

Richmond
Valley
Council



AGENDA

Ordinary Council Meeting

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

Date: Tuesday, 19 August 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 15 JULY 2025

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Meeting held on 15 July 2025.

REPORT

Refer attached Minutes.

ATTACHMENT(S)

- 1. Unconfirmed Minutes 15 July 2025 (under separate cover)**

7 MATTERS ARISING OUT OF THE MINUTES

8 DECLARATION OF INTERESTS

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

9 PETITIONS

Nil

10 NOTICE OF MOTION

Nil

11 MAYOR'S REPORT**11.1 MAYORAL ATTENDANCE REPORT 8 JULY - 11 AUGUST 2025**

Author: Robert Mustow

RECOMMENDATION

That Council receives and notes the Mayoral Attendance Report for the period 8 July – 11 August 2025.

July

- 25th Stan Payne Oval announcement with Richie Williamson, MP Member for Clarence and user groups
- 28th Casino High School – Welcome Assembly for Japanese Exchange Students
- 28th Northern NSW Regional Stakeholder Forum (Local Health District)
- 29th Tatham Bridge and Suspension bridge inspection with Richie Williamson, MP Member for Clarence.
- 29th Richmond Valley Council – Northern Rivers Resilience Initiative briefing on CSIRO model & report.
- 30th Rous County Council – Northern Rivers Resilience Initiative briefing on CSIRO model & report.
- 31st CSIRO Community Engagement Session Casino.

August

- 1st St Mary's Primary School Truck Show event
- 1st Casino Truck Show Sponsorship night and Light up event
- 2nd Casino Truck Show Saturday Casino CBD
- 2nd Bentley Art Prize presentation
- 5th Richmond Valley Council – Information Session
- 6th CSIRO Community Engagement Session Woodburn
- 6th St Mary's Primary School Mobile Laundry Trailer Community Meeting
- 8th Achieve Australia Fun Run Launch Casino
- 11th Citizenship Ceremony

ATTACHMENT(S)

Nil

12 DELEGATES' REPORTS

Nil

13 MATTERS DETERMINED WITHOUT DEBATE

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

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

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

That items identified be determined without debate.

14 GENERAL MANAGER

14.1 RICHMOND VALLEY ECONOMIC DEVELOPMENT STRATEGY

Author: Vaughan Macdonald

EXECUTIVE SUMMARY

The Richmond Valley Economic Development Strategy will be a foundational tool for delivering the goals of *Richmond Valley 2040 - Community Strategic Plan*. Informed by data and extensive community consultation, it provides Council with a strong evidence base to guide investment decisions and support and promote economic success.

A published strategy signals to investors, businesses, and government agencies that the region is serious about growth and has a plan to support it. The strategy also amplifies the voices of local businesses and residents, demonstrating Council's responsiveness to community needs and priorities.

RECOMMENDATION

That Council adopts the Richmond Valley Economic Development Strategy 2025 – 2030.

DELIVERY PROGRAM LINKS

Objective 3: Grow and diversify our economy

Strengthen the Valley's manufacturing and industrial base

3A1 Encourage new manufacturing and processing industries to relocate to the Richmond Valley

BUDGET IMPLICATIONS

The Economic Development Strategy has been developed by Council in collaboration with business, community and economic stakeholders. Budget allowance has been made for first year initiatives.

REPORT

In January 2025, the Invest and Live Team commenced development of the Richmond Valley Economic Development Strategy 2025–2030. A guiding document that sets out key directions for economic growth and resilience over the next five years, the strategy aims to support local businesses, attract investment, and support a thriving, inclusive economy across the Richmond Valley.

CONSULTATION

To inform the strategy, a comprehensive consultation process was undertaken. Strategically, the team used multiple methods of data collection including insights drawn from broader consultation efforts for the Community Strategic Plan and Destination Management Plan. Collectively, feedback was received through the following channels:

- Councillor feedback
- Business Insight Surveys
- Business canvassing - face to face
- Targeted focus group forums
- Community Strategic Plan Surveys

- Community Strategic Planning Roundtable Sessions
- Destination Management Plan workshops

Consultation with the local business community provided understandings into both operational issues and broader economic considerations. Across the board, small businesses, primarily within our Community Business Districts, were almost universal in their concerns.

Key issues included marketing challenges due to limited time and expertise, the growing impact of online shopping on local foot traffic (particularly affecting businesses without a digital presence), limited or inadequate public transport, and parking shortages in town centres, often exacerbated by employee parking reducing availability for customers. Concerns were also raised about absentee landlords whose lack of engagement negatively affects the vibrancy of local business precincts. While these concerns reflect immediate operational barriers, they also informed further work to understand how broader-scale economic objectives could better support the long-term success of the small business sector.

Through this consultation process, several key economic themes emerged. The Richmond Valley's strategic location, relative affordability for investment, strong agricultural and manufacturing sectors, and natural landscape were consistently identified as core economic strengths.

In contrast, challenges such as revitalising CBDs, attracting and retaining skilled workers, housing availability, and the rising cost of living were raised as ongoing pressures. Businesses also identified support needs including more regular engagement with Council, greater opportunities for collaboration, and improved awareness of available grants and funding.

These insights, combined with data collected from key strategic documents, including the Community Strategic Plan, Regional Job Precinct Masterplan, Richmond Valley Growth Management Strategy, and the Casino & Mid Richmond Place Plans, have shaped the Richmond Valley Economic Development Strategy 2025–2030.

The Strategy's five key objectives provide an ambitious pathway to guide economic development and business support across the region.

These objectives are:

1. **Establish the Richmond Valley as a Regional Growth Centre**
Focus areas include strengthening infrastructure and investment, activating the Regional Job Precinct, expanding government-led services, revitalising CBDs, and supporting the development of affordable housing.
2. **Be an Easy Place to Do Business**
This objective aims to build a business-friendly reputation, enhance networking and collaboration, and improve access to State and Federal government support.
3. **Advance Innovation and Broaden the Economic Landscape**
Priorities include investigating market trends and gaps, promoting agricultural innovation and technology, encouraging a green and sustainable economy, and diversifying economic opportunities.
4. **Build a Thriving Future**
Focused on workforce empowerment through education, talent retention and attraction, and planning for sustainable and resilient infrastructure.
5. **Grow the Visitor Economy**
Delivered in partnership with the Destination Management Plan (DMP), this objective seeks to increase visitation and grow the tourism economy, with detailed actions to be outlined in the DMP.

CONCLUSION

The endorsement and adoption of the Richmond Valley Economic Development Strategy affirms Council's commitment to driving economic success across the region. It demonstrates to businesses and the community that their feedback has been heard and that Council is actively

supporting growth, industry diversification, and improved quality of life for residents. As a dynamic and responsive document, the strategy is designed to be regularly reviewed and adapted to meet the needs of a changing economy. It serves as a guiding framework for all levels of business and investment, ensuring inclusive and sustainable economic development.

Subject to Council's adoption of the Strategy, it will be communicated to our community and discussions with the business community and potential investors will continue.

A copy of the strategy is available by clicking on the below link;

<https://richmondvalley.nsw.gov.au/wp-content/uploads/2025/08/Final3-RVC-EDS-25-JP-08Aug.pdf>

ATTACHMENT(S)

Nil

14.2 DELIVERY PROGRAM PROGRESS REPORT: JANUARY - JULY 2025**Author: Vaughan Macdonald****EXECUTIVE SUMMARY**

Richmond Valley Council has completed the final six months of its 2023-2025 Delivery Program, and the final year of its 2022-2025 Rebuilding the Richmond Valley Recovery Plan, with significant progress being achieved in all areas. This marks a major milestone in the Valley's flood recovery journey and provides an opportunity to reflect on community achievements and finalisation of flood repairs. Council will now move to supporting the next phase of recovery with a stronger emphasis on adaptation and resilience works. Remaining actions from the Recovery Plan, including completion of the \$100m road repair program, continued work with the NSW Reconstruction Authority to complete its programs and finalisation of essential resilience planning, have been carried forward into Council's new Delivery Program for 2025-2029.

Of the 80 principal activities in the 2023-2025 Delivery Program, 69 have been fully completed and 11 will be carried forward.

RECOMMENDATION

That Council:

1. Receives the January – July 2025 Progress Report on the 2023-2025 Delivery Program and notes the completion of the program, the significant progress across the four Key Directions and Council's successful advocacy to secure community funding over the past two years.
2. Notes the completion of the 2023-2025 Rebuilding the Richmond Valley Recovery Plan and the progress achieved in the first three years of community flood recovery, including successful advocacy for \$110m for repair and betterment projects.
3. Continues to work with the community and the NSW Reconstruction Authority through the next stage of flood recovery and adaptation and to advocate strongly for continued government support and funding.

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 completed the final six months of its 2023-2025 Delivery Program, and the final year of its 2022-2025 Rebuilding the Richmond Valley Recovery Plan, with significant progress being achieved in all areas. This marks a major milestone in the Valley's flood recovery journey. Although there is still much to be done, and new challenges arising following continued weather events, the close of the recovery plan provides an opportunity to reflect on how much has been achieved over the past three years through the courage and determination of the Richmond

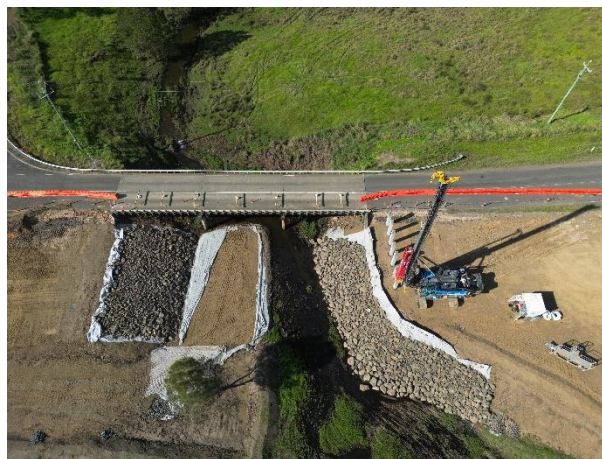
Valley community following the 2022 event. Council will now move to supporting the next phase of flood recovery with a stronger emphasis on adaptation and resilience works. Remaining actions from the Recovery Plan, including completion of the \$100m road repair program, continued work with the NSW Reconstruction Authority to complete its programs and finalisation of essential resilience planning, such as the Richmond Valley Floodplain Risk Management Plan, have been carried forward into Council's new Delivery Program for 2025-2029.

Recovery Plan Progress

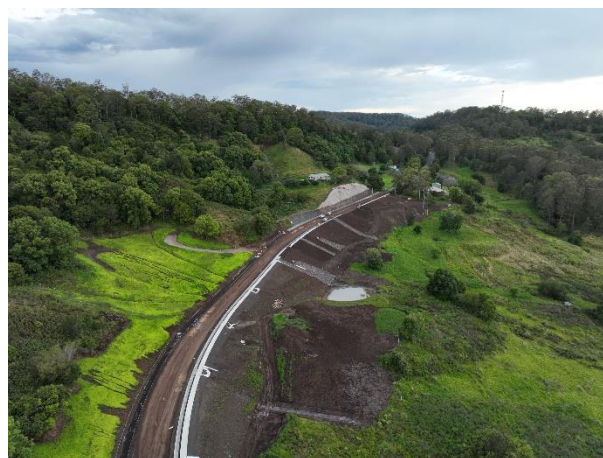
The newly-elected 2021-2024 Council was in its second month of office when the Richmond Valley was devastated by the February-March 2022 flood events, which saw up to 3000 properties impacted by flooding, 1200 buildings damaged and some 1000 people displaced in the immediate aftermath. Responding to the event, Council delayed its normal planning cycle and prepared the Rebuilding the Richmond Valley Recovery Plan to set out its vision to help restore the Valley over the next three years in partnership with the community, disaster support agencies and state and federal governments. The guiding principle of the Plan was to not just rebuild what had been lost or damaged, but to build back better and stronger, so the community was better prepared for the next event and more resilient to the ongoing impacts of natural disasters.

The past three years of the Plan have seen the following milestones achieved:

- Successful advocacy to secure more than \$110m of direct government funding for community infrastructure repairs, betterment works and recovery projects. This includes \$53m in Disaster Recovery Funding for road repairs, \$22m under the Northern Rivers Resilience Initiative from raising the twin Tatham bridges and improving road drainage at Dairy Flat and Thearles Canal and \$15.8m for the Naughton's Gap remediation project. Completion of major road restoration works, including:
 - Bentley landslip and road remediation
 - Naughton's Gap remediation
 - Extensive repair work to the Woodburn-Coraki Road
 - Repairs to Bentley Road, Manifold Road, Springrove Road, Broadwater Evans Road, Woodburn Evans Head Road, Rappville Road, Rifle Range Road Broadwater and Little Pitt Street
 - Restoration of town roads in Evans Head, Broadwater, Woodburn and Coraki
 - Landslip repairs at Upper Cherry Tree, Upper Mongogarrie and Swan Bay
- Completion of the \$6m flood-waste clean-up program, removing 80,000 tonnes of waste
- Completion of \$2m in repairs to damaged community buildings, including the Woodburn Community Building, Woodburn Memorial Hall, Coraki Youth Hall, Broadwater Community Hall, Coraki Museum, Broadwater and Woodburn RFS & SES buildings.



The Tatham Bridge replacement project is well underway and scheduled for completion in February 2026.



Naughton's Gap restoration works, completed in December 2024.

- Restoration and enhancement of sporting facilities, including resurfacing of sports fields at Woodburn, Broadwater, Evans Head and Casino, major repairs and resilience works at the Casino Indoor Sports Stadium, construction of new football, soccer and netball clubhouses and funding for a new combined facility for the Woodburn Pony and Tennis Clubs (which will be completed early next year)
- Riverbank restoration and replanting programs at Coraki and Casino



Woodburn Festival of the Waters community recovery event

- Completion of the Richmond Valley Growth Management Strategy to identify future residential development opportunities and preparation of combined Adaptation and Place Plans for the Mid-Richmond communities of Evans Head, Broadwater/Riley's Hill, Woodburn and Coraki.
- Ongoing support for flood-affected properties to restore their homes, businesses and farms and build resilience, with 39 Development Applications approved over the past three years, including 24 house raising projects. Additional house raising projects have now been approved under the Resilient Homes Program.
- Completion of the Woodburn CBD masterplan and Richmond Terrace reconstruction plan, with continued advocacy for funding support for both projects.
- Completion of the revised Richmond Valley Flood Study, incorporating the 2022 flood levels and commencement of a new Floodplain Risk Management Plan
- Major regional economic stimulus projects, including completion of the Casino-Lismore section of the Northern Rivers Rail Trail, further sections of the Three Villages Cycleway, finalization of the Richmond Valley Regional Jobs Precinct Masterplan and the Casino showground and racecourse upgrade.



