



# **AGENDA**

## **OPERATIONS COMMITTEE MEETING Tuesday 13 February 2007**

**Chairman: Mr Frank Willan**

**Administrators: Mr Frank Willan  
Ms Lucy Turnbull  
Mr Max Boyd AM**

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## ITEMS FOR CONSIDERATION OF THE COMMITTEE:

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## REPORTS THROUGH THE GENERAL MANAGER

### 1 [OGM-OC] Tweed Economic Development Corporation (TEDC) Quarterly Performance Report - October to December 2006

#### ORIGIN:

**Business and Economic Development**

#### SUMMARY OF REPORT:

As required by the current Tweed Economic Development Corporation (TEDC) Agreement a quarterly performance report and financial statement is to be provided for Council's review. Below is the TEDC Performance Report for the quarter 1 October to 31 December 2006 and attached as a confidential attachment is the Profit and Loss statement, Balance Sheet and budget comparisons for the same period.

#### RECOMMENDATION:

**That this report be received and noted.**

REPORT:

## QUARTERLY REPORT TO TSC

### October to December 2006

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#### ECONOMIC MODELLING TOOL UPDATE

1. **Work in Progress:**
  - a. TEDC is conducting an economic analysis on two Tweed Shire Council initiatives namely an economic analysis of four (4) major Tweed Shire Festivals including:
    - Tweed Banana Festival
    - Speed on Tweed
    - Tweed River Festival, and
    - Tyalgum Music Festival.
  - b. TEDC is also conducting an economic impact analysis on the Flagstaff Hill Museum project.
2. **Work Completed:**
  - a. TEDC conducted an economic impact analysis on the Tweed Heads Southern Cross University Campus.
  - b. TEDC has also completed economic analysis on two state significant developments for private enterprise interests on a consultancy basis.
3. **Planned and Proposed Future Use of Economic Modelling Tool**
  - a. The TEDC has invited the LGA's of Byron, Kyogle, Ballina and Lismore to be included in the annual up-date of the individual LGA economic data bases, as per original agreement. TEDC expects to receive responses from individual LGA's by 30<sup>th</sup> January 2007 to enable a work program to be developed.
  - b. Tweed Shire economic data update will commence in February 2007.
  - c. TEDC has received two requests to conduct economic impact assessments on two major projects in Tweed Shire on a consultancy basis.
4. **TEDC Website Upgrade**
  - a. The TEDC website upgrade was completed and launched on September 2006. The upgraded website has received positive feedback.
  - b. In March 2007, TEDC will launch the TweedGold.biz website which will act as the entry portal for the Tweed and Gold Coast Cross Border/Seamless Borders project which is about reducing cross border business compliance costs. The web portal will assist businesses and

Councils in the border region by providing on-line compliance and licensing information.

**5. The Tweed & Gold Coast Regulation Reduction Incentive Fund Project**

This project is funded by Dept of Transport and Regional Services, TEDC, Gold Coast City Council and Tweed Shire Council. The total value of the project is \$700,000.00. This TEDC initiative is growing and expanding in importance as it is the only project "nationally" dealing with the whole issue of interstate/cross border business compliance and regulatory issues at a state, interstate and local government level.

**See attached documents:**

- **Project background and summary**
- **Seamless Borders brochure**
- **Local Government "Toolbox Project" brochure**
- **"Making it Simple" brochure.**

The project will be officially launched in late March 2007.

- The Tweed Gold Coast.biz website will be launched March 2007.
- Senior representatives of NSW and Queensland State Governments have been invited to attend a briefing on the Tweed and Gold Coast Cross Border Project.

**6. TEDC/TSC Economic Growth Management Strategy**

- a. The 2006 to 2010 strategy has been endorsed by Tweed Shire Council.
- b. In accordance with the new TEDC/TSC Agreement the Economic Growth Management Strategy 2006 – 2010 will be reviewed by TEDC in February 2007.

**7. Discussion Paper on Economic Sustainability in Tweed Shire**

- a. Presented to TSC on 27<sup>th</sup> September 2007.
- b. Accepted invitation to meet with NSW Government representatives in December 2006. Presented Briefing Paper on Tweed Shire Economic Sustainability and TEDC approach to sustainable economic development.
- c. Accepted invitation to attend high level round table discussions with Deputy Prime Minister Mark Vaile and Federal representatives in December 2006. Presented Briefing Paper on Tweed Shire Economic Sustainability and TEDC approach to sustainable economic development.

**8. TEDC/TSC Employment Generating Land Strategy**

TSC and TEDC are working together in preparing a consultants brief to develop a strategy and action plan for employment generating land in Tweed Shire. A Tweed Shire wide integrated planning approach has been suggested.

The proposed consultancy is in response to a need identified by TEDC as outlined in two reports forwarded to TSC:

- a. A Discussion Paper on the need for a proactive approach to employment generating land and
- b. An employment generating land research report.

**9. TEDC AGM Report**

a. Election of Directors

In accordance with the TEDC Constitution, TEDC Directors Bill Stainlay, and Tom Senti resigned from their positions of Directors but re-nominated. Bill Stainlay and Tom Senti were re-elected un-opposed.

TEDC Director Barry Briggs resigned at the AGM as a Director and did not seek re-election. At the new Board's first meeting, and in accordance with the Constitution, the Board resolved to fill the causal vacancy created by the resignation of Barry Briggs with Margot Sweeny. Ms Sweeny is the CEO of Summerland Credit Union and also Chairperson of the Northern Rivers Regional Development Board.

Director positions are:

- Chairman                    Mr Bill Stainlay
- Deputy Chairman        Mr Ken Lee
- Treasurer                 Mr Ron Ford
- Director                    Mr Tom Senti (CEO)
- Director                    Mr Harry Williams
- Director                    Mr Peter Sippel
- Director                    Mr Robert Wesener
- Director                    Mr Warren Polglase
- Director                    Mr Max Boyd (Administrator)
- Director                    Mr Noel Hodges (TSC Director)
- Director                    Ms Margot Sweeny

**10. Tweed/Northern Rivers Marine Supply Chain Project**

**Stage 1.** Launched 01<sup>st</sup> February 2007 at Coomera Marine precinct.

**Stage 2.** Action plan to be presented at launch.

**11. Tweed Heads CBD Masterplan/Project Facilitation Team (PFT)**

TEDC continues to be an active partner of the CBD, PFT team working towards implementation of various aspects of the Masterplan including Jack Evans Boat Harbour plans for redevelopment and also working with Dept of Lands for Plan of Management and Redevelopment of the Southern Boat Harbour.

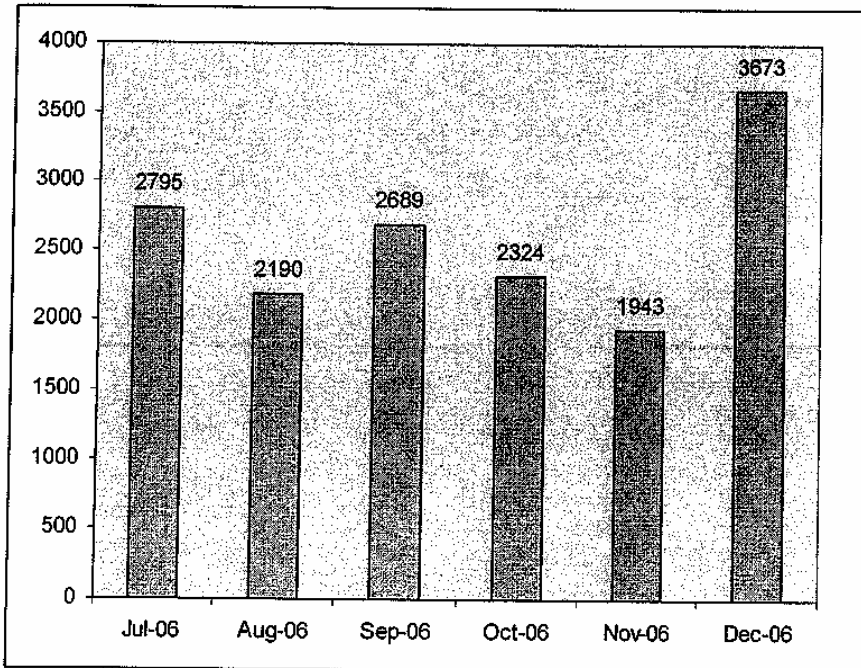
**12. TEDC Website Statistics**

See Attached.

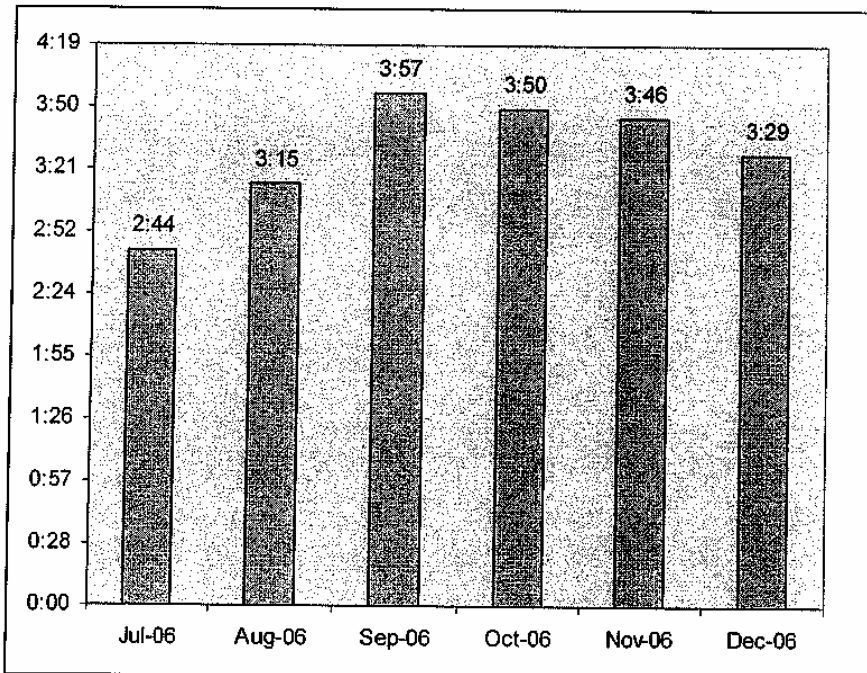


### Summary of TEDC website statistics for the month of December 2006

Visits



Time Spent Per Visit



## **TWEED / GOLD COAST CROSS BORDER WORKING PARTY & RRIF SEAMLESS BORDERS STEERING COMMITTEE**

### **BACKGROUND**

For some time the economic development teams of both Gold Coast and Tweed had been aware that there were serious impediments to economic growth in the areas surrounding the state border.

Gold Coast City Council's Regional Economic Development Advisory Board (REDAB) had identified the need to undertake activities in the southern Gold Coast to encourage clustering of businesses and creation of investment and employment opportunities.

Tweed Economic Development Corporation (TEDC) had undertaken intensive research into the lack of growth and developed an economic modelling tool to assist in identifying potential solutions.

TEDC approached REDAB resulting in the formation of a Cross Border Working Party, and an application for funding under the RRIF program to assist in developing and implementing a cross border model that would reduce the regulatory compliance burden having an adverse affect on small, home-based and mobile businesses operating in the cross border region.

### **MAKEUP OF THE WORKING PARTY & STEERING COMMITTEE**

The original Cross Border Working Party comprised:

- Dennis Chant – Managing Director of Queensland Airports Ltd (based at Gold Coast Airport) and Member of Gold Coast Regional Economic Development Advisory Board
- Tom Senti – Director of Tweed Economic Development Corporation
- Barry McNamara – President of Southern Gold Coast Chamber of Commerce, and Director of the Wintersun Festival

Once funding was achieved for the cross border regulation reduction project Seamless Borders, it was decided to invite additional membership and form the project steering committee. Those additional invitees were:

- Michael Tree – President of Tweed Chamber of Commerce, and Manager of Tweed City Shopping Centre
- Noel Millers – Gold Coast Regional Manager for Commerce Queensland.

This small group of five proactive steering committee members have a combined knowledge and field of influence, and have greatly assisted the project team to achieve project goals.

### **PROJECT GOALS**

The project goals are primarily to reduce the regulatory compliance burden having an adverse affect on small, home-based and mobile businesses in the cross border region. The methodology has been to;

- Map the regulatory compliance for both sides of the border at local, state and federal level across a broad spectrum of industry sectors;
- Create alignment of compliance at local level through liaison with Environmental Health Officers, and senior management of both Councils;
- Liaise with state agencies to seek support for alignment of regulations at state level;
- Develop a range of information and training tools addressing variance of codes of conduct for a range of industry sectors on both sides of the border;
- Create a single entry point (web portal) for all regulatory compliance information to ensure easy access for the consumer.
- Develop a cross-border model that is transportable to other regions.

### POTENTIAL OUTCOMES

To date the project is on schedule and on budget, with potential outcomes exceeding the original goals, for example;

- SEQ Toolbox was being used by Gold Coast Environmental Health Officers for the public interface of their Licensing Information system containing local and state regulatory data. By linking Tweed into this system and adding local and state data, a cross border model was developed that could be made available to any other Councils in Queensland and New South Wales.
- Through collaboration of both teams of EHO's it has been possible to develop a range of information and training tools (codes of conduct) that can be used by small business in both areas. By basing these on national standards, all tools can be easily re-branded for use by any other Council nationally. The first DVD/CD pack was showcased on the AusIndustry stand at the National General Assembly in Canberra in late November, with a very positive response from RRIF and non RRIF Councils.
- The web portal "Seamless Borders" has been developed with generic information on the RRIF program and links to all relevant information sites. This too can be adapted for use by any other Council nationally by simply re-branding with the logos forming the links to appropriate sites for that region.

### OPPORTUNITIES

- With both state Premiers announcing their intention to co-chair a cross border working group there was an opportunity to provide to this group data on issues affecting small business; to seek support in creating alignment of some state legislation; and offer both Premiers a media opportunity linked with the launch of Seamless Borders to the business community.
- With Seamless Borders being the only one of the 31 RRIF projects nationally to be address cross-border issues, many Councils nationally stand to gain from the projects outcomes. This presents the opportunity to work with AusIndustry in Canberra to assist in the building of a business case to develop a national model.
- A business survey 'post launch' will allow quantification of the actual savings to the business community and Council. A further survey say 12 month later would enable assessment of impact on the local economy in terms of new businesses start ups, business growth, jobs creation.

# Making it simple

## \*NO FEES for health related small businesses

Gold Coast City Council is proud to announce that it will be 'making it simple' for health related small business on the Gold Coast.

Gold Coast City has one of the fastest growing small business sectors in the country, and has recognised that there is a need to assist businesses by reducing red tape.

Council has implemented a number of initiatives to help businesses:

- a \*NO FEES and charges policy to reduce business start-up and operating costs
- easy access to information to help businesses comply with regulations
- a streamlined licence process to reduce paperwork for businesses

It is anticipated that these initiatives will result in a saving of over \$15 million a year for health-related businesses on the Gold Coast.

### No fees

Gold Coast City Council has reduced all health licensing fees to nil for eligible businesses, while maintaining the same level of service to the business sector, in an effort to create a business friendly environment.

This initiative has removed fees and charges from more than 100 services for a wide range of health related businesses.

This initiative will encourage all businesses that are required to be regulated, to voluntarily register with Council, thus creating a level playing field for all businesses.

It is expected the standard of compliance will improve as Council staff will have more time to assist in the setting up

\* This initiative will remove fees and charges for more than 100 health related services for businesses operating from commercial premises on the Gold Coast. The No Fees and Charges Policy includes initial applications, renewals, transfers, and amendment fees. This initiative will directly reduce start up costs and ongoing licensing costs for businesses.

of businesses and ensuring compliance levels are maintained. This improvement is due to staff not having to spend unproductive time as debt collectors. This change in operation should lead to an improved working relationship between businesses and Gold Coast City Council.

### Easy access to information

To assist and enable a clear understanding of 'What is required at application stage?' and 'How do I comply when operating?' Gold Coast City Council is promoting voluntary compliance and will take a proactive role to ensure business operators have the resources to have a compliant business.

The following initiatives are being implemented:

- Website development
- Introduction meetings with first-time business operators
- Compliance guides
- Example plans
- Image galleries
- Artists' impressions
- Self-assessment checklists
- Educational materials including CDs, DVDs and fact sheets



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Industry



goldcoastcity.com.au



# Making it simple

## Streamlining administration processes

Council is implementing initiatives to streamline and simplify licence application and renewal processes to benefit businesses. One of these initiatives includes the installation of a new licensing system. This will result in a reduction of paperwork for businesses, enhanced processing of applications and the ability to renew licences on-line. The other Council initiatives include the multi-skilling of staff and improved audit processes.

These initiatives should increase growth in the small business sector, create higher employment opportunities and promote a healthier economy for the Gold Coast.

Gold Coast City Council has been successful in obtaining funding for this project from the Australian Government's AusIndustry Regulation Reduction Incentive Fund.

Some of the businesses that may qualify for the No Fees and Charges Policy are:

- Cafes
- Restaurants
- Supermarkets
- Food stores
- Hotels & Motels
- Bakeries & pastry cooks
- Mobile food vehicles
- Temporary food stalls
- Tattooists
- Body Piercing
- Mechanical motor vehicle workshops
- Panel beaters & spray painters
- Car detailers
- Boat builders
- Surf board manufacturers
- Fiberglass swimming pool manufactures
- Cabinet makers
- Boilers makers & engineers
- Powder coaters
- Advertising signs on all commercial properties
- Filming
- Poultry farming
- Concrete batching
- Service stations
- Flammable & combustible liquid storage locations
- Abrasive blasters
- Scrap metal or wrecking yards
- Kennels
- Horse stables
- Commercial swimming pools
- Swim schools
- Spas
- Camping grounds
- Printing works
- Water carriers
- Waste transporters
- Mobile refuse container cleaners
- Tourist resorts
- Removable fixtures on footpaths
- Animal & human powered transport
- Mobile roadside vending
- Commercial vehicle (parking)
- Food manufacturers
- Takeaway food bar
- Private school tuck shops
- Boat maintenance/repair
- Caravan parks
- Metal forming
- Places of amusement (circus and open air entertainment)

Further information on these initiatives can be obtained on Council's website [goldcoast.qld.gov.au](http://goldcoast.qld.gov.au) by emailing [slice@goldcoast.qld.gov.au](mailto:slice@goldcoast.qld.gov.au) or phoning (07) 5581 6220.



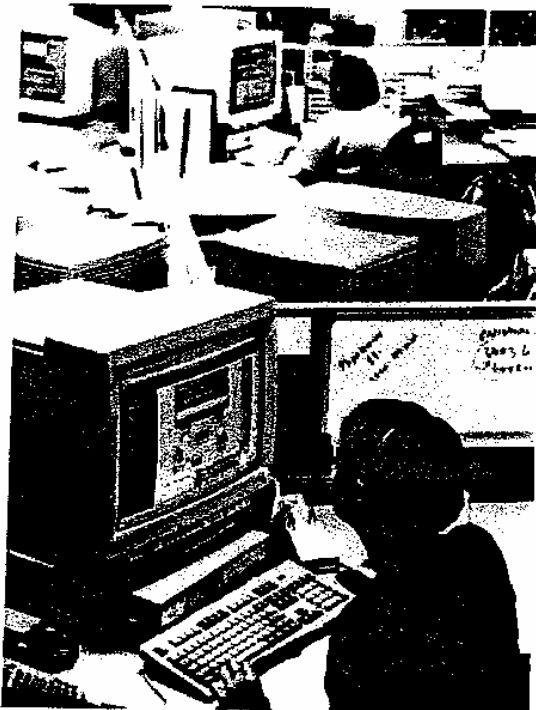
[goldcoastcity.com.au](http://goldcoastcity.com.au)



## Local Government Toolbox Project

**The Local Government Toolbox project will provide small and home-based businesses with access to regionally consistent information and standardised local law policies.**

The Toolbox is a web-based knowledge management system currently used by environmental health professionals throughout councils in South East Queensland (SEQ).



### What does the Toolbox Project offer?

The Toolbox project incorporates three initiatives:

- The Customer Facing initiative will provide improved access to consistent environmental health information via councils' websites to business customers, ensuring better understanding of regulatory requirements.
- The Customer Scripting initiative will develop consistency in the way information requests and enquiries made by small and home-based businesses are handled by local governments across SEQ.
- The Local Law Reform initiative will standardise and rationalise local law policies across SEQ to enable consistent interpretation and improved understanding of legal requirements.

### Easier transactions across the region

The Toolbox project is focused on improving regulations and processes for small and home-based businesses.

The Toolbox initiatives will benefit these by:

- Making it easier to transact business across the region.
- Improving understanding of environmental health requirements.
- Increasing effective operation of a business within the regulatory standards of government.

### Who is part of this project?

Local councils that will implement this program include 18 South East Queensland Councils currently part of the Regulation Reduction Incentive Fund (RRIF) SEQ Program and 3 North Burnett Councils.



## Local Government Toolbox Project

### Which councils have already implemented Toolbox?

The local councils mentioned above already subscribe to the internal Toolbox website. Other councils that utilise the site include Kingaroy, Nanango, Broadsound, Calliope, Gladstone, Livingstone and Burnett.

### When will it happen?

The system will be available across SEQ by the end of March 2007.

### What type of information will be available through the Toolbox?

- Application and compliance requirements and processes for environmental health matters (eg. licensing, qualifications and environmental impact requirements).
- Information kits for each licence type (eg. self-assessment, legislation information and council requirements for business types).
- A number of key on-line training programs (eg. food handling hygiene, waste disposal, noise pollution etc).

### How will this project improve my business operation?

The improved access to environmental health information and regionally consistent local laws standards will enable easier compliance to environmental health regulations and local laws.

### What is the RRIF SEQ program?

The Regulation Reduction Incentive Fund (RRIF) SEQ program is a group of projects that together will reduce red tape for local council business customers and streamline customer service.

### It consists of two projects:

- Toolbox project
- Development Process On-line project

The Development Process On-line project will improve development assessment (DA) systems by providing immediate access to relevant, up-to-date information and improving DA decision-making processes.

For further information, please contact [info@rrifseq.toolbox.net.au](mailto:info@rrifseq.toolbox.net.au) or visit [www.rrifseq.toolbox.net.au](http://www.rrifseq.toolbox.net.au)



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Council of Mayors  
South East Queensland



SEQ CEOs Regional Collaboration

# Seamless borders

## making it simple for small business in the Gold Coast and Tweed

### The issue

Gold Coast City and the Tweed Shire have a thriving small business sector. However, the burden of regulatory compliance encompassing two local government authorities and two state governments is a barrier to future economic growth in the border region.

### The goal

Economic development teams from both regions formed a 'cross-border working party' to engage with the business community, identify key issues and address the impediments to business growth. The goal was to create a cross-border economic zone and a welcoming environment for small business that would provide opportunities for start up and expansion, as well as enhancing employment opportunities.

### The solution

The Australian Government's announcement of a \$50 million Regulation Reduction Incentive Fund (RRIF) administered through AusIndustry has provided the opportunity for this working party to act on its findings and reduce the annual compliance costs for small business by \$5 million.

Receiving a grant from RRIF, the 12 month *Seamless Borders* project is co-funded by Gold Coast City Council, Tweed Shire Council, and Tweed Economic Development Corporation, and is being managed by Gold Coast City Council Economic Development Branch.

### Project overview

The project goals are to align the regulatory requirements of both Gold Coast City and Tweed Shire Councils; develop a simplified and uniform application process; create a 'single entry point' for access of information on all regulation requirements (local, state and federal) affecting business on both sides of the border; develop a suite of information and education tools to assist small business to 'comply and apply'; develop a model that is transferable to other cross-border regions; monitor uptake of the new system and quantify actual savings to council and small business.

### Key to success

The key to success has been collaboration, resulting in support from a broad range of stakeholders: local, state and federal elected representatives and agencies; environmental and health officers,





## Seamless borders

economic development teams and senior management of both Councils; business groups and industry associations; small business owners; media; and other RRIF project teams nationally.

### Achievements to date

Development of a matrix of all regulatory requirements, focusing on the intention of the compliance instead of the local interpretation, to align the content of information and application tools.

Collaboration with other RRIF projects (*SEQ Toolbox, SLICE, and Red Tape Blueprints*) has resulted in Tweed and NSW requirements being added to *SEQ Toolbox*, thus providing alignment of access to information, and application processes.

Collaboration between the Gold Coast Making It Simple (SLICE) project and *Seamless Borders* is resulting in a suite of tools for small business on both sides of the state border. Based on national standards, most are suitable for use by other local authorities.

Following the announcement by the premiers of New South Wales and Queensland of their intention to form a partnership and co-chair working group to review cross-border issues, the project team has established linkages to refer

briefings on state issues to the premiers strategic policy departments.

### Can we assist you?

If you would like information on RRIF projects being undertaken on the Gold Coast and Tweed, or are interested in accessing the business tools that have been developed, please contact:

*Seamless Borders (Gold Coast)*  
Linda Cunningham on (07) 5581 7731  
or lcunningham@goldcoast.qld.gov.au

*Seamless Borders (Tweed)*  
Daniel Westall on (02) 6670 2640  
or dwestall@tweed.nsw.gov.au

*SLICE Making It Simple*  
Charles Robinson on (07) 5581 6220  
or slice@goldcoast.qld.gov.au

*SEQ Toolbox*  
Dave Bellman on (07) 5581 6860  
or dbellman@goldcoast.qld.gov.au



Gold Coast City Council



**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

*To view any "**non confidential**" attachments listed below, access the meetings link on Council's website [www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au) or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).*

1. Tweed Economic Development Corporation - Profit and Loss - Confidential Attachment (DW 1534444)
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**2 [OGM-OC] Australian Tourism Export Council (ATEC) Conference - April 2007**

**ORIGIN:**

**Business and Economic Development**

**SUMMARY OF REPORT:**

Application from Tweed Tourism Inc. for further funding to allow erection of marquee for the Australian Tourism Export Council (ATEC) Conference.

**RECOMMENDATION:**

**That:-**

- 1. Council approves the sum of \$12,000 be allocated to Tweed Tourism Inc. for the purpose of filling the site at Jack Evans Boatharbour to allow erection of the marquee for the Australian Tourism Export Council (ATEC) Conference in April 2007.**
- 2. The funds be provided from the Tourism budget within the Economic Development program.**

**REPORT:**

Council has received the attached request (see below) from Tweed Tourism Inc. The request is that Council provide the sum of \$12,000 for the purpose of filling the site at Jack Evans Boatharbour to allow erection of the marquee for the ATEC Conference in April 2007.

Tweed Tourism Inc. advises this cost has only recently been determined, and that despite investigation no other funding source has been identified. The fill is essential to provide a level and safe floor for the marquee, which must be located on the identified site for logistic and access reasons.

The Manager Business and Economic Development advises that the expense can be funded from within the Tourism sector of the Economic Development budget.

