Richmond Valley Council

AGENDA

Ordinary Council Meeting

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

Date: **Tuesday, 15 September 2026**

Time: **6pm**

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

Vaughan Macdonald
General Manager

Statement of Ethical Obligations

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

Oath or affirmation of office

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

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

Conflicts of interest

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

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

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1 ACKNOWLEDGEMENT OF COUNTRY

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

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

2 PRAYER

3 PUBLIC ACCESS AND QUESTION TIME

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

5 MAYORAL MINUTES

Nil

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF ORDINARY MEETING HELD ON 18 AUGUST 2026

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Meeting held on 18 August 2026.

REPORT

Refer to attached Minutes.

ATTACHMENT(S)

1. Unconfirmed Ordinary Minutes 18 August 2026 (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

10 NOTICE OF MOTION

Nil

11 MAYOR'S REPORT

11.1 MAYORAL ATTENDANCE REPORT 11 AUGUST - 7 SEPTEMBER 2026

Author: Robert Mustow

RECOMMENDATION

That Council receives and notes the Mayoral Attendance Report for the period 11 August – 7 September 2026.

August
11th Cultural Burning Casino Wetlands
12th NSW Police District Awards Ceremony Lismore
14th Mid Richmond Historical Society Inc – AGM & Official Opening Renovations
17th Meeting Richmond Valley Council & Steph Cooke Shadow Minister for Water
18th Open Forest Day site visit
18th Vietnam Veterans Day Casino Military Museum
18th Richmond Valley Council Ordinary meeting
19th Rous County Council Ordinary meeting
20th Casino CWA - Presentation of Congratulatory message for 100th birthday
21st NRJO Board Meeting Tweed
22nd Casino Truck Show – Volunteer thank you dinner
24th Welcome NSW Police Probationary Constables – Lismore
25th Citizenship Ceremony
26th Lions Club Gunthorpe Shield Dinner
27th Probus Member 100th Birthday Celebration
29th Casino Rugby League Clubhouse Opening
29th Casino Campdraft
30th Casino Campdraft
31st Casino and District Historical Society Member Farewell.

September
1st Northern Rivers Disaster Adaptation Planning - Foundation Briefing
1st Richmond Valley Council, Councillor Briefing
2nd Local Government Water Conference Ballina
3rd Local Government Water Conference
4th Local Government Water Conference
5th Rappville Lights & Lyrics evening
6th Whiporie Family Fun Day outing

ATTACHMENT(S)

Nil

12 DELEGATES' REPORTS

12.1 DELEGATES' REPORT SEPTEMBER 2026 - ROUS COUNTY COUNCIL

RECOMMENDATION

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

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 19 August 2026.

ATTACHMENT(S)

1. Rous County Council Meeting Summary 19 August 2026

ROUS

Council Meeting, Wednesday 19 August 2026

Summary of main items of business

For a copy of the agenda for the meeting click here.

Reports to Council

1. Audit, Risk and Improvement Committee Performance Review 2025–2026

View Agenda Item 9.1 (pages 7 - 16)

(a) Council received and endorsed the Audit, Risk and Improvement Committee Performance Review for the 2025–2026 period.

(b) The report noted that the Committee had satisfactorily and appropriately undertaken its role during the reporting period, maintaining oversight across governance, compliance, risk management, financial management, internal audit and performance.

(c) The Committee's forward focus areas include continued development of the Enterprise Risk Management Framework, embedding of ERMIS, monitoring of the internal audit program and enhancement of performance data collection and reporting.

2. Audit, Risk and Improvement Committee – meeting update

View Agenda Item 10.1 (pages 17 - 23)

(a) Council received and noted the draft minutes and summary of items discussed at the Audit, Risk and Improvement Committee meeting held on 20 July 2026.

(b) Key matters considered by the Committee included finance, risk, audit, performance and general business reports.

(c) The Committee noted that Council's risk management framework is established, operational and compliant, and that the internal audit function complies with relevant Guidelines and regulatory requirements.

3. Preliminary 2025/26 End of Financial Year Summary and Budget Revotes/ Carryovers

View Agenda Item 11.1 (pages 24 - 34)

(a) Council received and noted the preliminary 2025/26 end of financial year summary, acknowledging that figures remain subject to end of year adjustments and audit.

(b) Preliminary financial performance indicates an operating surplus of $1.1M against a forecast of $28K.

(c) Council approved capital budget revotes of $212K and noted carryovers totalling $3.0M, including $603K in operating expenditure and $2.4M in capital expenditure.

4. Review of Pesticide Notification Plan

View Agenda Item 12.1 (pages 35 - 50)

(a) Council resolved to place the draft Pesticide Notification Plan on public exhibition for 28 days and invite submissions.

(b) The draft Plan has been revised to align with EPA expectations and current best practice across Council's bulk water supply, weed biosecurity and rural flood mitigation functions.

(c) If no substantive submissions are received, the draft Plan will be deemed adopted from the date of the Council meeting; substantive submissions will be reported back to Council before adoption.

5. Status of discussions with Lismore City Council on Lismore Levee Ownership

View Agenda Item 13.1 (pages 51 - 53)

(a) Council noted that the General Managers of Rous and Lismore City Council met on 29 May 2026 to re-establish discussions on ownership of the Lismore Levee Scheme.

(b) Council revoked part of its 2023 resolution and authorised the General Manager to approve Lismore City Council access to Lismore Levee Scheme assets for new asset construction, renewal and upgrade works under the Northern Rivers Recovery and Resilience Program and Disaster Ready Fund, subject to written confirmation that Lismore City Council will assume ownership of the new, upgraded and renewed assets.

(c) Existing operational responsibilities continue, with repairs completed as needed.

(d) A detailed update on the status of ownership discussions will be provided to Council at the February 2027 meeting or earlier if available.

Information Reports

6.Council received and noted various information reports

View Agenda Items 14.1 – 14.6 (pages 55 - 93)

14.1 Investments – June 2026 (pages 55 – 61)
14.2 Investments – July 2026 (pages 62 – 68)
14.3 Water Account Assistance and Debt Write-off Report ~ 1 January 2026 – 30 June 2026 (pages 69 – 74)
14.4 Temporary Allocation Assessment for the Nimbin Water Supply (pages 75 – 77)
14.5 Delivery program | Operational plan result for year ending 30 June 2026 (pages 78 – 92)
14.6 Actions Pending (page 93)

Confidential

7. Workplace Consolidation – Property Disposal Update Report

(a) Council received and noted an update on the disposal of properties identified in the June 2024 workplace consolidation report.

(b) Council also noted initial discussions with an interested party regarding 131 Kyogle Street, South Lismore, and authorised the General Manager to continue those discussions.

(c) A further report will be provided to Council on this matter.

8. Perradenya Estate – update report

(a) Council received and noted the report and endorsed staff progressing the recommendations in the confidential Gyde Consulting memorandum relating to DA5.2025.114.1.

(b) Council approved a further $60,000 allocation from the Property Reserve to progress the amended development application and related actions.

(c) Council also noted the estimated financial commitments associated with the amended application and requested a further report following its assessment or determination, including financial options and recommended next steps for Perradenya Estate.

13 MATTERS DETERMINED WITHOUT DEBATE

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

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

13.1 MATTERS TO BE DETERMINED WITHOUT DEBATE

RECOMMENDATION

That items identified be determined without debate.

14 GENERAL MANAGER

14.1 ELECTION OF DEPUTY MAYOR

EXECUTIVE SUMMARY

Section 231 of the *Local Government Act 1993* (the Act) provides that each new Council may elect a Deputy Mayor for the mayoral term or for a shorter term. The Deputy Mayor may exercise any function of the Mayor at the request of the Mayor, or if the Mayor is prevented by illness, absence or otherwise from exercising the function, or if there is a casual vacancy in the office of Mayor.

Schedule 7 of the Local Government (General) Regulation 2021 (the Regulation) outlines the method of conducting the election of Deputy Mayor. Under the Regulation, nominations for the position of Deputy Mayor are to be made in writing by two or more councillors (one of whom may be the nominee) and delivered to the Returning Officer.

If more than one candidate is nominated, the Regulation provides for the election to be conducted by either preferential ballot, ordinary ballot or open voting. Following public declaration of the election result, nomination forms and any ballot papers used in the election may be destroyed.

It is recommended that the method of conduct for the election of Deputy Mayor be by open voting.

RECOMMENDATION

That:

1. Council elects a Deputy Mayor for a two-year period.
2. Nominations for the position of Deputy Mayor be submitted in accordance with the Local Government (General) Regulation 2021, Schedule 7.
3. The method of conduct for the election of Deputy Mayor be by open voting.
4. Following declaration of the election result, nomination forms be destroyed.

DELIVERY PROGRAM LINKS

Objective 8: Lead and advocate for our community

8C1 Provide representative and accountable community governance

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

BUDGET IMPLICATIONS

No fee is specifically payable to the Deputy Mayor. Should Council determine that a fee be payable, the Mayoral allowance would need to be reduced by the same amount.

REPORT

Section 231 of the Act provides for the following in relation to the position of Deputy Mayor:

1. The councillors may elect a person from among their number to be the deputy mayor.
2. The person may be elected for the mayoral term or a shorter term.
3. The deputy mayor may exercise any function of the mayor at the request of the mayor or if the mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of mayor.
4. The councillors may elect a person from among their number to act as deputy mayor if the deputy mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no deputy mayor has been elected.

Schedule 7 of the Regulation outlines the requirements for conducting the election of Deputy Mayor. Under the Regulation, the General Manager, or a person appointed by the General Manager, acts as the Returning Officer for the election.

Term of office

The Act provides for the Deputy Mayor to be elected for the mayoral term, or a shorter period. Richmond Valley Council has a popularly elected Mayor, with the term of office being four years. In Councils where the Mayor is elected by the Councillors, the minimum term of office under the Act is two years. With two years until the next election, the term of office is recommended to be two years.

Nominating candidates

The Regulation provides for a councillor to be nominated without notice for the role of Deputy Mayor. Nominations must be made in writing by two or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee consents to the nomination in writing. Nominations are then delivered to the Returning Officer and he or she announces the names of the nominees at the council meeting at which the election is to be held.

If only one councillor is nominated, he or she is elected. If more than one councillor is nominated, Council then determines by resolution whether it will use open voting, ordinary ballot or preferential ballot for the election. The election must be conducted at the same meeting.

Deciding by open voting

Should Council decide to undertake the election via the open voting method, the preferred candidate is selected by show of hands.

If there are three or more candidates, the one with the lowest number of votes is excluded and the show of hands is taken repeatedly, using the same process, until there are only two candidates remaining. The person with the highest number of votes at the final poll is elected. If the final poll is a draw, the successful candidate is selected by lot.

Deciding by ordinary ballot

Should Council decide to undertake the election via ordinary ballot, the Returning Officer decides the manner in which votes are to be marked on the ballot paper. He or she then determines if all the ballot papers received are formal votes (using the guidance in Clause 345 of the Regulation) and excludes any informal ballot papers. If there are only two candidates, the one with the highest number of votes is elected. If there are three or more candidates in the election, the one with the lowest number of votes is excluded after the first poll. The poll is then taken repeatedly, using the same process, until there are only two candidates remaining. The person with the highest number of votes at the final poll is elected. If the final poll is a draw, the successful candidate is selected by lot.

Deciding by preferential ballot

Generally, the preferential ballot system is only applied in larger councils, when there are more than two candidates for the role. Should council decide to use this method councillors are asked to mark their votes by placing the numbers 1, 2, 3 and so on against the various names on the ballot paper to indicate their order of preference for all the candidates. If a candidate has an absolute majority (more than half the first preference votes), that candidate is elected. If not, the candidate with the least number of first preference votes is excluded and his or her votes are transferred to those marked as the second preference on the ballot paper/s. This process continues until one of the candidates has an absolute majority. If, at the final count, there are only two candidates left, each with the same number of votes, the successful candidate is selected by lot.

Choosing by lot

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the Returning Officer, the slips are folded by the Returning Officer so as to prevent the names being seen. The slips are then mixed, and one is drawn at random by the Returning Officer. The candidate whose name is on the drawn slip is chosen.

Declaring the result

The Regulation requires the Returning Officer to declare the results of the election, including the name of the successful candidate, at the council meeting where the election is held. The result must also be sent to the Office of Local Government and LGNSW.

CONSULTATION

Nomination forms have been provided to each councillor.

CONCLUSION

This report provides details of the process required for the election of Deputy Mayor. Nomination forms for the position of Deputy Mayor have been forwarded to each councillor.

ATTACHMENT(S)

Nil

14.2 LOCAL GOVERNMENT REMUNERATION TRIBUNAL - 2027 REVIEW

EXECUTIVE SUMMARY

The Local Government Remuneration Tribunal has announced an early commencement of their 2027 review of fees payable to Mayors and Councillors in New South Wales and has invited council submissions as part of their inquiry, consultation and information gathering process.

With respect to remuneration to Mayors and Councillors in New South Wales, it is widely considered that Mayors and Councillors do not receive adequate remuneration for the duties they undertake for the benefit of their local government area. Our Councillors carry significant responsibility on behalf of the community, Councillors are entrusted with setting the strategic direction of the organisation, adopting policies, making decisions on major projects and services, and ensuring the long-term sustainability of the Local Government Area. Their role requires balancing the needs and expectations of urban, rural and village communities while meeting legislative obligations and planning for the future growth, prosperity and wellbeing of the Richmond Valley.

Adding to this, over the last six years, legislative changes, natural disasters, a changing fiscal landscape and increased community engagement has required Mayors and Councillors to devote more time, learning and considered decision making to remain current, competent and engaged in managing their legislated duties in overseeing their Council's operations. Together with increasing cost of living and time management pressures, it is no longer appropriate to consider a Mayor or Councillor role as small, part-time civic roles which require token recompense. Compensation for Mayor and Councillor roles must be commensurate with the efforts undertaken – accordingly it is considered a submission to the Local Government Remuneration Tribunal advocating for an increase in fees payable is appropriate at this time.

RECOMMENDATION

That Council:

1. Notes submissions are invited to the Local Government Remuneration Tribunal as part of the Tribunal's 2027 review of the fees payable to Mayors and Councillors in New South Wales
2. Acknowledges that the current remuneration values of minimum and maximum fees determined as payable to Mayors and Councillors in New South Wales are inadequate; and
3. Supports a submission to the Local Government Remuneration Tribunal advocating for a significant increase in the fees payable to Mayors and Councillors in New South Wales based on the reasoning contained in this report.

DELIVERY PROGRAM LINKS

Objective 8: Lead and advocate for our community

8C1 Provide representative and accountable community governance

8C1.5 Report annually to the community on Council's performance, in accordance with legislative requirements

BUDGET IMPLICATIONS

For the current financial year (2026/2027), no budget implications are applicable. Any future increase in fees payable to councillors and the mayor will be included in budget projections as part of the usual budget preparations.

