

Clarence Valley Council

ANNUAL REPORT

2018-2019



OUR AREA



51,367

TOTAL POPULATION



1,307,000

TOURISM VISITORS ANNUALLY



3 TOWNS

60 VILLAGES



100KMS OF COASTLINE



04 COASTAL LAGOONS
AND BEACHES



08 RIVERS



36 BEACHES



2,262KM² NATIONAL PARKS, STATE
FOREST & RESERVES

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ABOUT US



10,441 KM²
COUNCIL AREA



512.47
FULL-TIME
EQUIVALENT STAFF



ASHLEY LINDSAY
GENERAL
MANAGER

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LAURA BLACK
DIRECTOR CORPORATE
& GOVERNANCE



TROY ANDERSON
DIRECTOR CIVIL
& WORKS



DES SCHRODER
DIRECTOR ENVIRONMENT,
PLANNING & COMMUNITY

Overview

STATUTORY ANNUAL REPORT 2018/2019

Section 428(1) – Local Government ACT 1993

1. Delivery Program 2018/2019 – s428(1)

Section 428(1) of the Local Government Act requires a council to prepare a report each year “reporting as to its achievements in implementing its delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.”

Under the Integrated Planning and Reporting Framework, each council in NSW is required to develop a Community Strategic Plan (CSP), which is a high-level strategic document that sets out the goals and aspirations of its community over the longer term. This is supported by a four year Delivery Program and an annual Operational Plan that sets out a range of objectives, tasks and projects that will deliver on these goals and aspirations in the medium and short term respectively. The Delivery Program is a four year document designed to be aligned with the four year term of Council.

The “July 2017 To June 2021 (Revised) Delivery Program and 2018/2019 Operational Plan” document was adopted by Council in June 2018.

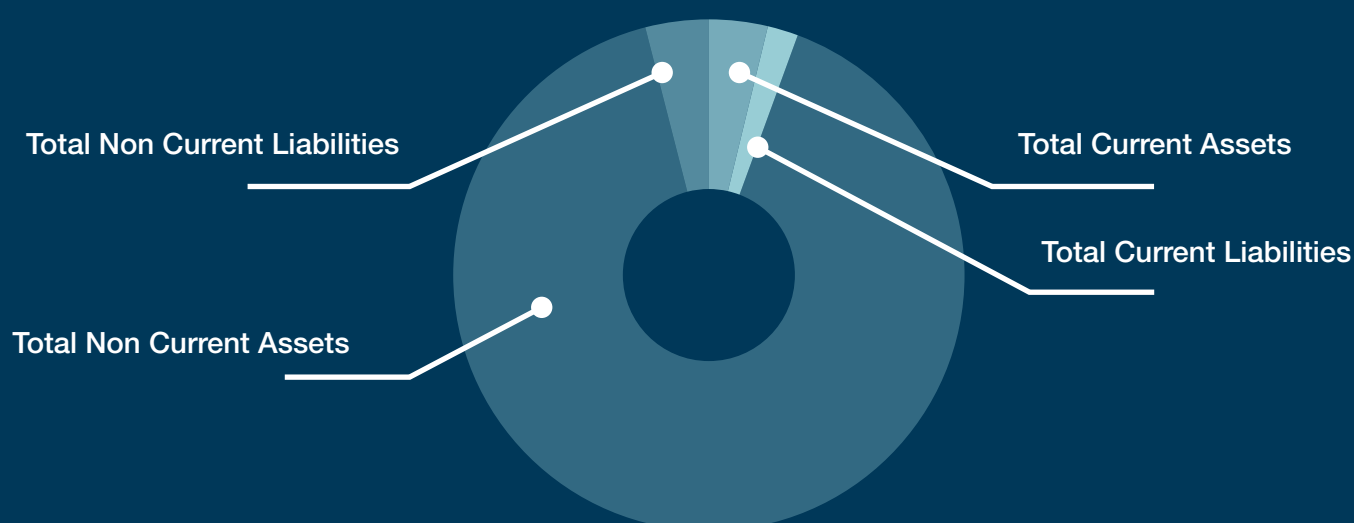
A report on Council’s performance against these plans was presented to Council in July 2019 for the 2018/2019 financial year. Overall Council achieved a 99% success rate in the delivery of the actions and projects contained in the 2018/2019 Operational Plan. This report is available on Council’s website www.clarence.nsw.gov.au (Item 6c.19.027).