Riverbank restoration works

Council continues to advocate for further government support for flood recovery and to work directly with the NSW Reconstruction Authority to complete initiatives, such as the Resilient Homes and Resilient Lands Programs and finalise the future use of buy-back lands.

Delivery Program Progress

Council's decision to delay its IP&R planning cycle and concentrate primarily on recovery in the year immediately after the flood, meant that its Delivery Program timeframe was reduced from the standard four years to two years (2023-2025). In this regard, it was expected that some longer-term programs and works would be carried over into the new 2025-2029 Delivery Program, following election of the new Council.

At the conclusion of the 2023-2025 program:

- 69 of the 80 Principal Activities have been fully completed
- 8 Activities are on schedule and have been carried over to the 2025-2029 Delivery Program to support planned completion of long-term programs and major construction projects

- 3 Activities are behind schedule and have been carried over to the 2025-2029 Delivery Program to ensure these projects are delivered.

A full progress report for the January-June 2025 period is attached.

The eight activities carried over include:

- Finalisation of the \$100m road repair program from the 2022 floods, with \$50m of works completed so far. Road damage sustained in the Cyclone Alfred event earlier this year (estimated at \$5.7m) will be added to this program following approval for Disaster Funding
- Completion of the new combined clubhouse facility for the Woodburn Pony and Tennis Clubs – design work is underway and construction is due for completion in 2026.
- Ongoing work with the NSW Reconstruction Authority to finalise its programs, resolve future options for buy-back lands and complete the Northern Rivers Disaster Adaptation Plan.
- Finalisation of the Richmond Valley Masterplan project – due for completion in 2026.
- Continued activation of the Richmond Valley Regional Jobs Precinct, including completion of the Precinct 3 Industry Activation Project
- Completion of major infrastructure projects including planning for the \$65m+ replacement of the Casino STP and replacement of the twin Tatham Bridges.
- Completion of the Richmond Valley Floodplain Risk Management Plan – due mid-2026.
- Review of Council's waste management strategy to incorporate its revised policy position opposing Energy from Waste facilities and explore alternative waste disposal options for the future – due later this year following community consultation.

The three Activities that are behind schedule and have been carried over to the new Delivery Program are:

- Preparation of a visitor accommodation strategy for the Richmond Valley – this project was reliant on government funding, which has not been secured. Council is now exploring alternative funding pathways, with a view to completing the project within the next 12 months.
- Finalisation of the Richmond Valley Destination Management Plan 2030 and Beyond - consultation and development work for this project has been completed and a draft prepared for review. Council plans to complete this project by the end of the year.
- Work on Stage 1 of the Casino Water Security Project. Although this project was expected to carry over to the new Delivery Program, delays with receipt of technical assessments and designs from consultants have placed it behind schedule. It is expected that this work will progress within the next few months.

During the January – July 2025 period Council continued to experience challenges with prolonged rainfall, with the March Cyclone Alfred event causing further damage to the Richmond Valley's road network. Extended wet weather and saturated ground has impeded progress with road repairs and construction work and created challenges with maintenance of drains and open spaces. However, Council has still made significant progress with its road repair and resilience program. Highlights of the past six months include:

- Continued progress on the \$100m repair program for flood damaged roads, including completion of the Bentley Rd landslip repairs, restoration of Spring Grove Rd and commencement of works at McDonalds Bridge Rd.



Removing the old deck on Broadwater Bridge

- Completion of major repairs to the Broadwater Bridge, in time for the cane harvest season
- Progress on major resilience works, including raising and replacement of the twin Tatham Bridges
- Completion of Council's community consultation program to inform the review of the Community Strategic Plan and develop a new Delivery Program, with more than 3000 community responses received over the six-month program.
- Commencement of a \$13m industry activation project for Precinct 3 of the Regional Jobs Precinct, to deliver a further 20 industrial lots
- Continued activation of the Regional Jobs Precinct, including commencement of planning for Australia Post's new distribution centre in Precinct 1.
- Continued delivery of Place Plan projects, with Council securing a \$5.3m grant to build further sections of the Three Villages Cycleway in the Mid-Richmond. The Place Plans have received State and National awards for adaptation planning from the Planning Institute of Australia and continue to guide future investment for the Mid-Richmond communities
- Continued progress on Council's sustainability initiatives, including the growing out program for schools, raising seedlings and trees for community planting. There are currently 540 plants being cared for by local students, with nearly half due for planting out in local parks, streets and open spaces in the coming months.
- Successful completion of the \$35,000 Jabiru-Geneebeinga Wetlands restoration project, removing invasive weeds and enhancing biodiversity.
- Continued commissioning of the Cell 6 waste disposal area at the Nammoona Facility
- Commencement of the Casino Library extensions to provide more meeting spaces and continued expansion of library membership, programs and services.



Clay and Tea craft workshop at Casino to promote biodiversity awareness

CONCLUSION

Council has now completed the final six months of its 2023-25 Delivery program and the 2020-25 Rebuilding the Richmond Valley Recovery Plan. This marks a significant milestone in the Valley's flood recovery. The majority of activities within the Delivery Program have been completed, with 8 major projects and programs carried through to the new 2025-29 Delivery Program for finalisation. This includes continued flood recovery and repair works and ongoing adaptation and resilience measures. Council will continue to advocate strongly for ongoing support for flood-affected communities.

ATTACHMENT(S)

1. **Delivery Program Progress Report January - June 2025 (under separate cover)**

14.3 CASINO TRUCK SHOW 2025 - SUCCESS AND IMPACT ON LOCAL BUSINESS

Director: Vaughan Macdonald

Responsible Officer: Sharon Davidson

EXECUTIVE SUMMARY

The 2025 North Coast Petroleum Casino Truck Show proved to be an overwhelming success, drawing record-breaking attendance, exceeding exhibitor expectations, and setting a new benchmark for community involvement. Held over two days in the Casino CBD, the event attracted thousands of visitors, including industry professionals, truck enthusiasts, families, and key stakeholders from across the region.

Key highlights:

- **Unprecedented attendance:** This year's NCP Casino Truck Show saw a 33 percent increase in attendance compared to the previous year, with an estimated 40,000 attendees.
- **Strong industry participation:** More than 40 exhibitors showcased the latest in truck technology, equipment, and services, including several major industry leaders.
- **Economic impact:** The event delivered a significant boost to the local economy, with increased activity in the hospitality and retail sectors.
- **Community engagement:** Family-friendly activities, live entertainment, and interactive exhibits created a welcoming environment for all ages, strengthening community ties and public interest in the trucking industry.
- **Media coverage and social reach:** The NCP Casino Truck Show gained extensive media coverage and strong engagement across social media platforms, amplifying its visibility and reinforcing its reputation as a flagship industry event.

The success of this year's NCP Casino Truck Show reflects the strength and vitality of the trucking sector and highlights the importance of continued innovation, collaboration, and community engagement.

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Success of the 2025 Casino Truck Show and its impact on local businesses report;
2. Acknowledges the important financial support of sponsors, the ongoing involvement of industry leaders, the invaluable contribution of volunteers, and the strengthening of community ties; and
3. Writes to the NSW Premier, the Minister for Jobs and Tourism, the Minister for Roads and Regional Transport and the Minister for the North Coast seeking funding to enable Council to further boost the Casino Truck Show's vibrancy, sustainability and to support the significant contribution that volunteers and the transport and trucking industry have made to create a highly successful Australia-wide visited event.

DELIVERY PROGRAM LINKS

Objective 3: Grow and diversify our economy

3B Grow our lifestyle and tourism markets

3B2 Explore new opportunities for visitor experiences

BUDGET IMPLICATIONS

Nil

REPORT

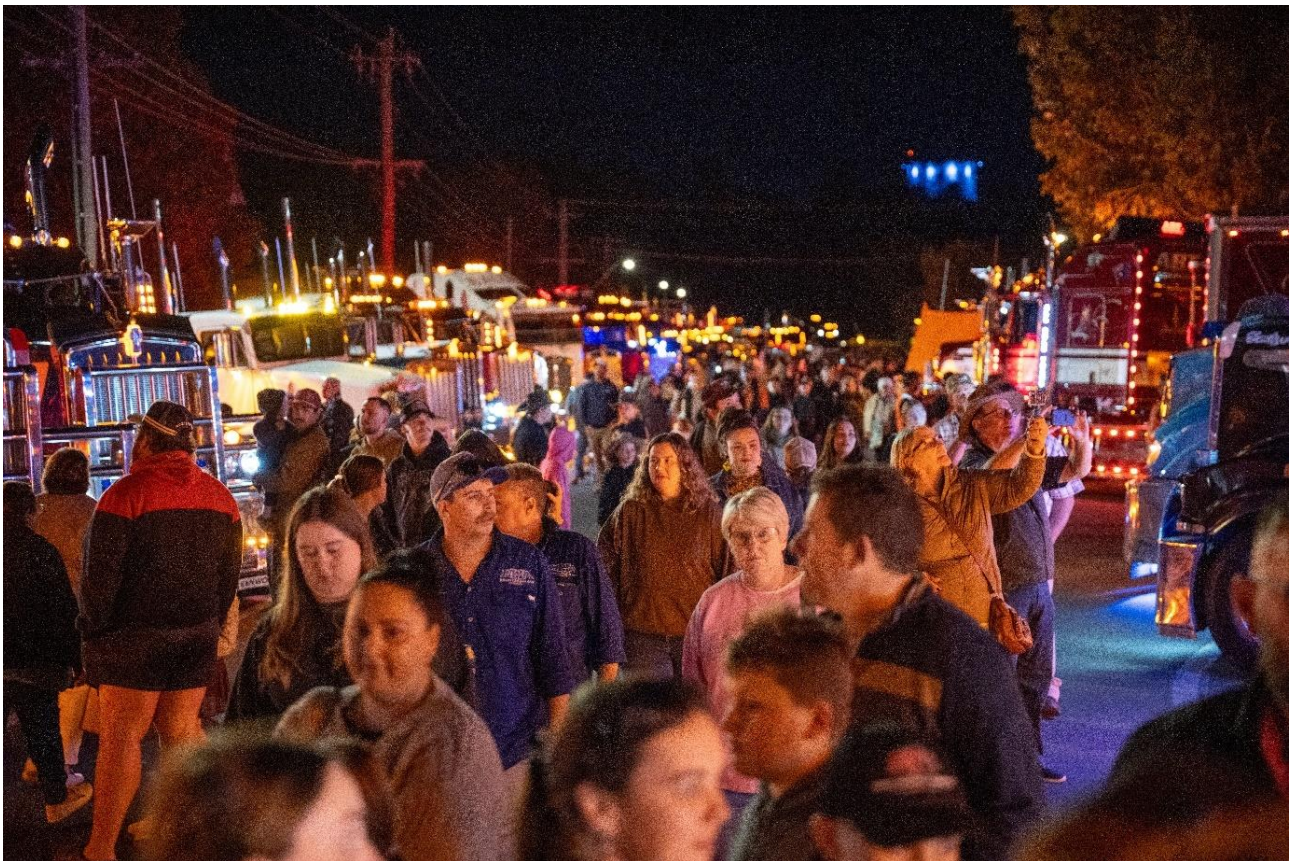
The recently held 2025 North Coast Petroleum Casino Truck Show was a resounding success, attracting more than 40,000 attendees, including industry leaders, families and enthusiasts from across the country and from overseas.

This year's event was held over two days, Friday 1 August and Saturday 2 August, due to the inclusion of Friday Night Lights – an amazing display of big, bright rigs in the Casino CBD, as well as live entertainment, enjoyed by thousands of people, including many families.

Calculating Saturday's attendees via the density check method (people per square metre multiplied by the total area occupied, and back by drone imagery) found the 2025 NCP Casino Truck Show eclipsed all records for attendance at a regional NSW single-day event, attracting a record turnout of more than 40,000.

Feedback via social media, a post-event survey and conversations with local businesses was overwhelmingly positive, with the majority of attendees planning their 2026 diaries to make sure they don't miss what could be another history-making event.

The 2025 NCP Casino Truck Show exceeded expectations in attendance, engagement, and community support, reaffirming its role as the biggest truck show in Australia, one of the greatest in the southern hemisphere, and a cornerstone of the local events calendar.





Background

The NCP Casino Truck Show was started in 2011 by locals Darren Goodwin and the late Tiny Lollback, who both love the industry and their hometown of Casino. The idea was borne following the demise of the Lismore Truck Show. The inaugural Truck Show was held in the Primex grounds and remained there for three years before moving to the town centre. Once the show moved into the CBD it blossomed. Every year saw more trucks registering, and the quality got better. In 2022, the number hit 375 trucks, up from 251 in 2019 and 207 in 2018. In 2023, 580 were judged and 2024 saw over 600 vying for a spot in the CBD. In the interests of safety and to ensure a quality experience for all visitors, a 550 truck cap was applied this year.

Economic impact on local businesses

Benefits to the local community from the Casino Truck Show were extensive, particularly when the draw was from outside the region. Using Tourism Research Australia 2020-2023 visitor regional expenditure data, the 2025 event generated an estimated \$4.98 million in expenditure over the weekend, giving a much-needed boost to local businesses.

Delivering the event in the off-season month of August resonated strongly with local businesses and community members and provided visitors to the region a unique experience.

Some local businesses saw a significant boost in trade during the lead-in week, as well as on the weekend, with bakeries, cafes and other food outlets, hair salons and barbershops, hotels and clubs, all reporting increased foot traffic and sales. Retail outlets, mainly clothing stores, said there were down on last year's sales but on par or slightly higher than Beef Week Saturday. Accommodation providers in the area experienced full occupancy, while hospitality venues benefited from pre and post event patronage.

This year's list of businesses which chose to remain open is impressive and includes: Wild Soul Bakehouse; Chicken Mania; Celeste Lounge and Café; Londy's Takeaway; Kebabs and Bubbles; Zebra's Restaurant & Café; RnT's Cafe; Kibbles Bakery and Café; Walker Street Café; Black Comb Barbershop; Casino Artisan Giftshop; Fitzmax Clothing; Ella Mac Designs; Molly May's; Bamboo Kiss; Lemos; George Gooley's; Choice; McDonald's Pharmacy; Priceline Pharmacy;

Lemo's Corner Store, Casino Roadhouse and more. All hotels and clubs also remained opened throughout the weekend.

