Richmond Valley Council

MINUTES

Ordinary Council Meeting

21 July 2026

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MINUTES OF RICHMOND VALLEY COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, 10 GRAHAM PLACE, CASINO
ON TUESDAY, 21 JULY 2026 AT 6PM

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

PRESENT: Cr Robert Mustow (Mayor), Cr Sam Cornish, Cr Robert Hayes, Cr Sandra Humphrys, Cr Lyndall Murray (via audio visual link) and Cr John Walker.

IN ATTENDANCE: Vaughan Macdonald (General Manager), Ryan Gaiter (Director Organisational Services), Jenna Hazelwood (Chief of Staff), Tina Kao (Director Planning and Sustainable Communities), Ben Zeller (Director Infrastructure Services & Projects), Julie Clark (Personal Assistant to the General Manager and Mayor) and Simon Breeze (IT Support Coordinator).

1 ACKNOWLEDGEMENT OF COUNTRY

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

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

2 PRAYER

The meeting opened with a prayer by the General Manager.

3 PUBLIC ACCESS AND QUESTION TIME

Nil

4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO-VISUAL LINK BY COUNCILLORS

RESOLUTION 210726/1

Moved: Cr Robert Mustow
Seconded: Cr Robert Hayes

1. That the apology received from Cr Stephen Morrissey be accepted and leave of absence granted.
2. That Council approves Cr Lyndall Murray's attendance via an audio-visual link at the 21 July Ordinary meeting, due to personal commitments meaning she is absent from the area.

CARRIED

5 MAYORAL MINUTES

The Mayor thanked the Chief of Staff, Ms Hazelwood, for her six years of dedicated service and acknowledged her significant contribution to Council and the community. The Mayor wished Ms Hazelwood every success in her future endeavours.

The General Manager also thanked Ms Hazelwood for her substantial contribution to Council since joining in April 2020 as Leader of Strategy and later serving as Chief of Staff. The General Manager extended best wishes to Ms Hazelwood for her next venture.

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF ORDINARY MEETING HELD ON 30 JUNE 2026

RESOLUTION 210726/2

Moved: Cr Sam Cornish
Seconded: Cr Sandra Humphrys

That Council confirms the Minutes of the Ordinary Meeting held on 30 June 2026.

CARRIED

7 MATTERS ARISING OUT OF THE MINUTES

Nil

8 DECLARATION OF INTERESTS

Nil

9 PETITIONS

Nil

10 NOTICE OF MOTION

Nil

11 MAYOR'S REPORT

11.1 MAYORAL ATTENDANCE REPORT 11 JUNE - 13 JULY 2026

RESOLUTION 210726/3

Moved: Cr Robert Mustow
Seconded: Cr Sandra Humphrys

That Council receives and notes the Mayoral Attendance Report for the period 11 June – 13 July 2026.

CARRIED

12 DELEGATES' REPORTS

12.1 DELEGATES' REPORT JUNE 2026 - ROUS COUNTY COUNCIL

RESOLUTION 210726/4

Moved: Cr Sandra Humphrys
Seconded: Cr Robert Mustow

That Council receives and notes the Delegates' Report – Rous County Council for July 2026.

CARRIED

13 MATTERS DETERMINED WITHOUT DEBATE

13.1 MATTERS TO BE DETERMINED WITHOUT DEBATE

RESOLUTION 210726/5

Moved: Cr Sandra Humphrys
Seconded: Cr Sam Cornish

That items 14.1, 15.1, 16.1, 18.1, 18.2 identified be determined without debate.

CARRIED

14 GENERAL MANAGER

14.1 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION NATIONAL GENERAL ASSEMBLY AND ADVOCACY UPDATE

EXECUTIVE SUMMARY

The Australian Local Government Association (ALGA) National General Assembly (NGA) 2026 was held in Canberra from 23-25 June 2026 at the National Convention Centre Canberra. It was the 32nd National General Assembly of Local Government and was conducted under the theme: "Stronger Together: Resilient. Productive. United".

During the assembly, Councillor Mustow, Councillor Humphrys and the General Manager participated in a range of additional meetings with Federal Government representatives to discuss issues of importance to local government and regional communities. These meetings were assisted by our Federal Member of Parliament Kevin Hogan MP and his staff at Parliament House and included engagements with Minister for Regional Development, Local Government and Territories, Kristy McBain MP; Minister for Regional Health, Health Services and Mental Health, Emma McBride MP; a Senior Advisor to Minister Murray Watt; and a Senior Advisor to Minister Clare O'Neil.

These discussions provided valuable opportunities to advocate for Council priorities, strengthen relationships with key Federal Government stakeholders, and gain insights into current and emerging policy directions affecting local government.

RESOLUTION 210726/6

Moved: Cr Sandra Humphrys
Seconded: Cr Sam Cornish

That Council:

1. Notes the report on the Australian Local Government Association National General Assembly which was attended by the Mayor, Cr Humphrys and the General Manager;
2. Notes the productive meetings held with Federal Government Ministers to advocate for support and investment in the Richmond Valley;
3. Writes to the relevant Ministers to thank them for the discussions and to seek their ongoing support for further growth and investment in the Richmond Valley.

