



# Annual Report 2012/2013



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shire council

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# Annual Report 2012/2013

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## MAYORAL MESSAGE

It is my privilege to deliver the Mayoral Message for the year ending June 2013 following my election as Mayor at the September 2012 elections. This message relates to the 2012/13 financial year which includes achievements from the previous and current Council.

With the election having been held in September, the period from October 2012 to June 2013 included a lengthy induction process for the newly elected Council where Councillors and Staff shared their thoughts concerning the actions and outcomes for the electoral term.

I am pleased to say, that as a collective group, there has been a great deal of goodwill among the Councillors and even though we are not always in agreement in respect to our various viewpoints, we all want the Ballina Shire to continue to prosper from an economic perspective while at the same time protecting our environment.

There were many highlights for Council during 2012/13 and some major achievements included:

- The completion of the second stage of River Street, Ballina Town Centre Upgrade. This has really made a difference to this section of River Street and with little Woolies opening soon; this should be the start of the re-energising of the Ballina Town Centre.
- The near completion of the construction of the new Ballina Surf Club House.
- The continued progress on the construction of the expanded and improved wastewater treatment facilities at West Ballina and Lennox Head. This project, which is costing nearly \$50 million, will result in improvements to our wastewater treatment processes and will provide for population growth for the next 20 to 30 years
- The finalisation of our new draft Local Environmental Plan. However, the Minister for Planning has removed all the environmental zones from the document subject to a review of these zones for all North Coast Councils.

- The commencement of construction of the new \$7 million Wollongbar Sport Fields.
- The completion of the \$6 million expansion of the apron at the Ballina – Byron Gateway Airport which now allows three jets to be on the tarmac at the same time, clearly improving arrival and turnaround times.
- The commencement of construction of Ballina Heights Drive at the Ballina Heights Estate. This \$9 million project will provide access to additional residential land along with opening up the commercial areas of the Estate.
- The lodgement of planning applications for the construction of a shared pathway and walkway between Lennox Head and Ballina. Once the planning approvals are obtained we will be able to commence construction of this long overdue project.

Overall, this is only a small sample of the of activities undertaken by Council during the year and as you read through the Annual Report I'm sure you will be impressed with the depth and breadth of services and infrastructure delivered during 2012/13.

So, please enjoy reading our Annual Report.

Cr David Wright  
Mayor

### **Acknowledgement of Country**

*Ballina Shire Council acknowledges that we are here on the land of the Bundjalung people. The Bundjalung are the traditional owners of this land and are part of the oldest surviving continuous culture in the world.*

# BALLINA SHIRE PROFILE

## LOCATION

Ballina Shire is ideally located on the New South Wales Far-North Coast, two hours south of Brisbane, and a one-hour flight from Sydney. The shire, an area of 484 square kilometres, is set amongst a picturesque rural-coastal landscape and enjoys a temperate to mild subtropical climate.



## HISTORY

Ballina Shire is located in Bundjalung Aboriginal country. Its rich hunting and fishing grounds have long been utilised by the Bundjalung people. The presence of both physical and spiritual sites remains testimony to the early ceremonial and religious life that was integral to the Bundjalung people.

European settlement of the lower Richmond River started with its 'discovery' in 1828 by Captain Rous. Settlement began in the early 1840's with the 'timber-getters' who came in search of cedar. As the forests

were cleared the land was turned to agriculture, mainly sugarcane in the low lying coastal plain, while the richer soils of the Alstonville Plateau were turned to maize cropping and then to dairy farming in the late 1870's. Dairy farming became the mainstay of plateau agriculture but dwindled from the 1970's when it was replaced by beef production, followed then by subtropical fruit and nut cropping.

## TODAY

The shire's resident population is approximately 41,000 (June 2012) with Ballina being the major centre servicing a number of smaller villages. The region is characterised by a dispersion of towns, villages and residential hamlets including Teven, Tintenbar and Knockrow. Ballina Shire also features the major townships of Alstonville, Lennox Head, Wollongbar and Wardell.

Ballina Shire boasts strong tourism, agricultural and fishing industries, supported by a growing commercial centre with modern shopping complexes and an extensive range of community, sporting and social facilities. These characteristics, combined with a superb coastal and rural lifestyle, make Ballina Shire an attractive place to live, work and retire.

Much of the shire's rural landscape yields a wide array of agricultural produce including sugar, macadamia nuts, coffee, dairy, beef, avocado and stone fruit. Local produce can be sourced directly from the grower, village markets through to larger supermarkets. Various local growers also channel their produce to viable and lucrative export markets.

Visitors to our region are charmed by the natural beauty of our coastline and hinterland, and are enthralled by our playground of adventure pursuits and attractions. Our abundance of facilities and attractions are guaranteed to comfortably accommodate our domestic and overseas visitors alike.



# INTEGRATED PLANNING & REPORTING

## *OUR COMMUNITY : OUR FUTURE*

LGA s428(1)(2)

Council's decisions are made for the good of the community as a whole and are taken in a manner so as to provide sound and sensible local government that optimises the provision of services and facilities, promotes growth and development within the shire and provides leadership throughout the community.



### Our Community: Our Future

In the future Ballina Shire is recognised as a place that has balanced residential growth with protection of the amenity and the environment. The Shire has a more diversified economy, attractive and comparatively affordable housing and our transportation networks, road and air, are the envy of other localities. Our residents are proud to be part of the Ballina Shire and keenly participate in activities that promote and enhance our local attributes. We have created a picture of the future based on our extensive community engagement process. To create our future we identify our vision, our values and the directions we will focus on to guide us to that future.

#### OUR VISION

Serving the community of today while preparing for the challenges of tomorrow.

#### OUR COMMUNITY VALUES (CARES)

Creative • Accessible  
Respectful • Energetic • Safe

## Our Plan

All councils in NSW are required to develop an Integrated Planning & Reporting (IPR) Framework under legislative requirements prescribed in the NSW Local Government Act. This framework has been put in place to encourage councils, the community and other organisations to work together to plan for the future in an efficient and collaborative manner.

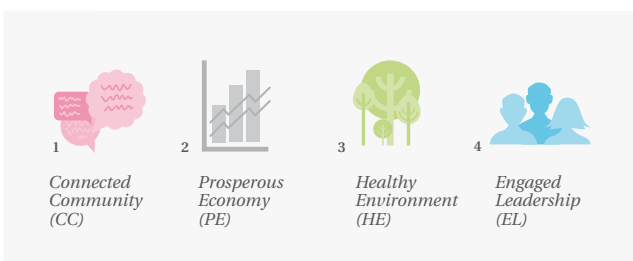
The IPR has five main components:

1. Community Strategic Plan
2. Delivery Program and Operational Plan
3. Resourcing Strategy
4. Annual Report
5. End of Term Report

### Community Strategic Plan

Our Community: Our Future Community Strategic Plan 2013-2023 provides a foundation for the council, the community and other groups to work together to meet the needs, expectations and challenges that will come with the growth of the Ballina Shire.

Our Plan aims to develop new ways to build stronger working relationships with Council, the community and other key stakeholders by linking community aspirations with the directions of Council. The community aspirations have been grouped into four inter-related themes:



The four key themes were developed by applying a quadruple bottom line approach. This means our planning, reporting and decision making considers the social, economic, environmental and governance implications in the context of achieving our overall vision.

While council has a custodial role in initiating, preparing and maintaining the CSP on behalf of the Ballina Shire, it is not wholly responsible for its implementation. Other partners, such as state agencies and community groups may also be engaged in delivering the long term objectives of the Plan.

The CSP is deliberately broad in scope. Specific items, services or activities of Council are not contained in the CSP, but rather are outlined in the Delivery Program & Operational Plan (combined document).

### Delivery Program & Operational Plan (combined document)

This is the point where the directions outlined in the CSP are systematically translated into actions. The Delivery Program & Operational Plan (combined document) is designed as a single point of reference for all key activities to be undertaken by the Council during their elected term.

This document is reviewed annually with Council receiving progress reports every quarter.

### Resourcing Strategy

The Resourcing Strategy will not be achieved without sufficient resources – time, money, assets and people – to actually carry them out.

The Resourcing Strategy has three components:

- Long Term Financial Planning
- Workforce Management Planning
- Asset Management Planning.

The Resourcing Strategy assists Council to translate the outcomes identified in the CSP, for which it is responsible, into actions. Some issues will be the responsibility of Council, some will be the responsibility of other levels of government and some will rely on input from community groups or individuals.

## OUR COMMUNITY : OUR FUTURE (CON'T)

### Annual Report

The Annual Report focuses on our implementation of the Delivery Program & Operational Plan (combined document). The report also includes some information that is prescribed by the Local Government (General) Regulation 2005. This information has been included in the Regulation to help community members understand how council has been performing both as a business entity and a community leader.

### End of Term Report

Councils are required every four years to produce an End of Term Report on the progress in implementing the Community Strategic Plan. The Report covers the term of office for an elected council.

### Progress Reports

In accordance with the Integrated Planning and Reporting requirements progress reports must be provided to Council at least every 6 months. At Ballina Shire Council we present quarterly reviews to Council. This monitoring mechanism provides a snapshot of accomplishments and any shortfalls in achieving Council's goals and priorities. Our major achievements for 2012/13 are highlighted on pages 14 and 15.

### Delivery Program Final Quarter Report

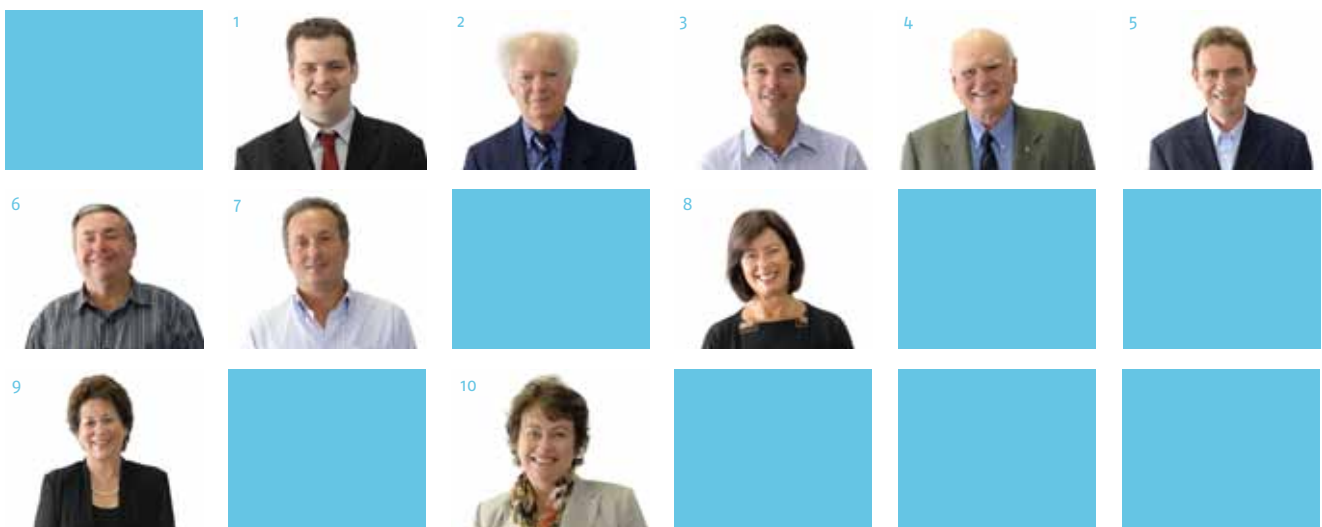
The Delivery Program Final Quarter Report for 2012/2013 is attached as Appendix 1. This report provides actual results against the goals and priorities set out in the Delivery Program and the Operational Plan for the quarter ending June 2013. This information is also linked to the CSP Objectives. The traffic light indicators provide a picture of whether or not programmed actions and service delivery targets have been achieved. Commentary is also provided on project progress and any shortfalls.



# COUNCIL REPRESENTATIVES

Councillors represent the interests of our residents and ratepayers. They provide leadership and guidance to the community; and facilitate communication between the community while maintaining the broader vision, needs and aspirations of the whole Ballina Shire community.

The Ballina Shire Local Government Area is divided into three Wards, represented by ten elected Councillors including a popularly elected Mayor. The elected Council is responsible for the direction and control of Council's affairs in accordance with the NSW Local Government Act and associated legislation.



Our Councillors **1** Cr Ben Smith **2** Cr David Wright **3** Cr Jeff Johnson **4** Cr Keith Johnson **5** Cr Keith Williams  
**6** Cr Ken Johnston **7** Cr Paul Worth **8** Cr Robyn Hordern **9** Cr Sharon Cadwallader **10** Cr Susan Meehan

## Councillor attendance

Number of meetings held prior to the 8 September 2012 Local Government Election was two Ordinary Meetings and one Extraordinary Meeting.

Number of meetings held after the Local Government Election was ten Ordinary Meetings and one Extraordinary Meeting.

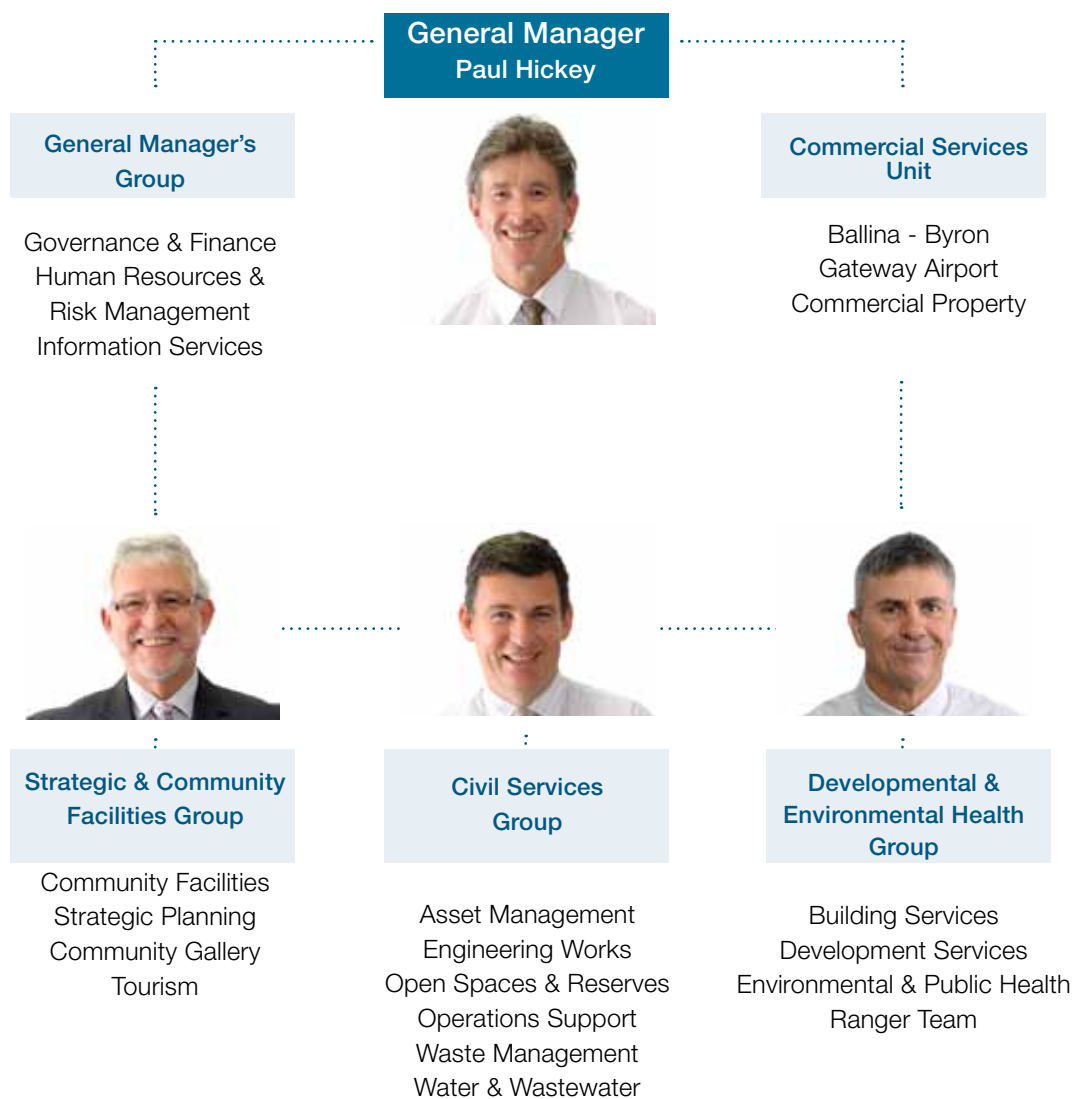
\* *Outgoing Councillor - did not stand at the 8 September 2012 Local Government Election.*

\*\* *incoming Councillor - elected at the 8 September 2012 Local Government Election.*

| councillor            | ordinary meetings | extraordinary meetings |
|-----------------------|-------------------|------------------------|
| Cr Peter Moore*       | 2                 | 1                      |
| Cr Alan Brown*        | 2                 | 1                      |
| Cr Phillip Silver*    | 2                 | 1                      |
| Cr David Wright       | 11                | 2                      |
| Cr Jeff Johnson       | 10                | 1                      |
| Cr Sharon Cadwallader | 12                | 2                      |
| Cr Keith Williams**   | 10                | 1                      |
| Cr Keith Johnson      | 11                | 1                      |
| Cr Susan Meehan       | 12                | 2                      |
| Cr Ken Johnston**     | 10                | 1                      |
| Cr Paul Worth**       | 10                | 1                      |
| Cr Robyn Hordern      | 11                | 1                      |
| Cr Ben Smith          | 12                | 2                      |

# ORGANISATIONAL STRUCTURE

Councillors adopt an organisation structure that will support the position of General Manager in implementing the Strategies and Actions identified in the Delivery Program and Operational Plan. The adopted structure is as follows.



# HOW TO BE INVOLVED

There are a number of ways in which the community can get involved in Council's decision making, such as attendance at Council meetings, representations to Councillors and by nominating for election to Council. Submissions and comments may also be relayed to the Council by contacting the General Manager's office.

## Talk to your councillors

The Councillors are here to represent your views. For the most current contact information please refer to Council's website **ballina.nsw.gov.au**

## Council meetings

Council and Committee Meetings are held at Council's Customer Service Centre, situated at 40 Cherry Street, Ballina. Ordinary Council Meetings are held on the fourth Thursday of each month commencing at 9.00 am. You have the opportunity to participate in the Council Meetings in the following ways:

- by making a deputation on an agenda item.  
Deputations are allowed five minutes to address Council, and are limited to one speaker in the affirmative and one in the negative. Deputation requests must be lodged with the General Manager by noon on the day preceding the meeting. Deputations are held at 9.00am.
- you may also ask questions during Public Question Time, this is normally conducted at 12.45pm.

## Availability of business papers

Business papers are available on the Monday preceding the Council meeting at the Community Access Points:

- Council's Customer Service Centre
- Alstonville, Ballina and Lennox Head Libraries
- Council's website **ballina.nsw.gov.au**

## STANDING COMMITTEES

Council has six Standing Committees, as follows:

### Civil Committee

Considers strategic and policy matters relating to the objectives and functions of Council's Civil Services Group

### Commercial Services Committee

Introduces, evaluates and reviews commercial proposals for Council typically related to property matters

### Environmental & Sustainability Committee

Considers land use planning matters of a strategic and regulatory nature

### Facilities Committee

Identifies priorities for community infrastructure projects and provides oversight and on-going review of approved projects from initial feasibility through to final completion and commissioning

### Finance Committee

Considers financial matters of a strategic nature including Council's annual budget deliberations.

“The Committees listed above have no delegated authority and minutes are submitted to Council for confirmation.”

### Reserve Trust

Considers crown land matters where Council is the appointed Trust Manager. This Committee has delegated authority to determine matters where Council is the Reserve Trust Manager for the land.

## HOW TO BE INVOLVED (CON'T)

### SPECIAL INTEREST COMMITTEE

Council has **one special interest committee**. The Local Traffic Committee is represented by one Council staff delegate and three external agencies (Police, RTA, and the Local State Member or their representative).

#### Local Traffic Committee

This Committee is a requirement of Council's statutory obligations as delegated by the Roads and Traffic Authority in respect to the Roads Act 1993. The role of the Committee is to consider the technical aspects of any proposal and make a recommendation to the Council. The public perspective is the responsibility of the Council and thus residents' views should be considered by Council rather than the Local Traffic Committee.

### ADVISORY COMMITTEES

Council also has a range of Advisory Committees that include members of our community to assist in providing feedback to Council. Terms of reference for these committees are as follows:

#### A, B and C Ward Committees

The Ward Committees provide Council with feedback and policy advice on matters referred by Council and/or raised by members on behalf of their community.

#### Northern Rivers Community Gallery

Provide community input into matters such as programming to ensure accessibility, equity and excellence in program content, advocacy to raise community awareness of the Community Gallery, strategic planning and policy related matters and fundraising activities including recommended fee structures.

#### Internal Audit Committee

Provide independent, objective assurance and consultation to add value and improve Council's operations. It helps Council accomplish its objectives by bringing a systematic, disciplined approach in evaluating and improving the effectiveness of risk management, control and governance processes.

#### Public Art Advisory Panel

This panel identifies locations for public art, allocates priorities and develops themes and makes recommendations to the General Manager in relation to budgetary allocations for the provision of public art.

### COUNCIL NEWS AND INFORMATION

We aim to better inform the community about Council's activities, we do this through a number of avenues;

#### Council's notices

Published weekly in the Ballina Shire Advocate (and on occasions in the Northern Star).

#### Community Notices

Published in the Ballina Shire Advocate on the fourth Thursday of the month.

#### Media releases, advertisements and documents on exhibition

Are available under the Noticeboard on Council's website.

#### Mayoral column

Published in the Ballina Shire Advocate on the first week of the month.

#### Community Connect Newsletter

Is distributed to all residents three to four times per year and is available on Council's website.

#### Community Connect eNews

Is our electronic newsletter and includes information about issues raised at the monthly council meetings, documents on exhibition and other items of general interest.

# STAFFING PROFILE

The table below provides details of the staffing resources available to deliver the works and services identified in the Operational Plan. A comparison to previous years is also provided. The numbers provided are based on equivalent full-time employment (EFTs) and include permanent full-time and part-time staff. The figures exclude temporary and casual appointments and also apprentices and trainees, who are typically employed by external training providers.

| SECTION                                 | 2007/08    | 2008/09    | 2009/10    | 2010/11    | 2011/12    | 2012/13    |
|---|------------|------------|------------|------------|------------|------------|
| Administrative Services                 | 6          | 5          | 6          | 6          | 6          | 6          |
| Asset Management                        | 7          | 7          | 7          | 8          | 8          | 8          |
| Building Services                       | 7          | 7          | 7          | 7          | 7          | 7          |
| Commercial Services and Airport         | 9          | 10         | 11         | 11         | 9          | 10         |
| Development Services                    | 10         | 11         | 12         | 12         | 12         | 12         |
| Engineering Works                       | 49         | 49         | 50         | 50         | 54         | 54         |
| Financial Services                      | 15         | 15         | 15         | 15         | 14         | 16         |
| General Manager's Office                | 2          | 2          | 2          | 2          | 2          | 2          |
| Group Managers                          | 4          | 3          | 3          | 3          | 3          | 3          |
| Human Resources and Risk                | 5          | 6          | 6          | 6          | 8          | 8          |
| Information Services                    | 5          | 5          | 5          | 5          | 6          | 6          |
| Open Spaces and Reserves                | 30         | 31         | 31         | 32         | 32         | 33         |
| Operations Support                      | 34         | 36         | 35         | 35         | 35         | 34         |
| Environmental & Public Health           | 9          | 10         | 7          | 7          | 9          | 9          |
| Regulatory Support                      | 6          | 6          | 6          | 7          | 7          | 7          |
| Strategic Planning / Community Services | 9          | 9          | 9          | 9          | 10         | 11         |
| Tourism                                 | 4          | 4          | 4          | 4          | 4          | 4          |
| Waste Management                        | 20         | 21         | 21         | 21         | 20         | 19         |
| Water and Wastewater                    | 29         | 29         | 30         | 30         | 33         | 35         |
| <b>TOTAL</b>                            | <b>260</b> | <b>266</b> | <b>267</b> | <b>270</b> | <b>280</b> | <b>284</b> |



# ACHIEVEMENTS 2012/13

LGA s428(1)(2)

*Council's achievements for 2012/13 are grouped according to the four key themes outlined in our Community Strategic Plan (CSP) they are Connected Community, Prosperous Economy, Healthy Environment and Engaged Leadership.*



## CONNECTED COMMUNITY

### Affordable Housing



Commenced Building Better Regional Cities Program in Wollongbar that provides a \$25,000 rebate for people on low to moderate incomes. Twenty-nine applications were received during the year with seven grants taken up by applicants.

### Cemeteries

Construction of the Alstonville Niche Wall.

### Coastal Shared Path & Walk

Completed planning applications for missing segments with applications now lodged with development assessment staff. These applications involved significant consultation with the Aboriginal community along with an analysis of the environmental impacts.

### Community Properties

- Upgrade to Lennox Head Rural Fire Service Shed
- Improvements to Girl Guides Hall
- Alstonville Leisure and Entertainment Centre enhancements
- Alstonville and Ballina Swimming Pools WHS improvements
- Lennox Head Cultural and Community Centre equipment
- Transfer of Wardell Hall from Private Trust to ensure community retains ownership of the hall.

### Festival & Event Support Program

Erected signage poles in high profile locations to allow community groups to promote events at no cost.

Provided direct financial support of \$50,000 to the:

- Ballina Coastal Country Music Festival
- Skullcandy Oz Grom Open
- Ballina Fine Food and Wine Festival
- Summerland House Farm Country Fair
- Ballina Boat and Leisure Show.



## PROSPEROUS ECONOMY

### Ballina Byron Gateway Airport



- Apron extension providing for two additional jet parking bays and two additional taxiways (\$5.5 m)
- Upgrades to terminal awning, CCTV, storage containers, fencing, drainage, departure lounge toilets
- Completed Terminal Area Master Plan
- Completed design for new car park and asphalt overlay for runway 06/24.

### Car Parking

- Purchased two properties in Tamar Street, Ballina that will provide an additional 70 car parks.

### Commercial Properties

- Completed planning proposal for Southern Cross Precinct Master Plan to allow provision for additional industrial land.

## HEALTHY ENVIRONMENT

### Environmental Education

- Established Environmental Heritage Pop Up Shop in partnership with Ballina Coastcare, Northern Rivers Wildlife Carers and Rous Water to present displays and workshops focusing on our environmental heritage.

### Environmental Education

- Council organised a series of debates to coincide with World Environment Day. Students from years 5-8 debated issues facing our local and global environment including climate change, river health and water usage.

### Floodplain Management

- Adopted Floodplain Risk Management Study.

### Stormwater Management

- Completed stormwater management plan for the Shire.

### Street Lighting

- Retrofitted all street lighting with energy efficient bulbs.

## ENGAGED LEADERSHIP

### Compliance

- Completed 2012/2013 Compliance Work Program with focus on major developments and high risk areas.

### E-Services

- Council went live on 19 June 2013 with the NSW Planning Electronic Housing Code

- Transferred development applications from 1 January 2013 to electronic record
- Online tablet-based environment for field staff which will result in less paperwork, more consistent processes, and improved accountability.

### Integrated Planning & Reporting

- Conducted external organisation review to determine preferred structure for new term of Council
- Completed Annual Internal Audit Program with external provider completing six audits of Council functional areas

**Footpaths and Shared Pathways**

Construction / improvements to

- The Avenue
- Skennars Head Road
- West Ballina Bunnings
- Ballina Fair
- Chickiba Drive
- Headlands Drive.

**Northern Rivers Community Gallery**

The Northern Rivers Community Gallery presented 13 exhibitions with attendance numbers and income reaching record levels.

**Open Spaces and Reserves**

Improvements to:

- Lennox Head Foreshore
- Kellie Anne Crescent Park
- Chickiba Park
- Pat Morton Lookout
- Missingham Bridge Skate Park.

**Roads - Bridges**

- Gibson Creek Bridge, Eltham Road
- Teven Bridges, Teven (total cost \$9m)
- Yellow Creek Bridge, Wardell Road.

