



TWEED SHIRE COUNCIL

AGENDA

OPERATIONS COMMITTEE MEETING

Tuesday 21 August 2007

Chairman: Mr Garry Payne

**Administrators: Mr Garry Payne AM
Mr Max Boyd AM**



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ITEMS FOR CONSIDERATION OF THE COMMITTEE:

ITEM	PRECIS	PAGE
	REPORTS THROUGH THE GENERAL MANAGER	5
O1	[GM-OC] Tweed Economic Development Corporation (TEDC) Quarterly Performance Report - April to June 2007	5
O2	[GM-OC] Replacement of Air Conditioning Unit – World Heritage Rainforest Centre, Murwillumbah	11
O3	[GM-OC] Tweed Kenya Mentoring Program - Program Status and 2nd Year Review	13
O4	[PR-OC] Tweed Shire Emergency Risk Management Study	25
O5	[PR-OC] Local Flood Plan Sub-plan of the Tweed DISPLAN	29
O6	[TCS-OC] Quarterly Budget Review - 30 June 2007	35
O7	[TCS-OC] Corporate Quarterly Report - April to June 2007	47
O8	[TCS-OC] 2007/08 Loan Borrowing Program	89
O9	[TCS-OC] Monthly Investment Report for Period Ending 31 July 2007	93
O10	[TCS-OC] Request for Assistance with Legal Costs - Bankstown City Council	101
O11	[TCS-OC] In Kind Register April to June 2007	105
O12	[EO-OC] Acquisition of Crown Land - Cobaki Creek, Tweed Heads West	111
O13	[EO-OC] Lease of Council Premises - Lot 1 DP 1082080 Recreation Street, Tweed Heads	113
O14	[EO-OC] Classification of Land as Operational, Seabreeze Estate, Pottsville	115
O15	[EO-OC] Naming of Public Bridge, Numinbah Road, Crystal Creek	119
O16	[EO-OC] Renaming Part of O'Connor Drive, Murwillumbah	121
O17	[EO-OC] Creation of Easement to Drain Sewage - 22 Countryside Drive, Murwillumbah	123
O18	[EO-OC] Lease to Department of Environment & Conservation - Murwillumbah World Heritage Tourist Information Centre	127
O19	[EO-OC] Bridge Club Car Park and Access Road, Recreation Street, Tweed Heads	129



O20	[EO-OC] EC2007-054, 055, 056 Supply and Delivery of Three (3) ERG Class MG7 Road Graders, EC2007-057 Supply an Delivery of One (1) ERG Class WL6 Tool Carrier, EC2007-058 Supply and Delivery of One (1) ERG Class WL7 Tool Carrier, EC2007-059 Supply and Del	133
O21	[EO-OC] Review of Cemetery Charges	139
O22	[EO-OC] Removal of Celtis (tree) Bilambil	147
O23	[EO-OC] Minor Pedestrian Facilities	151
O24	[EO-OC] Sealing School Bus Routes Priorities	153
O25	[EO-OC] Infrastructure Program 2007/2008	157
O26	[CNR-OC] Irrigation of Les Burger Rugby Sports Fields with Recycled Water	167
O27	[CNR-OC] Sewerage Overflow Abatement Strategy	169
O28	[CNR-OC] Burringbar/Mooball Sewerage Scheme	173
O29	[CNR-OC] Floodgate Management Plan	179
O30	[CNR-OC] Aboriginal Advisory Committee Constitution	181
O31	[CNR-OC] Funding Variation to Original Report to Council - Proposed One Off Funding Agreement between Tweed Shire Council (Tweed Community Options) and NSW Community Options Projects Inc.	185
O32	[CNR-OC] Correspondence from Gold Coast City Council regarding Library Services	187
O33	[CNR-OC] Economic Impact Evaluations of Tweed Shire Festivals and Events	189
O34	[CNR-OC] Request for "In Kind" Support/Waive Fee	191
O35	[CNR-OC] First Round Applications for Financial Assistance 2007/2008 - Donations Policy	193
O36	[CNR-OC] First Round Applications for Financial Assistance 2007/2008 - Festivals Policy	197

REPORTS THROUGH THE GENERAL MANAGER

01 [GM-OC] Tweed Economic Development Corporation (TEDC) Quarterly Performance Report - April to June 2007

ORIGIN:

Business & 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 TEDC's Performance Report for the quarter 1 April to 30 June 2007 and attached as a confidential attachment is the Profit and Loss statement, Balance Sheet and budget comparisons for the same period.

RECOMMENDATION:

That Council receives and notes the quarterly report from Tweed Economic Development Corporation for the quarter 1 April to 30 June 2007.

REPORT:

**TWEED ECONOMIC DEVELOPMENT CORPORATION LTD
QUARTERLY REPORT TO TWEED SHIRE COUNCIL
APRIL TO JUNE 2007**

1. Economic Modelling Tool Update

- Tweed table update to commence July 2007 as census data is released, to coincide with the collection of business data at the local (Tweed Shire) level.
- Meeting with Northern Rivers LGAs regarding proposal by TEDC to update individual LGA tables and economic development officers' training, scheduled for July 23rd 2007.
- Economic Model computer technology "user friendly" upgrade commenced.
- Economic Model tables upgrade to allow for accommodating the new SNA (system of national accounts) which means the model will now measure and take into account 109 industries and 16 different margins and taxes instead of the 106 industries and 11 margins used previously. (Federal Government Tax Changes)
- Continued interest in commercial consultancies.

Economic Model work completed:

- ❖ Economic impact of 4 Tweed Festivals.
- ❖ Economic impact of the proposed Tweed River Regional Museum
- ❖ Kyogle Shire Council 2004/05 table update

2. Tweed Rural Land Use Study Stage II

- Now received comment from TSC Strategic Planning Unit, in response to proposed TEDC RLUS II brief, to allow progress to Stage II.
- TSC agreed (08.02.07) for TEDC to undertake Stage II of the RLUS independent of, and separate to, the TSC LEP 2000 review process.
- Review Process, based on leveraging of external funding.
- Brief now being fine tuned and funding proposals developed.

3. Cross Border Issues

- Seamless Borders Project completed and launched April 20th 2007
- Seamless Borders web sites launched and operational - www.seamlessborders.com.au & www.tweedgoldcoast.biz
- Seamless Borders project administrative/funding requirements completed June 2007
- Tweed (TEDC) and Gold Coast Cross Border Working Party to continue to communicate with representatives from both NSW and Queensland government on cross-border business compliance and regulatory issues.
- TEDC invited to participate in Southern Gold Coast Business Leaders Forum Visioning Project, where it was acknowledged that the Tweed should be included in the visioning process in recognition of the links which exist between the two regions.

4. Tweed Employment Generating Land

- TEDC continues to receive and facilitate queries from business interests wishing to establish or relocate businesses, or develop employment-generating land in Tweed Shire.
- TEDC contributed to the development of the brief & provided 11 of the 16 reference documents provided to the Tweed Employment Lands Strategy consultants.
- TEDC is working with TSC and the consultants who have been engaged to undertake the Tweed Employment Lands Strategy.
- TEDC has completed a survey of businesses in the Tweed's three major established business parks (Murwillumbah, South Tweed & Chinderah) as part of update of the TEDC industrial land database.

5. Tweed Heads CBD Master Plan

- The Tweed Heads CBD Project Facilitation Team has now completed its assigned task and all documents are to be transferred to TSC.
- TEDC will continue to work with TSC on the CBD redevelopment through the development of the Tweed Heads Locality Plan and by dealing with and facilitating investor queries.
- TEDC will also work with TSC on the Tweed Heads South Locality Plan.

6. Tweed Aviation-Related Business Park

- TEDC, as a direct outcome of the Tweed and Gold Coast Transport, Aviation & Distribution Hub Project, identified an opportunity to establish a General Aviation Airstrip/Business Park in Tweed Shire.
- TEDC and TSC have identified a number of sites for the establishment of a second general aviation airstrip in the Tweed
- TEDC has provided significant data relating to the needs of a general aviation business park, and in addition identified professional expertise to evaluate subsequent stages of the process.
- This issue should be addressed as part of the current Employment Lands Strategy.
- TEDC to continue to work with TSC to investigate further the feasibility of developing a second aviation-related business park in Tweed Shire.

7. TEDC Economic Vision & Strategy

- TEDC held a Directors Retreat on April 19th 2007
- TSC Administrators, GM & Senior officers were invited to attend
- Guest presenters at the event included:
 - Julie Bindon: Founding Director of JBA Urban Planning Consultants, North Sydney; Vice President of the Planning Institute of Australia (PIA); Chair of the PIA Economic Development Chapter (National Council) Launched April 4th 2007; Fellow of the Planning Institute of Australia

Mr. Gary White: City Planner with Ipswich City Council; Former President of the Queensland Division of the Planning Institute of Australia (PIA); recently completed study tours in relation to the regional planning systems in the USA and Canada.

Mr. Carl Bruhn: Project Director – Varsity Lakes (Gold Coast) Delfin Lend Lease, Integrated Masterplanned Estates.

- The outcomes of the retreat are now being incorporated into the Joint TEDC/TSC Economic Growth Management Vision & Strategy.
- One of the outcomes of the retreat was that TEDC adopt the Oregon Community Consultation Methodology approach to creating a vision (adopted by Ipswich City Council) which is based on the following four principles:
 1. Where are we now? (The facts: what are the population/demographic/ economic facts for the Tweed?)
 2. Where are we going? (The trends: where are these population/demographic/ economic trends leading us? i.e. no change scenario.)
 3. Where do we want to be? (The vision: where do we want the Tweed economy to be in 2020? Substantiated and supported by the facts)
 4. How do we get there? (The actions: what steps do we take to achieve our economic vision?)
- TEDC has completed Stage 1 & Stage 2 of the process and is well advanced on the subsequent stages.

8. Transport Issues/Submissions

- Cross Border Transport Task Force submission lodged by TEDC.
- Copies of submission forwarded to Senior Advisors to both NSW and Queensland Premiers' departments
- Auslink's Sydney-Brisbane Corridor Strategy submission lodged by TEDC.
- RTA Representatives Meeting on Banora Point Sextons Hill Upgrade. The meeting was attended by the Project Manager, Project Engineer & Project Economist. Following the meeting, TEDC forwarded, at the representatives' request, relevant Tweed economic and statistical data.

9. Other Briefing and Presentations

- The TEDC was invited as part of a Guest Panel of Presenters, to the launch of the Planning Institute of Australia, NSW Branch Economic Development Chapter in Sydney on April 4th 2007.
- TEDC CEO was invited to provide a presentation to the Ballina Chamber of Commerce on the TEDC approach to economic development, including an explanation of the economic modeling tool on April 16th 2007.
- TEDC CEO attended the Tweed Tourism meeting of May 3rd 2007.
- TEDC made a presentation to the Kyogle Shire Council on the use and value of the Economic Model on June 7th 2007
- Meeting with the Regional Director of the North Coast Institute of TAFE June 5th 2007
- Briefing of MP's Thomas George and Geoff Provest, May 22nd 2007
- Participated in the NRRDB Aquaculture Industry Forum at Ballina on May 16th 2007
- TEDC was represented at the Official Opening of the Gold Coast Airport Runway Extension May 16th 2007

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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 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. Confidential Attachment - Financial Statements (DW 1640944)
-

O2 [GM-OC] Replacement of Air Conditioning Unit – World Heritage Rainforest Centre, Murwillumbah

ORIGIN:

Business & Economic Development

SUMMARY OF REPORT:

The air conditioning unit at the Murwillumbah World Heritage Rainforest Centre – Visitor Information Centre has been failing over the last few months. Council's air conditioning contractor has reviewed the unit's status and has recommended replacement.

This report recommends that Council endorse the replacement of the unit with the quote provided by Council's air conditioning contractors.

RECOMMENDATION:

That Council endorse the replacement of the air conditioning unit at the World Heritage Rainforest Centre, Murwillumbah by L.E.N Enterprises (Council's air conditioner supply and maintenance contractors) with a Uni-Aire unit for \$15,335.

REPORT:

The World Heritage Rainforest Centre / Murwillumbah Visitor Information Centre was constructed in 1997, 10 years ago. The air conditioning unit that was installed at that time has reached the end of its economic life. The unit is experiencing constant breakdowns which require call outs to repair and reset. This is incurring an ever increasing maintenance cost.

Council's air conditioner supplier and maintenance contractor, L.E.N Enterprises has undertaken major maintenance work on the unit some months ago. However, it is considered that the unit is no longer serviceable.

- L.E.N Enterprises have provided a quote on 2 August to replace the unit with three (3) alternative units. Their prices are provided in the confidential attachment to this report.

All prices are exclusive of GST and include installation, electrical, ducting modifications and disposal of existing refrigerant.

As Council's preferred supplier under a supply contract there is no requirements to obtain further quotes for this work within the price ranges provided. As a result this report recommends the purchase and installation of the Uni-Aire unit for \$15,335 (ex. GST).

Funds for the purchase of this unit have been rolled over from 2006/07 budget allocation for maintenance of the World Heritage Rainforest Centre.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

This report recommends the supply and installation of a new air conditioning unit at the World Heritage Rainforest Centre for \$15,335. This amount is to be funded out of the maintenance budget for the Centre which will be rolled over from the 2006/07 budget.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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1. Confidential Attachment - Quotation by L.E.N Enterprises to supply and install Air Conditioner (DW 1646684)
-

O3 [GM-OC] Tweed Kenya Mentoring Program - Program Status and 2nd Year Review

ORIGIN:

General Manager

FILE NO: Water Management – Mentoring Kenya

SUMMARY OF REPORT:

In September 2005 Council adopted the Tweed Community Mentoring Program Stage 3 Operational Plan 2005/2010.

This report details the status of the Program at the end of its 2nd year of operation.

The most significant achievement in the last 12 months was the successful completion of the Safe Water Project. This project delivered potable water for the community of Obambo-Kadenge, a remote community in West Kenya. It has been recognised internationally as one of five finalists from 182 international projects competing for the inaugural Siemens Global Corporate Responsibility Award.

RECOMMENDATION:

That:

- 1. This report be received and noted**
- 2. Council adopts the Tweed Community Kenya Mentoring Program Operational Plan 2007-2010, subject to formal endorsement by the International RiverFoundation.**
- 3. Council sponsors a welcoming function for the three Kenyan volunteers during their upcoming two week visit to the Tweed.**



REPORT:

Table of Contents

1. Program Funding
2. Australian Volunteers
3. Kenyan Volunteers
4. International Riversymposium 2007
5. Colours of Kenya
6. Safe Water Project of Obambo-Kadenge
7. Safe Water Project – International Recognition
8. Operational Plan 2007/2010
9. Other 06/07 achievements
10. Tweed Valley Travellers

1. Program Funding

The Operational Plan 2005/2010 was predicated upon a sponsorship of \$50,000 per annum. This target has not been achieved. Major sponsors for 2006/2007 were:

International RiverFoundation	\$10,000
Tweed Shire Council	\$10,000
ON-Q Human Resources	\$10,000

These funds were allocated to desk activities in Nairobi. In addition to these funds some \$25,000 was raised to deliver the Safe Water Project including \$8,000 in staff contributions.

The focus of the program has, by necessity, been narrowed to match the resources available.

Attachment (i) to this report is a letter from Gallamoro Network dated 24 July 2007 including a statement of income and expenses for the period to 30 June 2007.

2. Australian Volunteers

Four Australians have volunteered their time to visit Nairobi and support the program.

1. Karen Cranney, at the time a Council Environmental Scientist, visited in December 2004.
2. Dr Natalie Baker, an International RiverFoundation volunteer, worked at the Kenyan Desk for two months in February/March 2006.
3. Dr Vikki Uhlmann, former Manager of the International RiverFoundation, worked at the Desk for one month from 24 November to 24 December 2006.
4. In March 2007 Council's Floodplain Projects Officer, Dr Marty Hancock delivered the Safe Water Project.

Dr Vikki Uhlmann's report is attachment (ii) to this report. Reports from the other volunteers have previously been submitted to Council.

It is worthy to note Dr Uhlmann's recommendations in her report to the International RiverFoundation:

The TKMP project has broad social and economic dimensions beyond river and catchment restoration. This project is important because it is using cost-effective community development and organisational partnerships to both clean up the Nairobi River and improve the health and poverty of the people in its catchment.

The efforts being made under YCLEAN are very impressive, given their few resources. They are perhaps achieving more on-the-ground results than the larger international programs operating on the same issues.

It is therefore recommended that the IRF:

- continue to support the TKMP;*
- assist the youth groups to learn more about catchment management by linking them with more experts;*
- promote the TKMP model of twinning in its communications; and*
- utilise the visual images obtained from the visit to raise funds for the project.*

3. Kenyan Volunteers

Three young Kenyans living in the Kibera slums have been working as volunteers at the Tweed Kenya Mentoring Program (TKMP) Desk supporting the Co-ordinator, Olita Ogonjo.

1. *Anastacia Karugo* - Anastacia is a 22 year old Kenyan and a graduate of computer programming. Anastacia hails from Kibera peoples settlement and has been active in the community through the Catholic Church activities and is a founding member of the youth group Initiative for Sports and Arts (ISSA). She has been particularly instrumental in the HIV/Aids campaign through the Mr & Miss Kibera Beauty Contest, sports and environmental campaigns. Currently she volunteers at the Kenya Mentoring Desk as a youth volunteer mobilising local resources needed for youth and environmental activities. Anastacia is also a soccer referee. Her dream is to see the living conditions improve for her people in Kibera, especially the youth.
2. *Christopher Abuor (OJ)* - OJ is 24 years old and volunteers his time at the TKMP Desk to support youth community education and awareness. OJ assists youth development, waste management and river catchment management by supporting youth groups and clubs to enlist as members of Y-CLEAN and to fully participate in activities.



3. *John Kinuthia Kori (Kori)* - Kori is 29 years old. Kori is a soccer coach working with young boys in Kibera. Kori was instrumental in working with Olita to deliver the Great Nairobi River Sports for the Environment Challenge which launched the TKMP in Nairobi in December 2005. Since that time, Kori has been committed to working with youth to link sports to the environment. He has become a passionate champion of environmental conservation and action towards the restoration of the Nairobi River.

Tweed service clubs are being encouraged to "adopt a volunteer" for 12 months in order for them to be paid an allowance of \$300/month for their work with the program. Murwillumbah Rotary AM has already agreed to provide some support for Anastacia.

4. International Riversymposium 2007

The International Riversymposium will be held in Brisbane from 2-5 September 2007. As in previous years the International RiverFoundation (IRF) is sponsoring international delegates to attend the Symposium.

In recognition of the Tweed's twinning initiatives through the TKMP, all three Kenyan volunteers are being sponsored by the IRF and Riversymposium to attend this year's event.

Anastacia, Kori and OJ will spend a week in the Tweed before and after the Riversymposium. They will stay with by Council staff during this time. A full program has been organised whereby they will be given training to support their role at the Desk. It is also intended for them to meet a large number of community groups, service clubs and program supporters and sponsors during their visit.

One of the real threats to the ongoing success of our program has been the reliance on our Desk Co-ordinator, Olita Ogonjo as the single point of reference in Nairobi. It is envisaged that by the end of their time in Australia, Anastacia, OJ and Kori will have sufficient skills and a wider understanding of the program enabling them to fulfil a more significant role within the TKMP into the long term.

In the revised Operational Plan reported elsewhere in this report, a budget allocation has been provided as a small monthly allowance to support the volunteers.

5. Colours of Kenya

Author: Lesley Buckley

The World Jazz ensemble Mosaic, 'Colours of Kenya' production staged at the Murwillumbah Civic Centre on 23 February 2007 provided a synergy with the Tweed Kenya Mentoring Project and presented an excellent opportunity to link the Mentoring Project with the arts, education and cultural development.

The 'Colours of Kenya' production, featuring Kenyan master percussionist Bandika Ngao brought together accomplished musicians from Australia and overseas to present a unique multicultural and contemporary jazz experience. The evening concert was a huge success with an audience of approximately 260 people from across the Shire.

A pre-concert event was also hosted by Council at the Canvas & Kettle to thank project sponsors and to welcome Special Guest, Kenyan High Commissioner, Mr John Lanyasunya. Thirty sponsors and special guests attended the pre-concert event with presentations from Council Staff.

Council's Cultural Development Officer assisted with the negotiations and liaised with local high schools to promote a workshop program on African Percussion and Vocal Blend Technique - offering students a cross-cultural experience and an opportunity to learn new approaches to group vocals and rhythm. Eighty senior music students from Murwillumbah & Wollumbin High Schools attended the workshop, and some had the opportunity to perform on stage with the troupe in the evening performance.

The production was initiated by Judy Campbell, lead vocalist and composer for the Mosaic troupe, who contacted Council in late 2006 after discussions with Agnes Mandi, the Kenyan Deputy High Commissioner from Canberra who was aware of the Tweed's innovative Tweed Kenya Mentoring Project. Ms Campbell and Bandiko Ngao are members of KATA, the newly formed Kenya Australia Trade Association, which is also involved in a number of projects related to delivery of clean water. They were thrilled to learn more about the Tweed's mentoring project.

As Council was unable to provide the necessary production fee and accommodation costs for the production, an agreement was made wherein Council supported the production with a \$1,000 Guarantee Against Loss in the event of poor ticket sales. These funds were allocated from the Cultural Development Seed Funding budget.

Mosaic kindly donated 20% (\$5) of all CD sales from their recently launched CD throughout the 6-week tour to the Tweed Kenya Mentoring Project. Although this production did not present as a major fundraising exercise for the TKMP, it certainly provided a very beneficial advocacy and promotional tool. Mosaic distributed information and promoted the TKMP throughout their Australian tour and acknowledged Council's support in all media promotions including radio and television.

The following Council staff are to be acknowledged and congratulated for their support and contribution to the event:

- Jane Lofthouse - Council's Waterways and Coast Coordinator
- Tom Alletson - Council's Waterways and Coast Coordinator
- Marty Hancock - Councils Flood Plain Project Officer
- Barbara Allen - Council's Festival and Events Liaison Officer
- David & Joyce Martain - Auditorium Managers
- Sandra Zeitlow - Administration Assistant
- Jenny Morgan - Secretary, General Manager
- Paul Wright – Senior Technical Officer
- Sandy Pimm – Senior Environmental Scientist



6. Safe Water Project of Obambo-Kadenge

Council has previously considered a report on the successful implementation of the Safe Water Project. The report is attachment (iii).

In a very direct way this project has had a significant impact on the overall health and prosperity of a remote Kenyan community. It will almost assuredly lead to a reduction in the infant mortality rate in this community.

SkyJuice Foundation provided the filtration equipment (SkyHydrants) for the project. A recent article in the SkyJuice Foundation newsletter provides a different perspective on the project and is reprinted below:

“Kenya: Obambo-Kadenge Safe Water Project

In March 2007, the Skyjuice™ Foundation in conjunction with the Tweed Shire Council Mentoring Program installed a “Safe Water Kiosk” consisting of four SkyHydrants for the remote Obambo-Kadenge community in Kenya. This was managed by Marty Hancock of Tweed Shire Council.

Potable water supply had been a major issue for the community of Obambo-Kadenge village. There is little likelihood of major infrastructure development, so the community has mostly relied on run off water collected in the Gona Dam, a small shallow dam on the floodplain. The run-off passes through cultivated plots, homes and cattle grazing areas. The district dams are highly silted, lack protection from soil erosion or animals and sanitation is almost non-existent. The feed water is turbid (>400NTU). It is contaminated by human activity and livestock waste which can result in a high mortality rate. Outbreaks of water borne diseases such as cholera, typhoid and dysentery are common.

SkyHydrant™ water filtration units were selected as the most appropriate cost effective water filtration unit as a physical disinfection barrier high rate filter was essential. The SkyHydrant™ is long lasting, portable, and robust. All operating and membrane cleaning processes are simple, quick, manual and straightforward to demonstrate to the local operators.

A Safe Water Kiosk Project committee was instrumental in overseeing site selection, construction of the safe water kiosk, tank stand and selection of the windmill and wind generator. The committee decided that the wind generator and petrol pump would be the most sustainable option for the communities’ water requirements. Installation of the SkyHydrant™ array of water filters quickly established a reliable safe water supply from the water kiosk. The turbidity (NTU) was 400 prior to filtration. The SkyHydrant™ SMF1 filters provide filtration down to 0.1 micron which is sufficient to filter out all solids and bacteria and significantly reduce pathogenic organisms.

It is planned to have ongoing monitoring of the installation and documentation of the health benefits within the community. This will be the basis for further projects anticipated by the Tweed Shire Council and the SkyJuice™ Foundation.

The Safe Water Kiosk Project is more than just an infrastructure project; it is a community project both in Australia and Kenya fuelled by the creative energy, enthusiasm and generosity of the communities in both countries. The project demonstrated the power of combining community participation, cost effective appropriate technology and education to provide an essential service.”

7. Safe Water Project – International Recognition

Skyjuice with TKMP support submitted an application for the Siemens Corporate Responsibility Award. Skyjuice uses Siemens Water Technology filters in their Skyhydrant water filtration units. The application was for a further Safe Water Project at a site near Obambo-Kadenge. The application sought funding for the equipment, installation and TKMP desk support - approximately \$50,000.

There were 182 teams world wide that submitted projects for the award.



The TKMP Safe Water Project has been selected as one of 5 finalists from around the world to present in Berlin at the Siemens' Corporate Responsibility Award Ceremony on 11 October 2007.

Regardless of the final outcome, it is a significant achievement for the Project to be recognised at this level.

Council might recall that the Project was initiated by Council staff contributing to the TKMP through weekly payroll deductions. Council was not required to commit any funds directly to the Safe Water Project.

Apart from Council staff, the Project was sponsored by:

SkyJuice Foundation
International RiverFoundation
Murwillumbah Seventh Day Adventist Church
Hayes Steel
Central Engineering
Solo Resource Recovery
Scandinavian Cone Company
Jim and Lee Dickinsons
Martin Albrecht
Murwillumbah Central Rotary Club
Native Foresters

8. Operational Plan 2007/2010

The Program has now been running for 3½ years (February 2004). The original Operational Plan for 2005/2010 identified two parallel streams.

1. Physical Intervention Stream

“Using Tweed Shire Council’s physical resources, knowledge, experience and sponsorship funds to raise living standards through implementation of water quality improvement programs in the pilot areas. This stream will also facilitate farmer to farmer exchange.”

2. Awareness and Engagement Stream

“To increase community awareness by engaging with community groups, services clubs, schools, individuals and sporting clubs in Kenya and Australia.”



The inability of the program to achieve the desired level of funding of \$50,000 per year has resulted in a focus on the awareness and engagement stream. There have also been many lessons learned and experiences gained during the first two years of the program. The program has developed in the absence of any other comparable model. It has attracted considerable interest as a best practice model to deliver genuine on-ground outcomes. Its absolute focus at the grassroots level is what sets the TKMP apart from other programs supporting third world community development.

This report recommends the adoption of a new Operational Plan 2007/2010 consistent with the current direction of the program. The Operational Plan is attachment (iv) to this report.

9. Other 06/07 achievements

Author: Olita Ogonjo and Tom Alletson

Y-CLEAN

The efforts by TKMP towards improved Nairobi urban water and environmental sanitation situation have resulted into the Youth-Community Led Environmental Action Network (YCLEAN) model of community engagement & awareness, and Kavuthi River Rehabilitation pilot project. These two main components have given the Kenya Mentoring Desk at Dagoretti an identity and goal and in fact the community refers to the desk as "WATU WA VIJANA NA MAZINGIRA".

The Y-CLEAN network now includes 102 clubs with 52 active in rubbish removal and environmental education activities.

Detailed quarterly reports to the International River Foundation is attachment (v) to this report.

The following are the most significant achievement in the last three months.