Market stalls and mobile vendors at the event also reported strong sales, particularly those selling food, auto accessories, merchandise, and industry-related products. The Casino Truck Show created opportunities not just for short-term revenue but for long-term customer connections and brand exposure.

Trucks like those in Casino over the weekend Friday 2 and Saturday 3 August cost an average \$450,000. This equates to \$247,500,000 worth of heavy vehicles parked in and around the CBD.

Feedback from attendees paints an amazing picture of where people came from, such as: Irving Texas, USA; Mt Maunganui, Stratford, Tauranga, Timaru, and Waikato, New Zealand; Geraldton, Western Australia; Loxton, Mt Gambier and Moonta Bay, South Australia; Deloraine, Hobart, Launceston, New Norfolk and Carrick, Tasmania; Brighton, Epping, Koo Wee Rup, Shepparton, Werribee and Wodonga, Victoria; and Alice Springs.



Other areas outside northern NSW include: Qld – Auburn, Airlie Beach, Atherton, Brendale, Brisbane, Bundaberg, Caboolture, Gatton, Gold Coast, Goodna, Hughenden, Kilcoy, Killarney, Kingaroy, Manly, Mackay, Rockhampton, Toowoomba, Townsville, Windaroo, Yandina; NSW – Blacktown, Bomaderry, Canberra, Cessnock, Dorrig, Gatton, Goondiwindi, Gosford, Goulburn, Cowra, Halls Creek, Hunter Valley, Jindera, Luddenham, Macksville, Maitland, Manilla, Marulan, Merriwa, Moree, Nariac, Newcastle, Orange, Panania, Penrith, Port Stephens, Singleton, Somersby, Sydney, Tamworth, Tibooburra, Tomago, Tomerong, Trangie, Wingham, Wollongong, Yass.

The event's success proves it is a legitimate and significant economic driver not only for Casino and the Richmond Valley, but the wider Northern Rivers region with local accommodation providers booked out months in advance. Attendees responding to a post-event survey reported overnighing in Byron Bay,

Murwillumbah, Ballina, Lismore, Nimbin, Kyogle, Grafton, and Ulmarra.

Industry benefits and community engagement

The Casino Truck Show offered a vital platform for showcasing innovations in the transport and logistics sector. From cutting-edge trucks and custom builds to demonstrations of new technology, the event highlighted the strength and adaptability of the industry. It also created opportunities for long-term customer connections and brand exposure.

The role of sponsors and the need for continued support

This success would not have been possible without the generous support of the Casino Truck Show's sponsors. Their contributions ensured high-quality entertainment, marketing, and overall experience for both exhibitors and attendees. Sponsors not only provided financial backing but also demonstrated their commitment to the growth and sustainability of the trucking industry and the local economy.

North Coast Petroleum will continue its support of the Casino Truck Show for the next two years as naming rights sponsor, with Dawson's Haulage also signing on as parade sponsor for 2025-2026-2027.

Event Ambassador Jon Kelly, from Heavy Haulage Assets, set the wow factor with an elaborate display of trucks. Jon has been attending the Truck Show since its inception; his support and promotion via his TV series Aussie Truck Rehab, and his heavily followed social media platforms, has been immeasurable.

Ongoing sponsorship is essential to the continued success of the Truck Show. As the event grows in popularity and scale, so too do the operational costs and logistical demands. Continued investment from corporate sponsors, government bodies, and industry stakeholders will help maintain the high standards of the event while allowing for future innovation and expansion.



Charity auction

The record-breaking success of the 2025 North Coast Petroleum Casino Truck Show will flow onto important community organisations.

A custom-made 2.4m x 2.4m bar, donated by Lionel Moore Trailers Pty Ltd, and a 16-inch air cans canister kit, including stainless-steel bowl and double filter system, donated by Air Cans Australia, raised \$26,000. The successful bidder was Jon Kelly, from Heavy Haulage Assets, and the money will be shared between not-for-profit groups Get Yourself Checked (\$12,000), Westpac Rescue Helicopter Service (\$4000), Flanno for a Farmer (\$4000), Casino Youth Hub (\$2000), CFD Foundation (\$2000), and St Mary's Primary (\$2000).



Dual winners

This year at the Casino Truck Show, we had another first – with a dual winner of the Tiny Lollback Rig of the Show award. Congratulations to brothers Chris and Andrew Muscat with their immaculate Kenworth T900 legends. They were well deserved winners with both recording more than 1 million kms on the dial. Full results are available on the website <https://casinotruckshow.com.au/2025-results/> as are all photos, including every truck in the parade, every presentation and all the great photos from the Sponsors' Night, Friday Night Lights and the amazing day.



Volunteer acknowledgement

Richmond Valley Council extends its sincere appreciation to the incredible volunteers whose dedication, energy, and generosity of spirit played a vital role in the success of the 2025 Casino Truck Show, and those previously held. From liaising with sponsors and exhibitors, to managing logistics, setting up and selling merchandise, and ensuring everything ran smoothly, their contribution was invaluable. This event simply wouldn't have been possible without their commitment and enthusiasm. Council thanks Darren Goodwin, Simone Collins, Matt Griffin, Hayden Lyons, Ben Leeson, Tiahna Leeson, Natalie Anderson, Kurt Duffy, Dave and Leanne Somerville, John Hamilton, Brendyn O'Reilly, Gary O'Reilly, Bernie Graham, Greg Trew, Paul Chittick, Paul Baxter, Zane Rose, Scott Parker, Darren Cartner, Andrew Flynn, Chris Watkins, Kellie and Mark Fraser, Lindsay Leeson, and Steve Hill for being the driving force behind such a memorable day.



Community involvement



St Mary's Primary School

Council would also like to extend its thanks to St Mary's Primary School for its support in making this year's Truck Show such a success.

By combining Trucker Cap Friday with Grandparents' Day, the school created a vibrant and inclusive celebration which brought generations together and helped build excitement in the lead-up to the event.

The students' enthusiasm, creativity, and community spirit played a significant role in raising awareness of the event, as well as the trucking industry — and we are grateful for their contribution.

Cassino Gallery



In another display of community support for the Casino Truck Show, fibre artist Katherine Golchert arranged the crocheting of 1500 giant granny squares to decorate a Gava Freight Company truck as part of the Cassino Gallery's Truck Art Exhibition.

The majority of knitters were from the Northern Rivers Crafternoon, which meets monthly at Clovass -McKees Hill Hall, with others from the Brisbane-based Caffeinated Crafters. The colourful yarn-bombed Western Star truck was parked outside the Cassino Gallery on Barker Street and attracted a lot of interest.

Casino Bulls Rugby Club

The Casino Bulls Rugby Club was given the opportunity of holding a BBQ and bar onsite at Day's Machinery to raise funds for its junior members. The outcome exceeded all expectations, and was made possible with support from the Casino Truck Show, Days Machinery, Travla, Lemos Freechoice, Farmer Charlies Lismore, Mara Global, and Mark McCormack. The BBQ and bar was run by the Club's volunteers and supporters who worked tirelessly on the day.



Social media

Social media has played a vital role in growing the Casino Truck Show brand. This year's figures demonstrate a healthy growth across all three platforms – Facebook, Instagram and TikTok.

Facebook

- 2.68 million page views
- Total reach of 702,787 - an 18 percent increase on last year
- 42,298 interactions (share/like/comment) - 57.3 percent increase

- 4090 new followers - 49.2 percent increase

Instagram

- 514,977 views
- 48,727 reach – increase of 122.4 percent
- 9931 interactions – increase of 100 percent
- 1249 new follows

TikTok

- 135,000 views
- 34,000 profile views
- 71,000 likes
- 624 shares

CONSULTATION

Council's Events team and the volunteer organising committee met four times throughout the year to discuss event logistics and feedback received from attendees of past events, particularly from truck drivers, on what facilities were needed to improve their experience. This resulted in more portable toilets, shower blocks and CBD seating being available for this year's Show.

The Events team also liaised with local police and other emergency services on road closures, emergency access and security concerns. They were provided an event schedule, site plan, contact details and assembly areas in advance of the Truck Show.

All event personnel, including security, marshals and volunteers, received pre-event briefings outlining emergency evacuation procedures, chain of command and communication protocols.

A letter advising of street closures was hand-delivered to all affected businesses and residents, which included an offer for shop owners to participate in the event.

Within days of the Show's conclusion, a post-event survey was published online to gather feedback for next year.

CONCLUSION

The Casino Truck Show has proven to be more than just an event - it's a valuable driver of economic activity and community pride. Its success underscores the importance of strong partnerships between organisers, sponsors, industry leaders, and the local community.

To build on this momentum, it is vital to continue fostering these relationships and seek funding opportunities to ensure the Casino Truck Show remains a vibrant, sustainable, and beneficial event for all involved.

Government funding will play a vital role in sustaining and expanding the growth of the Casino Truck Show, which is a key economic event for not only the Richmond Valley, but many Northern Rivers' communities. The Truck Show not only celebrates the trucking industry - an essential pillar of our national economy - but also supports regional tourism, small business engagement, and community development.

Government investment will ensure the enhancement of infrastructure, promotion, and safety measures which are necessary for hosting successful events. With consistent funding, the Casino Truck Show can grow in scale, attract larger audiences, support local employment, and provide educational and networking opportunities for industry professionals. Without this support, the long-term viability and positive impact of this event may be at risk.

ATTACHMENT(S)**1. Casino Truck Show Survey Results (under separate cover)**

15 PLANNING AND SUSTAINABLE COMMUNITIES

Nil

16 INFRASTRUCTURE SERVICES & PROJECTS

16.1 STRATEGIC ASSET PLANNING, ASSET MANAGEMENT STRATEGY AND ASSET MANAGEMENT PLANS 2025-2035

Director: Ben Zeller

Responsible Officer: Kim Anderson

EXECUTIVE SUMMARY

Council is required under the Integrated Planning and Reporting (IP&R) framework, to prepare an Asset Management Policy, Asset Management Strategy and Asset Management Plans as part of the Resourcing Strategy supporting the Community Strategic Plan and Delivery Program.

Under the IP&R guidelines, Council must review its Asset Policy, Strategy and Plans following a Local Government election. The Asset Management Strategy and Plans must be for a minimum timeframe of ten years.

This report presents Asset Management Policy, Strategy and five correlating Plans for adoption.

RECOMMENDATION

That Council adopts the following asset planning documents:

1. Asset Management Policy [CPOL 11.01]
2. Asset Management Strategy 2025-2035
3. Sewer Asset Management Plan 2025-2035,
4. Stormwater Asset Management Plan 2025-2035,
5. Water Supply Network Asset Management Plan 2025-2035
6. Roads and Transport Asset Management Plan 2025-2035,
7. Land, Buildings and Other Structures Asset Management Plan 2025-2035.

DELIVERY PROGRAM LINKS

Objective 6: Provide infrastructure that meets community needs

6A Undertake whole-of life planning for community infrastructure

6A1 Develop and maintain asset management systems

BUDGET IMPLICATIONS

The adoption of the Asset Management Strategy incorporates the Long-Term Financial Plan for the capital and operational maintenance budgets.

The asset management plans define Councils sustainable service levels, affordable asset acquisition strategies, cost-effective maintenance regimes and corresponding funding requirements specifically for infrastructure assets. These asset management plans link directly to Councils Long-Term Financial Plan as part of the IP&R framework.

REPORT

It is a legislative requirement under the *Local Government Act 1993* through the Integrated Planning and Reporting Framework for Council to have an Asset Management Policy, Asset Management Strategy and Asset Management Plans adopted, outlining how Council manages its

assets. The objective of the planning framework is to establish a guide for the planning, construction, maintenance, operation, renewal and disposal of Council's infrastructure assets essential for providing services to the community.

The Asset Management Policy defines the statutory obligations and supports Council's vision and strategic objectives, taking a whole-of-life approach to managing assets so they continue to meet the service delivery needs at the best value to the community. This is achieved by ensuring Council has the information, knowledge and understanding of long-term risk of managing public infrastructure.

The Asset Management Strategy is a "whole of organisation" summary of assets noting key issues, risks and challenges identified in managing the asset base and details actions to be implemented to guide forward operational, capital and financial planning decisions to ensure that the asset base is appropriately managed, and levels of service are maintained.

The Asset Management Plans encompass all assets under Council's control identifying service standards. The continued development of Asset Management Plans enables Council to manage asset portfolios efficiently and effectively addressing issues such as:

- Overall objectives for asset management having regard to the implications for service levels, financial, legal, and regulatory considerations.
- Management of asset information systems, addressing issues such as location, condition, performance, capacity/utilisation, risk, whole of lifecycle costs, maintenance history etc.
- Risk identification, assessment, and control in the short and long term.
- Identification of improvement opportunities for the strategic planning of infrastructure assets into the future.

To view the Management Plans click on the below links:

1. Sewer Asset Management Plan 2025-2035 <https://richmondvalley.nsw.gov.au/wp-content/uploads/2025/08/Final-Richmond-Valley-Council-SAMP-2025.pdf>
2. Stormwater Drainage Asset Management Plan 2025-2035 <https://richmondvalley.nsw.gov.au/wp-content/uploads/2025/08/Final-Richmond-Valley-Council-SDAMP-2025.pdf>
3. Water Asset Management Plan 2025-2035: <https://richmondvalley.nsw.gov.au/wp-content/uploads/2025/08/Final-Richmond-Valley-Council-WAMP-2025.pdf>
4. Roads and Transport Asset Management Plan 2025-2035 <https://richmondvalley.nsw.gov.au/wp-content/uploads/2025/08/Final-Richmond-Valley-Council-RAMP-2025.pdf>
5. Land, Building and Other Structures Asset Management Plan 2025-2035. <https://richmondvalley.nsw.gov.au/wp-content/uploads/2025/08/Final-Richmond-Valley-Council-LBOAMP-2025.pdf>

CONSULTATION

The Asset Management Policy, Strategy and Plans are a revision of the previously adopted planning documents from 2022. The amendments include a review of the existing asset register, alignment with regional and Councils organisations strategic goals, future needs, continuous improvement, and integration with long term financial plans. They have been developed through information gathered from various areas of Council including Finance, Operations and Maintenance, Strategic Planning, Executive and Management.