In light of the benefit that will accrue to the Tweed from hosting ATEC it is recommended Council approve this one off funding request.



PO Box 19  
Tweed Heads  
NSW 2485  
Phone: (07)55364244  
Fax: (07)55364204  
info@tweedcoolangatta.com.au  
ABN 63 058 796 857

7<sup>th</sup> February 2007

Mr Mike Rayner  
General Manager  
Tweed Shire Council  
PO Box 816,  
Murwillumbah NSW 2484

Dear Mr Rayner,

We are seeking Council's assistance with earthworks for the marquis to be located at Twin Towns Services Club for the Australian Tourism Export Council (ATEC) Symposium in April 2007.

The proposed site for the marquis is in the old Border Caravan Park site adjacent to the Twin Towns car park, this site is uneven and requires levelling. Discussions with Council Engineers have identified the need to fill and level the site at a cost of \$12,000. As no other source of funds is available, we are seeking Council's assistance with the funding of the works.

As has been previously advised, the ATEC Symposium is a significant inbound tourism industry event that will provide an ongoing legacy to the Tweed and it is critical that all elements of the Symposium are professionally managed and that the Tweed is presented in the best light.

We apologise for bringing this unforeseen request before Council. The appropriate siting of the marquis has been logistically challenging given its scale, location and the need to make it easily accessible by conference delegates. Attempts to eliminate the need for these works have been unsuccessful due to the logistics of moving 600 visitors through the area with provision for wet weather and avoiding the need to direct visitors through uneven ground of the old Caravan Park site.

Given the tight timeframe of the work required in the lead up to Symposium, your urgent attention to this matter would be most appreciated.

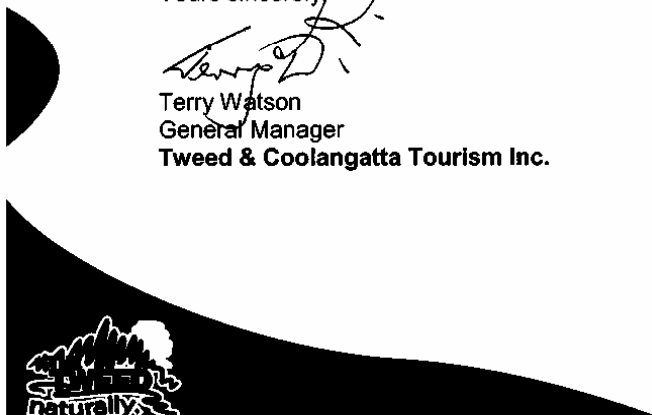
Yours sincerely,

Terry Watson  
General Manager  
Tweed & Coolangatta Tourism Inc.



Tweed Heads  
Visitor Information  
Centre  
Tweed Mall  
Wharf St  
Tweed Heads  
NSW 2485  
Phone: 1800 674414  
Fax: (07) 55366151  
email:  
tweedinfo@tweedcoolangatta.com.au

World Heritage  
Rainforest Centre  
Alma Street  
Murwillumbah  
NSW 2484  
Phone: (02) 66721340  
Fax: (02) 66725948  
email:  
whrc@tweedcoolangatta.com.au



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**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

*To view any "**non confidential**" attachments listed below, access the meetings link on Council's website [www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au) or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).*

Nil.

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**3 [TCS-OC] AusIndustry - Regulation Reduction Incentive Fund (RRIF)**

**ORIGIN:**

**Information Technology**

**SUMMARY OF REPORT:**

Council has received an additional grant allocation under the AusIndustry's Regulation Reduction Incentive Fund (RRIF). The fund was established by the Federal Government to encourage the Local Government sector to implement regulatory reforms that benefit small business, particularly home-based businesses. This funding allocation is part of a consortium of 37 NSW Council's headed by Rockdale City Council as the lead applicant and managed by the Local Government Shires Association as project managers.

This report recommends that Council accept this funding allocation and expend it in accordance with the Scoping Report (refer attachment).

**RECOMMENDATION:**

**That Council:**

- 1. Accepts the funding grant of \$53,852 from the Local Government Shires Association NSW (LGSA), as the broker for the Rockdale City Council consortium, which forms part of the AusIndustry's Regulation Reduction Incentive Fund (RRIF); and**
- 2. Votes the expenditure.**

## REPORT:

The Federal Government established a \$50 Million Regulation Reduction Incentive Fund (RRIF) to provide local government authorities with an incentive to promote regulatory and compliance reforms that will benefit small and home based business.

Council participated and was successful in two RRIF submissions, one in partnership with Rockdale City Council and the other with Gold Coast City Council.

The objectives of these projects include:

- Reduction of the regulatory burden and development of standardised simple regulatory codes of conduct for knowledge and information for small and home based businesses in the Tweed and Gold Coast region.
- Alignment and reduction of the regulatory burden for mobile businesses operating on both sides of the border.
- Alignment of requirements of Tweed and Gold Coast Councils for operation of small and home based businesses in the hospitality and creative industries sector.
- Alignment and simplification of regulatory burden for environmental performance for small and home based businesses.

Council will be utilising the additional funds to engage consultants who will assist with a business process review, with the aim of streamlining internal processes and thereby assisting to reduce red tape.

Council requested \$84,575 in additional funds which were scoped back to \$53,852 by the Steering Committee of the Rockdale City Council consortium. Council will still achieve significant improvements to its internal processes which will benefit small business with these additional funds.

## LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Council attained an initial grant of \$42,544 and with this additional funding makes a total of \$96,396 received for this project.

## POLICY IMPLICATIONS:

Nil.

## UNDER SEPARATE COVER/FURTHER INFORMATION:

*To view any "**non confidential**" attachments listed below, access the meetings link on Council's website [www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au) or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).*

1. Submission and Scoping Report - 30 January 2007 (DW 1534211)
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**4 [TCS-OC] Tweed Valley CTC Grant Funds Advance**

**ORIGIN:**

**Financial Services**

**SUMMARY OF REPORT:**

The NSW Department of State and Regional Development has approved total funding of \$14,000 for the Uki Heritage River Walk Project through the "Main Street/Small Towns Program". The project co-ordinator, Community Technology Centre at Uki ([CTC@Uki](mailto:CTC@Uki)) do not have sufficient funds to complete the project and have applied to Council for a \$7,000 advance, to be reimbursed from funds provided by NSW Department of State and Regional Development.

**RECOMMENDATION:**

**That:-**

- 1. Council enters into a signed agreement with the Uki Community Technology Centre to advance \$7,000 to complete a marketing/business plan for the Uki Heritage River Walk.**
- 2. Council's Community Projects Officer, Jenny Funari, is to authorise all disbursements from the \$7,000 Council advance.**

## REPORT:

The NSW Department of State and Regional Development has approved total funding of \$14,000 for the Uki Heritage River Walk Project through the "Main Street/Small Towns Program". The project co-ordinator, Community Technology Centre at Uki ([CTC@Uki](mailto:CTC@Uki)) do not have sufficient funds to complete the project and have applied to Council for a \$7,000 advance, to be reimbursed from funds provided by NSW Department of State and Regional Development.

## INTRODUCTION

Uki Community Technology Centre (CTC@Uki) has \$14,000 funding approved by the NSW Department of State and Regional Development for development of a business/marketing plan for the Uki Heritage River Walk Project. Funding of \$7,000 has been received and expended by [CTC@Uki](mailto:CTC@Uki) and a second and final \$7,000 funding grant is available upon completion of the project by [CTC@Uki](mailto:CTC@Uki).

Pieter Verasdonck from the NSW Department of State and Regional Development has advised Council that funding partnership agreements between Councils, Community Project Organisations and the Department of State and Regional Development are encouraged. A copy of his e-mail is attached to this report. Based on advice from the funding source, NSW Department of State and Regional Development, this request for a \$7,000 funding advance is recommended.

As Council's Community Projects Officer, Jenny Funari is a sub-committee member of the [CTC@Uki](mailto:CTC@Uki), any further expenditure on this project is to be authorised by this officer to ensure continued adherence to the project funding guidelines and to safeguard Council's funding advance.

## LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

## POLICY IMPLICATIONS:

Nil.

## UNDER SEPARATE COVER/FURTHER INFORMATION:

*To view any "non confidential" attachments listed below, access the meetings link on Council's website [www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au) or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).*

1. E-mail from Pieter Varasdonck, NSW Department of State and Regional Development (DW 1535087)

**5 [TCS-OC] Corporate Quarterly Report - October to December 2006**

**ORIGIN:**

**Corporate Compliance**

**SUMMARY OF REPORT:**

The Management Plan is the strategic mechanism in the Local Government Act within which planning, policy making and management takes place.

In accordance with Section 407 of the Local Government Act the General Manager must report to Council each quarter as to the extent to which the performance targets set by the Council's current Management Plan have been achieved during that quarter.

In accordance with Section 508(2)(b) of the Local Government Act conditions imposed with respect to a current 2006-2008 rates variation Council must clearly report outcomes and expenditure in its annual report. A quarterly update report on outcomes and expenses to date of the 7-year plan has been included in [Appendix A](#) of this report.

The Corporate Quarterly Report for the period 1 October to 31 December 2006 is presented for consideration by Council.

**RECOMMENDATION:**

**That the Corporate Quarterly Report for the period 1 October 2006 to 31 December 2006 be received and noted.**

**REPORT:**

In accordance with Section 407 of the Local Government Act the General Manager must report to Council each quarter as to the extent to which the performance targets set by the Council's current Management Plan have been achieved during that quarter.

The Management Plan is the strategic mechanism in the Local Government Act within which planning, policy making and management may take place.

The Quarterly Corporate Report provides progress feedback on designated priorities within the principle activity categories as specified in the 2006-2009 Management Plan. These Quarterly Reports will be combined at the conclusion of the financial year and included in the annual report to the Department of Local Government, Council and the community.

**CORPORATE QUARTERLY PERFORMANCE REPORT – 1 OCTOBER 2006 TO 31 DECEMBER 2006**

The following report details the progress for the period October to December 2006 on activities identified to be undertaken during 2006-2007 in the 2006-2009 Management Plan.

In addition, there is a specific report on the progress of the first year of what was a 7-year special rate variation, for which only two years were approved. Some activities are reported in both sections of the report.

These actions assist Council to work towards its vision of "a premier area in which to live, work and visit".

**1 Community action plan**

Vision: To maximise community wellbeing, public health and safety

**Recreation program**

1.0 Recreation

**Health and community services program**

- 1.1 Waste management
- 1.2 Public health and safety
- 1.3 Community development
- 1.4 Community facilities

**Recreation**

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Continued design phase of the Tweed Heads Master Plan relating to Jack Evans Boat Harbour	To rejuvenate the Tweed Heads 'CBD' for social & economic outcomes	75% of project completed	75%	- Stage 1 design completed - Geotech investigation complete - Budget review complete - Tender completed - Brief for Streetscape Guidelines complete
Development of the Coastal Landscape Strategy	Outcome of the Coastline Management Plan to improve the visual & recreational amenities of coastal park lands	50% of strategy completed	50%	-Kingscliff master plan draft is complete -Cabarita foreshore plan 70% -Ambrose Brown Park, Pottsville concept design complete -Ambrose Brown Park documentation 50% -Furniture design 95%
Regional Sport Facilities Plan Stage 1. -Arkininstall Park Regional Master Plan	To plan for the provision of sporting facilities at a regional or higher level till 2022	100% of Stage 1 Feasibility & Master Plan	50%	Feasibility study and Master Plan is 50% completed
Preparation of an Open Space Recreational Strategy	To engage the community to provide information that will enable council to adequately plan for the acquisition & embellishment of open space. Thereby effectively catering for the needs of the community	50% of strategy completed for adoption by council	0%	Not commenced
Upgrade of local sports facilities	To improve the usability of sporting facilities throughout the shire	Number of projects completed in the 2006/07 capital works program.	75%	75% of local facilities upgraded
Continue implementation of the Coastal Weed Control Program	To control environmental weeds in coastal areas	30% total area to be controlled	100ha	Targeted areas for this year 75%

Work activity	Outcome objective	Performance target	YTD status	Progress notes
<b>Waste management</b>				
Continue domestic waste minimisation education & facilitation	Total domestic waste currently sent to landfill recycled	50% of total domestic waste recycled	30%	Gradual improvements
Continue commercial & industrial waste minimisation education & facilitation	> 60% of total commercial & industrial waste currently sent to landfill recycled	30% of commercial & industrial waste recycled	15%	Gradual improvement
Construction of new solid waste landfill cell at Stotts Creek	Provide an environmentally secure landfill cell for disposal of solid waste materials	100% of work completed	0%	To be commenced March 2007
Rehabilitation of old landfill site at Stotts Creek	Rehabilitation of site to match surrounding native vegetation & landscape	90% of rehabilitation work completed	80%	To be completed December 2007
Preparation of a Management Plan for Eviron Road, future landfill site	Plan & prepare future landfill sites	100% of plan completed	90%	Draft report submitted Final report expected April 2007
<b>Public health and safety</b>				
Upgrade of public toilets (PT)	Continual implementation of the public toilet infrastructure upgrade works Programmes	75% of program completed	40%	Development consent submitted for Stokers Siding Completed projects; Tumbulgum & the demolition of the temporary Cabarita Beach SLSC
Risk assessment for emergency management services	To minimise risk of identified hazards to the community	90% completed	75%	Community consultation completed Finalisation of draft due Jan 07 for referral to Local & State EMC's
Study of odour impact from a Flying Fox colony in the Dallas Park locality	In response to community concerns of health and amenities	20% completed	10%	Project on hold. Consultants advised to proceed with Study Jan 07
<b>Community development</b>				
Annual review of the Social Plan	Reflect current community needs in social planning strategies	100% of review completed	40%	Flyer produced and included in Tweed Link
Implement priorities identified in the Youth Needs Analysis Study	Support for the youth of the shire	50% of priorities implemented	30%	Youth Development Officer employed
Ageing Project	Identify strategies to meet the needs of an ageing population	30% of project completed	30%	Establishment of a working group comprising Council, Aging & Disability Dept. and Southern Cross University. Three monthly meetings to be held

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Community Safety & Crime review Strategy	Ensure the safety of the general community and defined target groups	100% of strategy developed	50%	Draft to be revised for March approval in consultation with GCCC.
Sustainable Local Transport Plan	Develop strategies of sustainable modes of transport within the shire	10% of plan completed to adoption	0%	Draft to be revised
Affordability Housing Strategy	Develop strategies to increase the provision of affordable housing for defined target groups	100% of strategy developed	100%	Linked to new LEP preparation. Referred to Director Planning and Development
Community Infrastructure 10-year Program	Plan for human services needs to satisfy a growing population	100% of program completed to adoption	50%	Consultants appointed for 3-month study/plan preparation( s94)
Murwillumbah community centre initial planning & design	A relevant and sustainable facility designed to service the community in the longer-term	100% of project planning & design completed	5%	Architect brief drafted
Design of Murwillumbah car park & swimming pool	Completion of design work	100% of design work completed	85%	Expression of interest called for contractors. Contract to be award March 2007
Murwillumbah Civic Centre two-storey extension	Increased office space	100% of construction completed	95%	Call Tenders in January 2007 Anticipated construction completed by August 2007
Expansion of workshop programs provided by the Art Galley	More art & cultural workshops for community involvement	Number of workshops conducted per quarter	12	18 workshops offered with 12 conducted
Redevelopment of the Tweed River Regional Art Gallery	Allow the Galley to exhibit more portraits and other works from its current collection	100% of construction completed	100%	Stage 2 opened 15 September 2006
	Allow larger exhibitions to be accepted & displayed	Number of exhibitions per quarter	8	Number of exhibitions on target
Development of the Tweed River Regional Museums	To produce concept designs that are suitable for presentation to funding agencies and public consultation	100% of design work completed	100%	Initial concept stage (Stage 1) Long Term licence secured

**2 Economic Action Plan**

Vision: To promote a strong economy with diverse employment opportunities

**Economic development**

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Review of TEDC performance quarterly	To observe performance of sponsored agent	Comparison of plan to actual outcomes, reported quarterly	In progress refer to progress notes	New 4-year funding & performance contact has been signed More detail provided in TEDC quarterly report
Review of TACTIC performance standards quarterly	To observe performance of sponsored agent	Comparison of plan to actual outcomes, reported quarterly	In progress refer to progress notes	New 4-year funding & performance contact has been signed with Tweed Tourism More detail provided in TEDC quarterly report
Participation rates to visitors information centres	To improve quality of information & services offered at all information centres	Percentage change in participation rates over a quarter	In progress refer to progress notes	Quarterly report per contact not due until Feb 07
Facilitate and implement Reserve Trust resolutions in relation to caravan park maintenance and development	100% of resolutions implemented	Resolutions implemented within agreed timeframe	In progress refer to progress notes	Progressing on schedule and in line with cost estimate
Tourism strategy	To balance tourism growth with community lifestyle preferences	Complete Strategic Plan	In progress refer to progress notes	New agreement requires TACTIC to prepare Strategic Plan by 28 February 2007
Enterprise land release study	Balance population growth with employment generation	Prepare Enterprise Land Study in conjunction with TEDC.	In progress refer to progress notes	Terms of reference being prepared in consultation with TEDC

**3 Environment Action Plan**

Vision: To conserve biodiversity and natural beauty utilising ecologically sustainable development practices

**Natural and built environment program**

- 3.1 Natural environment
  - Coastal & waterways management
  - Flood plain management
- 3.2 Built environment (urban planning)
- 3.3 Development assessment and building controls

**Natural environment**

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Implementation of Tweed Coasts Estuaries Management Plan	Maintain & improve estuarine environment in the three coastal creeks	75% of budget expended	32% Expended	Mooball Creek bank rehabilitation Works ongoing
Implementation of Tweed River Management Plans	Maintain & improve freshwater & estuarine environment to the Tweed River & its tributaries	50% of budget expended	35% expended	Oxley Cove Rehab Works commenced. Cobaki and Terranora Cultural Plan competed



Work activity	Outcome objective	Performance target	YTD status	Progress notes
Implementation of Coastline Management Plan	Competition of Environmental Impact Statements (EIS) for management of Kingscliff beach	100% completion of EIS	EIS 30% complete	Project scope redefined based on alternate option
Coastal flood plain & acid sulfate soil (ASS) management plan (\$60K)	<ul style="list-style-type: none"> <li>▪ 2 modified floodgates</li> <li>▪ 150 ha floodplain under active management</li> <li>▪ 12 primary producers adopting best management practices</li> <li>▪ Increased landowner &amp; community awareness, Natural Resource Management &amp; ASS</li> </ul>	100% of projects completed by end 2006	100%	Works completed October 2006 and final report submitted
Coastal floodplain & acid sulphate soil management plan fast track (\$40K)	<ul style="list-style-type: none"> <li>▪ 2 modified floodgates</li> <li>▪ 150 ha floodplain under active management</li> </ul>	100% of projects completed & final report submitted	100%	Works completed July 2006 with final report submitted
Coastal floodplain and acid sulphate soil management plan extension (420K)	<ul style="list-style-type: none"> <li>▪ 1 modified floodgate</li> <li>▪ 80 ha floodplain under active management</li> </ul>	100% of projects completed & final report submitted	100%	
Fish habitat grant program (\$60K)	3 modified floodgates	100% of projects completed & reported by February 2007	70%	2 of 3 floodgates modifications completed. Final report due Feb 2007
Environmental Trust (\$100K)	10 modified floodgates	50% of projects completed by May 2007.	40%	3 of 5 floodgates modification completed. 2 gates under construction. Progress report due Feb 2007
Australian Research council linkage (\$1.25M including in-kind)	Reduce export of acid sulfate soil contaminants to coastal waters	100% of project completed by 2008	60%	Progress reports submitted to TRC
Greenhouse gas fluxes from sugarcane soils & nitrogen fertiliser (\$620K)	Measure emissions from greenhouse gases from acid sulfate soil under sugarcane production & investigate emissions from different fertilisers & placement in soils	100% project completed	50%	Tweed phase completed. QLD phase commenced
<b>Built environment</b>				
Local Environmental Plan (LEP) 2000	Review & update LEP 2000	70% of review completed	40%	Plan due for public consultation March 2007

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Residential development strategy review	Strategies for residential development in the shire	50% of review completed	0%	Not commenced
Rural land use study	Review of rural land use to balance population growth & community needs	40% of study completed	0%	Not commenced
Community heritage study	Identify & conserve heritage items	70% of study completed	50%	Undertaking an independent review of current study
<b>Locality plans</b>	A coordinated statement of the future character of nominated localities & the necessary mechanisms to achieve character including; land use controls & infrastructure provisions	Percentage completed	10%	Progress delayed pending negotiations with major landowners
▪ Kingscliff		50% completed	0%	Not commenced
▪ Pottsville		100% completed	70%	Public consultation commenced
▪ Cabarita		Projects on hold	0%	Awaiting advice from Minister
▪ Tweed Heads		100% completed	70%	Incorporate changes for standards
▪ Kings Forest		50% completed	0%	Not commenced
▪ Area E Terranora		Scope study 100% completed	100%	Completed Sept 2006
▪ Tweed Heads South		80% completed	5%	
▪ Burringbar		100% completed	100%	Completed Sept 2006
▪ Murwillumbah				
▪ Uki				
DCP for residential and tourist development	Review current residential design DCP's to develop best practice guidelines for future development	100% completed	60%	DCP currently on public e-exhibition
Seaside City Local Environmental Plan (LEP) amendment	To ensure high quality urban design outcomes	100% of amendment completed	100%	Completed Sept 2006
Full inspection of all OSSM	All active OSSM systems fully inspected and maintained according to guidelines	Number of OSSM systems inspected over quarter	106	Includes pre-purchase inspections and new installation inspections
		Percentage of OSSM systems which failed inspection in the quarter	17.9%	19 high risk rated systems for this quarter
To reduce stormwater pollution of waterways	Cleaning gross pollutant traps (GPT)	Cleaning of gross pollutant traps (GPT) in accordance with schedule	As per schedule	Manual cleaning of GPTs occurs monthly on a rotating schedule, with major GPT cleaning by contractor every quarter
<b>Development assessment</b>				
Review administrative processes associated with development applications	To ensure administration & assessment procedures meet all legislative requirements and are	Percentage of review undertaken & recommended	10%	Review panel formed – work commenced

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Review assessment processes for development applications	consistently applied	changes implemented	10%	Response times agreed with other Units – further review of processes commenced
Customer Service Survey Design	To ensure continual improvements in customer service standards	Survey completed	0%	Not commenced
Customer Service Survey Results		Review of survey results completed	0%	Not commenced
<b>Building services</b>				
Review of administrative processes associated with all applications dealt with by the Building Services Unit	To ensure quality customer service, optimise staff and ensure legislative requirements are met	Ongoing review to be undertaken with changes implemented when identified		Minor changes made including implementing cut off times for inspections. Proclaim events ensure all fees & contributions are paid prior to release of construction certificates
Review of administrative processes associated with all applications dealt with by the Building Services Unit	To streamline procedures and ensure that they meet all legislative requirements	Ongoing review to be undertaken with changes implemented when identified		No regulatory or legislation changes over quarter. Minor changes made to some application forms to reduce confusion of public & staff in relation to information to be submitted
Continuous review of assessment & approval processes - Development applications				Review of standard conditions of consent currently being undertaken
- Complying development applications		Improve approval times. Ongoing review undertaken and changes implemented when identified		Average approval time is 11 days for CDC's
- Construction certificate applications		Ongoing review to be undertaken with changes implemented when identified		Registration of buildings to comply with BASIC to DPNIR implemented
- Applications for sewer connections		Approval times not to exceed related Development Application or Construction Certificate application		Majority of approvals met target. Administrative changes made to allow on the spot issue of related plumbing permits
- Applications for building certificates		Approve within 12 working days	90%	Majority being processed in 7-10 days

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Implement program for fire safety audits on buildings	Ensure public safety	Ongoing review to be undertaken with changes implemented when identified		Plan being developed to audit existing Class 2 buildings constructed between 1980 and 1988. Proposing 2 per-month
Continue registration of backflow devices and schedules of fire safety measures in buildings				All registered on receipt. Review of annual certification process being undertaken

#### 4 Infrastructure Action Plan

Vision: To provide infrastructure of a high standard that supports community wellbeing, economic growth and environmental quality

##### Infrastructure program

- 4.0 Infrastructure planning
- 4.1 Roads and transport
- 4.2 Water
- 4.3 Sewerage

##### Infrastructure planning

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Update the Tweed Road Contribution Plan (TRCP) contribution rates	Update of Tweed road contribution rates	100% of update completed	75%	Awaiting revised contribution rates from consultants.
Preparation of the Tweed Valley Floodplain Risk Management Study	Prepare & adopt a Tweed Valley Floodplain Risk Management Plan	50% of study completed, ongoing into next year	30%	Drafting parts 3 & 4 for public exhibition. Part 2 adopted.
Formulate a risk management plan based on recommended options from Tweed Valley Floodplain Risk Management Study		50% of plan completed, ongoing into next year	20%	Follows on from Risk Management Study.
Creation of an asset database for floodgates in the Shire	Floodgate asset management system	100% completed	10%	Awaiting on staff resources.
Establish a maintenance program for shire floodgates		100% completed	10%	Awaiting on staff resources.
Create a two-dimensional flood modelling of Cudgen, Cudgera & Mooball Creeks	Flood study of Coastal Creeks	50% of model completed. Fully completed next year	20%	Awaiting contract for airborne laser scanning to produce terrain model.
Prepare a Coastal Creeks Floodplain Risk Management Study	Adopted Coast Creeks Floodplain Risk Management Plan	Project planned for 2007-08 commencement	0%	Requires completion of the two-dimensional flood model before commencement.