1. MOBILISATION/EDUCATION:

- *KMP co-facilitated hygiene and sanitation training using Participatory Hygiene and Sanitation for Transformation (PHAST) tools for 2-two youth groups and informal primary schools in the Kibera' peoples settlement. This was a 3-day for each of the group from the 26th August, 21st oct & 11th nov 06 to early august 06, which gave the KMP opportunity to include environmental aspects to sanitation tools like F-Diagram i.e. linking feaces/poor waste management to physical environment to human health. More often trainings for improved sanitation in the people's settlement has not taken into account physical environment such as trees/vegetation, and water resources such as polluted Nairobi Dam. The sessions were meant to open the eyes of the youth and residents of Kibera to pay attention to environmental impact.*
- *KMP co-facilitated with Kiambiu Youth Group (KYG) the mobilization and training of children that led to the formation of the children's club for child rights, environment and sports in the village. This club is supported by volunteer youth from KYG and has 48 children aged 6yrs to 14 yrs and engage games, soccer, environmental discussions and rights sensitization during weekends and is expected to be active in the coming school holidays.*
- *Attendance of routine meetings in kibera, mutoine, waithaka, redcross kikuyu, riruta kiambiu where action to stop waste has been the message to the community.*

2. Y-CLEAN:

- *The network managed to have six meetings especially in October and November where they explored the possibility of holding a tournament. Proposal was that they would host street soccer and games.*
- *The network also made arrangements for documentary by Vikki Uhlmann (and her son Nick) on efforts being made by YCLEAN members to clean their environment for November & December. the group meetings, leadership training,*
- *More clubs have now joined the network and now have 57 youth groups. The most recent are Gideon's Boot soccer club of Kikuyu, Dagoretti Hawks Groups and Waithaka Youth Association (WAYA).*

3. YOUTH MENTORING:

- *Sam Mwangi who was supported by the Tweed Community to travel and live with Zietlow family in the Tweed shire got a sponsor(s) for his education and one of the activity/task was to look for a boarding school in Kenya that would take him. Sam has transformed while in Tweed from a boy who had little motivation for education and could not speak English well then, to one who wants to study and can now hold a conversation in English.*
- *The impact of Sam going to Australia is that young boys are now motivated to play soccer and engage in community service in hope that they would also be noticed and also get to travel like Sam. The challenge for the desk is how to utilize this energy and also not to build hope that can likely be disappointed.*

Advocacy

The TKMP/Y-CLEAN have been lobbying the National Environment Management Authority (NEMA) over the pollution of the Kavuthi River. As a result of this engagement one outcome has been that NEMA has prosecuted a major Abattoir. The Abattoir is a significant point source polluter in Dagoretti. Previous Australian volunteers have bought back graphic images of the pollution emanating from these premises.

Great Nairobi River Soccer Tournament

The Great Nairobi River Soccer Tournament was the second tournament held in conjunction with World Water Day in Dagoretti with 30 clubs participating. This is a significant component in the strategy of using youth as the point of access to achieve improved environmental and conservation outcomes.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.



POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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1. Letter from Gallamoro Network- Statement of Income & Expenses for April 2006 to 30 June 2007 (DW1640785)
 2. Vikki Uihmann's Report on Visit to Kenya in November-December 2006 (DW1649403)
 3. Tweed Kenya Mentoring Program Safe Water Project Report Obambo-Kadenge (DW1608540)
 4. Tweed Community Kenya Mentoring Program Operational Plan 2007-2010 (DW1649402)
 5. Quarterly Reports to the International Riverfoundation (DWs1649404; 1507164; 1649684; 1649686)
-

O4 [PR-OC] Tweed Shire Emergency Risk Management Study

ORIGIN:

Building & Environmental Health

SUMMARY OF REPORT:

In 2004 the Tweed Local Emergency Management Committee (LEMC) commenced the process of disaster risk assessment. In October 2005 Tweed Shire Council was successful in attaining a funding grant of \$50 000 to assist in the assessment process, \$25,000 contributed from the Australian Government, \$25,000 from the NSW Government and \$25 000 from Council (in-kind contribution).

On 9 July 2007 the Tweed LEMC with the support of Council became only the fourth Committee, in the State to successfully complete its Emergency Risk Management Study.

The Study outcomes will form the basis of future actions by the Tweed LEMC to assist in the development of emergency risk management based planning within the areas of prevention, preparation, response and recovery.

RECOMMENDATION:

That the report on the Tweed Shire Emergency Risk Management Study be received and noted.

REPORT:

On 8 June 2001, the Council of Australian Governments (COAG) commissioned a review of the Nation's arrangements for dealing with natural disasters. The subsequent report recommended fundamental structural reform as the foundation of a new approach to natural disaster management in Australia. The key principle is for a shift beyond disaster response and reaction, towards anticipation and mitigation. To support the principle the Australian Government has provided funding for a new mitigation package, including a new mitigation program, the Natural Disaster Mitigation Programme (NDMP).

The NDMP funds a range of measures including Natural Disaster Risk Management Studies that contribute to safer and sustainable communities that are better able to withstand the effects of natural disasters such as bushfire, earthquake, flood, storm surge, landslide, tsunami, meteorite strike and cyclone.

As an incentive to develop appropriate planning at a Local Government level COAG had recommended that a 10% reduction in available disaster relief funding be applied to any Local Government application, from 2007 (extended until 2008), who had not undertaken a Natural Disaster Risk Management Study prior to any natural disaster occurring in their area. As a recent example Tweed Shire Council received disaster relief for the June 2005 floods of nearly \$1.03M. A 10% reduction would have costed Council therefore approximately \$100,000.

In 2004 the Tweed Local Emergency Management Committee (LEMC) commenced the process of disaster risk assessment. In October 2005 Tweed Shire Council was successful in attaining a funding grant of \$50,000 to assist in the assessment process, \$25,000 contributed from the Australian Government, \$25,000 from the NSW Government and \$25,000 from Council (in-kind contribution).

On 9 July 2007 the Tweed LEMC with the support of Council became only the fourth Committee, in the State to successfully complete its Emergency Risk Management Study.

The study does not replace the Tweed DISPLAN. It provides for enhancement of existing programs and arrangements by adopting the State Emergency Management Committee (SEMC) emergency risk management process paralleling both risk management as outlined in Australian/New Zealand Risk Management Standard 4360:1999 and normal management practices.

The study outcomes will form the basis of future actions by the Tweed LEMC to assist in the development of emergency risk management based planning within the areas of prevention, preparation, response and recovery.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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1. A copy of the Tweed Shire Emergency Risk Management Study will be tabled at the Meeting.
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O5 [PR-OC] Local Flood Plan Sub-plan of the Tweed DISPLAN

ORIGIN:

Building & Environmental Health

SUMMARY OF REPORT:

The Tweed Shire State Emergency Services (SES) Local Controller has tabled a revised Tweed Shire Local Flood Plan at the LEMC meeting of 1 May 2007 and requested that the Plan be endorsed as a Sub-Plan of the Tweed DISPLAN.

This report outlines the responsibilities, within the Plan, affecting the operations of Council and its staff.

RECOMMENDATION:

That the report on the Local Flood Plan Sub-plan of the Tweed DISPLAN be received and noted.

REPORT:

The Tweed Local Disaster Plan (DISPLAN) provides for emergency arrangements within the Tweed Shire. The object of the DISPLAN is to ensure the co-ordinated preparation for, response to and recovery from emergencies by all agencies having responsibilities and functions in emergencies. The Tweed Local Emergency Management Committee (LEMC) is responsible for the preparation of such plans.

The LEMC, being established under the provisions of the State Emergency and Rescue Management Act (1989), consists of a senior representative of Council, who is Chairperson, a senior representative of each emergency services organisation operating in the area, representatives of organisations providing services in functional areas and the Local Emergency Operations Controller (LEOCON). The Tweed Shire Council is to provide executive support facilities for the LEMC and the LEOCON in its area. The principal executive officer is to be known as the Local Emergency Management Officer (LEMO). In the exercise of its functions, the Committee is responsible to the relevant District Emergency Management Committee (DEMC).

The Tweed Shire State Emergency Services (SES) Local Controller has tabled a revised Tweed Shire Local Flood Plan at the LEMC meeting of 1 May 2007 and requested that the Plan be endorsed as a Sub-Plan of the Tweed DISPLAN.

Within the Plan the responsibilities affecting the operations of Council and its officers are listed below:

Tweed Shire Council

- a. Operate and maintain in conjunction with Bureau of Meterology and Manly Hydraulics Laboratory the Tweed Shire flood mitigation warning system including flood gates and the Murwillumbah and Tweed levees.
- b. Develop and maintain a list of plant and equipment resources that are available for use for the council area.
- c. Contribute to the development and implementation of a public education program on flooding with the council area.
- d. Provide relevant studies on flooding to the SES for incorporation into SES flood intelligence instruments.
- e. At the request of the Tweed Shire Local SES Controller, deploy personnel and resources for flood, coastal erosion/oceanic inundation or tsunami activities.
- f. Close and reopen council roads (and other roads nominated by agreement with the RTA representative) and advise of relevant road status/data to the Tweed Shire SES Local Controller, other emergency services and people who telephone the Council for road information.

- g. Provide for the management of health hazards associated with flooding. This includes maintaining water supply and sewerage systems, removing dead animals and ensuring premises are fit for reoccupation.
- h. Be prepared to provide additional staffing resources to the SES Operations Centre.
- i. Ensure premises are fit and safe for reoccupation and assess any need for demolition.
- j. Deploy manpower and resources for levee maintenance, repair or improvement works.
- k. Assist with the removal and return of caravans from Council owned flood prone caravan parks.
- l. Provide back-up radio communications.
- m. In the event of evacuations, assist with making facilities available for the domestic pets and companion animals of evacuees.
- n. Develop Emergency Action Plans (EAP) in line with Coastal Zone Management Plans detailing management of coastal erosion.
- o. Maintain in conjunction with the bureau of Meterology an Enviromon System.
- p. During periods of coastal erosion as a result of storms at sea:
 - (i) Assist the SES with reconnaissance of coastal erosion hot spots.
 - (ii) Liaise with the SES Local Controller to determine the need for response actions by the SES such as evacuations.
 - (iii) Liaise with the Tweed Shire Engineering Functional Area Co-ordinator (ESFAC) – Manager Works, before constructing or allowing the construction of any unapproved physical mitigation works to protect coastal property of other structures.
- q. Be prepared to establish a call taking facility to provide river, road and household information.
- r. Be prepared to provide a liaison officer to the Tweed Shire SES Local Controller or Richmond Tweed SES Regional Headquarters.
- s. Be prepared to attend/contribute to the post event AAR/debrief.

Clarrie Hall Dam (Tweed Shire Council):

As the owner of the Clarrie Hall Dam, Tweed Shire council will:

- a. Maintain and operate the Dam Failure Warning System for Clarrie Hall Dam.



- b. Maintain and resource a Dam Safety Emergency Plan for Clarrie Hall Dam and provide latest versions to SES State Headquarters.
- c. Contribute to the development and implementation of a public education program on flooding within the Council area.
- d. Provide information on the likely affects of dam failure.
- e. Monitor the dam status and report that status to the SES and the Dam safety Committee.
- f. Provide personnel and vehicles to undertake warning and evacuation downstream of the dam if directed by the SES.
- g. Provide information on the consequences of dam failure to the SES for incorporation into planning and flood intelligence.
- h. Be prepared to attend/contribute to the post event AAR/debrief.

Tweed Shire Council Local Emergency Management Officer (LEMO)

- a. Provide executive support to the Local Emergency Operations Controller in accordance with the Tweed DISPLAN.
- b. At the request of the SES Local Controller, advise appropriate agencies and officers of the activation of this plan.
- c. Notify the Tweed Shire SES Local Controller of the establishment of a Recovery Coordination Committee as soon as practicable; and
- d. Be prepared to attend/contribute to the post event After Action Review (AAR)/debrief.

Transport Services Co-ordinator – Manager Works

- a. Arrange transport facilities for evacuations and/or commuting purposes.
- b. Be prepared to provide a liaison officer to the Tweed Shire SES Local controller or Richmond Tweed SES Region Headquarters.
- c. Be prepared to attend/contribute to the post event AAR/debrief.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.



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06 [TCS-OC] Quarterly Budget Review - 30 June 2007

ORIGIN:

Financial Services

SUMMARY OF REPORT:

This is the fourth 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 the:

1. Quarterly Budget Review Statement as at 30 June 2007 be adopted.
2. 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.

Description	Change to Vote	
	Deficit	Surplus
General Fund		
<u>Expenses</u>		
Operating	500,794	0
Capital	0	0
Loan Repayments	0	0
Transfers to Reserves	103,915	0
	<u>604,709</u>	<u>0</u>
<u>Income</u>		
Operating	0	20,484
Capital Grants & Conts	0	0
Loan Funds	0	0
Recoupments	0	496,780
Transfers from Reserves	0	87,445
Asset Sales	0	0
	<u>0</u>	<u>604,709</u>
Net Surplus/(Deficit)		<u>0</u>

Description	Change to Vote	
	Deficit	Surplus
Water Fund		
<u>Expenses</u>		
Operating	35,037	0
Capital	0	3,401,500
Loan Repayments	0	0
Transfers to Reserves	261,463	0
	<u>296,500</u>	<u>3,401,500</u>
<u>Income</u>		
Operating	0	0
Capital Grants & Conts	0	0
Loan Funds	0	0
Recoupments	2,026,500	0
Transfers from Reserves	1,078,500	0
Loan Funds	0	0
	<u>3,105,000</u>	<u>0</u>
Net Surplus/(Deficit)		<u>0</u>



Sewer Fund		
<u>Expenses</u>		
Operating	267,819	0
Capital	0	10,601,528
Loan Repayments	0	0
Transfers to Reserves	0	0
	<hr/>	<hr/>
	267,819	10,601,528
<u>Income</u>		
Operating	0	0
Capital Grants & Conts	0	0
Loan Funds	0	0
Recoupments	4,997,055	0
Transfers from Reserves	5,336,654	0
Asset Sales	0	0
	<hr/>	<hr/>
	10,333,709	0
Net Surplus/(Deficit)	<hr/>	<hr/>
		0

REPORT:

Budget Review 30 June 2007 (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 report 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:-



OPERATIONS COMMITTEE MEETING DATE: TUESDAY 21 AUGUST 2007

Description	Change to Vote	Comments
Program	\$	Comments
World Heritage Rainforest Centre	20,000	New AC system - reverse savings in March QBR
Development Assessment employee costs	70,000	Staff retention costs - vehicles & salaries
Development legal expenses	242,670	Higher than expected
Development legal income	242,243	Lower than expected
Section 149 certificates	(44,032)	Higher than expected
Development Assessments fees	121,668	Lower than expected
Various Community & Cultural items	(40,636)	Minor budget balances
Planning Reforms legal expenses	27,556	Higher than expected
Civic Centres	85,000	Maintenance, electricity
Public toilets	(22,000)	Maintenance & Operations
Swimming Centres expenses	68,000	Maintenance & Operations
Swimming Centres income	(86,000)	Higher than expected
Cemeteries expenses	116,000	See separate report this meeting
Cemeteries fees	(12,000)	Higher than expected
Cemeteries asset management reserve	(64,570)	Funding for above
Section 603 certificates	(57,000)	Higher than expected
Bank charges	(29,000)	Lower than expected
Companion Animals income	(41,000)	Higher than expected
Building Control expenses	22,600	Higher than expected
Building Control income	(90,300)	Higher than expected
Environmental Health expenses	(48,400)	Lower than expected
Environmental Health income	30,100	Lower than expected
Tweed Link expenses	(55,000)	Lower than expected
Administrators' expenses	(73,000)	Lower than expected
Telephone expenses	(23,000)	Lower than expected
41 Boyd Street property	19,666	Selling costs
Advance Survey, investigation, design	13,300	Higher than expected
Election expenses reserve	103,915	Reserve net surplus for 2008 election

Full details:

Item	In/Ex	Description	Current Vote	Change to Vote	Comments
1. Proposed Variations					
General					
1	In	Section 94 Admin Levy	(314,651)	(496,780)	High volume of receipts in final quarter
2	Ex	World Heritage Rainforest Centre	55,089	20,000	New AC system - reverse savings in March QBR
3	In	Rural fire service donations	0	(5,382)	Donations received
3	Ex	Rural fire service donations	0	5,382	Donations to be expended
4	Ex	Development Assessment employee costs	1,864,879	70,000	Staff retention costs - vehicles & salaries
5	Ex	Development legal expenses	144,200	242,670	Higher than expected
6	In	Development legal income	(286,000)	242,243	Lower than expected
7	In	Section 149 certificates	(200,000)	(44,032)	Higher than expected
8	In	Development Assessments fees	(781,000)	121,668	Lower than expected
9	Ex	Festivals	56,750	11,000	Wintersun contract
9	Ex	Festivals & Events staff	75,000	(6,715)	Offsets for above
9	Ex	Festivals in-kind support	60,000	(3,540)	Offsets for above
9	Ex	Murwillumbah Auditorium	46,000	29,297	Maintenance
9	In	Civic Hall Rental	(38,700)	(28,537)	Offsets for above
9	Ex	South Tweed Heads Hall Exp	20,000	3,794	Maintenance
9	In	Banora Point Multi-Purpose Centre rents	(12,400)	(3,794)	Offsets for above
9	Ex	Art Gallery Salaries	295,347	10,000	Recruitment/replacement costs
9	Ex	Internal rent	(6,500)	(10,000)	Offsets for above
9	Ex	Art Gallery Operating Costs	212,500	39,345	Electricity/AC/building maintenance costs
9	In	Art gallery sales	(22,000)	(22,461)	Offsets for above
9	In	Banora Point Multi-Purpose Centre rents	(12,400)	(7,953)	Offsets for above
9	Ex	Cabarita Beach sports centre	30,900	(3,726)	Offsets for above
9	Ex	Pottsville Beach Neighbourhood Centre	11,000	(5,334)	Offsets for above
9	Ex	Art Gallery Stage 2	60,742	12,259	Additional works
9	In	Gallery grants	0	(13,000)	Offsets for above
9	Ex	Museum/Historical Operations	74,440	6,194	Maintenance
9	Ex	Australia Day celebrations	15,000	(5,410)	Offsets for above
9	Ex	Banora Point Community Cent	85,800	3,036	Maintenance
9	In	Banora Point Multi-Purpose Centre rents	(12,400)	(3,036)	Offsets for above
9	Ex	Community Worker Salaries	100,016	5,237	Higher than expected
9	Ex	Cultural officer	81,335	(6,656)	Offsets for above
9	Ex	Various Community & Cultural items		(40,636)	Minor budget balances
10	Ex	Nullum St Roof	20,000	(10,000)	Lower than expected
10	In	Community Facilities reserve	(10,000)	10,000	Reduce funding for above
11	Ex	Bridge Club roof	0	32,875	Roof replacement
11	In	Community Facilities reserve	0	(32,875)	Funding for above
12	Ex	Planning Reforms legal expenses	18,293	27,556	Higher than expected
13	Ex	Civic Centres	425,800	85,000	Maintenance, electricity
14	Ex	Public toilets	522,000	(22,000)	Maintenance & Operations
15	Ex	Swimming Centres	779,000	68,000	Maintenance & Operations
15	In	Swimming Centres	(404,000)	(86,000)	Higher than expected See separate report this meeting
16	Ex	Cemeteries expenses	525,000	116,000	
16	In	Cemeteries fees	(288,000)	(12,000)	Higher than expected
16	In	Cemeteries asset management reserve	(30,000)	(64,570)	Funding for above
17	In	Section 603 certificates	(132,000)	(57,000)	Higher than expected
18	Ex	Bank charges	150,000	(29,000)	Lower than expected
19	In	Companion Animals income	(21,000)	(41,000)	Higher than expected
20	Ex	Building Control expenses	1,114,803	22,600	Higher than expected



OPERATIONS COMMITTEE MEETING DATE: TUESDAY 21 AUGUST 2007

21	In	Building Control income	(1,303,600)	(90,300)	Higher than expected
22	Ex	Environmental Health expenses	802,425	(48,400)	Lower than expected
23	In	Environmental Health income	(210,100)	30,100	Lower than expected
24	Ex	Tweed Link expenses	313,540	(55,000)	Lower than expected
25	Ex	Administrators' expenses	235,000	(73,000)	Lower than expected
26	Ex	Telephone expenses	400,000	(23,000)	Lower than expected
27	Ex	41 Boyd Street property	0	19,666	Selling costs
28	Ex	Advance Survey, investigation, design	76,752	13,300	Higher than expected
29	Ex	Election expenses reserve		103,915	Reserve net surplus for 2008 election
Water Fund					
32	Ex	Various operating expenses			Minor adjustments
32	Ex	Various capital works		(3,401,500)	Savings and deferrals
32	Ex	Contribution to salaries		35,037	Funding adjustment capital works
32	In	Capital Grants			Funding adjustment capital works
32	Ex	Transfers to Asset replacement reserve		261,463	Funding adjustment capital works
32	In	Transfers from Asset Replacement Reserve		1,078,500	Funding adjustment capital works
32	In	Transfers from Capital Contributions Reserve		2,026,500	Funding adjustment capital works
-3	Sewer Fund				
33	Ex	Various operating expenses			Net Savings
33	In	Various operating income			Minor adjustments
33	In	Co-generation project			Minor adjustments
33	Ex	Various capital works		(10,601,528)	Net deferrals and cost adjustments
33	Ex	Contribution to salaries		267,819	Funding adjustment capital works
33	In	Transfers from Asset Replacement Reserve		5,336,654	Funding adjustment capital works
33	In	Transfers from Capital Contributions Reserve		4,997,055	Funding adjustment capital works
				<u>0</u>	

2. Variations Arising from Council Resolutions

34	Ex	Lavender Ck flood pumps	173,512	127,816	Council meeting 19/6/07
34	Ex	Quinns Bridge	229,632	(30,146)	Council meeting 19/6/07
34	Ex	Boatharbour Bridge	99,681	(97,670)	Council meeting 19/6/07

0

Summary of Revotes by Type

2006/07 Variations	0
Council Resolutions	0
Carried forward	<u>0</u>

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.



Budget 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>	
Statement of Financial Performance							
Operating Expenses							
Materials & Contracts	19,567	30,689	1,155	1,974	573	703	33,366
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
	72,261	83,383	11,391	12,210	11,382	11,512	107,105
Operating Revenue							
Rates & Annual Charges	32,002	35,337	2,696	2,750	12,518	12,658	50,745
User Charges & Fees	13,041	11,243	8,574	8,674	475	1,155	21,072
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	14,957	400	400	370	390	15,747
	57,582	63,490	11,820	11,974	13,468	14,308	89,772
Surplus/(Deficit) before Capital Amounts	(14,679)	(19,893)	429	(236)	2,086	2,796	(17,333)
Grants & Contributions (Capital amounts)	4,815	7,497	1,672	1,626	2,108	2,108	11,231
Surplus/(Deficit) after Capital Amounts	(9,864)	(12,396)	2,101	1,390	4,194	4,904	(6,102)
Funding Result Reconciliation							
<i>Add Back non-funded items:</i>							
Depreciation	15,419	15,419	6,551	6,551	4,748	4,748	26,718
Internal Transfers	5,455	5,328	(2,890)	(2,890)	(2,565)	(2,565)	(127)
	11,010	8,351	5,762	5,051	6,377	7,087	20,489
Transfers from Externally Restricted Cash	3,789	5,413	17,888	6,654	22,762	21,388	33,455
Transfers from Internally Restricted Cash	1,377	7,377	8,912	3,832	13,547	9,702	20,911
Proceeds from sale of assets	1,800	1,434				0	1,434
Loan Funds Utilised	13,704	17,656				0	17,656
Repayments from Deferred Debtors							
	31,680	40,231	32,562	15,537	42,686	38,177	93,945



	General Fund		Water Fund		Sewer Fund		
	<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)	(33,164)	(28,670)	(12,705)	(40,707)	(36,198)	(82,067)
Repayment of principal on loans	(3,239)	(3,239)			(439)	(439)	(3,678)
Transfers to Externally Restricted Cash	(1,761)	(1,866)	(1,627)	(1,627)	(1,540)	(1,540)	(5,033)
Transfers to Internally Restricted Cash	(1,976)	(1,962)	(2,265)	(1,205)		0	(3,167)
Increase/(Decrease) in Available Working Capital	0	0	0	0	0	0	0
Available Working Capital Previous Financial Year	2,068	2,068	3,517	3,517	2,073	2,073	7,658
Available Working Capital as at 30 June 2007	2,068	2,068	3,517	3,517	2,073	2,073	7,658

Summary by Corporate Goals

Surplus/(Deficit)		
Community	13,771	14,317
Economy	1,597	1,884
Environment	6,650	8,627
Infrastructure	13,596	14,708
Governance	(35,614)	(39,536)
	0	0

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 for the 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 for the 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 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.

07 [TCS-OC] Corporate Quarterly Report - April to June 2007

ORIGIN:

Corporate Performance

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. Quarterly update reports on outcomes and expenses to date of the 7-year plan have been included in [Appendix A](#) of this report.

RECOMMENDATION:

That the 2006-2007 Management Plan update, April to June 2007 be received and noted.



SUPPORTING INFORMATION:

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 APRIL 2007 TO 30 JUNE 2007

The following report details the progress for the period April to June 2007 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

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 completed. -Brief for stage 1 design documentation complete. -Streetscape design guidelines consultation commenced.
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 complete. -Cabarita foreshore plan 70% complete. -Ambrose Brown Park documentation 90% complete. -Furniture design complete.
Regional Sport Facilities Plan Stage 1. -Arkinstall 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.	70%	-Feasibility study and Master Plan study complete. -Consultation completed. -Draft Master Plan presented to stakeholders. -Revised masterplan completed for consultation.
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.	10%	-Draft consultation brief nearing completion.
Upgrade of local sports facilities.	To improve the usability of sporting facilities throughout the shire.	Number of projects completed in the 2006/07 capital	75%	75% of local facilities upgraded.



Work activity	Outcome objective	Performance target	YTD status	Progress notes
		works program.		
Continue implementation of the Coastal Weed Control Program.	To control environmental weeds in coastal areas.	30% total area to be controlled.	100ha	Targeted area for this year is 100% complete.
Waste management				
Continue domestic waste minimisation education & facilitation.	Total domestic waste currently sent to landfill recycled.	50% of total domestic waste recycled.	30%	Gradual improvement.
	> 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.	90%	Construction of landfill cell to be completed mid July 2007.
Rehabilitation of old landfill site at Stotts Creek.	Rehabilitation of site to match surrounding native vegetation & landscape.	90% of rehabilitation work completed.	85%	To be completed by December 2007.
Preparation of a Management Plan for Eviron Road, future landfill site.	Plan & prepare future landfill sites.	100% of plan completed.	10%	Final report submitted quotations to be sought for preparation of EIS and DA.
Public health and safety				
Upgrade of public toilets (PT).	Continual implementation of the public toilet infrastructure upgrade program.	85% of program completed.	100%	Stokers Sidings completed. -Tumbulgum and demolishment of temporary Cabarita Beach SLSC completed. -Chillingham Community Centre toilets. DA submitted for assessment. This is a community partnership program.
Risk assessment for emergency management services.	To minimise risk of identified hazards to the community.	95% completed.	100%	Draft complete. Funding organisations (NDMP) to assess prior to forwarding the draft to the LEMC. Still awaiting response from NDMP.
Study of odour impact from a Flying Fox colony in the Dallas Park locality.	In response to community concerns of health and amenities.	95% completed.	100%	Sampling complete. Report due May 2007. Draft report completed. Council officers currently assessing adequacy of report against report brief.

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Community development				
Annual review of the Social Plan.	Reflect current community needs in social planning strategies.	50% of review completed.	50%	Flyer produced and included in Tweed Link. Submissions received and analysed.
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, the Aging & Disability Department and Southern Cross University. Meetings every third month to be held.
Community Safety & Crime review Strategy.	Ensure the safety of the general community and defined target groups.	100% of strategy developed.	100%	Review completed.
Sustainable Local Transport Plan.	Develop strategies of sustainable modes of transport within the shire.	100% of plan completed to adoption.	50%	Report on Transport/Land Use Integration.
Affordability Housing Strategy.	Develop strategies to increase the provision of affordable housing for defined target groups.	100% of strategy developed.	50%	Linked to new LEP preparation.
Community Infrastructure 10-year Program.	Plan for human services needs to satisfy a growing population.	100% of program completed to adoption.	100%	Consultants report completed.
Tweed Respite Centre.	Respite centre for the Tweed.	% of construction completed.	0%	Construction not proceeding.
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.	95%	Tenders Closed 18 June 2007. Contract to be awarded August 2007.



