

**Keeping the
Community Informed**



**Bellingen Shire
COUNCIL**



2011

Annual Report

www.bellingen.nsw.gov.au

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Bellingen Shire – a lifestyle region

Bellingen Shire is located on the Mid North Coast of NSW halfway between Sydney and Brisbane and just south of Coffs Harbour. It has a total area of 1,605 square kilometres with a coastline of approximately 10km. State forests and National Parks cover 53% of the rural area. The resident population of the Shire was 13,450 in 2010. Over the past 5 years the population of Bellingen Shire has increased at an average annual rate of 0.9%.

The Shire is located within the traditional lands of the Gumbaynggirr people whose tribal boundaries extend along the east coast of New South Wales from south of Nambucca, north of Woolgoolga and west across the Dorrigo Plateau escarpment.

Bellingen Shire consists of three broad topographical areas incorporating the seaboard around Mylestom, Repton and Urunga, the valleys of the Bellinger and Kalang rivers and the Dorrigo plateau landscapes. Each has its own characteristics and provides a choice in cultural and natural diversity.

The area extends inland from Urunga at the mouth of the Bellinger River and includes its broad and fertile valley with the historic and beautiful town of Bellingen as its regional centre. Further inland the Waterfall Way climbs through the World Heritage Area of the Dorrigo National Park. Just beyond is the tableland town of Dorrigo and the wild Nymboida River. The Dorrigo escarpment forms a natural barrier across the Shire.

The Pacific Highway and north coast rail line provide a strong transport infrastructure linking Sydney and Brisbane. The scenic Waterfall Way, rated number three of Australia's top 10 most iconic drives, also offers easy access from the coast through the lush Gondwana Rainforests of the Great Divide to the New England region. The large regional airport at Coffs Harbour provides a gateway for international and domestic visitors to the Shire.

The links to Coffs Harbour provides significant employment opportunities, commercial and retail services and access to high quality transport, education, health and tourism infrastructure. The Coffs Harbour Education Campus incorporates the Southern Cross University, TAFE North Coast Institute and a senior college providing exceptional learning opportunities.

The Shire is a lifestyle region with an emphasis on cultural vibrancy, liveability and social cohesion. It has diverged over the years and is now a mix of traditional and non-traditional farming. Many of today's residents are artists, craftspeople, writers, musicians and horticulturalists, with approximately 12.1% of employed residents having established home-based activities.

Bellingen Shire is an "economy in transition." While the traditional industry base of timber, dairying, potato and meat processing are essential to the economic health of the Shire, emerging and developing industries include tourism which is underpinned by the Dorrigo Rainforest Centre, national parks, cultural attractions and a successful events sector. Aquaculture, agribusiness/processing, arts and cultural industries, organics and regional cuisine and aged care have also developed.

A number of diverse world class businesses are based in the Shire and Coffs Coast region and compete nationally and internationally due to their innovative culture, continuous quest for improvement and access to a skilled and committed workforce.

Bellingen's "creative" economy distinguishes Bellingen from its neighbours. The physical character of the Shire, of river valleys, varied landscapes, warm and humid sub tropical climate and small and friendly townships, combined with the notion of an economy consisting of skilled artisans and creative enterprises represents a very powerful and precious image.

The events sector is also part of this "creative" economy. The renowned annual Bellingen Jazz & Blues Festival, Bellingen Energy Festival, Camp Creative, Dorrego Folk & Bluegrass Festival, Global Carnival and ToastUrunga all add to the Shire's already buzzing cultural life. The inaugural Bellingen Readers and Writers Festival in April and the second Bellingen Music Festival in May, have also added to the variety of artistic events on offer. The vibrant monthly Bellingen Community Markets, which turned 30 in February, also provides an opportunity to showcase our people and culture.

The Bellingen Show celebrated 121 years in May and has only been cancelled once during that time, in 2009 due to flooding. Despite huge changes in the Bellingen community over this period, the essential character of this very traditional show has not changed with a strong rural emphasis focussed on competitions and judging of cattle, horses, poultry and produce, community participation in pavilion displays and art, and ever popular acts and sideshows.

The 99th Dorrego Show took place in November and this wonderful event has been showcasing the varied talents of the plateau community and preserving the town's proud agricultural heritage.

Tourism is strengthened by the fantastic climate, a stunning environment, café, market and festival culture and access to a wide range of tourism and recreational opportunities. For lifestyle you can choose the Dorrego plateau, rural areas, town convenience or beachside living.

In March 2009 two of the Coffs Coast's idyllic villages were counted amongst the Best 100 Towns in Australia, with one proving it has better coffee than Sydney and the other standing out as a gateway to an 'otherworldly atmosphere' of natural beauty.

Bellingen was rated as the 27th best town in the country, while Dorrego came in at 77 in a poll by Australian Traveller magazine.

"Everywhere we're asked the same question: what is our favourite town?" Australian Traveller reported. "So for our fourth birthday, we set out to answer that much debated question and compiled a list of towns that are unique, beautiful and are often hidden gems."

Bellingen was rated the most well-preserved town on the Mid North Coast and was recognised as 'a laidback town making its evolution from a dairy subsistence to a romantic B&B experience'. "You can get better coffee in Bellingen than in Sydney these days."

Dorrego was praised as 'the gateway to the parks, the beach and the rainforest'.

Statistics on the Local Government Area

Population	13,450
Average Age (years)	42.8
Australian Citizenship (%)	91.2
Area (sq. km)	1,605
Area National Park and State Forest (Hectares)	85,510
Area National Park and State Forest (%)	53
Gross Regional Product (\$ million)	346.8
Number of Businesses	1,276
Median Sales Prices for Dwellings (\$)	391,000
Length of Rural Sealed Roads (km)	247.7
Length of Rural Unsealed Roads (km)	194.7
Number of Councillors	7
Number of Electors (4 August 2008)	9,016
Number of Private Dwellings	5,775
Number of Rate Assessments (1 July 2011)	5,965
Total Ordinary Rates Levied	\$5,498,757
Total Rateable Land Value (1 July 2011)	1,486,048,023
Total Revenue (\$million)	29.9
Number of Employees (as at 30 June 2011)	140
Average Annual Rainfall (mm)	1,520
Temperature – Average Mean Maximum January (C)	29.8
Temperature – Average Mean Maximum July (C)	20.0

Economic Profile

Each year Council produces a statistical overview of the Shire to assist business and the community to gain an understanding of the Shire and to help guide future growth.

The 2010 snapshot of economic activity in the Shire revealed the population is growing and more people are now in jobs. The region's population grew by 1.2 per cent, making it the fifth consecutive year of growth. The unemployment rate fell by nearly 2 per cent, dropping from 8.6 per cent to 6.7 per cent.

Non-residential building approvals went up in the June 2010 quarter to a level of nearly \$12 million and there was growth in the average taxable income in the region.

Tourism is a big part in our local economy

New figures released in May from Tourism Research Australia, painted a glowing picture of the value of the tourism sector to the economy of the Coffs Coast.

The report showed that the value of tourism to the Mid North Coast was \$2 billion in 2007/08, and the new figures point to visitors directly contributing more than \$400 million to the Coffs Coast economy.

Coffs Coast, including the Bellingen, Coffs Harbour and Nambucca areas, hosted 700,000 domestic overnight visitors, 900,000 day trips and 80,000 international overnight visitors in the year ending December, 2010 and those visitors made a direct contribution to the Coffs Coast economy of \$415 million.

The combined total of 780,000 domestic and international overnight visitors equates to an average of 15,000 overnight stays per week, or 2142 overnight stays per night throughout 2010.

The Tourism Research Australia figure of 80,000 international overnight visitors equates to more than 1,500 foreign heads on beds per week throughout 2010 in the Coffs Coast destination region.

In the recent report, *The Economic Importance of Tourism in Australia's Regions*, Federal Minister Martin Ferguson said the Mid North Coast (from Port Stephens to Coffs Coast) was Australia's ninth-largest tourism earner.

NSW Senator Michael Forshaw said tourism's impact extends well beyond just those directly involved in the sector. "We know regional areas see 46 cents in every dollar of tourism spending. So our local industry isn't just important to the people who work in it – it's important to everyone who lives here," he said.

Summary of Development Applications 2010/11

Estimated Total Value of Works	\$38.247million
Number of Development Applications - Residential	161
Number of Development Applications - Industrial/Commercial	21
Number of Development Applications - Mixed	1
Number of Development Applications - Other	67
Number of Development Applications - Subdivisions	22
Number of Development Applications - Determined	272
Number of Additional Lots Created	41

Investment in major development projects top \$21 million

Major works determined in the year are the redevelopment of the Urunga Bowling Club (\$5 million), upgrade of the Council's principal works depot at Raleigh (\$3 million) and construction of the Bellingen Youth Development Centre (\$1.73 million).

Council also approved a 60 bed aged care facility at Raleigh (\$9.75 million). The development to be carried out by the Freemason's Benevolent Institution will occur in three stages. The first stage will comprise the core administration and service components and accommodation for 40 aged care beds. The remaining two stages will each comprise of an attached building wing to accommodate 10 aged care beds which will include dementia care.

The Northern Joint Regional Planning Panel (JRPP) approved a development application for a \$1.6 million eco-tourism resort accommodating more than 70 guests on Waterfall Way east of Fernmount. The proposal is for 18 two-bedroom tourist cabins, a conference centre which can host functions for up to 120 people and associated infrastructure and will be developed in five stages, with stage 1 involving the construction of six cabins and a temporary marquee for functions.

Direction set for future land use and sustainable urban growth

The NSW Government approved a new council-wide plan for Bellingen Shire in August which will meet the shire's housing needs into the future. The Council's new Local Environmental Plan (LEP) will set the direction for future land use and sustainable urban growth within the shire.

The LEP will support an additional 1,200 residents who are expected to live in the shire by 2036. To do so, the plan includes two major land releases, including potential for 190 new residential lots at North Bellingen and potential for a further 110 new lots at Nobles Lane south of Bellingen.

The LEP also protects the shire's valuable natural assets, including environmental, agricultural and rural lands, through appropriate zonings. To protect local biodiversity, provisions have been included in the LEP to ensure a rigorous assessment of any proposed development near waterways or on land containing significant native vegetation.

By constraining future development to the mapped growth areas, a series of green breaks between settlements have been protected from development. The LEP also includes provisions to ensure affordable rental housing stocks are not impacted by any re-development of caravan parks.

The LEP builds on the council's strategic planning work undertaken to date. This includes the 2007 Bellingen Shire Growth Management Strategy (GMS) and the 2003 Bellingen Residential Land and Industrial Land strategies.

Council was awarded a total of \$140,000 to progress the GMS and the comprehensive LEP. The plan has been prepared based on the government's standard template, which aims to clarify and simplify state planning controls. The standard template provides consistency in the format and layout of council-wide LEPs, while allowing councils the flexibility to address specific local planning issues.

Your Council

Council provides a range of day-to-day services for our local community and is responsible for issues that affect our daily lives. These services include:

- libraries, community centres and halls
- recreation facilities such as public swimming pools and sporting fields
- infrastructure such as roads, bridges, boat ramps, skate parks, public toilets and picnic areas
- water and sewerage services
- environmental and public health services
- waste management and recycling
- controlling companion animals
- planning and development services
- services for specific groups in the community such as children, young people, older people, people with disabilities, indigenous people and people from culturally and linguistically diverse backgrounds.

Council operates within laws set by the NSW Government with the main powers and responsibilities coming from the Local Government Act 1993 and associated regulations.

Council elections are held every four years with the last election being held in September 2008 and the next election to be held on Saturday 8 September 2012. Each council must have between five to fifteen councillors with Bellingen Shire having seven councillors, one of whom is the mayor who is directly elected by the local community.

The role of the councillors is to set the council's strategic direction and make final policy decisions. Council meetings are held monthly, on the fourth Wednesday, to discuss issues and make decisions on behalf of the local community. You are most welcome to attend these meetings and to watch your elected members at work.

A number of Advisory Committees have been set up to assist council to develop various plans and policies and many local management committees (Section 355 NSW LGA 1993) have been established to have the care, control and management of community and sporting facilities.

Council employs a range of administrative, outdoor, technical and professional staff. The general manager is responsible for implementing the strategic direction and policies set by the councillors and managing the work of council staff.

Members of the public are entitled to have access to the majority of council documents. Council may also allow you access to other documents, but this will be a matter for the designated Public Officer to decide.

You could be involved with the decisions made by your Council by

- writing or telephoning Council about issues important to you
- talking to your councillors
- addressing Council during the Public Access Session at the beginning of each Council Meeting on any agenda item
- attending public meetings and forums held on specific issues throughout the year
- lodging submissions through the council's community engagement process

Elected Representatives

Back Row: Crs Sean Tuohy, Bruce Cronin, Dave Scott & Gordon Braithwaite
Front Row: Crs Ian Coe, Mark Troy (Mayor) & Kerry Child (Deputy Mayor)

Cr Mark Troy (Mayor)
1 Mahers Road, BELLINGEN NSW 2454
Phone 6655 1901 Fax 6655 1901
council@bellingen.nsw.gov.au

Cr Bruce Cronin
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Phone 6655 1181 Fax 6655 1181
chairman1@aapt.net.au

Cr Kerry Child (Deputy Mayor)
423 Hydes Creek Road, BELLINGEN NSW 2454
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Cr David Scott
"Carinya"
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Cr Gordon Braithwaite
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Phone 6655 1257 Fax 6655 0734
bello17@bigpond.com

Cr Sean Tuohy
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Phone 6655 0707
seanbellingengreen@gmail.com

Cr Ian Coe
41 Perrys Road, REPTON NSW 2454
PO Box 2018, MYLESTOM NSW 2454
Phone 6699 1047
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Record of Attendance at Council and Committee Meetings

Councillor	Ordinary Meetings	Extraordinary Meetings	Committee of Council - Works
Mark Troy (Mayor)	11	6	5
Kerry Child (Deputy Mayor)	11	6	5
Gordon Braithwaite	11	6	5
Ian Coe	11	6	5
Bruce Cronin	11	4	3
David Scott	8	5	5
Sean Tuohy	11	5	5

Eleven (11) Ordinary Meetings of Council were held on 28 July, 25 August, 22 September, 28 October, 24 November, 15 December, 24 February, 23 March, 27 April, 25 May and 22 June.

Six (6) Extraordinary Meetings of Council were held on 1 September, 22 October, 5 November, 8 March, 4 April and 11 May.

Five (5) Works Committee Meetings were held on 25 August, 28 October, 15 December, 24 February and 25 May.

Election of Deputy Mayor

Councillor Kerry Child was re-elected unopposed as Deputy Mayor at the Ordinary Meeting of Council held on the 22 September 2010.

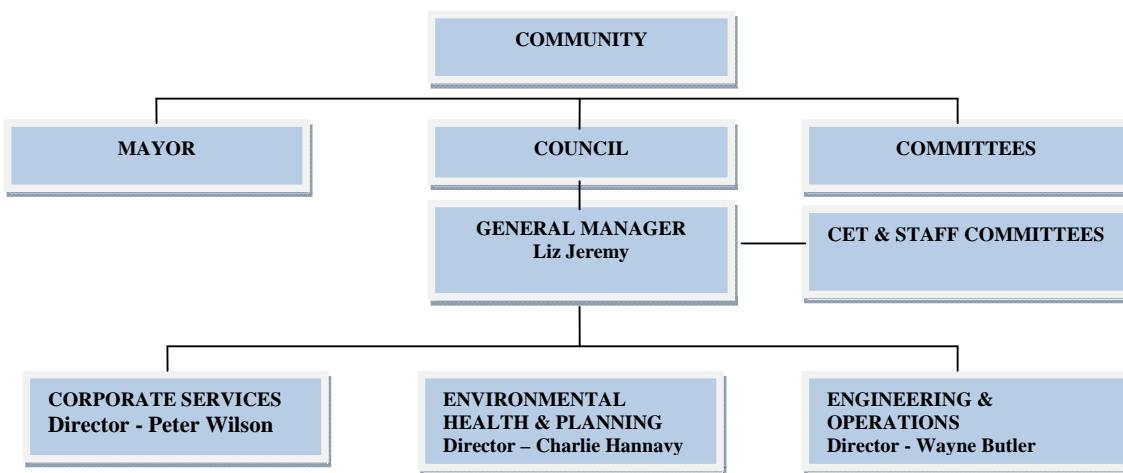
Organisational Structure



Cr Mark Troy
Mayor



Liz Jeremy
General Manager



- Administration Support
- Financial Management
- Risk Management & Insurances
- Human Resources & OH&S
- Library Services
- Economic Development & Tourism
- Public Cemeteries
- Information Technology
- Records Management
- Fire & Emergency Services
- Corporate Planning
- Organisational Development



- Development Control
- Building Services
- Public Health
- Environmental Management
- Pollution Control
- Law Enforcement
- Community Development
- Strategic Planning
- Community Services
- Flood Plain Management



- Roads & Bridges
- Parks & Recreation
- Plant & Equipment
- Water & Sewerage
- Waste Management
- Vegetation Control
- Quarries
- Buildings & Asset Maintenance
- Emergency Management

Council Executive Team

The General Manager, together with the senior management team form the Council Executive Team (CET) which is responsible for the functional implementation of Council's decisions and directions and provide professional and technical advice to staff, councillors and relevant committee members.