**Road - Rural**

Construction projects:

- Ballina Road / Teven Road Intersection
- Cumbalum Culvert Replacement
- Cumbalum Interchange
- McLeay Culvert
- Midgen Flat Road
- Pimlico Road
- Rifle Range Road
- Ross Lane
- Tuckombil Road



- Wardell Road (Bagotville to Lumleys)
- Wardell Road.

**Roads - Urban**

Construction projects:

- Alstonville Bypass – Improvements
- Bentinck / Norton Street, Ballina
- Byron Street, Lennox Head
- Canal Road, Ballina
- Coast Road - Landslip
- Links Avenue, East Ballina
- Martin Street, Ballina.

**Sports Fields**

Screening of Williams Reserve and new lights at Kingsford Smith Oval.

**Water Transport**

Refurbishments and improvements to:

- Ferry Ramp
- Cawarra Street Boat Ramp
- Emigrant Creek Boat Ramp.

**Depot**

- Completed construction of small plant building to allow expansion of operations.

**Tourism**

- Developed the Discover Ballina Passport Campaign through New England and South East Queensland.



**Town Centre**

- Alstonville Town Centre – Finalisation of upgrade – total project cost \$2.5 million.



- Ballina Town Centre – completed Stage Two between Cherry and Martin Streets (excluding Martin Street roundabout) – Total project cost \$3.5m.



**Waste Management**

- Offered residents the opportunity to dispose of their old analogue televisions for free when the analogue signal was switched off (received 50 tonnes of waste).



- Let tenders for the transport of general waste to Queensland.

**Wastewater**

- Upgrades to the Lennox Head and Ballina Wastewater Treatment Plants.



- Undertook Community Satisfaction survey to confirm priorities for community in development of Community Strategic Plan

- Finalised new Community Strategic Plan following significant community consultation

- Completed Road Condition Assessment for Shire Road Network – Joint project with Richmond Valley Council.

**Road Safety**

- Council, in partnership with the Ballina Shire Liquor Accord, Transport NSW and NSW Police supported the Plan B campaign which encourages drivers who are drinking to plan another way home.

**Strategic Planning**

- Ballina Local Growth Management Strategy adopted
- Gazettal of Ballina LEP 2012
- Ballina Shire DCP 2012 adopted.

**Work Health and Safety**

- Completed Person conducting a business undertaking (PCBU) Handbook.

# STATE OF THE ENVIRONMENT

## LGA s428A

The Northern Rivers Catchment Management Authority (NRCMA) prepared a Regional State of Environment (SOE) Report for 2012 on behalf of twelve local councils and three county councils from Port Macquarie to Tweed Heads.

One of the main aims for the report was to provide information to the community and decision-makers on the condition of the local environment and where resources might be best placed to respond to community expectations.

## Reporting themes

The indicators developed for the report cover four key themes and 18 resource categories which support the State natural resource management targets.

The indicators focus on the condition of the environment to inform both the community and decision-makers on how to best allocate resources, and to provide a baseline of environmental conditions for the next SOE report in 2016.

The Regional State of the Environment 2012 Report and the Summary are available on Council's website and as Attachment 2 of this Annual Report.

## 1 People and the Environment

- 1.1 Regional climate characteristics
- 1.2 Population characteristics and change
- 1.3 Climate change: reducing emissions and preparing for change
- 1.4 Surface water demand
- 1.5 Waste

## 2 Biodiversity and Vegetation

- 2.1 Ecologically functional landscapes
- 2.2 Native vegetation restoration
- 2.3 Conservation: reserves and agreements
- 2.4 Native Flora and Fauna
- 2.5 Invasive species

## 3 Land and Soils

- 3.1 Soil condition
- 3.2 Land management within capability
- 3.3 Funded land and soils management activities
- 3.4 Acid sulfate soils

## 4 Water

- 4.1 Estuarine and freshwater rivers
- 4.2 Wetlands
- 4.3 Groundwater
- 4.4 Near-shore marine

# AUDITED FINANCIAL REPORTS

LGA s428(4)(a) LG Code of Accounting Practice & Financial Reporting

Ballina Shire Council places ongoing emphasis on prudent financial management. Thomas, Noble and Russell Chartered Accountants audit Council's financial records.

A full set of financial reports including the auditor's report, for the period 1 July 2012 to 30 June 2013 is attached as a separate document to the Annual Report. It is freely available on Council's website [ballina.nsw.gov.au](http://ballina.nsw.gov.au)

# OVERSEAS VISITS

LGA REG cl 217(1)(a)

Ballina Shire maintains a sister city friendship with Ballina, County of Mayo in Ireland as well as Mata Mata in New Zealand.

However, Councillors and staff were not involved in any exchange projects necessitating overseas travel during the year.

# COUNCILLOR EXPENSES & FACILITIES

REG cl 217 (1)(a1)

The total mayoral and councillor fees for the reporting period were \$515,747. Council's Civic Office Expenses and Facilities Policy allows for the payment of appropriate and reasonable expenses and the provision of facilities to assist Councillors in discharging their roles as elected persons and members of the governing body of the Council. Expenses are more than the previous reporting year due to the Electoral Commission and Advertising costs associated with the Local Government Election held in September 2012. Expenditure outlined in the table (excl GST) below is in accordance with Council's Councillor Expenses & Facilities Policy (Appendix 2).

|   | Cr Silver     | Cr Brown     | Cr Moore     | Cr J Johnson  | Cr K Johnson  | Cr Caldwell   | Cr Williams   | Cr Wright     | Cr K Johnston | Cr Meethan    | Cr Worth      | Cr Horden     | Cr K Smith    | Combined       | TOTAL          |
|---|---------------|--------------|--------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|----------------|
| Councillor/Mayoral Allowance                | 10,255        | 2,843        | 2,843        | 17,060        | 17,060        | 17,060        | 13,838        | 47,258        | 13,838        | 17,060        | 13,838        | 17,060        | 17,060        |                | 207,073        |
| Civic Activities/<br>Functions/Meetings     | 600           | 105          |              |               | 357           | 1,735         | 515           | 630           | 10            | 713           | 89            | 551           |               | 23,919         | 29,224         |
| Election Expenses -<br>Advertising          |               |              |              |               |               |               |               |               |               |               |               |               |               | 5,995          | 5,995          |
| Election Expenses -<br>Electoral Commission |               |              |              |               |               |               |               |               |               |               |               |               |               | 194,275        | 194,275        |
| Insurance                                   |               |              |              |               |               |               |               |               |               |               |               |               |               | 23,397         | 23,397         |
| Travel Intrastate                           |               | 111          |              | 1,669         | 1,336         | 10,354        | 180           | 4,535         | 274           | 2,169         | 1,494         |               | 188           |                | 22,396         |
| Travel Interstate                           |               |              |              |               |               | 3,508         |               |               |               | 2,657         |               |               | 2,699         | 1,085          | 9,949          |
| Travel Overseas                             |               |              |              |               |               |               |               |               |               |               |               |               |               |                |                |
| Stationery                                  |               |              |              |               |               |               |               |               |               |               |               |               |               | 1,563          | 1,563          |
| Newspaper & Other                           |               | 99           | 86           | 451           | 470           | 460           | 365           | 451           | 350           | 512           | 154           | 474           |               |                | 3,871          |
| Telephone & Internat<br>Charges             | 233           | 876          | 728          | 2,004         | 716           | 1,843         | 389           | 793           | 912           | 1,546         | 264           | 2,013         | 896           | 788            | 14,004         |
| Motor Vehicle<br>Operating Expenses         | 4,000         |              |              |               |               |               |               |               |               |               |               |               |               |                | 4,000          |
| <b>TOTAL</b>                                | <b>15,088</b> | <b>4,034</b> | <b>3,742</b> | <b>21,184</b> | <b>19,939</b> | <b>34,963</b> | <b>15,287</b> | <b>53,667</b> | <b>15,384</b> | <b>24,657</b> | <b>15,839</b> | <b>20,098</b> | <b>20,843</b> | <b>251,022</b> | <b>515,747</b> |



# CONTRACTS AWARDED

Reg cl 217(1)(a2)

The following contracts, over \$150,000, were awarded during the reporting year:

| CONTRACTOR                           | NATURE OF GOODS/SERVICES  | AMOUNT(\$)        |
|--------------------------------------|---|-------------------|
| RPQ Pty Ltd                          | Supply & Application of Bituminous Products                               | Schedule of Rates |
| Bennett Constructions Pty Ltd        | Construction of Ballina Lighthouse Surf Club                              | \$3,244,600       |
| Hazell Bros Pty Ltd                  | Construction of Apron Extension & Taxiway - Ballina Byron Gateway Airport | \$3,293,827       |
| Peachy Constructions Pty Ltd         | Preliminary Civil/Groundworks - Wollongbar Sports Fields                  | \$1,761,084       |
| Murphy McCarthy & Associates Pty Ltd | Recycled Water Distribution & Storage System                              | \$11,053,113      |
| Bond Management Pty Ltd              | Management of the Alstonville Leisure & Entertainment Centre              | \$664,980         |
| Veolia Environmental Services        | Transport & Disposal of Putrescible & Non Putrescible Waste               | Schedule of Rates |
| Cardno (QLD) Pty Ltd                 | Design & Contract Administration - Wollongbar Sports Fields               | Schedule of Rates |
| AMRS (Aust) Pty Ltd                  | Meter Reading Services  | Schedule of Rates |
| Gary Deane Constructions Pty Ltd     | Construction of Ballina Heights Drive & Associated Works                  | \$7,308,824       |
| GeoLink                              | Design of the Marine Rescue Centre  | \$150,000         |
| Greg Clark Building Pty Ltd          | Construction of the Ballina Animal Pound                                  | \$668,700         |
| Boral Country Concrete & Quarries    | Supply & Delivery of Quarry Products                                      | Schedule of Rates |
| Holcim (Australia) Pty Ltd           | Supply & Delivery of Quarry Products                                      | Schedule of Rates |
| Northern Rivers Quarry & Asphalt     | Supply & Delivery of Quarry Products                                      | Schedule of Rates |

# LEGAL PROCEEDINGS & RESULTS

Reg cl 217(1)(a3)

## Development regulatory functions

Proceedings related to development consents and regulatory functions, including costs for obtaining ancillary legal advice

| CASE REFERENCE                   | COST   | ACTION  | STATUS  |
|----------------------------------|--|---|---|
| BSC v Mrs Verna Kathleen Wall    | \$3,800  | Prosecution - Illegal waste dumping - 883-891 Pimlico Road, Wardell.                  | Outcome- guilty plea by Defendant. Fined \$7,500<br>Ordered to Pay Council's total legal costs as well as Court costs \$85.   |
| BSC v Chambers Constructions P/L | 15   | Prosecution - Illegal waste dumping - 883-891 Pimlico Road, Wardell.                  | Outcome – guilty plea by Defendant. Fined \$6,000.<br>Ordered to Pay Council's total legal costs as well as Court costs \$85. |
| BSC v Gordon Victor Beattie      | NIL<br><i>(Appeal of Penalty Infringement Notice – matter prosecuted by NSW Police Prosecutors).</i> | Prosecution – Failure to Comply with Prevention Notice 122<br>Byrnes Lane, Tuckombil. | Outcome – guilty plea by Defendant. Fined \$5,000.<br>Ordered to Pay Court costs \$85.  |
| BSC v Mrs Verna Kathleen Wall    | \$8,960  | Clean Up Action - 883-891 Pimlico Road, Wardell.                                      | Outcome - Matter ongoing.   |

## Public Liability and Professional Indemnity

During this period, legal proceeding costs paid by Council (being payment of excess of claims) associated with public liability and professional indemnity insurance claim representation was approximately \$29,000.

## Industrial Relations

During this period, legal costs associated with industrial relations advice and assistance provided by Local Government New South Wales (LGNSW) and Council's appointed legal services was approximately \$9,500.

## Rates and Charges debt recovery

### REG 132

The table below is a summary of rates & charges legal debt recovery action statistics for the 2012/13 rating year just for internal information. I have also included a comparison to previous years. It should be noted that most assessments managed by our debt recovery agency, Australian Receivables Limited (ARL), do not progress to formal legal proceedings. Some assessments may also be sent to ARL for recovery action twice within a rating year. Before accounts are referred to ARL for formal debt recovery action, we send them a Rates & Charges Notice, an overdue reminder letter and a then a final notice letter. It should also be noted that due to the Authority software upgrade, no debt recovery action was taken in 2009/10 & 2010/11.

|  | 2010/11  | 2011/12   | 2012/13   |
|--|----------|-----------|-----------|
| Statements of Claim issued   | 0        | 25        | 5         |
| Number of assessments currently with ARL for recovery                                  | 6        | 91        | 163       |
| Original principal amount recoverable from assessments currently with ARL for recovery | \$11,060 | \$355,846 | \$750,367 |
| Legal costs incurred (recoverable from ratepayers)                                     | \$4,930  | \$16,127  | \$12,265  |
| Balance payable on assessments currently managed by ARL at 30 June                     | \$10,270 | \$242,765 | \$570,885 |
| Total assessments referred to ARL for recovery action during financial year            | 0        | 259       | 243       |
| Total principal amount referred to ARL for recovery action during financial year       | 0        | \$717,775 | \$805,803 |

## PRIVATE WORKS

LGA s67(3) and REG cl 217(1)(a4)

In accordance with section 67 of the Local Government Act Council is permitted to provide, at current approved market rates, specific services on private land. Any private works carried out in 2012/2013 were charged as per Council's adopted fees and charges.

# CONTRIBUTIONS & DONATIONS

LGA s356 and REG cl 217(1)(a5) I

Section 356 of the Local Government Act enables Council to make donations or provide financial assistance to persons or groups. This assistance includes contributions for:

- Rates & charges for community groups (including Ordinary Rates, Water, Sewer and Waste Charges).
- Waste Management fees for not-for-profit second hand stores.
- Repairs/building works to community halls.
- Support of regional services such as North Coast Academy of Sport and Westpac Rescue Helicopter.

During the 2011/2012 financial year Council made contributions to the organisation listed adjacent:

| CAPITAL ASSISTANCE - COMMUNITY HALLS   |                 |
|--|-----------------|
| Wollongbar Community Hall              | \$2,689         |
| Northlakes Community Centre            | \$1,750         |
| Rous Mill & District Memorial Hall Inc | \$5,000         |
| McLeans Ridges Hall Committee Inc      | \$5,665         |
| Newrybar Community Hall                | \$9,000         |
| Tintenbar Community Hall               | \$9,000         |
| Meerschaum Vale Community Hall         | \$1,250         |
| Ballina Senior Citizens                | \$6,500         |
| <b>TOTAL</b>                           | <b>\$40,854</b> |

## OTHER FINANCIAL CONTRIBUTIONS

|  |          |
|--|----------|
| Rates & Charges (various community groups) | \$63,719 |
|--|----------|

## COMMUNITY DONATIONS PROGRAM

|   |                 |
|---|-----------------|
| Ballina Shire Concert Band Inc                  | \$2,000         |
| Ballina Senior Citizens Inc                     | \$2,000         |
| Ballina Lighthouse RSL Day Club                 | \$1,000         |
| Northern Rivers Branch Ulysses Club             | \$650           |
| Wollongbar Garden Club Inc                      | \$250           |
| Apex Club of Alstonville Inc                    | \$15,000        |
| Ballina Jet Boat Surf Rescue                    | \$2,700         |
| Ballina Breast Cancer Support Group (R Sparks)  | \$250           |
| Ballina General Cancer Support Group (DStinson) | \$250           |
| Lions Club of Lennox Head Inc                   | \$750           |
| Apex Club of Alstonville Inc                    | \$1,500         |
| Ballina Coastcare Incorporated                  | \$600           |
| Rainbow Region Dragon Boat Club                 | \$750           |
| Alstonville Agricultural Society                | \$5,000         |
| Lennox Head VIEW Club                           | \$1,000         |
| Ballina District Ministers Association Inc      | \$8,000         |
| North Coast Academy of Sport                    | \$3,000         |
| Lifeline Northern Rivers                        | \$1,500         |
| Lennox Head Arts Board Inc                      | \$1,500         |
| Lennox Head Chamber of Commerce                 | \$5,000         |
| Tintenbar Red Cross                             | \$100           |
| Lennox Head Residents Assoc                     | \$1,600         |
| Club Lennox                                     | \$750           |
| Lennox Head Landcare                            | \$350           |
| Ballina RSL Sub Branch (Youth Club) 13/14 rates | \$3,142         |
| Westpac Life Saver Rescue Helicopter            | \$1,000         |
| <b>TOTAL</b>                                    | <b>\$59,642</b> |

## DELEGATED EXTERNAL BODIES

REG cl 217 (1)(a)

### County Councils

During the year, Ballina Shire Council was a constituent member of the following County Councils that exercised functions on its behalf.

| ORGANISATION                   | DELEGATION            |
|--------------------------------|-----------------------|
| Rous County Council            | Water Supply          |
| Far North Coast County Council | Noxious Weeds Control |
| Richmond River County Council  | Flood Mitigation      |

### Other Groups

Council has formal arrangements with several local management groups that have authority for the care, control and management of reserves, surf clubs, halls, sporting facilities, pre-schools, cultural facilities and youth centres. Licenses are reviewed within twelve months of each Local Government general election. A list of these committees together with general license conditions is available from Council's Customer Service Centre.

## CONTROLLING INTEREST IN COMPANIES

REG cl 217 (1)(a7)

Council held no controlling interests in any company for the period 1 July 2012 to 30 June 2013.

## CORPORATIONS, PARTNERSHIPS, COOPERATIVES & JOINT VENTURES

REG cl 217 (1)(a8)

Council was party to the following partnerships, cooperatives and joint ventures:

- **Statewide Mutual**

Pooling arrangement with various NSW local government authorities to acquire insurance coverage and best practice systems for risk management.

- **Richmond-Tweed Regional Library**

A jointly funded relationship with other Councils in the Richmond-Tweed to provide library services throughout the region.

- **North East Weight of Loads Groups (NEWLOG)**

Enforces vehicle weight limits, to reduce damage to council classified roads and thus decrease road maintenance costs.

- **North East Waste Forum (NEWF)**

This cooperative pursues effective disposal of waste on a local and regional basis. This group operates in lieu of a Regional Waste Council under NSW Legislation.



# EQUAL EMPLOYMENT OPPORTUNITY (EEO)

## Reg cl217(1)(a9)

A review of Council's EEO Management Plan and Policy was undertaken and reported to Council. As part of this process a review of the targets and strategies surrounding employment of minority groups was undertaken with an aim of increasing participation in these areas. The updated policy and plan reflects Council's commitment to gender equity, employment of individuals with disabilities and Aboriginal employment.

During this period Council continued to place a strong focus on employment of trainees and apprentices to address our EEO and workforce succession planning requirements. This program has also been effective in assisting Council to meet our Aboriginal Employment Action Plan strategy requirements.

Council has continued to successfully pass the annual audit requirements by the Department of Families, Housing Community Services and Indigenous (FaHSCIA) to retain our accreditation to employ individuals with low to medium disability support needs. Council again received excellent results in the audit findings for this period.

# SENIOR STAFF REMUNERATION

## Reg Cl 217(1)(b) & (c)

The number of staff designated as Senior Staff employed by Ballina Shire Council under the Local Government Act is three. All Senior Staff are employed under five year performance based contracts. The total value of the remuneration package to senior staff was \$600,125 for the 2012/2013 financial year.

Total remuneration packages for each senior staff member for the reporting period:

*General Manager* - \$237,313

*Civil Services Group Manager* - \$178,777

*Development & Environmental Health Group Manager* - \$184,034 (this includes the FBT amount incurred for the vehicle)

This remuneration figure includes the salary component, performance payments and other salary, super contributions (employer or salary sacrifice), non-cash benefits and FBT for non-cash benefits for the Senior Staff.

## COASTAL PROTECTION SERVICES

REG cl 217(1)(e1)

Ballina Shire Council applied no annual charge for coastal protection services during the reporting period. The coastal protection works provided and coordinated by Council included the maintenance of rock walls, groynes and replenishment of sand.

Volunteers erected dune forming shadecloth fences and planted natives to assist in sand accretion at several dune locations along the shire's coastline

## STORMWATER LEVY & SERVICES

REG cl 217(1)(e)

Income raised from the stormwater levy in 2012/13 has been expended as follows:

| PROJECT                                  | ACTUAL EXPENSE | BUDGET         | COMMENT                              |
|--|----------------|----------------|--------------------------------------|
| Urban Lanes                              | 9,060          | 9,000          | Replace and upgrade drainage network |
| Tweed Street                             | 64,454         | 64,000         | Drainage                             |
| Barret Drive Lennox Head                 | 27,281         | 27,000         |                                      |
| 58 Riverside Drive                       | 26,050         | 26,000         | Renewal - Reline                     |
| Megan Cres/Dodge Lane, Lennox Head       | 11,694         | 12,000         | Drainage                             |
| Ballina Town Centre                      | 85,233         | 85,000         | Addition                             |
| Canal Road                               | 10,500         | 11,000         | Associated stormwater works          |
| Emigrant Creek Boat Ramp                 | 25,000         | 25,000         |                                      |
| Maintenance upgrade of isolated sections | 21,000         | 21,000         | Maintenance                          |
| <b>TOTAL EXPENSE 2012/13</b>             | <b>280,272</b> | <b>280,000</b> |                                      |

# ENFORCEMENT & COMPLIANCE WITH COMPANION ANIMALS ACT

REG cl 217(1)(f) & Companion Animals Act 1998

## Lodgement of pound collection data with Division of Local Government (DLG)

Animal Shelter collection data for the reporting period was lodged with the Department in September 2013.

| POUND DATA SUMMARY 2012/13                 | CATS | DOGS | TOTAL |
|--|------|------|-------|
| Seized & Transferred to Council's Facility | 15   | 140  | 155   |
| Dumped                                     | 15   | 29   | 44    |
| Surrendered by Owners                      | 3    | 21   | 24    |
| Released to Owners                         | 3    | 113  | 116   |
| Euthanised                                 | 15   | 32   | 47    |
| Sold                                       | 0    | 2    | 2     |
| Released for rehoming                      | 14   | 43   | 57    |
| Died at Council's Facility                 | 0    | 0    | 0     |
| Stolen or Escaped from Council's Facility  | 1    | 3    | 4     |

### Lodgement of data relating to dog attacks with DLG

Council notifies the Department within 72-hours where possible when council officers have investigated complaints of dog attacks. 96 dog attacks were reported to the Department for the 2012/2013 year. Additionally, for the 2012/2013 reporting year Council investigated 103 complaints regarding an alleged dog attack either on a person and/or animal.

### Companion Animals fund expended as per s85(1A)

Council received \$22 180 from the Companion Animals Fund for the 2012/2013 year. These funds were used for companion animal

management, education programs, the maintenance and upkeep of Council's Animal Shelter and towards the wages of Rangers.

### Animal management/ activities expenditure

Expenditure for animal management/ activities including wages, cleaning of and maintenance of animal shelter and veterinary expenses totalled approximately \$246,000 for 2012/2013.

### New Animal Shelter

Council is currently finalising the construction of the new animal shelter on the depot site adjacent to the existing animal shelter Piper Drive, Ballina.

The new design is state of the art and an excellent facility for Council to operate and to be proud of the quality and standard of construction. Occupation Certificate is expected to be issued by the middle of November and the relocation completed by early December 2013.

The existing animal shelter has been sold to the Northern Rivers Animal Service (NRAS). Council's working relationship with the NRAS for the rehoming of animals is expected to further develop and continue into the future given the close proximity of the services.

### Companion animal & desexing community education programs

Council belongs to a regional companion animal compliance committee and in conjunction with this committee has released educational DVDs and brochures. The committee has also developed a television ad that is routinely broadcasted. The promotional products are made available to those adopting pets from the animal shelter and at various functions such as 'Adopt a Pet' days. Rangers give presentations to local service groups on the rangers' roles and companion animal management. Council regularly advertises requirements of the legislation and general education on good companion animal management in the local media and in Council's newsletter. Council's website on Companion Animals has been recently reviewed and updated.

### Cabbage Tree Island Project

The Rangers have recently been involved in the investigation of complaints regarding straying dogs and dogs acting aggressively on Cabbage Tree Island. These complaints were referred to Council from the Police, Jali Local Aboriginal Land Council, residents on the Island and the Cabbage Tree Island Public School.

Council arranged a meeting with Jali being the land owner of the Island to discuss the issues. Following this meeting Jali requested the assistance of Council in the management of animals, in particular dogs on the Island.

Subsequently the Ranger team in partnership with the RSPCA coordinated a dog and cat surrender day for any unwanted and straying

animals on Tuesday 23 April 2013.

This day was a very successful partnership with RSPCA and Jali with a number of unwanted dogs and cats removed. The majority of surrendered animals were transported to the RSPCA Rescue Centre in Coffs Harbour for assessment and rehoming.

The Rangers and the RSPCA Officers received cooperation from residents and recorded information relating to the number of dogs and cats currently living on the Island and their respective owners.

It was identified on the day that the majority of the animals are not desexed, microchipped and registered as required under the Companion Animals Act.

Consequently the Rangers and RSPCA Officers are investigating the options available to assist in the education of pet owners regarding desexing, microchipping and the registering of animals. The RSPCA has a subsidised program called PAWS –The Portable Animal Welfare Service that is a mobile, fully functioning surgery specifically designed to bring desexing of animals to the community so that people who would not usually have their animals desexed, or are unable to meet the cost of desexing, have this service available, close by and at low cost.

### Strategies to comply with s64(5) – euthanasia alternatives for unclaimed animals

Council works with local animal rescue organisations in particular the Northern Rivers Animal Shelter to rehome dogs and cats. During 2012/2013, 43 dogs and 14 cats were rehomed from Council's animal shelter.

Council promotes to the community that they should contact an animal rescue organisation to discuss the rehoming of their companion animal prior to surrendering an animal to the Council animal shelter.

### Companion Animals Management Plan

Council adopted the Companion Animals Management Plan in July 2010 which outlines its approach to fulfilling responsibilities under the NSW Companion Animals Act. Council at its Ordinary Meeting on the 23 August 2012 considered a report regarding a review of the Companion Animals Management Plan (the Plan).

A report has also been prepared for the Ordinary Meeting on the 24 October 2013 regarding the 12month trial of The Spit as an off leash dog exercise area. During the trial period minimal complaints have been received by Council and the area appears to be self regulating with people generally respecting each others rights. There it is recommended that Council designate The Spit as an off leash dog exercise area.

The Companion Animals Management Plan outlines Council's approach to fulfilling responsibilities under the NSW Companion Animals Act for the management of dogs and cats in the Shire.

# ENFORCEMENT & COMPLIANCE WITH COMPANION ANIMALS ACT (CON'T)

Council is aware how important pets, particularly dogs and cats, are to many people and this plan aims to work with the community to promote responsible dog and cat ownership and to provide a healthy environment in which animals, their owners and the wider community can comfortably live.

The Management Plan also details the areas where dogs can be exercised off-leash and areas where dogs are prohibited.

In order for Council to achieve the objectives of the Companion Animals Management Plan a series of Action Plans accompany the Plan. These Action Plans outline the implementation strategy of the Plan and the measures that will be used to assess the effectiveness of its implementation.

As part of the action plans review new procedures and processes have been implemented for:

- Barking Dogs
- Roaming Dogs
- Dangerous Dog Management
- Dog Attack Investigation
- Animal Release Procedure from Animal Shelter.

Council has also implemented a Companion Animal Review Panel and the purpose of this panel is:

- To determine the appropriate course of action following a dog attack complaint and initial

investigation by Rangers

- To protect public interest and the safety of the community
- To prevent further attacks and/or inappropriate dog management.

Council understands the joy people get from owning companion animals and are trying to find a balance that suits the entire community.

The Companion Animal Management Plan can be viewed on Council's website [ballina.nsw.gov.au](http://ballina.nsw.gov.au) for further detailed information.

## Off leash dog areas

Council recognises the importance under the Companion Animal Management Plan of dogs being allowed time to exercise unrestrained and as such provides six (6) full time off -leash dog exercise areas in the shire:

- Bicentennial Gardens, the northern area of reserve, Ballina
- Compton Drive, East Ballina
- Gap Road, Alstonville
- Seven Mile Beach, north of Lake Ainsworth Reserve (old 4WD access point), Lennox Head
- Ballina Heights Estate, eastern reserve area, Ballina Heights
- Headlands Drive Drainage Reserve, Skennars Head. (The Spit has just finished a 12 month trial as an off leash area and a Report is being presented at the Council meeting on 24 October 2013)

## Dog prohibited areas

Council also provides beaches and places where dogs are not permitted to enable people to visit and enjoy these places where dogs are not permitted and avoid the undesired interaction.