OPERATIONS COMMITTEE MEETING DATE: TUESDAY 21 AUGUST 2007

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Murwillumbah Civic Centre two-storey extension.	Increased office space.	100% of construction completed.	20%	Contract let May for completion by September 2007.
Expansion of workshop programs provided by the Art Galley.	More art & cultural workshops for community involvement.	Number of workshops conducted per quarter.	7	10 workshops offered with 7 conducted. 68 visitors participated in these workshops.
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.	7	Numbers of exhibitions are on target.
Development of the Tweed River Regional Museum.	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) completed. Long-term lease committed.

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.	Details provided in TEDC quarterly report.
Review of Tweed Tourism performance standards quarterly.	To observe performance of sponsored agent.	Comparison of plan to actual outcomes, reported quarterly.	In progress refer to progress notes.	Details provided in the Tweed Tourism quarterly report.
Participation rates to visitor's 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.	Details provided in the Tweed Tourism quarterly report.
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 Tweed Tourism to prepare Strategic Plan.
Employment land study.	Balance population growth with employment generation.	Prepare Enterprise Land Study in conjunction with TEDC.	In progress refer to progress notes.	Terms of reference prepared in consultation with TEDC and consolidated into LEP Stage 2 review background studies.



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.	89% expended	Mooball Creek bank rehabilitation works is ongoing.
Implementation of Tweed River Management Plans.	Maintain & improve freshwater & estuarine environment to the Tweed River and its tributaries.	50% of budget expended.	66% expended	-Oxley Cove rehabilitation works is ongoing. -Consultant engaged to prepare a Cobaki Terranora Management Plan.
Implementation of Coastline Management Plan.	Completion of Environmental Impact Statements (EIS) for management of Kingscliff beach.	100% completion of EIS.	EIS 30% complete.	Project scope redefined based on an alternate option.
Coastal flood plain & acid sulphate soil (ASS) management plan (\$60K).	<ul style="list-style-type: none"> ▪ 2 modified floodgates. ▪ 150 ha floodplain under active management. ▪ 12 primary producers adopting best management practices. ▪ Increased landowner & community awareness, Natural Resource Management & ASS. 	100% of projects completed by end 2006.	100%	Works completed in October 2006 and a final report has been submitted.
Coastal floodplain & acid sulphate soil management plan fast track (\$40K).	<ul style="list-style-type: none"> ▪ 2 modified floodgates. ▪ 150 ha floodplain under active management. 	100% of projects completed & final report submitted.	100%	All works completed in July 2006 and a final report has been submitted.
Coastal floodplain and acid sulphate soil management plan extension (\$420K).	<ul style="list-style-type: none"> ▪ 1 modified floodgate. 80 ha floodplain under active management.	100% of projects completed & final report submitted.	100%	
Fish habitat grant program (\$60K).	3 modified floodgates.	100% of projects completed & reported by February 2007.	100%	Works completed in 2006 with a final report submitted.

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Environmental Trust (\$100K)	10 modified floodgates	50% of projects completed by May 2007.	70%	7 of 10 floodgate modifications completed. Final report due May 2008.
Australian Research council linkage (\$1.25M including in-kind).	Reduce export of acid sulphate soil contaminants to coastal waters.	100% of project completed by 2008.	100%	Progress reports submitted to TRC.
Greenhouse gas fluxes from sugarcane soils & nitrogen fertiliser (\$620K).	Measure emissions from greenhouse gases from acid sulphate soil under sugarcane production & investigate emissions from different fertilisers & placement in soils.	100% project completed.	50%	Tweed phase completed. QLD phase has commenced.
Built Environment				
Local Environmental Plan (LEP) 2000.	Review & update LEP 2000.	Stage 1 of LEP review document 95% complete.	95%	Stage 1 draft LEP complete. Awaiting advice from DoP to enable public exhibition.
Residential development strategy review.	Strategies for residential development in the shire.	10% of review completed.	10%	GHD appointed to undertake project. Undertaking literature review and constraints mapping analysis.
Rural land use study.	Review of rural land use to balance population growth & community needs.	0% of study completed.	0%	Not commenced. Project to be undertaken as part of Stage 3 of the LEP Review.
Community heritage study.	Identify & conserve heritage items.	Draft study completed & exhibited.	95%	Reviewing submissions. To be reported to Council in August 2007.
Area E Terranora.		LEP completed & forwarded to Minister.	100%	LEP with Minister for Gazettal. DCP and S94 Plans still to be completed.



Work activity	Outcome objective	Performance target	YTD status	Progress notes
Locality plans <ul style="list-style-type: none"> ▪ Kingscliff. 	A coordinated statement of the future character of nominated localities & the necessary mechanisms to achieve character including; land use controls & infrastructure provisions.	0% completed.	0%	Project placed on public tender and closed 18 April. Tenders are being reviewed.
<ul style="list-style-type: none"> ▪ Pottsville. 		0% completed.	10%	Architects appointed to undertake project. Undertaking literature review and constraints mapping analysis.
<ul style="list-style-type: none"> ▪ Cabarita. 		100% completed.	70%	Project to be reported to Council August 2007.
<ul style="list-style-type: none"> ▪ Tweed Heads. 		0% completed.	10%	JBA appointed to undertake project. Undertaking literature review and constraints mapping analysis. Awaiting advice from DoP to determine scope of work.
<ul style="list-style-type: none"> ▪ Area E Terranora DCP. 		Draft DCP 70%complete.	70%	Preliminary draft DCP complete. Awaiting advice from developer and consultants to finalise draft DCP and structure plan.
<ul style="list-style-type: none"> ▪ Tweed Heads South. 		0% completed.	10%	JBA appointed to undertake project. Undertaking literature review and constraints mapping analysis. Awaiting advice from DoP to determine scope of work.
<ul style="list-style-type: none"> ▪ Burringbar. 		Scope study 100% completed.	100%	Completed September 2006.
<ul style="list-style-type: none"> ▪ Murwillumbah. 		Draft DCP 50% completed.	85%	Community consultation completed. Preliminary draft DCP and scoping study completed. To be reported to Council in August 2007 to enable public exhibition.

Work activity	Outcome objective	Performance target	YTD status	Progress notes
▪ Uki.		100% completed.	100%	Completed September 2006.
DCP for residential and tourist development.	Review current residential design DCP's to develop best practice guidelines for future development.	70% completed.	70%	- draft DCP workshopped with industry representatives. - Draft DCP amended to be re-exhibited August 2007.
Seaside City Local Environmental Plan (LEP) amendment.	To ensure high quality urban design outcomes.	100% of amendment completed.	100%	Completed September 2006.
Full inspection of all OSSM.	All active OSSM systems fully inspected and maintained according to guidelines.	Number of OSSM systems inspected over quarter.	124	Includes pre-purchase inspections and new installation inspections.
		Percentage of OSSM systems which failed inspection in the quarter.	11.2%	12 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.
Development assessment				
Review administrative processes associated with development applications.	To ensure administration & assessment procedures meet all legislative requirements and are consistently applied.	Percentage of review undertaken & recommended changes implemented.	75%	Review panel formed and some changes being implemented. Further reviews continuing.
Review assessment processes for development applications.			90%	Response times agreed with other Units. ATM referral sheets reviewed. Standard conditions reviewed. Other reviews of processes are progressing.
Customer Service Survey Design.	To ensure continual improvements in customer service standards.	Survey completed.	0%	Other priorities have not allowed this proposal to be progressed.
Customer Service Survey Results.		Review of survey results completed.	0%	See above.



Building Services

Work activity	Outcome objective	Performance target	YTD status	Progress notes
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	In progress Refer progress notes	Minor changes made including implementing cut-off times for inspections. Proclaim events ensure all fees & contributions are paid prior to release of construction certificates. Meeting took place with Development Services to discuss and ensure consistency in processes within the units.
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.	See progress notes	No regulatory or legislation changes in quarter. Minor changes made to some application forms to reduce confusion of public and staff in relation to information to be submitted. Further review of all application forms utilised by new unit currently being undertaken.
Continuous review of assessment & approval processes - Development applications.			Ongoing, see progress notes	Review of standard conditions of consent now completed. Two officers now made responsible for monitoring and updating of conditions, one from Building Services and one from Environmental.
-Complying development applications.		Improve approval times. Ongoing review undertaken and changes implemented when identified.		Average approval time is 11 days for CDC's.

Work activity	Outcome objective	Performance target	YTD status	Progress notes
-Construction certificate applications.		Ongoing review to be undertaken with changes implemented when identified.	Continuing review	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.	See progress notes	-Majority of approvals met target. -Administrative changes have been made to allow on-the-spot issue of related plumbing permits.
- Applications for building certificates.		Approve within 12 working days.	See progress notes	Majority are being processed in 7-10 days.
Implement program for fire safety audits on buildings.	Ensure public safety.	Ongoing review to be undertaken with changes implemented when identified.	Unable to undertake new audits at this stage due to workloads	-Plan is being developed to audit existing Class 2 buildings constructed between 1980 and 1988. -2 audits have been undertaken.
Continue registration of backflow devices and schedules of fire safety measures in buildings.			100%	-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

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.	100%	Council considered report for adoption on 11 July 2007.
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.	40%	-Part 4 to be considered by Floodplain Committee in 3 weeks. -Drafting parts 3 & 4 for public exhibition.
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.	25%	Consultants Brief completed and soon to go to tender.
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.
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 100% completed.

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Resurfacing of sealed roads.		3% of network area treated per year.	21km resealed.	Program 100% 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.	4 times.	-3667 inlets cleared. -71km of table drain or kerb cleared. -258km of routine grading. -32888 potholes repaired.
Levelling of uneven footpaths.	To provide properly maintained footpath networks in the shire.	All reported trip hazards greater than 30mm are repaired.	-327m ² of uneven joints ground levelled. -301m ² of panels replaced.	-Grinding of uneven joints when required. -Footpath renewal program is 100% 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.	- 169 bridges inspected. - 62 repairs to timber bridges. - 98 repairs to concrete bridges. - 4 repairs to footbridges.	-Bridge inspection with minor maintenance completed for the year. -Girder replaced in Richards Deviation Bridge. -Test boring program completed.
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.	- 3936 ha of roadsides slashed. - 960 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.	- 6098 km 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.	- 188 streetscape repairs.	-Maintenance carried out with weekly inspections. -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.	70% 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. Planning of motorcycle program underway.	Program completed.
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.	2006-07 programs completed.
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 separate contracts to construct footpaths commenced 22/1/07. -Contract one at 50% completed. -Contract two completed.
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.	80%	-6 ramps in William St constructed. -Path and ramp in Eyles Av completed. -Ramps in George St, Charles St, Queen St, River St and Greville St are 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.	10%	-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% implemented.	-Recommendations implemented as approved. -Devices are maintained as per schedule.

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Identify & prioritise street lighting upgrades.	To provide street lighting in urban areas.	New subdivisions are illuminated to relevant standards.	Appropriate lighting standard nominated for referred subdivision.	Street lighting requests prioritised, however, no funding is available for installation.
Operation of council quarries in accordance with the Quarries Business Plan.	To provide road materials to council works at market rates.	<ul style="list-style-type: none"> -Quarries operated within approval & environment standards. -All materials comply with relevant standards. 	<ul style="list-style-type: none"> No breaches of conditions. Gravel use is appropriate to its quality standard. 	<ul style="list-style-type: none"> -Water quality monitoring program continuing. -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. -Lease of quarry from Singh at Boat Harbour being negotiated.
Plant fleet is well maintained, modern & relevant.	To provide all plant equipment necessary to facilitate operational activities of council.	<ul style="list-style-type: none"> -Plant item downtime at acceptable level. -80% plant item utilisation. -Replacement of fleet items in accordance with schedule. 	<ul style="list-style-type: none"> Replaced 13 light commercials, 5 trucks, 12 cars/wagons, and other plant equipment. 	<ul style="list-style-type: none"> -Annual review of plant downtime and utilisation is in progress. -Annual review of plant downtime and utilisation is in progress. -Fleet replacement proceeding in accordance with schedule.



Work activity	Outcome objective	Performance target	YTD status	Progress notes
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.	Review of stock minimum & maximum levels currently on hold. June stock take completed with favourable 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. -A report on the submissions is being prepared. -Review of (s94) CP4 plan is in progress and approximately 30% complete.
Water				
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 100% Complete	Tender assessment is 70% complete.
UPGRADE OF TYALGUM WATER TREATMENT PLANT.	To improve water quality for Tyalgum.	5% completion namely preparation of Concept Design and Tender Documents.	4% complete.	Concept and tender documents are 95% completed.
Construction of a second reservoir at Bilambil Heights.	Increase in water storage capacity	100% Completion	0%	Project on hold pending review of the capital works program.
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.

Work activity	Outcome objective	Performance target	YTD status	Progress notes
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.	20%	Consultant engaged to prepare a Demand Management Strategy.
		Complete preparation of a Water Sharing Plan with the Catchments Authority (CMA).	100%	-Department of Natural Resources have advised WSP rules. -No further work is 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	100%	Completed.
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.	100%	Completed.
Determine strategic loan funding requirements.		Completed by December 2006.	100%	Completed.
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.
Sewerage				
Completion of Kingscliff sewerage treatment plant.	To provide sewerage infrastructure with capacity to service Kingscliff for the longer term	60% completed.	65% complete.	Work ongoing target completion is December 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.	99%	-Treatment plant construction is complete. -Pipeline 100% complete. and -Commissioning commenced.
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.	100%	AMP completed and adopted by Council.



OPERATIONS COMMITTEE MEETING DATE: TUESDAY 21 AUGUST 2007

Work activity	Outcome objective	Performance target	YTD status	Progress notes
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%	Completed.
		-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.	100%	Completed.
Determine strategic loan funding requirements.		Completed by December 2006.	100%	Completed.
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 10%.	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 is ongoing.

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Continue implementation of DUES sewerage best practice guidelines.	Ensure healthy & sustainable management of sewerage infrastructure in the shire.	Continuous implementation of guidelines.	Progressing	Status for 6 best practice criteria 1. Strategic business planning continuing with a 4 year review. 2. Pricing & Developer Charges implemented and reviewed annually. 3. Demand Management studies in progress. 4. Drought Management, preliminary studies complete with a detailed plan to be produced in 2008. 5. Performance Reporting, currently is compliant, however new requirements from 1/7/07 will require processes to be modified to ensure ongoing compliance. 6. Integrated Water Cycle Management context and strategic study implemented. An annual review of status and priorities is required.



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.	80%	In progress. Revised completion dated of 31 October 2007.
Improve Operational Management Systems internal audit procedures.	To improve compliance with procedures.	Number of audits per quarter.	0	Only incidents / accidents audited during this period.
Improve State Cover OHS systems evaluation 2005 benchmarks.	To achieve legislative compliance with OHS laws and regulations.	Target; 80% compliance.	73%	Audit result for 2006. Next audit to be completed as at 30/6/07. Results will not be available until August / September 2007.
Accident / incidents reported and investigated.	To measure compliance with procedures.	% of accidents / incidents reported in 12 hours, reported quarterly.	100%	All accidents / incidents reported as required. Reviewed by OH&S Committee on a monthly basis.
Statistical techniques.	To provide benchmarks with other councils in the North Coast Safety Group.	Lost time injury (LIT).	Year to date for period 29/06/06 to 28/06/07	
			60	
		-Days lost.	677	
		-Incident rate.	9.23	
		-Frequency rate.	46.23	
		-Duration rate.	11.28	
		-Total claims.	95	
		-Claims cost. (premium not included)	\$202,174	

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Financial management				
Asset Management System. Review the National Guidelines for Finance Management of Infrastructure being developed by IPWEA NAMS Australia.	Council to be fully compliant with National Guidelines.	Report submitted to DTCS on findings.	Position paper in consultation phase	IPWEA NAMS position papers in consultation phase.
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.	100% complete.	November 2006 and April 2007 updates complete.
Improve the financial reporting process – Finance One & Cognos.	Improved flexibility in end of year and management reporting.	100% of user satisfaction.	Improvement made to ledger structure & reporting	New CI environment in 2007/08 – additional licences being negotiated.
Tender for Banking Services.	Reduction in transaction costs. Update to new electronic technologies.	Bank tender completed	100% complete	Tender completed and report to Council January 2007.
Tender for Audit Services.	<u>Local Government Act</u> 1993 (NSW) requirement. Independent analysis of Financial Position / Procedures	Audit Tender completed.	100% complete	Tender completed and report to Council July 2007.
Investigate and implement On-line payment options.	Improved payment options available to residents.	Number of payment transactions on line.	85%	Research complete and report to the August 2007 Council meeting.
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.
Application for 7 year infrastructure and services plan (rate increase).	To provide sufficient revenues for capital and operational services.	Ministerial approval of application.	100%	Years 3 to 7. The plan has been revised and included in the Draft 2007-2008 Management Plan.



Work activity	Outcome objective	Performance target	YTD status	Progress notes
Information services				
Proclaim One Revival Project.	Review current operational and system deficiencies, address these core issues by establishing foundations in change and release management, training and development, quality controls and data cleansing techniques etc.	Upgrade Proclaim from v9.01 - v9.08 by May 08.	100%	Report & funding to EMT 25 October 2006, Project Plan submitted to Tech One account manager for review. Version 9.08 currently at final stages of testing. "Go-live" scheduled for 14 May 07.
Relocation of computer room	Relocation to a central point on level-two.	Data and Telephony services to be terminated in new facility.	100%	Completed.
Intranet site redevelopment.	Working party established to define requirements.	Project scheduled for completion in September 2006.	100%	Completed. Stage 2 requirements in progress.
InfoMaster Project.	Provide online services for lodgement of development applications etc and develop a project plan for MasterView upgrades, Proclaim, Finance One and GIS Interfaces.	Project scheduled for completion in November 2006.	10%	In progress. Awaiting completion of Proclaim Revival Project.
Records management compliance.	Scheduling lists of records eligible for disposal under State Records Act.	Back scanning older records still requiring retention.	30%	In Progress. Back scanning of day boxes completed. Now back scanning Roads hard copy files into Dataworks.
Software upgrade to MS Office 2003.	Upgrade to Microsoft Office 2003.	There are a small number of compatibility issues identified that are being addressed. Organisation wide training program has been completed.	97%	In Progress - A small number of upgrades still to be completed.
Software upgrade of Exchange.	Upgrade to current version of Microsoft Exchange 2003.	Project scheduled for completion in May 2006.	100%	Completed 29 September 2006.
Ongoing implementation of waste management – energy efficiency actions.	Resource efficient office practices.	% Reduction in paper consumption.		Ongoing.

Work activity	Outcome objective	Performance target	YTD status	Progress notes
Prolaim Tech One Report.	Receive final Property & Rating report from Technology One.	Implement recommendations.	100%	Report Received.
Dataworks - Proclaim integration.	Full integration with Proclaim.	Seamless automated integration between Dataworks & Proclaim. Avand does not support our version of proclaim but have given assurances to work with IT for success.	90%	Stage 1 Completed. Stage 2 currently in Test environment.
Replacement Geographic Information System (GIS)	The new GIS will replace multiple GIS systems in use throughout the organisation and consolidate council's corporate spatial information into a central database.	Reduction in number of systems supported. Provision of extended functionality and integration to other corporate applications such as Proclaim, Dataworks and asset management systems.	95%	Completion delayed. enlighten available to all staff on network. Currently waiting on vendor response for non compliant items.
Cognos Report net implementation.	Successful implementation.	Creation of standard reports and improve reporting processes.	40%	Develop datawarehouse strategy.
Systems Management Server (SMS).	Plan, install, configure Management Server.	Level of success is dependant on ability to rollout MS Office 2003.	100%	Completed.
Finance One Production Server - Lease Replacement	Successful transition to new server.	Operating successfully.	100%	Completed.
Human Resources Dataworks implementation.	All HR Records to be available through ERMS.	Successful implementation.	100%	Completed - In production.
Occupational Health & Safety Dataworks Implementation.	All OHS Records to be available through ERMS.	Successful Implementation.	0%	Pending. Project will commence following successful implementation of HR Dataworks project.
Organisational Management System	Successful Website development.	User acceptance of	100%	Completed.



Work activity	Outcome objective	Performance target	YTD status	Progress notes
		system.		
Old Art Gallery Communications Upgrade.	Install radio link between Civic Centre & Old Art Gallery.	Successful installation.	100%	Completed.
Wide Area Network Upgrade.	Upgrade existing radio network.	Successful upgrade to new network.	50%	Out to tender.
Construct and fit-out computer room.	Construct room, power management, dual AC units, raised floor, server racking, fibre cabling, environmental monitoring, secure access.		100%	Completed.
Upgrade Dataworks from 3.3.03 to 3.4.3.	Records management running efficiently and effectively.	Still in planning but expected timeline will be completion in April.	100%	Completed May 2007.
Photo Importer Application.	Manage digital camera images captured throughout council.	Successful implementation & rollout of system designed to centrally manage and discover images used as part of council business. Future development to link in corporate records management and spatial environments.	10%	Developed draft business case & received quotes.
Corporate performance				
Incoming correspondence.	Reply to correspondence within 14 working days.	% of incoming correspondence outstanding at end of quarter.	3	Outstanding correspondence 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%	Increase from 5% in September quarter.
Processing of film applications.	Processing of film applications within 5 working days.	% of applications processed in 5 days.	100%	All referred to planning department for determination.
Internal audit.	Completion of annual audit plan.	Number of audits conducted over a quarter.	5	8 audits completed 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 received, 7 unresolved	17 received a decrease from 26 in September quarter when 17 remained unresolved.
Freedom of Information.	To complete applications in accordance with Act timeframes.	% of applications completed.	90%	1 application received in late December 06 for determination in Jan 2007.
Policy reviews.	Undertake review of policies by 31 December 2006.	Number of policies reviewed, reported December quarter.	127 identified for review	Review process in place, report to 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 in review.



Human Resources Plan

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



Activity	Target	Achieving outcome	Performance report	Result	Progress notes
Employee training & development.	Training & skills to improve productivity	Annual performance appraisal & review.	Structured formal appraisal & review process reviewed.	New 6 month system implemented.	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.	Leadership Development Program in place, with first cohort undertaking the program.
		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 Issues dealt with as required.	No additional intervention required to date.
			EEO adhered to in all employment practices.		
			EEO Contact Officers appointed.		



OPERATIONS COMMITTEE MEETING DATE: TUESDAY 21 AUGUST 2007

Activity	Target	Achieving outcome	Performance report	Result	Progress notes
Compliance.	Legal compliance.	Ensuring adherence to all State & Commonwealth legislation & regulations. -Tweed Shire Council NAPSA. -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 WorkChoices National Forum. -Attendance at relevant workshops. -Award & relevant Acts available on the Human resources internal intranet site.	March 2007. Completed and updated as required.	Office of Employment Advocate Work Choices workshops attended. -Attended by the Chief Human Resource Officer and the Employee Relations Officer.
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 meetings.	All meeting recommendations made are followed through.	100% of recommendations followed through.	Regular meetings held and all recommendations followed through.
	Effective industrial relations sub-committee.		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.			Sub-committee under review.
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.

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

- Business and economic development
- Environment & Community Services
- Planning & Development
- Engineering & Operations



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	70,000	Funding to TEDC to undertake economic development projects identified in the Economic Growth Management Strategy	4 Payments made in quarterly instalments. New funding contract signed. 100% complete June 2007.
Corporate Planning Unit.	Develop Corporate Plan	69,474	Revenue	54,553	Establishment of Strategic and Corporate Planning Committee.	Discussion paper written on the proposed Business Plan for Corporate Management Team, and research template drafted to gather from information from each unit.
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.		25,000	Revenue	25,000	Kingscliff VIC commenced operations 15/12/2006.	Project complete.
Economic Marketing & Promotion.	TACTIC Support	120,000	Revenue	120,000	Funding to TACTIC to undertake tourism marketing & promotion of the Tweed.	4 payments made in quarterly instalments, Administrators have approved Tweed Tourism Marketing Plan. 100% complete June 2007.

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	8,991	Plans and Strategies agreed between officer and manager.	Project completed.
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	1,688	Three Projects determined and budget approved in partnership with the Festivals & Events Officer, Art Gallery & Community Development Officer.	To be completed by 30/6/07 completed 2 in progress.
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	6,301	Work plan in development.	Funding committed Projects in progress.
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	15,000	Revenue	1,651	Outcomes developed.	25% completed. Balance to be carried over.



OPERATIONS COMMITTEE MEETING DATE: TUESDAY 21 AUGUST 2007

Project	Planned Works	Allocation \$	Funding	Exp to Date \$	Current Status	Next Action
	Council's draft Youth Needs Analysis.					
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	68,525	Youth officer commenced.	Employment completed Balance of funds to be carried over.
Aboriginal Community Development.	As outlined in the Social Plan. Coordinate development of community and council related issues.	66,000	Revenue	33,782	Position filled	Employment completed Balance of funds to be carried over.
Administration Officers.	Staff Costs	42,000	Revenue	27,127	Both positions filled	Employment completed Balance of funds to be carried over.
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	5,500	Plans being developed.	Funds to be carried forward to 2007/08.



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 2007/2008 SES advice grant not available till 2009/2010. Review timing of project.
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	20,323	Officer commenced 5 March 2007.	Employment completed Balance of funds to be carried over.
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	95	Position filled work underway.	Employment completed Balance of funds to be carried over.
Kingscliff Pool upgrade.	Shade structure.	35,000	Revenue	554	Contractor appointed.	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.	



OPERATIONS COMMITTEE MEETING DATE: TUESDAY 21 AUGUST 2007

Project	Planned Works	Allocation \$	Funding	Exp to Date \$	Current Status	Next Action
Surf Life Saving 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.	Action will be ongoing.
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	Hydraulic consultant contract let.	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	14,173	Officer commenced 19/2/07.	Projected to be 100% completed by June 2007.

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	50,403	Draft LEP Stage 1 complete. Awaiting feedback from DoP. Murwillumbah Town Centre draft complete. Workshopped with Council, to be reported to Council prior to formal public exhibition in August	Publicly exhibit draft LEP and draft Murwillumbah Town Centre Plan.
Residential and Tourist Visitor Accommodation DCP.	Review of current residential design DCP's to develop best practice guidelines for future development	20,000	Revenue	0	Draft DCP completed, public exhibition undertaken. Reviewing submissions and amending document accordingly.	Proposed to publicly re-exhibit draft DCP in August.

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 seek determination by Valuer General - to be carried forward 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	239,160	Expression of interest for contractors advertised 5/10/06. Early contractor involvement process underway. 85% documentation received.	Tenders called March 2007 -Additional \$4.5m from loan funds.



OPERATIONS COMMITTEE MEETING DATE: TUESDAY 21 AUGUST 2007

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
Park Asset Maintenance.	Addressing playground compliance issues in line with Australian Standards.	43,750	Revenue	0	Ordered materials for upgrade of play equipment in accordance with priorities identified in condition assessment audit. Four faulty BBQ hotplates replaced with more efficient models.	Install equipment and software when delivered.
Parks Asset Renewal.	Replace ageing/failing assets - Playground Equipment, BBQ & Shelters	41,750	Loans	12,274	Awaiting delivery of new BBQ and shelter for Ray Pascoe park-Tweed Heads.	Replace existing BBQ and shelter when new facilities delivered.
Lot 500 Bushland.	Maintenance to Dune Vegetation – Casuarina.	8,200	Revenue	9,891	Regeneration works commenced in line with Lot 500 dune management plans.	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.	1,166,668	Loans & S94	511	Draft master plan options presented to Council and preferred option workshopped with stakeholders and community. Plan to be amended in response to feedback.	Finalisation and adoption of plan and feasibility study.
Tweed Heads Masterplan.	Implementation of Jack Evans Boatharbour Landscape Plan.	3,000,000	Loans	0	JEBH concept plan approved. Tenders received for design development and documentation	Project transferred to later years.

