

Richmond  
Valley  
Council



# **MINUTES**

**Ordinary Council Meeting  
15 July 2025**

**ORDER OF BUSINESS**

<b>1</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>4</b>
<b>2</b>	<b>PRAYER.....</b>	<b>4</b>
<b>3</b>	<b>PUBLIC ACCESS .....</b>	<b>4</b>
<b>4</b>	<b>APOLOGIES .....</b>	<b>5</b>
<b>5</b>	<b>MAYORAL MINUTES.....</b>	<b>5</b>
	Nil	
<b>6</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>5</b>
6.1	Minutes Ordinary Meeting held 24 June 2025 .....	5
<b>7</b>	<b>MATTERS ARISING OUT OF THE MINUTES .....</b>	<b>5</b>
<b>8</b>	<b>DECLARATION OF INTERESTS .....</b>	<b>5</b>
<b>9</b>	<b>PETITIONS.....</b>	<b>5</b>
	Nil	
<b>10</b>	<b>NOTICE OF MOTION .....</b>	<b>5</b>
	Nil	
<b>11</b>	<b>MAYOR'S REPORT .....</b>	<b>6</b>
11.1	Mayoral Attendance Report 17 June - 7 July 2025 .....	6
<b>12</b>	<b>DELEGATES' REPORTS.....</b>	<b>6</b>
12.1	Delegates' Report July 2025 - Rous County Council .....	6
<b>13</b>	<b>MATTERS DETERMINED WITHOUT DEBATE .....</b>	<b>6</b>
13.1	Matters to be Determined Without Debate.....	6
<b>14</b>	<b>GENERAL MANAGER .....</b>	<b>7</b>
14.1	Flood Risk Management Update - Richmond Valley Flood Risk Management Plan and CSIRO Catchment Model .....	7
<b>15</b>	<b>COMMUNITY SERVICE DELIVERY .....</b>	<b>7</b>
	Nil	
<b>16</b>	<b>INFRASTRUCTURE SERVICES &amp; PROJECTS .....</b>	<b>8</b>
16.1	Coraki Drainage Actions.....	8
<b>17</b>	<b>ORGANISATIONAL SERVICES .....</b>	<b>9</b>
17.1	Financial Analysis Report - June 2025 .....	9
17.2	Audit, Risk and Improvement Committee, Updated Terms of Reference and Internal Audit Charter .....	9
<b>18</b>	<b>GENERAL BUSINESS .....</b>	<b>10</b>
	Nil	
<b>19</b>	<b>MATTERS FOR INFORMATION .....</b>	<b>10</b>
19.1	Development Applications Determined Under the Environmental Planning and Assessment Act for the Period 1 June 2025 - 30 June 2025 .....	10
19.2	Customer Experience Report 1 April - 30 June 2025.....	10
19.3	Casino Showground & Racecourse Project Update .....	10

19.4	Grant Application Information Report - June 2025.....	11
19.5	Correspondence - Richmond Valley Regional Job Precinct Masterplan and LEP - Minister for Planning.....	11
<b>20</b>	<b>QUESTIONS ON NOTICE .....</b>	<b>11</b>
	Nil	
<b>21</b>	<b>QUESTIONS FOR NEXT MEETING (IN WRITING).....</b>	<b>11</b>
<b>22</b>	<b>MATTERS REFERRED TO CLOSED COUNCIL .....</b>	<b>12</b>
22.1	Bruxner Highway Project Update .....	12
<b>23</b>	<b>RESOLUTIONS OF CLOSED COUNCIL .....</b>	<b>13</b>

**MINUTES OF RICHMOND VALLEY COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, 10 GRAHAM PLACE, CASINO  
ON TUESDAY, 15 JULY 2025 AT 6PM**

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

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

**IN ATTENDANCE:** Vaughan Macdonald (General Manager), Ben Zeller (Director Infrastructure Services and Projects), Hayley Martin (Acting Director Organisational Services) Jenna Hazelwood (Chief of Staff), Julie Clark (Personal Assistant to the General Manager and Mayor), Simon Breeze (IT Support Coordinator).