- Lighthouse Beach
- Shelly Beach
- Flat Rock Reef
- Sharpes Beach (when surf life saving services are provided)
- Seven Mile Beach (south of the old 4WD access point)
- Chickiba Lake, north/eastern corner surrounding the bird migratory area.

Under the Act dogs are not permitted in certain public places and Council also monitors these areas for non compliance.

## Additional Information

The Companion Animals web site has recent been reviewed and updated with a series of educational material . New fact sheets on being a responsible pet owner and the importance of microchipping and registering your animal are now available.

The Ranger have also been proactively auditing outstanding notices for people to register their animal and if not complete penalty infringement notices are issued.



# SPECIAL VARIATION TO GENERAL INCOME

LGA s508(2)

In **2006/07** the Minister for Local Government approved a special variation to the notional Ordinary Rate yield. This approval enabled council to raise additional ordinary rate income to **\$511,000**. The table below details the ways in which these funds were **applied in 2012/2013**.

| expenditure items                         | income from special variation | actual expense to date | comment  |
|---|-------------------------------|------------------------|--|
| <b>Community Services</b>                 |                               |                        |  |
| Life Saving Services                      | 91,000                        | 228,000                | Additional funds put towards extra lifeguards over peak holiday periods. The outcome was a safer environment for beach users.                      |
| Richmond Tweed Library                    | 52,000                        | 1,356,000              | Funds used to keep pace with ever increasing demands placed on library services. Better book stocks and longer opening hours among other benefits. |
| <b>Roads Construction</b>                 |                               |                        |  |
| Links Avenue                              | 65,000                        | 70,000                 | Reconstruction of failed pavement providing a better and safer road network.   |
| Pimlic Road                               | 65,000                        | 391,000                | Reconstruction of failed pavement providing a better and safer road network.   |
| <b>Strategic Services</b>                 |                               |                        |  |
| New Shire Wide LEP                        | 103,000                       | 120,000                | Extensive work to complete the Ballina LEP. Also the DCP was updated as an associated task.  |
| <b>Tourism &amp; Economic Development</b> |                               |                        |  |
| Promotion & Marketing                     | 77,000                        | 100,000                | A range of marketing programs  |
| <b>Regulatory Services Management</b>     |                               |                        |  |
| Development and Environmental Health      | 58,000                        | 619,000                | New staff and resources used to provide support in the area of Environmental Health.   |
| <b>total expenditure</b>                  | <b>511,000</b>                | <b>2,884,000</b>       |  |

# SPECIAL VARIATION TO GENERAL INCOME (CON'T)

LGA s508(2)

In **2007/08** the Minister for Local Government approved a special variation to the notional Ordinary Rate yield. This approval enabled council to raise additional ordinary rate income to **\$500,000**. The table below details the ways in which these funds were **applied in 2012/2013**.

| expenditure items                       | income from special variation | actual expense to date | comment   |
|---|-------------------------------|------------------------|---|
| <b>Roads Construction</b>               |                               |                        |   |
| Canal road                              | 64,000                        | 430,000                | Reconstruction of failed pavement providing a better and safer road network.  |
| Pimlico road                            | 60,000                        | 391,000                | Reconstruction of failed pavement providing a better and safer road network.  |
| <b>Cycleways</b>                        |                               |                        |   |
| Sneath's to Rifle Range road            | 60,000                        | 106,000                | New shared path and cycleway route  |
| <b>Street Lighting</b>                  |                               |                        |   |
| Various projects                        | 27,000                        | 48,000                 | New lights installed at various locations   |
| <b>Community Infrastructure</b>         |                               |                        |   |
| Pat Morton toilets                      | 82,000                        | 87,000                 | Construction of toilet at Pat Morton lookout  |
| Community hall donations                | 28,000                        | 28,000                 | Minor upgrades to various community halls including Northlakes, Wollongbar progress Hall, newrybar hall and Tintenbar hall. |
| Ballina pool maintenance                | 16,000                        | 16,000                 | Extra maintenance to improve pool safety and amenity. Includes work on tiles and joints.                                    |
| Alstonville pool maintenance            | 18,000                        | 18,000                 | Extra maintenance to improve pool safety and amenity  |
| LHCC furniture and fittings             | 24,000                        | 33,000                 | Provision of new equipment necessary at a modern centre   |
| <b>Regulatory Services Management</b>   |                               |                        |   |
| Development services compliance manager | 121,000                       | 160,000                | Increase the level of resources applied to compliance.  |
| <b>total expenditure</b>                | <b>500,000</b>                | <b>2,884,000</b>       |   |

# SPECIAL VARIATION TO GENERAL INCOME (CON'T)

LGA s508(2)

In **2008/09** the Minister for Local Government approved a special variation to the notional Ordinary Rate yield. This approval nabled council to raise additional ordinary rate income to **\$508,000**. The table below details the ways in which these funds were **applied in 2012/2013**.

| expenditure items                      | income from special variation | actual expense to date | comment  |
|--|-------------------------------|------------------------|--|
| <b>Roads Construction</b>              |                               |                        |  |
| Etham bridge                           | 228,000                       | 467,000                | Bridge upgrade to meet current vehicle movements                                   |
| <b>Cycleways</b>                       |                               |                        |  |
| Shared path Rutherford st to Park lane | 56,000                        | 56,000                 | Extension to Lennox network  |
| <b>Sportsfields</b>                    |                               |                        |  |
| Saunders oval extension                | 84,000                        | 106,000                | Expansion of existing sporting field   |
| <b>Open Spaces</b>                     |                               |                        |  |
| Pat Morton Headland toilet             | 84,000                        | 87,000                 | New bio toilet for popular tourist site  |
| <b>Environment</b>                     |                               |                        |  |
| Ballina flood risk study and modelling | 46,000                        | 46,000                 | Study to assist with appropriate development levels and strategies for the future. |
| Coastal Hazard studies                 | 10,000                        | 10,000                 | Further progress on stages 2 and 3 of the Coastal Hazard study                     |
| <b>total expenditure</b>               | <b>508,000</b>                | <b>772,000</b>         |  |

# SPECIAL VARIATION TO GENERAL INCOME (CON'T)

LGA s508(2)

In **2010/11** the Minister for Local Government approved a special variation to the notional Ordinary Rate yield. This approval nabled council to raise additional ordinary rate income to **\$563,000**. The table below details the ways in which these funds were **applied in 2012/2013**.

| expenditure items                | income from special variation | actual expense to date | comment   |
|----------------------------------|-------------------------------|------------------------|---|
| <b>Roads Construction</b>        |                               |                        |   |
| Ballina Heights Drive            | 119,000                       | 119,000                | New road to enable further expansion of Cumbalum ridge  |
| Martin Street                    | 180,000                       | 180,000                | Upgrade of road and replacement of failed pavement  |
| Cumbalum culvert replacement     | 52,000                        | 52,000                 | Replacement of culvert to meet current requirements   |
| <b>Footpaths/Cycleways</b>       |                               |                        |   |
| Highway to Sneaths Road          | 106,000                       | 106,000                | New path to extend the network  |
| <b>Sportfields</b>               |                               |                        |   |
| Kingsford Smith lights           | 79,000                        | 110,000                | Upgrade of existing amenity to meet curent safety standards   |
| <b>Surf Life Saving Services</b> |                               |                        |   |
| Life Saving Services             | 27,000                        | 229,000                | Additional funds put towards extra lifeguards over peak holiday periods. The outcome was a safer environment for beach users. |
| <b>total expenditure</b>         | <b>563,000</b>                | <b>616,000</b>         |   |

# SPECIAL VARIATION TO GENERAL INCOME (CON'T)

## LGA s508(2)

In **2011/12** the Minister for Local Government approved a special variation to the notional Ordinary Rate yield. This approval nabled council to raise additional ordinary rate income to **\$436,000**. The table below details the ways in which these funds were **applied in 2012/2013**.

| expenditure items                            | income from special variation | actual expense to date | comment  |
|--|-------------------------------|------------------------|--|
| <b>Roads Construction</b>                    |                               |                        |  |
| Midgen Flat road                             | 310,000                       | 582,000                | Road reconstruction to improve existing service level                        |
| Tuckombil road                               | 52,000                        | 467,000                | Reconstruction of failed pavement providing a better and safer road network. |
| <b>Footpaths/Cycleways</b>                   |                               |                        |  |
| West Ballina path                            | 7,000                         | 10,000                 | Upgrade path to shared path standard adjacent to Bunnings                    |
| <b>Community Facilities</b>                  |                               |                        |  |
| Missingham Park                              | 33,000                        | 111,000                | Construction of a shade structure over large playground area                 |
| Alstonville Leisure and Entertainment Centre | 34,000                        | 35,000                 | Install new toilet, repair replace ceiling                                   |
| <b>total expenditure</b>                     | <b>436,000</b>                | <b>1,205,000</b>       |  |

In **2012/13** the Minister for Local Government approved a special variation to the notional Ordinary Rate yield. This approval nabled council to raise additional ordinary rate income to **\$421,000**. The table below details the ways in which these funds were **applied in 2012/2013**.

| expenditure items                | income from special variation | actual expense to date | comment   |
|----------------------------------|-------------------------------|------------------------|---|
| <b>Roads Construction</b>        |                               |                        |   |
| Wardell road and Lumleys Lane    | 266,000                       | 266,000                | Reconstruction of failed pavement providing a better and safer road network.                                    |
| Pimlico Road                     | 145,000                       | 391,000                | Reconstruction of failed pavement providing a better and safer road network.                                    |
| <b>Footpaths/Cycleways</b>       |                               |                        |   |
| Pathway at Missingham Park       | 6,000                         | 35,000                 | Upgrade path from bitument to concrete to improve amenity and enable efficient removal of recurrent sand issues |
| <b>Surf Life Saving Services</b> |                               |                        |   |
| Archives room                    | 4,000                         | 6,000                  | Replace airconditioning to assist with care of records  |
| <b>total expenditure</b>         | <b>421,000</b>                | <b>698,000</b>         |   |

# ENVIRONMENTAL PLANNING & ASSESSMENT ACT 1979

EP&A s93G(5)

The following voluntary planning agreements were executed and in force in 2012/13:

## Henderson Farm Planning Agreement:

- The purpose of the VPA is to provide for the funding of environmental rehabilitation of the land, to achieve greater ecological benefit associated with the protection and enhancement of high conservation value vegetation and require archival recording of local history associated with the land.
- Has been executed by all parties (Ballina Shire Council is a party to the agreement).
- Has been registered to the subject land title;
- The LEP, to which the agreement relates, has taken effect;
- A development application has not been lodged for the development land.

## Cumalun Precinct B Voluntary Planning Agreement:

- The purpose of the VPA is to secure the delivery, at the Landowner's cost, of a range of urban infrastructure to service demand brought about by the development of the land.
- Has been executed by all parties (Ballina Shire Council is a party to the agreement);
- Is to be registered to the subject land titles, but this has not been completed at the time of writing;
- The LEP, to which the agreement relates, has not taken effect;
- A development application has not been lodged for the development land.

# PUBLIC ACCESS TO INFORMATION

GIPA Act 2009 s125

Council is committed to the proactive release of information under the Government Information (Public Access) Application (GIPA Act 2009). The GIPA Act stipulates access arrangements as follows:

**Mandatory Disclosure** allows a large amount of information to be available free of charge on Council's website.

**Proactive Release** allows some types information not published on Council's website to be available for viewing unless there is an overriding public interest against its release.

**Informal Access** allows information to be released in response to an informal request unless there is an overriding public interest against its disclosure.

Formal Access where informal access is not possible, formal GIPA procedures and associated fees apply.

**Formal applications** for information under GIPAA should be accompanied by a \$30 application fee. A \$30 per hour processing fee is charged to access documents that are not for personal information (about the applicant) and cannot be obtained under other legislation.

**Council's GIPA Act Annual Report 2012/13** developed in accordance with Section 125 of the GIPA Act outlines access requests made during 2012/13 (*see Attachment 3*).

## Contact Information for Access Requests

The Public Officer - Ballina Shire Council

PO Box 450, Ballina NSW 2478

**P** 02 6686 4444

**E** [council@ballina.nsw.gov.au](mailto:council@ballina.nsw.gov.au)

# APPENDIX 1 DELIVERY PROGRAM FINAL QUARTER REPORT 2012/2013

## CSP Objective 1: A built environment contributing to health and being

| Program Actions   | Principal Activity       | Comp Date        | On Target? |
|---|--------------------------|------------------|------------|
| <i>Undertake construction of shared path and recreational path to maximise user experience and commuter benefits</i>  |                          |                  |            |
| <b>Progress coastline shared path and recreational path</b>   | <b>Engineering Works</b> | <b>June 2013</b> |            |
| Construction is complete for a 'missing link' of the shared path at Headlands Drive and Skennars Head Road intersection. Construction is complete for the shared path in Lennox Head village along Rutherford Street and Park Lane through to the community centre. Construction is complete for the Lennox Head to Pat Morton section of the shared path. Environmental assessment reports for the coastal shared path west of the Coast Road, for the Coastal Recreational Path east of the Coast Road and for the shared path between Skennars Head Road and Pat Morton Lookout (east of the Coast Road) have been completed. These documents were submitted at the end of May 2013 to the Development and Environmental Health Group seeking planning approval. Tenders for detailed design of these paths have been received and an award made June 2013.  |                          |                  |            |
| Program Actions   | Principal Activity       | Comp Date        | On Target? |
| <i>Implement town and village signage program to enhance information and education opportunities available to residents and visitors</i>  |                          |                  |            |
| <b>Continue implementation of actions arising from promotional and interpretive signage taskforce</b>   | <b>Tourism</b>           | <b>June 2013</b> |            |
| Made grant application to TQUAL for Aboriginal interpretive signage and are awaiting outcome. Community Event Signage Policy adopted by Council and signage infrastructure has been installed. Event organisers have been invited to make an application for hire. Historical Ballina Waterfront Interpretive Signage Trial project nearing completion.   |                          |                  |            |
| Program Actions   | Principal Activity       | Comp Date        | On Target? |
| <i>Provide infrastructure and facilities to meet community and business needs</i>   |                          |                  |            |
| <b>Finalise next stage of Ballina town centre beautification program</b>  | <b>Engineering Works</b> | <b>June 2013</b> |            |
| Stage two of the Ballina town centre upgrade, between Cherry and Martin Streets (excluding Martin Street roundabout) was complete December 2012. Stage one of the Ballina town centre upgrade, between Moon and Cherry Streets, has had the fig trees replaced (at pedestrian crossing) due to root intrusion, and has had root barrier improvements to the poinciana trees along the southern side of River Street. It is proposed to complete the root barrier improvements along the northern side of River Street during 2013/2014, although this work will be delayed to allow observation of the recovery of the trees on the southern side.  |                          |                  |            |
| <b>Finalise Wardell village upgrade</b>   | <b>Engineering Works</b> | <b>June 2013</b> |            |
| <b>Wardell boat ramp:</b> A grant application was successful for part funding under the RMS Better Boating Program. The work is scheduled to re-commence during late 2013. The commencement of work will be subject to the results of osprey monitoring. The work was postponed in April 2013 due to the early commencement of osprey activity adjacent the work site. <b>Wardell board walk:</b> The reconstruction documentation, design and approval has been completed. The total funding for the Wardell village upgrade project allowed for completion of the boardwalk through to approval phase, and this has now been achieved. Construction is not funded at this stage. A Round Three RADF grant application was not successful. The Wardell Progress Association has inquired about using project funds for further footpath works. It has been suggested the outcome of the above grants be established. This has now occurred and a program review is able to be completed if required. |                          |                  |            |



**CSP Objective 2: A diverse and prosperous economy**

| Program Actions   | Principal Activity        | Comp Date        | On Target? |
|---|---------------------------|------------------|------------|
| <i>Develop Ballina - Byron Gateway Airport to enhance overall service</i>   |                           |                  |            |
| <b>Design and construct one additional jet aircraft parking bay and two additional high strength taxiways for A320/B737 type aircraft</b>   | <b>Airport</b>            | <b>Mar 2013</b>  |            |
| Construction of the additional jet parking bay and two additional taxiways have been completed. (And are operational).  |                           |                  |            |
| <b>Refine and enhance terminal area master plan</b>   | <b>Airport</b>            | <b>June 2013</b> |            |
| The Terminal Area Master Plan has been completed. The car park design is complete and approved for construction.  |                           |                  |            |
| <b>Design the asphalt overlay to runway 06/24, the RPT and GA aprons and the main RPT taxiway</b>   | <b>Airport</b>            | <b>June 2013</b> |            |
| The design of the asphalt overlay to runway 06/24 has been completed. Tenders for construction of the runway overlay works have been advertised. (With a tender closing date of 23 July 2013).  |                           |                  |            |
| Program Actions   | Principal Activity        | Comp Date        | On Target? |
| <i>Expand tourism services and facilities to maximise visitor satisfaction levels</i>   |                           |                  |            |
| <b>Implement regional visitor services strategy</b>   | <b>Tourism</b>            | <b>June 2013</b> |            |
| Submitted grant application to TQJAL for Aboriginal interpretive signage and are awaiting outcome. Attended Queensland Caravan Camping Show. Tendered for a contractor to undertake product audit. Tourism Ambassadors and staff attended a destination familiarisation tour.   |                           |                  |            |
| <b>Participate in and leverage opportunities to market the Ballina Coast and Hinterland</b>   | <b>Tourism</b>            | <b>June 2013</b> |            |
| Hosted Chinese Nationals on Familiarisation Tour for the Australian Tourism Exchange. Attended Queensland Caravan, Camping and Touring Holiday Leisure Show. Sponsor of the North Coast Tourism Awards being held in Ballina at Ramada on Saturday 17 August. Bid for the National Seachange Taskforce Conference in 2014. Developed a What's On flyer for accommodation providers to distribute to potential visitors. Distributed Ballina Visitor Information Centre call to action flyer. Placed advertorial in The Legendary Pacific Coast Touring Guide. Promoted the Discover Ballina Passport Campaign through New England and South East Queensland with a double page spread in local newspapers and a website takeover. |                           |                  |            |
| Program Actions   | Principal Activity        | Comp Date        | On Target? |
| <i>Improve planning for specialised business precincts to ensure business develops in a cohesive manner</i>   |                           |                  |            |
| <b>Prepare Master Plan for Clarke Street Area</b>   | <b>Strategic Services</b> | <b>June 2013</b> |            |
| Service proposals requested from selected consultants. Evaluation of proposals and appointment of consultant to commence project expected in July 2013. Project delivery has been delayed as part of the study area is Crown Land that is not managed by Council and there has been no program funding allocated to this project. Project is now to be funded by savings in other program budgets.  |                           |                  |            |

**CSP Objective 2: A diverse and prosperous economy (cont)**

| Program Actions  | Principal Activity        | Comp Date        | On Target? |
|--|---------------------------|------------------|------------|
| <i>Promote overall health of Richmond River</i>  |                           |                  |            |
| <b>Promote initiatives within the Coastal Zone Management Plan for the Richmond River Estuary</b>  | <b>Strategic Services</b> | <b>June 2013</b> |            |
| Council has committed to Eco-health water quality monitoring program in collaboration with Richmond River County Council, Lismore City Council and Richmond Valley Council. Program to be undertaken in 2013/14 financial year. Cost-benefit analysis for back swamp management complete and Council undertaking ongoing water quality monitoring in accordance with the program established in the 2012/13 financial year. Council also allocated \$120,000 to the blackwater research program. |                           |                  |            |
| <b>Program Actions</b>   |                           |                  |            |
| <i>Review Ballina Shire Combined Development Control Plan to provide a contemporary planning structure</i>   |                           |                  |            |
| <b>Review Ballina Shire Combined Development Control Plan</b>  | <b>Strategic Services</b> | <b>Dec 2012</b>  |            |
| Action complete. Ballina Shire DCP 2012 completed and operating. Amendment No.1 to improve interpretation and function completed in June 2013 (and takes effect in July 2013).   |                           |                  |            |
| <b>Program Actions</b>   |                           |                  |            |
| <i>Consolidate and ensure effectiveness of new LEP</i>   |                           |                  |            |
| <b>Implement Council's new comprehensive LEP</b>   | <b>Strategic Services</b> | <b>June 2013</b> |            |
| Action complete. Ballina LEP 2012 completed and operating. Outcome of Department of Planning and Infrastructure review of environmental protection zones is pending.   |                           |                  |            |
| <b>Program Actions</b>   |                           |                  |            |
| <i>Support Business Development</i>  |                           |                  |            |
| <b>Prepare new web based economic development data set</b>   | <b>Strategic Services</b> | <b>June 2013</b> |            |
| Action complete. Information on Council's website concerning 2011 Federal Census has been refreshed.   |                           |                  |            |
| <b>Program Actions</b>   |                           |                  |            |
| <i>Risk management and good governance</i>   |                           |                  |            |
| <b>Implement Council's Climate Action Strategy</b>   | <b>Strategic Services</b> | <b>June 2013</b> |            |
| Action ongoing. Recent initiatives include pop up shop in River Street and completion of an environment themed debating competition for local schools. These initiatives focussed on environmental education outcomes envisaged by the strategy.   |                           |                  |            |

**CSP Objective 3: A healthy natural environment**

| Program Actions | Principal Activity | Comp Date | On Target? |
|-----------------|--------------------|-----------|------------|
|-----------------|--------------------|-----------|------------|

*Provide a proactive approach to flood and coastal management to maximise community knowledge and safety*

| Finalise Coastline Management Plan | Engineering Works | June 2013 |  |
|------------------------------------|-------------------|-----------|--|
|------------------------------------|-------------------|-----------|--|

Ballina Shire coastal erosion Emergency Action Subplan (EAS) has completed a public exhibition process. Nil comments were received (reported via the Councillor Bulletin) and the plan has now been accepted. The EAS will be forwarded to the Minister for endorsement, however this endorsement will likely be delayed due to the current round of coastal reforms. The draft coastline management plan has been presented to Councillor workshops in November 2012 and March 2013 and has completed a public exhibition process during April-May 2013. A report dealing with the exhibition results is scheduled for July 2013.

| Finalise floodplain management plans | Engineering Works | June 2013 |  |
|--------------------------------------|-------------------|-----------|--|
|--------------------------------------|-------------------|-----------|--|

The draft Floodplain Risk Management Study and draft DCP completed a public exhibition process in mid 2012, and was reported to Council in August 2012. The Floodplain Risk Management Study has been adopted, with continuation towards finalisation of a draft Floodplain Risk Management Plan. A Councillor workshop was held in November 2012. The draft DCP has been recommended for further review, and a workshop was held with DCP respondents in January 2013. It is envisaged that a draft FRM Plan and DCP will be completed by August 2013 and further reporting to Council for exhibition to follow.

| Implement community awareness programs for floodplain and coastline management plans | Engineering Works | June 2013 |  |
|--|-------------------|-----------|--|
|--|-------------------|-----------|--|

Consultation has commenced with SES and consultants regarding further development of the flood model to better assist the SES with possible flood scenarios and emergency management responses. Consultants are modelling further detail scenarios and draft results were forwarded to SES in June 2013. Since the last report, the SES and Council have now completed a project to update the Ballina Flood Emergency Sub Plan. This Plan was endorsed by the LEMC in June. As discussed at a Councillor workshop to look at this program with the combat agencies, it is proposed for Council to further discuss with the agencies how the awareness programs can be developed further.

| Program Actions | Principal Activity | Comp Date | On Target? |
|-----------------|--------------------|-----------|------------|
|-----------------|--------------------|-----------|------------|

*Provide a strategic plan for stormwater management to compliment environmental constraints*

| Complete urban stormwater strategy update | Engineering Works | Dec 2012 |  |
|---|-------------------|----------|--|
|---|-------------------|----------|--|

Stormwater management plan adopted by Council.

| Program Actions | Principal Activity | Comp Date | On Target? |
|-----------------|--------------------|-----------|------------|
|-----------------|--------------------|-----------|------------|

*Review Urban Water Management Strategy thereby ensuring this policy remains innovative and reflects contemporary best practice*

| Complete update of Council's Urban Water Management Strategy (UWMS) | Wastewater Services | Dec 2012 |  |
|---|---------------------|----------|--|
|---|---------------------|----------|--|

UWMS with Group Manager for feedback. Councillors will need to have a workshop to provide feedback. Workshop to be organised following Group Manager's review.

| Program Actions | Principal Activity | Comp Date | On Target? |
|-----------------|--------------------|-----------|------------|
|-----------------|--------------------|-----------|------------|

*Educate users to ensure public health and safety*

| Develop an education package and delivery plan to ensure safe roll out of recycled water from the Ballina and Lennox Head Wastewater Treatment Plants | Wastewater Services | Dec 2012 |  |
|---|---------------------|----------|--|
|---|---------------------|----------|--|

Delivery plan prepared. Various elements of this are now being implemented. Delivery plan is a living document which changes as new elements are introduced or completed. Resourcing allocated to assist in delivery of this program.

**CSP Objective 4: Diverse and balanced use of our land**

| Program Actions   | Principal Activity         | Comp Date        | On Target? |
|---|----------------------------|------------------|------------|
| <i>Undertake Compliance Program to improve overall level of compliance</i>  |                            |                  |            |
| <b>Completion of pool inspection program for 2008/09</b><br>78% completed, 10% cancelled, 12% not commenced   | <b>Building Services</b>   | <b>Dec 2012</b>  |            |
| <b>Completion of pool inspection program for 2009/10</b><br>75% completed, 5% outstanding matters, 5% cancelled, 13% not commenced, 2% Private certifiers   | <b>Building Services</b>   | <b>Mar 2013</b>  |            |
| <b>Completion of pool inspection program for 2010/11</b><br>68% completed, 11% outstanding, 6% cancelled, 15% not commenced   | <b>Building Services</b>   | <b>June 2013</b> |            |
| <b>Program Actions</b>  |                            |                  |            |
| <i>Continue land releases at Southern Cross and Russellton Industrial Estate that assist in providing a diverse and balanced industry</i>   |                            |                  |            |
| <b>Develop and release next stage of the Russellton Industrial Estate and prepare rezoning application for Southern Cross Precinct Master Plan</b><br>Russellton Industrial Estate – Civil design works and construction certificate for Stage 1 of development and lot release being advanced. Southern Cross Precinct Master Plan – Council has now approved the planning proposal to be submitted to the NSW Dept of Planning & Infrastructure for review and Gateway determination. | <b>Commercial Services</b> | <b>June 2013</b> |            |
| <b>Program Actions</b>  |                            |                  |            |
| <i>Implement Community Facilities Section 94 Plan to ensure infrastructure is delivered in alignment with development</i>   |                            |                  |            |
| <b>Prepare Master Plan for Kingsford Smith Precinct</b><br>Council, after deferring this project, then resolved to proceed with the Master Plan. The consultants are in the process of undertaking the community consultation and preparing the draft plan.   | <b>Commercial Services</b> | <b>Mar 2013</b>  |            |

**CSP Objective 4: Diverse and balanced use of our land (cont)**

| Program Actions  | Principal Activity          | Comp Date        | On Target? |
|--|-----------------------------|------------------|------------|
| <i>Undertake Compliance Program to improve overall level of compliance</i> |                             |                  |            |
| <b>Implement Annual Compliance Work Program</b>                            | <b>Development Services</b> | <b>June 2013</b> |            |

The 2012/13 Compliance Work Program was satisfactorily completed and reported to Council at its June 2013 Ordinary Meeting. The 2013/14 Compliance Work Program was adopted by Council at this same meeting.

| Program Actions   | Principal Activity        | Comp Date       | On Target? |
|---|---------------------------|-----------------|------------|
| <i>Continue rezoning and urban design for the planned Release Areas to allow development to proceed</i> |                           |                 |            |
| <b>Complete rezoning and urban design for the Cumbalum Urban Release Area</b>                           | <b>Strategic Services</b> | <b>Dec 2012</b> |            |

Precinct A: Advice regarding infrastructure funding received from the Department of Planning and Infrastructure under review. It is expected that this matter will be reported to Council for further consideration in the third quarter of 2013.