Delegations from Council to the General Manager enable the Council to concentrate on important policy issues and matters impacting on the Shire. The General Managers' delegated powers allow for more efficient and effective operations and expedient implementation of Council decisions.

General Manager	Liz Jeremy	15 November 2010 - present
Director of Corporate Services	Peter Wilson	4 January 2006 - present
Director of Engineering & Operations	Wayne Butler	4 January 2010 - present
Director of Environmental Health & Planning	Charlie Hannavy	22 January 2007 – present

The General Manager, Mike Colreavy, retired in November 2010.

Vision, Mission & Strategic Framework

Vision

A Shire of outstanding natural beauty, scenic rural landscapes and attractive towns and villages with a distinctive local character.

A prosperous and cohesive community enjoying a variety of satisfying lifestyles, a wide range of employment opportunities, and high quality infrastructure, services and facilities.

Mission

To enhance our community's lifestyle and protect our unique environment through effective leadership, community involvement and commitment to service.

Strategic Framework

Leadership and Governance

Goal

Effective community leadership through good governance and sound administration.

Four Year Priorities

- Improve and promote the Management Plan as a shared strategic framework for priority setting and coordination within Council and with other key stakeholders.
- Maintain a sound financial position and examine options for increasing revenue and reducing costs.
- Work effectively with a wide range of community groups and other stakeholders both through existing joint committees and by establishing new partnerships.
- Enhance the flow of information to the community on Council's activities and support necessary community involvement in planning and decision-making processes.
- Enhance information & communications technology resources and consider e-business options.
- Improve governance policies and procedures.
- Continue to develop the skills and capacity of Council's workforce to meet changing needs.

Economic Development

Goal

Increased prosperity through targeted economic and tourism development.

Four Year Priorities

- Implement the Economic Development Plan, including preparation of strategies for creative industries, agribusiness, marine and freshwater aquaculture, and promotion of regional and local cuisine.

- Implement the Industrial Land Strategy, including preparation of a Local Environmental Plan for proposed industrial estates at Urunga and Dorrigo.
- Formulate business strategies to guide Council's involvement in tourism and caravan parks
- Support for community economic development activities, and retention of an investment property portfolio.

Sustainability and Environment

Goal

Sustainable growth, conservation of environmental resources and enhanced quality of life.

Four Year Priorities

- Implement the Growth Management Strategy and Sustainability Framework.
- Ensure Council is well placed to implement the State Government's proposed changes to proposals for strategic and local planning.
- Continue to improve the State of Environment Reporting and give a higher priority to environmental management issues in the Management Plan.
- Prepare a Town Centre Plan for Urunga and continue to implement appropriate development controls and townscape improvement programs to enhance the character of all major centres.
- Undertake floodplain management studies for the Upper Bellinger and Kalang rivers.
- Maintain a strong focus on vegetation management, control of noxious weeds and improving water quality in rivers.
- Implement the management plan for the lower Bellinger River and estuary, and undertake a scoping study to determine longer-term management issues and options for the coastal zone.
- Implement the Environmental Levy and consult with the community with regard to allocation of revenue collected.

Transport and Infrastructure

Goal

A safe, efficient transport system and other high quality infrastructure.

Four Year Priorities

- Introduce upgraded asset management systems and establish an overall plan for Shire roads to set appropriate and affordable standards ('levels of service').
- In cooperation with neighbouring Councils, seek further improvements to the Waterfall Way and provision of an alternative sealed route from Dorrigo to the coast.
- Strongly promote the Shire's interests in relation to planning for upgrading and realignment of the Pacific Highway.

- Finalise planning and if necessary commence works to upgrade water supply systems serving the Bellingen and the Urunga areas and sewerage systems in Bellingen, Dorrigo and Urunga.
- Update business plans for water and sewerage.
- Progress the long-term waste management strategy for the collection and processing of domestic and commercial waste.
- Place selected engineering operations on a more commercial footing and prepare necessary business plans.
- Review allocation of Section 94 contributions in the light of legislative changes.
- Implement the Bellingen CBD study.

Community Wellbeing

Goal

Community wellbeing and equitable access to adequate community services and facilities.

Four Year Priorities

- Update Council's Social Action Plan as an umbrella framework to guide service provision and promote greater community wellbeing.
- Enhance partnerships and coordination with community organisations, government agencies and other providers to secure needed services.
- Maintain efforts to promote understanding and cooperation with the Shire's indigenous population.
- Ensure effective implementation of the Disability Action Plan and associated Development Control Plan.
- Prepare a business strategy for ongoing management of swimming pools within available resources.
- Develop proposals for expanded library facilities and services.
- Complete investigations for a replacement Tidal Pool for Urunga.

The Year in Review

The Review outlines the wide-ranging initiatives undertaken during the past financial year to meet the challenges faced by the Council. The Review also shows the progress made in creating a more sustainable community and in achieving the priorities set out in the current strategic framework.

July

- 13 million people in Japan watched a Nippon Television Network (ABC of Japan) episode on the flying foxes of Bellingen Island as part of the main story on Flying Foxes.

This highly rated television show has five crews who travel the world looking for interesting stories for the series and this episode was shot in Bellingen in January 2010. The focus of this segment was on the flying foxes ability to adapt to changing climatic conditions and their unique way of life.

Resident flying fox expert and photographer Vivian Jones worked with the crew to educate them on the habits of flying foxes and to support their shoot. Film Liaison Sam Aoki of Pesca Production in Sydney worked with Council and ScreenLinks to organise the shoot and support the crew while in Bellingen.

- A total of 135 years of service by 12 volunteers at the Bellingen Shire Visitors Information Center in Urunga was recognised at a BBQ lunch on Sunday 25 July.

Volunteers are critical to the operation of the Visitor Centre and provide a valuable service to the community of Urunga and the rest of Bellingen Shire.

The Centre is located on the Pacific Highway at Urunga and services up to 58,000 customers each year and offers a range of services from Countrylink, Premier Coaches and accommodation bookings. The facility is also a popular Driver Reviver stopping point.

- Bellingen Shire Development Control Plan 2010 adopted.

As part of the NSW Government's Planning Reform Program, Council was required to rationalise its planning controls so that only one Development Control Plan (DCP) can apply to any parcel of land within the Shire.

This reform is designed to accompany the adoption of the Standard Instrument Local Environmental Plan and to assist in reducing the complexity of the planning system.

The Bellingen Shire Development Control Plan 2010 is the culmination of this process and has seen the provisions of the sixteen current DCP's retained, modified or deleted as necessary, following a comprehensive review of their continued relevance or usefulness. New development control provisions have also been incorporated into the DCP to ensure that Council has a comprehensive suite of development controls in place to guide development in the Shire from 2010 onwards.

- Investment Policy adopted.

- Projects to receive funding from the Regional and Local Community Infrastructure Program (RLCIP) Round Three allocation of \$158,000 prioritised by Council.
- Council's offer of \$165,000 to purchase the Forests NSW property at Urunga accepted. The property is used as the RFS operational centre and a State Mitigation Support Service will be established on the site.

August

- Federal Government announced that Council's application for funding of \$1.942 million to construct a new Youth Centre on the council owned William Street, Bellingen property had been successful.

Senator Ursula Stephens, the Federal Parliamentary Secretary for Social Inclusion and the Voluntary Sector, announced the funding 5 August during her tour of the Federal seat of Cowper.

The energy-efficient building will include homework rooms, outdoor recreation areas, vegetable gardens, flexible training rooms, a small music room, community meeting rooms and office accommodation.

Funding for the project is through the Federal Labor's Jobs Fund. Senator Stephens said the creation of these community youth centres was one of the top 10 ideas from the Youth 2020 Summit.

- The Shire's new shire wide Bellingen Local Environmental Plan (LEP) 2010 and Development Control Plan (DCP) were gazetted on Friday 6 August 2010.
- Strategic Land Use Planning Program adopted.
- Council approved donations of \$39,415 to financially assist community organisations.
- Council resolved to enter into an agreement with Southern Cross University to underwrite a Rising Stars "Bellingen Creative Arts" Scholarship of \$2,500 per year over three years commencing in 2011. The Bellingen Arts Council, Bellingen Chamber of Commerce, Camp Creative, Dorrigo Arts Council and Global Carnival joined forces with Council to offer the new scholarship.

September

- From 1 September businesses located within the Shire can register on our free online listing service. The initiative is part of our ongoing engagement with the business community, and Council, in conjunction with the Industry Capability Network (ICN) developed a comprehensive data base of the types of business operating within the Shire.

ICN is national network of independent industry consultants which assist Australian and New Zealand industry to access commercial opportunities.

The register will be used by Council to communicate with the business community on activities and services available from Council, State and Federal governments, as well as commercial opportunities which may arise.

- Bellingen Shire Community Facilities and Open Space Study endorsed for public exhibition. The Study was undertaken to guide Council on the future provision, development and management of open space and community facilities across the Shire.
- Asset Management Policy adopted.
- Council resolved to appoint a Project Officer for the William Street Youth Development Centre on a fixed term of 12 months.
- A Flood Planning and Recovery Workshop was held on 29 September to enable the community to better understand the behaviour of the Bellinger/Kalang catchments during flooding and on how to best plan and recover from these events.
- Two flood projects received funding under a national program to reduce the impact of natural disasters on the community.

The Natural Disaster Resilience Grants Scheme (NDRGS) aims to help protect communities against the impact of natural disasters and the State and Federal governments have committed funding of \$86,800 for Council to prepare a study to investigate flood behaviour in the catchment of Wheatley St, North Bellingen, to identify the risk to existing development and ensure future development is appropriately sited. The study will include identification and assessment of options to reduce the flood risk of existing properties. The second project is a flood relief design project for the Urunga town centre.

- CAMS announced decision to bring a round of the FIA World Rally Championships to Coffs Harbour in 2011.
- Development of the Shire's first Community Strategic Plan, Shire of Bellingen 2030, commenced with three Community Information Sessions in August and September, followed by a series of Visioning Workshops, facilitated by members of Transition Bellingen and Bellingen Environmental Youth Experience.

The Information Sessions provided our community with the opportunity to understand the new State Government's Integrated Planning & Reporting legislative requirements and to become familiar with the planning process to be undertaken over the 2 years.

The feedback from this initial community engagement then formed the basis for a Councillor workshop in May and the formulation of an action plan to ensure that the new Integrated Planning & Reporting Framework is in place for the 2012/13 Financial Year.

The key objectives of the Shire of Bellingen 2030 CSP will be to understand our community's aspirations for the future, identify the strategic actions required to move towards those aspirations and to develop a strategic sustainability plan that will drive the integrated planning and reporting framework within council.

October

- 'Our Living Coast' – collaboration between Coffs Harbour, Bellingen and Nambucca Councils was officially launched on Wednesday 13 October.

Funded by a \$2 million grant from the NSW Government, the project aims to put a series of exciting sustainability initiatives into place.

- Council sponsored a community continental breakfast in Maam Gaduying Park as part of the local promotion of Ride To Work day on 13 October. The Mayor, Mark Troy again rode in to Bellingen from Boggy Creek residence as the event ambassador.
- 2010 Economic Profile released. The Profile is designed to assist business and the community to gain an understanding and overview of the Shire from a statistical point of view. The statistics create a demographic and economic snap shot of the Shire and give potential investors an opportunity to see all areas of growth and changing conditions which exist within the area.
- Council resolved to support the concept of a plastic bag free Shire and to encourage businesses to look at other alternatives.
- Development Application for Raleigh Depot Upgrade approved.
- Development Application for construction of the Bellingen Youth Centre approved.
- Payment of Expenses and Provision of Facilities to Councillors Policy adopted.
- Council authorised the sale of twenty five (25) land parcels to recover unpaid rates and charges totalling \$202,336, along with three (3) council owned vacant land properties. The balance of unpaid rates represented approximately 1.90% of the level of outstanding rates and charges as at 30 June 2010.
- Council informed of the NSW Government's LEP Review Panel's decision not to support the Planning proposal to rezone industrial land at Dorrigo to allow it to be developed for a senior's housing development.
- Works Committee adopted in principle and endorsed the staged concept of the Master Plan for Church Street North, Bellingen.
- Council resolved to borrow \$4,528,000 in the 2010/11 financial year to finance the upgrade of the Raleigh Works Depot.
- Council implemented changes to its vehicle fleet management system with the aim of reducing the size and number of vehicles in its light vehicle fleet. The vehicles account for about 24% of Council's total greenhouse gas emissions thus making them a key target area to help reduce emissions.

All 6 cylinder vehicles in the fleet were changed over to more efficient 4 cylinder vehicles and the total number of vehicles in the fleet was reduced. The fleet changes are expected to save around 20,000kg of carbon dioxide per year which is equivalent to removing 5 cars off the road permanently.

The fleet management changes have partly been driven by the Bellingen Shire Emission Reduction Plan (BERP). Under the BERP, Council adopted an ambitious emission reduction target of 40% reduction on 1990 level emissions by 2020. Other measures taken to reduce greenhouse gas emissions are the installation of more efficient lights and a solar hot water system in the Council's offices. The office light retrofit is expected to save Council \$590 per year which will offset the initial purchase cost of the new lights within 4 years.

November

- The opening of the final 400m stage of the Urunga Boardwalk took place on Saturday 13 November. Council, Land and Property Management Authority and the Department of Environment, Climate Change & Water celebrated the final extension of the Boardwalk and the upgrade improvements to the Mogo Street Reserve.

Stage 4 of the extension was constructed by a local contractor and was funded jointly by the LPMA and DECCW, with each Department contributing \$200,000 in funding.

The extension links up with the existing footbridge and provides a safe and practicable access for the community from the Mogo Street Reserve to the mouth of the river and Hungry Head beach. It also prevents pedestrians walking through the wetland and impacting on its fragile ecosystems, in particular the dunes and coastal vegetation. The total length of the boardwalk is now 940 metres.

- Mr Geoff Allen, Auditor from Forsyth's Business Services Pty Ltd addressed Council on the Audit Report and Financial Reports for 2009/10.
- State of the Environment Report 2009/10 adopted.
- Council informed that the start date for dosing of fluoride into Council's public water supplies will be 1 December 2010, following a direction from the Department of Health.
- The Australian Government announced that Council will receive a total of \$159,000 under Round 3 of the RLCIP for six projects across the Shire, which were chosen by Council prior to the last Federal election.

The projects include:

- \$40,000 towards the upgrade of the Dorrigo Stadium including club area, change room facilities and a spectator viewing deck.
- \$13,100 for the supply and installation of three stainless steel water bottle refill units in the town centres of Urunga, Bellingen and Dorrigo.
- \$30,000 for stage upgrade works at the Dorrigo Community Centre.
- \$25,900 to supply and install 37 heritage style waste bins in Hyde Street, Bellingen.
- \$35,000 to supply and install a 5kW solar array to add to the existing 5kW array of the Bellingen Library.
- \$15,000 for the supply and installation of a shade sail structure over the children's playground area at Coronation Park, Dorrigo.

December

- Y2A Centre was officially opened on Friday evening, 10 December. Young people, volunteer workers, police, parents and Council representatives were among the small group that gathered for the opening of the Y2A Centre in the old police stables and Telstra demountable buildings behind the Bellingen Post Office. Friday also marked the completion of the skateboard bowl in Jarrett Park.
- Climate Change Adaptation Strategy adopted.

- Value Management Workshop held on the 14 December regarding the future reinstatement of the Bowraville – Bellingen Road, which was closed in 2009 following significant rain events in February and March, that caused major landslides and scouring of embankments.

