Richmond Valley Council

MINUTES

Ordinary Council Meeting
15 September 2026

ORDER OF BUSINESS

1 ACKNOWLEDGEMENT OF COUNTRY 4

2 PRAYER 4

3 PUBLIC ACCESS AND QUESTION TIME 4

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

5 MAYORAL MINUTES 5

5.1 Mayoral Minute - Congratulations to the Casino RSM Cougars on their 2026 NRRRL Premiership Victory 5

6 CONFIRMATION OF MINUTES 5

6.1 Minutes of Ordinary Meeting held on 18 August 2026 5

7 MATTERS ARISING OUT OF THE MINUTES 5

8 DECLARATION OF INTERESTS 5

9 PETITIONS 5

10 NOTICE OF MOTION 5

Nil

11 MAYOR'S REPORT 6

11.1 Mayoral Attendance Report 11 August - 7 September 2026 6

12 DELEGATES' REPORTS 6

12.1 Delegates' Report September 2026 - Rous County Council 6

13 MATTERS DETERMINED WITHOUT DEBATE 6

13.1 Matters to be Determined Without Debate 6

14 GENERAL MANAGER 7

14.1 Election of Deputy Mayor 7

14.2 Local Government Remuneration Tribunal - 2027 Review 8

15 OFFICE OF THE GENERAL MANAGER 8

Nil

16 PLANNING AND SUSTAINABLE COMMUNITIES 9

16.1 Casino CBD Draft Master Plan 9

16.2 Clause 4.6 Height Variation to the Richmond Valley LEP 2012 - 50 Perkins Bridge Road, Tatham 10

16.3 Alcohol Free Zones Continuation 10

17 INFRASTRUCTURE SERVICES & PROJECTS 10

Nil

18 ORGANISATIONAL SERVICES 11

18.1 Stormwater Drainage - Additional Revenue Options 11

18.2 Policy Review - Customer Service Charter and Standards, Call Recording and Complaints Management 11

18.3 Financial Analysis Report - August 2026 12

19 MATTERS FOR INFORMATION 12

19.1 Richmond-Upper Clarence Regional Library Annual Report 2025/26 12

19.2 Grant Application Information Report - August 2026 13

19.3 Minutes of the Local Transport Forum - 1 September 2026 13

19.4 Minutes of the Audit, Risk and Improvement Committee 26 August 2026 13

19.5 Development Applications Determined Under the Environmental Planning and Assessment Act for the Period 1 August 2026 to 31 August 2026 13

20 QUESTIONS ON NOTICE 13

Nil

21 QUESTIONS FOR NEXT MEETING (IN WRITING) 14

22 MATTERS REFERRED TO CLOSED COUNCIL 14

Nil

23 RESOLUTIONS OF CLOSED COUNCIL 14

MINUTES OF RICHMOND VALLEY COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, 10 GRAHAM PLACE, CASINO
ON TUESDAY, 15 SEPTEMBER 2026 AT 6PM

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

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

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

1 ACKNOWLEDGEMENT OF COUNTRY

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

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

2 PRAYER

The meeting opened with a prayer by the General Manager.

3 PUBLIC ACCESS AND QUESTION TIME

Nil

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

Nil

5 MAYORAL MINUTES

5.1 MAYORAL MINUTE - CONGRATULATIONS TO THE CASINO RSM COUGARS ON THEIR 2026 NRRRL PREMIERSHIP VICTORY

RESOLUTION 150926/1

Moved: Cr Robert Mustow
Seconded: Cr Stephen Morrissey

That Council:

1. Formally congratulate the Casino RSM Cougars Rugby League Football Club on winning the 2026 NRRRL First Grade Premiership; and
2. Convey Council's appreciation and best wishes to the players, coaching staff, committee members, volunteers, sponsors and supporters who contributed to this outstanding achievement.

.**CARRIED**

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF ORDINARY MEETING HELD ON 18 AUGUST 2026

RESOLUTION 150926/2

Moved: Cr Robert Hayes
Seconded: Cr Stephen Morrissey

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

CARRIED

7 MATTERS ARISING OUT OF THE MINUTES

Nil

8 DECLARATION OF INTERESTS

Cr John Walker declared a non-pecuniary, significant conflict in relation to Item 16.1 Casino CBD Draft Master Plan, due to his employer, Casino RSM Club Ltd and Casino RSM Properties Ltd being listed as owners of a catalyst project site identified in the Master Plan and potential impacts between the Club's real estate activities and the outcomes of the Plan, and indicated that he would leave the meeting while this matter was being considered and determined.