Precinct B: Awaiting registration of voluntary planning agreement to the titles of the land the subject of the agreement. In the meantime, Council has commenced preparation of a development control plan for the precinct.

| Program Actions  | Principal Activity        | Comp Date        | On Target? |
|--|---------------------------|------------------|------------|
| <i>Prepare Shire Growth Management Strategy to ensure infrastructure is able to match growth</i> |                           |                  |            |
| <b>Prepare Shire Local Growth Management Strategy</b>  | <b>Strategic Services</b> | <b>Sept 2012</b> |            |

Action complete. Ballina Local Growth Management Strategy adopted by Council.

| Program Actions   | Principal Activity        | Comp Date        | On Target? |
|---|---------------------------|------------------|------------|
| <i>Incorporate "green" technology into Council's business practices</i> |                           |                  |            |
| <b>Continue to implement Council's Environmental Action Plan</b>        | <b>Strategic Services</b> | <b>June 2013</b> |            |

Revised lighting audit to form basis of refit process for Council's Customer Service Centre completed.

Actions progressing for Richmond River Estuary management and environmental education (see CZMP and Climate Action Strategy actions)

| Program Actions  | Principal Activity                       | Comp Date        | On Target? |
|--|--|------------------|------------|
| <i>Expand economic development services and activities to maximise opportunities for appropriate development</i> |  |                  |            |
| <b>Finalise quarry options report and implement recommendations</b>  | <b>Operational Support (Engineering)</b> | <b>June 2012</b> |            |

Draft report received and workshop held for Councillors 28 May. Report has been finalised and will be presented to Council at the July 2013 Ordinary meeting.

**CSP Objective 5: People attaining health and wellbeing**

| Program Actions  | Principal Activity                | Comp Date        | On Target?        |
|--|-----------------------------------|------------------|-------------------|
| <i>Increase level of revenue from commercial sources to improve financial sustainability</i>   |                                   |                  |                   |
| <b>Progress Wollongbar Urban Expansion Area development and related projects (sporting fields, asset sales, rezoning)</b>  | <b>Commercial Services</b>        | <b>June 2013</b> |                   |
| Wollongbar Sports Fields Project well advanced. Wollongbar Urban Expansion Area Land Buyers Subsidy Scheme – Council has now received 29 applications with seven grants taken up by applicants.  |                                   |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b>         | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Ensure the shire remains an attractive place to live and invest</i>   |                                   |                  |                   |
| <b>Determine and implement future plans for Wigmore Arcade and Wigmore Car Park</b>  | <b>Commercial Services</b>        | <b>June 2013</b> |                   |
| Development consent to redevelop 74 & 78 Tamar Street, Ballina for car parking issued 10 May 2013. Wigmore Arcade – Consultants are proceeding with works as instructed. Terms and conditions agreed for two shops with long term leases, and four shops under short term agreements.  |                                   |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b>         | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Continue to implement process reviews to improve efficiency and effectiveness of Council service delivery across all services</i>   |                                   |                  |                   |
| <b>Develop and implement Work Health &amp; Safety Management System that aligns with new Act, Regulations &amp; Codes</b>  | <b>Risk Management</b>            | <b>June 2013</b> |                   |
| Work Health and Management System that aligns with current legislation implemented and supporting systems continue to be reviewed.   |                                   |                  |                   |
| <b>Develop and implement a pre-qualification contractor management system that improves efficiency and compliance across all sections of Council</b>   | <b>Risk Management</b>            | <b>June 2013</b> |                   |
| Person conducting a business undertaking (PCBU) Handbook consultation process and centralisation of prequalification WHS checks has continued to improve efficiency and compliance across all sections of Council. Contract 6 system modified to include recording of both insurances and WHS management system checks which will assist supervisors with pre qualification checks underway. |                                   |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b>         | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Provides priorities for implementation of capital works and routine maintenance</i>   |                                   |                  |                   |
| <b>Prepare Sports Fields Management Plan</b>   | <b>Open Spaces &amp; Reserves</b> | <b>June 2013</b> |                   |
| No further progress in the quarter. Resources will be reviewed to target addressing the delays in this project.  |                                   |                  |                   |

**CSP Objective 6: Resilient and adaptable communities**

| Program Actions   | Principal Activity                | Comp Date        | On Target?        |
|---|-----------------------------------|------------------|-------------------|
| <i>Provides priorities for implementation of capital works and routine maintenance</i>  |                                   |                  |                   |
| <b>Finalise East Ballina Cemetery Management Plan</b>   | <b>Open Spaces &amp; Reserves</b> | <b>June 2013</b> |                   |
| Draft Master Plan being reported to Council for adoption at the July Council meeting.   |                                   |                  |                   |
| <b>Program Actions</b>  | <b>Principal Activity</b>         | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Provide and support community events to improve social fabric</i>  |                                   |                  |                   |
| <b>Review options to improve the operation of Council's community facilities</b>  | <b>Community Services</b>         | <b>June 2013</b> |                   |
| Action complete. Management arrangements for community facilities have been endorsed by the Council.  |                                   |                  |                   |
| <b>Program Actions</b>  | <b>Principal Activity</b>         | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Enhance consultation with the Aboriginal community to increase level of trust and involvement</i>  |                                   |                  |                   |
| <b>Finalise a consultation protocol with the Aboriginal community</b>   | <b>Community Services</b>         | <b>June 2013</b> |                   |
| Council endorsed membership of the Aboriginal Community Advisory Committee at its June Ordinary Meeting. Planning for first meeting of the Committee is underway.                                       |                                   |                  |                   |
| <b>Program Actions</b>  | <b>Principal Activity</b>         | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Provide adequate and appropriate community services and facilities</i>   |                                   |                  |                   |
| <b>Prepare a shire-wide Ageing Strategy</b>   | <b>Community Services</b>         | <b>June 2013</b> |                   |
| Drafting of strategy underway, including incorporation of outcomes from the Ballina Shire Ageing Forum  |                                   |                  |                   |
| <b>Program Actions</b>  | <b>Principal Activity</b>         | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Engage with young people</i>   |                                   |                  |                   |
| <b>Coordinate and build the Ballina Shire Youth Council</b>   | <b>Community Services</b>         | <b>June 2013</b> |                   |
| Youth Council meeting monthly. Membership numbers remain relatively low.  |                                   |                  |                   |
| <b>Program Actions</b>  | <b>Principal Activity</b>         | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Provide adequate and appropriate community services</i>  |                                   |                  |                   |
| <b>Prepare a Cultural Policy/Strategy for the shire</b>   | <b>Community Services</b>         | <b>June 2013</b> |                   |
| Ballina Shire Cultural Plan in preparation. Community engagement phase to be undertaken in third quarter of 2013. Project was on hold for a short period earlier this year due to resource limitations. |                                   |                  |                   |



**CSP Objective 7: Responsible and efficient use of resources**

| Program Actions  | Principal Activity        | Comp Date        | On Target?        |
|--|---------------------------|------------------|-------------------|
| <i>Ensure effective and statutory asset management practices are in place</i>  |                           |                  |                   |
| <b>Progress project plan for the new Asset Information Management System</b>   | <b>Asset Management</b>   | <b>June 2013</b> |                   |
| This item is now finalised as the project plan for the Asset Information Management System has commenced. The implementation is proposed to be completed when the system goes live in April 2014.  |                           |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b> | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Improve and implement strategy and plans to address funding shortfalls and to improve work practices</i>  |                           |                  |                   |
| <b>Finalise open space asset management plan (AMP)</b>   | <b>Asset Management</b>   | <b>Dec 2012</b>  |                   |
| The parks have been classified (ie: regional, District & local) within the AMP. Open Spaces and Reserves staff have started a detailed audit of components (ie: seats, BBQ's etc) in each park. Although the target timeframe has passed, this project is continuing when resources allow.   |                           |                  |                   |
| <b>Progress Building Asset Management Plan</b>   | <b>Asset Management</b>   | <b>June 2013</b> |                   |
| The Building Asset Register is completed with asset numbers allocated to each building. Each building has been prioritised to determine if a detailed asset assessment is required depending on building value and risk status. The task of undertaking the detailed assessment has commenced with the Customer Service Centre and Depot buildings completed.  |                           |                  |                   |
| <b>Implement Asset Management Strategy</b>   | <b>Asset Management</b>   | <b>June 2013</b> |                   |
| The updated Asset Management Strategy was approved by Council in June 2013. The ARRB road audit is completed and the data has been received and loaded into Councils network. Roads are classified in accordance with NAASRA to assign a level of importance based on road class, function and traffic volumes. The stormwater pipe assessment has commenced on a part-time basis using internal resources. There is no funding for this project and therefore a completion date is unknown. Risk assessment ratings have been completed for buildings, roads, bridges and parks. Prioritisation of each site has been completed and further assessment will be undertaken when resources allow. |                           |                  |                   |
| <b>Progress condition assessment model for Water and Wastewater Assets</b>   | <b>Asset Management</b>   | <b>June 2013</b> |                   |
| Project completed.   |                           |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b> | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Continue to migrate Council records to document imaging system to improve efficiency</i>  |                           |                  |                   |
| <b>Progress implementation of electronic document management system including training and optimising capabilities of the product</b>  | <b>Administration</b>     | <b>June 2013</b> |                   |
| Induction training occurs with all new staff and there is ongoing training with existing staff receiving refresher training as necessary. There are also 'tips' provided to staff on a daily basis on how to improve their use of the system. Reporting capabilities have been improved and regular reports are sent to Manex.   |                           |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b> | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Increase usage of technology to improve efficiencies and access to information</i>  |                           |                  |                   |
| <b>Improve record keeping for Development Applications such that the electronic version is the official Council record</b>   | <b>Administration</b>     | <b>June 2013</b> |                   |
| As from 1 January 2013 the electronic record is now the official DA record. As part of the implementation new procedures have been adopted by Regulatory Services, Records and Customer Service. There is now a computer screen available at the front counter for the public access Councils internet site and view DA files on line.   |                           |                  |                   |

**CSP Objective 7: Responsible and efficient use of resources (cont'd)**

| Program Actions  | Principal Activity          | Comp Date        | On Target?        |
|--|-----------------------------|------------------|-------------------|
| <i>Review all Council policies during each quadrennial term to ensure they reflect current policy positions</i>  |                             |                  |                   |
| <b>Review 100% of policies during each term of Council</b>   | <b>Administration</b>       | <b>June 2013</b> |                   |
| 100% of policies reviewed by September 2012. The following actions occurred during the last quarter: <b>Following policies reviewed and adopted:</b> Community Event Signage <b>Currently on Exhibition:</b> Commercial use of Footpaths; Investments (closing 7/8/13). <b>To go on Exhibition (June Mtg Res):</b> EEO Management Plan and Policy  |                             |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b>   | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Enhance development assessment services to improve processing times and service levels</i>  |                             |                  |                   |
| <b>Implement actions from Development Services Review</b>  | <b>Development Services</b> | <b>June 2013</b> |                   |
| The Development Services Review, conducted by Darryl Anderson made a total of 52 recommendations. All of these recommendations have been examined. 34 Process and Procedure and Administration recommendations have been implemented. 6 Organisational Structure and Staffing recommendations have been placed on hold due to current economic conditions. The remaining 12 recommendations all relating to Process and Procedure and Administration have been advanced and are programmed for finalisation by December 2013.  |                             |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b>   | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Continue to implement process reviews to improve efficiency and effectiveness of Council service delivery across all services</i>   |                             |                  |                   |
| <b>Review online and phone payment systems</b>   | <b>Financial Services</b>   | <b>June 2013</b> |                   |
| A new on line payment system provided by the Commonwealth Bank has been designed, integrated into Council's systems and tested. The CBA have a bug in terms of payment timing that is currently preventing go live.  |                             |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b>   | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Improve financial planning to include ratios / benchmarks to maximise use of the information</i>  |                             |                  |                   |
| <b>Improve level of compliance and integration with Council's Long Term Financial Plan and the objectives of the Division of Local Government's Integrated Planning and Reporting regime</b>   | <b>Financial Services</b>   | <b>June 2013</b> |                   |
| The quarterly review and the end year financial statements include a suite of benchmarks and performance indicators on a per fund basis that provide readers with a lot of information on the financial health of the organisation. The asset management plan has been linked to the Long Term Financial Plan (LTFP) for the major infrastructure groups (roads, stormwater, water and wastewater). The asset management plans are being refined to improve the accuracy of data and also consistency with the LTFP.   |                             |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b>   | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Continue to implement process reviews to improve efficiency and effectiveness of Council service delivery across all services</i>   |                             |                  |                   |
| <b>Implement process reviews to improve efficiency and effectiveness of Council service delivery</b>   | <b>Governance</b>           | <b>June 2013</b> |                   |
| Council went live on the 19 June 2013 with the NSW Planning Electronic Housing Code. The code enables owners/applicants to have quick and easy access to the Exempt and Complying Development provisions that may apply to their particular development/property and download the relevant code requirements. Owners/applicants can now send emails to Council and request that we assess and determine their Complying Development application. On acceptance of the application by Council and payment of the relevant fees, the applicant/owner is able to lodge the application electronically should they so desire. Access to the facility by our customer/enquiry staff has also improved the level of service delivery to our customers. At the start of this year we introduced a system for private works where finance staff now work with the Council overseers to ensure any quotations for private works takes into account all our oncosts, overtime, allowances, GST and profit. Prior to this process Civil Services staff provided quotations without input from finance staff. As a result of this process we have not had one job operate at a loss. Out of 23 jobs we have had 20 that made the intended 15% surplus and three that made a surplus of between 0 and 14% profit. This is a marked improvement on previous years. |                             |                  |                   |

*CSP Objective 7: Responsible and efficient use of resources (cont'd)*

| Program Actions   | Principal Activity          | Comp Date        | On Target?        |
|---|-----------------------------|------------------|-------------------|
| <i>Maintain and implement contemporary information systems to maximise use of technology</i>  |                             |                  |                   |
| <b>Continue to Progress implementation of Civica System</b><br>Implementation of Authority Assets module commenced.   | <b>Information Services</b> | <b>June 2013</b> |                   |
| <b>Improve information mobility for field staff through tablet technology</b><br>Intranet migration commenced. Implementation of electronic forms for field staff to commence shortly.  | <b>Information Services</b> | <b>June 2013</b> |                   |
| <b>Program Actions</b>  | <b>Principal Activity</b>   | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Progress resource sharing arrangements with other local government authorities to increase efficiencies</i>  |                             |                  |                   |
| <b>Complete review of Waste Management Structure for the Region</b><br>Regional waste plan complete. Hyder Consulting has been engage to undertake a review of Alternative Waste Technologies. Discussions ongoing with Lismore over nature of contract sharing relationship. Joint regional landfill investigation elevated to General Managers Group for guidance and support with political elements.  | <b>Waste Services</b>       | <b>June 2013</b> |                   |
| <b>Program Actions</b>  | <b>Principal Activity</b>   | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Environmentally, socially and financially responsible management of resource to ensure Council continues to receive maximum benefit of WASIP funding</i>   |                             |                  |                   |
| <b>Deliver projects listed in Waste and Sustainability Improvement Program (WASIP)</b><br>Latest submissions to NSW EPA for WASIP program have been submitted and approved. Program is on track for delivery.   | <b>Waste Services</b>       | <b>June 2013</b> |                   |
| <b>Program Actions</b>  | <b>Principal Activity</b>   | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Complete investigation to determine reliability of project</i>   |                             |                  |                   |
| <b>Progress investigation stages for the Pyrolysis Project</b><br>DA to be planned for lodgement in mid July 2013. Two workshops held with Council regarding this project, the first workshop explained the work program. A key task is the development of the Concept Design Report. The preferred procurement approach for that report has not been successful, Council will now develop that report itself with assistance from Pacific Pyrolysis. | <b>Waste Services</b>       | <b>Dec 2012</b>  |                   |

**CSP Objective 7: Responsible and efficient use of resources (cont'd)**

| Program Actions   | Principal Activity                       | Comp Date        | On Target? |
|---|--|------------------|------------|
| <i>Develop long term funding strategies for Council infrastructure to ensure infrastructure is adequately maintained and delivered</i>  |  |                  |            |
| <b>Implement sand pit development assessment determination</b>  | <b>Operational Support (Engineering)</b> | <b>June 2013</b> |            |
| Following receipt of peer review re ecology (EEC) assessment letter requesting revision of application to remove area affected by EEC lodged 27 June 2013 with Development and Environmental Health Group. The application is now expected to proceed to determination. |  |                  |            |
| <b>Continue to pursue improvements for public swimming pools</b>  | <b>Operational Support (Engineering)</b> | <b>June 2013</b> |            |
| Minor works completed and budget expended. No funding available for preliminary development works, albeit that Council has allocated funding the 2013/14 for improvements, with these funds subject to land sales.  |  |                  |            |
| Program Actions   | Principal Activity                       | Comp Date        | On Target? |
| <i>Ensure priorities in program remain current</i>  |  |                  |            |
| <b>Complete review of EEO Management Policy and Plan to ensure alignment goals / objectives within Council' Aboriginal Employment Strategy and Gender Equity</b>  | <b>Human Resources</b>                   | <b>June 2013</b> |            |
| EEO Management Policy and Plan implemented and aligns with Council's goals/objectives.  |  |                  |            |
| Program Actions   | Principal Activity                       | Comp Date        | On Target? |
| <i>Provide recycled water which is fit for purpose depending on proposed use</i>  |  |                  |            |
| <b>Develop recycled water quality management plan</b>   | <b>Wastewater Services</b>               | <b>June 2013</b> |            |
| Elements of Recycled Water Quality Management plans have been incorporated into the Recycled Water Education Plan. RWQMP are still with NSW Office of Water.  |  |                  |            |

*CSP Objective 7: Responsible and efficient use of resources (cont'd)*

| Program Actions  | Principal Activity        | Comp Date        | On Target?        |
|--|---------------------------|------------------|-------------------|
| <i>Progress Coastal Reserve Planning</i>   |                           |                  |                   |
| <b>Assist LPMA prepare Ballina Regional Crown Reserve Plan of Management and Ballina Shire Coastal Reserve Plan of Management</b>  | <b>Strategic Services</b> | <b>June 2013</b> |                   |
| This project is being managed by the Department of Industry and Investment (Crown Lands). The Department currently has a hold on the project as it is currently reviewing the consultant's progress and outputs. Council is awaiting advice from the Department as to the process for completion of the project. |                           |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b> | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Continue to implement process reviews to improve efficiency and effectiveness of Council service delivery across all services</i>   |                           |                  |                   |
| <b>Finalise long term management arrangements for the Richmond Tweed Regional Library Service</b>  | <b>Libraries</b>          | <b>June 2013</b> |                   |
| Regional Library operations continue to function well. Discussions regarding the agreement are ongoing.  |                           |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b> | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Reduced water loss</i>  |                           |                  |                   |
| <b>Implement actions as per water loss management program</b>  | <b>Water Services</b>     | <b>June 2013</b> |                   |
| Program of works for water loss management program adopted by Council. This will be implemented over the next two years. Smith Drive main renewal is a key project in the program and is reported in this agenda.  |                           |                  |                   |
| <b>Program Actions</b>   | <b>Principal Activity</b> | <b>Comp Date</b> | <b>On Target?</b> |
| <i>Strategic planning and process implementation to ensure Council is compliant with NSW Office of Water (NOW) requirements</i>  |                           |                  |                   |
| <b>Continue to implement Australian Drinking Water Guidelines management recommendations</b>   | <b>Water Services</b>     | <b>June 2013</b> |                   |
| Quarterly report presented to senior management. Program will continue until 2017.   |                           |                  |                   |

**CSP Objective 8: Transparent and accountable governance**

| Program Actions  | Principal Activity     | Comp Date        | On Target? |
|--|------------------------|------------------|------------|
| <i>Ensure appropriate planning is undertaken for Council's workforce</i>   |                        |                  |            |
| <b>Develop and implement strategies that support Council's workforce planning objectives</b>   | <b>Human Resources</b> | <b>June 2013</b> |            |
| Department Workforce plans reviewed and implemented. Resource strategy developed and provided to Senior Management.  |                        |                  |            |
| Program Actions  | Principal Activity     | Comp Date        | On Target? |
| <i>Implement Risk Management Strategy to reduce overall risk rating</i>  |                        |                  |            |
| <b>Implement Internal Audit Reports in conjunction with Internal Audit Committee</b>   | <b>Governance</b>      | <b>June 2013</b> |            |
| During the quarter Council received two internal audit reports; 1) Asset Management (Roads and Drainage) and 2) Records Management. Both audits were provided with a rating of acceptable. This is defined as "Overall a good framework in place. Some improvements identified, which would further strengthen the overall control environment." The internal audit program for 2013/14 was also endorsed at the June Audit Committee meeting. |                        |                  |            |
| Program Actions  | Principal Activity     | Comp Date        | On Target? |
| <i>Improve communication and consultation strategies to increase community involvement</i>   |                        |                  |            |
| <b>Complete review of Community Strategic Plan</b>   | <b>Governance</b>      | <b>June 2013</b> |            |
| Since the September election Council adopted a new Community Strategic Plan, Delivery Program, Operational Plan and Long Term Financial Plan. All of these documents involved significant input from the newly elected Council.  |                        |                  |            |
| <b>Implement effective induction program for new Council</b>   | <b>Governance</b>      | <b>June 2013</b> |            |
| The first stage of the scheduled induction program was completed during October to December with the general feedback from Councillors being positive. During January to March Council confirming its infrastructure priorities for the term and completed a review of the Community Strategic Plan. The updated Delivery Program and Operational Plan, and Long Term Financial Plan were adopted at the June Council meeting.                 |                        |                  |            |

| <b>Airport</b>   | <b>2010/11</b> | <b>2011/12</b>     | <b>2012/13 Target</b> | <b>YTD Result</b> | <b>On Target?</b> | <b>Comments</b>  |
|--|----------------|--------------------|-----------------------|-------------------|-------------------|--|
| Total number of commercial passengers per annum (#)  | 340,000        | 318,000 (approx)   | >360,000              | 356,740           |                   | Virgin Australia passenger numbers were below expectations for April, May and June 2013.               |
| Total operating revenue (\$)   | 3,000,000.00   | 3,515,000 (approx) | >3.76M                | \$4,005,000       |                   | Revenue slightly below expectations due to lower than expected load factors for the past three months. |
| Net operating surplus (excl depreciation) (\$)   | 376,027        | 23% (approx)       | >25% of revenue       | \$782,000 (20%)   |                   | The operating surplus was slightly under our expectations – but holding at 21% of total revenue.       |
| Number of non-compliances with DOTARS and CASA airport operation requirements (#)                              | 0.00           | 0.00               | 0.00                  | 0.0               |                   | No issues.   |
| <b>Asset Management</b>  |                |                    |                       |                   |                   |  |
| Percentage of DA referrals completed within 21 days (%)  | N/A            | 44                 | >70                   | 45                |                   | This section continues to struggle to meet the agreed benchmarks                                       |
| <b>Building Services</b>   |                |                    |                       |                   |                   |  |
| Percentage of building certificates (Section 149D of EPA Act) determined within 10 working days (%)            | 82.00          | 83 (41 of 49)      | >90.00                | 85% (47 of 55)    |                   | Within a 5% variance.  |
| Percentage of building services related development applications determined within 40 days (%)                 | 85.00          | 89 (452 of 508)    | >80.00                | 91% (378 of 415)  |                   |  |
| Percentage of complying development certificates (CDCs) issued within 10 working days (%)                      | 83.00          | 100 (90 of 90)     | >90.00                | 100% (32 of 32)   |                   |  |
| Percentage of construction certificates (CCs) issued by Council (%) of market total                            | 89.00          | 91 (406 of 442)    | >80.00                | 92% (357 of 390)  |                   |  |
| Median days for determination of building development applications (excluding integrated development) (# days) | N/A            | 17.5               | <40.00                | 19 days           |                   |  |



| <b>Commercial Services</b>   |        | <b>2010/11</b> | <b>2011/12</b> | <b>2012/13 Target</b>                      | <b>YTD Result</b> | <b>On Target?</b>   | <b>Comments</b> |
|--|--------|----------------|----------------|--|-------------------|---|-----------------|
| Vacancy rate for Council administered Crown properties (buildings) (%)   | 0.00   | 10.00          | <10.00         | 0.00                                       |                   |   |                 |
| Vacancy rate for Council commercial properties (%)   | 0.84   | 1.00           | <20.00         | 33.3% by no. of tenancies<br>8.42% by area |                   | Wigmore Arcade - Terms and conditions agreed for two shops with long term leases, and four shops under short term agreements. |                 |
| Vacancy rate for Council community properties (buildings) (%)  | 0.00   | 0.00           | <5.00          | 0.00                                       |                   |   |                 |
| <b>Community Facilities</b>  |        | <b>2010/11</b> | <b>2011/12</b> | <b>2012/13 Target</b>                      | <b>YTD Result</b> | <b>On Target?</b>   | <b>Comments</b> |
| Casual hiring of the Kentwell Centre per annum (#)   | 1,034  | 887            | 500.00         | 923  |                   |   |                 |
| Casual hiring of the Richmond Room per annum (#)   | N/A    | 214            | 250.00         | 185  |                   | Bookings have been impacted during the period in which Council has been considering the future of the room.                   |                 |
| Patronage at the Lennox Head Cultural & Community Centre per annum (#)   | N/A    | 1,765          | 1,500.00       | 2,536                                      |                   |   |                 |
| Number of visits to community gallery per annum (#)  | 11,951 | 17,791         | 14,000.00      | 16,521                                     |                   |   |                 |
| <b>Development Services</b>  |        | <b>2010/11</b> | <b>2011/12</b> | <b>2012/13 Target</b>                      | <b>YTD Result</b> | <b>On Target?</b>   | <b>Comments</b> |
| Percentage of development applications determined within 40 days (excluding integrated applications) (%)                     | 46.00  | 46.00          | > 50.00        | 63%  |                   |   |                 |
| Percentage of section 96 applications determined within the 40 day period (excluding integrated applications) (%)            | 56.00  | 67.00          | > 60.00        | 56%  |                   | Within a 5% variance.   |                 |
| Percentage of section 149 Certificates issued within 4 days of receipt (%)   | 95.00  | 96.00          | > 90.00        | 91%  |                   |   |                 |
| Time taken to determine development applications (excluding integrated development) (# median days)                          | N/A    | 48.00          | < 60.00        | 32   |                   |   |                 |
| Time taken to determine section 96 applications determined within 40 days (excluding integrated development) (# median days) | N/A    | 38.00          | <40.00         | 39   |                   |   |                 |
| Percentage of development applications determined under delegated authority (%)  | 93.00  | 92.00          | > 90.00        | 95.00                                      |                   |   |                 |

| <b>Engineering Works</b>   |         |         |                      |                                   |            |  |
|--|---------|---------|----------------------|-----------------------------------|------------|--|
|  | 2010/11 | 2011/12 | 2012/13 Target       | YTD Result                        | On Target? | Comments   |
| Financial management of capital programs (%)                       | 48.00   | 87.00   | Within 10% of Budget | 78                                |            | Wet weather and storm events during the second half of the year has contributed to reduced achievement in the second half.   |
| Financial management of maintenance programs (%)                   | 104.00  | 97.00   | Within 10% of Budget | 103                               |            | Once flood damage and bypass funding are removed budget was 103% expended  |
| <b>Public &amp; Environmental Health</b>                           |         |         |                      |                                   |            |  |
|  | 2010/11 | 2011/12 | 2012/13 Target       | YTD Result                        | On Target? | Comments   |
| Percentage of drinking water sites monitored per week (%)          | 100.00  | 100.00  | 100.00               | 100                               |            | Program completed  |
| Number of non-compliance with NHMRC drinking water standards (#)   | 3.00    | 2.00    | 0.00                 | 0                                 |            | No failures this quarter Total failures for year: 8 All satisfactory on retest.  |
| Percentage of food premises audited per year (%)                   | 99.00   | 94.00   | 100.00               | 99                                |            | One premises unable to be inspected till July. One premises closed with proprietor currently unable to be contacted.   |
| Number of food safety penalty infringement notices issued (#)      | N/A     | 0.00    | < 5.00               | 2                                 |            | Total infringements issued for the year 6 (against 5 premises).  |
| Percentage of other commercial premises audited per year (%)       | 90.00   | 99.00   | 100.00               | 100                               |            | Program complete   |
| Percentage of public pools monitored for water quality (%)         | 100.00  | 100.00  | 100.00               | 100                               |            | Monitoring fully completed last quarter  |
| Percentage of barking dog complaints responded to within 7 days    | N/A     | N/A     | 100.00               | 100                               |            |  |
| Percentage of reported dog attacks responded to within 48 hours    | N/A     | N/A     | 100.00               | 95                                |            | All significant incidents responded to ahead of target timeframe   |
| Number of existing on site effluent disposal systems inspected (#) | 269.00  | 92.00   | 250.00               | 167                               |            | 31 premises inspected June Quarter. This program has been slowed by necessary compliance action and volume of new approvals to operate being received. Target requires review. |
| <b>Financial Services</b>  |         |         |                      |                                   |            |  |
|  | 2010/11 | 2011/12 | 2012/13 Target       | YTD Result                        | On Target? | Comments   |
| Percentage of rates accounts outstanding (%)                       | 7.4     | 6.72    | <4.00                | Awaiting finalisation of accounts |            | Target may not be reached  |
| Investment returns greater than 90 day bank bill rate (#)          | 83.00   | 125.00  | 50.00                | 147                               |            |  |

