

Richmond
Valley
Council



AGENDA

Ordinary Council Meeting

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

Date: Tuesday, 16 September 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.

ORDER OF BUSINESS

1	ACKNOWLEDGEMENT OF COUNTRY.....	5
2	PRAYER.....	5
3	PUBLIC ACCESS	5
4	APOLOGIES	5
5	MAYORAL MINUTES.....	5
	Nil	
6	CONFIRMATION OF MINUTES	6
6.1	Minutes Ordinary Meeting held 19 August 2025	6
7	MATTERS ARISING OUT OF THE MINUTES	7
8	DECLARATION OF INTERESTS.....	7
9	PETITIONS.....	7
	Nil	
10	NOTICE OF MOTION.....	7
	Nil	
11	MAYOR'S REPORT	8
11.1	Mayoral Attendance Report 12 August - 8 September 2025.....	8
12	DELEGATES' REPORTS.....	9
12.1	Delegates' Report September 2025 - Rous County Council	9
13	MATTERS DETERMINED WITHOUT DEBATE	10
13.1	Matters to be Determined Without Debate.....	10
14	GENERAL MANAGER.....	10
	Nil	
15	PLANNING AND SUSTAINABLE COMMUNITIES	11
15.1	Northern Regional Planning Panel - Update on Appointment of Delegates	11
15.2	Section 4.6 Richmond Valley Local Environmental Plan - Proposed Overheight Dwelling - 945 Woodburn Coraki Road, Bungawalbin	13
16	INFRASTRUCTURE SERVICES & PROJECTS	17
16.1	Proposed Road Naming - Spring Grove Development	17
16.2	Stormwater Infrastructure Renewals and Capital Improvements	19
16.3	Land Acquisition Bruxner Highway and Patricia Street for Public Purpose	28
17	ORGANISATIONAL SERVICES	33
17.1	Financial Analysis Report - August 2025.....	33
18	GENERAL BUSINESS.....	37
	Nil	
19	MATTERS FOR INFORMATION.....	38
19.1	Richmond-Upper Clarence Regional Library Annual Report 2023/2024	38
19.2	Sustainable Communities Annual Report	39

19.3	Development Applications Determined Under the Environmental Planning and Assessment Act for the Period 1 August 2025 - 31 August 2025.....	44
19.4	Grant Application Information Report - August 2025	53
19.5	Audit, Risk and Improvement Committee Minutes - 27 August 2025	56
19.6	Minutes of the Local Transport Forum Meeting held on 2 September 2025.....	57
20	QUESTIONS ON NOTICE	58
	Nil	
21	QUESTIONS FOR NEXT MEETING (IN WRITING).....	58
22	MATTERS REFERRED TO CLOSED COUNCIL	59
23	RESOLUTIONS OF CLOSED COUNCIL	60

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 19 AUGUST 2025****RECOMMENDATION**

That Council confirms the Minutes of the Ordinary Meeting held on 19 August 2025.

REPORT

Refer attached Minutes.

ATTACHMENT(S)

- 1. Unconfirmed Minutes Ordinary meeting 19 August 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 12 AUGUST - 8 SEPTEMBER 2025**

Mayor: Robert Mustow

RECOMMENDATION

That Council receives and notes the Mayoral Attendance Report for the period 12 August – 8 September 2025.

August

- 12th RV Business Awards video
- 13th Disaster Adaptation Plan Guidelines - Launch and Stakeholder Briefing online
- 13th Tatham Bridges - girder install inspection
- 13th Lions Club - Gunthorpe Shield Public Speaking Competition
- 15th NRJO Board meeting
- 16th Mid-Richmond Historical Society - 40th Anniversary
- 16th NR Veteran Car Club Evans Head
- 16th Richmond Valley Business Awards
- 18th Vietnam Veterans Day – Evans Head
- 19th Hurford's Plantation Farm tour
- 19th Richmond Valley Council Ordinary meeting
- 20th Rous County Council Ordinary meeting
- 21st Try and Trade Program Presentations
- 21st Casino West Public School - Art exhibition
- 22nd Casino Youth Hub opening
- 25th Summerland Bank meeting
- 28th Truck Show - cheque presentations
- 30th Truck Show organisers thank you dinner

September

- 2nd Truck Show – cheque presentations
- 2nd Community Safety Precinct meeting
- 2nd Richmond Valley Councillor Information Session
- 4th CWA - Hannahs Story awareness
- 4th Casino Legacy Wreath laying ceremony
- 5th Richie Williamson MP discussion at Casino Police station
- 6th Rappville Lights and Lyrics community event.

ATTACHMENT(S)

Nil

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

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

REPORT

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

Cr Robert Mustow and Cr Sandra Humphrys have provided the following summary of the main items of business for the Rous County Council Ordinary Meeting held on 20 August 2025.

ATTACHMENT(S)

- 1. Rous County Council Meeting 20 August 2025 (under separate cover)**

13 MATTERS DETERMINED WITHOUT DEBATE

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

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

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

That items identified be determined without debate.

14 GENERAL MANAGER

Nil

15 PLANNING AND SUSTAINABLE COMMUNITIES**15.1 NORTHERN REGIONAL PLANNING PANEL - UPDATE ON APPOINTMENT OF DELEGATES**

Director: Tina Kao

Responsible Officer: Tony McAteer

EXECUTIVE SUMMARY

By resolution of Council on 22 October 2024, Council appointed its delegates to the Northern Regional Planning Panel which included re-confirming a reciprocal Planning Panel arrangement with Lismore City Council.

The nominated Lismore City Council delegates, to appear on the Richmond Valley Council Panel, and Angela Jones, Council's primary nominee to appear on the Lismore Panel, are no longer available, therefore requiring new nominations. Lismore has offered the services of Jamie Van Iersel as its principal expert delegate, with Shane Reinhold, and Graham Snow as alternates. Likewise, Council will offer the services of Tina Kao, as its principal expert delegate, and Andy Edwards, Tony McAteer and Cherie Smith as alternates.

RECOMMENDATION

That Council:

1. Appoint Jamie Van Iersel as an expert nominee, with Shane Reinhold and Graham Snow as alternates, to represent Council on the Northern Regional Planning Panel, and
2. Offers the services of Tina Kao, as its principal expert delegate, and Andy Edwards, Tony McAteer and Cherie Smith as the alternates, to represent Lismore City Council on the Northern Regional Planning Panel.

DELIVERY PROGRAM LINKS

Objective 10: Lead and advocate for our community

10C Lead with integrity

10C1 Provide representative and accountable community governance

BUDGET IMPLICATIONS

The reciprocal arrangement with Lismore City Council potentially offers savings to both councils as these delegate attendance at briefings and hearings would be addressed through existing staff budgets and employment conditions.

REPORT

Section 4.4 of the Department of Planning, Housing and Infrastructure's *Sydney and Regional Planning Panel Operational Procedures* requires Council to appoint two members to appear on its behalf at Northern Regional Planning Panel (NRPP) hearings. At least one of these members must have expertise in one or more of the following areas:

- Planning
- The environment
- Traffic and transport
- Tourism
- Architecture
- Urban design
- Law
- Heritage
- Land economics, or
- Engineering

By resolution of Council on 22 October 2024, Council appointed two delegates for the Northern Regional Planning Panel, and reconfirmed its reciprocal Planning Panel arrangement with Lismore City Council whereby each council nominates delegates to represent the other on their respective Planning Panels.

At Richmond Valley Council, these roles have traditionally been filled by a Councillor and an expert staff member from Lismore City Council, via a reciprocal arrangement with Richmond Valley Council. Councillor Hayes was appointed as one of Richmond Valley Council's representatives, and this will continue for the term of this Council, however, recent changes to staffing at both Lismore and Richmond Valley councils requires new expert delegates to be appointed.

The original appointed Lismore staff delegates, to appear on the Richmond Valley Council Panel, and Angela Jones, Council's primary staff nominee to appear on the Lismore Panel, are no longer available and therefore new nominations are required.

Lismore City Council has offered the services of Jamie Van Iersel (as the principal expert nominee), with Shane Reinhold, and Graham Snow as her alternates. Likewise, Council offers the services of Tina Kao as its principal expert delegate, and Andy Edwards, Tony McAteer and Cherie Smith as alternates.

CONSULTATION

Nil

CONCLUSION

The Northern Regional Planning Panel requires two Council representatives. At Richmond Valley Council these roles have traditionally been filled by a Councillor and an expert staff member from Lismore City Council, via a reciprocal arrangement with Richmond Valley Council. Councillor Hayes was appointed as a Richmond Valley Council representative, and this will continue for the term of this Council, however, recent changes to personnel at both Lismore and Richmond Valley councils requires new expert delegates to be appointed. Lismore has offered the services of Jamie Van Iersel, with Shane Reinhold and Graham Snow as alternates, to appear on the Richmond Valley Council Planning Panel, and Richmond Valley Council is offering the services of Tina Kao, as its principal expert delegate, with Andy Edwards, Tony McAteer and Cherie Smith as alternates, to appear on the Lismore City Council Planning Panel.

ATTACHMENT(S)

Nil

15.2 SECTION 4.6 RICHMOND VALLEY LOCAL ENVIRONMENTAL PLAN - PROPOSED OVERHEIGHT DWELLING - 945 WOODBURN CORAKI ROAD, BUNGAWALBIN**Director:** Tina Kao**Responsible Officer:** Francis Eyndhoven**EXECUTIVE SUMMARY**

Council has received a development application for alterations and additions to a flood-affected home at Bungawalbin to raise the existing flood affected dwelling above the minimum habitable floor level including alterations and additions. This includes a Section 4.6 variation to the Richmond Valley Local Environmental Plan 2012 (RVLEP 2012) for building height exceeding 8.5m as it raises the dwelling by 2.61m to help avoid future inundation.

The proposal would result in the building being more than 10% above the permissible height limit and, therefore, it must be referred to Council for determination. As the home is located on a large rural lot and there will be no impacts on neighbouring properties, the variation is recommended for approval.

RECOMMENDATION

That pursuant to Clause 4.6 of *Richmond Valley Local Environmental Plan 2012* a variation in respect of Clause 4.3 Height of Buildings be granted for DA2026/0020, as outlined in this report.

DELIVERY PROGRAM LINKS

Objective 2: Adapt to regional challenges & build resilience

2C1 Work with the NSW Reconstruction Authority to deliver flood recovery programs

2C1.2 Continue to support community and business recovery programs for the 2022 and 2025 events

REPORT

The application (DA2026/0020) relates to a dwelling at 945 Woodburn Coraki Road, Bungawalbin (Lot 2 DP809736). The application proposes a variation to the residential building height limit of 8.5 metres as set out in the RVLEP 2012. The proposal is to raise the dwelling by 2.61m, which will mean that the peak of the dwelling's roof will be 1.155m above the maximum building height of 8.5m in this zone (9.655m above existing ground level). The lot requires a minimum habitable floor level (HFL) of 6.4m AHD and the dwelling will have a proposed HFL of 7.86m AHD upon completion of works. The dwelling will be raised in its current location and meets the required setbacks for the proposed height in this zone.

