

Richmond
Valley
Council



AGENDA

Ordinary Council Meeting

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

Date: Tuesday, 18 February 2025

Time: 6pm

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

**Vaughan Macdonald
General Manager**

Statement of Ethical Obligations

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

Oath or affirmation of office

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

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

Conflicts of interest

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

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

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1 ACKNOWLEDGEMENT OF COUNTRY

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

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

2 PRAYER**3 PUBLIC ACCESS****4 APOLOGIES****5 MAYORAL MINUTES**

Nil

6 CONFIRMATION OF MINUTES

6.1 MINUTES ORDINARY MEETING HELD 17 DECEMBER 2024

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Meeting held on 17 December 2024.

REPORT

Refer attached Minutes.

ATTACHMENT(S)

- 1. Unconfirmed Minutes 17 December 2024 (under separate cover)**

7 MATTERS ARISING OUT OF THE MINUTES

8 DECLARATION OF INTERESTS

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

9 PETITIONS

Nil

10 NOTICE OF MOTION**10.1 NOTICE OF MOTION - FLOOD BUYBACKS AND NEW HOME APPROVALS FOR FLOOD PRONE LAND IN THE MID-RICHMOND****Author: Cr Robert Hayes**

I, Councillor Robert Hayes, give notice that at the next Ordinary Meeting of Council to be held on 18 February 2025, I intend to move the following motion:

NOTICE OF MOTION

That:

1. Council seeks urgent clarification from the NSW Reconstruction Authority on future uses and restrictions to be applied to buy-back lands within the Richmond Valley.
2. A report be presented to the March 2025 Ordinary meeting outlining:
 - i. The Reconstruction Authority's response to the above.
 - ii. Council's current planning requirements for new, upgraded and replacement development on flood affected lands in the Mid-Richmond villages.

I commend this Notice of Motion to Council.

ATTACHMENT(S)**Nil**

11 MAYOR'S REPORT**11.1 MAYORAL ATTENDANCE REPORT 11 DECEMBER 2024 - 12 FEBRUARY 2025****Author: Cr Robert Mustow****RECOMMENDATION**

That Council receives and notes the Mayoral Attendance Report for the period 11 December 2024 – 12 February 2025.

December

- 11th Rous County Council - Tour
- 12th St Mary's Primary Farewell Liturgy
- 12th Attended small business opening, Evans Head
- 12th Richmond Valley Council Staff Christmas Party
- 14th Lismore - Bentley Rail Trail Opening
- 14th Woodburn Christmas Carnival
- 16th St Mary's Catholic College Annual Celebration Evening
- 17th Richmond Valley Council Ordinary meeting
- 21st Evans Head Christmas Street Party
- 28th J&J Rodeo event Evans Head

January

- 9th Elsmer Jones Park Artwork and BBQ
- 9th Australia Day Committee meeting
- 14th Presentation 35th Anniversary – Driver Reviver
- 15th Meeting regarding tourism promotion
- 22nd Northern Rivers, Import/Export & Growth discussion
- 24th Member for Page Hon Kevin Hogan meeting
- 26th Richmond Valley Australia Day Celebrations at Broadwater

February

- 4th Meeting with Casino Historical Society
- 4th Richmond Valley Councillor Information Session
- 5th Rous County Council Inspections
- 12th Truck Show Community Donations Presentation

ATTACHMENT(S)**Nil**

12 DELEGATES' REPORTS**12.1 DELEGATES' REPORT FEBRUARY 2025 - ROUS COUNTY COUNCIL****RECOMMENDATION**

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

REPORT

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

Cr Robert Mustow and Cr Sandra Humphrys have provided the following summary of the main items of business for the Rous County Council Ordinary Meeting held on 4 December 2024.

ATTACHMENT(S)

- 1. Rous County Council Meeting Summary 4 December 2024**



Rous County Council Meeting 4 December 2024 Summary of main items of business

2025 Council meeting schedule

The Council Meeting, on 4 December 2024, will be the final one held at Rous' administration building in Lismore.

Until Rous moves into its new, purpose-built offices in Ballina, Rous County Council meetings will be held at various locations across the region. More information about that will be published in 2025. Meeting frequency will continue to be the third Wednesday of alternate months (excluding January):

- 19 February
- 16 April
- 18 June
- 20 August
- 15 October
- 10 December

Rous staff 2024 Length of Service Recognition Awards

A total 16 staff were recognised and thanked for the length of time they have worked at Rous:

- Five years: six staff
- 10 years: two staff
- 15 years: four staff
- 20 years: two staff
- 30 years: one staff
- 35 years: one staff

Lismore Levee Scheme Update

Since 2022, a series of reports have been presented to Council and various discussions have been held with Lismore City Council (LCC) regarding the Lismore Levee Scheme including future ownership. Rous and LCC agreed to jointly fund the development of an Asset Management Plan for the Lismore Levee Scheme. Once that plan is complete Rous and LCC

■ BULK WATER SUPPLY ■ WEED BIOSECURITY ■ FLOOD MITIGATION



will re-engage in discussions. The Asset Management Plan is expected to be finalised in the first quarter of 2025.

Information and Finance Reports:

Council received and noted a number of information reports. Key items include:

- 2023/24 Annual Report is available to view: <https://rous.nsw.gov.au/annual-reports>
- Investments – as at October 2024
- Investments – as at November 2024.

October, 2024:

Finance Report

BANK ACCOUNT SUMMARY	TOTAL
Cheque Account Balance	\$835,304
Weel Account Balance – Cuscal Ltd (Pre-paid Corporate Cards)	\$38,470
TOTAL	\$873,774

INVESTMENT SUMMARY	TOTAL
Business Online Saver Account Balance	\$7,134,223
Term Deposits with Institutions not supporting the Fossil Fuel Industry <i>The assessment of Ethical Financial Institutions is undertaken using www.marketforces.org.au which is an affiliate project of the Friends of the Earth Australia (Refer: Graph C4 - Attachment C).</i>	\$1,500,000 4.82 % of current holdings
Other Term Deposits	\$22,500,000
Total Funds Invested <i>Excluding Cheque Account and Weel Balance</i>	\$31,134,223

OTHER INVESTMENT INFORMATION	TOTAL
Interest Earned <i>Interest earned compared to the original budget is \$395,487 above the pro-rata budget. (Refer: Attachment A).</i>	\$132,544
Weighted Average Return <i>This represents a decrease of 9 basis points compared from the September 2024 result (4.47%) and is 4 basis point below Council's benchmark (the average 90-day BBSW rate of 4.42%) (Refer: Graph C2 - Attachment C).</i>	4.38%
RBA Cash Rate	4.35%
The 90-day average bank bill swap rate (BBSW)	4.42%

November, 2024:

Finance Report

BANK ACCOUNT SUMMARY	TOTAL
Cheque Account Balance	\$959,206
Weel Account Balance – Cuscal Ltd (Pre-paid Corporate Cards)	\$54,924
TOTAL	\$1,014,130

INVESTMENT SUMMARY	TOTAL
Business Online Saver Account Balance	\$7,012,581
Term Deposits with Institutions not supporting the Fossil Fuel Industry <i>The assessment of Ethical Financial Institutions is undertaken using www.marketforces.org.au which is an affiliate project of the Friends of the Earth Australia (Refer: Graph C4 - Attachment C).</i>	\$1,500,000 5.17% of current holdings
Other Term Deposits	\$20,500,000
Total Funds Invested <i>Excluding Cheque Account and Weel Balance</i>	\$29,012,581

OTHER INVESTMENT INFORMATION	TOTAL
Interest Earned <i>Interest earned compared to the original budget is \$316,547 above the pro-rata budget. (Refer: Attachment A).</i>	\$124,949.49
Weighted Average Return <i>This represents a decrease of 3 basis points compared from the October 2024 result (4.38%) and is 7 basis point below Council's benchmark (the average 90-day BBSW rate of 4.42%) (Refer: Graph C2 - Attachment C).</i>	4.35%
RBA Cash Rate	4.35%
The 90-day average bank bill swap rate (BBSW)	4.42%

Council's business paper and draft meeting minutes can be found via the following link:
<https://rous.nsw.gov.au/business-papers-and-meeting-minutes>

13 MATTERS DETERMINED WITHOUT DEBATE

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

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

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

That items identified be determined without debate.

14 GENERAL MANAGER

14.1 DELIVERY PROGRAM PROGRESS REPORT JULY - DECEMBER 2024

EXECUTIVE SUMMARY

Richmond Valley Council has completed the first eighteen months of its 2023-2025 Delivery Program and has entered the third and final year of its Rebuilding the Richmond Valley Recovery Plan, with significant progress being achieved in all areas.

The majority of Recovery Plan actions have been finalised, with Council attracting more than \$61m in community flood recovery grants for local sports facilities, community buildings, infrastructure replacement and community events. A further \$53m has also been secured in Disaster Recovery Funding to repair the remaining flood damaged roads and bridges in the network over the next 2-3 years. Completion of the \$15.8m Naughton's Gap landslip remediation, in December, was a significant milestone in the road repair program and work is underway on other major works, including replacement of the twin Tatham Bridges.

Work has also progressed on the 80 Principal Activities in Council's Delivery Program, with all activities either completed or on schedule for completion by June 2025. Achievements during the reporting period include activation of the new Cell 6 at the Nammoona Resource Recovery Centre, finalisation of the concept designs and environmental studies for replacement of the Casino Sewage Treatment Plant, further progress on the Evans Head STP augmentation, commencement of a new industry activation project for Casino, commencement of a new Floodplain Risk Management Plan for the Richmond Valley, further increases to library membership and programs and record attendance numbers at the Casino Truck Show.

This report outlines progress in delivering the program for the July - December 2024 reporting period.

RECOMMENDATION

That Council:

1. Receives and notes the July – December 2024 Progress Report on the 2023-2025 Delivery Program.
2. Notes the significant progress across the Program's four Key Directions and Council's successful advocacy to secure community funding during this period.

DELIVERY PROGRAM LINKS

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

2A Plan for long-term sustainable growth

2A3 Deliver the Community Strategic Plan

BUDGET IMPLICATIONS

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

REPORT

Richmond Valley Council has now completed the first eighteen months of its 2023-2025 Delivery Program and has entered the third and final year of its Rebuilding the Richmond Valley Recovery Plan, with significant progress being achieved in all areas.

Recovery Plan Progress

Most of the Recovery Plan actions have now been finalised, with the remaining road repair program to be completed over the next 2-3 years. Council has advocated strongly to support flood recovery across the Richmond Valley, successfully attracting more than \$61 million in government funding for community recovery projects. A further \$53m of Disaster Recovery Funding has now been secured towards repair of flood damaged roads and bridges. The 2022 flood impacted 75% of Council's road network, resulting in some \$100m in damage. So far, more than \$38m of repair works have been completed.



Before (2022) and after (2024): Completion of the Naughton's Gap remediation is a major milestone in Council's flood recovery program.

\$15.8m Naughton's Gap remediation completed

The \$15.8m Naughton's Gap landslip remediation, completed in December 2024, was one of Council's most ambitious and challenging flood repair projects. The road was closed to traffic for more than three years after two major landslips occurred, the second during the 2022 floods. The landslip was carefully monitored for any further movement over time and detailed geotechnical studies were completed. This was followed by the challenge of designing a long-term solution to the problem and securing the necessary funding. The works were completed through a combination of Disaster Relief and Infrastructure Betterment funding. The project includes:

- 152 bored piers, up to 15m deep
- 2,460 cubic metres of concrete in the piers and connecting ridge beam
- 12,000 tonnes of debris removed and repurposed
- 800m of subsurface drainage to a depth of 3 metres and 1km of surface drainage.

Council used material recovered from the landslip on other projects, saving an estimated \$2.4m in disposal fees. The road was officially reopened on 6 December 2024 by the NSW Parliamentary Secretary for Disaster Recovery, Janelle Saffin and now provides much improved access for the 1000+ vehicles per day that travel this route.

Other road repair works on the way

Work is also progressing on other critical flood repair projects, with the following tenders let over the past six months:

- Replacement of Tatham bridges
- Bentley landslip and road remediation

- Design and construct Upper Cherry Tree road landslip
- Design and construct Upper Mongogarrie road landslip
- Design and construct Woodburn-Coraki landslips

These works are scheduled for completion in 2025.

Delivery Program Progress

All activities in the 2023-25 Delivery Program are currently progressing on schedule and a full progress report is attached.

Highlights of the July - December 2024 period include:

- Major progress on flood recovery works, including the re-opening of Naughton's Gap and commencement of the Tatham Bridge replacement program.
- Further progress on activating the Richmond Valley Regional Job Precinct, with referral of the Masterplan to the Minister for approval and launch of a new \$13.8m industry activation project for Precinct 3.
- Record entries and crowds at the Casino Truck Show, with over 30,000 attendees and an estimated \$3.9 million in revenue generated for the local community.
- Continued progress on Council's sustainability initiatives, including community greening and energy saving programs. The first 18 months of the program have seen more than 12,600 trees planted and achieved reduction of up to 50% in energy usage through solar installations at key public buildings.
- Successful advocacy for a \$35,000 grant from the Crown Reserves Improvement Fund towards revitalising the Jabiru Geneebeinga Wetlands in Richmond Park.
- Improvements to McDonalds Bridge Road, with over \$2 million of repairs along four kilometres of the road, including shoulder widening, installation of guideposts, table drain clearing and reseal.
- Activation of the Cell 6 waste disposal area at the Nammoona Waste and Resource Recovery Facility, providing an estimated 12-15 years of security for ongoing residual waste disposal.
- Continued development of Council's library services, with 520 programs delivered for children and adults and a further increase in membership.

Planning for future growth and infrastructure



The Casino Industry Activation Project launch

Council continued with its plans to activate the Richmond Valley Regional Jobs Precinct, announcing a new \$13.8m investment in industry activation for Precinct 3. The project, to be through the Bushfire Local Economic Recovery Program, will provide an additional 14.1 hectares of industrial land in the Cassino Drive industrial estate, as well as a new two-lane roundabout and infrastructure works to service the land. The new site adjoins 20.3 hectares of Council land that will also be available for industrial use as the Jobs Precinct continues to grow. The activation project complements Council's industrial development in Reynolds Road (Precinct 1 of the RJP) which continues to attract interest from outside investors.

Work also continued on essential infrastructure projects to support Casino's future growth, with the \$65m replacement of Casino sewage treatment plant moving towards construction phase. Work on the finalising the concept design, environmental studies and securing government approvals is almost complete, with plans to move to detailed design in early 2025. Council continues to actively seek government funding to support this project.

Further studies on infrastructure requirements, feasibility and regional benefits of the proposed Summerland Estate at South Fairy Hill are also nearing completion. Council received a \$245,000 grant from the NSW Reconstruction Authority to carry out this work, as part of the Resilient Lands Strategy investigations. The site can accommodate up to 1500 new homes on flood-safe land, with room for additional development on adjoining lands in the future. The studies will provide a strong basis for Council's continued advocacy for government investment in this project.

Work also progressed on Stage 2 of the Evans Head sewage treatment plant, which will ultimately see the plant's capacity doubled. This will help to cater for future residential growth, as well as providing capacity for increasing visitation during the peak tourist seasons. The additional capacity will also provide more flexibility to manage the treatment process and reduce future impacts on the environment. The project is now progressing to detailed design, with construction due to start in 2025.

Protecting the environment

Preparing holes for plantings at the wetlands and promoting environmental awareness as Coraki Riverfest.

Council continued to deliver its environmental programs throughout the reporting period, with at total of 139 trees planted as part of the Greening program for parks and street plantings and a further 500 trees and grasses as part of biodiversity plantings at the Jabiru Geneebeinga Wetlands and along the Casino section of the Rail Trail. Council was successful in securing a \$35,000 grant from the Crown Reserves Improvement Fund to help revitalise the wetlands by eradicating ecologically harmful weeds and improving long-term weed control.

Work also progressed on Council's demand management programs to reduce water consumption. This included assessing Council's own water consumption at parks and community facilities and identifying opportunities to reduce usage, such as installing water saving taps and toilets, planting drought-tolerant species in parks and gardens and continuing to work on leak detection throughout the water network. Studies were also undertaken to identify the highest water users in the Casino and Mid-Richmond networks, many of which are businesses or commercial entities. A targeted

engagement and education program is being developed to assist these users to reduce their consumption.

Council also continues to focus on reducing its carbon footprint by cutting energy usage and exploring more options for solar installations. The solar panels installed on the Casino administration are already providing savings of up to 50% and plans are underway to provide further installations at the Casino Raw Water Pump Station and the future new Casino Sewage Treatment Plant.

Creating great places to live



Casino’s new netball clubhouse is almost finished

Record crowds at the 2024 Casino Truck Show in August.

The past six months have seen significant improvements to local sporting facilities, including construction works for the new Casino Swimming Club and Netball clubhouse and finalisation of the designs for the new combined Woodburn Pony Club and Tennis Clubhouse. Other works have included two new netball courts and an outdoor basketball court for Colley Park, top soil programs for Queen Elizabeth and Colley Parks and continuing surface works at Stan Payne Oval. Irrigation is scheduled to be installed at Colley Park in early 2025.

Upgrades to local playgrounds have included works at Findlay Park and Rileys Hill and a recent joint venture with Momentum Collective to establish a new basketball court at Elsmer Jones Park.

Council also continued to support community events with record crowds of 30,000 at the 2024 Casino Truck show, providing an estimated \$3.9 million boost for the local economy. The event has built a strong reputation as one of the leading truck shows in the Southern Hemisphere and plans are well in hand for the 2025 show.

Providing services to the community



Grandparents Day activities at the Casino library and participants enjoying a Create, Make and Share craft session.

Council continued to deliver a high level of service over the past six months, managing 15,423 customer calls and 3707 customer requests for issues such as road repairs, waste collection and ranger services. The majority of callers (81.5%) spent less than 20 seconds waiting for their call to be answered and the customer experience team continued to achieve its performance standards for response and processing times.

Council's library service also continued to grow its membership, add new resources to its collection and expand its outreach programs. Over the past six months 520 programs were delivered to adults and children, including Create Make Share craft sessions, Tech Savvy digital support, Book Club, Film Club and online safety information sessions.

CONSULTATION

The 2023-2025 Delivery Program was developed through community consultation and adopted by Council in June 2023. Council continues to consult on major activities within the program.

CONCLUSION

Council has made significant progress in the first eighteen months of the 2023-2025 Delivery Program, with all of the 80 Principal Activities on track to meet their completion timeframes.

ATTACHMENT(S)

1. **Delivery Program Progress Report, as at 31 December 2024 (under separate cover)**

14.2 MODEL CODE OF MEETING PRACTICE - PROPOSED AMENDMENTS

General Manager: Vaughan Macdonald

EXECUTIVE SUMMARY

The Office of Local Government (OLG) has released a consultation draft of proposed amendments to the Model Code of Meeting Practice for Local Councils in NSW and is inviting feedback from the local government sector, key stakeholders and the community.

The reform of the Code, governing how councillors conduct debate and make decisions at meetings was previously flagged by the Minister for Local Government in a discussion paper, in September last year. Council made a detailed submission in response to the paper, outlining its strong concerns with the proposed changes. These concerns were echoed by the local government sector, with particular opposition to proposals to ban councillor briefing sessions and implement new powers for the Mayor to issue fines for misconduct in meetings. Despite the response, it would appear that most of the sector's concerns have not been addressed in preparing the new draft Model Code.

It is proposed that Council makes a submission to the Office of Local Government, expressing its disappointment that the revised Code does not reflect the feedback received from the local government sector and highlighting issues of particular concern.

The proposed amendments to the Model Meeting Code are the first component of the NSW Government's council meeting reform agenda. The second component will be legislated in 2025, with new provisions to manage councillor misbehaviour at meetings.

RECOMMENDATION

That Council endorses the draft response to the proposed amendments to the Model Code of Meeting Practice for submission to the Office of Local Government.

