

Tweed Shire Council

Annual Report 2017–2018



Council statements and values

Vision statement

The Tweed will be recognised for its desirable lifestyle, strong community, unique character and environment and the opportunities its residents enjoy.

Mission statement

Working with community and partners, provide leadership in facilitating and delivering services that manage growth sustainably, create opportunity and enhance the value of our civic and natural assets for this and future generations.

What we value

Living and loving the Tweed.

We look after people and places, explore all opportunities and are proud of our passionate approach.

We care about each other, choose to be here, and are in this together.

We have conversations where everyone can contribute and we are willing to have a go.

We put back in to make a difference, so that our Tweed community is even better tomorrow than it is today.

Statement of Acknowledgement of the Bundjalung Aboriginal Nation

We wish to recognise the generations of the local Aboriginal people of the Bundjalung Nation who have lived in and derived their physical and spiritual needs from the forests, rivers, lakes and streams of this beautiful valley over many thousands of years as the traditional owners and custodians of these lands.

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Welcome

Tweed Shire Council is committed to serving our community through the provision of infrastructure and services to facilitate and promote safety, prosperity and wellbeing.

We produce an annual report for the benefit of our community and stakeholders, to keep them informed about our operations and activities during the financial year and to provide a record of funding and resource investment.

This report provides an overview of Council's progress towards the goals set out in the ten year *Community Strategic Plan 2017–2027* "Living and Loving the Tweed" and the specific activities outlined in the *Delivery Program 2017–2021* and *Operational Plan 2017–2018*. For further details, see the section on Integrated Planning and Reporting.

Principles for Local Government

The principles for Tweed Shire Council, as set out in Section 8 of the Local Government Amendment (Governance and Planning) Bill 2016, provide guidance that enables Council to conduct its functions in a way that facilitates a local community that is strong, healthy and prosperous.

Guiding principles for Tweed Shire Council

(1) Exercise of functions

The following general principles apply to the exercise of functions by Tweed Shire Council:

- (a) Provide strong and effective representation, leadership, planning and decision-making.
- (b) Carry out functions in a way that provides the best possible value for residents and ratepayers.
- (c) Plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulate to meet the diverse needs of the local community.

(2) Decision-making

The following principles apply to decision-making by Tweed Shire Council (subject to any other applicable law):

- (a) Recognise diverse local community needs and interests.
- (b) Consider social justice principles.
- (c) Consider the long term and cumulative effects of actions on future generations.
- (d) Consider the principles of ecologically sustainable development.
- (e) Decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.

(3) Community participation

Council should actively engage with the local community, through the use of the integrated planning and reporting framework and other measures.

Council is committed to the delivery of these principles and to transparent reporting and accountability to the community. While the Annual Report 2017–2018 is the primary means of sharing Council's performance during the past financial year, there are many other ways members of the community can find out about and contribute to the running of Council.

Council's corporate website (www.tweed.nsw.gov.au) provides 24/7 access to detailed information on Council's operations, meeting agendas and minutes, strategic plans, documents, policies and guidelines.

Council's smartphone app provides a wide range of services and information at your fingertips and is available free from the Apple App Store and Google Play.

Your Say Tweed (www.yoursaytweed.com.au) is Council's online hub for community engagement, where the community can learn about and provide feedback on a range of current Council projects and initiatives.

Tweed Link is Tweed Shire Council's weekly newspaper and has been keeping the community informed for more than 20 years. It is distributed to approximately 45,000 households in the local free newspapers, the Tweed Daily News (Wednesday community edition) and Tweed Valley Weekly (Thursdays). Tweed Link is also available through a free email subscription at www.tweed.nsw.gov.au/subscribe. All of Council's statutory advertising is published in the Tweed Link.

Council meetings are generally held in the Council Chambers at the Murwillumbah Civic and Cultural Centre at Tumbulgum Road, Murwillumbah or the Harvard Room at the Tweed Heads Administration at Brett Street, Tweed Heads on the third Thursday of each month. Occasionally, there may be changes to the date or venue of a Council meeting and this will be communicated through Tweed Link. For meeting dates and times visit www.tweed.nsw.gov.au/CouncilMeetings

Planning Committee meetings are generally held in the Council Chambers at the Murwillumbah Civic and Cultural Centre at Tumbulgum Road, Murwillumbah or the Harvard Room at the Tweed Heads Administration at Brett Street, Tweed Heads on the first Thursday of each month. These meetings deal exclusively with matters pertaining to land use planning.

These meetings are open to the public. Confidential items are considered in closed sessions, which exclude press and public.

Agendas for meetings are available on Council's website from 8pm on the Tuesday of the week preceding the meeting and all minutes are available as soon as practical following the meeting. Should a long weekend occur on the Monday of the week prior to the meeting, every effort will be made to ensure that agendas will be uploaded by 8pm on the Wednesday night.

Community Access sessions are convened immediately prior to Council meetings and Planning Committee meetings to enable the community to address Councillors on items for Council's consideration. A booking is required and can be made by contacting Council.

Mayor's introduction



In 2017–2018 we worked hard to recover from the March 2017 flood that devastated many homes and businesses. As a community, the Tweed is to be commended for its determination and for the incredible community spirit demonstrated during the recovery efforts.

This Annual Report shows how, in the aftermath of the flood, Council has continued to drive economic, social and environmental sustainability for the Tweed. Despite the impact from the flood, Council achieved a \$16 million surplus, which will now be re-invested back into our community.

Recognising the impact of climate change on the Tweed, in August 2017, Council resolved to join the Global Covenant of Mayors for Climate and Energy. Over 7,500 municipalities representing more than 686 billion people worldwide participate in the alliance to promote and support voluntary action on climate change.

The adoption of the Renewable Energy Action Plan (REAP) in November 2017, and the resulting actions undertaken by Tweed Shire Council, coupled with efforts to reduce transport fuel emissions, have resulted in a three per cent reduction in Council's greenhouse gas emissions and savings in electricity of \$200,000 every single year. This is a very pleasing result but there is much more to do. The REAP is rapidly progressing across more facilities as Council works toward our goal to self-generate 25 percent of its electricity demand from renewable sources by 2022, climbing to 50 per cent by 2025.

Protecting our native wildlife remains a priority. Council aimed to implement recovery programs for 20 threatened species in 2017/18. In fact, it achieved more than double that target by implementing recovery programs for 45 threatened species. For example, Council reached its target of creating 200 hectares of koala habitat on public and private land. To date, 7710 koala food and habitat trees have been planted in Duranbah, Round Mountain, Cudgen Lake and Pottsville. Additionally, Council is working together with Currumbin Wildlife Sanctuary to provide a new koala facility at Pottsville so that researchers can conduct vaccine trials to help find a cure for diseases such as chlamydia. The adoption of the Wildlife Protection Area Policy to prohibit dogs and cats in important wildlife refuge areas complements these recovery programs.

To further support our native wildlife, Council distributed 800 free native plants to communities around the Tweed. Additionally, the Tweed Native Species Planting Guide and the Native Species Planting Guide database was launched to help members of the community select appropriate native plants for their gardens.

Even in the midst of flood recovery efforts, this Council and the community remain committed to their environmental responsibilities. Thank you to my fellow Councillors, Council employees and the community for your continued efforts to restore and protect our magnificent environment and transition the Tweed to an exciting, sustainable economic future.

Katie Milne
Mayor of Tweed

General Manager's report



During the 2017–2018 year Council, Tweed businesses and residents showed a great deal of resilience to not only rebuild our community but also get back to helping shape the future of the Tweed.

Since the March 2017 flood, Council has completed 95 percent of road and bridge repairs involving some 1500 projects worth \$28 million. Council also secured \$3 million to undertake a first-of-its-kind Industrial Land Swap thanks to a New South Wales State Government grant through its Climate Change Adaptation Program. This initiative provides eligible local businesses directly impacted by the flood with an opportunity to swap their flood prone land for land in a new 14 hectare industrial park located above the probable maximum flood level in Murwillumbah. It is a significant step to help future-proof our local economy. The Industrial

Land Swap will enable businesses employing local people to become more resilient for the future. A Voluntary House Purchasing scheme to run over several financial years and part funded by Council and the Office of Environment and Heritage also enables flood impacted residents to sell their houses to Council and relocate off the floodplain. This initiative is highly sought after by those hardest hit in the March 2017 flood and for those for whom there is no better alternative than to sell and relocate.

Whilst flood recovery is vital, Council is also undertaking many projects to secure our region's future. This includes making significant progress on implementing actions from the Renewable Energy Action Plan, reducing Council's greenhouse gas emissions and reducing grid-electricity use. As a result, Council is on track to add over 570kW of solar power to Council facilities and self-generate over six percent of its total electricity demand from solar by December 2018.

Council continues to protect native wildlife with programs such as the restoration of 25 hectares of bushland on private land at Numinbah that forms part of a regional fauna corridor linking the World Heritage-listed Springbrook National Park and Numinbah Nature Reserve with Wollumbin National Park.

The new Rowan Robinson Park on the Kingscliff foreshore will provide better recreation facilities for our communities. The park was completed as part of a \$22 million foreshore redevelopment, which also included refurbishment of the Kingscliff Holiday Park.

None of this would have occurred without the active involvement of local businesses and residents. The *Community Engagement Strategy 2018–2022*, adopted earlier this year, sets out a whole-of-Council commitment to community engagement. It outlines why, how and when Council engages and provides clarity around the types of engagement activity the community can expect for different types of Council projects.

As part of our commitment to community engagement, I am proud to have joined with the Aboriginal Advisory committee to launch our first *Reconciliation Action Plan 2018–2020* (RAP). The RAP is a set of agreed principles by which the Aboriginal community and Council will engage with one another. It demonstrates Council's respect and pride in the Tweed's history, our commitment to protecting cultural heritage and to honour the significant contribution of our Aboriginal and Torres Strait Islander community.

The Tweed community has come a long way since the March 2017 flood. We now look forward to working together to secure a strong, sustainable future for our region.

Troy Green
General Manager

Profile of the Tweed

Key facts and figures

Location

Nestled in the eroded caldera of the largest shield volcano in the southern hemisphere, the Tweed is the largest local government area on the north coast of New South Wales, covering an area of just over 1309 square kilometres.

The Tweed adjoins the NSW local government areas of Byron, Lismore and Kyogle, with the Queensland border to its north where it divides the twin towns of Tweed Heads and Coolangatta.

Population

The Tweed Shire population estimate for 2018 is 95,675 and is forecast to grow to 127,434 by 2036.

In line with this population growth, the number of dwellings in the Tweed is forecast to grow from 40,452 in 2011 to 56,907 in 2036, with the average household size rising from 2.38 to 2.42 by 2036.

Between 2011 and 2036, the age structure forecasts for Tweed Shire indicate a 50% increase in population under working age, a 36% increase in population of working age and a 44% increase in population of retirement age.

Economy

Tweed Shire's Gross Regional Product is estimated at \$2.86 billion, which represents 0.6% of the state's GSP (Gross State Product).

The Tweed has a diverse industry base with employment opportunities in a range of service sector and primary sector industries.

In the year ending June 2017, there were 32,058 local jobs and 7281 local businesses in the Tweed Shire.

The key industry sectors are health care and social assistance, retail trade, accommodation and food services, education and training, and construction.

The elected Council

The Mayor and Councillors

(November 2016 to September 2020)

At the Tweed Shire Council Local Government Election held on Saturday 29 October 2016, the following Councillors were elected to represent the Tweed for the Council term, which will conclude in September 2020.



Cr Pryce Allsop



Cr Reece Byrnes



Cr Chris Cherry



Cr Ron Cooper



Cr Katie Milne



Cr James Owen



Cr Warren Polglase

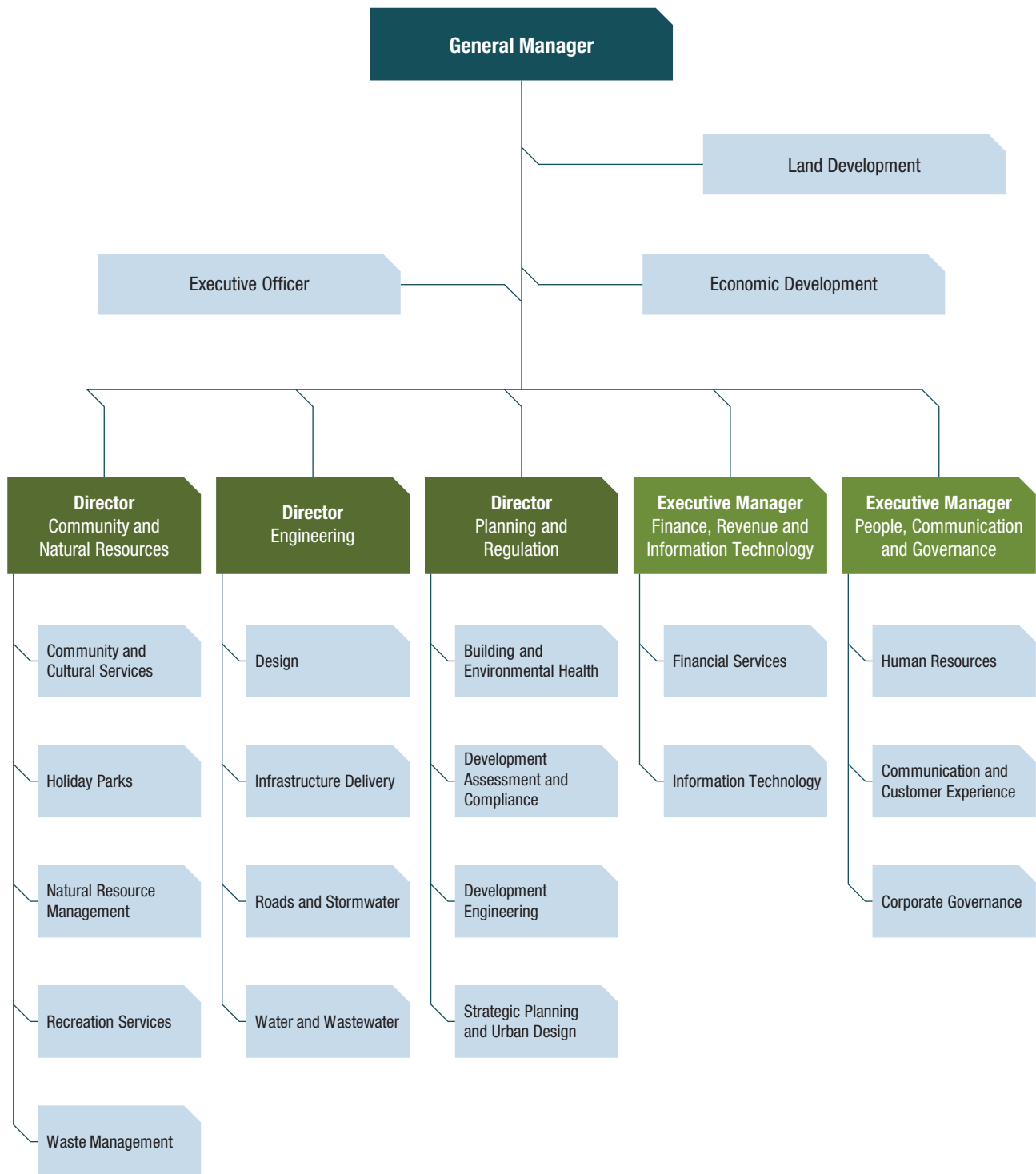
At the first Extraordinary Meeting of the new Council held 17 November 2016, Cr Katie Milne was elected as Mayor for a two-year term and re-elected in September 2018.