January

- Minor flooding across the Shire early in the month left Council with a repair bill of \$370,000 for local and Regional roads.
- Australia Day celebrations held in Bellingen.
- Coffs Coast Marketing in conjunction with Council, Tourism NSW and Tourism Research Australia conducted a Visitor Satisfaction Survey within the region. The results of the survey will be a valuable tool for Councils and industry in the development of marketing activities for Coffs Coast.

February

- The Coffs Coast Tourism Association and Tourism Bellinger merged to become Tourism Coffs Coast. The joint marketing push now covers the Bellingen and Coffs Harbour local government areas significantly boosting the ‘saleability’ of both regions.
- Public Auction held on the 19 February for sale of land for unpaid rates. Fifteen (15) properties were listed for auction with five (5) properties being sold.
- Council resolved to donate \$3,000 to the Queensland Premier’s Flood Appeal.
- Development Application for Community Men’s Shed in Bellingen given the green light by Council. Bellingen now joins Urunga and Dorrigo with a Men’s Shed, which was identified as the number one issue that needed to be addressed for men in the shire.
- Development Application for the construction of a viewing platform and associated works at the northern end of Church Street, Bellingen overlooking Jarrett Park and the Bellinger River Reserve approved.
- Bellingen Shire Open Space and Community Facilities Study 2010 adopted.
- Six-monthly review of the Strategic Land Use Planning Program adopted.
- Implementation of an energy efficient street lighting upgrade throughout the Bellingen Shire approved and \$30,000 from the projected savings is to be allocated annually to the Revolving Energy Fund (REF) to fund future energy efficiency projects.
The proposed upgrade will contribute an estimated 10% towards the council’s target of a 40% reduction in carbon emissions by 2020. The upgrading of the shire’s 786 streetlights would also result in economic savings due to reduced electricity use – an estimated \$62,000 annually and \$627,000 over 10 years.
The streetlight retrofit will use technology recommended by Essential Energy (previously known as Country Energy) with the replacement technologies to be compact fluorescent globes and high pressure sodium globes.
Essential Energy will implement the project, following a similar process to existing bulk lamp replacements carried out every three years.

- Annual Report 2009/10 endorsed.
- Rural Fire Service Bellingen District RFFF 2011/12 Estimates totalling \$2,284,469 adopted.

March

- Clarence Regional Library launched online training solutions for teaching library members on how to use popular computer applications.

The full screen interactive training and testing allows users to view the training and testing as though they were working with the actual product. It also allows users to move back and forward and study each step for as long as needed.

Library users can access the Dynamic Learning Online Computer Training from the Bellingen, Dorrigo & Urunga branch libraries or from the CRL web portal.

- Tisdell Construction, a Sawtell company, awarded the contract to build the Bellingen Youth Centre, for a lump sum tender of \$1,667,437.
- The NSW Government announced funding of \$10 million for repairs to the northern section of the Bellingen to Bowraville Rd which was good news for the Spicketts Creek community who have had restricted access since the March 2009 floods.

The uprooting of trees and numerous soil and rock slides on the steep slopes left a 3.5 kilometre section of road south of Spicketts Creek closed and an 800 metre section to the north severely damaged.

The local community, Nambucca Shire and Bellingen Shire councils submitted a claim in January 2011 seeking state funding for the full restoration of the road. The Government in response stated that further assessment is required to justify an additional \$16 million to repair the southern section of the Bellingen to Bowraville Rd, taking into account risk and traffic volumes on the road.

- Council resolved to enter into a Memorandum of Understanding with the Bellingen Urban Landcare Bellingen and also decided to increase the annual allocation to the Landcare group to \$8,000.
- Council contributed \$5,000 towards the Bellofoodbox program to initiate a community supported agriculture/food co-operative scheme to provide the Shire with fresh local seasonal produce from farmers living within 200 kms of the shire.
- Council adopted the Church Street North Upgrade Option 1, which incorporated the removal of the Camphor Laurel tree located on the eastern side of Church Street and endorsed the Funding Strategy totalling \$784,175. A grant under the Federal Government's Regional and Local Infrastructure Program (RLCIP) Strategic Projects announced in June 2010 provided funding of \$469,989 towards the CBD precinct project.

The establishment of a Community Panel to oversee and provide opinion on the tree selection process was also endorsed.

- Council indicated its “in principle” support for the Roads & Traffic Authority to incorporate the Raleigh Dam site into the design for the road alignment redevelopment of the Waterfall Way, from the Pacific Highway roundabout to Connell’s Creek, including the minimisation of the environmental impact on the Cameron’s Corner wetlands.
- Council successful in obtaining funding of \$4,968 for the purchase and erection of 48 smoke-free zone signs for playing fields and playgrounds, to encourage the community to deter smoking.
- Bellingen Urban Landcare coordinated the planting of over 900 trees on the western end of Bellingen Island.

The site is of enormous importance as it represents Bellingen’s only remaining significant lowland subtropical rainforest. In preparation for the planting extensive weed control was undertaken by Urban Landcare volunteers and contractors, building on earlier work undertaken in 2009 by Green Corps and in 2010 by the Coffs Harbour Caring for the Country Aboriginal bush regeneration team.

The aim of this work is to create a buffer for the important vegetation remnant on the island and in the long term to provide important canopy for the flying foxes. The project was possible through funding from the NSW Government Environmental Trust and Council.

- A brand new suite of five brochures promoting the ARTS, birds, waterfalls, walks and drives – the richness of what is on offer in the Bellingen Shire, were launched on the 31 March. The brochures are a collaboration between Tourism Bellinger, the council and the Bellingen Community Arts Council and continue the style developed by the Urunga Chamber of Commerce.

The brochures are part of the shire’s co-ordinated tourism strategy, and the launch also coincided with the stewardship of the Waterfall Way Visitor Information Centre being officially handed to the council from Tourism Bellinger.

April

- Council declared its support for financial recognition of local government in the Australian Constitution so that the Federal Government has the power to fund local government directly and also for inclusion of local government in any new Preamble to the Constitution if one is proposed.
- Draft Five Year Economic and Tourism Development Plan adopted.
- New Clarence Regional Library Service Agreement 2011-2017 adopted.
- Council is set to play a key role in implementing river bank restoration projects over the next two years, through its Healthy Rivers Program.

More than \$350 000 of funding will be delivered towards on ground works along the banks of the Bellinger and Kalang Rivers. These works range from revegetation and fencing to hard structures to control more serious erosion issues.

The works will be undertaken at priority sites on both private property and public land, with a chief focus on improving bank condition, habitat and resilience against flooding. The first major project is now underway along Mylestom Drive, Repton.

This initial implementation phase is part of a strategic approach which follows the development of the Bellinger River Estuary Action Plan, currently being completed with assistance from the Northern Rivers Catchment Management Authority.

The plan covers more than 60% (approx. 35km) of stream bank between Bellingen and Mylestom. It aims to establish and prioritise a set of goals for protecting and rehabilitating riparian lands.

Additionally the plan serves as a platform document to access public funds to undertake river bank restoration and protection works (through grants and incentive schemes).

So far Council has been successful in obtaining funding through a number of sources including the Department of Environment Climate Change & Water, the NSW Environmental Trust, NSW Recreational Fishing Trust, Northern Rivers Catchment Management Authority and contributions from Council's Environmental Levy.

May

- The RTA placed the Waterfall Way upgrade on display with community input sought on the proposal to improve flood immunity along Waterfall Way from the roundabout onto the Pacific Highway through to Connell's Creek, including Cameron's Corner.
- Highlights of the North Coast Innovation Festival throughout May included a Sustainability seminar in Bellingen on 3 May with the shire's business leaders gathering to examine the role innovation can play in achieving carbon reductions of 40% by 2020 in the Bellingen community.

Five key goals were clarified by the group, the first being to continue meeting monthly to continue the "rich conversation". The second was to drive the conversation about sustainability forward both locally and globally.

Businesses were also keen to see the shire off the grid, generating and fulfilling its own energy needs. Other dreams included a "Green Tick Bello" accreditation so changes are visible, and that Bellingen forges ahead to become the "Silicone Valley of Sustainability".

A Creative Thinking Masterclass, to learn how to think more creatively and generate workable ideas, with Nigel Collin was also held in Urunga on the 4 May, in conjunction with a Chamber breakfast.

- Council in December 2009 resolved to support a community target of one earth living by 2015 as measured using an Ecological Footprint Assessment.

Ecological footprints provide a measure of the amount of resources required to support our everyday lives and the earth's capacity to regenerate them. It is a widely used tool which can be expressed in a range of different ways including the number of hectares of land required to support each person, the carbon emissions (tonnes) emitted per person, or the number of planet earths that would be required if everyone on earth has the same ecological footprint as the average Australian.

In order to assess the ecological footprint of the community, a random telephone survey was conducted by Jetty Research and was funded by the NSW Government's Waste and Sustainability Improvement Program (WaSIP).

Results will help Council to target specific areas where steps can be made towards reduction of the overall community ecological footprint. The results will also provide a benchmark for future measurement against targets.

- Bellingen Shire Heritage Strategy 2011-2014 adopted.
- Works Committee adopted the revised Road Inspection Policy.
- Works Committee agreed to jointly employ Ordinance Inspectors with other Councils currently participating in the Mid North Weight of Loads Group for a further term of 4 years from 1 July 2011.
- Works Committee endorsed the Brush Box (*Lophostemon confertus*) as the preferred street tree for the upgraded Church Street Precinct, as selected by the community through the community engagement process.
- Draft Five-Year Economic Development and Tourism Development Plan placed on public exhibition.

Initiatives included in the Plan that could stimulate the economic life of Bellingen Shire, include identifying more land for caravan parks and commercial accommodation, converting part of the Waterfall Way Centre into an event co-ordination office and creating themed accommodation at the Dorrigo Steam Railway and Museum.

Another idea is for the waters of adventure tourism to be tested by developing a two-day wild rivers triathlon from Dorrigo to Coffs Harbour via Lowanna. Boutique food processing businesses and monthly farmers' markets in Dorrigo's main street also get a mention.

The aim of the plan, which was developed in partnership with the shire's chambers of commerce, together with the NSW Department of Industry and Investment, is to identify possible future opportunities for economic and tourism development in the shire. The plan was needed to identify priorities and ensure the future sustainability of the shire. A vibrant healthy economy is an essential part of sustainability, and a sustainable community offers a range of investment, business and employment opportunities and also encourages business practices that enhance environmental performance.

June

- A Natural Disaster was declared on 15 June for communities, including Bellingen Shire, hit hardest by extreme weather on the State's Mid North Coast, following three days of heavy rain.
- Council endorsed the preferred option to proceed with a variation to the Coffs Harbour Regional Resource Recovery Project Contract to modify waste processing and resource recovery operations. This was in response to recent amendments to the Protection of the Environment Operations (Waste) Regulation 2005 and exemption provisions that introduced more stringent requirements in regard to organic outputs derived from mixed waste.

Under Option 1 the Biomass facility would be modified to permit the manufacture of products that meet the conditions of the Specific exemption. This option will require significant capital investment in new plant and higher mixed waste processing costs.

- After 12 months under the spotlight, the Bellinger and Kalang rivers were given big ticks on their first Ecohealth Report Card.

Tabled at the June Council Meeting, the report card was the result of a pilot program aimed at improving the health of waterways in the Northern Rivers catchments.

Twenty two sites were sampled regularly over the 12 month period and out of a possible range of A to E the Bellinger River scored B minus and the Kalang C plus. The results were hailed as good news as it shows that our rivers are resilient and able to bounce back from major flood events in terms of overall ecosystem health.

Modelled on a successful Healthy Waterways partnership in southeast Queensland, which has been operating for a decade, the report provides a baseline measure which helps natural resource managers identify where waterways are stressed and how best to manage the problems.

In the case of the Kalang River sites, Spicketts Creek stood out as being noticeably stressed with its score of D minus. The report said Spicketts Creek had a low water bug biodiversity and more turbidity than other sites, reflecting poorer habitat condition along the riparian areas affected by erosion. Spicketts Creek was also in the lower section of the river where estuarine influences started to impact.

Overall, the scores for the two rivers were deemed very positive.

- Council formalised a long running partnership with Bellingen Urban Landcare through a 5-year Memorandum of Understanding. The MoU formalised the coordinated approach of the two organisations toward supporting and enhancing Bellingen's urban biodiversity. The MoU also outlines elements each party will continue to contribute toward the improvement and promotion of practical environmental restoration and rehabilitation in Bellingen.
- Council resolved to publicly notify its intent to re-establish alcohol-free zones in Bellingen, Dorrigo and Urunga town centres.
- Management Plan 2011/12–2014/15 and Four Year Forward Financial Plan adopted.
- The latest NSW Local Government Waste and Resource Recovery Data Report showed that the Coffs Coast Councils are three of the best areas for household recycling in the State, with Coffs Harbour residents topping the list of recyclers, with Bellingen residents third and Nambucca residents 10th in the state.

Coffs Harbour households had the highest recovery rates at 79.9%, followed by Port Macquarie at 70.7% and Bellingen at 70.3%, compared to the NSW average of 45.1%, with Nambucca Shire recording 62.7%.

These positive results reflect the commitment of local government and the waste industry to reduce waste to landfill and increase recovery to return more 'waste' to the productive economy. The report data also showed that those using the best-practice 'three bin' system recorded the best recovery rates.

- Rural Fire Service Bellingen District Station upgrade program completed with all stations upgraded to a minimum standard level of 2 bay stations.

Australia Day – Celebrating Australian Identity and Culture

Bellingen hosted this year's Bellingen Shire Australia Day celebrations and awards ceremony, commencing with a free sausage sizzle breakfast in Maam Gaduying (Council) Park.

The morning of activities and entertainment, including a flag raising ceremony, was followed by the official ceremony in the Bellingen Memorial Hall with a big crowd in attendance. A moving rendition of 'I am Australian' by Aboriginal elder Barbara Weaver of Dorrigo was a highlight of the ceremony.

The Shire's Australia Day Ambassador, acclaimed writer and actor Bruce Venables, delivered an Australia Day address and presented the community awards.

Peter Denham, Bellingen High School teacher and driving force behind a mentoring program for boys 'at risk' was named Citizen of the Year.

Shire Mayor, Mark Troy, said the day was a great opportunity for everyone to celebrate what makes Australia unique and recognise those members of the community for their voluntary work and talent.

Congratulations to the award winners.

Citizen of the Year	Peter Denham
Young Citizen of the Year	Emma Goddard
Community Service Citizen Award	Martin Hogan
Sportsperson of the Year	Aiden Neaves
Junior Sportsperson of the Year	Richie Goddard
Team of the Year	Repton Primary School Soccer Team
Community Group of the Year	Bellinger Valley View Club
Community Event of the Year	ToastUrunga

Australian Citizenship

Australian citizenship symbolises our unity as a nation. It represents commitment to Australia and its people, the values we share and our common future. It also symbolises the sense of belonging to the country where we have been born or where we have decided to make our home.

Citizenship ceremonies are often presided over by officials including the Australian Governor General, Prime Minister, Government Ministers and local government Mayors.

Citizenship brings with it significant rights and responsibilities, including the right to vote, stand for public office, and travel on an Australian passport. Our rich heritage stems from the contributions made by all who chose to live here.

Council welcomes its 23 new Citizens who received their Australian Citizenship

29 October 2010	Tai Carpenter	Linda Dudgeon	Juergen Esben
	Velma Estela	Traevis Goode	Alison Keen
	Gordon Manning	Katrina Qiestas	Regina Qiestas
	Sebastian Schmidt	Camilla Whaitri	
15 January 2011	Juan Godoy		
26 January 2011	Abigail Webb	Geoffrey Webb	Jessica Webb
	Lisa Webb	Paula Webb	
7 March 2011	Dawn Connor	Rufs Pilpel	Mario Rongen
	Sheryl Wall		
11 April 2011	Marsalis Blake	Fiona Young-Trawber	

Statutory Disclosures

Condition of Public Works [Section 428(2)(d) LGA 1993]

Condition of Public Works - Special Schedule No. 7 (as at 30 June 2011)

ASSET CLASS/ASSET CATEGORY		Written Down Value 30/06/11 \$000's	Asset Condition 30/06/11 (see code descriptors)	Estimated cost to bring to Satisfactory Standard \$000's	Required Annual Maintenance \$000's	Current Annual Maintenance \$000,s
Public Buildings	Council Offices	3,458	1	0	26	22
	Works Depot	1,615	4	4,325	32	16
	Emergency Services	1,218	1	0	16	10
	Museum	362	2	0	16	2
	Library	1,974	1	0	16	5
	Childcare Centres	3,035	2	52	21	0
	Parks and Reserves	4,658	3	207	41	59
	Public Halls	1,871	3	78	104	31
	Other	1,883	2	0	12	0
	Amenities and Toilets	642	3	207	41	41
		20,716		4,869	325	186
Other Structures	Assets	4,028	3	290	65	0
Public Roads	Sealed Roads	251,665	4	4,144	818	2,100
	Unsealed Roads	79,025	3	932	259	1,477
	Bridges	19,325	3	725	259	406
	Footpaths	2,682	3	26	15	3
	Kerb & Gutter	7,694	3	104	6	12
Water	Car Parks	282	3	52	6	10
		360,673		5,983	1,363	4,008
	Treatment Plants	2,254	2	0	42	37
	Reservoirs	6,329	3	104	21	8
	Pipelines	21,592	3	518	100	86
Sewerage	Pump Stations	709	2	0	17	17
		30,884		622	180	148
	Pump Stations	3,466	3	259	85	100
	Pipelines	13,967	4	518	83	73
	Treatment Works	5,350	2	0	98	136
Drainage Works		22,783		777	266	309
	All Drainage	14,841	3	290	100	59
Total - All Asset Classes		453,925		12,831	2,299	4,710

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.