CONCLUSION

The establishment of appropriate asset management planning documents will enable Council to put in place operational controls and procedures to meet Council's objectives including:

- Assets are properly managed and maintained.
- Create and maintain suitable information and decision support systems to allow for the establishment of service levels and the appropriate solutions to provide for those service levels.
- Monitor the condition and performance of existing assets to meet the required service levels.
- Appropriate records of assets are created and maintained.
- The system of internal controls safeguards assets from misuse or misappropriation.
- Monitoring the achievement of plans.
- Provide regular reports on the achievement of plans; and
- Regularly review the asset management and long-term financial plans.

These asset management plans for the various classes of assets will assist Council to review its existing holdings, future service needs and make recommendations regarding maintenance needs and establish the framework for future capital works programs.

ATTACHMENT(S)

- 1. Asset Management Policy [CPOL 11.01] (under separate cover)**
- 2. Asset Management Strategy 2025-2035 (under separate cover)**

17 ORGANISATIONAL SERVICES

17.1 EVANS HEAD MEN'S SHED FUTURE SITE

Director: Ryan Gaiter

EXECUTIVE SUMMARY

In June 2019, Council resolved to support the relocation of the Evans Head Men's Shed by providing in principle support for construction of a new facility at the Evans Head Council Depot site. This site is no longer considered to be the most suitable location, and as such an alternative site at Canberra Road Evans Head is considered a more favoured option for development.

RECOMMENDATION

That Council:

1. Provides in principle support for the construction of a new Evans Head Men's Shed on part of Lot 2 DP 1217074 at Canberra Road, Evans Head and;
2. Assist the Men's Shed through the administrative processes of applying for funding and approval.

DELIVERY PROGRAM LINKS

Objective 4: Celebrate our local identity and lifestyle

4A3 Help community groups to grow and succeed

4A3.2 Support local community and sporting groups to prepare grants and apply for funding

BUDGET IMPLICATIONS

The construction of a new Men's Shed has no allocated Council funding and will rely on grant funding opportunities through various State and Local Government funding streams.

REPORT

DISCUSSION

In June 2019, Council resolved to support the relocation of the Evans Head Men's Shed by providing in principle support for construction of a new facility at the Evans Head Council Depot site, subject to the group securing funding for the project. This was in response to Council's impending sale of the Evans Head Aerodrome site and the expectation that the new owners would require the Men's Shed to relocate.

Following the June 2019 resolution, Council engaged with the Men's Shed to assess the proposed site near the depot. It has since been determined that the location is no longer suitable due to its distance from town, which poses accessibility challenges for elderly members, the presence of significant overgrowth, and inadequate onsite drainage. Council has continued to assess opportunities within its existing portfolio of owned and managed sites to support the operation of the Men's Shed. Due to limited available land and site-specific constraints, finding a suitable alternative location has been difficult.

Among the parcels of Council-owned land assessed for potential development, only one has been identified as suitable for the establishment of a Men's Shed as it meets the necessary criteria in terms of zoning, accessibility, and minimal impact on surrounding land uses. Details of this site are outlined below.

Canberra Road Evans Head – Lot 2 DP 1217074**CONSULTATION**

Council publicly advertised for community members to provide feedback on the proposed Canberra Road site on 17 June 2025. To date, two submissions have been received, both in support of the alternative site.

CONCLUSION

The alternative site at Canberra Road Evans Head, provides a clear development pathway for a new Men's Shed facility. Should Council support this option, the Men's Shed would need to secure sufficient funding to construct the new building and enter into negotiations with Council for a long-term leasing arrangement. The in-principle approval of Council along with the permissibility of the site to accommodate this development will be important to future funding applications.

ATTACHMENT(S)

Nil

17.2 REVIEW OF RELATED PARTY DISCLOSURE POLICY

Director: Ryan Gaiter

Responsible Officer: Catherine Davis

EXECUTIVE SUMMARY

Council undertakes regular reviews of policies and procedures to ensure they remain compliant with relevant legislation and reflect best practice measures. The Related Party Disclosure Policy has been reviewed and is now presented to Council for adoption

RECOMMENDATION

That Council adopts the revised Related Party Disclosure Policy.

DELIVERY PROGRAM LINKS

Objective 8: Lead and advocate for our community

8C1 Provide representative and accountable community governance

8C1.4 Ensure Richmond Valley Council complies with statutory requirements and processes

BUDGET IMPLICATIONS

NIL

REPORT

In line with Council's practice of periodically reviewing adopted policies and procedures, a review of the Related Party Disclosure Policy has been carried out.

The Policy provides guidance to Council's Key Management Personnel (KMP) on compliance with section 413(3) of the *Local Government Act 1993* and Australian Accounting Standard AASB 124 Related Party Disclosures (July 2015).

Accounting Standard AASB 124 is now a compiled document. The compiled Standard is not a separate Accounting Standard made by the AASB. Instead, it is a representation of AASB 124 (July 2015) as amended by other Accounting Standards. Council's Related Party Disclosure Policy has been amended to reflect included compilations.

Council has recently undertaken an organisation restructure which requires amendment of the nominated KMP noted in the Related Party Disclosure Policy. The existing policy notes the following KMP:

- Councillors; and
- Executive Management Team (General Manager, Director Community Service Delivery, Director Projects and Business Development, Director Organisational Services and Chief of Staff).

The KMP have been updated to reflect the current organisational structure:

- Councillors; and
- Executive Management Team (General Manager, Director Planning and Sustainable Communities, Director Infrastructure Services and Projects, Director Organisational Services and Chief of Staff).

CONSULTATION

Review of the Policy was carried out with Council's Governance and Finance Departments.

CONCLUSION

It is recommended that Council adopt the revised Related Party Disclosure Policy, noting that no substantive amendments were required at the time of review.

ATTACHMENT(S)

1. **Related Party Disclosure Policy 2025 (under separate cover)**

17.3 REVIEW OF COUNCILLOR EXPENSES AND FACILITIES POLICY

Director: Ryan Gaiter

Responsible Officer: Catherine Davis

EXECUTIVE SUMMARY

Section 252 of the *Local Government Act 1993* (the Act) requires adoption of a Councillor Expenses and Facilities Policy within twelve months of the commencement of a new council term. The existing policy has been reviewed resulting in amendments made. The amendments aim to improve alignment with the Office of Local Government's suggested template and the *Guidelines for the payment of expenses and provision of facilities for Mayors and Councillors in NSW*.

RECOMMENDATION

That Council

1. Notes that after the required period of public exhibition, no community submissions in relation to the draft updated Councillor Expenses and Facilities Policy have been received.
2. Adopts the updated Councillor Expenses and Facilities Policy to ensure compliance with *Section 252 of the Local Government Act 1993*.

DELIVERY PROGRAM LINKS

Objective 8: Lead and advocate for our community

8C1 Provide representative and accountable community governance

8C1.4 Ensure Richmond Valley Council complies with statutory requirements and processes

BUDGET IMPLICATIONS

This policy includes an annual allocation towards Councillors' professional development activities, including completion of courses and attendances at conferences. The allocation of \$6,000 per Councillor per annum has been included in the draft updated policy. Additionally, the annual allocation for carer support has been increased to \$3,500 per annum to reflect increasing costs for these services.

REPORT

Section 252 (5) of the Act requires the policy to comply with the provisions of the Act, the *Local Government (General) Regulation 2021* and any relevant guidelines issued under section 23A of the Act. Minor amendments have been made to better align Council's policy with the Office of Local Government's suggested template. Further amendments have been made to ensure the policy aligns with the *Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW*, issued under section 23A of the Act.

The following changes have been incorporated into the updated policy document:

- The addition of a table setting out the maximum resources Council will provide for specific expenses and facilities
- The addition of maximum amounts for specific expenses and facilities throughout the policy
- The addition of a reporting requirement; and
- Minor amendments to allow inclusion of maximum resources within the policy and readability.

CONSULTATION

The draft updated policy presented to Council at the June 2025 meeting has been on public exhibition for a period of at least 42 days. At this time, no submissions relating to the draft updated policy have been received.

CONCLUSION

After a period of public exhibition with no community submissions received, it is recommended that Council notes no submissions have been received and proceed to adopt the updated Councillor Expenses and Facilities Policy to ensure compliance with the requirements of Section 252 of the Act.

ATTACHMENT(S)

1. **Councillor Expenses and Facilities Policy 2025 (under separate cover)**

17.4 CODE OF CONDUCT REVIEW

Director: Ryan Gaiter

Responsible Officer: Catherine Davis

EXECUTIVE SUMMARY

Section 440(7) of the *Local Government Act 1993* (the Act) requires a Council to review and adopt its Code of Conduct within 12 months of a local government election, in this instance being September 2024.

The Office of Local Government (OLG) most recently amended the Model Code of Conduct for NSW Councils (the Model Code) in late 2020, together with the Procedures for the Administration of the Model Code of Conduct for NSW Councils (the Procedures). The Model Code and Procedures are prescribed under the Act and the *Local Government (General) Regulation 2021* (the Regulation).

This report fulfils Council's requirement as prescribed under s440 of the Act, to review and adopt a Code of Conduct.

RECOMMENDATION

That Council:

1. Notes the draft (unchanged) Code of Conduct incorporates the Model Code of Conduct for NSW Councils and the Procedures for the Administration of the Model Code of Conduct for NSW Councils, and that no changes are recommended as outlined
2. Notes that after a period of public exhibition, to date, no community submissions in relation to the draft Code of Conduct have been received; and
3. Proceeds with re-adoption of Council's current Code of Conduct to ensure compliance with *Section 440 of the Local Government Act 1993*.

DELIVERY PROGRAM LINKS

Objective 8: Lead and advocate for our community

8C1 Provide representative and accountable community governance

8C1.4 Ensure Richmond Valley Council complies with statutory requirements and processes

BUDGET IMPLICATIONS

Nil

REPORT

The Model Code and Procedures prescribed under section 440 of the Act and sections 180 and 181 the Regulation remain unchanged since release of the versions in late 2020. Recent communications with the Office of Local Government indicate that the Model Code and Procedures are currently under review, however no specific date has been confirmed for any proposed amendments. It is recommended that Council adopts the current Model Code and Procedures in the interim, to adhere to legislative timeframes. Should the OLG review result in future amendments, the Code may be revised and re-exhibited as required.

It is open for a Council to adopt a Code of Conduct that is different from the Model Code, however the provisions of the Model Code and Procedures must be incorporated into the document. Any additional clauses must not be inconsistent with the Model Code.

Upon review of the Model Code and Procedures, it would be difficult to recommend any amendments that would provide a meaningful addition to the already comprehensive Model Code and Procedures. Accordingly, it is recommended that the Model Code and Procedures be once again adopted as the Council's Code of Conduct.

Following the local government election in September 2024, Councillors received induction training which included a briefing on the Code of Conduct. It is intended that ongoing training will be provided to Councillors on the Code of Conduct and other relevant matters as part of the Councillor professional development program.

The Code of Conduct does not legislatively require public exhibition; however, Council has elected to proceed with public exhibition of the draft (unchanged) Code of Conduct to support and encourage both transparency and community engagement.

CONSULTATION

The draft (unchanged) Code of Conduct presented to Council at the June 2025 meeting has been on public exhibition for a period of at least 42 days. At this time, no submissions relating to the draft document have been received.

CONCLUSION

After a period of public exhibition with no community submissions received, it is recommended that Council notes no submissions have been received and proceed with re-adoption of Council's current Code of Conduct to ensure compliance with section 440 of the Act.

A copy of the Code of Conduct is available on the following link:

<https://richmondvalley.nsw.gov.au/wp-content/uploads/2025/08/Code-of-Conduct-Review.pdf>

ATTACHMENT(S)

Nil

17.5 CODE OF MEETING PRACTICE REVIEW

Director: Ryan Gaiter

Responsible Officer: Catherine Davis

EXECUTIVE SUMMARY

Section 360(3) of the *Local Government Act 1993* (the Act) requires a Council to adopt a code of meeting practice no later than 12 months after a local government election, in this instance held in September 2024.

Under section 360 of the Act, the *Local Government (General) Regulation 2021* (the Regulation) may prescribe a model code of meeting practice which may contain both mandatory and non-mandatory provisions.

The Model Code of Meeting Practice for Local Councils in NSW 2021 (the Code) as prescribed by section 232 of the Regulation applies to all meetings of councils and committees of which all members are councillors. Council committees whose members include persons other than councillors may adopt their own rules for meetings unless the Council determines otherwise.

Council must adopt a code of meeting practice which incorporates the mandatory provisions of the Code after community consultation, including a public exhibition period of not less than 28 days, allowing for a total community feedback period of not less than 42 days.

RECOMMENDATION

That Council:

1. Notes the draft Code of Meeting Practice does not contain any amendments as outlined in this report
2. Notes that after the required period of public exhibition and feedback for community consultation, to date, no community submissions in relation to the draft Code of Meeting Practice have been received; and
3. Proceeds with re-adoption of Council's current (and draft) Code of Meeting Practice to ensure compliance with section 360 of the *Local Government Act 1993*.

DELIVERY PROGRAM LINKS

Objective 8: Lead and advocate for our community

8C1 Provide representative and accountable community governance

8C1.2 Review and update Council's Code of Meeting Practice

BUDGET IMPLICATIONS

Nil.

REPORT

Part 2, Division 1 of the *Local Government Act 1993* (the Act) together with the *Local Government (General) Regulation 2021* (the Regulation) sets out the obligations and procedures for all Councils with respect to preparation and adoption of a Code of Meeting Practice.

The Model Code of Meeting Practice for Local Councils in NSW 2021 (the Code) is made under section 360 of the Act and section 232 of the Regulation.

The Code applies to all meetings of councils and committees of which all the members are councillors. Councils must adopt a code of meeting practice that incorporates the mandatory

provisions of the Model Meeting Code within 12 months of the local government elections, in this instance held in September 2024. The Code to be adopted can also incorporate the non-mandatory provisions, together with additional provisions, provided they are not inconsistent with the mandatory provisions.

Councils must exhibit a draft of the Code for a period of at least 28 days and provide the community at least 42 days in which to comment on the draft Code.

Since the last Code of Meeting Practice was adopted in 2022, no further amendments to the Model Code have been made. However, the Office of Local Government is currently reviewing the Model Code, and it is anticipated that an amended version, incorporating substantial changes, will be released during 2025. The updated Model Code has not been made available in time for Council to comply with its obligation to adopt a code of meeting practice within 12 months of the local government election.