Cr Chris Cherry was elected as Deputy Mayor from November 2016 to September 2017 and from September 2018 to September 2019.

Cr Reece Byrnes was elected as Deputy Mayor from September 2017 to September 2018.

Organisation structure

Direct reports to directors and supervisors under third level management | May 2018



How to read the Annual Report

Following our progress

This Annual Report is divided into three sections:

Section 1: Reporting our progress

This section provides an outline of Council's progress against the actions set out in the *Delivery Program 2017–2021*. Like the Delivery Program, it is structured around four principal streams, as identified in the *Community Strategic Plan 2017–2027*. Under each stream is a summary of the key achievements and strategic outcomes delivered in 2017–2018, relevant to that objective. Achievements are shown with the relevant item number from the Delivery Program.



Leaving a legacy: Looking out for future generations

The Tweed features an environment of world-significant biodiversity and natural beauty, and distinct cultural and built heritage, Council and the community value its protection.

The Tweed community manages the natural and built environment so we can thrive and enjoy it today and look after this place sustainably, so future generations can live and love it as well.

Council's role is to work with the community and others to plan strategically for sustainable growth and change, and to support initiatives that help the Tweed retain and enhance its diverse natural and built environments, Council also delivers sustainable essential services such as water, sewer and sanitation to meet community needs now and into the future.



Making decisions with you: We're in this together

Council and the community working together will shape a better future for the Tweed.

The Tweed is a very proud and diverse community, Council understands the importance of open information to enable community participation to steer the direction, decision-making and long-term goals of the Shire.

These conversations help to deliver sustainable development outcomes, balancing future population and economic growth with the protection and enhancement of natural, cultural and built environments.



People, places and moving around: Who we are and how we live

Some residents were lucky to be born in the Tweed, others have made the choice to make this region their home – all of us have a role to play in shaping a safe, liveable community by respecting and valuing the unique characteristics that make the Tweed so special.

Together we can work to create a Tweed where people are welcomed, healthy and connected, and have opportunities to prosper in their individual pursuits.

Council's role is to work to meet the present and future infrastructure demands of the Tweed, provide community and cultural services and employment opportunities to retain and improve the quality of community life.



Behind the scenes: Providing support to make it happen

To look after the Tweed, now and into the future, a great deal of work happens behind the scenes to ensure there are planned, resourced, efficient and transparent systems in place to enable our community to function and prosper.

The community expects responsible and transparent decision making with a focus on public conversations and ownership.

Council's role as a visionary regional leader, service provider, partner and promoter draws together the skills and resources of other government agencies, businesses and community organisations to help make the Tweed of tomorrow even better than it is today.

Section 2: Statutory reporting requirements

This section includes reporting requirements prescribed by the Local Government (General) Regulation 2005, including (but not limited to) a summary of Council's legal proceedings; details of contracts awarded by Council; financial assistance contributions to the community; written off rates and charges; and information relating to the *Government Information (Public Access) Act 2009 NSW*.

Section 3: Financial statements

This section includes general purpose financial statements for the financial year ending 30 June 2018, including an Income Statement, Statement of Financial Position, Statement of Changes in Equity and Statement of Cash Flows.

Section 1: Reporting on our progress

Integrated Planning and Reporting

A framework for strategic and sustainable local government

All councils in NSW are required to operate within the Integrated Planning and Reporting (IP&R) Framework. This framework was introduced by the NSW Government to facilitate a strong and sustainable local government system by ensuring all local councils have in place strategic plans, underpinned by community priorities and supported by appropriate resources.

The IP&R Framework encourages councils to view their various plans holistically to understand how they relate to each other, and in doing so, leverage maximum results.

Ultimately, it aims to provide greater accountability and transparency in local government, by strengthening councils' strategic focus, streamlining reporting processes and making it easier for the community to understand and track councils' progress on identified priorities.

The key documents included in the IP&R Framework, and an overview of their functions, is provided below.

Community Strategic Plan

This is the highest level plan that a council will have and is prepared for a minimum period of 10 years.

The purpose of the Community Strategic Plan is to identify the community's main priorities and aspirations for the future and to plan strategies for achieving these goals. It should be developed and delivered as a partnership between the council, state agencies, community groups and individuals and should address a broad range of issues that are relevant to the whole community.

Resourcing Strategy

This strategy addresses the resources – time, money, assets and people – required to deliver the long-term community aspirations expressed in the Community Strategic Plan. It comprises three elements: long term financial planning; workforce management planning; and asset management planning.

Delivery Program

This is a statement of commitment to the community by each newly elected council outlining its priorities for achieving the community's long-term goals (as identified in the Community Strategic Plan) during its four-year term of office.

Operational Plan

Supporting the Delivery Program is an annual Operational Plan. It spells out the individual projects and activities that will be undertaken each year to achieve the commitments made in the Delivery Program.

Annual Report

This document is one of the key points of accountability between a council and its community. It focuses on the council's implementation of the Delivery Program and Operational Plan to help the community understand how the council has been performing both as a business entity and a community leader.

Awards and recognition

RH Dougherty Award Innovation in Special Events

Council's inaugural Food for Thought Forum won Category C (for councils with populations over 70,000).

Royal Life Saving Society Commonwealth Council Service Medal



Jeff Collier, who manages the aquatic programs at TRAC, was awarded the Service Medal and life membership of the Royal Life Saving Australia NSW branch in recognition of his more than 20 years of service to the Royal Life Saving Society.

In presenting the awards, Royal Life Saving Regional Manager Jason Phillips said he had only ever seen two or three Service Medals presented in his 24 years with the organisation.

2018 NSW Training Awards – North Coast Region

Jake Farrell was named 2018 Apprentice of the Year, while Keely Currie was named 2018 Aboriginal and Torres Strait Islander Student of the Year and Jacob Godfrey was named a finalist and runner-up for the 2018 Trainee of the Year.

2018 Local Government Excellence Awards

Council and community response to the 2017 flood was recognised when Council's Critical Incident Response Group won a Highly Commended award in the 'Special Project' category (population 60,000 and above), against 16 other projects from councils across the State.

Flood Risk Manager of the Year

Council Manager Roads and Stormwater Danny Rose was named a finalist in the Flood Risk Manager of the Year 2018 for his past decade of work in preparing both Council and the Tweed community for the challenges of flood events across the Tweed's five geographically different catchments.



Key appointments for Council staff

Three Council employees were appointed to key advisory roles with governing bodies during the year.

- Executive Manager People, Communication and Governance, Suzanne Richmond was appointed to the StateCover Advisory Board.
- Unit Coordinator Natural Resource Management, Jane Lofthouse was one of seven experts appointed to the newly-established NSW Coastal Council under the *Coastal Management Act 2016*.
- Project Officer – Biodiversity, Michael Corke, was accepted as the Local Government NSW representative on the NSW Environmental Trust's Environmental Education Technical Subcommittee – Government Stream.

World Science Challenge

Tweed Shire Youth Council member Jesse Wright, 17, was named a finalist in the global Breakthrough Junior Challenge designed to inspire creative thinking about science. The challenge attracts thousands of entries from students aged between 13 and 18 years from across the world in which they produce an original video that brings to life a concept or theory in the life sciences, physics or mathematics.





Achievements in

Leaving a legacy: Looking out for future generations

Tree planting day



The flood-ravaged Rous River catchment received some remediation when the Tweed hosted its 13th annual National Tree Day at Pat Smith Park in Dulguigan on 30 July 2017. The work at Pat Smith Park will improve the health of Dulguigan Creek by restoring riparian vegetation affected by the 2017 flood.

The tree planting event was part of Local Government Week 2017, which involved eight days of activities at Council facilities.

Council organised this event to foster community participation in restoring our treasured waterways.

World Environment Day Festival



Council sponsored the Caldera Environment Centre's World Environment Day Festival on 3 June at Knox Park, Murwillumbah.

In addition to stalls with local community groups, schools and sustainable businesses, the festival featured:

- the Land for Wildlife and Backyard Habitat for Wildlife programs
- the Love Cats Love Wildlife project.
- North East Waste talks on rubbish and recycling, composting, worm farms and all things that make us WOW (Wipe Out Waste).
- the Dorrroughby Environmental Education Centre showcasing local school children's ideas about how to reduce our carbon footprint for a healthy planet.
- local energy efficiency experts, Bruce and Faye Gard.

The new online Tweed-Byron Native Species Planting Guide was launched during the day.

Koala facility for Pottsville



Thanks to a \$370,000 commitment from the NSW Government, Tweed Shire Council is working together with Currumbin Wildlife Hospital to build a koala holding facility at Pottsville. The holding facility will allow researchers to conduct vaccine trials to tackle the disease chlamydia in koalas. Koala food trees will also be planted to meet the koalas' food requirements. The facility will be established on a 100-hectare site in Pottsville dedicated to koala habitat conservation. The land adjoins Council's Koala Beach bushland reserve and the Cudgen Nature Reserve.

New three-megalitre water reservoir at Chambers Lookout, Banora Point

Council contractors started work at the end of March to build a new three-megalitre water reservoir at Chambers Lookout, Banora Point to service existing and future developments in the area. The new reservoir will provide additional supply capacity, catering for the projected population growth as new houses are occupied.

The reservoir is being built on Council-owned land next to the existing Chambers Lookout reservoir near the corner of Terranora Road and Fraser Drive. About 1500 square metres of regrowth vegetation will be removed to allow the new infrastructure to be built.

The new reservoir will be of reinforced concrete construction with an aluminium roof. Local developers have contributed to the \$2.2 million cost of the project.

Tweed River dredging works to replenish Kingscliff Beach

The Kingscliff – Dreamtime Beach Coastal Zone Management Plan, adopted by Council in May 2017, calls for sand nourishment onto Kingscliff Beach to the north of the newly constructed seawall. This nourishment is required to combat loss of beach amenity during erosion events, as the seawall locks up sand that would normally be available to move into the coastal system in high seas and erosion events.

Council worked together with the NSW Department of Industry – Crown Lands and Water to have 60,000 cubic metres of sand dredged from the Tweed River entrance and Terranora Inlet, and deposited on Kingscliff Beach, at no cost. Heavy equipment was used to re-contour the beach, rebuilding and reinforcing the natural dune system, which is the buffer for future coastal erosion events.



Numinbah Nature Links program



The three-year project to restore 25 hectares of bushland on private land at Numinbah entered its final stages, with plant diversity trebling in some areas. The area is part of a regional fauna corridor linking the World Heritage-listed Springbrook National Park and Numinbah Nature Reserve with Wollumbin National Park. These national parks are internationally recognised for their biodiversity, including rare and threatened species. Bush regenerators and landholders are controlling dense infestations of Lantana, Giant Devils Fig, Kudzu and other weeds, including a severe infestation of the invasive ornamental tree Pink Cedar on one property.

The project, funded by the NSW Environmental Trust and Council, is on track to meet its targets and there has been prolific regeneration of native species through the Numinbah Nature Links program, which has brought landholders and Council together to conserve threatened flora and fauna in the Tweed. After two years of weed control, most work sites are now covered in pioneer native species. Growth rates are phenomenal, with many saplings well above head height. Threatened species are growing with renewed vigour because they no longer have to compete with weeds.

Living for the Future Home Expo



This event aims to spread the word about sustainable living options that can bring substantial benefits to households, as well as benefits to the broader community. The 2017 event was held at Seagulls in Tweed Heads West on 16 September. A survey of 2017 expo visitors revealed many people found helpful solutions and would act upon them, Sixty per cent of survey respondents left with a definite plan for their household power, recycling, food waste or building plans. A quarter of them would pursue options for renewable energy or improved energy efficiency.

Preparing for a future mosquito threat

Council's Environmental Health team has been leading a regional project to help protect the Northern Rivers from the risk of mosquito-borne diseases. The project is a collaboration with Dr Cameron Webb, a prominent NSW entomologist, Dr Angela Dean, behavioural change specialist, Northern Rivers councils and NSW Health. It is examining the risk of tropical mosquito species migrating from far north Queensland to South-east Queensland and Northern NSW as climate change occurs. This issue is important because of an increased risk of exotic mosquito threats such as the introduction of the invasive 'Asian Tiger Mosquito' to Australia.

The regional Exotic Mosquito Response Plan and education strategy developed through this project responds to both climate change impacts and potential exotic mosquitoes. Environmental health and mosquito control staff from across the Northern Rivers participated in a mosquito response exercise in Koala Beach, Pottsville and Tweed Heads where approximately 300 properties were inspected. Funding for the project was received as part of the Building Resilience to Climate Change grant, which is a partnership program between Local Government NSW and the NSW Office of Environment and Heritage to address climate change risks and vulnerabilities facing NSW councils.