2. Financial Report 2018/2019 – s428(1)

Clarence Valley Council’s audited financial reports for the year 2018/19 are reported separately in the Clarence Valley Council General Purpose Financial Report for the year ended 30 June 2019. A summary of the Financial Statements is provided on the following page and a full copy can be viewed on Council’s website www.clarence.nsw.gov.au.

A summary of the Financial Statements is provided below:		
	2019	2018
	\$'000	\$'000
Income Statement		
Total income from continuing operations	145,462	141,014
Total expenses from continuing operations	141,034	135,588
Operating result from continuing operations	4,428	5,426
Net operating result for the year	4,428	5,426
Net operating result before grants and contributions provided for capital purposes	(8,389)	(11,429)
Statement of Financial Position		
Total current assets	98,932	73,070
Total current liabilities	(33,779)	(31,784)
Total non-current assets	2,013,145	2,026,277
Total equity	1,961,960	1,947,774
Other financial information		
Unrestricted current ratio (times)	4.42x	4.29x
Operating performance ratio (%)	-1.1%	-5.9%
Debt service cover ratio (times)	3.37x	2.89x
Rates and annual charges outstanding ratio (%)	6.7%	6.0%
Buildings and infrastructure renewals ratio (%)	31.7%	21.4%

Financial Position



3. Amount of Rates and Charges written off during the year – Reg. cl132

Rates and charges written off in the financial year 2018/2019 were:

TYPE	AMOUNT
Small balance write offs (<\$3.00 as per Revenue Policy)	\$1,979.63
Other Rates & Charges and Debtors write-offs (reported to Council)	\$3,338.01
Postponed rates write offs	\$41,218.40
Sale of land for unpaid rates	\$103,470.48
Voluntary conservation agreements	\$8,961.47
Pensioner abandonments*	\$1,012,617.58
Total	\$1,171,585.57

*Eligible pensioners who have been issued with a pension card by Centrelink or the Department of Veteran's Affairs.
This amount does not include the 55% OLG subsidy



CUSTOMER SERVICE



63,684
CALLS ANSWERED



686
LIVE CHATS



88%
EXCELLENT
SERVICE RATING



2,716
REQUEST TO ACCESS
INFORMATION
APPLICATIONS

773
DEVELOPMENT
APPLICATIONS

40
SUBDIVISIONS
APPLICATIONS



2,265
PLANNING
CERTIFICATES

676
CONSTRUCTION
CERTIFICATES

166
BUILDING
CERTIFICATES



756
RATING
CERTIFICATES

75
SUBDIVISION
CERTIFICATES

38
COMPLYING
CERTIFICATES



31,111
RECEIPTS ISSUED



576
COMPANION
ANIMAL ENQUIRIES

4. Details of overseas visits by councillors, council staff or other persons representing council — s428(4)(b) and cl 217(1)(a)

There were no overseas visits by Councillors during the year.

5. Payment of expenses and the provision of facilities to councillors in relation to their civic duty — cl 217(1)(a1)

Clarence Valley Council has a policy titled “Councillor Expenses and the Provision of Facilities for Councillors” that governs the expenses paid and facilities provided to the Mayor, Deputy Mayor and Councillors in the discharge of their civic duties. This policy can be viewed on Council’s website www.clarence.nsw.gov.au

Annual fees were paid to the Mayor and Councillors as required by the Local Government Act and in accordance with the determination of the Local Government Remuneration Tribunal.