Figure 1. Site Plan showing Dwelling in Relation to Boundaries

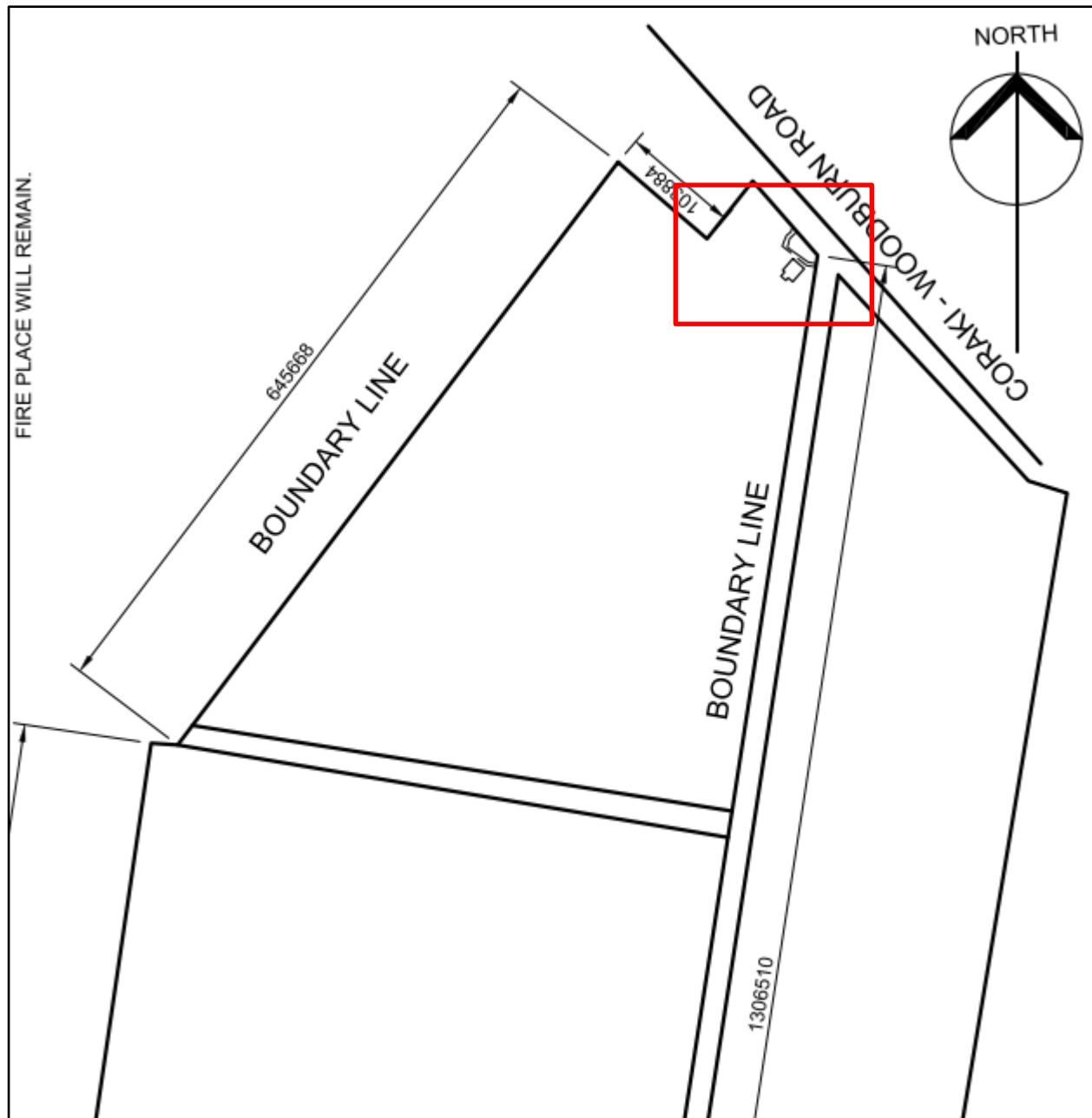


Figure 2. Part Site plan showing the dwellings setback from boundaries

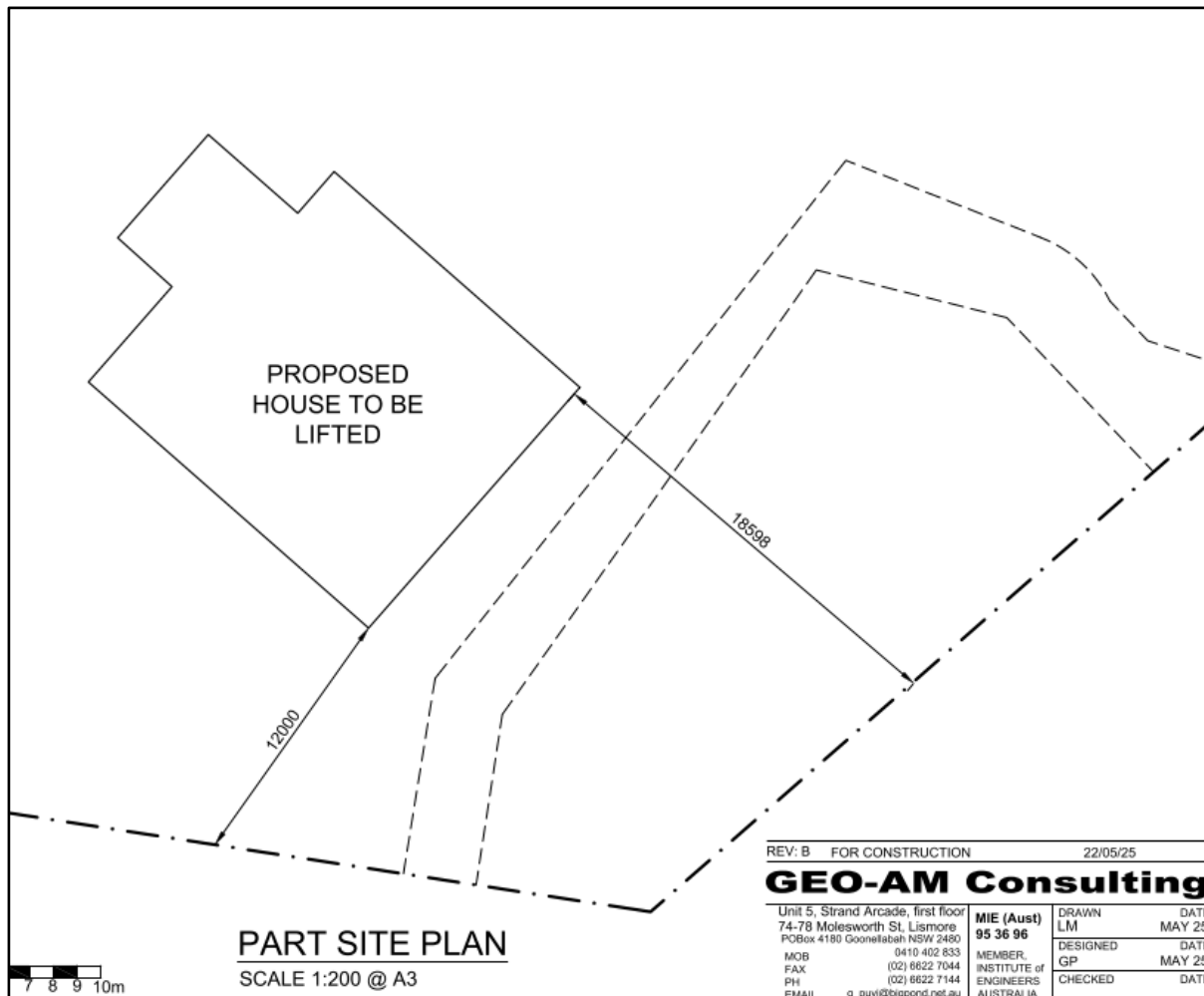
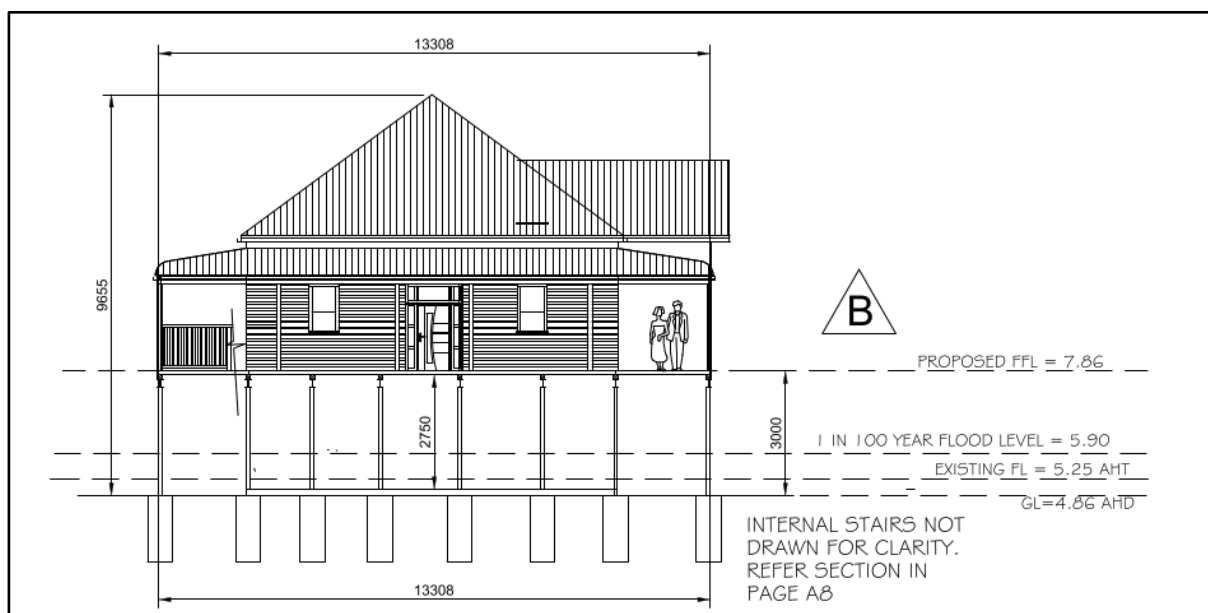


Figure 3. Proposed increased elevation of dwelling



The purpose of the Height of Buildings development standard is to ensure the building complements the streetscape and character of the area and minimises visual impacts, disruption of views, loss of privacy and loss of solar access to existing development.

The variation request submitted by the applicant demonstrates that the additional height is required so that the habitable floor of the dwelling exceeds the nominated AHD for flooding. As the existing dwelling is located a minimum 80m away from the nearest dwelling and is surrounded by existing mature vegetation and ancillary structures, there is no overshadowing, loss of privacy or loss of views for neighbouring lots.

The proposed house raising will vary the maximum height as set out in the RVLEP 2012 by approximately 13.5%. Under NSW planning requirements, all variations greater than 10% must be referred to Council for determination.

CONSULTATION

Internal consultation has been undertaken in preparation of this report as this variation to the RVLEP 2012 needs to meet other minimum requirements before assessment of the development application by Council can commence. In accordance with NSW Department of Planning, Industry and Environment Planning Circular PS 20-002, all Development Applications where there has been a variation less than 10% in numerical standards under Clause 4.6 of the RVLEP 2012, can be determined by delegation (General Manager or nominated staff member). All variations greater than 10% must be referred to Council for determination

CONCLUSION

As the proposal is considered to meet the intent and objectives of the development standard and relevant objectives of the RU1 Primary Production zone the variation to building height is recommended for approval.

ATTACHMENT(S)

Nil

16 INFRASTRUCTURE SERVICES & PROJECTS**16.1 PROPOSED ROAD NAMING - SPRING GROVE DEVELOPMENT**

Director: Ben Zeller

Responsible Officer: Kim Anderson

EXECUTIVE SUMMARY

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

Council has undertaken the road naming process for the creation of two new public roads at 71 Gregors Road for an approved subdivision creating 19 residential lots in Spring Grove.

Council has finalised the public consultation for two proposed road names in accordance with Section 162 of the *Roads Act 1993* and Part 2 of the Roads Regulation 2018. No submissions were received, and it is recommended that Council adopts the proposed road names.

RECOMMENDATION

That Council formally adopt the following road names: Granite Place and Sandstone Drive at Spring Grove as set out in this report.

DELIVERY PROGRAM LINKS

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

2D Provide more homes for our growing community

2D1 Activate residential development on flood-safe land

BUDGET IMPLICATIONS

Nil

REPORT

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

An application was received requesting that the road naming process commence for an approved subdivision in Spring Grove that involves the creation of two public roads at 71 Gregors Road servicing 19 new residential lots.

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

Council has completed the public consultation of the proposed road names in accordance with Section 162 of the *Roads Act 1993* and Part 2 of the Roads Regulation 2018 and did not receive any submissions during this period.



Image 1: Showing location of proposed road names.

CONSULTATION

Advertisement of the proposed road names was conducted in accordance with Clause 7 of the Roads Regulation 2018 including publishing on Council's website.

Adjoining landowners were advised of the proposed road names during the public exhibition period.

The proposed road names did not receive any submissions during the public exhibition period.

CONCLUSION

It is proposed that Council, as the Road Naming Authority, follow the recommendations and processes outlined in this report to adopt the names of the two new roads.

ATTACHMENT(S)

Nil

16.2 STORMWATER INFRASTRUCTURE RENEWALS AND CAPITAL IMPROVEMENTS**Director:** Ben Zeller**Responsible Officer:** Kim Anderson**EXECUTIVE SUMMARY**

At its Ordinary Meeting on 15 July 2025, Council resolved to add an additional \$500,000 in the 2025/2026 budget for drainage works, in response to the increasing strain on the stormwater network caused by ongoing wet weather conditions. This funding was allocated for stormwater drainage infrastructure, not roadside drainage.