Progress report for 2017–2018: Leaving a legacy

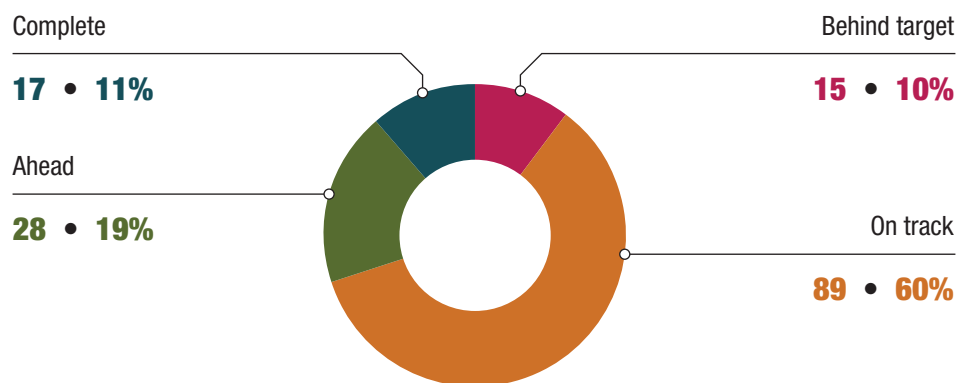
Performance against the objectives identified in the *2017–2021 Delivery Program*

	2017–18 (\$'000)	
	Budget	Actual
Income		
Rates & Annual Charges	49,782	49,712
User Charges & Fees	27,731	32,378
Investment Revenues	3,972	4,043
Other Revenues	518	114
Operating Grants & Contributions	1,330	1,923
Capital Grants & Contributions	12,258	18,378
Internal	2,286	3,362
Total Income	97,877	109,909
Expenditure		
Employment Costs	15,657	18,289
Borrowing Costs	8,211	8,683
Materials & Contracts	27,228	18,966
Depreciation & Amortisation	20,153	22,337
Other Expenses	5,123	9,676
Internal	13,898	13,426
Total Expenditure	90,269	91,376
Net Operating Result	7,608	18,533
Source & Application of Funds		
Add Back Depreciation	(20,153)	(22,337)
Net Transfers to/(from) Externally Restricted Cash	6,200	26,268
Net Transfers to/(from) Internally Restricted Cash	(5,724)	(5,500)
Loan Funds Utilised	(1,100)	0
Repayment of Principal on Loans	5,218	5,005
Purchase and Construction of Assets	33,671	22,346
	18,113	25,782
	10,505	7,249

Summary of Delivery Program activities

Strategic priority	Completed		Ahead of schedule		On target or variation explained		Behind schedule or action required	
	No.	%	No.	%	No.	%	No.	%
Biodiversity Management	0	0	2	29	5	71	0	0
Bushland Management	0	0	4	57	3	43	0	0
Coastal Management	1	14	0	0	5	71	1	14
Environmental Sustainability	1	13	4	50	3	38	0	0
Sustainable Agriculture	1	13	1	13	5	63	1	13
Waterways (Catchment) Management	0	0	1	17	5	83	0	0
Floodplain Management	0	0	0	0	5	100	0	0
Stormwater Drainage	5	36	0	0	3	21	6	43
Rubbish and Recycling Services	0	0	2	29	4	57	1	14
Sewerage Services	6	19	4	13	19	61	2	6
Tweed Laboratory	0	0	1	50	1	50	0	0
Water Supply	2	10	7	29	18	52	2	10
Strategic Land-use Planning	1	6	2	12	13	71	2	12
Total	17	11	28	19	89	60	15	10

Note: Where results for performance measures are not yet available, they have been excluded from the calculations.





Achievements in Making decisions with you: We're in this together

Flood recovery community catch-up

Council acknowledged the recovery from the flood associated with Cyclone Debbie with a community catch-up and free barbecue at Knox Park on 29 March, one year after the flood. The event was held to recognise and acknowledge the ongoing recovery process, provide an avenue to share and/or listen to peoples' stories in a relaxed environment, and support each other to continue to heal together.

People were asked to bring the beautiful community spirit that we rose up in a 'flood of love' for those affected. Representatives from Council and the State Emergency Service spoke at the gathering and there were children's activities.

Tweed Shire Youth Council



The Youth Council is an initiative of the *Tweed Shire Youth Strategy and Action Plan 2013–2017*.

It is made up of representatives from public and private high schools in the Tweed who meet monthly to express views on youth-oriented matters, while also gaining opportunities for the development of communication, confidence and leadership skills.

Members have provided direct input into youth-oriented services they would like to see established or improved in the local area.

The Youth Council is a great way to expose young people to a formal meeting environment and gives them an insight into how local government works, potentially opening up career pathways. As we enter the third year of the program it is great to see the support the members are getting from their schools, with the program becoming an extension of the leadership roles they encourage students to take on.

Community Engagement Strategy 2018–2022



The review of Council's previous Community Engagement Strategy, which commenced in February 2017, has involved extensive engagement with Councillors to determine their preferences and direction for Council's community engagement responsibilities. As a result, the *Draft Community Engagement Strategy 2018–2022* was placed on exhibition in early 2018 with a final Strategy adopted by Council in August 2018.

The *Community Engagement Strategy 2018–2022* is a guiding framework that sets out a whole-of-Council commitment to community engagement. It outlines why, how and when Council engages, providing clarity around the types of activity the community can expect for the different types of projects. The strategy is especially important at a time when new ways of communicating are evolving.

It is important for all members of our community to have the opportunity to participate in engagement on matters that may potentially impact on their day-to-day lives. It is Council's responsibility to ensure that we use a range of different methods of encouraging input and collecting feedback and information from the community.

The strategy includes a number of new initiatives including biannual Stakeholder Forums with key interest groups and stakeholders and a 'community conversation' format for public meetings. It also includes a new focus on Your Say Tweed, our dedicated engagement portal where community members can have their say on issues at a time and in a way that suits them. Additionally, an Engagement Improvement Panel will be established to monitor progress and advise the Council, Mayor and General Manager on implementation, in accordance with their statutory responsibilities, and a full review of the engagement practices of advisory committees will be conducted.

Changes to Tweed Link distribution

For 20 years, Tweed Shire Council had independently printed and distributed the Tweed Link, providing a trusted source of Council and community information. Since mid-January 2018, the Tweed Link has appeared in the local free newspapers, the Tweed Daily News (Wednesday community edition) and Tweed Valley Weekly (Thursdays). Together, these newspapers have a combined print run of approximately 45,000. Tweed Link is complemented by strong online and social media readership and Council email subscription services.

These changes have provided significant savings and allow residents to choose their preference to receive or access the Tweed Link and stay informed about Council news.

The Tweed Link is now available:

- In a free weekly printed format available to the majority of Tweed households and bulk drops through two local free newspapers.
- As a weekly electronic subscription service direct to your inbox
www.tweed.nsw.gov.au/Subscribe
- On Council's website www.tweed.nsw.gov.au/Tweedlink
- As a video version of the 'Tweed e-Link' for Council's YouTube and social media channels, to grow our online and social media followers (coming soon).
- At Council offices and some Council-owned community facilities.



Transport Information Day



Transport Information Day stalls are an initiative of the Tweed Public and Active Transport Group, which comprises representatives of Social Futures, Tweed Shire Council and local transport providers. Bus safety was a focus of the Transport Information Day held at Tweed City Shopping Centre in early November.

The day was held as part of Bus Safety Week and included advice and tips on road safety, cycle and walking paths, and public transport accessibility. It also included information on bus routes, new bus services, public transport concessions and online guides to help plan and book public transport journeys.

Let's Chat – encouraging the community to resolve issues together



Council receives many complaints each year about neighbourhood disputes. Often Council officers will find that when they knock on someone's door to address a neighbour's complaint, the person has no idea there was a problem. Let's Chat is an initiative that aims to encourage people not to report their neighbours to Council in the first instance but to just have a chat with each other about the problem. This creates lasting solutions and stronger, safer, more connected neighbourhoods. Community engagement on this matter has shown that the Tweed community is excited about highlighting the importance of giving our neighbours a chance to fix issues and that the majority of us work things out together. Council's Environmental Health and Compliance teams have partnered with the Customer Service Team on this important initiative. Let's Chat has started with noise enquiries and will apply the same approach to as many complaint types as possible in the future.

Progress report for 2017–2018: Making decisions with you

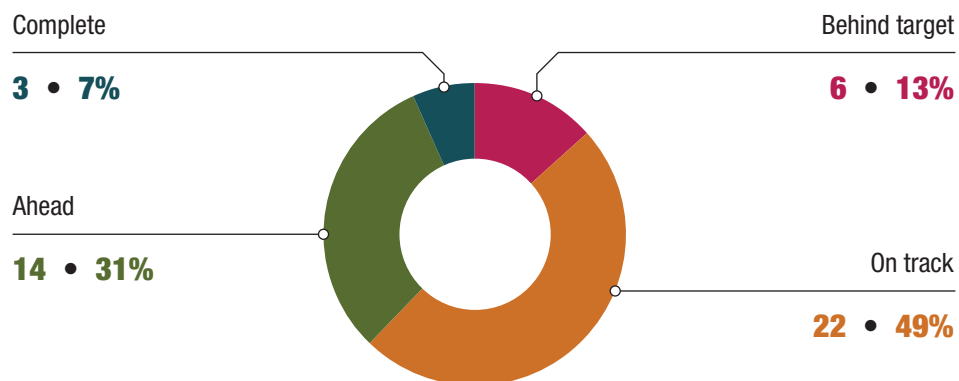
Performance against the objectives identified in the *2017–2021 Delivery Program*

	2017–18 (\$'000)	
	Budget	Actual
Income		
Rates & Annual Charges	57,693	58,103
User Charges & Fees	3,451	3,814
Investment Revenues	3,815	3,881
Other Revenues	786	398
Operating Grants & Contributions	7,745	8,872
Capital Grants & Contributions	0	1,349
Internal	14,065	14,502
Total Income	87,555	90,919
Expenditure		
Employment Costs	11,544	13,232
Borrowing Costs	3	2
Materials & Contracts	3,490	3,556
Depreciation & Amortisation	4	4
Other Expenses	323	728
Internal	5,941	5,717
Total Expenditure	21,305	23,240
Net Operating Result	66,251	67,679
Source & Application of Funds		
Add Back Depreciation	(4)	(4)
Net Transfers to/(from) Externally Restricted Cash	945	3,421
Net Transfers to/(from) Internally Restricted Cash	627	436
Repayment of Principal on Loans	11	11
Purchase and Construction of Assets	0	7
	1,578	3,871
	64,673	63,808

Summary of Delivery Program activities

Strategic priority	Completed		Ahead of schedule		On target or variation explained		Behind schedule or action required	
	No.	%	No.	%	No.	%	No.	%
Building Certification	0	0	1	17	4	50	2	33
Development Assessment	0	0	1	20	4	80	0	0
Development Engineering & Assessment	1	50	1	50	1	0	0	0
Animal Management	0	0	2	40	3	60	0	0
Communications	2	20	4	40	4	40	0	0
Contact Centre	0	0	1	13	3	38	4	50
Councillor & Civic Business	0	0	3	100	0	0	0	0
Financial Services	0	0	1	25	3	75	0	0
Total	3	7	14	31	22	49	6	13

Note: Where results for performance measures are not yet available, they have been excluded from the calculations.





Achievements in

People, places and moving around: Who we are and how we live

Road and bridge flood damage repairs

Council has completed 95 percent of its road and bridge flood repairs well ahead of the close of submissions for funding under the Natural Disaster Relief and Recovery Arrangements. On 1 April 2017, Council had a total of 1,529 damage items on its books, equating to \$29.8 million in additional work beyond its usual annual works program. More than 50 of these items were major damages, requiring geotechnical and design expertise to repair. As investigations continued and further information became available, this estimate was adjusted down to \$27.7 million. The final damage item is the replacement of Byrrill Creek Bridge. The old bridge was washed away in the flood and replaced within weeks by a temporary one-lane timber bridge salvaged from the debris. Council has successfully applied for grant funding under the Federal Government's Bridges Renewal Program and secured \$2.17 million; half of what is needed, for a new two-lane concrete bridge. The new bridge is on schedule for completion by June 2019.



Tyalgum Memorial Park

Skateboarding workshops and demonstrations were leading attractions when the upgraded Tyalgum Memorial Park and its new skate park were officially opened on 2 September 2017. The \$200,000 upgrade was a joint project of Council and the Tyalgum Community Consultative Group, with funding from the Federal Government's Stronger Communities Program.



Launch of Reconciliation Action Plan

Cook Island and its cultural connections to the local Bundjalung Aboriginal people was the backdrop of the launch of Tweed Shire Council's first *Reconciliation Action Plan 2018–2020* (RAP). The inaugural RAP has been developed over the past year between Tweed Shire Council and the Aboriginal Advisory committee to Council, which celebrates its 20th year of working with Council. The RAP is a set of agreed principles by which the Aboriginal community and Council will engage with one another and demonstrates Council's respect and pride in our Tweed history, our commitment to protecting cultural heritage and to honour the significant contribution of our Aboriginal and Torres Strait Islander community.

Opening of Rowan Robinson Park

The new Rowan Robinson Park on the Kingscliff foreshore was officially opened on 21 April and featured performances from Kingscliff students. The new park is the centrepiece of the \$22 million foreshore redevelopment project, which has also included a new stabilising rock wall and relocation of the holiday park. The park has been named in honour of Rowan Robinson, a Kingscliff High School graduate and Cudgen Headland Surf Life Saving Club member who was killed in Afghanistan in 2011. Members of his family and his commanding officer attended the opening.



60th Anniversary Seniors Festival



Council hosted a special event in Pottsville on 8 April to celebrate seniors living in the Tweed. Much of the entertainment at the event was provided by Tweed's own Basement Band who set the mood with rock and jazz hits from the 1950s and '60s as guests enjoyed a complimentary morning tea before the festivities began. Official duties included the presentation of the NSW Seniors Festival Award for Tweed, recognising seniors who have contributed to making the Tweed a healthier, happier and more inclusive place to live.

Seniors Festival events were also held at Tweed Regional Museums and the Tweed Regional Gallery. As an area where people choose to come and spend their retirement, we have an important connection with our local seniors community.

New outdoor exercise equipment at Tweed Heads parks



New outdoor exercise equipment has been unveiled in John Follent Park in Tweed Heads in response to the area's ageing population and its recreation needs. The exercise pods are a free and social exercise option available to everyone, serving a diverse range of users and contributing to the overall health of the community.