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
Coastal Landscape Strategy.	Implement Kingscliff Foreshore Landscape Plan; Develop & implement Landscape Plan for Ambrose Brown Park Pottsville.	\$500,000	Loans	146,481	Draft Kingscliff Foreshore Masterplan completed; Wommin Bay Memorial walkway and viewing platform completed; Cabarita foreshore: footpath and cafe entry design and construction; Tweed Coastal furniture design and documentation completed; Ambrose Brown Park.	Implementation of plans.
Waterways Asset Replacement.	Replacement of Waterways Assets.	30,000	Loans	0	NSW Waterways grant of \$30,000 has been received for the upgrading of Tumbulgum Pontoon and the installation of a Sewer Pump Out facility at the same location. Total funding now available for project including the 7-year Plan is \$60,000.	Council's Design Unit to be briefed for the preparation of a detail design for Pontoon upgrade and Sewer Pump Out Facility for Tumbulgum.
Laser Survey Tweed & Coastal Creeks.		200,000	Revenue grants	37,559	Tender awarded. Project 30% complete.	PROJECT TO BE 100% COMPLETE BY SEPTEMBER 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.



OPERATIONS COMMITTEE MEETING DATE: TUESDAY 21 AUGUST 2007

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
Stormwater drainage Rehabilitation.		400,000	Loans	355,796	Localised drainage problems resolved in 11 locations by Pipe relining, improved inlet capacity, pipeline reconstruction , and grading and lining of open drains.	100% Complete.
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	897	Detailed design and planning completed, contractors engaged and preliminary construction activities commenced.	DA is approved. 30% complete 06/07. 70% funds to be carried forward to 07/08.
Gravel Resheeting of Unsealed Roads.		200,000	Loans	190,908	New gravel pavement added to approx 9.5 kms of unsealed road to improve ride quality and wet weather performance. Byrill Crk Rd, Back Crk Rd, Hopkins Crk Rd, Settlement Rd, Bartletts Ln, Hawkins Ln, Piggabeen Rd, Robinsons Rd	100% Complete.
Sealed Road resurfacing.		223,700	Loans	212,009	17.7km of sealed road resurfaced. This will improve traction for vehicles and preserve the road by preventing the ingress of	100% Complete.

Project	Planned Works	Allocation \$	Funding	Exp to Date	Current Status	Next Action
Sealed Road Rehabilitation.		813,900	Loans	703,007	moisture. Failed sections of sealed roads rehabilitated by heavy patching, stabilisation, or gravel overlay to improve ride quality and strengthen pavement.	100% Complete.
Kerb & Gutter Rehabilitation.		70,000	Loans	108,905	Four sections of broken kerb & gutter replaced in Hastings Rd, Tweed Valley Rd, Frances St, and Stuart St.	100% Complete
Footpaths Rehabilitation.		350,000	Loans	357,651	Damaged footpaths replaced in Eureka Cr, Leisure Dr, Hastings Rd, Ti Tree Ave, Marine Pde, Commercial Rd, Eyles Ave, King St, Queen St, Wharf St, Wollumbin St, Beryl St, Boundary St, Brett St, Florence St, Scenis Dr, Stuart St, Broadway.	100% Complete.



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 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.

O8 [TCS-OC] 2007/08 Loan Borrowing Program

ORIGIN:

Financial Services

SUMMARY OF REPORT:

Council's proposed loan borrowings, as adopted in the 2007/08 budget total \$64,023,533; \$60,826,533 for new loans and \$3,197,000 for renewal loans. These borrowings include year two of the 7 Year Infrastructure and Services Plan.

RECOMMENDATION:

That the:

- 1. General Manager be authorised to negotiate acceptance of the loan quotations; and**
- 2. Loan documentation be completed under the Common Seal of Council if applicable.**



REPORT:

Council's proposed loan borrowings, as adopted in the 2007/08 budget are as follows:

Loans

Infrastructure

Bridges	\$1,200,000
Drainage	\$2,000,000
Public Toilets	\$100,000
Murwillumbah car park / pool	\$12,500,000
Road & footpaths	\$2,413,200
Water	\$29,000,000
Sewer	\$10,200,000
Total	\$57,413,200

Other

Boat Ramps	\$40,000
Civic Centre	\$100,000
Flood Mitigation	\$273,333
Kingscliff Pool Upgrade	\$400,000
Knox Park	\$300,000
Land Purchase - Open Space	\$100,000
Museum	\$2,000,000
Sportsground Capital Works	\$200,000
Total	\$3,413,333

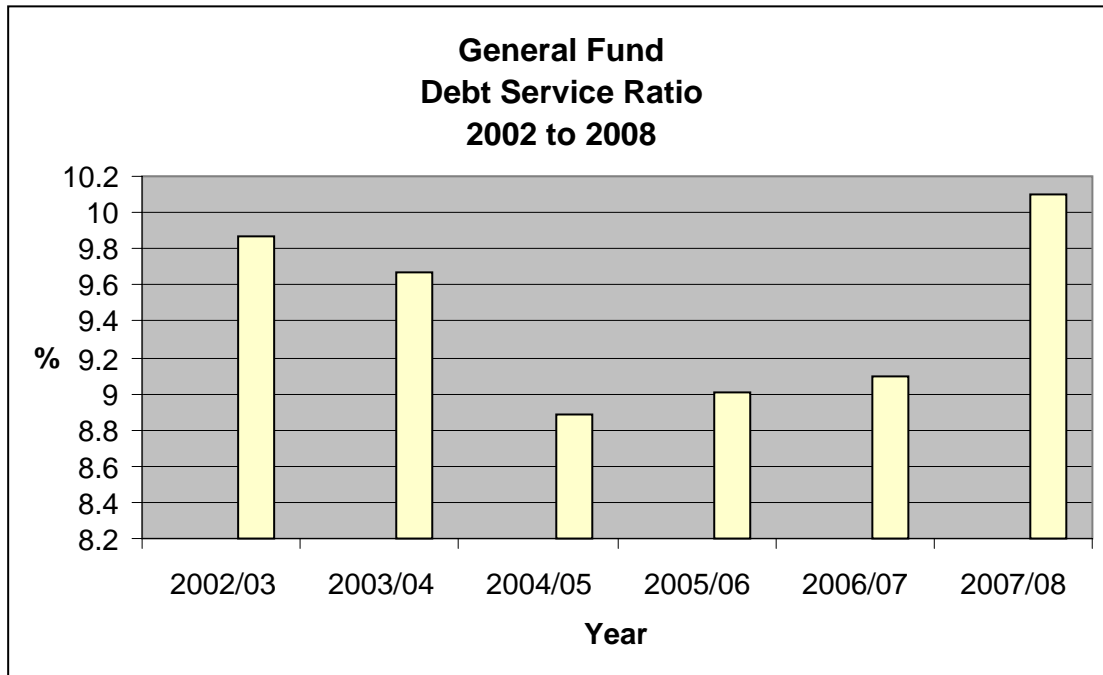
New Loans	\$60,826,533
Renewal Loans	\$3,197,000
Total Borrowings	\$64,023,533

In order to distribute the cost of long term facilities over the period that the facilities will be utilised, it is usual for Council to finance part of these works from borrowings. This ensures that both current and future ratepayers equally share the cost of the facility. It should be noted that loan borrowings have a long term effect on Council's finances. Increased debt levels reduce the amount available for other purposes each year, such as normal operations, due to the increased repayments required to service the debt.

Council's Debt Service Ratio represents the degree to which revenues from ordinary activities are committed to the repayment of debt. The following table represents the previous five years and the current year debt service ratio for the General Fund:

Debt Service Ratio

Financial Period	%
2002/2003	9.87
2003/2004	9.67
2004/2005	8.88
2005/2006	9.01
2006/2007	9.10
2007/2008	10.10



Should the debt service ratio for a developing council such as Tweed Shire exceed 17.5%, there would need to be consideration given to other sources of funding and or review levels of service.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Loans as adopted in 2007/08 Budget.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.



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09 [TCS-OC] Monthly Investment Report for Period Ending 31 July 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:

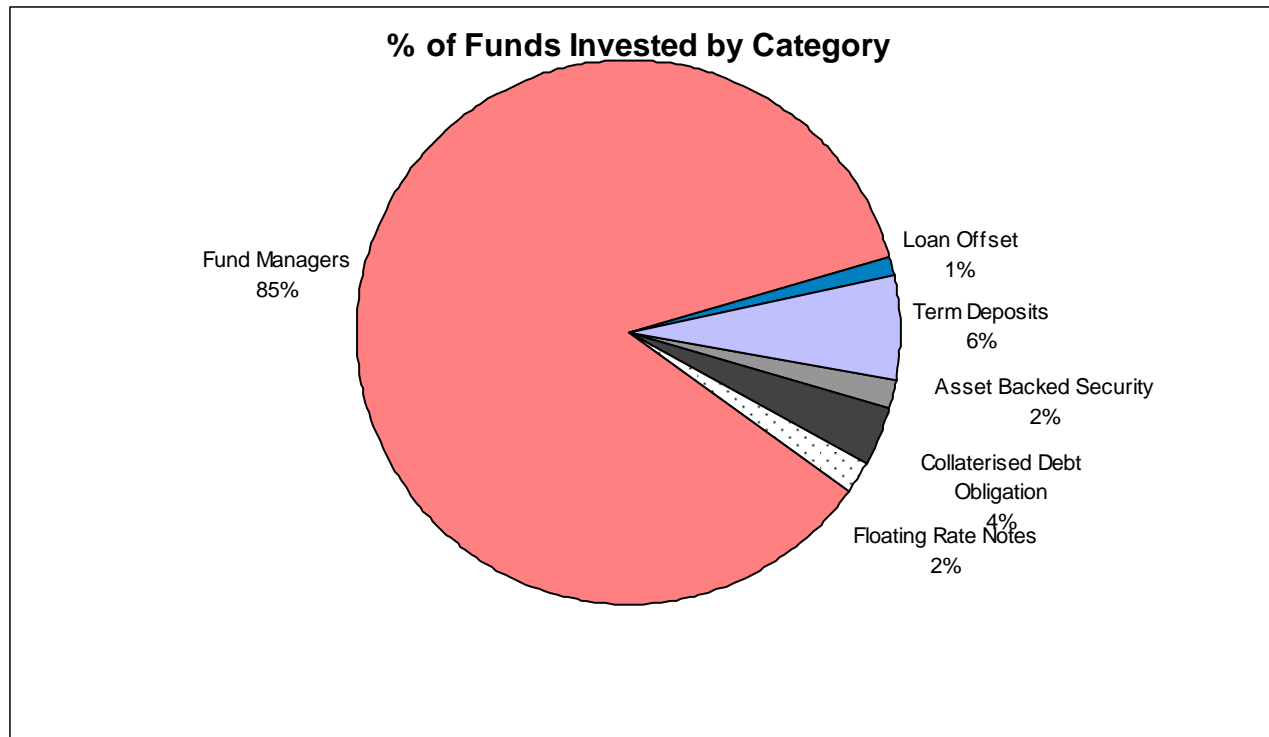
That in accordance with Section 625 of the Local Government Act 1993 the monthly investment report as at 31 July 2007 totalling \$112,881,938.60 be received and noted.

REPORT:

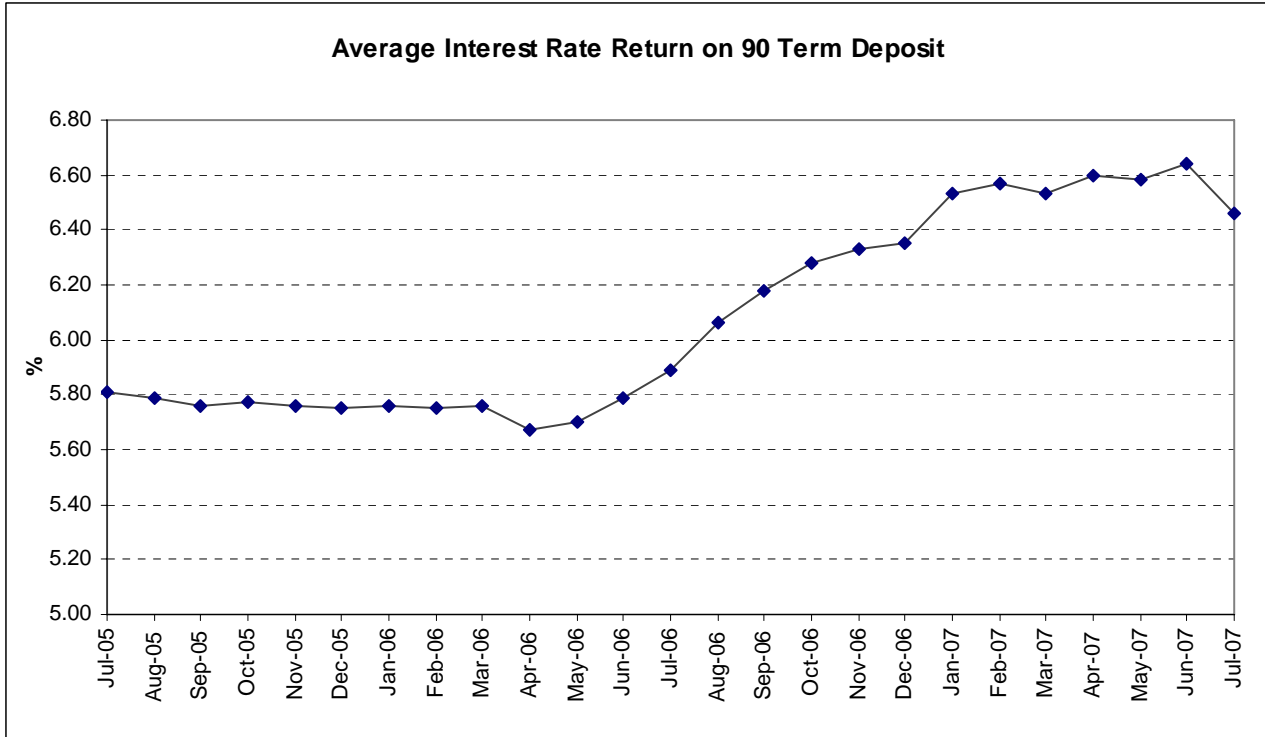
Report for Period Ending 31 July 2007

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.

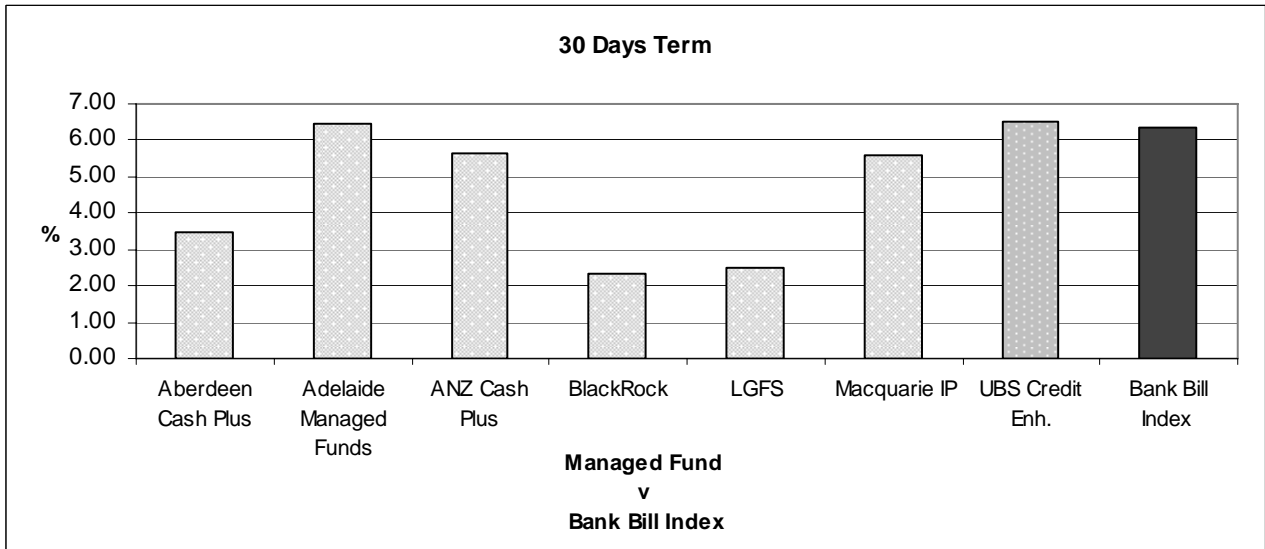
1. CURRENT INVESTMENT PORTFOLIO BY CATEGORY



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

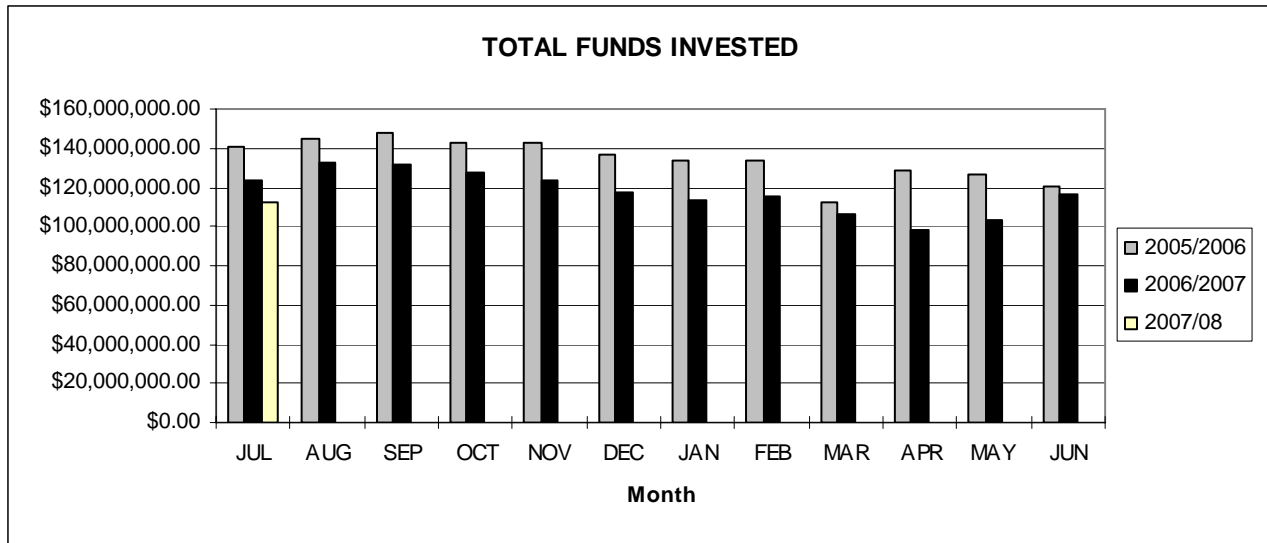


3. ANNUALISED RATE OF RETURN FOR FUNDS MANAGERS - NET OF FEES

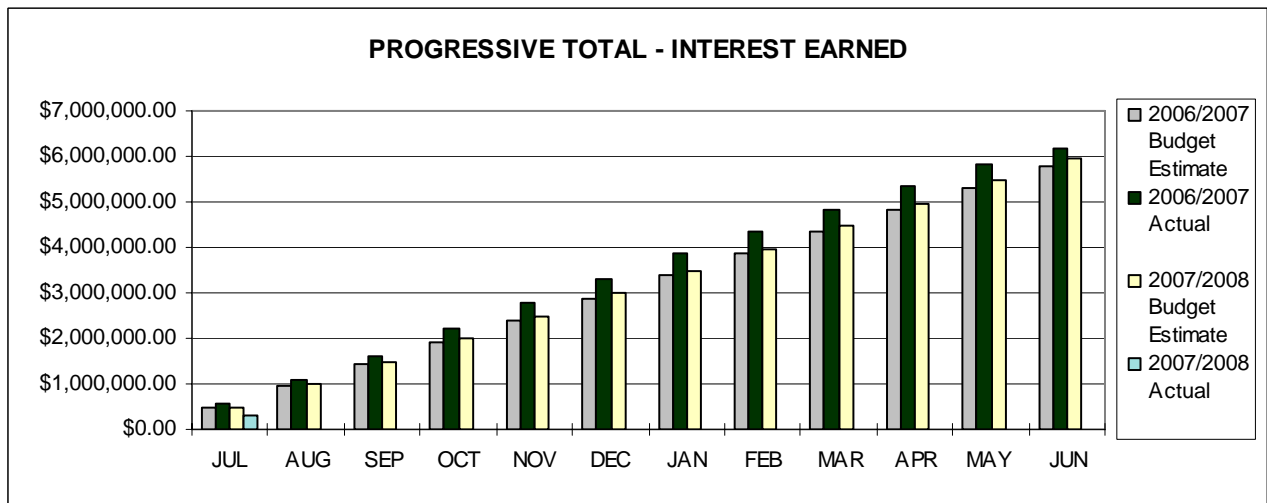




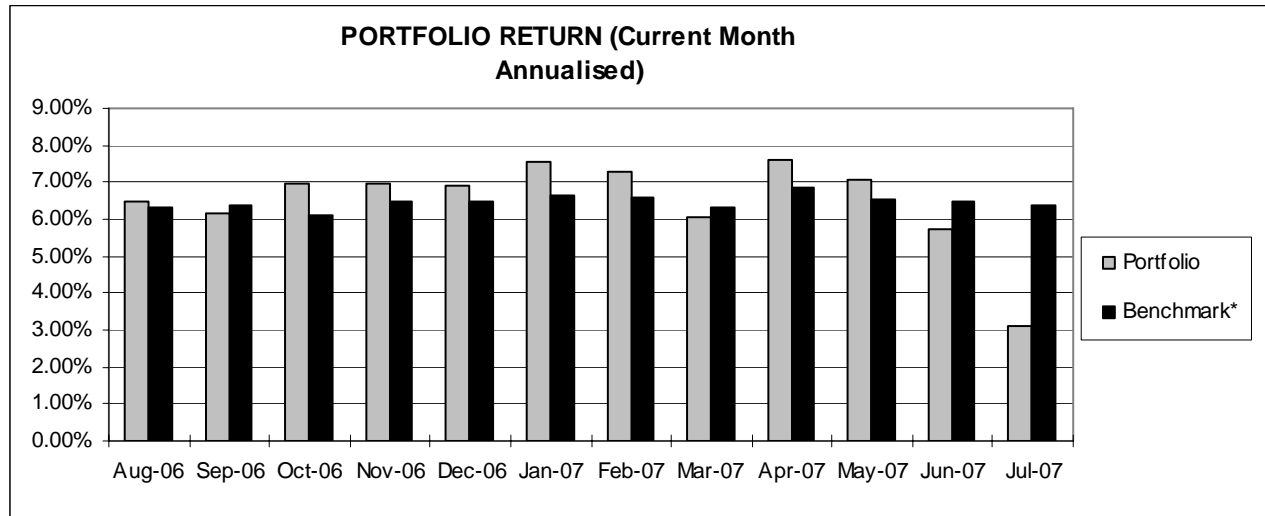
4. MONTHLY COMPARISON OF TOTAL FUNDS INVESTED



5. ANNUAL PROGRESSIVE TOTAL OF INTEREST ON TOTAL FUNDS INVESTED



6. PORTFOLIO PERFORMANCE



*UBS Warburg AUD Bank Bill Index

7. MARKET COMMENTARY

Domestic Economy

The June Quarter Consumer Price Index showed a much higher than expected acceleration in inflation, with the CPI rising by 1.2% after a 0.1% rise the previous quarter. The main cost increases were petrol, food, rents and health care costs.

The Reserve Bank of Australia increased the official cash rate to 6.5% as a result of the higher than expected June CPI figure.

Australian equities (shares) continued to post negative returns in July, following the lead of the USA Dow Jones index. The fall-out from the sub-prime mortgage market shake-out in the US is becoming apparent in equity markets around the world, including Australia. As a result, Council's investment portfolio returned below benchmark for a second month as managed funds and some of the portfolio's direct investments were impacted by the current correction/slide in financial markets.

Council's Investment Advisors, Oakvale Capital Limited, are monitoring the US sub-prime situation carefully and will advise Council if a re-assessment of current investment strategies is required. Council's Investment Advisors are required to assist Council to achieve Investment Portfolio returns above the 90 day BBSW benchmark, assessed on an annual basis.



Global Economy

The US Central Bank left the cash rate unchanged at 5.25%, even though Chairman Bernanke reiterated concern on inflation risks in July and acknowledged headline inflation may increase for the remainder of 2007.

The financial markets experienced considerable turmoil as the US sub-prime home lending market continued to unravel. There was a "flight to quality" as share traders dumped higher risk investments in favour of less risky investments. Many market analysts anticipate a "credit squeeze" as lenders become risk averse and reassess their lending criteria.

8. INVESTMENT SUMMARY AS AT 31 JULY 2007

GENERAL FUND				
	ASSET BACKED SECURITIES		2,000,000.00	
	COLLATERISED DEBT OBLIGATION		4,000,000.00	
	FLOATING RATE NOTE		2,000,000.00	
	FUND MANAGERS		43,418,847.01	
	LOAN OFFSET		1,075,750.00	
	TERM DEPOSITS		7,000,000.00	
	CALL		0.00	59,494,597.01
WATER FUND				
	FUND MANAGERS		31,998,370.88	31,998,370.88
SEWERAGE FUND				
	FUND MANAGERS		21,388,970.71	21,388,970.71
		TOTAL INVESTMENTS		112,881,938.60

It should be noted that the General Funds investments of \$59 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:

Council's investment portfolio returned below benchmark as managed funds and some of the portfolio's direct investments were impacted by correction / slide in financial markets which have resulted due to a fall-out in US sub-prime mortgages.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.



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O10 [TCS-OC] Request for Assistance with Legal Costs - Bankstown City Council

ORIGIN:

Director Technology & Corporate Services

SUMMARY OF REPORT:

A request has been received from the Local Government & Shires Association of NSW seeking assistance with legal costs in relation to an appeal to the High Court in regard to a matter impacting on Section 733 of the Local Government Act 1993.

Bankstown City Council incurred the sum of \$1,534,242.00 in pursuing the appeal and Council's proportion of that amount, calculated in accordance with the usual formula is \$17,869.48.

RECOMMENDATION:

That Council does not provide a contribution to the Local Government & Shires Association of NSW to assist Bankstown City Council with its legal costs.

REPORT:

The request for assistance from the Local Government & Shires Association of NSW is as follows:

Local Government
Association of NSW



Shires Association of NSW

Our ref: R90/1046-02.fl Out-10596

18 June 2007

Mr Max Boyd
Administrator of Tweed
Tweed Shire Council
PO Box 816
MURWILLUMBAH NSW 2484

TWEED SHIRE COUNCIL	
FILE No.	LEGAL - COSTS
Doc. No.	
RECD	22 JUN 2007
ASSIGNED TO:	ADMINISTRATOR ..
HARD COPY	<input type="checkbox"/>
IMAGE	<input checked="" type="checkbox"/>

Officer

Dear Mr Boyd

Bankstown City Council Request for Assistance with Legal Costs

Bankstown City Council has sought the Association's assistance in relation to a court case in which it has been involved, and which culminated in action in the High Court.

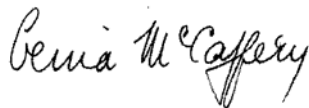
The facts of the matter were:

1. Alamo Holdings are the owners of land within the Bankstown City Council area.
2. Alamo's property was flooded as a result of water overflowing from an unlined storm water channel belonging to the council.
3. The Supreme Court granted a prohibitory injunction that required the council not to continue nuisance and to abate the flooding.
4. The Supreme Court also granted a mandatory injunction ordering that remediation work commence on the stormwater channel.
5. The matter was appealed to the Court of Appeal which held that even though the council had acted in good faith, it could not rely on the protection of Section 733 of the Local Government Act 1993, "Exemption from liability-flood liable land and land in coastal zone" as an exemption to liability by Section 733 relates to "anything done or omitted to be done" and does not literally extend to something "intended to be done".
6. Bankstown Council sought leave to appeal to the High Court. The High Court asked the council to give an undertaking to agree to bear the costs of the appeal as council were attempting to obtain a proper interpretation of Section 733 of the Local Government Act and therefore set a precedent not only for Bankstown Council but all councils and that Alamo should not be liable for such costs.
7. Bankstown Council agreed to this request from the High Court and leave to appeal was granted.
8. Bankstown City Council were successful in overturning the decision of the Court of Appeal and the protection afforded by Section 733 of the Local Government Act for "anything done or omitted to be done" has been affirmed by the High Court.

