privacy Management Plan provides more information on how Council may collect, use and disclose personal information.

2. What is a data breach?

A data breach occurs when there is an incident that has caused or has the potential to cause an unauthorised access to, disclosure of, or loss of Council held information. Examples include but are not limited to:

- Accidental loss or theft of Council held information or equipment on which such Council Information is stored;
- Unauthorised use, access to or modification of Council held information, or Council information posted onto the website without consent;
- A compromised Council officer's user account;
- A successful attempt to gain unauthorised access to Council's information or information systems;
- Equipment failure;
- Malicious disruption to or denial of IT services.

A data breach may occur directly from the Council or from a contractor or business partner of the Council who has custody of, or access to, Council held information. A data breach may also occur via external party infiltration (hacking).

3. When does Council report a data breach?

Section 59M of the PPIP Act prescribes a mandatory obligation on a public sector agency to report an eligible data breach. Mandatory reporting of an eligible data breach as defined in the PPIP Act generally applies where there is unauthorised disclosure or access to personal information **and** it is reasonably considered that there could be serious harm to individuals to whom the information relates.

Reporting is made to the Information and Privacy Commission (IPC) and any affected third parties.

Determining whether a data breach is subject to mandatory reporting obligations requires a specific assessment by senior Council officers and may also be determined based on legal advice.

4. Risk Management Framework

Council maintains an effective integrated risk management framework, allocating resources, responsibility and accountability to manage risks across the organisation. Further information may be obtained by reference to Council's Risk Management Policy.

With respect to personal information, Council employs various methods to proactively protect personal information, including the following:

4.1 IT controls

Council has a comprehensive set of information technology controls to ensure all IT assets are properly secured and monitored. This includes but is not limited to:

- Robust access controls;
- Data encryption;
- Patch management;
- Network and endpoint security measures;
- Regular and ongoing systems reviews; and
- Incident response plans.

Additionally, regular penetration testing and vulnerability scanning are performed to recognise and remediate any weaknesses discovered in the IT systems.

4.2 Training and awareness

To mitigate the risk of data breaches Council has established a comprehensive training program to educate employees about the risks associated with data breaches and their responsibilities in recognising, responding, reporting and preventing such incidents.

Council holds an extensive program of internal operational policies to engage and educate employees on expected conduct with respect to information held by Council, including:

- Cyber Crime and Security Incident
- Cloud Services
- Information Management
- Access Control
- Acceptable Use
- Personnel Management
- Remote Access
- Physical Access
- Online Services
- Legal Compliance
- Internet
- Hardware Management
- Encryption.

Additionally, Council provides ongoing advice and instruction to its employees with respect to updating of internet capable devices to ensure the latest protection is in place.

Council's IT department continue to expand their knowledge in order to remain up-to-date with current issues with respect to information management.

4.3 *Contractors and third parties*

Council shall require all contracts with contractors who may be provided with, have access to, or hold Council held information, to contain obligations requiring the contractor to report data breaches to Council, take mitigating actions and assist Council in undertaking assessment of the data breach. Contractors will also identify who will notify any affected individuals and provide support in the event of a data breach. For data breaches that involve other public agencies, the General Manager (or delegate) will directly liaise with other affected agencies in respect of any notification requirements for mandatory reporting data breaches.

5. Reporting a data breach

5.1 *Members of the public*

If a data breach has occurred, or is suspected to have occurred, members of the public can report the breach as soon as possible by calling Council on (02) 6660 0300. Calls made outside operating hours will be responded to by an after-hours service.

Council also provides a 'Contact Council' option on the website at: richmondvalley.nsw.gov.au.

5.2 *Council officers*

Any Council officer who becomes aware of a data breach or possible data breach will immediately notify the relevant manager or director.

Where a Council officer and/or a relevant manager or director believes, or has reasonable grounds to believe, that the data breach is a mandatory reporting data breach, the relevant manager or director will notify the Manager Information and Technology Services, and the General Manager (or delegate) immediately.

When reporting a possible mandatory reporting data breach to the General Manager (or delegate), a Council officer and/or relevant manager or director will also indicate either in their opinion if it is likely to take more than 30 days to determine if the data breach is a mandatory reporting data breach (if known).

For non-eligible data breaches, a relevant manager or director will notify the Manager Information and Technology Services within 24 hours.

For eligible data breaches the General Manager (or delegate) shall proceed with mandatory notification requirements.

Council's Director Organisational Services, on being notified of a data breach, will contact the Council's insurer.

Detailed procedural actions and examples of common incident scenarios with respect to data breach are held in Council's internal operations Data Breach Response Plan.

6. Responding to a data breach

Council recognises that data breaches can be caused or exacerbated by a variety of factors, may involve different types of personal information, and give rise to a range of actual or potential harm to individuals and entities. Council also recognises that responding to a data breach will depend on the circumstances surrounding the breach, however, as a general guideline, the following steps are a minimal procedural course of action:

Procedural steps in the event of a data breach	
1. Identify	Take necessary steps to identify the data breach facts, including parties involved, particulars of the breach and any person or organisation that may be directly or inadvertently affected by the breach.
2. Contain	Minimise the data breach as far as possible to prevent any further compromise of personal information.
3. Assess	Consider the facts, evaluate the risk of harm to potentially affected parties, and formulate an action plan to mitigate the risk of harm or to remediate any harm done.
4. Notification	Inform individuals and the IPC if required. The method of notifying affected individuals/organisations will depend for the most part on the type and scale of the breach, as well as immediately practical details such as having contact details for the affected individual/organisation. If an affected person is unable to be contacted directly, a notice in accordance with ss59N(2), 59O and 59P of the PPIP Act shall be published on Council's website. This notification register will be available on Council's website listing all s59N(2) eligible data breaches recorded in the last 12 months.
5. Review	Assess the incident and consider what actions can be taken to prevent future breaches. This may include a review of systems, policies, and procedures, followed by necessary actions to implement review recommendations.

7. Record keeping

Council will maintain the following record keeping measures:

- An internal register of all eligible data breaches.
- A public notification register of s59N(2) notices, available on Council's website.

8. References

Health Records Information and Privacy Act 2002 (NSW)

Privacy and Personal Information Protection Act 1988 (NSW)

Privacy Act 1988 (Cth)

REVIEW

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

Version Number	Date	Comments
1	[Date]	New policy