Nestled in a cluster of trees, users can enjoy beautiful views of the Tweed River while exercising. To launch the equipment, Council and the Northern NSW Local Health District offered two four-week 'Come and Try' programs for over 50s. The state-of-the-art exercise pods replaced outdated equipment in the park, following consultation with the community.

Murwillumbah land swap deal



A number of South Murwillumbah businesses devastated by the 2017 flood have put their hand up to move their operations to flood-free land, thanks to a ground-breaking \$3 million land swap arrangement funded by the NSW Government.

Member for Lismore, Thomas George MP, made the announcement in Murwillumbah's Industry Central Estate, on behalf of the Deputy Premier, Minister for Regional NSW and Minister for Small Business, John Barilaro MP. Mr George praised Tweed Shire Council for its initiative, saying the proposal was on the government's desk just 10 days after the flood. Under the deal, Council will now prepare the 14.02 hectare plot for development and apply for further State government grants for the cost of infrastructure such as roads, water and sewer.

Businesses would have up to 10 years to relocate once the park is developed. Their former flood-prone land would be back zoned, most likely for community or agricultural use to remove impediments from the flood plain.

Tweed Valley Rail Trail

In August 2017, the State Government committed \$6.5 million towards designing and constructing a 24-kilometre long rail trail on the disused rail corridor from Murwillumbah to Crabbes Creek.

In February 2018, the Federal Government matched the State commitment. Council resolved to accept the funding with a number of safeguards to ensure the rail corridor remains in public ownership. At the time of printing, Council was awaiting the finalisation of the funding agreement with the NSW State Government prior to calling for expressions of interest from the construction industry and then advertising a tender for the design and construction of the rail trail.



Tweed Heads Museum upgrade

The Tweed Regional Museum at Tweed Heads has received an upgrade. The refurbished Court House now has a new entry into the museum precinct from the car park.

New displays emphasising the history of the Court House and large projections featuring film footage from the 1950s and historic images from the museum collection have been well received by visitors.

The Tweed Heads Historical Society has now relocated to their purpose-built research centre and office, which enables them to offer important research services to members of the public.

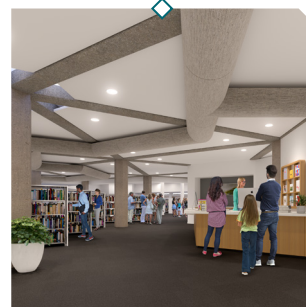


Tweed Heads Library upgrade

The Tweed Heads Library has been officially reopened following a major renovation that created more space, upgraded technology and greatly enhanced the facility's ability to meet the future needs of the community.

The \$2.9 million upgrade included an increase of floor space from 619 to 1054 square metres to provide more flexibility of use for meeting areas, study centres and other activities. A new self-checkout system has been installed for ease of customer service, which will eventually be implemented across the Richmond Tweed Regional Library network.

New services were launched to coincide with the opening, including a program offering the most popular titles in the library on short term loans, a new audiobook service that can loan up to 100 copies of the same title at once and a seed library. The seed library is something which started in Murwillumbah and has proved very popular. People can borrow seeds, sow and harvest a crop, then dry and return some seeds to the library. This program is sustainable and it shows how libraries are changing to adapt to community needs.



Progress report for 2017–2018: People, places and moving around

Performance against the objectives identified in the 2017–2021 Delivery Program

	2017–18 (\$'000)	
	Budget	Actual
Income		
User Charges & Fees	10,832	11,683
Investment Revenues	1,267	1,083
Other Revenues	1,124	2,138
Operating Grants & Contributions	8,498	22,440
Capital Grants & Contributions	4,709	12,545
Internal	9,845	11,169
Total Income	36,275	52,470
Expenditure		
Employment Costs	20,493	23,535
Borrowing Costs	3,536	3,504
Materials & Contracts	20,994	22,088
Depreciation & Amortisation	18,193	18,521
Other Expenses	8,422	10,971
Internal	15,612	14,264
Total Expenditure	87,250	92,885
Net Operating Result	(50,975)	(40,415)
Source & Application of Funds		
Add Back Depreciation	(18,193)	(18,521)
Net Transfers to/(from) Externally Restricted Cash	1,926	14,549
Net Transfers to/(from) Internally Restricted Cash	1,533	1,486
Loan Funds Utilised	(876)	0
Repayment of Principal on Loans	2,891	2,895
Purchase and Construction of Assets	15,651	29,540
	2,931	409
	(53,906)	(40,824)

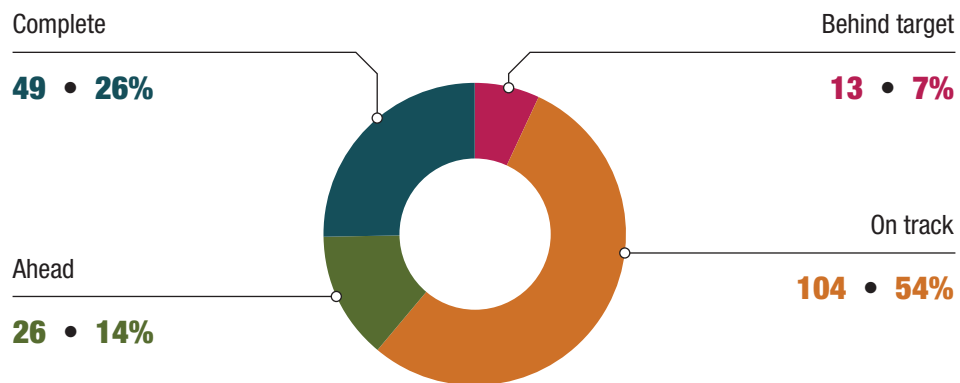
Summary of Delivery Program activities

Strategic priority	Completed		Ahead of schedule		On target or variation explained		Behind schedule or action required	
	No.	%	No.	%	No.	%	No.	%
Cemeteries	0	0	1	17	4	67	1	17
Community and Cultural Development	0	0	0	0	10	100	0	0
Community Services	1	17	1	17	3	50	1	17
Compliance Services	0	0	1	25	2	50	1	25
Economic Development	0	0	4	50	4	50	0	0
Environmental Health	0	0	3	38	5	63	0	0
Events	2	33	0	0	3	50	1	17
Life Guard Services	1	20	0	0	4	80	0	0
Local Emergency Management	3	75	0	0	1	25	0	0
Pest Management	0	0	0	0	6	100	0	0
Public Toilets	1	17	0	0	4	67	1	17
Tourism	0	0	1	33	2	67	0	0
Aquatic Centres	0	0	1	20	4	80	0	0
Art Gallery	1	14	5	71	1	14	0	0
Auditoria	0	0	0	0	3	75	1	25
Holiday Parks	1	17	1	17	4	67	0	0
Libraries	1	13	0	0	6	75	1	13
Museum	1	10	3	30	4	40	2	20
Parks & Gardens	0	0	0	0	4	80	1	20
Saleyards	0	0	0	0	5	100	0	0
Sporting Fields	0	0	3	50	2	33	1	17

Continued ...

Strategic priority	Completed		Ahead of schedule		On target or variation explained		Behind schedule or action required	
	No.	%	No.	%	No.	%	No.	%
Airfield	1	17	1	17	4	67	0	0
Construction Services	0	0	0	0	0	0	1	100
Design Services	2	50	0	0	2	50	0	0
Roads, traffic, footpaths & cycleways	34	64	1	2	17	32	1	2
Total	49	26	26	14	104	54	13	7

Note: Where results for performance measures are not yet available, they have been excluded from the calculations.





Achievements in

Behind the scenes: Providing support to make it happen

Improved customer experiences

Key actions to improve customer experience included:

- Selection and contracting of an online facilities booking system
- Implementation of the Vend Point of Sale application for the Museum shops
- Upgrade of projectors and projection boards in the Murwillumbah Council Chambers
- Improvements to the automation of the planning certificate process

Field Mobility

Field mobility improvements for Water and Wastewater, and Roads and Stormwater, staff were made including the provision of Android tablets for outdoor based employees.

Progress report for 2017–2018: Behind the scenes

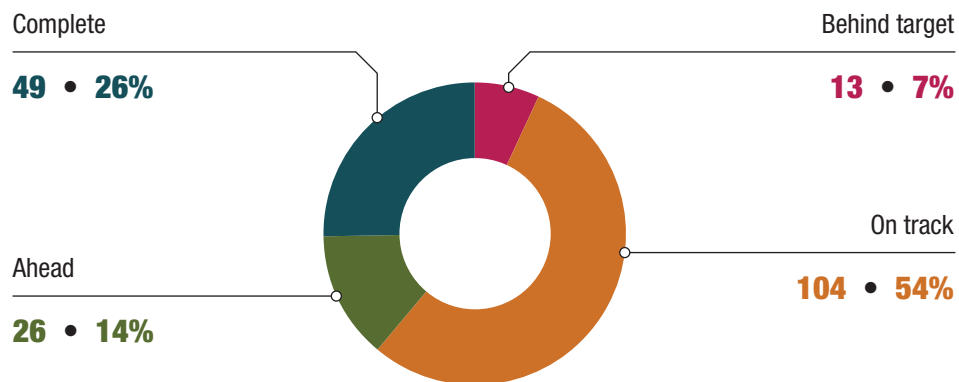
Performance against the objectives identified in the *2017–2021 Delivery Program*

	2017–18 (\$'000)	
	Budget	Actual
Income		
Rates & Annual Charges	0	0
User Charges & Fees	477	879
Investment Revenues	30	50
Other Revenues	223	2,596
Operating Grants & Contributions	10	0
Capital Grants & Contributions	182	113
Internal	22,582	23,671
Total Income	23,504	27,308
Expenditure		
Employment Costs	6,274	5,832
Borrowing Costs	403	402
Materials & Contracts	6,894	5,591
Depreciation & Amortisation	3,153	3,191
Other Expenses	2,802	3,437
Internal	2,992	3,294
Total Expenditure	22,518	21,749
Net Operating Result	986	5,560
Source & Application of Funds		
Add Back Depreciation	(3,153)	(3,191)
Net Transfers to/(from) Externally Restricted Cash	(174)	(243)
Net Transfers to/(from) Internally Restricted Cash	(1,374)	421
Repayment of Principal on Loans	333	333
Purchase and Construction of Assets	7,788	9,250
	1,247	6,571
	262	3,611

Summary of Delivery Program activities

Strategic priority	Completed		Ahead of schedule		On target or variation explained		Behind schedule or action required	
	No.	%	No.	%	No.	%	No.	%
Governance	2	22	6	67	1	11	0	0
Internal Audit	1	20	2	40	2	40	0	0
Legal Services	0	0	0	0	3	100	0	0
Fleet Management	0	0	2	67	1	33	0	0
Human Resources & Work Health and Safety	0	0	2	29	3	43	2	29
Information Technology	1	20	2	40	2	40	0	0
Procurement	0	0	0	0	2	100	0	0
Total	4	12	14	41	14	41	2	6

Note: Where results for performance measures are not yet available, they have been excluded from the calculations.



Section 2: Statutory reporting

Environmental upgrade agreements

Council did not enter into any environmental upgrade agreements under section 54D of the *Local Government Act 1993*.

Special rates

In accordance with the “Instrument Under Section 508(2)” issued by the Chairman of the Independent Pricing and Regulatory Tribunal on 25 May 2016 that requires Council to report particular information relating to the Cobaki Lakes Special Rate in its annual report for each year from 2016/17 to 2025/26, the following information is provided

Information Required	Comment
(a) the scope of the proposed improvements, maintenance and management activities for the environmental lands within the Cobaki Lakes Development agreed between Council and the Developer of the Cobaki Lakes Development	Prior to the issue of a Construction Certificate for Civil Work the proponent must reach an agreement with Council regarding a mechanism to fund in perpetuity the ongoing maintenance of the environmental protection land. The Proponent and the Council agreed that the mechanism to fund in perpetuity the ongoing maintenance of the Environmental Protection Land was the levy of a special rate. As yet, there has been no approval granted to create new subdivision title and commence works on this land as Council is awaiting finalisation of further necessary approvals before new housing is commenced.
(b) the program of expenditure that was funded by the Special Variation	Council is to pay funds raised by the special rate to the Proponent if the Proponent (or a Related Entity) is the registered proprietor of some or all En Globo Land at any point during the year. As the Proponent was the registered proprietor of all En Globo Land during the year, the full amount levied was paid to the Proponent.
(c) any significant differences between the Proposed Program and the program of expenditure that was actually funded by the Special Variation and the reasons for those differences	Nil
(d) the outcomes achieved as a result of the Special variation	Nil to date. Awaiting finalisation of further necessary approvals before new housing is commenced.

Written-off rates and charges

During the reporting period Council wrote-off \$3,427,540.90 in the following rates and charges:

Rate classification	Items written-off	Total (\$)
Pensioner Rates	Farmland	31,893.58
	Residential	1,671,036.36
Water & Sewerage rates	Pensioner Water Rates	674,847.79
	Pensioner Sewerage Charges	651,096.91
Pensioner Waste Charges	Service	298,671.50
	Administration	99,994.76
	Landfill	0.00
Total written-off		3,427,540.90

Overseas travel

The following overseas travel was undertaken by councillors, council staff or other persons while representing the council (including visits sponsored by other organisations) during the 2017/2018 financial year:

Council's Enterprise Risk & Emergency Management Officer travelled to the USA during November 2018 after being awarded a scholarship from AFM Global as part of a Property Loss Prevention Program through Council's insurer Statewide Mutual. The scholarship included return airfare, accommodation and meals whilst attending AFM's facility at Norwood outside Boston MASS over a period of 3 days.