Following the asset management improvements initiatives, Council has been transitioning towards visual inspection to provide a more accurate and reliable condition of the stormwater network. These investigations have identified 2.36km of failed stormwater conduit and a further 4.06km in poor condition. The deteriorating condition of the network highlights the inadequacy of the current annual renewal budget of \$160,000, which is insufficient to keep pace with the required infrastructure renewals.

Council's stormwater program is currently funded through a Stormwater Services Levy, which generates approximately \$208,527 annually. This levy, capped under the Local Government (General) Amendment (Stormwater) Regulation 2006, has remained unchanged since its introduction in 2006 despite rising construction and material costs. Given the current funding constraints, Council must consider options to increase the levy via a Special Variation application to IPART and/or secure alternative funding sources to address the growing backlog of renewal needs.

The Casino Stormwater Study has identified major capacity constraints in the town's trunk drainage network, originally constructed in the 1950s–60s. Increased urban density and more frequent extreme rainfall events have overwhelmed the system, contributing to localised flooding. Design options have been developed with a preliminary cost estimate of \$6.59–\$7.29 million to implement mitigation measures, and Council is actively seeking grant funding for these works. Similar pressures are emerging in Coraki and surrounding towns, with drainage modelling now being procured for Broadwater, Woodburn, Coraki and Evans Head.

The Draft Drainage Plan 2025–2030 outlines proposed priority projects, including recommendations for how the additional \$500,000 allocation can be used and identifies further future needs. Council is reviewing updated stormwater condition data received in August 2025, and this will inform the development of the 2026/2027 capital works program and future funding requirements.

To sustainably manage stormwater infrastructure into the future, Council must consider increasing the Stormwater Services Levy, continue asset condition assessments, and actively pursue grant funding to address both renewal and upgrade needs across the Local Government Area.

RECOMMENDATION

That Council:

1. adopts the Draft Drainage Plan 2025-2030 as the guiding document for stormwater budget priorities for the 2025-2026 financial year; and
2. supports in principle, the investigation of options to enable an increase to the stormwater levy, including an IPART approved special rate variation, as a funding mechanism to support capital works and asset renewals programs as outlined in this report;
3. receives a report on stormwater drainage network future funding options at a future meeting.

DELIVERY PROGRAM LINKS

Objective 6: Provide infrastructure that meets community needs

6D Manage water supply, sewerage and drainage effectively

6D6 Improve local stormwater and drainage networks

BUDGET IMPLICATIONS

The current annual budget allocated to stormwater renewals is insufficient to meet the long-term needs of the stormwater drainage network. It is recognised that a greater financial investment is required to support necessary renewals and upgrades to ageing stormwater infrastructure.

All capital works are currently programmed in alignment with the adopted Long Term Financial Plan (LTFP), which limits flexibility for additional funding without a corresponding increase in available revenue streams. However, there is no impact on the current approved budget as projects are aligned to approved funding.

REPORT

Council resolved at the Ordinary Meeting 15 July 2025 to receive a further report, allowing Council to add an additional \$500,000, allocated to drainage works in the 2025/2026 budget. This was in recognition of the strain on the drainage assets across the Richmond Valley given the ongoing wet weather. The funding was allocated within the budget for stormwater drainage rather than roadside drainage.

This report presents the status of stormwater infrastructure following recent investigations, potential challenges, financial limitations and consideration for project priorities.

Stormwater Revenue

Council receives revenue for stormwater capital works and renewals through a stormwater services levy imposed on urban business and residential rated properties. This is charged at \$25 per residential property, \$12.50 per residential strata or \$25 per 350m² of a business property.

This fee was introduced under The Local Government (General) Amendment (Stormwater) Regulation 2006 and commenced on 13 April 2006. It has not increased since that time leaving the funding generated seriously deficient for a Council in an area that receives regular high rainfall events. Annually, Council generates on average \$208,527 from stormwater charges to be utilised for new or upgraded stormwater infrastructure across the entire Local Government Area. The cost of providing these services continues to increase annually with wage and materials increases, however revenue raising is restricted.

Under the Act, Council is required to exempt government and other organisations from paying rates. Rate exemptions and subsidies are provided for the likes of Crown land, land owned or occupied by not-for-profit organisations, land used for religious, charitable or educational purposes, Government properties including land owned by Aboriginal Land Council and the Department of Housing. As well as rural and rural residential, urban properties that do not discharge into the stormwater catchment are also excluded from the Stormwater levy.

Grants

Council's focus over the past three years has been on seeking funding for flood studies, flood risk management and road repairs following the catastrophic 2022 flood event. With these works now underway, Council is now able to actively pursue stormwater grant funding, ensuring that we are well prepared for any future opportunities with detailed studies, cost estimates, and detailed project plans.

Stormwater Asset Management Plan and Long-Term Financial Plan (2025-2035)

Council adopted the Stormwater Asset Management Plan at the ordinary meeting 19 August 2025. This provides details of the 10-year financial forecast for budget allocation as detailed in the table below.

Cost Category	Budget 2025/2026 (\$)	Budget 2026/2027 (\$)	Budget 2027/2028 (\$)	Budget 2028/2029 (\$)	Budget 2029/2030 (\$)
Operations	-	-	-	-	-
Maintenance	210,673	216,557	222,606	228,826	235,216
Renewal	573,904	160,000	160,000	160,000	110,000
Capital	185,000	-	-	-	-
Total	959,577	376,557	382,606	388,826	345,216

The additional \$500,000 identified from the Council report 15 July 2025 has been included in the stormwater renewal budget allocation for 2025/2026. The renewal and capital projects adopted are identified in the table below.

Description	Budget (\$) 2025/2026	Budget (\$) 2026/2027	Budget (\$) 2027/2028	Budget (\$) 2028/2029	Budget (\$) 2029/2030
Drainage Improvements	10,000	10,000	10,000	10,000	10,000
Drainage Rappville - Construct Drainage Line Nandabah Street	105,000				
Currajong St - CDS Unit Rehab	63,904				
Drainage Rileys Hill - Construct Open Drain Crown Rd Reserve *	80,000				
Renewals to be allocated	500,000	150,000	150,000	150,000	100,000

Stormwater Network Condition

Stormwater assets are considered a long-life asset due to being constructed from concrete material (100 years). Previous practices for determining the condition of long-life assets have been calculated based upon age and material and used within financial revaluations. Following the asset management improvement initiatives Council has been transitioning towards visual inspection to provide a more accurate and reliable condition of the network. This includes undertaking inspections using CCTV and analysing the data against the WSA Australian Standard for defects, condition rating and service score. In total Council has visually inspected 17.2km of the total 83.5km conduit network. The inspection results have identified some significant issues that will need to be resolved.

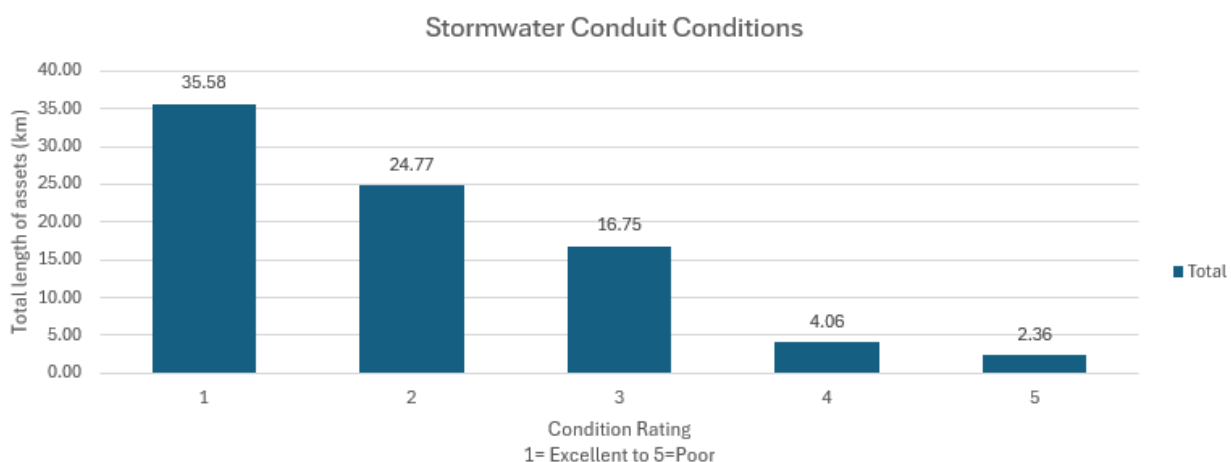


Figure 1: Showing the total length of stormwater conduits assets and condition rating (31 August 2025).

Based on the current asset register, a total of 2.36km of stormwater conduit network has failed (condition 5) and needs replacing. A further 4.06 km of network is in poor condition (condition 4) requiring significant renewal. The current annual budget of \$160,000 allocated to stormwater renewals is insufficient and will likely lead to further long-term issues within the network, as Council will be unable to replace failing assets in a timely manner.

Council utilised the asset revaluation data collection budget allocation to undertake the visual inspection of 10% of the network for assessment. There is no further funding identified to undertake further review of CCTV visual inspections of stormwater conduits.

Stormwater assets damaged along the Richmond River are excluded from this assessment. The work to restore these assets following the 2022 Flood event is being undertaken by NSW Public Works to an approved value of \$1.46M.

Images of defects recently identified are as shown in the photos below.



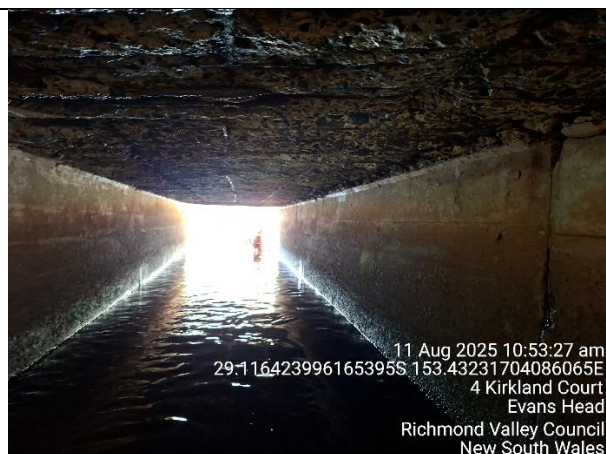
Gitana Street Casino



Stan Payne Oval Evans Head



Kirkland Court Evans Head



Kirkland Court Evans Head

Council is investigating options to reline stormwater pipes to increase the life of the asset rather than a full replacement. This is a more cost-effective option when there is kerb and/or pavement over the drainage asset however works will need to be undertaken prior to an asset reaching the end of its life, being a collapse or failure.

The attached '*Draft Drainage Plan 2025-2030*' provides consideration for the allocation of the additional \$500,000 budget and the re-prioritisation of the existing 2025/2026 budget.

Council is currently reviewing additional stormwater conduit condition data provided in August 2025. This updated information has identified further asset failures beyond those previously recorded.

It is anticipated that, subject to available funding, additional stormwater renewal or upgrade projects will be programmed for inclusion in the 2026/2027 capital works program and subsequent years

Council will need to identify a funding source for the following capital renewals:

- Ocean Drive (adjacent to Co-op), price to be determined after CCTV inspection.
- Kirkland Court collapsed pipe replacement, \$750,000

Stormwater Capital Improvement Projects

The Casino Stormwater Study has identified that the town's primary stormwater trunk and supporting infrastructure, originally built during the 1950s and 1960s, were designed to manage flooding during heavy rain events. However, since their construction, Casino has experienced increased urban development, greater surface density, and more frequent and intense rainfall. These changes have placed growing pressure on the existing system, resulting in localised flooding in some areas during even minor storm events.

To address these issues, the study outlined a series of mitigation options. The preliminary strategic cost estimate to implement options, as outlined in the mitigation report, is between \$6.59 million and \$7.29 million (based on 2023 estimates). Council acknowledges the urgency of addressing these flood risks and is actively seeking grant funding opportunities to support the delivery of the proposed infrastructure upgrades.

Similar issues being faced in Casino are also being experienced in parts of Coraki and we are currently procuring a suitably qualified contractor to undertake the urban drainage modelling for Broadwater, Woodburn, Coraki and Evans Head. Mitigation works to implement options or solutions is not funded and Council will need to actively seek grant funding for these works.