The Associations agreed that the matter was of great importance to all councils and should be appealed because if the decision was allowed to stand it would allow other land owners in similar circumstances to make claims against councils for alleged damage to property where the council in question would otherwise be protected by Section 733 of the Local Government Act.

The council incurred the sum of \$1,534,242 in pursuing the appeal. The Joint Executive of the two Associations has given approval for these costs to be sought. In accordance with the usual formula, your council's proportion of this amount is \$17869.48, and we would appreciate receipt of this amount in due course. An invoice is attached.

Yours sincerely



Cr Genia McCaffery
President
Local Government Association of NSW



Cr Bruce Miller
President
Shires Association of NSW

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

2007/2008 Budget - no funds allocated for this request.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.



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O11 [TCS-OC] In Kind Register April to June 2007

ORIGIN:

Financial Services

SUMMARY OF REPORT:

Details of "In Kind" and real donations for the period April to June 2007 are reproduced in this report for Council's information.

RECOMMENDATION:

That Council notes total donations of \$32,351.55 for the period April to June 2007.



REPORT:

Council maintains a Register of "In Kind" and real donations. Details of these donations for the period April to June 2007 are reproduced as follows:-

In Kind and Real Donations - April to June 2007

Financial Assistance

Amount	Recipient	Donated Item	Date
\$1,000.00	Emergency Services Day in the Park	2nd Round Donation 2006/2007	3-May-07
\$5,000.00	Tyalgum Festival Committee Inc	2nd Round Donation 2006/2007	3-May-07
\$2,000.00	NAIDOC Committee (Tweed Heads)	2nd Round Donation 2006/2007	3-May-07
\$3,000.00	Murwillumbah Festival of Performing Arts	2nd Round Donation 2006/2007	3-May-07
\$1,600.00	Caldera Environment Centre Inc (World Environment Day)	2nd Round Donation 2006/2007	3-May-07
\$750.00	Tweed Shire Family Day Care Association	2nd Round Donation 2006/2007	3-May-07
\$1,500.00	Tweed Coast Cabarita Beach Surf Life Saving Club Inc	2nd Round Donation 2006/2007	3-May-07
\$11,000.00	Wintersun Festival Association Inc	Budget Allocation	7-Jun-07
\$600.00	Tweed Valley Banana Festival & Harvest Week Inc	Donation - Youth Film Festival	25-Jul-07
\$26,450.00			

Goods and/or Materials

Amount	Recipient	Donated Item	Date
\$80.00	World Environment Day	20 Shrubs	01-May-07
\$56.00	Australian Citizens	7 Trees	16-May-07
\$164.00	Bossyboots Childcare	46 Shrubs	13-Jun-07
\$40.00	Tumbulgum Public School	10 Shrubs	22-Jun-07
\$340.00			

Provision of Labour and/or Plant & Equipment

Amount	Recipient	Donated Item	Date
\$167.21	Breast Screen Unit - Set-Up	Provision of labour & council plant	13-Apr-07
\$693.09	Anzac Day	Provision of labour & council plant	27-Apr-07
\$73.12	Seniors Expo	Provision of labour & council plant	25-May-07
\$933.42			

Rates

Amount	Recipient	Donated Item	Date
\$566.95	Kunghur Public Hall	Council Rates 2006/2007	26-Apr-07
\$15.60	Trustees Literary Institute Tyalgum	Water Usage 2006/2007	26-Apr-07
\$19.76	Burringbar School of Arts	Water Usage 2006/2007	26-Apr-07
\$171.32	Twin Towns Police & Community Youth Club	Water Usage 2006/2007	26-Apr-07
\$150.80	Tweed Coast Community Centre Pottsville	Water Usage 2006/2007	26-Apr-07
\$924.43			

Tweed Link Advertising

Amount	Recipient	Donated Item	Date
\$40.50	Various Community Notices	Advertising	3-Apr-07
\$155.25	Various Community Notices	Advertising	10-Apr-07
\$33.75	Various Community Notices	Advertising	17-Apr-07
\$148.50	Various Community Notices	Advertising	24-Apr-07
\$74.25	Various Community Notices	Advertising	1-May-07
\$74.25	Various Community Notices	Advertising	8-May-07
\$54.00	Various Community Notices	Advertising	15-May-07
\$67.50	Various Community Notices	Advertising	22-May-07
\$202.50	Various Community Notices	Advertising	29-May-07
\$67.50	Various Community Notices	Advertising	5-Jun-07
\$121.50	Various Community Notices	Advertising	12-Jun-07
\$67.50	Various Community Notices	Advertising	19-Jun-07
\$148.50	Various Community Notices	Advertising	26-Jun-07
\$1,255.50			

Room Hire

Amount	Recipient	Donated Item	Date
\$47.00	Murwillumbah Theatre Company	Room Hire - Murwillumbah Civic Centre	18-Apr-07
\$47.00	Murwillumbah Theatre Company	Room Hire - Murwillumbah Civic Centre	23-Apr-07
\$47.00	Murwillumbah Theatre Company	Room Hire - Murwillumbah Civic Centre	11-May-07
\$47.00	Murwillumbah Theatre Company	Room Hire - Murwillumbah Civic Centre	16-May-07
\$47.00	Murwillumbah Theatre Company	Room Hire - Murwillumbah Civic Centre	12-Jun-07
\$104.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	1-Apr-07
\$28.00	Northern Rivers Symphony Orchestra	Room Hire - Tweed Heads Civic Centre	4-Apr-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	5-Apr-07
\$92.50	Twin Towns Garden Club	Room Hire - Tweed Heads Civic Centre	9-Apr-07
\$85.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	9-Apr-07
\$47.00	Northern Rivers Symphony Orchestra	Room Hire - Tweed Heads Civic Centre	10-Apr-07
\$47.00	Northern Rivers Symphony Orchestra	Room Hire - Tweed Heads Civic Centre	11-Apr-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	12-Apr-07
\$47.00	Northern Rivers Symphony Orchestra	Room Hire - Tweed Heads Civic Centre	17-Apr-07
\$47.00	Northern Rivers Symphony Orchestra	Room Hire - Tweed Heads Civic Centre	18-Apr-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	19-Apr-07
\$85.70	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	22-Apr-07
\$47.00	Northern Rivers Symphony Orchestra	Room Hire - Tweed Heads Civic Centre	24-Apr-07
\$47.00	Northern Rivers Symphony Orchestra	Room Hire - Tweed Heads Civic Centre	25-Apr-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	3-May-07



OPERATIONS COMMITTEE MEETING DATE: TUESDAY 21 AUGUST 2007

\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	6-May-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	10-May-07
\$66.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	13-May-07
\$24.50	Twin Towns Garden Club	Room Hire - Tweed Heads Civic Centre	14-May-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	14-May-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	17-May-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	20-May-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	21-May-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	24-May-07
\$66.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	27-May-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	28-May-07
\$85.00	Northern Rivers Symphony Orchestra	Room Hire - Tweed Heads Civic Centre	3-Jun-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	3-Jun-07
\$24.50	Twin Towns Garden Club	Room Hire - Tweed Heads Civic Centre	11-Jun-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	14-Jun-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	18-Jun-07
\$47.00	Northern Rivers Symphony Orchestra	Room Hire - Tweed Heads Civic Centre	20-Jun-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	21-Jun-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Civic Centre	25-Jun-07
\$47.00	Northern Rivers Symphony Orchestra	Room Hire - Tweed Heads Civic Centre	27-Jun-07
\$13.00	Twin Towns Friends Group	Room Hire - South Tweed HACC	11-Apr-07
\$13.00	Twin Towns Friends Group	Room Hire - South Tweed HACC	9-May-07
\$13.00	Twin Towns Friends Group	Room Hire - South Tweed HACC	13-Jun-07
\$61.00	Tweed Heads Hospital Ladies Auxiliary	Room Hire - Tweed Heads Meeting Room	2-Apr-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Meeting Room	2-Apr-07



\$61.00	South Sea Islanders Meeting	Room Hire - Tweed Heads Meeting Room	14-Apr-07
\$61.00	Tweed Heads Hospital Ladies Auxiliary	Room Hire - Tweed Heads Meeting Room	7-May-07
\$61.00	Tweed Heads Hospital Ladies Auxiliary	Room Hire - Tweed Heads Meeting Room	4-Jun-07
\$47.00	Tweed Theatre Company	Room Hire - Tweed Heads Meeting Room	4-Jun-07
\$2,448.20			
\$32,351.55	Total Donations 4th Quarter		

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.



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O12 [EO-OC] Acquisition of Crown Land - Cobaki Creek, Tweed Heads West**ORIGIN:****Design****SUMMARY OF REPORT:**

Council is constructing a bridge over the Cobaki Creek on Piggabeen Road, Tweed Heads West. Part of the bridge will be located within the tidal bed which is Crown Land. It is now necessary to complete the acquisition of the riverbed, being part Crown Reserves 56146 and Reserve 1011268, from Department of Lands. A plan of acquisition has been registered for the area. It is shown as Lot 1 in DP 1104678. The Department have provided their concurrence to the acquisition of Lot 1 as required.

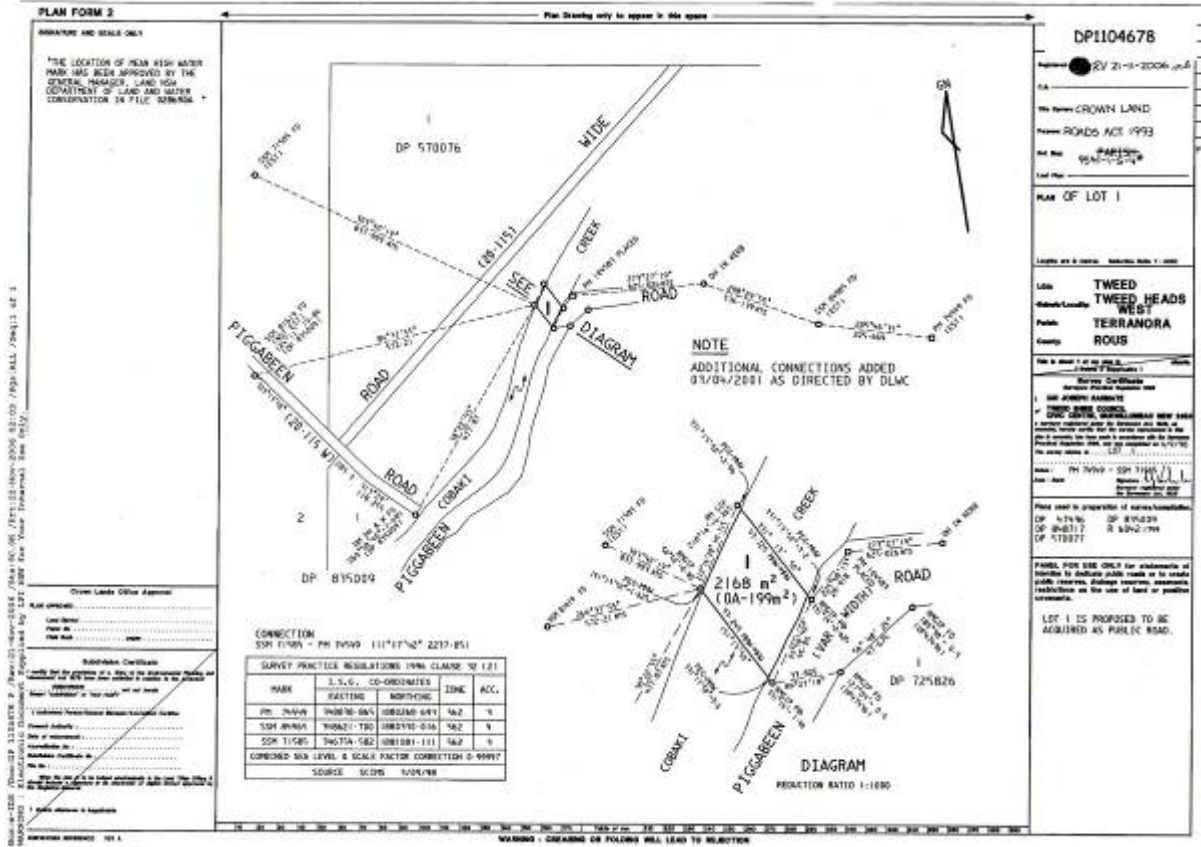
The acquisition is to proceed under the provisions of the Land Acquisition (Just Terms Compensation) Act, 1991 whereby an application is to be made to the Department of Local Government for approval to the acquisition.

RECOMMENDATION:**That:-**

- 1. Council approves the acquisition of Lot 1 in DP 1104678 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. Lot 1 in DP 1104678 be dedicated as road following gazettal of the acquisition; and**
- 3. All necessary documentation be executed under the Common Seal of Council.**

REPORT:

As per Summary of Report.



LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Purchase of Creek Bed to be funded from S94 Contribution Plan No. 4.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.

O13 [EO-OC] Lease of Council Premises - Lot 1 DP 1082080 Recreation Street, Tweed Heads**ORIGIN:****Design****SUMMARY OF REPORT:**

Tweed Heads Bridge Club together with Twin Towns Playgroup each occupy part of the premises located on Lot 1 in DP 1082080, Recreation Street Tweed Heads held in fee simple by Tweed Shire Council and classified as Community Land. A joint 25 year lease of the premises has recently expired and it is now necessary to enter into a new agreement for the occupation of the premises with each party.

Both groups have noted that they would like to enter into a further 25 year agreement with Council over the property, however Twin Towns Playgroup have requested that each party be issued with a separate agreement.

As each group offers services that are completely separate from the other it would be beneficial to Council to draw up individual licence agreements addressing the occupation and use of the property relevant to each parties differing activities.

As the tenure will be concurrent and non-exclusive a licence agreement is the preferred tenure for occupation. The land is classified as "Community land" and pursuant to clause 47 of the Local Government Act, any agreement over 5 years must be given public notice inviting submissions to the proposal. If a submission objects to the proposal then no agreement can be granted without the Minister's consent.

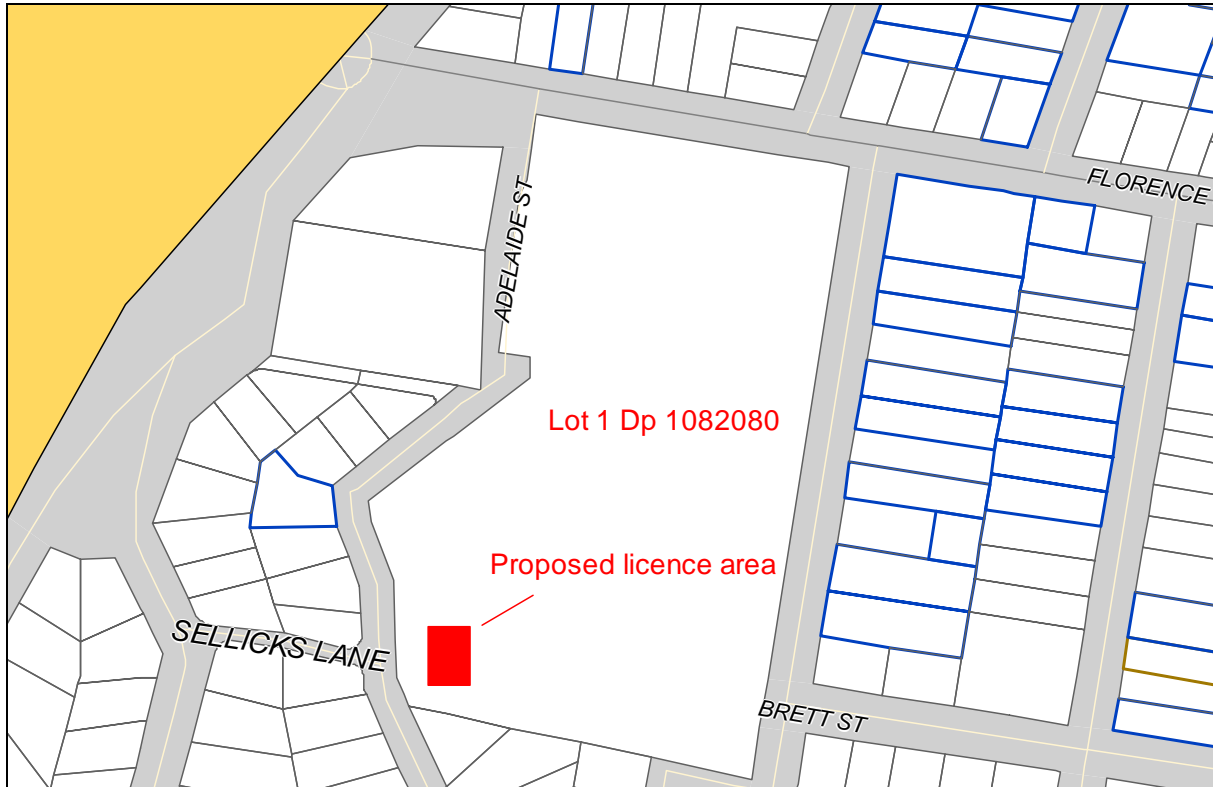
Accordingly it is recommended that Council proceeds to give public notice of this proposal as per Clause 47 of the Local Government Act.

RECOMMENDATION:

That Council gives public notice, as per clause 47 of the Local Government Act 1993, of the proposal to enter into two (2) separate licence agreements for twenty five (25) years each with Twin Towns Playgroup and Tweed Heads Bridge Club for the occupation of the premises on Lot 1 in DP 1082080, Recreation Street, Tweed Heads inviting submissions within 28 days.

REPORT:

As per Summary of Report.



LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.

O14 [EO-OC] Classification of Land as Operational, Seabreeze Estate, Pottsville

ORIGIN:

Director Engineering and Operations

FILE NO: DA4420/276 Pt37

SUMMARY OF REPORT:

Proposed Lot 1145 in a Subdivision of Lot 2 & 3 in DP 1106275 at Seabreeze Estate, Pottsville is to be transferred to Council as a Drainage Reserves following registration of the plan of subdivision.

It is necessary to resolve to classify this parcel as “Operational” pursuant to the provisions of the Local Government Act, 1993.

RECOMMENDATION:

That:-

- 1. Council approves the transfer of proposed Lot 1145 in a Subdivision of Lot 2 & 3 in DP 1106275 at Seabreeze Estate, Pottsville as Drainage Reserve.**
- 2. Proposed Lot 1145 be classified as “Operational” pursuant to Section 31 of the Local Government Act, 1993; and**
- 3. All necessary documentation be executed under the Common Seal of Council.**

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.



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O15 [EO-OC] Naming of Public Bridge, Numinbah Road, Crystal Creek**ORIGIN:****Design****FILE NO: GS5/1 Pt5****SUMMARY OF REPORT:**

Council at its meeting of 29 May 2007 resolved to publicise its intention to name the bridge over the Rous River on Numinbah Road at Crystal Creek as Korn's Bridge.

The proposed road naming was advertised in the Tweed Link on 5 June 2007 requesting any written objections to the proposed naming be submitted within a one-month period.

Several objections were received. The written objections noted that the Korn family had left the property adjacent to the bridge in 1945 and since that time the property has been occupied by the Glasby family who were and still remain on part of the property as well as being known throughout the local community.

The Original bridge however was built by the Korn family for the use and betterment of the community at a time when there was no formal or negotiable crossing over the Rous River. The crossing has been known locally since the time of its construction as Korn's Crossing and has been noted as such by the Roads & Traffic Authority of NSW (RTA) as the name in their inventory details of the RTA owned and maintained structure. Council records also list the bridge as Korn's Crossing as a heritage item in the Local Environmental Plan.

It is recommended that due to the long standing but previously informal name of the bridge and crossing as Korn's Crossing that Council adopts the name of the recently upgraded structure as "**Korn's Bridge**".

RECOMMENDATION:**That:-**

- 1. Council adopts the name of "*Korn's Bridge*", being the recently upgraded bridge over the Rous River, Numinbah Road, Crystal Creek, and;**
- 2. The naming of the public bridge be gazetted under the provisions of the Roads (General) Regulation, 1994 and the Roads Act, 1993.**



REPORT:

As per Summary of Report.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.

O16 [EO-OC] Renaming Part of O'Connor Drive, Murwillumbah**ORIGIN:****Design****FILE NO: GS5/1 Pt 5****SUMMARY OF REPORT:**

O'Connor Drive runs from Kyogle Road south to Elouera Terrace at Murwillumbah. Due to a historical numbering anomaly only properties south of Durroon Avenue have been numbered from 1 through to 62. As a result of this numbering sequence properties north of Durroon Avenue currently have no numbers and Council Officers are unable to allocate them.

It would therefore be recommended that the northern end of O'Connor Drive from the T-Intersection at Durroon Avenue to Kyogle Road be renamed to allow for the properties within this section of road to be numbered appropriately.

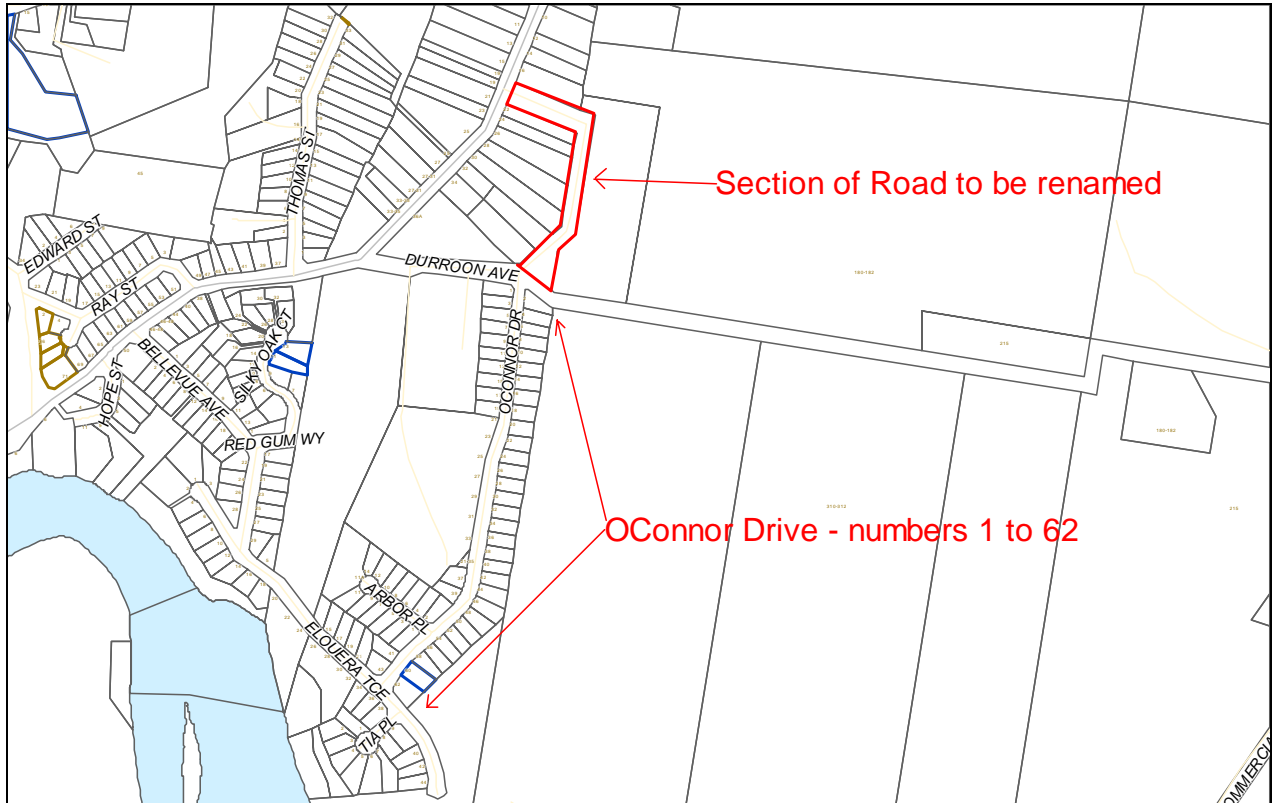
Initial contact with residents along this section of road indicate that this proposal would be an acceptable solution to the issue. However it would be prudent to contact all property owners seeking their written concurrence to the proposal. Surrounding street names have a tree theme. A suggested name for the section of road to be renamed is Sylvan Street (Sylvan means "*of the woods*").

RECOMMENDATION:**That Council:-**

- 1. Publicises its intention to re-name that part of O'Connor Drive north of Durroon Avenue as Sylvan Street, allowing one month for submissions and/or objections to the proposal; and**
- 2. Notifies the relevant authorities under the provisions of the Roads (General) Regulation 1994.**

REPORT:

As per summary



LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.

017 [EO-OC] Creation of Easement to Drain Sewage - 22 Countryside Drive, Murwillumbah

ORIGIN:

Design

FILE NO: DA03/0401 Pt1

SUMMARY OF REPORT:

Unapproved and illegal works were identified on the subject property. These illegal works have been subsequently and satisfactorily dealt with, however, a carport has been erected over a Council sewer and manhole.

In order to protect its asset and secure access to the manhole, Council has determined that it is necessary for an easement to be registered over the title.

A Transfer Granting Easement has been prepared by the landowner's solicitor, and has been approved by Council.

It is now necessary for Council to approve the execution of the transfer document under common seal.

RECOMMENDATION:

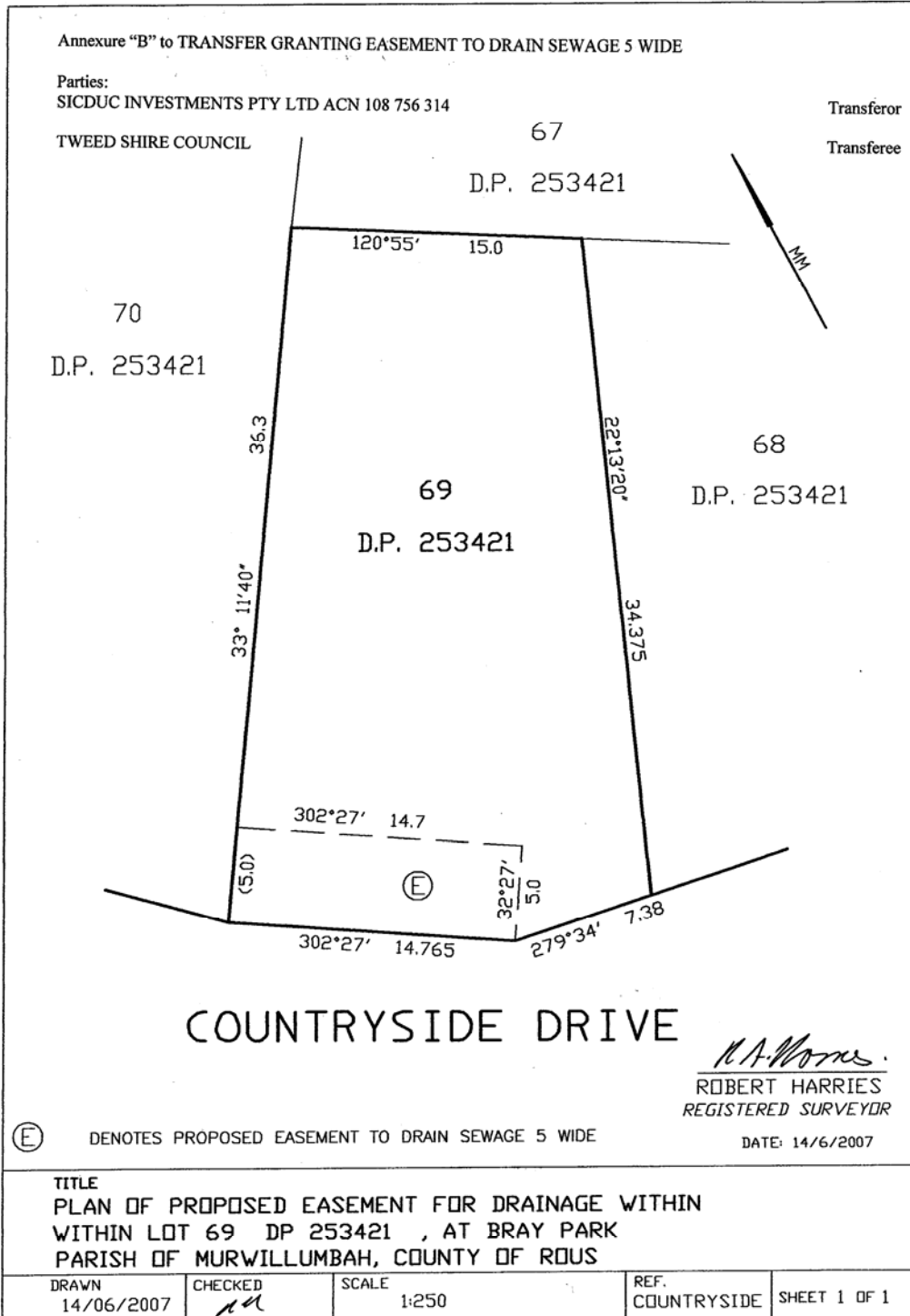
That:-

- 1. Council approve the creation of an Easement to Drain Sewage 5 metres wide within Lot 69 in DP 253421 for the benefit of Council; and**
- 2. All documentation be executed under the Common Seal of Council.**



REPORT:

As per Summary of Report. The plan below, to be attached to the transfer documents, shows the proposed easement:-



LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.