A review of Council's current Code of Meeting Practice has not raised any significant concerns which require immediate amendment to the document and, as an interim measure, it is recommended that Council adopts the current Code, to ensure compliance with its legislative obligations.

Once the new Model Code is available, Council will complete a detailed review of any new requirements and amend and re-exhibit its Code, as required.

CONSULTATION

Following presentation to the June 2025 Ordinary Meeting, the draft (unchanged) Code of Meeting Practice has been on public exhibition for a period of at least 42 days. At this time, no community submissions relating to the document have been received.

CONCLUSION

After the required period of community consultation with no submissions received, it is recommended that Council notes no submissions have been received and proceed to re-adopt Council's current Code of Meeting Practice to ensure compliance with section 360 of the Act.

A copy of the Code of Meeting Practice is available on the following link:

<https://richmondvalley.nsw.gov.au/wp-content/uploads/2025/08/Code-of-Meeting-Practice-Review.pdf>

ATTACHMENT(S)

Nil

17.6 FINANCIAL ANALYSIS REPORT - JULY 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 July 2025 is shown below:

Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
\$14,567,161	\$31,000,000	\$6,750,390	\$4,500,000	\$18,063,800	\$74,881,351

The weighted average rate of return on Council's cash and investments at 31 July 2025 was 5.46% which was above the Bloomberg AusBond Bank Bill Index for July of 3.61% (annualised), which is Council's benchmark.

RECOMMENDATION

That Council adopts the Financial Analysis Report detailing the performance of its cash and investments for the month of July 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 July 2025, Council has earned \$219,253 in interest and \$133,905 in fair value gains from funds held in TCorp, for a total investment income of \$353,158. This equates to 14.45% of the annual budget for interest and investment income of \$2,444,032.

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

REPORT

Reserve Bank of Australia (RBS) Cash Rate Update

The RBA cash rate remained at 3.85% at the July meeting.

Rate of Return

The weighted average rate of return on cash and investments in July was 5.46%, a decrease in 161 basis points from the previous month. The rate of return is 185 basis points above the Bloomberg AusBond Bank Bill Index of 3.61% (annualised) which is Council's benchmark.

Council's NSW Treasury Corporation IM Funds returned net gains of \$133,905 during the month of July. The Medium-Term Growth Fund (MTGF) returned a gain of \$86,273 and the Long-Term Growth Fund (LTGF) returned a gain of \$47,632.

During July, most equity markets and bond yields rose, and market volatility was low. Inflation data from the June quarter was in line with the RBA's forecasts, suggesting a potential rate cut at the August meeting.

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 Investment Portfolio

Council held cash and investments of \$74,881,351 at 31 July 2025. This was made up of Council's Business Online Saver Account (\$9,390,000), Macquarie Cash Management Account (\$4,021,249), Term Deposits (\$31,000,000), Floating Rate Notes (\$6,750,390), Bonds (\$4,500,000), NSW Treasury Corporation Investments (\$18,063,800) and other bank accounts (\$1,155,912).

Council's investment portfolio had maturity dates ranging from same day up to 1,742 days. Term deposits, floating rate notes and bonds of \$42,250,390 represented 56.42% of the total portfolio as at 31 July 2025.

Council made the following new investments during July 2025:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Investment Term	Interest Rate
National Australia Bank	Term Deposit	N	\$2,000,000	3 months	4.25%
AMP Ltd	Term Deposit	Y	\$3,000,000	6 months	4.30%
Total			\$5,000,000		

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

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Interest Earned
National Australia Bank	Term Deposit	N	\$2,000,000	\$23,186
AMP Ltd	Term Deposit	Y	\$2,000,000	\$50,860
AMP Ltd	Term Deposit	Y	\$3,000,000	\$75,542
Total			\$7,000,000	\$149,589

Council had \$18,063,800 in longer term investments being the MTGF and LTGF held with NSW Treasury Corporation as at 31 July 2025. The investment values and fair value returns are shown below:

Investment Holding	Fair Value 31 July 2025	Fair Value Gain/(Loss) at 30 July 2025	Fair Value Gain/(Loss) YTD	Fair Value Gain/(Loss) Life of Investment
Medium Term Growth Fund	\$14,171,592	\$86,273	\$86,273	\$3,166,563
Long Term Growth Fund	\$3,892,208	\$47,632	\$47,632	\$892,208
Total	\$18,063,800	\$133,905	\$133,905	\$4,058,770

Environmentally Sustainable Investments (ESI's)

Council's cash and investments portfolio of \$74,881,351 at 31 July 2025 includes \$53,313,800 or 71.20% with no direct investment in the fossil fuel industry.

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

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

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

CONCLUSION

During the month of July 2025, Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

As at 31 July 2025 Council's cash and investments totalled \$74,881,351 with \$14,567,161 of this being funds held in bank accounts. The weighted average rate of return was 5.46% and total investment revenue equals 14.45% of budgeted revenue for the year.

ATTACHMENT(S)

- 1. RVC Investment Pack - July 2025 (under separate cover)**

17.7 REVIEW OF AGENCY INFORMATION GUIDE (GIPA ACT)

Director: Ryan Gaiter

Responsible Officer: Catherine Davis

EXECUTIVE SUMMARY

Under the *Government Information (Public Access) Act 2009* (GIPA Act), agencies are required to adopt and maintain an Agency Information Guide (AIG). A review of the current version, adopted by Council in March 2024, has been undertaken, with amendments to update the guide incorporated into the document.

RECOMMENDATION

That Council:

1. Notes the draft Agency Information Guide incorporating relevant updates; and
2. Adopts the updated Agency Information Guide.

DELIVERY PROGRAM LINKS

Objective 8: Lead and advocate for our community

8C1 Provide representative and accountable community governance

8C1.4 Ensure Richmond Valley Council complies with statutory requirements and processes

BUDGET IMPLICATIONS

Nil.

REPORT**DISCUSSION**

Under the *Government Information (Public Access) Act 2009* (GIPA Act), agencies are required to adopt and maintain an Agency Information Guide (AIG). A review of the current version, adopted by Council in March 2024, has been undertaken.

The AIG must:

- Describe the structure and functions of the agency
- Describe the ways in which the functions (in particular, the decision-making functions) of the agency affect members of the public
- Specify any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the exercise of the agency's functions
- Identify the various kinds of government information held by the agency that the agency makes (or will make) publicly available
- Specify the manner in which the agency makes (or will make) government information publicly available; and
- Identify the kinds of information that are (or will be) made publicly available free of charge and those kinds for which a charge is (or will be) imposed.

A review of Council's Agency Information Guide has been conducted. Relevant amendments to the guide have been made to ensure currency of the document, including the following sections:

- Council Representatives
- Council's Organisational Structure
- Council's priorities (to better reflect the recently adopted review of the Community Strategic Plan)
- Council Committees; and
- Information available from Council.

Further amendments with respect to formatting of the guide have been made having regard to recent feedback from the Information and Privacy Commission.

CONSULTATION

Nil.

CONCLUSION

Following the local government election held in September 2024, organisational changes and feedback from the Information and Privacy Commission, Council's AIG has been updated to incorporate relevant variations. It is recommended that Council adopt the draft AIG which reflects updated information.

ATTACHMENT(S)

1. **Draft Agency Information Guide (under separate cover)**

17.8 MONTHLY BUDGET ADJUSTMENTS REPORT - AUGUST 2025

Director: Ryan Gaiter

Responsible Officer: Zakari Witt

EXECUTIVE SUMMARY

This report details proposed budgeted carry forwards and revotes for the 2024/2025 financial year.

Carry forwards represent the unspent portion of budgeted projects that were either started or contracted to be started prior to 30 June 2025. Revotes represent the unspent portion of budgeted projects that were not underway in the 2024/2025 year.

Both carry forwards and revotes are an annual occurrence which can be due to several factors including repurposing savings on completed projects for new or additional projects, wet weather delays, contractor availability, material availability, timing of grant funding and the associated expenditure of those funds.

The proposed carry forwards total \$3,279,540 comprising \$786,899 in operating expenditure and \$2,492,641 in capital expenditure. This represents 0.89% of revised budgeted operating expenditure and 4.11% of revised budgeted capital expenditure for 2024/2025.

The proposed revotes total \$1,839,482 comprising \$411,360 in operating expenditure and \$1,428,122 in capital expenditure. This represents 0.47% of revised budgeted operating expenditure and 2.35% of revised budgeted capital expenditure for 2024/2025.

Council's annual financial statements are currently being prepared for audit and as such, the final carry forward and revote budgets are still subject to change. Any changes will be included in the quarterly budget review statement as at 30 September 2025, once unexpended grants and reserve balances have been finalised.

At this stage the proposed changes will have no impact on the projected budget surplus of \$301,339 for 2025/2026 as the carry over works are fully funded from unexpended grants and contributions or previously budgeted from cash reserves.

RECOMMENDATION

That Council:

1. Notes the carry forwards for the financial year ended 30 June 2025 as detailed in the report.
2. Adopts the revotes for the financial year ended 30 June 2025 as detailed in the report.
3. Notes the revised budget for 2025/2026, including carry forwards and revotes.

DELIVERY PROGRAM LINKS

Objective 9: Manage resources responsibly and provide great service

9A1 Undertake long-term financial planning and ensure compliance with financial regulations

9A1.4 Provide regular reports to Council on financial performance and ensure compliance with requirements for external audit

BUDGET IMPLICATIONS

As detailed in the report.

REPORT

Carry Forwards

Carry forwards represent the unspent portion of budgeted projects that were either started or contracted to be started prior to 30 June 2025. Proposed carry forwards totalled \$3,279,540 which includes \$786,899 in operational projects and \$2,492,641 in capital projects. Operational carry forwards represent 0.89% of revised budgeted expenditure, whilst capital carry forwards represent 4.11% of revised budgeted capital expenditure for 2024/2025.

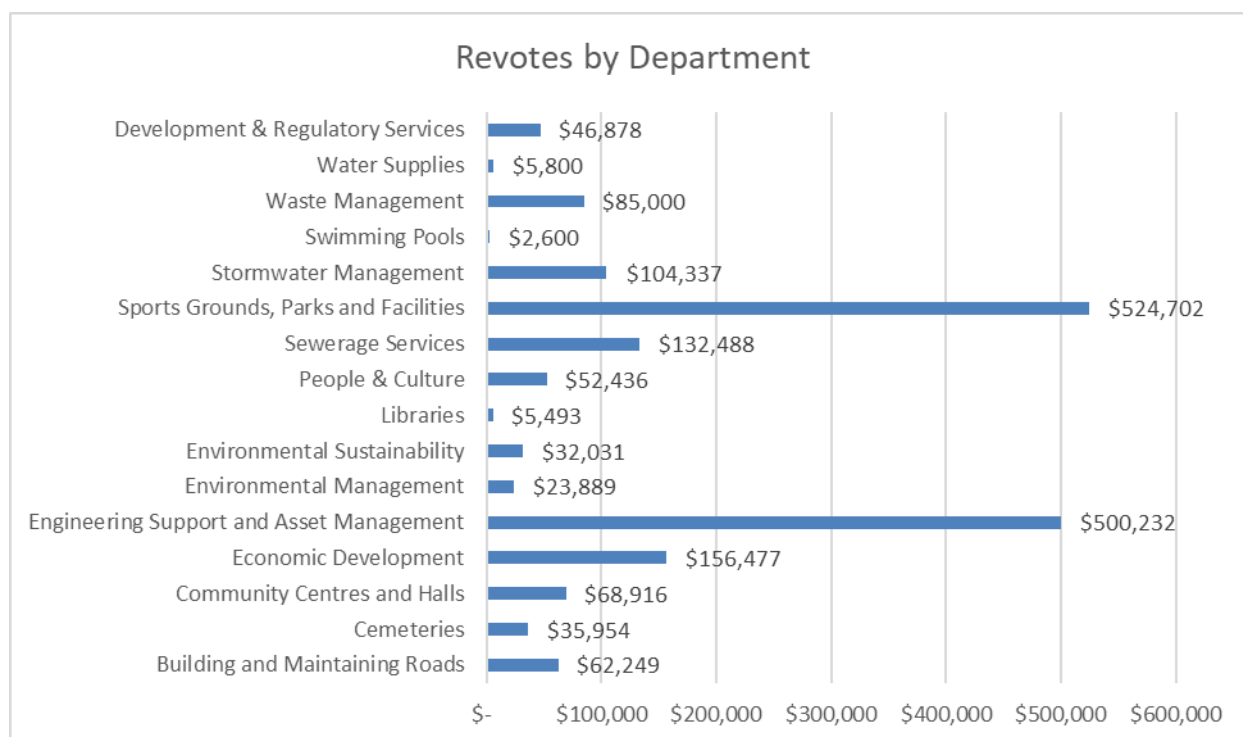
Council is obligated to restrict unspent grant funds and carry forward the budget to enable the completion of projects per funding agreements. For 2024/2025 the carry forward amount for unexpended grants and contributions was \$1,861,025. The remaining carry forwards proposed reflect funding of \$104,035 from externally restricted reserves, \$863,084 from internal restricted reserves and \$451,396 from water reserves.

Revotes

Revotes represent the unspent portion of budgeted projects that were not underway in the 2024/2025 year. Proposed revotes totalled \$1,839,482 which includes \$411,360 in operational projects and \$1,428,122 in capital projects. Operational revotes represent 0.47% of revised budgeted expenditure, whilst capital revotes represent 2.35% of revised budgeted capital expenditure for 2024/2025.

Revotes are an annual occurrence and can be due to several factors including, savings in completion of projects, where those funds can then be utilised on new or additional projects, weather events, contractor availability, material availability, timing of grant funding and the associated expenditure of those funds.