CONSULTATION

To support any proposed increase to the Stormwater Levy, a community consultation process will need to be undertaken in accordance with Council's Community Engagement Policy and the *Local Government Act 1993*. The purpose of the consultation is to inform residents and stakeholders of the need for increased investment in stormwater infrastructure and to seek feedback on the proposed change.

CONCLUSION

The community has increasingly voiced concern over the condition and performance of Council's stormwater drainage network, particularly considering persistent wet weather patterns and higher intensity rainfall events being experienced over recent years. These conditions have highlighted vulnerabilities in the current infrastructure and the need for proactive investment.

Council has been focusing on the strategic approach which includes:

Assessment and Monitoring - Conduct visual inspections to accurately assess the current condition of the stormwater network. This provides evidence-based decision making and improved prioritisation.

Asset Renewal and Replacement - Identify and replace assets that are either unserviceable or require significant renewal. Prioritise upgrades based on risk, performance issues, and impact on surrounding areas.

Capital Improvements - Invest in capital works to address localised stormwater issues and improve system performance. This includes ongoing commitment to the stormwater studies in the Mid Richmond areas.

The primary challenge for Council is how to fund these necessary works and improvements. Potential strategies could include:

Reallocating Budget Priorities – Council staff have considered existing capital works programs to reprioritise essential stormwater upgrade. Noting the current projects within the 2025/2026 financial year will need to be reallocated to replacement of higher priority assets.

Grant Funding – Actively pursuing State and Federal government grants related to infrastructure resilience and climate adaptation. This is a challenging space with limited grant opportunities being available.

Stormwater Levy or Special Rates Variation – Considering a targeted levy or rate increase specifically to fund stormwater network improvements, with community consultation and transparency.

Developer Contributions – Leveraging contributions from new developments to support broader network capacity upgrades. This may include a reassessment of the current projects identified in the current contribution plan.

Council has allocated an additional \$500,000 in the budget for stormwater works. The Draft Drainage Plan 2025–2030 outlines proposed priority projects, including recommendations for how the additional \$500,000 allocation can be used and identifies further future needs. Council is reviewing updated stormwater condition data received in August 2025, and this will inform the development of the 2026/2027 capital works program and future funding requirements. The funding presents an opportunity to address key priorities within the network.

ATTACHMENT(S)

1. Draft Drainage Plan 2025-2030

Richmond Valley Council Operational Plan 2025/2026 including Forward Financial Estimates

Capital Expenditure 2025/2026 - 2029/2030

Asset	Description	Budget 2025/2026	Budget 2026/2027	Budget 2027/2028	Budget 2028/2029	Budget 2029/2030
Stormwater Conduits						
	Broadwater					
76958	Rileys Hill Road		10,000			
	Casino					
75377	Graham Place - Elgronda Carpark - Reline	50,000				
75379	Barker Street - From Elgronda - Reline	7,000				
74736	North Street - Corner East St	14,000				
77445	North Street - Corner Jersey St	14,000				
75018	Raphael Parade - Walker Street	14,000				
74903	North Street - Corner Hickey St	10,000				
76177	Gitana Street/Arthur Street	15,000				
75497	West Street - No 54	5,000				
75164	North Street - St Mary School		15,000			
75227	Farley Street - East of Jersey St		25,000			
75277	Pratt Street No 17 - reline		30,000			
75488	Richmond Street - Corner West St		14,000			
76072	William Street No 5		20,000			
76080	Page Place		12,000			
76170	Gitana Street/Canterbury St		25,000			
101909	Simpsons Pde/West of Jordan Ln			50,000		
76172	Gitana Street/Sth of Canterbury St			90,000		
75031	Walker Street - Nth of Farley St				23,000	
	Coraki					
76989	Richmond Terrace	10,000				
77148	Union Street No 19	13,000				
76988	Richmond Terrace - Adjacent No 1		7,000			

Richmond Valley Council Operational Plan 2025/2026 including Forward Financial Estimates

Capital Expenditure 2025/2026 - 2029/2030

Asset	Description	Budget 2025/2026	Budget 2026/2027	Budget 2027/2028	Budget 2028/2029	Budget 2029/2030
77124	Yabsley Street - Corner of QE Drive		10,000			
	Evans Head					
	Currajong St - CDS Unit Rehab	63,904				
	Stan Payne Oval	140,000				
77285	Sunderland Street - No 43	20,000				
76537	Riverview Street	15,000				
76759	Heath Street - Sth of Carrabeen St	32,000				
76731	Heath Street - Sth of Ash St	30,000				
76733	Heath Street - Nth of Booyong St	55,000				
76704	Park Street - Sth of Booyong St	8,000				
76791	Coral Street - Sth of Carrabeen St		40,000			
76554	Cedar Street/West of Elm St			50,000		
76553	Cedar Street/West of Elm Str			60,000		
76552	Cedar Street/West of Elm St			22,000		
Stormwater Planning						
	Mid- Richmond Stormwater Study	60,000				
Stormwater Pits						
No ID	Woodburn Street No 55 Evans Head	10,000				
81391	Adams Street - Church Lane - Coraki	7,000				
81394	Adams Street - Church Lane - Coraki	33,000				
Headwalls						
78741	Grenfell Street/Church Lane Coraki	7,000				
78825	Richmond Street/Alfred St (NE) Woodburn	7,000				
78978	Ocean Drive	7,000				
79038	McLean Street /110,m South Pearce St Rappville	7,000				
78863	BW Evans Hd Road/Cook Street		7,000			

Richmond Valley Council Operational Plan 2025/2026 including Forward Financial Estimates

Capital Expenditure 2025/2026 - 2029/2030

Asset	Description	Budget 2025/2026	Budget 2026/2027	Budget 2027/2028	Budget 2028/2029	Budget 2029/2030
RURAL CULVERTS						
	Bulmers Road - Lowpoint - 1.8km from Hogarth Range Road	15,000				
15206	Savilles Road		400,000			
83084	MR145 - Haydons Road			300,000		
14697	MR145 - East of Ranns Road				250,000	
13982	Crawfords Road					500,000
ROADSIDE DRAINS						
	MR145 - West of Lagoon Road along MR145 to Springhill Rd	60,000				
	MR145 - East of Boundary St - to Oakey Street			40,000		
	TOTAL	728,904	615,000	612,000	273,000	500,000
	Approved Long Term Financial Plan (Renewal/Capital)	758,904	160,000	160,000	160,000	110,000
	Difference	30,000	-455,000	-452,000	-113,000	-390,000

16.3 LAND ACQUISITION BRUXNER HIGHWAY AND PATRICIA STREET FOR PUBLIC PURPOSE**Director: Ben Zeller****Responsible Officer: Kim Anderson****EXECUTIVE SUMMARY**

The Casino Industries Activation Project, funded through the Bushfire Local Economic Recovery Fund (BLERF), involves key infrastructure upgrades including the construction of a concrete roundabout at the Bruxner Highway intersection, the widening and formalising of Patricia Street, and installing necessary stormwater drainage across private properties. These works are essential to support the Regional Job Precinct (RJP) Master Plan implementation and in line with Council's economic development plans to drive industrial expansion and local economic growth. This project will position the Richmond Valley to capitalise

Council has been in negotiations with the current landowners at 18 Patricia Street to reach a commercial agreement to purchase the entire property. These details are presented in a separate confidential report for consideration. A full purchase of the land provides strategic opportunities to activate more industrial land in line with the aims of the RJP, but also provides a clearer pathway to meet the infrastructure requirements of the roundabout and formalisation of Patricia Street.

Should an agreement for purchase not be reached, Council must consider compulsory acquisition under the *Land Acquisition (Just Terms Compensation) Act 1991* to secure a section of the land for road widening, public road protection, and drainage easements.

Council has successfully negotiated road widening on three corners of the Bruxner Highway roundabout, but acquisition of a part of the remaining privately owned land is required to complete the project. Patricia Street requires widening along its full length, involving acquisition of land on the eastern side of the existing road reserve, where a dwelling and farming infrastructure currently exist. Due to road reserve constraints, the dwelling (currently rented long term) will need to be demolished or relocated following acquisition, with appropriate compensation provided to the landowner.

Additionally, a 15-metre-wide drainage easement approximately 370 metres in length will be acquired to manage stormwater flows across private property. All compulsory acquisitions will be undertaken in compliance with the *Land Acquisition (Just Terms Compensation) Act 1991*, ensuring fair compensation and communication with affected parties.

RECOMMENDATION

That Council:

1. Continues negotiations with the property owner of 18 Patricia Street, Casino to purchase the entirety of the property under commercial terms, subject to the conditions outlined in the Confidential Council Report.
2. Being unable to reach a commercial agreement for the entirety of the property of 18 Patricia Street,
 - a) Acquires the private ownership land and easement by private agreement, with acquisition by consent or through the compulsory acquisition process under the *Land Acquisition (Just Terms Compensation) Act 1991* by the authority contained in the *Roads Act 1993*. The land identified for the purposes of road widening and protection of public road described as Part Lots 18 ,19, 20 Section 7 DP976660, and Part Lot 2 DP783330.
 - b) Acquires the private ownership land by private agreement, with acquisition by consent or through the compulsory acquisition process under the *Land Acquisition (Just Terms Compensation) Act 1991* by the authority contained in the *Local Government Act 1993*. The land identified for the purposes of drainage described as Part Lots 16 ,17, 18 Section 7 DP976660.
 - c) Approves the making of an application to the Minister for the issue of a Proposed Acquisition Notice under the *Land Acquisition (Just Terms Compensation) Act 1991* with respect to the subject land.
 - d) Authorises the General Manager to:
 - i. Negotiate the final boundaries of the land acquisition in accordance with this report.
 - ii. Negotiate the compensation of land acquisition under the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991* to achieve genuine agreement between all parties.
 - iii. Sign the necessary documentation to implement this resolution, including affixing the Seal of Council as required.
 - e) Dedicates the land acquired for road widening as public road.

DELIVERY PROGRAM LINKS

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

2E Deliver regionally significant projects

2E3 Upgrade regionally significant infrastructure

BUDGET IMPLICATIONS

If the purchase negotiations are unsuccessful, Council will be required to compensate the landowner in accordance with the *Land Acquisition (Just Terms Compensation) Act 1991*, *Local Government Act 1993* and the *Roads Act 1993*, with funding to be allocated from the existing project budget.

REPORT

The Casino Industries Activation Project, funded through the Bushfire Local Economic Recovery Fund (BLERF), includes the construction of a concrete roundabout at the intersection of the Bruxner Highway, the formalising and widening of Patricia Street, Casino and construction of other civil infrastructure including channels required to transfer stormwater flows across private property

to another road reserve. This project is a critical component of the NSW Government approved Regional Job Precinct (RJP) Master Plan, supporting the expansion of industrial lands and fostering local economic growth.

As part of the roundabout construction and associated internal road works, a portion of the works encroach into the adjacent property at 18 Patricia Street, Casino. The landowner has provided consent for the current works to proceed, and construction has commenced.

Council has been in negotiations with the current landowners at 18 Patricia Street to reach a commercial agreement to purchase the entire property. These details are presented in a separate confidential report for consideration.

Should an agreement for purchase not be reached, Council must consider compulsory acquisition to secure a section of the land for road widening, public road protection, and drainage easements.

The pathway for compulsory acquisition is provided through the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991*.