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O18 [EO-OC] Lease to Department of Environment & Conservation - Murwillumbah World Heritage Tourist Information Centre

ORIGIN:

Design

SUMMARY OF REPORT:

National Parks and Wildlife Services, (NPWS) a division of the Department of Environment and Conservation, have operated from office space added to the northern end of the Murwillumbah World Heritage Tourist Information Centre since 2003.

The NPWS covered the costs of construction for the space they occupy, and their tenure at the Centre was comprised within a Memorandum of Understanding that provided that no rental was payable until **30 June 2007** as NPWS had funded the construction of the office space.

NPWS submitted a request to continue occupation at the Centre, however, they were seeking other premises as they have outgrown the current space.

A lease between the parties will be prepared to formalise the further occupation of the office.

A valuation for market rental has been obtained and determined that the market rental for the office space is **\$20,900 per annum**.

NPWS are seeking a two year lease comprised of a six month term with three further options of six months each. The short terms provide flexibility for NPWS to secure other larger premises that will accommodate their staff and provide adequate parking.

The World Heritage Centre is located on operational land, so there are no statutory restraints in relation to the leasing of the land.

RECOMMENDATION:

That:-

- 1. Council approves entering into a lease with the National Parks and Wildlife Division of the Department of Environment and Conservation for office premises within the Murwillumbah World Heritage Tourist Information Centre, Alma Street Murwillumbah for a six month term with three options of six months each at a rental commencing at \$20,900 per annum with CPI increases at the commencement of each term.**
- 2. 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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Nil.

O19 [EO-OC] Bridge Club Car Park and Access Road, Recreation Street, Tweed Heads

ORIGIN:

Director Engineering & Operations

SUMMARY OF REPORT:

At the Executive Management Team meeting of 7 February 2007, it was endorsed that Council proceed with undertaking resealing works and minor road reconstruction works at the Tweed Bridge Club car park and adjoining access road.

It was further endorsed that funding for the project be sourced from Contribution Plan No 15.

RECOMMENDATION:

That:-

- 1. That Council proceed with undertaking resealing works and minor road reconstruction at the Tweed Bridge Club Car Park and Access Road, Recreation St, Tweed Heads.**
- 2. Funding be sourced from Contribution Plan No 15.**



REPORT:

Located within the Recreation Ground at Tweed Heads is a building containing the Tweed Heads Bridge Club and Tweed Heads Play Group. This building is situated in the south west corner of the land.

Recently on the same site and at a lower level to the above building, has been constructed the Tweed Shire Family Day Care Centre.

Between the two buildings is constructed an internal access road which provides access to these buildings and the site generally.

With the completion of the Day Care Centre, the stormwater drainage from the internal roadway and the sealed car park to the Bridge Club have provided problems to the Day Care Centre. As well, the surface to the Bridge Club car park has deteriorated and complaints have been received from persons tripping in potholes and uneven surfaces.

While the Bridge Club by license is responsible for the building, they have no responsibility for the car park which is located on Council land.

To resolve the problems of drainage and deteriorating surface to the carpark, a design has been prepared with an associated cost estimate of \$85,000.

Contribution Plan No 15 for Shirewide Community Facilities currently contains \$238,916 of which \$120,916 is available.

At the Executive Management Team Meeting of 7 February 2007, it was endorsed that;

- Council proceed with undertaking resealing works and minor road reconstruction works at the Tweed Bridge Club car park and adjoining access road
- Funding for the works be sourced from Contribution Plan No.15.

As the internal access road is used by the community to access the Cooloon Long Day Care Centre, Tweed Shire Family Day Care Centre, Tweed Heads Bridge Club, Tweed Heads Play Group and Tweed Heads Police Citizens Youth Centre, it is recommended that the proposed works be approved and financed from Contribution Plan No.15.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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1. **Confidential Attachment** - Supplementary Information - Bridge Club Car Park and Access Road, Recreation Street, Tweed Heads (DW 1647646).
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O20 [EO-OC] EC2007-054, 055, 056 Supply and Delivery of Three (3) ERG Class MG7 Road Graders, EC2007-057 Supply and Delivery of One (1) ERG Class WL6 Tool Carrier, EC2007-058 Supply and Delivery of One (1) ERG Class WL7 Tool Carrier, EC2007-059 Supply and Del

ORIGIN:

Works

SUMMARY OF REPORT:

Tenders closing Wednesday 4 July 2007 were invited for the supply of: -

- Three (3) > 100 <= 110 KW Road Graders. Plant Number's 9780, 9781, 9783
- One (1) > 70 <= 89 kW Tool Carrier [Loader]. Plant Number 9778
- One (1) > 89 <= 114 kW Tool Carrier [Loader]. Plant Number 9786
- One (1) Back Hoe Loader Dig Depth >4m <= 5 m. Plant Number 9798
- One (1) Excavator Operating Weight >12 <= 13, 600 Tonnes. Plant Number 9789

All units are direct replacement of the existing similar units that have reached the end of their economic life. Along with the ability to supply the nominated units individually the tender process also offered the opportunity for suppliers to offer Council a price for an all-inclusive deal of 2 or more of any of the individual tenders.

Following evaluation in accordance with the specified criteria, the offer from listed suppliers at the nominated price is recommended.

RECOMMENDATION:

That Council:-

1. **EC2007-054: Accepts the tender from Westrac Pty Ltd of 36 Swallow Road Grafton for the supply of one (1) Caterpillar 12M Road Grader in accordance with Tender No EC 2007-054, for the price of \$313,632 GST exclusive. Plant No 9780.**
2. **EC2007-055: Accepts the tender from Westrac Pty Ltd of 36 Swallow Road Grafton for the supply of one (1) Caterpillar 12H Road Grader in accordance with Tender No EC 2007-055, for the price of \$302,650 GST exclusive. Plant No 9781.**
3. **EC2007-056: Accepts the tender from Westrac Pty Ltd of 36 Swallow Road Grafton for the supply of one (1) Caterpillar 12H Road Grader in accordance with Tender No EC 2007-056, for the price of \$302,650 GST exclusive. Plant No 9783.**

4. **EC2007-057: Accepts the tender from Westrac Pty Ltd of 36 Swallow Road Grafton for the supply of one (1) Caterpillar IT14G Small Tool Carrier in accordance with Tender No EC 2007-057, for the price of \$194,690 GST exclusive. Plant No 9778.**
5. **EC2007-058: Accept the tender from Komatsu Australia Pty Ltd of 453 Sherwood Road Sherwood QLD for the supply of one (1) Komatsu WA250PZ-5 Large Tool Carrier in accordance with Tender No EC2007-058, for the price of \$248,800 GST exclusive. Plant No 9786.**
6. **EC2007-059: Accepts the tender from Westrac Pty Ltd of 36 Swallow Road Grafton for the supply of one (1) Caterpillar 432E Backhoe Loader in accordance with Tender No EC 2007-059, for the price of \$145,720 GST exclusive. Plant No 9798.**
7. **EC2007-060: Accepts the tender from Chesterfield Australia of 1141 Beaudesert Road Acacia Ridge QLD for the supply of one (1) Kobelco SK135SR Excavator in accordance with Tender No EC 2007-060, for the price of \$160,000 GST exclusive. Plant No 9789.**
8. **The ATTACHMENT be treated as CONFIDENTIAL in accordance with Section 10A(2) (c) and (d) of the Local Government Act, 1993, because it contains commercial information in relation to the tenders, the disclosure of which would be likely to prejudice the commercial position of the tenderers if it was provided. The information identifies the tenderers in relation to the tender price and the evaluation of the products offered by each tenderer. If disclosed, the information would be likely to prejudice the commercial position of the tenderer in terms of market competitiveness, by giving their competitors an advantage. Accordingly, disclosure of the information is not in the public interest.**

REPORT:

Tenders EC2007-054, EC2007-055, EC2007-056 closing Wednesday 4 July 2007, invited tenders for the supply of one (1) for each tender, ERG Class MG7; Net Engine Power >100kW <= 110 kW Roads Graders.

Tender EC2007-057 Closing Wednesday 4 July 2007 invited tenders for the supply of one (1) ERG Class WL6: Net Engine Power >70 kW <= 89kW Loader Tool Carrier

Tender EC2007-058 Closing Wednesday 4 July 2007 invited tenders for the supply of one (1) ERG Class WL7; Net Engine Power >89kW <=114 kW Loader Tool Carrier.

Tender EC2007-059 Closing Wednesday 4 July 2007 Invited tender for the supply of one (1) ERG Class BL1; Dig Depth > 4m <= 5m Back Hoe Loader

Tender EC2007-060 Closing Wednesday 4 July 2007 Invited tenders for the Supply of one (1) ERG Class HX5: Operating Weight > 12 <= 16 Tonnes Excavator

NOTE:

The option of supply of two (2) or more items listed in the invited seven (7) tenders was given. The tenderers for all seven tenders are listed below: -

Tenderers:

EC2007-054, EC2007-055, EC2007-056 Net Engine Power > 100kW <= 110 KW Graders;

Westrac Pty Ltd [Caterpillar 12 H & 12 M]
Komatsu Australia Pty Ltd [Komatsu GD 555-3]
Hitachi Construction Machinery Australia Pty Ltd [John Deere 670D]
C.J.D. Equipment Pty Ltd [Volvo G930]
Alliance Major Plant Sales [XCMG Cobra GR215A]
Komatsu Australia Pty Ltd [Financial lease on Komatsu GD 555-3]

EC2007-057 Net Engine Power >70 kW <= 89kW Loader Tool Carrier;

Westrac Pty Ltd [Caterpillar IT 14 G]
C.J.D. Equipment Pty Ltd [Volvo L50E]
Construction Equipment Australia [JCB 416 HT]

EC2007-058 Net Engine Power >89kW <=114 kW Loader Tool Carrier.

Westrac Pty Ltd [Caterpillar 924 G]
Komatsu Australia Pty Ltd [Komatsu WA 250PZ-5]
C.J.D. Equipment Pty Ltd [Volvo L60F]
Construction Equipment Australia [JCB 426 HT]
McDonald Murphy Machinery Brisbane Pty Ltd [Case 721 EXT]
Andy's Earthmovers EMECO International [Komatsu WA 250-5 PT]



EC2007-059 Dig Depth > 4m <= 5m Back Hoe Loader

Westrac Pty Ltd [Caterpillar 432 E]
Komatsu Australia Pty Ltd [Komatsu WB 97R-5]
Komatsu Australia Pty Ltd [Komatsu WB 93R-5]
Construction Equipment Australia [JCB 3CX]
Construction Equipment Australia [JCB 2CX]
McDonald Murphy Machinery Brisbane Pty Ltd [Case 580SR]
Black-Trac Agriculture & Construction Machinery [New Holland LB 110 B]
Chesterfield Australia Pty Ltd [Terex 880 Elite]
GCM Agencies Pty Ltd [Venieri VF8.23]
NTP Pty Ltd [Manitou MLB 625 T]

EC2007-060 Operating Weight > 12 <= 16 Tonnes Excavator

Westrac Pty Ltd [Caterpillar 312 C]
Komatsu Australia Pty Ltd [Komatsu PC 138US-8]
Komatsu Australia Pty Ltd [Komatsu PC 130-7]
C.J.D. Equipment Pty Ltd [Volvo 140B]
Construction Equipment Australia [JCB JZ140]
McDonald Murphy Machinery Brisbane Pty Ltd [Case CX135]
Chesterfield Australia Pty Ltd [Kobelco SK135SR]
Hitachi Construction Machinery Australia Pty Ltd [Hitachi ZX135US]
Hitachi Construction Machinery Australia Pty Ltd [Hitachi ZX120]
Case Equipment Sales [Takeuchi TB 1140]

The plant assessment group consisting of the Works Manager, the Plant and Materials Coordinator, the Work Supervisor, and two operators assessed all complying tenders with the view to determine which unit or multiple machine deal represented the best value for money for the Council work environment.

The evaluations were carried out in accordance with those published in the specifications, Section 2 “*Terms & Conditions of Tendering*” Clause 12.
Quote Clause 12 of Terms and Conditions.

“Assessment Criteria

In evaluating the submission, Council may take into consideration, but not be limited to: -

Conformity; innovation; value for money; delivery period; quality assurance; price compared with estimated costs; financial resources; environmental management; maintenance and running costs; economic life and Council's running costs. Such an evaluation may lead to rejection of the submission. Only complying Tenders will be subject to the final analysis listed below: -

The following criteria will be used for assessing tender be it for a single or all-inclusive deal: -

- a) *Compliance with the technical specification required. Any non-complying Tenders will not be evaluated (see section 10 for clarification).*
- b) *Net Present Value of the unit* 50%
- c) *Operator evaluation* 20%
- d) *Maintenance evaluation* 20%
- e) *Risk evaluation* 10%
- f) *Additional technical features, not specified in this Tender, appropriate to Council's operation such features will be considered in the appropriate area listed above.*

DEFINITIONS:

Net Present Value: - Means discounted value of the projected operational cash flows, (both capital and operational) of the offered unit. Adjusting the charge out rate will zero the NPV of each unit. The charge out rate will then be apportioned mathematically in the ranking system. Council reserves the right to not include offers which, in Council's opinion, offer artificially low or high prices for spare parts that may distort the validity of the discounted cash flow.

Operator Evaluation: - Council operators (who will operate the unit) will be asked to assess all complying tenders and allocate score individually to various operational aspects of each of the units. The total maximum score will be 100 and minimum of 0. The average of these scores will be mathematically apportioned in the ranking system. This ranking will have the nominated weighting applied in the final ranking.

Maintenance Evaluation: The Council maintenance supervisor or one Heavy Vehicle Mechanic or Plant and Material Coordinator will be asked to assess all complying tenders and allocate score to various maintenance aspects of the units individually. The total maximum score will be 100 and minimum of 0. The average of these scores will be mathematical apportioned in the ranking system. This ranking will have the nominated weighting applied in the final ranking.

Risk Evaluation: The Council Plant and Materials Coordinator or the Safety Officer will be asked to assess all complying tenders and allocate score to various operational risk aspects of the unit. The total maximum score will be 250 and minimum of 0. The average of these scores will be mathematically apportioned in the ranking system. This ranking will have the nominated weighting applied in the final ranking.

Tenders are analysed in a separate confidential attachment.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Funds have been voted in the current 2007/2008 budget.

POLICY IMPLICATIONS:

Nil.



UNDER SEPARATE COVER/FURTHER INFORMATION:

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1. **Supplementary Confidential Attachment (DW 1650331).**
-

O21 [EO-OC] Review of Cemetery Charges

ORIGIN:

Recreation Services

FILE NO:

SUMMARY OF REPORT:

A review of operating expenditure for Council's cemeteries has identified that the allocated budget is not sufficient to cover costs. An analysis has been undertaken to ascertain what problems exist and what remedial action can be taken.

After comparison with neighbouring Councils of Lismore City, Byron Shire and Gold Coast City, it is apparent that cemetery fees charged by Tweed Shire Council are lower than fees charged by neighbouring councils for the same service.

Because the current cost of cemetery operation exceeds current income, it is felt that Tweed Shire's charges should be increased as soon as possible, prior to the preparation of a Business Plan which will fully examine costs and fee structure in the future.

RECOMMENDATION:

That in accordance with Section 610F(1)(3) of the Local Government Act 1993, the proposed amendment to the 2007/2008 Fees for Item 74 (Cemetery Fees) be placed on public exhibition for 28 days, as detailed below:

General Cemeteries	Fee
Murwillumbah & Tweed Heads	\$
Administration Fee - refund of standard plaque fee	39
Contract plant & operator hire per hour	117
Hourly fee per employee (time & half) - funerals finishing after 4.00pm Mon-Fri	32
Hourly fee per plant item & operator (backhoe) - funerals finishing after 4.00pm Mon-Fri	138
Land for grave (1.2m x 2.4m)	498
Maintenance in perpetuity	934
Opening and filling grave	457
Premises Inspection - Permit for burial on private land	122
Childrens Section General Cemeteries	
Casket less than 1.1m in length	296
Permission to undertake monumental work in general cemetery - per site	96
General and Lawn Cemeteries	
Exhumation (includes re-opening fee)	1,767



Funerals on Saturdays - 10.00am to 11.30am (in addition to above charges)	660
Funerals on Saturdays - per employee per hour (double time) after 11.30am in addition to usual Saturday fee	41
Funerals on Saturdays - per plant item & operator per hour (double time) after 11.30am in addition to usual Saturday fee	166
Provision of shade cover, seating, matting and lowering device	232
Lawn Cemeteries	
1st Burial	
Land for grave	555
Maintenance in perpetuity	1,335
Opening and filling grave 1st burial	511
Plaque (standard)	360
Plaque Service Fee 1st burial (50% on plaque cost)	181
Concrete base	81
1st Burial Total Cost	3,022
2nd Burial	
Re-opening & filling 2nd burial	816
Plaque 2nd inscription	74
Plaque Service Fee 2nd burial (50% on plaque cost)	36
2nd Burial Total Cost	927
Childrens Section	
Land for grave	325
Maintenance in perpetuity	626
Opening & filling grave	497
Plaque	178
Plaque service fee (50% on plaque cost)	88
Concrete base	46
Total Burial Cost	1,760
Non viable Foetus	126
Interment of ashes (includes plaque)	
Maintenance in perpetuity	421
Memorial Stone	53
Plaque	91
Plaque Service Fee (50% on plaque cost)	46
Total Interment Cost	611
General Cemetery - existing grave	611
General Cemetery - Columbarium Wall	515
Lawn cemetery - existing grave	611
Rose Garden, Flower Garden	611
Children's Section - Gumnut Walk	611
Memorial Book	
Maintenance in perpetuity	313
Plaque	81
Plaque Service Fee (50% on plaque cost)	41
Total Memorial Book	435
Memorial Creek Walk	
Maintenance in perpetuity	564
Sandstone Block	106

Plaque	91
Plaque Service Fee (50% on plaque cost)	46
Total Memorial Creek Walk	807
Memorial Rainforest Walk	
Maintenance in perpetuity	1,128
Plaque	91
Plaque Service Fee (50% on plaque cost)	46
Total Memorial Rainforest Walk	1,265
Pond View Garden	
Maintenance in perpetuity	436
Concrete Base	59
Plaque	143
Plaque Service Fee (50% on plaque cost)	71
Total Pond View garden	710
Bench seat with brass plaque	POA
Sculpture	POA
Small or large landscaped area	POA
Scattering of ashes	No charge
Tyalgum Cemetery - Surcharge (Travelling and Grave Digging)	527

REPORT:

A review of operating expenditure for Council's cemeteries has identified that the allocated budget is not sufficient to cover costs. In 2006/2007 the budget shortfall was \$104,000 requiring a withdrawal from the Cemetery Reserve. An analysis has been undertaken to ascertain what problems exist and what remedial action can be taken.

After comparison with neighbouring Councils of Lismore City, Byron Shire and Gold Coast City, cemetery fees charged by Tweed Shire Council have been found to be lower than fees charged by those councils for the same service. In some instances this difference is substantial. For the purposes of this report, the following Tweed Shire Cemetery fees have been compared to other councils:

Extract from 2007/2008 Fees & Charges – Item 74 Cemetery Fees

General Cemeteries – Comparison with neighbouring councils

Item	Current Tweed Shire Charges \$	Total Tweed Shire (\$)	Lismore City Council \$	Gold Coast City Council \$	Byron Shire Council \$
Land for grave (1.2m x 2.4m)	356				
Maintenance in perpetuity	668				
Opening and filling grave	327				
Total		1351	1595	1832	2240

Lawn Cemeteries – Comparison with neighbouring Councils

Item	Current Tweed Shire Charges \$	Total Tweed Shire(\$)	Lismore City Council \$	Gold Coast City Council \$	Byron Shire Council \$
Land for grave	365		3187	1843	
Maintenance in perpetuity	878				
Opening and filling grave 1 st burial	336				
Plaque (380 x 230)	237		511	503	
Plaque Service Fee 1 st burial	119				
Concrete base	53		110		
Total		1988	3698	2346	N/A

The above tables clearly demonstrate the difference between Tweed Shire Council's cemetery charges for burial and those of neighbouring Councils.

Cemeteries Income –v- Expenditure

In addition to the above, it is apparent that the cost of running and maintaining Tweed's cemeteries are not being met by current budget allocation, and the net cost has almost doubled since 2002/2003, adding some urgency to the need to address the issue:

Cemeteries Income and Expenditure

		2002/03(\$)	2003/04(\$)	2004/05(\$)	2005/06(\$)	2006/07(\$)
Cemeteries Expenses	Administration	3,852	3	0	0	
	Advertising	0	297	0	0	
	Council Rates	9,004	4,833	6,701	5,405	4,826
	Employee Costs	0	688	2,416	6,613	23,117
	Eviron	187,268	219,828	218,073	256,524	295,278
	Murwillumbah	134,182	144,487	183,564	143,219	168,274
	Staff RDO equalisation	0	0	0	314	128
	Tweed Heads	109,912	127,334	153,611	139,375	149,618
	Total	444,218	497,470	564,364	551,451	641,242
Loan repayments	Debt Servicing	9,919	96,671	157,183	201,689	201,007
	Total	9,919	96,671	157,183	201,689	201,007
Asset Management	Mbah Cemetery	0	32,578	0	0	0
	Total	0	32,578	0	0	0
Income	General	-218,078	-249,703	-268,154	-254,311	-297,731
	GST Exempt Fees	-12,516	-4,651	-4,366	-2,655	-2,288
	Total	-230,594	-254,354	-272,520	-256,966	-300,019
Net Cost		223,543	372,364	449,026	496,174	542,230

As a result of the lower fees in Tweed Shire, anecdotal information supplied by the Cemeteries Administrator suggests that there are an increasing number of applications originating from outside of the Shire, placing additional demand on Tweed's cemeteries and increasing the operating costs. It is felt that the lower cemetery fees in Tweed Shire are a major contributing factor. Tweed Shire is willing to receive burials of persons from outside of the Shire however the shortfall in income to costs must be addressed.

The future preparation of a Business Plan will fully examine cemetery costs and fee structure, however it is felt that Tweed's cemetery charges should be addressed in the interim.

General Cemeteries – Proposed Increase

It is recommended that all General Cemetery and related charges be increased by 39.8%. This will result in an increase in the total average general cemetery burial fees of \$538.

Lawn Cemeteries – Proposed Increase

It is recommended that all Lawn Cemetery and related charges be increased by 52%. This will result in an increase in the total average lawn cemetery burial fees of \$1,034.

Proposed new charges

The table below incorporates the proposed increase of 39.8% for General Cemetery and related charges, and the proposed increase of 52% for Lawn Cemetery and related charges:



			Current 2007/2008 charges \$	Proposed new charges \$
74	Cemetery Fees	General Cemeteries		
		Murwillumbah & Tweed Heads		
		Administration Fee - refund of standard plaque fee	28	39
		Contract plant & operator hire per hour	84	117
		Hourly fee per employee (time & half) - funerals finishing after 4.00pm Mon-Fri	23	32
		Hourly fee per plant item & operator (backhoe) - funerals finishing after 4.00pm Mon-Fri	99	138
		Land for grave (1.2m x 2.4m)	356	498
		Maintenance in perpetuity	668	934
		Opening and filling grave	327	457
		Premises Inspection - Permit for burial on private land	87	122
		Childrens Section General Cemeteries		
		Casket less than 1.1m in length	212	296
		Permission to undertake monumental work in general cemetery - per site	69	96
		General and Lawn Cemeteries		
		Exhumation (includes re-opening fee)	1264	1,767
		Funerals on Saturdays - 10.00am to 11.30am (in addition to above charges)	472	660
		Funerals on Saturdays - per employee per hour (double time) after 11.30am in addition to usual Saturday fee	29	41
		Funerals on Saturdays - per plant item & operator per hour (double time) after 11.30am in addition to usual Saturday fee	119	166
		Provision of shade cover, seating, matting and lowering device	166	232
		Lawn Cemeteries		
		1st Burial		
		Land for grave	365	555
		Maintenance in perpetuity	878	1,335
		Opening and filling grave 1st burial	336	511
		Plaque (standard)	237	360
		Plaque Service Fee 1st burial (50% on plaque cost)	119	181
		Concrete base	53	81
		1st Burial Total Cost	1988	3,022
		2nd Burial		
		Re-opening & filling 2nd burial	537	816
		Plaque 2nd inscription	49	74
		Plaque Service Fee 2nd burial (50% on plaque cost)	24	36
		2nd Burial Total Cost	610	927
		Childrens Section		
		Land for grave	214	325

			Current 2007/2008 charges \$	Proposed new charges \$
		Maintenance in perpetuity	412	626
		Opening & filling grave	327	497
		Plaque	117	178
		Plaque service fee (50% on plaque cost)	58	88
		Concrete base	30	46
		Total Burial Cost	1158	1,760
		Non viable Foetus	83	126
		Interment of ashes (includes plaque)		
		Maintenance in perpetuity	277	421
		Memorial Stone	35	53
		Plaque	60	91
		Plaque Service Fee (50% on plaque cost)	30	46
		Total Interment Cost	402	611
		General Cemetery - existing grave	402	611
		General Cemetery - Columbarium Wall	339	515
		Lawn cemetery - existing grave	402	611
		Rose Garden, Flower Garden	402	611
		Childrens Section - Gumnut Walk	402	611
		Memorial Book		
		Maintenance in perpetuity	206	313
		Plaque	53	81
		Plaque Service Fee (50% on plaque cost)	27	41
		Total Memorial Book	286	435
		Memorial Creek Walk		
		Maintenance in perpetuity	371	564
		Sandstone Block	70	106
		Plaque	60	91
		Plaque Service Fee (50% on plaque cost)	30	46
		Total Memorial Creek Walk	531	807
		Memorial Rainforest Walk		
		Maintenance in perpetuity	742	1,128
		Plaque	60	91
		Plaque Service Fee (50% on plaque cost)	30	46
		Total Memorial Rainforest Walk	832	1,265
		Pond View Garden		
		Maintenance in perpetuity	287	436
		Concrete Base	39	59
		Plaque	94	143
		Plaque Service Fee (50% on plaque cost)	47	71
		Total Pond View garden	467	710
		Bench seat with brass plaque	POA	
		Sculpture	POA	
		Small or large landscaped area	POA	
		Scattering of ashes	No Charge	
		Tyalgum Cemetery - Surcharge (Travelling and Grave Digging)	347	527



Expected increase in income

The table below shows receipts for cemetery charges as recorded in the Cemetery Management Database System (CEMS) for the 2006/2007 year, as well as expected receipts for 2007/2008 having applied the proposed new rates. This highlights a potential increase in income for 2007/2008 of \$211,856.65, however the higher fees may reduce the number of burials and this figure may not be achieved.