Asset Condition Codes (as per NSW Local Government Asset Accounting Manual)

- 1 Near Perfect – ranges from New to Good
- 2 Superficial Deterioration – ranges from generally Good to Fair
- 3 Deterioration Evident – ranges from Fair to Marginal
- 4 Requires Major Reconstruction – ranges from Poor to Critical
- 5 Asset Unserviceable – Critical beyond repair

In assessing the replacement rate of depreciating assets it is important to note that Special Schedule No 7, which is an unaudited statement prepared in conjunction with the financial report, discloses that the estimated cost to bring assets to a satisfactory standard is \$12.831M including \$5.98M for roads and bridges.

Snapshot of Asset Infrastructure and Works Projects

- RTA consultation commenced with council and the community on the road improvement options along the Waterfall Way from the roundabout at the Pacific Highway to Connell's Creek.
- Preliminary design work commenced on a new Sewerage Treatment Plant for Dorrigo which is estimated to cost \$6.06 million. The new plant will be built to accommodate a maximum population load of 2,000 people allowing for significant growth in Dorrigo.
- South Arm Road realignment completed. The project involved large scale reconstruction of the existing road alignment augmented with erosion control measures along the riverbank.
- Construction of the final stage of the Urunga Footbridge completed at a cost of \$400,000.
- The upgrade of the Jarrett Park skatepark was completed in late 2010 and is now regarded as one of the best skate facility's in the region.
- The new Justins Bridge on Darkwood Road was opened to traffic in time for the 2010 Christmas holiday period. The bridge sustained major damage from a number of flood events in 2009, with two spans of the structure being washed away in May.
- Dorrigo Streetscape upgrade completed. The works in Hickory Street included a central pedestrian crossing refuge, landscaping, planting of an avenue of trees and the installation of bollards.
- Improvements to the Dorrigo Community Centre included added security and privacy to the toilet facilities, better acoustics and improvements to the electrical and lighting systems. As well there is a new entranceway skylight, new double doors and better access for people with disabilities.
- Town centre revitalisation works commenced in Bellingen and Urunga. The works in Urunga involve the intersection upgrade at Bonville and Bowra Streets, continued widening of the footpath in Bowra Street and provision of angle parking in Bonville street outside the library.

The project in Church Street, Bellingen includes the installation of a viewing platform, establishment of a shared pedestrian zone, new street furniture, improvement of parking and pavement treatments and planting of advanced trees.

- Work on the Raleigh Works Depot Upgrade commenced in May and should be completed in mid-2012. The \$4.5 million project will ensure that the facility complies with OH&S requirements and current environmental and building standards. The upgrade will also include facilities to support Council's Disaster Management role in times of severe weather events or natural disasters.
- Work on the new \$1.94 million Bellingen Youth Development Centre.

Legal Proceedings
[Section 428(2)(e) LGA 1993]

In 2010/11 Council's expenditure on legal proceedings was \$96,920.57 compared to \$24,406 in the previous year. These expenses related to a variety of issues including the seeking of legal advice on Native Title Claims, the purchase of land, unauthorised land activities and management matters.

Matter	Costs \$
Professional Services - Native Title Claims	1,711.51
Professional Services - Unauthorised Dam	47,043.64
Professional Services – Unauthorised Dance Party	23,247.19
Professional Services - Preparation of Affidavit of Additional Assets	813.28
Professional Services - Non Compliance Order – Unauthorised OSMS	71.82
Professional Services - Debt Recovery costs not recoverable	854.10
Advice – Cottages Atherton Drive, Urunga	7,130.46
Advice – Unauthorised Landfill	3,659.79
Advice – Management Plan	272.50
Advice – Proposed Development Dorrigo Retirement Village	3,150.00
Advice – Cattle Crossing	2,471.38
Advice – Joint Regional Planning Panel and Councillor Role	3,425.63
Legal Costs - Assistance (LGSA) – Ballina Shire Council	331.91
Legal Costs – Loan Facility	2,737.36

Elected Members' Expenses [Section 428(2)(f) LGA 1993]

Mayor and Councillor Fees

The fees payable to the Mayor and Councillors are determined by the Local Government Remuneration Tribunal. Each year the Tribunal reviews the fees payable to the Mayor and Councillors and determines the minimum and maximum fees for each category of Councils. The Tribunal in April 2010 considered that an increase of 3.00% in the fees was appropriate.

As at 1 July 2008 there were 152 General Purpose Councils and 16 County Councils. Bellingen Shire Council is classified as a Category 4 Council.

The Tribunal determined the range of fees for Category 4 Councils - Rural to be as follows:
Mayoral fees – Minimum \$7,700 Maximum \$20,890
Councillor fees – Minimum \$7,250 Maximum \$9,570

At its Ordinary Meeting held on 23 June 2010 Council considered the Tribunal's report and resolved that the annual fee to be paid to the Mayor be \$20,890 and the annual fee to be paid to Councillors be \$9,570.

The total fees paid to the Mayor and Councillors in 2010/11 was \$87,880 compared to \$85,310 in 2009/10.

Councillor support and expenses

Council has adopted a policy concerning the payment of expenses and provision of facilities to the Mayor and Councillors in relation to the discharging of their civic functions. The policy was reviewed in November 2010. **[See Annexure V]**

A summary of the Councillors' expenses and facilities paid in accordance with the policy during the twelve month period ending 30 June 2011 is as follows:

Expenses	2010/11	2009/10
Attendance at conferences and seminars	\$15,591	\$16,848
Travelling expenses	\$9,856	\$3,131
Councillor support and provision of facilities	\$23,573	\$17,232

Training of councillors and provision of skill development – \$482

Overseas visits by councillors, including transport, accommodation and other out of pocket expenses – Nil \$

Expenses involved in the provision of care for a child or an immediate family member of a councillor – Nil \$

Senior Staff Remuneration Packages [Section 428(2)(g)]

Council had one Senior Staff position under its structure as at 30 June 2011 that being the General Manager. The total remuneration package of \$165,000 payable to the General Manager included salary, provision of a Council owned motor vehicle and superannuation costs.

Contracts Awarded
[Section 428(2)(h) LGA 1993]

Supplier	Contract	Duration of Contract	Contract Sum \$
25 August 2010 Holcim Australia P/L	Single source supply of Category 1 – Steel Reinforced Concrete Pipes and Associated Drainage Products	1 September 2010 – 30 September 2012 with a 12 month extension provision	\$194,850
25 August 2010 James Hardie Australia P/L	Single source supply of Category 2 – Fibre Reinforced Concrete Pipes and Associated Drainage Products to participating MNC member councils	1 September 2010 – 30 September 2012 with a 12 month extension provision	\$Nil
22 September 2010 Nviroscope P/L	Restoration of landslip in Coronation Street, Bellingen	As per Tender Conditions	\$171,281
22 September 2010 Fulton Hogan Industries P/L	Asphalt Surfacing Works	2010 – 1 December 2012	\$1,400,300
22 September 2010 Fulton Hogan Industries P/L	Spray Bitumen Surfacing Works	2010 – 1 December 2012	\$2,945,800
28 October 2010 O'Donnell & Hanlon	Construction of Raleigh Works Depot	Construction period of 58 weeks	\$4,557,131
23 November 2010 Downer EDI Works	Supply of Bulk Cationic Rapid Setting Grade Bitumen Emulsion Products as the single source supplier to participating MNC member councils	1 January 2011 – 31 December 2012 with a 12 month extension provision	\$180,000
15 December 2010 Panel suppliers - Bridgestone Australia, Toyo and Tyres4U	Panel source supply and delivery of Passenger, Truck and Earthmover tyres and associated services to participating MNC member councils	1 January 2011 – 31 December 2012 with a 12 month extension provision	\$135,000
8 March 2011 Tisdell Constructions P/L	Construction of Bellingen Youth Development Centre	Construction period of 30 weeks	\$1,667,437 (ex GST)
22 June 2011 Panel suppliers - Blackwood & Son P/L and Corporate Express Australia P/L	Panel source supply and delivery of industrial hardware and associated products	1 July 2011 – 30 June 2013 with a 12 month extension provision	\$124,000
22 June 2011 Panel suppliers - Corporate Express Australia P/L, COS (Complete Office Supplies) and Office Max	Panel source supply and delivery of stationery and ancillary items	1 July 2011 – 30 June 2013 with a 12 month extension provision	\$166,000
22 June 2011 RMS Road Management Solutions	Single source supply and delivery of traffic & safety signage	1 July 2011 – 30 June 2013 with a 12 month extension provision	\$296,000
22 June 2011 Orica Chemicals and Quantum Chemicals	Single source supply and delivery of bulk water treatment chemicals	1 July 2011 – 30 June 2013 with a 12 month extension provision	\$152,000

Bushfire Hazard Reduction Activities

[Section 428(2)(I) LGA 1993]

NSW Rural Fire Service – Mid North Coast Team

A Service Level Agreement between the Councils and the RFS provides the basis for the management and administration of the RFS and the Bellingen and Coffs Harbour Rural Fire Districts.

As a result of the restructuring and integration of the rural fire districts into a single management area, the activity reports and statistics compiled since 1 July 2005 reflect the performance of the team and all the rural fire brigades collectively.

The team incorporates the local government areas of Bellingen and Coffs Harbour and embraces a total area of 2,779 sq. km and encompasses the following areas of fire protection responsibility and jurisdiction:

LGA	Total Area	Rural Fire District	NSW Fire Brigade District
Coffs Harbour	1,176 km ²	1,129.46 km ² (96.04%)	46.54 km ² (3.96%)
Bellingen	1,603 km ²	1,588.88 km ² (99.12%)	14.12 km ² (0.88%)

The team is staffed by 7 full-time paid staff and 1 temporary staff member. There are thirty eight (38) Rural Fire Brigades (17 in Bellingen and 21 in Coffs Harbour) that service the rural areas and villages of the Mid North Coast Team.

Volunteer Strength	Bellingen	Coffs Harbour
Total RFS Volunteers	1,035	1,370
Total Active Volunteer Fire Fighters	436	578

Fire Mitigation and Prevention Activities

Activity	Bellingen	Coffs Harbour
Community Education Activities	25 (2,321 hours)	15 (1,380 hours)
79BA Development Applications	14 **	63 **
S96 Amendments	3	6
Hazard Complaints	3	10
Fire Permits Issued	380	820
Fire Permit Escapes	2	3
Hazard Reduction Works	7 Burns, 3 Mech and 8 Aider	10 Burns, 20 Mech and 11 Aider
Area of HR work, Burning or Mechanical	509.3ha	1,123.67ha
Linear kms of Trail Works	280km	305km

Note ** Changes in the assessment process, where councils are required to carry out the initial assessment, together with 79BA now being done by the customer service centre group (RFS) has significantly reduced the number of Development Applications referred to the RFS.

The prolonged wet weather reduced the hazard reduction burning across the team area. Whilst there are many hazard reductions planned, the emphasis during the year again was on properties and their preparation for and prevention of bush fire. This included awareness in whether to stay and defend property or to leave early. Street walks were undertaken in some highly fire prone areas and these were carried out in conjunction and co-operation with the NSW Fire Brigade.

Milder weather conditions have also allowed the extension of the Hazard Reduction Burning into the Bush Fire Danger Period.

Fire incidents and brigade responses

Incident	Bellingen	Coffs Harbour
Fire Responses	48	128
Motor Vehicle Accident Responses	49	69
Other Responses	97	25
Total Incident Responses	125	222
Volunteer Hours	4,375 hours	7,770 hours

Training and Development

	Bellingen	Coffs Harbour
Training Courses / Activities	52	52
Volunteer Participants	250	502
Volunteer Man Hours	34,000	68,272

The training courses were carried out by a combined training group across the two council areas. Training hours remained approximately the same as last year

Capital Works Program – Stations and Vehicles

With the completion of the Fernmount station, all Bellingen District stations have now been upgraded to a minimum level of 2 bay stations. Glennifer and Hydes Creek stations are still being worked on to provide minor extensions and improvements to amenities, and it is projected that these works will be completed by March 2012. Improvements to Bostobrick station will occur in 2011/12.

Bellingen Stations	Station Type	Completion Date
Fernmount	Amenities & Improvements	October 2011
Hydes Creek	Amenities	Commenced June 2011

All team vehicles where fitted with Automatic Emergency Defibrillators (AED) at cost of \$92,612 for Bellingen and \$118,129 for Coffs Harbour.

New vehicles received for Bellingen were:

Fernmount - New Cat 1 Heavy tanker and New Cat 7 Dual Cabin medium tanker

Kalang - New Cat 7 Dual Cabin medium tanker

Glennifer - New Cat 7 Dual Cabin medium tanker

Brierfield - New Cat 7 Dual Cabin medium tanker

Bellingen FCC – New Cat 17 Hilux Support vehicle

**Community Development and Planning
Multicultural Services
[Section 428(2)(j) LGA 1993]**

Based on the 2006 Census statistics, 90% of the Shire's population were born in English speaking countries and 94% of persons over the age of 5, speak English only at home. The population of Aboriginal and/or Torres Strait Islander descent is 2.6%.

While there appears to be no significant need or demand for multicultural programs at the local level, Council does acknowledge that the Shire has some cultural diversity and frames its policies and practices to be flexible enough to accommodate all of its citizens.

Annual financial assistance and in kind support is provided to the Bellingen Global Carnival, a world music, dance, theatre, electronica and arts festival conducted in Bellingen each year over the October long weekend.

Council has not undertaken any specific programs in the period to promote services and access to services for people with diverse cultural and linguistic backgrounds.

Services for the needs of Children and Young People

Council provides the buildings occupied by the Dorrigo Pre-School, Bellingen Pre-School, Urunga Pre-School, North Bellingen Children's Centre and the Mylestom Play Group. It is also responsible for the Urunga Neighbourhood Centre, which is the home for some children's services in the town and provides financial assistance to the Dorrigo Playgroup to assist with rent and insurances.

Council provides premises for the Bellingen Neighbourhood Centre which houses the Bellingen & Seaboard Youth Services (BSYS). A part-time youth development worker was employed to operate the youth service in Dorrigo until January 2009. This involved organising programs, projects, workshops, & activities for young people on the Dorrigo Plateau and attracting outreach health, employment and educational services for young people. This service is now being auspiced by the Bellingen Neighbourhood Centre & BSYS.

Council owns and operates branch libraries at Dorrigo, Bellingen and Urunga which provide extensive services and resources for children, particularly during the annual Book Week. The public have free internet access to computers at each of the libraries and library staff encourages children to use these facilities through the provision of training and the use of volunteers to help young people make best use of the facilities available.

Small donations are made to each of the schools in the Shire to assist with the provision of prizes for annual school presentation functions. Financial assistance is also provided to the Boy Scouts, Girl Guides and the local Surf Life Saving Clubs on an annual basis.

Council provides playing fields and children's playgrounds in each of the towns in the Shire and in some of the larger rural residential localities. Strategies are also in place to progressively improve children's playgrounds by removal of dangerous equipment and provision of soft-fall areas. Public swimming pools are operated in Dorrigo and Bellingen and are used regularly by young people.

Youth Week is supported through a financial contribution for an Art Competition and co-ordination of some of the activities held during the week. A contribution is also made to match Commonwealth funding for Youth Week activities.

All branch libraries offered colour-in and write a book review competitions for all ages as part of Children's Book Week which ran from 21-27 August.