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Formulate a Risk Management Plan based on recommendations from the Risk Management Study			0%	Requires the completion of the Coastal Creeks Floodplain Risk Management before commencement.
Gravel re-sheeting of unsealed roads	To provide properly maintained road networks in the shire	4% of network area treated per year	3km treated	Program 50% completed
Resurfacing of sealed roads		3% of network area treated per year	14km resealed	Program 60% completed
Area maintenance of roads including culvert & table drain clearing, gravel surface patching & grading, and sealed surfaced defect repair	To provide properly maintained road networks in the shire	All areas visited by maintenance gang 5 times per year	3 times	- 1845 inlets cleared - 34km of table drain/kerb cleared. - 116km of routine grading. - 20,473 potholes repaired
Levelling of uneven footpaths	To provide properly maintained footpath networks in the shire	All reported trip hazards greater than 30mm are repaired	- 25m <sup>2</sup> of uneven joints ground level - 200m <sup>2</sup> of panels replaced	Grinding of uneven joints as required. Footpath renewal program 80% complete
Routine bridge inspection & minor maintenance of all bridges. Major repairs identified & scheduled	To maintain bridges economically in a safe & serviceable condition	All bridges inspected once per year	- 88 bridges inspected - 34 repairs to timber bridges - 46 repairs to concrete bridges	-Bridge inspection and minor maintenance in progress -Replacement of girders in Byrill Cr Rd bridge complete -Quotations for replacement of cathodic protection systems complete
Slashing of roadsides & trimming of trees	To control roadside vegetation to maintain safety & amenity	-Slashing of roadsides 2m from edge of seal. -Sight lines maintained by trimming of trees	- 1100ha of roadsides slashed - 513 tree pruning jobs completed	
Street & footpath sweeping in commercial areas	To maintain commercial areas streets in a tidy condition & reduce stormwater pollution	Streets & footpaths swept in accordance with schedule	- 3011km of kerb & gutter swept	
Maintenance & repair of damaged street furniture	To maintain upgraded street furniture to enhance commercial areas appearance	Observed or reported damaged furniture maintained & repaired	- 113 streetscape repairs attended to	Maintenance carried out with a weekly inspection. Major damage reported to carpenters
Approved capital works program delivered for roads, drainage, bridges & designated water supply & sewerage projects	To deliver capital works on time & in budget	Approved programs completed	35% completed	

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Undertake agreed road safety campaigns & programs	To promote safe behaviour by all road users	Successful delivery of road safety programs	RRisk program completed successfully. Planning of motorcycle program underway.	
Construct cycle ways in accordance with usage patterns & to provide connectivity	To provide cycleway networks in accordance with Council's adopted plan	Completion of approved cycle ways	- Nullum St cycleway completed. - Condong St completed. - Brisbane St completed. - King St to commence 22/1/07.	
Construct paved footpaths in accordance with adopted plan & annual program	To provide paved footpath networks in accordance with Council's adopted plan	Completion of approved footpaths	Riverview St, Mahers Ln, Oleander Av, Kingscliff St, Sutherland St footpaths completed	Two different contracts to construct footpaths to start 22/1/07
Construct pedestrian facilities in accordance with adopted plan & annual program	To improve pedestrian access facilities as identified in the adopted plan	100% completion of approved pedestrian facilities	50%	- 6 ramps in William St constructed. - Path & ramp in Eyles Av completed. - Ramps in George St, Charles St, Queen St, River St and Greville St completed
Construct new bus shelters in accordance with priority determined by the Public Transport Committee	To provide bus shelters in priority locations	Target 10 new bus shelters	0%	Shelter design completed Tender process commenced
Ensure asset comply with relevant RTA standards. Consultation with Traffic Committee as required	To maintain & improve traffic facilities throughout the shire	-Traffic Committee recommendations implemented -Traffic management devices maintained in accordance with schedule or as required	100%	Recommendations implemented as approved  Devices are maintained as per schedule
Identify & prioritise street lighting upgrades	To provide street lighting in urban areas	New subdivision are illuminated to relevant standards	Appropriate lighting standard nominated for referred subdivision	Street lighting requests prioritized, however, no funding is available for installation

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Operation of council quarries in accordance with the Quarries Business Plan	To provide road materials to council works at market rates	-Quarries operated within approval & environment standards. -Materials complies with relevant standards	No breaches of conditions Gravel use is appropriate to its quality std	-Water quality monitoring program fully implemented. -Maintaining consultation with Council's Environmental Scientists and Dept of Environment & Conservation officers regarding environmental issues -Preparation of EIS for Burringbar Quarry expansion in progress. -Re-blending of gravel at Quirks Quarry to improve quality
Plant fleet is well maintained, modern & relevant	To provide all plant equipment necessary to facilitate operational activities of council	-Plant item downtime at acceptable level. -80% plant item utilisation. -Replacement of fleet items in accordance with schedule	Replaced rollers, screening plant, motor vehicles, loader, small plant Replacing - trucks, light commercials	-Monitoring of downtime and utilisation only conducted annually -Fleet replacement proceeding in accordance with schedule
Appropriate stocked store	To provide the materials & tools to facilitate the operational activities of council	-Required items are readily available. -Stock inventory kept at a minimum	Appropriate stock levels held to ensure availability of items frequently used	Commenced review of stock minimum & maximum levels - Dec stock-take completed with an excellent result
Undertake survey investigation & design of transport routes, cycle ways & pedestrian safety	To ensure infrastructure asset improvements are consistent with population growth & community needs	100% of projects completed	Projects for 2006/07 are 75% complete includes planning & construction	-Tweed Heads master plan released by RTA for public exhibition. Report on submissions being prepared - Review of Section 94 CP4 plan is in progress ~ 30% complete
<b>Water</b>				
Completion of design for the Bray Park Water Treatment Plant	Upgrade plant capacity to 100ML per day To improve water quality for Tyalgum	100% of design work to be completed by 30/6/07	Design 95% Complete	Detail Design substantially complete. Tender Documents in preparation stage
Upgrade of Tyalgum water treatment plant	To improve water quality for Tyalgum	5% completion namely preparation of Concept Design and Tender Documents	2% complete.	Consultant engaged to prepare concept and Tender Documents
Construction of a second reservoir at Bilambil Heights	Increase in water storage capacity	100% Completion	0%	Project on hold pending review of capital works programme

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Preparation of a Water Supply Activity Management Plan (AcMP)	To improve water management & service delivery through the development of an integrated water service delivery plan	-100% completed plan adopted by Council Acceptance of adopted plan by the Department of Energy, Utilities & Sustainability	95%	AMP Completed and adopted by Council.
Preparation & implementation of an Integrated Water Cycle Management Plan	To more effectively manage the integration of water supply, sewerage & stormwater to maximise benefits for the community & environment	100% completed and adoption of strategy	100%	Completed
		Commence Studies for Bulk Water Supply and Demand Management	10%	Brief for Studies finalised
		Complete preparation of a Water Sharing Plan with the Catchments Authority (CMA)	100%	Department of Natural Resources have advised WSP rules. No further work required
Review Developer Services Plan (DSP) for the Tweed	Review of developer charges for levied water rates in the Tweed	100% of review of DSP's	25%	Work commenced
Review of the long-term financial plan in accordance with the Developer Services Plan	To ensure long-term financial sustainability of water infrastructure in the Tweed	100% complete	25%	Work commenced
Determine strategic loan funding requirements		Completed by December 2006	Commenced	To be finalised following review of LTFP and DSP
Continue implementation of DUES water best practice guidelines	Ensure healthy & sustainable management of water infrastructure in the shire	Continuous implementation of guidelines	Progressing	Work commenced
<b>Sewerage</b>				
Completion of Kingscliff sewerage treatment plant	To provide sewerage infrastructure with capacity to service Kingscliff for the longer term	60% completed	45% complete	Work ongoing target completion Dec 2007
Upgrade of Murwillumbah sewerage treatment plant to tertiary level treatment – "Condong Mill Co-generation" project	Aim of 100% effluent reuse from Murwillumbah STP to be supplied to Condong sugar mill to be used as process water in cooling towers	100% effluent reuse	70%	Treatment plant construction completed. Pipeline 45% complete



Work activity	Outcome objective	Performance target	YTD status	Progress notes
Preparation of a Sewerage Activity Management Plan	To improve sewerage services management & service delivery through the development of an integrated sewerage service delivery plan	100% completion of AMP	95%	AMP completed and adopted by Council.
Preparation & implementation of an Integrated Water Cycle Management Plan	To more effectively manage the integration of water supply, sewerage & stormwater to maximise benefits for the community & environment	100% completion of community consultation 100% adoption of strategic direction	100%	Complete
		100% Completion of a Effluent Re-Use Strategy to council adoption	100%	Strategy adopted by Council
Review of the long-term financial plan in accordance with the Developer Services Plan	To ensure long-term financial sustainability of sewerage infrastructure in the Tweed	100% completed	25%	Work commenced
Determine strategic loan funding requirements		Completed by December 2006	Commenced	To be finalised following review of LTFP and DSP
Maintain long-term objectives at the Tweed laboratory Centre	Provide commercial rate of return to sewer funds	15% of turnover to be returned to Sewer Fund	Current Budget 20%	Final figure to be determined at end of financial year
Implementation of the new integrated business systems geographical information system (GIS), asset management & modelling systems	Provide information systems to support sewerage & water infrastructure planning & operations	50% of systems implemented	25%	New GIS operational for Water and Sewerage Assets. Integration with other systems ongoing
Continue implementation of DUES sewerage best practice guidelines	Ensure healthy & sustainable management of sewerage infrastructure in the shire	Continuous implementation of guidelines	Progressing	Work commenced

## 5 Governance

Vision To ensure sound corporate governance through effective strategic financial planning, budget control, and statutory compliance and organisation management

### Governance program

- 5.0 Occupational health & safety risk management
- 5.1 Financial management
- 5.2 Information services
- 5.3 Corporate performance

### Occupation health & safety risk management

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Review of Operational Management Systems procedures	To effectively manage operations risk to Council workers, the community & the environment	% of procedures reviewed	100%	

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Improve Operational Management Systems internal audit procedures	To improve compliance with procedures	Number of audits per quarter	1	
Improve State Cover OHS systems evaluation 2005 benchmarks	To achieve legislative compliance with OHS laws and regulations	Target; 80% compliance	73%	
Accident / incidents reported and investigated	To measure compliance with procedures	% of accidents / incidents reported in 12 hours, reported quarterly	85%	
Statistical techniques	To provide benchmarks with other councils in the North Coast Safety Group	Lost injury time (LIT)	12	
		-Days lost	64	
		-Incident rate	1.9	
		-Frequency rate	9.2	
		-Duration rate	5.3	
		-Total claims	32	
		-Total cost	\$152,924	
<b>Financial management</b>				
Implementation of an integrated Asset Management system across the organisation	An asset management system which matches best practice standards	10% of asset data entered into the new system	Delayed	Awaiting outcome of various state & national asset management working group projects
Update Long Term Financial Plan with changes in strategic and corporate planning	A long term financial plan that is aligned with Council's strategic plan	Long Term Financial Plan completed	50% complete	September update complete. March update to commence 4 <sup>th</sup> quarter
Improve the financial reporting process – Finance One & Cognos	Improved flexibility in end of year and management reporting	100% of user satisfaction	50% complete	Cognos report writer training complete. Development of reports proceeding
Tender for Banking Services	Reduction in transaction costs. Update to new electronic technologies	Bank tender completed	100%	Report to Council 23/1/2007
Tender for Audit Services	Local Government Act 1993 (NSW) requirement. Independent analysis of Financial Position / Procedures	Audit Tender completed	To commence 3 <sup>rd</sup> quarter	Audit Tender for 2007/08 onwards. Tender to be completed Mar 07
Investigate and implement On-line payment options	Improved payment options available to residents.	Number of payment transactions on line	Delayed pending Proclaim upgrade	Awaiting Proclaim Upgrade to 9.07
Ensure compliance with financial legislation requirements, including new Australian International Financial Reporting Standards	Full compliance with financial legislative requirements.	No breach of financial legislative requirements	100%	Compliance with AIFRS for 2005/06 financial reports complete

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Application for 7 year infrastructure and services plan (rate increase)	To provide sufficient revenues for capital and operational services	Ministerial approval of application	100%	Approval for 2006/07 & 2007/08 received
<b>Information services</b>				
Proclaim One business system upgrade	To provide software applications which aid Council to meet strategic business goals	Proclaim business application upgrade completed by July 06	Project plan completed	Further consideration deferred until Feb/Mar 2007
Relocation of computer room	Relocation to a central point on level-two	Data and Telephony services to be terminated in new facility	In Progress	All file servers scheduled for relocation by end of Feb 2007
Intranet site redevelopment	Working party established to define requirements	Project scheduled for completion in September 2006	100%	Intranet site launched 13 October 2006
On-line DA processing	Provide online services for lodgement of development applications	Project scheduled for completion in November 2006	In Progress	Incorporated into Regulation Reduction Incentive Fund. Business Process Review commenced
Records management compliance	Scheduling lists of records eligible for disposal under State Records Act	Back scanning older records still requiring retention	In Progress	Back scanning of day boxes nearing completed. Next stage is back scanning Roads hard copy files into record in Councils Record Management System
Software upgrade to MS Office 2003	Upgrade to current version of Microsoft Office	Project scheduled for completion in August 2006	Testing in progress	Completion date 30 June 2007
Software upgrade of exchange	Upgrade to current version of Microsoft Exchange	Project scheduled for completion in May 2006	100%	Completed 30 September 2006
<b>Corporate performance</b>				
Incoming correspondence	Reply to correspondence within 14 working days	% of incoming correspondence outstanding at end of quarter	3	Percentage outstanding has remained constant at 3 % for each quarter
Customer Work Requests	Attention to requests within 14 working days	% of requests still outstanding at end of quarter	6	Percentage outstanding has increased from 5% in the September quarter
Processing of film applications	Processing of film applications within 5 working days	% of applications processed in 5 days	0	1 application received
Internal audit	Completion of annual audit plan	Number of audits conducted over a quarter	5	8 in total year to date
Audit Committee	Committee to meet at least four-times yearly	Number of meetings conducted	2	July and October

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Complaints handling	To resolve all complaints in a timely manner in accordance with the complaints handling policy	-Number of complaints received over a quarter -Number of complaints unresolved over a quarter	17	Marked decrease from the 26 received in the September quarter
			7	Marked decrease from the 17 unresolved in the September quarter
Freedom of Information	To complete applications in accordance with Act timeframes	% of applications completed	90	1 application received late December to be determined in January
Policy reviews	Undertake review of policies by 31 December 2006	Number of policies reviewed, reported December quarter	127 policies identified for review	Review process currently in place, report will be presented to a future Council meeting
Risk management	Implement risk management strategies & policies that relate to strategic assets & management program (SAMP) & enterprise risk management procedures including: - Disaster recovery - Business continuity plans	Target 90% compliance	Project in progress	SAMP program being updated. Other plans are being reviewed

**Human Resources Plan**

Activity	Target	Achieving outcome	Performance report	Result	Progress notes
Planning & staffing	Attraction of staff	Review of recruitment & selection policies which are EEO based & take into consideration legislative requirements as well as market conditions	Professional trainee pathways introduced & implemented.	Implemented successfully	Cadet program introduced
			Refinements to pathways completed and adjustments for revised salary structure incorporated.	Seamless transition achieved.	
	Advertising approached reviewed.		Higher success rate for recruitment in critical areas.	Initiatives continue to be explored	
	Retention		Salary packaging provider sourced & implemented	Continues to be popular	Approximate 10% take up rate
			Further retention strategies developed, such as: expanded vehicle allocation, flexible work arrangements and salary review in critical areas.	Turnover rate lower in areas of critical shortage.	Strategies continue to be explored
	Motivation		Career Pathways investigation	Adoption of revised salary structure	Provides more job grades

Activity	Target	Achieving outcome	Performance report	Result	Progress notes
	Operational flexibility		Flexible work policy introduced & implemented	Implemented and Accessed by employees for various reasons	Take up rate continues to increase
Employee training & development	Training & skills to improve productivity	Annual performance appraisal & review	Structured formal appraisal & review process reviewed	New 6 month system implemented	First review due December 2006  Review completed with minimal issues
		Delivery of training	Implementation of an Annual Training Plan	Continuous implementation of plan	Schedule developed and effected
		Access to professional development	Circulation of opportunities via Council's intranet & HR publication	Continuously updating	
		Consistent application of EEO principles	Audit of processes	Systematic audit process implemented and as required	HR Policy training provided
Employment support	Improved quality of work life	Ensuring the provision of a healthy & supportive work environment	Employee Assistance Program	Utilised regularly	
			EEO sub-committee reconstituted		
			EEO Contact Officers appointed		
Compliance	Legal compliance	Ensuring adherence to all State & Commonwealth legislation & regulations -NSW Local Government (State) Award -NSW Industrial Relations Act 1996 -OH & S Act 2000 & regulations 2001 -Local Government Act 1993 (NSW) Workplace Relations Amendment (Work Choices) Act 2005	-Attendance at the Employment Law conferences  -Attendance at relevant workshops  -Award & relevant Acts available on the Human resources internal intranet site	Completed March and May 2006  June 2006  Completed and updated as required	National Industrial Relations Society Conference and LGSA Employment Law conference attended  Office of Employment Advocate Work Choices workshops attended
Systems implement maintenance & review	Contemporary HR policies & procedures available to all employees	Regular review of all policies & procedures	Ensure all current HR policies & procedures are available on Council's internal intranet web site	-Training provided on all policies delivered to all staff Oct/Nov 2006 -Forms part of induction program	Continuous improvement exercised
	Effective consultative committee	Hold regular monthly	All meeting recommendations made are followed through	100% of recommendations followed through	

Activity	Target	Achieving outcome	Performance report	Result	Progress notes
	Effective industrial relations sub-committee	meetings	All meeting recommendations made are followed through	100% of recommendations followed through	
Systems implement maintenance & review continued	Effective training & development sub-committee	Hold regular meetings	All meeting recommendations made are followed through	100% of recommendations followed through	
Implementation of records management system into Human Resources	To ensure all Human Resource documents are safely secured in Council's records management system	Conversion of files into Council's records management system	Full conversion of files into Dataworks format	Commenced Dec 2006	Workflows established

**Equal Opportunities Plan**

Activity	Target	Achieving outcome	Performance report	Result	Progress notes
Systems implement, & maintenance & Review	Effective EEO sub-committee	Regular meetings	All recommendations followed through	Commenced	EEO induction to be presented by EEO Contact Officers on a rotational basis during HR Induction Program
Compliance	Legal compliance	Ensuring adherence to all State & Commonwealth legislation & regulations -NSW Local Govt. (State) Award -NSW Industrial Relations Act 1996 -OH & S Act 2000 & regulations 2001 -Local Government Act 1993 (NSW) -Workplace Relations Amendment (Work Choices) Act 2005 -Disability Discrimination Act 1992	Attendance at the Employment Law conferences  Attendance at relevant workshops  Award & relevant Acts available on the Human resources internal intranet site	Completed March and May 2006  June 2006  Completed and updated as required  Nov / Dec 2006	National Industrial Relations Society Conference and LGSA Employment Law conference attended.  Office of Employment Advocate WorkChoices workshops attended

**Appendix A: Expenditure report of a 2006 –2007 rates variation**

▪ **Business and economic development**

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
Economic Marketing & Promotion Economic	Contribution to TEDC Projects	70,000	Revenue	\$0	Funding to TEDC to undertake tourism marketing & Promo of Tweed	Payments to be made in quarterly instalments. (6 mths in arrears) - projected 100% complete june/07
Corporate Planning Unit	Develop Corporate Plan	69,474	Revenue	0	Initial planning work being undertaken for Corporate Plan	Undertake discussions with Corporate Management Team
Economic Development Support	Council's Internal Economic Development Projects	71,000	Revenue	0	Undertake support for economic development	Undertake Council endorsed economic development projects
Kingscliff Visitors Information Centre		120,000	Revenue	25,000	Kingscliff VIC commenced operations 15/12/2006	Project complete
Economic Marketing & Promotion	TACTIC Support	25,000	Revenue	90,000	Funding to TACTIC to undertake tourism marketing & Promo of Tweed	Payment made in 1/4 Instalments, Administrators have approved Tweed Tourism Marketing Plan. - Projected to be 100% complete

▪ **Environment & Community Services**

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
Cultural Arts Seed Funding	This project would enable further arts-based community-driven initiatives to be encouraged, following the imminent expiry of the Tweed City of the Arts activities.	15,000	Revenue	\$5,000	Plans and Strategies agreed between officer and manager	Projects to be developed - projected to be 100% complete by 30 June 2007.

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
Arts Trainee and mentorship	This project, would initiate accredited traineeships and mentorship in arts and cultural areas, targeted at youth and students. It would operate in partnership with key tertiary institutions to develop and implement an arts-based mentorship package.	5,000	Revenue	0	Projects determined and budget approved	Development of protocols and engagement of mentors - projected to be 100% complete by 30 June 2007
Youth Activities Program	Part of a package of youth-oriented projects in the Quality of Life Program, this project would provide \$12,500 to fund youth activities devised by youth workers at Council community facilities, such as South Tweed, Banora Point and Pottsville.	12,500	Revenue	0	Work plan in development	Agreed outcomes to be determined- projected to be 100% complete by 30 June 2007
Youth Transport	Allied to the Youth Activities Program, this project would provide \$15,000 specifically for enabling transport by young people, primarily aged 12-18 in line with Council's draft Youth Needs Analysis	15,000	Revenue	\$0	Program developed in consultation with strategic partners	Outcomes to be agreed upon and initiate projects- projected to be 100% complete by 30 June 2007



Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
Improved Services Shire Youth	Social Plan. Youth Officer. Council currently funds the Family Centre Community Project, a non-grant organisation to provide eight hours per week on youth issues. Considering the number of youth within Tweed Shire this is considered inadequate.	76,000	Revenue	268	Youth officer commenced	Projected to be 100% complete by 30 June 2007
Aboriginal Community Development	As outlined in the Social Plan. Coordinate development of community and council related issues.	66,000	Revenue	6,420	Position filled	Projected to be 100% complete by 30 June 2007
Administration Officers	Staff Costs	42,000	Revenue	555	1 appointment made. 2nd being advertised	Projected to be 100% complete by 30 June 2007
Community Centre Murwillumbah	The upgrade of this community centre located in Knox Park Murwillumbah will provide a focus for the numerous community services that are now provided in a number of scattered locations within Murwillumbah.	1,000,000	Grant/ Sales	0	4 architects chosen	Submissions close 14 Feb. Funds to be carried to 07/08
Dog Pound Additions	These additions to the pound located at Stotts Creek will provide facilities that meet with the standard as required by regulation and will be able to handle the increasing animal numbers that will be a result of the current inc human population.	60,000	Ln4 S94	0	This item is not required until year 6 of program	

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
SES Operations Centre Banora Point	Operations area is currently inadequate to conduct emergency work and an improved facility is required. Grant funding may be available.	75,000	Grants S94	0	Building plans being prepared.	Grant funds delayed. Construction planned 07/08
Compliance Officer Caravan Parks	This will allow a proactive approach to the issues that arise within caravan parks. These include installations of structures on site. This will assist in reducing possible impacts from major events such as flooding, storms	50,000	Revenue	0	Appointment made and declined	Position Description to be revised and position to be readvertised
Emergency Management Plan Implementation	This program will result in the regular review of the Tweed Disaster Plan, the provision of support to the various emergency agencies such as the State Emergency Service and the Rural Fire Services	30,000	Revenue	0	Position Description completed and job advertised	
Kingscliff Pool upgrade	Shade structure	35,000	Revenue	0	Quotes being obtained	Projected to be 100% completed by June 2007
Surf Life Saving Patrols	Provision for increase in fees due to the demand for additional areas to be provided with paid lifeguards	50,000	Revenue	0	Casuarina Beach included in current tender process. Tenders let	

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
Surf Living Strategy 2020	With 40km of coastline under its care and control, Council needs to develop ways for identifying where and when beach safety measures should be employed and how the issue of beach and surf safety should be provided to residents and visitors.	10,000	S94	0	Action plan being developed in conjunction with Beach Safety Liaison Committee	
Botanic Gardens	Council has resolved to develop a botanical garden on land it owns at Eviron as part of its strategy for rehabilitation of those parts of the land that will be used for landfill and in conjunction with that part of the land that forms the Tweed Valley Cemetery	100,000	S94	0	Tenders called for hydrological study	Project may carry into 07/08, on budget
Building Compliance Officer	An additional employee is required to carry out inspections and take action in regard to general complaints received by Council from the public in relation to miscellaneous matters such as stormwater issues, retaining walls, use of land and buildings, etc	37,900	Revenue	0	Applications closed	Interviews early January

▪ **Planning & Development**

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
LEP Reviews	The State Government requires that the Tweed LEP is Reviewed and updated.	140,000	Revenue	\$396	-Draft LEP, stage 1 to be reported to Council in March / April 07 to enable public exhibition.  -Murwillumbah Locality Plan commenced	LEP to be reported to Council  Progress on Locality Plan 50% completed
DCP for residential and tourist development	Review of current residential design DCP's to develop best practice guidelines for future development	40,000	Revenue	0	DCP currently on public exhibition	Report to Council 100% complete

▪ **Engineering & Operations**

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
Land Purchase open Space		100,000	Loans	0	Request received for purchase of 6m wide strip of land. Wide difference in valuations.	Report to Council on land value determination by the Valuer General. Project to be carried forward to 07/08
Carpark/Pool Upgrade Murwillumbah	The upgrade of the 40-year-old Murwillumbah pool complex will provide a facility that will serve the region for the foreseeable future. New facilities will include a hydrotherapy pool, a 25m heated lap pool, which will allow all year use of the facility,	1,000,000	Loans	383,293	Expression of interest for contractors to be advertised 5/10.	Tenders closed. Construction to be completed by May 2008
Park Asset Maintenance	Addressing playground compliance issues in line with Australian Standards	43,750	Revenue	0	Playground audit and condition rating completed	Commence upgrades in accordance with audit priorities
Parks Asset Renewal	Replace ageing/failing assets - Playground Equipment, BBQ & Shelters	41,750	Loans	12,173	Awaiting finalisation of park furniture design	Replace selected facilities

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
Lot 500 Bushland	Maintenance to Dune Vegetation - Casuarina	8,200	Revenue	0	Regeneration works have commenced	Regeneration works to be on going in maintenance mode
Regional Sport & Recreational Facilities	Complete feasibility Masterplan study - Arkinstall Park; Proceed to further studies dependant on results of Feasibility Study	1,666,668	Loans & S94	0	Master plan and feasibility study commenced	Presentation of draft master plan options to be carried forward to 07/08
Tweed Heads Masterplan	Implementation of Jack Evans Boatharbour Landscape Plan	3,000,000	Loans	0	JEBH concept plan approved. Cost review being finalised	Advertise consultancy brief for design development and documentation - - to be carried forward to 07/08
Coastline Management Plan Implementation	Implement Kingscliff Foreshore Landscape Plan; Develop & implement Landscape Plan for Ambrose Brown Park Pottsville	\$500,000	Loans	3,068		Funds to be carried forward into the 07/08 financial year. DEO to facilitate project co-ordination
Waterways Asset Replacement	Replacement of Waterways Assets	30,000	Loans	0	Application lodged to replace Wharf at Tumbulgum	Awaiting advice from Waterways. Project to be carried forward into the 07/08 financial year
Laser Survey Tweed & Coastal Creeks		200,000	Revenue grants	1,673	Tender awarded.	Project to be 100% complete by end 2007
Asset Management Levees & Floodgates	The program is initially to provide a computer based asset management plan followed by remediation (catch up) works in following year	50,000	Revenue grants	0		Funds to be carried forward into the 07/08 financial year
Stormwater drainage Rehabilitation		400,000	Loans	176,217		Project to be 100% complete by 30 June 2007
Cudgen Creek Walk Bridge, Kingscliff	Replacement of the bridge with a wider, safer, low maintenance structure is included on Council's Timber Bridge Replacement Program priority list, with an estimated cost of \$1.4 million.	600,000	Loans	174	Detailed design near complete	DA is approved. 30% complete 06/07. 70% funds to be carried forward to 07/08
Gravel Resheeting of Unsealed Roads		200,000	Loans	133,452	8.2km	Project to be 100% complete by 30 June 2007

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
Sealed Road resurfacing		223,700	Loans	183,044	17.95km	Project to be 100% complete by 30 June 2007
Sealed Road Rehabilitation		813,900	Loans	548,008	4.6km	Project to be 100% complete by 30 June 2007
Kerb & Gutter Rehabilitation		70,000	Loans	63,531	0.57km	Project to be 100% complete by 30 June 2007
Footpaths Rehabilitation		350,000	Loans	247,206	1.32km	Project to be 100% complete by 30 June 2007

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

*To view any "**non confidential**" attachments listed below, access the meetings link on Council's website [www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au) or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).*

Nil.