REPORT

Section 241 of the Local Government Act (the LGA) requires the Local Government Remuneration Tribunal (the Tribunal), by 1 May each year, to determine the maximum and minimum fees to be paid to Mayors and Councillors in the following year. Section 239(1) of the LGA requires the Tribunal to determine the categories of Councils at least once every three years.

The Tribunal has announced that it will be considering the structure and criteria of the categories for redetermination, in addition to fee determination in their 2027 review. Accordingly, the Tribunal have commenced that review early to allow for adequate consultation and has invited Councils to provide a submission with respect to the matters under review.

For the purposes of this Council, the remuneration considerations are at the forefront for advocacy as it is unlikely the category and its criteria will change to a meaningful degree for this organisation, however, the submission will draw attention to the grounds for increase as a consideration of the criteria the Tribunal can consider when determining the categories under section 240 of the LGA.

Richmond Valley Mayor is currently paid a Mayoral Fee of $52,560 per annum, and a Councillor Fee of $24,080 per annum, all other Councillors receive the Councillor Fee of $24,080.

The Mayor and Councillors of Richmond Valley Council carry significant responsibilities on behalf of the residents, businesses and communities they serve. As mentioned earlier, Councillors are entrusted with setting the strategic direction of the organisation, adopting policies, making decisions on major projects and services, and ensuring the long-term sustainability of our Local Government Area. Their role requires balancing the needs and expectations of urban, rural and village communities while meeting legislative obligations and planning for the future growth, prosperity and wellbeing of the Richmond Valley.

The scale of these responsibilities is substantial. Councillors provide governance and oversight for an organisation that manages an annual operating budget of approximately $85 million and delivers a capital works program typically ranging between $60 million and $90 million each year. These funds support the delivery of essential infrastructure and services, including roads, bridges, water and sewer networks, community facilities, parks and recreation areas, environmental management, economic development initiatives and regulatory functions. Decisions made by Councillors directly influence the quality of life, economic opportunities and long-term sustainability of the Richmond Valley. As custodians of significant public assets and resources, Councillors are expected to exercise sound judgement, act in the public interest and ensure that community funds are invested responsibly, transparently and effectively for the benefit of current and future generations.

In January 2026 Local Government NSW provided a submission to the Tribunal in relation to their 2026 remuneration review, a link to that submission is provided here:

Councillor Support

For the purposes of the 2027 Tribunal review, it is noted that the 2026 submission by LGNSW contains components which remain relevant for the upcoming review; the intention of Richmond Valley Council's submission is to continue to raise, support and advocate some of those matters.

The proposed submission

It is proposed that a submission be made to the Tribunal advocating for an increase in the fees payable to Mayors and Councillors in New South Wales on the following grounds:

1. That previous determinations have created a significant gap between consumer price and cost of living indexes over the last six financial years. Data from the Australian Bureau of Statistics indicates a discrepancy of 8.15% with respect to consumer price indexation and 9.15% cost of living indexation increases. Accordingly, the submission should advocate the Tribunal consider an increase of at least 8-9% to the fees payable to rectify this discrepancy and close the gap
2. That the base amount in general for each category (without consideration of other relevant raise factors) should be increased by having regard to the acknowledged increase in the time, training and level of engagement now required for a Mayor and/or Councillor to

competently fulfil their obligations in stewardship of their local government areas. In real terms, whilst the duties of a Mayor or Councillor may still be considered as based in a civically motivated role, the increase in the time required to carry out that role places pressure on an individual to maintain familial and employment roles to the level previously achieved. In order to support the additional time now required of Mayors and Councillors to undertake their roles, it is in order for the Tribunal to consider an increase in fees payable which is commensurate with estimated time lost on the additional time expenditure now required for these roles, having regard to such matters for councils across the State

3. That since 2024 the Tribunal has enjoyed a broad discretion when determining minimum and maximum fees payable to Mayors and Councillors instead of previously capped increases. Consumer price indexes and remuneration determinations for the years 2024, 2025 and 2026 indicate the determinations have generally resulted in raises which are comparable to consumer price index increases. Accordingly, it is appropriate to encourage a continuation of these results so as not to increase any gap identified, with correction of identified gaps rectified where appropriate; and

4. That the scale of Mayor and Councillor responsibilities including legislated strategic planning, governance and oversight of expenditure, in addition to embedded community engagement expectations, continues to increase and this reality should be prioritised for consideration when determining the criteria of category a council is allocated, which is in accordance with section 240 of the LGA.

Consolidating the above reasoning results in a significant increase to the fees payable to Mayors and Councillors. It is considered that now is the proper time to advocate for this increase, which will enable councils to appropriately recognise and compensate their Councillors for the work they do. Moving forward, once an appropriate level of compensatory fees is applied, relevant increases determined by the Tribunal in deliberation of consumer price, cost of living and other considerations should remain equitable to those considerations.

CONSULTATION

Nil

CONCLUSION

Mayor and Councillor duties have required an increase in time, learning, competency and engagement levels due to additional legislative requirements, natural disasters, global financial pressures and community expectations over the last six years. Together with increasing cost of living and familial/employment time management pressures, it is appropriate to advocate for an increase in the fees payable to Mayors and Councillors by submission to the Local Government Remuneration Tribunal, in acknowledgement of the work Mayors and Councillors perform for their local government areas and to support those stewards in maintaining the ability to carry out their roles effectively in benefit of their communities.

ATTACHMENT(S)

Nil

15 OFFICE OF THE GENERAL MANAGER

Nil

16 PLANNING AND SUSTAINABLE COMMUNITIES

16.1 CASINO CBD DRAFT MASTER PLAN

Director: **Tina Kao**

Responsible Officer: **Clyde Treadwell**

EXECUTIVE SUMMARY

The Draft Casino CBD Master Plan (draft Master Plan) is a 25-year strategy for a vibrant, connected, walkable and investment-ready CBD. It provides a framework for more diverse housing and business opportunities, public realms that support everyday life, community events and long-term local pride, while supporting growth and retaining heritage values and local character.

The plan is intended to be implemented in stages, providing the basis for future decisions about capital works, grant funding, land use planning, design guidance, catalyst site activation and long-term investment attraction. It provides a vision for the Casino CBD to instil growth, clarity on its purpose in servicing the community and confidence to encourage business investment.

The Draft Master Plan was presented to Council at its 30 June 2026 meeting and was endorsed for exhibition and consultation under resolution.

The Public exhibition commenced on the 3 July and concluded on the 9 August 2026, a total of 49 days. Three Community Drop-in Sessions were held, with one session specifically targeting the business community.

As a result of the exhibition process, some minor refinements were made to the Master Plan to improve its clarity and ease of implementation. Overall, the public exhibition confirmed that the Master Plan provides a clear and practical framework to guide future improvements in the CBD and Council can be confident that the final plan reflects local aspirations and priorities.

RECOMMENDATION

That Council:

1. Notes the outcomes of community engagement on the Draft Casino CBD Master Plan; and
2. Endorses and adopts the final Casino CBD Master Plan.

DELIVERY PROGRAM LINKS

Objective 3: Grow and diversify our economy

3C1 Activate our CBDs and grow the retail sector

3C1.1 Activate local CBDs and main streets with retail growth strategies, events and marketing

BUDGET IMPLICATIONS

Nil

REPORT

After the draft Casino CBD Master Plan was endorsed at the 30 June 2026 Ordinary Council meeting, it was publicly exhibited and three community consultation drop-in sessions and one business consultation session was held on:

- Wednesday, 22 July from 4pm to 6pm at the Casino Community and Cultural Centre (Room 1), Walker Street Casino.
- Friday, 24 July from 10am to 1pm—Casino Community and Cultural Centre (Room 1), Walker Street Casino.
- Saturday, 25 July from 8am to 11am—Casino Farmers Market, Crawford Square Centre Street Casino.
- A Session targeting the business community was held on Thursday, 23 July from 5pm to 7pm at the Casino RSM, with this session requesting pre-registration, however the Business Community were welcome to drop-in at that session.

A total of 21 people formally recorded their attendance at these sessions, however the number of people who viewed the plans and participated in informal discussions at the drop-in sessions was considerably higher.

Three (3) people put in written submissions which focused on housing, riverfront activation, community facilities, accessibility, implementation and future land use flexibility.

A digital (online) engagement process was also launched via a Facebook awareness campaign. Once the exhibition was announced the website generated 39,293 views, reaching 7,971 people and had 1,187 people click on the link to the exhibition material. A follow up promotional reel was posted on the 15 July, generating 50,255 views, reaching 26,981 people and had 844 people click on the link to the exhibition material. The overall Facebook campaign generated a total of 89,548 views, reaching 34,952 people and directed 2,031users to the project webpage and consultation materials.

The key themes raised by the community with the exhibition of the draft Casino CBD Master included:

- Improved Safety and Accessibility with better lighting; passive surveillance; pedestrian crossing and safer walking/cycling routes.
- Additional parking and traffic management – especially in South Casino.
- Greater opportunities for children including safe and visible spaces that are not necessarily sport focused.
- Flexible future use of key sites and buildings supporting a range of community, tourism and recreational uses.
- Expansion of study area to include McAuliffe Park and Queen Elizabeth Park due to their role in recreation, tourism, community activity and river activation.
- Recognising that community infrastructure and services support residents, visitors and the broader community.

As a result of the Public Exhibition and community engagement carried out during that process, some refinements were made to the Master Plan to improve its clarity, ease of implementation and reflect the broad community for its vision and strategic direction. These included a range of formatting and graphical improvements, additional information relating to engagement outcomes, as well as the following:

- All relevant maps – amendment to the precinct boundary to include McAuliffe Park and Queen Elizabeth Park.
- South Casino Precinct – text refinement to acknowledge existing community services and accommodation providers.
- Cassino Art Gallery & McAuliffe Park upgrades – include key wording and terminology changes following engagement findings.
- Public Domain /Plaza Diagram – correction to move/remove the Plaza Icon shown on the Woolworths Car Park.

- Proposed Indicative Land Zoning Map – clearly identify zone boundaries, rezoning to RE1, subject to future review of potential and Council's collaborative investigation of the appropriate use of all buy back land.
- Development Capacity – remove surplus table showing existing capacity and theoretical consolidated uplift.
- Hickey/Canterbury Street – update corner lot formerly in RSM ownership recognising that lot ownership patterns across the CBD will change overtime and this plan provides context for future land use and zoning.

Link to view the revised document – Casino CBD Master-Plan

CONSULTATION

Several phases of community consultation have taken place at key stages of this Master Plan preparation with an initial round of community consultation took place in early December 2025 where a range of engagement activities and information sessions were organised with businesses, landowners, Council, and the broader community. An online survey was also actively promoted through December and into mid-January which received 126 responses.

The consultant team also workshopped themes, visions, & strategies with technical officers across Council. This created a summary of findings including the opportunities and constraints and the identification of seven (7) core character zones.

The outcomes and recommendations from that process was embedded into the draft Casino CBD Master Plan and developed strategies focused around:

- Connecting the CBD to the river, parklands and the Rail Trail through safe, legible and inclusive linkages, and embracing the new suspension bridge.
- Activation of the CBD core and main streets as a functional retail centre where people meet and that is designed to facilitate key public events, while maintaining the heritage and character as a catalyst.
- Review planning controls to encourage more residential accommodation in and around the CBD core, including considerations to building height, density and other development controls.

The most recent public exhibition feedback confirmed the strategic directions previously established. Participants supported refinements relating to river activation, public safety, community infrastructure, housing diversity and improved use of, and access to, key community assets.

The community feedback contributed to the refinement of the Master Plan and noted the need for further consideration of future land use opportunities for key sites.

There is strong community interest in the future of the Casino CBD and support for the vision and strategic direction of the Master Plan. Both consultation stages were consistent in emphasising the importance of improving accessibility, safety, housing choice, public spaces, economic activity and connection to the Richmond River while retaining the heritage, culture and character that make Casino unique.

Council can be confident that the final plan reflects local aspirations and priorities.

CONCLUSION

The Casino CBD Master Plan provides a 25-year roadmap for strengthening the town centre by building on its existing character, community identity and strategic role within the Richmond Valley. Rather than reinventing Casino, the plan focuses on reinforcing its commercial core, reconnecting the CBD to the Richmond River and surrounding assets, and guiding growth in a coordinated, place-sensitive way.

Ultimately, the plan positions Casino CBD to become a more vibrant, walkable and investment-ready centre, with stronger economic activity, improved public spaces, and a greater connection

between its main street, riverfront and community life. By combining clear vision with implementable actions, it gives Council and the community a confident framework to guide sustainable growth and enhance Casino's regional significance over time.

ATTACHMENT(S)

Nil

16.2 CLAUSE 4.6 HEIGHT VARIATION TO THE RICHMOND VALLEY LEP 2012 - 50 PERKINS BRIDGE ROAD, TATHAM

Director: **Tina Kao**

Responsible Officer: **Jessica Ind**

EXECUTIVE SUMMARY

The applicant has lodged a written request (DA2027/0038) for alterations and additions including the raising of a flood affected dwelling located at 50 Perkins Bridge Road, Tatham (Lot 1 DP 1160441). The proposal requires a variation to the maximum height of the building by more than 10% and therefore requires referral to Council, in accordance with the provisions of *Clause 4.6 Exceptions to Development Standards* of *Richmond Valley Local Environmental Plan (RVLEP) 2012*. The subject site is zoned R1 General Residential pursuant to the *RVLEP 2012*. The development is permissible with development consent.

RECOMMENDATION

That Council, pursuant to Clause 4.6 of *Richmond Valley Local Environmental Plan 2012,* approves a variation in respect of Clause 4.3 Height of Buildings for DA2026/0173.

DELIVERY PROGRAM LINKS

Objective 2: Adapt to regional challenges & build resilience

2A2 Improve community preparedness and awareness of natural disasters

2A2.1 Support disaster preparedness, community education programs, and community resilience teams

BUDGET IMPLICATIONS

Nil

REPORT

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

The application proposes a variation to the building height limit of 8.5 metres set by Clause 4.3 of the *RVLEP 2012*. The proposal is to raise the dwelling by 2.8m which will mean that the peak of the dwelling's roof will be 1.7m (or 10.2m above ground level) above the maximum building height of 8.5m in this zone. The lot requires a minimum habitable floor level (HFL) of 13.2m AHD and the dwelling will have a proposed HFL of 14.2m AHD upon completion of works. The dwelling meets the required setbacks for the proposed height in this zone.

The variation request submitted by the applicant outlined that the additional height is required to enable the habitable floor level of the dwelling to exceed the nominated AHD for flooding. The existing dwelling is located on a rural lot with a separation of over 300m to the nearest neighbour, therefore is not considered to have any effects related to 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 LEP by approximately 20% and therefore as it is a variation greater than 10%, determination is required via a Council meeting.