CARRIED

14.2 FLOOD RESILIENCE PLANNING - CSIRO REPORT AND REGIONAL ADAPTATION

EXECUTIVE SUMMARY

The release of the CSIRO's final report on potential flood mitigation measures in the Richmond River Catchment marks the end of a four-year project under the Northern Rivers Resilience Initiative (NRRI) to improve regional flood resilience. The report outlines a preferred scenario to reduce flood levels by up to two metres during major events in the Richmond River catchment, through a series of temporary detention basins, drainage upgrades and the opening of Boundary Creek. While the report has prompted broad public discussion and a formal response from Lismore City Council, last week, it is still early days to determine whether any of the proposals are feasible. More detailed analysis into the benefits and risks of the mitigation measures, as well as potential costs and delivery timeframes is required. The Australian and NSW Governments have announced $3m to support this work, with the project being led by the NSW Reconstruction Authority and the National Emergency Management Authority. The outcomes will help to inform the Northern Rivers Disaster Adaptation Plan. Meanwhile Council has been progressing with finalisation of its Flood Risk Management Plan, with the final Plan due to be presented to the August Ordinary Meeting.

RESOLUTION 210726/7

Moved: Cr Robert Mustow
Seconded: Cr Sandra Humphrys

That Council:

1. Notes the release of the CSIRO's final report under the Northern Rivers Resilience Initiative and the flood mitigation options identified for further analysis.
2. Acknowledges the significant body of work completed for the NRRI project and the funding received through Phase One for essential flood resilience works in the Richmond Valley.
3. Continues to work with the National Emergency Management Authority (NEMA) and NSW Reconstruction Authority to support the next stage of the options review process and the continued development of the Northern Rivers Regional Adaptation Plan.
4. Further notes the completion of the public exhibition of the draft Richmond Valley Flood Risk Management Plan and the proposed presentation of the final plan to the August 2026 Ordinary Meeting.

CARRIED

15 OFFICE OF THE GENERAL MANAGER

15.1 RICHMOND VALLEY DESTINATION MANAGEMENT PLAN 2026-2030

EXECUTIVE SUMMARY

The Richmond Valley Destination Management Plan 2026–2030 (Our Place, Our Future) has been prepared to provide a strategic framework for the growth and development of the Richmond Valley visitor economy over the next five years.

Following a Request for Quotation process, Destination Store was engaged to develop the plan. The project included stakeholder engagement, market analysis and a review of current tourism trends, visitor data and destination assets.

The plan adopts a place-based approach that focuses on growing the visitor economy while preserving the authentic character, landscapes and communities that define the Richmond Valley. It identifies strategic actions to strengthen tourism experiences, increase visitor yield, support investment, improve visitor infrastructure and enhance destination marketing.

The plan is presented for Council's consideration.

RESOLUTION 210726/8

Moved: Cr Sandra Humphrys
Seconded: Cr Sam Cornish

That Council:

1. Endorses the Richmond Valley Destination Management Plan 2026–2030 (Our Place, Our Future).
2. Notes that implementation of identified actions will be subject to future budget considerations, partnerships with businesses and external funding opportunities.

CARRIED

16 PLANNING AND SUSTAINABLE COMMUNITIES

16.1 RAPPVILLE TRANSFER STATION OPERATIONAL FREQUENCY

EXECUTIVE SUMMARY

In 2024, with sustained reduction in demand at Rappville Transfer Station, Council resolved to change the frequency of its opening from weekly to fortnightly. Since that time, tracking and observations have identified that there has been a further decrease in demand, averaging less than 12 residential users per opening, and no commercial users. Many local residents already utilise Nammoona Waste Facility due to its lower pricing structure based on weight via the weighbridge, compared with set charge per load size. This provides an opportunity for further adjustment to Rappville Transfer Station operational frequency to consider a monthly opening schedule, as well consideration of the likelihood of residential household participation in a monthly kerbside waste pick up service, if made available.

RESOLUTION 210726/9

Moved: Cr Sandra Humphrys
Seconded: Cr Sam Cornish

That Council transitions from a fortnightly to monthly opening schedule for Rappville Transfer Station, enabling a waste disposal facility to remain available locally, whilst responding to ongoing low usage of the facility, minimising exposure to safety risk, and moderating operational financial losses.

CARRIED

16.2 DRAFT AMENDMENT RICHMOND VALLEY DEVELOPMENT CONTROL PLAN 2021 - POST EXHIBITION REPORT

EXECUTIVE SUMMARY

Public exhibition of minor amendments to the *Richmond Valley Development Control Plan* (DCP) has been undertaken which sought to correct unintended administrative and spelling errors, inconsistency between chapters, updates as required for consistency with NSW legislation, codes and guidelines, and insertion of outcomes arising from the *Richmond Valley Regional Job Precinct* Implementation Strategy.