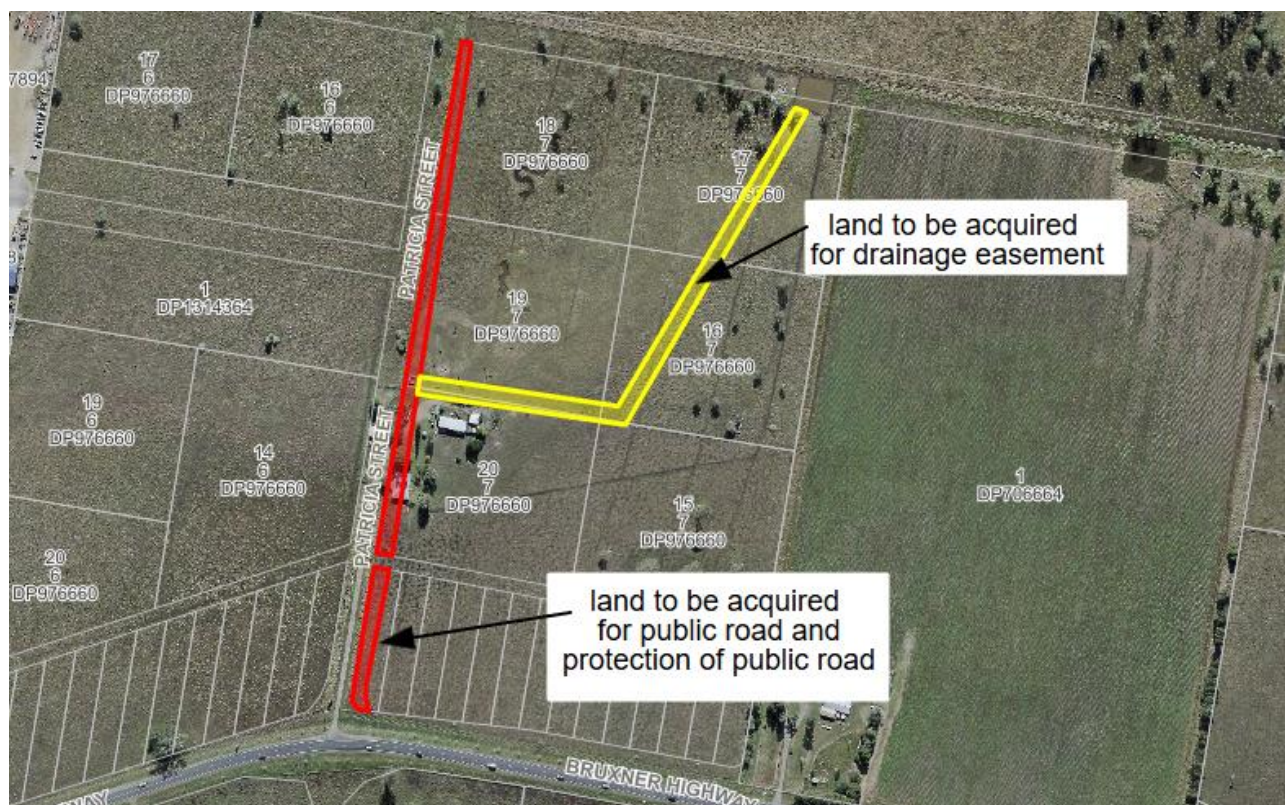


Image 1: Showing land to be acquired for public road, protection of public road and drainage affecting 18 Patricia Street.

Bruxner Roundabout

Council has acquired and finalised the road widening on three corners of the Bruxner Highway through negotiation and agreement with the affected landholder. Council is required to acquire the remaining corner of land for road widening for the construction of the roundabout. Council is in the construction phase of this project and will need to consider the compulsory pathway to acquire the land. This area of land is privately owned, used as rural grazing farmland and does not contain any structures.



Image 2: Land to be acquired for road widening for Bruxner Highway roundabout.

Patricia Street

To support planned industrial growth and in accordance with the North Rivers Local Government Development Design and Construction Manual, the full length of Patricia Street requires widening. This expansion will accommodate the road pavement, verge, and services, ensuring compliance with regional infrastructure standards. Additionally, an easement is required to protect the public road, ensuring the stability and containment of the batters, resulting in a minimum 32-metre-wide road width area.

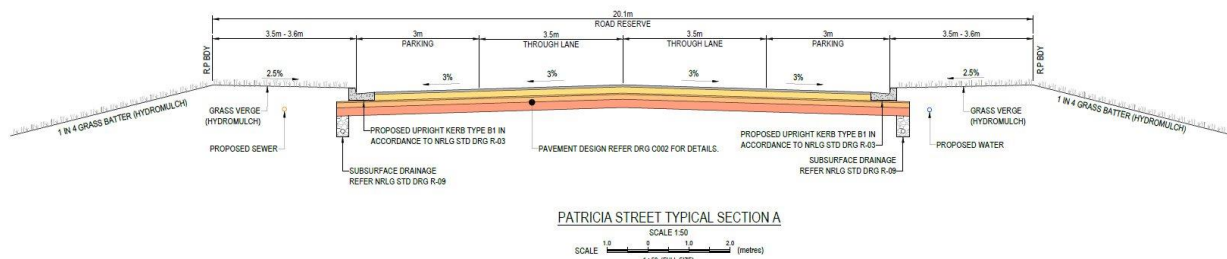


Image 3: Patricia Street typical cross section.

Council owns the land on the western side of Patricia Street and the road widening and road protection will occur by consent as part of the redevelopment of the land.

On the eastern side, the affected property at 18 Patricia Street is privately owned and currently used for grazing beef cattle. The property contains a dwelling, shed, and other farming infrastructure. The dwelling is positioned near Patricia Street, making it particularly susceptible to impacts from the proposed road widening. It is occupied by a long-term tenant.

Council has undertaken negotiations for the entire landholding over the last twelve months, with a strategic view to activate it as industrial land, but to also provide a clear pathway for the construction of Patricia Street. A commercial agreement for this purchase has not been reached.

Council is required to consider the compulsory acquisition pathway to secure the necessary land for public road purposes should a commercial agreement be unable to be reached.

Council is currently finalising the road design and has assessed potential mitigation options to enable the retention of the dwelling. However, given the constraints of the project and required road reserve width, the dwelling will need to be demolished or relocated when the acquisition proceeds.

The compulsory acquisition process, if pursued, will be conducted in accordance with the *Land Acquisition (Just Terms Compensation) Act 1991*, ensuring the landowner and tenant are appropriately informed and compensated.

Drainage easement approximately 15 metres wide

Stormwater drainage is incorporated as part of the development works, Council is required to acquire a drainage easement to manage and transfer stormwater runoff and discharge from the road reserve and development across private property to another road reserve. The drainage reserve is estimated at 370 meters in length and 15 meters wide. The acquisition of this easement will involve compensation to the private landowner.

CONSULTATION

Council will be required to undertake consultation in accordance with *Roads Act 1993*, *Local Government Act 1993* and the *Land Acquisition (Just Terms Compensation) Act 1991*.

CONCLUSION

Council is required to commence the formal process of compulsory land acquisition for the purposes of public road widening, road protection and stormwater drainage infrastructure along the Bruxner Highway and Patricia Street, Casino, in support of the Casino Industries Activation Project.

As part of the proposed acquisition, a portion of 18 Patricia Street, Casino a privately owned property containing a dwelling will be affected. Due to the proximity of the dwelling to the required road reserve, the acquisition may necessitate the removal of the dwelling, which is currently occupied by a long-term tenant.

Council acknowledges that acquisition impacting the dwelling will result in higher compensation costs, in accordance with the *Land Acquisition (Just Terms Compensation) Act 1991*, which provides for fair compensation for the value of land, improvements, relocation, and non-financial disadvantage.

ATTACHMENT(S)

Nil

17 ORGANISATIONAL SERVICES

17.1 FINANCIAL ANALYSIS REPORT - AUGUST 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 August 2025 is shown below:

Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
\$14,198,807	\$32,000,000	\$6,750,390	\$4,500,000	\$18,272,986	\$75,722,183

The weighted average rate of return on Council's cash and investments at 31 August 2025 was 6.61% which was above the Bloomberg AusBond Bank Bill Index for August of 3.1% (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 August 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 August 2025, Council has earned \$291,217 in interest and \$343,091 in fair value gains from funds held in TCorp, for a total investment income of \$634,308. This equates to 25.95% 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 (RBA) Cash Rate Update

The RBA cash rate was reduced by 25 basis points to 3.60% at the August meeting.

Rate of Return

The weighted average rate of return on cash and investments in August was 6.61%, an increase in 115 basis points from the previous month. The rate of return is 264 basis points above the Bloomberg AusBond Bank Bill Index of 3.97% (annualised) which is Council's benchmark.

Council's NSW Treasury Corporation IM Funds returned net gains of \$209,186 during the month of August. The Medium-Term Growth Fund (MTGF) returned a gain of \$151,395 and the Long-Term Growth Fund (LTGF) returned a gain of \$57,791.

During August, most equity markets continued to rise and market volatility was low. Investor opinions remain positive despite ongoing geopolitical tensions and a continued focus on tariffs.

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 \$75,722,183 at 31 August 2025. This was made up of Council's Business Online Saver Account (\$8,405,000), Macquarie Cash Management Account (\$4,011,984), Term Deposits (\$32,000,000), Floating Rate Notes (\$6,750,390), Bonds (\$4,500,000), NSW Treasury Corporation Investments (\$18,272,986) and other bank accounts (\$1,781,823).

Council's investment portfolio had maturity dates ranging from same day up to 1,742 days. Term deposits, floating rate notes and bonds of \$43,250,390 represented 57,12% of the total portfolio as at 31 August 2025.

Council made the following new investments during August 2025:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Investment Term	Interest Rate
Move Bank	Term Deposit	Y	\$2,000,000	4 months	4.30%
Rabo Bank	Term Deposit	Y	\$2,000,000	6 months	4.32%
Total			\$4,000,000		

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

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Interest Earned
MyState Bank	Term Deposit	Y	\$1,000,000	\$11,468
National Australia Bank	Term Deposit	N	\$2,000,000	\$22,685
Total			\$3,000,000	\$34,153

Council had \$18,272,986 in longer term investments being the MTGF and LTGF held with NSW Treasury Corporation as at 31 August 2025. The investment values and fair value returns are shown below:

Investment Holding	Fair Value 31 August 2025	Fair Value Gain/(Loss) at 31 August 2025	Fair Value Gain/(Loss) YTD	Fair Value Gain/(Loss) Life of Investment
Medium Term Growth Fund	\$14,322,987	\$151,395	\$237,668	\$3,317,958
Long Term Growth Fund	\$3,949,999	\$57,791	\$105,423	\$949,999
Total	\$18,272,986	\$209,186	\$343,091	\$4,267,957

Environmentally Sustainable Investments (ESI's)

Council's cash and investments portfolio of \$75,722,183 at 31 August 2025 includes \$56,522,986 or 74.60% with no direct investment in the fossil fuel industry.

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

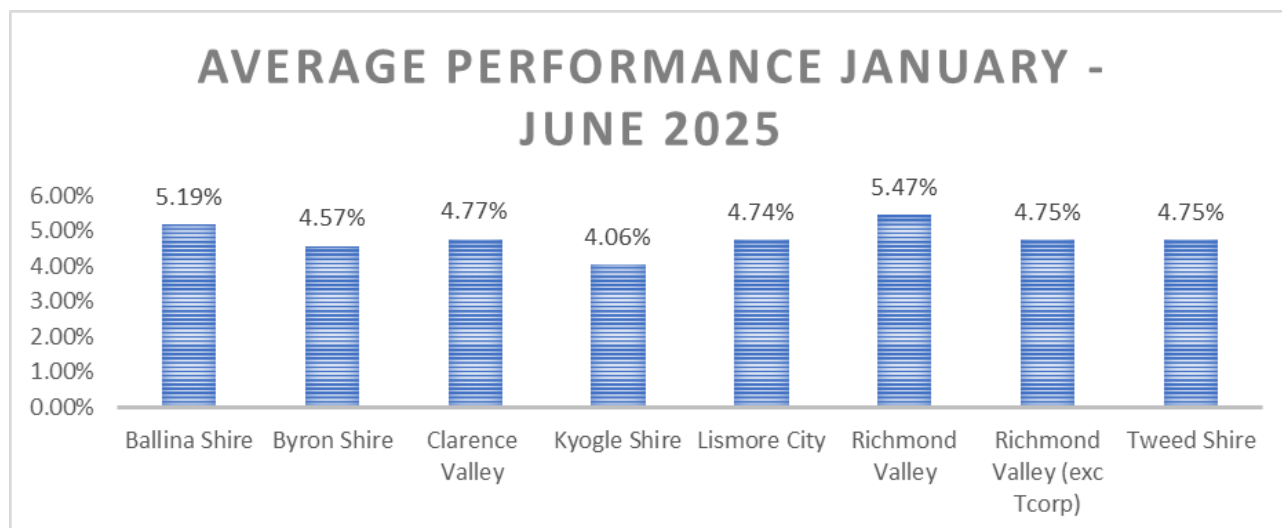
NSW Treasury Corporation has a stewardship approach to ESIs which focuses on managing environmental, social and governance (ESG) risks and opportunities, particularly climate change which is expected to impact portfolios over the long term. The stewardship policy states NSW Treasury Corporation believes 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.