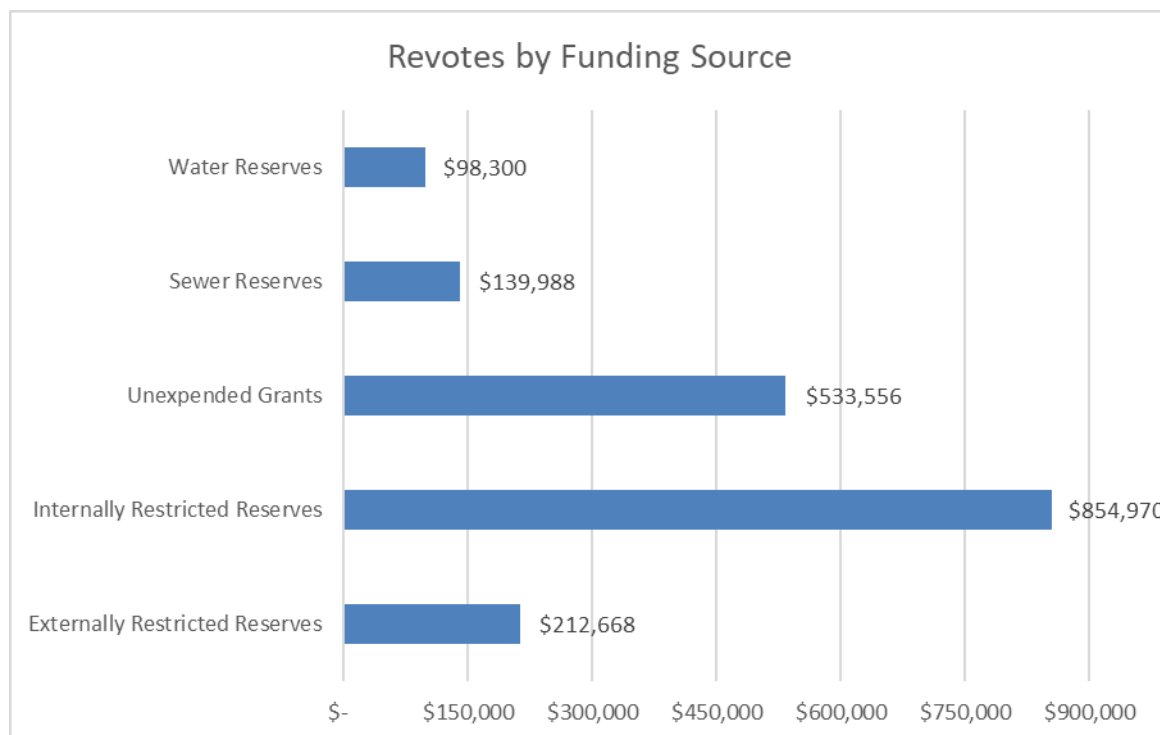
The following graph outlines revotes by department illustrating what departments have significant revotes.



Significant Revotes include:

- **Stormwater Management** – Revote of \$104,337 to continue stormwater inspections to determine condition of the network across the Richmond Valley.
- **Engineering Support & Asset Management** – Revote of \$233,833 for construction of a weighbridge and other capital improvements at Casino works depot which has been delayed due to wet weather.

- **Sewerage Services** – Revote of \$132,488 for manhole repairs due to competing priorities and delays in contractor availability.
- **Sports Grounds, Parks and Facilities** – Revote of \$141,936 for Shark Bay revitalisation due to delays in construction and contractor availability.



As illustrated in the graph above, revotes are fully funded from unexpended grants or reserves and as such, there will be no impact on the projected budget result for the 2025/2026 year.

The final carry forward and revote budgets are still subject to change as financial statements for 2024/2025 are currently being prepared for audit. Any changes will be included in the quarterly budget review statement as at 30 September 2025, once unexpended grants and final reserve balances have been audited.

Total capital carry forwards and revotes will bring the 2025/2026 capital works program to \$83,464,035 from an adopted capital works program of \$79,543,272. This is a sizeable capital works program, which includes ongoing natural disaster restoration works in addition to councils' standard works program, and as such, will be continually monitored and comprehensively reviewed throughout the year and adjusted accordingly to ensure it remains achievable.

CONCLUSION

The carry forwards and proposed revotes will have no impact on the projected budget surplus of \$301,339 for the 2025/2026 year. Carry forwards plus proposed revotes total \$1,198,259 in additions to the 2025/2026 operational budget and \$3,920,763 to the capital budget. Council will continue to monitor and review the capital works program throughout the year to maximise opportunities for the delivery of these projects.

ATTACHMENT(S)

1. **2024-2025 Budget Carry Forwards (under separate cover)**
2. **2024-2025 Budget Revotes (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 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 JULY 2025 - 31 JULY 2025

Director: Vaughan Macdonald

Responsible Officer: Andy Edwards

RECOMMENDATION

That Council receives and notes the Development Application report for the period 1 July 2025 to 31 July 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 July 2025 to 31 July 2025 was twenty (20) including three (3) privately certified Complying Development Certificates with a total value of \$2,300,059.76.

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

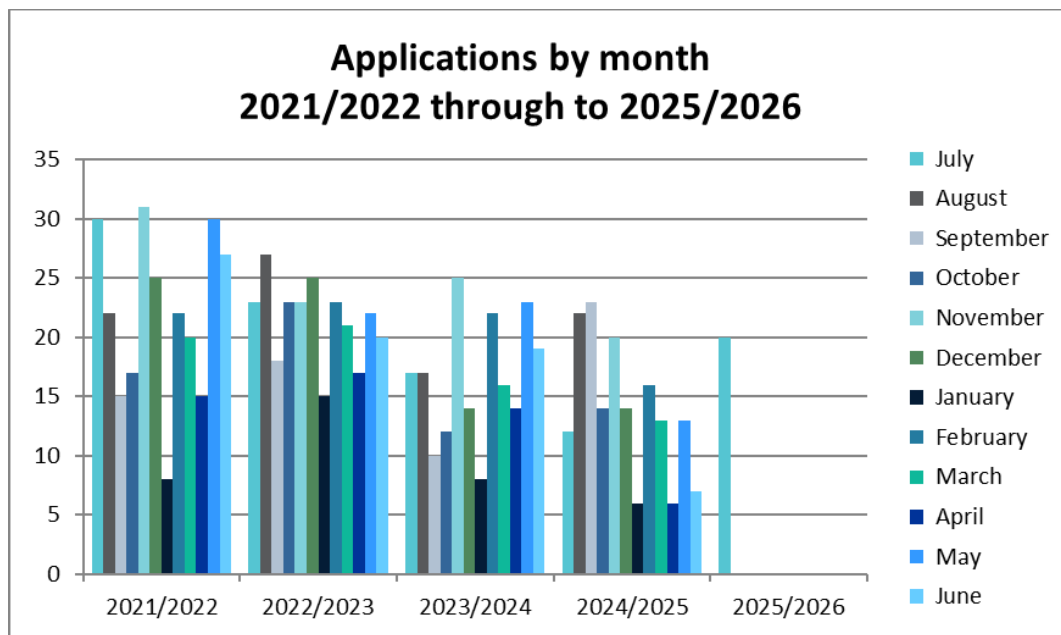


Figure 1: Monthly number of development applications and CDC's processed by Council over five financial years.

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 July 2025.

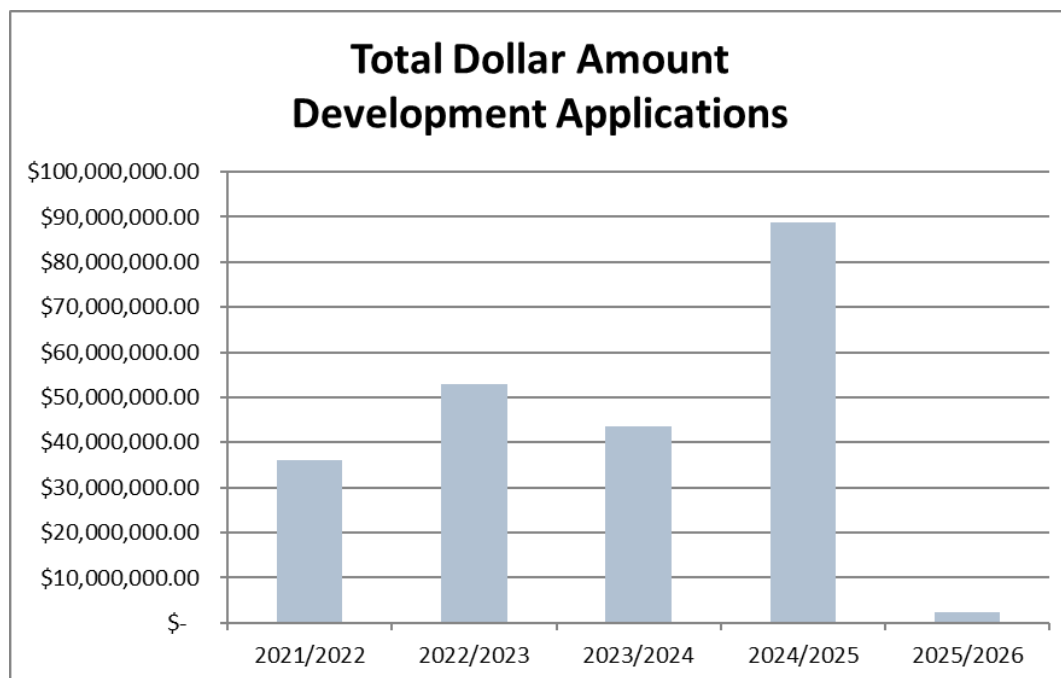


Figure 2: Annual value of development

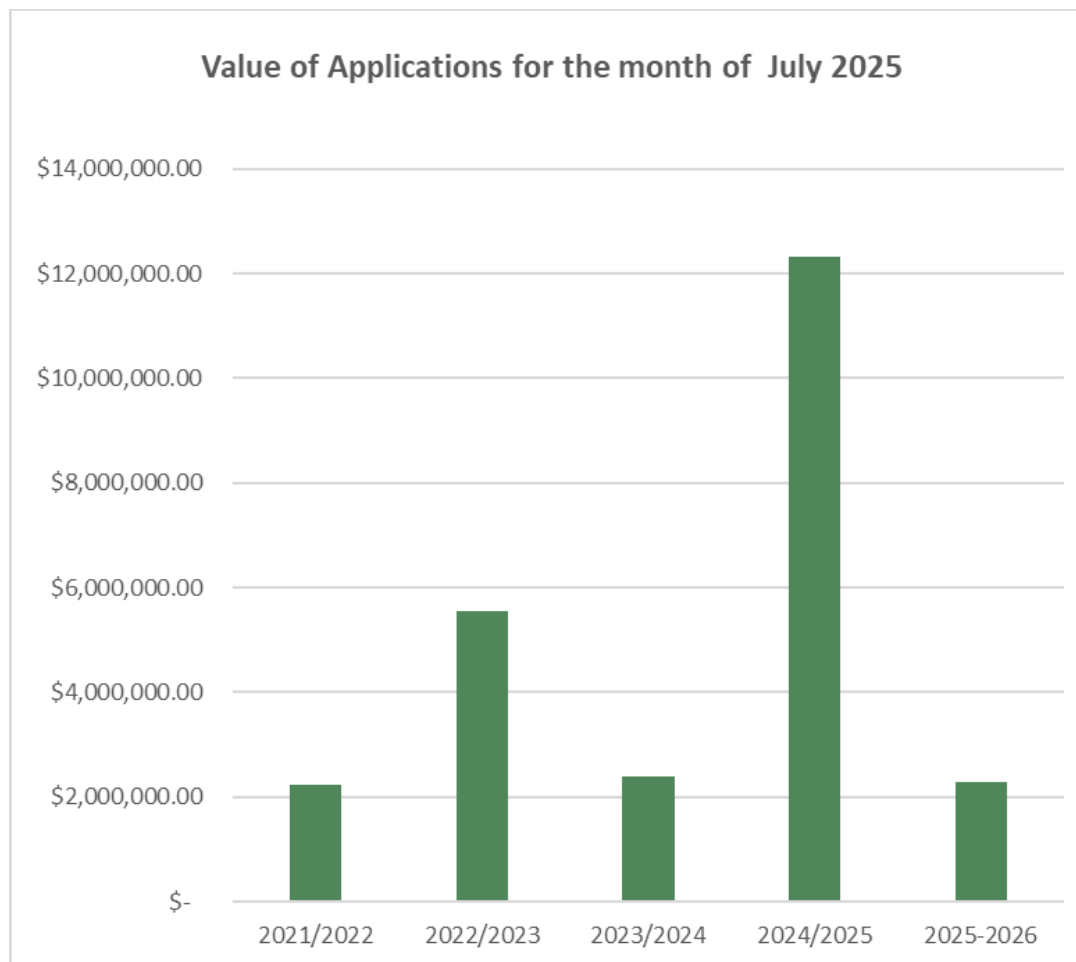


Figure 3: Value of development for the month of July 2025

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.

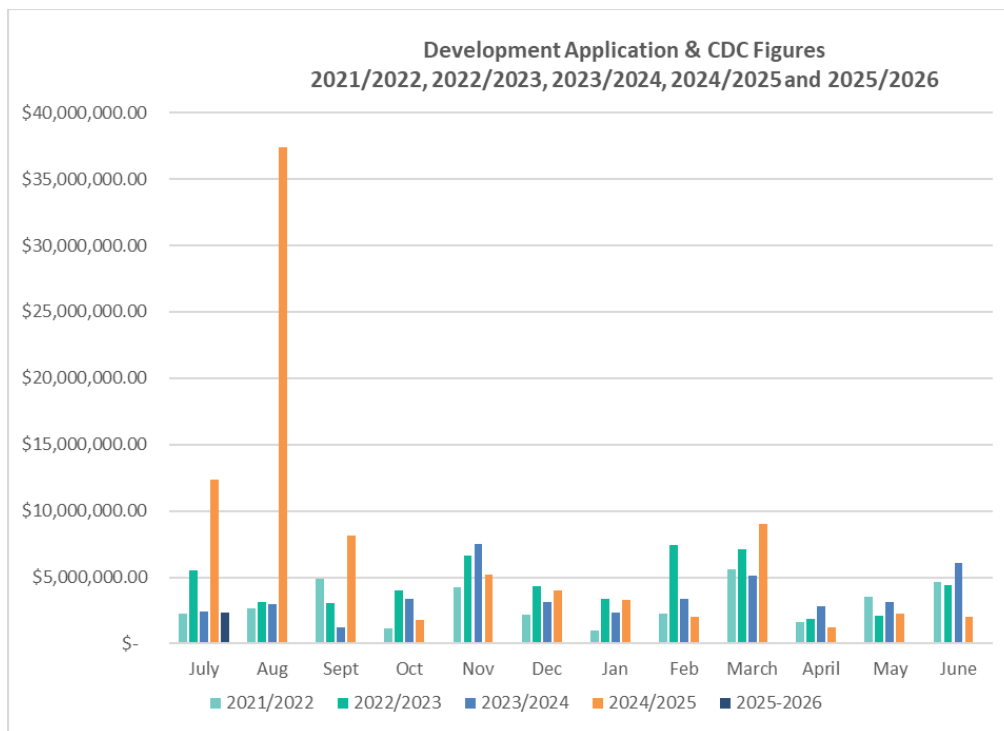


Figure 4: Value of development applications per month over five financial years.