DELIVERY PROGRAM LINKS

Objective 10: Lead and advocate for our community

10C Lead with integrity

10C1 Provide representative and accountable community governance

BUDGET IMPLICATIONS

Nil

REPORT

Background to the Model Meeting Code

The Model Meeting Code is prescribed under the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation). All councils are required to comply with the mandatory provisions of the Code when conducting their meetings. The current version of the Model Code was prescribed in 2021. It is expected that the proposed reforms to the Code will be implemented in early 2025.

Summary of proposed changes

Some of the key changes proposed to the Code include:

1. Transparency, integrity and public participation:
 - Removing pre-meeting councillor briefings, with information to be provided to councillors through clear and established channels.
 - Requiring information considered at closed meetings to be made public after it ceases to be confidential.
 - Requiring recordings of meetings to be published on council websites for at least 12 months or for the balance of the council term, whichever is the longer period.
 - Providing that councils must not make final planning decisions without a staff report containing assessment and a recommendation; and providing reasons where the decision differs from the staff recommendation.
2. Dignity of the council chamber:
 - Permitting the Mayor to call an extraordinary meeting without a request and removing restrictions on mayoral minutes.
 - Introducing requirement for councillors to stand when addressing a meeting and when the Mayor enters the chamber.
 - Removing the option for councils to reduce the duration of speeches.
 - Imposing a default position that councillors are to attend meetings in person, with attendance via audio visual link only permitted due to ill health, medical reasons and unforeseen caring responsibilities.
 - Providing for Councillors to be expelled from successive meetings where they fail to apologise for an act of disorder at an earlier meeting.
3. Role of the General Manager:
 - Removing the requirement for General Managers to prepare reports for notices of motion where there are potential financial implications
 - Providing that the Mayor, not the General Manager has discretion on whether council staff should respond to questions with notice.
 - Conferring responsibility on the Council to determine staff attendance at meetings.
4. Simplifying the Model Meeting Code:
 - Removing the non-mandatory rules governing public forums. Councils will be free to determine their own rules for public forums.
 - Simplifying the rules governing public representations to the council on the closure of meetings to the public.

- Simplifying the rules for dealing with urgent business without notice at meetings.
- Simplifying the rules of debate by removing the provisions allowing motions to be foreshadowed.
- Mandating some current non-mandatory provisions including those allowing meetings to be cancelled or held by audio visual link in the event of natural disasters and public health emergencies.

Issues of concern

In its previous submission regarding the reforms, Council raised concerns with a number of the proposals, particularly those advocating a ban on Councillor briefing sessions. For the past 10 years, Richmond Valley Council has successfully conducted information sessions each month, where Councillors can engage in open discussion on sensitive matters, receive legal advice, or obtain technical information from Council officers on matters that are scheduled for the open council agenda. This is a similar process to that applied by the NSW Government, where Members of Parliament receive briefings on legislative and policy matters before they are brought before the House. No decisions are made at either Council or State Government briefings, they are provided as an efficient way to ensure that everyone has access to the information they need to prepare for the public debate. The Government's proposal to ban these briefings for local councils, yet retain them for State politicians is of concern to many within the local government sector. Last year, the majority of councils at the Local Government NSW annual conference supported a motion which strongly opposed the ban.

Another issue of concern are proposals to further restrict Councillors from attending council meetings by audio-visual link. This could potentially impact on elected representatives who have to travel away from home for work commitments, or cultural practices, as well as those who are living with disabilities, or in remote rural communities. While ideally, all Councillors would have the opportunity to attend meetings in person, this is not always possible in regional areas. Technologies such as video-link can help to support the democratic process by enabling elected representatives to continue to take part in decision making, regardless of their circumstances.

Implementation of the proposed amendments

The NSW Government plans to implement the proposed changes to the Model Meeting Code via amendments to the Local Government (General) Regulation 2021. It is expected that the reforms will come into force later this year.

Submissions on the proposed amendments can be made to the OLG until 28 February and it is recommended that Council takes the opportunity to reiterate its concerns with some of these proposals.

CONSULTATION

A copy of the Office of Local Government Circular and Consultation Draft were circulated to Councillors for review and feedback last month and the proposals were further considered at a Councillor workshop. Based on the feedback received, a draft submission has been prepared for Council's consideration.

CONCLUSION

The Office of Local Government's proposed amendments to the Model Code of Meeting Practice have met with a strong reaction from the local government sector, with many councils currently preparing submissions to the public consultation. It is recommended that Richmond Valley Council also responds to the consultation and a draft submission has been prepared for Councillors' consideration.

15 COMMUNITY SERVICE DELIVERY

15.1 DRAFT BUSH FIRE PRONE LAND MAP

Director: Angela Jones

Responsible Officer: Tony McAteer

EXECUTIVE SUMMARY

Bush Fire Prone Land maps are required, by section 10.3 of the *Environmental Planning and Assessment Act 1979*, and are prepared for each Local Government Area using mapping guidelines established by the Commissioner of the NSW Rural Fire Service (RFS). The maps provide guidance on the level of bushfire risk and are used as a reference when assessing new developments.

Council's current map was certified by the Commissioner of the RFS on 17 February 2015 and requires updating by the RFS to meet the requirements of subsequent mapping guideline updates.

The Draft Richmond Valley Council Bush Fire Prone Land Map (2 December 2024) is now presented for Council's consideration and endorsement for public exhibition. This map is a result of Council's review of an initial Draft Map provided by the RFS, which includes three bush fire hazard categories, mapping of grassland (comprising of grazing and cropping lands which were previously excluded), and changes to colour symbology used to depict hazard categories.

RECOMMENDATION

That Council endorses the *Draft Richmond Valley Council Bush Fire Prone Land Map (2 December 2024)* for public exhibition for a minimum period of 28 days.

DELIVERY PROGRAM LINKS

Objective 5: Live sustainably in a changing climate

5A Improve community preparedness and response to natural disasters

5A2 Partner with agencies to deliver community education programs and resilience initiatives

BUDGET IMPLICATIONS

Potential budget implications will be assessed as the new maps are implemented.

REPORT

In NSW the identification of Bush Fire Prone Land (BFPL) on a certified map is required under section 10.3 of the *Environmental Planning and Assessment Act 1979* (EP&A Act). This map triggers various bush fire risk assessment provisions under the EP&A Act which aim to improve bush fire safety by requiring development to be assessed against *Planning for Bushfire Protection 2019*.

Council's current Bush Fire Prone Land map was certified by the Commissioner of the NSW Rural Fire Service (RFS) on 17 February 2015. A replacement map has been prepared and the RFS is seeking formal endorsement of the Draft Richmond Valley Council Bush Fire Prone Land map (2 December 2024).

The Commissioner of the RFS designates what constitutes Bush Fire Prone Land and how it is to be mapped through published guidelines. Each council is responsible for preparing their respective map in accordance with the guidelines and in consultation with the RFS. Once the Draft Map has been endorsed by the local council, the Commissioner of the RFS certifies the map and it becomes effective immediately.

While the BFPL map is a 'trigger' for assessment, all Development Applications need to consider bushfire risk regardless of the map. In practice, Council will ask for a bushfire assessment if a proposal is in an area of bushfire risk which includes consideration of grassland.

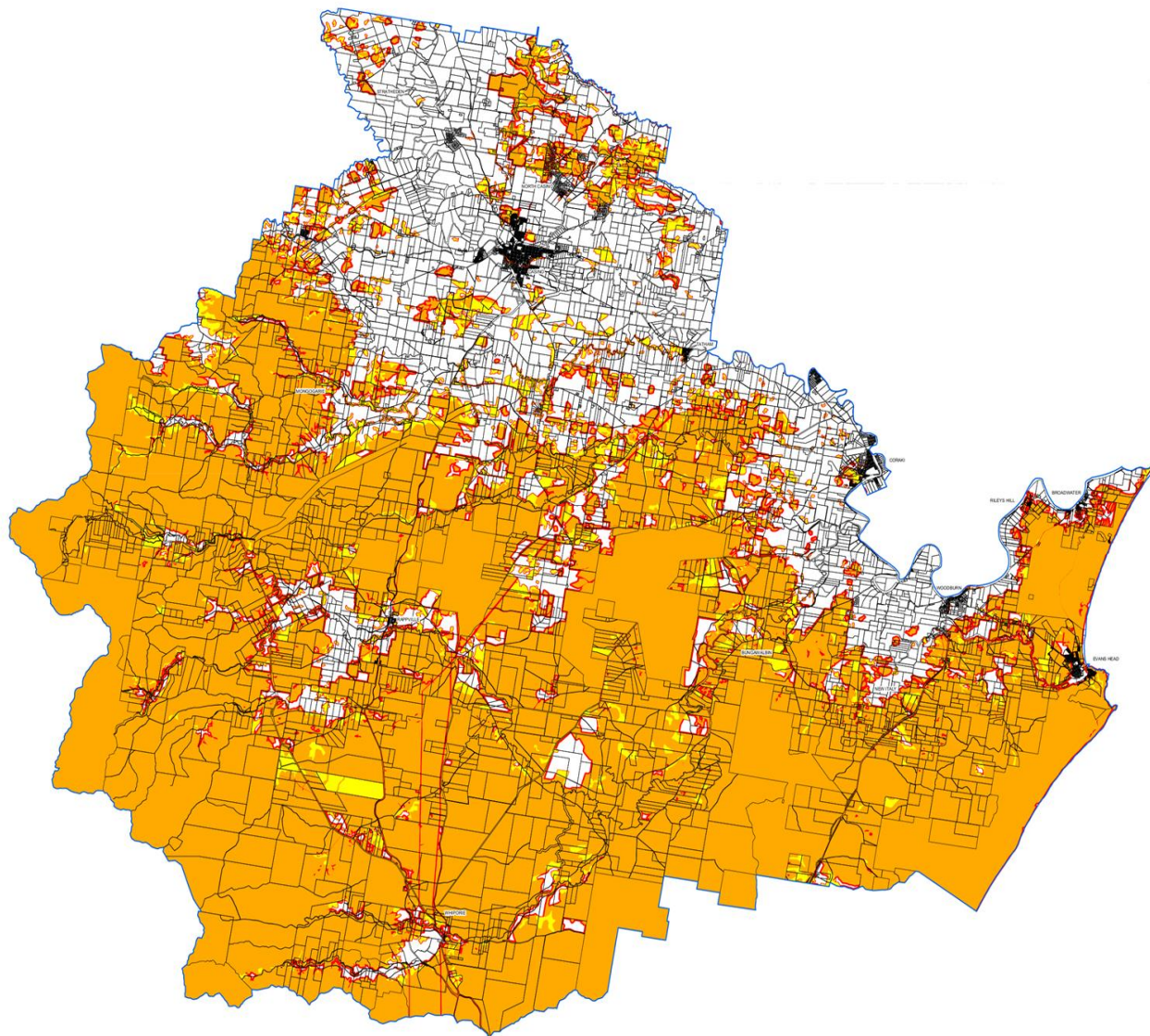


Figure 1 – Richmond Valley Council LGA – Bush Fire Prone Land Map (17 Feb 2015)
(Orange = Category 1, Yellow = Category 2, and Red = Buffer (100m to Cat.1 and 30m to Cat.2))

What has changed in the mapping?

Bush Fire Prone Land mapping guidelines have changed since certification of Council's current BFPL map in 2015. Initial changes to the mapping included-

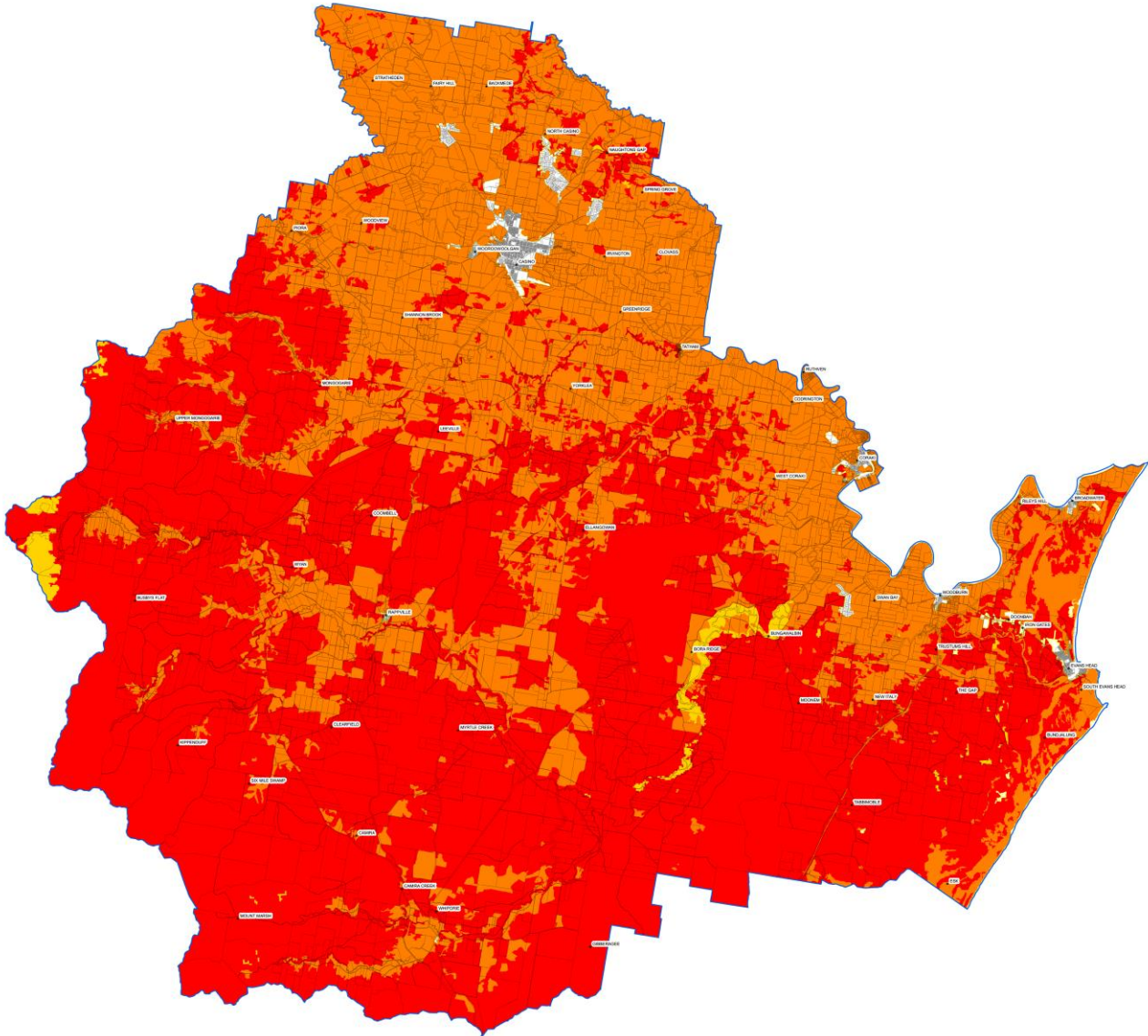
- adding a third category of bush fire hazard (the original mapping had two categories),
- inclusion of grazing land as a Category 3 bushfire hazard, and
- cosmetic changes to the colours depicting hazard categories, and buffer, on the map.

Further changes to the guideline resulted from the 2018 review of *Australian Standard AS3959 – Construction of buildings in bush fire prone areas* where it was recommended that grazing and cropping lands be considered as a source of bushfire hazard.

While the guidelines have always included grassland as a bushfire hazard, the updated guideline no longer excludes-

- grazing land,
- perennial cropping (along with cultivated grasses including wheat, barley, rice, corn, sugar cane and the like), and
- grassland which is regularly maintained at <10cm in height, as bushfire hazard.

Draft Bush Fire Prone Land Map



*Figure 2 – Draft Richmond Valley Council ~ Bush Fire Prone Land Map (2 December 2024)
(Red = Category 1, Light Orange = Category 2, and Orange = Category 3, Light Yellow = Buffer (100m to Cat.1 and 30m to Cat.2 & Cat. 3))*

Initially Draft Bush Fire Prone Land mapping was supplied by the RFS for Council's review. This Draft Map was based upon the latest mapping guideline which includes grasslands consisting of grazing and cropping lands (including tea tree, sugar cane, soy bean, corn etc).

Council reviewed and updated the map by overlaying the Draft Map with recent aerial photography. This resulted in improved accuracy around category boundaries, with particular attention given to mapping of bush fire hazard immediately adjoining urban settlement areas (where bushfire vegetation hazard is excluded).

The Draft Richmond Valley Council ~ Bush Fire Prone Land Map (dated 2 December 2024) has been prepared based upon the latest RFS Bush Fire Prone Land Mapping guideline and is presented to Council for consideration and endorsement for public exhibition.

Consequences of the Draft Map

The Draft Map proposes to map 99% of the LGA as bush fire prone land, where the current map only includes 75%. This will require all development within the additional grassland areas (grazing and cropping areas) to be assessed against satisfying the provisions of *Planning for Bush Fire Protection 2019*, however, the exclusion of an area from being mapped doesn't negate the responsibility to assess bush fire risk for developments. As such, grassland may already be considered as a bush fire risk despite not being currently mapped. Therefore, this shouldn't create a significant increase in requirements for applicants and assessing officers (both Council and the RFS). There are tools available to streamline assessment requirements, particularly for single dwelling residential developments. These include the Self-Assessment Tool which provides a simplified step by step proforma assessment, Deemed Grassland Provisions which set a BAL12.5 level where development adjoins grassland and a minimum 20 metre Asset Protection Zone (APZ) can be maintained within the boundaries of the land.

Special Fire Protection Purposes (such as schools, childcare centres, hospitals, tourist accommodation, seniors housing, group homes, retirement villages etc) and subdivisions (that will create additional residential or rural residential lots) are identified as Integrated Development under the EP&A Act, when proposed on Bush Fire Prone Land, and thus require a section 100B certificate from the RFS. There is no simplified assessment tool available for these developments, however, it is expected that a bush fire assessment undertaken for a subdivision could be applied to the subsequent residential development.

CONSULTATION

The Draft Map has been prepared in consultation with the NSW Rural Fire Service and the Local District RFS

There is no legislative requirement or guideline requiring councils to publicly exhibit Draft BFPL maps. However, for the purposes of transparency and community awareness of pending changes to the mapping, it is proposed to publicly exhibit/display the map for a minimum of 28 days. There will be very little scope for Council to change the map but submissions will be accepted and where mapping changes are supported they will be raised with the RFS for consideration.

CONCLUSION

The NSW Rural Fire Service has identified the need for Council's Bush Fire Prone Land map to be updated using the latest RFS mapping guidelines. This has resulted in the preparation of Draft Richmond Valley Council ~ Bush Fire Prone Land Map (2 December 2024 – Figure 2) which differs from the current map by including a third bush fire hazard category, mapping of grassland to include grazing and cropping lands, and changes to map colour symbology used to depict hazard categories.

ATTACHMENT(S)

Nil

15.2 PLANNING PROPOSAL - 70 MANIFOLD ROAD NORTH CASINO - RURAL RESIDENTIAL

Director: Angela Jones

Responsible Officer: Tony McAteer

EXECUTIVE SUMMARY

Council has received a Planning Proposal application (PP2025/0001) (Portal Case No. PP-2024-2355) seeking to amend the *Richmond Valley Local Environmental Plan 2012* (the LEP) by rezoning 9.68ha of land at 70 Manifold Road North Casino to enable its subdivision into potentially 9 rural residential lots (Zone R5 Large Lot Residential) having a minimum lot size of 7500m².

This proposal is supported by Council's Growth Management Strategy (2023) which identifies a corridor of potential large lot residential development along Manifold Road, including this land.

Council's support for the Planning Proposal is required prior to seeking a Gateway Determination from the Department of Planning, Housing and Infrastructure (DPHI).

RECOMMENDATION

That

1. Council supports Planning Proposal PP2025/0001 [Portal Case No. PP-2024-2355], which proposes to amend the *Richmond Valley LEP 2012*, as it applies to 70 Manifold Road North Casino, being Lot 21 DP601461, by rezoning the land to facilitate its development for rural residential;
2. PP2025/0001 [Portal Case No. PP-2024-2355] be submitted to the Department of Planning, Housing and Infrastructure for a Gateway Determination; and
3. Council seeks Local Plan-making authority for this Planning Proposal and delegates this function to the General Manager.