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**6 [TCS-OC] Quarterly Budget Review - 31 December 2006**

**ORIGIN:**

**Financial Services**

**SUMMARY OF REPORT:**

This is the second quarter statutory budget review for this financial year and summarises the estimated expenditure and income changes to the 2006/07 Budget based on projections to 30 June 2007.

This statutory report is prepared in accordance with the Local Government (General) Regulations 2005, regulation 202 and 203. Based on current projections, Council will have a balanced budget as at 30 June 2007 in the General Fund, Water and Sewer Funds.

**RECOMMENDATION:**

**That:-**

- 1. The Quarterly Budget Review Statement as at 31 December 2006 be adopted.**
- 2. The expenditure and income, as summarised below and detailed within the report, be voted and adjusted in accordance with the revised total expenditure and income for the year ending 30 June 2007.**

<b>Description</b>	<b>Change to Vote</b>	
	<b>Deficit</b>	<b>Surplus</b>
<b>General Fund</b>		
<b><u>Expenses</u></b>		
<b>Operating – Materials, Contracts, Labour</b>	<b>781,365</b>	
<b>Capital</b>	<b>1,098,150</b>	
<b>Transfers to Reserves</b>		
	<b>1,879,515</b>	

<u>Income</u>	
Operating - User Charges & Fees	259,513
Operating - Grants & Contributions	
Capital - Grants & Conts	681,514
Loan Funds	
Recoupments	138,000
Transfers from Reserves	800,488
Asset Sales	
	1,879,515
Net Surplus/(Deficit)	<u>0</u>

Description	Change to Vote	
	Deficit	Surplus
<b>Water Fund</b>		
<u>Expenses</u>		
Operating - Materials, Contracts, Labour		
Capital	239,913	
Loan Repayments		
Transfers to Reserves		74,003
	165,910	
<u>Income</u>		5,997
Recoupments from s64/s94 funds		53,839
Transfers from Reserves		106,074
		165,910
Net Surplus/(Deficit)		<u>0</u>
<b>Sewer Fund</b>		
<u>Expenses</u>		
Operating - Materials, Contracts, Labour	0	
Capital	358,826	
	358,826	0
Income		8,970
Recoupments from s64/s94 funds		166,913
Transfers from Reserves		182,943
Asset Sales		0
	0	358,826
Net Surplus/(Deficit)		<u>0</u>



## **REPORT:**

### **Budget Review 31 December 2006 (Quarterly Budget Review)**

In accordance with regulation 203(1) of the Local Government (General) Regulation 2005, a Budget Review Statement and revision of the estimates of income and expenditure must be submitted to council within two months of the close of each quarter.

The Regulation requires that the quarterly financial review must include the following:

- A revised estimate for income and expenditure for the year.
- A report as to whether or not such statements indicate that the financial position of the Council is satisfactory and if the position is unsatisfactory, make recommendations for remedial action.

### **Report By Responsible Accounting Officer**

The Quarterly Budget Review Reports are prepared to provide Council and the community with information in relation to Councils financial performance and proposed amendments to its budget and forward estimates. The reports are prepared under accrual accounting principles in accordance with the requirements of the Local Government Act 1993.

The Financial reports included in the Quarterly Budget Review are as follows:

1. Variations
  - a) Variations Proposed
  - b) Introduced During Quarter – By Council Resolution
2. Budget Summary
  - a) By Type (including Available Working Capital)
  - b) By Corporate Goal

## **Variations**

There are two variations reports included in the Quarterly Budget Review during this quarter:

- Variations Proposed
- Council Resolutions

The Variations Proposed report details all of the recommended changes to budget that have been put forward by management at this review for Councils consideration.

The Council Resolutions report is provided as information to the Council and the community to explain the adjustments that have been included in the Approved Budget during the quarter.

## Statement of Financial Performance

The Statement of Financial Performance measures Council's financial performance over the period and shows whether or not Council has earned sufficient revenues to support its activities during that period, and whether or not surpluses have been created to fund additional or replacement assets to service community needs.

The statements show where Council's money comes from (Revenue) and how that revenue is consumed (Expenses) in providing the ordinary activities and services of the Council.

## Statement of Funding Result Reconciliation

The Funding Statement provides information about the source of cash and "cash like" funds, and how they have been (or are budgeted to be) applied in the Management Plan.

The "source" of funds includes the surplus or deficit (a negative source) from ordinary activities of Council as expressed in the Statement of Financial Performance. In other words all of the ordinary activities of Council including collection of rates and other general income and provision of services are netted off and the remainder is available to provide a source of funds for other expenditure such as asset acquisition, loan repayments and transfer to reserve for future expenditure programs.

## Budget Summary

The budget summary reports provides the 2006/07 estimates of income and expenditure by accounting category and by Council Corporate Goals, for each individual fund.

The programs that have had an effect on revenue are:-

Program	\$	Comments
Resurface Barrie Smith hockey field	40,000	Council's contribution
Volunteer's Day	5,000	Organising Volunteers' Day
Tweed Heads Masterplan	10,000	Extension of consultant contract to 30/6/07
LEP Amendment 7	17,000	Expenditure of developer contribution paid in 2005/06
Community & Cultural Services	43,000	Unit operating expenses resulting from creation of new unit
Planning Operating expenses	(21,300)	Projected savings
Coolamon Centre operating expenses	31,300	Original budget insufficient, increased costs due to increased usage/staff numbers etc
Art Gallery electricity costs	10,000	Stage 2 increased load
Building Services income	(75,000)	Additional revenue projected
Natural Disaster Grant Funds	(260,000)	Department of Commerce grant received for January 2006 flood event - natural disasters program
Planning Reforms	200,000	Additional budget required - LEP review/consultants
	0	

## Unrestricted Working Capital

The Unrestricted Working Capital report provides details of the underlying cash position of each fund.

Unrestricted Working Capital is the level of cash available, and needed, by Council to continue to operate until receipts from rate payments are collected to fund the new financial years' budget.

Item	In/Ex	Description	Current Vote	Change to Vote	Comments
<b>1. Proposed Variations</b>					
<b>General</b>					
1	Ex	Resurface Barrie Smith hockey field	0	<b>40,000</b>	Council's contribution
2	Ex	Volunteers' Day	0	<b>5,000</b>	Organising Volunteers' Day
3	Ex	Tweed Heads Masterplan	0	<b>10,000</b>	Extension of consultant contract to 30/6/07
4	Ex	LEP Amendment 7	0	<b>17,000</b>	Expenditure of developer contribution paid in 2005/06
5	Ex	Various grant expenditures	0	<b>280,488</b>	TSC obligation for grant funded programs not expended as at 30/6/06
5	In	Works Carried forward Reserve	280,488	<b>(280,488)</b>	Funding for above
6	Ex	Seven Year Plan drainage	400,000	<b>13,636</b>	Contribution received, Machinery Drive
6	In	Seven Year Plan drainage	0	<b>(13,636)</b>	Contribution received, Machinery Drive
7	Ex	Quarry improvements	100,000	<b>520,000</b>	Burringbar development + vehicle purchase
7	In	Quarry reserve		<b>(520,000)</b>	Funding for above
8	Ex	Bus Stop Remedial program	0	<b>40,000</b>	RTA grant advised
8	In	Bus Stop Remedial program	0	<b>(40,000)</b>	RTA grant advised
8	In	Grant Funds	0	<b>(40,000)</b>	RTA grant advised
9	Ex	Shallow Bay Drive		<b>102,000</b>	TRCP project
9	In	Shallow Bay Drive – S94 Funds	(1,060,000)	<b>(102,000)</b>	TRCP project
10	Ex	Community & Cultural Services Unit travel expenses	2,400	<b>5,000</b>	Unit operating expenses resulting from creation of new unit
10	Ex	Community & Cultural Services Unit meeting expenses	0	<b>2,500</b>	Unit operating expenses resulting from creation of new unit
10	Ex	Community & Cultural Services Unit vehicle expenses	0	<b>13,000</b>	Unit operating expenses resulting from creation of new unit
10	Ex	Community & Cultural Services Unit/Coolamon Centre stationery expenses	0	<b>7,500</b>	Unit operating expenses resulting from creation of new unit
10	Ex	Community & Cultural Services Unit recruitment/advertising expenses	0	<b>15,000</b>	Unit operating expenses resulting from creation of new unit
10	Ex	Planning Operating Expenses	35,000	<b>(21,300)</b>	Projected savings
11	Ex	Coolamon Centre operating expenses	21,200	<b>31,300</b>	Original budget insufficient, increased costs due to increased usage/staff numbers etc
12	Ex	Art Gallery electricity costs	50,000	<b>10,000</b>	Stage 2 increased load
13	Ex	Proudfoots Lane – drainage	0	<b>71,000</b>	Adjustments to drainage program
13	Ex	Murwillumbah Street - drainage	800,000	<b>-100,000</b>	Adjustments to drainage program

**TWEED SHIRE COUNCIL OPERATIONS COMMITTEE MEETING HELD TUESDAY 13 FEBRUARY 2007**

Item	In/Ex	Description	Current Vote	Change to Vote	Comments
13	Ex	Banora Tce to Broadwater – drainage	200,000	<b>-39,000</b>	Adjustments to drainage program
13	Ex	Various Minor drainage works	0	<b>25,000</b>	Adjustments to drainage program
13	Ex	Stotts Island GPT	0	<b>43,000</b>	Adjustments to drainage program
14	Ex	Tweed Heads Depot	289,389	<b>36,000</b>	Additional costs re depot improvements
14	In	Tweed Heads Depot – S94 Funds	(64,725)	<b>(36,000)</b>	Funding for above
15	Ex	Piggabeen bypass	710,000	<b>(190,000)</b>	Adjustments to roads program
15	Ex	Tweed Coast Road	0	<b>190,000</b>	Adjustments to roads program
16	Ex	Urban Road Reconstruction	468,486	<b>(468,486)</b>	Adjustments to roads program
16	Ex	McAllisters Rd Intersection	150,000	<b>210,000</b>	Adjustments to roads program
16	Ex	Various Urban Rds reconstruction	0	<b>12,000</b>	Adjustments to roads program
16	Ex	Wardrop St	0	<b>75,000</b>	Adjustments to roads program
16	Ex	Peninsular Drive	0	<b>67,000</b>	Adjustments to roads program
16	Ex	Dobbys Cres, Terranora	0	<b>385,000</b>	Adjustments to roads program
16	Ex	Lundberg Dr, Murwillumbah	0	<b>15,000</b>	Adjustments to roads program
16	Ex	Riverside Drive, Tumbulgum	360,000	<b>(60,000)</b>	Adjustments to roads program
16	Ex	Mitchell St, Uki	260,000	<b>(260,000)</b>	Adjustments to roads program
16	Ex	Tweed St Murwillumbah	150,000	<b>(149,000)</b>	Adjustments to roads program
16	Ex	King St, Fingal	0	<b>110,000</b>	Adjustments to roads program
16	Ex	Proudfoots Lne	250,000	<b>50,000</b>	Adjustments to roads program
16	Ex	Caraboi St, Tyalgum	70,000	<b>30,000</b>	Adjustments to roads program
16	Ex	Altair St, Sth Tweed	160,000	<b>(60,000)</b>	Adjustments to roads program
16	Ex	Marshall St, Uki	93,000	<b>190,000</b>	Adjustments to roads program
16	Ex	Healy Lane, Fingal	120,000	<b>55,000</b>	Adjustments to roads program
16	Ex	Bent St, Murwillumbah	180,000	<b>(180,000)</b>	Adjustments to roads program
16	In	FAG Grants	(2,784,490)	<b>(346,514)</b>	Adjustments to roads program
17	Ex	Rural Road Construction	376,285	<b>(376,285)</b>	Adjustments to roads program
17	Ex	Crabbes Creek Rd	100,000	<b>200,000</b>	Adjustments to roads program
17	Ex	Various Rural Rds reconstruction	0	<b>25,000</b>	Adjustments to roads program
17	Ex	Sleepy Hollow Road	0	<b>75,000</b>	Adjustments to roads program
17	Ex	Beantree Rd, Chillingham	0	<b>25,000</b>	Adjustments to roads program
17	Ex	Farrant's Road	40,000	<b>(5,000)</b>	Adjustments to roads program
17	Ex	Carool Road	160,000	<b>56,285</b>	Adjustments to roads program
18	In	Plumbing Inspection Fees	(80,000)	<b>(30,000)</b>	Additional revenue projected
19	In	Construction Certificate Inspection Construction	(100,000)	<b>(30,000)</b>	Additional revenue projected
20	In	Certificate	(150,000)	<b>(10,000)</b>	Additional revenue projected
21	In	Building Certificates	(30,000)	<b>(5,000)</b>	Additional revenue projected
22	In	Depart of Commerce grant received for January 2006 flood event - natural disasters program	0	<b>(260,000)</b>	Grant received
23	Ex	Planning Reforms Additional budget required-LEP review/consultants	0	<b>200,000</b>	Additional budget
<b>Water Fund</b>					
23	Ex	Various capital works	0	<b>239,913</b>	Program variations
23	In	Contribution to salaries	(264,593)	<b>(5,997)</b>	Funding for above
23	Ex	Transfers to Asset replacement reserve	1,840,203	<b>(74,003)</b>	Funding for above
23	In	Transfers from Asset Replacement Reserve	(6,178,750)	<b>(106,074)</b>	Funding for above
23	In	Transfers from Capital Contributions Reserve	(7,132,575)	<b>(53,839)</b>	Funding for above

**TWEED SHIRE COUNCIL OPERATIONS COMMITTEE MEETING HELD TUESDAY 13 FEBRUARY 2007**

Item	In/Ex	Description	Current Vote	Change to Vote	Comments
<b>Sewer Fund</b>					
24	Ex	Various capital works	0	<b>358,826</b>	Program variations
24	In	Contribution to salaries	(526,957)	<b>(8,970)</b>	Funding for above
		Transfers from Revenue Reserve	(1,823,041)	<b>(16,030)</b>	Funding for above
24	In	Transfers from Asset Replacement Reserve	(13,379,900)	<b>(166,913)</b>	Funding for above
24	In	Transfers from Capital Contributions Reserve	(27,534,618)	<b>(166,913)</b>	Funding for above
<b>2. Variations Arising from Council Resolutions</b>					
25	Ex	Regulation Reduction Incentive fund	0	<b>42,544</b>	Council meeting 17/10/06
25	In	Regulation Reduction Incentive fund - Grant	0	<b>(42,544)</b>	Council meeting 17/10/06
26	Ex	RR-ISK Prgram	0	<b>5,000</b>	Council meeting 17/10/06
26	In	RR-ISK Prgram – Grant	0	<b>(5,000)</b>	Council meeting 17/10/06
27	Ex	Tweed Heads Streetscape Masterplan	0	<b>20,000</b>	Council meeting 19/12/06
27	In	Section 94 Plan 27	0	<b>(20,000)</b>	Council meeting 19/12/06
28	Ex	Sportsfields masterplan- Kingscliff	30,000	<b>15,000</b>	Council meeting 26/09/06
28	In	Section 94 Plan 5	(30,000)	<b>(15,000)</b>	Council meeting 26/09/06
29	Ex	Flood Mit Coastal creeks Floodplain risk	50,000	<b>50,000</b>	Council meeting 26/09/06
29	Ex	management/draft plan	0	<b>120,000</b>	Council meeting 26/09/06
29	In	Flood mit grant funding	(394,733)	<b>(113,333)</b>	Council meeting 26/09/06
29	Ex	Flood Mit Voluntary Purchase	418,969	<b>(60,000)</b>	Council meeting 28/11/06
29	Ex	Flood Mit Mooball/Crabbes Ck	112,119	<b>20,000</b>	Council meeting 28/11/06
29	Ex	Flood Mit East Mbah/Dorothy St	0	<b>15,000</b>	Council meeting 28/11/06
29		Flood warning system	0	<b>60,000</b>	Council meeting 28/11/06
29		Flood mit grant funding	(394,733)	<b>(10,000)</b>	Council meeting 28/11/06
29		Flood Mit general construction	402,300	<b>(25,000)</b>	Council meeting 28/11/06

**Financial Summary**

	General Fund		Water Fund		Sewer Fund		Total
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Original Budget</u>	<u>Revised Budget</u>	
<b>Statement of Financial Performance</b>							
<b>Operating Expenses</b>							
Materials & Contracts	19,567	25,549	1,155	1,155	573	611	27,315
Employee Costs	26,600	26,600	3,300	3,300	5,100	5,100	35,000
Interest Charges	2,200	2,200			321	321	2,521
Depreciation	15,419	15,419	6,551	6,551	4,748	4,748	26,718
Other Operating Expenses	8,475	8,475	385	385	640	640	9,500
	<b>72,261</b>	<b>78,243</b>	<b>11,391</b>	<b>11,391</b>	<b>11,382</b>	<b>11,420</b>	<b>101,054</b>
<b>Operating Revenue</b>							
Rates & Annual Charges	32,002	32,002	2,696	2,696	12,518	12,518	47,216
User Charges & Fees	13,041	13,064	8,574	8,574	475	475	22,113
Interest	1,279	1,279	100	100	100	100	1,479
Other Operating Revenue	674	674	50	50	5	5	729
Grants & Contributions	10,586	12,529	400	400	370	370	13,299
	<b>57,582</b>	<b>59,548</b>	<b>11,820</b>	<b>11,820</b>	<b>13,468</b>	<b>13,468</b>	<b>84,836</b>

**TWEED SHIRE COUNCIL OPERATIONS COMMITTEE MEETING HELD TUESDAY 13 FEBRUARY 2007**

Surplus/(Deficit) before Capital Amounts	(14,679)	(18,695)	429	429	2,086	2,048	(16,218)
Grants & Contributions (Capital amounts)	4,815	6,275	1,672	1,672	2,108	2,108	10,055
Surplus/(Deficit) after Capital Amounts	<b>(9,864)</b>	<b>(12,420)</b>	<b>2,101</b>	<b>2,101</b>	<b>4,194</b>	<b>4,156</b>	<b>(6,163)</b>

**Funding Result Reconciliation**

*Add Back non-funded items:*

Depreciation	15,419	15,419	6,551	6,551	4,748	4,748	26,718
Internal Transfers	5,455	5,455	(2,890)	(2,890)	(2,565)	(2,565)	0
	11,010	8,454	5,762	5,762	6,377	6,339	20,555
Transfers from Externally Restricted Cash	3,789	4,511	17,888	17,888	22,762	27,535	49,934
Transfers from Internally Restricted Cash	1,377	6,435	8,912	8,912	13,547	15,203	30,550
Proceeds from sale of assets	1,800	1,434				0	1,434
Loan Funds Utilised	13,704	17,256				0	17,256
Repayments from Deferred Debtors							
	31,680	38,090	32,562	32,562	42,686	49,077	119,729

	<b>General Fund</b>		<b>Water Fund</b>		<b>Sewer Fund</b>		
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Original Budget</u>		<u>Original Budget</u>	<u>Revised Budget</u>	
<i>Funds were applied to:</i>				-			
Purchase and construction of assets	(24,704)	(31,154)	(28,670)	(28,670)	(40,707)	(47,098)	(106,922)
Repayment of principal on loans	(3,239)	(3,239)			(439)	(439)	(3,678)
Transfers to Externally Restricted Cash	(1,761)	(1,761)	(1,627)	(1,627)	(1,540)	(1,540)	(4,928)
Transfers to Internally Restricted Cash	(1,976)	(1,936)	(2,265)	(2,265)		0	(4,201)
<b>Increase/(Decrease) in Available Working Capital</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Available Working Capital Previous Financial Year	2,068	2,068	3,517	3,517	2,073	2,073	7,658
<b>Available Working Capital as at 30 June 2007</b>	<b>2,068</b>	<b>2,068</b>	<b>3,517</b>	<b>3,517</b>	<b>2,073</b>	<b>2,073</b>	<b>7,658</b>

**Summary by Corporate Goals**

Surplus/(Deficit)							
Community	13,771	13,771	0	0	0	0	
Economy	1,597	1,597	0	0	0	0	
Environment	6,650	6,650	0	0	0	0	
Infrastructure	13,596	13,596	0	0	0	0	
Governance	(35,614)	(35,614)	0	0	0	0	
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

### **General Fund**

Based on current projections the General Fund is expected to remain as a “balanced budget”. Furthermore, any approval for funding of additional programs has been offset by a reduction in an alternative program.

### **Water Fund**

The Water Fund remains in a sound financial position with sufficient reserves to meet any unexpected costs and is expected to remain as a balanced budget. It should be noted that major capital expenditure including Murwillumbah Water Treatment Plant is programmed for the next 2 – 3 years.

### **Sewer Fund**

The Sewer Fund remains in a sound financial position with sufficient reserves to meet any unexpected costs and is expected to remain as a balanced budget. It should be noted that major capital expenditure including Kingscliff Sewerage Treatment Plant is programmed for the next 2 – 3 years.

**Statutory Statement – Local Government (General) Regulations 2005  
(Sections 202 & 203) by “Responsible Accounting Officer”**

**202 Responsible accounting officer to maintain system for budgetary control**

*The responsible accounting officer of a council must:*

- (a) establish and maintain a system of budgetary control that will enable the council’s actual income and expenditure to be monitored each month and to be compared with the estimate of the council’s income and expenditure, and*
- (b) if any instance arises where the actual income or expenditure of the council is materially different from its estimated income or expenditure, report the instance to the next meeting of the council.*

**203 Budget review statements and revision of estimates**

- (1) Not later than 2 months after the end of each quarter, the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the management plan that the council has adopted for the relevant year, a revised estimate of the income and expenditure for that year.*
- (2) A budget review statement must include or be accompanied by:*
  - (a) a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and*
  - (b) if that position is unsatisfactory, recommendations for remedial action.*
- (3) A budget review statement must also include any information required by the Code to be included in such a statement.*

**Statutory Statement**

**I consider that the financial position of Council is satisfactory “having regard to the original estimate of income and expenditure”.**



M A Chorlton  
**“Responsible Accounting Officer”**  
**Manager Financial Services**  
**Tweed Shire Council**

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

As discussed in the report.



**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

*To view any "**non confidential**" attachments listed below, access the meetings link on Council's website [www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au) or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).*

Nil.

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**7 [TCS-OC] In Kind Register - October to December 2006**

**ORIGIN:**

**Financial Services**

**SUMMARY OF REPORT:**

Details of "In Kind" and real donations for the period October to December 2006 are reproduced in this report for Council's information.