9 PETITIONS

Nil

10 NOTICE OF MOTION

Nil

11 MAYOR'S REPORT

11.1 MAYORAL ATTENDANCE REPORT 11 AUGUST - 7 SEPTEMBER 2026

RESOLUTION 150926/3

Moved: Cr Robert Mustow
Seconded: Cr Stephen Morrissey

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

CARRIED

12 DELEGATES' REPORTS

12.1 DELEGATES' REPORT SEPTEMBER 2026 - ROUS COUNTY COUNCIL

RESOLUTION 150926/4

Moved: Cr Sandra Humphrys
Seconded: Cr Robert Mustow

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

CARRIED

13 MATTERS DETERMINED WITHOUT DEBATE

13.1 MATTERS TO BE DETERMINED WITHOUT DEBATE

RESOLUTION 150926/5

Moved: Cr Stephen Morrissey
Seconded: Cr Sandra Humphrys

That items 14.2 and 18.2 identified be determined without debate.

CARRIED

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.

RESOLUTION 150926/6

Moved: Cr Stephen Morrissey
Seconded: Cr John Walker

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.

CARRIED

The General Manager, as Returning Officer for the election, advised that he had received one nomination for the position of Deputy Mayor from Cr Morrissey. The General Manager provided an opportunity for further nominations from the floor, however none were submitted.

There being no further nominations, Cr Morrissey was declared elected as Deputy Mayor for a period of two years.

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.

RESOLUTION 150926/7

Moved: Cr Stephen Morrissey
Seconded: Cr Sandra Humphrys

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.

CARRIED

15 OFFICE OF THE GENERAL MANAGER

Nil

16 PLANNING AND SUSTAINABLE COMMUNITIES

At 6:19 pm, Cr John Walker left the meeting.

16.1 CASINO CBD DRAFT MASTER PLAN

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.

RESOLUTION 150926/8

Moved: Cr Sandra Humphrys
Seconded: Cr Stephen Morrissey

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.

CARRIED

At 6:26 pm, Cr John Walker returned to the meeting.

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

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.

RESOLUTION 150926/9

Moved: Cr Stephen Morrissey
Seconded: Cr Robert Hayes

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 DA2027/0038.

CARRIED

16.3 ALCOHOL FREE ZONES CONTINUATION

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.

RESOLUTION 150926/10

Moved: Cr Sandra Humphrys
Seconded: Cr Robert Hayes

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.

CARRIED

17 INFRASTRUCTURE SERVICES & PROJECTS

Nil

18 ORGANISATIONAL SERVICES

18.1 STORMWATER DRAINAGE - ADDITIONAL REVENUE OPTIONS

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.

RESOLUTION 150926/11

Moved: Cr Robert Mustow
Seconded: Cr John Walker

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 Option 1, as outlined within the 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 November 2026.

CARRIED

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

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.

RESOLUTION 150926/12

Moved: Cr Stephen Morrissey
Seconded: Cr Sandra Humphrys

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.

CARRIED

18.3 FINANCIAL ANALYSIS REPORT - AUGUST 2026

EXECUTIVE SUMMARY

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

The value of Council's cash and investments as at 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.

RESOLUTION 150926/13

Moved: Cr Robert Mustow
Seconded: Cr John Walker

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

CARRIED

19 MATTERS FOR INFORMATION

RESOLUTION 150926/14

Moved: Cr Stephen Morrissey
Seconded: Cr John Walker

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

CARRIED

19.1 RICHMOND-UPPER CLARENCE REGIONAL LIBRARY ANNUAL REPORT 2025/26

RESOLUTION 150926/15

Moved: Cr Stephen Morrissey
Seconded: Cr John Walker

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

CARRIED

19.2 GRANT APPLICATION INFORMATION REPORT - AUGUST 2026

RESOLUTION 150926/16

Moved: Cr Stephen Morrissey
Seconded: Cr John Walker

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

CARRIED

19.3 MINUTES OF THE LOCAL TRANSPORT FORUM - 1 SEPTEMBER 2026

RESOLUTION 150926/17

Moved: Cr Stephen Morrissey
Seconded: Cr John Walker

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

CARRIED

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

RESOLUTION 150926/18

Moved: Cr Stephen Morrissey
Seconded: Cr John Walker

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

CARRIED

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

RESOLUTION 150926/19

Moved: Cr Stephen Morrissey
Seconded: Cr John Walker

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

CARRIED

20 QUESTIONS ON NOTICE

Nil

21 QUESTIONS FOR NEXT MEETING (IN WRITING)

Nil

22 MATTERS REFERRED TO CLOSED COUNCIL

Nil

23 RESOLUTIONS OF CLOSED COUNCIL

Nil

The Meeting closed at 6.50 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 20 October 2026.

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CHAIRPERSON