DELIVERY PROGRAM LINKS

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

2D Provide more homes for our growing community

2D1 Activate residential development on flood-safe land

BUDGET IMPLICATIONS

Nil

REPORT

Council has received a Planning Proposal application (PP2025/0001) (Portal Case No PP-2024-2355) prepared by consultancy firm Newton Denny Chapelle and lodged on behalf of Jestermond Pty Ltd for 70 Manifold Road North Casino, comprising Lot 21 DP601461 (figure 1). The planning proposal seeks to rezone the land so that it can be developed for rural residential purposes (figure 2) and is supported by the owner Dougherty Pastoral Company Pty Ltd.

The property currently has a Land Zone of RU1 Primary Production (figure 3) under the *Richmond Valley LEP 2012*, with a minimum lot size of 40ha. To facilitate its development for rural residential development an amendment of the LEP will be required under Part 3 of the *Environmental Planning and Assessment Act 1979*. This process is known as the Gateway Planning process and

involves assessment of proposed LEP amendments against a number of State, regional and local plans, policies, and strategies, including Section 9.1 Ministerial Plan Making Directions and consultation with relevant Government Authorities and the community.

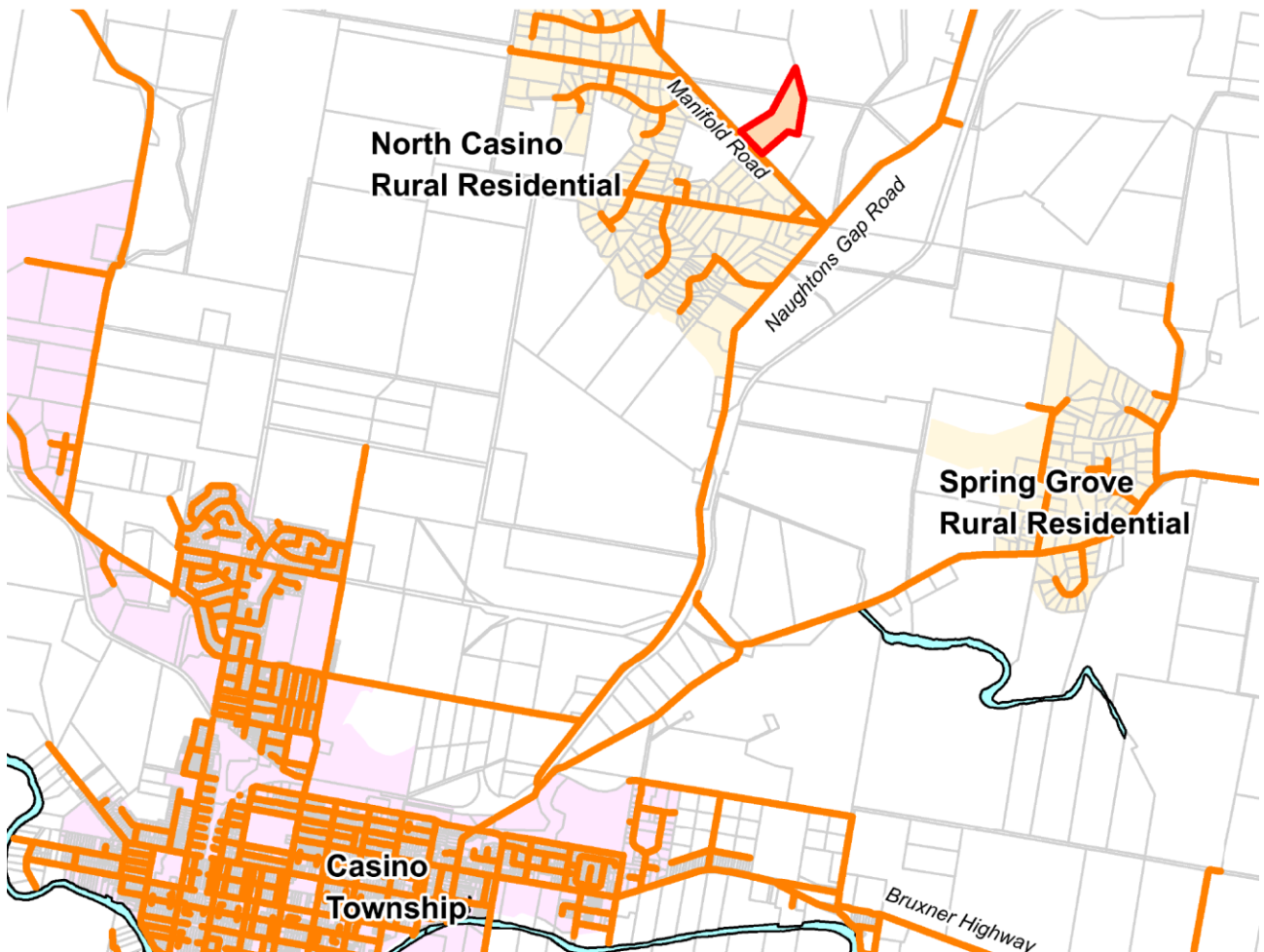


Figure 1 – Locality Plan identifying the subject land (outlined in red with shading) to the north of Casino at 70 Manifold Road North Casino.

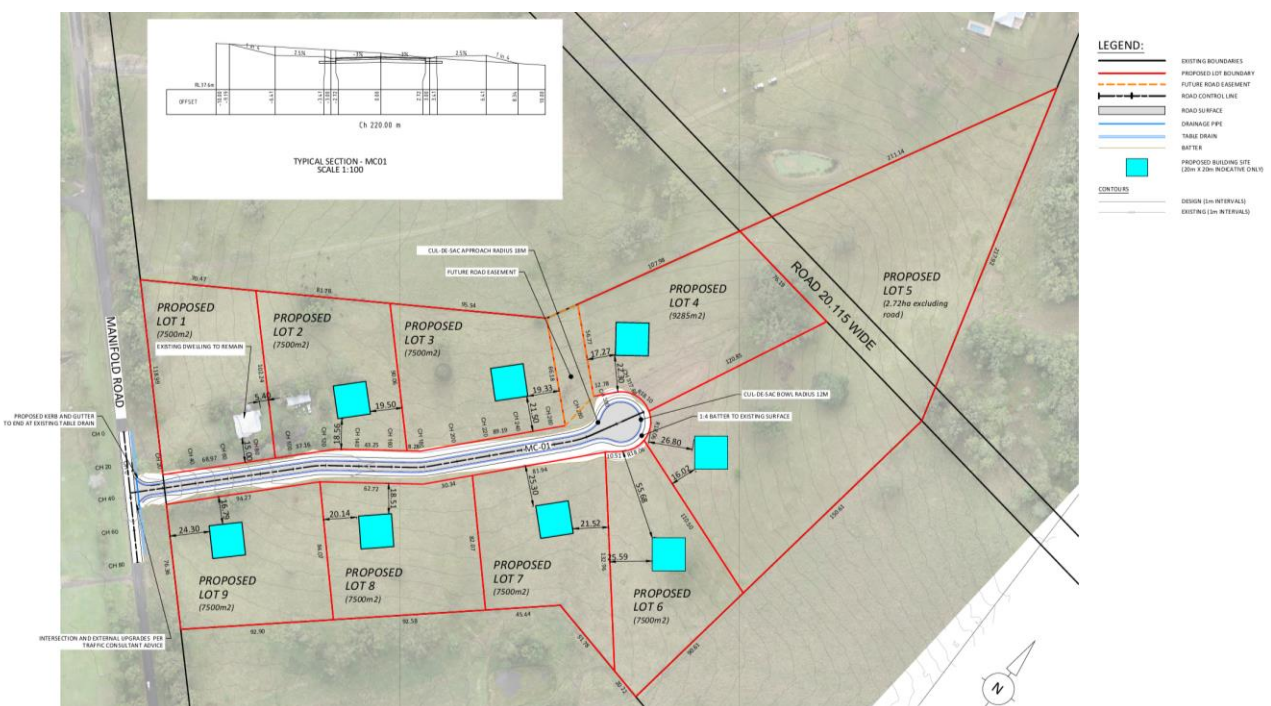


Figure 2 – Concept subdivision layout extracted from Planning Proposal PP2025/0001

LEP Amendment

Planning Proposal PP2025/0001 proposes to amend the *Richmond Valley LEP 2012* by:

- amending the Land Zone Map by changing the Land Zone from Zone RU1 Primary Production to Zone R5 Large Lot Residential,
- amending the Lot Size Map by changing the minimum lot size (MLS) from 40ha to 7,500m², and
- amend the Dwelling Opportunity Map to remove this land from the map (this amendment is because the map only applies to land within Zone RU1 and C3).

See figure 3 for details.

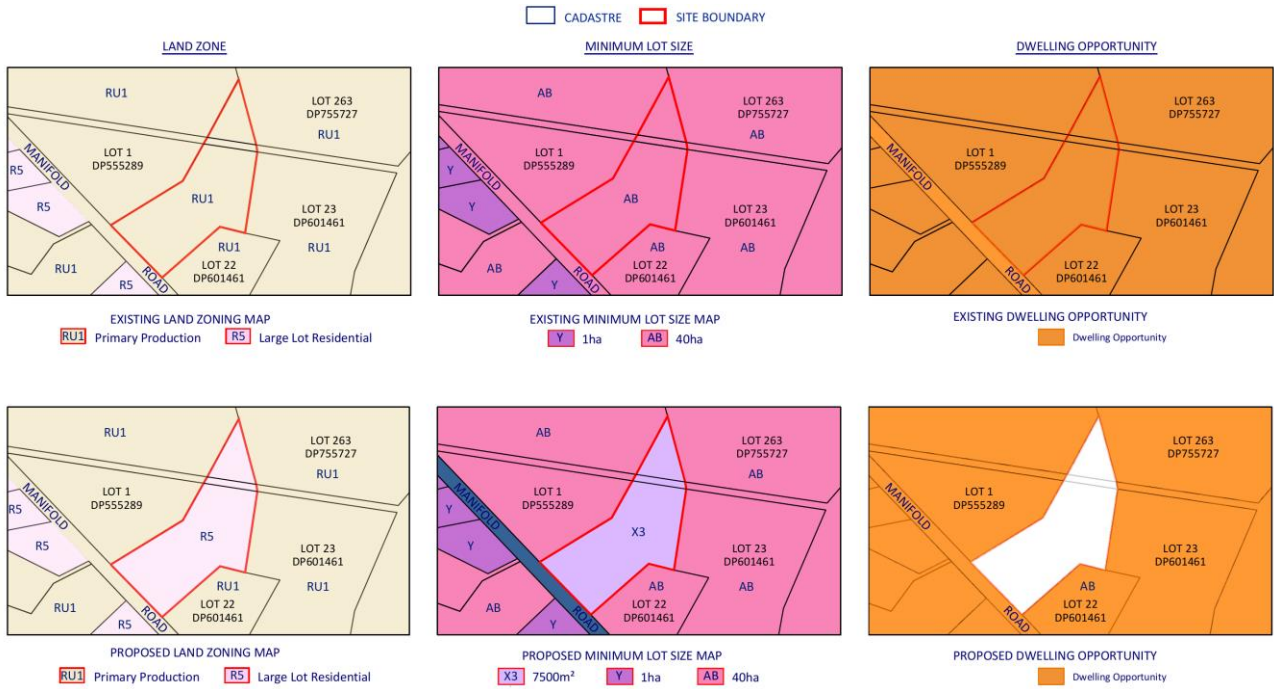


Figure 3 – Maps showing the existing Land Zone (upper left), Lot Size (upper middle) and Dwelling Opportunity (upper right) for the subject land (outlined in red) with the proposed Zone R5 Large Lot Residential, Minimum Lot Size X3 representing 7500m², and removal of the Dwelling Opportunity (bottom left, bottom middle and bottom right respectively)

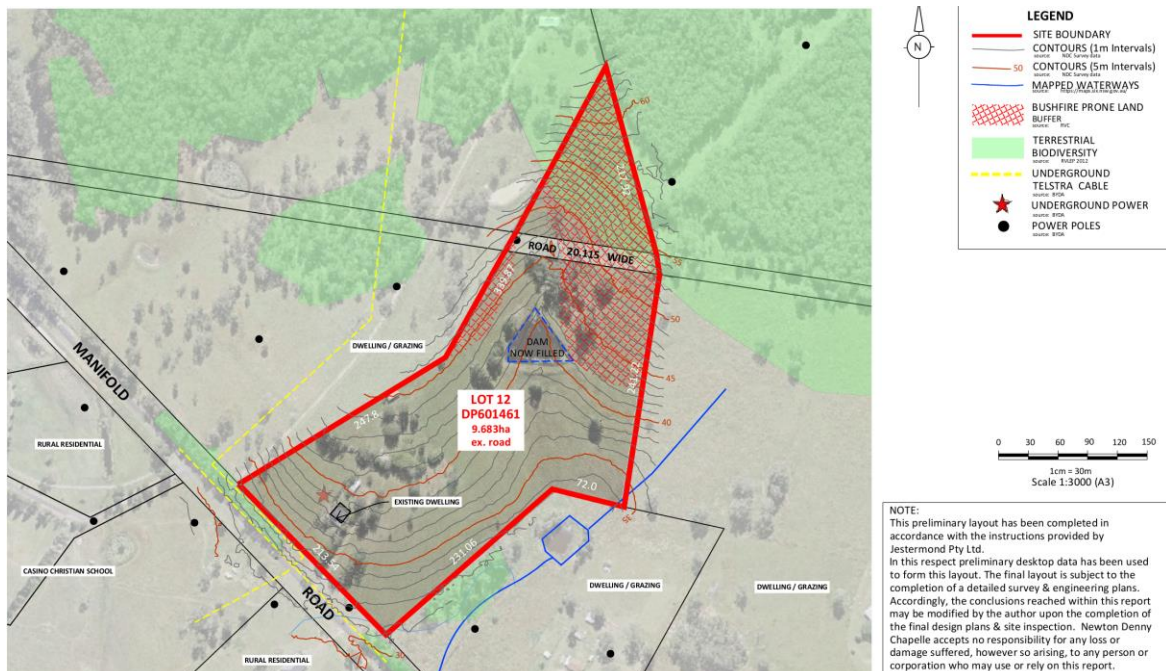


Figure 4 – Site Analysis for 70 Manifold Road North Casino, extracted from Planning Proposal.

Consideration of Strategic Policies and Land Suitability

The Planning Proposal has been prepared in accordance with the DPE *Local Environmental Plan Making Guideline (2021)*. In preparing the planning proposal, consideration was given to the land's suitability against State, regional and local plans, policies and strategies, and Section 9.1 Ministerial Plan Making Directions. No inconsistencies were found in this regard.

Richmond Valley Council Growth Management Strategy 2023

The land is mapped within the boundary of the Casino rural residential investigation area under the *Richmond Valley Growth Management Strategy 2023* (figure 5). Notwithstanding, areas mapped as having rural residential development potential are required to mitigate against constraints such as flooding, bushfire, contaminated land and land use conflict. The *North Coast Regional Strategy 2041* also supports well planned rural residential development which promotes sustainable land use outcomes and is located outside the more environmentally sensitive and constrained coastal strip.

A number of supporting documents have been prepared by specialist consultants to support the planning proposal. These reports include-

- Biodiversity Assessment – produced by Geolink (5 September 2024)
- Bush Fire Assessment Report – produced by Geolink (4 September 2024)
- Onsite Wastewater Assessment – produced by North Coast Wastewater Solutions (23 October 2024)
- Contaminated Land Assessment – produced by North Coast Wastewater Solutions (23 October 2024)
- Aboriginal Cultural Heritage Assessment – produced by Heritage Management & Planning (August 2024)
- Land Use Conflict Risk Assessment – produced by Tim Fitzroy & Associates (25 October 2024)
- Traffic Impact Assessment – produced by ABTT Consulting (16 August 2024)
- Geotechnical Site Investigation – produced by ASCT (27 August 2024)

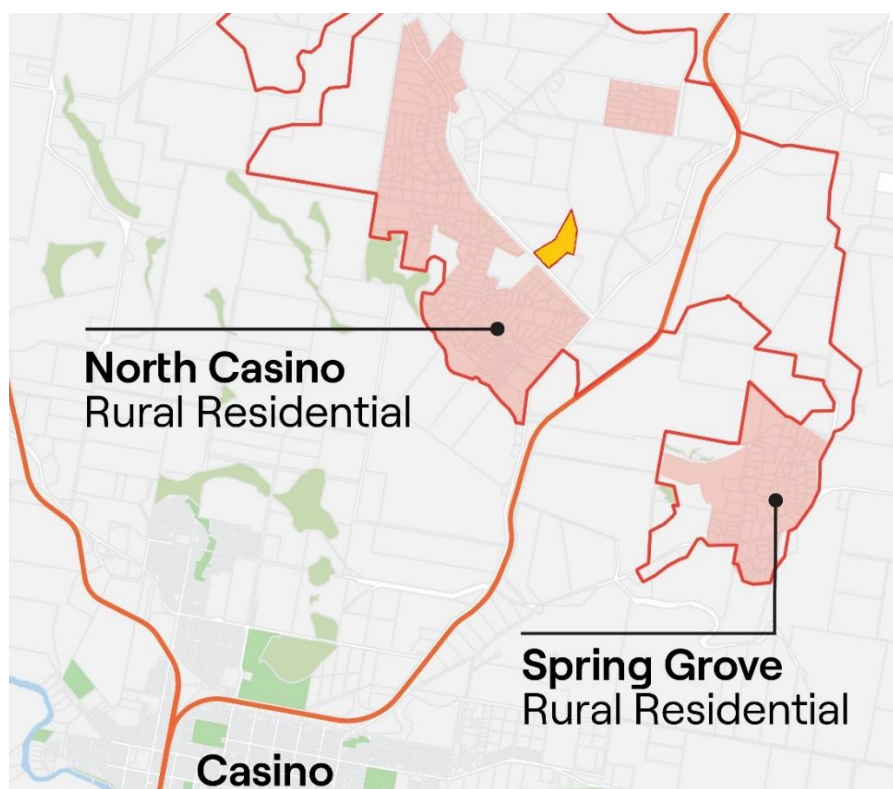


Figure 5 – Extract from Figure 13 of the *Richmond Valley Growth Management Strategy 2023* for the Casino Catchment. The location of 70 Manifold Road North Casino is shown in yellow.

Local-Plan-making Authority

When submitting a Planning Proposal for a Gateway determination, Council must identify whether it will or will not be seeking to be authorised as the Local Plan-making Authority for that proposal.

When Council is the Local Plan-making Authority it may delegate this plan making function to an officer within Council (usually the General Manager or Planning Director) who will then exercise the Ministerial functions for making the LEP.

Local Plan-making Authority is generally granted to basic or standard Planning Proposals. This Planning Proposal is for a standard proposal involving the rezoning of land which is consistent with a local and regional strategy. It is therefore recommended that Council seek the Local Plan-making Authority for this Planning Proposal and delegate those functions to the General Manager.

CONSULTATION

Council met with the consultant on 21 December 2022 to discuss a Scoping Proposal for the rezoning of this land. Since then, the proponent has arranged for the preparation of supporting studies.

No formal engagement with agencies has taken place at this time but the Gateway will most likely require consultation with NSW Rural Fire Services, Department of Climate Change, Energy, the Environment and Water, and Casino-Boolangie Local Aboriginal Land Council.

Granting of a Gateway will also condition public consultation be undertaken, which is likely to be a minimum of 20 days.

CONCLUSION

Planning Proposal PP2025/0001 [Portal Case No. PP-2024-2355] has been lodged with Council seeking to rezone 70 Manifold Road North Casino to facilitate a 9-lot rural residential development.

The Planning Proposal is supported by the *Richmond Valley Council Growth Management Strategy 2023* and is consistent with State, regional and local plans, policies and strategies, as well as Section 9.1 Ministerial Plan Making Directions.