**RECOMMENDATION:**

**That Council notes "In Kind" and real donations of \$50,068.34 for the period October to December 2006.**

**REPORT:**

Council maintains a Register of "In Kind" and real donations. Details of these donations for the period October to December 2006 are reproduced as follows:-

**Financial Assistance**

<b>Amount</b>	<b>Recipient</b>	<b>Donated Item</b>	<b>Date</b>
\$50.00	Wollumbin High School	Awards Presentation	05/10/2006
\$50.00	Uki Public School	Annual Presentation Day	14/12/2006
\$7,500.00	Wintersun	Budget Allocation - Festivals	20/10/2006
\$23,100.00	Tweed District Rescue Squad	Budget Allocation	20/10/2006
\$200.00	Volunteer Marine Rescue Point Danger	Safety Vessel - Tweed River Festival	20/10/2006
\$200.00	St Johns Ambulance	First Aid Service - Tweed River Festival	20/10/2006
\$100.00	Tweed River High School	Donation of School Prize - Water Week Poster Comp	20/10/2006
\$2,500.00	Tweed Shire Family Day Care	Budget Allocation (GST on Funding)	20/10/2006
\$1,000.00	Regional Companion Animals	Education Program	26/10/2006
\$280.00	Kids in Need Association	Entry Fee TSC Staff Dragon Boat Team	02/11/2006
\$300.00	Uki Community Technology Centre	Community Management Training	16/11/2006
\$4,693.00	Kingscliff Bowls Club	Contribution - Hand Rails Installation on Marine Pde	29/11/2006
<b>\$39,973.00</b>			

**Goods and/or Materials**

<b>Amount</b>	<b>Recipient</b>	<b>Donated Item</b>	<b>Date</b>
\$25.00	Garden Competition - Betty Greer	Mixed Plants	03/10/2006
\$16.00	Australian Citizen	2 Trees	01/11/2006
\$40.00	Fingal Primary School	5 Trees	24/11/2006
\$120.00	Tumbulgum Primary School	15 Trees	24/11/2006
\$8.00	Australian Citizen	1 Tree	29/11/2006
\$24.00	Murwillumbah East Primary School	6 x 6 inch	08/12/2006
\$50.00	Garden Competition	Plants	22/12/2006
\$196.00	Mooball Street Sign	19 Shrubs & 15 Trees	22/12/2006
<b>\$479.00</b>			

### Provision of Labour and/or Plant & Equipment

Amount	Recipient	Donated Item	Date
\$162.84	Tweed Palliative Care - Rubbish Removal	Provision of Labour & Council Plant	13/10/2006
\$592.60	Barriers - Lantern Parade	Provision of Labour & Council Plant	23/10/2006
\$527.51	Police Barriers - Cane Road Melbourne Cup	Provision of Labour & Council Plant	07/11/2006
\$95.49	Honour Guard	Provision of Labour & Council Plant	09/11/2006
\$100.57	Barriers for Armistice Day	Provision of Labour & Council Plant	09/11/2006
\$159.33	Breast Screen Unit	Provision of Labour & Council Plant	13/11/2006
\$186.58	Pick up Chairs for Tweed Heads HACCC	Provision of Labour & Council Plant	23/11/2006
\$705.69	Erect Christmas Decorations	Provision of Labour & Council Plant	24/11/2006
<b>\$2,530.61</b>			

### Rates

Amount	Recipient	Donated Item	Date
\$1,590.76	Twin Towns Youth Club	Council Rates	10/10/2006
\$850.95	Bilambil Literary Society	Council Rates	19/10/2006
<b>\$2,441.71</b>			

### Tweed Link Advertising

Amount	Recipient	Donated Item	Date
\$74.25	Various Community Notices	Advertising	07/11/2006
\$67.50	Various Community Notices	Advertising	14/11/2006
\$87.75	Various Community Notices	Advertising	21/11/2006
\$175.50	Various Community Notices	Advertising	28/11/2006
\$67.50	Various Community Notices	Advertising	05/12/2006
\$54.00	Various Community Notices	Advertising	12/12/2006
<b>\$526.50</b>			

### Room Hire

Amount	Recipient	Donated Item	Date
\$47.00	Murwillumbah Theatre Company	Room Hire - Murwillumbah Civic Centre	02/10/2006
\$47.00	Murwillumbah Theatre Company	Room Hire - Murwillumbah Civic Centre	04/10/2006
\$47.00	Murwillumbah Theatre Company	Room Hire - Murwillumbah Civic Centre	08/10/2006
\$47.00	Murwillumbah Theatre Company	Room Hire - Murwillumbah Civic Centre	09/10/2006
\$47.00	Murwillumbah Theatre Company	Room Hire - Murwillumbah Civic Centre	11/10/2006
\$47.00	Murwillumbah Theatre Company	Room Hire - Murwillumbah Civic Centre	15/10/2006

\$47.00	Murwillumbah Company	Theatre	Room Hire - Murwillumbah Civic Centre	16/10/2006
\$47.00	Murwillumbah Company	Theatre	Room Hire - Murwillumbah Civic Centre	17/10/2006
\$47.00	Murwillumbah Company	Theatre	Room Hire - Murwillumbah Civic Centre	18/10/2006
\$1,353.52	Murwillumbah Company	Theatre	Room Hire - Murwillumbah Civic Centre	05/11/2006
\$262.50	Strictly Singing Murwillumbah	Theatre	Room Hire - Murwillumbah Civic Centre	12/11/2006
\$47.00	Company		Room Hire - Murwillumbah Civic Centre	06/12/2006
\$47.00	Tweed Theatre Company		Room Hire - Tweed Heads Civic Centre	02/10/2006
\$47.00	Northern Rivers Symphony Orchestra		Room Hire - Tweed Heads Civic Centre	04/10/2006
\$47.00	Tweed Theatre Company		Room Hire - Tweed Heads Civic Centre	05/10/2006
\$47.00	Twin Towns Garden Club		Room Hire - Tweed Heads Civic Centre	09/10/2006
\$47.00	Tweed Theatre Company		Room Hire - Tweed Heads Civic Centre	09/10/2006
\$47.00	Northern Rivers Symphony Orchestra		Room Hire - Tweed Heads Civic Centre	10/10/2006
\$47.00	Northern Rivers Symphony Orchestra		Room Hire - Tweed Heads Civic Centre	11/10/2006
\$30.00	Tweed Heads Hospital Fete		Room Hire - Tweed Heads Civic Centre	12/10/2006
\$47.00	Tweed Theatre Company		Room Hire - Tweed Heads Civic Centre	12/10/2006
\$105.00	Tweed Heads Hospital Fete		Room Hire - Tweed Heads Civic Centre	13/10/2006
\$142.00	Northern Rivers Symphony Orchestra		Room Hire - Tweed Heads Civic Centre	15/10/2006
\$47.00	Tweed Theatre Company		Room Hire - Tweed Heads Civic Centre	16/10/2006
\$47.00	Northern Rivers Symphony Orchestra		Room Hire - Tweed Heads Civic Centre	17/10/2006
\$47.00	Northern Rivers Symphony Orchestra		Room Hire - Tweed Heads Civic Centre	18/10/2006
\$47.00	Twin Towns Garden Club		Room Hire - Tweed Heads Civic Centre	13/11/2006
\$38.00	Fingal School		Room Hire - Tweed Heads Civic Centre	28/11/2006
\$85.00	Fingal School		Room Hire - Tweed Heads Civic Centre	29/11/2006
\$314.00	Tweed Heads Hospital Volunteers Christmas Party		Room Hire - Tweed Heads Civic Centre	01/12/2006
\$209.00	Christmas Day Lunch Committee - K Polglase		Room Hire - Tweed Heads Civic Centre	25/12/2006
\$11.55	Twin Towns Friends		Room Hire - South Tweed HACC	11/10/2006
\$11.55	Twin Towns Friends		Room Hire - South Tweed	08/11/2006

		HACC	
\$11.55	Twin Towns Friends	Room Hire - South Tweed	
		HACC	13/12/2006
\$31.85	Twin Towns Friends	Hall Hire - South Tweed Heads	
	Tweed Heads Hospital	Community Hall	07/11/2006
\$71.00	Ladies Auxiliary	Room Hire - Tweed Heads	
	Northern Rivers Symphony	Meeting Room	02/10/2006
\$51.00	Orchestra	Room Hire - Tweed Heads	
		Meeting Room	03/10/2006
\$61.00	South Sea Islanders Meeting	Room Hire - Tweed Heads	
	Northern Rivers Symphony	Meeting Room	07/10/2006
\$51.00	Orchestra	Room Hire - Tweed Heads	
		Meeting Room	08/10/2006
\$61.00	Tweed Heads Hospital Fete	Room Hire - Tweed Heads	
		Meeting Room	13/10/2006
\$61.00	Tweed Heads Hospital Fete	Room Hire - Tweed Heads	
		Meeting Room	14/10/2006
\$61.00	South Sea Islanders Meeting	Room Hire - Tweed Heads	
	Tweed Heads Hospital	Meeting Room	11/11/2006
\$61.00	Ladies Auxiliary	Room Hire - Tweed Heads	
		Meeting Room	04/12/2006
<b>\$4,117.52</b>			

**\$50,068.34 Total Donations 2nd Quarter**

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

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Nil.

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**8 [TCS-OC] Monthly Investment Report for Period Ending 31 January 2007**

**ORIGIN:**

**Financial Services**

**SUMMARY OF REPORT:**

This report is provided to Council to advise details of monies Council has invested in accordance with Section 625 of the Local Government Act 1993.

**RECOMMENDATION:**

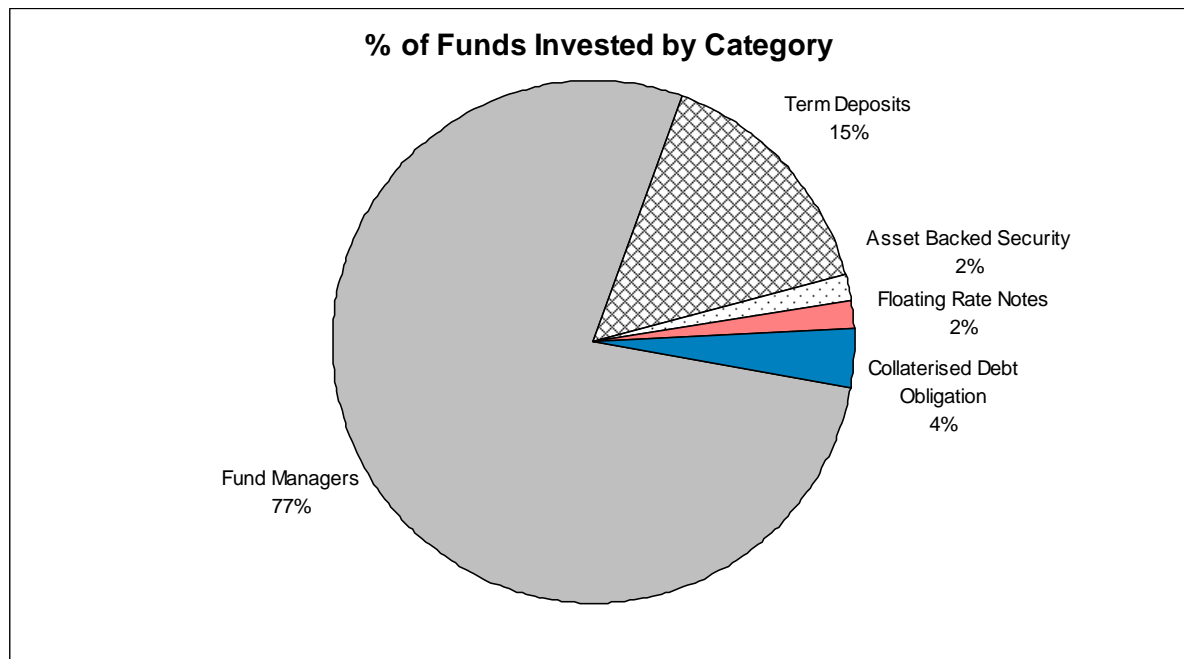
**That in accordance with Section 625 of the Local Government Act 1993 the monthly investment report as at 31 January 2007 totalling \$113,731,631.68 be received and noted.**

**REPORT:**

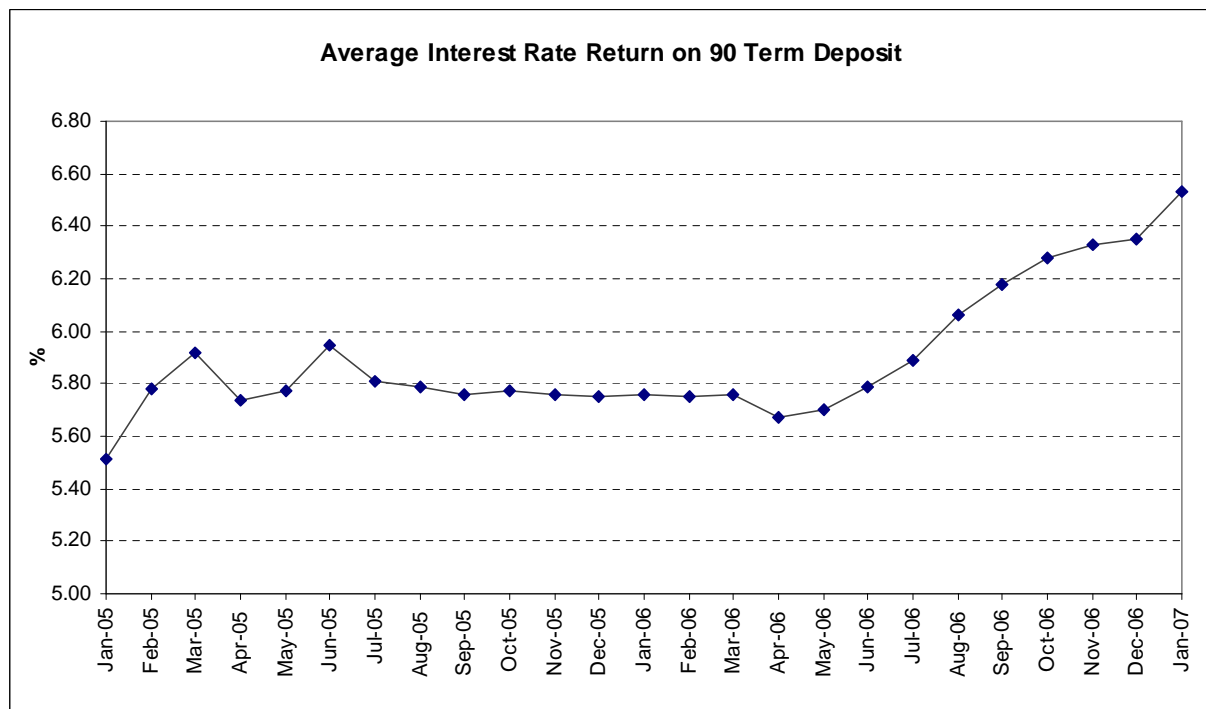
**Report for Period Ending 31 January 2007**

The "Responsible Accounting Officer" must report monthly to Council, setting out details of all the funds Council has invested and certification has been made in accordance with Section 625 of the Local Government Act (1993), Clause 212 of the Local Government (General) Regulations and Council policies.

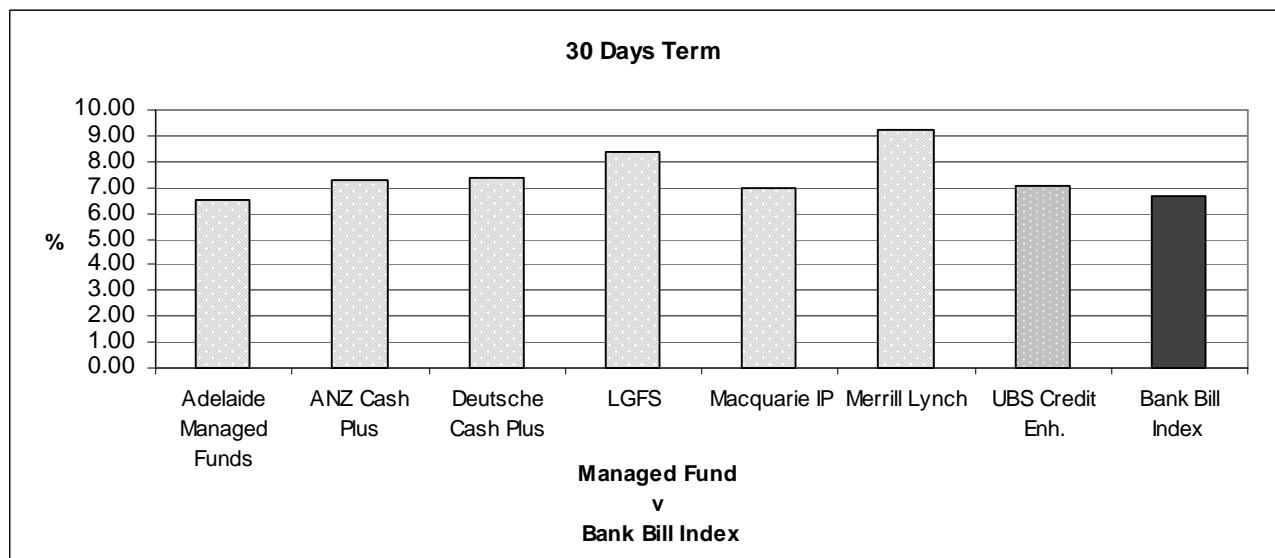
**1. CURRENT INVESTMENT PORTFOLIO BY CATEGORY**



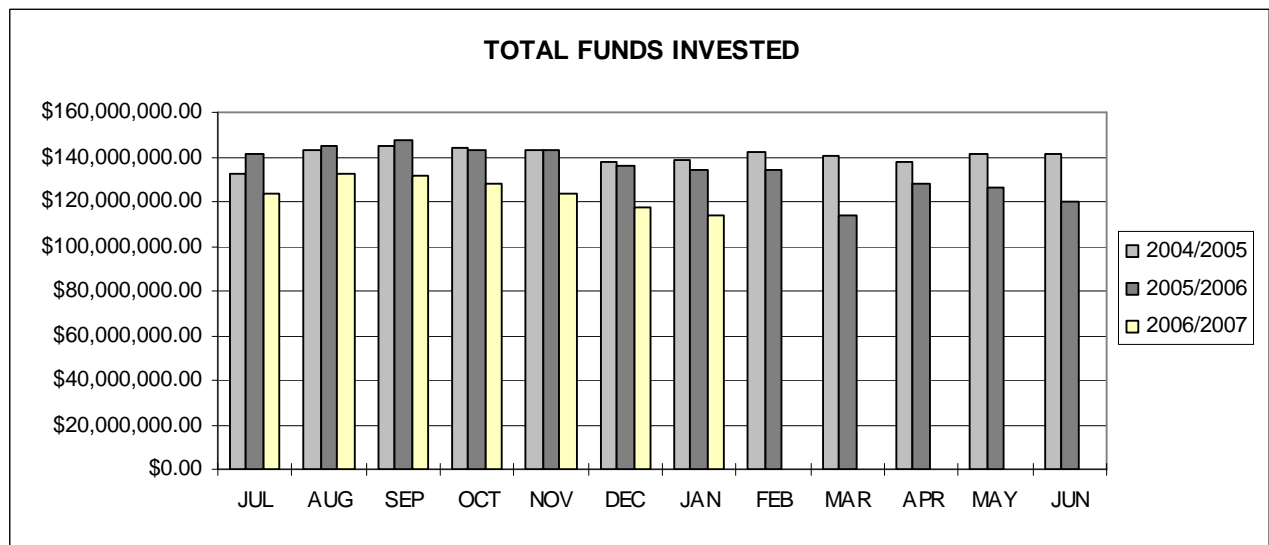
**2. INVESTMENT RATES - 90 DAY BANK BILL RATE (%)**



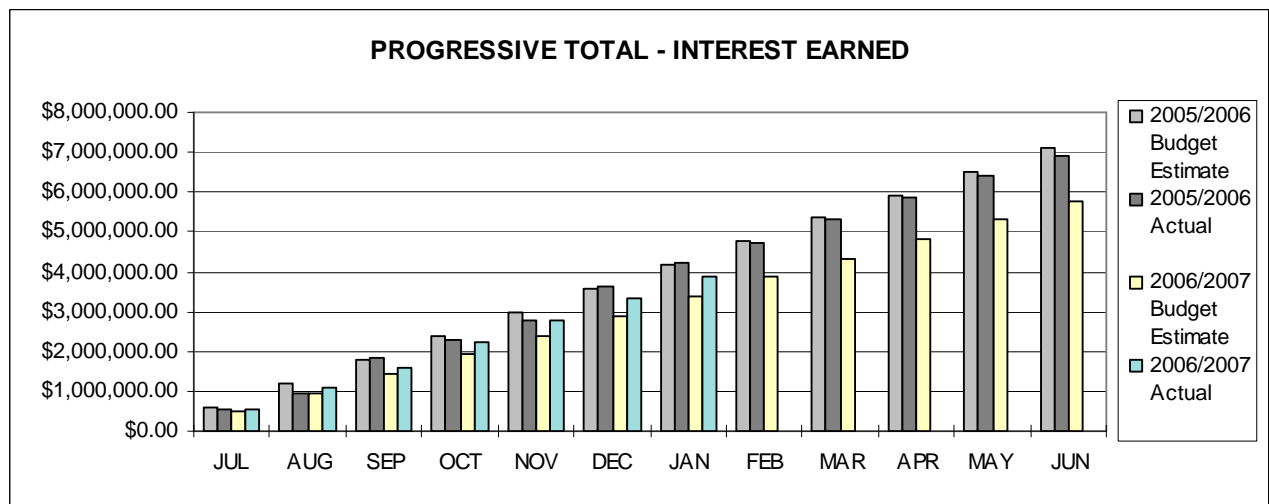
**3. ANNUALISED RATE OF RETURN FOR FUNDS MANAGERS - NET OF FEES**



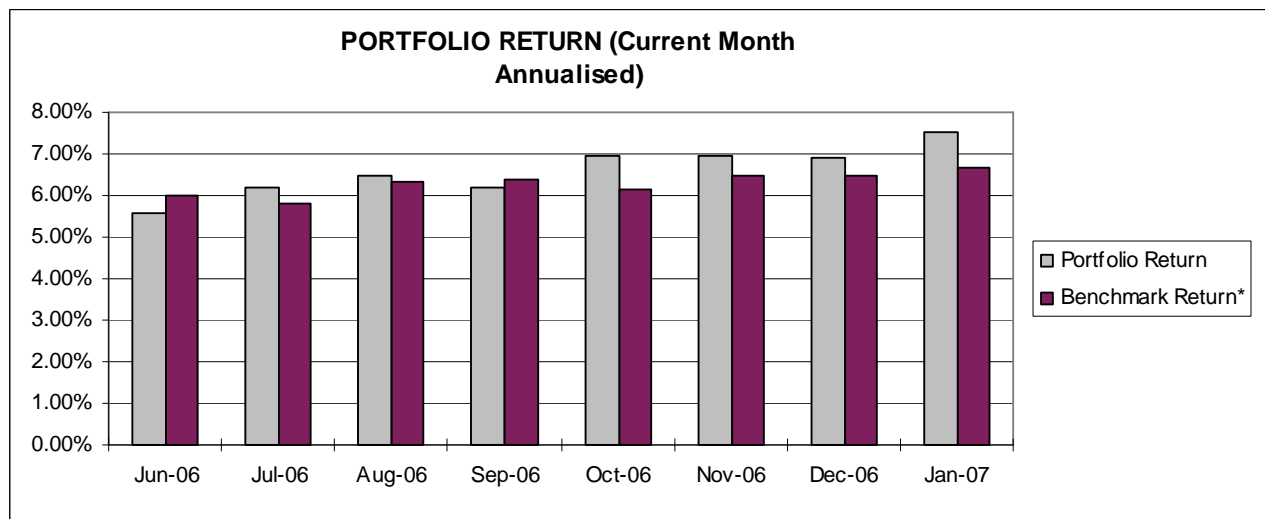
**4. MONTHLY COMPARISON OF TOTAL FUNDS INVESTED**



**5. ANNUAL PROGRESSIVE TOTAL OF INTEREST ON TOTAL FUNDS INVESTED**



## 6. PORTFOLIO PERFORMANCE



## 7. MARKET COMMENTARY

### Domestic Economy

In Australia, the key release was inflation data for the December quarter which showed a much lower than expected increase in core consumer prices. Despite the ongoing sharp increase in Australian employment and indicators of consumer strength at the end of the year, this softer inflation reading saw financial markets price out the prospect of a further interest rate hike by the Reserve Bank of Australia over coming months.

### Global Economy

United States economic activity data strengthened during January with a sharp rise in consumer spending and ongoing gains in unemployment. Warmer weather and a temporary fall in oil prices added to this strength. Signs of a stabilisation in housing demand and firmer economic data led to markets pricing out prospects of an interest rate cut by the US Federal Reserve Bank over the coming year.

### Investment Portfolio Monthly Review

Credit market spreads narrowed, with the high yield sector outperforming due to the more benign economic environment. Banks, financials and asset backed securities performed well while corporates underperformed.

While the Reserve Bank of Australia is under no immediate pressure to raise interest rates, a continuation of strong employment trends is expected to put upward pressure on wages as the economy bumps into capacity constraints. Accordingly, the RBA is expected to retain a bias towards higher interest rates.

**8. INVESTMENT SUMMARY AS AT 31 JANUARY 2007**

<b>GENERAL FUND</b>				
	TERM DEPOSITS		19,117,125.00	
	FUND MANAGERS		25,242,839.74	
	ASSET BACKED SECURITIES			
	COLLATERISED DEBT OBLIGATION		4,044,820.00	
	FLOATING RATE NOTE		2,000,000.00	
	CALL		0.00	<b>50,404,784.74</b>
<b>WATER FUND</b>				
	TERM DEPOSITS		0.00	
	FUND MANAGERS		28,258,016.58	<b>28,258,016.58</b>
<b>SEWERAGE FUND</b>				
	TERM DEPOSITS		0.00	
	FUND MANAGERS		35,068,830.36	
	CALL		0.00	
	FLOATING RATE NOTE		0.00	<b>35,068,830.36</b>
		<b>TOTAL INVESTMENTS</b>		<b>113,731,631.68</b>

It should be noted that the General Funds investments of \$50 million are not available to be used for general purpose expenditure. It is virtually all restricted by legislation and council resolution for such purposes as unexpended loans, developer contributions, unexpended grants and various specific purpose reserves such as domestic waste, land development and employee leave entitlements.

**Statutory Statement - Local Government (General) Regulation 2005 Clause 212**

I certify that Council's investments have been made in accordance with the Local Government Act 1993, the Local Government (General) Regulations and Council's investment policies.



**Chief Financial Officer (Responsible Accounting Officer)**

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

*To view any "**non confidential**" attachments listed below, access the meetings link on Council's website [www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au) or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).*

Nil.

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**9 [EO-OC] Oxley Cove River Bank Open Space - Motor Vehicle Access Restriction**

**ORIGIN:**

**Water**

**SUMMARY OF REPORT:**

Council has undertaken a six month trial of vehicle exclusion from an area of Tweed River bank adjacent to the Oxley Cove Canal Estate at Banora Point. Results of the trial have been positive, with strong support from the majority of the community to make vehicle exclusion permanent. Some submissions have been received calling for the area to be left open to vehicles so that persons with impaired mobility can access the river. However it is considered that other areas within the immediate locality still provide this level of amenity. The nature of the environment and recreational use of this site indicates that the restriction of traffic is in the community interest and will allow appropriate ongoing management and rehabilitation works to continue.

**RECOMMENDATION:**

**That:-**

- 1. Under section 122 of the Roads Act, 1993 Council regulates the traffic on River Road, Banora Point by means of a gated structure located approximately 85m east from the intersection of River Road and Old Ferry Road;**
- 2. Council advertises the regulation of traffic on River Road, Banora Point in the Tweed Link.**

## **REPORT:**

In 2006 Council initiated the preparation of a Community Land Plan of Management for open space areas adjacent to the Oxley Cove Canal Estate in Banora Point. This exercise involved significant community consultation, with the management plan being adopted by Council at its meeting of 4 July 2006.

A significant recommendation of the management plan was to exclude motor vehicles from a portion of the land under consideration, the long narrow spit of river frontage known locally as Old Ferry Road, and shown on the figure at the end of this report.

Vehicle access on the river bank has generated more debate than any other issue related to management of the environment or recreation in this area. An overwhelming majority of local residents engaged through the community consultation process, including the Oxley Cove Community Group and the Banora Point Residents Association, advocate excluding vehicles from the area. Reasons cited include the danger that vehicles pose to pedestrians, littering/dumping, boat launching and occasional loud night time parties. Residents also feel that exclusion of vehicles will allow amenity improvements to the area in the long term, by Council, and through the activities of a local Landcare Group which has now been formed.

The area has been popular for many years with a large number of locals and visitors. It has allowed many people direct access to the river without having to leave their vehicles, allowing convenient carriage of equipment and supplies for fishing or picnics.

In an effort to engage users of the area who were not able to participate in the consultation process, Council has undertaken a six month trial of vehicle exclusion from Old Ferry Road. A sign has been erected at a gate explaining the trial details and encouraging affected parties to contact Council in writing to express their opinion on the trial closure, with the aim of making a final determination on the issue at the end of this trial period.

Observation over the past six months shows that the area is still popular with fishers who find it acceptable to walk from their cars with their gear. The majority of users of the site appear to be walkers who use the area for exercise.

It is important to note that while the Old Ferry Road end of the river bank has been closed under this trial, it remains possible to drive cars to within metres of the river bank in the open space area at the end of Bosun Boulevard, as indicated in the figure at the end of this report.

Over the course of the trial and consultation period, Council has received fifteen written submissions on the matter of vehicle exclusion. Twelve submissions have been in support of vehicle restriction, two have advocated free access, and one seeks night time closure only.

The only strong justification made for permitting vehicle access has been to allow people of impaired mobility to access the river bank to enjoy access to the river. This is a valid expectation, however it is considered that the area at the end of Bosun Boulevard still supports this use, and is more appropriate for it.

Positive community feedback received in relation to the trial closure, combined with a lack of strong justification for continued vehicle access, confirms that permanent track closure is the best option for management of this river bank area. Vehicle exclusion permits safer and more enjoyable passive use of the area by the majority of users. Given the proximity of the area to the river environment, it is more appropriate for the limited space available to be freely used by pedestrians, and vehicle exclusion will permit more effective rehabilitation of native vegetation in the area. It has been reported that problem behaviour has been reduced since vehicles have been excluded.