Councillor fees and expenses

Payments of expenses and the provision of facilities to the Mayor and Councillors in relation to their civic functions were in accordance with the Tweed Shire Council Policy: 'Councillors – Payment of Expenses and Provision of Facilities for Mayor and Councillors' are outlined below:

Details	Amount (\$)
Councillor and Mayoral fees	180,773
Mayoral vehicle	14,538
Councillor Policy provisions and expenses	40,870
Administration support & meals	96,843
Insurance	57,774

Reportable Items:

• Provision of dedicated office equipment	929
• Telephone and internet	11,941
• Intrastate training, conferences & meetings	18,638
• Interstate visits representing Council	11,082
• Overseas visits representing Council	0
• Spouse, partner or other person expenses	0
• Child care expenses	0
Total expenses	433,388

Conferences, seminars and training attended:

Conference	Location
Intrastate	
26th NSW Coastal Conference	Port Stephens
Climate Leadership Conference	Sydney
LG NSW Annual Conference	Sydney
LG NSW Planning Breakfast	Sydney
Interstate	
National Sustainability in Business	Brisbane, QLD
Floodplain Management Conference	Broadbeach, QLD
National General Assembly	Canberra ACT
Rebooting Democracy	Fortitude Valley, QLD
Australian Coastal Councils Conference	Geelong, VIC
Ecocity World Summit	Melbourne, VIC
Future of Local Government National Summit	Melbourne, VIC

Details of contracts awarded by Council

Council awarded thirty nine (39) contracts exceeding \$150,000 during 2017/2018 totalling \$50,658,356.74.

Contract	Name of contractor	Nature of goods or services supplied	Value (\$)
RF02017001	BD Plumbing & Roofing (68 605 343 851)	Hastings Point Wastewater Treatment Plant – Sludge Lagoon Upgrade	1,000,000.00
RF02017077	Desire Contractors Pty Ltd (77 167 694 055)	Office Refurbishment Buchanan Street Depot	155,914.54
RF02017067	GEO Stabilise Pty Ltd (47 166 054 842)	Tumbulgum Road Murwillumbah Riverbank Stabilisation	485,639.88
RF02017079	Desire Contractors Pty Ltd (77 167 694 055)	Youth Recreation Upgrade at Les Burger Cabarita	143,790.00
RF02017047	Reline Solutions Pty Ltd (53 119 222 267)	Rehabilitation of Gravity Sewerage Reticulation Mains	1,051,156.45
RF02017074	Aussie Fasteners Pty Ltd (87 155 699 620) Budds Mitre 10 (53 138 184 826) Earthco Projects (76 008 026 300) Everhard industries (41 009 690 859) Geofrancis Australasia Pty Ltd (23 005 479 961) Greenway Turf Solutions (49 600 618 657) J.Blackwood & Son Pty Limited (43 000 010 300) J.H.Williams & Sons (28 128 744 990) KJ Bolt Trade Fasteners Pty Ltd (82 109 812 633) River Sands Pty Ltd (41 009 919 215) Rocla Pipeline Products (31 000 032 191) Tweed Heads Plumbing Supplies (74 087 007 047) Vinidex Pty Ltd (42 000 664 942) Wychitella Holdings Pty Ltd (23 066 860 973)	Supply & Delivery of Selected Materials	500,000.00
RF02017106	GWT Earthmoving (62 612 104 499)	Oxley River Bank Erosion Stabilisation Project	186,075.00
RF02016128	Veolia Environmental Services Pty Ltd (67 450 387 919)	Transport and Disposal of Demolition Waste, Mixed Putrescible Waste and Organic Waste	20,557,990.00
RF02017085	Nucon Pty Ltd (ABN 32 076 781 041) Brims Concrete Pty Ltd (ABN 22 110 273 679)	Supply & Delivery of Ready-Mixed Concrete for Tweed Shire and Kyogle Councils	600,000.00
RF02017100	East Coast Asphalt & Concrete Edging (51 755 877 285)	Quarry Road Pavement Rehabilitation	382,147.36
RF02017082	G & R Brown & Sons Pty Ltd (33 154 911 609)	Road Flood Damage Restoration	1,380,320.70
RF02016114	SEE Civil (88 115 963 427)	Kingscliff Foreshore Revitalisation Construction Works – Variations Report Update	292,259.45
RF02017125	Carseldine Air Conditioning Pty Ltd (26 082 563 193)	Detailed Design, Construction, Installation and Commissioning of a Chiller and Associated Equipment for the Tweed Regional Gallery	283,306.36
RF02017086	Border Locksmiths and Electronic Security (21 065 668 664)	Provision of Materials and Services to Operate and Maintain a Galaxy Master Key System and a Salto Electronic Security System	500,000.00

Continued ...

Contract	Name of contractor	Nature of goods or services supplied	Value (\$)
RF02017104	Tox Free Solutions Pty Ltd (31 127 853 561)	Supply of Fixed Term Full Time Hire of Vacuum Excavation Combination Truck	422,547.84
RF02017082 Spl Prjct A	Skeen Constructions Pty Ltd (42 122 970 978)	Road Flood Damage Restoration	457,479.83
RF02017082 Package 2	Hazell Bros Group Pty Ltd (46 145 228 986)	Road Flood Damage Restoration	1,065,000.00
RF02017082 Package 3	Hazell Bros Group Pty Ltd (46 145 228 986)	Road Flood Damage Restoration	1,225,000.00
RF02017187	Australian Marine & Civil Pty Ltd (66 601 876 680)	Flood Repair Work Bundle 1 – Landslip Repairs by Soil Nails or Other	606,136.36
RF02017179	Stabilised Pavements of Australia (ABN 90 002 900 736)	Tweed Shire Council Road Pavement Stabilisation Program 2017/2018	700,438.75
RF02017199	East Coast Asphalt & Concrete Edging (82 142 412 244)	Tweed Shire Council Road Rehabilitation Program 2017/2018 Asphalt Works	722,530.45
RF02017138	Stirloch Constructions (70 082 616 840)	New Water Supply Reservoir – Chambers No. 2 Terranora Road, Terranora	2,025,633.63
RF02017082 Package 4	Coastal Works (79 126 214 487)	Road Flood Damage Restoration	1,127,543.70
RF02017191	Australian Marine & Civil Pty Ltd (66 601 876 680)	Major Flood Repair Work – Various Bridge and Culvert Related Works Bundle 2	637,818.18
RF02017174	East Coast Asphalt & Concrete Edging (51 755 877 285)	Wollumbin and Brisbane Street Pavement Rehabilitation	1,342,290.59
RF02018002	Roman Contractors Pty Ltd (48 122 536 770)	Major Flood Repair Work – Landslip Repairs Bundle 6	665,390.91
RF02018013	Crosana Pty Ltd (ABN 45 943 696 462)	Major Flood Repair Work – Landslip Repairs Bundle 5	1,356,610.91
RF02018010	Crosana Pty Ltd (ABN 45 943 696 462)	Major Flood Repair Work – Landslip Repairs Bundle 8	893,290.00
RF02018017	Geo Stabilise Pty Ltd (47 166 054 842)	Major Flood Repair Work – Landslip Repairs Bundle 3	430,340.55
RF02018011	Geo Stabilise Pty Ltd (ABN 47 166 054 842)	Major Flood Repair Work Bundle 4 – Land Slip Repairs by Soil Nails or Other	1,123,010.00
RF02018020	A & N EARTHWORX (49 774 194 492) AE Group Civil & Mining (98 100 496 937) AJ Bulk Haulage Pty Ltd (93 128 534 207) Andrew Johnston Haulage Pty Ltd (79 119 332 544) Baden Civil Contracting Pty Ltd (34 126 619 118) Clark Equipment Sales (40 070 507 130) GCM Enviro (12 109 538 123) Hazell Bros Group Pty Ltd (46 145 228 986) Kennards Hire (69 001 740 727) Rayner Xcavations (78 481 639 038) Sherrin Rentals (52 074 173 756) Skeen constructions (42 122 970 978) Solo Resource Recovery (62 398 515 816) Tutt Bryant Hire (25 002 894 439)	Plant & Equipment Hire for Stotts Creek Landfill	2,000,000.00

Contract	Name of contractor	Nature of goods or services supplied	Value (\$)
			<i>Continued ...</i>
RF02018008	Boral Resources (46 009 671 809)	2017/2018 Asphalt Pavement Program	1,411,180.95
RF02017170	Ark Construction Group Pty Ltd (80 112 094 372) Downer EDI Works Pty Ltd (66 008 709 608) Ellis Stabilising Pty Ltd (96 144 885 334) Hiway Stabilizers Aust Pty Ltd (40 150 650 150) Stabilcorp Pty Ltd (25 162 342 001) Stabilised Pavements of Australia (90 002 900 736)	Expressions of Interest for the Provision of Road Stabilisation Services	400,000.00
RF02018004	Lindsay Taylor Lawyers (29 682 671 304) Maddocks (63 478 951 337) Hall & Wilcox (58 041 376 985) Marsdens Law Group (59 874 202 316) HWL Ebsworth Lawyers (37 246 549 189) Sparke Helmore Lawyers (78 848 387 938) Wilshire Webb Staunton Beattie (61 849 174 739) Bartier Perry (30 124 690 053) Prevention Partners (59 038 820 166) Swaab Attorneys (71 028 846 652) MinterEllison Gold Coast (69 399 090 230)	Provision of Legal Services (Panel of Providers)	2,000,000.00
RF02017103	Envirostruct Services Pty Ltd (98 093 452 325)	Demolition of Anchorage Boardwalk and Design/Construct Replacement Structure	766,190.36
RF02018014	East Coast Asphalt & Concrete Edging (51 755 877 285)	2017/2018 Asphalt Resurfacing Program	1,357,685.34
RF02018048	Upright Management (93 156 175 969)	Project Management Services – Waste Infrastructure	475,200.00
RF02018032	Engie Mechanical Services (16 160 366 067)	Demolition of Existing, Detailed Design, Construction, Installation and Commissioning of an Air Conditioning System for the Tweed Laboratory Centre	155,933.20
RF02018055	Roadwork Industries (98 112 732 797)	2017-2018 Asphalt Rejuvenation Program	172,505.45
Total			50,658,356.74

Note: Where the contract consists of a schedule of rates, the contract value has been estimated based upon anticipated supply quantities.

Summary of Legal proceedings

Net legal expenses for the 2017/2018 financial year totalled \$1,377,784

Planning and Environmental Law

Description	General instructions	2017/18 Costs (\$)	State of progress
40 Creek Street, Hastings Point	Defend Class 1 appeal in the Land & Environment Court, against the deemed refusal of the development application of a 17 lot subdivision & associated works – DA15/0201.	(63,373)	Completed. Notice of Discontinuance was filed in the Land and Environment Court on 22 November 2016. Applicant has paid the settlement offer.
Soorley Street, Tweed Heads South	Institute Class 4 action in the Land & Environment Court, against the property owner to remedy and restrain further unauthorised works.	410,225	In progress. Class 4 proceedings have commenced in the Land and Environment Court, matter partly heard, adjournment of six months sought for the current proceedings.
Tanglewood Sewerage Treatment Plant	Provide advice in respect to the potential resolution of the Sewerage Treatment Plant issues.	10,653	Completed. Settlement Deed agreed and executed by all parties.
3222 Kyogle Road, Mt Burrell	Engage Solicitors to commence proceedings pertaining to unauthorised activities and seek legal advice regarding options for punitive action.	7,413	In progress. The Registrar in the Land and Environment Court on 7 April 2017 made “consent orders” to resolve the unlawful occupation of the property. Recovery of costs associated with the proceedings has commenced. Company now placed into Administration.
Barneys Point SEEP14 Vegetation Clearing	Engage Solicitors to review variation to Deed of Agreement.	4,474	Completed. Amendments reviewed, incorporated into agreement, approved and executed.
1–3 Tweed Coast Road, Hastings Point	Engage Solicitors to defend the Class 1 Appeal in the Land and Environment Court, for the redevelopment of a Waterslide Playground – DA15/1064.	41,260	Completed. Appeal was heard on 10 and 11 May 2017 and on 2 March 2018. The appeal was upheld and DA15/1064 was determined by the grant of consent subject to conditions.
768–770 Casuarina Way, Casuarina	Engage Solicitors to defend the Class 1 Appeal in the Land and Environment Court, for the refusal of a two lot subdivision – DA15/0641.	1,798	Completed. Appeal was heard on 12 May 2017 and on 31 August 2017. The appeal was upheld with DA15/0641 being approved with conditions of consent.
204 Marine Parade, Kingscliff	Engage Solicitors to defend the Class 1 Appeal in the Land and Environment Court, for the refusal of the erection of a residential flat building (7 units) – DA16/0527.	24,855	Completed. Appeal was heard on 25 and 26 September 2017 and on 16 October 2017. The appeal was upheld with DA16/0527 being approved.
Tweed Valley Way, South Murwillumbah	Engage Solicitors to defend the Class 1 Appeal in the Land and Environment Court, for the refusal of the erection of a Service Station – DA16/0059.	60,872	Completed. Appeal was heard on 1 and 2 August 2017 and on 12 December 2017. The appeal was upheld and DA16/0059 was approved subject to conditions of consent.

Continued ...

Description	General instructions	2017/18 Costs (\$)	State of progress
26 Tringa Street, Tweed Heads West	Engage Solicitors to defend the Class 1 Appeal in the Land and Environment Court, for the refusal of a 60 Lot subdivision – DA16/0355.	352,921	Completed. Appeal was heard on 12 and 15 December 2017 and on 6 March 2018. The Court directed that the applicant is to file the settled documentation to reflect the Commissioners determinations.
Crown Road off Zara Road, Limpinwood	Engage Solicitors to provide appropriate advice regarding the continuing investigation of the unauthorised works.	80,883	In progress. Class 5 proceedings have commenced in the Land and Environment Court against the property owner for undertaking activities without development consent. Proceedings have been adjourned to enable the parties to have detailed discussions.
1110 Urliup Road, Urliup	Engage Solicitors to provide appropriate advice regarding the continuing investigation of the unauthorised works.	30,844	In progress. Communications with property owner have been undertaken, resulting in a draft deed being prepared for Council approval to rectify the unauthorised works.
2 Cambridge Court, Kingscliff	Engage Solicitors to defend the Class 1 Appeal in the Land and Environment Court, for the refusal of a 2 Lot subdivision – DA16/0742.	10,055	Completed. Appeal was heard on 23 August 2017. The appeal was upheld and DA16/0742 was approved subject to conditions of consent.
Chinderah Highway Service Centre	Engage Solicitors to defend the Class 1 Appeal in the Land and Environment Court, for the alterations to the existing service centre – DA10/0737.	14,031	Completed. Section 34 conference was held on 14 and 24 August 2017. Formal orders were issued resulting in the appeal being upheld and DA10/0737 was approved subject to conditions of consent.
355 Tomewin Road, Dungay	Defend Class 1 appeal in the Land & Environment Court for the demolition of existing dwelling and construction of a caravan park in 5 stages – DA17/0383.	9,803	In progress. Directions hearing scheduled for 27 July 2018.
447 Urliup Road, Urliup	Defend Class 1 appeal in the Land & Environment Court for the refusal of the development application for an amendment to DA03/0445.	77,278	In progress. Appeal scheduled for a hearing on 12 and 13 September 2018.
128 Leisure Drive, Banora Point	Defend Class 1 appeal in the Land & Environment Court for the refusal of the development application DA17/0084.	19,702	In progress. Section 34 conferences have been held. Applicant's solicitor has prepared updated plans and draft conditions and Council is now waiting on a schedule of amendments.
6 Beaston Court, Casuarina	Engage Solicitors to provide legal advice on options but not limited to Orders to cease the continued unauthorised use.	15,082	In progress. Council has issued a Development Control Order on the owner to cease use of the property for tourist and visitor accommodation. Advice received that use has ceased.
337 Round Mountain Road, Round Mountain	Engage Solicitors to provide advice on options for enforcement and possible legal action.	24,228	In progress. Council has issued a Notice under the POEO Act regarding the SEPP14 clearing. Waiting on a response from the property owner.
42 North Arm Road, Murwillumbah	Engage Solicitors to defend the Class 1 Appeal in the Land and Environment Court, for the refusal of a twenty one lot subdivision – DA16/0274.	45,316	In progress. A direction hearing was held on 12 June 2018. Applicant has withdrawn the Appeal. Agreement to pay \$25,000 in costs.