| <b>Human Resources</b>   | <b>2010/11</b>    | <b>2011/12</b> | <b>2012/13 Target</b> | <b>YTD Result</b> | <b>On Target?</b> | <b>Comments</b>   |
|--|-------------------|----------------|-----------------------|-------------------|-------------------|---|
| Percentage of staff turnover per year (%)                                | 9.57              | 16.16          | <10.00                | 6                 |                   |   |
| Average number of sick leave per employee (# days)                       | 7.78              | 5.96           | <7.00                 | 7.73              |                   |   |
| Percentage of staff undertaking formal training per year (%)             | 175.31            | 98.00          | >90.00                | 100               |                   |   |
| Hours of formal learning per employee (T)                                | 14.99             | 17.97          | >12.00                | 24                |                   |   |
| <b>Information Services</b>  | <b>2010/11</b>    | <b>2011/12</b> | <b>2012/13 Target</b> | <b>YTD Result</b> | <b>On Target?</b> | <b>Comments</b>   |
| Proportion of requests for assistance addressed within 1 working day (%) | 90.26             | 89.00          | >95.00                | 93                |                   |   |
| Number of external visits to Council's website (#)                       | 131,097.00        | 133,489.00     | >125,000.00           | 166,889           |                   | Increase in traffic due to repeated severe weather events that saw a large number of visits for road closure information. |
| <b>Libraries</b>   | <b>2010/11</b>    | <b>2011/12</b> | <b>2012/13 Target</b> | <b>YTD Result</b> | <b>On Target?</b> | <b>Comments</b>   |
| Total library membership for Ballina Shire (#)                           | 67% of Shire Pop. | >30,741.00     | >30,000.00            | 26,865            |                   | The role of members was adjusted during the year to eliminate members who have not been active in the last 3 years.       |
| Total library loans per annum (#)  | 412,800.00        | > 460,000.00   | >460,000.00           | 429,123           |                   | These figures do not include e-resources and the trend is for an increase in the use of e-resources.                      |
| <b>Open Spaces &amp; Reserves</b>  | <b>2010/11</b>    | <b>2011/12</b> | <b>2012/13 Target</b> | <b>YTD Result</b> | <b>On Target?</b> | <b>Comments</b>   |
| Financial management of maintenance programs (%)                         | 94.00             | 95.00          | Within 10% of budget  | 95                |                   |   |
| Financial management of capital programs (%)                             | 75.00             | 92.00          | Within 10% of budget  | 90                |                   | Saunders Oval and Wollongbar Sports Fields projects have been delayed due to wet weather                                  |
| Number of urban street trees planted per annum (#)                       | N/A               | N/A            | >200.00               | 118               |                   | Additional planting is being undertaken in July and August to complete the tree planting quota                            |

| <b>Operational Support (Engineering)</b>                               |            | 2010/11   | 2011/12       | 2012/13 Target  | YTD Result | On Target? | Comments   |
|--|------------|---|---------------|---|------------|------------|--|
| Surplus from fleet and plant operations (\$)                           | 674,494.00 | 913,770.00  | >850,000pa    | 1,331,000   |            |            | All permanent stores staff left Council towards the end of this financial year and unfamiliarity with stores and procedures have reduced stock control and hence increased errors. Recruitment and induction of new staff now complete and performance is being monitored. |
| Value of store stock control bin errors (\$)                           | 729        | 210.00  | <500.00       | 947   |            |            |  |
| Average fleet green star rating (#)                                    | 3.44       | 3.45 Leaseback vehicles<br>2.64 light pool vehicles | <3.50         | 3.66 leaseback<br>2.66 light vehicles<br>2.97 overall |            |            | Light pool vehicles are predominantly diesel which provides better fuel consumption and CO2 ratings but lower green stars because of particulate emissions.  |
| Number of swimming pool patrons (#)                                    | 127,804.00 | 127,194.00  | >120,000pa    | 150,853   |            |            | Increase in patronage due to combined season tickets, extended season at Alstonville, introduction of EFTPOS for ticket sales and good weather conditions.   |
| Net operating deficit for swimming pools (excluding depreciation) (\$) | 471,000.00 | 386,944.00  | <450,000.00   | 434,400   |            |            |  |
| Reduce CO2 emissions from Council's Built Assets energy consumption    | N/A        | 7,199.00  | <8,800.00     | 8,445   |            |            | Up on 2011/12 year due to additional infrastructure.   |
| Reduce energy consumption from Council's Built Assets (\$)             | N/A        | 1,540,060.97  | <1,700,000.00 | 1,959,340   |            |            | Increased energy consumption due to new wastewater treatment plant.  |
| <b>Risk Management</b>   |            | 2010/11   | 2011/12       | 2012/13 Target  | YTD Result | On Target? | Comments   |
| Number of worker's compensation claims per annum (#)                   | 24.00      | <26.00  | <30.00        | 18  |            |            |  |
| Hours of lost time due to workers compensation claims per annum (T)    | 1,067.95   | <1,744.50   | <1,000.00     | 1,580   |            |            | This reflects management of a major ongoing claim for the waste centre.  |
| Number of insurance claims per annum (#)                               | 56.00      | <44.00  | <40.00        | 25  |            |            |  |

| <b>Wastewater Services</b>   |           |           |                |            |            |  |
|--|-----------|-----------|----------------|------------|------------|--|
|  | 2010/11   | 2011/12   | 2012/13 Target | YTD Result | On Target? | Comments   |
| Customer service callouts undertaken within recommended timeframes | N/A       | N/A       | 95.00          | 95         |            | This is currently an estimate as the system does not record this information. The response is based on information provided by the Team Leader Water & Wastewater.                                   |
| Number of non-compliances with DECCW licence standards (#)         | 4.00      | 6         | 0              | 0          |            |  |
| Financial management of maintenance programs (%)                   | 95.00     | 97        | 100            | 96         |            |  |
| Financial management of capital programs (%)                       | 66.00     | 90        | 100            | 93         |            |  |
| Effluent reused during dry weather (% of ADWF)                     | N/A       | N/A       | 20.00          | NA         |            | Due to large amount of rain over the June quarter the reuse target was very low. This should rise substantially with the introduction of recycled water to dual reticulated properties in late 2013. |
| <b>Tourism</b>   |           |           |                |            |            |  |
|  | 2010/11   | 2011/12   | 2012/13 Target | YTD Result | On Target? | Comments   |
| Enquiries to Visitor Information Centre (#)                        | 59,591.00 | 56,855.00 | >58,000.00     | 52,447     |            |  |
| Revenue generated from visitor services (\$)                       | 7,933.00  | 7,304     | >24,000.00     | 28,494     |            |  |
| Revenue raised from cooperative marketing (\$)                     | 72,000.00 | 7,400.00  | >15,000.00     | 65,546     |            |  |
| Number of visits to tourism website (#)                            | 25,417.00 | 25,746.00 | >30,000.00     | 35,332     |            |  |
| Proportion of satisfied visitors to the Ballina Visitor Centre(%)  | 96.00     | 96.00     | >95.00         | 99%        |            | 99.33% of visitors were satisfied or very satisfied with their visit to Ballina Visitor Information Centre BVIC.   |
| Number of grant applications submitted per month(#)                | NA        | 8.00      | >3.00          | 51.00      |            |  |
| Number of events supported / approved by Council per annum         | NA        | N/A       | >20.00         | 33.00      |            |  |

| <b>Waste Services</b>   | <b>2010/11</b> | <b>2011/12</b> | <b>2012/13 Target</b> | <b>YTD Result</b> | <b>On Target?</b> | <b>Comments</b>  |
|---|----------------|----------------|-----------------------|-------------------|-------------------|--|
| Number of non-compliance with DECCW licence standards per year (#)                                    | 1.00           | 3.00           | 0.00                  | 9                 |                   | We have had a number of suspended solids non conformances with the stormwater which lead to a modified monitoring point, and several non-conformances relating to PH being high that was likely to have been caused due to the concrete crushing on site. This has now stabilised. |
| Volume of waste placed in landfill as a % of total waste received                                     | Not recorded   | Not recorded   | <40.00                | NA                |                   | All waste is now being transported to other sites for processing and disposal with only an incidental quantity being placed into landfill. This is no longer relevant.   |
| Proportion of received waste diverted from landfill (%)   | 29.00          | 50.00          | >50.00                | 53                |                   |  |
| Airspace used at the Ballina landfill per year for landfill (cubic metres)                            | N/A            | N/A            | <10,000.00            | N/A               |                   | Survey not as yet complete but due to transfer of waste target will be met.  |
| <b>Water Services</b>   | <b>2010/11</b> | <b>2011/12</b> | <b>2012/13 Target</b> | <b>YTD Result</b> | <b>On Target?</b> | <b>Comments</b>  |
| Number of non-compliance events (#)   | 1.00           | 2.00           | 0.00                  | 0                 |                   |  |
| Average water consumption per metered residential connection (not including strata complexes) (kL/pa) | 171.00         | 174.00         | <250.00               | 147.00            |                   | This target could be tightened as it is no longer ambitious.   |
| Water main breaks per 30km of main (#)  | 2.05           | 0.4            | <1.00                 | 0.33              |                   |  |
| Volume of unaccounted water (%)   | 22.00          | 18.8           | <18.00                | 22                |                   | Water loss management program being implemented. Meter replacement program being implemented to deal with apparent loss.   |
| Financial management of capital programs (%)  | 88.00          | 79.00          | Within 10% of budget  | 46                |                   | Majority of the outstanding are committed costs for water distribution contract and new truck for water which is ordered by not as yet delivered.  |

APPENDIX 2  
COUNCILLOR EXPENSES & FACILITIES POLICY

|                          |   |
|--------------------------|---|
| <b>POLICY NAME:</b>      | <b>COUNCILLOR EXPENSES AND FACILITIES</b>   |
| <b>POLICY REF:</b>       | <b>C04</b>  |
| <b>MEETING REVIEWED:</b> | <b>28 March 2013</b><br><b>Resolution No. 280313/17</b>   |
| <b>POLICY HISTORY:</b>   | <b>251012/20; 260712/29; 271011/21; 280711/20; 230611/18;</b><br><b>251110/14; 280110/23; 240909/19; 231008/29; 240408/13;</b><br><b>251007/18; 240507/24; 231106/031</b> |

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- Council's Councillor Training and Development Policy
- Local Government Act 1993 (NSW)
- DLG Circulars:
  - 08/62 Councillor Induction & Professional Development Guide
  - 08/24 Misuse of Council Resources
  - 09/36 DLG Revised Guidelines for the Payment of Expenses and Provision of Facilities for Mayors and Councillors for Local Councils in NSW (October 2009)
- ICAC Publication - No Excuse for Misuse, preventing the misuse of Council resources

As a minimum this Policy should be read in conjunction with

- Council's Code of Conduct
- Council's Councillor Training and Development Policy

#### **APPROVAL ARRANGEMENTS**

The General Manager, in consultation with the Mayor, is responsible for authorising the payment of expenses or the provision of facilities in accordance with this policy. In the case of the Mayor's expenses, authorisation shall be provided by the General Manager and one other Councillor. If agreement cannot be reached on any particular matter the matter will be reported to Council for determination.

#### **PART 2 - PAYMENT OF EXPENSES**

##### **2.1 GENERAL PROVISIONS**

###### **2.1.1 Payment of Expenses Generally**

Councillors must provide a certified claim in the form provided by the General Manager for all travel and out of pocket expenses incurred.

Payment will only be made for expenses covered under this policy that are accompanied by appropriate tax invoices and receipts. To ensure claims are submitted promptly and accurately any claims submitted in excess of three months of the time of expenditure will not be approved.

###### **2.1.2 Establishment of Monetary Limits and Standards**

The following limits will apply in the operation of this policy:

**Accommodation and Meals**

The maximum payable for accommodation and meals will be the maximum reasonable travel and meal expense amounts determined by the ATO (refer Taxation Determination TD 2012/17). The current rates are:

| <b>Place</b> | <b>Accommodation \$</b> | <b>Food and Drink<br/>(1)<br/>\$</b> | <b>Incidentals<br/>\$</b> | <b>Total<br/>\$</b> |
|--------------|-------------------------|--------------------------------------|---------------------------|---------------------|
| Adelaide     | 209.00                  | 137.55                               | 25.50                     | 372.05              |
| Brisbane     | 236.00                  | 137.55                               | 25.50                     | 399.05              |
| Canberra     | 232.00                  | 137.55                               | 25.50                     | 395.05              |
| Darwin       | 284.00                  | 137.55                               | 25.50                     | 447.05              |
| Hobart       | 195.00                  | 137.55                               | 25.50                     | 358.05              |
| Melbourne    | 265.00                  | 137.55                               | 25.50                     | 428.05              |
| Perth        | 309.00                  | 137.55                               | 25.50                     | 472.05              |
| Sydney       | 265.00                  | 137.55                               | 25.50                     | 428.05              |
| Country      | 190.00                  | 137.55                               | 25.50                     | 353.05              |

(1) This figure is dissected between - breakfast \$30.30, lunch \$42.95, dinner \$60.20. Over-expenditure for one meal can be offset by under-expenditure for another.

**Travel**

The reimbursement rate for use of a Councillors' vehicle shall be in accordance with the rates issued by the ATO each year using the cents per kilometre method. The current rates are:

|                 |                                 |
|-----------------|---------------------------------|
| 63 cents per km | vehicle capacity up to 1600cc   |
| 74 cents per km | vehicle capacity 1601 – 2600 cc |
| 75 cents per km | vehicle capacity over 2601 cc   |

This reimbursement will be considered to cover all costs associated with the vehicle use, including tyres, insurance, repairs, petrol, oil and associated incidental costs.

**Telephone and Tablets**

Councillors will be reimbursed for Council related telecommunication charges (ie landline, mobile phone, internet etc) up to a maximum figure of \$80 per calendar month (with the line rental and connection charges to be provided as additional reimbursements), upon receipt of a copy of the tax invoice(s) and a declaration by that Councillor that the amount claimed relates to Council related activities.

If the cost of calls made from a Council provided phone are less than \$5 for any one month, that cost will **not** be deducted from the Councillor's allowance as the administrative cost of deducting that charge more than offsets the return to Council.

Where Council provides a telephone service to Councillors, that number will be available for publication in Council documents and media.

Any excess data charges incurred on smart phones or tablets shall be deducted from a councillor's allowance.

## **2.2 SPECIFIC PROVISIONS FOR MAYORS AND COUNCILLORS**

### **2.2.1 Travel Arrangements and Expenses within the Region**

Councillors will receive reimbursement for the cost of using their private vehicle for travelling in accordance with rates set by the ATO (refer 2.1.2), within the region for attendance at:

- Meetings of Council
- Meetings of committees of Council (whether a committee member or not)
- Council inspections in compliance with Council resolutions
- Council business in compliance with Council resolutions
- Civic functions where representing the Mayor
- Meetings with Council staff within the shire
- Meetings at the Council Chambers with constituents and
- Other approved functions, seminars etc as outlined elsewhere in this policy

The General Manager, in consultation with the Mayor, shall prepare a weekly list of approved meetings / events for which travel by Councillors shall be reimbursed. Councillors who wish an event to be included on this list should forward details to the General Manager a minimum of one week in advance.

### **2.2.2 Travel outside the region**

Travel outside the region is to be approved by Council, excluding the Mayor as per clause 2.2.3 of this policy.

The class of air travel to be used by a Councillor will be economy travel for journeys not exceeding five hours, and business class for continuous journeys (not including overnight stopovers) in excess of five hours.

Should a Councillor elect to use their vehicle to undertake such travel, or to travel via a non-direct route, travel expenses will be paid equivalent to an airfare to the destination or payment at the ATO rate per kilometre, whichever is the lower (refer 2.1.2).

Council will pay actual costs of overnight accommodation and the costs of all meals where those meals are not provided as part of the meeting, conference, seminar or engagement fee, subject to the limits identified within this policy (refer 2.1.2).

### **2.2.3 Attendance at Seminars and Conferences**

The General Manager, in consultation with the Mayor, is able to approve attendance by Councillors at seminars and conferences within the region. Attendance at

seminars and conferences outside the region is to be approved by Council. The only exceptions to this are:

- the Mayor is also entitled to attend seminars and conferences outside the region, subject the matter being reported to Council at the next available Ordinary Meeting.

#### **2.2.4 Attendance at Functions and Events not organised by Council**

To assist the Mayor in undertaking his / her responsibilities Council will provide reimbursement of travel and entrance expenses where the Mayor is invited, in his / her official capacity as Mayor, to attend functions and events that are not organised by Council. For a function / event to be approved the Mayor must be invited to attend in his / her official capacity as Mayor.

A Councillor, invited by the Mayor to attend an event on behalf of the Mayor, will also be eligible for reimbursement of travel and entrance expenses.

Approval will only be provided for events within the region.

Consideration will be also given to meeting the cost of Councillors' attending, including travel and entrance fees, at non-Council functions / events etc which provide briefings to Councillors from key members of the community, politicians and business organisations. Approval to meet these expenses will only be given when the function / event is relevant to Council's interest and attendance at the function is open to all Councillors. Any approvals provided will be circulated weekly to Councillors.

#### **2.2.5 Spouse and Partner Expenses**

Where the Mayor and / or Councillor is required to attend a function / event etc on behalf of Council, and the nature of the function is such that the person's spouse, partner or accompanying person could reasonably be expected to attend, Council will meet their reasonable expenses, eg ticket, meal and or direct cost of attending the function.

If a service is shared between a Councillor and spouse / partner, the expense associated with that service will be reimbursed as long as the expense did not increase due to the attendance of the spouse / partner. An example of this may be accommodation where the cost of the room is the same with or without the attendance of the spouse / partner.

#### **2.2.6 Training and Education Expenses**

Council will make an annual allocation within the budget for training and educational expenses for Councillors. This allocation will be treated as a lump sum figure able to be accessed by all Councillors. There will not be a specific allocation per Councillor.

Approved training and education programs must be consistent with Council's Councillor Training & Development Policy. Refer to that policy for further details.

Reimbursement of expenses relating to a Councillor's attendance at training and education programs will be made in accordance with the provisions of this policy.

### **2.2.7 Telephone costs and expenses**

Each Councillor shall be entitled to:

- Payment of monthly rental of a Council approved telephone line
- Call charges up to the monthly limit as determined within this policy (refer 2.1.2).

### **2.2.8 Carer and other related expenses**

#### **a) Councillor as a carer**

Where a Councillor has to act as a primary carer Council will reimburse any reasonable costs incurred for alternative carer arrangements required whilst that Councillor is attending a Council approved activity (ie meeting, training, event etc). This includes items such as child care expenses and costs related to the care of the elderly, disabled and/or sick immediate family members.

#### **b) Councillor requiring care**

Where a Councillor requires a primary carer, Council will reimburse any reasonable costs related to that primary carer, incurred whilst that Councillor is attending a Council approved activity (ie meeting, training, event etc), where the reimbursed costs would not normally have been incurred except due to the Councillor's attendance at that activity. This includes items such as travel, meals or carer wages, where those wages would not normally have been incurred.

### **2.2.9 Miscellaneous Expenses**

Each Councillor is entitled to have one Northern Star newspaper delivered to their home each day or made available at a mutually convenient point should a home delivery service not be available.

### **2.2.10 Insurance expenses and obligations**

As a minimum Council will provide the following insurance cover in respect to Councillors for matters arising out of Councillors' performance of their civic duties and / or exercise of their Council functions:

- Public liability (covers councillors for negligence arising from day to day Council activities)
- Professional Indemnity (covers Councillors for errors and omissions relating to their Council activities)

- Personal Accident (covers Councillors and partners for bodily injury whilst travelling to and from any local government activity or business)
- Councillors and Officers (covers Councillors for any civil claims arising out of their normal actions as a Councillor)
- Statutory Liability (covers Councillors for their liability to pay fines which may arise out of innocent breaches of the many Acts which control Council's operations)

All these insurances are subject to the limitations and conditions set out in each respective policy.

### **2.2.11 Legal expenses and obligations**

Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Act are to be distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office. An example of the latter is expenses arising from an investigation as to whether a Councillor acted corruptly by using knowledge of a proposed rezoning for private gain.

Council may disburse money only if the disbursement is authorised by the Local Government Act 1993. Therefore, if a Councillor has a legal matter that they believe merits assistance, then that matter is to be reported to Council for determination.

In considering such a matter Council will be guided by the contents of Department of Local Government circular 05/08 "*Legal assistance for councillors and council employees*".

### **2.2.12 Representation on Joint Regional Planning Panel**

Council will pay the NSW Department of Planning's maximum recommended fee per meeting for Councillor representation on the Northern Region – Joint Regional Planning Panel (currently \$600 per meeting).

### **2.2.13 Use of Staff Resources to Assist Councillors at their Private Residence**

The General Manager is entitled to authorise Council staff to attend a Councillor's residence to assist in resolving a Council related matter. However this approval can only be given in the following circumstances:

- The Councillor must declare that the matter is directly related to Council business; and
- It has been assessed by the General Manager that the issue can be resolved relatively quickly; and
- There will be no additional expense incurred by Council in providing that assistance; and

- The work environment must be considered safe from an occupational health and safety perspective; and
- The General Manager is of the opinion that the use of the Council staff resource is the quickest and most effective method to resolve the matter.

### **2.3 ADDITIONAL MAYORAL EXPENSES**

The Mayor is not entitled to the reimbursement of any additional expenses, other than being able to undertake certain levels of travel and attendance at seminars, conferences and training courses, without prior approval, as per clause 2.2.

## **PART 3 - PROVISION OF FACILITIES**

### **3.1 GENERAL PROVISIONS**

#### **3.1.1 Provision of Facilities Generally**

Facilities provided to the Mayor and Councillors will generally relate to telecommunications to ensure that all Councillors are readily accessible to the community and Council.

#### **3.1.2 Private use of Equipment and Facilities**

In accordance with Council's Code of Conduct, any resources provided, under this policy, or otherwise, shall not be used for private purposes. Nor shall such resources be used for political purposes, i.e. Council elections and the like.

### **3.2 PROVISION OF EQUIPMENT AND FACILITIES FOR COUNCILLORS**

#### **3.2.1 Telecommunications and Auxilliary Equipment**

Each Councillor shall be entitled to:

- Provision of a smart phone (1GB limit per month) including a suitable hands free device for the Councillor's private vehicle (one only)
- Provision of tablet technology (ie IPAD or similar with a 3GB limit per month)
- Installation of one home telephone line
- Provision of a laser multi-function centre device that allows scanning, copying and printing (excluding facsimile) along with consumables such as cartridges and paper for printing.

The above equipment will be provided to a standard as determined by the General Manager in accordance with Council approved budgets and the communication needs of Council. Internet services, in accordance with the Council's corporate internet service provider plan, will be available to Councillors through the provision of the Council supplied smart phone and/or tablet computer.



### **3.2.2 Miscellaneous Items**

Miscellaneous items each Councillor may receive are:

- Council business cards up to a maximum of 500 per annum
- CMA map
- Support of the General Manager's Personal Assistant on an as-available basis
- Access to a shared office space within the Council Chambers, including availability of photocopier, telephone, facsimile machine etc during Council office hours
- A Council name badge
- A Council blazer
- Standard stationery items on an as required basis

### **3.3 PROVISION OF ADDITIONAL EQUIPMENT AND FACILITIES FOR MAYOR**

In recognition of the duties and responsibilities undertaken by the Mayor, Council will provide the following additional equipment and facilities:

#### **3.3.1 Office Space and Support**

Council will provide the Mayor with a dedicated office along with all support services such as phone, facsimile and consumables. The Mayor will also have access to the General Manager's Personal Assistant for secretarial services.

#### **3.3.2 Motor Vehicle**

Council will provide the Mayor with a Council motor vehicle for Council and private use. In the event of the vehicle being used for private use Council shall set any contribution level from time to time. The current contribution rate is nil, subject to the following clause:

*A fuel card is provided for refuelling from Council authorised facilities, however, during periods of private use any refuelling occurring outside a 200km radius from the Council administrative centre, must be paid for by the Mayor.*

The maximum standard of the motor vehicle will be that of a Holden Statesman, Ford Fairlane, or equivalent.

#### **3.3.3 Telecommunications**

Council will provide the Mayor an additional home telephone line, and rental thereon, if requested.

**3.3.4 Qantas Club Membership**

Council will provide the Mayor with an annual Qantas Club Membership.

**3.3.5 Car Park**

Council will provide the Mayor with a dedicated car park at the Council Customer Service Centre.

**PART 4 - OTHER MATTERS****4.1 ACQUISITION AND RETURNING OF FACILITIES & EQUIPMENT BY COUNCILLORS**

All items provided to Councillors in accordance with the policy shall remain the property of Council. Items shall be returned to Council:

- Upon request of the General Manager for repair, replacement, maintenance or upgrade
- Immediately upon the Councillor ceasing to hold office for any reason.

Items will be replaced when uneconomical to repair, or in accordance with any Council policy or resolution from time to time.

**4.2 COUNCILLORS CONTRIBUTING INTO SUPERANNUATION**

In accordance with the ATO Interpretative Decision 2007/205, Council may enter into an arrangement with a Councillor under which the Councillor agrees to forego all or part of their annual fee in exchange for the Council making contributions to a complying superannuation fund on their behalf.

**PART 5 - REVIEW**

The LGA (s.252) requires Council to review this policy within five months of the end of each financial year.