The proposal is considered to meet the intent and objectives of the development standard and relevant objectives of the R1 General Residential zone.

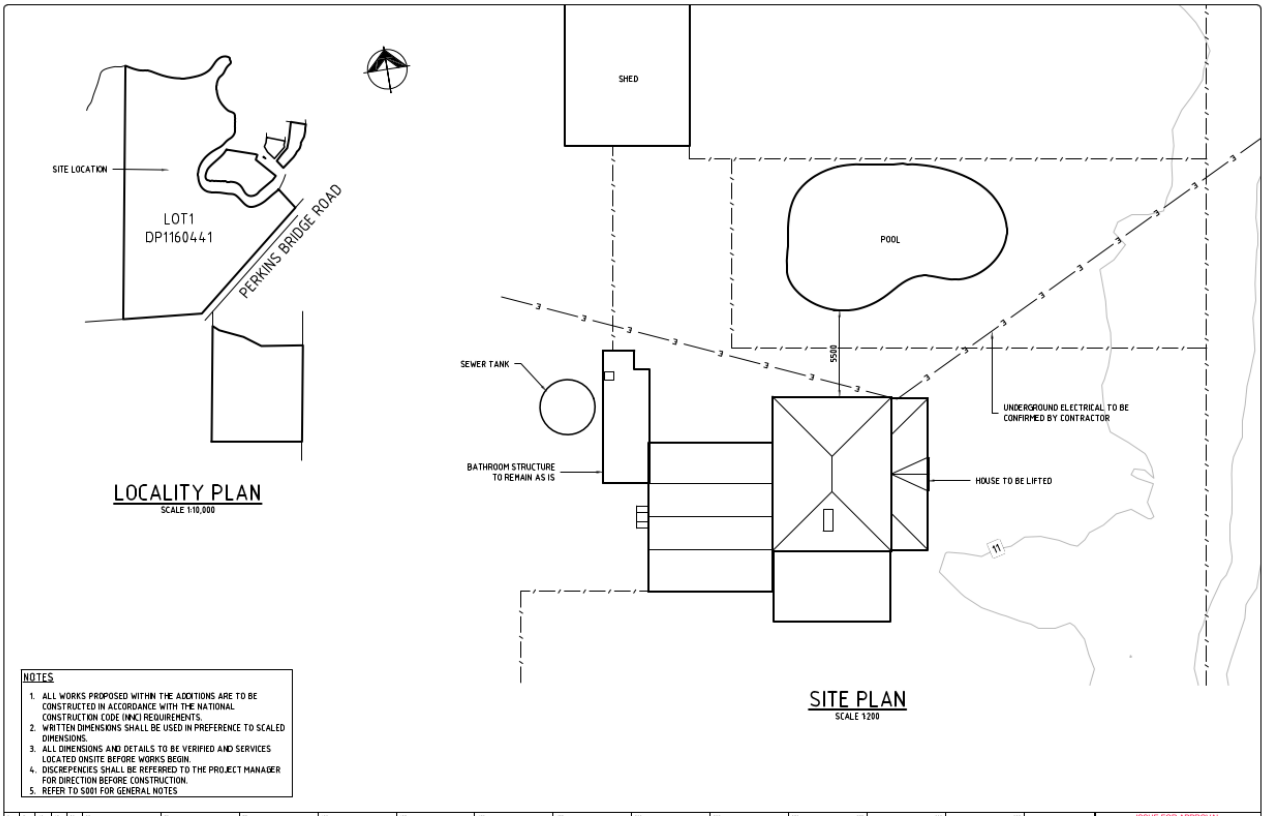


Figure 1: Site Plan

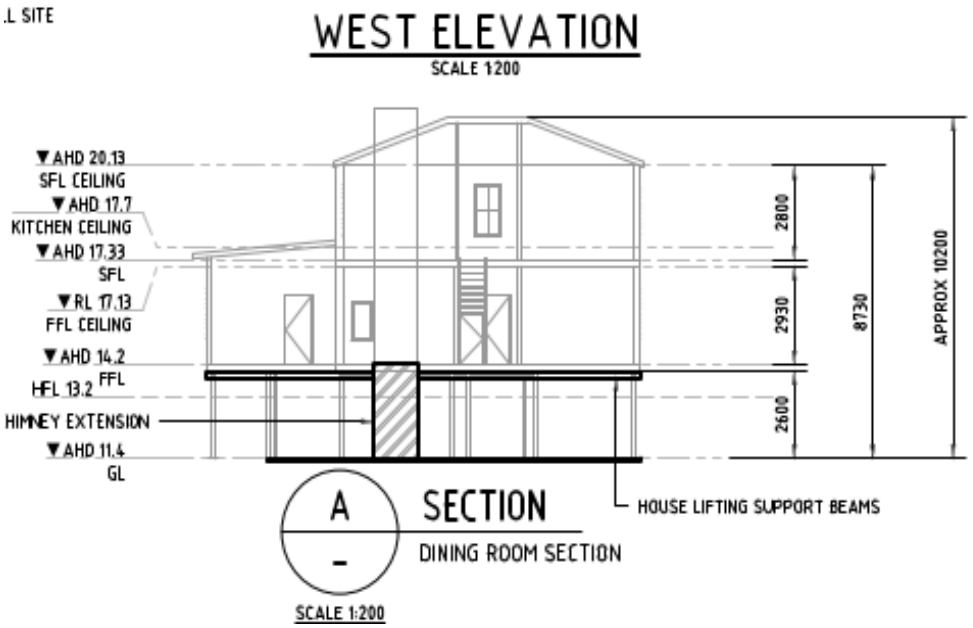


Figure 2: Elevation

CONSULTATION

Consultation has been undertaken with internal referrals however full assessment of the development application cannot commence as this variation to the RVLEP 2012 requires Council approval before assessment can be undertaken. 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). This variation exceeds 10% (20%) and has been referred to Council for consideration.

CONCLUSION

The variation sought under Clause 4.6 of the RVLEP 2012 is recommended to be supported by Council prior to development assessment.

ATTACHMENT(S)

Nil

16.3 ALCOHOL FREE ZONES CONTINUATION

Director: **Tina Kao**

EXECUTIVE SUMMARY

Richmond Valley Council has operated Alcohol Free Zones for a number of years and they have proved effective in managing street drinking. Under *the Local Government Act 1993*, the zones must be reviewed, re-advertised and re-established every four years. Council is required to undertake stakeholder consultation as part of the review process. This consultation has now been completed and it is recommended that Council re-establish the zones.

RECOMMENDATION

That Council:

1. Notes that the consultation requirements under the *Local Government Act 1993* for re-establishing the Alcohol Free Zones have been completed, with no objections received.
2. Re-establishes the Alcohol Free Zones as outlined in this report, for a period of four years commencing 1 October 2026.

DELIVERY PROGRAM LINKS

Objective 4: Celebrate our local identity and lifestyle

4D3 Ensure town centres and public spaces are well maintained

4D3.1 Maintain town centres, open spaces and cemeteries to a high standard

BUDGET IMPLICATIONS

Nil

REPORT

Alcohol Free Zones (AFZs) enable Council to prohibit the consumption of alcohol on public roads, footpaths and car parks within designated areas. These zones may be enforced by authorised Council officers and NSW Police, with penalties applying for non-compliance.

Richmond Valley Council has maintained Alcohol Free Zones in Casino, Coraki and Evans Head for a number of years. In accordance with legislative requirements, these zones are subject to a four-year review and re-establishment process. The current approvals are due to expire on 30 September 2026, and it is therefore proposed that Council re-establish the existing zones to ensure their continued operation.

Section 644 of the *Local Government Act 1993* outlines the statutory requirements for the establishment and management of Alcohol Free Zones. While the restrictions generally apply to all public roads, footpaths and car parks within the declared areas, exemptions may be granted in specific circumstances, such as licensed outdoor dining areas or approved community events, including Casino Beef Week and the Casino Truck Show. Any exemptions are subject to agreement between Council and NSW Police.

The existing Alcohol Free Zones were originally established following requests from local police in response to concerns regarding anti-social behaviour, public disorder and alcohol-related offences occurring within town centres. Local police continue to support the re-establishment of the zones, noting their effectiveness in reducing incidents of vandalism, littering and alcohol-related disturbances, while contributing to improved public safety and community amenity.

Council has undertaken consultation with community groups and agencies in accordance with the requirements of the Act by advising its intention to re-establish the Alcohol Free Zones. One

submission was received during the consultation period, with the respondent being the NSW Police, expressing no objection to the proposal.

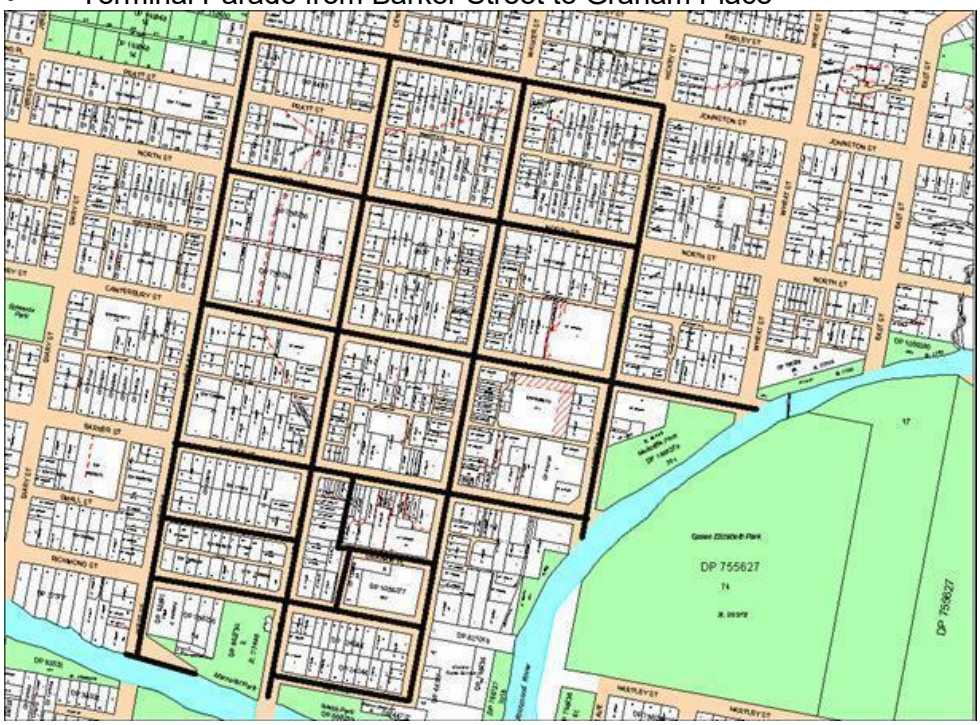
Councils are required to install and maintain signage identifying the boundaries and conditions of Alcohol Free Zones. An assessment of the existing signage has identified some signs that are in poor condition and require replacement. Should Council resolve to re-establish the zones, the damaged signage will be replaced to ensure compliance with legislative requirements and ongoing community awareness.

Current Alcohol Free Zones identified for re-establishment

Casino CBD

Location of zone:

- A point on the northern bank of the Richmond River adjacent to West Street
- North along West Street to Johnston Street
- Johnston Street from West Street to Hickey Street
- Hickey Street from Johnston Street to Barker Street
- Barker Street from West Street to Hickey Street
- Canterbury Street from West Street to Wheat Street
- North Street from West Street to Hickey Street
- Richmond Street from West Street to Walker Street
- Walker Street from River Street to Johnston Street
- Centre Street from the Irving Bridge north to Johnston Street
- River Street from Centre Street to Walker Street
- Graham Place from Walker Street to Richmond Street
- Terminal Parade from Barker Street to Graham Place



Casino CBD

South Casino

Location of zone:

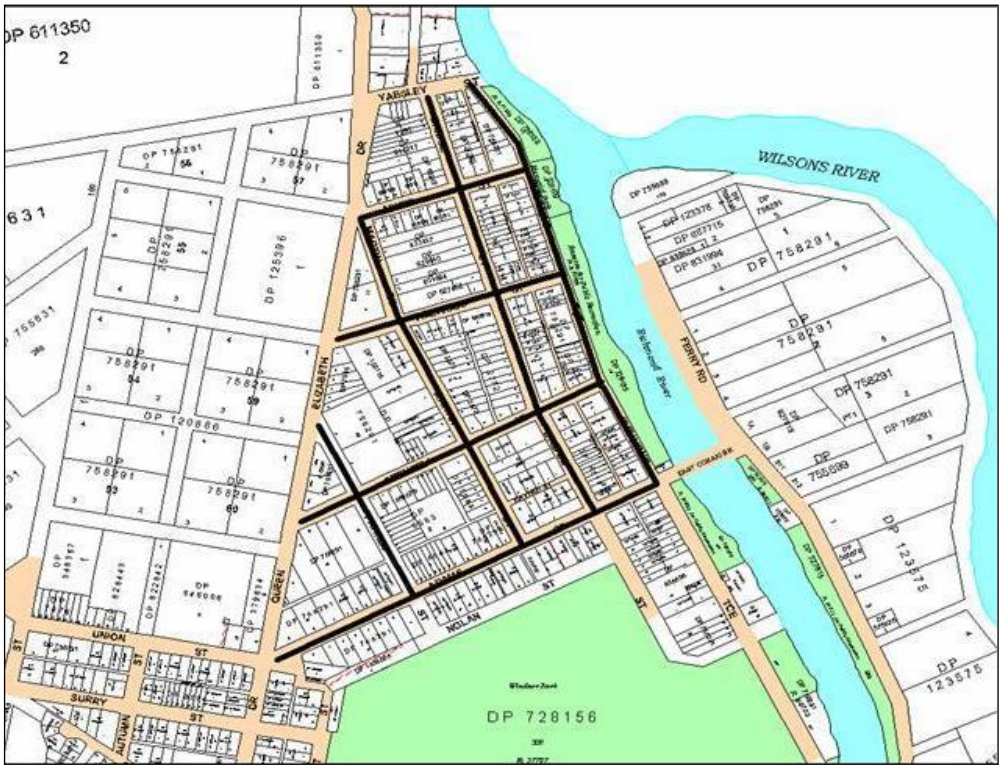
- South along Hickey Street to Light Street
- West along Light Street to West Street
- North along West Street to the commencement position

South Casino

Coraki

Location of zone:

- Richmond Terrace from Yabsley Street to Adams Street
- Bridge Street from Yabsley Street to Adams Street
- Martin Street from Queen Elizabeth Drive to Adams Street
- Parkes Street from Queen Elizabeth Drive to Richmond Terrace
- Grenfell Street from Queen Elizabeth Drive to Richmond Terrace
- Allwood Street from Queen Elizabeth Drive to Richmond Terrace
- Minto Street from Queen Elizabeth Drive to Richmond Terrace