Description	General instructions	2017/18 Costs (\$)	State of progress
606 Pottsville Road, Moobal	Engage Solicitors to defend the Class 1 Appeal in the Land and Environment Court, for the refusal of a development application – DA17/0572.	83,641	In progress. Directions hearings have been held. Appeal listed for a resumed hearing on 25 July 2018.
26 Marine Parade, Kingscliff	Engage Solicitors to defend the Class 1 Appeal in the Land and Environment Court, for the refusal of a development application – DA17/0498.	23,176	In progress. Directions hearing and a Section 34 conference have been held. Appeal listed for hearing on 13 and 14 February 2019.
Lot 13, 6 Boormans Road, Tyalgum	Engage Solicitors to provide legal advice on investigation of the apparent offence under the EP&A Act and other actions.	20,101	In progress. Solicitors are progressing with obtaining information in compliance with the Council resolution.
LEP Amendment – Proposal to prohibit land use	Engage Solicitors to provide legal advice regarding water extraction and bottling – Council's potential liabilities.	2,308	Completed. Detailed advice has been received.
136 Dry Dock Road, Tweed Heads South	Engage Solicitors to provide preliminary advice on the possibility of DA17/0358 proposal.	4,499	Completed. Detailed advice has been received.
900 Clothiers Creek Road, Clothiers Creek	Engage Solicitors to provide a response to a letter from the Environmental Defenders Office.	1,475	Completed. Response letter has been sent to the EDO.
Enforcement of illegal camping	Engage Solicitors to provide advice on enforcement of illegal camping including appropriate signage.	1,970	Completed. Detailed advice has been received.
447 Urliup Road, Urliup	Engage Solicitors to assist with completion of a Notice to Produce.	5,209	Completed. Documents produced to the Court.
Gales Holdings Pty Ltd	Engage Solicitors to prepare a response from Company solicitor.	1,575	Completed. Response letter has been sent.
350 Rowlands Creek Road, Rowlands Creek	Engage Solicitors to provide advice on Clause 7.15 of the TLEP 2014 in relation to DA16/0936.	2,970	Completed. Detailed advice has been received.
Pottsville Employment Land VPA	Engage Solicitors to provide advice on the enforcement of the VPA.	3,489	Completed. Detailed advice has been received.
74 Pearl Street, Kingscliff	Engage Solicitors to provide advice on a proposed development application.	5,622	Completed. Detailed advice has been received.
656 Upper Crystal Creek Road, Crystal Creek	Engage Solicitors to provide advice on the use of the building on the property.	10,186	In progress. Development Control Order has been issued against the property owner. Investigation will be undertaken to review for compliance.
<i>Biodiversity Act 2016</i>	Engage Solicitors to provide advice regarding the Biodiversity Act 2016.	7,767	Completed. Detailed advice has been received.
Sub total		1,352,310	

Local Government Law (litigation and advice)

Description	General instructions	2017/18 Costs (\$)	State of progress
Cobaki Development	Engage Solicitors to provide advice on the provision of water and sewerage to the development.	14,104	Completed. Detailed advice has been received.
Landfill Management Contract	Engage Solicitors to provide advice on the contract.	4,480	Completed. Detailed advice has been received.
Adani Mine Tender Assessment – Procurement advice	Provide advice on the proposed implementation of Council's decision.	2,496	Completed. Detailed advice has been received.
Sub total		21,080	

Commercial/Property Law

Description	General instructions	2017/18 Costs (\$)	State of progress
Nil items			
Sub total		0	

District/Local Court

Description	General instructions	2017/18 Costs (\$)	State of progress
Local Court Appeal	Defend the appeal against the issue of a Penalty Infringement Notice.	4,394	Completed. Infringement notice was withdrawn on advice of Council's solicitor.
Sub total		1,394	

Summary of works on private land

Tweed Shire Council did not carry out any work on private land that was fully or partly subsidised by Council during the year ending 30 June 2018.

Financial assistance contributions to the community

Grants Provided by Council under Section 356 on the *Local Government Act 1993 (NSW)* during the 2017/2018 Year are shown below. Tweed Shire Council Provides financial assistance contributions to the community via the following Policies:

Donations (financial assistance)

Tweed Shire Council recognises a need to assist community organisations and individuals that are interested in and working towards the enhancement and the wellbeing of its residents. Council advertises twice yearly in the Tweed Link inviting applications under its Donations (Financial Assistance) Policy. A panel comprising two senior Council officers and the Mayor reviews applications to determine eligibility and makes recommendations to Council.

Festivals and Events Policy

The Tweed Community Strategic Plan identifies the vision for the Tweed is to be recognised for its desirable lifestyle, strong community, unique character and environment and the opportunities its residents enjoy. Events of all shapes and sizes contribute to achieving that vision through supporting community life, strengthening the economy and promoting caring for the environment.

The provision of financial assistance and in kind support to festivals and events supports the overall aims of Council and those objectives identified in Council's Events Strategy. Applications are assessed in relation to the Events Strategy and Council's broad objectives and plans. In kind support from Council can include: the loan of equipment, assistance with services to events held on Council administered land and assistance to events with notifications to residents and promotions through the Tweed Link and the Contact Centres.

Financial assistance to licensed not-for-profit native animal welfare groups

This policy establishes principles to enable financial assistance, on an annual basis, to be provided to licensed not for profit groups who provide care and rehabilitation to injured native wildlife. Consideration is given to the allocation of funding in accordance with the number or variety of native species that each group is licensed to provide assistance. As an indication, base line funding for the care and rehabilitation of one species may commence at \$2,500 per annum, to a maximum of \$5,000 per annum to groups licensed to provide services to more than one native species.

Mayor's Flood Appeal payments

Following the March/April 2017 flood event, Council was overwhelmed with offers of support from individuals, businesses, our neighbouring shires and further afield. To bring that support from across the country and even internationally together, Council established a Tweed Shire Council – Mayor Appeal Fund. The tax deductible appeal provided an opportunity for the public and the business community to contribute financially to support local families and recovery initiatives.

An independent committee including representatives from community services, business and farming groups was formed to oversee the distribution of funds donated to the Mayor's Flood Appeal. The independent committee reviewed applications for assistance with the priority being those people and businesses with limited access or options for insurance claims, funding or grants.

One hundred per cent of this fund has been distributed to local residents and businesses affected by the floods. There are no administration fees or payments to corporate fundraising websites.

The total value of financial assistance provided during 2017/18 is summarised in the below table:

Assistance	Value (\$)
Financial assistance	273,124
Goods, services and/or materials	70,067
Provision of labour and/or plant and equipment	4,445
Rates	27,882
Tweed Link advertising	1,778
Room hire	9,193
Mayor's Flood Appeal payments	362,365
Total	748,854

External bodies delegated functions by Council

The following external bodies are delegated to exercise functions of Council:

External Body	Function
Destination Tweed	Tourism and development in the Tweed
Rous County Council	Weed control
Landcare and Dunecare groups	Land care and weed control.
Lismore City Council – Richmond Tweed Regional Library	Library services

Companies of which Council participated or held a controlling interest

Council did not participate or hold a controlling interest in any corporation during the 2017/2018 financial year.

Statement of partnerships, trusts, joint ventures, syndicates or other bodies

Following are details of all partnerships, trusts, joint ventures, syndicates or other bodies in which the council participated or held a controlling interest.

Organisation	Purpose of joint venture
Arts Northern Rivers	A joint venture between Tweed Shire Council, Byron Bay Shire, Ballina Shire, Clarence Valley Council, Kyogle Shire and Lismore City Council. To facilitate and deliver regional cooperative ventures and cultural services.
Community Development and Support Expenditure (CDSE) scheme	A joint venture between the Tweed Clubs to facilitate the delivery of funds to cultural and social organisations for the benefit of the residents in the Tweed.
MyRoadInfo	The Northern Rivers Regional Organisation of Council which Tweed is member, has partnered with the Roads and Maritime Services to provide a website of road conditions.
North East Weight Load Group ('NEWLOG')	A joint venture with other North Coast Council's to control overloading of vehicles on local roads.
Northern Rivers Catchment Management Authority	Council works with the Northern Rivers Catchment Management Authority ('NRCMA') to implement natural resource management projects throughout the Shire. In certain cases Council contributes funding to the NRCMA, which they allocate to on-ground component of riparian rehabilitation projects under their management. The NRCMA have funded planning components of projects subsequently delivered on-ground by Council.
State Cover	Self insurance pool covering workers compensation. The scheme established by the Local Government and Shire Association, consists of most Council's through the State of New South Wales.
Statewide Mutual	A self insurance pool covering public liability and professional indemnity insurance. The scheme established by the Local Government and Shire Association consists of most Council's throughout the state of New South Wales. Its purpose is to reduce insurance costs to members.
State Forests of NSW	A joint venture hardwood plantation with New South Wales State Forests.
Tweed Coolangatta Crime Prevention Action Team	A joint venture between Tweed Shire Council and Gold Coast City Council and other relevant State and Non-Government Organisations ('NGO') to advice on crime prevention matters.
World Environment Day	An agreement between Council and the Caldera Environment Centre. The annual festival highlights local environmental issues and promotes community involvement in addressing these issues.

Equal Employment Opportunity

Tweed Shire Council demonstrates its commitment to the principles of Equal Employment Opportunity (EEO) through the development of systems and processes to eliminate all forms of discrimination, harassment and bullying from the workplace.

Council is committed to providing a supportive and inclusive workplace in which decisions regarding employees is not influenced by gender, disability, race, age, religion or any other attributes.

The adopted Equal Employment Opportunity Management Plan provides the framework to develop a workplace culture that is supportive of employment equity and diversity principles. The EEO Management Plan is implemented and monitored by the Equal Employment Opportunity sub-committee. This sub-committee reports to its parent committee, the Consultative Committee.

Council has 13 EEO Contact Officers who have been trained by the Anti-Discrimination Board of NSW to assist with ensuring that the workplace is free from all forms of discrimination, harassment and bullying by providing an accessible first point of contact for staff with concerns. Annual refresher training is held for Contact Officers and EEO sub-committee members. The EEO Contact Officers are Council employees who volunteer their time to undertake this important role.

The EEO sub-committee continues to look at ways of raising awareness of contemporary issues facing identified minority groups, including initiatives to improve Council's profile as an employer of choice.

EEO strategies have been developed to increase the participation of identified EEO groups, including but not limited to Aboriginal and Torres Strait Islander people; people from culturally and linguistically diverse backgrounds; people with a disability; and women.

These strategies include the identification of suitable positions upon vacancy, to designate as identified target group positions.

During 2017–18 :

- All EEO Protocols were reviewed against Anti-Discrimination Board best practice and related legislation, amended as required and adopted.
- 67 new Council employees undertook online Code of Conduct and WHS Induction training before commencement.
- Workforce profile data collected for each new employee.
- Post-commencement, all new employees participated in Council’s “Reflect Respect” program.
- Two designated indigenous office-based traineeships continued.
- One designated disability office-based position continued.
- “Take a friend” was trialled – this initiative encouraged Aboriginal and Torres Strait Islander employees to invite a friend to attend a NAIDOC week celebration. The purpose was to increase understanding of NAIDOC week and the importance of this week to Indigenous workers.
- Cultural awareness training is in development.
- Recruitment training has been updated to include a focus on understanding and avoiding biases.

Council recorded a 6.76% labour turnover rate for the 2017–18 financial year, a 1.85% decrease on 2016–17.

From a diversity perspective Council’s workforce currently consists of 31.06% females; 2.14% Aboriginal and Torres Strait Islander people; 2.14% people whose first language is not English; and 1.47% people with a disability – these figures have remained relatively unchanged for the last 5 years.

Ongoing:

- EEO information, posters and materials promoting non-discriminatory behaviour in the workplace are displayed at all work sites.
- All EEO information and HR policies, procedures, useful links and literature is available electronically on the staff intranet under a dedicated EEO web page.
- Contemporary EEO literature and information is distributed to all EEO Contact Officers and sub-committee members.
- Selection criteria is checked upon vacancy before advertising to remove artificial barriers.
- All selection panel members are trained in merit selection techniques before participating in a recruitment process.

Senior staff remuneration

Tweed Shire Council employed a General Manager and four Senior Staff positions during the 2017–2018 financial year with a total remuneration of \$1,420,635.

General Manager

Item	Amount (\$)
Salary (includes payments for leave when taken)	310,774
Bonus, performance or other payments	0
Superannuation	24,949
Non-cash benefit – motor vehicle	0
FBT	0
Total package	335,723

Senior Staff

- Director Engineering
- Director Community and Natural Resources.
- Director Planning and Regulation.
- Director Corporate Services (1 July 2017 to 2 February 2018).

Item	Amount (\$)
Salary (includes payments for leave when taken and on termination of employment)	1,008,498
Bonus, performance or other payments	0
Superannuation	70,407
Non-cash benefit – motor vehicle	0
FBT	6,007
Total package	1,084,912

Annual levy for stormwater management services

Council did not levy an annual stormwater management charge for the year ending 30 June, 2018.