During the year Council also made small contributions to the Australian Breastfeeding Association's Bellingen Babies program and Y2A Power Play project, with funding from the Social Plan Advisory Committee annual budget.

In July Bellingen library hosted the ever popular Baby Bounce, which is a program developed by libraries that focuses on providing a fun environment for both baby and parents/carers. Together with library staff, parents/carers introduce their child to a world of words, books, songs, bounces, tickles and finger play, all designed to engage and delight whilst providing the child with essential pre reading skills. The Urunga branch library hosted the program in August before moving to the Dorrigo library in September.

Programs to promote services & access for residents

Council continues to support the Bellingen Shire Access Advisory Committee by way of financial assistance and administrative support.

Council's Disability Discrimination Act Action (DDAA) Plan identifies barriers preventing the equitable access to all Council services and facilities and incorporates a comprehensive strategy to remove those barriers.

The new Church Street public toilet facility in Bellingen's CBD includes an accessible toilet and baby change facilities. An accessible toilet for people with disabilities is located in the new Bellingen branch library and external toilet facilities for the disabled are provided in the Council Park.

Council also auspices the activities of the Dorrigo Support Centre, which provides services to frail aged and disabled persons on the Dorrigo Plateau.

A mini bus continues to operate on the Dorrigo Plateau for transportation of disadvantaged residents and to ensure that Dorrigo's elderly people, those with disabilities and youth have access to services and social activities.

The Mayor participates in a weekly radio session at the local community radio station 2BBB and Council encourages public participation in its meetings. Hearing loops have been installed in the Council Chambers to assist people with hearing difficulties and the Chambers are accessible by wheel chair.

Council is a participant in the Local Government & Shires Associations "local-e" project that is providing Council with tools that enable staff to manage the content of the web site more effectively. Council hosts the Community Directory on its website which is prepared by the Bellingen Neighbourhood Centre with annual financial assistance being provided by the Council.

Access and Equity Activities

Council is committed to developing a Social Plan every 5 years in co-operation with key stakeholder groups and residents to identify the needs of its community and provide or advocate for appropriate and accessible services and facilities for their benefit. Council can

then respond to many of the issues identified in the plan particularly in the building of partnerships, understanding population and demographic trends, ensuring access and equity and improvements to infrastructure.

A summary of the proposed activities and initiatives in relation to access and equity activities to assist identified groups within the community is undertaken every 12 months and is outlined in Council's Management Plan.

An access and equity activity is defined as one which assists Council to:

- promote fairness in the distribution of resources, particularly for those most in need
- recognise and promote people's rights and improve the accountability of decision makers
- ensure that people have fairer access to the economic resources and services essential to meeting their basic needs and improving their quality of life
- give people better opportunities for genuine participation and consultation about decisions affecting their lives.

Council continues to facilitate and provide administrative support for the Bellingen Shire Access Advisory Committee through its Community Planning Officer. The Advisory Committee meets every month with the meetings being facilitated by the Community Planning Officer. The Committee also includes councillor representation and Council's planning professionals consult with the committee regarding access requirements for various Development Applications, when a request is made to waive or modify access provision requirements, as indicated in Council's Development Control Plan.

Another planning initiative has been the development of a Development Control Plan to ensure reasonable access for disabled persons to public facilities, developments and open spaces.

The Ian J Cooper Awards are held every two years by the Access Advisory Committee to celebrate International Day of People with Disability. The Awards recognise local businesses for their consideration of people with disabilities.

Social Plan Achievements

- \$10,000 allocated annually to the Social Plan Advisory Committee to implement action plan.
- Social Plan Advisory Committee auspices a Small Grants Scheme, to assist community groups with projects that address the needs identified in Council's Social Plan for 2010-2015, allocating \$4,000 towards the program. Small Grants were made to Bellingen Men's Shed, CWA Bellingen for a kitchen upgrade, Dorrigo Swim Centre and Dorrigo Community Plateau Inc for a "Meet & Greet" event and a local community directory.
- A contribution of \$2,000 from the Social Plan Committee is made to Y2A towards the costs associated with managing a youth space in Bellingen.
- A recurring contribution of \$1,000 is made towards Youth Week Activities and auspice provided for the Youth Week funding program.
- \$2,000 is set aside annually for the refurbishment of playground equipment from the Social Plan Advisory Committee budget.

- A contribution of \$500 was made to the Gubuuny Aboriginal Community Resource Centre, Bellingen towards NAIDOC week celebrations and an exhibition of artwork by Aboriginal artists was held in the Bellingen Library during July.
- Aboriginal representatives joined the Bellingen Shire Heritage Advisory Committee
- A community Bush Tucker picnic was held in Maam Gaduying (Council) Park on 2 April 2011, to celebrate the 87th birthday of Bellingen Valley Elder, Uncle Tom Kelly and to promote community awareness of local Aboriginal culture.
- A recurrent contribution of \$1,000 is made to the Bellingen Neighbourhood Centre to maintain and update the Bellingen Shire Community Directory
- Free use of Council banner poles is promoted to event organisers
- Council maintains ongoing partnerships with Red Cross, Constable Care & NSW Cancer Council to promote health and safety awareness in the community
- A MLAK key system remains in place for accessible toilet facility
- A Scooter Safety Information session was held on 3 December. Presentations were made by the NRMA, Council Ranger and Scooters & Mobility, Coffs Harbour. The event was followed by lunch to celebrate the International Day of People with a Disability.
- Implementation of actions from the DDA Plan and issues identified by the Access Advisory Committee were addressed.
- Ongoing auspice & support for increased disability and aged respite care programs
- Dorrigo Youth Office refurbishment, funded by the Area Assistance Scheme, was completed in August 2010 and opened in April 2011.
- Bellingen Jarrett Park Skatepark upgrade completed in December.
- A joint project, "Drink? Don't Sink, addressing youth binge drinking, was undertaken in partnership with Nambucca Shire Council.

Community Development Activities

- Council's Community Planning Officer promoted and co-ordinated the Community Builder's Funding Program and provided information, assistance and support to applicants.
- Relevant information was distributed to Non-Government Organisations and community groups
- Community Gardens were established
- Funding of \$1.942million received from the Federal Government to construct a Youth Development Hub in Bellingen.
- Open Space & Community Facilities Study completed in August 2010.

**Works Subsidised on Private Land
[Section 428 (2)(k) LGA 1993]**

No Council resolutions were made during the year that have Section 67 of the NSW Local Government Act 1993 implications involving the completion of work on private land either partly or fully subsidised by Council.

**Contributions and Donations
[Section 428(2)(l) LGA 1993]**

Section 356 of the NSW Local Government Act 1993 enables Council to make donations or provide financial assistance to community groups. In 2010/11 contributions to community organisations totalled \$41,483.

Council also contributed financially towards the emergency services, surf lifesaving clubs and sports fund.

NSW Rural Fire Service (RFS)	\$249,502
State Emergency Service (SES)	\$58,634
NSW Fire Brigades	\$44,719
North Beach and Urunga SLSC	\$24,000
Go Bello Go Sporting Fund	\$1,000
	\$377,855

Human Resource Activities [Section 428(2)(m) LGA 1993]

Overview

Council employees strive to deliver high quality, cost effective services to the community. The NSW Government's new framework for Integrated Planning and Reporting (IPR) places high expectations on Council and creates new challenges for the organisation in order to meet the demands and expectations of our community. Now, more than ever before, Council is required, to:

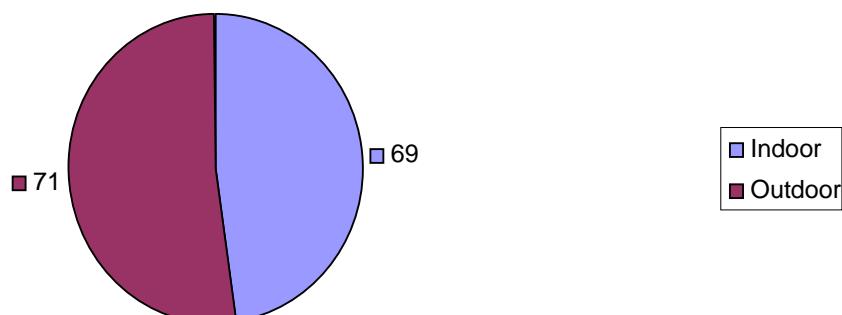
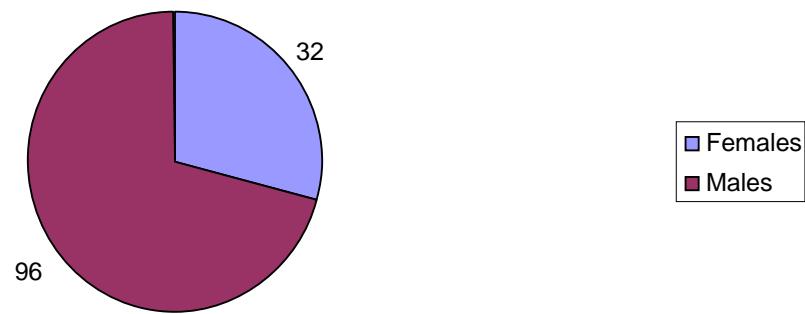
- Gain the community's trust and buy-in
- Proactively communicate service standards and actively manage expectations
- Be responsive to changing demands and priorities
- Meet increasing demand for rapid and accurate information
- Increase efficiency and productivity while remaining cost competitive
- Create a positive corporate culture that fosters a collaborative approach

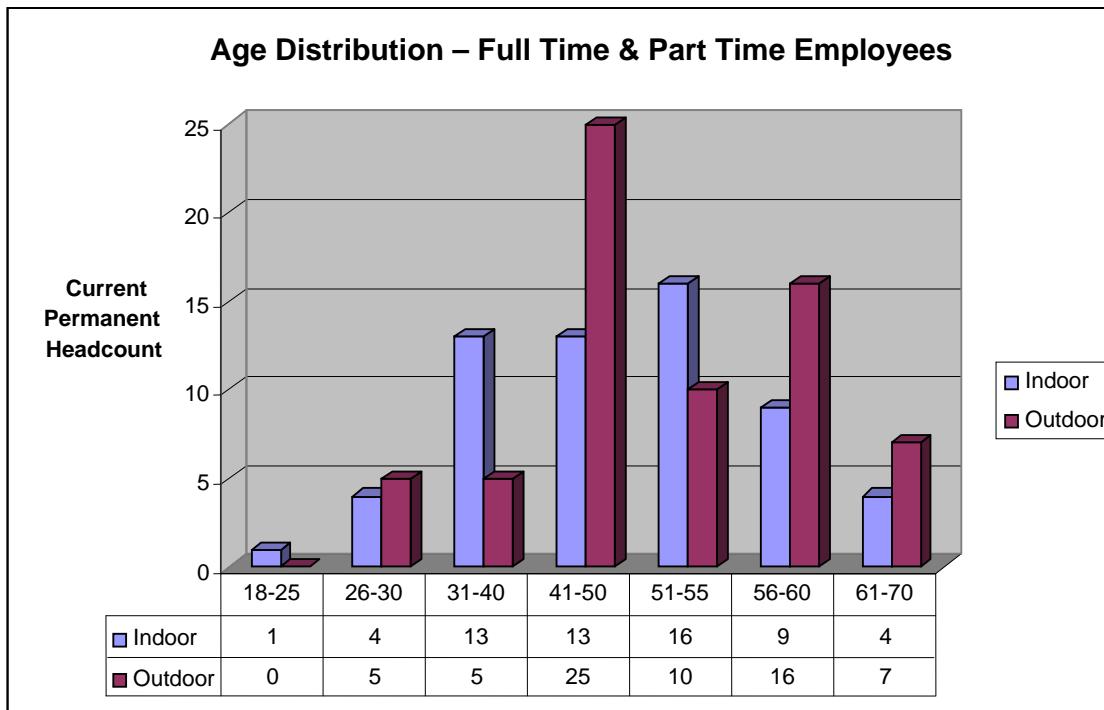
The above re-affirms the reliance we have on our people in order to accomplish our goals and achieve the Community's vision. Their creativity, knowledge and their relationships with the community, their co-workers and professional networks is what will determine our level of success.

In support of these efforts many of the existing human resources activities and priorities have been maintained throughout the year. However, there have also been a number of new initiatives introduced related to building employee capability and capacity, their ability to adapt to change and continue to make a valuable contribution to Council's goals and priorities.

Current Staff Employment Statistics (as at June 2011)

Total people employed in full time or part time* capacity	128
Total people employed under term contracts	5
Total positions in organisation structure (excludes casual** positions)	140
*Total people employed part time	19
**Total people employed on regular casual basis (not including day labour hire)	11

Organisational Structure – Indoor and Outdoor**Gender Distribution – Full and Part Time Employees**



The ageing workforce necessitates the development of workforce planning and development initiatives related to recruitment and the retention and transfer of knowledge and skills. These will be articulated in Council's Workforce Management Plan currently under development.

Recruitment & Selection

All vacant positions were advertised and filled in accordance with the merit principle, the NSW Local Government Act 1993, the Bellingen Shire Council Recruitment and Selection Policy and the EEO Management Plan.

During the year 27 permanent positions were advertised with 23 positions being filled and 4 positions still in the early stages of recruitment as at the 30 June 2011.

Council's average "time to hire" (that is from application closing date to job offer) was 8 weeks with the range being from 3 weeks to 12 weeks.

Staff Turnover

Staff exits from permanent headcount totalled 15 giving a turnover rate of 8.9% (which is slightly down from 10.3% reported in the previous year). These figures include 6 resignations, 5 retirements, and 4 employees who separated on health-related grounds.

Policy Development

The following policies were reviewed and updated in consultation with staff:

- Relocation Assistance
- Use of Private Vehicle on Council Business

A Steering Group of interested staff was formed to develop competency profiles for consideration and adoption within our various human resources tools and activities. Competency profiles create a common language to describe expectations by clearly defining the collection of knowledge, skills and abilities needed for ideal performance.

They demonstrate to all employees how their actions contribute to organisational performance and set the standard for operational excellence. They reinforce behaviour which is consistent with our organisation culture and strategic priorities. This shared understanding increases accountability among employees at all levels in the organisation. In this way, competency management underpins and supports the achievement of the strategic aims and objectives of Council and ultimately drives organisational success. This will be important foundational work for human resources in the years ahead.

Training and Development

Council's commitment to employee learning and development was demonstrated in a variety of ways during the year.

Council supported 31 staff in their formal studies at Certificate, Diploma and Tertiary level. Courses of study ranged from Civil Construction Design, Town Planning, Sustainability, Civil Engineering, Civil Construction and Water Operations to Finance, Accounting, Business, Management, Library Services, Frontline Management and Civil Engineering. Six (6) of these study programs had the associated costs heavily subsidised under the Federal Government Productivity Places Program and 12 study programs were fully funded by the Federal Government under apprenticeship training.

Council continued its involvement in work experience and traineeship programs designed to assist young people enter the workforce. Six (6) students from either high school or university participated in work experience at Council. In addition, a traineeship as Works Supervisor Bridge commenced and a traineeship in Quality Control continues. Council currently has a vacant Trainee Engineer position.

Local Government Learning Solutions were engaged to conduct foundational management training and selection skills training to Council's managers as well as time management training to the wider staff group. In addition, Council provided training to staff in the following areas:

Corruption Prevention for Procurement Managers	MR & HR Licence
Communicating with Diplomacy & Professionalism	OH&S Consultation
Community/Customer Conflict	Introduction to Excel
ECM Introduction to Workflow	FBT & GST
Managing Budgets	Civicview
OHS Work Cover Induction	Dogman/Rigging Certificate
Traffic Control Blue, Yellow, Orange	Plant Operator Tickets
RTA Technical Updates	Power Budget
Playground Equipment Inspection	Library Databases
Crane & Plant Electrical	Conflict Resolution
ChemCert	Bridge Inspection Level 1 & 2
First Aid	Chainsaw Level 1-3

Staff were also supported in their professional development by attendance at conferences and workshops including:

Procurement & Contract Management	Finance Professionals Conference
Rangers Conference	Payroll Taxation Workshop
IPWEA Conference	3BCA Seminar
LGSA Water Managers Conference	Civicview Conference
Procurement Conference	Women's Leadership Forum
IPWEA Fleet Managers Workshop	Purchasing Process Workshop
PIA Conference	Waste Conference
OZ Water	LGSA Conference
Public Libraries Conference	Land Property Information Seminar
NSW Weeds Conference	Risk Management Conference
Revenue Professionals Conference	LGMA Conference

An average of \$1,493 per permanent employee (including term contract employees) was spent on training and development.