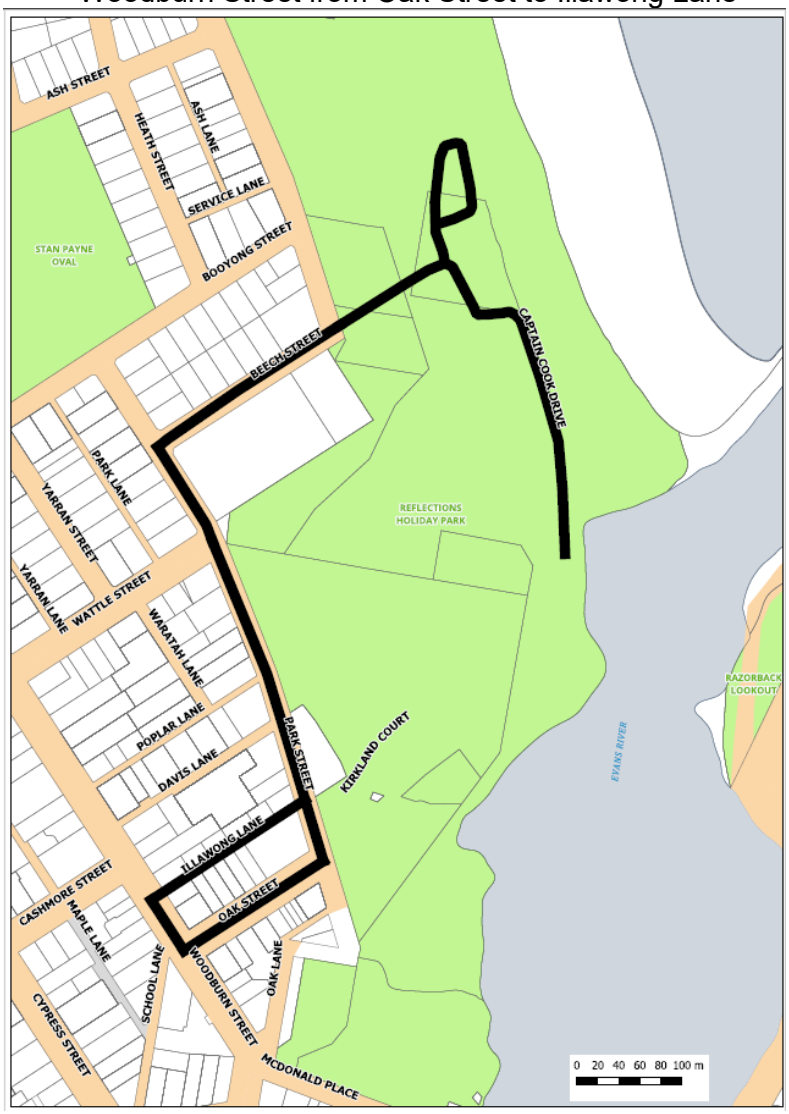


Coraki

Evans Head

Location of zone:

- Park Street from Oak Street to Beech Street
- Beech Street from Park Street to the Surf Club car parking area adjacent to the Clubhouse and main beach parking area
- Oak Street from Woodburn Street to Park Street, except alfresco dining areas between 11.00am and 10.00pm
- Illawong Lane from Woodburn Street to Park Street
- Woodburn Street from Oak Street to Illawong Lane



Evans Head

CONSULTATION

The re-establishment of the existing Alcohol Free Zones has been advertised extensively. The proposal was placed on public display at Council's offices in Casino and Evans Head and advertised in the local media for a period of one month as well as notification to all affected local businesses and statutory bodies in accordance with the requirements of the Act. This included consultation with the Anti-Discrimination Board, Local Police, Licensing Police, all local Licensees and Liquor outlets. One submission was received advising of no objection to the proposed Alcohol Free Zones.

CONCLUSION

Richmond Valley Council has operated the Alcohol Free Zones indicated in this report for a number of years and they have proved an effective means of managing street drinking and promoting public safety. It is now proposed to re-establish the zones in accordance to the requirements of the Act.

ATTACHMENT(S)

Nil

17 INFRASTRUCTURE SERVICES & PROJECTS

Nil

18 ORGANISATIONAL SERVICES

18.1 STORMWATER DRAINAGE - ADDITIONAL REVENUE OPTIONS

Director: **Ryan Gaiter**

Responsible Officer: **Hayley Martin**

EXECUTIVE SUMMARY

The purpose of this report is to advise Council of the available options to replace the existing Stormwater Management Annual Charge currently capped under section 510A of the Local Government Act. To implement this change, Council would be required to prepare a Special Rate Variation (SRV) application to IPART seeking approval to vary Council's maximum general income above rat peg. This report outlines the available options, the indicative ratepayer funding impacts and the proposed timeline for preparing an application, including the requirement for extensive community consultation before Council notifies IPART of its intention to apply in November 2026.

RECOMMENDATION

That Council:

1. Notes that a Special Variation process is the only available pathway for Council to replace the existing Stormwater Management Annual Charge to increase revenue;
2. Commences community consultation on the replacement of the existing charge, including consultation on the two options outlined in this report; and
3. Receives a further report on the outcomes of community consultation before determining whether to lodge an intent to apply for a Special Rate Variation with IPART in February 2026.

DELIVERY PROGRAM LINKS

Objective 9: Manage resources responsibly and provide great service

9A3 Maintain rating and revenue systems that meet community needs

9A3.1 Maintain and regularly review Council's rating structure to ensure equity and adequate community investment levels

BUDGET IMPLICATIONS

The current stormwater services charge will raise approximately $209,000 in 2026/27 and is insufficient to meet the stormwater service levels as identified in the Stormwater Drainage Service Review. Depending on the option adopted, a successful SRV application could generate between approximately $700,000 and $769,183 in the first-year for stormwater services. Detailed financial modelling will be completed to inform the consultation process and before Council determines whether to lodge an intent to lodge an SRV application.

REPORT

At the Ordinary meeting held on 18 August 2026, Council resolved as follows:

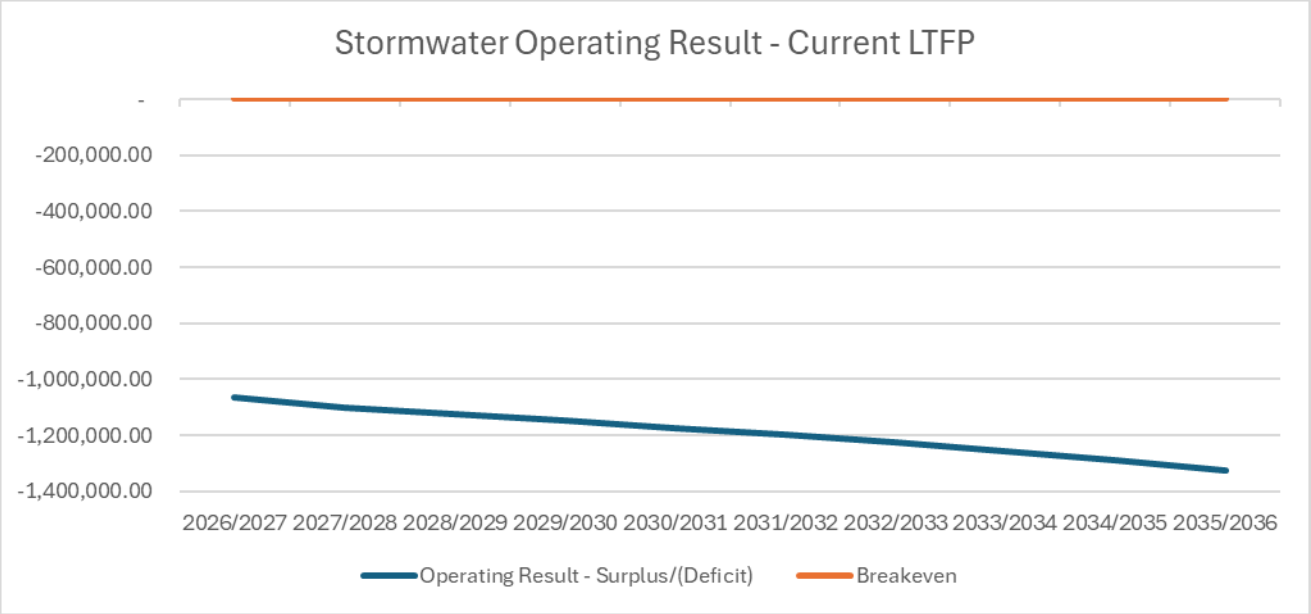
That Council

1. *Receives and notes the 2026 Stormwater Drainage Service Review;*
2. *Notes the Review's findings that current funding arrangements are insufficient to sustainably achieve Council's required stormwater service levels, address renewal requirements, undertake network-wide inspection programs and implement proactive maintenance activities;*
3. *Endorses the Review's recommended direction of a phased transition to a proactive, risk-based stormwater service model;*

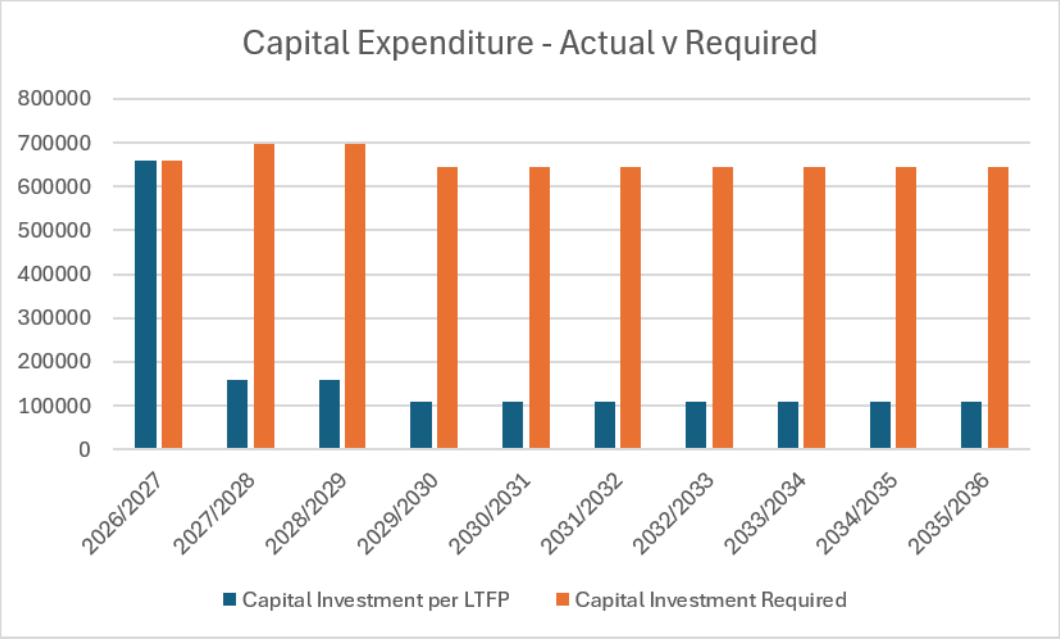
4. That the General Manager bring back to Council in September a full report on options for a Special Rate Variation.

The recently completed Stormwater Drainage Service Review (*available here*) concluded that current funding levels are insufficient to support the investment required to improve service delivery, reduce risk and meet Council's adopted Levels of Service for stormwater drainage management. The Review found that an additional, ongoing and appropriately indexed funding source is required to implement the recommended service improvements, including infrastructure renewals, network-wide inspection programs, proactive maintenance and future network upgrades. The Review identified a special rate variation to our maximum general income as the most suitable mechanism available to Council to secure this funding on a sustainable basis.

Council currently raises stormwater revenue through a Stormwater Management Annual Charge, which generates approximately $209,000 annually. The charge has remained unchanged since its introduction in 2006, despite ongoing increases in construction, materials and wage costs, and is capped under the section 510A of the Local Government Act. The current fixed charge for residential properties is $25 per year, while business charges are determined by lot size. The graph below illustrates the deteriorating operating result of the stormwater function across the 2026–2036 Long Term Financial Plan under the existing funding model.



Council previously resolved to fund an additional $500,000 per annum in stormwater capital works during 2025/2026 and 2026/2027 from general revenue to assist with addressing the infrastructure renewal backlog. However, this is not a sustainable long-term funding solution. The stormwater drainage program continues to require significant cross-subsidisation from general revenue and, as the graph below highlights, the gap between current investment and the level of investment identified in the Stormwater Drainage Service Review is widening.



The Stormwater Drainage Service Review 2026 identified a hybrid/phased approach as the recommended direction that progressively transitions towards the outcomes of option 3 identified in the review. Options 1 – 3 of the Stormwater Drainage Service Review 2026 are outlined below:

Option 1 – Current Service Levels

- Maintains the current reactive service model.
- Operating deficits continue to worsen throughout the LTFP period.
- Limited capacity exists to improve inspection coverage, preventative maintenance or asset renewal.

Option 2 – Targeted Service Improvements

- Introduces structured CCTV inspections and cleaning programs.
- Includes approximately $563,000 per annum of additional funding.
- Provides moderate improvement in asset knowledge and maintenance outcomes but does not fully address long-term asset sustainability requirements.

Option 3 – Enhanced Service Levels

- Includes additional asset management resources, proactive maintenance programs, CCTV inspections and backlog reduction funding.
- Requires approximately $1.3 million per annum of additional investment initially.
- Delivers the strongest long-term improvement in network knowledge, maintenance outcomes, risk reduction and asset sustainability.

FUNDING OPTIONS:

To increase the revenue available for stormwater drainage services, Council would need to apply to IPART for a Special Rate Variation to increase its general income limit above rate peg. This would allow Council to either introduce a new special rate for stormwater management or increase ordinary rates to fund stormwater and drainage works.

There are 2 special variation options under the Local Government Act:

- A single year increase under section 508(2), or
- A multi-year increase (of between 2 and 7 years) under section 508A.

Council can also apply for these to be permanent or temporary in the rate base.

It is proposed that any SRV be designed to recover at least the revenue identified in Option 2 of the Stormwater Drainage Service Review Long Term Financial Modelling of $563,000 in addition to the revenue currently collected under the Stormwater Annual Charge, subject to final financial modelling, the approved rate peg, valuation movements and any IPART determination. Council's application would need to identify the proposed yield, the rating categories or sub-categories to which the rate would apply, the proposed structure and the expected impact on representative ratepayers.

Option 1: Special Rate (a rate that applies to a specific group of ratepayers)

A stormwater Special Rate would replace the existing Stormwater Management Annual Charge. It would apply to urban based ratepayers who benefit from, contribute to, or have access to Council's stormwater drainage services. The Special Rate is required to include an ad valorem component, which means it would be calculated using unimproved capital land value (UCLV). It is intended that the Special Rate would remain permanently in Council's rate base and increase in future years in line with the annual rate peg.