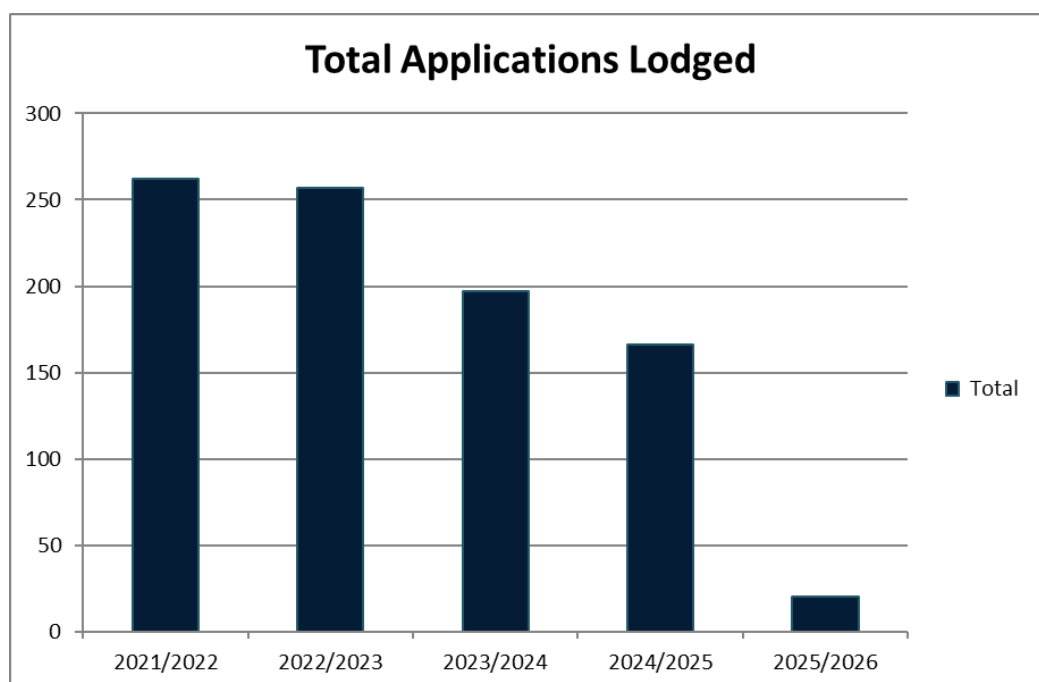


Figure 5: Number of Development Applications & CDCs per annum over five financial years

Activity for the month of July 2025

General Approvals (excluding Subdivisions, Section 4.55)	12
Section 4.55 amendments to original consent	3
Operational Consent	-

Deferred Consent	1
Subdivision	-
Refused	-
Complying Development (Council Approved)	1
Complying Development (Private Certifier Approved)	3
Amended Complying Development (Private Certifier Approved)	-
TOTAL NUMBER OF DEVELOPMENT APPLICATIONS DETERMINED	20
Rejected	-
Withdrawn	-
Average assessment days for applications determined in July 2025 (Planning & Building Combined)	34
No. of Integrated development applications determined in July 2025	1
No. of Designated development applications determined in July 2025	-

ATTACHMENT(S)

Nil

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 July 2025 to 31 July 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost \$
DA2025/0151	R J Hayes	J S Hancock	12 Canberra Road, Evans Head	Change of use of an existing building to a Gym and associated works	11/03/2025	26/03/2025	24/07/2025	90,640.00
DA2025/0174	S Collins	Korinderie Ridge Co-Op Ltd	660 The Gap Road, The Gap	Change of use from a workshop to an 'as built' dwelling house	5/05/2025	3/06/2025	17/07/2025	124,339.60
DA2025/0181	R L Welman	R L Welman & G P Tier	1 Windsor Avenue, Casino	Construction of a granny flat (secondary dwelling) with attached garaport/lock up garage and a request to vary the DCP	19/05/2025	23/05/2025	9/07/2025	175,000.00
DA2025/0185	Evoke Pools	J M & G M Wimbus	89 Ocean Drive, Evans Head	Installation in-ground fibreglass swimming pool and associated fencing	26/05/2025	30/05/2025	11/07/2025	52,750.00
DA2025/0186	S D Henderson	G N Santin	3315 Bruxner Highway, Casino	Construction of 49sqm Front deck	27/05/2025	3/06/2025	7/07/2025	43,450.00
DA2025/0188	G M Wimbus	J M & G M Wimbus	89 Ocean Drive, Evans Head	Demolition and replacement of retaining wall in front yard with new front and side boundary fencing.	29/05/2025	6/06/2025	11/07/2025	35,770.62
DA2025/0194	Artisan Pools Pty Ltd	S A & L M Chapman	19 Barker Street, Casino	Installation of an inground fibreglass swimming pool and associated fencing.	5/06/2025	18/06/2025	18/07/2025	63,000.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 July 2025 to 31 July 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost \$
DA2025/0196	D Johns	D Johns & A K Butcher	18 Bora Codrington Road, Bora Ridge	Construction of a new dwelling with attached garage & verandah	6/06/2025	17/06/2025	15/07/2025	168,200.00
MA2025/0027	R J Hayes	Barbarni Pty Ltd	16 Seamist Lane, Evans Head	S4.55 (1A) modification to the approved dual occupancy development and Torrens title subdivision, including the construction of 1 x 3-bedroom and 1 x 5 bedroom detached residential units on Lot	6/06/2025	13/06/2025	17/07/2025	0.00
DA2025/0198	R J Hayes	S E & W M Brady & K T MacDonald	37 Pacific Crescent, Evans Head	Alterations and additions to the existing dwelling and carport including a new roof profile for both structures.	10/06/2025	12/06/2025	18/07/2025	48,950.00
MA2025/0028	S M Ryan	Steve Ryan Builder Pty Ltd	2 Ferrier Court, Casino	S4.55(1A) modification application to the staging of the approved dual occupancy development and strata title subdivision.	10/06/2025	17/06/2025	17/07/2025	0.00
DA2025/0199	S M Ryan	D R & A Mann	53 Hartley Street, Casino	Construction of single storey dwelling.	11/06/2025	17/06/2025	30/07/2025	426,000.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 July 2025 to 31 July 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost \$
DA2025/0200	S D Henderson	D G & K M Gunther	260 Backmede Road, Backmede (known as 50 Junors Road, Backmede)	Construction of 360sqm rural farm shed with amenities	12/06/2025	24/06/2025	23/07/2025	80,000.00
DA2025/0205	Artisan Pools Pty Ltd	J D & S L Rose	780 Sextonville Road, Dobies Bight	Installation of an in- ground fibreglass swimming pool with associated fencing	23/06/2025	2/07/2025	23/07/2025	67,360.00
MA2025/0031	J I Virtue	J I Virtue & N Estreich	69 Manifold Road, North Casino	S4.55 (1A) modification to change location on site of 9m x 12m Shed	25/06/2025	30/06/2025	24/07/2025	0.00

Summary of Council Certified Complying Development Applications determined under the Environmental Planning and Assessment Act for the period 1 July 2025 to 31 July 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost \$
CDC2025/0022	Third Sector Australia Limited (3SA)	Third Sector Australia Limited (3SA)	138 Canterbury Street, Casino	Installation of a lift, modification of internal stairs and modification of existing bathroom facilities and removal of walled area upstairs restricting access to full office space as per original DA (wall not constructed), and use of entire premises as a "community facility".	10/06/2025	30/06/2025	7/07/2025	212,889.00

Summary of Flood Affected Development Applications determined under the Environmental Planning and Assessment Act for the period 1 July 2025 to 31 July 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost \$
DA2025/0184	W J McElligott	W J McElligott	12 Minto Street, Coraki	Raise the existing flood affected dwelling and deck addition to replace existing deck	22/05/2025	26/05/2025	4/07/2025	200,000.00

Summary of Privately Certified Applications determined under the Environmental Planning and Assessment Act for the period 1 July 2025 to 31 July 2025								
Application ID	Applicant	Owners	Location	Development	Date Submitted to Council for Registration	Date Accepted	Determination Date	Estimated Cost \$
CDC2026/0001	Broadline Consulting Pty Ltd	S J & D J Hogan	37 Marozin Road, New Italy	Telecommunications Facility comprising 40m tall monopole, headframe with antennas, fenced compound with equipment cabinets and ancillary equipment.	14/07/2025	-	14/07/2025	322,828.54
CDC2026/0002	Techton Building Services	C J Smith & E L Gray	25 Verulam View, Spring Grove	Construction of a Swimming Pool	14/07/2025	-	14/07/2025	122,082.00
CDC2026/0003	Buildcert Certification Pty Ltd	S J & K J Knight	10 Forest Grove, Fairy Hill	Installation of an in-ground fiberglass swimming pool.	22/07/2025	-	22/07/2025	66,800.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act with a Clause 4.6 Variation for the period 1 July 2025 to 31 July 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 July 2025 to 31 July 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Refusal Date	Estimated Cost \$
Nil								

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

19.2 GRANT APPLICATION INFORMATION REPORT - JULY 2025**Director:** Ryan Gaiter**Responsible Officer:** Rylee Vidler**RECOMMENDATION**

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

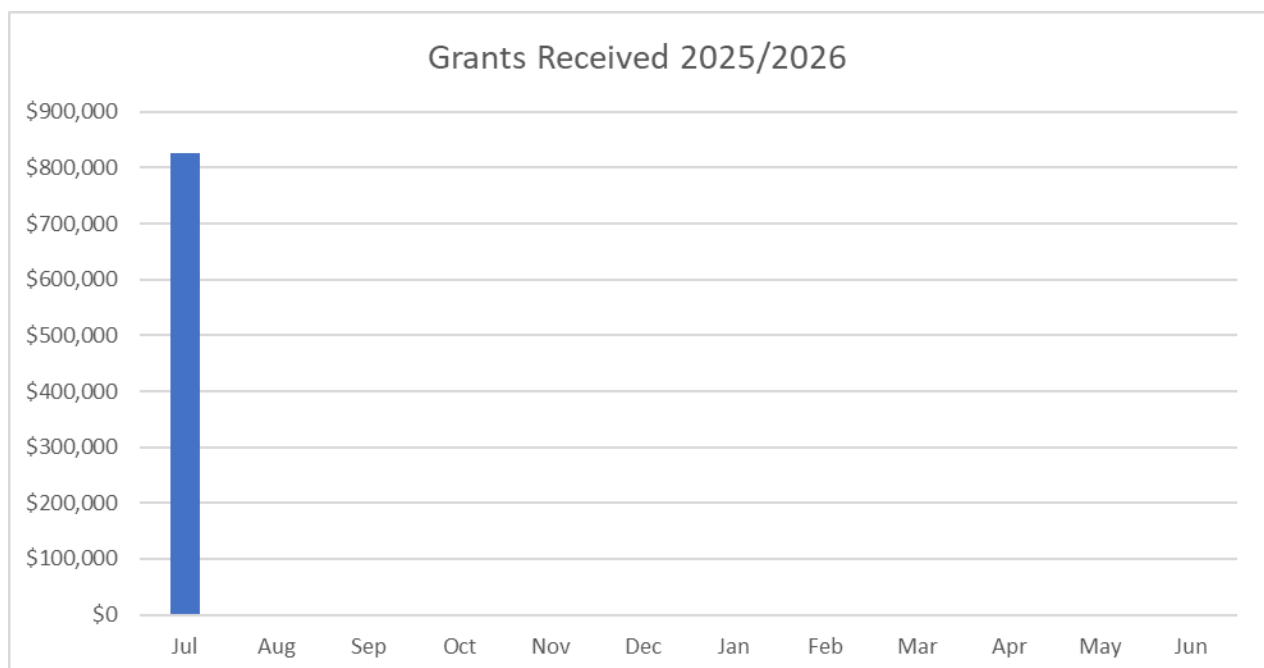
REPORT

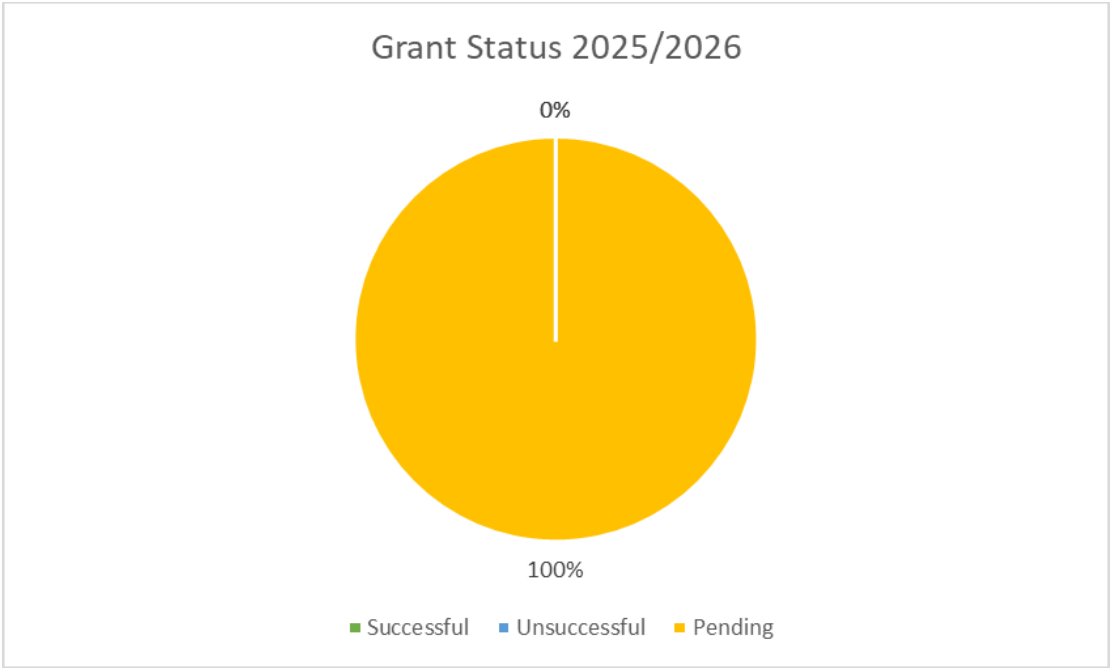
This report provides information on grant applications that have been approved, grants that have been received, grant applications that were unsuccessful and grant applications that were submitted for the month of July 2025.