It is recommended that Council supports the planning proposal to commence the Gateway Planning process. It is further recommended that Council seeks Local Plan-making Authority to assume the Minister's Plan Making functions for this planning proposal, and delegate that authority to the General Manager.

ATTACHMENT(S)

Nil

15.3 COMMUNITY FINANCIAL ASSISTANCE PROGRAM POLICY REVIEW

Director: Angela Jones

Responsible Officer: Marie Cullen

EXECUTIVE SUMMARY

Council allocates an amount of money each year in 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*, and the Community Financial Assistance Program Policy provides a guide to the application process.

RECOMMENDATION

That Council adopts the revised Community Financial Assistance Program Policy in accordance with Section 356 of the *Local Government Act 1993*.

DELIVERY PROGRAM LINKS

Objective 4: Celebrate our local identity and lifestyle

4A Provide opportunities to learn, create, share and celebrate

4A2 Support and deliver local events and festivals

BUDGET IMPLICATIONS

An amount is allocated annually in Council's budget for the Community Financial Assistance Program. The proposed policy changes aim to further clarify the eligibility of projects, to ensure the funds are utilised to best effect.

REPORT

The Community Financial Assistance Program Policy was last reviewed in July 2018. Since this time there have been changes to the way the program is managed within Council, and it is important that the policy is updated to reflect these changes. This also provides an opportunity to clarify the eligibility requirements and ensure the policy is clear and easy for community groups to understand and apply for funding.

Updates to the revised Policy (attached) include:

- Tidying up general wording to make it easier to read and reduce ambiguity.
- Formalisation of the current process which allows for the General Manager to allocate funds under delegated authority.
- Adding requirements for applicants to provide evidence of insurance and sponsorship arrangements (where applicable).
- Changes to the ineligible projects list to include planning costs, contingency and administrative costs, uniforms and funding for events.
- Aligning the selection criteria with the current assessment framework.
- Formalising the current process for unspent funds.

CONSULTATION

The Community Financial Assistance Program Policy has been updated in line with Section 356 of the *Local Government Act 1993*. The recommended changes to the policy are based on feedback from previous community group applicants and Council staff involved with the assessment and administration of the program.

CONCLUSION

Council's Community Financial Assistance Program Policy has been updated to provide greater clarity for funding applicants regarding project eligibility and other requirements. It is recommended that Council adopt the amended Policy.

ATTACHMENT(S)

1. **Revised Community Financial Assistance Program Policy (under separate cover)**

16 PROJECTS & BUSINESS DEVELOPMENT

Nil

17 ORGANISATIONAL SERVICES

17.1 FINANCIAL ANALYSIS REPORT - DECEMBER 2024 AND JANUARY 2025

Director: Ryan Gaiter

Responsible Officer: Rylee Vidler

EXECUTIVE SUMMARY

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

The value of Council's cash and investments at 31 December 2024 and 31 January 2025 is shown below:

Month	Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
December 2024	\$12,680,969	\$34,000,000	\$6,750,390	\$4,500,000	\$17,217,961	\$75,149,320
January 2025	\$11,258,310	\$34,000,000	\$6,750,390	\$4,500,000	\$17,439,813	\$73,948,513

The weighted average rate of return on Council's cash and investments at 31 December 2024 was 4.79% which was above the Bloomberg AusBond Bank Bill Index for December of 4.52% (annualised), which is Council's benchmark.

The weighted average return on Council's cash and investments for January was 7.37% which was above the Bloomberg AusBond Bank Bill Index for January of 4.58% (annualised).

RECOMMENDATION

That Council adopts the Financial Analysis Report detailing the performance of its cash and investments for the months of December 2024 and January 2025.

DELIVERY PROGRAM LINKS

Objective 11: Manage resources responsibly

11A Manage finances responsibly and provide value for money

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

BUDGET IMPLICATIONS

As at 31 December 2024, Council has earned \$1,466,266 in interest and \$771,694 in fair value gains from funds held in TCorp, for a total investment income of \$2,237,960. This equates to 95.33% of the annual budget for interest and investment income of \$2,347,506.

As at 31 January 2025, Council has earned \$1,786,291 in interest and \$993,545 in fair value gains from funds held in TCorp, for a total investment income of \$2,779,837. This equates to 118.42% of the annual budget for interest and investment income of \$2,347,506.

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

REPORT**Reserve Bank of Australia (RBA) Cash Rate Update**

The RBA held the cash rate at 4.35% per annum at its December meeting and did not meet in January.

Rate of Return

The weighted average rate of return on cash and investments in December was 4.79%, a decrease in 365 basis points from the previous month. The rate of return is 27 basis points above the Bloomberg AusBond Bank Bill Index of 4.52% (annualised) which is Council's benchmark.

Council's NSW Treasury Corporation IM Funds returned net gains of \$63,064 during the month of December. The Medium-Term Growth Fund (MTGF) returned a gain of \$59,833 and the Long-Term Growth Fund (LTGF) returned a gain of \$3,231.

The weighted average rate of return on cash and investments in January was 7.37%, an increase in 258 basis points from the previous month. The rate of return is 278 basis points above the Bloomberg AusBond Bank Bill Index of 4.58% (annualised) which is Council's benchmark.

Council's NSW Treasury Corporation IM Funds returned net gains of \$221,852 during the month of January. The Medium-Term Growth Fund (MTGF) returned a gain of \$144,465 and the Long-Term Growth Fund (LTGF) returned a gain of \$77,387.

The inflation data in the December quarter was significantly lower than anticipated by the RBA, leading investors to predict a 90% chance of the first rate cut occurring as soon as February. Financial markets over the past few months have been focused on the implications of the US Presidential election and the impact any future policy changes may have on consumer confidence.

A conservative approach has been taken to the interest budget for the 31 December quarterly budget review due to the uncertainty around the economy with 35% of the interest earned to date being in fair value gains which are prone to fluctuations with the market. This will be further reviewed in future budget reviews and adjusted accordingly.

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

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

Council's Cash and Investments Portfolio

Council held cash and investments of \$75,149,320 at 31 December 2024. This was made up of Council's Business Online Saver Account (\$9,787,000), Macquarie Cash Management Account (\$2,008,133), Term Deposits (\$34,000,000), Floating Rate Notes (\$6,750,390), Bonds (\$4,500,000), NSW Treasury Corporation Investments (\$17,217,961) and other bank accounts (\$885,836).

Council's investment portfolio had maturity dates ranging from same day up to 1,742 days. Term deposits, floating rate notes and bonds of \$45,250,390 represented 60.21% of the total portfolio as at 31 December 2024.

Council made the following new investments during December 2024:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Investment Term	Interest Rate
AMP Bank	Term Deposit	N	\$2,000,000	3 months	5.00%

Coastline Credit Union	Term Deposit	Y	\$2,000,000	6 months	5.15%
Move Bank	Term Deposit	Y	\$2,000,000	3 months	5.10%
Total			\$6,000,000		

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

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Interest Earned
Judo Bank	Term Deposit	Y	\$2,000,000	\$109,597
Coastline Credit Union	Term Deposit	Y	\$2,000,000	\$110,301
Move Bank	Term Deposit	Y	\$2,000,000	\$52,855
Total			\$6,000,000	\$272,753

Council had \$17,217,961 in longer term investments being the MTGF and LTGF held with NSW Treasury Corporation as at 31 December 2024. The investment values and fair value returns are shown below:

Investment Holding	Fair Value 31 December 24	Fair Value Gain/(Loss) at 31 December 24	Fair Value Gain/(Loss) YTD	Fair Value Gain/(Loss) Life of Investment
Medium Term Growth Fund	\$13,559,376	\$59,833	\$133,963	\$2,554,347
Long Term Growth Fund	\$3,658,585	\$3,231	\$637,731	\$658,585
Total	\$17,217,961	\$63,064	\$771,694	\$3,212,932

Council held cash and investments of \$73,948,513 at 31 January 2025. This was made up of Council's Business Online Saver Account (\$8,437,000), Macquarie Cash Management Account (\$2,007,903), Term Deposits (\$34,000,000), Floating Rate Notes (\$6,750,390), Bonds (\$4,500,000), NSW Treasury Corporation Investments (\$17,439,813) and other bank accounts (\$813,407).

Council's investment portfolio had maturity dates ranging from same day up to 1,742 days. Term deposits, floating rate notes and bonds of \$45,250,390 represented 61.19% of the total portfolio as at 31 January 2025.

Council made the following new investments during January 2025:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Investment Term	Interest Rate
AMP Bank	Term Deposit	N	\$2,000,000	6 months	5.10%
AMP Bank	Term Deposit	N	\$1,000,000	3 months	5.00%
AMP Bank	Term Deposit	N	\$3,000,000	6 months	5.05%
AMP Bank	Term Deposit	N	\$2,000,000	9 months	5.00%
National Australia Bank	Term Deposit	N	\$1,000,000	3 months	4.95%
Total			\$9,000,000		

Council had the following investment maturities during the month of January 2025:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Interest Earned
ING Bank	Term Deposit	N	\$2,000,000	\$104,686
AMP Bank	Term Deposit	N	\$1,000,000	\$20,959
National Australia Bank	Term Deposit	N	\$3,000,000	\$49,726
National Australia Bank	Term Deposit	N	\$3,000,000	\$80,153
Total			\$9,000,000	\$255,524

Council had \$17,439,813 in longer term investments being the MTGF and LTGF held with NSW Treasury Corporation as at 31 January 2025. The investment values and fair value returns are shown below:

Investment Holding	Fair Value 31 January 25	Fair Value Gain/(Loss) at 31 January 25	Fair Value Gain/(Loss) YTD	Fair Value Gain/(Loss) Life of Investment
Medium Term Growth Fund	\$13,703,841	\$144,465	\$676,387	\$2,698,812
Long Term Growth Fund	\$3,735,972	\$77,387	\$317,158	\$735,972
Total	\$17,439,813	\$221,852	\$993,545	\$3,434,784

Environmentally Sustainable Investments (ESI's)

Council's cash and investments portfolio of \$75,149,320 at 31 December 2024 includes \$40,467,961 or 53.9% with no direct investment in the fossil fuel industry.

Council's cash and investments portfolio of \$73,948,513 at 31 January 2025 includes \$40,689,813 or 55% with no direct investment in the fossil fuel industry.

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

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

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

CONCLUSION

During the months of December 2024 and January 2025, Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

As at 31 December 2024 Council's cash and investments totalled \$75,149,320 with \$12,680,969 of this being funds held in bank accounts. The weighted average rate of return was 4.79% and total investment revenue equals 95.33% of budgeted revenue for the year to 31 December 2024.

As at 31 January 2025 Council's cash and investments totalled \$73,948,513 with \$11,258,310 of this being funds held in bank accounts. The weighted average rate of return was 7.37% and total investment revenue equals 118.42% of budgeted revenue for the year to 31 January 2025.

ATTACHMENT(S)

1. **RVC Investment Package - December 2024 (under separate cover)**
2. **RVC Investment Package - January 2025 (under separate cover)**

17.2 QUARTERLY BUDGET REVIEW STATEMENT FOR THE QUARTER ENDED 31 DECEMBER 2024

Director: Ryan Gaiter

Responsible Officer: Zakari Witt

EXECUTIVE SUMMARY

The budget review report for the quarter ended 31 December 2024 has been prepared to provide Council and the community with information regarding Council's financial performance and proposed amendments to the 2024/2025 budget.

Council's projected operating result including capital grants and contributions for 2024/2025 has reduced by \$38,286, excluding previously approved adjustments, to a surplus of \$42.36 million. The net operating deficit before capital grants and contributions has decreased \$180,175 to a deficit of \$9.23 million. Largely impacting this result was a revision of operational income in line with updated forecasts such as a reduction in quarry royalties.

Income from continuing operations has increased \$287,288, to \$83.04 million and expenses from continuing operations have increased \$467,463 to \$92.28 million. Significant adjustments include grant funding of \$245,000 from the NSW Reconstruction Authority as part of the Resilient Lands Program. Councils, actual revenue is tracking at 63.3% of the projected year-end result which is 7.9% higher than this time last year and expenditure from continuing operations is on track with 48.8% of the projected year end result expended as at 31 December 2024.

Council's capital works program has been reviewed, resulting in a projected program for 2024/2025 of \$85.09mil, reducing the programmed works by \$870,273 after previously approved adjustments. Current actual expenditure for the capital program is at 33.4% of the projected year-end result and forecast to increase significantly over the March and June 2025 quarters with the commencement of some significant projects to maximise outcomes for the community. The capital budget will continue to be closely monitored, with any adjustments required to be included in future quarterly budget reviews or monthly budget adjustment reports to Council.

Council's unrestricted cash surplus has remained unchanged at \$272,799 as of 31 December 2024.

A detailed Quarterly Budget Review Statement for the second quarter of 2024/2025 has been circulated separately to each Councillor. These changes are disclosed by priority areas on pages 4-8 of the Quarterly Budget Review Statement and detailed explanations are provided on pages 9-13.

RECOMMENDATION

That Council:

1. Receives the Quarterly Budget Review Statement as at 31 December 2024; and
2. Approves the recommended budget variations.

DELIVERY PROGRAM LINKS

Objective 11: Manage resources responsibly

11A Manage finances responsibly and provide value for money

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

BUDGET IMPLICATIONS

As detailed in the report.

REPORT

The budget review for the second quarter of the 2024/2025 financial year has resulted in Council's operating result including capital gains and contributions remaining relatively unchanged with a projected surplus of \$42.36 million. The net operating result before capital grants and contributions has decreased \$180,175 to a deficit of \$9.23 million. The decrease in the net operating result before capital grants and contributions is attributed to the movement in income and expenses from continuing operations detailed below.

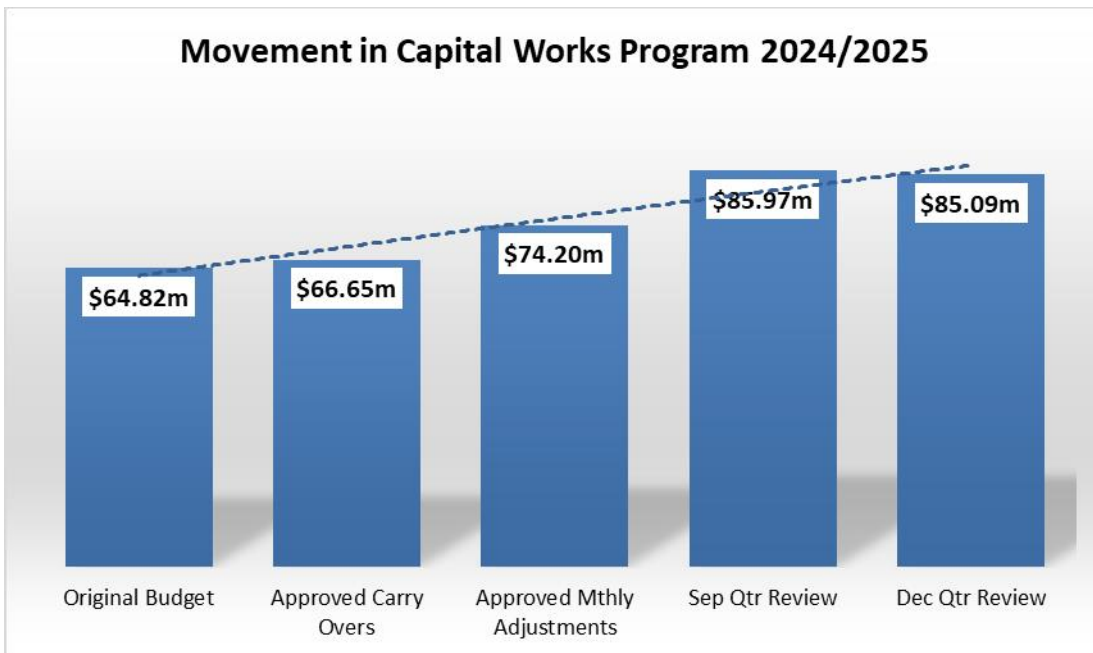
Council's estimated budget result (unrestricted cash result) has remained unchanged from the 2024/2025 original budget at \$272,799. In overall cash terms, there is a small reduction in the estimated funding from reserves of \$832,853 with an estimated total transfer from reserves of \$19.05 million for the 2024/2025 financial year. This is predominately due to the reduction of the capital works program with significant adjustments detailed below.

Income from continuing operations is proposed to increase by \$287,288 to \$83.04 million and expenses from continuing operations are proposed to increase by \$467,463 to \$92.28 million. The movement in operational budgets is largely attributed to the addition of \$245,000 in funding from the NSW Reconstruction Authority under the Resilient Lands Program, offset by a reduction in quarry royalty income in line with actual income received to date. Actual income is currently at 63% of the projected year-end result for income from continuing operations which is a positive result and 7.9% higher than this time last year, with expenditure from continuing operations on track at 48.8% of the projected year end result expended as at 31 December 2024.

Council's capital works program has been reviewed, resulting in a projected program for 2024/2025 of \$85.09mil, decreasing the programmed works by \$870,273 from previously adopted adjustments. Current expenditure for the capital program is at 33.4% of the projected year-end result, however the adjustments proposed are expected to align the budget with forecasted expenditure which is expected to increase over the March and June 2025 quarters in line with the current program for delivery. There is always a risk with large capital programs, with uncertainties around contractor availability and weather, however Councils focus continues to be on disaster recovery thus the capital budget will continue to be closely monitored, with any adjustments required to be included in future quarterly budget reviews or monthly budget adjustment reports to Council.

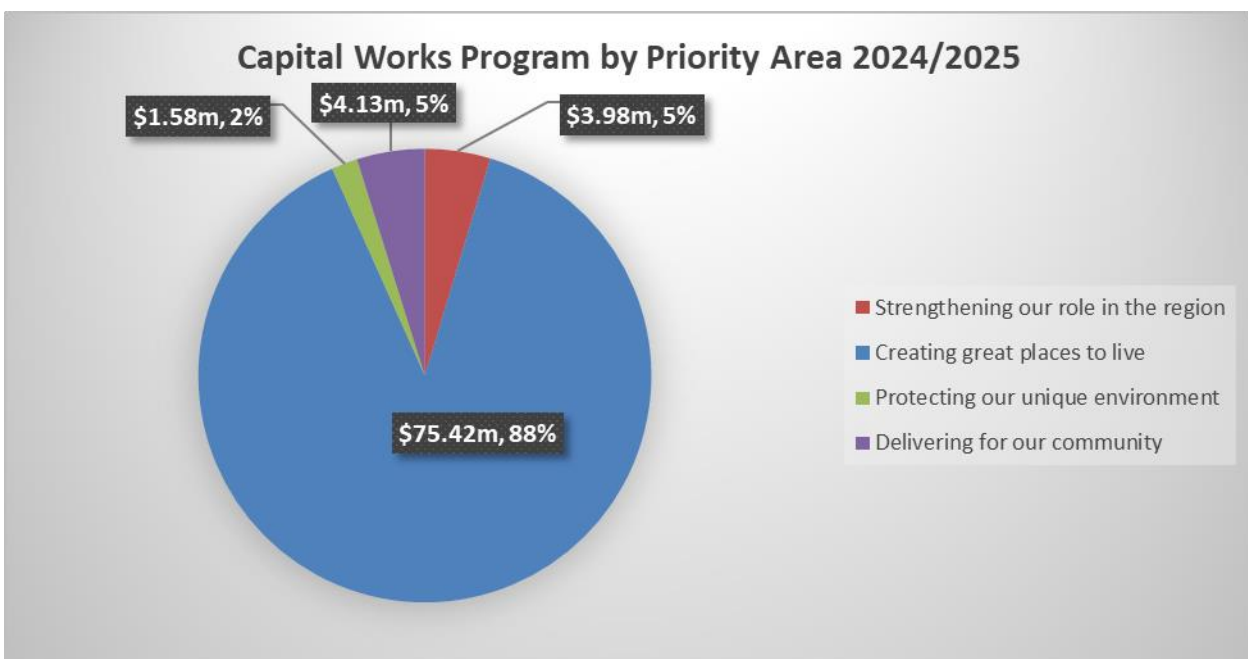
All recommended changes for continuing operations and capital are disclosed by priority area on page 4 to 8 of Council's Quarterly Budget Review Statement and detailed explanations are provided on pages 9-13.