© TWEED SHIRE COUNCIL 2005  
Although all care has been taken with the production of this map, the TWEED SHIRE COUNCIL, its Employees, Officers and Consultants can not be Responsible for any Errors, Omissions or Inaccuracies in respect to the information supplied in this map.

*Tweed Shire Council*  
Aerial Photography  
Taken June 2004



P.O. Box 816  
Murwillumbah NSW., 2484  
Tel: (02) 6670 2493  
Fax: (02) 6670 2483  
**DO NOT SCALE**  
**COPY ONLY**  
**NOT CERTIFIED**

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Ongoing management and rehabilitation of this area is being undertaken with Tweed River Committee funds.

**POLICY IMPLICATIONS:**

The recommendation of this report is in accordance with the Oxley Cove Peninsular Community Land Plan of Management.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

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Nil.

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**10 [EO-OC] Overall Drive, Pottsville Waters - Culvert Failure**

**ORIGIN:**

**Works & Infrastructure**

**SUMMARY OF REPORT:**

Pottsville Waters is a canal estate developed in the early 1990s. The canal water level and quality are controlled by pipe culverts under Overall Drive connecting with Mooball Creek at two locations. There are also flood box culverts on each canal arm connecting to the creek. Following long term leaching from the around one culvert, and possibly exacerbated by the June 30 2005 rain event, the flood box culvert in the northern canal has failed by undermining & collapse.

Consultants were engaged to conduct a hydraulic analysis of the canal with regard to water quality and flooding. The analysis has concluded that the collapsed box culvert does not make a significant contribution to flood levels and can be removed. After removal of the box culvert it would be a simple exercise to install some pipe culverts in the excavation to provide additional flood security. The additional cost would be in the order of \$35,000 bringing the total cost to \$120,000.

The consultant's report also recommends the refitting of flood gates on the remaining pipe culverts to ensure the canal water quality is maintained by circulation and flushing of the canal water body.

The project will be funded by the 7 Year Plan Drainage Rehabilitation Program plus the Waterways Rivers and Canals Program.

**RECOMMENDATION:**

**That:-**

- 1. The failed box culvert be removed and replaced with pipe culverts at a higher invert level.**
- 2. The floodgates be re-installed on the water quality pipe culverts.**
- 3. The project be funded through the 7 Year Plan Drainage Rehabilitation Program plus the Waterways Rivers and Canals Program.**

## REPORT:

Pottsville Waters is a canal estate developed in the early 1990's. (Refer to following locality plan.) The canal water quality and level are controlled by culverts under Overall Drive connecting with Mooball Creek at two locations. At each crossing there are 2 pipe culverts for water quality and 1 box culvert for flood level control. Originally the water quality pipe culverts were fitted with flood gates to ensure water entered the canal from Mooball Creek at the southern crossing (flood gates on the canal end), and circulated to the northern crossing to exit back to the creek (flood gates on the creek end). This was to ensure a one-way tidal flow in the u-shaped canal to assist with maintenance of good water quality.

Following long term leaching and possibly exacerbated by the storm event of 30 June 2005, the box culvert in the northern canal failed by undermining and collapse (see photograph at the end of this report).

Consultants WBM were engaged to conduct an hydraulic analysis of the canal with regard to water quality and flooding issues.

With regard to the flooding issues, the hydraulic analysis by WBM considered both the ARI 100 year storm and the 30 June 2005 storm. The modeling showed that removal of the northern box culvert structure would not significantly increase water levels in the canal above the level of Mooball Creek for either storm event, and that water levels in the canal would remain below the ARI 100 year design flood level of 2.7m AHD for the locality. Houses adjoining the canal have been constructed to at least 3.0m AHD, providing 300mm freeboard.

The Consultant's concluding comments and recommendations are :-

### **7.0 Concluding Comments and Recommendations**

Based on the storage assumptions applied to the marshland area to the west of Pottsville Waters, this analysis has demonstrated that the northern flood culverts are not required for flood management of events up to the 100 year ARI.

It should be noted that we have assumed that there is flood storage in the area west of the canal system with an area of at least 197ha (75% of the area) at 1.7m AHD. This assumption has been derived following the calibration of the model to the June 2005 flood and based on available survey data. Further, it was assumed that the area at 2.7m AHD (peak flood level) is also 197ha.

Therefore, the following tasks would result in a satisfactory system with regard to flooding and water quality issues:

- Suitably plug and abandon the existing northern flood culverts;
- Install flood gates on the canal side of the southern tidal exchange culverts;
- Install flood gates on the creek side of the northern tidal exchange culverts; and
- Remove the mounding at the outlet of the southern flood culverts.

However, we are aware that removal of the northern flood culverts may result in concerns from local residents. Replacement of the northern culverts with a smaller culvert (as per Scenario 3) may be appropriate. Should the existing culverts be salvaged, then replacement of one or two cells may be substituted for Scenario 3.

Installation of flood gates should be undertaken in a manner to ensure unauthorised tampering or vandalism will not occur. A suggested scheme could be to construct a manhole structure on each tidal exchange culvert, with the flood gate inside. Regular maintenance is fundamental to the effective operation of the flood gates and entire tidal exchange system.

Complete tidal flushing will occur on average every 4 to 10 days.



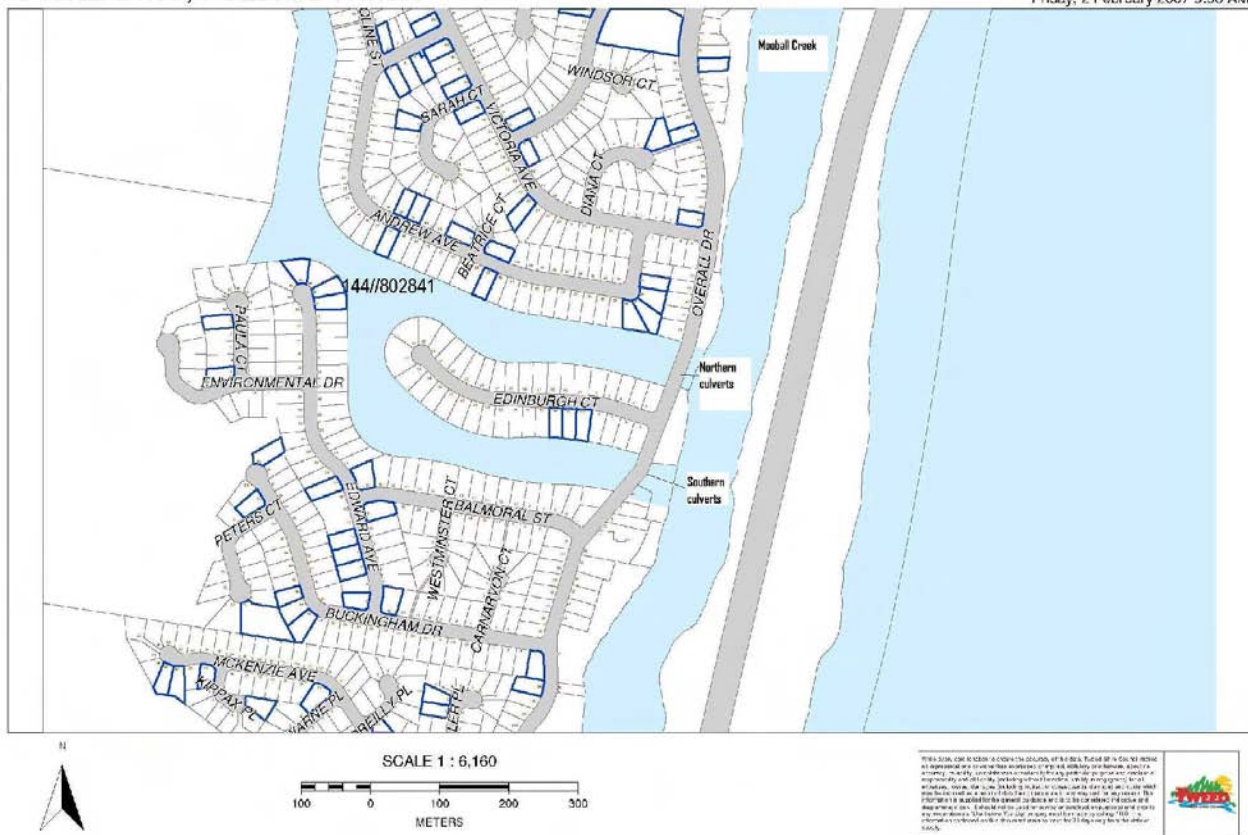
As per the fourth paragraph of the recommendations, it would be a simple exercise to install some rubber ring jointed **pipe** culverts in the excavation after removal of the northern box culvert to provide additional flood security. (The use of box culverts in this situation is not recommended because of the risk of joints opening and subsequent erosion of backfill and collapse as per the existing box culvert.) The additional cost would be in the order of \$35,000, bringing the total cost to \$120,000.

The consultant's recommendation to refit the floodgates on the remaining pipe culverts to ensure the canal water quality is maintained is supported. Refitting of floodgate structures will also maintain tidal range levels to within the design parameters for this type of limited exchange canal.

**Locality Plan**

Overall Drive, Pottsville Waters

Friday, 2 February 2007 9:38 AM





**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

The total estimated cost is \$120,000. The Waterways Rivers and Canals Program will contribute \$25,000 for the replacement of the flood gates. The 2006/2007 7 Year Plan Drainage Rehabilitation Program includes an allocation of \$25,000 for this project. There have been a number of under expended projects within the Drainage Rehabilitation Program which will allow the funding of the shortfall for the Overall Drive project.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

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Nil.

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**11 [EO-OC] Provision of Sewerage - Wardrop Valley - Lot 1 in DP 1069561**

**ORIGIN:**

**Design**

**SUMMARY OF REPORT:**

Discussions have been held with Jim and Les Dickinson relating to the sewerage of Council land zoned 4(a) Industrial adjacent to their industrial subdivision at Wardrop Valley in conjunction with their construction work.

Dickinson's have provided a quotation of \$56,460 to construct a larger sewerage pump station well than required for their development.

Dickinson's have also offered to construct a sewer extension at prevailing contract rates when they proceed with the adjoining stage of the subdivision to service Council's land.

**RECOMMENDATION:**

**That:-**

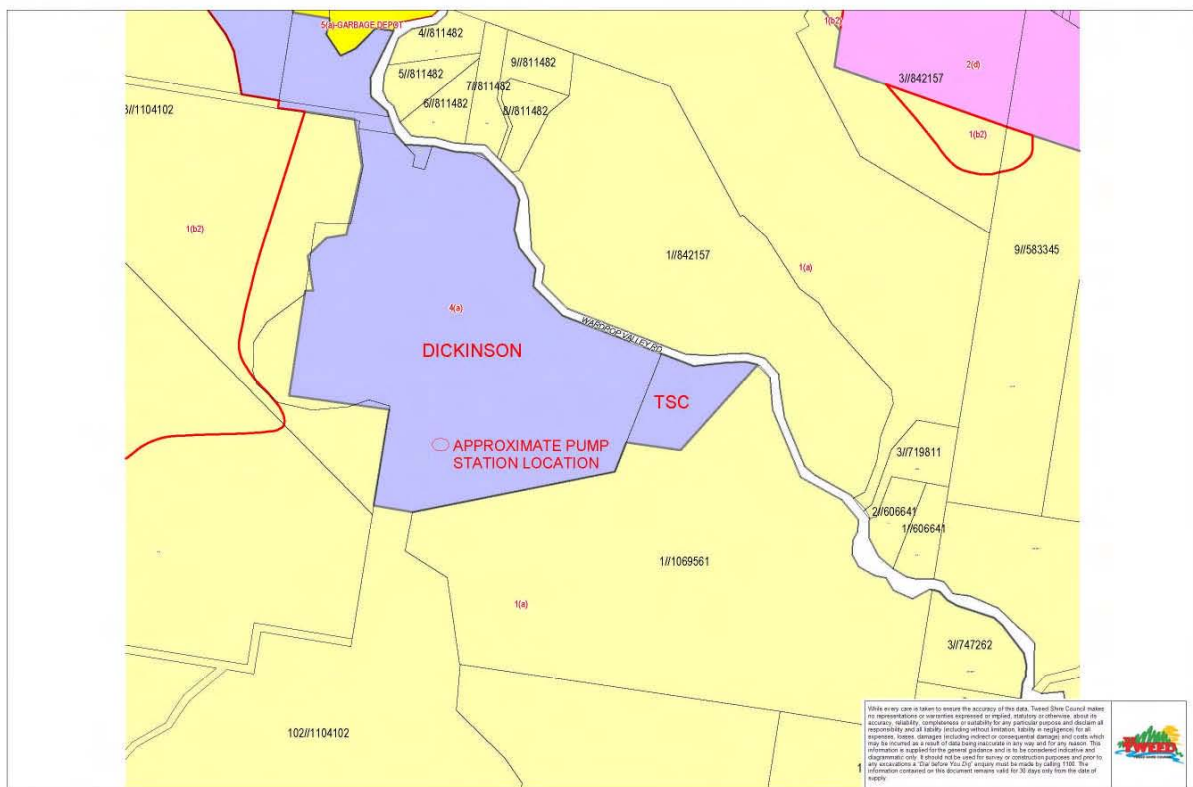
- 1. Council accept the quotation from Les & Jim Dickinson for \$56,460 to increase their proposed sewage pump station from 2.0m diameter to 3.0m diameter;**
- 2. Council votes \$76,000 from the Land Development Fund for provision of advanced sewerage infrastructure.**

**REPORT:**

Discussions between Council officers and Jim and Les Dickinson relating to the sewerage of Council land zoned 4(a) Industrial adjacent to their industrial subdivision at Wardrop Valley have resulted in an agreement where the Dickinsons are willing to construct a larger sewage pump station and an additional sewer line to service Council's land in conjunction with works to serve their own development currently being constructed.

The following plan shows the zone boundaries in the northern part of the land and the approximate location of the proposed sewage pump station:-

Tweed Shire land in Wardrop Valley showing zonings



Dickinson's have provided the following cost information:-

Quotation from their pump station sub-contractor for additional cost to construct larger wet well: \$59,460.

Cost of Proposed storage manhole to be deleted: \$3,000.

Net Cost to provide larger Pump Station well: \$56,460.

This quotation is considered reasonable and as it will be an extra on Dickinson's existing contract, no other quotations can be sought, particularly as construction is scheduled to commence in late February.

It should be noted that when the pump station is constructed initially, it is likely that Dickinson's will be installing smaller pumps for the first stage of the development. When the second stage proceeds, larger pumps will have to be installed, at which stage, Council may be required to contribute the marginal difference in cost as the addition of Council's land will increase the pump flow rate required by about ten percent.

In addition to the pump station enlargement, it will also be necessary to construct a reach of sewerage between the end of the sewers proposed in Dickinson's development and Council's land. As the Section 96 application for a boundary adjustment agreed by Council at its meeting of 5 September, 2006 has not yet been submitted, it is not possible to agree upon a final price for construction through Dickinson's land, but Mr Dickinson has quoted current sub-contract rates and would vary the cost to reflect the rates that apply at the time that construction of that particular stage of the development occurs. Allowance will also be made for engineering costs associated with the sewer extension. It is envisaged that the total cost of the sewer extension would not exceed \$20000 including survey, design and supervision.

Mr Jim Dickinson has indicated that an easement over the sewer would be provided to Council at no cost.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

This commits Council to an expenditure of \$56,460 excluding GST for the pump station enlargement and not more than \$20,000 for the sewer extension. Funds are available in Council's Land Development Fund.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

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Nil.

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**12 [EO-OC] Acquisition of Land for Road Widening - Tweed Coast Road, Chinderah**

**ORIGIN:**

**Design**

**FILE NO: Tweed Coast Road, Chinderah**

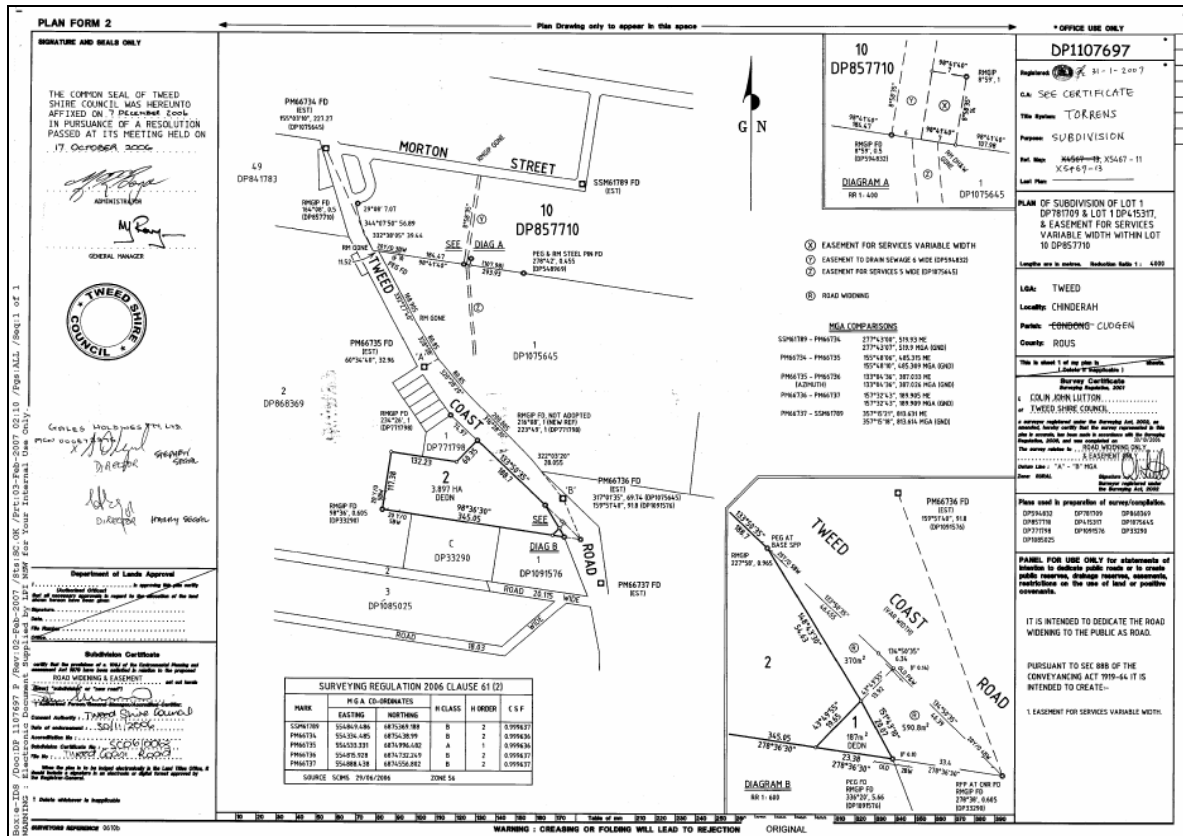
**SUMMARY OF REPORT:**

At its meeting held on 5 October 2005 Council received a report relating to various acquisitions on Tweed Coast Road to facilitate the widening of the road to a four lane carriageway.

A copy of that report, and its resolution, are attached for the information of Council. It should be noted that in relation to one of the properties affected, Lot 1 in DP 781709, a compulsory acquisition was to be pursued, as no response had ever been received from Council correspondence seeking agreement.

In October 2006, the landowner contacted Council to propose that compensation for the acquisition may be made in part by the transfer of adjacent land following road widening. Council agreed to the proposal and the acquisition of the land is to be achieved by the registration of a plan of road widening, where Lot 1 will be transferred to the adjacent landowner.

The plan has now registered as DP 1107697, shown below:



It is now necessary to resolve to sign all necessary documentation under common seal to effect the transfer of Lot 1.

**RECOMMENDATION:**

That:-

1. Council approves the acquisition of road widening affecting Lot 1 DP 781709 by private treaty under registered plan DP 1107697;
2. That Lot 1 DP 1107697 be transferred to the owner of Lot 2 DP 1107696, formerly Lot 1 DP 781709 as part compensation for the acquisition; and
3. All documentation be executed under the Common Seal of Council.



**REPORT:**

As per Summary of Report.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

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1. **Confidential** Attachment - Council Report dated 15 October 2005 (DW 1273272).
  2. **Ordinary** Attachment - Resolution 15 October 2005 (DW1277257).
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**13 [EO-OC] Land Acquisition for Road Purposes - Tweed Coast Road**

**ORIGIN:**

**Design**

**FILE NO: R1181 Pt 14**

**SUMMARY OF REPORT:**

Council proposes to widen Tweed Coast Road to a four-lane carriageway between the Pacific Highway and Cudgen Road to cater for future traffic growth. At its meeting held on 5 October 2005 Council resolved to acquire land by compulsory acquisition and by private treaty to facilitate the future road works. A copy of that report is attached as a confidential attachment.

All acquisitions have been completed excepting those affecting Lots 10 and 11 in DP 857710. The report of 5 October, 2005 did not refer to Lot 11 as the land is owned by Council as a drainage reserve.

Lot 11 is a parcel of land transferred to Council from the RTA in 1997. Lot 11 is burdened by a positive covenant to the effect that should the land be used for anything other than a drainage reserve, then the land is to be transferred back to the RTA.

Council has registered a plan of acquisition relating to Lots 10 and 11 in DP 857710. As the owner of Lot 10 has not provided his consent to the acquisition, the acquisition will be pursued without agreement. The plan of acquisition, DP 1106447, has created Lots 1 to 5, Lots 1 to 3 are to be acquired for road purposes. Lots 2 and 3 are to be acquired from the adjacent landowner, and Lot 1 is to be excised from Lot 11. Lots 4 and 5 are the residue parcels.

Council has received consent from the RTA to release the covenant over Lot 1 being the area required from Lot 11 for road and the retention of Lot 5 by Council.

Council has attempted to obtain consent from the owner of Lot 10 in DP 857710, but due to circumstances not related to the proposed roadworks, the landowner will not provide his consent to the acquisition, but has indicated that he does not object to the acquisition.

It is now necessary to resolve to acquire the relevant Lots under the registered plan, DP 1106447.

The acquisitions are to proceed under the provisions of the Land Acquisition (Just Terms Compensation) Act, 1991 whereby an application is to be made to the Department of Local Government for approval to the acquisition.

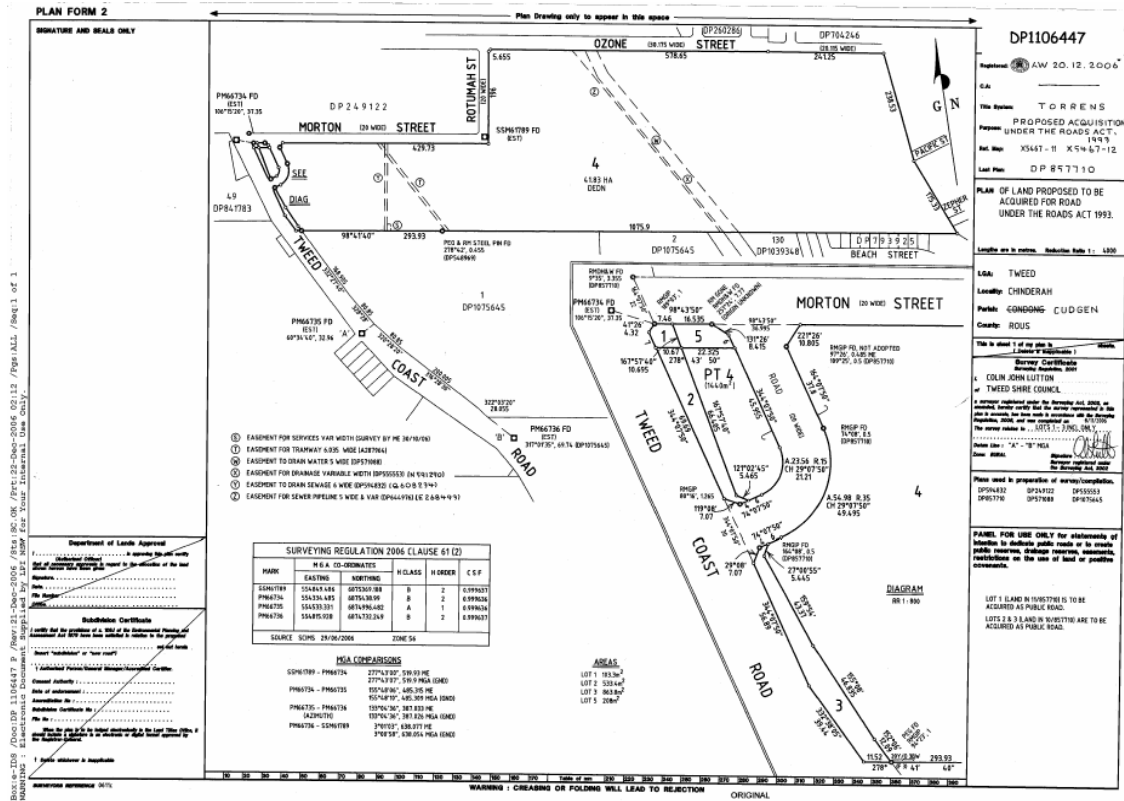
**RECOMMENDATION:**

**That:-**

- 1. Council approves the acquisition by agreement of Lot 1 in DP 1106447 for public road under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act, 1993 and the making of the necessary application to the Minister and/or Governor;**
- 2. Council approves the acquisition of Lots 2 and 3 in DP 1106447 for public road, without agreement from the landowner, under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act, 1993 and the making of the necessary application to the Minister and/or Governor;**
- 3. Lots 1, 2 and 3 in DP 106447 be dedicated as road following gazettal of the acquisition; and**
- 4. All necessary documentation be executed under the Common Seal of Council.**

**REPORT:**

As per Summary of Report, a copy of DP 1106447 is shown below:



**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

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1. Confidential Attachment - Council Report 5 October 2005 (DW 1273272)
2. Ordinary Attachment - Council Resolution 5 October 2005 (DW 1277257)

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**14 [EO-OC] Tweed Shire Family Day Care - Licence to Occupy Land, Recreation Street, Tweed Heads**

**ORIGIN:**

**Design**

**SUMMARY OF REPORT:**

At its meeting held on 28 November 2006 Council resolved to provide public notice of its intention to enter into a twenty (20) year Licence Agreement with Tweed Shire Family Day Care for the use and occupation of the premises constructed by them on the Recreation Ground, Recreation Street, Tweed Heads.

A notice was advertised in the Tweed Link on 19 December 2006 with a twenty eight (28) day submission period. Notices were placed in the Murwillumbah and Tweed Civic Centres, and letters were sent to residents and occupiers of adjacent properties.

No submissions have been received.

Pursuant to section 47 of the Local Government Act 1993, as no submissions have been received, Council is able to enter into a licence agreement with Tweed Family Day Centre for a term of twenty (20) years.