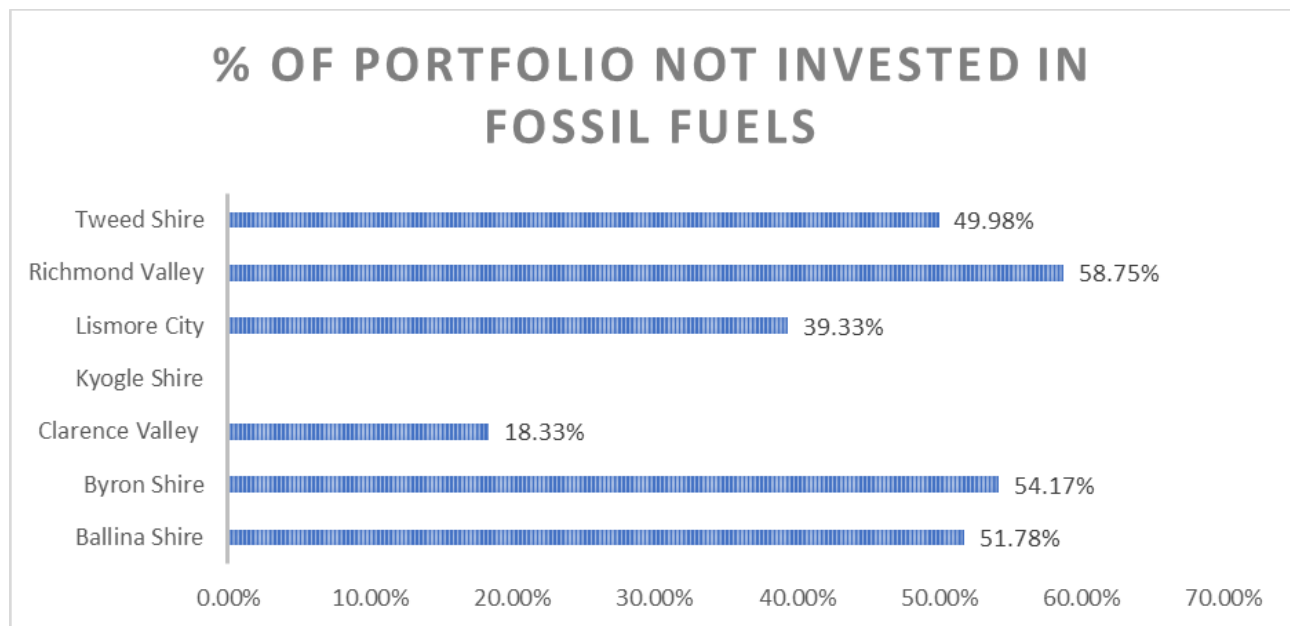
Northern Rivers Joint Organisation Comparison

A review was performed on the investment performance of the councils in the Northern Rivers Joint Organisation (NRJO) for the six-month period of January to June 2025.

The data was collected from the monthly investment reports presented to each council. The findings are shown below.



Richmond Valley has the highest average performance at 5.47% which includes funds invested in TCorp. Excluding the funds in TCorp, Richmond Valley has an average return of 4.75%, if the funds were to be invested at the average TD rate for the month. This is fourth out of the seven councils.



Richmond Valley also has the highest average ESI figure during the reporting period, with an average of 58.75% of the portfolio not invested in fossil fuel investments. Note: Kyogle does not publish an ESI figure.

All neighbouring councils have investments in term deposits and cash at call accounts. Only four of the seven councils are investing in floating rate notes and bonds. Richmond Valley is the only council investing with NSW Treasury Corp.

CONCLUSION

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

As at 31 August 2025 Council's cash and investments totalled \$75,722,183 with \$14,198,807 of this being funds held in bank accounts. The weighted average rate of return was 6.61% and total investment revenue equals 25.95% of budgeted revenue for the year.

ATTACHMENT(S)

- 1. Richmond Valley Council - Investment Pack - August 2025 (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 RICHMOND-UPPER CLARENCE REGIONAL LIBRARY ANNUAL REPORT 2023/2024

Director: Ryan Gaiter

Responsible Officer: Ngarie Macqueen

RECOMMENDATION

That Council receives and notes the Richmond-Upper Clarence Regional Library Annual Report 2024/2025.

REPORT

In accordance with Clause 4.7 of the Richmond-Upper Clarence Regional Library Agreement authorised in 2022, between Richmond Valley Council (the administering council) and Kyogle Council (the delegating council), an Annual Report is required to be prepared for the Regional Library Service.

In accordance with the agreement and as the administering council, Richmond Valley Council has prepared a report and provided a copy to Kyogle Council as the delegating council.

The report includes details of the Regional Library Service and a report outlining the services provided throughout the 2024/2025 financial year.

A copy of the audited statement of accounts will be consolidated into the Richmond Valley Council Financial Statements which will be available at a future Council meeting.

The report outlines the highlights during the 2024/2025 period as summarised below:

- The regional library had 113,523 members and guests walk through the doors to use the library facilities.
- There are 16,088 members, with 11,083 being active members that have accessed library services in the last 3 years.
- Library loan items increased by 3.2% over the period to 153,575 with 1,010 programs run across the area for all ages.
- Monthly book club continued in Evans Head and Baby Bounce commenced, which has been a popular addition to the program.
- The Mobile Library continued to be an important service with a high number of its membership being children under the age of 14, highlighting its importance to language and learning for young people in regional locations.
- Kyogle Library continues to host programs and events, with various visits from authors, a growing book group and popular Tech Savvy programs.

The library remains a widely utilised, inclusive, and welcoming space in our community, positively affecting many lives and offering programs for all age groups. Whether it's offering resources for personal growth, educational programs, or just a comfortable place to read and reflect, the library plays a significant part in enhancing our community's wellbeing.

ATTACHMENT(S)

- 1. 2024-2025 RUCRL Annual Report (under separate cover)**

19.2 SUSTAINABLE COMMUNITIES ANNUAL REPORT

Director: Tina Kao

Responsible Officer: Justine Clarke

BRIEFING

That Council considers the Sustainable Communities Annual Report.

DISCUSSION

The Sustainable Communities Strategy sets out Richmond Valley Council's commitment to balancing growth with sustainability, ensuring our local government area remains resilient, liveable, and environmentally responsible.

The Sustainable Communities team was formed in 2021 as part of a workplace restructure. One of its first priorities was to develop a strategy that is aligned with Council's CSP.

The strategy is structured around four key themes:

1. Resilient Communities
2. Bushland and Biodiversity
3. Rivers and Waterways
4. Environmental Services

For each theme, the strategy outlines:

- A long-term goal (to 2028)
- The significance of that goal
- Strategic actions to achieve it

Actions from the Strategy are then incorporated into Council's Delivery Program and Operational Plans.

Council adopted the Sustainable Communities Strategy in March 2023 and it is currently available on Council's website: [ADOPTED-Final-Sustainable-Communities-Strategy-2023-2028-Landscape.pdf](#)

A core requirement of the strategy is the preparation of an annual Sustainable Communities Report. The Sustainable Communities Strategy is instrumental to securing grant funding, which allows and underpins much of the team's work. The Annual Sustainable Communities report is prepared as part of Council's annual reporting process to ensure the Strategy remains open to the community and is directly linked to the Operational Plan and Delivery Program. It demonstrates measurable outcomes by highlighting activities, programs, partnerships, infrastructure, and other achievements within the reporting year. The team has now presented its second annual report since the Strategy's adoption and a draft is attached for Councillors' information.



Securing funding

The table below details the grant funding that has been secured to implement the Strategy's actions since July 2022.

Funding Source	Project	Amount Awarded
NSW Government, NC Local Land Services	Richmond Terrace 500m Length Riverbank Protection on RVC road reserve	\$16,000
LGNSW	Flying Fox Habitat Restoration Program	\$200,000
Department of Climate Change Energy, the Environment and Water (DCCEEW)	McDonald Park Restoration Work	\$20,000
Department of Climate Change Energy, the Environment and Water (DCCEEW)	Microbat Restoration Work	\$20,000
NSW Government Watershed Initiative	Windsor Park Restoration Work	\$75,000
NSW Government Watershed Initiative	Riparian Restoration Showcase Project, Casino	\$125,000
NSW Government Watershed Initiative	Jabiru Geneebeinga Wetland Weed Control and Fencing Project	\$100,000
Friends of the Koala	North Richmond Terrace Planting	\$5,000
Friends of the Koala	Windsor Park Koala Planting	\$15,000
Friends of the Koala	Rail Trail Koala Corridor	\$20,000
Crown Lands	Weed Control at Richmond Park, Jabiru Geneebeinga Wetland	\$35,000
Friends of the Koala	Koala Strike Monitoring Initiative	\$80,000
Total grant funds attracted		\$701,000*
* Since July 2022		

Cost Saving Measures

As part of the strategy, an extensive review into Council's electricity assets was conducted, identifying five key areas to reducing electricity costs: (i) addressing anomalies; (ii) changing tariffs; (iii) improving operational efficiency in lighting, pumps and appliances; (iv) expanding solar and implementing subsidised batteries; and (v) adding value through innovations in virtual power plants, arbitrage and demand response solutions.

Highlights:

- \$191,000 additional investment in solar 2024-25 expected to save in excess of \$87,000 per year (offering a simple payback in 2.2 years)
- Conducted a review funded by NSW Public Works into the operational efficiency of sewerage pumps, identifying 10 pumps requiring attention and a further 25 requiring further investigation

Encouraging community participation

Flying Fox program

Community events such as Science in the Pub and Science Trivia have been a great success, receiving excellent feedback from participants. The first Science in the Pub event featured three experts in the field of flying foxes: lead ecologist Peggy Eby, local ecologist Max Watt, and WIRES flying-fox handler Lib Ruytenberg. The event drew a strong crowd of 40 community members.

Another highlight was the Science Trivia Night, a sold-out event at the Casino Community Centre that combined fun with education. These initiatives have raised the awareness of the vital role flying-foxes play in local biodiversity and helped foster support for their conservation.



Beers bats and Biodiversity at the Charcoal Inn Casino



Trivia night - Community Centre Casino

The Growing-on Program

The Growing-on Program provides local schools with the opportunity to learn about native plants that thrive in their area, while also giving students hands-on experience in potting, caring for, and nurturing seedlings before seeing them planted in their own community.

The program is run in partnership with local not-for-profit group Windara, which grows native seeds and seedlings into 45L mature plants for use in our streets and parks. By raising plants locally from a young stage, rather than sourcing them from outside the area, the program ensures the plants are better adapted to the local environment.

This approach helps produce healthier, stronger, and more resilient trees that can withstand the challenges of a changing climate and extreme weather events, while also strengthening community connection to the natural environment.



Partnership with Windara – Growing on mature street trees. Seedlings to 45ltr stock.



Council's Engagement Officer at Rappville Public School – potting on with the kids – Growing on Program

Habitat creation

Council has also established partnerships with Local Landcare groups, to work closely with community members on the ground, building strong connections and a deeper understanding of how best to support local restoration efforts.

One of the successful initiatives has been habitat creation for wildlife while also providing much-needed shade for the community along the rail trail. To date, more than 900 native trees have been planted along the Bentley to Casino section, with an additional 250 scheduled for planting in mid-2025. The success of this program inspired the establishment of a dedicated Landcare group at Naughtons Gap.



Friends of Koalas and Landcare, planting koala trees along the rail trail to support safe passage for koalas.

CONCLUSION

The Sustainable Communities Strategy provides a clear framework for balancing growth with environmental responsibility while strengthening resilience across the Richmond Valley. Since its adoption, the Strategy has delivered measurable outcomes through strong partnerships, innovative programs, community engagement, and more than \$700,000 in secured grant funding.

Key achievements include a 7% reduction in emissions and a 13% decrease in Council's water usage, alongside cost-saving initiatives, habitat restoration, and biodiversity enhancements. By engaging schools, community groups, and local stakeholders, the Strategy continues to deliver real value for the community while preparing the region for future challenges.

The Annual Sustainable Communities Report ensures accountability and program momentum, keeping the Strategy closely aligned with Council's broader goals and the community's priorities.

ATTACHMENT(S)

1. Sustainable Communities Annual Report (under separate cover)

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

Director: Tina Kao

Responsible Officer: Denise Catlin

RECOMMENDATION

That Council receives and notes the Development Application report for the period 1 August 2025 to 31 August 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 August 2025 to 31 August 2025 was fifteen (15) including two (2) privately certified Complying Development Certificates with a total value of \$9,906,927.30.