Annual charge for coastal protection services

Council did not levy an annual coastal protection services charge for the year ending 30 June, 2018.

Companion Animals Act and Regulations

Statistics for 2017/18

Description	Dogs	Cats
Impounded	410	291
Rehomed	69 Sold 232 Released to owner 29 Released to organisation for rehoming	100 Sold 44 Released to owner 83 Friends of the Pound
Put down	81	60

Statement of activities

Tweed Shire Council submitted all pound data returns to the Office of Local Government by the required lodgement date.

Seventy eight (78) dog attacks were reported to the Office of Local Government for the year ending 30 June 2018.

A total of \$86,707.50 was generated from the management of companion animals. Income received was used only for purposes that relate to the management and control of companion animals in Council's regulatory area, including:

- Impounding Facility management and maintenance;
- The purchase and maintenance of resources (e.g. catch poles) used by Council's Rangers; and
- Contribution towards wages paid to employees at the Impounding Facility.

Council responded to 125 reports of dog attacks in the 2017/2018 financial year. As a result of investigating alleged attacks some were downgraded to roaming.

Council undertook companion animal education via:

- Conversations with the general public as part of patrol duties;
- Attending community information days; and
- Educational information published in Council's weekly free newsletter, The Tweed Link, delivered to all residents in the Tweed.

To promote and assist in the de-sexing of dogs and cats the following strategy was followed:

- All animals sold from the Tweed Council Pound were de-sexed before release.

To comply with the requirements under section 64 of the Companion Animals Act and seek alternatives to euthanasia for unclaimed animals the following strategy has been applied:

- Animals that meet the criteria to be re-homed, after behavioural assessment and veterinarian checks, were offered for sale to the public or re-homed through animal welfare organisations such as Friends of the Pound.

Tweed Shire has 14 off-leash exercise areas (please note Council is currently undertaking a review of Dog Areas in Public Open Space that in part was informed following extensive consultation with the Open Space Strategy. A report will be presented to Council in the near future for consideration for public exhibition to allow members of the community to voice their views/opinions about dog areas.).

South Kingscliff Beach

Boyd's Family Park, Tweed Heads West

Public park, Frangella Drive, Murwillumbah

Public park between 73–89 River Street, Murwillumbah

South Cabarita Beach

South Pottsville Beach

South Fingal/Kingscliff Beach

Corowa Park corner of Chinderah Road and Terrace Street, Chinderah

Turnock Park, Chinderah

Riverbank reserve Old Ferry Road, Oxley Cove

Reserve corner of Naponyah Road and Bilambil Road, Terranora

Unnamed reserve corner of Darlington Drive and Amaroos Drive, Banora Point

Unnamed reserve at Bushland Drive, Banora Point

Ducat Park, Tweed Heads

Capital works

Council did not undertake any capital works projects valued at greater than 10% of Council's ordinary rate.

Carers Recognition Act

Tweed Shire Council is not considered to be a 'human service agency' under the Act (i.e. a council that provides services directed at carers and/or people being cared for by carers).

Disability Inclusion Action Plan

The *Access and Inclusion Plan 2014–2018* includes a total of 52 actions grouped under five strategic outcomes. To date 38 actions have been achieved. Twelve actions were partially achieved and will be carried over for further work in the next Access and Inclusion Plan. Two outcomes were not achieved. The actions that have not been achieved relate to the installation of Tactile Ground Surface Indicators in the road reserve with cost factors affecting completion.

Highlights for the 2017-2018 year include:

- Tweed Heads Library upgrade completed.
- Unisex accessible toilets installed in Budd Park attached to the Rainforest Information Building.
- Kingscliff Community Hall and Information Centre upgrade completed and new public toilets including accessible cubicles constructed.
- Report on access to foreshores and waterways completed and presented to Recreation Services and Natural Resource Management Teams.
- Access ramp installed on the boardwalk from Ambrose Brown Park to Mooball Creek at Pottsville.
- Kingscliff Central Park completed and work commenced to upgrade Lions Park.
- Seven major projects completed under the Pedestrian Access and Mobility Plan including: Dry Dock Road footpath between Cox Street and Sunshine Avenue; Machinery Drive footpath between Greenway and Minjungbal Drives; and Brett Street, Tweed Heads path realignment to provide pedestrian refuge and new kerb ramps.
- Financial contribution towards beach matting on Kingscliff Beach managed by the Cudgen Headland SLSC.
- 2017 Access and Inclusion Awards held with 28 nominations received.
- The inaugural Festival of Belonging was held to celebrate Social Inclusion Week occurring at the same time as International Day of People with Disability.

Strategic outcome 1 – Organisational culture demonstrates understanding and commitment to the principles of universal access and social inclusion

Action	Comments
1. Develop training modules on access and inclusion for staff induction	Achieved.
2. Provide accredited training to identified specialist staff.	Training was provided to 53 nominated staff. A Project Engineer is completing the Certificate IV in Access Consulting delivered by IATA. This will provide in-house expertise on Access Standards and Guidelines. A further outcome is the formation of the cross-divisional Access Standards and Guidelines Working Group.
3. Public information provided by Council will be accessible by design or with adaptive technologies.	TSC website re-development was guided by good practice in accessible web design. Consultation was carried out with members of Blind Citizens Australia prior to website going live. Changes were made to rates and water notices making key information in large print in one location on the notice for consistency and readability.
4. Recognises and supports the diverse needs of prospective employees by ensuring that interview areas and the interview process is accessible.	Equal Opportunity Management Plan incorporates equal employment opportunities for people with disability.
5. Make reasonable adjustments to the workplace or work practices to support people with disability.	If a person with a declared disability commences with Council, then HR seeks to ensure a safe work space adjusted to the specific needs of the individual.
6. Work with government departments and local service providers to increase paid and unpaid employment options for older people and people with disabilities.	Council accepts paid and unpaid placements for people with disabilities in consultation with Employment Service agencies according to availability and operational need and capacity.
7. Relevant Council policies and protocols, standards and templates will be reviewed and/or developed to include principles of access and inclusion and universal design (Annexure A).	Amendments made to A18 Heritage Protocol in DCP.
8. Facilitate Tweed Shire Equal Access Advisory Committee (EAAC)	All bi-monthly scheduled meetings were held with some occasional cancellations. The EAAC has been involved in advising on Pedestrian Access Mobility Plan (PAMP) and Access and Inclusion Policy and Plan. Some members have been involved with access audits and in judging Access and Inclusion Awards
9. Undertake an access review of current information platforms and make recommendations for changes that increase accessibility for people with vision impairment	Action partially complete. To be carried over into next plan.

Strategic outcome 2 – Physical infrastructure and essential services are provided and maintained in line with the principles of universal access and social inclusion

Action	Comments
1. Engage consultant to undertake access audit of all Council owned and/or managed buildings accessed by the public.	Audit Reports received and all building asset owners provided with briefings on the audit results.
2. Implement recommendations from access audit of Council owned buildings as prioritised by Council.	Asset owners have made good progress on implementing audit recommendations.
3. Undertake access audit of identified Council parks and recreation areas.	Park Audit Reports received and asset owners provided with briefings on the audit results.
4. Implement recommendations from access audit of Council parks and recreation areas as prioritised by Council.	An Open Space Strategy has been prepared which includes a comprehensive audit of all open space areas in Tweed Shire including levels of access. This Strategy will provide a framework for current and future open space uses and design. Park upgrades and new park designs have included improved level of accessibility as standard practice.
5. Facilitate community working group to guide All Access Playground project.	Community working group meetings facilitated by the Community Development Officer – Ageing and Disability (CDOAD).
6. Develop and confirm concept design of All Access Playground	Concept design prepared.
7. Seek grant funding to construct an All Access Playground	Various funding requests submitted. Continuing to pursue.
8. Review number, location, and standard of Council owned public toilets in Tweed designated as accessible. Conduct access audit of designated accessible toilets and recommend upgrade in accordance with AS 1428.1 2009 where appropriate or decommission where upgrade not feasible. Include recommendation on providing adult change facility.	Access Audit of designated accessible public toilets carried out. The renovation of identified toilets has occurred as a result.
9. Seek grant funding to upgrade existing designated accessible facilities to comply with Australian Standard 1428.1 2009 that are to be retained as prioritised by Council.	Designated accessible unisex public toilets upgraded to meet Australian Standards using internal funding allocated to the implementation of the Access and Inclusion Plan.
10. Implement recommendations from Pedestrian Access Mobility Plan as prioritised by Council	Many of the actions identified in the PAMP have been completed or commenced. Continuing to pursue actions based on priority.
11. Develop a protocol for the installation of Tactile Ground Surface Indicators (TGSIs) in the pedestrian environment (road reserve) with reference to AS/NZA 1428.4.1:2009	The Access Standards and Guidelines Working Group has met to develop a consistent protocol for the use of TGSIs in the road reserve where the Premises Standards do not mandate installation.
12. Following the adoption of the TGSI protocol review existing TGSI installations and remove those that do not comply.	Action partially complete. To be carried over into next plan.
13. Identify and assess all Council designated accessible parking bays for compliance with current Australian Standards 2890.5 by location.	The Access Standards and Guidelines Working Group has met consider design, compliance and installation of off-road and on-road Designated Accessible Parking Bays (DAPB).
14. Progressively upgrade non-compliance car parking bays where appropriate, remove currently designated bays that cannot be upgraded to Australian Standard 2890.5 and construct new bays in recommended locations prioritised by Council.	Action partially complete. To be carried over into next plan.
15. Review and report on current access to coastal foreshores and waterways for viewing, pedestrian access, fishing, water sports and swimming.	Access reviews of coastal and inland water locations carried out. A report including current accessibility and recommendations for improvements in appropriate locations has been prepared.

Continued ...

Strategic outcome 2 – Physical infrastructure and essential services are provided and maintained in line with the principles of universal access and social inclusion

<p>16. Based on recommendations from the coastal foreshores and waterways access review, plan and undertake a process to upgrade access to coastal foreshores and waterways following the principles of universal design guided by Australian Standard 1428.1 2009 as prioritised by Council.</p>	<p>Action partially complete. To be carried over into next plan.</p>
<p>17. Ensure all internal Council infrastructure works comply with the Disability (Access to Premises – Buildings) Standards 2010 through Australian standard 1428.1 2009 and follow Guidelines on universal design principles where appropriate</p>	<p>Staff training in access standards and guidelines has created a cross divisional consistent knowledge base. Formal consultation on key projects, access design and construction issues is facilitated through the Access Standards and Guidelines Working Group.</p>
<p>18. Ensure all Council infrastructure works delivered by external contractors comply with the Disability (Access to Premises – Buildings) Standards 2010 through Australian Standard 1428.1 2009 and follow Guidelines on Universal design principles where appropriate.</p>	<p>The Access Standards and Guidelines Working Group has identified the need to provide a forum for external consultants to raise awareness about Council's Access and Inclusion Policy and Action Plan.</p>
<p>19. Undertake review of current transport infrastructure for which Council is responsible such as bus stops and recommend progressive upgrade to meet accessible Transport Standards with appropriate links to the draft Pedestrian Access and Mobility Plan (PAMP)</p>	<p>The Access Standards and Guidelines Working Group have conducted a public transport tour of members and representative users to gain a better appreciation of their issues with access and public transport.</p>
<p>20. Undertake a staged installation of permanent hearing loops in Murwillumbah and Tweed Auditoria and mobile hearing loops for all customer service counters including Murwillumbah and Tweed Customer Service Centres, Tweed, Kingscliff and Murwillumbah Libraries and aquatic centres, Murwillumbah Community Centre, Pottsville Beach Neighbourhood Centre and in the Banora Point Seniors Information Hub.</p>	<p>Hearing augmentation installed in Murwillumbah Auditorium, Canvas and Kettle Room, Murwillumbah Council Chambers, Harvard Room, Customer Service Counters Murwillumbah and Tweed Heads and mobile units available for one on one meetings.</p>

Strategic outcome 3 – Regulatory functions and responsibilities to follow protocols and procedures that include the principles of universal access and social inclusion

Action	Comments
1. Review development approvals process for the appropriate and timely inclusion of access requirements.	The Access Standards and Guidelines Working Group identified a need to engage the participation of the Development Assessment Unit in discussing possible changes to current procedures and processes.
2. Provide training on access and inclusion to private Building Certifiers who operate in Tweed Shire.	Training provided.
3. Engage consultant to undertake a research project to develop a strategy that supports a dog culture to improve the health and safety of guide dogs and assistance animals and their owners. The terms of reference for the consultant's tender will be recommended by the Equal Access Advisory Committee.	Action partially complete. To be carried over into next plan.
4. Engage consultant to provide a workshop for Councillors, Executive and key business leaders on the benefits of accessible footpath trading and to advise on an appropriate process for implantation.	Not progressed due to time constraints and progress of other priorities.
5. In partnership with key stakeholders develop and implement an accessible footpath strategy in relation to commercial districts as prioritised by Council.	Not progressed due to Action 4 above.

Strategic outcome 4 – Partnerships and collaborative projects support and promote the principles of universal access and social inclusion

Action	Comments
1. Work with business councils/chambers of commerce and industry to raise awareness about the importance of providing accessible facilities and inclusive service.	Presentations have been delivered to Tweed Heads Chamber of Commerce and Industry, Kingscliff Chamber of Commerce, Murwillumbah District Business Chamber. Information provided was on accessible retail outlets, Tradies Guide to Good Access, the Access & Inclusion Awards and the benefits of developing accessible businesses with a focus on tourism.
2. Provide advice and develop and disseminate information for businesses on improving access.	Presentations have been delivered to Tweed Heads Chamber of Commerce and Industry, Kingscliff Chamber of Commerce, Murwillumbah District Business Chamber. Information provided was on accessible retail outlets, Tradies Guide to Good Access and the Access & Inclusion Awards. New brochures were developed in consultation with Blind Citizens Australia, Tweed and Blind and Visions Support Group Murwillumbah. Universal Access in Café's and Restaurants and Providing Good Access in Supermarkets (Supporting access for People with vision Impairment). Members of these groups are disseminating pamphlet packs that also include Providing Good Access in Retail Outlets produced earlier and The Tradies Guide to Good Access a Northern Rivers LGA collaboration.