The following graph tracks the movement in the capital works program for 2024/2025 from the original budget, after the adoption of approved carry over works and other approved monthly adjustments up to the December Quarterly Budget Review.



This graph illustrates the minimal net movement from September to December quarters but shows that Councils capital program for the 2024/2025 year has expanded significantly from the original budget. Further to this as indicated by the significant capital adjustments detailed below, Council have continued to review the capital program to ensure it is realistic and in line with current priorities, considering escalations in contractor and material pricing, less than favourable weather conditions and competing priorities.

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



This graph illustrates that majority of Council’s capital works program falls under the departments that encompass the priority area of creating great places to live. In particular building and maintaining roads, sports grounds, parks and facilities, water supplies and sewerage services.

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

Quarterly Budget Review Statement for the quarter ended 31 December 2024	Revised Budget 2024/2025	Recommended Changes for Council Resolution	Projected Year End Result 2024/2025
Income from Continuing Operations	82,757,348	287,288	83,044,636
Expenses from Continuing Operations	91,811,729	467,463	92,279,192
Net Operating Result before Capital Grants and Contributions	(9,054,381)	(180,175)	(9,234,556)
Add: Capital Grants & Contributions	51,456,966	141,889	51,598,855
Net Operating Result including Capital Grants and Contributions	42,402,585	(38,286)	42,364,299
Add: Non-Cash Expenses	26,595,834	0	26,595,834
Add: Non-Operating Funds Employed	1,253,266	866	1,254,132
Less: Capital Expenditure	85,965,190	(870,273)	85,094,917
Less: Loan Repayments	3,891,584	0	3,891,584
Estimated Funding Result – Surplus/(Deficit)	(19,605,088)	832,853	(18,772,235)
Restricted Funds – Increase/(Decrease)	(19,877,887)	832,853	(19,045,034)
Unrestricted Funds – Increase/(Decrease)	272,799	0	272,799

Pages 9 to 13 of the attached Quarterly Budget Review Statement contain the budget variation explanations. A summary of the main contributing factors within each Priority Area is as follows:

Strengthening our role in the region

- Council has received funding of \$245,000 from NSW Reconstruction Authority under the Resilient Lands Program to support planning for housing and land development on land known as Summerland Estate.
- Proposed reduction of \$2.5 million in capital expenditure in line with the updated program of works for the effluent management project funded by Regional Development under the NSW Betterment program.

Creating great places to live

- Proposed increase in building and maintaining roads capital program resulting in a net increase of \$2.2 million for Essential Public Asset Restoration works in 2024/2025 funded by Transport for NSW in line with a revision of the projects scheduling to maximise outcomes for the community.
- Proposed \$3 million reduction of the building and maintaining roads capital program for the Tatham bridge raising project funded by NSW Reconstruction Authority to align with the current schedule of works.
- Proposed increase in the sewer capital program with the addition of \$5.5 million for the Rappville sewerage treatment system project funded under the Bushfire Local Economic Recovery Fund by the Department of Regional NSW.
- Proposed transfer of sewer capital funds totalling \$2 million to the 2025/2026 year in line with expected timeline of construction for the Evans Head sewer treatment plant to allow for further detailed designs to be completed.

Protecting our unique environment

- Proposed increase of \$185,000 to the waste management capital budget for finalisation of construction of Cell 6 at Nammoona Waste Facility.

Delivering for our community

- Proposed increase to operational income due to \$81,863 being received from StateCover in line with the health and wellbeing incentive for 2024/2025.
- Proposed reduction to operating income totalling \$250,000 in line with a revised projection of royalties for Councils quarries.

CONCLUSION

At the end of the second quarter, Council's operating result including capital grants and contributions is a projected surplus of \$42.36mil, with a projected deficit before capital grants and contributions of \$9.23mil. Council's capital works budget is currently \$85.09mil and this will be closely monitored to ensure all projects can be delivered. Council's estimated budget result (unrestricted cash result) has remained unchanged at \$272,799 and overall, Council's projected financial position at year end remains satisfactory.

ATTACHMENT(S)

1. **Quarterly Budget Review Statement for the quarter ended 31 December 2024 (under separate cover)**

17.3 DATA BREACH POLICY

Director: Ryan Gaiter

EXECUTIVE SUMMARY

Amendments to the *Privacy and Personal Information Protection Act 1998* (PPIP Act) came into effect in November 2023. The amendments impacted responsibilities of agencies under the PPIP Act, and established a requirement for agencies to provide notifications to affected individuals in the event of an eligible data breach of their personal or health information by a NSW public sector agency subject to the PPIP Act.

The amendments to the PPIP Act include the creation of a Mandatory Notification of Data Breach (MNDB) Scheme, which requires agencies to adopt a publicly available data breach policy.

RECOMMENDATION

That Council adopts the Data Breach Policy in order to comply with requirements under the Mandatory Notification of Data Breach (MNDB) Scheme established under the *Privacy and Personal Information Protection Act 1998* (PPIP Act).

DELIVERY PROGRAM LINKS

Objective 12: Provide great service

12C Provide great corporate and operational support

12C2 Provide efficient corporate support services

BUDGET IMPLICATIONS

Nil

REPORT

Amendments to the *Privacy and Personal Information Protection Act 1998* (PPIP Act) came into effect in November 2023. The amendments impacted responsibilities of agencies under the PPIP Act, and established a requirement for agencies to provide notifications to affected individuals in the event of an eligible data breach of their personal or health information by a NSW public sector agency subject to the PPIP Act.

The amendments to the PPIP Act include the creation of a Mandatory Notification of Data Breach (MNDB) Scheme. The MNDB Scheme requires public sector agencies bound by the PPIP Act to notify the Privacy Commissioner and affected individuals of data breaches involving personal or health information likely to result in serious harm.

The MNDB Scheme requires agencies to satisfy other data management requirements, including to maintain an internal data breach incident register and have a publicly accessible data breach policy. The attached Data Breach Policy has been drafted to meet the legislative requirements under Part 6A of the PPIP Act, specifically section 59ZD.

The Data Breach Policy sets out how Council will respond to a data breach, establishes roles and responsibilities of staff in relation to managing a breach and the steps to be followed in the event of a breach.

As noted, amendments came in effect in late 2023. Since this time, Council's Information and Technology Services department has undertaken a wide-scale policy review of internal facing policy documentation. This project engaged external provider Kaon, to provide a suite of best-practice

documents which were tailored to meet Council's requirements. This followed an extensive period of consultation over several months. The result of the project was the adoption of 29 internal facing operational policies.

As this project was already planned when the MNDB requirements were introduced, Council determined to pause the adoption of the dedicated Data Breach Policy to ensure its content would not be contradictory to the developing operational policies.

The policy suite was formalised toward the end of the 2024 calendar year. Therefore, Council is now in a position to adopt a public-facing Data Breach Policy.

Under the MNDB Scheme agencies have an obligation to:

- Immediately make all reasonable efforts to contain a data breach;
- Undertake an assessment within 30 days where there are reasonable grounds to suspect there may have been an eligible data breach;
- During the assessment period, make all reasonable attempts to mitigate the harm done by the suspected breach;
- Decide whether a breach is an eligible data breach or there are reasonable grounds to believe the breach is an eligible data breach;
- Notify the Privacy Commissioner and affected individuals of the eligible data breach; and
- Comply with other data management requirements.

Compliance with the MNDB scheme will require other steps to be taken, following the adoption of a Data Breach Policy. These steps include:

- Privacy Management Plan – Council will be required to review and update the Plan in compliance with new section 33(2)(c1). This section requires the Plan to include provisions relating to “the procedures and practices used by the agency to ensure compliance with the obligations and responsibilities set out in Part 6A for the mandatory notification of data breach scheme.” Therefore, an amendment to the Plan will be required to include reference to the Data Breach Policy.
- Incident Register – Council is required under section 59ZE to establish and maintain an internal register of eligible data breaches. This register should record the information specified under section 59ZE(2), which includes:
 - Who was notified of the breach
 - When the breach was notified
 - Type of breach
 - Details of steps taken by the agency to mitigate harm done by the breach
 - Details of actions taken to prevent future breaches
 - Estimated cost of the breach.

- Public Notification Register – agencies are required to maintain a public notification register of any notifications made under section 59N(2). The information recorded in the register must be publicly available for at least 12 months after the date of publication and include the information specified under section 59O, which includes:
 - Date of breach
 - Description of breach
 - How the breach occurred
 - Type of breach
 - The personal information that was the subject of the breach
 - Amount of time the personal information was disclosed for
 - Actions taken or planned to secure information and to mitigate the harm done
 - Recommendations to the individual/s concerned, including how to make privacy related complaints and the conduct of internal reviews.

CONSULTATION

The Data Breach Policy has been developed in line with Information and Privacy Commission (IPC) guidance, together with internal consultation between Council's Governance and Information and Technology Services departments.

CONCLUSION

Council takes the protection of information seriously and the development of the Data Breach Policy sets out responsibilities and reporting lines to be followed in the event of a data breach. It is recommended Council adopt the Data Breach Policy, following which, required amendments will be made to other policies, including the Privacy Management Plan.

ATTACHMENT(S)

1. **Draft Data Breach Policy (under separate cover)**

18 GENERAL BUSINESS

Nil

19 MATTERS FOR INFORMATION

RECOMMENDATION

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

19.1 PROPOSED ROAD NAMING

Director: Ben Zeller

Responsible Officer: Brooke Thomas

BREIFING

That Council receives and notes the information contained in the proposed road naming information report.

DISCUSSION

Council is the Roads Authority under Section 7 of the *Roads Act 1993* and is responsible for formally naming public roads in accordance with the Act and Regulation.

Newton Denny Chappelle have submitted a Development Application (DA2022/0233) for a Rural Residential Plan of Subdivision to create 19 new lots at 71 Gregors Road, Spring Grove. As part of the Subdivision Works Certificate, Condition 45 of the consent requires the developer to submit to Council, suggested road names for the proposed new roads to be constructed.

Of the six road name suggestions that were submitted to Council by the developer, the two preferred options have been given pre-approval by the Geographical Names Board in accordance with NSW Address Policy.

Council will undertake public consultation in accordance with Section 162 of the Roads Act 1993 and Part 2 of the Roads Regulation and a future report will be presented to Council for determination.

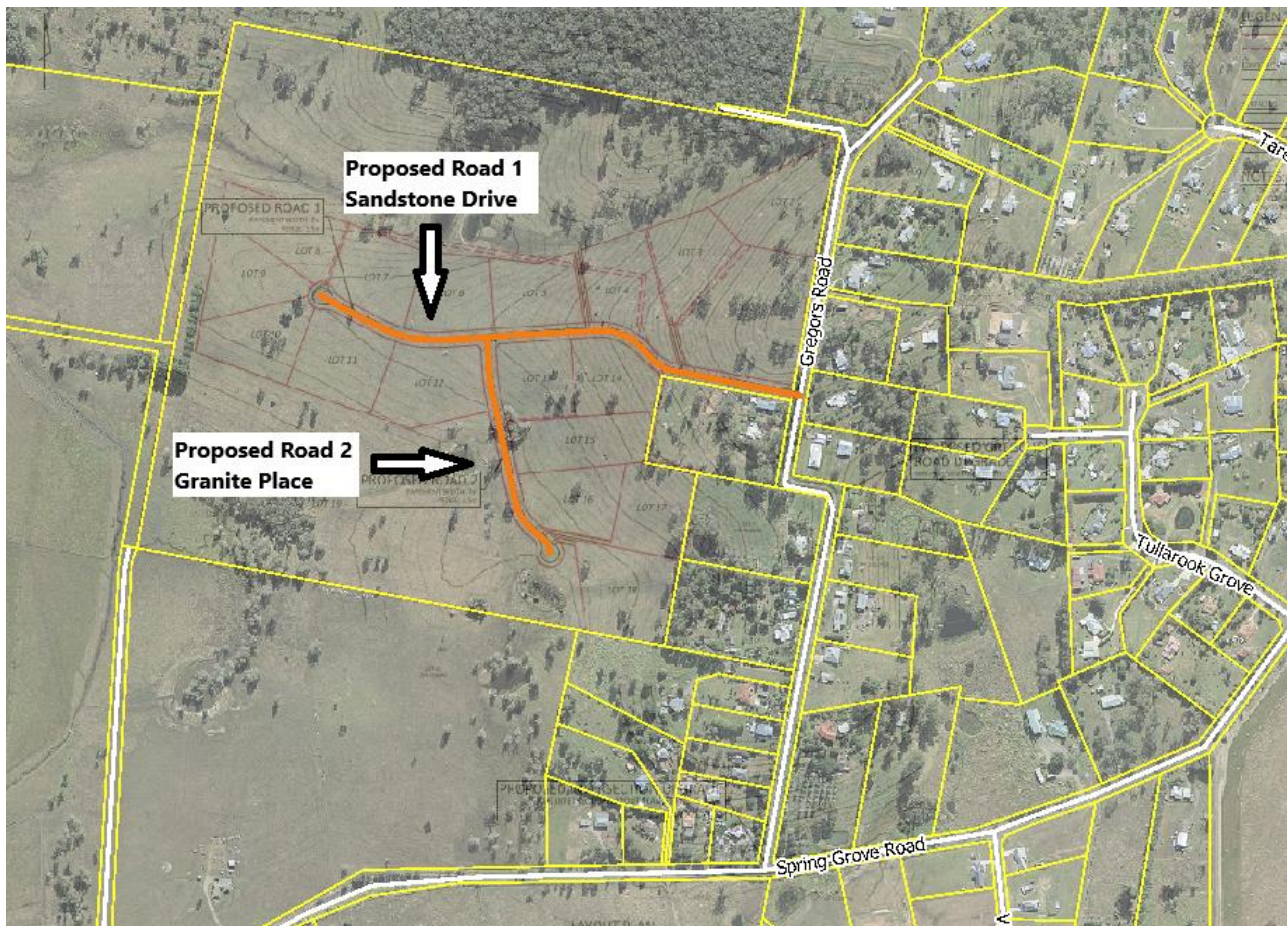
Proposed Pre-Approved Road Names

Road 1

- Sandstone Drive

Road 2:

- Granite Place



CONCLUSION

That Council staff undertake public consultation in accordance with Section 162 of the Roads Act 1993 and Part 2 of the Roads Regulation 2018 to resolve suitable road names as contained within this report.

A determination report will be presented to Council following the consultation process identifying suitable proposed road names.

ATTACHMENT(S)

Nil

19.2 CUSTOMER EXPERIENCE REPORT 1 OCTOBER - 31 DECEMBER 2024

Director: Angela Jones

Responsible Officer: Latia Sawyer

RECOMMENDATION

That Council receives and notes the Customer Experience Report for the period 1 October – 31 December 2024.

REPORT

Customer Service Contact Centre Data - Key Statistics

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

Call Statistics

A total of 8668 calls were handled by the contact centre team during the reporting period, which is a 1.5 percent increase for the same period of the previous year, and a 9 percent decrease on the previous quarter's volumes. The contact centre has exceeded all service targets for the reporting period, including 81.75 percent of calls answered within industry standard of 20 seconds, average time each caller spends in the queue is 21 seconds and the percentage rate for calls abandoned is less than one percent and average call time of 3 minutes.

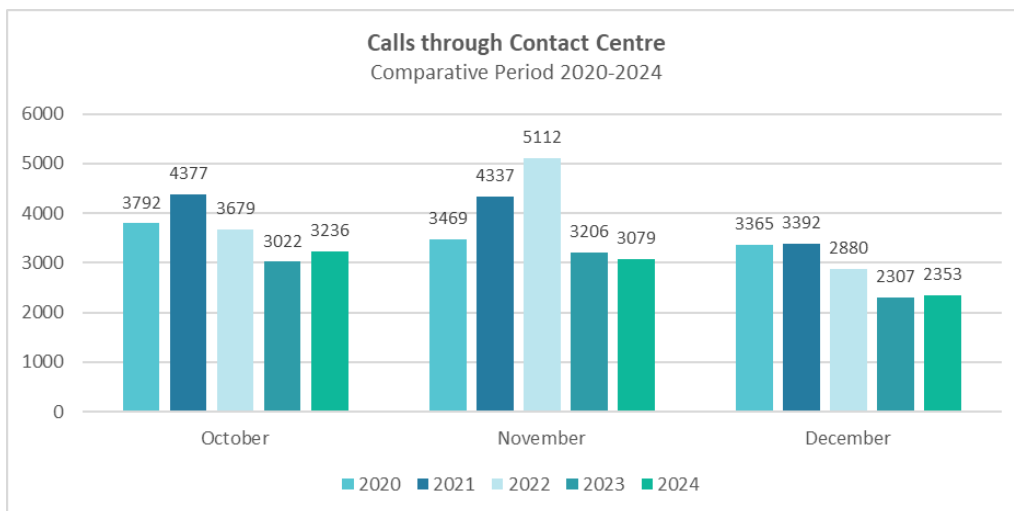


Figure 1: Calls received into the call centre, yearly comparison

Receipt and Administration Statistics

A total of 1950 receipts were processed for the reporting period, a 1 percent decrease for the same period the previous year. The month of November saw an increase in the number of receipts processed, which can be attributed to the rates instalment period. Data indicates customers are utilising alternative payment options as face-to-face receipting has declined from previous years.

Customer preferred payment methods are as follows: 59 percent EFTPOS, 24 percent as cash payments, 6 percent by cheque, and the remaining 11 percent were paid via direct bank transfer.

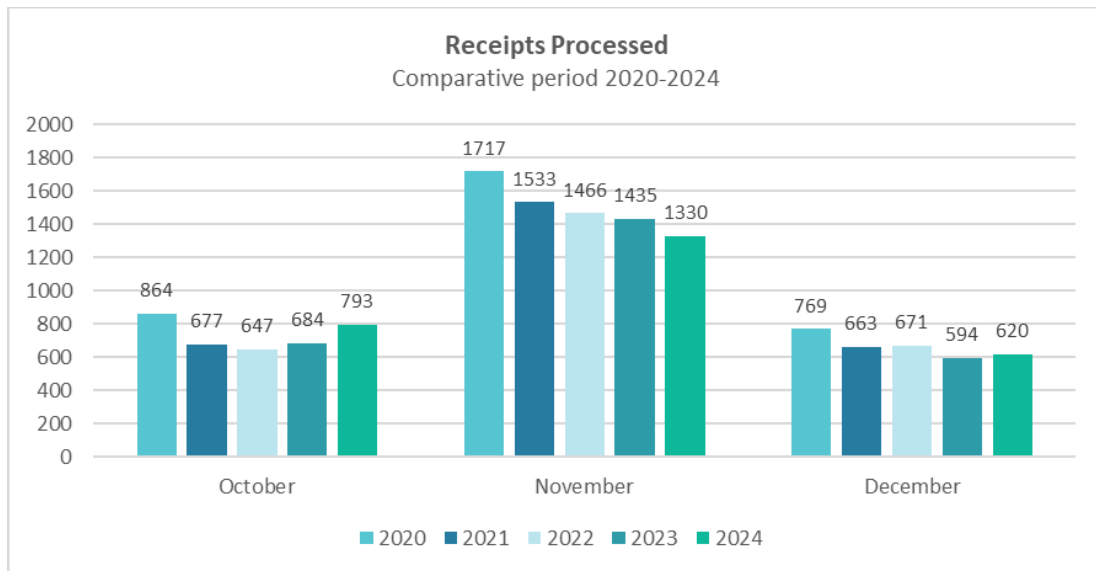


Figure 2: Total number of receipts

Certificates and Customer Requests

98.2 percent of Section 735A, 10.7 and 603 certificates were completed within set timeframes in accordance with Council’s service standards. Of the certificate applications received, 53.7 percent were 10.7 planning certificates, 35.4 percent 603 rates certificates and 10.9 percent were outstanding notice searches. Property search enquiries increased by 24.1 percent for 10.7 certificate searches compared to this quarter in 2023, with a 6 percent increase in 10.7 planning certificate enquiries.