# APPENDIX 3 OVERVIEW OF MAJOR CAPITAL EXPENDITURE

| Operational Plan Review<br>Capital Expenditure - General Fund - Open Spaces - 2012/13<br>as at 30 June 2013 |                                       |                     |                   |                        |                    |                     |               |                 |          |           |           |   |  |
|---|---------------------------------------|---------------------|-------------------|------------------------|--------------------|---------------------|---------------|-----------------|----------|-----------|-----------|---|--|
| Reference   | Project Description                   | Estimate<br>2012/13 | Carry<br>Forwards | Approved<br>Variations | Latest<br>Estimate | Expended<br>to date | %<br>Expended | Milestone Dates |          |           | Status    |   |  |
|   |                                       |                     |                   |                        |                    |                     |               | Design          | Consent  | Commence  |           | Completion  |  |
| 2210.6023   | Cemeteries                            | 0                   | 2,000             |                        | 2,000              | 2,000               | 100           | Complete        | N/A      | Complete  | Complete  | Complete  |  |
| 2210.6024   | East Ballina                          | 0                   | 3,500             | 14,000                 | 17,500             | 17,000              | 97            | Complete        | N/A      | Complete  | Complete  | Complete  |  |
| 2210.6025   | Aistonville Niche Wall                | 0                   | 1,000             | 9,000                  | 10,000             | 0                   | 0             | Complete        | N/A      | 01-Apr-13 | 31-Dec-13 | Engineering works providing material as available                             |  |
|   | <b>Sub Total</b>                      | <b>0</b>            | <b>6,500</b>      | <b>23,000</b>          | <b>29,500</b>      | <b>19,000</b>       | <b>64</b>     |                 |          |           |           |   |  |
|   | <b>Open Spaces and Reserves</b>       |                     |                   |                        |                    |                     |               |                 |          |           |           |   |  |
| 2205.5488   | Crown Land                            | 21,000              | 0                 |                        | 21,000             | 31,500              | 150           | Complete        | N/A      | 15-Aug-12 | 31-Aug-13 | Funds being expended on bollards for Lennox Foreshore Park                    |  |
| 2205.5489   | Lennox Foreshore Park                 | 0                   | 14,000            |                        | 14,000             | 10,700              | 76            | Complete        | N/A      | 15-Aug-12 | 31-Aug-13 | First stage completed. Bollards being constructed for installation in 2013/14 |  |
| 2205.5586   | Campbell Park Softfall                | 0                   | 1,000             |                        | 1,000              | 1,000               | 100           | Complete        | N/A      | Complete  | Complete  | Complete  |  |
| 2205.5587   | Kellie Anne Crescent - Play Equip     | 0                   | 19,000            | 5,000                  | 24,000             | 24,000              | 100           | Complete        | N/A      | Complete  | Complete  | Complete  |  |
| 2205.5588   | Commemoration Park                    | 0                   | 6,700             | (5,000)                | 1,700              | 1,600               | 94            | Complete        | N/A      | Complete  | Complete  | Complete  |  |
| 2205.5589   | Chickiba - Play Equipment             | 0                   | 28,000            |                        | 28,000             | 28,000              | 100           | Complete        | N/A      | Complete  | Complete  | Complete  |  |
| 2205.5585   | Pat Morton Headland - Toilets         | 118,000             | 0                 |                        | 118,000            | 87,400              | 74            | Complete        | Complete | 01-Nov-12 | 31-Jul-13 | Delays due to on site sewer system and solar panels                           |  |
| 2205.5589   | Missingham Park Shade Structure       | 140,000             | 0                 |                        | 140,000            | 111,000             | 79            | Complete        | Complete | Complete  | Complete  | Complete  |  |
|   | <b>Sub Total</b>                      | <b>279,000</b>      | <b>68,700</b>     | <b>0</b>               | <b>347,700</b>     | <b>295,200</b>      | <b>85</b>     |                 |          |           |           |   |  |
|   | <b>Sporting Fields</b>                |                     |                   |                        |                    |                     |               |                 |          |           |           |   |  |
| 2212.6278   | Saunders Oval - Extension             | 170,000             | 13,000            |                        | 183,000            | 103,000             | 56            | Complete        | Complete | 01-Jun-12 | 30-Sep-13 | Works underway but delayed due to wet weather                                 |  |
| 2212.6297   | Williams Reserve Screening            | 20,000              |                   |                        | 20,000             | 12,000              | 60            | Complete        | N/A      | Complete  | Complete  | Complete  |  |
| 2212.6583   | Kingsford Smith - Lights              | 120,000             | 8,000             |                        | 128,000            | 110,000             | 86            | Complete        | N/A      | Complete  | Complete  | Complete  |  |
|   | <b>Sub Total</b>                      | <b>310,000</b>      | <b>21,000</b>     | <b>0</b>               | <b>331,000</b>     | <b>225,000</b>      | <b>68</b>     |                 |          |           |           |   |  |
|   | <b>Sporting Fields - BBRC Program</b> |                     |                   |                        |                    |                     |               |                 |          |           |           |   |  |
| 2336.6299   | Wollongbar Sports Fields              | 1,858,000           | 0                 |                        | 1,858,000          | 1,758,000           | 95            | Complete        | Complete | 01-Nov-12 | 30-Jun-14 | Initial contract for sports fields accepted and well advanced                 |  |
|   | <b>TOTAL - OPEN SPACES</b>            | <b>2,447,000</b>    | <b>98,200</b>     | <b>23,000</b>          | <b>2,568,200</b>   | <b>2,297,200</b>    | <b>90%</b>    |                 |          |           |           |   |  |

**Operational Plan Review  
Capital Expenditure - General Fund - Engineering Works - 2012/13  
as at 30 June 2013**

| Reference               | Project Description                        | Estimate 2012/13 | Carry Forwards | Approved Variations | Latest Estimate   | Expended to date | % Expended | Milestones Dates |           |           | Status    |  |
|-------------------------|--|------------------|----------------|---------------------|-------------------|------------------|------------|------------------|-----------|-----------|-----------|--|
|                         |  |                  |                |                     |                   |                  |            | Design           | Consent   | Commence  |           | Completion   |
| <b>Urban Stormwater</b> |  |                  |                |                     |                   |                  |            |                  |           |           |           |  |
| 2010.3111.              | Urban Lane Improvements                    | 20,000           |                | (3,000)             | 17,000            | 9,100            | 54         | N/A              | N/A       | N/A       | N/A       | Allowance for works as required  |
| 2010.3114.              | Coogee Street, Ballina                     | 370,000          |                | (213,000)           | 157,000           | 6,400            | 4          | 31-Dec-12        | N/A       | Uncertain | Uncertain | Priorities under review due to other failures                            |
| 2010.3115.              | Treilise Place, Lennox Head                | 85,000           |                |                     | 85,000            | 0                | 0          | Complete         | N/A       | Uncertain | Uncertain | Priorities under review due to other failures                            |
| 2010.3118.              | Fiat Rock Estate Upgrades                  |                  | 34,000         |                     | 0                 | 0                | 100        | Complete         | N/A       | Complete  | Complete  |  |
| 2010.3122.              | Tweed Street, Ballina                      |                  |                | 27,000              | 50,000            | 64,500           | 106        | Complete         | N/A       | Complete  | Complete  |  |
| 2010.3128.              | Ballina Quays Estate - Canal Dredging      | 50,000           |                |                     | 61,000            | 0                | 0          | Complete         | N/A       | Complete  | Complete  | Detailed survey completed and assessment underway                        |
| 2010.3130.              | Grant Street, Ballina                      | 140,000          |                |                     | 140,000           | 0                | 0          | Complete         | N/A       | Uncertain | Uncertain | Priorities under review due to other failures                            |
| 2010.3131.              | Barrett Drive, Lennox Head                 |                  |                | 26,000              | 26,000            | 27,300           | 105        | Complete         | N/A       | Complete  | Complete  |  |
| 2010.3132.              | Empire Vale Road Culvert                   |                  |                | 18,000              | 16,000            | 15,600           | 98         | Complete         | N/A       | Complete  | Complete  |  |
| 2010.3133.              | Riverside Drive                            |                  |                | 25,000              | 25,000            | 26,000           | 104        | Complete         | N/A       | Complete  | Complete  |  |
| 2010.3134.              | Meegan Crescent / Dodge Lane               |                  |                | 0                   | 0                 | 11,700           | 100        | Complete         | N/A       | 01-May-13 | 30-Sep-13 | Urgent works included in 2013/14 budget                                  |
| 2010.3137.              | Angels Beach Drive                         |                  |                | 0                   | 0                 | 1,300            | 100        | Complete         | N/A       | 01-Jun-13 | 31-Oct-13 | Rehabilitation of failed drains  |
| 2010.3138.              | Brunswick Street                           |                  |                | 0                   | 0                 | 200              | 100        | Complete         | N/A       | 01-Jun-13 | 30-Sep-13 | Rehabilitation of failed drains  |
|                         | <b>Sub Total</b>                           | <b>665,000</b>   | <b>34,000</b>  | <b>(122,000)</b>    | <b>577,000</b>    | <b>162,100</b>   | <b>28</b>  |                  |           |           |           |  |
| <b>Urban Roads</b>      |  |                  |                |                     |                   |                  |            |                  |           |           |           |  |
| 2074                    | Astonville Bypass                          |                  |                | 878,000             | 878,000           | 102,000          | 12         | Complete         | N/A       | 01-Jan-13 | 30-Jun-13 | RMS monies transferred and now available to Council                      |
| 2027                    | Ballina Heights Drive                      | 1,200,000        | 25,000         | (1,084,000)         | 141,000           | 118,000          | 84         | Complete         | Complete  | 01-Jun-13 | 31-Mar-14 | Tender let   |
| 2058                    | Bentlnck / Norton Street Median Strip      |                  |                | 31,000              | 31,000            | 31,700           | 102        | Complete         | Complete  | Complete  | Complete  |  |
| 2059                    | Byron Street, Lennox Head                  | 213,000          |                |                     | 213,000           | 197,000          | 92         | Complete         | Complete  | Complete  | Complete  |  |
| 2060                    | Canal Road, Ballina                        | 336,000          |                | 92,000              | 428,000           | 430,000          | 100        | Complete         | Complete  | Complete  | Complete  |  |
| 2069                    | Chickiba Drive (East of Links Avenue)      |                  |                | 350,000             | 350,000           | 34,000           | 10         | Complete         | N/A       | 01-Apr-13 | 30-Sep-13 | Completion planned for school holidays                                   |
| 2062                    | Coast Road - Landslip                      |                  | 16,000         |                     | 16,000            | 14,700           | 92         | Complete         | Complete  | Complete  | Complete  |  |
| 2084                    | Coast Road - Segment 242 (Lennox Head)     | 71,500           |                |                     | 71,500            | 19,000           | 27         | Complete         | N/A       | Complete  | Complete  |  |
| 2037                    | Completion Drive                           | 0                |                |                     | 0                 | 3,700            | 100        | Complete         | N/A       | 15-Jun-13 | 30-Sep-13 | Commencement of 2013/14 project  |
| 2076                    | Cumbalum Culvert Replacement               |                  |                | 51,000              | 51,000            | 51,000           | 100        | Complete         | Complete  | Complete  | Complete  |  |
| 2068                    | Cumbalum Interchange                       | 2,809,000        |                | (233,000)           | 2,576,000         | 2,576,000        | 100        | Complete         | Complete  | Complete  | Complete  |  |
| 2008                    | Hutley Drive Lennox Head - EIS             | 15,000           | 93,000         |                     | 108,000           | 76,000           | 70         | Uncertain        | Uncertain | N/A       | N/A       | Updated development application now lodged                               |
| 2044                    | Links Avenue, East Ballina                 |                  |                | 70,000              | 70,000            | 70,000           | 100        | Complete         | Complete  | Complete  | Complete  |  |
| 2035                    | Martin Street                              | 259,000          |                | (48,000)            | 211,000           | 180,000          | 85         | Complete         | N/A       | Complete  | Complete  |  |
| 2067                    | Swift and Grant Streets Intersection       |                  | 7,100          |                     | 7,100             | 0                | 0          | Complete         | N/A       | Complete  | Complete  |  |
| 2071                    | Tamar Street (Grant Street to Kerr Street) |                  | 26,100         |                     | 26,100            | 0                | 0          | Complete         | N/A       | 01-Jun-13 | 31-Oct-13 | Redesign in process  |
|                         | <b>Sub Total</b>                           | <b>4,903,900</b> | <b>167,200</b> | <b>367,000</b>      | <b>5,437,700</b>  | <b>3,903,100</b> | <b>72</b>  |                  |           |           |           |  |
| <b>Rural Roads</b>      |  |                  |                |                     |                   |                  |            |                  |           |           |           |  |
| 2075                    | Ballina Road / Teven Road Intersection     |                  |                | 17,300              | 17,300            | 14,500           | 84         | Complete         | N/A       | Complete  | Complete  | Black Spot Funding   |
| 2067                    | McLeay Culvert                             | 1,743,400        |                | (101,000)           | 1,642,400         | 1,642,000        | 100        | Complete         | N/A       | Complete  | Complete  | Represents payment to RMS based on final cost                            |
| 2016                    | Midgen Flat Road                           | 595,000          |                | (84,000)            | 511,000           | 582,000          | 114        | Complete         | N/A       | 01-Apr-13 | 30-Sep-13 | Work in progress - rolls over into 2013/14 project                       |
| 2039                    | Primico Road                               | 360,000          |                |                     | 360,000           | 392,000          | 109        | Complete         | N/A       | 28-Feb-13 | Complete  |  |
| 2065                    | Rifle Range Road - Seg 235, 237, 240, 245  | 750,000          | 5,700          | 432,000             | 1,187,700         | 979,000          | 82         | Complete         | N/A       | Complete  | Complete  |  |
| 2055                    | Rifle Range Road - Seg 220 and 223         |                  | 10,800         |                     | 10,800            | 20,000           | 185        | Complete         | N/A       | Complete  | Complete  |  |
| 2078                    | Flood Signs                                |                  |                | 30,000              | 30,000            | 21,000           | 70         | Complete         | N/A       | Complete  | Complete  |  |
| 2066                    | Ross Lane - Seg 40                         | 255,000          | 104,000        | (10,000)            | 249,000           | 322,000          | 129        | Complete         | N/A       | Complete  | Complete  |  |
| 2047                    | Ross Lane / Coast Road - Intersection      | 168,000          |                |                     | 168,000           | 150,000          | 1          | Complete         | N/A       | Uncertain | Uncertain | RMS project - original project is complete - this funding being reviewed |
| 2047                    | Reseals and Overlays - Section 94          |                  |                | 208,000             | 208,000           | 149,000          | 72         | Complete         | N/A       | Complete  | Complete  |  |
| 2014                    | Tuckombill Road                            | 151,000          |                | 305,000             | 456,000           | 426,000          | 93         | Complete         | N/A       | 30-Sep-12 | Complete  |  |
| 2047                    | Uralla Road                                | 140,000          | 124,000        |                     | 264,000           | 10,000           | 4          | Complete         | N/A       | 01-Jun-13 | 30-Sep-13 | Work in progress - rolls over into 2013/14 project                       |
| 2049                    | Wardell Road (Bagothville to Lumleys)      |                  |                | 11,700              | 11,700            | 3,400            | 29         | Complete         | N/A       | Complete  | Complete  |  |
| 2072                    | Wardell Road, Wardell                      |                  |                | 265,000             | 265,000           | 266,000          | 100        | Complete         | N/A       | Complete  | Complete  |  |
|                         | <b>Sub Total</b>                           | <b>4,162,400</b> | <b>244,500</b> | <b>972,000</b>      | <b>5,378,900</b>  | <b>4,828,400</b> | <b>90</b>  |                  |           |           |           |  |
| <b>Bridges</b>          |  |                  |                |                     |                   |                  |            |                  |           |           |           |  |
| 2022.3401.              | Gibson Creek Bridge Eltham Road            |                  | 165,600        | 315,000             | 480,600           | 467,000          | 97         | Complete         | Complete  | Complete  | Complete  |  |
| 2021.3401.              | Teven Bridges                              |                  | 41,200         | 0                   | 41,200            | 15,000           | 36         | Complete         | Complete  | Complete  | Complete  |  |
| 2023.3401.              | Yellow Creek Bridge                        |                  | 309,300        | 285,000             | 594,300           | 580,000          | 98         | Complete         | Complete  | Complete  | Complete  |  |
|                         | <b>Sub Total</b>                           | <b>0</b>         | <b>516,100</b> | <b>600,000</b>      | <b>1,116,100</b>  | <b>1,062,000</b> | <b>95</b>  |                  |           |           |           |  |
|                         | <b>Total - Roads and Bridges</b>           | <b>9,065,900</b> | <b>927,800</b> | <b>1,939,000</b>    | <b>11,932,700</b> | <b>9,793,500</b> | <b>82</b>  |                  |           |           |           |  |

Operational Plan Review  
Capital Expenditure - General Fund - Engineering Works - 2012/13  
as at 30 June 2013

| Reference  | Project Description                      | Estimate 2012/13  | Carry Forwards   | Approved Variations | Latest Estimate   | Expended to date  | % Expended | Design    | Consent   | Commence  | Completion | Status   |
|------------|--|-------------------|------------------|---------------------|-------------------|-------------------|------------|-----------|-----------|-----------|------------|--|
| 2028.2500. | Ancillary Transport Services             |                   |                  |                     | 100,000           | 100,000           | 100        | Complete  | Complete  | Complete  | Complete   |  |
| 2031.2500. | Ballina Town Centre                      | 1,800,000         | 1,095,300        |                     | 2,895,300         | 2,709,000         | 94         | Complete  | Complete  | Complete  | Complete   |  |
| 2029.4400. | Warrell Town Centre                      | 500,000           | 47,000           | 149,000             | 696,000           | 79,000            | 11         | Complete  | Complete  | 01-Jun-13 | 30-Jun-13  | Grant received for boat ramp - works resume after Osprey breeding period |
| 2030.4408. | Street Lighting - Energy Reduction       | 180,000           | 180,000          | (30,000)            | 150,000           | 148,000           | 99         | Complete  | Complete  | Complete  | Complete   |  |
| 2030.4409. | Street Lighting - Installation           | 42,000            | 4,300            |                     | 46,300            | 48,400            | 105        | Complete  | Complete  | Complete  | Complete   |  |
|            | <b>Sub Total</b>                         | <b>2,442,000</b>  | <b>1,326,600</b> | <b>219,000</b>      | <b>3,887,600</b>  | <b>3,084,400</b>  | <b>79</b>  |           |           |           |            |  |
| 1998.4222. | Cycleways - Coastal Shared Path and Walk |                   |                  |                     | 24,000            | 0                 | 0          | Complete  | Uncertain | Uncertain | Uncertain  | Land being surveyed to ultimately form part of Coast Road                |
| 1998.4350. | Shared Path - Land Acquisition           | 137,700           |                  | 95,000              | 232,700           | 223,000           | 96         | Complete  | Complete  | Complete  | Complete   |  |
| 1998.4381. | Shared Path - Lennox to Pat Monfon       | 170,000           | 85,000           | (73,000)            | 185,000           | 49,000            | 27         | 30-Jun-12 | Uncertain | Uncertain | Uncertain  | Applications lodged for planning consent                                 |
| 1998.4388. | Shared Path - Rutherford to Park Lane    | 27,000            | 27,000           | 30,000              | 57,000            | 56,400            | 99         | Complete  | Complete  | Complete  | Complete   |  |
| 1998.4393. | Recreational Path - Pre-construction     | 366,000           |                  | (67,000)            | 329,000           | 20,400            | 6          | 30-Jun-12 | Uncertain | Uncertain | Uncertain  | Applications lodged for planning consent                                 |
| 1998.4394. | Shared Path - Headlands Drive            | 40,000            | 40,000           | 31,000              | 71,000            | 35,200            | 50         | Complete  | Complete  | Complete  | Complete   |  |
|            | <b>Sub Total</b>                         | <b>703,700</b>    | <b>177,000</b>   | <b>16,000</b>       | <b>896,700</b>    | <b>384,000</b>    | <b>43</b>  |           |           |           |            |  |
| 2024.4347. | Footpaths and Cycleways                  |                   |                  |                     | 0                 | 0                 | 0          | Complete  | N/A       | Deferred  | Deferred   |  |
| 2024.4375. | Beachfront Parade                        | 15,000            |                  | (15,000)            | 10,000            | 0                 | 0          | Complete  | N/A       | 01-Aug-13 | 30-Sep-13  |  |
| 2024.4378. | Green Street Hwy to Commercial Road      | 10,000            |                  |                     | 0                 | 10,500            | 100        | Complete  | N/A       | Complete  | Complete   |  |
| 2024.4389. | West Ballina Burnings Upgrade            | 0                 |                  | 42,000              | 42,000            | 59,500            | 142        | Complete  | N/A       | Complete  | Complete   |  |
| 2024.4403. | Chickiba Drive                           | 90,000            |                  | 7,800               | 7,900             | 0                 | 0          | Complete  | N/A       | Complete  | Complete   |  |
| 2024.4403. | Headlands Drive - Accesses               | 90,000            |                  | 5,000               | 95,000            | 106,000           | 112        | Complete  | N/A       | Complete  | Complete   |  |
| 2024.6587. | Sheaths Road to Rifle Range Road         | 5,000             |                  | 5,000               | 5,000             | 0                 | 0          | 28-Feb-13 | N/A       | Deferred  | Deferred   | To be completed with road works  |
| 2024.6598. | Links Avenue and Chickiba Drive          | 50,000            |                  |                     | 50,000            | 35,000            | 70         | Complete  | Complete  | Complete  | Complete   |  |
| 2024.6599. | Missingham Shared Path                   | 170,000           |                  | 39,900              | 209,900           | 211,000           | 101        | Complete  | Complete  | Complete  | Complete   |  |
|            | <b>Sub Total</b>                         | <b>170,000</b>    | <b>0</b>         | <b>39,900</b>       | <b>209,900</b>    | <b>211,000</b>    | <b>101</b> |           |           |           |            |  |
| 2200.3485. | Water Transport                          |                   |                  |                     | 30,300            | 29,600            | 98         | Complete  | Complete  | Complete  | Complete   |  |
| 2200.3489. | Ferry Ramp Refurbishment                 | 11,300            | 11,300           | 19,000              | 34,500            | 8,600             | 25         | Complete  | Complete  | 01-May-13 | 30-Sep-13  | Geotech completed - tenders called and assessment underway               |
| 2200.4045. | Emigrant Creek Pontoon                   |                   |                  | 34,500              | 50,000            | 65,100            | 118        | Complete  | Complete  | Complete  | Complete   |  |
| 2200.4047. | Cavara Street Boat Ramp                  |                   |                  | 55,000              | 11,500            | 11,500            | 100        | Complete  | Complete  | Complete  | Complete   |  |
| 2200.4050. | Ferry Air-conditioning                   |                   |                  | 140,000             | 140,000           | 145,700           | 104        | Complete  | Complete  | Complete  | Complete   |  |
| 2200.4050. | Emigrant Creek Boat Ramp                 |                   |                  | 260,000             | 271,300           | 260,500           | 96         | Complete  | Complete  | Complete  | Complete   |  |
|            | <b>Sub Total</b>                         | <b>0</b>          | <b>11,300</b>    | <b>260,000</b>      | <b>271,300</b>    | <b>260,500</b>    | <b>96</b>  |           |           |           |            |  |
|            | <b>TOTAL - ENGINEERING WORKS</b>         | <b>12,946,600</b> | <b>2,476,700</b> | <b>2,351,900</b>    | <b>17,775,200</b> | <b>13,895,500</b> | <b>78%</b> |           |           |           |            |  |

Operational Plan Review  
Capital Expenditure - General Fund - Operations Support - 2012/13  
as at 30 June 2013

| Reference   | Project Description   | Estimate 2012/13 | Carry Forwards | Approved Variations | Latest Estimate  | Expended to date | % Expended | Design    | Consent  | Milestone Dates | Completion | Status  |
|-------------|---|------------------|----------------|---------------------|------------------|------------------|------------|-----------|----------|-----------------|------------|---|
| 2102.2276   | Asset Management - Administration Building / Depot            |                  |                |                     |                  |                  |            |           |          |                 |            |   |
| 2102.2286   | Depot No. 1 - Energy Efficient Lighting                       | 0                | 0              | 0                   | 0                | 0                | 100        | Complete  | N/A      | 01-Jul-13       | 30-Sep-13  | Audit needed before works commence                      |
| 2102.2287   | Depot No. 1 - Metal Bins                                      | 0                | 15,000         | 20,000              | 20,000           | 19,500           | 98         | Complete  | N/A      | Complete        | Complete   | Largely complete  |
| 2102.2288   | Depot No. 1 - Construct and Fit out Small Plant Building      | 150,000          | 35,000         | 165,000             | 165,000          | 169,000          | 102        | Complete  | N/A      | 01-Jul-13       | 31-Jul-13  | Complete  |
| 2102.2289   | Depot No. 1 - Relocate Store into Existing Small Plant        | 0                | 10,000         | (10,000)            | 0                | 0                | 0          | Complete  | N/A      | 01-Jan-13       | 30-Sep-13  | Commence once small plant building complete             |
| 2102.2290   | Depot No. 1 - UPS System for Security and Gates               | 0                | 15,000         | (15,000)            | 0                | 0                | 100        | N/A       | N/A      | Deferred        | Deferred   |   |
| 2102.2291   | Depot No. 1 - Wash Down Bay Bunding                           | 0                | 25,000         | 25,000              | 25,000           | 22,200           | 89         | Complete  | N/A      | Complete        | Complete   |   |
| 2102.2292   | Depot No. 2 - Access Improvements                             | 0                | 13,000         | 48,000              | 45,000           | 3,700            | 8          | Complete  | N/A      | 01-Jun-13       | 31-Aug-13  | Audit completed - quotes being obtained                 |
| 2102.2293   | Administration Centre - Energy Efficient Lighting             | 0                | 13,000         | 48,000              | 45,000           | 3,700            | 8          | Complete  | N/A      | 01-Jun-13       | 31-Aug-13  | Audit completed - quotes being obtained                 |
| 2102.2416   | Administration Centre - Minor Improvements                    | 0                | 13,000         | 48,000              | 45,000           | 3,700            | 8          | Complete  | N/A      | 01-Jun-13       | 31-Aug-13  | Audit completed - quotes being obtained                 |
|             | <b>Sub Total</b>  | <b>150,000</b>   | <b>113,000</b> | <b>43,000</b>       | <b>306,000</b>   | <b>226,400</b>   | <b>74</b>  |           |          |                 |            |   |
| 32022.531.  | Asset Management Program (some items recorded as maintenance) |                  |                |                     |                  |                  |            |           |          |                 |            |   |
| 32022.531.  | Naval Museum  | 0                | 0              | 10,000              | 10,000           | 0                | 0          | 30-Jun-13 | N/A      | 01-Apr-13       | 31-Jul-13  | Funding to assist with design of building               |
| 32022.531.  | Public Amenities  | 7,000            | 0              | (7,000)             | 0                | 0                | 100        | N/A       | N/A      | 01-Jan-13       | 31-Dec-13  | Preferred strategy is to carry funds forward to 2013/14 |
| 32022.2490. | ALEC Improvements   | 31,500           | 0              | 0                   | 31,500           | 34,800           | 110        | Complete  | N/A      | Complete        | Complete   |   |
| 32022.2491. | Alstonville Swimming Pool                                     | 20,000           | 0              | 0                   | 20,000           | 18,200           | 91         | Complete  | N/A      | Complete        | Complete   |   |
| 32022.2492. | Ballina Swimming Pool   | 20,000           | 0              | 0                   | 20,000           | 16,200           | 81         | Complete  | N/A      | Complete        | Complete   |   |
| 32022.2493. | Northern Rivers Gallery - Floating Walls                      | 0                | 0              | 12,000              | 12,000           | 11,000           | 92         | Complete  | N/A      | Complete        | Complete   |   |
| 32022.2493. | Northern Rivers Gallery - Chairs                              | 6,500            | 0              | (6,500)             | 0                | 0                | 100        | Complete  | N/A      | Complete        | Complete   |   |
| 32022.2494. | Lennox Head Cultural and Community Centre                     | 37,500           | 0              | 0                   | 37,500           | 33,200           | 89         | Complete  | N/A      | Complete        | Complete   |   |
| 32022.5481. | Lennox Head Surf Club   | 11,000           | 0              | 0                   | 11,000           | 0                | 0          | Complete  | N/A      | Uncertain       | Uncertain  | Project being managed by the Lennox Head Surf Club      |
| 32022.8686. | Former Tintenbar Council Chambers                             | 58,500           | 0              | 0                   | 58,500           | 0                | 0          | Complete  | N/A      | 01-Jul-13       | 31-Jul-13  | Works completed in July 2013                            |
|             | <b>Sub Total</b>  | <b>192,000</b>   | <b>0</b>       | <b>8,500</b>        | <b>200,500</b>   | <b>113,400</b>   | <b>57</b>  |           |          |                 |            |   |
| 2100.1667   | Regulatory Control Services                                   |                  |                |                     |                  |                  |            |           |          |                 |            |   |
| 2100.1667   | Animal Shelter  | 340,000          | 275,600        | 0                   | 615,600          | 142,000          | 23         | Complete  | Complete | 01-Jun-13       | 30-Nov-13  | Council accepted tender at the May 2013 meeting         |
|             | <b>Sub Total</b>  | <b>340,000</b>   | <b>275,600</b> | <b>0</b>            | <b>615,600</b>   | <b>142,000</b>   | <b>23</b>  |           |          |                 |            |   |
| 2215        | Plant and Fleet   |                  |                |                     |                  |                  |            |           |          |                 |            |   |
| 2215        | Light Vehicles and Heavy Plant (Net)                          | 900,000          | 0              | 2,096,000           | 2,996,000        | 1,136,000        | 38         | N/A       | N/A      | 01-Jul-12       | 30-Jun-13  | Number of plant ordered but still to be received        |
|             | <b>Sub Total</b>  | <b>900,000</b>   | <b>0</b>       | <b>2,096,000</b>    | <b>2,996,000</b> | <b>1,136,000</b> | <b>38</b>  |           |          |                 |            |   |
|             | <b>TOTAL - OPERATIONS SUPPORT</b>                             | <b>1,582,000</b> | <b>388,600</b> | <b>2,147,500</b>    | <b>4,113,100</b> | <b>1,617,800</b> | <b>39%</b> |           |          |                 |            |   |