During the reporting period, there were no grants approved and one application submitted. Council was not notified of any unsuccessful applications during the period.

Council received funding for five grants totalling \$826,603.

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





Grant Applications Submitted

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted
YES Program	Office of Local Government (State)	Local Government Apprentice, Trainee and Cadet Program Round 3	\$ 1,261,472	\$ 890,038	\$ 371,434	17 July 2025
Comment: If successful, this funding will be used to part fund five new apprentices.						

Grants that have been received

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
Leak Reduction	Department of Climate Change, Energy, The Environment and Water (DCCEEW) (State)	Regional Leakage Reduction Program - Infrastructure Grants	\$ 250,305	\$ 125,153	\$ 125,152	N/A	\$ 31,288 3 July 2025	\$ 93,864
Comment: Payment received for milestone 2								
Stan Payne Oval Lighting Solution	NSW Office of Sport (State)	Project Support Program 2024/25	\$ 529,025	\$ 200,000	\$ 329,025	18 June 2025	\$ 200,000 10 July 2025	\$ 200,000
Comment: Funding received in full for commencement of works.								
Strategic Planning - Staged works (Stage 1)	Department of Climate Change, Energy, The Environment and Water (DCCEEW) (State)	Safe and Secure Water Program	\$ 151,784	\$ 75,892	\$ 75,892	N/A	\$ 18,214 14 July 2025	\$ 33,392
Comment: Payment received for milestone 3								
YES Program	Office of Local Government (State)	Local Government Apprentice, Trainee and Cadet Program Round 1	\$ 519,276	\$ 519,276	\$ -	8 November 2024	\$ 55,022 24 July 2025	\$ 55,022
Comment: Payment received for first milestone claim.								
Connecting Country Lane - seal existing unsealed road	Transport for NSW (State)	Fixing Local Roads Round 2	\$ 1,103,329	\$ 915,829	\$ 187,500	9 December 2020	\$ 522,079 30 July 2025	\$ 915,829
Comment: Final payment received for completion of project.								

ATTACHMENT(S)

Nil

19.3 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 \$13,607.01 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 January 2025 – 30 June 2025. The General Manager has exercised his delegation to write off monies over \$1,000 two (2) times due to a concealed water leak application and a request to write-off water and sewerage availability charges.

- Property 145165 \$11,020.91 - this write off was due to a concealed water leak which was identified due to excessive water consumption. The leak was investigated on 17.01.2025 and then an external leak detection contractor was organised for the 28.01.2025 to determine the location of the leak. The leak was detected underneath a concrete slab with the repair being completed on 05.02.2025.
- Property 184440 \$2,586.10 – non-rateable property under Section 555 (1) (g), was being charged for both water and sewerage access charges. Owners disputed paying for the fixed charges under Section 555. Reviewed the Act, confirmed the site is vacant and it will never be built on as it runs straight into a river.

ATTACHMENT(S)

Nil

19.4 CONSTRUCT HALSTEAD DRIVE ACCESS RESTORATION (STAGE 3) - OUTCOME OF NEGOTIATIONS

Director: Ben Zeller

Responsible Officer: Jack Baker

RECOMMENDATION

That Council receives and notes the report *Construct Halstead Drive Access Restoration (Stage three) – outcome of negotiations* and notes the engagement with Northern Rivers Concreting (NRC) for \$1,843,269.00 exclusive GST.

REPORT

At Council's Ordinary Meeting held on 4 July 2024, it was resolved:

"That Council:

- 1. Declines all submissions received for Tender VP413558: Construct Halstead Drive Access Restoration (Stage three) due to the Crown Lands Flood Recovery Program Grant being insufficient to deliver the project in its entirety and Council needing to seek additional funding through the Grant program.*
- 2. Applies Clause 178 (3e) of the Local Government (General) Regulation 2021 to authorise the General Manager to enter into direct negotiations with suitably qualified contractors with a view to obtaining works that provide council with the best outcome. Both from a financial and delivery perspective, and to finalise the terms of the contract or agreement and affixing the seal of Council where necessary.*
- 3. Notes that the outcomes of the negotiations will be reported to Council for information at a future meeting."*

In June 2024, Richmond Valley Council called for tenders to engage a suitably qualified and experienced civil organisation to construct Stage 3 of the Halstead Drive riverside access. Halstead Drive is situated adjacent to Webb Park on River Street in Casino and runs in an east to west direction along the banks of the Richmond River and under the Irving Bridge.

This tender was called because of the concrete road known as 'Halstead Drive' sustaining severe structural damage following the February and March 2022 floods which resulted in the public road being closed.

The Stage three scope of works includes the reconstruction of Halstead Drive with a new reinforced concrete pavement, reinforced retainer wall on piers and new stormwater infrastructure.

As a result of the Tender process, Council received four conforming tenders and two non-conforming tenders that provided design proposals. All tenders were higher in value than Council's available budget to complete the works.

Council resolved to decline all tenders and authorised the General Manager to negotiate directly with suitable contractors. This decision considered the need for further government funding and that efforts would be made to seek additional funds to complete this high-profile project.

Stage three of the project had an original budget of \$1,012,500.00 which was provided following a successful flood grant application under the NSW Crown Lands Flood Recovery Program. After the market was tested via the tender process, it was evident the budget initially developed in 2022 was inadequate.

Since July 2024, Council has been liaising and negotiating with Crown Lands to increase the budget. In May this year, Council received an additional \$980,000.00 from Crown Lands, enabling this project to be constructed. The full project budget is now \$1,992,500 (ex GST).

The sole difference between the alternative design provided by NRC and the Issued for Tender (IFT) drawings is the retainer wall design, with NRC opting for a bulk rock embankment protecting a reinforced and piered concrete footing opposed to a “DuraHold” block retaining wall on a reinforced and piered concrete footing.

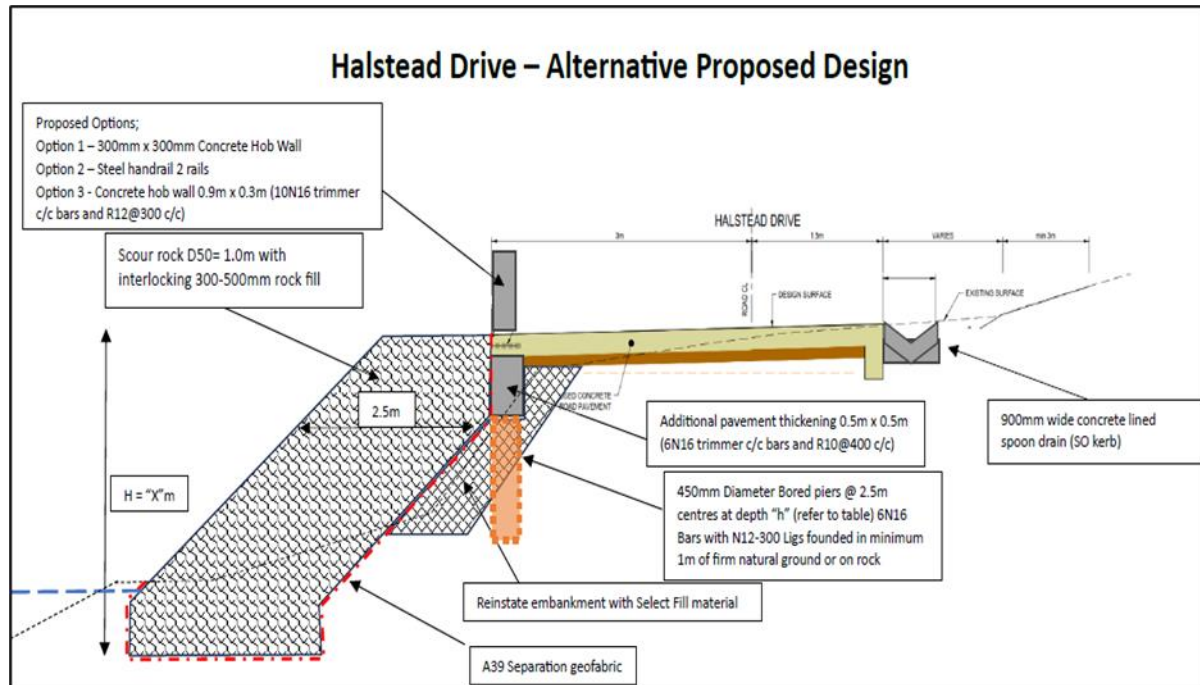


Figure 1: Typical Section of NRC alternative bulk rock proposal

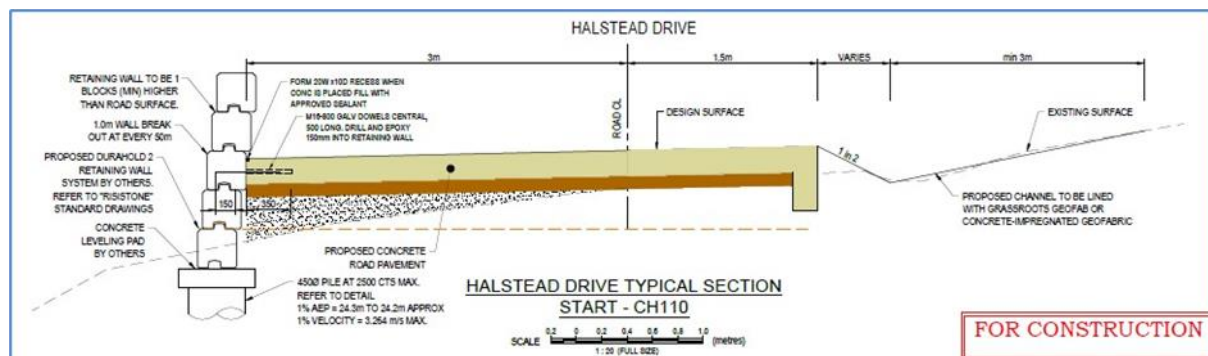


Figure 2: Typical Section of the original “DuraHold” Block Wall solution

The results of the original tender evaluation scored NRC the highest total score for both price and non-price criteria for the “as tendered” design and their “alternative” proposal. Accepting the alternate proposal will provide Council with an engineered solution that meets the expected outcome of the original design scope but at a more competitive price that Crown Lands were prepared to provide additional funding for.

Due to the additional funding secured and successful negotiation with NRC, the reconstruction of this important community asset is back on track to be delivered at a value of \$1,843,269.00 exclusive of GST.

This is an important milestone to enable the reinstatement of this social, cultural, economic and environmental asset for the community.



Since the July 2024 Council meeting, additional funding and time extensions have been sought to ensure that the works can be completed.

Following negotiations with Northern Rivers Concreting, who achieved the highest total score for both price and non-price criteria in the original tender, for both the as tendered design and their alternative proposal, a contract has been executed to complete the construction works for \$1,843,269 exclusive of GST

Accepting the alternate proposal will provide Council with an engineered solution that meets the expected outcome of the original design scope but at a more competitive price

This achieves the best outcome for Council, from both a financial and delivery perspective.

ATTACHMENT(S)

Nil

19.5 CASINO SEWERAGE TREATMENT PLANT DETAILED DESIGN - OUTCOME OF NEGOTIATIONS

Director: Ben Zeller

Responsible Officer: David Timms

RECOMMENDATION

That Council receives and notes the report *Casino Sewage Treatment Plant Detailed Design – outcome of negotiations* and notes the engagement of Ganden Pty Ltd for \$1,223,807.50 (ex GST).

REPORT

At Council's Ordinary Meeting held on 20 May 2025, it was resolved:

That Council:

1. *Declines the submissions received for Tender VP443460 – Casino Sewage Treatment Plant Detailed Design due to the submitted tenders being either above the allocated budget or being non-conforming with the scope in the Request for Tender.*
2. *Applies Clause 178 (3)(e) of the Local Government (General) Regulation 2021 to authorise the General Manager to enter direct negotiations with suitably qualified consultants with a view to procure works that provide Council with the best outcome both from a financial and delivery perspective, and to finalise terms of the contract or agreement and affixing the seal of Council where necessary.*
3. *Notes that the outcome of the negotiations will be reported to Council for information at a future meeting.*

Richmond Valley Council called for tenders from appropriately qualified and experienced consultants for the detailed design of the new Casino STP on 17 March 2025. Tenders closed on 14 April 2025 and three tender submissions were received.

At the May 2025 Council Meeting it was resolved to decline all tenders due to them either being above the allocated budget of \$1,450,624 (ex GST) or non-conforming with the scope in the Request for Tender.

Council further resolved to apply Clause 178 (3)(e) of the Local Government (General) Regulation 2021 to authorise the General Manager to enter direct negotiations with suitably qualified consultants with a view to procure works that provided Council with the best outcome both from a financial and delivery perspective, and to finalise the terms of the contract or agreement and affix the seal of Council where necessary.

Council officers commenced post tender negotiations with Ganden Pty Ltd with the view that if a commercial outcome could be agreed then there would likely be no need to undertake any negotiations with the other two consultants that had submitted tenders with significantly higher prices.

Through a negotiation process Council was able to resolve the non-conformances and contractual matters with Ganden, which resulted in a negotiated offer price of \$1,223,807.50 (exc. GST). Following these negotiations a thorough referee check process was undertaken which resulted in positive feedback for Ganden's performance and client relations on past projects. Council also consulted with technical staff from the Department of Climate Change, Energy the Environment

and Water (DCCEEW) with regards to their experience and knowledge of Ganden and this discussion was favourable.

Based on the negotiations with Ganden Pty Ltd and subsequent performance investigations, the General Manager accepted the recommendation that the negotiated offer provided Council with the best value for money, technical, commercial and contractual offer and that it should be accepted. The contract for the detailed design of the new Casino STP was fully executed between the parties on 21 July 2025. It is expected that the design works will be finalised by April 2026. Following this, the two other respondents to the tender were notified that they were unsuccessful with their tenders and provided with feedback.

Council has entered a contract with Ganden Pty Ltd for \$1,223,807.50 (exc. GST) to deliver the detailed design for the new Casino STP, which aligns with Council's scope, specification and budget for the project.

The negotiated outcome with Ganden Pty Ltd has provided Council with the best result from a financial and delivery perspective, to deliver the detailed design of the new Casino STP.

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 VP466589 - Airforce Beach Carpark and Access Improvements

This matter relates (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 VP466588 - Construction of Woodburn-Evans Head Shared Pathway

This matter relates (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