If Council adopts a minimum Special Rate, each ratepayer's UCLV would first be used to calculate their ad valorem amount. That amount would then be compared with the minimum rate. The ratepayer would pay whichever amount is higher, ensuring all ratepayers in the relevant category contribute at least the minimum amount.

To implement this option, Council would need IPART approval through an SRV application to increase its general income above the 2027/2028 rate peg and increase minimum rates. If approved, Council could replace the current Stormwater Management Annual Charge with a stormwater Special Rate under the Local Government Act 1993. The approved Special Rate would then increase in future years in line with the annual rate peg.

The indicative scenario below uses an ad valorem rate with a minimum rate of $85. Under this structure, ratepayers currently subject to the stormwater annual charge with UCLV below $223,000 would pay the $85 minimum rate. Ratepayers with land values above $223,000 would pay the ad valorem amount calculated from their UCLV. Based on the indicative modelling, average residential ratepayers would pay an estimated additional $89.21 per year. Average business ratepayers would pay an estimated $433.96 less per year, depending on their current stormwater charge.

Average Rate Calculations			
		Minimum Rate	Ad Valorem
	Residential	$ 85.00	0.000382806
	Business	$ 85.00	0.000382806
Rating Category	**Base Rate under Stormwater Charge**	**SRV - Min $85 + ad valorem**	**Different between Base and SRV**
Residential	25.00	114.21	89.21
Rural Residential	0.00	0.00	0.00
Business*	597.00	163.04	-433.96
Farmland	0.00	0.00	0.00
** An average business charge has been utilised for the purposes of this calculation as the current charges vary with square meterage.*			

This structure is estimated to generate $769,183 in the first year. Under a multi-year proposal, the minimum rate could increase over four years until it reaches $100. After that, future increases would be limited to the annual rate peg. This would require stormwater Special Rate increases of approximately 6% per year for four years and would bring total stormwater revenue to around $916,000 by the end of the SRV period.

Estimated Increase in Stormwater Income				
	2027/2028	**2028/2029**	**2029/2030**	**2030/2031**
Base Amount	$ 85.00	$ 90.00	$ 95.00	$ 100.00
Ad Valorem	0.000382806	0.000405774	0.00043012	0.000455928
Total Estimated Revenue	**$ 769,183.47**	**$ 815,334.48**	**$ 864,254.55**	**$ 916,109.83**
% Increase		6%	6%	6%
Additional Revenue	**$ 769,183.47**	**$ 46,151.01**	**$ 48,920.07**	**$ 51,855.27**

For Council's total general income, this option would require a 4.19% increase in the first year, above the assumed 3.5% rate peg. Smaller increases of 0.23% would then be required in each of the following three years.

Estimated Increase in Total General Income				
	2027/2028	**2028/2029**	**2029/2030**	**2030/2031**
Base Scenario				
General Income under Rate Peg (3.5%)	18,990,198.08	19,654,855.01	20,342,774.94	21,054,772.06
% Increase	3.5%	3.5%	3.5%	3.5%
SRV Scenario				
Base under Rate Peg (3.5%)	18,990,198.08	20,450,959.91	21,214,509.80	22,007,649.91
Add: SRV Stormwater Revenue	769,183.47	46,151.01	48,920.07	51,855.27
Total General Income	19,759,381.55	20,497,110.92	21,263,429.87	22,059,505.19
% Increase including rate peg	**7.69%**	**3.73%**	**3.74%**	**3.74%**
% Increase excluding rate peg	4.19%	0.23%	0.24%	0.24%

This option would not reach the $1.3 million annual funding level identified in Option 3 of the Stormwater Service Drainage Review as quickly as the ordinary rates SRV option below however would commence the transition approach identified in the report.

Option 2: Special Rate Variation increase to Ordinary Rates

Alternatively, Council could apply for an SRV to increase ordinary rates and use the additional general income to fund stormwater and drainage works. This option would replace the existing Stormwater Management Annual Charge and would apply to all ratepayers, rather than only those currently subject to the stormwater charge. It would also give Council greater flexibility to fund a broader range of stormwater and drainage priorities, including roadside drainage works that may not meet the asset management plan definition of stormwater but continue to create ongoing service level issues.

A 4% increase in ordinary rates is estimated to generate approximately $700,000 per year for stormwater and drainage works. This estimate allows for the removal of around $200,000 in revenue currently collected through the existing stormwater levy. As the 2027/2028 rate peg has not yet been announced, a 3.5% rate peg has been assumed for the indicative calculations below.

Based on an assumed 3.5% rate peg, the proposed 4% SRV above the rate peg would have different impacts across rating categories. Average residential ratepayers currently paying the stormwater annual charge would see an estimated annual increase of $31.07 once the existing charge is removed. Rural residential and farmland ratepayers, who do not currently pay the stormwater annual charge, would see estimated annual increases of $48.99 and $88.51 respectively. Average business ratepayers currently paying the stormwater annual charge would see an estimated annual reduction of $428.01 after the existing charge is removed. This business impact is based on an average stormwater annual charge because current business charges vary according to lot size. These figures are indicative only and would be refined through detailed financial modelling as part of any SRV application process.

Average Rate Calculations						
Assumed rate peg - 3.5%						
Rating Category	Base Annual Rate under Rate Peg	Annual Rate with SRV 4%	Less: Current Stormwater Charge	Annual Rate with SRV 4% (adjusted)	Different between SV and rate peg	Different between SV and rate peg (adjusted)
Residential	1,450.86	1,506.93	-25.00	1,481.93	**56.07**	31.07
Rural Residential	1,267.58	1,316.57	0.00	1,316.57	**48.99**	48.99
Business*	4,372.63	4,541.62	-597.00	3,944.62	**168.99**	-428.01
Farmland	2,290.13	2,378.64	0.00	2,378.64	**88.51**	88.51
** An average business charge has been utilised for the purposes of this calculation as the current charges vary with square meterage.*						

As with the special rate option, an ordinary rates SRV could be applied as either a single-year increase or a multi-year increase. A two-year increase of 4%, could generate an estimated additional $1.5 million for stormwater and drainage works. This would allow Council to reach the funding level identified in Option 3 of the Stormwater Drainage Service Review within 2 years and support enhanced service levels, proactive maintenance and asset renewal.

	Rate Peg Only	Rate Peg + SRV	Cumulative Increase of SRV	SRV %
2027/2028	$ 18,990,198.08	$ 19,724,118.78	$ 733,920.70	4%
2028/2029	$ 19,654,855.01	$ 21,203,427.69	$ 1,548,572.67	4%

Next Steps

Whether Council proceeds with a Special Rate or an increase to ordinary rates, the existing Stormwater Management Annual Charge cannot be increased further because it is capped under the current regulatory framework. An SRV is therefore required if Council wishes to replace the current charge and secure additional ongoing funding for stormwater management.

If Council resolves to proceed to community consultation, detailed financial modelling will be completed as part of the application process. The modelling will compare current stormwater charge revenue with the proposed SRV revenue, assess impacts across rating categories, identify the proposed rate structure, and provide examples for representative residential and business assessments where relevant.

The expected application timeline is outlined below:

October 2026 – Application forms and guidance materials released

November 2026 – IPART must be notified of intention to apply for a special rate variation

February 2027 – Applications due for submission to IPART

February 2027 – IPART publishes applications and commences community consultation

March 2027 – IPART consultation closes

June 2027 – IPART decision released

IPART assesses SRV applications against the Office of Local Government guidelines, including demonstrated need, community awareness and engagement, reasonable impact on ratepayers, public exhibition of relevant documents, and evidence of productivity improvements and cost containment.

CONSULTATION

IPART requires councils seeking an SRV to demonstrate effective community engagement, community awareness of the proposal and consideration of the reasonable impact on ratepayers. Council should therefore undertake a targeted engagement program that explains why the change is proposed, how each option would operate, the expected bill impacts and how additional stormwater funding would be used.

In alignment with Council's Community Engagement Strategy, the proposed engagement methods include:

- Letters to ratepayers and businesses
- A dedicated page on Council's website outlining the proposal and providing an option for submissions
- Social media advertising and videos through Council's Facebook and Instagram pages
- Media Releases
- Fact Sheets
- In-person information sessions, including engagement at community events
- Community Survey
- Online feedback and submissions form
- Paper feedback and submissions form
- Advertisement in RVC Community Newsletter

The outcomes of community engagement will be reported back to Council for consideration before any SRV application is lodged with IPART.

CONCLUSION

An SRV application would provide Council with a pathway to replace the existing stormwater annual charge with a funding mechanism that raises additional revenue for stormwater drainage services, which is more transparent, sustainable and aligned with Council's long-term stormwater drainage service obligations. Subject to Council endorsement, the next steps are to finalise financial modelling and undertake community engagement, the outcomes of which will be presented to Council's November meeting for consideration prior notifying IPART of Council's intention to apply for an SRV.

ATTACHMENT(S)

Nil

18.2 POLICY REVIEW - CUSTOMER SERVICE CHARTER AND STANDARDS, CALL RECORDING AND COMPLAINTS MANAGEMENT

Director: **Ryan Gaiter**

Responsible Officer: **Catherine Davis**

EXECUTIVE SUMMARY

As part of Richmond Valley Council's continuing commitment to providing exceptional customer service and embracing continuous improvement opportunities, essential components of Council's customer service framework have been reviewed, in addition to establishment of a new policy which will compliment this framework.

RECOMMENDATION

That Council:

1. Receives the draft Customer Service Charter and Standards, Call Recording and Complaints Management Policies
2. Rescinds the "Dealing with Difficult People" Policy (CPOL 1.1.19); and
3. Adopts the draft Policies to promote clear expectations in service and communication for the Community, Councillors, Council Officers and other relevant parties.

DELIVERY PROGRAM LINKS

Objective 9: Manage resources responsibly and provide great service

9E1 Implement Council's Customer Service Charter

9E1.1 Provide information to the community on customer service standards and expectations

BUDGET IMPLICATIONS

Nil.

REPORT

Richmond Valley Council recognises the organisation is primarily based in the provision of a wide range of services to benefit the community. One important aspect in the provision of services is maintaining suitable communication avenues between Council (including Councillors, Employees and other third parties) and the community to facilitate trust and valued relationships, which in turn supports continuous improvement in services.

Council is committed to working in partnership with the community to deliver services with a strong focus on exceptional customer service which is in line with Council's adopted core values and behaviours. Accordingly, Council has a developed Customer Service Framework which includes numerous policies and procedures to facilitate this commitment. The policies to support the Framework are aimed at providing customers with a clear understanding of Council's goals in achieving excellence in customer service, with mutual expectations to support effective communication for all participants.

The Customer Service Charter and Standards together with the Complaints Management Policy are foundational components of communication avenues – the high standards of service Council aim to achieve and the mechanisms for when things go wrong. These two documents have now been reviewed having regard to updated industry practices and Council's available resources. A further new Policy, Call Recording, has been established to inform the community of the implementation of standard recording of phone attendances which will assist Council in delivering better services.

Customer Service Charter and Standards

The Customer Service Charter and Standards Policy have been reviewed and updated to ensure that Council continues to strive for exemplary standards in customer service for both internal and external customers, with a focus on making sure the updated policy embodies Council's adopted values and behaviours.

The Policy additionally encompasses the inclusive and accessible approach which Councillors, Council staff, contractors and volunteers should use when interacting with the community. In recognising that behaviour standards should apply to all parties to communications, the Policy also sets out consequences for customers that breach this policy, to help ensure that Customers, Councillors, Council Employees, Contractors, and Volunteers are all treated with an equal level of empathy, care, and respect. As the behaviour of parties who are not customers is dealt with under other mechanisms, consequences for those parties breaching the Policy are not included in the Policy.

Complaints Management

The Complaints Management policy has undergone significant amendments to both encompass current industry standards whilst embedding aspirational benchmarks which are realistic to Council's own resource considerations.

In reviewing the policy, Council has prioritised due consideration of the NSW Ombudsman resources with respect to complaint management and has accordingly incorporated some of the guidance available into the updated policy.

The draft policy has removed sections relating to mandatory reporting and competitive neutrality – these items are to be addressed in other council policies currently under review.

Of note, the updated policy contains a new section "Dealing with unreasonable people". This section has been included in the policy as a mechanism for the community to understand the types of behaviour which may be considered unreasonable, the possible consequences for that behaviour and supports the need to ensure that all participants in communications are treated with respect, courtesy and is resource appropriate. It is noted that the vast majority of communications will not fall into this category. It is therefore considered that maintaining a separate policy, the current "*Dealing with Difficult People*" policy, does not support this view, and that a section relating to unreasonable behaviour within the Complaints Management Policy is sufficient to deal with these instances. Accordingly, it is recommended that the current "*Dealing with Difficult People*" policy be rescinded.

Call Recording

In 2022, Council moved to a new phone system infrastructure utilising Microsoft Teams. This new phone system included functionality that allowed for both outbound and inbound calls through Council's Call Centre software to be recorded. It is considered the recording of calls may be beneficial in training and improvement of services.

To enable implementation of the functionality for call recording, Council is required to have a formal Call Recording Policy to ensure compliance with Australian privacy and surveillance laws, while also ensuring the safety and correct storage and use of personal information.

Under this proposed new policy, callers will be notified that their calls are being recorded, with the ability for them to decline their call being recorded at any time.

In addition to training opportunities, recording inbound and outbound calls through Council's Call Centre software can facilitate protection of Council staff in instances of workplace aggression, and allow for confirmation of data accuracy captured for Council's systems, such as service requests.

Retention of recordings will be overseen by Council's IT team, with access limited to specific staff and purposes. Callers will also be able to access their own recordings through Council's GIPA procedures, where requests will be assessed in accordance with applicable legislation.

CONSULTATION

The proposed updates to the Customer Service Charter and Standards and Complaint Management Policy, together with the draft Call Recording Policy have been prepared in consultation with frontline Council Customer Experience Officers, IT Department, Governance Officers and the Executive.

CONCLUSION

Council continues to strive for excellence in the provision of customer service, with effective communication avenues an integral part of ensuring success. Updating important polices relating to communication with the community reflects the commitment to achieving this success.

ATTACHMENT(S)

1. **Draft Customer Service Charter and Standards 2026 (under separate cover)**
2. **Draft Complaints Management Policy 2026 (under separate cover)**
3. **Draft Call Recording Policy 2026 (under separate cover)**

18.3 FINANCIAL ANALYSIS REPORT - AUGUST 2026

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 as at 31 August 2026 is shown below:

Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
$21,722,951	$41,000,000	$6,250,000	$3,000,000	$19,565,117	$91,538,069

The weighted average rate of return on Council's cash and investments at 31 August 2026 was 5.37% which was above the Bloomberg AusBond Bank Bill Index for August of 4.53% (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 2026.