Employee Relations

Council continues to maintain positive working relations with staff. The Staff Consultative Committee and the Occupational Health & Safety Committee continue to meet regularly and have worked on a number of initiatives including improvements to our performance feedback processes and researching the introduction of drug and alcohol testing. Various all-staff briefings and communication initiatives have taken place throughout the year related to Integrated Planning and Reporting. A Leadership Forum has also been established which includes all Managers and Team Leaders. The group meets regularly for the purpose of information and idea sharing and improved communication on key initiatives and projects.

Works Supervisors participated in a series of strategy sessions throughout the year designed to agreed priorities, address obstacles and ensure consistent methods of operating. Towards the end of the reporting year a team development initiative was commenced within the Environmental Health and Planning department to enable them to review and improve work practices, team work and communication within the group. Each of these initiatives has seen staff participate with enthusiasm and a genuine commitment to contribute to positive change.

There were no industrial disputes reported for the year ended 30 June 2011.

Employee Health & Safety

"Safety First" is one of Council's core corporate values. The well-being and protection of all workers is viewed with the utmost importance. Council has an Occupational Health and Safety (OHS) Policy that provides the framework for the implementation of procedures and programs designed to maintain a safe and healthy work environment for employees, contractors and those visiting our premises. In addition, our OHS Management System assists staff to integrate the OHS Policy into their day-to-day work practices and activities. The OHS Management System is audited annually as part of Council's insurance requirements.

During the year the Council's OHS Policy was augmented by our Return to Work Program and Injury Management Policy, which both aim to reduce the adverse economic and social consequences of injury and illness by enabling an early and safe return to work and ultimate transition to pre-injury duties. The program is available to all employees regardless of where or when their injury or illness occurs. This allows effective workers compensation management and assists in managing sick leave. The program includes provision of specialist in house Return to Work services resulting in over 90% of staff that suffered a work related injury returning to their "usual duties".

The number of workers compensation claims for the year and time lost to injury is outlined below along with comparative data for the previous two years.

	2008 - 2009	2009 - 2010	2010 - 2011
Number of Workers Compensation Claims	24	26	21
Number of claims resulting in "days lost"	13	14	12
Number of "days lost"	540	377	181

There continues to be a reduction in "days lost" year to year which Council attributes, in part, to its proactive approach to promoting and managing health and safety.

OH&S Induction sessions are held monthly for all new staff including Code of Conduct, EEO, anti-harassment and bullying training.

During the year Council's OHS Committee met on a monthly basis, promoting and monitoring OHS across the organisation. The OHS Committee provided incident and accident review, work place inspections across all work areas and delivered the following program of health promotion activities:

Month	Program	Activity
November	Depression and Prostate	16 staff participated in "Movember"
December	Skin Awareness	64 staff undertook a Skin Cancer Check and Education Program
January	Are You Getting Enough?	Hydration education campaign and issue of staff water bottles
February	Health Screening	41 staff undertook individual staff health assessments for blood pressure, blood sugars, cholesterol and body mass index
February to September 2011	Walk Around the World	A global "corporate challenge" program designed to get people moving and improve overall fitness – Council submitted 12 teams with 84 participants overall who walked a total distance of 53,405 kms

Priorities for 2011/12 include the upgrading Council's OHS Management System in line with the harmonisation of national work place safety legislation, which comes into effect on 1 January 2012.

In November the Mid North Coast Group of Councils (MIDGOC) OH&S Group were announced the group winner of the 2010 OH&S Excellence Award.

The group is made up of eight councils stretching from Coffs Harbour to Gloucester and the focus of the group is on sharing of best practice ideas relating to health and safety initiatives with the ultimate goal of promoting employee well-being and reducing workplace injuries.

The group developed a 'hearing conservation package', which included a number of features to protect the hearing of staff such as training aids, the purchase of noise meters, testing of plant and equipment and identification stickers for equipment relating to noise levels.

Employee Assistance Program (EAP)

As part of our commitment to health and well-being, Council offers access to an Employee Assistance Program (EAP) to staff and their immediate family members. The program offers confidential and professional advice, support and counselling on a wide range of issues that can be either personal or work related, including serious problems such as depression, drug and alcohol dependence, anxiety, etc. The program also provides critical incident counselling if required. The program is promoted initially at employee induction training and posters are on display in work areas. Staff accessed 58 hours of EAP services this reporting year.

Risk Management

An annual external Audit of Public Liability was conducted during the year. Council has a framework for improving Council's risk management processes. This framework reviews eight work processes including roads and footpath planning and monitoring, building certificates and applications, information gathering, tree management, and signage. A plan detailing the steps needed to improve these work areas and decrease Council's liability has been developed and continues to be implemented.

Public liability claim costs fell again this year to a total of \$9,096 when compared with the total annual cost of \$16,927 (2009/10) and \$25,524 (2008/09).

Council received grant funding under the Department of Climate Change Local Adaptations Pathway (LAP) Program Council to conduct a risk assessment to identify the risks to Council's infrastructure and services associated with climate change. A Local Adaptations Pathway Plan (LAPP) was prepared and adopted by Council in December 2010. This plan will be included in Council's integrated planning & reporting framework.

Business Continuity Plan

A comprehensive Business Continuity Plan was finalised during the year. Annual reviews of the Plan are proposed to ensure relevance and adequacy of Council's response to a range of potential business disruptions.

Activities undertaken to implement Council's Equal Opportunity Management Plan [Section 428 (2)(n) LGA 1993]

Council's Workplace Equity and Diversity Plan was developed and adopted in September, 2009. This plan is designed to assist Council to meet its EEO requirements. EEO related issues now form part of the ambit of the Staff Consultative Committee.

Activities undertaken in support of Council's Workplace Equity and Diversity Plan include:

- Support for 7 female employee's to attend a regional leadership seminar delivered by Women and Leadership Australia
- Continuing financial support for an employee of indigenous descent who is completing a Certificate IV course
- Continuing relationships with various employment support services who specialise in indigenous recruitment and training strategies
- Provided work experience for local youth as part of transition to work support program for people of varying abilities
- Outsourcing the shredding of confidential documents to Coffs Harbour Challenge, a business staffed by people with disabilities
- All requests (3) for part time work post maternity leave have been accommodated
- A request for reduced hours due to health reasons was approved
- A request for reduced hours prior to retirement was approved with arrangements for skills transfer and employee development agreed as part of succession planning
- A number of staff had flexible start and finish times agreed to accommodate personal requirements
- Recruitment and Selection training for Hiring Managers delivered
- Continuing coverage of EEO content in Council's employee induction

External Bodies Exercising Council Functions [Section 428(2)(o) LGA 1993]

The following external bodies exercised functions delegated by Council during the period.

BODY	FUNCTION
EXTERNAL BODIES	
Clarence Regional Library Committee	Library Service
NSW Rural Fire Service	Rural Fire Services
ADVISORY COMMITTEES	
Local Heritage Advisory Committee	Management of local heritage matters
Environment Advisory Committee	Advise Council on environmental matters
Dorrigo Community Services Advisory Committee	Management of Community Service programs on the plateau
Access Advisory Committee	Advise Council on access matters
Arts & Cultural Advisory Committee	Advise Council on cultural matters
Social Plan Advisory Committee	Preparation of Social Plan and advise Council on matters pertaining to the Plan
Local Traffic Advisory Committee	Advise Council on traffic matters
Coastline & Estuary Management Advisory Committee	Advise Council on environmental matters

LOCAL MANAGEMENT COMMITTEES (SECTION 355 NSW LGA 1993)	
Tourism Destination Marketing and Development Committee	Destination and Marketing Activities
Australia Day Committee	Australia Day Activities
Dorrigo Community Centre	Care, Control and Management of the Centre
Brierfield Hall	Care, Control and Management of the Hall
Urunga Literary Institute & Senior Citizens Centre	Care, Control and Management of the Centre and the Literary Institute Hall
Dorrigo Saleyards	Care, Control and Management of the Saleyards
Burdett Park, Fernmount	Care, Control and Management of the Park
Urunga Recreation Reserve	Care, Control and Management of the Reserve
Bellingen Island Reserve	Care, Control and Management of the Reserve
Mylestom Hall	Care, Control and Management of the Hall
Deervale Hall & Recreation Reserve	Care, Control and Management of the Hall & Reserve
Thora Hall	Care, Control and Management of the Hall
Bellingen Memorial Hall	Care, Control and Management of the Hall
Megan Hall and Recreation Reserve	Care, Control and Management of the Hall and Reserve
Hickory House	Care, Control and Management of the Centre
Bellingen Citizens Centre	Care, Control and Management of the Centre
Dorrigo Recreation Reserve	Care, Control and Management of the Reserve
North Dorrigo Recreation Reserve	Care, Control and Management of the Reserve
Raleigh Hall & Recreation Reserve	Care, Control and Management of the Hall & Reserve
North Bellingen Children's Centre	Care, Control and Management of the Centre
Bellingen Shire Visitor Information Centre, Urunga	Care, Control & Management of the Centre
Bellingen/Connell Parks	Care, Control & Management of the Parks
Bellinger Valley Historical Society	Care, Control & Management of the Bellingen and Urunga Museums

Controlling Interest In Companies [Section 428(2)(p) LGA 1993]

Southern Phone Company Limited

Council is a shareholder in the company, a local government-owned telecommunications provider. There are 41 councils that hold two shares each in the unlisted Public Company, purchased for \$1 each. The company is a national full-service telecommunications provider offering fixed line, mobile and internet services to customers in all states of Australia.

In November 2002 Council resolved to make application to the Southern Phone Company for two shares at \$1 each, being one A Class share and one share in the B to ZZ class. Council's liability is limited to the value of its shares. Should the venture fail there can be no call on shareholders for funds.

The company declared an annual dividend of \$150,000 in 2010/11 with a dividend of \$1,275.76 being paid to Council. The dividend is paid to a formula where 20% is split equally among all 41 shareholders and 80% is paid according to the amount of business generated in the council's area.

Partnerships, Co-operatives and Joint Ventures [Section 428(2)(q) LGA 1993]

Coffs Coast Regional Waste Services

In July 2004 Council resolved to participate in the Coffs Coast Regional Resource Recovery Scheme with Coffs Harbour City Council and Nambucca Shire Council.

The project involves the full recovery and treatment of waste from the three Council areas including collection, recycling and disposal. Putrescible waste from the region is collected and processed at a waste processing facility at Englands Road, Coffs Harbour. The strategy, although maintaining each Council as a separate entity, enables a consistent, sustainable and economical approach to waste management in the area.

In accordance with the signed agreement Coffs Harbour City Council administers the contract on behalf of the Councils.

Mid North Weight of Loads Group

Member of the Group which enforces vehicle weight limits to reduce damage to council classified roads and thereby decreasing road maintenance costs.

Regional Procurement Initiative

Council is a participating member with other North coast councils in the Hunter Valley Councils' initiative.

Statewide Mutual Limited

A self-insurance mutual liability scheme aimed at providing members with cost effective public liability, professional indemnity, fidelity guarantee and property insurances and to promote good risk management practices to minimise the occurrence and effect of claims.

StateCover

A self-insurance mutual providing workers compensation insurance for Council.

**Amount of Rates & Charges Written Off
[Section 428(2)(r) LGA 1993]**

The total value of rates and charges written off for the year 2010/11 was \$500,838.71 compared to \$522,526.04 in 2009/10.

ITEM	AMOUNT
Pension Rebates	487,873.37
Rates	5,136.61
Water Rates	777.32
Water Usage	3,088.99
Sewerage Rate	8.05
Domestic/Commercial Waste	2,073.35
Legal Fees	50.00
Interest	155.18
Interest – Water Usage	1,463.84
OSMS	212.00

The total amount of rates and charges written off as pensioner rebates during 2010/11 was \$487,873.37 compared to \$488,970.97 in 2009/10 and \$480,198.08 in 2008/09.

**Overseas Visits by Councillors, Staff and Other Persons
While Representing Council
[General Regulation 2005 Clause 217(1)(a)]**

Council was not represented at any overseas events in 2010/11.

**Planning Agreements
Environmental Planning and Assessment Act 1979 Section 93G(5)**

Council did not enter into any planning agreements during 2010/11.

National Competition Policy (NCP) [General Regulation 2005 Clause 217(1)(d)]

National competition policy is being applied to government businesses at all levels throughout Australia and Council has adopted the principle of 'competitive neutrality' to its business activities as part of the NCP program.

Competitive neutrality is based on the concept of a 'level playing field' between persons competing in a market place, particularly between private and public sector competitors. Essentially, the principle is that government businesses, whether Commonwealth, State or Local, should operate without net competitive advantages over other businesses as a result of their public ownership.

The underlying philosophy is that a 'level playing field' will enhance competition. Competition can promote greater efficiency and lower costs to government and the community. The government recognises that policies to enhance competition may have social impacts. However, if the application of competition policy is thought to impose net costs on the community, and this is supported by a benefit/cost analysis, then an exemption from the application will be allowed.

In relation to local government, it is accepted that some business activities will have a significant economic impact. The threshold of \$2M annual sales turnover/annual gross operating income has been chosen, in consultation with local government, as a reasonable measure of economic significance for the purpose of applying a corporatisation model and pricing requirements. In these cases, the benefits of applying competitive neutrality are expected to outweigh the costs.

Category 1 Business Activities (Annual Turnover > \$2M)

Bellingen Shire Council Water Supply and Sewerage Services are established as separate Special Rate Funds. As the total annual operating revenues exceed \$2M they are both defined as a "Category 1" Business Unit.

Local Government Water Supply and Sewerage Businesses are permitted to pay an annual dividend from its water supply or sewerage business surplus. The maximum dividend payable for the Water Supply Business in 2010/11 was \$115,614 although no dividend was actually paid, as council does not satisfy the criteria in the Guidelines for Best Practice Management of Water Supply and Sewerage. No maximum dividend was applicable for the Sewerage Business.

Category 2 Business Activities (annual Turnover < \$2M)

Council has identified its quarry operations as Category 2 Business Activities as this business has an annual turnover of less than \$2M but the activities are considered to be significant in a local context.

The implementation and application of the NCP guidelines are reviewed annually as part of the process of preparing the financial reports.

NCP Complaints Handling Mechanism

In 1994 a Complaints Policy was adopted and the policy statement was updated in January 1998 to make special reference to Competitive Neutrality Complaints. No Competitive Neutrality complaints were received in the year ended 30 June 2011.

Stormwater Management Services [General Regulation 2005 Clause 217 (1)(e)]

This requirement applies where a Council has levied an annual charge for stormwater management services. It requires a comparison of the actual services made available by the Council during the year (measured in accordance with the criteria set out in the relevant management plan) with the projected services that were proposed to be made available (outlined in the management plan relating to the year concerned), together with a statement of the reasons for any difference between them.

Council did not levy an annual charge for stormwater management services in 2010/11.

Companion Animals Act – Compliance Local Government (General) Regulation 2005 Clause 217(1)(f)

Eighty seven (87) Companion Animals were taken to Councils pound during the year consisting of 78 dogs and 9 cats. Of those animals impounded 65 were released to their owners and 2 were re-homed.

Companion Animals registered in 2010/11 numbered 267 compared to 235 animals in 2009/10.

Companion Animal Management Funding

Registration commissions	10,584
Impounding fees, charges & fines	5,251
Total Income	\$ 15,835

State Emergency Services

Introduction

The SES is a community based rescue organisation dedicated to helping the community in times of need following floods, storms and other emergencies. The SES provides qualified volunteers to respond to flood and storm threats, minimise damage to properties, and rescue people who are endangered, trapped or injured. In addition the SES provides assistance to other emergency service agencies including the NSW Police, NSW Fire Brigades, NSW Ambulance Service and the Rural Fire Service. The Local Controller is Craig Wykes.

Membership

Unit	Established	Unit Controller	Membership
Dorrigo – Railway St	1983	Ellie Luhr	27
Bellingen – 19 South St	1960	Toby Cuthel	20
Urunga – 7 Orara St	1970	Merv Rose	22

Training

Training was conducted on all combat roles throughout the year with members contributing numerous hours towards maintaining their qualifications and skills.