## **1 ACKNOWLEDGEMENT OF COUNTRY**

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

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

## **2 PRAYER**

The meeting opened with a prayer by the General Manager.

## **3 PUBLIC ACCESS**

Ms Deborah Bell addressed Council in relation to Item 16.1 Coraki Drainage Actions.

Ms Bell provided a presentation identifying drainage issues being experienced by residents in low-lying areas of Coraki during rain events and requested Council conduct remedial works to address these issues.

The Deputy Mayor thanked Ms Bell for her presentation and address.

A full recording of the public address segment is available at:

<https://richmondvalley.nsw.gov.au/council/council-meetings/council-meeting-videos/>

**4 APOLOGIES****RESOLUTION 150725/1**

Moved: Cr Sandra Humphrys

Seconded: Cr Sam Cornish

That the apology received from Cr Robert Mustow be accepted and leave of absence granted.

**CARRIED**

**5 MAYORAL MINUTES**

Nil

**6 CONFIRMATION OF MINUTES****6.1 MINUTES ORDINARY MEETING HELD 24 JUNE 2025****RESOLUTION 150725/2**

Moved: Cr Robert Hayes

Seconded: Cr John Walker

That Council confirms the Minutes of the Ordinary Meeting held on 24 June 2025

**CARRIED**

**7 MATTERS ARISING OUT OF THE MINUTES**

Nil

**8 DECLARATION OF INTERESTS**

Cr John Walker declared a non-pecuniary non-significant interest in relation to Item 19.3 Casino Showground & Racecourse Project Update, due to being the President of the Casino Racing Club Ltd.

**9 PETITIONS**

Nil

**10 NOTICE OF MOTION**

Nil

**11 MAYOR'S REPORT****11.1 MAYORAL ATTENDANCE REPORT 17 JUNE - 7 JULY 2025****RESOLUTION 150725/3**

Moved: Cr Sandra Humphrys

Seconded: Cr Robert Hayes

That Council receives and notes the Mayoral Attendance Report for the period 17 June – 7 July 2025.

**CARRIED**

**12 DELEGATES' REPORTS****12.1 DELEGATES' REPORT JULY 2025 - ROUS COUNTY COUNCIL****RESOLUTION 150725/4**

Moved: Cr Sandra Humphrys

Seconded: Cr Robert Hayes

That Council receives and notes the Delegates' Report – Rous County Council for July 2025.

**CARRIED**

**13 MATTERS DETERMINED WITHOUT DEBATE****13.1 MATTERS TO BE DETERMINED WITHOUT DEBATE****RESOLUTION 150725/5**

Moved: Cr Sandra Humphrys

Seconded: Cr Sam Cornish

That item 17.2 identified be determined without debate.

**CARRIED**

**14 GENERAL MANAGER****14.1 FLOOD RISK MANAGEMENT UPDATE - RICHMOND VALLEY FLOOD RISK MANAGEMENT PLAN AND CSIRO CATCHMENT MODEL****EXECUTIVE SUMMARY**

Preparation of the Richmond Valley Council Flood Risk Management Study and Plan (FRMS&P) is progressing well, with the draft plan scheduled for public exhibition by the end of the year. This complements the work currently being undertaken by the CSIRO, with the recent release of its hydrodynamic model for the entire Richmond River catchment. Council continues to work with the Flood Risk Management Plan Committee to progress identified mitigation options that could also be included in CSIRO scenario testing later this year. The CSIRO will commence public consultation on possible mitigation options later this month, with meetings scheduled for Casino and Woodburn. The program will include direct consultation with the four councils in the catchment. Following the consultation, the CSIRO will group potential mitigation options into broader scenarios and run these scenarios through the model to test the impacts. This will help to identify risk management solutions that could be constructed in the future, subject to funding. Following release of the final CSIRO report in June 2026, the Richmond Valley Council FRMP may be amended to include any additional options identified.