DELIVERY PROGRAM LINKS

Objective 9: Manage resources responsibly and provide great service

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

9A1.2 Maintain Council's investment portfolio in accordance with requirements and aim for the best long-term benefit for the community

BUDGET IMPLICATIONS

As at 31 August 2026, Council has earned $265,603 in interest and $94,825 in fair value gains from funds held in TCorp, for a total investment income of $360,428. This equates to 11.92% of the annual budget for interest and investment income of $3,023,187.

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

REPORT

Reserve Bank of Australia (RBA) Cash Rate Update

The RBA held the cash rate at 4.35% at the August meeting.

Rate of Return

The weighted average rate of return on cash and investments in August was 5.37%, an increase in 188 basis points from the previous month. The rate of return is 84 basis points above the Bloomberg AusBond Bank Bill Index of 4.53% (annualised) which is Council's benchmark.

Council's NSW Treasury Corporation IM Funds returned a net gain of $117,075 during the month of August. The Medium-Term Growth Fund (MTGF) returned a gain of $72,343 and the Long-Term Growth Fund (LTGF) returned a gain of $44,732.

NSW Treasury Corp's monthly economic report states that inflation was stronger than expected in July, leading investors to currently predict a 50% chance of a rate hike in September, and almost 100% by November.

The MTGF has a recommended investment timeframe of five 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 $91,538,069 at 31 August 2026. This was made up of Council's Business Online Saver Account ($19,448,000), Term Deposits ($41,000,000), Floating Rate Notes ($6,250,000), Bonds ($3,000,000), NSW Treasury Corporation Investments ($19,565,117) and other bank accounts ($2,274,951).

Council's investment portfolio had maturity dates ranging from same day up to 1,813 days. Term deposits, floating rate notes and bonds of $50,250,000 represented 54.90% of the total portfolio as at 31 August 2026.

Council made the following new investments during August 2026:

Banking Institution	Investment Type	ESI	Amount Invested	Investment Term	Interest Rate
Rabobank	Term Deposit	N	$2,000,000	6 Months	5.26%
Bank of Queensland	Term Deposit	Y	$2,000,000	6 Months	5.25%
Total			**$4,000,000**		

Council had the following investment maturities during the month of August 2026:

Banking Institution	Investment Type	ESI	Amount Invested	Interest Earned
Heartland Bank	Term Deposit	Y	$2,000,000	47,109.59
Heartland Bank	Term Deposit	Y	$2,000,000	47,868.49
Total			**$4,000,000**	**94,978.08**

Council had $19,565,117 in longer term investments being the MTGF and LTGF held with NSW Treasury Corporation as at 31 August 2026. The investment values and fair value returns are shown below:

Investment Holding	Fair Value at 31 August 2026	Fair Value Gain/(Loss) at 31 August 2026	Fair Value Gain/(Loss) YTD	Fair Value Gain/(Loss) Life of Investment
Medium Term Growth Fund	$ 15,222,941	$72,343	$ 60,824	$ 4,217,912
Long Term Growth Fund	$ 4,342,176	$44,732	$ 34,001	$ 1,342,176
Total	**$ 19,565,117**	**$117,075**	**$ 94,825**	**$ 5,560,088**

Environmentally Sustainable Investments (ESI's)

Council's cash and investments portfolio of $91,538,069 at 31 August 2026 includes $64,815,117 or 70.8% with no direct investment in the fossil fuel industry.

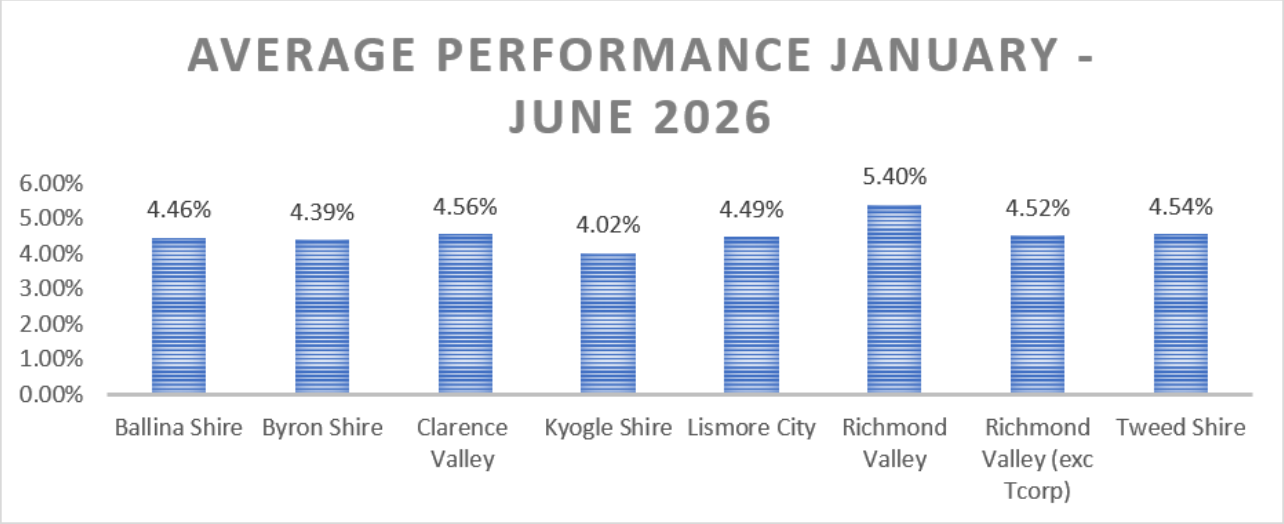
These percentages include Council's investments with NSW Treasury Corporation.

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.

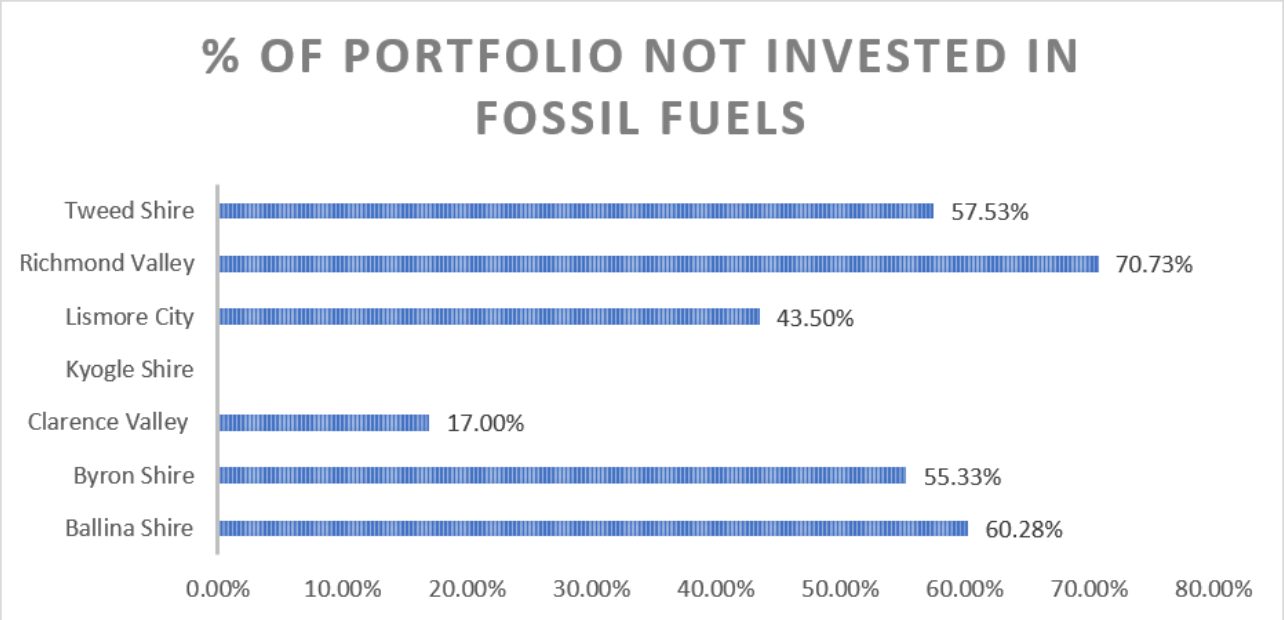
Northern Rivers Joint Organisation Comparison

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 2026.

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 5.40% which includes funds invested in TCorp. Excluding the funds in TCorp, Richmond Valley has an average return of 4.52%, 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 ESI figure during the reporting period, with an average of 70.73% of the of the portfolio not invested in fossil fuel investments. Note: Kyogle does not publish an ESI figure.

At 30 June all neighbouring councils had investments in term deposits and cash at call accounts. Only four of the seven councils were investing in floating rate notes and bonds. Richmond Valley was the only council investing with NSW Treasury Corp.

CONCLUSION

During the month of August 2026, Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

As at 31 August 2026 Council's cash and investments totalled $91,538,069 with $21,722,951 of this being funds held in bank accounts. The weighted average rate of return was 5.37% and total investment revenue equals 11.92% of budgeted revenue for the year to 31 August 2026.

ATTACHMENT(S)

1. RVC Investment Pack - August 2026 (under separate cover)

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 2025/26

Director: **Ryan Gaiter**

Responsible Officer: **Ngarie Macqueen**

RECOMMENDATION

That Council receives and notes the Richmond-Upper Clarence Regional Library Annual Report 2025/2026.

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 will provide 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 2025/2026 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 Regional Library continues to deliver a diverse range of physical and digital resources to the community, complemented by an extensive program of events and activities conducted both within library branches and through outreach initiatives across the region.

Library facilities, together with the Mobile Library service, continue to provide welcoming and accessible spaces that support a variety of community needs, including study, work, collaboration, and recreation.

The relationships fostered between Regional Library staff and community members remains a fundamental component of service delivery. Through daily interactions, guidance, instruction, and support, staff contribute significantly to community engagement, social connection, and access to information and services.

Key achievements and service outcomes during the 2025/2026 financial year included:

- A total of 111,274 members and visitors accessed Regional Library facilities across the service area.
- The Regional Library maintained 9,228 active members, representing individuals who have utilised library services within the previous three years.
- Digital lending increased by 5.9%, with 29,328 digital items downloaded or streamed throughout the year. eAudiobooks continued to be the most frequently accessed format within the Library's digital collection.

- Lending from the physical collection remained strong, with 121,326 loans recorded from a collection of 51,912 items. The collection includes a diverse range of formats and accessible resources, including standard print, large print, Braille, OpenDyslexic font, audiobooks in CD and MP3 formats, graphic novels, magazines, and board books for young readers. The collection also extends beyond traditional library materials to include jigsaw puzzles, seed library resources, activity kits, and book club sets that support community participation and home-based learning and recreation.
- Community engagement through programs and events continued to grow, with a 22.1% increase in program delivery. A total of 1,234 programs and events were delivered during the year, attracting 11,163 attendees.
- The Casino Library Meeting Room Project was successfully completed, resulting in the creation of three new community meeting rooms. Between October 2025 and June 2026, the new facilities recorded 154 bookings, contributing to a total of 455 bookings across the Regional Library's seven meeting spaces during the financial year.
- The Mobile Library Service continued to play an important role in delivering library services to communities across the region, visiting 11 educational facilities and 13 towns and villages. Service expansion during the year included the introduction of scheduled visits to two residential aged care facilities.
- The Evans Head Library team continued to provide both public library and Council administration services to the local community, while also delivering a broad range of programs and activities that support community engagement and lifelong learning.
- The Coraki Library continued to provide essential support to community members through services such as the home delivery of library resources for residents who are unable to visit the branch in person.
- Kyogle Library maintained strong partnerships with local community groups and organisations throughout the Kyogle local government area. These collaborations supported the delivery of a diverse range of community-focused programs and initiatives, including the Library's ongoing partnership with the Literary Allsorts Festival.

In the 2026-2027 financial year, the Regional Library will undertake the replacement of its Mobile Library vehicle. The new vehicle will incorporate a solar power system, providing greater energy efficiency and reducing fuel costs through decreased reliance on generator power.

During the same period, the Regional Library Agreement will be reviewed through a consultation and renewal process. In addition, the Regional Library will commence an assessment of current service levels against the updated benchmarks established by the State Library of New South Wales, with a view to identifying opportunities for continuous improvement and ensuring ongoing compliance with contemporary public library standards.

The Richmond-Upper Clarence Regional Library continues to play a significant role in serving the Richmond Valley and Kyogle communities. Through the ongoing commitment of Regional Library staff, the service continues to evolve and strengthen across all areas of operation, ensuring the delivery of professional, accessible, inclusive, responsive, and community-focused public library services that meet the diverse needs of residents across the region.

ATTACHMENT(S)

1. 2025-2026 Richmond-Upper Clarence Regional Library Annual Report (under separate cover)