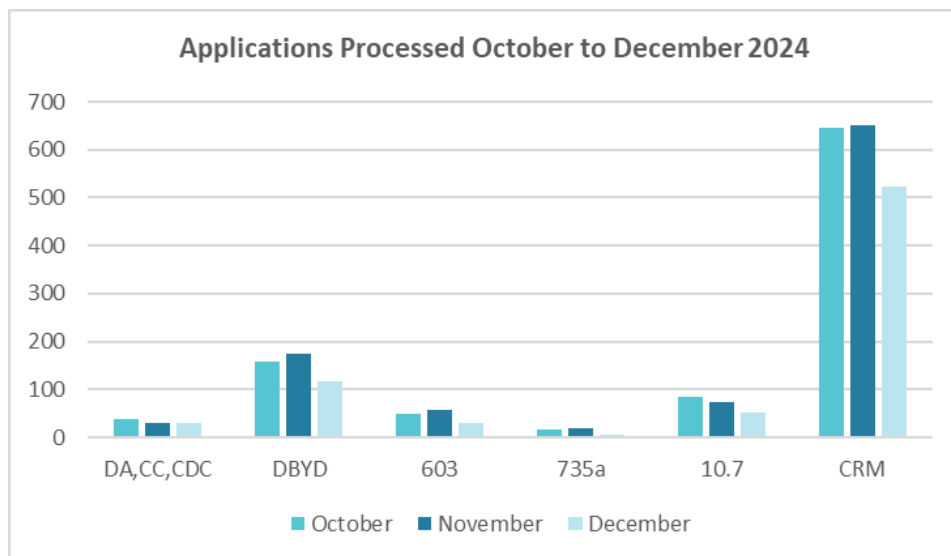


Figure 3. Applications received

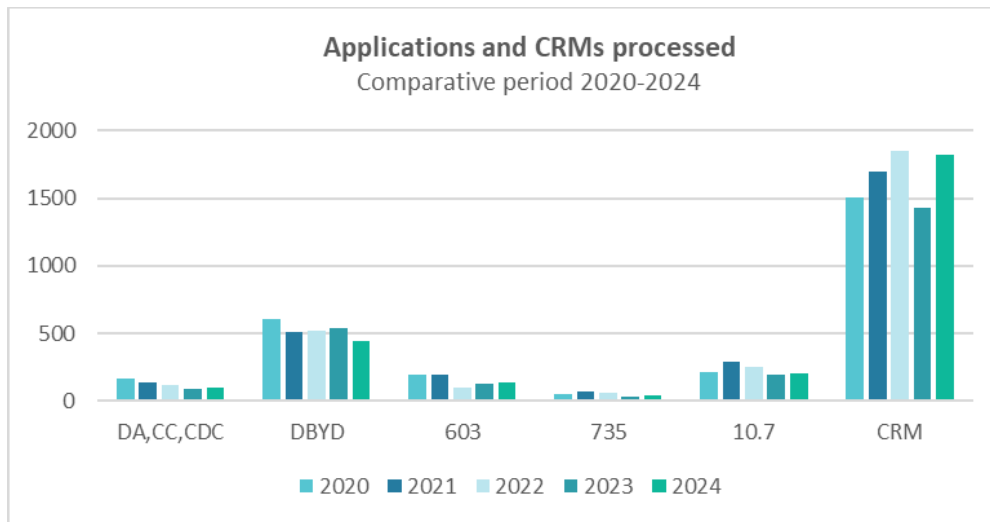


Figure 4. Applications comparison

Customer Request Management System - Key Statistics

During the reporting period, 1818 new requests were logged, a decrease of 3.75 percent compared to the previous quarter and 27 percent increase on the same reporting period of the previous year.

Roads and Drainage requests continue to remain the highest percentage of requests received in comparison to the previous years. The rise can be attributed to continuous wet weather delaying maintenance programs on rural road network which contributes to the accelerated deterioration of road surfaces.

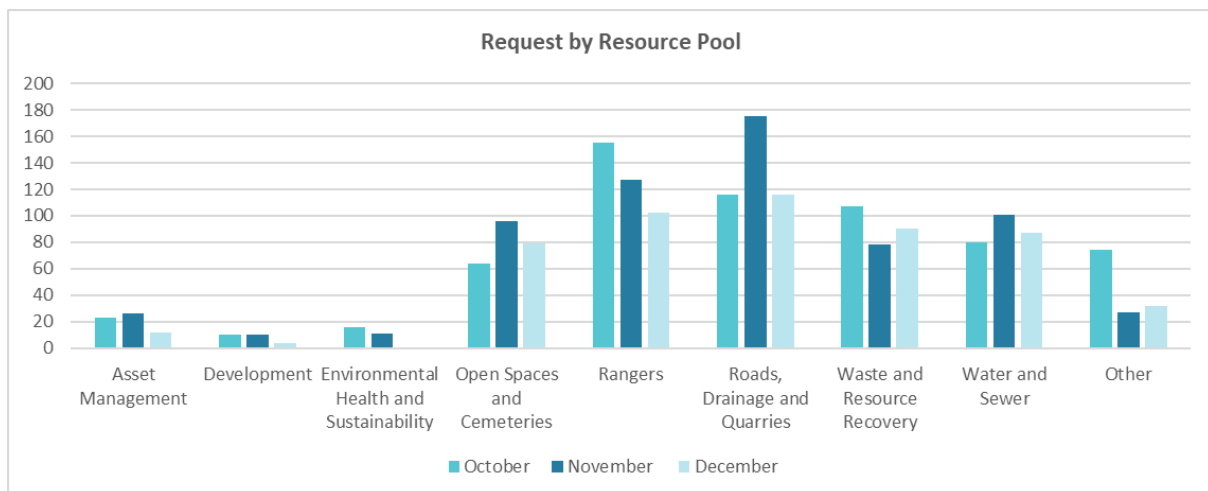


Figure 5: Number of requests

Development Concierge

The Development Concierge fielded 558 enquiries during the reporting period, totalling to 2399 enquiries during 2024. Majority of the enquiries for the reporting period were in relation to residential alterations and additions, including swimming pools and sheds.

The Development Concierge remains committed to customer response service levels, by end of next business day. Complex enquiries may require greater research which is generally done with the assistance of technical staff. Customer enquiries are answered with verbal and email correspondence.

Our website library of development information and resources is under continuous review with the addition of thirty-one revised factsheets for public referencing. In support of Council certifiers requirement for the inclusion of a waste management and construction management plan to accompany a DA application, templates and factsheets are being prepared to assist applicants in their preparation and will be available on the website.

The First Responders continue to offer a Portal Assist service to applicants, providing full case management throughout the assessment process to ensure customers receive quality support and imposed timeframes are achieved.

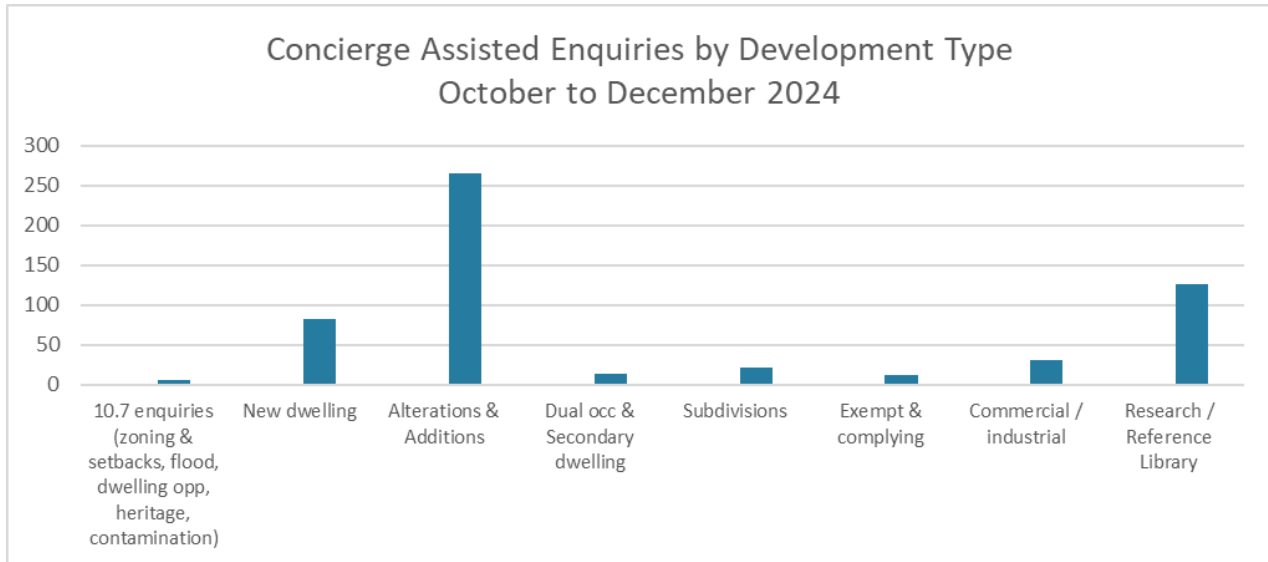


Figure 6: Concierge enquiries by type

E-Planning Portal – Key Statistics

In an effort to combat the national housing crisis, NSW Government has been set a target for an additional 377 000 homes in NSW by 2029. To achieve this, all Councils have been given notice to reduce assessment times in-line with the Minister’s expectations, in the aim of fast tracking the approval process and achieving the new home target within the tight timeframe. Council’s pre-assessment and assessment times will be monitored monthly by the Department of Planning to ensure Councils are maintaining their assigned assessment times.

Richmond Valley Council regularly delivers the most efficient assessment times across all development types, in comparison to all councils in the Northern Rivers area.

	1,094	802	777	19	112	752	\$564M	443	1,234		
	Submitted	Lodged	Determined	Avg Days to Lodge	Avg Days to Determine	Approved	Cost of Dev Approved	Dwellings [†] Approved	Under Assessment (*)		
OLG Classification	Submitted	Lodged	Avg Days to Lodge	Determined	Avg Days to Determine	Median Days to Determine	Approved	Cost of Development Approved	Dwellings [†] Approved	Applications Under Assessment	Dwellings [†] Under Assessment
Large Rural Councils	37	15	17	16	84	58	16	\$3,428,902	3	20	4
KYOGLE COUNCIL	37	15	17	16	84	58	16	\$3,428,902	3	20	4
Regional City Councils	1,057	787	19	761	112	65	736	\$560,519,033	440	1,214	976
BALLINA SHIRE COUNCIL	152	109	49	127	148	71	118	\$126,931,907	38	158	116
BYRON SHIRE COUNCIL	214	161	17	134	91	76	128	\$170,671,520	130	352	216
CLARENCE VALLEY COUNCIL	204	164	18	179	105	53	178	\$72,219,792	68	242	140
LISMORE CITY COUNCIL	109	94	9	101	64	34	101	\$62,908,373	87	91	54
RICHMOND VALLEY COUNCIL	62	38	7	43	33	33	43	\$10,557,134	17	30	14
TWEED SHIRE COUNCIL	316	221	14	177	157	95	168	\$117,230,308	100	341	436
Total	1,094	802	19	777	112	65	752	\$563,947,935	443	1,234	980

Figure 7: NSW Planning Portal Council summary comparison

Application Type	Totals	October	November	December
Total DA Received	62	25	18	19
Total CC Received	33	12	11	10
Complying Development	3	2	1	0
Subdivision Certificate	5	3	2	0
S138 - Road Reserve Activities	22	8	8	6
S68 - Plumbing Permits & Events	97	28	35	34
PC Appointments	28	17	5	6
Occupation Certificate	43	13	16	14
Building Certificate	8	2	2	4
Private Certificate	25	8	9	8

Figure 8: Applications received via the NSW Planning Portal

OneRoad – Key Statistics

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

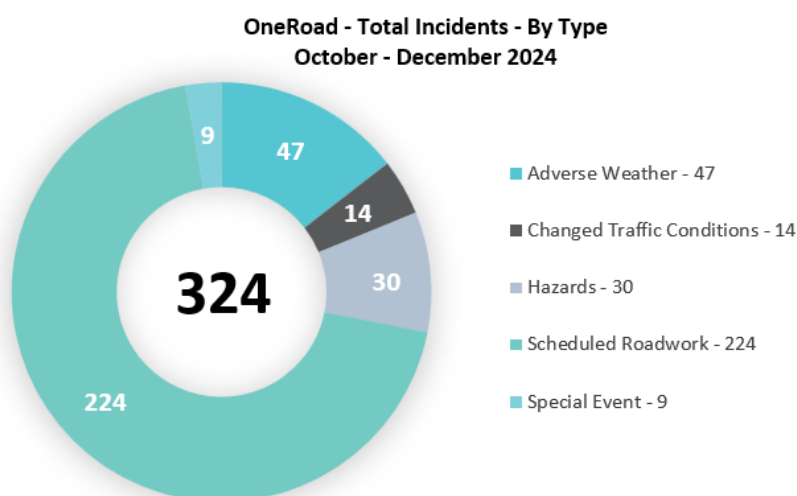


Figure 9: Total planned and unplanned road incidents recorded

Opportunities for Improvement

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

- Continue to work closely with customers lodging applications via the E-planning Portal to ensure submission to lodgement timeframes are maintained to required standards.
- Work with operational teams to review service level targets and monitor outcomes and adjust as required.

- Continue to provide ongoing training and support to our new staff members to increase their knowledge base enabling them to achieve 80 percent first contact resolution whilst maintaining and exceeding our quarterly call centre targets.

CONCLUSION

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

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

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

ATTACHMENT(S)

Nil

19.3 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 DECEMBER 2024 - 31 JANUARY 2025

Director: Angela Jones

Responsible Officer: Andy Edwards

RECOMMENDATION

That Council receives and notes the Development Application report for the period 1 December 2024 to 31 January 2025.

REPORT

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

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

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 December 2024 to 31 December 2024 was fourteen (14) with a total value of \$4,028,910.00.

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 January 2025 to 31 January 2025 was fourteen (6) with a total value of \$3,293,633.00.

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

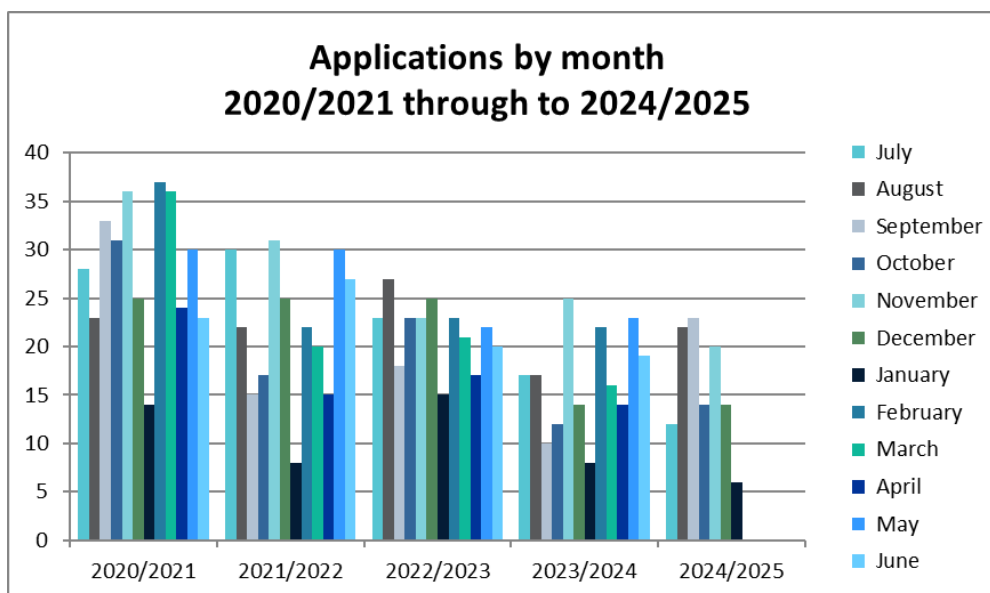


Figure 1: Monthly number of development applications and CDC's processed by Council over five financial years.

Figure 2 provides the annual value of Development Consents including CDCs issued by Council and private certifiers over five financial years. Figure 3 provides a detailed review of the value for the reporting month of December 2024 and January 2025.