Mayoral and Councillors’ Fees \$195,570

In 2018/19 the total amount of money expended on mayoral and councillors’ fees is as follows:

Itemised cost of the following Councillor expenses	\$ Cost
The provision during the year of dedicated office equipment allocated to councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in councillors’ homes (including equipment and line rental costs and internet access costs but not including call costs)	\$4,539
Telephone calls made by councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in councillors’ homes	Included in line rentals
Attendance at conferences and seminars	\$6,524
Training of Councillors and the provision of skill development for Councillors	\$3,000
Interstate travel expenses conferences and seminars	Nil
Overseas visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses	Nil
The expenses of any spouse, partner (whether of the same or the opposite sex) or other person who accompanied a councillor in the performance of his or her civic functions, being expenses payable in accordance with the Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for Local Councils in NSW prepared by the Director-General from time to time	Nil
Expenses involved in the provision of care for a child of, or an immediate family member of, a councillor, to allow the councillor to undertake his or her civic functions	Nil

Councillor

	Baker	Clancy	Ellem	Kingsley	Lysaught	Novak	Simmons	Toms	Williamson	Un-allocable	Totals
Councillor / Mayoral Allowance	17,490	17,490	17,490	20,425	17,490	17,490	52,715	17,490	17,490	-	195,570
Office equipment eg. Mobile phones, Printers, iPads, Internet, etc including call costs	988	329	107	552	359	359	1,113	372	360	-	4,539
Conference & Seminars	-	3,466	1,051	-	-	-	2,007	-	-	-	6,524
Training & Skill development	-	-	-	-	-	3,000	-	-	-	-	3,000
Interstate visits (Conference & Seminars)	-	-	-	-	-	-	-	-	-	-	-
Overseas visits	-	-	-	-	-	-	-	-	-	-	-
Motor vehical Allowance* / Expense	1,568	1,728	1,861	-	-	2,442	12,000	-	1,999	-	21,598
Civic activities / Functions / Meetings	-	-	182	-	-	-	1,767	-	-	5,155	7,103
Newspaper & others	-	-	-	-	-	-	-	-	-	-	-
Councillor totals	20,945	23,013	20,692	20,977	17,849	23,292	69,601	17,862	19,894	5,155	238,334

*May include costs of travel to Conferences & Seminars using own motor vehicle



6. Contracts awarded by council – cl 217(1)(a2)

Contracts awarded by Council during the year exceeding \$150,000 (not including employment contracts) are as follows:

COUNCIL MEETING MINUTE	CONTRACTOR NAME	DETAILS OF CONTRACT	TOTAL ESTIMATED VALUE (INC GST)
16.018/18	NSW Spray Seal	Supply and Delivery of Bitumen Sealing Works – 2018/2019	Over \$150,000
16.020/18	Xylem Water Solutions Australia Limited	UV Dosing Design and Construct Tender for Rushforth Rd Reservoir	\$965,460
16.020/18	Aquatec-Maxcon Pty Ltd	UV Dosing Design and Construct Tender for Rural Villages	\$383,688
16.022/18	M I Organics	Operation: Grafton/ Maclean/ Glenreagh/ Iluka/ Copmanhurst/ Tyringham - Waste Transfer Stations	\$770,946
16.023/18	ETE Services Pty Ltd	Design, Supply and Installation of Sports Field Lighting at Rushforth Park South Grafton	\$344,982
16.024/18	Nanobuild Pty Ltd	Iluka Riverside Holiday Park Sullage Connections	\$178,994
16.025/18	Panel of Suppliers: Damians Excavations John Lacey Earthmoving McLennan Earthmoving R & T Kenny Ltd Watercart Hire Rollers Australia Pty Ltd Specialised Pavement Services Pty Ltd Arbpro Pty Ltd Corbett Earthmoving Pty Ltd Valley Earthworks Pty Ltd Auto Salvage Transport Pty Ltd Fulton Hogan Industries Pty Ltd Ezyquip Hire Pty Ltd Ledonne Constructions Pty Ltd SA & JL Anderson MA & TM Thorley Sawmilling Pty Ltd Hazell Bros Plant Hire (QLD) Pty Ltd	Supply of Hire Plant for 2018/2019	Over \$150,000