19.2 GRANT APPLICATION INFORMATION REPORT - AUGUST 2026

Director: **Ryan Gaiter**

Responsible Officer: **Rylee Vidler**

RECOMMENDATION

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

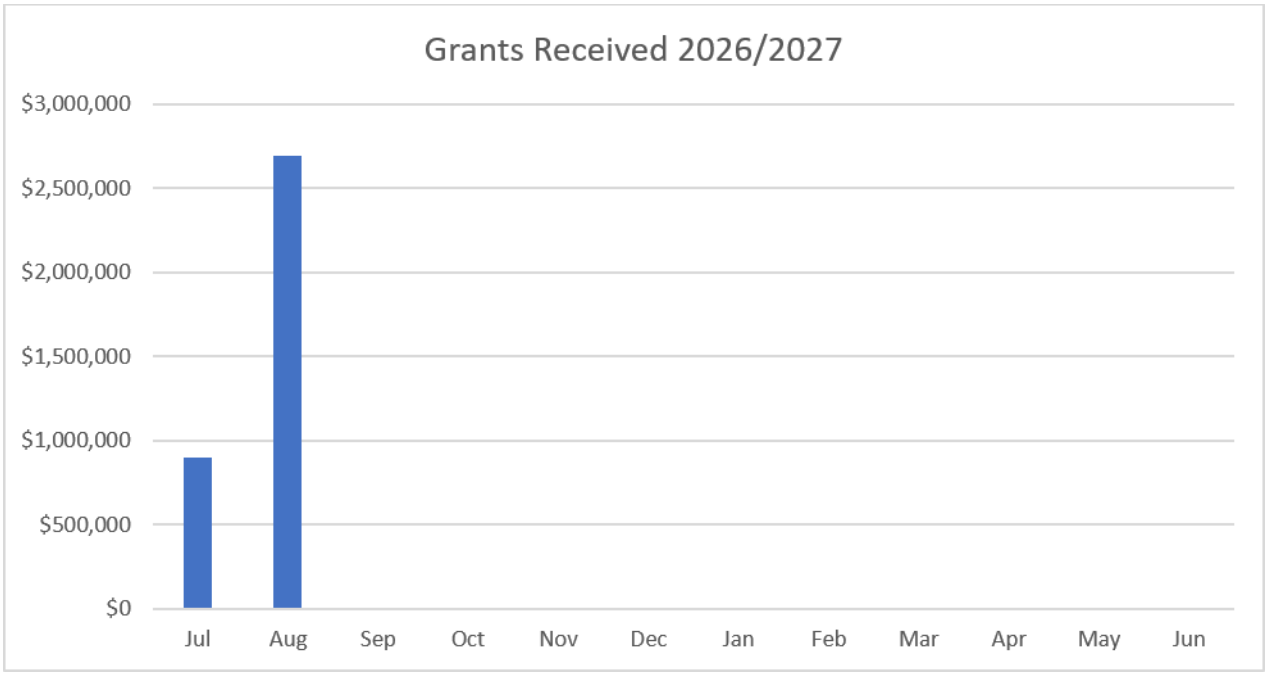
REPORT

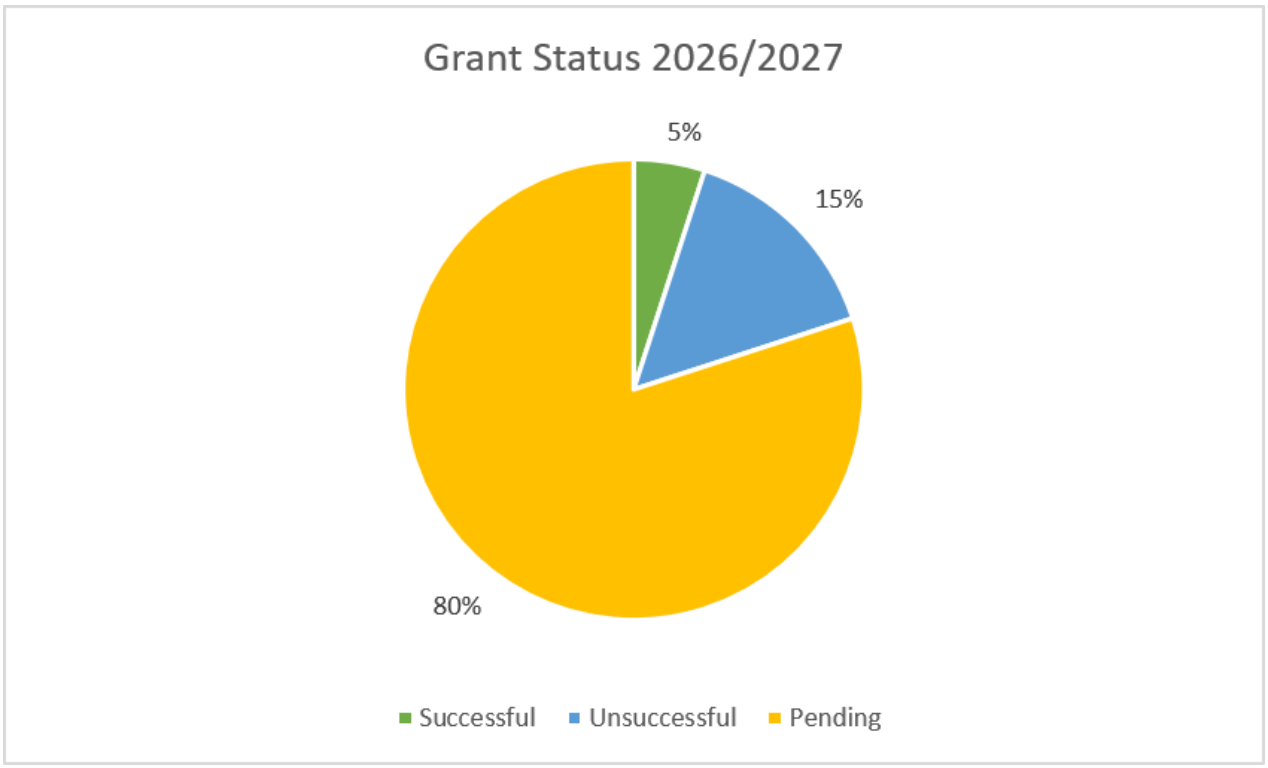
This report provides information on grant applications that have been approved, grants that have been received, grant applications that were unsuccessful and grant applications that were submitted for the month of August 2026.

During the reporting period, Council was not notified of any successful or unsuccessful applications. Council submitted three new applications during August.

Council received $2,691,632 during August for approved grants.

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 Received 2026/2027
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
Jul
Aug
Sep
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun


Grant Status 2026/2027
5%
15%
80%
Successful
Unsuccessful
Pending

Grant Applications Submitted

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted
Windsor Park Playground	Office of Responsible Gambling (State)	Clubgrants Sports and Recreation	$ 300,000	$ 150,000	$ 150,000	17 August 2026
Comment: If successful, this funding will be used to upgrade the Windsor Park Playground to provide modern, inclusive and accessible play opportunities for children and families.						
Evans Head Sewer Treatment Plant Upgrade	NSW Department of Planning and Environment (State)	Low Cost Loan Initiative Round 5	$ 3,884,762	$1,942,381	$ 1,942,381	31 August 2026
Comment: If successful, this funding will be used to fund up to 50% of the loan interest on the borrowings required to proceed with the Evans Head STP upgrade.						
Richmond Valley Bus Shelter Upgrade Program	Transport for NSW (State)	Country Passenger Transport Infrastructure Grants Scheme (CPTIGS)	$ 61,706	$ 61,706	$ -	31 August 2026
Comment: If successful, this funding will be used to renew 3 and upgrade 6 bus shelters across the LGA.						

Grants that have been received

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
AGRN1198 Cyclone Alfred - Green Waste Clean Up	NSW Reconstruction Authority (State)	A.11 Clean-up of Green Waste and General Debris from Residential Property for Public Health and Safety	$ 46,256	$ 46,256	$ -	22 August 2025	$ 46,256 5 August 2026	$ 46,256
Comment: Payment received for works completed in 2024/2025 financial year.								
Casino Water Treatment Works	Department of Planning and Environment (State)	Safe and Secure Water Program	$ 623,003	$ 311,502	$ 311,502	N/A	$ 48,600 6 August 2026	$ 178,571
Comment: Milestone payment received.								
Betterment of NRLX Effluent Management	Department of Regional NSW (State)	Infrastructure Betterment Fund	$ 5,750,000	$ 5,750,000	$ -	15 December 2022	$ 1,437,500 7 August 2026	$ 2,875,000
Comment: Second milestone payment received.								

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
Coraki Safety Initiative	Regional NSW (State)	Resilient Business Activation Program	$ 135,000	$ 135,000	$ -	18 December 2024	$ 66,150 10 August 2026	$ 94,500
Comment: Progress payment received.								
YES Program	Office of Local Government (State)	Local Government Apprentice, Trainee and Cadet Program Round 1	$ 519,276	$ 519,276	$ -	8 November 2024	$ 29,563 10 August 2026	$ 114,832
Comment: Progress payment received.								
Financial Assistance Grant 2026/27	NSW Local Government Grants Commission (Federal)	Financial Assistance Grant	$ 7,727,288	$ 7,727,288	$ -	N/A - Annual Allocation	$ 420,538 18 August 2026	$ 6,465,675
Comment: Quarter 1 instalment of the 2026/2027 FA Grant								
AGRN1198 - Cyclone Alfred Recovery	NSW Reconstruction Authority (State)	Community Recovery Support Fund	$ 546,141	$ 546,141	$ -	N/A	$ 364,592 20 August 2026	$ 546,141
Comment: Final instalment of funding for recovery works following Cyclone Alfred.								
YES Program	Office of Local Government (State)	Local Government Apprentice, Trainee and Cadet Program Round 2	$ 1,596,034	$ 1,183,667	$ 412,367	27 March 2025	$ 108,797 20 August 2026	$ 108,797
Comment: Progress payment received.								
YES Program	Office of Local Government (State)	Local Government Apprentice, Trainee and Cadet Program Round 3	$ 1,261,472	$ 890,038	$ 371,434	17 July 2025	$ 117,601 20 August 2026	$ 117,601
Comment: Progress payment received.								
AGRN1198 - Essential Public Asset Reconstruction	NSW Reconstruction Authority (State)	Disaster Recovery Funding Arrangements (DRFA)	$ 12,746,049	$12,746,049	$ -	Various dates	$ 33,003 28 August 2026	$ 3,616,238
Comment: Funding received to commence EPAR works on Clearfield Road.								

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
Richmond Valley Floodplain Risk Management Study and Plan	Department of Climate Change, Energy, the Environment and Water (State)	Floodplain Management Program 2023-24	$ 200,000	$ 133,333	$ 66,667	17 April 2023	$ 19,033 31 August 2026	$ 119,033
Comment: Progress payment received.								

19.3 MINUTES OF THE LOCAL TRANSPORT FORUM - 1 SEPTEMBER 2026

Director: **Ben Zeller**

RECOMMENDATION

That Council receives and notes the minutes of the Local Transport Forum held on 1 September 2026.

REPORT

A copy of the minutes is included in the attachments.

ATTACHMENT(S)

1. Local Transport Forum Minutes 1 September 2026 (under separate cover)

19.4 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE 26 AUGUST 2026

General Manager: Vaughan Macdonald

RECOMMENDATION

That Council receives and notes the minutes of the Audit, Risk and Improvement Committee Meeting held on 26 August 2026.

REPORT

A copy of the Minutes is included in the attachments.

ATTACHMENT(S)

1. **Minutes of Audit, Risk and Improvement Committee held on 26 August 2026 (under separate cover)**

19.5 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 AUGUST 2026 TO 31 AUGUST 2026

Director: **Tina Kao**

RECOMMENDATION

That Council receives and notes the Development Applications report for the period 1 August 2026 to 31 August 2026.

REPORT

This report summarises development activity for the month. It includes all Development Applications determined during the reporting period, including Section 4.55 approvals, refusals, withdrawals and applications with no development value, such as subdivisions.

Councillors receive 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.

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 August 2026 to 31 August 2026 was nineteen (19) with a total value of $4,661,400.10.

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

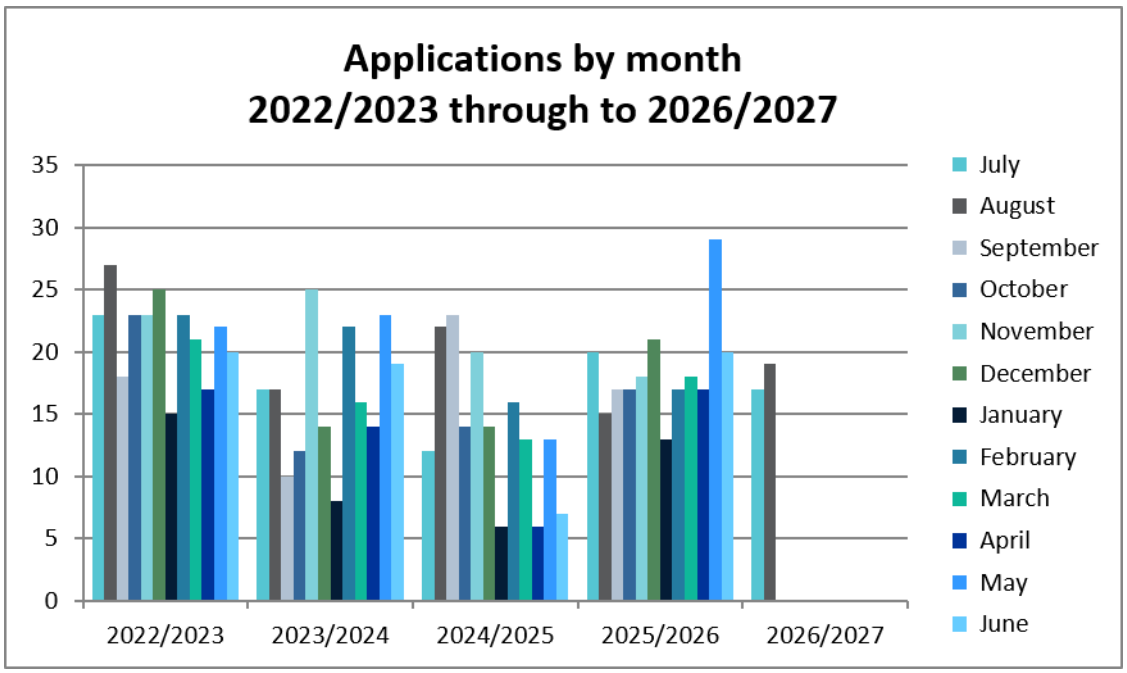


Figure 1: Monthly number of development applications and CDC's processed by Council over five financial years.

Figure 2 provides the annual value of Development Consents including CDCs issued by Council and private ceritifers over five financial years. Figure 3 provides a detailed review of the value for the reporting month of August 2026.