CEMETERY	BURIAL CHARGES (\$)	BOOKING CHARGES (\$)	PLAQUE CHARGES (\$)	Sub total	EXPECTED CHARGES 2007/08 AT CURRENT 2007/08 RATES (ADD 4%)	EXPECTED CHARGES 2007/08 AT PROPOSED RATES
General Cemeteries						
FLORENCE STREET GENERAL	-	-	136.57			
MURWILLUMBAH GENERAL	1,542.14	-	781.85			
TWEED HEADS GENERAL	-	1,298.00	-			
TYALGUM GENERAL	3,264.00	1,298.00	-			
SubTotal - General				\$ 8,320.56	\$ 8,653.38	\$ 12,097.43
Lawn Cemeteries						
MURWILLUMBAH LAWN	16,291.25	10,833.50	3,935.86			
TWEED HEADS LAWN	15,474.58	774.00	4,312.48			
TWEED VALLEY	191,293.47	93,604.70	21,744.25			
Subtotal - Lawn				\$358,264.09	\$ 372,594.65	\$ 566,343.87
TOTAL CHARGES				\$366,584.65	\$ 381,248.04	\$ 578,441.30

Source: CEMS Receipt Data 2006/2007

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

The proposed new rates for cemetery charges are expected to generate an increase in income for the 2007/2008 financial year of \$211,856.65. This increase in income will meet the costs of cemetery operations with any surplus used to replenish the Cemetery Reserve.

POLICY IMPLICATIONS:

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.

O22 [EO-OC] Removal of Celtis (tree) Bilambil

ORIGIN:

Recreation Services

SUMMARY OF REPORT:

Council received notifications from Far North Coast Weeds (FNCW) of a number of trees listed as class 3 noxious weeds under the Noxious Weeds Act 1993 located on Council property. Class 3 weeds must be “continually suppressed and destroyed”.

The listed trees include a Celtis, located in Prindable Park Bilambil. This specimen is a very large tree in a prominent location. Subsequently, the removal of this tree will have a significant impact on the landscape and aesthetics of Bilambil and has the potential to cause a deal of angst within the community.

RECOMMENDATION:

That in accordance with the Noxious Weeds Act 1993 that the Celtis, located in Prindable Park, Bilambil, be removed as requested following notification in the Tweed Link informing the community.



REPORT:

Council received notification from Far North Coast Weeds (FNCW) of a number of trees listed as class 3 noxious weeds under the Noxious Weeds Act 1993 located on Council property. Class 3 weeds must be “continually suppressed and destroyed”.

The listed trees include a Celtis, located in Prindable Park Bilambil. This specimen is a very large tree in a prominent location. Subsequently, the removal of this tree will have a significant impact on the landscape and aesthetics of Bilambil and has the potential to cause a deal of angst within the community.

Accordingly, Council wrote to (FNCW) requesting consideration for this specimen due to its prominence in the landscape. FNCW advised that under the Act, the tree had to be removed, but that in consideration to its prominence, Council could prepare a property weed management plan programming the Celtis to be pruned to reduce seed production and continually managed until removed over a three year period.

However, in pruning to manage seed production and dispersal, the aesthetics of the tree would be effectively destroyed and there would also be reasonable costs to undertake these works over a three year period.

Subsequently, it is considered more practical to remove the tree in one go, and commence establishment of replacement trees.

Prior to removing the tree, it is recommended the community be notified via an article in the Tweed Link.



LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.



POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.

O23 [EO-OC] Minor Pedestrian Facilities

ORIGIN:

Planning & Infrastructure

SUMMARY OF REPORT:

The Roads & Traffic Authority of NSW has provided Council with \$6,633 to construct pedestrian fencing on the marked crossing blisters at Eucalyptus Drive, Banora Point.

RECOMMENDATION:

That Council:-

- 1. Receives funding of \$6,633 from the Roads & Traffic Authority of NSW.**
- 2. Expends the funds as per the Roads & Traffic Authority of NSW Schedule of Works.**



REPORT:

Council officers and Roads & Traffic Authority representatives identified a need for pedestrian fencing at the school crossing site on Eucalyptus Drive, Banora Point.

The Roads & Traffic Authority has accordingly offered Council the amount of \$6,633, being an external suppliers quotation price for provision of said fencing.

The fencing will provide road safety benefits to school children and the Roads & Traffic Authority of NSW funded school crossing supervisor.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.

O24 [EO-OC] Sealing School Bus Routes Priorities

ORIGIN:

Acting Director Engineering and Operations

SUMMARY OF REPORT:

Council has a program of sealing school bus routes to improve amenity and safety of road users. Generally, the work involves providing a sealed pavement on the existing road formation and alignment.

The program is funded from the 2004/2005 2% rate increase and Roads to Recovery Grants.

The roads used by school buses changes as school aged children "come and go" and accordingly the priority list for the program needs to be reviewed from time to time.

RECOMMENDATION:

That the Sealing School Bus Routes priority ranking spreadsheet and rolling program as attached to this report be adopted.



REPORT:

Council has a program of sealing school bus routes to improve amenity and safety of road users. Generally, the work involves providing a sealed pavement on the existing road formation and alignment.

The program is funded from the 2004/2005 2% rate increase and Roads to Recovery Grants.

The roads used by school buses changes as school aged children "come and go" and accordingly the priority list for the program needs to be reviewed from time to time.

The priority list has now been reviewed. The review was conducted by a survey of all local bus companies to identify school bus routes, numbers of children, and an inspection of these routes to determine maintenance and safety needs. Traffic usage was estimated from traffic count history.

The priority ranking system has not changed since the last review and follows at the end of this report.

The resulting Priority Ranking Spreadsheet showing the data and calculations is attached to this report.

Following priority ranking consideration has also been given to the date of the last extension to the seal on longer roads to distribute the benefits of the program around the Shire. The final preference was given to roads with higher numbers of children on the route. The final recommended Rolling Program is also attached.

ASSESSMENT CRITERIA

Traffic Volumes

- 0-50 2pts
- 50-100 4pts
- 100-150 6pts
- 150-200 8pts
- 200+ 10pts

School Bus Route

- yes 5pts
- no 0pts

Maintenance Rating

- 0 to 10 pts depending on history of actual costs and needs assessment

Safety Rating

- 0-1 counts/km 3pts
- 1-2 counts/km 6pts
- 2-3 counts/km 9pts
- 3-4 counts/km 12pts
- 4-5 counts/km 15pts
- 5-6 counts/km 18pts
- >6 counts/km 21pts

Through Road

- yes 5pts
- no 0pts

Other Development

- yes 5pts
- no 0pts

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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1. Sealing School Bus Routes Rolling Program and Priority Ranking Spreadsheet (DW 1649439).
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O25 [EO-OC] Infrastructure Program 2007/2008

ORIGIN:

Works

SUMMARY OF REPORT:

Submitted for Council's consideration is the proposed Infrastructure Program for 2007/2008. The total Program is for \$63.5M and represents a range of improvements to existing assets and some new assets. In 2006/2007 the approved Program was \$83.9M.

Generally the road and bridge construction programs are based on the previously approved 5 year forward program.

The water supply and sewerage construction programs are based on the capital works program contained in the Water Supply and Sewerage Activity Management Plan.

RECOMMENDATION:

That Council approves the Infrastructure Program for 2007/2008 as submitted.

REPORT:

Infrastructure Program - Key Issues

The proposed 2007/2008 Infrastructure Program of \$63.5M returns the annual Works Program to normal levels following the extraordinary \$83.9M program approved for 2006/2007.

The major capital works items include:-

Item	Proposed 2006/07 Expenditure \$M	Comments
Bray Park Water Treatment Plant	17.00	
Kingscliff Sewerage Treatment Plant	14.25	Work in progress
Sportsfields Capital Works	0.7	
Giddys Bridge, Urliup Rd - replace timber bridge	0.60	
Replacement of Charltons Bridge on Cudgera Creek Road	0.53	
Piggabeen Bypass	1.08	Completion of works commenced in 2005/2006
Sealing of School Bus Routes	0.86	
Drainage Improvements	1.33	

The Infrastructure Program presented in this report does not include items from the 7 Year Infrastructure Program.

Project delivery is managed by a combination of in house and external resources.

Most larger jobs are being delivered by a contact process and the design of major works is generally carried out by specialist consultants.

For the larger water supply and sewerage works (Bray Park and Kingscliff), the services and site staff of the NSW Department of Commerce are to be utilised (together with Council staff) for site contract management and selected preconstruction services.

Roads

Council maintains 1051km of local roads which are made up of:-

426km	Urban Sealed
465km	Rural Sealed
186km	Rural Unsealed

In addition there are 164km of Regional Roads to maintain.

Council has had a Pavement Management System (PMS) for its sealed roads since the late 1980's which is used to assist in the determination of the five year forward program. The PMS is predicated on visual inspections of the pavement. Other factors used in determining relative priority are:-

- Traffic volumes
- Drainage problems
- Bus routes
- Safety

The program proposed in the urban and rural construction areas is primarily looking to preserve and upgrade the existing asset base.

Council has had a timber bridge replacement program for approximately 20 years and this has significantly reduced the number of timber bridges in the shire to 44 out of a total of 231. In 2006/2007 the NSW Government announced the Timber Bridges Partnership Program that will provide funding on a 50:50 basis for the replacement of timber bridges on Regional Roads. Council has been fortunate in having 3 bridges on Kyogle Road included on the Program, with the first of those, Perch Creek Bridge, due for completion in 2007/2008. O'Briens Bridge No. 1 is also funded for commencement in 2007/2008.

The Roads to Recovery Program is being directed to acceleration of the Sealing of School Bus Routes Program, and rehabilitation of some heavily trafficked roads. A review of the Sealing School Bus Route priority list is reported to Council as a separate report.

Water Supply & Sewerage

The water supply and sewerage construction programs are based on the capital works program contained in the Water Supply and Sewerage Activity Management Plan.



2007/2008 INFRASTRUCTURE PROGRAM

URBAN STREET RECONSTRUCTION

ROAD NAME	LOCATION			ESTIMATED COST (\$)
2007/2008 YEAR				
MITCHELL ST	KYOGLE RD	TO	CHURCH HILL	\$300,000
CARRABOI TCE	WOLLUMBIN ST	TO	COOLMAN ST	\$96,000
BENT ST	QUEENSLAND RD	TO	CHURCH LA	\$400,000
FERN ST	LAKEVIEW TCE	TO	BROADWATER ESP	\$32,000
MYEERIMBA PDE	PANORAMA DR	TO	NERANG ST	\$68,000
MYEERIMBA PDE	NERANG ST	TO	LALINA AVE	\$153,000
OVERALL DR	TWEED COAST RD	TO	PAST ANNE ST	\$122,000
SPRING LN	MYRTLE ST	TO	SPRING ST	\$36,000
WATER ST	ALTAIR ST	TO	EAST END	\$210,000
LAKEVIEW PDE	HILLCREST AVE	TO	SOUTH END	\$383,000
RYDER ST	OPP DRIVEWAY TO HN15			\$20,000
CORAL ST (TWEED HEADS)	EDEN ST	TO	OLD AQUATIC CLUB	\$102,000
CORAL ST (TWEED HEADS)	OLD AQUATIC CLUB	TO	OLD CARAVAN PARK	\$39,000
YUGARI DR	END OF AC	TO	CULDESAC	\$102,000
TOTAL - 2007/2008				\$2,063,000

RURAL ROAD RECONSTRUCTION

ROAD NAME	LOCATION			ESTIMATED COST (\$)
2007/2008 YEAR				
CUDGEN RD	OLD QUARRY	TO	DURANBAH RD	\$318,000
PIGGABEEN RD	END STRAIGHT	TO	GOLF COURSE	\$180,000
RAYES LN	PAST END SEAL			\$40,000
DULGUIGAN RD	<CHURCH	TO	>OLD FERRY RAMP	\$112,000
DULGUIGAN RD	SANDERSONS	TO	>QUARRY	\$126,000
DULGUIGAN RD	<BN2592	TO	>HN 431	\$153,000
WOYUNG RD	EAST OF FRUIT STALL	TO	TEA TREE RD	\$117,000
WOYUNG RD	TEA TREE RD	TO	OLD SCHOOL	\$72,000
GRAVEL RESHEETING				\$279,000
2007/2008				\$1,397,000

FEDERAL ASSISTANCE GRANT

ROAD NAME	WORK TYPE	ESTIMATED COST (\$)
2007/2008 YEAR		
PIGGABEEN RD BYPASS	EARTHWORKS COMPLETION	\$1,080,000
KENNEDY DR	PAVEMENT REHAB	\$240,000
CONTRIBUTION TO REGIONAL ROAD "REPAIR" PROGRAM (50%)		\$100,0004
CONTRIBUTION TO "BLACKSPOT" PROGRAM (50%)		\$200,000
ADVANCED SURVEY & LAND ACQUISITION		\$246,600
2007/2008		\$1,866,000

ROADS TO RECOVERY

ROAD NAME	LOCATION	ESTIMATED COST (\$)
2007/2008		
BILAMBIL RD	TERRANORA RD TO NAPONYAH RD	\$336,000
BILAMBIL RD	DUROBY CK BRIDGE TO HALFWAY UP HILL	\$126,000
TYALGUM RD	KYOGLER RD TO OLD LISMORE RD	\$213,000
TYALGUM RD	OLD LISMORE RD TO CATTLE YARD	\$108,000
UPPER BURRINGBAR RD	JOWETTS RD TO GELES RD	\$152,000
PALMVALE RD	END OF BITUMEN TO CHRISTIES RD	\$97,000
TOTAL 2007/2008		\$1,032,000

SEALING SCHOOL BUS ROUTES (2004/2005 2% RATE RISE FUNDED)

ROAD NAME	ESTIMATED COST (\$)
SOUTH PUMPENBIL RD	\$252,000
PALMVALE RD - (06/07 CARRY OVER)	\$100,000
SWIFTS RD	\$252,000
TOTAL 2007/2008	\$604,000



BRIDGE CONSTRUCTION

2007/2008	WATERWAY NAME	ROAD NAME	WORK TYPE	
POTTSVILLE BRIDGE	MOOBALL CREEK	TWEED COAST ROAD	BARRIER RAIL REPLACEMENT	\$75,000
CHARLTONS BRIDGE	CUDGERA CREEK	CUDGERA CREEK RD	TIMBER REPLACEMENT	\$528,000
O'BRIENS BRIDGE (COMMENCEMENT)	TWEED RIVER	KYOOGLE RD	TIMBER REPLACEMENT (ROADS & TRAFFIC AUTHORITY of NSW 50%)	\$150,000
TOTAL 2007/2008				\$753,000

STORMWATER DRAINAGE CONSTRUCTION

2007/2008	WORK TYPE	
ROTUMAH ST	RELINING OF PIPELINE	\$135,000
OZONE ST	REPLACEMENT OF PIPELINE	\$240,000
MCKISSOCK DR	OVERLAND FLOWPATH TO NORTH	\$42,000
DARLINGTON DR	OVERLAND FLOWPATH	\$150,000
TAMARIND AVE	UPGRADE PIPED SYSTEM	\$240,000
BANORA TCE	REVTMENT OF WATERCOURSE	\$375,000
FRANCES ST (TWEED HEADS)	CAPACITY UPGRADE + DESIGN	\$75,000
TUMBULGUM RD	ADDITIONAL INLET & PIPELINE	\$54,000
WINDERS PL	REVTMENT OF LAKE (PROVISIONAL ITEM)	\$15,000
TOTAL 2007/2008		\$1,326,000

TWEED ROAD CONTRIBUTION PLAN

The forward plan is being prepared and will be the subject of a separate report to council.

**ADDITIONAL ASPHALT RESURFACING (PART OF 2004/2005 RATE RISE - 2%)**

Additional Asphalt Resurfacing	\$343,200
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DRAINAGE ASSET WORKS (PART OF 2004/2005 RATE RISE - 2%)

Drainage Asset Works	\$108,160
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FOOTPATH ASSET REPAIRS (PART OF 2004/2005 RATE RISE - 2%)

Footpath Asset Repairs	\$53,040
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FOOTPATHS PROGRAM

Kennedy Drive, West Tweed Heads	Gray Street to Tick Gates	\$55,080
Kirkwood Road, Tweed Heads South	Minjungbal Drive to Tweed City Entry	\$8,632
Cassidy Crescent, Bogangar	Ti-Tree Avenue to existing path	\$8,620
The Quarterdeck, Tweed Heads	The Bowspit to Norman Street	\$23,732
Project Management	8% of total	\$8,000
Total:		\$104,064

CYCLEWAYS PROGRAM

Tree Street, Murwillumbah	Byangum Road to existing cycleway	\$96,697
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WATER SUPPLY CAPITAL PROGRAM 2007/2008	\$24,070,500
Consumer Services New	\$374,500
Equipment Purchases	\$15,000
Catchment Management	\$50,000
Clarrie Hall Dam	\$515,000
Clarrie Hall Dam Spillway	\$480,000
Bray Park Water Treatment Plant Aug to 100ML	\$17,000,000
Uki Water Treatment Plant	\$100,000
Tyalgum Water Treatment Plant Upgrade	\$800,000
Water Pumping Stations Improvements	\$605,000
Reservoirs Improvements	\$714,000
Trunk Main Upgrade	\$1,807,000
Trunk Main New	\$171,000
Mains Replacement	\$353,000
Mains New	\$607,000
Depot Facilities	\$398,000
Communication Facilities	\$81,000



SEWERAGE CAPITAL WORKS PROGRAM 2007/2008	\$27,974,000
Tweed Laboratory Centre	\$25,000
Sewer Pumping Stations General	\$75,000
Sewer Pumping Stations Electrical upgrade	\$670,000
Sewer Pumping Stations Mechanical upgrade	\$360,000
Sewer Pumping Stations Civil upgrade	\$579,000
Sewer Pumping Stations Odour & Septicity Control	\$175,000
Sewer Pumping Stations Access	\$40,000
SPS New	\$2,462,000
SRM Replacement	\$427,000
SRM Upgrade	\$265,000
SRM New	\$2,236,000
Gravity Sewer Relining	\$400,000
Gravity Sewer Replacement	\$1,005,000
Gravity Sewer Upgrade	\$25,000
Gravity Sewer New	\$304,000
Sewerage Treatment Plant Effluent Reuse	\$500,000
Sewerage Treatment Plant Mechanical Replacement	\$50,000
Sewerage Treatment Plant Electric Motor Replacement	\$50,000
Tweed Heads Sewerage Treatment Plant	\$760,000
Banora Point Sewerage Treatment Plant	\$1,170,000
Kingscliff Sewerage Treatment Plant	\$14,252,000
Hastings Point Sewerage Treatment Plant	\$435,000
Tumbulgum Sewerage Treatment Plant	\$5,000
Tyalgum Sewerage Treatment Plant	\$75,000
Uki Sewerage Treatment Plant	\$50,000
Burringbar Sewerage Scheme	\$500,000
Murwillumbah Step Co-Generation	\$400,000
Kielvale Scheme	\$130,000
Depot facilities	\$468,000
Communication Facilities	\$81,000

SPORTSFIELDS CAPITAL WORKS PROGRAM

Item (2007/2008)	Cost
Sportsfield Lights	\$240,000
Sportsfield Facilities	\$270,000
Kingscliff Sportsfield Masterplan implementation	\$200,000
TOTAL:	\$710,000

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.



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O26 [CNR-OC] Irrigation of Les Burger Rugby Sports Fields with Recycled Water**ORIGIN:****Water****SUMMARY OF REPORT:**

It is proposed to substitute the use of potable water currently used for the irrigation of the Les Burger Rugby League Sports Fields with recycled water supplied from the Hastings Point Sewage Treatment plant.

Under the proposal, the following works would be undertaken:

- Replacement of existing irrigation system with new irrigation system to provide a more uniform irrigation coverage
- Installation of a recycled effluent storage tank on site
- Installation of pipework and booster pumping equipment to transfer recycled water from the existing disposal pipeline to the storage tank.

A Business Plan has been prepared that demonstrates the viability of the proposal and the funding to be provided.

The cost of the scheme is estimated at \$400,000. An application has been submitted to the Federal Government's Community Water Grants Program for the amount of \$50,000.

A window of opportunity exists following the completion of the Rugby League Season that will allow the playing surfaces to be reconstructed with minimal disruption to the use of the facilities.

This project has been identified under Council's Integrated Water Cycle Effluent Reuse Strategy (Action No. 5) adopted by Council on 25 July 2006.

RECOMMENDATION:**That Council:-**

1. **Adopts the Business Case for the use of recycled water at Les Burger Rugby League Sports Fields.**
2. **Commences procurement of the scheme.**



REPORT:

It is proposed to substitute the use of potable water currently used for the irrigation of the Les Burger Rugby League Sports Fields with recycled water supplied from the Hastings Point Sewage Treatment plant.

Under the proposal, the following works would be undertaken:

- Replacement of existing irrigation system with new irrigation system to provide a more uniform irrigation coverage
- Installation of a recycled effluent storage tank on site
- Installation of pipework and booster pumping equipment to transfer recycled water from the existing disposal pipeline to the storage tank.

A Business Plan has been prepared that demonstrates the viability of the proposal and the funding to be provided.

The use of recycled water at the Les Burger Rugby Sports Fields, if accepted, will be the first recycled water irrigation scheme to be implemented in Tweed Shire Council.

A window of opportunity exists following the completion of the Rugby league Season that will allow the playing surfaces to be reconstructed with minimal disruption to the use of the facilities.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Funding is available for this project under the Sewer Funds effluent reuse budget.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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1. Business Case Les Burger Rugby League Field - Effluent Reuse Scheme (DW 1649989)
-

O27 [CNR-OC] Sewerage Overflow Abatement Strategy**ORIGIN:****Water****SUMMARY OF REPORT:**

The Sewerage Collection and Transportation Systems now form part of the environmental licence for each treatment plant.

The licences for Council's Sewerage Treatment Systems require the preparation of a Sewer Overflow Investigation Report by 30 June 2007. To meet this requirement and as the basis for future sewerage capital works and sewer rehabilitation works the Sewerage Overflow Abatement Strategy (SOAS) has been prepared to final draft stage and has been submitted to the Department of Environment & Climate Change (DECC) for comment before preparation of the final document. A preliminary response from DECC has advised that the report adequately covers their requirements.

The SOAS report identifies strategies to reduce the risk of overflows from the sewage collection systems and will recommend additional expenditure of \$3,375,000 in the period 2007-2012 to meet specific needs over those met by ongoing operations budgets. This is additional to \$2,459,000 of capital works already programmed that addresses some of the worst overflow risks.

RECOMMENDATION:**That:-**

- 1. Council, as an interim measure, adopts the Final Draft of the Sewer Overflow Abatement Strategy Report and commences implementation.**
- 2. Council officers bring forward a final report incorporating the Department of Environment & Climate Change final comments including budget implications and the amended Sewerage Overflow Abatement Strategy for adoption.**

REPORT:

The Environmental Protection Authority (now incorporated within the Department of Environment & Climate Change DECC) included condition PRP100 Sewer Overflow Investigation Report in seven of the eight licenses for Council's sewerage treatment systems. The Uki Sewerage Treatment System license did not include a PRP100.

PRP100 required Council to prepare a Sewer Overflow Investigation Report for the collection systems conveying sewage to the treatment plants by 30 June, 2007. In response to this, the Sewerage Overflow Abatement Strategy has been prepared using the guidelines "Preparing a Sewer Overflow Investigations Report" in Appendix B of "Licensing Guidelines for Sewerage Treatment Systems" published on the web site of the DECC. The report is attached under separate cover. The report covers the sewerage systems of all eight sewage treatment plants operated by Tweed Shire Council and in its final draft has been submitted to DECC for comment before completion of the report. Council's Design Unit has prepared the report on behalf of the Water Unit.

In addition to fulfilling Council's license obligations, the Sewerage Overflow Abatement Strategy will provide the basis for sewer rehabilitation and augmentation works in coming years, reviewing progress made to date resulting from the Sewerage Strategy Studies carried out during the period 1998-2002 and providing for more detailed analysis of sewer flows and computer modelling the sewerage system in the future in a way that was not available during the earlier studies.

The Strategy assessed the risk of an overflow in all gravity sewerage catchments and sewerage pump stations using the DECC methodology rating the likelihood of an overflow and the severity of impact of such an overflow in both dry and wet weather. For each gravity catchment and sewerage pump station where the risk was rated as high or significant, a review was carried out to identify measures that could be taken to reduce the risk. Only fifteen percent (15%) were identified as having a high or significant risk of overflow.

In addition, all known Emergency Relief Structures (sewerage overflow devices) were reviewed and works identified to bring them up to the current standard or to eliminate them have been proposed.

The report builds on information from other current projects that have been identifying the most likely overflow location for each pump station and time between a high level alarm and overflow at average dry weather flow, peak dry weather flow and peak wet weather flow as well as other capabilities in the telemetry monitoring (SCADA) of sewerage pump stations. It also identified initiatives already undertaken in capital works and sewer rehabilitation programs, and in surface and sanitary drainage inspections and proposes continuing these programs to reduce the inflow to the sewerage system.

The report will recommend an expenditure of \$3,375,000 in the period 2007 – 2012 to meet specific needs over those met by ongoing operations budgets. This is additional to \$2,459,000 of capital works already budgeted that address some of the worst overflow risks.

Significant recommendations of the report will include:

- Sewer flow gauging and dynamic modelling of selected catchments.
- Provision of on-site standby generators at critical and large regional pump stations.
- Provision of additional overflow storage where possible.
- Provision of additional trailer mounted generators and bypass pump sets and installation of connections for their rapid deployment.
- Modification of the SCADA system to provide tailored action check lists.
- Upgrading the SCADA system reporting capabilities including easy access to historic data.
- Upgrading of emergency relief structures to WSA02 standards including remote alarms and gross pollutant screens.
- Improving CWR reporting and analysis.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

1. **Legal:** Complies with the PRP100 Pollution Reduction Program requirements of the Sewage Treatment System Licenses administered by DECC.
2. **Resources:** Report has identified further investigations which will likely require allocation of additional financial and human resources for both capital and operational activities.
3. **Financial:** Additional expenditure has been identified in this report of \$3,375,000 over five years. Prior to final adoption, this expenditure will be modelled to ensure financial viability of the program. These works are considered a high priority and other works of a less priority may be removed to minimise impact on the sewer fund.

POLICY IMPLICATIONS:

Additional policy requirements in relation to plantings in proximity to sewers, maintenance and operational activities and design criteria are identified.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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1. Final Draft - Sewerage Overflow Abatement Strategy (DW 1621126)
-



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O28 [CNR-OC] Burringbar/Mooball Sewerage Scheme**ORIGIN:****Water****SUMMARY OF REPORT:**

Council at its meeting of 8 May 2007 formally resolved to continue with the Burringbar/Mooball Sewerage Scheme and suspend recommencement of the project pending resolution of funding shortfall issues.

Recent advice from the Department of Local Government indicates that Council is able to use the Sewer Fund to assist with the construction of the Burringbar/Mooball Sewerage Scheme. The NSW Government has also indicated in a pre-election promise to fund up to 50% of the scheme.

It is now proposed that Council continue with the project and confirms the project timeframe.

The next project activity is the community consultation as part of the Review of Environmental Factors for Burringbar/Mooball Sewerage Scheme development approval process.