Operational Plan Review  
Capital Expenditure - General Fund - Operations Support - 2012/13 (cont'd)  
as at 30 June 2013

| Plant No | HEAVY PLANT - DISSECTION (GROSS FIGURES EXCLUDING TRADE-INS)            |                  |          |                  |                  |            |     |     |           |           |   |  |  |  |  |  |  |  |
|----------|---|------------------|----------|------------------|------------------|------------|-----|-----|-----------|-----------|---|--|--|--|--|--|--|--|
|          | <b>Heavy Plant Program 2011/12 - Carried Forward</b>                    |                  |          |                  |                  |            |     |     |           |           |   |  |  |  |  |  |  |  |
| 26       | Flocon Road Maintenance Truck - Patching                                | 0                | 0        | 211,000          | 210,400          | 100        | N/A | N/A | Completed | Completed | Completed   |  |  |  |  |  |  |  |
| 35       | Forklift  | 0                | 0        | 80,000           | 25,000           | 31         | N/A | N/A | Completed | Completed | Completed   |  |  |  |  |  |  |  |
| 47       | Excavator   | 0                | 0        | 285,000          | 280,000          | 92         | N/A | N/A | Completed | Completed | Completed   |  |  |  |  |  |  |  |
| 63       | Tractor   | 0                | 0        | 70,000           | 0                | 0          | N/A | N/A | 01-Nov-12 | 30-Jun-13 | In process  |  |  |  |  |  |  |  |
| 128      | Crew Cab with Crane   | 0                | 0        | 55,000           | 0                | 0          | N/A | N/A | 01-Mar-13 | 30-Jun-13 | Purchase planned March 2013                         |  |  |  |  |  |  |  |
| 129      | Crew Cab Tipper   | 0                | 0        | 55,000           | 0                | 0          | N/A | N/A | 01-Mar-13 | 30-Jun-13 | Purchase planned March 2013                         |  |  |  |  |  |  |  |
| 143      | Portable Traffic Signals Mounted  | 0                | 0        | 33,000           | 30,000           | 91         | N/A | N/A | Completed | Completed | Completed   |  |  |  |  |  |  |  |
| 145      | Portable Traffic Signals Mounted  | 0                | 0        | 33,000           | 30,000           | 91         | N/A | N/A | Completed | Completed | Completed   |  |  |  |  |  |  |  |
| 169      | Sign Truck  | 0                | 0        | 90,000           | 100,300          | 111        | N/A | N/A | Completed | Completed | Completed   |  |  |  |  |  |  |  |
| 242      | Rotary Mower  | 0                | 0        | 38,000           | 38,000           | 100        | N/A | N/A | Completed | Completed | Completed   |  |  |  |  |  |  |  |
| 255      | Plumbing Truck (?)  | 0                | 0        | 82,000           | 82,000           | 100        | N/A | N/A | Completed | Completed | Completed   |  |  |  |  |  |  |  |
| 256      | Floor Scrubber  | 0                | 0        | 40,000           | 40,000           | 100        | N/A | N/A | Completed | Completed | Completed   |  |  |  |  |  |  |  |
|          | <b>Sub Total</b>  | <b>0</b>         | <b>0</b> | <b>1,073,000</b> | <b>815,700</b>   | <b>76</b>  |     |     |           |           |   |  |  |  |  |  |  |  |
|          | <b>Heavy Plant Program for 2011/12 - Carried Forward (Loan Funding)</b> |                  |          |                  |                  |            |     |     |           |           |   |  |  |  |  |  |  |  |
| 312      | Light Tipping Truck   | 0                | 0        | 82,000           | 82,000           | 100        | N/A | N/A | Completed | Completed | Completed   |  |  |  |  |  |  |  |
| 313      | Light Tipping Truck Crew Cab  | 0                | 0        | 84,000           | 84,000           | 100        | N/A | N/A | Completed | Completed | Completed   |  |  |  |  |  |  |  |
| 315      | Backhoe   | 0                | 0        | 193,000          | 193,000          | 100        | N/A | N/A | Completed | Completed | Purchased in 2011/12 - To be financed by loan funds |  |  |  |  |  |  |  |
| 317      | Self Propelled Roller and Trailer                                       | 0                | 0        | 55,000           | 54,900           | 100        | N/A | N/A | Completed | Completed | Order placed  |  |  |  |  |  |  |  |
| 323      | Mini Excavator  | 0                | 0        | 90,000           | 0                | 0          | N/A | N/A | 01-Jul-12 | 28-Feb-13 | Quotations closed                                   |  |  |  |  |  |  |  |
|          | Roller  | 0                | 0        | 150,000          | 0                | 0          | N/A | N/A | 01-Oct-12 | 30-Jun-13 |   |  |  |  |  |  |  |  |
|          | Tipping Truck (excluding dog trailer)                                   | 0                | 0        | 188,000          | 0                | 0          | N/A | N/A | 01-Sep-12 | 30-Jun-13 |   |  |  |  |  |  |  |  |
|          | Tipping Truck (excluding dog trailer)                                   | 0                | 0        | 188,000          | 0                | 0          | N/A | N/A | 01-Sep-12 | 30-Jun-13 |   |  |  |  |  |  |  |  |
|          | Water Truck   | 0                | 0        | 150,000          | 0                | 0          | N/A | N/A | 01-Oct-12 | 30-Jun-13 |   |  |  |  |  |  |  |  |
|          | Tipping Truck (16 GVM) and Ramps  | 0                | 0        | 120,000          | 0                | 0          | N/A | N/A | 01-Sep-12 | 30-Jun-13 |   |  |  |  |  |  |  |  |
|          | <b>Sub Total</b>  | <b>0</b>         | <b>0</b> | <b>1,300,000</b> | <b>413,800</b>   | <b>32</b>  |     |     |           |           |   |  |  |  |  |  |  |  |
|          | <b>Heavy Plant Program for 2012/13</b>                                  |                  |          |                  |                  |            |     |     |           |           |   |  |  |  |  |  |  |  |
| 13       | Truck Tipper (Civil)  | 70,000           | 0        | 70,000           | 0                | 0          | N/A | N/A | 01-Apr-13 | 30-Jun-13 |   |  |  |  |  |  |  |  |
| 14       | Truck Tipper (Civil)  | 50,000           | 0        | 50,000           | 0                | 0          | N/A | N/A | 01-Nov-12 | 30-Apr-13 |   |  |  |  |  |  |  |  |
| 55       | Backhoe   | 195,000          | 0        | 195,000          | 0                | 0          | N/A | N/A | 01-Aug-12 | 31-Mar-13 |   |  |  |  |  |  |  |  |
| 70       | Forward Slicer  | 9,000            | 0        | 7,000            | 0                | 0          | N/A | N/A | 01-Aug-12 | 31-Mar-13 |   |  |  |  |  |  |  |  |
| 72       | Forward Rollermower   | 6,000            | 0        | 12,000           | 0                | 0          | N/A | N/A | 01-Aug-12 | 31-Mar-13 |   |  |  |  |  |  |  |  |
| 116      | Crane for Welding Truck   | 60,000           | 0        | 0                | 29,000           | 100        | N/A | N/A | Completed | Completed |   |  |  |  |  |  |  |  |
| 130      | Truck with Service Body   | 78,000           | 0        | 60,000           | 0                | 0          | N/A | N/A | 01-Apr-13 | 30-Jun-13 |   |  |  |  |  |  |  |  |
| 142      | Truck Tipper  | 16,000           | 0        | 78,000           | 81,000           | 104        | N/A | N/A | Completed | Completed |   |  |  |  |  |  |  |  |
| 196      | Jarrett mower   | 0                | 0        | 16,000           | 0                | 0          | N/A | N/A | 01-Sep-12 | 31-Mar-13 |   |  |  |  |  |  |  |  |
| 224      | Dual Cab Utility  | 0                | 0        | 22,000           | 0                | 0          | N/A | N/A | 01-Apr-13 | 30-Jun-13 |   |  |  |  |  |  |  |  |
| 279      | Ferris Mower  | 24,000           | 0        | 24,000           | 27,000           | 113        | N/A | N/A | Completed | Completed |   |  |  |  |  |  |  |  |
| 281      | Ferris Mower  | 24,000           | 0        | 24,000           | 27,000           | 113        | N/A | N/A | Completed | Completed |   |  |  |  |  |  |  |  |
| 286      | Ferris Mower  | 24,000           | 0        | 24,000           | 27,000           | 113        | N/A | N/A | Completed | Completed |   |  |  |  |  |  |  |  |
| 287      | Ferris Mower  | 24,000           | 0        | 24,000           | 27,000           | 113        | N/A | N/A | Completed | Completed |   |  |  |  |  |  |  |  |
|          | <b>Sub Total</b>  | <b>580,000</b>   | <b>0</b> | <b>606,000</b>   | <b>218,000</b>   | <b>36</b>  |     |     |           |           |   |  |  |  |  |  |  |  |
|          | <b>SUB TOTAL - HEAVY PLANT REPLACEMENT</b>                              | <b>0</b>         | <b>0</b> | <b>2,379,000</b> | <b>1,447,500</b> | <b>49%</b> |     |     |           |           |   |  |  |  |  |  |  |  |
|          | <b>OTHER PLANT PURCHASES (GROSS FIGURES)</b>                            |                  |          |                  |                  |            |     |     |           |           |   |  |  |  |  |  |  |  |
|          | Waste Operations  |                  |          |                  |                  |            |     |     |           |           |   |  |  |  |  |  |  |  |
| 329      | Mini Excavator 7tome - (Waste)  | 130,000          | 0        | 130,000          | 117,500          | 90         | N/A | N/A | Completed | Completed |   |  |  |  |  |  |  |  |
|          | <b>Sub Total</b>  | <b>130,000</b>   | <b>0</b> | <b>130,000</b>   | <b>117,500</b>   | <b>90</b>  |     |     |           |           |   |  |  |  |  |  |  |  |
|          | <b>Water Operations</b>   |                  |          |                  |                  |            |     |     |           |           |   |  |  |  |  |  |  |  |
| 11       | Isuzu Npr300 Crew Cab Truck (Water)                                     | 44,000           | 0        | 44,000           | 0                | 0          | N/A | N/A | 01-Aug-12 | 31-Mar-13 | Truck for Jack Izzard                               |  |  |  |  |  |  |  |
| 23       | Mitsubishi Canter Crew Cab Tipper (Water)                               | 44,000           | 0        | 44,000           | 0                | 0          | N/A | N/A | 01-Aug-12 | 31-Mar-13 |   |  |  |  |  |  |  |  |
| 212      | Mitsubishi Canter 3.5 (Water)   | 50,000           | 0        | 50,000           | 0                | 0          | N/A | N/A | 01-Apr-13 | 30-Jun-13 |   |  |  |  |  |  |  |  |
| 321      | VACJET vacuum extractor   | 97,000           | 0        | 97,000           | 97,000           | 100        | N/A | N/A | Completed | Completed |   |  |  |  |  |  |  |  |
|          | <b>Sub Total</b>  | <b>235,000</b>   | <b>0</b> | <b>235,000</b>   | <b>97,000</b>    | <b>41</b>  |     |     |           |           |   |  |  |  |  |  |  |  |
|          | <b>Wastewater Operations</b>  |                  |          |                  |                  |            |     |     |           |           |   |  |  |  |  |  |  |  |
| 41       | Hino Sewer Service Truck & Crane (Sewer)                                | 70,000           | 0        | 70,000           | 0                | 0          | N/A | N/A | 01-Apr-13 | 30-Jun-13 |   |  |  |  |  |  |  |  |
| 188      | Hino Duro 6500 (Sewer)  | 70,000           | 0        | 70,000           | 0                | 0          | N/A | N/A | 01-Apr-13 | 30-Jun-13 |   |  |  |  |  |  |  |  |
|          | <b>Sub Total</b>  | <b>140,000</b>   | <b>0</b> | <b>140,000</b>   | <b>0</b>         | <b>0</b>   |     |     |           |           |   |  |  |  |  |  |  |  |
|          | Other   |                  |          |                  |                  |            |     |     |           |           |   |  |  |  |  |  |  |  |
|          | Light Fleet   |                  |          | 320,000          | 209,000          | 65         | N/A | N/A | 01-Jul-12 | 30-Jun-13 |   |  |  |  |  |  |  |  |
|          | <b>TOTAL - PLANT REPLACEMENT PROGRAM</b>                                | <b>1,405,000</b> | <b>0</b> | <b>3,804,000</b> | <b>1,871,000</b> | <b>49%</b> |     |     |           |           |   |  |  |  |  |  |  |  |



Operational Plan Review  
Capital Expenditure - General Fund - Commercial Services Unit and Miscellaneous Projects  
as at 30 June 2013

| Reference | Project Description                       | 2013/14          | Carry Forwards | Approved Variations | New Variations | Latest Estimate  | Expanded to date | % Expended | Milestone Dates |         |          | Status |
|-----------|---|------------------|----------------|---------------------|----------------|------------------|------------------|------------|-----------------|---------|----------|--------|
|           |   |                  |                |                     |                |                  |                  |            | Design          | Consent | Commence |        |
| 2350.4164 | Airport                                   |                  |                |                     |                |                  |                  |            |                 |         |          |        |
| 2350.4164 | Storage Containers                        | 12,000           |                |                     |                | 12,000           | 0                |            |                 |         |          |        |
| 2350.4166 | Car Park Overlay                          | 0                |                |                     |                | 0                | 100              |            |                 |         |          |        |
| 2350.4167 | Runway Overlay                            | 4,635,000        |                |                     |                | 4,635,000        | 0                |            |                 |         |          |        |
| 2350.4169 | Drainage                                  | 25,000           |                |                     |                | 25,000           | 0                |            |                 |         |          |        |
| 2350.4171 | Fencing                                   | 60,000           |                |                     |                | 60,000           | 0                |            |                 |         |          |        |
| 2350.4172 | Lease Area Stage One                      | 20,000           |                |                     |                | 20,000           | 0                |            |                 |         |          |        |
| 2350.4175 | Runway Lighting                           | 10,000           |                |                     |                | 10,000           | 0                |            |                 |         |          |        |
| 2350.4178 | Equipment Storage Shed                    | 65,000           |                |                     |                | 65,000           | 0                |            |                 |         |          |        |
| 2350.4181 | Runway End Treatment                      | 90,000           |                |                     |                | 90,000           | 0                |            |                 |         |          |        |
|           | <b>Sub Total</b>                          | <b>4,917,000</b> | <b>0</b>       | <b>0</b>            | <b>0</b>       | <b>4,917,000</b> | <b>0</b>         | <b>0</b>   |                 |         |          |        |
| 2375      | Camping Ground                            |                  |                |                     |                |                  |                  |            |                 |         |          |        |
|           | Flat Rock                                 | 10,000           |                |                     |                | 10,000           | 0                |            |                 |         |          |        |
|           | <b>Sub Total</b>                          | <b>10,000</b>    | <b>0</b>       | <b>0</b>            | <b>0</b>       | <b>10,000</b>    | <b>0</b>         | <b>0</b>   |                 |         |          |        |
|           | <b>Property - Commercial</b>              |                  |                |                     |                |                  |                  |            |                 |         |          |        |
| 2336      | 89 Tamar Street - Airconditioning         | 330,000          |                |                     |                | 330,000          | 0                |            |                 |         |          |        |
| 2336      | Wigmore Arcade - Refurbishment            | 50,000           |                |                     |                | 50,000           | 0                |            |                 |         |          |        |
| 2336      | Land Purchase - Shellys Beach Café        | 300,000          |                |                     |                | 300,000          | 0                |            |                 |         |          |        |
|           | <b>Sub Total</b>                          | <b>680,000</b>   | <b>0</b>       | <b>0</b>            | <b>0</b>       | <b>680,000</b>   | <b>0</b>         | <b>0</b>   |                 |         |          |        |
|           | <b>Property - Land Development</b>        |                  |                |                     |                |                  |                  |            |                 |         |          |        |
| 2323      | Russellton Industrial Estate              | 1,900,000        |                |                     |                | 1,900,000        | 0                |            |                 |         |          |        |
| 2335      | Wollongbar Urban Expansion Area - Stage 1 | 1,800,000        |                |                     |                | 1,800,000        | 0                |            |                 |         |          |        |
|           | <b>Sub Total</b>                          | <b>3,700,000</b> | <b>0</b>       | <b>0</b>            | <b>0</b>       | <b>3,700,000</b> | <b>0</b>         | <b>0</b>   |                 |         |          |        |
|           | <b>Northern Rivers Community Galley</b>   |                  |                |                     |                |                  |                  |            |                 |         |          |        |
| 2105      | Floating Walls                            | 10,000           |                |                     |                | 10,000           | 0                |            |                 |         |          |        |
| 2105      | Building Renovation                       | 10,000           |                |                     |                | 10,000           | 0                |            |                 |         |          |        |
|           | <b>Sub Total</b>                          | <b>20,000</b>    | <b>0</b>       | <b>0</b>            | <b>0</b>       | <b>20,000</b>    | <b>0</b>         | <b>0</b>   |                 |         |          |        |
|           | <b>TOTAL - COMMERCIAL SERVICES</b>        | <b>9,327,000</b> | <b>0</b>       | <b>0</b>            | <b>0</b>       | <b>9,327,000</b> | <b>0</b>         | <b>0%</b>  |                 |         |          |        |

Operational Plan Review  
Capital - Water Operations - 2012/13  
as at 30 June 2013

| Reference  | Project Description                 | Estimate 2012/13 | Carry Forwards | Approved Variations | Latest Estimate  | Expended to date | % Expended | Design    | Consent   | Milestone Dates Commence | Completion | Status   |
|------------|-------------------------------------|------------------|----------------|---------------------|------------------|------------------|------------|-----------|-----------|--------------------------|------------|--|
| 7001.3850. | Reservoirs                          |                  |                |                     |                  |                  |            |           |           |                          |            |  |
|            | Reservoir - Ballina Heights         | 3,500,000        |                | (2,386,000)         | 1,114,000        | 655,000          | 59         | Complete  | N/A       | 01-Feb-13                | 30-Sep-13  | Tender reported to November 2012 Ordinary meeting              |
| 7005       | Pumping Stations                    |                  |                |                     |                  |                  |            |           |           |                          |            |  |
|            | Basalt Court                        | 180,000          |                | (180,000)           | 0                | 0                | 100        | Complete  | N/A       | 01-Jul-13                | 31-Dec-13  | Works deferred   |
| 7005       | Pacific Pines                       | 110,000          |                | (110,000)           | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Timing of Pacific Pines development is unclear due to receiver |
| 7005       | Ballina Heights                     | 70,000           |                | (70,000)            | 0                | 0                | 100        | N/A       | N/A       | N/A                      | N/A        | Works no longer required based on updated assessment of growth |
| 7006.3873. | Trunk Mains                         |                  |                |                     |                  |                  |            |           |           |                          |            |  |
|            | WD33 PZ Distribution Coastal Growth | 160,000          |                | (160,000)           | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3875. | WD23 Boring Parallel Misham Bridge  | 380,000          |                | (380,000)           | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3876. | WD23 Main Parallel Misham Bridge    | 130,000          |                | (130,000)           | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3877. | WD05 Angels Beach Stage 1           | 80,000           |                | (80,000)            | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3879. | WD06 Pacific Pines Stage 1          | 300,000          |                | (300,000)           | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3880. | WD07 Pacific Pines Stage 1          | 100,000          |                | (100,000)           | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3881. | WD06 Pacific Pines Res Supply Line  | 70,000           |                | (70,000)            | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3883. | WD28 Pacific Pines Distribution     | 150,000          |                | (150,000)           | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3884. | WD17 DN300 Sheaths Road             | 0                | 12,000         | (12,000)            | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3885. | WD18 DN300 Plateau Dve              | 0                | 45,000         | (45,000)            | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3887. | WD01 Ballina Heights                | 220,000          |                | (220,000)           | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3888. | WD02 Ballina Heights Distribution   | 80,000           |                | (80,000)            | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3889. | Aug - WD22 Ballina Coastal Growth   | 150,000          |                | (150,000)           | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3890. | Aug - WD43 Basalt Ct Distribution   | 40,000           |                | (40,000)            | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3891. | Aug - WD26 Lennox Hd Distribution   | 240,000          |                | (240,000)           | 0                | 0                | 100        | Complete  | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3893. | WD36 Nth Ballina Distribution       | 140,000          |                | (140,000)           | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3894. | Aug - WD36 Nth Ballina Distribution | 130,000          |                | (130,000)           | 0                | 0                | 100        | Uncertain | Uncertain | Uncertain                | Uncertain  | Works deferred due to slower growth                            |
| 7006.3896. | WM101 Reservoir Supply              | 840,000          |                | (840,000)           | 0                | 0                | 100        | Complete  | N/A       | 01-Feb-13                | 30-Sep-13  | Tender reported to November 2012 Ordinary meeting              |
|            | <b>Sub Total - Trunk Mains</b>      | <b>3,310,000</b> | <b>57,000</b>  | <b>(3,367,000)</b>  | <b>0</b>         | <b>0</b>         | <b>100</b> |           |           |                          |            |  |
|            | <b>Main Renewals</b>                | <b>400,000</b>   |                |                     | <b>400,000</b>   | <b>0</b>         | <b>0</b>   |           |           |                          |            |  |
| 7000.3836. | Main Renewals                       |                  |                |                     | 400,000          | 0                | 0          | N/A       | N/A       | 01-Jul-12                | 30-Jun-13  | Allowance for works as required and as per Asset Mgmt Plans    |
| 7000.3842. | Main Renewals - North Creek Road    | 0                |                |                     | 18,000           | 18,000           | 100        | Complete  | N/A       | Complete                 | Complete   |  |
| 7000.3843. | Main Renewals - Smith Drive         | 0                |                |                     | 43,000           | 43,000           | 100        | Complete  | N/A       | Complete                 | Complete   |  |
| 7000.3844. | Main Renewals - Conveys Lane        | 0                |                |                     | 54,000           | 54,000           | 100        | Complete  | N/A       | Complete                 | Complete   |  |
|            | <b>Sub Total - Main Renewals</b>    | <b>400,000</b>   | <b>0</b>       | <b>0</b>            | <b>400,000</b>   | <b>115,000</b>   | <b>29</b>  |           |           |                          |            |  |
|            | <b>Miscellaneous</b>                |                  |                |                     |                  |                  |            |           |           |                          |            |  |
| 7020.3897. | Asset Software                      | 0                | 0              | 150,000             | 150,000          | 0                | 0          | N/A       | N/A       | 01-Mar-13                | 30-Jun-13  | Ordered  |
| 7008.3901. | Plant                               | 50,000           | 50,000         | 128,000             | 228,000          | 95,000           | 42         | N/A       | N/A       | 01-Jul-12                | 30-Jun-13  |  |
|            | <b>TOTAL - WATER OPERATIONS</b>     | <b>7,620,000</b> | <b>107,000</b> | <b>(5,835,000)</b>  | <b>1,892,000</b> | <b>865,000</b>   | <b>46%</b> |           |           |                          |            |  |

Operational Plan Review  
Capital - Waste Management - 2012/13  
as at 30 June 2013

| Reference | Project Description             | Estimate 2012/13 | Carry Forwards | Approved Variations | Latest Estimate  | Expended to date | % Expended | Design    | Consent   | Milestone Dates Commence | Completion | Status   |
|-----------|---------------------------------|------------------|----------------|---------------------|------------------|------------------|------------|-----------|-----------|--------------------------|------------|--|
| 2225      | Biochar Facility                | 4,300,000        |                | (3,550,000)         | 750,000          | 229,000          | 31         | Uncertain | Uncertain | Uncertain                | Uncertain  | Council approved additional funding of \$250,000 |
| 2225.7126 | Waste Centre - DECC Levy Budget | 324,800          |                | (324,800)           | 0                | 0                | 100        | N/A       | N/A       | 01-Feb-13                | 31-May-13  | Works reallocated below as per approved funding  |
| 2225.7127 | Leachate Pumps                  | 0                | 56,000         | (44,000)            | 12,000           | 9,500            | 79         | Completed | N/A       | Completed                | Completed  |  |
| 2225.7128 | Organics Processing Pad         | 0                | 10,000         | 0                   | 10,000           | 0                | 0          | N/A       | N/A       | 01-Feb-13                | 30-Jun-13  |  |
| 2225.7130 | Cover Recycling Area            | 0                | 55,000         | (6,000)             | 49,000           | 0                | 0          | N/A       | N/A       | 01-Feb-13                | 30-Jun-13  |  |
| 2225.7131 | Waste Centre - Misc             | 0                |                | 20,000              | 20,000           | 74,000           | 94         | Completed | N/A       | Completed                | Completed  |  |
| 2225.7132 | Bucket Crusher                  | 0                |                | 79,000              | 79,000           | 0                | 0          | N/A       | N/A       | 01-Jul-12                | 30-Jun-13  |  |
| 2225.7133 | Mini Excavator                  | 0                |                | 130,000             | 130,000          | 118,000          | 91         | N/A       | N/A       | Completed                | Completed  |  |
|           | <b>TOTAL - WASTE MANAGEMENT</b> | <b>4,624,800</b> | <b>121,000</b> | <b>(3,695,800)</b>  | <b>1,050,000</b> | <b>430,500</b>   | <b>41%</b> |           |           |                          |            |  |