The building was constructed by the Tweed Shire Family Day Care and the Agreement provides that at the expiry of the Agreement the buildings and any other structural improvements made by them will remain in Council ownership. In this regard, it is recommended that a peppercorn rental be charged.

**RECOMMENDATION:**

**That:-**

- 1. Council approves entering into a Licence Agreement with Tweed Shire Family Day Care Centre for a term of twenty (20) years at a rental of \$1.00 per annum; and**
- 2. All documentation be executed under Common Seal of Council.**

**REPORT:**

As per Summary of Report.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

*To view any "**non confidential**" attachments listed below, access the meetings link on Council's website [www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au) or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).*

Nil.

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**15 [EO-OC] Notice of Withdrawal of Proposal to Compulsorily Acquire Land - Dulguigan Road, North Tumbulgum**

**ORIGIN:**

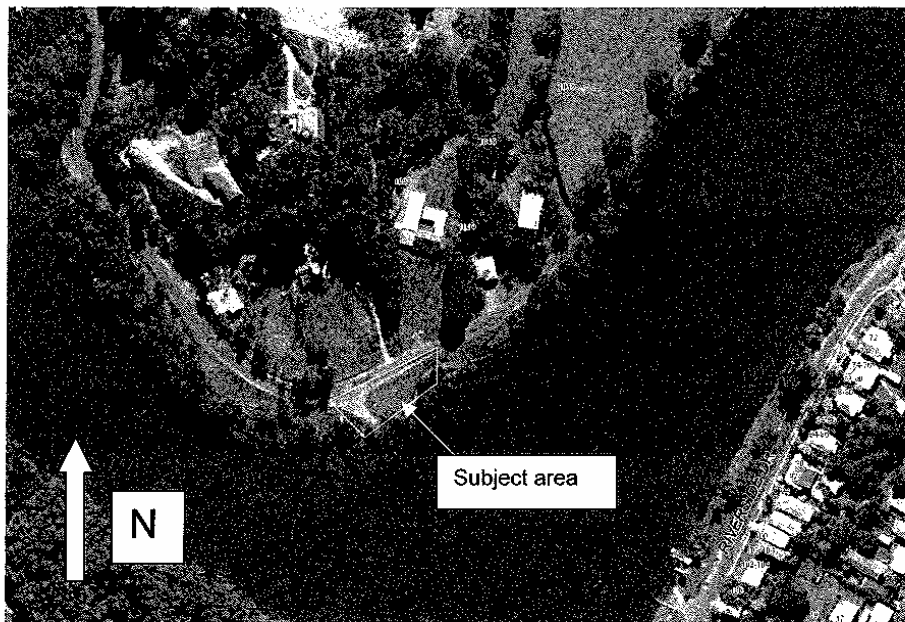
**Design**

**FILE NO:**

**SUMMARY OF REPORT:**

At the Tweed River Committee meeting held on 13 April 2005, it was resolved that Council be requested to commence the process of acquisition for a parcel of foreshore land in private ownership at North Tumbulgum to ensure public access to the Tweed River in that location. The parcel is within a park known as "Bluey Hill Park" and the Upper Tweed River Estuary Management Plan identifies it as an area providing public access to the river and proposed installing picnic tables and a timber jetty.

The aerial photograph below shows the area subject of this report:



The land in question is the site of the old ferry ramp on the northern bank of the Tweed River at North Tumbulgum, adjacent to Dulguigan Road. When the ferry was operating Council held a lease with the landowner over the area, the lease expired on 1 December 1980.

The ferry ramp was included in a Licence Agreement for foreshore facilities from the Department of Lands, one of the provisions of the Licence is to ensure public access to the facility. Until 2003 Council's records indicated that the area was part of the road reserve of Dulguigan Road, these records referred to registered plans of subdivision showing the land as road reserve.

It has been subsequently shown that a survey error had occurred whereby the land was included as part of the road reserve, rather than as part of the private land on the other side of Dulguigan Road.

In light of the survey error Council is in breach of the Licence Agreement with the Department of Lands whilst the ferry ramp remains on the Schedule of facilities for the Agreement.

Pursuant to the resolution made by the Tweed River Committee to acquire the land in April 2005, a valuation was obtained determining compensation in the sum of \$35,000. The landowner subsequently objected to the valuation. In meetings with the landowner he indicated he had an expectation of compensation as high as \$300,000 and that he would most certainly object to any determination of compensation made by the Valuer General (upon gazettal of an acquisition) that did not reflect his expectation.

During discussions with the landowner he described situations where members of the public using the ramp had ended up in the water on the ramp which was covered in mud and had to be rescued either in or outside of their cars, indicating that it was a dangerous ramp because it is very steep and is regularly covered in mud beyond the waterline.

In light of the discussions with the landowner, it is recommended that Council resolve to not proceed with the acquisition of the foreshore land, notwithstanding the recommendations of the Upper Tweed River Estuary Management Plan.

It would appear that to pursue the compulsory acquisition of the land to provide public access to the river foreshore may result in expenditure to render the ramp safe and most probably involve Council in an action in the Land and Environment Court in relation to the compensation.

**RECOMMENDATION:**

**That Council:-**

- 1. Resolves to not pursue the compulsory acquisition of river foreshore land containing the old ferry ramp on Dulguigan Road, North Tumbulgum;**
- 2. Seeks the removal of the ferry ramp from the Schedule of Licence Agreement L317922 with the Department of Lands.**

**REPORT:**

At the Tweed River Committee meeting held on 13 April 2005, it was resolved that Council be requested to commence the process of acquisition for a parcel of foreshore land in private ownership at North Tumbulgum to ensure public access to the Tweed River in that location. The parcel is known as "*Bluey Hill Park*" and the Upper Tweed River Estuary Management Plan identifies it as an area providing public access to the river and proposed installing picnic tables and a timber jetty.

Pursuant to the resolution made by the Tweed River Committee to acquire the land in April 2005, a valuation was obtained determining compensation in the sum of \$35,000. The landowner subsequently objected to the valuation. In meetings with the landowner he indicated he had an expectation of compensation as high as \$300,000 and that he would most certainly object to any determination of compensation made by the Valuer General (upon gazettal of an acquisition) that did not reflect his expectation.

During discussions with the landowner he described situations where members of the public using the ramp had ended up in the water on the ramp which was covered in mud and had to be rescued either in or outside of their cars, indicating that it was a dangerous ramp because it is very steep and is regularly covered in mud beyond the waterline.

In light of the discussions with the landowner, it is recommended that Council resolve to not proceed with the acquisition of the foreshore land, notwithstanding the recommendations of the Upper Tweed River Estuary Management Plan. Further, that the ferry ramp be removed from the Schedule of foreshore infrastructure in the Licence Agreement with the Department of Lands.

It would appear that the pursuit of the compulsory acquisition of the land to provide public access to the river foreshore may result in expenditure to render the ramp safe and most probably involve Council in an action in the Land and Environment Court in relation to the compensation.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

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**16 [EO-OC] Section 94 Plan No. 18 - Council Administration Offices and Technical Support Facilities, 2005/25 Amendment**

**ORIGIN:**

**Planning & Infrastructure**

**SUMMARY OF REPORT:**

Substantial increases in construction costs have occurred since the current Plan was adopted. The proposed amendment revises the project cost estimates in the plan based on recent tenders for building extensions at the Civic Centre and Gray Street Depot.

Draft version 2.1 of *Section 94 Plan No 18 – Council Administration Offices and Technical Support Facilities* has been revised to increase developer contributions to finance these facilities. The amended Plan is recommended for public exhibition and comment.

**RECOMMENDATION:**

**That:-**

- 1. Council adopt draft version 2.1 of the Section 94 Plan No. 18 - Council Administration Offices and Technical Support Facilities as a basis for exhibition and community discussion.**
- 2. Draft Section 94 Plan No 18 - Council Administration Offices and Technical Support Facilities Version 2.1 be exhibited as required by the Environmental Planning and Assessment Regulations to repeal and replace the existing Version.**

**REPORT:**

**1. Background**

**1.1 Current Version of Contributions Plan**

The current version of Section 94 Plan No 18 – Council Administration Offices and Technical Support Facilities was adopted on 27 September 2005 and was for a 20 year time horizon.

This Plan provided for:-

Short term building works	\$967,626	2005/06
Long term building	\$ 4,631,700	2008/09
Depot	\$ 4,959,599	2007/08

**1.2 Review of CP18 - Version 2.0 September 2005**

This version identified that from 2005 to 2025 the population of Tweed Shire is expected to grow by 40,000 and this is expected to generate a need for additional Council staff at the rate of 8 staff per 1,000 persons or a total of 320 persons being 142 indoor and 178 outdoor at a 45:55 ratio.

The projected increase in indoor staff at a rate of 8 staff per 1,000 population and a 45:55 indoor/outdoor staff ratio is estimated at:-

2005	288
2025	430
Increase	142

The projected increase in outdoor staff at a rate of 8 staff per 1,000 population and a 45:55 indoor/outdoor staff ratio is estimated at:-

2005	352
2025	530
Increase	178

The projected staff increases are estimated to require additional 2,414m<sup>2</sup> of gross office space and an additional depot/store (probably located in the west of the Tweed Coast region) of 1.5ha.

The entire demand for additional office space and depot/stores is generated by population/development growth and therefore eligible for financing via Section 94 of the Environmental Planning and Assessment Act 1979.

The purpose of this report is to increase the charges contained in the Contribution Plan to reflect current construction costs. If the recommended new charges are not adopted, the shortfall in funding will need to be sourced from the general fund from existing ratepayers who are not contributing to the demand for the infrastructure covered by this plan.

### 1.3 Revised Costs - Draft Version 2.1 February 2007

The following changes are proposed to the rates used in the Plan.

#### 1.3.1 Office Extension

The unit rate for construction of the 'short term building works' has increased from \$1,000/m<sup>2</sup> to \$2,974/m<sup>2</sup> based on actual construction tenders. The rate for the 'long term building work' has been increased by a further 10% from \$1,700/m<sup>2</sup> to \$3,271/m<sup>2</sup>.

#### Car Parking

The car parking rate has been adjusted to reflect current land purchase and construction costs and has increased from \$250/m<sup>2</sup> to \$427/m<sup>2</sup>.

#### Other Costs

These costs for the short and long term extensions have been increased by 10% and include Survey & Design, approvals, project management and computers and furnishings.

#### 1.3.2 Technical Support Facilities

##### Construction Costs

The cost of construction has been adjusted to reflect the contract cost for the Gray Street building component of the Depot Facility which is \$1,150/m<sup>2</sup>.

##### Other Costs

All other costs have been increased by 20% to reflect increased land, construction and material costs and are shown in the Draft CP 18 Version 2.1.

Appendix A in Version 2.0 has been deleted from Version 2.1 as it is out of date.

### 2.1 Works Program and Estimated Costs - Version 2.1

The estimated costs and proposed works program for the amended plan are:

		<b>Version 2.0</b>	<b>Version 2.1</b>
Current Plan (16 June 1998) 60% of total debt \$2,800,000 = \$1,680,000		1,680,000	1,680,000
New offices internal staff (as per report August 2004)	5,581,326		10,167,949
New depot (see estimate in draft CP18)	<u>4,959,599</u>	<u>10,540,925</u>	6,258,949
<b>Total cost of Works program</b>		<b>12,220,925</b>	<b>18,106,867</b>

### 2.2 Staging

The works are expected to be staged as follows:-

Short term building works	\$2,267,620	2006/07
Long term building	\$7,900,620	2008/09
Depot	\$6,258,949	2007/08

### 2.3 Finance , Loans Interest Costs

Loan funds will be required to finance the above staging program. The resultant debt will be paid off in the later part of the 20 year plan.

Based on a population growth of 2,000 persons per year, the above capital works staging program, and an interest rate of 6.5%, the estimated total interest cost for the life of the plan has been calculated at \$8,148,090.

### 2.4 Proposed Revised Contribution Rates

Calculated contribution rate:-

Contribution rates shall be calculated in accordance with the following formula

$$C = \frac{(CF + OP + F) \times (100 + A)\%}{n} \text{ where}$$

C = amount of contribution per person

CF = Cost of facilities (\$18,106,867)

OP = Balance from original plan (\$1,680,000)

F = Interest finance cost (\$8,148,090)

A = Administration levy %(10%)

n = Population growth

$$\begin{aligned} C &= \frac{(18,106,867 + 1,680,000 + 8,148,090) \times 110\%}{40,000} \\ &= \frac{27,934,957 \times 1.1}{40,000} \\ &= \$768 \text{ per person} \end{aligned}$$

Comparing proposed and current contribution rates:-



	<b>Version 2.1</b>	<b>Current (2005 V2.0)</b>
Per person	\$768.00	\$488.00
Per lot or large dwelling (2.6 persons)	\$1,996.80	\$1,268.80
Per Medium density unit (1.7 persons)	\$1,305.60	\$892.60
Per tourist accommodation unit (1.5 persons)	\$1,152.00	\$732.00
Per small industrial unit	\$399.40	\$253.00
Per small commercial or retail unit	\$399.40	\$253.00
Larger commercial, retail or industrial per 300m2	\$277.00	\$176.00

The full text of *Section 94 Plan No 18 – Council Administration Offices and Technical Support Facilities Version 2.1* is an attachment to this agenda.

### **3. Conclusion**

The proposed draft plan will result in a significant increase in contribution rates, however it is considered that the proposed works are necessary to service the 40,000 Tweed Shire population growth expected in the next 20 years.

The amended draft version 2.1 of the plan is recommended for public exhibition.

### **LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

The adoption of draft version 2.1 of *Section 94 Plan No 18 – Council Administration Offices and Technical Support Facilities Version 2.1* will enable Council to finance its administration office building and depot construction program required to service population growth in the 2005 to 2025 period from this future development/ population by means of s94 contributions.

If the draft revision is not adopted, these works would require financing from the general fund and from existing ratepayers who are not contributing to the demand for these extra services.

### **POLICY IMPLICATIONS:**

The adoption of Draft Section 94 Plan No 18 – Council Administration Offices and Technical Support Facilities Version 2.1 will continue Council's user pays policy for services needed to service population/development growth.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

To view any "**non confidential**" attachments listed below, access the meetings link on Council's website [www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au) or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).

1. *Draft Section 94 Plan No. 18 - Council Administration Offices and Technical Support Facilities Version 2.1. (DW 1535839).*
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**17 [EO-OC] Murwillumbah Memorial Swimming Complex and Car Park**

**ORIGIN:**

**Design**

**FILE NO: GC12/5 - 2005181**

**SUMMARY OF REPORT:**

This report has been prepared to provide an update on the Murwillumbah Memorial Swimming Complex and Car Park project.

Currently the project is in the detailed design phase with final documentation and bill of quantities anticipated by May 2007.

Concurrent with the detailed design phase Council is commencing an Early Contractor Involvement (ECI) process with the shortlisted tenderers. This process will focus on resolving large risk items with the budget, staging of the construction works, contract program (corresponding with pool opening seasons) and risk allocation within the contract before the pricing stage commences.

It is anticipated that a report to Council recommending options for letting a contract for construction of the pool and car park will be submitted to the 10 July meeting.

The construction period will depend on the number of separable portions included in the contract and will not be finally determined until the tenderers have reviewed the final documentation. Current indications are that the facilities will take approximately twelve months to construct. As a consequence the Murwillumbah Memorial Pool Complex would be closed for the entire 2007/2008 swimming season.

**RECOMMENDATION:**

**That this report be received and noted.**

## REPORT:

At the Council meeting of 15 August 2006 it was resolved:-

*"That*

- 1 Detailed design of the Murwillumbah Swimming Complex upgrade and Car Park be completed in accordance with the original scope of works.*
- 2 On completion of the detailed design, tenders for the Murwillumbah Swimming Complex upgrade and Car Park proceed to a separable portions contract document consisting of:-*

### *PART A*

- Upgrade existing 50 m pool*
- New hydrotherapy pool 14m x 8m*
- New heated Learn to Swim Pool*
- New outdoor Leisure pool*
- Prep works and external works including demolition, earthworks, new entry concourse, roadworks and service relocations.*
- 1000 square metre pool hall including new change rooms, manager's office, reception, but excluding ceramic floor tiling, kitchen and ancillary offices/storage.*
- Ground floor plus one additional car park level of 97 spaces*

### *PART B*

- 25 metre heated pool*
- New Diving Pool*
- 1200 square metre pool hall including ceramic tiling, kitchen and ancillary offices/storage*

### *PART C*

- New Grand Stand*
- Third Level of Car Park 84 spaces*
- Pool hall enclosing 25 metre pool"*

This report has been prepared to provide an update on the project.

## **Design**

Subsequent to the Council meeting of 15 August 2006 discussions with the Designer have determined that it would have been impractical to document a 1000 square metre pool hall, separately to a 1200 square metre pool hall, as the functionality of the complex into the future would have been compromised. The Designers have therefore been instructed to document the 1200 square metre pool hall and if savings are required they can be made during discussions with the tenderers during the tender process to omit for example various fittings and/or finishes from the pool hall. The tender package will include:-

## **PART 1**

- Upgrade existing 50 m pool
- New hydrotherapy pool 14m x 8m
- New heated Learn to Swim Pool
- New outdoor Leisure pool
- Preparatory works and external works including demolition, earthworks, new entry concourse, roadworks and service relocations.
- 12000 square metre pool hall including new change rooms, manager's office, reception, ceramic floor tiling, kitchen and ancillary offices/storage.
- Ground floor plus one additional car park level

## **Separable Portions - Part 2**

- PART 2a - 25 metre heated pool
- PART 2b - New Diving Pool
- PART 2c - New Grand Stand
- PART 2d - Third Level of Car Park 84 spaces
- PART 2e - Pool hall enclosing 25 metre pool

Currently the project is in the detailed design phase with 85% complete drawings and documentation received in January 2007. A Development Application for the project was approved by Council at its meeting on 23 January 2007.

Tompkins MDA Architects, the Consultants undertaking the detailed design of the facilities, have recently advised that due to the level of complexity of splitting the documentation into separable portions and the additional drawings required, the tender documents will not be completed until March 2007. After that, an additional 5 weeks is required to measure and prepare a Bill of Quantities. The implications of this will be discussed later in this report under the Design/Construction Program.

## **Construction**

Expressions of interest were sought from experienced contractors and after closing four contractors were shortlisted to submit detailed tenders for the project.

The next phase in the tender process is to undertake the completion of the contract documentation, which is based on the NSW State Government's General Conditions of Contract GC21.

This GC21 process has recently been undertaken by the Department of Commerce for the Shannon Creek Dam Project that is valued at \$70M and has resulted in a savings of approximately 10% on the contract outcome. As well, Council's Water Unit is currently using this process for the Bray Park Water Treatment Plant.

As part of the process two workshops with the short-listed companies will be undertaken. The aim of the work-shops will be to provide draft documentation for review and to openly discuss risk allocation within the specification prior to submission of Tender pricing. This process will allow each party to become fully aware of all obligations required under the contract, potentially leading to savings in both time and money.

On notifying the Contractors of the GC21 process, Glenzeil indicated that their current workload would exclude them from participating in the process and so the number of shortlisted Contractors has been reduced to three (3).

- Seymour Whyte Constructions Limited
- Multispan Australia Pty Ltd
- Buildcorp Queensland Pty Ltd

### **Grants and Donations**

Grants applications under the State Governments Regional Sports Facilities Program and Federal Governments Regional Partnerships Program have been prepared and submitted. If approved the total amount available from each grant would be \$200,000 (i.e. \$400,000 total). It is anticipated that the grants will be determined in February 2007 and April 2007 respectively.

The Mt Warning Rotary Club AM of Murwillumbah has advised Council that they have currently raised \$43,700 towards the provision of the hydrotherapy pool.

### **Design/Construction Program**

As mentioned earlier the proposed staging of the works to comply with budgetary restrictions has altered the design program by several weeks. As a result full documentation for tendering of the works will not be available for the contractors until May 2007.

Workshops using the currently available documentation (85%) begin with the shortlisted Contractors on 9 February 2007. Following the initial workshop the three tenderers will be given four weeks from the first workshop to review the draft documentation in regard to:-

- Contract documents – identifying any ambiguities, omissions, errors and/or points for clarification.
- Separable portions – identifying how much of the prioritised work can be completed with the current approved budget and the best method of staging the works.
- The construction program – identifying how the construction period correlated to the pool opening and closing time. Taking into consideration shorter opening seasons and ‘early use’.
- Alternative designs – identifying if alternative designs have the potential to affect most importantly the budget and the construction period.
- Risk register – identifying any suggested additions, changes, improvements to the way risks have been allocated that could achieve improved project outcomes.

This information is then reviewed and collated by Council Officers in preparation for a second workshop.

- The second workshop will include the same participants as the first and will be conducted over two days as individual one-on-one interviews.
- The series of one-on-one interviews will be held between Council's team (including Department of Commerce staff) and each tenderer. Each meeting will provide an opportunity for both Council Officers and the contractor to present issues not considered appropriate for the group workshop.

The outcomes of the second Workshop will be considered and the tender document and risk allocation register finalised.

On finalisation of the tender documentation, the contractors will be formally invited to submit a fully priced tender for the construction of the works. On current programming it is envisaged that the tender documents will be available in the first week of May. Due to the specialised nature of the swimming complex and the innovation that will likely be incorporated into the construction of the facilities as a result of the GC21 process, it is anticipated that a report to Council recommending a preferred tenderer and contract price would be presented to the 10 July Council meeting.

The construction period will depend on the number of separable portions (Part 2a to Part 2e if any) included in the contract and will not finally be determined until the contractors have reviewed the final documentation (in May 2007). Current indications are that that the facilities will take approximately twelve months to construct. As a consequence, the Murwillumbah Memorial Pool Complex would be closed for the entire 2007/2008 swimming season.

#### **LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Financial issues were discussed in the report to Council on 15 August 2006 where it was decided to call tenders on a separable portion basis. Final decisions on whether to proceed with the project and if so how many separable portions of the project have been deferred until tenders are available.

#### **POLICY IMPLICATIONS:**

Nil.

#### **UNDER SEPARATE COVER/FURTHER INFORMATION:**

*To view any "non confidential" attachments listed below, access the meetings link on Council's website [www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au) or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).*

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**18 [EO-OC] Traffic Master Plan for Boyd Street Precinct, Tugun and Surrounding Areas**

**ORIGIN:**

**Director**

**FILE NO: DA06/1149 Pt1**

**SUMMARY OF REPORT:**

Council's support for a Queensland Department of Main Roads proposal to construct the Boyd Street Overpass on the Tugun Bypass was conditional on preparation of a Master Plan for the border sections of the Pacific Highway to consider optimisation of freeway interchanges and provision of appropriate levels of service on both the freeway and adjacent urban arterial roads to ensure there is adequate connectivity to the proposed Tugun Railway Station, Coolangatta Airport and John Flynn Hospital as well as adjacent Cobaki Lakes and Tugun urban areas. It is proposed to now commence this master planning process.

**RECOMMENDATION:**

**That Council convenes a meeting with the Queensland Department of Main Roads, NSW Roads & Traffic Authority and the Gold Coast City Council to prepare a master plan for the border sections of the Pacific Highway between Kennedy Drive and Stewart Road. The master plan is to consider:-**

- 1. Configuration of the northern section of the Tugun Bypass adjacent to Cobaki Lakes (NSW), Tugun (Qld) and adjacent urban arterial roads.**
- 2. Optimising freeway interchanges to provide appropriate levels of service on both the freeway and adjacent urban arterial roads and to ensure there is adequate connectivity to the proposed Tugun Railway station, Coolangatta airport and John Flynn hospital as well as adjacent Cobaki Lakes and Tugun urban areas.**
- 3. Whether the Boyd Street overpass should be upgraded to a full interchange.**

**REPORT:**

**Background**

At Council's meeting on 21 September 2005 it was resolved:-

- "B. 1. *The Queensland Department of Main Roads be advised:-*
- (a) *Council supports inclusion of the Boyd Street overpass as part of the approvals process for the Tugun Bypass project, or alternatively its approval as a separate project, provided it is constructed at the time of construction of the Tugun Bypass and Boyd Street access is not physically cut. The design geometry of the overpass must not preclude a possible future upgrade to a full interchange.*
- (b) *This support is conditional on Main Roads joining with the NSW RTA, Gold Coast City Council and Tweed Shire Council to prepare a master plan for the border sections of the Pacific Highway between the Tweed River (Barneys Point) Bridge and Stewart Road (Tugun). The master plan process (already commenced by NSW RTA and Tweed Shire Council) is to be extended to consider:-*
- *Configuration of the northern section of the Tugun Bypass adjacent to Cobaki Lakes (NSW), Tugun (Qld) and adjacent urban arterial roads.*
  - *Optimising freeway interchanges to provide appropriate levels of service on both the freeway and adjacent urban arterial roads and to ensure there is adequate connectivity to the proposed Tugun Railway station, Coolangatta airport and John Flynn hospital as well as adjacent Cobaki Lakes and Tugun urban areas*
  - *Whether the Boyd Street overpass should be upgraded to a full interchange.*
- (c) *.....*
- (d) *....."*

Main Roads agreed to "a joint investigation involving NSW RTA, Gold Coast City Council and Tweed Shire Council to further investigate whether there is a need for and whether it is appropriate to construct an interchange in the future."

**Master Plan**

The agreement between Council and Queensland Main Roads to construct the Boyd Street Overpass has been executed and the development application to construct the NSW section of the Overpass is to be determined by Council at this meeting.

Provided the development application is approved it is now appropriate to commence the master planning process referred to in Part B. 1(b) of Council's resolution of the 21 September 2005. In this regard it is proposed to convene a meeting with the stakeholders for this purpose.

Council and the RTA have already agreed upon a master plan for the section of Highway between Barneys Point Bridge and the Tugun Bypass. The border master plan therefore only needs to consider that section of the Pacific Highway between Kennedy Drive and Stewart Road (Queensland).

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

*To view any "**non confidential**" attachments listed below, access the meetings link on Council's website [www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au) or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).*

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**19 [EO-OC] Kallaroo Circuit Bund - Dispute with Byron Shire Council**

**ORIGIN:**

**Director**

**SUMMARY OF REPORT:**

The Kallaroo Circuit Bund was approved by Byron Shire Council in 1992 and has caused flooding and economic hardship to Tweed Shire Council land owners since that time. An agreement reached in 1996 to remediate the bund problem was subsequently voted down by Byron Shire Council in April 2005. Following the floods of 30 June 2005, threatened legal action and the intervention by the Minister for Local Government representatives of the Councils have agreed on a new technical solution for the bund problem being the retention of the existing twin 900mm culverts at invert level 0.2mAHD and the addition of a 3 cell 4.8m wide x 1.5m high box culvert structure in the Kallaroo Circuit Bund. However there still remains a lengthy process of obtaining LEP amendment, DA approval, detailed design and construction of the works before the project is finished. Tweed Shire Council had a similar agreement in 1996 which failed after many years to be executed. On this occasion Council will be relying on the powers of the Minister for Local Government and Section 742 of the Local Government Act to ensure that Byron Shire Council meets its commitments and finishes the bund remedial works by November 2007.