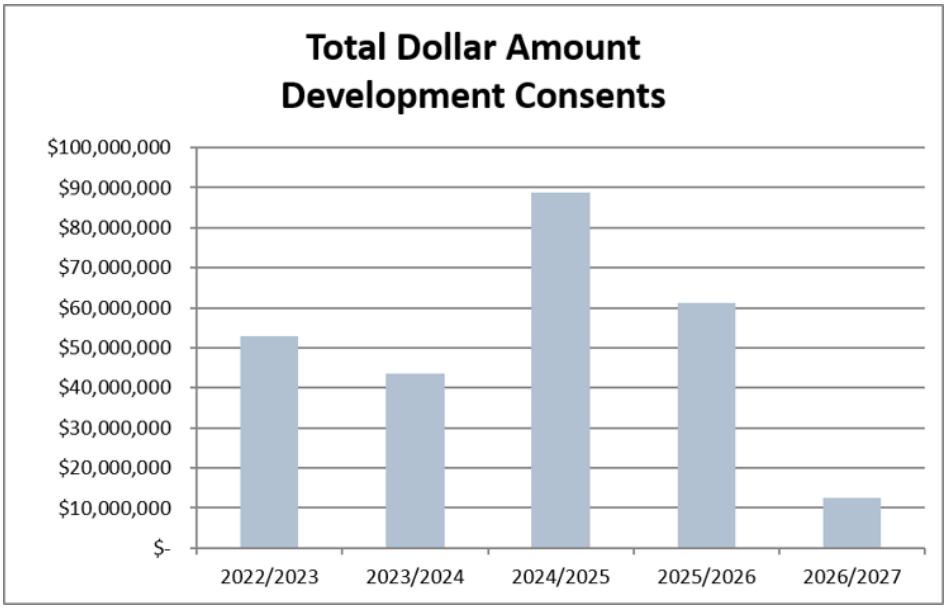


Figure 2: Annual value of development

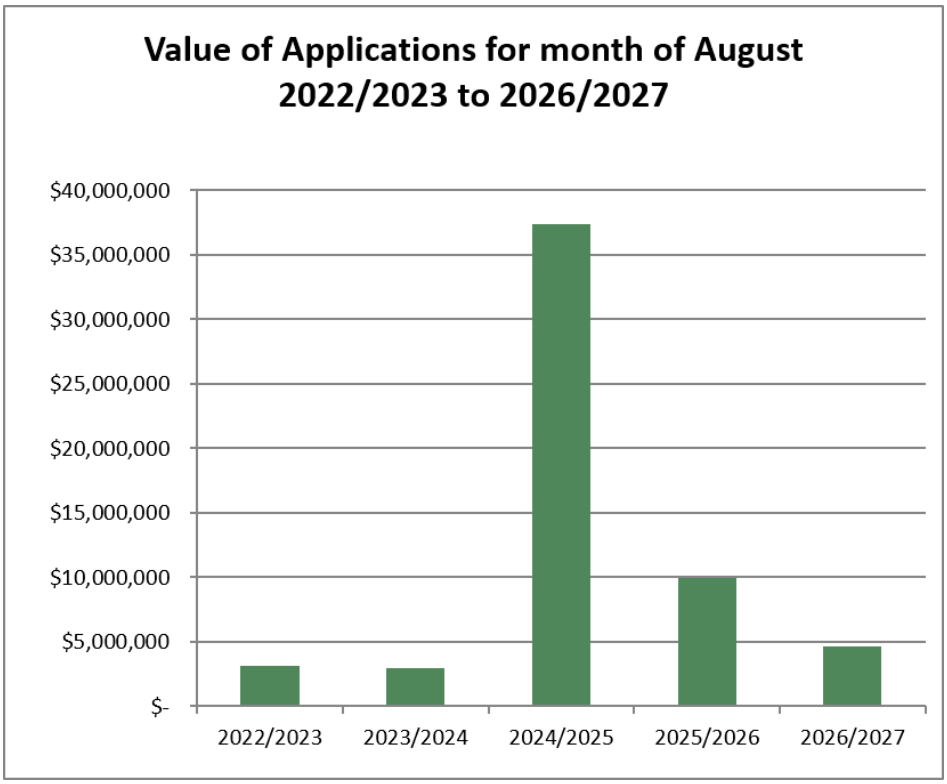


Figure 3: Value of development for the month of August from 2022/2023 to 2026/2027

2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
27	17	22	15	19

Table 1: Number of Applications for the month of August from 2022/2023 to 2026/2027

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 value and number of applications determined by Council over the past five years.

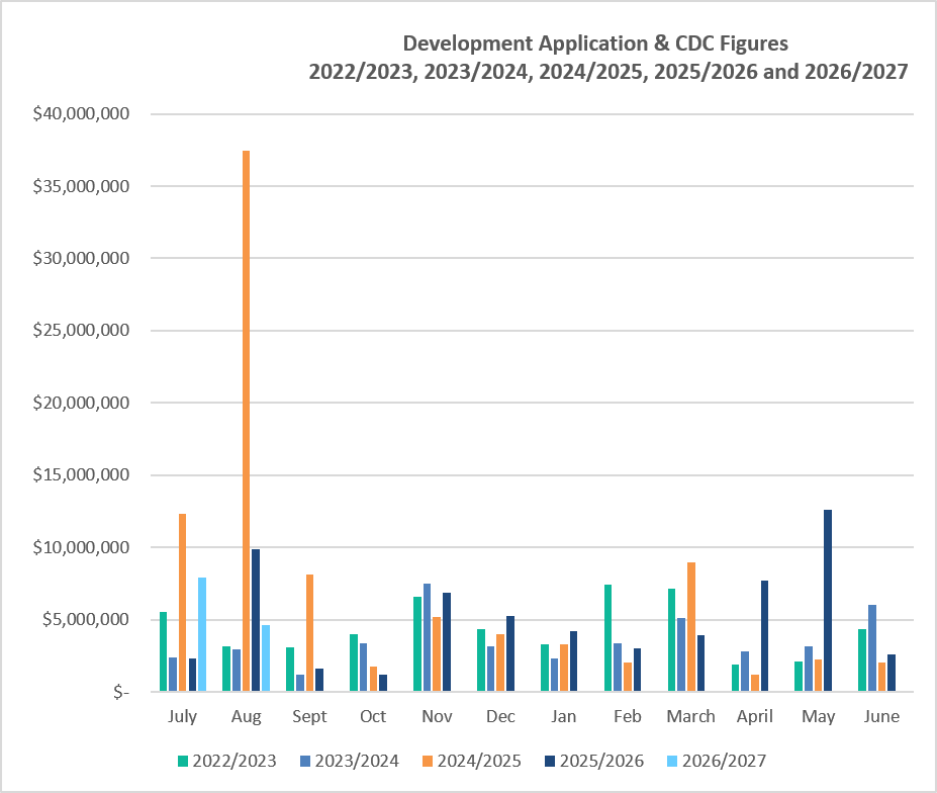


Figure 4: Value of development applications per month over five financial years.

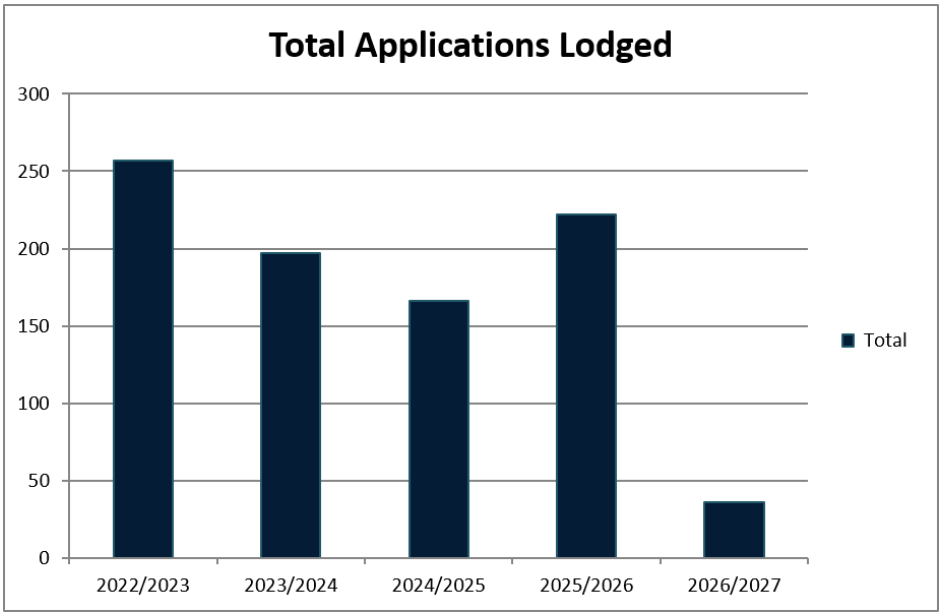


Figure 5: Number of Development Applications & CDCs per annum over five financial years

Activity for the month of August 2026

General Approvals (excluding Subdivisions, Section 4.55)	9
Section 4.55 amendments to original consent	4
Operational Consent	-
Deferred Consent	-
Subdivision	4
Refused	-
Complying Development (Council Approved)	1
Complying Development (Private Certifier Approved)	1
Amended Complying Development (Private Certifier Approved)	-
TOTAL NUMBER OF DEVELOPMENT APPLICATIONS DETERMINED	**19**
Rejected	-
Withdrawn	-
Surrendered	-
Average assessment days for applications determined in August 2026 (Planning & Building Combined)	**50**
No. of Integrated development applications determined in August 2026	**2**
No. of Designated development applications determined in August 2026	**1**

ATTACHMENT(S)

Nil

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 August 2026 to 31 August 2026								
Application ID	**Applicant**	**Owners**	**Location**	**Development**	**Date Received (In Portal)**	**Date Accepted (In Portal)**	**Determination Date**	**Estimated Cost $**
MA2025/0032	R & S Contracting Pty Ltd	R G & S L McKenzie	1465 Bentley Road, Bentley	S4.55(2) Modification to modify the truck restrictions subject to Condition 60(b)(iii) and removing the Community Consultative Committee subject to Condition 107	27/06/2025	18/07/2025	21/08/2026	988,582.10
DA2026/0236	Swift Planning	Beston Parks Land Co Pty Ltd	115 Johnston Street, Casino	Minor reconfiguration of existing caravan park layout	22/05/2026	18/06/2026	27/08/2026	120,000.00
DA2026/0237	AJM Architectural Designs	Serendip Pty Ltd	283 Serendipity Road, Tabbimoble	Proposed single storey residence on a commune title (Site H)	25/05/2026	3/06/2026	5/08/2026	267,300.00
DA2026/0240	L J Munro	L J & J M Munro	51 Woodburn Street, Evans Head	Demolition of existing shed and subdivision of land - 1 into 2 lots	27/05/2026	25/06/2026	6/08/2026	82,500.00
DA2026/0242	MT Town Planning Pty Ltd	S Cselka	833 Fogwells Road, Yorklea	Subdivision to create two lots	29/05/2026	12/06/2026	18/08/2026	0.00
DA2026/0248	Newton Denny Chapelle	K J & D W Keevers	53-55 Hotham Street, Casino	Strata subdivision to create 3 lots.	5/06/2026	23/06/2026	18/08/2026	11,000.00
DA2026/0252	N L Lammers	R A & N L Lammers	41 Cypress Street, Evans Head	Installation of single storey dwelling to create a detached dual occupancy	10/06/2026	21/07/2026	25/08/2026	346,471.00
DA2026/0253	MT Town Planning Pty Ltd	S L Bass & P J O'Connor	13A Simpson Parade, Casino	Strata Subdivision of Existing Attached Dual Occupancy	14/06/2026	19/06/2026	20/08/2026	0.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 August 2026 to 31 August 2026 (Cont'd)								
Application ID	**Applicant**	**Owners**	**Location**	**Development**	**Date Received (In Portal)**	**Date Accepted (In Portal)**	**Determination Date**	**Estimated Cost $**
DA2026/0255	Acre Consultancy Pty Ltd	M J Gordon & R L Patterson	36 Woodburn Street, Evans Head	Proposed installation and use of a manufactured home as a secondary dwelling and associated works	16/06/2026	30/06/2026	6/08/2026	308,000.00
DA2026/0262	Newton Denny Chapelle	J Kruse	21-25 Hickey Street, Casino	Proposed relocation of a residential dwelling, alterations and additions & construction of a new carport - Lot 32	25/06/2026	30/06/2026	5/08/2026	465,322.00
DA2026/0263	J R Inches	J R & N L & J A Inches	43 Scotts Road, North Casino	Convert existing shed into a dwelling and construct an extension to the dwelling	25/06/2026	10/07/2026	28/08/2026	220,000.00
DA2026/0268	M P Kinkead	M P Kinkead	61 Casuarina Drive, Swan Bay	Construction of a single storey shed	29/06/2026	8/07/2026	17/08/2026	47,300.00
DA2026/0271	S D Henderson	B J & H M Carter	30 Strongs Road, Fairy Hill	Change of use from a shed to a secondary dwelling, including alterations and additions and a new shed	30/06/2026	9/07/2026	11/08/2026	99,000.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 August 2026 to 31 August 2026 (Cont'd)								
Application ID	**Applicant**	**Owners**	**Location**	**Development**	**Date Received (In Portal)**	**Date Accepted (In Portal)**	**Determination Date**	**Estimated Cost $**
DA2027/0003	B A Harley	C M & R T O'Neill	27 Ocean Drive, Evans Head	Demolition of existing house and construct new dwelling with a variation to the DCP	6/07/2026	10/07/2026	28/08/2026	1,047,000.00
MA2027/0003	Fernleigh Drafting & Council Services	J Dokter & D L Crook	90 Ginibi Drive, Swan Bay	S4.55 (1A) Modification to amend plans for detached steel framed shed	29/07/2026	4/08/2026	6/08/2026	26,075.00
MA2027/0004	Shelter Patios & Carports	M J & S A Innes	44 Laurel Avenue, Casino	S4.55 (1A) Modification to amend the approved carport plans including changes to design and materials	29/07/2026	4/08/2026	26/08/2026	25,700.00

Summary of Council Certified Complying Development Applications determined under the Environmental Planning and Assessment Act for the period 1 August 2026 to 31 August 2026								
Application ID	**Applicant**	**Owners**	**Location**	**Development**	**Date Received (In Portal)**	**Date Accepted (In Portal)**	**Determination Date**	**Estimated Cost**
CDC2027/0004	C D Thomson & Y J Trotter	L M & J S O'Connell	47 Beech Street, Evans Head	Change existing carport to dining & kitchen, bathroom reconfiguration, addition to Alfresco area and small roof addition after asbestos old sheeting removal	24/07/2026	12/08/2026	31/08/2026	305,000.00

Summary of Flood Affected Development Applications determined under the Environmental Planning and Assessment Act for the period 1 August 2026 to 31 August 2026								
Application ID	**Applicant**	**Owners**	**Location**	**Development**	**Date Received (In Portal)**	**Date Accepted (In Portal)**	**Determination Date**	**Estimated Cost**
MA2027/0006	Barker Architects	D L Trustum	925 Woodburn Coraki Road, Swan Bay	S4.55(1) Modification to the raising and relocation of an existing dwelling, including construction of new entry stairs and covered deck	17/08/2026	20/08/2026	24/08/2026	230,000.00

Summary of Privately Certified Applications determined under the Environmental Planning and Assessment Act for the period 1 August 2026 to 31 August 2026								
Application ID	**Applicant**	**Owners**	**Location**	**Development**	**Date Submitted to Council for Registration**	**Date Accepted**	**Determination Date**	**Estimated Cost**
CDC2027/0006	The trustee for Crawford Family Trust t/as East Coast Building Consultants	E K & D Kalafatis	30 McElroy Street, Casino	Installation inground fibreglass swimming pool	21/08/2026	21/08/2026	21/08/2026	72,150.00

Summary of Development Applications determined under the Environmental Planning and Assessment Act with a Clause 4.6 Variation for the period 1 August 2026 to 31 August 2026								
Application ID	**Applicant**	**Owners**	**Location**	**Development**	**Date Received (in Portal)**	**Date Accepted (In Portal)**	**Determination Date**	**Estimated Cost**
Nil								

Summary of Development Applications Refused under the Environmental Planning and Assessment Act for the period 1 August 2026 to 31 August 2026								
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 2026 to 31 August 2026								
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 2026 to 31 August 2026								
Application ID	**Applicant**	**Owners**	**Location**	**Development**	**Date Received (in Portal)**	**Date Accepted (In Portal)**	**Date Withdrawn**	**Estimated Cost**
Nil								

20 QUESTIONS ON NOTICE

Nil

21 QUESTIONS FOR NEXT MEETING (IN WRITING)

22 MATTERS REFERRED TO CLOSED COUNCIL

Nil

23 RESOLUTIONS OF CLOSED COUNCIL