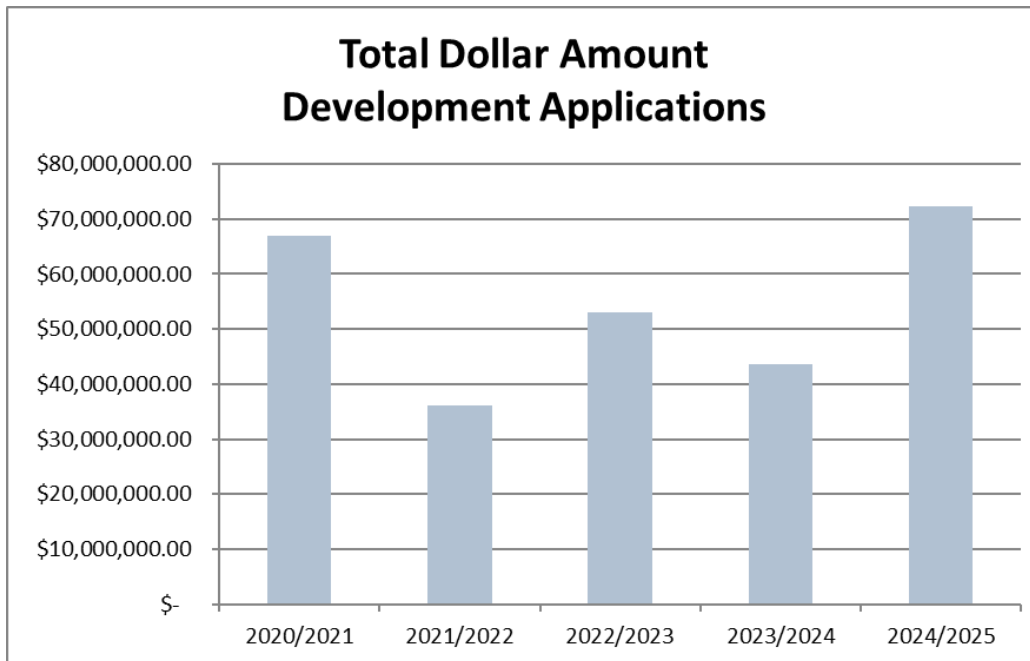


Figure 2: Annual value of development

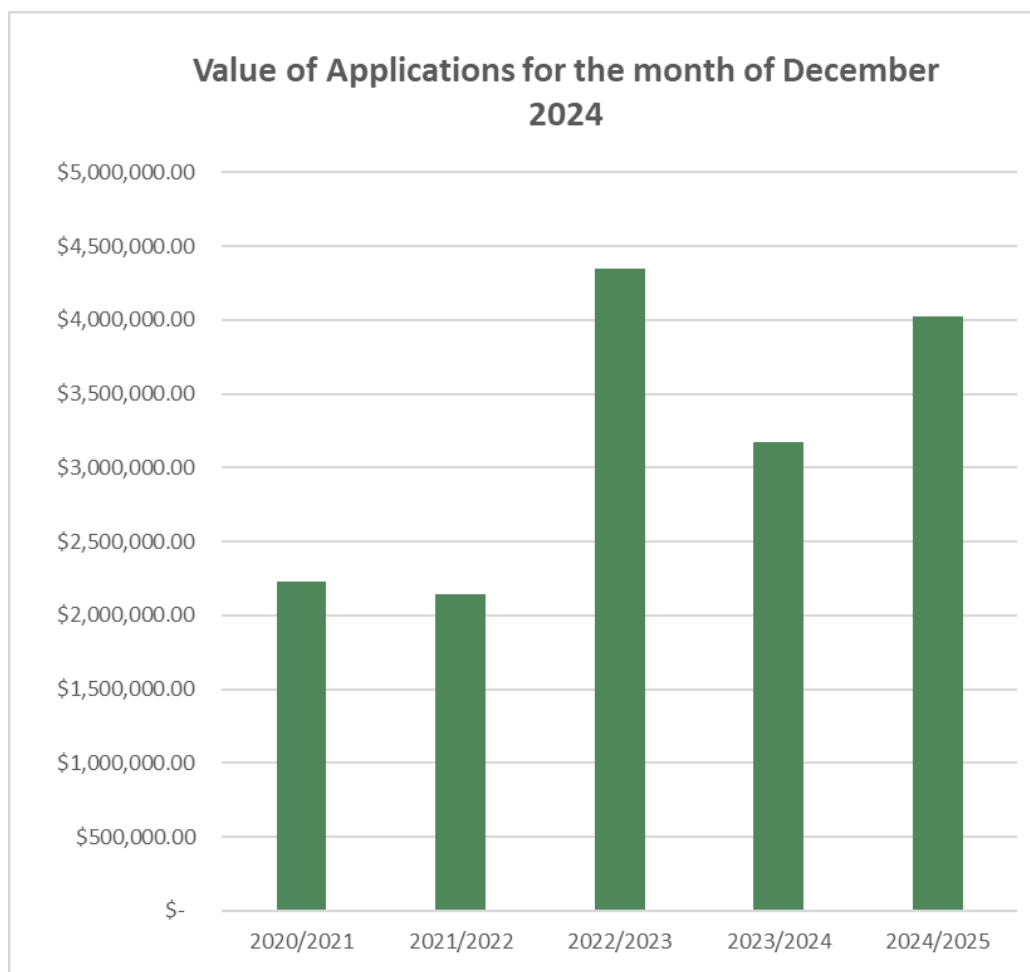


Figure 3: Value of development for the month of December 2024

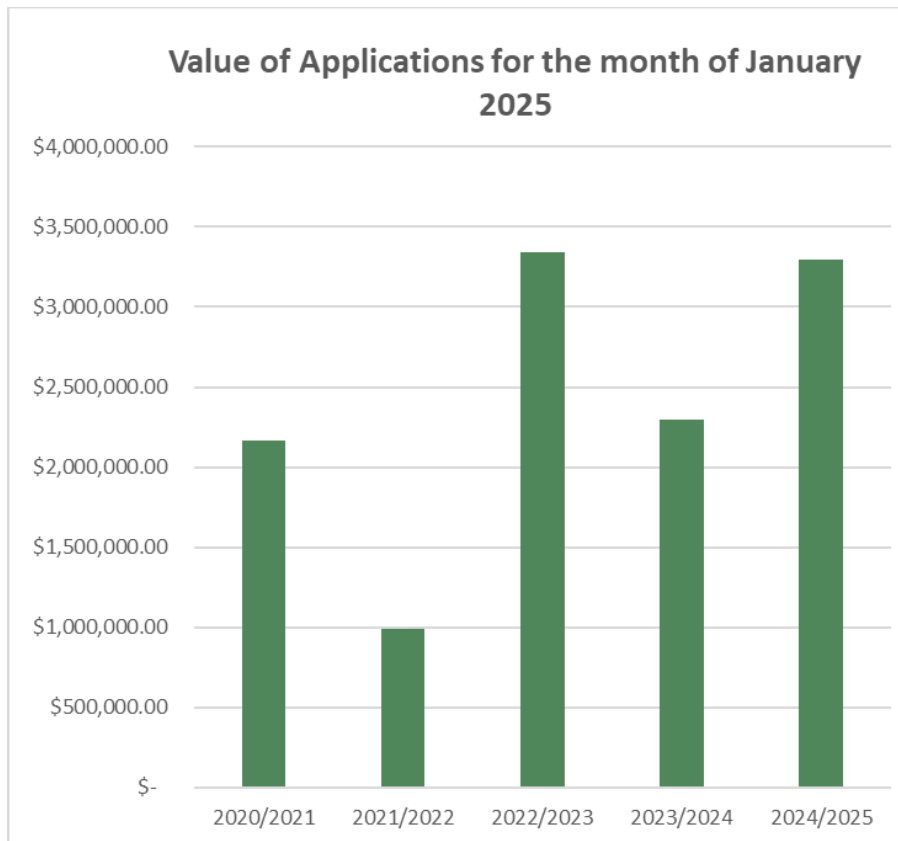


Figure 3: Value of development for the month of January 2025

Number of Development Applications

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

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

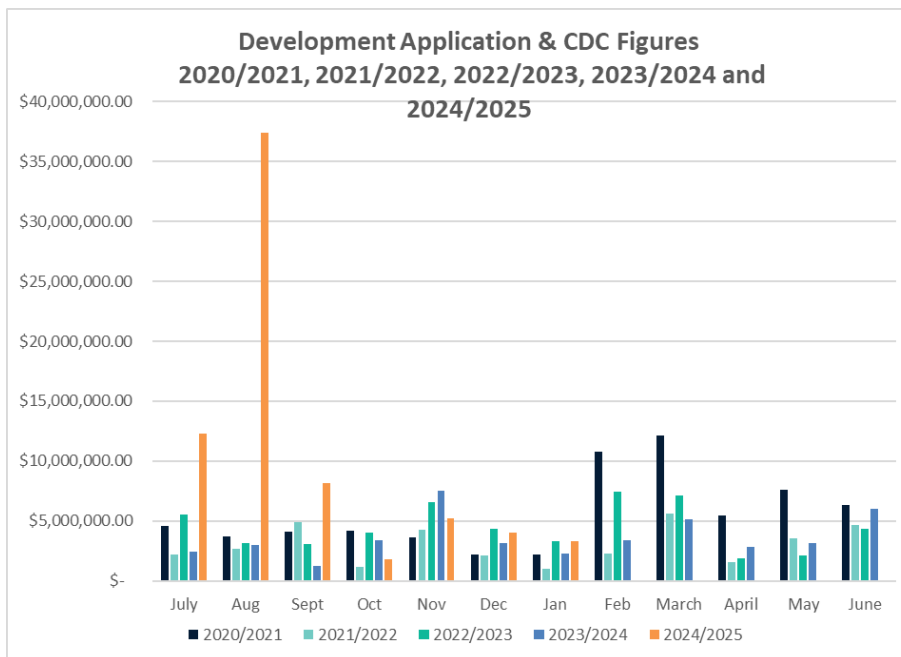


Figure 4: Value of development applications per month over five financial years.

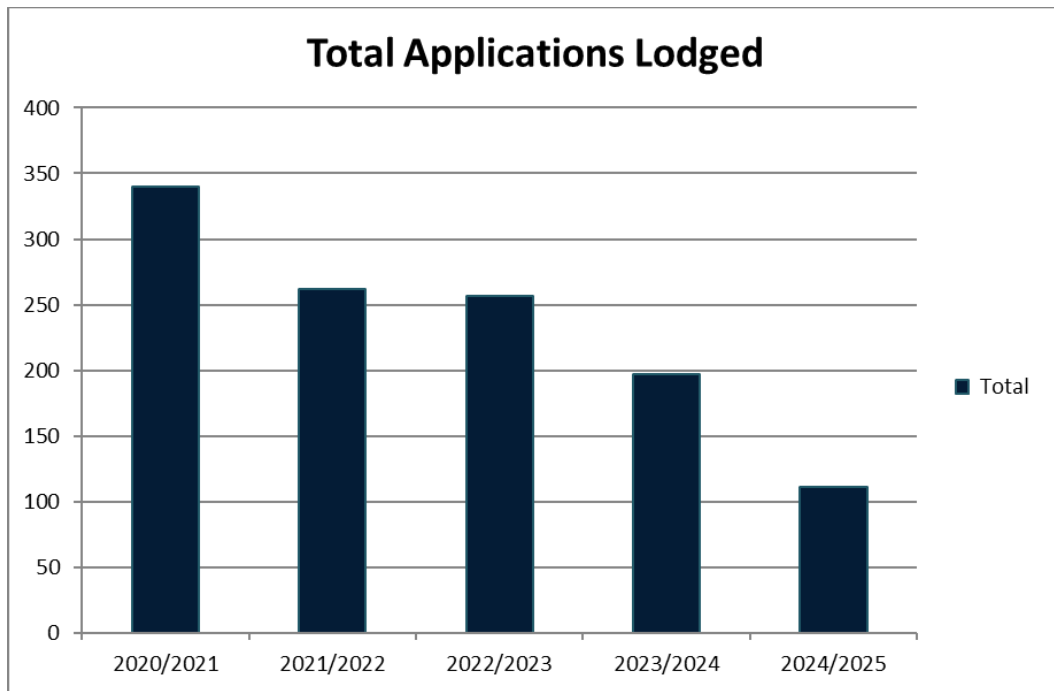


Figure 5: Number of Development Applications & CDCs per annum over five financial years

Activity for the month of December 2024

General Approvals (excluding Subdivisions, Section 4.55)	10
Section 4.55 amendments to original consent	1
Operational Consent	-
Subdivision	1
Refused	-
Complying Development (Council Approved)	1
Complying Development (Private Certifier Approved)	1
Amended Complying Development (Private Certifier Approved)	-
TOTAL NUMBER OF DEVELOPMENT APPLICATIONS DETERMINED	14
Rejected	1
Withdrawn	2
Average assessment days for applications determined in December 2024 (Planning & Building Combined)	26
No. of Integrated development applications determined in December 2024	1
No. of Designated development applications determined in December 2024	-

Activity for the month of January 2025

General Approvals (excluding Subdivisions, Section 4.55)	6
Section 4.55 amendments to original consent	-
Operational Consent	-
Subdivision	-
Refused	-
Complying Development (Council Approved)	-
Complying Development (Private Certifier Approved)	-
Amended Complying Development (Private Certifier Approved)	-
TOTAL NUMBER OF DEVELOPMENT APPLICATIONS DETERMINED	6
Rejected	-
Withdrawn	-
Average assessment days for applications determined in January 2025 (Planning & Building Combined)	40
No. of Integrated development applications determined in January 2025	-
No. of Designated development applications determined in January 2025	-

ATTACHMENT(S)

Nil

**Summary of Development Applications determined under the Environmental Planning and Assessment Act
for the period 1 December 2024 to 31 December 2024**

Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Rejected Date	Estimated Cost
DA2025/0055	Chris Burley Constructions	Roman Catholic Church for the Diocese of Lismore	116 Centre Street, Casino	Alterations and additions to existing building at St Mary's Primary School being new front & rear decks	19/09/2024	3/10/2024	3/12/2024	\$80,900.00
DA2025/0069	R J Hayes	Barbarni Pty Ltd	16 Seamist Lane, Evans Head	Construction of detached dual occupancy and ancillary works, including two lot Torrens Title Subdivision	10/10/2024	23/10/2024	5/12/2024	\$1,397,000.00
DA2025/0080	F J H Burton	L N & W J Burton	49 Burton Road, Mongogarrie	Construction of a new farm shed 40m x 18m 7.5m high with amenities and associated earthworks and hardstand concrete area.	25/10/2024	30/10/2024	6/12/2024	\$382,777.00
DA2025/0081	D R Jones	D R & N J Jones	2 Horrie Drive, North Casino	Demolition of the existing shed and construct a new shed on the same site.	27/10/2024	11/11/2024	6/12/2024	\$57,379.00
DA2025/0083	S D Henderson	R S J Cooper & M J Campbell	171 Sextonville Road, Casino	New 132sqm Colorbond Shed with request to vary DCP boundary setback.	4/11/2024	6/11/2024	6/12/2024	\$39,600.00
DA2025/0086	Newton Denny Chapelle	Vortella Pty Ltd	161 Walker Street, Casino	Change of use to establish a youth hub	5/11/2024	19/11/2024	20/12/2024	\$0.00
DA2025/0087	Evolve Planning Services Pty Ltd	C M & S D K Olive	9 Verulam View, Spring Grove	New Shed	6/11/2024	18/11/2024	17/12/2024	\$35,410.00
DA2025/0089	The Trustee for Terania Consulting Unit Trust	R O McGeary	37 Park Street, Evans Head	Demolition of the existing residence and ancillary structures. Construction of a new two-storey residence with plunge pool and a detached car and boat garage.	12/11/2024	15/11/2024	20/12/2024	\$1,688,500.00
DA2025/0090	C Crook	P Catlin	700 Mongogarrie Road, Leeville	Shed 16.8m x 6m and joined carport 9m x 6m to the end of existing farm shed	12/11/2024	14/11/2024	10/12/2024	\$65,000.00
DA2025/0091	D G Bailey	D G & S W Bailey	Ginibi Drive, Swan Bay	Construction of a colorbond shed	20/11/2024	26/11/2024	20/12/2024	\$82,500.00
DA2025/0092	R J Hayes	Enviro Safe Products Pty Limited	395 Reardons Lane, Swan Bay	Farm shed including the installation of a 300,000 litre water storage tank and associated works.	20/11/2024	25/11/2024	19/12/2024	\$93,500.00

Summary of Council Certified Complying Development Applications determined under the Environmental Planning and Assessment Act for the period 1 December 2024 to 31 December 2024								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
CDC2025/0012	R J Hayes	D R & J M Maslen	17 Figtree Drive, Casino	Construction of a fly over insulated roof structure using timber framing and located at the rear of the existing 3 bedroom BV home, on an existing raft concrete slab	13/11/2024	15/11/2024	2/12/2024	\$35,184.00
Summary of Flood Affected Development Applications determined under the Environmental Planning and Assessment Act for the period 1 December 2024 to 31 December 2024								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
MA2025/0013	J M Kay	J M Kay	6 Cooper Street, Woodburn	S4.55(1) - Removal and amendment of Conditions - Raise existing dwelling	25/11/2024	16/12/2024	19/12/2024	\$0.00
Summary of Privately Certified Applications determined under the Environmental Planning and Assessment Act for the period 1 December 2024 to 31 December 2024								
Application ID	Applicant	Owners	Location	Development	Date Submitted to Council for Registration	Date Accepted	Determination Date	Estimated Cost
CDC2025/0015	Buildcert Certification Pty Ltd	S R & S L Daniels	115 Tomki Tatham Road, Clovass	Swimming Pool	6/12/2024	12/12/2024	6/12/2024	\$71,160.00
Summary of Development Applications determined under the Environmental Planning and Assessment Act with a Clause 4.6 Variation for the period 1 December 2024 to 31 December 2024								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
Nil								

Summary of Development Applications Refused under the Environmental Planning and Assessment Act for the period 1 December 2024 to 31 December 2024								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
Nil								
Summary of Development Applications Rejected under the Environmental Planning and Assessment Act for the period 1 December 2024 to 31 December 2024								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Rejected Date	Estimated Cost
DA2025/0098	Newton Denny Chapelle	G A & N N Parker	10 Shephards Road, Fairy Hill	Proposed boundary adjustment	27/11/2024	2/12/2024	05/12/2024	\$0.00
Summary of Development Applications Withdrawn under the Environmental Planning and Assessment Act for the period 1 December 2024 to 31 December 2024								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Withdrawn Date	Estimated Cost
DA2022/0098	M Powell	G T Steen	700 Old Tenterfield Road, Camira	Dwelling	8/11/2021	8/11/2021	02/12/2024	\$0.00
DA2025/0045	Newton Denny Chapelle	D W & K J Keevers	53-55 Hotham Street, Casino	Strata subdivision to create 3 lots	05/09/2024	11/09/2024	19/12/2024	\$0.00

January 2025

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 January 2025 to 31 January 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Rejected Date	Estimated Cost
DA2025/0041	P J Wallace	K W & H M Bloem	14 Riverview Street, Evans Head	Construction of a new two story residential building: the first floor comprising of a three bedroom dwelling, and the ground floor being a one bedroom secondary dwelling.	28/08/2024	10/09/2024	30/01/2025	\$1,440,000.00
DA2025/0093	Barker Studio Pty Ltd	H G Smith	3 Terrace Street, Evans Head	Construction of a new two storey dwelling with request to vary DCP	21/11/2024	4/12/2024	22/01/2025	\$1,086,800.00
DA2025/0095	Fernleigh Drafting & Council Services	P J & W K Connell	212 McDonalds Bridge Road, Stratheden	Detached steel framed dwelling	25/11/2024	3/12/2024	10/01/2025	\$260,000.00
DA2025/0097	S D Henderson	R S J Cooper & M J Campbell	171 Sextonville Road, Casino	Relocation of existing residence	27/11/2024	12/12/2024	28/01/2025	\$98,000.00
DA2025/0100	S L Morgan-Smith	S L Morgan-Smith	126 Baraang Drive, Broadwater	Raise the existing flood affected house with alterations and additions	5/12/2024	10/12/2024	28/01/2025	\$336,838.00
DA2025/0106	North Coast Sheds & Garages Pty Ltd	W N Reynolds & Ms K J Dixon	45 High Street, Casino	Demolition of existing ancillary structures and construction of new shed with bathroom and associated works including a RVDCP 2021 variation to the maximum building footprint	12/12/2024	23/12/2024	29/01/2025	\$71,995.00

Summary of Council Certified Complying Development Applications determined under the Environmental Planning and Assessment Act for the period 1 January 2025 to 31 January 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
Nil								
Summary of Flood Affected Development Applications determined under the Environmental Planning and Assessment Act for the period 1 January 2025 to 31 January 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
Nil								
Summary of Privately Certified Applications determined under the Environmental Planning and Assessment Act for the period 1 January 2025 to 31 January 2025								
Application ID	Applicant	Owners	Location	Development	Date Submitted to Council for Registration	Date Accepted	Determination Date	Estimated Cost
Nil								
Summary of Development Applications determined under the Environmental Planning and Assessment Act with a Clause 4.6 Variation for the period 1 January 2025 to 31 January 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
Nil								

Summary of Development Applications Refused under the Environmental Planning and Assessment Act for the period 1 January 2025 to 31 January 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
Nil								
Summary of Development Applications Rejected under the Environmental Planning and Assessment Act for the period 1 January 2025 to 31 January 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Rejected Date	Estimated Cost
Nil								
Summary of Development Applications Withdrawn under the Environmental Planning and Assessment Act for the period 1 December 2024 to 31 December 2024								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Withdrawn Date	Estimated Cost
Nil								

19.4 GRANT APPLICATION INFORMATION REPORT - DECEMBER 2024 AND JANUARY 2025

Director: Ryan Gaiter

Responsible Officer: Rylee Vidler

RECOMMENDATION

That Council receives and notes the Grant Application Information Report for the months of December 2024 and January 2025.