Training Course	Urunga	Bellingen	Dorrigo	Total
Swim Test		9		9
Senior First Aid		7	4	11
Storm and Water Damage	6			6
Chain Saw Cross Cut and Limping			1	1
Chain Saw Felling		2		2
Traffic Control for Emergency Services			3	3
Introduction to Safe Driving	16	14	11	41
Total Number of Volunteers	22	32	19	73

Operations

The local units were involved in 76 operational activities and provided a total of 2,487 operational hour's service to the community during 2010/11.

Unit	Tasks	Personnel	Hours
Urunga	34	196	509
Bellingen	33	97	1,567
Dorrigo	22	107	411

Activities	Number	Activities	Number
Road Crash Rescue	23	Land Search	4
Storm Damage	18	General Rescue	4
Flood Event	7	Flood Boat Rescue	2
Other	11	Vertical Rescue	0
Public Relations	6	Air Support	1

Community Service Activities

Support to Council	35
Community Tasks	22
Meetings	28
Working Bees	15
Training	150
First Aid (Training & support to community activities)	20
Total	270

Equipment and Accommodation

The Shire has three updated SES buildings that are at a level of operational capability that can handle future emergency situations.

Flood & Rescue Boats

The Units now maintain and operate six (6) flood rescue boats, with an additional boat being added to the Bellingen Unit fleet during the year.

Vehicles

The NSW SES has invested large amounts of time standardising plans for purpose built vehicles to better meet the operational needs of the community, the service and the volunteers. The Shire currently has two Category 1 heavy road rescue vehicles and four Category 3 vehicles which it operates in the Shire as well as Out of Area operational support

Unit	Make	Type	Purchase Date	Replacement Date	Replacement Cost to Council \$
Dorrigo	Ford Courier	3	July 2005	2013/14	10,000
Dorrigo	Isuzu NPR 450	1	January 2009	2019/20	20,000
Bellingen	Toyota Landcruiser	3	March 2003	2011/12	12,500
Bellingen	Toyota Hilux	3	March 2003	2012/13	10,000
Urunga	Toyota Landcruiser	3	October 2001	2010/11	12,500
Urunga	Isuzu FRR500	1	October 2000	2010/11	20,000

Currently there are three (3) vehicles due for replacement with the changeovers to occur in the next financial year.

Flood Planning

The Unit has a current Flood Plan for the Bellingen Local Government Area which was endorsed by the Local Emergency Management Committee in July 2006. The SES is currently reviewing the Flood Plan with the draft plan to be submitted to the LEMC in 2011/12.

Other Activities

The Units currently assist the local community with activities such as the Bellingen Jazz Festival, Lions Club Fire Works display, Anzac Day Ceremonies, ToastUrunga, Carols by Candle Light, Relay for Life, Dragon Boat Races, Global Carnival, Dorrigo Blue Grass Festival, Bellingen & Dorrigo Shows, Camp Creative, Council Banners, Westpac Helicopter, local schools and Cycle Racing.

Funding and Council Support

In order for the Bellingen Shire SES to continue to service the growing community, as it has for the past 55 years during times of natural and man-made incidents or emergencies, particularly flood and storm responses, the SES requires council funding and support to be maintained. The assistance from Council is greatly appreciated and as such the Units are proud to be able to service the Council and community of the Bellingen Shire.

Financial Management

Financial Statements 2010/11

The Audited 2010/11 Financial Statements and Auditor's Report were presented to the public at the Ordinary Meeting of Council held on 23 November 2011. A copy of the reports can be viewed on Council's website.

Income Statement

The operating result from all activities was a surplus of \$1.071M in 2010/11 compared to a surplus of \$2.205M in 2009/10. This result includes grants for capital purposes of \$4.754M. The expenditure of these grants is not recorded in this Statement but in the Balance Sheet and when excluded for comparative purposes, the surplus reverts to a deficit of \$3.683M compared to a deficit in the previous year of \$219,000.

Total income increased by \$1.815M (6.50%) primarily due to a \$2.33M (96.10%) increase in operating grants and contributions. Contributing to this significant increase was the receipt of grants for community infrastructure, bridge replacement, and the Bellingen Youth Development Centre.

Expenses increased by \$2.949M (11.70%), resulting from increases in employment costs of \$913,000 (10.56%) and depreciation of \$3.073M (60.75%).

Council Functions/Activities – Financial Information [Financial Statements Note 2(a)]

Activity	Revenues \$'000		Expenses \$,000		Operating Result \$,000		Assets Held \$,000
	Budget	Actual	Budget	Actual	Budget	Actual	
Governance	0	0	218	223	(218)	(223)	0
Administration	224	317	3,304	3,352	(3,080)	(3,035)	24,290
Public Order & Safety	830	1,393	967	1,252	(137)	141	4,947
Health	37	21	666	577	(629)	(556)	501
Environment	234	2,552	523	3,676	(289)	(1,124)	0
Community Services & Education	275	791	917	449	(642)	342	4,392
Housing & Community Amenities	2,422	306	3,578	1,474	(1,156)	(1,168)	18,627
Water Supplies	2,780	2,717	2,149	2,089	631	628	44,977
Sewerage Services	2,081	2,070	2,416	2,439	(335)	(369)	35,631
Recreation & Culture	470	1,666	910	1,720	(440)	(54)	26,236
Mining, Manufacturing & Construction	140	87	225	175	(85)	(88)	268
Transport & Communication	3,567	8,780	5,944	11,047	(2,377)	(2,267)	371,524
Economic Affairs	279	166	305	325	(26)	(159)	8,591
Total - Functions	13,339	20,866	22,122	28,798	(8,783)	(7,932)	539,984
General Purpose Revenues	8,733	9,003	0	0	8,733	9,003	0
Total	22,072	29,869	22,122	28,798	(50)	1,071	539,984

Balance Sheet

Cash and Investments as at 30 June 2011 totalled \$32.01M compared to \$30.315M in 2009/10 due to the positive cash flow results from operations (which excludes non-cash expenses such as depreciation and amortisation) and unexpended borrowings relating to the Raleigh Depot redevelopment.

Receivables increased by \$4.279M (104.11%) due to RTA grants receivable at year end relating to flood damage work activity. Borrowings increased by \$2.409M to fund the redevelopment of the Raleigh Depot.

Working Capital

The General Fund Net Current Asset position at year-end of \$15.309M is an important financial indicator as it discloses the working capital available to Council to fund day to day operations and finance infrastructure and new community projects.

However included in Current Assets are assets of \$7.470M which are “restricted” by regulation or other externally imposed requirements and therefore are not available for other than their restricted purpose.

After funding General Fund, Water, Sewerage and Domestic Waste internal and external restrictions of \$19.733M, Council has General Funds of \$2.948M to finance working capital needs. This compares to unrestricted funds of \$2.518M in the previous financial year. Net funds after restrictions for Water are \$8.267M, Sewerage \$4.088M and Domestic Waste \$399,000.

Council has internally restricted \$731,000 to fund non-current employee leave entitlements, which represents 28% of current leave entitlements, compared to 23% as at 30 June 2010. This funding is considered adequate given that the annual leave component is traditionally provided for in Council’s current year budget.

Financial Indicators

The key indicators disclosed in the Financial Statements are:

RATIO	PURPOSE	2011	2010	2009	2008
Unrestricted Ratio	To assess the adequacy of working capital after excluding all restricted assets and liabilities	2.93	4.16	3.83	3.14
Debt Service Ratio	To assess the degree to which revenues are committed to the repayment of debt	0.9%	1.2%	1.8%	1.0%
Rate Coverage Ratio	To assess the degree of dependence upon revenues from rates and annual charges	32.4%	32.9%	34.8%	41.0%
Outstanding Rates %	To assess the impact of uncollected rates and charges on liquidity and the adequacy of recovery efforts	7.2%	9.1%	12.3%	11.9%
Asset Renewals Ratio	To assess the rate at which assets are being renewed against the rate they are being depreciated.	0.51	0.69	0.61	1.21

The Unrestricted Ratio excludes all current assets and liabilities that are restricted for specific purposes such as water, sewer, domestic waste management and specific purpose unexpended grants & contributions. This ratio is before setting aside cash to fund internal restrictions relative to the general function. The ratio of 2.93 compares to the Group 11 Councils average ratio of 3.84 and a State average of 2.71 for 2010. A ratio of 2 or better is generally viewed by the industry as good.

The Debt Service Ratio has decreased due to a reduction in debt servicing costs. The ratio of 0.90% compares with the average of 3.97% for Group 11 Councils and a State average of 4.99% in 2009/10.

The rate coverage ratio shows that 32.40% of the Council's income is derived from rates and charges. This compares to the average of 37.28% for Group 11 Councils and a NSW State average of 47.26% in 2009/10.

The Outstanding Rates and Charges ratio of 7.20% is a 20.88% improvement on the previous year and reflects the resourcing effort directed towards debt recovery action, including a public auction on the 19 February 2011 for the sale of land for unpaid rates. The Group 11 Councils ratio was 8.26% and the NSW State average was 5.31% for 2009/10.

The Asset Renewals Ratio is a new ratio established by the Division of Local Government from 2006/07 and is aimed at assisting readers of the financial statements to assess Council's performance in respect to the renewal of its infrastructure assets against the level of infrastructure asset deterioration, as represented by the depreciation expense.

The ratio for 2010/11 highlights that Council expended about 51 cents on asset renewals for every \$1 of estimated reduction in asset condition for the same period. In essence the overall infrastructure has deteriorated during the year. This compares to the average of 94 cents for group 11 councils and a NSW State average of 84 cents in 2009/10.

Overall the financial indicators show that Council's financial position is sound.

Special Variations in General Income

Road Levy

The ordinary rates include a 5.00% Road Levy which was approved by the Minister in 1996/97. The Levy applies to all rateable land within the Shire. The income generated in 2010/11 amounted to \$258,261 and the balance of the internal restriction as at 30 June 2011 was \$568,533.

Projects funded in 2010/11 were \$114,805 for the Shire Bridges Maintenance Program and an allocation to the 2010/11 Roads to Recovery Program of \$93,000. The R2R Program expenditure consisted of \$16,000 for the MR 120 Repair Project - Old Coramba Road and \$77,000 for the MR 120 Repair Project - Dangar Falls.

Your Environmental Levy at Work

In July 2005 Council received Ministerial approval for a special variation in general income of 4.0% to introduce an Environmental Levy to help fund environmental projects. The income generated in 2010/11 amounted to \$206,608 and the balance of the internal restriction as at 30 June 2011 was \$172,053. Council has established an Advisory Committee to identify and prioritise projects.

Projects	Expend 2010/11	Expend 2009/10
Water Quality monitoring and assessment of Bellinger and Kalang Rivers		14,370
Funding program for community groups to undertake environmental projects	21,440	23,607
Pedestrian and Mobility Plan (PAMP)	30,000	60,000
Bellingen Island Reserve – bush regeneration	27,387	17,386
Estuary Erosion Study		27,158
Ecosystem Health Monitoring	18,939	21,600
Dangar Falls Pathway Upgrade	218	14,616
Sustainability Projects	15,171	8,698
Coastal Planning	14,440	2,063
Weed Tree Removal on Roads		1,470
Improving Stormwater Management	24,915	430
Noxious Weeds Action Program	50,000	
River Oysters Program	34,513	
Dangar Falls Vegetation Management (Stage 1)	6,518	
Total	\$243,541	\$191,398

Public's Right to Access Government Information

Government Information (Public Access) Act 2009 (GIPA Act)

The GIPA Act came into effect on 1 July 2010 and replaced the Freedom of Information Act (FOI) and Section 12 of the NSW Local Government Act 1993.

The aim of the GIPA Act is to provide an open, accountable, fair and effective government. This means that all government agencies in NSW are required to make more information freely available and more processes and documents of Government will be available following an application process.

The right to information reforms mean that formal applications for access to information are a last resort.

To access information from Council:

- search our website for information including our policy documents, current publication guide (May 2011), disclosure log and register of government contracts.
- ask us what information we will proactively make available to the public, in addition to the information contained on our website. We are encouraged to release as much government information as possible, in an appropriate way and free of charge (or at the lowest reasonable cost).
- ask for specific information, for example where no third party personal information is involved
- lodge a formal application for access to information as a last resort, if you haven't been able to get the information you need in any other way.

To find out more about the public's rights to accessing government information, visit the Council's website or the NSW Office of the Information Commissioner (OIC) at www.oic.nsw.gov.au

The OIC is an independent statutory authority and promotes awareness of the new law, provides assistance and training to government agencies and the public, and handles complaints.

In 2010/11 two (2) formal applications for access to information were processed.

Privacy & Personal Information Protection Act (PPIPA)

When accessing council documents you need to be aware of the Privacy and Personal Information Protection Act 1998, which helps to protect personal information and the privacy of individuals. Council has complied with the Act by developing a Privacy Management Plan and ensuring that staff are aware of the requirements regarding public access to information.

No reviews were conducted as provided for under Part 5 of the Act.

Privacy & Health Information Protection

Access to information will also be limited in accordance with the Health Records and Information Privacy Act 2002. This Act provides for the protection of health information.

Part II

Audited Financial Reports [Section 428(2)(a) LGA 1993]

The Reports were adopted on 23 November 2011 and a copy of the Financial Statements, including the Auditor's Report, can be accessed on Council's website.

Part III

Principal Activities [Section 428(2)(b) LGA 1993]

In accordance with the NSW Local Government Act 1993, quarterly Management Plan reviews are presented to Council on each Principal Activity. The "Year in Review" section provides a snapshot of the achievements during the reported year.

Part IV

State of the Environment Report 2010/11 [Section 428(2)(c) LGA 1993] [General Regulation 2005 Clauses 217(2) and 218-226]

The State of the Environment Report (SoE) was presented to Council on 14 December 2011 and establishes a range of environmental performance indicator data.

The local SoE Report provides a summary of the attributes of the local environment and the human impacts on that environment. The report will be the last SoE prepared for the Council as a regional SoE will be developed in 2012.

Part V

Payment of Expenses and Provision of Facilities For Mayors and Councillors Policy [Section 252 LGA 1993]

Objective

The objective of the policy is to ensure Council complies with the provisions of Sections 252 and 253 of the Local Government Act 1993, Clause 403 of the Local Government (General) Regulation 2005, Councils Code of Conduct and the Guidelines released by the Department of Local Government (October 2009) concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the Mayor, the Deputy Mayor and Councillors in relation to discharging the functions of Civic Office.

[Note: This policy excludes annual fees paid to the Mayor and Councillors under sections 248-251 inclusive of the Local Government Act.]

Policy Statement

In accordance with Section 252 of the Local Government Act, Council will pay expenses incurred or to be incurred, and provide facilities for, the Mayor, the Deputy Mayor and Councillors to enable them to discharge their functions of Civic Office.

The purpose of the policy is to ensure that there is accountability and transparency in the reimbursement of expenses incurred or to be incurred by Councillors. The policy also ensures that the facilities provided to assist Councillors to carry out their civic duties are reasonable.

Application

This policy applies to the Mayor and Councillors of Bellingen Shire Council.

General Conduct

Councillors must act lawfully, honestly and exercise a reasonable degree of care and diligence in carrying out their functions under the Local Government Act or any other Act. This is required under section 439 of the Local Government Act and reinforced in the Model Code of Conduct made under section 440.

Use of Councils Resources

Councillors should be mindful of the provisions in the Bellingen Shire Council Code of Conduct about the use of council resources to ensure that councillor expenses and facilities are not used inappropriately.

The Bellingen Shire Council Code of Conduct provides that council resources must be used ethically, effectively, efficiently and carefully. Council property including intellectual property, official services and facilities must not be misused by any person or body for private benefit or gain. Councillors must also avoid any action or situation that could create the appearance that council resources are being used inappropriately.

A person's re-election is considered to be a personal interest. Official council material such as letterhead, publications, websites as well as council services and forums must not be used for such personal interests. Situations in which the appearance may be given that these are being used for such purposes are also to be avoided.

The fundraising activities of political parties, including political fundraising events, are considered to be personal interests. In accordance with the Department of Local Government Guidelines Councils should not pay expenses or provide facilities to councillors in relation to supporting and/or attending such activities and events.

In circumstances where it is appropriate for councillors to give a gift or benefit (for example, on a council business related trip or when receiving visitors), these gifts and benefits should be of token value and in accordance with the Bellingen Shire Council Code of Conduct.

Private Benefit

Councillors should not obtain private benefit from the provision of equipment and facilities, nor from travel bonuses such as 'frequent flyer' schemes or any other such loyalty programs while on council business. However it is acknowledged that incidental use of council equipment and facilities may occur from time to time. Such incidental private use is not subject to a compensatory payment back to council. Councillors should not obtain more than incidental private use of facilities.