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

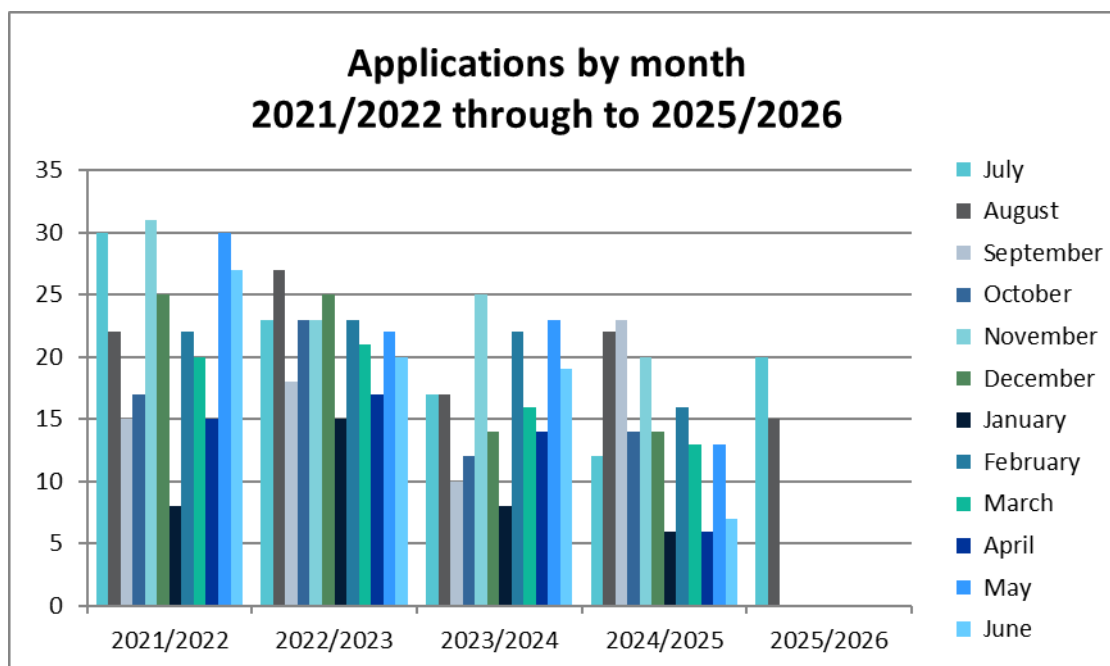


Figure 1: Monthly number of development applications and CDC's processed by Council over five financial years.

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 August 2025.

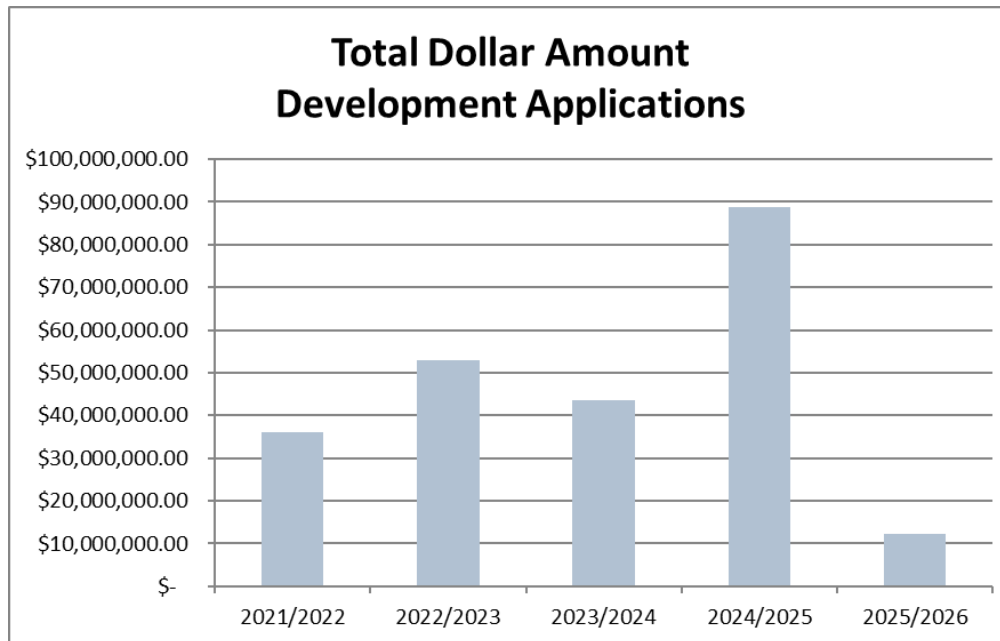


Figure 2: Annual value of development

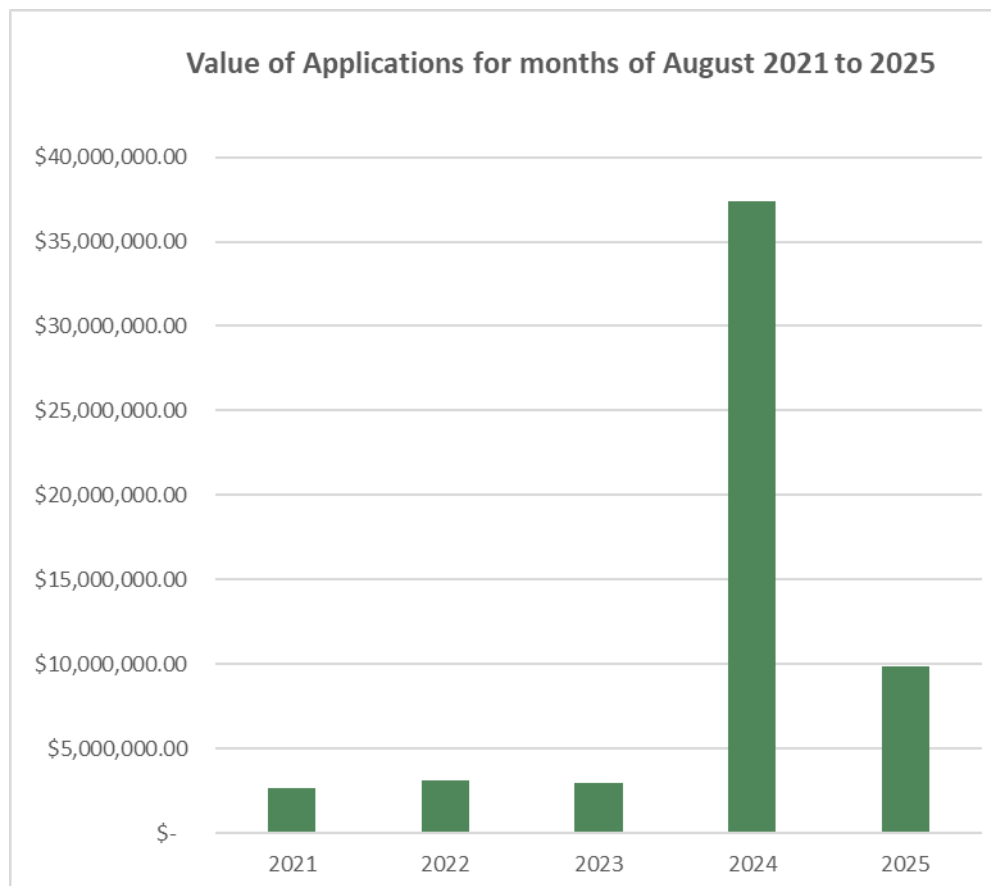


Figure 3: Value of development for the months of August 2021 to 2025

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.

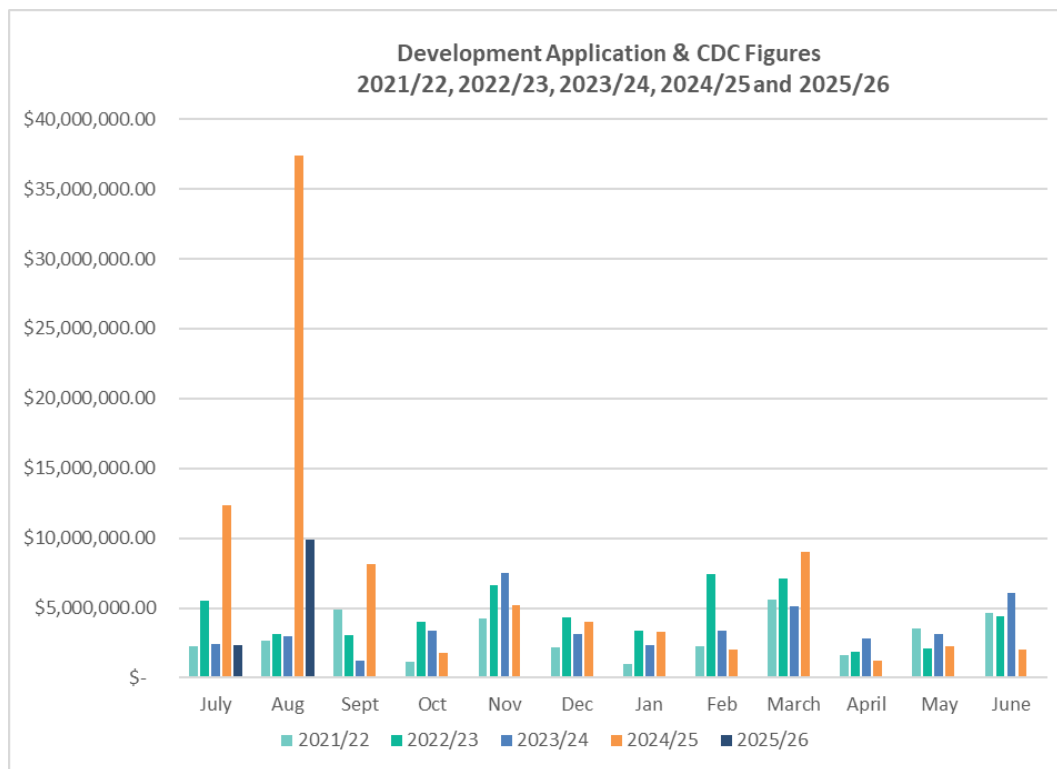


Figure 4: Value of development applications per month over five financial years.

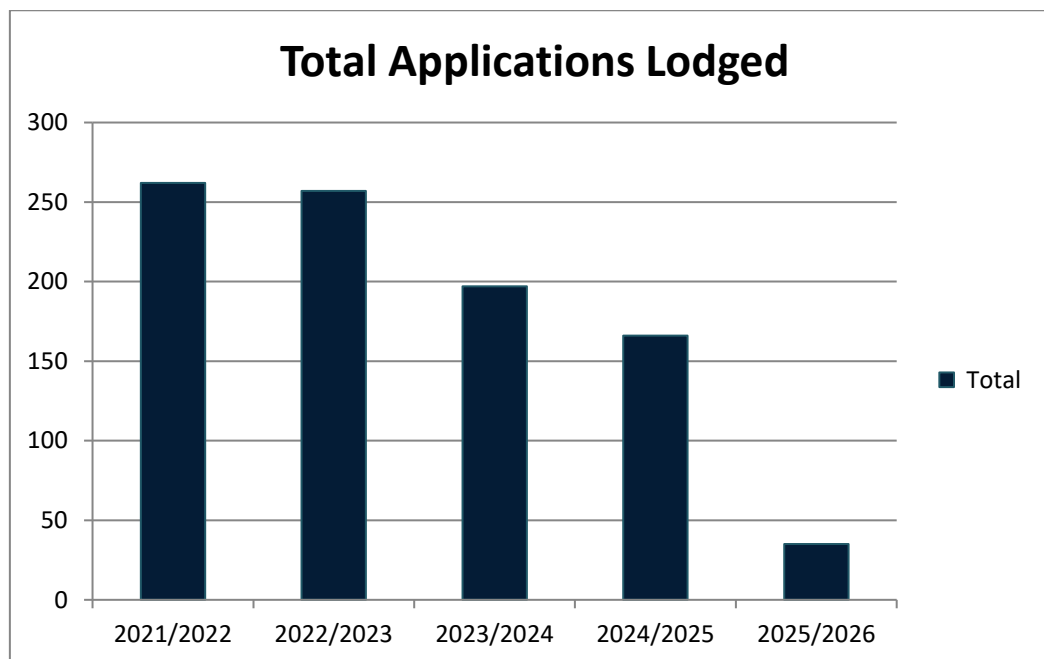


Figure 5: Number of Development Applications & CDCs per annum over five financial years