**RESOLUTION 150725/6**

Moved: Cr John Walker

Seconded: Cr Robert Hayes

That Council

1. Notes the progress on the Richmond Valley Council Flood Risk Management Study and Plan and the proposed timeframe for delivery of the draft documents.
2. Further notes the recent release of the CSIRO hydrodynamic model for the Richmond River catchment and the proposed consultation program with the community and regional councils to identify possible flood mitigation scenarios for modelling.
3. Continues to work with the Northern Rivers Resilience Initiative and the NSW Reconstruction Authority to support the alignment of local and regional flood studies, identify suitable flood mitigation options and future funding sources to reduce flood risk.

**CARRIED**

**15 COMMUNITY SERVICE DELIVERY**

Nil

## **16 INFRASTRUCTURE SERVICES & PROJECTS**

### **16.1 CORAKI DRAINAGE ACTIONS**

#### **EXECUTIVE SUMMARY**

Persistent wet weather in addition to already saturated land, assets and catchments, is putting pressure on the Richmond Valley's network of drainage, sewer and stormwater infrastructure. Stormwater drainage assets are generally designed to manage rainfall events in the range of a 1 in 5 (20% Annual Exceedance Probability (AEP) rainfall event. Changing climate patterns and increased development in urban areas has resulted in an increased number of reports that certain areas of the Richmond Valley's stormwater drainage network are not performing efficiently, with drainage infrastructure temporarily overwhelmed in certain rainfall events.

Residents in some of the lower-lying areas of Coraki, around Bridge Street, Adam Street, Richmond Terrace and Windsor Park have raised concerns in the aftermath of the 2022 weather events, and the more recent Cyclone Alfred event in March of this year. Council staff have been working closely with this group corresponding and meeting with affected residents and providing regular updates on the numerous actions and investigations being undertaken.

As part of Council's investigations, concerns were raised about the unformed section of Bridge Street relating to the use of the land in wet conditions, drainage implications, the effect on adjoining properties and the service levels for maintenance. To improve drainage performance, Council proposed the closure of the unformed part of Bridge Street to enable the removal of a road pipe crossing to increase the flow of stormwater along Bridge Street and into the Windsor Park wetland. This proposal was placed on public exhibition on 20 May 2025 with public submissions invited up until 13 June 2025.

A petition was received on 12 June 2025, opposing the road closure and removal of the road pipe crossing, instead requesting a full upgrade to the unformed part of Bridge Street and an increase in maintenance and service levels.

#### **RESOLUTION 150725/7**

Moved: Cr John Walker

Seconded: Cr Lyndall Murray

That Council

1. Notes the content of the Coraki Drainage Actions report and the strain our drainage assets across the Richmond Valley are under given the ongoing wet weather;
2. Acknowledges the community feedback received on the Proposed Closure of part Bridge Street Coraki and notes the operational decision to not proceed with the closure at this time;
3. Supports the continued review and improvement of drainage infrastructure and service levels in Coraki and across the Richmond Valley in line with the adopted 2025/26 Operational Plan and budget.
4. Receives a further report, allowing Council to prioritise the spending of the additional \$500,000 allocated to drainage works, in the budget.

**CARRIED**



## 17 ORGANISATIONAL SERVICES

### 17.1 FINANCIAL ANALYSIS REPORT - JUNE 2025

#### EXECUTIVE SUMMARY

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

The value of Council's cash and investments at 30 June 2025 is shown below:

Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
\$18,961,124	\$33,000,000	\$6,750,390	\$4,500,000	\$17,929,895	\$81,141,409

The weighted average rate of return on Council's cash and investments at 30 June 2025 was 7.07% which was above the Bloomberg AusBond Bank Bill Index for June of 3.82% (annualised), which is Council's benchmark.

#### RESOLUTION 150725/8

Moved: Cr John Walker

Seconded: Cr Sandra Humphrys

That Council adopts the Financial Analysis Report detailing the performance of its cash and investments for the month of June 2025.