Where more substantial private use does occur the Act provides that a payment may be made to cover the level of that private use (refer s252 (2)).

Payment of expenses – General Provisions

General expense allowances:

In accordance with clause 403 of the Regulation councillor expenses and facilities policies must not include provision for a general expense allowance. A general expense allowance is a sum of money paid by a council to a councillor to expend on an item or a service that is not required to be receipted and/or otherwise reconciled according to a set procedure and within a specific timeframe.

It is not appropriate or lawful for council to pay general allowances unrelated to actual expenses incurred and which are designed to supplement councillors' annual fees

Payment of expenses generally allowances and expenses:

Expenses and costs incurred by Councillors will only be reimbursed in accordance with this policy. Councillors must make a claim for reimbursement of expenses in accordance with this policy within **one** month following the incurrence of the expense. In the event that no expenses have been incurred a "NIL" return is to be completed for record keeping purposes.

Reimbursement and reconciliation of expenses:

Where all the expenses of discharging the functions of Civic Office on approved Council business are not paid for in advance by Council, in accordance with this Policy, the Councillor shall:

1. Retain all documentation substantiating the incurring of such expenses.
2. Complete claim forms for all expenses incurred and attach all documentation.

3. Lodge claim form for payment with the Director of Corporate Services within one month after the completion of the specific Council business.

Incidental expenses may not require specific receipts provided it can be demonstrated that expenditure was incurred and is not general in nature. Where receipts are not required it would be appropriate for councillors to certify that the expenditure was for the purpose intended. The level of supporting documentation should be commensurate with the nature of expenditure. For example expenditure on parking, tolls, refreshments and the like may only require a signed statement listing the payments.

[Note: Councillors can only receive reimbursement for expenses when the expense is identified by this policy. No general expense is allowed.]

Payment in advance:

Councillors may request payment in advance in anticipation of expenses to be incurred in attending conferences, seminars and training away from home. Councillors may also request an advance payment for the cost of any other service or facility covered by this policy. However, Councillors must fully reconcile all expenses against the cost of the advance as soon as possible following the incurrence of the expense.

Requests for payment in advance should be made to the General Manager or the Director of Corporate Services.

Establishment of monetary limits and standards

Identifying and publishing monetary limits allows members of the public to know the expected cost of providing services to Councillors and to make comment during the public consultation phase of making or amending the policy. It also avoids situations where Councillors incur costs that are unforeseen or considered unreasonable by other Councillors and the public.

Subsequently, where practical and appropriate, this policy sets out the monetary limits for all the expense provisions available to Councillors, as well as the standards for the provision of equipment and facilities provided to Councillors. The total costs associated with the implementation of this Policy are set out in the Annual Management Plan and the Annual Report.

Approval arrangements

Approval for discretionary trips and attendance at conferences and the like, should be where possible, approved by a resolution of the Council. If this is not practicable then the approval should be given jointly by the Mayor and the General Manager. If the Mayor requires approval it should be given by the General Manager.

Spouse and partner expenses

Council will, in limited circumstances, reimburse Councillors for expenses incurred by the Councillor for their spouse, partner or accompanying person in the performance of his or her official duties. An accompanying person is considered to be a person who has a close personal relationship with the Councillor and/or provides carer support to the Councillor.

Council will reimburse the reasonable costs of spouses and partners or an accompanying person for attendance at official council functions that are of a formal and ceremonial nature, are within the local government area, and where there is a reasonable community expectation that the Councillor's spouse, partner or accompanying person will attend. Examples could include Australia Day ceremonies, Citizenship ceremonies, civic receptions and charitable functions for charities formally supported by Council, service club annual changeover functions, awards nights, such as business awards, and debutant balls where generally partners are invited and the Mayor or Councillor attends as representatives of the Council.

Council will also reimburse the reasonable expenses incurred by the spouse, partner or accompanying person of the Mayor, or a Councillor when they are representing the Mayor, when they are called on to attend an official function of Council or carry out an official ceremonial duty while accompanying the Mayor outside of the Council area, but within the State. Examples could include charitable functions to which the Mayor has been invited and award ceremonies and other functions to which the Mayor is invited to represent the Council.

Council will not reimburse any expenses incurred by a Councillor's spouse, partner or accompanying person when they are accompanying a Councillor to a conference, seminar or the like. An exception to this is the NSW Shires Association (LGSA) annual conference, where Council will reimburse the cost of registration and the official conference dinner incurred by Council's elected delegates' spouse, partner or accompanying person when accompanying a Councillor to this conference. Expenses incurred by a Councillor's spouse, partner or accompanying person, where this Councillor is only attending the LGSA annual conference as an observer will not be reimbursed by Council.

The payment of expenses for spouses, partners or accompanying persons for attending appropriate functions as permitted above is limited specifically to the ticket, meal and/or the direct cost of attending the function. Council will not reimburse peripheral expenses incurred by spouses, partners or accompanying persons such as transport, special clothing or grooming.

Specific Expenses for Mayors and Councillors

Conference, Seminar and Training Expenses

Council will be responsible for the expenses of the Councillors attending conferences, seminars, training, meetings and official engagements and functions, where the Councillor has been duly authorised by the Council or is deputising for the Mayor.

Council will meet the direct costs associated with the conference, seminar, training course and the like. These costs may include registration fees, travel costs, accommodation, official lunches and dinners, and associated tours where they are relevant to the business and interest of Council.

Council will also be responsible for meals not included in the conference fee for attendance by Councillors at these functions. A maximum daily allowance (refer **Table 1**) will be reimbursed for expenses claimed under this provision.

Councillors wanting to attend conferences, seminars, training courses and the like will be required to make an application for approval. Applications are to be submitted on the prescribed form. Attendance at these functions is subject to annual budget limits.

Travelling Expenses

General travel arrangements:

All travel by councillors should be undertaken by utilising the most direct route and the most practicable and economical mode of transport subject to any personal medical considerations.

Interstate and Overseas Travel:

Any travel by Councillors interstate must be approved by the Mayor.

Council may be responsible for the costs incurred by Councillors for overseas travel if the requirements of Council Policy are met. In particular such travel is subject to budgetary constraints and approval at an open Council meeting following consideration of the costs and benefits to the community.

Applications for interstate travel should include full details of the travel, including itinerary, costs and reasons for travel.

Application for overseas travel should include detailed proposals of the nomination of the Councillors undertaking the trip, purpose of the trip and expected benefits. The duration, itinerary and approximate total costs of each overseas trip should also be provided. Overseas travel must be approved on an individual trip basis by a meeting of the full Council.

Council provided vehicle:

Councillors will be entitled to travel to conferences, seminars, meetings and official engagements and functions, where the Councillor has been duly authorised by the Council or is deputising for the Mayor, at the expense of the Council, by Council vehicle, unless specifically authorised otherwise.

When a Council vehicle is allocated to a Councillor for use on Council business, only a Councillor, a staff member or a licensed driver authorised by the Councillor should operate the vehicle.

Where a Council vehicle is provided, Council shall reimburse the Councillor for any incurred fuel, parking fees, or similar vehicle costs.

Any traffic or parking fines incurred while travelling in a private or Council vehicle on Council business is the responsibility of the person driving at the time of the offence, Council will not reimburse any of these costs.

Provision of own motor vehicle:

Where a Councillor is required to utilise his/her own private vehicle in connection with approved Council business, he/she will be paid a rate per kilometre equivalent to the appropriate engine capacity rate as contained in the Local Government (State) Award 2007.

Any expenses claimed in excess of this amount require authorisation from the Mayor and the General Manager. Examples where this may be necessary are for attendance by Councillors at routine meetings, or where a Councillor is unable to access a Council vehicle and is required to utilise their private vehicle to travel long distances for conferences or training seminars.

Where a Councillor's private vehicle is utilised Council shall reimburse the Councillor for any incurred parking fees and/or RTA Tollway fees. Where a Councillor is required to use their own vehicle, they should advise their comprehensive insurance provider that the vehicle will be used on council business.

Meals and Beverage Expenses

Council will provide food and beverage at Council and Committee meetings.

Care and other related Expenses

Council will reimburse Councillors the reasonable cost of carer arrangements, including childcare expenses and the care of elderly, disabled and/or sick immediate family members of Councillors, to allow Councillors to undertake their functions of Civic Office.

The provisions for these expenses are as follows:

- a) Childcare expenses for children up to and including the age of 16 years are payable when a Councillor attends:
 - i. Council meetings, inspections, formal briefing sessions and civic or ceremonial functions convened by the Mayor or Council;
 - ii. Committee meetings,
 - iii. Meetings scheduled by Council or the Mayor;
 - iv. Meetings arising as a result of a Councillor being appointed by Council to an outside body or committee; or
 - v. A meeting or function or other official role as a representative of Council or the Mayor.
- b) Expenses are paid to registered carers or approved child care services up to one hour before and one hour after such functions set out above (based on advertised starting time).
- c) A maximum monthly amount as set out in **Table 1** will be paid in accordance with this provision.
- d) Claims are to be submitted, with necessary documents such as tax invoices or where required doctor's certificate or the like, to the General Manager or the Director of Corporate Services within one month after the occurrence of expenses under this provision.

Reasonable Legal Expenses

Council may reimburse reasonable legal expenses in the following circumstances:

1. A Councillor defending an action arising from the performance in good faith of a function under the Local Government Act (section 731 refers); or
2. A Councillor defending an action in defamation provided the statements complained of were in good faith in the course of exercising a function under the Act; or
3. A Councillor for proceedings before the Local Government Pecuniary Interest and Disciplinary Tribunal or an investigative body provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the Tribunal or investigative body makes a finding substantially favourable to the Councillor.

Expenses are not covered in relation to proceedings arising merely from something that a councillor has done during his or her term in office. Also Council will not meet the costs of a Councillor seeking advice in respect of the Councillor taking possible defamation action, or in seeking a non-litigious remedy for possible defamation. (DLG Circular 05/08)

Insurance

Council will provide all Councillors with Personal Accident Cover, Councillors' & Officers' Liability Insurance and other appropriate insurance cover required in the discharge of their official duties.

Provision of Facilities- General Provisions

Provision of facilities generally

Council will provide facilities to support the Mayor and the Councillors to undertake their functions of Civic Office.

Use of Council resources

Use of Council resources is subject to provisions of the Code of Conduct and Council's Policies.

Council facilities, equipment and services are not to be used to produce election material or for any other political purpose.

Return of facilities

At the end of involvement with Council, all property of the Council must be delivered to the General Manager.

Council may provide Councillors with the opportunity to purchase Council equipment previously allocated to them at the cessation of their duties. If Council makes available such an option, the item for sale should be purchased at an agreed fair market price or written down value.

Private use of equipment and facilities

In accordance with the Code of Conduct, Councillors must use Council resources ethically, effectively, efficiently and carefully in the course of Councillors undertaking their public duties, and must not use them for private purposes unless this use is lawfully authorised and proper payment is made where appropriate.

Councillors should not generally obtain private benefit from the provision of equipment and facilities, nor from travel bonus or any other loyalty schemes. This does not apply to activities undertaken for private purposes and paid for by the Councillor (For example frequent flyer points or fly-buys obtained as a result of private travel funded by the Councillor).

Provision of Equipment and Facilities for Councillors

Council will provide the following facilities to the Mayor and Councillors to support them to undertake their functions of Civic Office.

Stationery

Council will provide, upon request, the following stationery to Councillors to be used only on Council business:-

- a) Writing Pads
- b) Envelopes
- c) Paper
- d) Business Cards
- e) Writing Pens
- f) Diary
- g) Postage for associated mailing of official correspondence.

Administration Services

Council will provide an administrative service to all Councillors to facilitate the discharge of functions of Civic Office.

Corporate Dress

Council will provide Councillors with a Bellingen Shire Council name badge.

Resource Centre

Council will provide an office suite, "Councillors Room" located in the Administration Centre, available to Councillors.

Information Technologies and Resources

Council may provide resources in accordance with Council Policy - Computer & Information Technology Use. The use of such equipment, if provided, is to be in accordance with the Policy.

The resources are currently defined as computer equipment, including personal computers, scanners and printers, including those connected to any council network, email, facsimiles, internet, intranet, mobile telephones, pagers, telephones, two way radios, digital cameras and blackberries.

Access to these facilities may be provided in Council's offices. Also the following items may be provided in the Councillor's place of residence for use on Council business and that all associated costs/rentals be paid by Council. Such resources shall remain the property of the Council. These items include a multifunction fax/copier and internet connection.

Provision of Additional Equipment and Facilities for Councillors

In addition to the facilities, equipment and services provided to Councillors the following additional facilities will be provided to the Mayor:

Mayoral Motor Vehicle

The Mayor will be provided with a fully maintained motor vehicle to discharge the function of Civic Office and the performance of Council business. The vehicle will be of an appropriate standard as agreed by the Mayor and the General Manager.

The vehicle shall always remain the property of the Council. The Mayor will be entitled to use the motor vehicle for purposes other than the discharge of functions of the Civic Office and the performance of Council business. Fees payable to the Mayor will not be reduced for any private benefit gained from the private use of the vehicle.

The Mayor is entitled to authorise any licensed driver to drive the Mayoral vehicle. Communication facilities will be included with the vehicle for use on Council business and will remain the property of the Council. The Council will pay associated costs/rentals.

Council shall reimburse the Mayor for any incurred fuel, parking fees, or similar vehicle costs.

Resource Centre

Council will provide a furnished office suite, "Mayor's Room" located in the Administration Centre, available to the Mayor.

Information Technologies and Resources

The Mayor will be provided with information technologies/resource to be used at the Administration Centre, or any location, which the Mayor may decide, with all costs being paid by Council. The Mayor will be given access to all Council data and be subject to access and usage protocols observed by all users of Council's computer system.

Council will provide the Mayor with appropriate communication facilities (For example mobile phone, Blackberry or similar) with a monthly usage limit as set out in **Table 1**. Amounts exceeding this limit should be advised to the General Manager.

The use of such equipment, if provided, is to be in accordance with the guidelines set out in Council Policy - Computer & Information Technology Use.

Reporting Requirements

Sections 428 (2) (f) and (r) of the Local Government Act 1993 requires a Council to include in its Annual Report:

- i. Total amount of money expended during the year on Mayoral Fees and Councillor Fees;
- ii. Council's policy on the provision of facilities for, and the payment of expenses to Councillors;
- iii. Total amount of money expended during the year on providing those facilities and paying those expenses.
- iv. Such other information the Local Government (General) Regulations 2005 may require.

Section 217 of the Local Government (General) Regulations 2005 requires Council to include in its Annual Report:

- Details (including the purpose) of overseas visits undertaken during the year by councillors, council staff, or other persons representing the council (including visits sponsored by other organisations);

At the time of preparing this policy the Guidelines released by the Department of Local Government advised that amendments were being proposed for Section 217 of the Regulations. The proposed amendments would require Council to include additional information in its Annual Report.

The Guidelines recommend the following approach be undertaken until amendments are proclaimed:

Councils are required to report separately on the total cost of expenses and the provision of facilities for the Mayor and all Councillors, as well as the following:

Expenses

- the cost of phone calls including mobiles, home located landlines, facsimile and internet services
- spouse/ partner/ accompanying person expenses
- conference and seminar expenses
- training and skill development expenses
- interstate travel expenses
- overseas travel expenses
- care and other related expenses

Provision of facilities

- The cost of the provision, including rental, of dedicated office equipment allocated to councillors on a personal basis such as laptop computers, mobile phones, telephones and facsimile machines and internet installed in the councillors' homes.
- In addition to the statutory reporting requirements, councils should report other costs where these are significant. For example, councils should report the cost of the provision of facilities and equipment where such provision is above what would normally be required for the day-to-day running of the council.

Legislation

NSW Local Government Act 1993 – Sections 23A, 252-254 and 428

NSW Local Government (General) Regulations 2005 – Sections 217 and 403

Other Government Policy Provisions

- DLG Guidelines for payment of expenses and provision of facilities
- Code of Conduct
- DLG Circulars to councils
- ICAC publications
- Council policies

Table 1

Clause	Description	Amount
8.1	Conference, Seminar and Training Expenses	\$77.00 per day
8.4(c)	Care and other related expenses	\$206.00 per month
11.3	Provision of additional information technology equipment and resources for the Mayor	\$77.00 per month (maximum)

[Note: The amounts shown in this table are to be indexed from 1 July annually in line with the current inflation rate]

[The Policy was adopted by Council on 28 October 2010]