Activity for the month of August 2025

General Approvals (excluding Subdivisions, Section 4.55)	10
Section 4.55 amendments to original consent	2
Operational Consent	-
Deferred Consent	-
Subdivision	1
Refused	-
Complying Development (Council Approved)	-
Complying Development (Private Certifier Approved)	1
Amended Complying Development (Private Certifier Approved)	1
TOTAL NUMBER OF DEVELOPMENT APPLICATIONS DETERMINED	15
Rejected	-
Withdrawn	1
Average assessment days for applications determined in August 2025 (Planning & Building Combined)	33
No. of Integrated development applications determined in August 2025	1
No. of Designated development applications determined in August 2025	-

ATTACHMENT(S)

Nil

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 August 2025 to 31 August 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost \$
DA2025/0180	Seine Australia Pty Ltd	Seine Australia Pty Ltd	1-3 Irving Drive, Casino	Alterations and additions to existing Livestock Processing Industry being installation of 2 x tallow storage tanks (1 x 15kL & 1 x 10kL) and associated works.	16/05/2025	13/06/2025	14/08/2025	89,367.30
DA2025/0190	Fernleigh Drafting & Council Services	R M Harding	24 Ironbark Place, Naughtons Gap	Detached steel frame shed with amenities and request to vary DCP	30/05/2025	13/06/2025	19/08/2025	30,690.00
DA2025/0203	Newton Denny Chapelle	D A & H J Daly	85 Roberts Road, Bentley	Boundary adjustment subdivision to create two lots being Lot 10 (1.27ha) and Lot 11 (69ha).	18/06/2025	23/06/2025	14/08/2025	0.00
DA2025/0206	J Hannah	M D Hannah	4 Kalinda Place, Casino	As built conversion of garage into bedroom/office space. Change of use from BCA Classification 10a to 1a	23/06/2025	2/07/2025	19/08/2025	12,557.00
MA2025/0030	R J Hayes	N J & K L Hayes	15 Alfred Street, Woodburn	S4.55(1A) Modification - 2 lot subdivision of an existing lot	25/06/2025	16/07/2025	14/08/2025	0.00
DA2025/0210	Fernleigh Drafting & Council Services	J S Fromm	3 Apsley Street, Casino	Detached Steel Framed Shed (49m2) & Demolition of Existing Carport	27/06/2025	4/07/2025	8/08/2025	20,845.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 August 2025 to 31 August 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost \$
DA2025/0212	R J Hayes	M P & E J Rose	17 Wirraway Avenue, Evans Head	Building works to convert of an existing shed to a dwelling with additions. Construct a detached Storage shed/ garage, formalise drive access and associated works	30/06/2025	4/07/2025	1/08/2025	93,500.00
DA2025/0213	Construction & Build Ready Pty Ltd	J J M Burston	32 Stapleton Avenue, Casino	Workshop shed and retaining wall.	30/06/2025	15/07/2025	28/08/2025	30,000.00
DA2026/0002	R J Hayes	Enviro Safe Products Pty Limited	395 Reardons Lane, Swan Bay	Two level 3-bedroom country style home with verandahs on all sides	2/07/2025	7/07/2025	22/08/2025	990,000.00
MA2026/0002	R J Hayes	H M & I M Johnston	127 Ocean Drive, Evans Head	S4.55(2) Modification - Alterations and additions to the existing dwelling inclusive of a new concrete swimming pool, a detached steel framed shed and associated works.	3/07/2025	10/07/2025	20/08/2025	0.00
DA2026/0005	N S Robson	T & R E George, S A & M M George, C J George, D J George, A J & L M Clark	33 Woodburn Street, Evans Head	Change of use from existing usage of massage and beauty therapy to include skin penetration procedures	9/07/2025	25/07/2025	21/08/2025	30,000.00
DA2026/0007	B Bowman	G & P M T Rose & A P Rose	43 Cassia Street, Evans Head	Construction of Flyover carport to front of existing garage	11/07/2025	18/07/2025	26/08/2025	24,260.00

Summary of Council Certified Complying Development Applications determined under the Environmental Planning and Assessment Act for the period 1 August 2025 to 31 August 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost \$
Nil								

Summary of Flood Affected Development Applications determined under the Environmental Planning and Assessment Act for the period 1 August 2025 to 31 August 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost \$
Nil								

Summary of Privately Certified Applications determined under the Environmental Planning and Assessment Act for the period 1 August 2025 to 31 August 2025								
Application ID	Applicant	Owners	Location	Development	Date Submitted to Council for Registration	Date Accepted	Determination Date	Estimated Cost \$
CDC2026/0004	Axis Building Certification Pty Ltd	Fosfit Pty Ltd	1/8 Oak Street, Evans Head	Tenancy Fitout (Gym)	11/08/2025	26/08/2025	11/08/2025	25,000.00
MA2026/0008	Broadline Consulting Pty Ltd	S J & D J Hogan	37 Marozin Road, New Italy	Construction of a Telecommunications facility- 40m high monopole with amended plans.	29/08/2025	03/09/2025	29/08/2025	0.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act with a Clause 4.6 Variation for the period 1 August 2025 to 31 August 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost \$
DA2025/0170	MKD Architects	IPG Holdings Fund Pty Ltd	113 Barker Street, Casino	Partial demolition of existing building and construction of new 19 room hotel development and associated carparking, lobby, cafe and restaurant	30/04/2025	12/05/2025	21/08/2025	8,560,708.000

Summary of Development Applications Refused under the Environmental Planning and Assessment Act for the period 1 August 2025 to 31 August 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 August 2025 to 31 August 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 August 2025 to 31 August 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Date Withdrawn	Estimated Cost \$
DA2026/0008	R J Hayes	A G & M J Underhill	3/51 Cassia Street, Evans Head	Renovations and additions to an existing brick veneer detached unit including new attached carport, addition of a front entry deck and ancillary works	14/07/2025	22/07/2025	21/08/2025	37,382.00

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

That Council:

1. receives and notes the Grant Application Information Report for the month of August 2025; and
2. notes the significant reduction over the last twelve months in the number of grant funding programs now available from both tiers of Government.

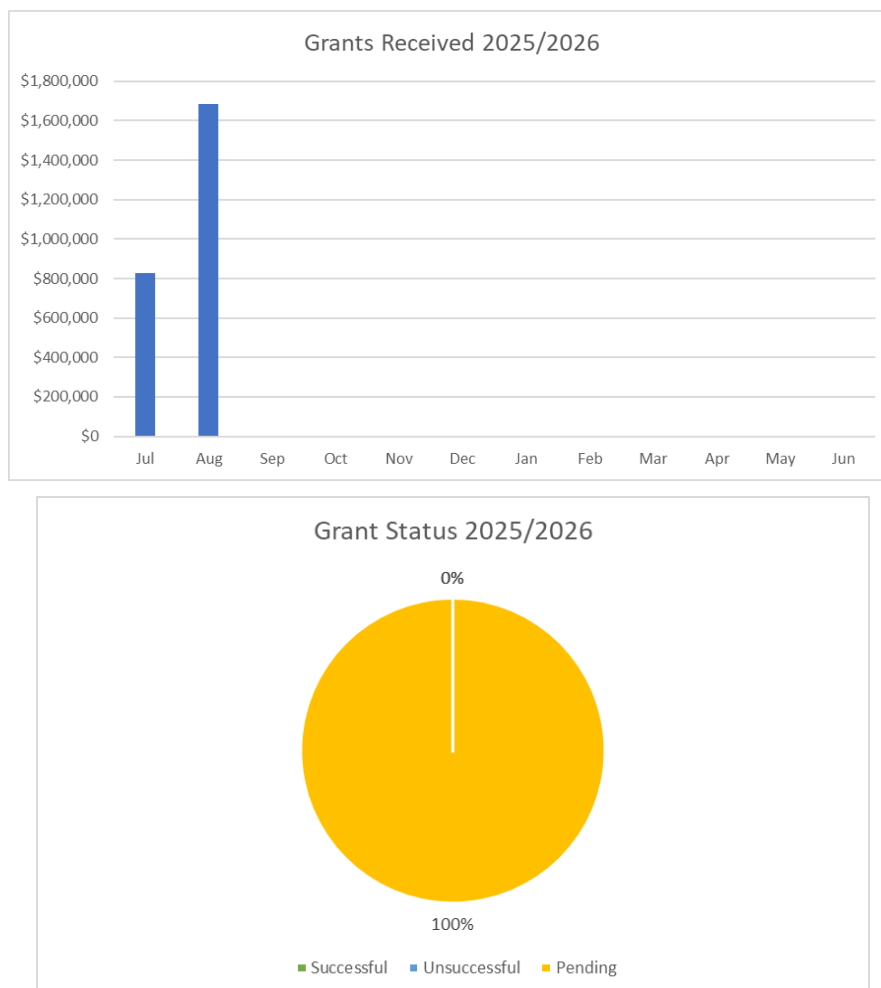
REPORT

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 August 2025.

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

Council received funding for five grants totalling \$1,684,089.

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



Grants that have been received

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
Broadwater Pedestrian Connection Project	Regional NSW (State)	Resilient Business Activation Program	\$ 100,000	\$ 70,000	\$ 30,000	18 December 2024	\$ 21,000 7 August 2025	\$ 21,000
Comment: First milestone payment received (agreement execution).								
Financial Assistance Grant 2025/2026	NSW Local Government Grants Commission (Federal)	Financial Assistance Grant	\$ 7,220,788	\$ 7,220,788	\$ -	N/A - Annual Allocation	\$ 909,893 18 August 2025	\$ 4,491,109
Comment: Quarter 1 instalment of the 2025/2026 FA Grant								
Roads to Recovery 2024/25 to 2028/29	Department of Infrastructure, Transport, Regional Development and Communications (Federal)	Roads to Recovery Program	\$ 8,819,517	\$ 8,819,517	\$ -	N/A - Annual allocation	\$ 120,000 22 August 2025	\$ 1,302,883
Comment: Quarter 1 instalment for the 2025/2026 allocation.								
Regional Roads Block Grant	Transport for NSW (State)	Regional Road Block Grant Program	\$ 1,110,000	\$ 1,110,000	\$ -	N/A - Annual allocation	\$ 555,000 27 August 2025	\$ 555,000
Comment: 50% payment received.								
Upgrade West Street Footpath	Transport for NSW (State)	Get NSW Active	\$ 78,196	\$ 78,196	\$ -	12 December 2023	\$ 78,196 27 August 2025	\$ 78,196
Comment: Payment received for project completion.								

Grant Applications Submitted

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted
Connecting with Richmond Valley Seniors: Casino Live Well, Age Well Expo and Coraki Grow & Glow Workshop	NSW Department of Communities and Justice (State)	NSW Seniors Festival Grant Program 2026	\$ 5,300	\$ 5,300	\$ -	8 August 2025
Comment: If successful, Council will support Richmond Valley seniors with a Casino expo featuring aged care services, entertainment, and morning tea, and a Coraki workshop offering gentle exercise, gardening, and social connection. Activities promote wellbeing, increase service awareness, and reduce isolation, helping older adults live well, age well, and stay connected.						

19.5 AUDIT, RISK AND IMPROVEMENT COMMITTEE MINUTES - 27 AUGUST 2025**Director: Ryan Gaiter****Responsible Officer: Latoya Cooper****RECOMMENDATION**

That Council receives and notes the minutes of the Audit, Risk and Improvement Committee Meeting held on 27 August 2025.

REPORT

A copy of the Minutes is included in the attachments.

ATTACHMENT(S)

- 1. Audit, Risk and Improvement Committee Minutes, 27 August 2025 (under separate cover)**

19.6 MINUTES OF THE LOCAL TRANSPORT FORUM MEETING HELD ON 2 SEPTEMBER 2025**Director: Ben Zeller****Responsible Officer: Kim Anderson****RECOMMENDATION**

That Council receives and notes the Minutes of the Local Transport Forum Meeting held on 2 September 2025.

REPORT

A copy of the Agenda and Minutes are available on Council's webpage and a copy of the Minutes is included in the attachments.

ATTACHMENT(S)

- 1. Minutes of the Local Transport Forum Meeting held on 2 September 2025 (under separate cover)**

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 VP469888 - Anderson Avenue Casino Reconstruction

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 Industrial and Rural Zoned Land Acquisition

This matter relates (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

These matters are considered to be confidential under Section 10A(2) - (c) 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

23 RESOLUTIONS OF CLOSED COUNCIL