Continued ...

Strategic outcome 4 – Partnerships and collaborative projects support and promote the principles of universal access and social inclusion

Action	Comments
3. Collaborate in research and community development projects that support the Tweed community to adapt to changes in State and Commonwealth funding for disability.	Council's Community Development Officer has contributed to community development projects such as the Belonging Project and the Lived Experience Project. Council's Community Development Officer has also conducted a Masters research dissertation on the experience of workers preparing for the National Disability Insurance Scheme. This research was presented at the Celebrating the Past and Preparing for the Future conference in Coffs Harbour.
4. Facilitate the Tweed Disability Interagency	All bi-monthly scheduled meetings held.
5. Support biannual regional Equal Access Advisory Committee forums and regional projects.	The forums will continue as collaborative meetings between Ageing and Disability Development staff and discontinue the inclusion of access committee members as Tweed is the only Council that supports the travel costs of community representatives. These forums have been discontinued due to lack of funding in other Northern Rivers Council for transport of Access Committee members to the forums.
6. Support Tweed Byron Ballina Community Transport (TBBCT) provide services to vulnerable members of the community by continuing to service and garage two buses at the Murwillumbah Depot.	This support has continued
7. Review Emergency Management Plan and information provided to the public and make recommendations where necessary to improve access and inclusion for people with disability.	Action partially complete. To be carried over into next plan.

Strategic outcome 5 – The principles of universal access and social inclusion are promoted across the community

Action	Comments
1. Present positive messages about universal access and social inclusion.	Media releases informing the community about access and inclusion projects and actions included the subsidised entry to Tweed's aquatic centres for people with disability, Access and Inclusion Awards nominations, purchase of new beach wheelchair, purchase of equipment for people with disability through Community Services, monthly columns in Tweed Link Access All Areas.
2. Celebrate International Day of People with Disability annually through Tweed Shire Access and Inclusion Awards and other appropriate events	Media releases and coverage in Tweed Link inform the community about access and inclusion projects and actions, Access and Inclusion Awards nominations, award recipients and event guest speakers. Access and Inclusion Awards have received increased numbers of nominations.
3. Maintain accurate mobility maps of key locations in Tweed Shire.	Maps updated.

Continued ...

Strategic outcome 5 – The principles of universal access and social inclusion are promoted across the community

Action	Comments
4. Maintain information on accessible parks and recreation areas in accessible formats.	As part of developing Council's Open Space Strategy, each park and sports field across the shire was audited. The qualitative audit of each open space extended to the level of facilities provided, features of each site, activity range, safety and security, accessibility, entrances, boundaries, vegetation and the internal pathways. The park information on Council's website has since been updated to reflect the level of accessibility. The accessible public toilets and the designated accessible car parking have also been updated on Council's website.
5. Continue management of Tweed Shire's three beach wheelchairs at Kingscliff, Cabarita and Pottsville through current MOUs	Tweed Shire now owns four beach wheelchairs. A new wheelchair was purchased to replace the oldest chair from Pottsville. All site managers have current information and hirer's forms, all chairs in good working order. Sites have changed due to renovations at the Pottsville Holiday Park with this chair being now housed at Fingal Rovers SLSC.
6. Manage hire and use of fourth beach wheelchair based at Coolamon Centre, Murwillumbah	A new beach All Terrain wheelchair that is suitable for beach and bush tracks was purchased to be hired out for transportation to other locations.
7. Promote and support accessible and inclusive festivals and events in Tweed Shire	Council revised its Events Strategy including the Access and Inclusion Policy and Action Plan in Appendices (1) in the list of informing strategies.
8. Develop and disseminate information on how to run accessible events	Achieved through various locations and channels.
9. Promote and support the development of accessible tourist facilities and activities	A winner of the Access and Inclusion Awards was Melissa James the developer of the website www.cangoeverywhere providing information on accessible tourism venues, events and activities. Melissa has presented at all three business chambers in Tweed Shire promoting the benefits of accessible tourism.
10. Promote and support access and inclusion in arts and cultural activities and projects with a focus on accessible programs at Tweed Regional Museum, Tweed Regional Gallery and Margaret Olley Art Centre.	The Accessible Arts Project Manager provided assistance in the curation of the art exhibition attached to the Access & Inclusion Awards event. The Tweed Regional Gallery and Museum continue to work closely with Council officers on access and inclusion to premises and programs. A series of Auslan interpreted tours of both centres were provided for people with hearing impairment.
11. Develop and facilitate Untold Stories of people with disabilities in the Tweed project	Achieved. This project involved documenting the lives of a selection of Tweed residents who live with disability, voices that are often overlooked in contemporary history. Ten Tweed residents were recruited with audio and video interviews completed.

Planning agreements

Planning agreements are voluntary agreements or other arrangements under the Act between a planning authority (such as Tweed Shire Council) and a person or company (the developer) who has sought a change to an environmental planning instrument, or who has made, or proposes to make, a development application under which the developer is required to dedicate land free of cost, pay a monetary contribution, or provide any other material public benefit, or any combination of them, to be used for or applied towards a public purpose.

Particulars of compliance with and effect of planning agreements in force during the year.

Planning agreement	Objectives	Status
Altitude Aspire Planning Agreement Tweed Shire Council, Metricon QLD Pty Ltd	The objective of the Planning Agreement is to provide a mechanism by which monetary contributions and the dedication of land may be made by the developer towards the provision of public amenities, services and infrastructure, including: <ul style="list-style-type: none"> • the construction of Broadwater Parkway and Mahers Lane; • flood mitigation works; • protection and restoration of environmental land; • the provision of structured public open space; • the dedication of land for the future route of the Broadwater Parkway, and • the dedication of land for a public reserve buffering environmental land. 	Development commenced. Pro rata collection of contributions commensurate with planning agreement and development staging.
Seaside City Planning Agreement Richtech Pty Ltd, Tweed Shire Council	The objectives of the Planning Agreement are: <ul style="list-style-type: none"> • define a schedule of works that the developer agrees to provide; • define a schedule of dedication of land; • provide a mechanism by which monetary contributions can be made, and • provide a mechanism where Council reimburse the developer for certain works. 	Development commenced. Pro rata collection of contributions commensurate with planning agreement and development staging.

Continued ...

Planning agreement	Objectives	Status
Pottsville Employment Land Planning Agreement Lot 12 DP 1015369, 39 Kudgerie Avenue, Cudgera Creek	The objectives of the Planning Agreement are: <ul style="list-style-type: none"> • dedicate land to council for environmental purposes; • dedicate land for the widening of Kudgerie avenue adjoining the property by five metres, and • limit the volume of waste water discharged from the site into Council's reticulated sewer system to not more than five litres per second. 	Development not commenced.
Mooball Planning Agreement Tweed Shire Council, Jefferson Land Pty Ltd at The Mooball Residential Trust, Raymond Anthony Pirlo and Margaret Pirlo	The objectives of the Planning Agreement are: <ul style="list-style-type: none"> • ensure that adequate water and waste water infrastructure is provided to the development; • dedication of land; • requires covenants to be registered on the title to the land, and • requires design guidelines for the development of the land to be developed. 	Development not commenced. Drafting commencement on development design guidelines.
River Retreat Caravan Park Planning Agreement Tweed Shire Council, Dennien Pty Ltd	The objectives of the Planning Agreement are to provide a mechanism by which: <ul style="list-style-type: none"> • suitable monetary contributions may be made by the developer towards the provision of community infrastructure to meet the needs of residents within the locality; • the Developer must prepare a flood evacuation plan for the land to ensure the safety of occupants in the event of flooding, and • the type of camping ground development which can be accommodated on the land is restricted to a maximum of 10 sites for use by recreational camper vans and Camper Trailers only, for a maximum of 60 days by any one person. 	Development not commenced.
74-76 Pearl St, Kingscliff Planning Agreement Tweed Shire Council, Lathouras Corporation Pty Ltd, Brett Evans, Bralach Pty Ltd	The objectives of the Planning Agreement are to: <ul style="list-style-type: none"> • provide a mechanism by which monetary contributions can be made towards offsets required for compensatory plantings, and • use the monetary contributions for the public purpose of improving littoral rainforest within the Tweed Shire. 	DA17/0231 was granted consent for residential flat building, swimming pool, demolition of existing dwelling and tree removal. Development not commenced.

Fisheries Management Act

Tweed Shire Council is not identified in any recovery or threat abatement plan under the Act as responsible for implementation of measures included in the plan.

Swimming Pools Act

The following swimming pool inspections were carried out during 2017–18:

Description	Number
Inspections of tourist and visitor accommodation	133
Inspections of premises with more than 2 dwellings	76
Inspections that resulted in issuance a certificate of compliance under section 22D of the Act	876
Inspections that resulted in issuance a certificate of non-compliance under clause 18BA of the Regulation	127

Government Information (Public Access) Act 2009 NSW

1. Review of proactive release program – Clause 7(a)

Details of the review carried out under section 7(3) of the *Government Information (Public Access) Act 2009 (NSW)*, ('GIPAA') during the reporting year and the details of any information made publicly available by the Council as a result of the review.

Reviews carried out by the agency Yes

Information made publicly available by the agency Yes

Review carried out on GIPAA Information Guide by Agency. Revamped Agency Information Guide based on best practice. Information released: CCTV Policy, Enterprise & Risk Management Policy and Markets Policy.

2. Number of access applications received – Clause 7(b)

The total number of access applications received by the Council during the reporting year (including withdrawn applications but not including invalid applications).

Total number of application received

21

3. Number of refused applications for Schedule 1 information – Clause 7(c)

The total number of access applications received by the Council during the reporting year that the Council refused either wholly or partly, because the application was for the disclosure of information referred to in Schedule 1 to the Act (information for which there is conclusive presumption of overriding public interest against disclosure).

	Wholly	Partly	Total
Number of applications refused	0	1	1
% of total	0	100	

Clause 7(d) and Schedule 2: Statistical information about access applications.

Table A: Number of applications by type of applicant and outcome*

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn	Total	% of total
Media	0	0	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0	0	0
Private sector business	0	0	0	0	0	0	0	0	0	0
Not for profit organisations or community groups	0	0	0	0	0	0	0	1	1	4
Members of the public (application by legal representative)	4	4	0	0	3	0	0	0	11	39
Members of the public (other)	2	7	2	0	5	0	0	0	16	57
Total	6	11	2	0	8	0	0	1	28	
% of total	21	39	7	0	29	0	0	4		

*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn	Total	% of total
Personal information applications*	0	1	2	0	0	0	0	0	3	11
Access applications (other than personal information applications)	5	8	0	0	7	0	0	1	21	75
Access applications that are partly personal information applications and partly other	1	2	0	0	1	0	0	0	4	14
Total	6	11	2	0	8	0	0	1	28	
% of total	21	39	7	0	29	0	0	4		

*A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

Table C: Invalid applications

Reason for invalidity	Number of applications	% of total
Application does not comply with formal requirements (section 41 of the Act)	0	0
Application is for excluded information of the agency (section 43 of the Act)	0	0
Application contravenes restraint order (section 110 of the Act)	0	0
Total number of invalid applications received	0	0
Invalid applications that subsequently became valid applications	0	0

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of the Act

	Number of times consideration used*	% of total
Overriding secrecy laws	0	0
Cabinet information	0	0
Executive Council information	0	0
Contempt	0	0
Legal professional privilege	1	100
Excluded information	0	0
Documents affecting law enforcement and public safety	0	0
Transport safety	0	0
Adoption	0	0
Care and protection of children	0	0
Ministerial code of conduct	0	0
Aboriginal and environmental heritage	0	0
Total	1	

*More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of the Act

	Number of times consideration used*	% of total
Responsible and effective government	1	8
Law enforcement and security	0	0
Individual rights, judicial processes and natural justice	8	61
Business interests of agencies and other persons	4	31
Environment, culture, economy and general matters	0	0
Secrecy provisions	0	0
Exempt documents under interstate Freedom of Information legislation	0	0
Total	13	

Table F: Timeliness

	Number of applications	% of total
Decided within the statutory timeframe (20 days plus any extensions)	19	100
Decided after 35 days (by agreement with applicant)	0	0
Not decided within time (deemed refusal)	0	0
Total	19	

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

	Decision varied	Decision upheld	Total	% of total
Internal review	0	0	0	0
Review by Information Commissioner*	0	0	0	0
Internal review following recommendation under section 93 of Act	0	0	0	0
Review by NCAT	0	0	0	0
Total	0	0	0	
% of total	0	0		

*The Information Commissioner does not have the authority to vary decisions, but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

	Number of applications for review	% of total
Applications by access applicants	0	0
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0	0
Total	0	

Table I: Applications transferred to other agencies

	Number of applications transferred	% of total
Agency Initiated Transfers	0	0
Applicant Initiated Transfers	0	0
Total	0	

Public Interest Disclosures

1 Commentary on Public Interest Disclosure (PID) Obligations

Under the Public Interest Disclosure Regulation, Tweed Shire Council provides the following comments in relation to the following two areas.

1.1 Whether the public authority has an internal reporting policy in place.

Tweed Shire Council on 19 February 2015 adopted its “Internal Reporting (Public Interest Disclosures) version 1.1” Policy which is accessible on its web page at www.tweed.nsw.gov.au/Policies

1.2 What actions the head of the public authority has taken to ensure his or her staff awareness responsibilities under section 6E(1)(b) of the PID Act have been met.

When new staff are inducted into the organisation they are informed of this Policy and its location for future reference.

2 Statistical information on PIDs

	Made by public officials performing their day to day functions	Under a statutory or other legal obligation	All other PIDs
Number of public officials who made PIDs directly	Nil	Nil	Nil
Number of PIDs received	Nil	Nil	Nil
Of PIDs received, number primarily about:			
Corrupt conduct	Nil	Nil	Nil
Maladministration	Nil	Nil	Nil
Serious and substantial waste	Nil	Nil	Nil
Government information contravention	Nil	Nil	Nil
Local government pecuniary interest contravention	Nil	Nil	Nil
Number of PIDs finalised	Nil		

Note: The number of PIDs finalised only refers to PIDs that have been received since 1 January 2012.

Instead of including a table of statistical information, where relevant it would also be appropriate for public authorities to merely note in their annual reports that no public officials made a PID to their authority, no PIDs were received and no PIDs were finalised in the reporting period.

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