RECOMMENDATION:**That Council:-**

- 1. Proceeds with Burringbar/Mooball Sewerage Scheme implementation based on the State Government's election promise to provide up to 50% funding under the Country Town Water Supply and Sewerage Scheme and the Department of Local Government's advice that the project can be amalgamated within Council's current sewerage schemes for funding.**
- 2. Proceeds with the community consultation stage of the project as part of the Review of Environmental Factors for Burringbar/Mooball Sewerage Scheme development approval process.**
- 3. Communicates the Council decision through the Tweed Link and general press release.**
- 4. Writes to all Burringbar and Mooball property owners advising of Council's decision.**

REPORT:

Background:

Council at its meeting of 8 May 2007 considered a report relating to the status and funding options of the Burringbar/Mooball Sewerage Scheme. A copy of the report is attached to this business paper for Council's information. At the meeting of 8 May 2007, it was resolved that Council:~

1. *Formally resolves to continue with the Burringbar Mooball Sewerage Scheme.*
2. *Requests the NSW Government to increase the subsidy available to Burringbar Mooball Sewerage Scheme to 70%.*
3. *Meets with the relevant NSW Government Ministers to seek legislative change to enable partial funding of the Burringbar Mooball Sewerage Scheme by Council's Sewer Fund.*
4. *Suspends recommencement of further investigation and design to progress the Scheme at this time pending resolution of funding shortfall issues.*
5. *Advises residents of the project status, Council's intention to continue with the Scheme and the annual charge of \$350.*

Outcomes:

The Director-General Local Government, Mr Gary Payne, and Mr Graham Gibbs from the Department, have advised that because:-

- a) Council has a shire-wide Water & Sewer Fund and does not have individual funds for different localities within the shire,
- b) Council regards the whole of the water and sewerage infrastructure as a council-wide activity,
- c) Council has a single annual sewerage charge that applies equally to all parcels with sewer,
- d) Annual charges are not increasing to pay for new sewerage connections in a particular locality,
- e) Nobody will be paying or contributing to a sewerage scheme without obtaining the benefit of the work.
- f) Everyone who contributes to the Burringbar/Mooball Sewerage Scheme will actually receive sewer.

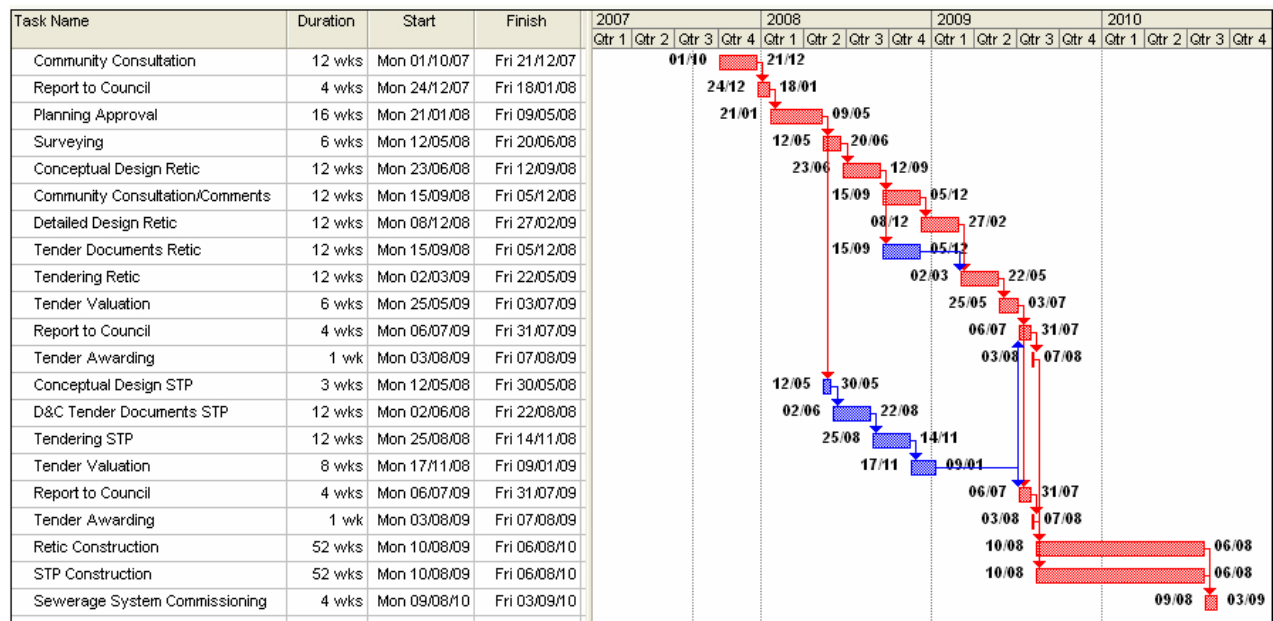
Council is able to amalgamate the Burringbar/Mooball Sewerage Scheme with the Shire wide scheme to assist with funding for the construction.

The General Manager has met with the Hon. Nathan Rees, Minister for Water Utilities, to discuss the possibility of increasing the subsidy available to the Burringbar/Mooball Sewerage Scheme from 50% to 70%. Unfortunately the outcome of this meeting confirmed that the NSW Government will provide up to 50% subsidy to the Burringbar/Mooball Sewerage Scheme. Indications are that it is highly unlikely that additional funding would be made available.

Finance

The estimated cost of the scheme is \$6.28M. Based on up to 50% as the state government contribution and \$3,500 contribution from benefiting properties (164 properties) approximately \$2.6M will be required from the sewer fund to finance the scheme. Adequate funds are allocated for the project in Council's 10 year financial plan.

Proposed Program for Burringbar/Mooball Sewerage Scheme



The above is the proposed timeframe for the project which indicates completion at the end of 2010. The residents of both villages will be informed of the proposed timeframe for the scheme implementation.

Review of Environmental Factors

The proposed works are required to be assessed under Part V of the Environmental Planning & Assessment Act 1979, and Tweed Shire Council is the determining authority in accordance with Section 110 of this Act.

Due to the relatively small scale of the project, the assessment was prepared in the form of the Review of Environmental Factors (REF). The REF was completed in January 2005. The REF identified several key issues and concluded that further environmental assessment such as an Environmental Impact Statement (EIS) is not required. Also the proposed project is not considered to require further assessment or the development of a Species Impact Statement for any flora or fauna species listed under the schedules of the NSW Threatened Species Conservation Act 1995 providing that no native vegetation is removed to site the facilities. The next stage of the project is to submit an application under Part V for the Construction of the Burringbar Mooball Sewerage Scheme for approval. Taking into consideration the sensitive nature of the proposed works, it is recommended to conduct the community consultation prior to lodgement of the development application.

Proposed Community Consultation Process

It is proposed to inform the community about REF purpose and identified key issues through the following avenues:-

1. Tweed Link advertisements inviting comments from the community and inviting the community to attend information days set up in Burringbar village commercial centre.
2. An Information Stand set up in the Burringbar and Mooball village centres and consisting of:-
 - Background information
 - REF findings
 - Information on how will a final decision on the Burringbar/Mooball Sewerage Scheme REF be made.
 - Information sheets detailing information on general wastewater treatment, wastewater management in Tweed Shire.
 - Information on how can the community have input.
3. Free call telephone line.
4. Reply paid mail.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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1. Report "Burringbar Mooball Sewerage Scheme" (DW 1591555)
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O29 [CNR-OC] Floodgate Management Plan

ORIGIN:

Natural Resource Management

SUMMARY OF REPORT:

This report proposes a new Floodgate Management Plan for modified Floodgates requiring active management but not requiring volunteer Floodgate Operators.

RECOMMENDATION:

That Council approves the proposed Floodgate Management Plan & Agreement for use on modified floodgates not requiring volunteer floodgate operators.

REPORT:

In 2000 Council, in cooperation with NSW Fisheries, retrofitted floodgates with winches for the purpose of improved fish passage and water quality. Agreements were signed that allowed landholders to operate the winches to actively manage the floodgate (attached). In July 2005 Council passed a resolution endorsing a revised Floodgate Management Plan & Agreement (attached). This plan authorised a Floodgate Management Group and selected Floodgate Operators to actively manage modified floodgates and manually adjust floodgates. At this time the technology had improved and the recommended floodgate modifications were Tidal Gates and Sluice Gates. These gates require little regular adjustment and a clause was included in the Management Plan stating that Council staff would manually adjust the tidal gates in cooperation with landholders.

There remains some OH&S concern that the Management Plan still authorises a Floodgate Management Group as a 355 Committee of Council and authorises floodgate operators. The proposed Management Plan (attached) provides for the establishment of a Floodgate Management Group that appoints representatives that work with Council staff to actively manage floodgates, with all manual adjustment undertaken by Council staff. It is not considered necessary for the Floodgate Management Group to be a 355 Committee of Council.

The winched gates will still require manual adjustment by landholders and their operation and an appropriate Management Plan will be reviewed with Council's OH&S Section. They will remain under existing plans until a change is recommended.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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1. Floodgate Management Protocol (DW 1647240)
 2. Floodgate Management Plan & Agreement (DW 647244)
 3. Proposed Floodgate Management Plan & Agreement (DW 1649522)
-

O30 [CNR-OC] Aboriginal Advisory Committee Constitution

ORIGIN:

Community & Cultural Services

SUMMARY OF REPORT:

The Aboriginal Advisory Committee resolved at its ordinary monthly meeting held 3 August 2007 to recommend to Council that it adopt the Aboriginal Advisory Committee Constitution (attached). The Committee has met without a formal constitution since its foundation and inaugural meeting held 2 April 1998. The Aboriginal Advisory Committee Constitution will enable the Committee to work with more effectiveness and certainty.

RECOMMENDATION:

That Council adopts the Aboriginal Advisory Committee Constitution as per the attachment to this report.

REPORT:

At its meeting held 21 January 1998, Council was advised that a public meeting to be facilitated by Council would be held on 11 February 1998. The purpose of the meeting was to gauge community interest in the formation of an Aboriginal Advisory Committee. As a result of the meeting, it was determined to proceed to the establishment of the Committee. The meeting resolved that:-

1. A tentative meeting time and date for the first meeting was set for 7.00pm on Thursday, 2 April 1998 at the Tweed Heads Civic Centre Meeting Room.
2. Representation should cover the whole of Tweed Shire.
3. There should be 15 Aboriginal Community representatives.
4. There should be two Councillors plus the Mayor if he is available.
5. Meetings should be held the first Thursday of the month commencing at 7.00pm.
6. Meetings should be held monthly to start with, to allow the Committee to familiarise itself with the process.
7. Meetings will be rotated around a number of venues in the Shire.
8. The core membership will be Aboriginal.
9. The core membership should not be over-represented by particular families or groups.
10. Meetings are open, but only committee members can vote.
11. Council should not view this Committee as the most important or only Aboriginal consultative body when seeking consultations on aboriginal matters.

The above suggestions formed a loose terms of reference and operational suggestions.

Council at its meeting held 4 March 1998 resolved the following:-

That Council:-

1. Formally proceeds to create an Aboriginal Advisory Committee.
2. Confirms that the Mayor and two other Councillors to represent Council on the Advisory Committee along with the Director Environment and Community Services or his representative and appropriate support staff.
3. Selects the two other Councillors to represent Council, those Councillors being Crs Luff and Cooper.

4. Appoints as Interim Aboriginal Committee representation - Mark Lucas, Franc Krasna, Linda Compton, Geoff Compton, Elma Compton, Christine Morgan, Jacki McDonald, Ja'nette Saunders, Kevin Hamilton, Des Williams, Leweena Williams, Desrae Rotumah and Julie Nagle.
5. Holds the first meeting of the Committee on 2 April 1998 at Tweed Heads Civic Centre commencing 7.00pm.

The meeting was subsequently held at the Tweed Heads Civic Centre Meeting Room on 7 April 1998.

Item 3 of the minutes of the meeting noted "that the committee was a formal committee set up under Section 344 of the Local Government Act and was therefore governed by those regulations, however, it was agreed that Terms of Reference should be discussed so that all members had an understanding of the direction the committee could take".

Membership of the Aboriginal Advisory Committee since 1998 has been relatively fluid. Membership was either through resolution of Council or by invitation from the Committee. The composition of the Committee has been reflective of the various Aboriginal groups and community representatives. The current membership and Committee composition has been relatively static since late 2004.

The issue of the adoption of the Tweed Shire Council Aboriginal Advisory Committee: Terms of Reference and Operational Guidelines has been the subject of intense discussions since the inception of the Committee. A draft of the Terms of Reference was placed into DataWorks on 3 March 2004. This document forms the basis of the current Constitution.

The attached Constitution was endorsed by the Aboriginal Advisory Committee at its meeting held 3 August 2007.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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1. Aboriginal Advisory Committee - Terms of Reference and Operational Guidelines (DW 1615191).
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031 [CNR-OC] Funding Variation to Original Report to Council - Proposed One Off Funding Agreement between Tweed Shire Council (Tweed Community Options) and NSW Community Options Projects Inc.

ORIGIN:

Community & Cultural Services

SUMMARY OF REPORT:

The Executive Officer of NSW Community Options Project Inc, has written to Tweed Shire Council (letter dated 19 July 2007), stating that \$79,000 will be deposited into Council's account, and not the original \$39,000 noted in their contract and correspondence to the Council, dated 14 May 2007. All other aspects of the contract remain the same. Tweed Community Options will have an additional \$40,000 to achieve Episodic Case Management work for eligible clients.

RECOMMENDATION:

That Council:

- 1. Accepts the variation of funds of \$40,000 and proceeds to case manage clients under the currently signed contract, but now with a working budget of \$79,000.**
- 2. Writes to NSW Community Options Inc, acknowledging receipt of these funds, and confirms with thanks, our intention to provide substantially more Episodic Case Management during the current financial year.**
- 3. Votes the additional \$40,000 expenditure.**



REPORT:

The letter from NSW Community Options Inc, dated 19 July 2007, and addressed to the Manager Community & Cultural Services, states their "confirmation of non recurrent funding of \$79,000 to Tweed Shire Community Options under the NSW Department of Ageing, Disability and Home Care Grant NSW05/05DSW for episodic case management and brokerage services". The letter noted that "we trust that the funding will be of benefit to your organisation".

The additional funds will enable Community Options to deliver an enhanced level of service in the 2007-2008 budget period. The grant recognises and supports the excellent work undertaken by Council's COPS program under the coordination of Linda Wiggins, Coordinator, Community Options.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

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1. NSW Community Options Project Inc (DW1649135)
-

O32 [CNR-OC] Correspondence from Gold Coast City Council regarding Library Services

ORIGIN:

Community & Cultural Services

SUMMARY OF REPORT:

Tweed Shire Council is in receipt of correspondence from Gold Coast City Council regarding the reciprocal Library rights between residents (library members) of Tweed Shire LGA and the Gold Coast City Council LGA Library Service. Gold Coast City Council is proposing to levy an annual membership charge of \$120 plus GST for Tweed Shire users from 1 October 2007. Gold Coast City Council argues that the costs of the reciprocal rights are unsustainable for the Gold Coast City Council Library Service.

RECOMMENDATION:

That the Manager Community & Cultural Services monitors the impact of the changes on the Tweed Heads Branch of the Richmond-Tweed Regional Library Service and reports back to Council during the preparations for the 2008-2009 budget.

REPORT:

Council is in receipt of correspondence dated 3 July 2007 concerning the resolution of Gold Coast City Council dated 8 June 2007 regarding reciprocal Library membership. The Gold Coast City Council resolutions are as follows:-

That reciprocal library membership arrangements between Tweed Shire Council and the Gold Coast City Council cease as of 30 September 2007, and

That an annual membership charge of \$120 plus GST for interstate residents' full use of Gold Coast City Council be introduced.

The issue of reciprocal rights has been raised over a number of years from 1986 onwards. In November 2006 a meeting was held at Tweed Heads Branch Library between officers of the Tweed Shire Council, Gold Coast City Council and the Richmond Tweed Regional Library Service. The discussions undertaken at that meeting form the background to the Gold Coast City Council report and subsequent resolutions.

The correspondent notes that as at 30 June 2006 there were 5,736 members of the Coolangatta Branch who were residents of Tweed Shire LGA (47% of the registered members of the Library). The Tweed resident members accounted for approximately 51% of the loans. It was also noted that there were 1,278 members of the Tweed Heads Branch who were residents of the Gold Coast City Council LGA.

The Tweed Heads Branch of the RTRLS currently issues 329,245 loans. During the same period the Coolangatta Branch issued 228,000 loans.

There is no doubt that the results of the resolution will impact upon the service levels undertaken by the Tweed Heads Branch. This impact will need to be monitored as it can be anticipated that very few Library patrons will be able to afford the membership fees. This will increase the demand for services from the Tweed Heads Branch of the RTRLS.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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1. Gold Coast City Council (DW1629270)
-

O33 [CNR-OC] Economic Impact Evaluations of Tweed Shire Festivals and Events

ORIGIN:

Community & Cultural Services

SUMMARY OF REPORT:

In August 2006 Council commissioned Tweed Economic Development Corporation ("TEDC") to undertake economic impact research of 4 Tweed festivals using the new economic impact model.

The research program was supervised by the Festival and Events Liaison Officer. TEDC evaluated the data gathered from each festival for the 2006 year of operations and produced individual economic impact reports for each festival.

Economic impact evaluations were undertaken of Speed on Tweed; Banana Festival; Tweed River Festival and Tyalgum Festival of Classical Music.

RECOMMENDATION:

That the report on the Economic Impact Evaluations of Tweed Shire Festivals & Events be received and noted.



REPORT:

The main objective of the Tweed Shire Festivals and Events Strategic Plan 2005 -2007 is to ***increase the quality and effectiveness of all the Tweed Festivals and Events.***

Strategies involve more business planning and a more professional event management approach by festivals, with audience surveys and economic research a fundamental step to achieving this.

Festivals taking part in the research represented the different categories of major festivals in the Tweed Shire: Nostalgia; Rural Heritage; Environment and Performing Arts.

The reports provide each of these Tweed festivals with economic impact studies by a credible research group for use in future business planning and development.

Reports can be used by the festivals to attract new sources of sponsorship support, build capacity in revenue raising activities and plan for future growth and financial sustainability.

A consolidation of the individual economic impact studies into a Shire wide report will be used by the Festivals and Events Liaison Officer in combination with other research and feedback from the Tweed community to develop and inform the next Tweed Shire Festivals Strategic Plan 2008 – 2013.

Tweed Shire Council is only one of many regional Councils supporting economic research into their local festivals, but we can be pleased with what has been achieved in this research program in collaboration with festival organisers and TEDC.

The research benefited from the recent developments in economic modelling in the Northern Rivers region by TEDC.

Hard copies will be distributed to the Administrators prior to the meeting.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.

O34 [CNR-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 Tweed Valley Jazz Club Inc, Council provides the Murwillumbah Civic Centre free of charge for the Primary Schools Workshop to be held on 28 August 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 Twin Towns Friends Association Inc, Council provides the South Tweed Community Hall free of charge for use 4 times per year for the 2008 calendar year for the purpose of meetings 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?
Tweed Valley Jazz Club Inc	Request fee be reduced for hire of Murwillumbah Civic Centre on 28 August 2007 for the Primary Schools Workshop	\$170	That the fee be waived for the purpose of a Primary Schools Workshop	Yes
Twin Towns Friends Association Inc	Request fee be waived for hire of South Tweed Community Hall for use 4 times per year for the 2008 calendar year.	\$164	That the fee be waived for the purpose of 4 meetings in the 2008 calendar year	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. Tweed Valley Jazz Club Inc (DW 1639495)
2. Twin Towns Friends Association Inc (DW1648119)

O35 [CNR-OC] First Round Applications for Financial Assistance 2007/2008 - Donations Policy**ORIGIN:****Community & Cultural Services****SUMMARY OF REPORT:**

Tweed Shire Council recognises a need to assist non-profit community groups, organisations and individuals who are interested in and are working towards the enhancement and the well being of its residents and the Shire.

Council advertises and invites applications for financial assistance from eligible organisations in accordance with its Donations Policy twice a year under Section 356 of the Local Government Act, 1993. Applications for financial assistance close at the end of July for the first round and end of February for the second round.

First round applications for financial assistance under Council's Donation Policy closed 31 July 2007 and are listed for consideration.

RECOMMENDATION:

That Council allocates the first round donations for 2007/2008 under the Donations Policy as follows:-

Applicant	Amount Approved
Riding for the Disabled Association (NSW) Tweed Valley Centre	\$2,000
Chillingham Community Pre School	\$1,000
Tweed Combined Country Halls Association	\$ 700
Kids in Need Inc	\$2,000
Oxley RSL Day Club	\$1,000
Cooloon Children's Centre	\$1,500
Photo Arts Club Tweed	\$1,800
TOTAL	\$10,000



REPORT:

Tweed Shire Council recognises a need to assist non-profit community groups, organisations and individuals who are interested in and working towards the enhancement and the well being of its residents and the Shire.

Council advertises and invites applications for financial assistance from eligible organisations in accordance with its Donations Policy twice a year under Section 356 of the Local Government Act, 1993. Applications for financial assistance close at the end of July for the first round and end of February for the second round.

The following criteria is required to be used to determine the applications:

- No financial assistance will be given to privately owned businesses/companies.
- Organisations must be Tweed based or the funds are to be used on a service or activity for Tweed.
- No financial assistance will be given to Government Departments or agencies or for support of Government owned facilities.
- No financial assistance will be given to sporting organisations as these organisations have ample other avenues for financial assistance.
- The funds are not to be used for a social activity for members of the organisation exclusively.

The 2007/2008 Budget allocation for Donations is \$30,000 (including the \$6,800 donated to the Showgrounds/Agricultural Society) of which 75% (\$17,400) of the budget expenditure allocation will be available for allocation through this process with the 25% balance of the budget expenditure reserved for the second round and determination by Council.

Application were assessed by the Community Cultural Development Committee. The members in attendance were:-

Administrator Max Boyd, Barbara Carroll (Tweed Valley Respite Service), Gary Corbett (Manager Community & Cultural Services), Lesley Buckley (Cultural Development Officer) and Barbara Allen (Festivals & Events Liaison Officer).

The meeting was held on Friday 10 August 2007.

The applications received by 31 July 2007 are listed below in alphabetical order:

Applicant	Donation Requested	Purpose
Cabarita Beach-Pottsville Beach Lions Club	\$2,500	Greenback Tailor Fishing Comp costs
Chillingham Community Preschool	\$1,600	Recycled rubber ground cover
Cooloon Children's Centre	\$2,000	Assist with running the annual "Community Kids Fest"
Kids in Need Association Inc	\$2,500	Trailer to transport specialised equipment to assist families of children with disabilities
Mountain View Retirement Village	\$1,500	12 month broadband internet satellite connection for Village residents
Cheyenne Rahnee O'Brien	\$1,000	Contribution towards airfare to enable Cheyenne O'Brien (Murwillumbah High School student) to attend Cross Country Tour in United States in September 2007
Oxley RSL Day Club	\$1,000	Assist with running costs (rent, catering, guest speakers etc)
Photo Arts Club Tweed	\$1,800	Funding to purchase 60 frames to enable Club to hold exhibitions
Riding for the Disabled Association (NSW) Tweed Valley Centre	\$12,000	Maintenance and caring for 6 horses for 1 year for disabled riders
St James By the Sea (Anglican Church) Kids Group	\$2,000	To fund materials, activities and games, refreshments and child friendly furniture for Kids Group
Tweed Combined Country Halls Association	\$700	Public liability insurance for final ball in Miss Tweed series
Twin Towns Friends Association Inc	\$2,000	Admin costs

Under Council's Donations Policy for 2006/2007 the following amounts were distributed:



First Round:

Applicant	Amount
Blind and Vision Impaired Support Group	\$1,750
Camp Quality	\$2,000
Friends of the Pound	\$2,000
RSL - Burringbar	\$1,000
Scouts - Chinderah	\$2,000
Scouts - Murwillumbah	\$2,000
St Joseph's Community Centre	\$1,500
Tweed Palliative Support	\$1,000
Tweedlesea Day Care Club	\$2,000
Twin Towns Friends Association	\$2,000
U3A	\$500
Uki Village and District Residents Association	\$1,895
Westpac Lifesaver Rescue Helicopter	\$2,000
Women's Golf Murwillumbah	\$500
TOTAL	\$22,145

Second Round:

No funds were distributed in the Second Round as all funds were expended in the First Round.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

An amount of \$10,000 is recommended for distribution in the first round, with the balance of the budget (\$13,200) reserved for determination by Council in the second round.

POLICY IMPLICATIONS:

Donations Policy.

UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.

O36 [CNR-OC] First Round Applications for Financial Assistance 2007/2008 - Festivals Policy**ORIGIN:****Community & Cultural Services****SUMMARY OF REPORT:**

Tweed Shire Council recognises a need to assist non-profit community groups, organisations and individuals who are interested in and are working towards the enhancement and the well being of its residents and the Shire.

Council advertises and invites applications for financial assistance from eligible organisations in accordance with its Festivals Policy twice a year under Section 356 of the Local Government Act, 1993. Applications for financial assistance close at the end of July for the first round and end of February for the second round.

First round applications for financial assistance under Council's Festivals Policy closed 31 July 2007 and were considered by the Community Cultural Advisory Committee on 10 August 2007 and are listed for consideration.

RECOMMENDATION:

That Council allocates the First Round Donations for 2007/2008 under the Festivals Policy, as follows:-

Applicant	Amount Approved
Tweed Valley Banana Festival & Harvest Festival Inc	\$7,500
Wollumbin Dreaming Inc	\$5,000
Murwillumbah Community Centre Seniors Expo	\$2,000
Speed on Tweed	\$6,000
Kids In Need	\$7,500
Whole Woman Festival	\$1,000
Nitromax Productions	\$2,000
TOTAL	\$32,000



REPORT:

Tweed Shire Council recognises a need to assist non-profit community groups, organisations and individuals who are interested in and working towards the enhancement and the well being of its residents and the Shire.

Council advertises and invites applications for financial assistance from eligible organisations in accordance with its Festivals Policy twice a year under Section 356 of the Local Government Act, 1993. Applications for financial assistance close at the end of July for the first round and end of February for the second round.

The 2007/2008 Festivals Budget was prepared on the following basis:

\$49,100	General
\$10,000	Wintersun multi-year funding

An amount of \$34,370 (being 70% of \$49,100), and the \$10,000 Wintersun multi-year funding, is available for allocation in the first round.

The Community Cultural Advisory Committee considered the following requests for financial assistance, using the funding guidelines outlined in the Festivals Policy.

The Community Cultural Development Committee comprised the following members:-

Administrator Max Boyd, Barbara Carroll (Tweed Valley Respite Service), Gary Corbett (Manager Community & Cultural Services), Lesley Buckley (Cultural Development Officer) and Barbara Allen (Festival & Events Liaison Officer).

Applicant	Amount requested	Proposed Event
Kids in Need	\$1,500	Kids in Need Dragon Boat Races held 2 December 2007
Murwillumbah Community Centre	\$2,500	Harmony Day held 23 March 2008
Nitromax Productions	\$4,000	"Tweed Coast Extreme" Summer Session held 12 January 2008
Seniors Expo	\$6,800	Tweed Seniors Expo held 22 May 2008
Speed on Tweed	\$10,000	Festival of Speed on Tweed held 7-9 September 2007
Tweed Valley Banana Festival & Harvest Festival Inc	\$8,500	Tweed Valley Banana Festival held 17-25 August 2007
Whole Woman (Auspicing body St Joseph's Community Centre)	\$6,000	Whole Woman Festival held 10-12 March 2007
Wollumbin Dreaming Inc.	\$15,000	Wollumbin Dreaming Festival held 5-7 October 2007
TOTAL	\$54,300	

Under Council's Festivals Policy for 2006/2007 the following amounts were distributed:

First Round:

Applicant	Amount Approved
Senior Citizen's Week Committee 2006	\$5,500
Lions Club of Cabarita Beach-Pottsville Beach	\$2,000
Wollumbin Dreaming	\$5,000
Speed on Tweed	\$5,500
Tweed Training & Enterprise Co (t/a Youth Enterprise Service)	\$2,000
Whole Woman	\$4,000
Murwillumbah Community Centre (Harmony Day)	\$1,900
Tweed Valley Banana Festival & Harvest Week	\$8,500
TOTAL	\$34,400

Second Round:

Applicant	Amount Approved
Emergency Services in the Park	\$1,000
Tyalgum Festival Committee	\$5,000
NAIDOC Committee	\$2,000
Murwillumbah Festival of Performing Arts Inc.	\$3,000
Caldera Environment Centre Inc.	\$1,600
Tweed Shire Family Day Care	\$750
Cabarita Beach SLSC Inc.	\$1,500
TOTAL	\$14,850

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

The 2007/2008 Festivals Budget was prepared on the following basis:

\$49,100	General
\$10,000	Wintersun multi-year funding

An amount of \$32,000 is recommended for distribution in the First Round, with \$17,100 remaining for distribution in the Second Round.

POLICY IMPLICATIONS:

Festivals Policy



UNDER SEPARATE COVER/FURTHER INFORMATION:

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Nil.