RESOLUTION 210726/10

Moved: Cr Robert Hayes
Seconded: Cr Sam Cornish

That Council:

1. Approves the amendments to the Draft *Richmond Valley Development Control Plan 2021* outlined in this report; and
2. Adopts the updated *Richmond Valley Development Control Plan 2021* to take effect from 27 July 2026.

CARRIED

17 INFRASTRUCTURE SERVICES & PROJECTS

Nil

18 ORGANISATIONAL SERVICES

18.1 FINANCIAL ANALYSIS REPORT - JUNE 2026

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 as at 30 June 2026 is shown below:

Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
$24,174,020	$41,000,000	$6,250,000	$3,000,000	$19,470,293	$93,894,312

The weighted average rate of return on Council's cash and investments at 30 June 2026 was 5.66% which was above the Bloomberg AusBond Bank Bill Index for June of 4.10% (annualised), which is Council's benchmark.

RESOLUTION 210726/11

Moved: Cr Sandra Humphrys
Seconded: Cr Sam Cornish

That Council adopts the Financial Analysis Report detailing the performance of its cash and investments for the month of June 2026.

CARRIED

18.2 COUNCILLOR CONDUCT - PROPOSED REFORMS

EXECUTIVE SUMMARY

The Office of Local Government (OLG) has released Circular No 26-08, *Consultation on Councillor Conduct Reforms*, which invites submissions from local government organisations on the next steps in developing the Councillor conduct and meeting practices framework. This consultation is an extension on the OLG's continuing reforms to the management of councillor conduct, previously considered in the OLG discussion paper *Councillor conduct and meeting practice – a new framework*, issued in September 2025.

This consultation focuses on reforms to the process of handling complaints against councillors (including conflict of interest complaints) and introduces a draft Model Code of Conduct for Councillors.

As part of their continuing reforms to the regulation of councillor conduct, the OLG has released a Policy Statement *Improving Councillor Accountability*, in addition to the draft *Model Code of Conduct for Councillors.* This report provides copies of the policy statement and draft Code for review and offers submission points for Council's consideration.

RESOLUTION 210726/12

Moved: Cr Sandra Humphrys
Seconded: Cr Sam Cornish

That Council:

1. Considers the OLG Councillor Conduct Reform Policy Statement *Improving Councillor Accountability*, and draft *Model Code of Conduct for Councillors*;
2. Endorses Council providing feedback to the OLG in relation to the proposed reforms, in line with the proposed feedback response items contained in this report; and
3. Provides the General Manager with any further considerations for inclusion in the submission by 28 July 2026.

CARRIED

19 MATTERS FOR INFORMATION

RESOLUTION 210726/13

Moved: Cr Robert Hayes
Seconded: Cr Sandra Humphrys

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

CARRIED

19.1 RICHMOND VALLEY ECONOMIC DEVELOPMENT STRATEGY - YEAR ONE UPDATE

RESOLUTION 210726/14

Moved: Cr Robert Hayes
Seconded: Cr Sandra Humphrys

That Council receives and notes the Economic Development Strategy - first year update.

CARRIED

19.2 CUSTOMER SERVICE REPORT APRIL - JUNE 2026

RESOLUTION 210726/15

Moved: Cr Robert Hayes
Seconded: Cr Sandra Humphrys

That Council receives and notes the Customer Service Report for the period 1 April – 30 June 2026.

CARRIED

19.3 DEVELOPMENT COORDINATION AUTHORITY

RESOLUTION 210726/16

Moved: Cr Robert Hayes
Seconded: Cr Sandra Humphrys

That Council receives and notes advice received from the Hon Paul Scully MP, Minister for Planning and Public Spaces outlining the newly formed Development Coordination Authority (DCA) operating with full statutory powers from 1 July 2026.

CARRIED

19.4 WRITE OFF OF MONIES UNDER DELEGATION

RESOLUTION 210726/17

Moved: Cr Robert Hayes
Seconded: Cr Sandra Humphrys

That Council receives and notes the write-off of monies totalling $6,595.38 under the General

Manager's delegation.

CARRIED

19.5 GRANT APPLICATION INFORMATION REPORT - JUNE 2026

RESOLUTION 210726/18

Moved: Cr Robert Hayes
Seconded: Cr Sandra Humphrys

That Council receives and notes the Grant Application Information Report for the month of June 2026.

CARRIED

19.6 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 JUNE 2026 TO 30 JUNE 2026

RESOLUTION 210726/19

Moved: Cr Robert Hayes
Seconded: Cr Sandra Humphrys

That Council receives and notes the Development Applications report for the period 1 June 2026 to 30 June 2026.

CARRIED

20 QUESTIONS ON NOTICE

Nil

21 QUESTIONS FOR NEXT MEETING (IN WRITING)

Nil

22 MATTERS REFERRED TO CLOSED COUNCIL

Nil

23 RESOLUTIONS OF CLOSED COUNCIL

Nil

The Meeting closed at 6.30 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 August 2026.

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CHAIRPERSON