**RECOMMENDATION:**

**That Council:-**

- 1. Endorses Scenario 13 being the retention of the existing twin 900mm culverts at invert level 0.2mAHD and the addition of a 3 cell 4.8m wide x 1.5m high box culvert structure in the Kallaroo Circuit Bund.**
- 2. Requests the Minister for Local Government to ensure that Byron Shire Council meets the milestone completion dates in its proposed program for remediation of the bund issue and that if these milestones are not met that the Minister removes approval and control of the project from Byron Shire Council and vests this in statutory authorities who will ensure speedy completion of the project.**

## REPORT:

### **Background**

Byron Shire Council authorised the construction of a bund on Kallaroo Circuit across the Capricornia Canal in Ocean Shores in 1992. The bund has the effect of diverting flood waters from the Yelgun Creek catchment in Byron Shire northwards to lands in the Tweed Shire that eventually discharge via the Mooball Creek system at Pottsville. The action of Byron Shire Council's actions did not conform with the Environmental Planning & Assessment Act 1979 or the Rivers and Foreshores Improvement Act. The diversion has had the effect of increasing the duration of flooding in the Mooball / Crabbes Creek Drainage Union area of the southern Tweed Shire. The increased duration of flooding results in loss of sugar cane crops and decreased yields depending on the length of the flood. This has had severe and ongoing adverse economic effects on cane growers in this area of Tweed Shire since 1992.

In 1996 an agreement was signed by Byron Shire Council, Tweed Shire Council and the Drainage Union to construct large (Two cells, 3.3m wide x 2.1m high) box culverts in the bund to pass flood waters. From 1996 until 2005 Byron Shire Council conducted a number of studies and prepared reports and applications to enable works to proceed. After a tortuous public exhibition process lasting many years an LEP amendment and development application to enable the works to proceed were submitted to Byron Shire Council by their staff in April 2005. At this meeting Byron Shire Council voted down the proposal effectively stopping this project.

On 30 June 2005 an extreme storm event caused flooding in the north Ocean Shores area of Byron Shire and subsequent studies carried out by Byron Shire revealed that the presence of the bund caused flooding to be significantly higher in the Fern Beach area of Ocean Shores.

Due to frustration with the extreme delays in solving this issue, at the end of 2005, Tweed Shire Council threatened legal action against Byron Shire Council if the bund remediation works in the 1996 agreement were not completed within 6 months.

At the request of the Department of Local Government Tweed Shire Council deferred legal action in June 2006 to enable the Minister for Local Government to resolve the dispute between the 2 Councils in accordance with his powers under Section 742 of the Local Government Act. Following a site visit from the Deputy Director General of the Department of Local Government a preliminary timetable was agreed to obtain agreement on a technical solution to the bund issue and advance the LEP amendment process in Byron Shire to enable the works to proceed.

### Technical Solution

Byron Shire Council convened a bund stakeholders meeting on 18 December 2006 and presented a number of scenarios for a technical solution to the bund issue. At this meeting there was general agreement between statutory authorities and the 2 Councils on the configuration of the remedial culverts except for disagreement on the invert level of these culverts. Tweed Shire Council representatives believe the levels should be 0.8mAHD, Byron Shire Council and the statutory authorities believe the level should be 1.0MAHD.

At a further stakeholders meeting on the 30 January 2007 all statutory authorities (including Department of Natural Resources, Department of Environment & Conservation/NPWS, Byron Shire Council and Tweed Shire Council) agreed on the adoption of scenario 13 as the technical solution for the bund issue. Scenario 13 provides for retention of the existing twin 900mm culverts at invert level 0.2mAHD and the addition of a 3 cell 4.8m wide x 1.5m high box culvert structure. Byron Shire Council representatives undertook to carry out detailed design and obtain approvals and execute construction of the agreed technical solution.

### Timetable

At the stakeholders meeting on 30 January 2007 Byron Shire representatives tabled the following timetable to complete the works:-

#### **Kallaroo Circuit Bund - Stakeholders Meeting**

**Date: 30/1/2007**

#### **Where to from here**

<b>Item</b>	<b>Action</b>	<b>Proposed completion date</b>
1	Following the public exhibition stage, complete LEP amendment process.	End of June 2007
2	Prepare a consultants brief for the engineering design for the bund upgrade.	Mid February 2007
3	Engage consultant to complete engineering design for the bund upgrade.	Mid March 2007
4	Complete engineering design for the bund upgrade.	End of April
5	Prepare a Development Application for the construction of the upgraded bund	End of May 2007
6	Construction	End of November 2007

**Conclusion**

The 2 Councils have agreed on a technical solution for the remediation of the bund however Tweed Shire Council was in a similar position in 1996 so there is no guarantee that this agreement will lead to a speedy solution to the problem.

However the 30 January agreement on a technical solution is a positive step and Byron Shire Council will now proceed through an LEP amendment and DA approval phase to obtain final approval for the bund remediation works. The Section 742 process undertaken by the Department of Local Government will provide milestones for Byron Shire Council to meet in the progress of this project. If Byron Shire Council fails to meet these milestones Tweed Shire Council may request the Minister to intervene and take the project out of Byron Shire Council's hands in order that it can be speedily completed by others.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

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Nil.

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**20 [EC-OC] NSW Ministry Grants**

**ORIGIN: Community & Cultural Services**

**SUMMARY OF REPORT:**

The NSW Ministry for the Arts has announced a series of grants for the Art Gallery and Museum: Visual Arts & Crafts (\$40,000), Museum (\$50,559) and Capital Infrastructure Museums (\$150,000) Programs.

**RECOMMENDATION:**

**That Council:-**

- 1. Accepts the NSW Ministry for the Arts grants for the Art Gallery and Museum of Visual Arts & Crafts (\$40,000), Museum (\$50,559) and Capital Infrastructure Museums (\$150,000).**
- 2. Executes all documentation under the Common Seal of Council.**
- 3. Votes the expenditure.**

**REPORT:**

The NSW Ministry for the Arts has announced the 2007 Annual Grants for the Visual Arts & Crafts, Capital Infrastructure and Museum Programs. The \$40,000 grant under the Visual Arts & Crafts program is for annual operations and is only awarded to those Galleries that satisfy the Ministry's stringent guidelines.

The Ministry has also announced a grant of \$15,559 from the Museum program towards 50% of the part-time Collection Assistant's position (year 1). The position is funded for three years. Council is to fund the additional 50%. The position is crucial to the effective management of the Shire's extensive collection. The position will assist the Senior Museum Curator in the development of the collection of the new Tweed River Regional Museum.

A grant of \$150,000 through the Capital Infrastructure Program for the construction costs of the new Tweed River Regional Museum (Stage 1) was announced by the Ministry. Only one other Council project received a similar grant. This is indicative of the Ministry's support for the project. The grant, unfortunately, is not as extensive as was to be hoped and without further sources of funding this will impact upon the budget for the project.

Council will seek further support for the project from Government sources.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

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Nil.

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**21 [EC-OC] Request for "In Kind" Support/Waive Fee**

**ORIGIN:**

**Community & Cultural Services**

**SUMMARY OF REPORT:**

Council has received requests from various organisations asking that Council provides in-kind support/waives the fees for room hire. Details of the requests are reproduced in the body of this report.

In accordance with Section 356 of the Local Government Act 1993 - Donations, Council resolved on 6 October 2004 that:-

*"... in future, all donations made by Council, whether in cash or in kind, be made by way of a resolution of Council."*

**RECOMMENDATION:**

**That Council:-**

- 1. With reference to the request from Murwillumbah Community Centre Inc, Council provides the Murwillumbah Civic Centre for a reduced fee of \$99 being 50% of the full fee of \$198 for the trivia night to be held on 24 February 2007 and that Council's support is recognised with the following acknowledgement "This programme has been supported by Tweed Shire Council".**
- 2. With reference to the request from Kids Alive Do the Five, Council provides the Murwillumbah Civic Centre free of charge for the 2007 National Drowning Prevention Campaign to be held on 29 February 2007, and that Council's support is recognised with the following acknowledgement "This programme has been supported by Tweed Shire Council".**
- 3. With reference to the request from North Coast Area Health Service, Murwillumbah District Hospital, that Council provides the Murwillumbah Civic Centre for the bi-annual revue to be held on 17-19 May 2007 for a reduced fee of \$297 being 50% of the full fee of \$594 and that Council's support is recognised with the following acknowledgement "This programme has been supported by Tweed Shire Council".**

**REPORT:**

Council has received requests from various organisations asking that Council provides in-kind support/waives the fees for room hire. Details of the requests are reproduced as follows:-

Organisation Name	Request	Est \$ Amount of Waiver	Recommendation	Meet Guidelines?
Murwillumbah Community Centre Inc	Request fee be waived for hire of Murwillumbah Civic Centre	\$99	That the fee be reduced to \$99 being 50% of the scheduled fee of \$198.	Yes
Kids Alive Do The Five	Request fee be waived for hire of Murwillumbah Civic Centre	\$170	That the fee be waived for the purpose of a National Drowning Prevention Campaign involving local schools and pre-schools..	Yes
North Coast Area Health Service - Murwillumbah District Hospital	Request a waiver of fees for the Murwillumbah Civic Centre on 17, 18 & 19 May 2007 for the bi-annual revue.	\$297	That the fee be reduced to \$297 being 50% of the scheduled fee of \$594.	Yes

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Should requests be approved for the waiving of fees for room hire, the income for the meeting room will be impacted by the amount of the fee reduction.

Should requests for "in kind" support be approved, this will impact on the costing of Council's involvement in the activity.

**POLICY IMPLICATIONS:**

In considering this request, reference should be made to:-

Festivals Policy.

Donations Policy.

Guidelines for Fee Reduction, Auditoriums, Meeting Rooms and Halls.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

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1. Murwillumbah Community Centre Inc (DW1529189)
2. Kids Alive Do The Five (DW1526117)
3. North Coast Area Health Service - Murwillumbah District Hospital (DW1506447)

**22 [EC-EO] Markets on Public Land - Sale of Food and Drinks**

**ORIGIN:**

**Environment & Health**

**SUMMARY OF REPORT:**

Council policy has historically not permitted the sale of food and drink, such as 'commercial' or conventional fast foods, at markets held on public lands as these goods may be purchased from local established shops.

However, on 1 November 2000 Council resolved to permit the operation of two food vans at the markets at Pottsville, Kingscliff, Knox Park and Recreation Street. On 17 July 2002 Council also approved the operation of four food vans at the Knox Park market only, due to the reported marginal success of that market.

A letter was received from the Police and Community Youth Club which requested that Council consider increasing the number of food vans permissible at the Recreation Street Markets. On 28 November 2006 Council resolved to advertise the proposal to vary the existing Policy to permit the operation of four (4) only approved food vans which sell conventional foods and drinks at the markets at Recreation Street, Tweed Heads.

The subsequent advertisement period closed on Wednesday 10 January. No letters of objection to the proposed changes for the markets at Recreation Street, Tweed Heads were received.

However, a request has been received from Kingscliff Lions Club, the operators of the Kingscliff Market, to increase the number of food vans at the Kingscliff Market from two (2) to four (4). It is considered that this proposal be advertised.

**RECOMMENDATION:**

**That Council:-**

- 1. Varies the current Policy to permit the operation of four (4) only approved food vans which sell conventional foods and drinks at the markets at Recreation Street, Tweed Heads and make no change in relation to the other markets.**
- 2. Advertises the proposal to increase the number of food vans permitted at the Kingscliff Market from two (2) to four (4).**

**REPORT:**

Council policy has historically not permitted the sale of food and drink, such as 'commercial' or conventional fast foods, at markets held on public lands as these goods may be purchased from local established shops.

However, on 1 November 2000 Council resolved to permit the operation of two food vans at the markets at Pottsville, Kingscliff, Knox Park and Recreation Street, as follows:

*'Where Council approval has been granted for the conducting of a market or similar, on a regular basis on a reserve, then approval is given for the operation of a maximum of two (2) food and drink vendors which comply with the requirements of the "Code for Vending of Food at Markets and One Day Events".'*

On 17 July 2002 Council also approved the operation of four food vans at the Knox Park market only, due to the reported marginal success of that market.

A letter dated 6 November was received from the Police and Community Youth Club which requested that Council consider increasing the number of foods vans permissible at the Recreation Street Markets. A report was put to the Council meeting of 28 November 2006 regarding the possibility of varying Council's current Policy for the Vending of Food on Public Reserves, Streets and Roads. Council resolved to advertise the proposal to vary the existing Policy to permit the operation of four (4) only approved food vans which sell conventional foods and drinks at the markets at Recreation Street, Tweed Heads.

The subsequent advertisement period closed on Wednesday 10 January. No letters of objection to the proposed changes for the markets at Recreation Street, Tweed Heads were received.

A letter was, however, received from the Kingscliff Lions Club Inc (which currently operates that markets at Kingscliff) which requested that Council also increase the number of permissible food vans at Kingscliff to four, as follows:-



P O BOX 1021  
KINGSCLIFF, N S W 2487

January 5 2007

The General Manager  
Tweed Shire Council  
PO Box 816  
Murwillumbah NSW 2484

FOOD VENDING  
TWEED SHIRE COUNCIL  
FILE No MARLETS - Kingscliff  
Doc. No . . . . .  
REC'D - 8 JAN 2007  
ASSIGNED TO ANSWORTH P.  
HARD COPY  IMAGE

Dear Sir

It has been noted in a recent issue of the Tweed Link that Council is inviting submissions in relation to the proposal to alter the number of approved food vans at the PCYC market in Recreation Street from two to four.

Kingscliff Lions Club, being the operators of the Kingscliff Market, would like to apply for the same variation to the conditions under which we operate. Accordingly, we wish to increase the number of approved food vans from two (2) to four (4).

In support of this request we advise that:

- 1) The market site in Jack Bayliss Park is remote from the commercial centre of Kingscliff and is not likely to impact on the commercial viability of businesses in the CBD.
- 2) The market site is more remote from the CBD in comparison to the location of Knox Park and Pottsville Markets in relation to their respective CBDs.
- 3) There is no evidence our existing food vans are impacting on CBD businesses in Kingscliff. The previous market operator confirms she had no complaints from town businesses in relation to the two existing food vans.
- 4) Patrons and existing stallholders have indicated they wish to see a greater choice of food available.

Kingscliff Lions look forward to your consideration and response to our request.

Yours faithfully

Jan O'Grady  
Secretary  
Lions Club of Kingscliff

It is noted that the relevant Policy objective states:

*'To control the vending of food on public reserves, streets and roads to maintain the highest levels of public health, safety and convenience of persons using public reserves, streets ad roads **and to cause minimum financial impact to nearby retail outlets.**'*

The request for an additional food stall may be considered in light of the interest of permanent local retailers who have established businesses, employ people and are likely to work long hours, seven days per week (particularly in the take away food trade).

If Council were to consider varying the Policy for Kingscliff then that Policy variation would need to also be placed on public advertisement.

**Conclusion:**

That Council vary the current Policy to permit the operation of four (4) only approved food vans which sell conventional foods and drinks at the markets at Recreation Street, Tweed Heads and advertises the proposal to allow an increase at the Kingscliff Market to four (4) vans.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Vending of Food on Public Reserves, Streets and Roads Policy.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

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Nil.

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**23 [EC-OC] Entomological Control Report for period November 2006 to January 2007**

**ORIGIN:**

**Environment & Health Services**

**SUMMARY OF REPORT:**

The following report outlines nuisance insect, pest and vermin control carried out in the Shire November 2006 to 31 January 2007.

**RECOMMENDATION:**

**That this report be received and noted.**

**REPORT:**

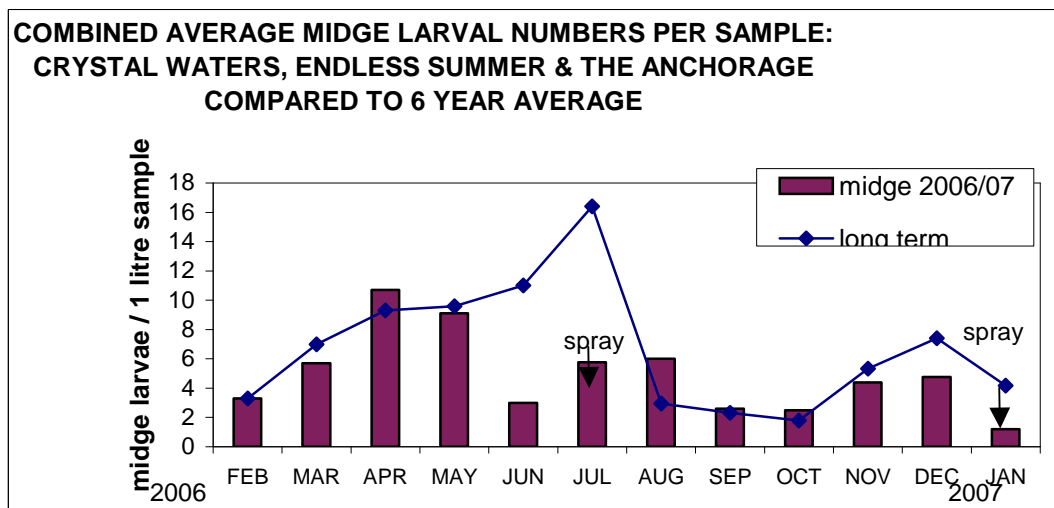
**BITING MIDGE**

**Seasonal activity**

Biting midge activity was generally quiet over summer with only seven biting midge related enquiries during the three month report period November 2006 to 31 January 2007. Complaints regarding midges emanated from Tweed Heads South, Tweed Heads West and Fingal Head.

**Control**

Canal-breeding biting midge larvae were treated in January at The Anchorage Estate, Endless Summer Estate, Crystal Waters Estate, Blue Waters Estate and Tweed Waters. Canal sprays achieved good results. There was an overall larval reduction of 91% at the test sites post spray. The following graph depicts biting midge larval numbers averaged in 3 major canal estates

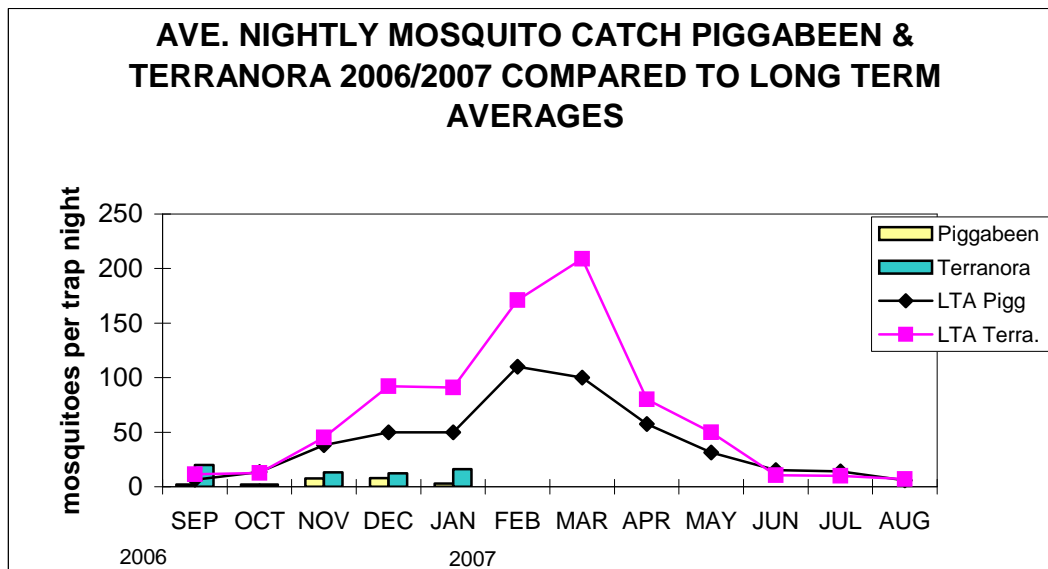


**MOSQUITOES**

**Seasonal activity**

Mosquito activity remained low over the three month report period due to the dry conditions and generally smaller than predicted spring tides. There were only nine mosquito related enquiries. Carbon dioxide baited mosquito traps caught well below average mosquito numbers over the period (see graph below). The most frequently trapped mosquitoes were the salt marsh breeding species *Culex sitiens* and *Aedes vigilax* and the domestic container breeding *Ae. notoscriptus*.

It is expected that the next big rainfall event will hatch very large numbers of salt marsh mosquitoes from dormant eggs that have been conditioned to hatch by the drought.



**Control**

There was one aerial mosquito treatment carried out over the report period following tidal inundation in December, details follow:

**AERIAL MOSQUITO SPRAYING - TAPPS AVIATION 2006/07**

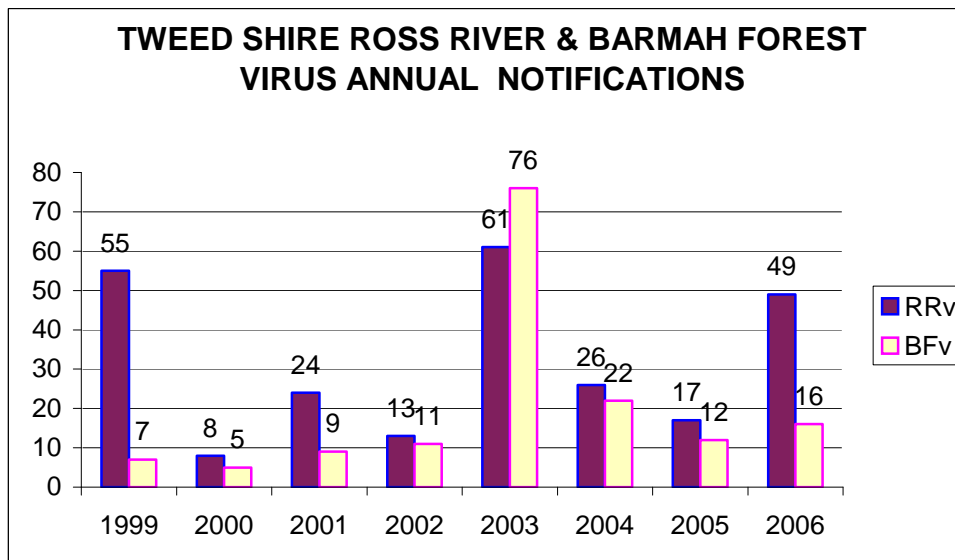
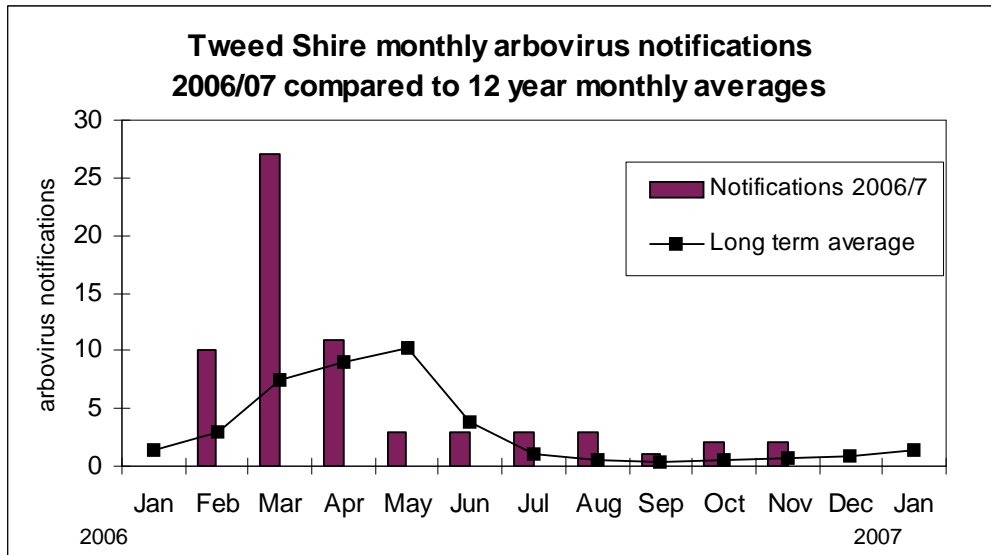
Date	Site	Time	Chemical & rate	Hectares & amt. used	Weather	Target species	Pre spray dip ave.	Post spray dip ave	Comments
8-Dec-06	Terranora	0730	Vectobac	13ha	Fine	Ae. vigilax	2	0	1.2L Bti + 9L H2O.
			1.2L/ha	15L	4k S; 85% R.H.	V. funerea	2	0	300ul droplet
						Cx. Sitiens	9	0	

Several small mosquito larval hatches followed spring tides in salt marsh adjacent to Terranora Broadwater. These hatches were not treated as very dry conditions caused pools to dry within a few days.

Ground based control and pre-treatment with biological insect growth regulating pellets and briquets was carried out in chronic mosquito breeding sites at Cobaki, Tweed Heads West, Tweed Heads South, Chinderah, Bilambil, Terranora, North Tumbulgum and Pottsville.

**Arbovirus**

The lack of mosquitoes over the report period has been reflected in the low number of arboviral notifications within the Shire with only November recording one case each of Ross River virus and Barmah Forest virus. See graph over.



**Other Pests**

*Ants*

Extensive treatment of greenhead ants was carried out in Council reserve areas at Kingscliff.

*Rodents*

Rodent baiting was carried out around coastal holiday parks and gardens and infested sections of Tweed River rock walls.

*Rabbits*

Feral rabbit numbers were assessed in the evenings at sites reported by the public to be harbouring large numbers of these animals. Large populations of coloured domestic rabbits turned feral were noted at Casuarina Beach and parts of Murwillumbah. Rabbits at these sites were baited with calicivirus treated carrots supplied by the Rural Lands Protection Board on 6 November. Within a week there was a noted decline of around 60% in rabbit numbers in the immediate vicinity of the bait sites. Monitoring over the following weeks indicated the virus was not having a secondary impact on adjacent rabbit populations. Information from rabbit control experts suggests the virus may not be as effective in this region as other areas to the south. However, the virus is expected to remain in the rabbit population at low levels and epidemics occur when conditions become suitable. Over recent weeks there appears to have been a further decline in rabbits close to the bait areas. It is likely that supplementary rabbit abatement measures will need to be taken to effect long-term control.

*Pandanus dieback*

Isolated Pandanus planthopper infested trees showing symptoms of dieback were found on private property at 2 sites at Cabarita Beach following information from the public. The trees at these sites and any found nearby were treated with the systemic insecticide Confidor. Planthopper egg cases were removed from some of these trees and hatched in the laboratory to assess whether planthopper parasitic wasps were active at the sites – no parasitism was observed.

*Miscellaneous*

There were 105 enquiries over the report period requesting miscellaneous pest information and identifications. The most common enquiries related to ants, wasps and rabbits.

**LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

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Nil.

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