Operational Plan Review  
Capital - Wastewater - 2012/13  
as at 30 June 2013

| References | Project Description                                     | Estimate 2012/13  | Carry Forwards   | Approved Variations | Latest Estimate   | Expended to date  | % Expended | Design   | Consent  | Commence  | Completion | Status  |
|------------|---|-------------------|------------------|---------------------|-------------------|-------------------|------------|----------|----------|-----------|------------|---|
| 7521.4808  | Wastewater Strategy - Technical Consultancies           | 50,000            | 0                | (30,000)            | 20,000            | 7,000             | 35         | N/A      | N/A      | 01-Jul-12 | 30-Jun-13  | Contingency for additional design works if required |
| 7521.4970  | Recycled Water - Environmental Assess                   | 0                 | 0                | 130,000             | 130,000           | 151,000           | 116        | N/A      | N/A      | 01-Jul-12 | 30-Jun-13  | Consultancy as part of open space reuse program     |
| 7525.4882  | Ballina Upgrade Project Management                      | 984,000           | 14,000           | (498,000)           | 500,000           | 494,000           | 99         | Complete | Complete | 01-May-11 | 31-Aug-13  | On-going  |
| 7526.4809  | Upgrade Contract  | 3,996,000         | 650,000          | (2,646,000)         | 2,000,000         | 3,176,000         | 159        | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7526.4810  | Civil Construction                                      | 3,294,000         | 1,236,000        | (1,330,000)         | 3,200,000         | 3,428,000         | 107        | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7526.4811  | Mechanical Construction                                 | 3,269,000         | 0                | (1,668,000)         | 1,561,000         | 1,564,000         | 99         | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7526.4812  | Telemetry   | 12,000            | 0                | 0                   | 12,000            | 9,000             | 75         | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7526.4813  | Commissioning   | 1,460,000         | 0                | (460,000)           | 1,000,000         | 68,000            | 7          | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7526.4814  | Demolition  | 385,000           | 0                | (35,000)            | 350,000           | 278,000           | 79         | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7526.4815  | Sudge Storage Construction                              | 2,100,000         | 0                | (530,000)           | 1,570,000         | 1,855,000         | 118        | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7526.4816  | Post Completion Works                                   | 230,000           | 0                | (230,000)           | 0                 | 0                 | 0          | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7526.4884  | Other - Contract variations as reported to Council      | 706,000           | 0                | 3,294,000           | 4,000,000         | 4,114,000         | 103        | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7526.4885  | Concept Design  | 95,000            | 0                | (63,000)            | 12,000            | 11,900            | 99         | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7526.4886  | Detailed Design   | 500,000           | 495,000          | (633,000)           | 62,000            | 62,000            | 100        | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
|            | <b>Sub Total - Ballina Upgrade Contract</b>             | <b>16,047,000</b> | <b>2,381,000</b> | <b>(4,641,000)</b>  | <b>13,787,000</b> | <b>14,565,900</b> | <b>106</b> |          |          |           |            |   |
| 7530.4887  | Lennox Head Upgrade Upgrade Contract Project Management | 4,000             | 0                | (4,000)             | 0                 | 0                 | 0          | Complete | Complete | 01-May-11 | 31-Aug-13  | On-going  |
| 7530.4888  | Optimisation Project Management                         | 416,000           | 0                | (416,000)           | 0                 | 0                 | 100        | Complete | Complete | 01-May-11 | 31-Aug-13  | On-going  |
| 7531.4809  | Upgrade Contract  | 1,498,000         | 0                | (698,000)           | 500,000           | 513,000           | 103        | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7531.4810  | Civil Construction                                      | 992,000           | 301,000          | (223,000)           | 1,070,000         | 1,071,000         | 100        | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7531.4811  | Mechanical Construction                                 | 873,000           | 0                | (104,000)           | 769,000           | 690,000           | 90         | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7531.4812  | Electrical Construction                                 | 1,000             | 0                | 4,000               | 5,000             | 1,000             | 20         | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7531.4813  | Commissioning   | 395,000           | 0                | (35,000)            | 360,000           | 0                 | 0          | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7531.4816  | Post Completion Works                                   | 97,000            | 0                | (170,000)           | 97,000            | 0                 | 0          | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7531.4972  | Concept Design  | 170,000           | 0                | (185,000)           | 50,000            | 49,000            | 98         | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7531.4973  | Detailed Design   | 359,000           | 23,000           | (137,000)           | 245,000           | 228,000           | 93         | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
| 7531.4974  | Other   | 0                 | 424,000          | (1,848,000)         | 3,093,000         | 2,552,000         | 82         | Complete | Complete | 01-May-11 | 31-Aug-13  | Construction contract                               |
|            | <b>Sub Total - Lennox Head Upgrade Contract</b>         | <b>4,520,000</b>  | <b>424,000</b>   | <b>(1,848,000)</b>  | <b>3,093,000</b>  | <b>2,552,000</b>  | <b>82</b>  |          |          |           |            |   |
| 7535.4830  | Catchment Diversion Works                               | 120,000           | 0                | (120,000)           | 0                 | 0                 | 100        | Complete | N/A      | 01-Feb-13 | 30-Sep-13  | Tender reported to November 2012 Ordinary meeting   |
| 7535.4361  | Ballina - Diversion Ancillary Works                     | 1,500,000         | 0                | (1,500,000)         | 0                 | 0                 | 100        | Complete | N/A      | 01-Feb-13 | 30-Sep-13  | Tender reported to November 2012 Ordinary meeting   |
| 7508.4931  | Urban Dual Reticulation Program                         | 200,000           | 60,000           | (60,000)            | 200,000           | 180,000           | 90         | Complete | Complete | 01-Jul-12 | 30-Jun-13  | Allowance for assistance with UDR program           |
| 7508.4933  | UDR - Project Management                                | 1,000,000         | 8,000            | (1,008,000)         | 0                 | 0                 | 100        | Complete | N/A      | 01-Feb-13 | 30-Sep-13  | Tender reported to November 2012 Ordinary meeting   |
| 7508.4935  | UDR - Distribution Systems Ballina Lennox               | 0                 | 320,000          | (320,000)           | 0                 | 0                 | 100        | Complete | Complete | 01-Feb-13 | 30-Sep-13  | Works completed in 2011/12                          |
| 7508.4936  | UDR - Land Acquisition - Ballina Heights                | 1,000,000         | 0                | (1,000,000)         | 0                 | 0                 | 100        | Complete | N/A      | 01-Feb-13 | 30-Sep-13  | Tender reported to November 2012 Ordinary meeting   |
| 7508.4938  | UDR - Reservoir Ballina Heights                         | 600,000           | 0                | (600,000)           | 0                 | 0                 | 100        | Complete | N/A      | 01-Feb-13 | 30-Sep-13  | Tender reported to November 2012 Ordinary meeting   |
| 7508.4925  | Recycled Water Implementation - Open Space Reuse        | 0                 | 58,000           | 0                   | 58,000            | 0                 | 0          | Complete | N/A      | 01-Jan-13 | 30-Jun-13  | Shed design being finalised                         |
| 7508.4926  | Re-use - Skennars Head Fields - Shed                    | 0                 | 198,000          | 0                   | 198,000           | 0                 | 0          | Complete | N/A      | 01-Jan-13 | 30-Jun-13  | Works being implemented by Open Spaces Section      |
| 7508.4927  | Re-use - Saunders and Frpp Fields - Irrigation          | 0                 | 50,000           | 11,000              | 61,000            | 61,000            | 100        | Complete | Complete | N/A       | 30-Jun-13  | Works being implemented by Open Spaces Section      |
| 7508.4930  | Re-use - Chickiba Fields - Irrigation                   | 100,000           | 0                | 0                   | 100,000           | 0                 | 0          | Complete | N/A      | 01-Jan-13 | 30-Jun-13  | Works being implemented by Open Spaces Section      |
|            | <b>Sub Total - Re-use - UDR and Open Space</b>          | <b>2,900,000</b>  | <b>694,000</b>   | <b>(2,977,000)</b>  | <b>617,000</b>    | <b>241,000</b>    | <b>39</b>  |          |          |           |            |   |
| 7512.4965  | Plant and Equipment Plant Changeovers                   | 52,000            | 0                | 88,000              | 140,000           | 104,000           | 74         | N/A      | N/A      | 01-Jul-12 | 30-Jun-13  | Allowance for replacement as per plant program      |
| 7510.4963  | Other Backlog   | 0                 | 12,000           | (4,000)             | 8,000             | 6,000             | 75         | N/A      | N/A      | 01-Jul-12 | 30-Jun-13  | Allowance for minor works                           |
| 7510.4967  | Telemetry Installation                                  | 70,000            | 20,000           | (20,000)            | 70,000            | 44,000            | 63         | N/A      | N/A      | 01-Jul-12 | 30-Jun-13  | On-going repairs and improvements                   |
| 7500.4820  | Main Renewals Sewer Mains Renewals                      | 400,000           | 0                | (200,000)           | 200,000           | 26,000            | 13         | Complete | N/A      | 01-Jul-12 | 30-Jun-13  |   |
| 7508.4939  | Inflow & Infiltration Program Contract                  | 1,200,000         | 1,000,000        | (1,150,000)         | 1,050,000         | 1,240,000         | 118        | Complete | N/A      | 01-Jul-12 | 30-Jun-13  |   |

(Overview of major capital expenditure continued on next page)

Operational Plan Review  
Capital - Wastewater - 2012/13  
as at 30 June 2013

| Reference | Project Description                      | Estimate 2012/13 | Carry Forwards | Approved Variations | Latest Estimate | Expended to date | % Expended | Design    | Consent | Milestone Dates | Completion | Status   |
|-----------|--|------------------|----------------|---------------------|-----------------|------------------|------------|-----------|---------|-----------------|------------|--|
| 7502.4832 | SP3102 Pump Upgrade                      | 25,000           |                | (25,000)            | 0               | 0                | 100        | N/A       | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7502.4833 | SP2105 Pump Upgrade                      | 50,000           |                | (50,000)            | 0               | 0                | 100        | N/A       | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7502.4834 | SP2108 Pump Capacity Upgrade             | 40,000           |                | (40,000)            | 0               | 0                | 100        | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4835 | SP3001 Upgrade Pumps                     | 200,000          | 82,000         |                     | 130,000         | 101,000          | 78         | 30-Jun-13 | N/A     | 01-Mar-13       | 30-Jun-13  | Underway   |
| 7502.4836 | SP3002 Construct Emergency Storage       | 85,000           |                | (75,000)            | 10,000          | 15,000           | 150        | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4837 | SP2309 Emergency Storage                 | 75,000           |                | (73,000)            | 2,000           | 0                | 0          | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4838 | SP3101 Construct Emergency Storage       | 105,000          |                | (103,000)           | 2,000           | 1,000            | 50         | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4840 | SP3101 Upgrade Pumps                     | 115,000          |                | (115,000)           | 0               | 0                | 100        | N/A       | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7502.4841 | SP4106 Upgrade Pumps                     | 0                | 30,000         |                     | 100,000         | 29,000           | 29         | 31-Jan-13 | N/A     | 01-Mar-13       | 30-Jun-13  | Underway   |
| 7502.4842 | SP2001 Polynurea Lining of Well          | 0                | 30,000         |                     | (30,000)        | 0                | 0          | 31-Jan-13 | N/A     | 01-Mar-13       | 30-Jun-13  | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4843 | SP2301 Upgrade Pumps                     | 120,000          |                | (120,000)           | 0               | 0                | 100        | N/A       | N/A     | N/A             | N/A        | Justification for upgrade being reviewed                           |
| 7502.4844 | SP2002 Pump Capacity Upgrade             | 0                | 15,000         |                     | (15,000)        | 0                | 0          | 31-Jan-13 | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7502.4845 | SP2012 Pump Capacity Upgrade             | 0                | 13,000         |                     | (13,000)        | 0                | 0          | 31-Jan-13 | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7502.4846 | SP2009 Pump Capacity Upgrade             | 15,000           |                | (15,000)            | 0               | 0                | 100        | 31-Jan-13 | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7502.4847 | SP2202 Upgrade Pumps - Racecourse Road   | 0                | 15,000         |                     | (15,000)        | 0                | 0          | 31-Jan-13 | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7502.4848 | SP2205 Upgrade Pumps - Piper Drive       | 15,000           |                | (15,000)            | 0               | 0                | 100        | 31-Jan-13 | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7502.4849 | SP2206 Upgrade Pumps - De Havilland      | 0                | 15,000         |                     | (15,000)        | 0                | 0          | 31-Jan-13 | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7502.4850 | SP2207 Upgrade Pumps - Southern Cross    | 0                | 15,000         |                     | (15,000)        | 0                | 0          | N/A       | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7502.4851 | SP2210 Upgrade Pumps - Whiting Way       | 0                | 37,000         |                     | (37,000)        | 0                | 0          | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4852 | SP4004 Emergency Storage - Whiting Way   | 85,000           |                | (83,000)            | 2,000           | 0                | 0          | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4853 | SP4003 Emergency Storage - Granada Place | 35,000           |                | (33,000)            | 2,000           | 0                | 0          | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4854 | SP4001 Storage Capacity Upgrade          | 80,000           |                | (78,000)            | 2,000           | 0                | 0          | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4855 | SP4001 Storage & Pump Upgrade            | 6,000            |                | (6,000)             | 0               | 0                | 100        | Complete  | N/A     | 01-Feb-13       | 30-Jun-13  | Part of pipelines contract   |
| 7502.4856 | P/S North Ballina                        | 360,000          | 6,000          |                     | 200,000         | 199,000          | 100        | Complete  | N/A     | Complete        | Complete   | Completed as part of WUEA contract                                 |
| 7502.4857 | WUEA Pump Station NHS1                   | 280,000          |                | (280,000)           | 0               | 0                | 100        | Complete  | N/A     | Complete        | Complete   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4858 | WUEA Pump Station NHS2                   | 0                | 50,000         |                     | (48,000)        | 0                | 0          | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4861 | SP2308 Emergency Storage - Serpentine    | 75,000           |                | (75,000)            | 0               | 0                | 100        | Complete  | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7502.4862 | SP2309 Upgrade Pumps                     | 45,000           |                | (45,000)            | 0               | 0                | 100        | N/A       | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7502.4863 | SP2312 Pump Capacity Upgrade             | 35,000           |                | (33,000)            | 2,000           | 0                | 0          | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4864 | SP2313 Storage Capacity Upgrade          | 35,000           |                | (33,000)            | 2,000           | 0                | 0          | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4865 | SP2311 Storage Capacity Upgrade          | 75,000           |                | (73,000)            | 2,000           | 0                | 0          | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4866 | SP2013 Upgrade Pumps                     | 0                | 59,000         |                     | 59,000          | 59,000           | 100        | N/A       | N/A     | N/A             | Complete   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4869 | SP3201 Headlands Drive                   | 25,000           |                | (23,000)            | 2,000           | 0                | 0          | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4870 | SP3103 Storage Capacity Upgrade          | 175,000          |                | (175,000)           | 0               | 0                | 100        | 30-Jun-13 | N/A     | Deferred        | Deferred   | Design underway by Public Works - Construction to occur in 2013/14 |
| 7502.4871 | SP2001 Upgrade Pump Motor                | 2,156,000        | 308,000        |                     | 517,000         | 404,000          | 78         | 30-Jun-13 | N/A     | 01-Jul-13       | 30-Jun-14  | Design underway  |
|           | <b>Sub Total - Pumping Stations</b>      |                  |                |                     |                 |                  |            |           |         |                 |            |  |
|           | <b>Trunk Mains</b>                       |                  |                |                     |                 |                  |            |           |         |                 |            |  |
| 7506.4868 | SP4106 Rising Main Kays Lane             | 25,000           |                | 35,000              | 60,000          | 65,000           | 108        | Complete  | N/A     | Complete        | Complete   | Deferred until 2013/14   |
| 7506.4892 | SP3001 Parallel Rising Main              | 270,000          |                | (270,000)           | 0               | 0                | 100        | Complete  | N/A     | N/A             | N/A        | Deferred until 2013/14   |
| 7506.4893 | P/S 2101 Diversion to Ballina RWP        | 260,000          |                | (260,000)           | 0               | 0                | 100        | Complete  | N/A     | 01-Feb-13       | 30-Jun-13  | Part of pipelines contract   |
| 7506.4894 | SP2001 Rising Main Rehabilitation        | 0                |                | 5,000               | 5,000           | 3,200            | 64         | Complete  | N/A     | 01-Feb-13       | 30-Jun-13  | Works commenced  |
| 7506.4896 | Diversion of Nth Ballina PS to Ballina   | 175,000          |                | (175,000)           | 0               | 0                | 100        | Complete  | N/A     | 01-Feb-13       | 30-Jun-13  | Part of pipelines contract   |
| 7506.4897 | Rising Main Nth Ballina PS to Ballina WW | 690,000          |                | 5,741,000           | 6,431,000       | 4,979,000        | 77         | Complete  | N/A     | 01-Feb-13       | 30-Jun-13  | Part of pipelines contract   |
| 7506.4898 | Diversion Ballina Hts to Ballina WWTP    | 525,000          |                | (525,000)           | 0               | 0                | 100        | Complete  | N/A     | 01-Feb-13       | 30-Jun-13  | Part of pipelines contract   |
| 7506.4907 | SP3108 to SP3107 Gravity Main            | 15,000           |                | (13,000)            | 2,000           | 1,300            | 65         | Complete  | N/A     | Complete        | Complete   | Completed as part of WUEA contract                                 |
| 7506.4909 | SP3110 Parallel Gravity Main Hutley Dr   | 398,000          |                | (398,000)           | 0               | 0                | 100        | N/A       | N/A     | N/A             | N/A        | Part of Pacific Pines - Timeframe unknown                          |
| 7506.4910 | Skemars Ridge Sth - Rising Main          | 116,000          |                | (115,500)           | 500             | 500              | 100        | 30-Jun-13 | N/A     | 01-Jul-13       | 30-Jun-14  | Minor works completed  |
| 7506.4913 | WUEA Preliminaries                       | 0                | 3,000          |                     | 1,200           | 1,200            | 100        | Complete  | N/A     | Complete        | Complete   | Completed as part of WUEA contract                                 |
| 7506.4914 | WUEA Contingency                         | 30,000           |                | (1,800)             | 150,000         | 133,000          | 89         | Complete  | N/A     | 01-Jul-12       | 30-Jun-13  | Contingency for WUEA   |
| 7506.4915 | WUEA Trenched Mains (Sewer)              | 30,000           |                | (100,000)           | 200,000         | 200,000          | 100        | Complete  | N/A     | Complete        | Complete   | Completed as part of WUEA contract                                 |
| 7506.4916 | WUEA Gravity Trunk A2                    | 69,000           |                | (69,000)            | 0               | 0                | 100        | Complete  | N/A     | Complete        | Complete   | Completed as part of WUEA contract                                 |
| 7506.4917 | WUEA Trunk T/D/T/C (WPE)                 | 114,000          |                | (180,000)           | 0               | 0                | 100        | Complete  | N/A     | Complete        | Complete   | Completed as part of WUEA contract                                 |
| 7506.4918 | WUEA Under Bored Sewer                   | 0                | 640,000        |                     | 3,000           | 3,000            | 100        | Complete  | N/A     | Complete        | Complete   | Completed as part of WUEA contract                                 |
| 7506.4919 | WUEA Power Supply                        | 20,000           |                | (20,000)            | 64,000          | 64,000           | 100        | Complete  | N/A     | Complete        | Complete   | Completed as part of WUEA contract                                 |
| 7506.4920 | WUEA Line TH1TK                          | 45,000           |                | (70,000)            | 0               | 0                | 100        | Complete  | N/A     | Complete        | Complete   | Completed as part of WUEA contract                                 |
| 7506.4921 | WUEA Line TL                             | 45,000           |                | (45,000)            | 0               | 0                | 100        | Complete  | N/A     | Complete        | Complete   | Completed as part of WUEA contract                                 |
| 7506.4922 | WUEA Gravity Trunk B13                   | 25,000           |                | (25,000)            | 0               | 0                | 100        | Complete  | N/A     | Complete        | Complete   | Completed as part of WUEA contract                                 |
| 7506.4979 | Pacific Pines Gravity Main               | 160,000          |                | (160,000)           | 0               | 0                | 100        | N/A       | N/A     | N/A             | N/A        | Completed as part of WUEA contract                                 |
| 7506.4980 | North Creek Road Pipelines               | 0                | 2,400          |                     | 2,400           | 2,400            | 100        | Complete  | N/A     | Complete        | Complete   | Minor works completed  |
|           | <b>Sub Total - Trunk Mains</b>           |                  |                |                     |                 |                  |            |           |         |                 |            |  |
|           | <b>TOTAL - WASTEWATER</b>                |                  |                |                     |                 |                  |            |           |         |                 |            |  |
|           |  | 33,426,000       | 6,196,000      | (12,567,900)        | 27,054,100      | 25,287,500       | 93%        |           |         |                 |            |  |

# APPENDIX 4 CONDITION OF PUBLIC WORKS

| BALLINA SHIRE COUNCIL     |                           |                       |                      |           |                          |                |                                      |  |                                      |  |
|---------------------------|---------------------------|-----------------------|----------------------|-----------|--------------------------|----------------|--------------------------------------|--|--------------------------------------|--|
| SPECIAL SCHEDULE NO 7     |                           |                       |                      |           |                          |                |                                      |  |                                      |  |
| CONDITION OF PUBLIC WORKS |                           |                       |                      |           |                          |                |                                      |  |                                      |  |
| as at 30th June 2013      |                           |                       |                      |           |                          |                |                                      |  |                                      |  |
| Asset Class               | Asset Category            | Depreciation Rate (%) | Depreciation Expense | Valuation | Accumulated Depreciation | Carrying Value | Asset Condition (see Notes attached) | Estimated Cost to bring to a Satisfactory Standard | Estimated Annual Maintenance Expense | Program Maintenance Works for current year |
|                           |                           |                       | '000                 | '000      | '000                     | '000           |                                      | '000   | '000                                 | '000                                       |
|                           | <i>References</i>         | <i>Note 9</i>         | <i>Note 4</i>        |           | <i>Note 9</i>            |                |                                      | <i>Local Govt. Act 1993, Section 428 (2d)</i>      |                                      |  |
| Public buildings          | Council offices           | 1 - 5%                | 393                  | 11,831    | (5,239)                  | 6,592          | 3                                    | -  | 108                                  | 75   |
|                           | Works depot               | 1 - 5%                | 142                  | 4,293     | (1,706)                  | 2,587          | 3                                    | -  | 71                                   | 73   |
|                           | Halls                     | 1 - 5%                | 273                  | 9,245     | (5,001)                  | 4,244          | 3                                    | -  | 83                                   | 81   |
|                           | Dwellings                 | 1 - 5%                | 91                   | 2,952     | (1,903)                  | 1,049          | 3                                    | 30   | 35                                   | 31   |
|                           | Airport                   | 1 - 5%                | 228                  | 6,883     | (1,904)                  | 4,979          | 3                                    | -  | 135                                  | 145  |
|                           | Shops/Offices             | 1 - 5%                | 276                  | 9,066     | (4,349)                  | 4,717          | 3                                    | -  | 45                                   | 50   |
|                           | Library                   | 1 - 5%                | 162                  | 4,549     | (1,364)                  | 3,185          | 3                                    | 150  | 14                                   | 16   |
|                           | Community centres         | 1 - 5%                | 417                  | 12,868    | (945)                    | 11,923         | 1                                    | -  | 33                                   | 32   |
|                           | Childcare centres         | 1 - 5%                | 183                  | 5,233     | (3,100)                  | 2,133          | 3                                    | -  | -                                    | -  |
|                           | Waste centre              | 1 - 5%                | 103                  | 3,573     | (1,308)                  | 2,265          | 3                                    | -  | 105                                  | 106  |
|                           | Amenities/Toilets         | 1 - 5%                | 575                  | 20,043    | (8,970)                  | 11,073         | 3 - 4                                | 150  | 180                                  | 187  |
|                           | <b>Subtotal</b>           |                       | 2,843                | 90,536    | (35,789)                 | 54,747         |                                      | 330  | 809                                  | 796  |
| Other structures          | Not included in buildings | 1 - 9%                | 534                  | 12,603    | (4,208)                  | 8,395          | 3                                    | 30   | 212                                  | 196  |
|                           | <b>Subtotal</b>           |                       | 534                  | 12,603    | (4,208)                  | 8,395          |                                      | 30   | 212                                  | 196  |
| Public roads              | Sealed roads              | 1 - 2%                | 6,163                | 429,469   | (128,813)                | 300,656        | 2 - 4                                | 11,450   | 3,358                                | 4,393                                      |
|                           | Unsealed roads            | 1 - 2%                | 275                  | 25,391    | (12,617)                 | 12,774         | 3 - 4                                | 275  | 630                                  | 602  |
|                           | Bridges                   | 1 - 2%                | 451                  | 43,354    | (13,994)                 | 29,360         | 2 - 3                                | -  | 40                                   | 37   |
|                           | Footpaths/Cycleways       | 1 - 2%                | 481                  | 24,816    | (5,234)                  | 19,582         | 2 - 3                                | 50   | 134                                  | 118  |
|                           | Kerb and gutter           | 1 - 2%                | 519                  | 36,268    | (16,445)                 | 19,823         | 2 - 3                                | -  | -                                    | -  |
|                           | Road furniture            | 1%                    | 132                  | 17,469    | (1,968)                  | 15,501         | 2 - 4                                | -  | 259                                  | 267  |
|                           | <b>Subtotal</b>           |                       | 8,021                | 576,767   | (179,071)                | 397,696        |                                      | 11,775   | 4,421                                | 5,417                                      |

*This Schedule is to be read in conjunction with the explanatory notes following.*

| BALLINA SHIRE COUNCIL                                    |                    |                       |                      |           |                          |                |                                      |  |                                      |  |
|--|--------------------|-----------------------|----------------------|-----------|--------------------------|----------------|--------------------------------------|--|--------------------------------------|--|
| SPECIAL SCHEDULE NO 7 - CONDITION OF PUBLIC WORKS (cont) |                    |                       |                      |           |                          |                |                                      |  |                                      |  |
| as at 30th June 2013                                     |                    |                       |                      |           |                          |                |                                      |  |                                      |  |
| Asset Class  | Asset Category     | Depreciation Rate (%) | Depreciation Expense | Valuation | Accumulated Depreciation | Carrying Value | Asset Condition (see Notes attached) | Estimated Cost to bring to a Satisfactory Standard | Estimated Annual Maintenance Expense | Program Maintenance Works for current year |
|  |                    |                       | '000                 | '000      | '000                     | '000           |                                      | '000   | '000                                 | '000                                       |
|  | <i>References</i>  | <i>Note 9</i>         | <i>Note 4</i>        |           | <i>Note 9</i>            |                |                                      | <i>Local Govt. Act 1993, Section 428 (2d)</i>      |                                      |  |
| Water  | Treatment plants   | 1%                    | 72                   | 4,365     | (1,278)                  | 3,087          | 2 - 3                                | -  | 106                                  | 80   |
|  | Water connections  | 4 - 5%                | 95                   | 1,914     | (1,056)                  | 858            | 2 - 4                                | -  | 278                                  | 294  |
|  | Reservoirs         | 1 - 2%                | 152                  | 13,980    | (4,599)                  | 9,381          | 2 - 3                                | -  | 70                                   | 68   |
|  | Pipelines          | 1 - 2%                | 1,479                | 139,220   | (48,250)                 | 90,970         | 2 - 4                                | -  | 534                                  | 578  |
|  | Pump stations      | 1 - 2%                | 11                   | 668       | (230)                    | 438            | 2 - 3                                | -  | 45                                   | 49   |
|  | <b>Subtotal</b>    |                       | 1,809                | 160,147   | (55,413)                 | 104,734        |                                      | -  | 1,033                                | 1,069                                      |
| Sewerage   | Pump stations      | 1 - 2%                | 648                  | 39,631    | (12,457)                 | 27,174         | 2 - 3                                | -  | 1,254                                | 1,201                                      |
|  | Pipelines          | 2 - 3%                | 996                  | 148,322   | (21,965)                 | 126,357        | 2 - 3                                | -  | 530                                  | 501  |
|  | Pits               | 2 - 3%                | 98                   | 7,631     | (2,706)                  | 4,925          | 2 - 3                                | -  | -                                    | -  |
|  | Treatment works    | 1 - 2%                | 969                  | 59,442    | (27,904)                 | 31,538         | 2 - 3                                | -  | 365                                  | 360  |
|  | Reuse works        | 2 - 3%                | -                    | 1,308     | -                        | 1,308          | 2 - 3                                | -  | 132                                  | 103  |
|  | <b>Subtotal</b>    |                       | 2,711                | 256,334   | (65,032)                 | 191,302        |                                      | -  | 2,281                                | 2,165                                      |
| Drainage works   | Culverts           | 1 - 2%                | 146                  | 10,565    | (5,941)                  | 4,624          | 2 - 4                                | 50   | -                                    | -  |
|  | Reticulation       | 1 - 2%                | 1,461                | 100,766   | (37,361)                 | 63,405         | 2 - 4                                | 150  | 281                                  | 310  |
|  | Pollution control  | 2 - 3%                | 35                   | 1,679     | (108)                    | 1,571          | 1 - 2                                | -  | 51                                   | 25   |
|  | Outfall structures | 1 - 2%                | 4                    | 251       | (104)                    | 147            | 3 - 4                                | 20   | -                                    | -  |
|  | <b>Subtotal</b>    |                       | 1,646                | 113,261   | (43,514)                 | 69,747         |                                      | 220  | 332                                  | 335  |
| <b>Total classes - all assets</b>                        |                    |                       | 17,564               | 1,209,648 | (383,027)                | 826,621        |                                      | 12,355   | 9,088                                | 9,978                                      |

*This Schedule is to be read in conjunction with the explanatory notes following.*

**BALLINA SHIRE COUNCIL**

**SPECIAL SCHEDULE NO 7 - CONDITION OF PUBLIC WORKS (cont)  
as at 30th June 2013**

**"SATISFACTORY" CONDITION OF PUBLIC ASSETS**

In assessing the condition of Public Assets Council has had regard to the condition, function and location of each asset, based on the original design standard. Changes in standards or proposed or potential enhancements to the existing asset design standard have been ignored. Assets within each Asset Category have been assessed on an overall basis, recognising that an average standard of "satisfactory" may be achieved even though certain assets may be above or below that standard on an individual basis.

Council recognises that the standard that it considers to be "satisfactory" may be different from that adopted by other Councils.

The information contained in this Schedule comprises accounting estimates formulated in accordance with the NSW Local Government Code of Accounting Practice and Financial Reporting. Nothing contained within this Schedule may be taken to be an admission of any liability to any person under any circumstance.

**Notes**

- 1 Satisfactory refers to estimated cost to bring the asset to a satisfactory condition as deemed by Council. It does not include any planned "enhancements" to the existing asset.
- 2 Required annual maintenance is what should be spent to maintain assets in a satisfactory standard.
- 3 Current annual maintenance is what has been spent in the current year to maintain assets.
- 4 Asset condition assessment (DLG integrated planning and reporting manual).  
The following condition codes have been used in this Schedule.

|          |           |                                       |
|----------|-----------|---------------------------------------|
| <b>1</b> | Excellent | No work required (normal maintenance) |
| <b>2</b> | Good      | Only minor maintenance work required  |
| <b>3</b> | Average   | Maintenance work required             |
| <b>4</b> | Poor      | Renewal required                      |
| <b>5</b> | Very poor | Urgent renewal / upgrading required   |