**CARRIED**

### 17.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE, UPDATED TERMS OF REFERENCE AND INTERNAL AUDIT CHARTER

#### EXECUTIVE SUMMARY

In March 2024 Council adopted the Audit, Risk and Improvement Committee (ARIC) Terms of Reference in line with the Office of Local Government's update on the *Guidelines for Risk Management and Internal Audit for Local Government in NSW*. Since then, the Local Government Regulation 2021 has been amended to give statutory force to key elements of the Guidelines. The amended regulation commenced on 1 July 2024 and as such the ARIC is required to update its Terms of Reference to reflect these minor modifications. Along with these amendments, the Global Internal Audit Standards have also come into effect in January 2025. In order to ensure compliance with these changes, the Audit Risk and Improvement Committee Terms of Reference and Internal Audit Charter have been updated.

#### RESOLUTION 150725/9

Moved: Cr Sandra Humphrys

Seconded: Cr Sam Cornish

That Council adopts the updated Audit, Risk and Improvement Committee Terms of Reference and Internal Audit Charter.

**CARRIED**

**18 GENERAL BUSINESS**

Nil

**19 MATTERS FOR INFORMATION****RESOLUTION 150725/10**

Moved: Cr Sam Cornish

Seconded: Cr Lyndall Murray

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

**CARRIED**

**19.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 JUNE 2025 - 30 JUNE 2025****RESOLUTION 150725/11**

Moved: Cr Sam Cornish

Seconded: Cr Lyndall Murray

That Council receives and notes the Development Application report for the period 1 June 2025 to 30 June 2025

**CARRIED**

**19.2 CUSTOMER EXPERIENCE REPORT 1 APRIL - 30 JUNE 2025****RESOLUTION 150725/12**

Moved: Cr Sam Cornish

Seconded: Cr Lyndall Murray

That Council receives and notes the Customer Experience Report for the period 1 April – 30 June 2025.

**CARRIED**

**19.3 CASINO SHOWGROUND & RACECOURSE PROJECT UPDATE****RESOLUTION 150725/13**

Moved: Cr Sam Cornish

Seconded: Cr Lyndall Murray

That Council receives and notes the Casino Racecourse and Showground report.

**CARRIED**

**19.4 GRANT APPLICATION INFORMATION REPORT - JUNE 2025****RESOLUTION 150725/14**

Moved: Cr Sam Cornish

Seconded: Cr Lyndall Murray

That Council receives and notes the Grant Application Information Report for the month of June 2025.

**CARRIED**

**19.5 CORRESPONDENCE - RICHMOND VALLEY REGIONAL JOB PRECINCT MASTERPLAN AND LEP - MINISTER FOR PLANNING****RESOLUTION 150725/15**

Moved: Cr Sam Cornish

Seconded: Cr Lyndall Murray

That Council receives and notes the correspondence to The Hon. Tara Moriarty, MLC

Minister for Regional NSW and the response received regarding the Regional Jobs Precinct Activation.

**CARRIED**

**20 QUESTIONS ON NOTICE**

Nil

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

Nil

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

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

### **22.1 Bruxner Highway Project Update**

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

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

The Chair called for representations from the gallery.

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

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

### **RESOLUTION 150725/16**

Moved: Cr John Walker

Seconded: Cr Sandra Humphrys

That:

1. Council enters Closed Council to consider the business identified in Item 22.1, together with any late reports tabled at the meeting.
2. Pursuant to section 10A(2) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis the business to be discussed is classified confidential under the provisions of section 10(2) as outlined above. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) Local Government Act 1993

**CARRIED**

Council closed its meeting at 6.46pm

The open Council meeting resumed at 7.02pm

## **23 RESOLUTIONS OF CLOSED COUNCIL**

The resolution of the Closed Council meeting were read by the Director Infrastructure Services and Projects (Items 22.1)

### **22.1 Bruxner Highway Project Update**

That Council receives the Bruxner Highway Project Update report and notes the project delivery model option of Council's Asset Delivery Team managing both the roundabout and internal subdivision work elements which have commenced.

The Meeting closed at 7.03pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 19 August 2025.

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**CHAIRPERSON**