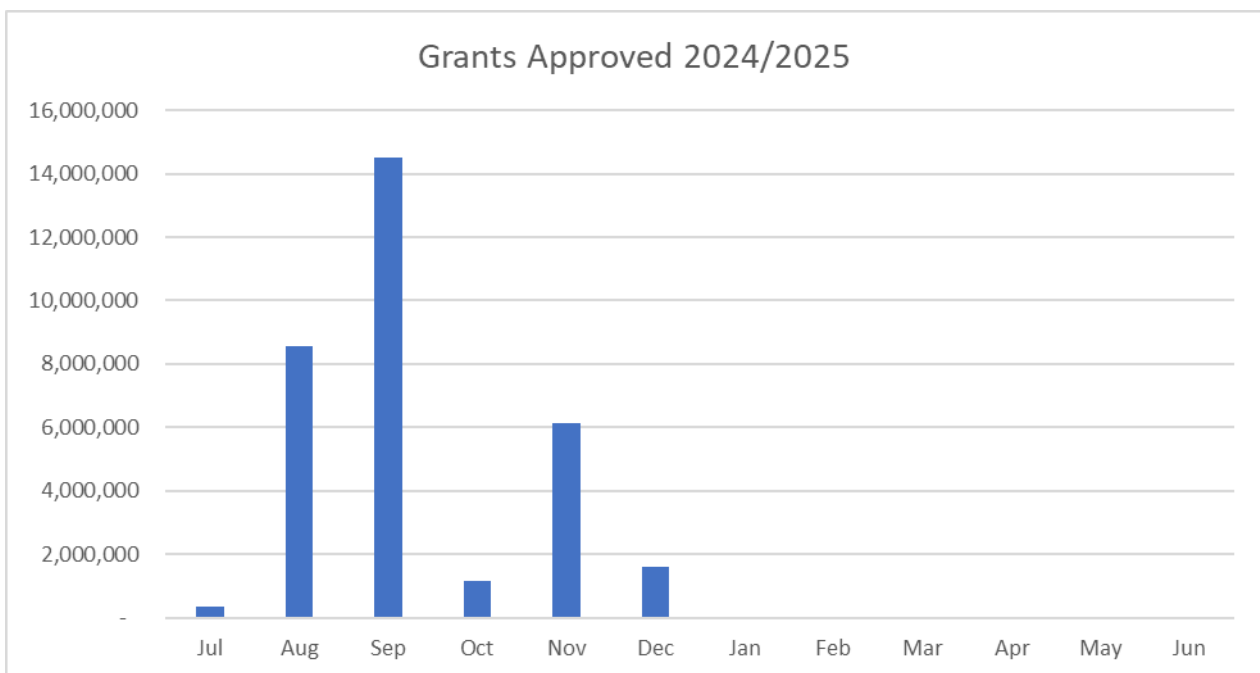
REPORT

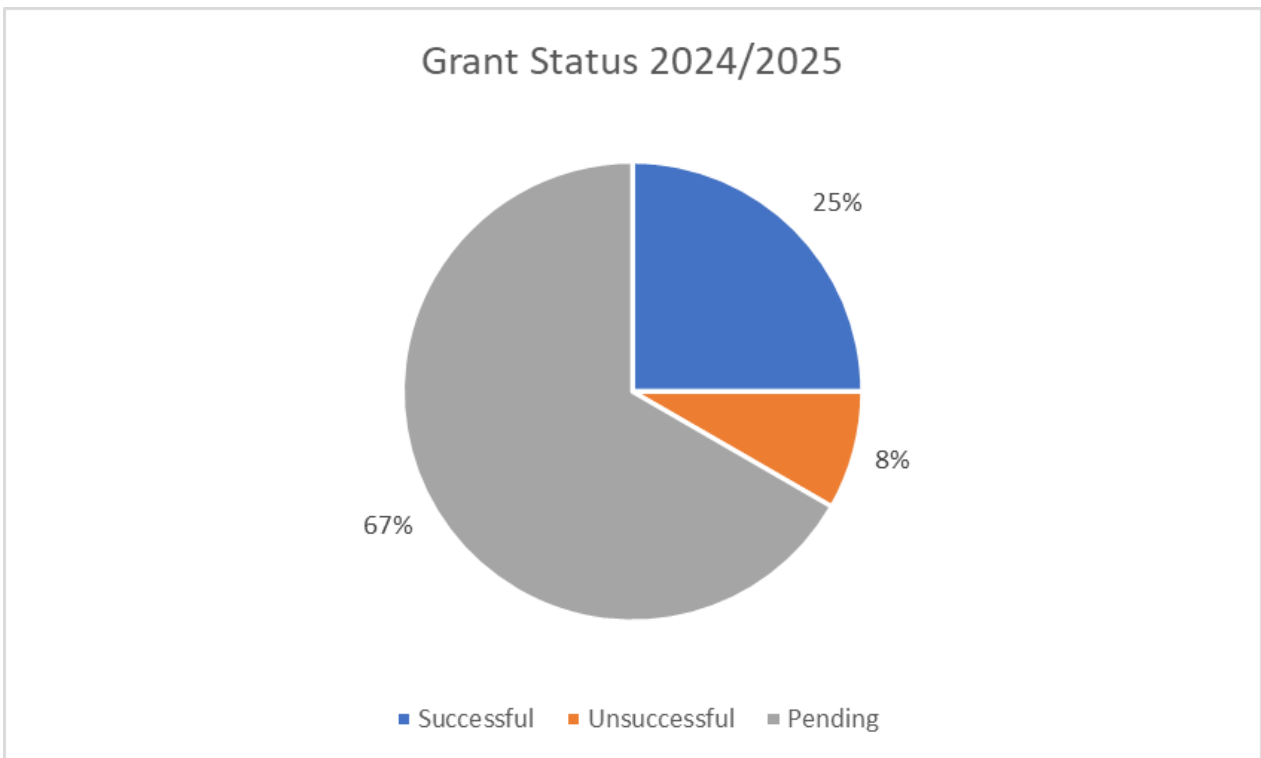
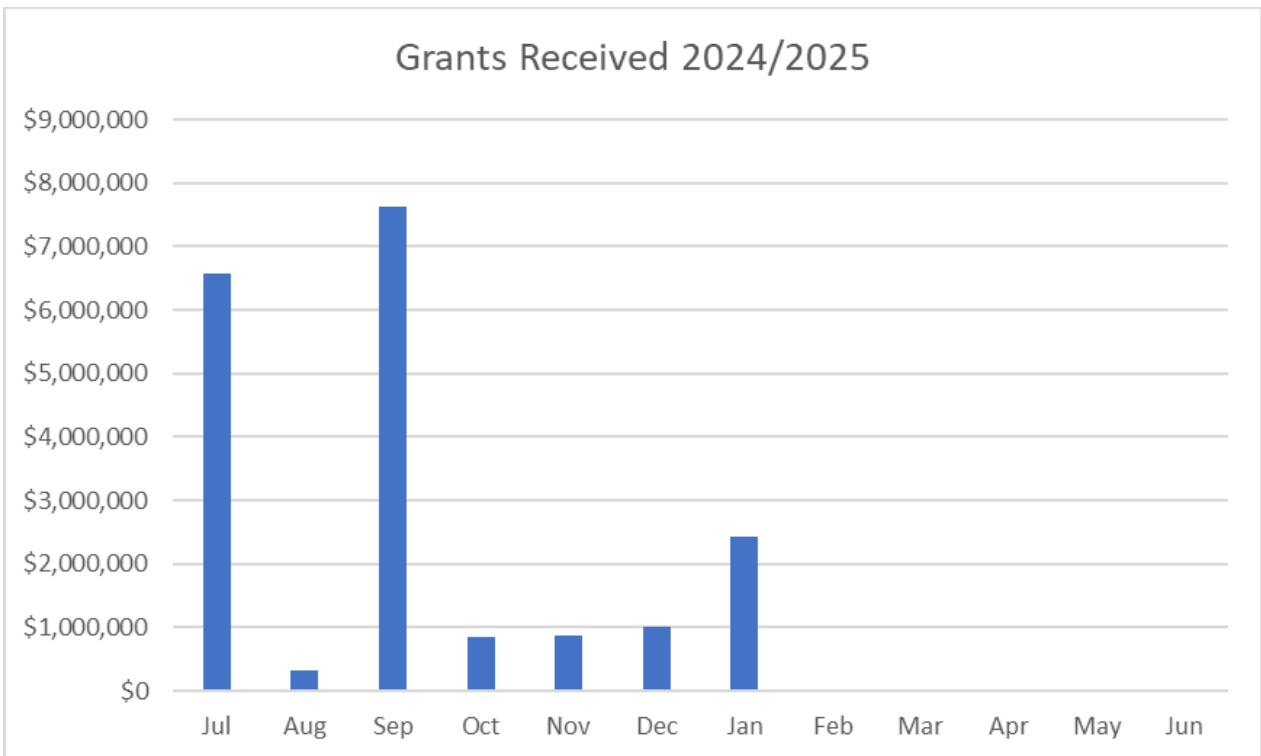
This report provides information on grant applications that have been approved, grants that have been received, grant applications that were unsuccessful and grant applications that were submitted for the months of December 2024 and January 2025.

During the reporting period, there were four grants approved totalling \$1,602,597 (all four in December) and five new submissions were made (four in December and one in January). Council was notified of four unsuccessful applications during the period (January).

Council received funding for six grants in December totalling \$1,602,597 and funding for four grants in January totalling \$2,433,831.

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





Grants that have been approved - December

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Approved
NSW Severe Weather and Flooding from 22 February onwards - AGRN 1012 EPAR Works	Transport for NSW (State)	Disaster Recovery Funding Arrangements (DRFA)	\$ 51,974,455	\$51,974,455	\$ -	N/A	18 December 2024
<p>Comment: Council has been approved for the following new EPAR project: Verge Clean up. Note: This is a cumulative total for all EPAR projects approved, previously reported \$50,466,403. There are currently 90 EPAR submissions approved.</p>							
Strategic Planning - Staged Works (Stage 1)	Department of Climate Change, Energy, The Environment and Water (State)	Safe and Secure Water Program	\$ 151,784	\$ 75,892	\$ 75,892	N/A	5 December 2024
<p>Comment: This funding will allow Council to engage a consultant to prepare two masterplans, one for water and one for sewerage.</p>							
NSW Youth Week	Department of Communities and Justice (State)	Youth Week 2025	\$ 6,782	\$ 3,803	\$ 2,979	11 December 2024	13 December 2024
<p>Comment: This funding will be used to host a youth week activity during Youth Week 2025.</p>							
Paddon Memorial Park Picnic Setting	NSW Premiers Department (State)	Local Small Commitments Allocation Program	\$ 14,850	\$ 14,850	\$ -	22 July 2024	18 December 2024
<p>Comment: This funding will allow Council to install two additional picnic settings in Paddon Memorial Park, Evans Head.</p>							

Grants that have been received - December

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
Woodburn Riverside Park Jetty	Transport for NSW (State)	Boating Now Program (Round 3)	\$ 127,370	\$ 127,370	\$ -	5 December 2019	\$ 95,527 4 December 2024	\$ 127,370
Comment: Payment received for works completed on Woodburn Riverside Jetty upgrade.								
Coraki Park Pontoon Extension	Transport for NSW (State)	Boating Now Program (Round 3)	\$ 58,000	\$ 58,000	\$ -	5 December 2019	\$ 43,500 4 December 2024	\$ 58,000
Comment: Payment received for works completed on Coraki Park pontoon extension.								
Evans Head Sewage Treatment Project (Stage 2A Detailed Design)	Department of Climate Change, Energy, The Environment and Water (State)	Safe and Secure Water Program	\$ 600,000	\$ 300,000	\$ 300,000	N/A	\$ 90,000 16 December 2024	\$ 90,000
Comment: Milestone payment 1: 30% payment upon grant agreement execution.								
Traffic Route Lighting Subsidy 2024/25	Transport for NSW (State)	Traffic Route Lighting Subsidy 2024/25	\$ 98,000	\$ 98,000	\$ -	N/A	\$ 98,000 20 December 2024	\$ 98,000
Comment: Annual payment to subsidise street lighting.								
LRCIP Phase 1: Casino Drill Hall upgrades, Coraki Caravan Park Facility Block upgrades and Ellangowan Road Bridge	Department of Infrastructure, Transport, Regional Development and Communications (Federal)	Local Roads and Community Infrastructure Grants (LRCI).	\$ 1,005,000	\$ 1,002,214	\$ 2,786	N/A	\$ 100,221 20 December 2024	\$ 8,000
Comment: Final payment instalment received for completion of works on Ellangowan Road Bridge.								
LRCIP Phase 3: Pool and Colley Park Upgrades	Department of Infrastructure, Transport, Regional Development and Communications (Federal)	Local Roads and Community Infrastructure Grants (LRCI).	\$ 2,004,428	\$ 2,004,428	\$ -	7 June 2022	\$ 575,505 20 December 2024	\$ 1,803,985
Comment: Funding received for progress claim submitted.								

Grants that have been received - January

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
NSW Youth Week	Department of Communities and Justice (State)	Youth Week 2025	\$ 6,782	\$ 3,803	\$ 2,979	11 December 2024	\$ 3,803 14 January 2025	\$ 3,803
Comment: Payment received to allow planning of Youth Week Event.								
Paddon Memorial Park Picnic Setting	NSW Premiers Department (State)	Local Small Commitments Allocation Program	\$ 14,850	\$ 14,850	\$ -	22 July 2024	\$ 14,850 15 January 2025	\$ 14,850
Comment: Payment received to allow commencement of project.								
Strategic Planning - Staged Works (Stage 1)	Department of Climate Change, Energy, The Environment and Water (State)	Safe and Secure Water Program	\$ 151,784	\$ 75,892	\$ 75,892	N/A	\$ 15,178 16 January 2025	\$ 15,178
Comment: Milestone payment 1: 20% payment upon grant agreement execution.								
Tatham Bridge Raising	NSW Reconstruction Authority (State)	Emergency Response Fund - Northern Rivers Recovery and Resilience Program 2022-23	\$ 18,000,000	\$18,000,000	\$ -	N/A	\$ 2,400,000 22 January 2025	\$ 2,500,000
Comment: Progress payment made, in line with progress reports submitted.								

Grant Applications Submitted - December

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted
Casino Living CBD masterplan	NSW Department of Planning and Environment (State)	Regional Housing Strategic Planning Fund 2024	\$ 200,000	\$ 150,000	\$ 50,000	2 December 2024
Comment: If successful, this funding will be used to engage a consultant to assess the Casino CBD and create a comprehensive plan that updates the Richmond Valley LEP 2012 and DCP 2021.						
NSW Youth Week	Department of Communities and Justice (State)	Youth Week 2025	\$ 6,782	\$ 3,803	\$ 2,979	11 December 2024
Comment: If successful, this funding will be used to host a youth week activity during Youth Week 2025.						
Coraki Safety Initiative	Regional NSW (State)	Resilient Business Activation Program	\$ 135,000	\$ 135,000	\$ -	18 December 2024
Comment: If successful, this funding will allow Council to install 8 security cameras and one automated number plate recognition camera to the Coraki CBD to deter anti-social behaviour and deter crime.						
Broadwater Pedestrian Connection Project	Regional NSW (State)	Resilient Business Activation Program	\$ 100,000	\$ 70,000	\$ 30,000	18 December 2024
Comment: If successful, this funding will allow Council to install approximately 120m of footpath in Broadwater to connect the existing footpath network to the service station, post office and convenience store.						

Grant Applications Submitted - January

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted
Broadwater Evans Head Shared Pathway	Department of Climate Change, Energy, The Environment and Water (Federal)	Active Transport Fund	\$ 6,768,297	\$ 1,768,297	\$ 5,000,000	13 January 2025
Comment: If successful, this funding will be used in conjunction with the \$5million applied through the Get Active NSW program (outcome still pending) to construct a shared pathway between Broadwater and Evans Head						

Unsuccessful Grant Applications - January

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Advised Unsuccessful
MR145 - Road realignment at Coopers Lagoon	Department of Infrastructure, Transport, Regional Development, Communications and the Arts (Federal)	Safer Local Roads and Infrastructure Program	\$ 3,300,000	\$ 2,640,000	\$ 660,000	30 September 2024	31 January 2025
Comment: Funding oversubscribed.							
Crawfords Road Culvert Replacement and Road Reconstruction	Department of Infrastructure, Transport, Regional Development, Communications and the Arts (Federal)	Safer Local Roads and Infrastructure Program	\$ 2,200,000	\$ 1,760,000	\$ 440,000	30 September 2024	31 January 2025
Comment: Funding oversubscribed.							
Richmond Terrace	Department of Infrastructure, Transport, Regional Development, Communications and the Arts (Federal)	Safer Local Roads and Infrastructure Program	\$ 9,300,000	\$ 5,000,000	\$ 4,300,000	30 September 2024	31 January 2025
Comment: Funding oversubscribed.							
Savilles Road Culvert Replacement	Department of Infrastructure, Transport, Regional Development, Communications and the Arts (Federal)	Safer Local Roads and Infrastructure Program	\$ 400,000	\$ 320,000	\$ 80,000	30 September 2024	31 January 2025
Comment: Funding oversubscribed.							

ATTACHMENT(S)

Nil

19.5 PLANNING INSTITUTE OF AUSTRALIA - NSW PLANNING EXCELLENCE AWARD FOR MID RICHMOND PLACE PLAN

Director: Angela Jones

Responsible Officer: Tony McAteer

RECOMMENDATION

That Council notes the NSW Planning Institute of Australia Award received for the Mid-Richmond Place Plan.

REPORT

The Mid Richmond Place Plan is a major body of strategic planning work that integrates strategic planning with urban design and adaptation planning for the Mid Richmond urban settlements of Coraki, Woodburn, Broadwater, Rileys Hill and Evans Head. The project was supported by the NSW Reconstruction Authority (RA) as a pilot to inform local and regional adaption planning, whereby the Plan's Maintain/Modify/Transform narrative will be integrated into the draft Northern Rivers Regional Disaster Adaption Plan.

The Plan was prepared by consultancy firm Place Design Group and Meridian Urban, along with data provided by Broad Property Research and Advisory, in close collaboration with Council.

Place Design Group, with support from Council, nominated the Mid Richmond Place Plan for awards in two categories at the 2024 NSW Planning Institute of Australia (PIA) Planning Excellence Awards. The Plan was successfully awarded first place in the Climate Change & Resilience category, and received a highly commended award in the category of Strategic Planning Projects.



Planning Excellence Award for Climate Change and Resilience

Presented by NSW Planning Minister Scully to Council's Strategic Planner, Tony McAteer, and Place Design Group's Louise Lingren

Planning Excellence Highly Commended Award for Strategic Planning

Presented by Allan Gear, Group Director of NSW Public Works Advisory, to Council's General Manager, Vaughan Macdonald, and Place Design Group's Alyce Keen



The Mayor, General Manager and Council’s Mr McAteer joined with representatives of Place Design Group to attend the NSW PIA Planning Excellence Awards dinner held at the Ivy Ballroom Sydney on 14 November 2024.

Receipt of the NSW PIA Planning Excellence Award for the Mid Richmond Place Plan provides strong recognition of the strategic work produced by the consultancy team in close collaboration with Council. Appreciation must be extended to the council team that worked tirelessly on the project, and to Place Design Group & Meridian Urban, for their professionalism. In addition, recognition needs to be extended to the NSW Reconstruction Authority & Office of Local Government for providing financial assistance towards the project.

All category winners from the State Awards now progress as finalists in the National PIA Planning Excellence Awards which will be announced at the awards function to be held at the National PIA Congress in Darwin on from 29 to 30 May 2025.

The following link to the PIA award winners’ page; includes a booklet, media release, and YouTube video of the winning projects, and photos from the event.

<https://www.planning.org.au/aboutpianew/nsw-2/congratulations-to-our-nsw-award-winners>



ATTACHMENT(S)

Nil

19.6 WRITE OFF OF MONIES UNDER DELEGATION**Director: Ryan Gaiter****Responsible Officer: Sheree Ros****RECOMMENDATION**

That Council receives and notes the write-off of monies totalling \$14,503.27 under the General Manager's delegation.

REPORT

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

This summary report covers the period commencing 1 June 2024 – 31 December 2024. The General Manager has exercised his delegation to write off monies over \$1,000 five (5) times due to concealed water leak applications and incidents.

- Debtor 502975 \$1,203.96 – Variation to original estimate of meter relocation from works completed December 2022.
- Debtor 502909 \$1,287.93 – Vehicle accident at Sewer Pump Station on 2 March 2024. Driver pursued for damages. Drivers whereabouts unknown.
- Property 131740 \$4,606.44 – this write off was due to a concealed water leak. Council employed a third-party contractor to carry out sewer maintenance and repairs. Substantial leak was discovered after works were completed.
- Property 110995 \$4,061.80 – this write off was due to the ratepayer's mental health condition, this was verified by family and the person's medical practitioner. Ratepayer was unaware of excessive water use.
- Property 174340 \$3,343.14 – this write off was due to a concealed water leak. There was excessive water consumption, owner doesn't live on site and there was wet weather conditions at the time. Owner turned water meter off as soon as leak was identified, and the leak was then repaired.

ATTACHMENT(S)**Nil**

20 QUESTIONS ON NOTICE

Nil

21 QUESTIONS FOR NEXT MEETING (IN WRITING)

22 MATTERS REFERRED TO CLOSED COUNCIL**RECOMMENDATION**

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

22.1 Tender VP436928 - Evans Head Bridge 250mm Pipe Replacement

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 Tender VP439251 – Legal and Probity Advisory Services Panel

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.

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

23 RESOLUTIONS OF CLOSED COUNCIL