COUNCIL MEETING MINUTE	CONTRACTOR NAME	DETAILS OF CONTRACT	TOTAL ESTIMATED VALUE (INC GST)
	Murray's Bobcats Pty Ltd Lewis Bros (Chatsworth) Pty Ltd Jacques Earthmoving Pty Ltd Dashebs Pty Ltd T/A North Coast Road Sweepers Compass Equipment Hire Pty Ltd LL & TA Jones Bobcat Hire M J Smidt Water Tanker Hire Clarence Heavy Haulage Bretmart Pty Ltd T/A Clarence Earthmoving Tornik Roadhouse Pty Ltd Porter Excavations Pty Ltd Serendip Holdings (NSW) Pty Ltd T/A Action Hire Vehicles N & K Jagoe Earthmoving & Construction Pty Ltd PE & BI Lloyd Earthmoving Chambers Constructions Pty Ltd		
16.026/18	Westrac Pty Ltd	Supply of New Landfill Excavator	\$365,432
16.027/18	Terragon Rock Crushing Pty Ltd	Crush & Stockpile of Road Making Material (Ellis Quarry)	\$198,000
16.028/18	Panel of Suppliers: Aquatec Fluid Systems Pty Ltd & Enviro One Services & Installations Pty Ltd	Supply of Pressure Sewer Systems & Associated Services	Over \$150,000
16.029/18	Integrated Site Design Pty Ltd	Calypso - Yamba Holiday Park Redevelopment Detailed Design Services	\$264,963
16.031/18	Panel of Suppliers: Coutts Solicitors & Conveyancers Local Government Legal Marsdens Law Group McCabe Curwood Pty Ltd	Provision of Legal Services to Council 2018 to 2021	Over \$150,000

COUNCIL MEETING MINUTE	CONTRACTOR NAME	DETAILS OF CONTRACT	TOTAL ESTIMATED VALUE (INC GST)
16.001/19	Coffs Harbour Hino	Two Road Maintenance Trucks	\$505,904
16.004/19	Valley Earthworks Pty Ltd	Grafton Regional Landfill Construction of Cell 4B	\$1,910,795
16.005/19	Hitachi Construction Machinery Australia P/L	Supply of Two Motor Graders	\$823,628
16.006/19	Komatsu Australia Pty Ltd	Supply of Two Wheeled Loaders	\$399,300
16.007/19	Westrac Pty Ltd	Supply One Excavator	\$348,423
16.008/19	Westrac Pty Ltd	Supply of Two Backhoe Loaders	\$463,150
16.009/19	Westrac Pty Ltd	Supply of One Roller	\$185,170
16.010/19	Commonwealth Bank of Australia	Banking and Bill Paying Services - 1/7/2019 to 30/06/2024	Over \$150,000
16.012/19	Public Works	Grafton Regional Art Gallery - Management of Project	\$314,751
16.014/19	Jardine Lloyd Thompson	Provision of Insurance Brokerage & Risk Management Services 01.07.2019 to 30.06.2022	Over \$150,000
16.015/19	Ledonne Constructions	Malabugilmah Raw Water Intake Structure Stabilization Works	\$290,750
16.016/19	Major Projects Group Pty Ltd	Demolition of Lawrence and Southgate Reservoirs	\$426,578
16.017/19	Panel of Suppliers: Dolphin Office Choice WINC Office Brands	Supply and Delivery of Stationery - 01/04/2019 to 31/03/2021 (Option of a further 12 Months to 01/04/2022)	Over \$150,000
16.018/19	Panel of Suppliers: Elster Metering P/L Itron Australia Pty Ltd	Supply and Delivery of Water Meters 01/04/2019 to 31/03/2021 - (Option of a further 12 months to 01/04/2022)	Over \$150,000
6e.19.001	Ledonne Constructions	Convent Beach Pressure Sewerage System	\$459,465
6e.19.002	AGS Commercial Pty Ltd	Construction of Yamba Sports Field Clubhouse Facility	\$1,151,353

NATURAL RESOURCE MANAGEMENT



191
COASTAL EMU
SIGHTINGS
REGISTERED



473
KOALA SIGHTINGS
REGISTERED

1,255
COASTAL EMU

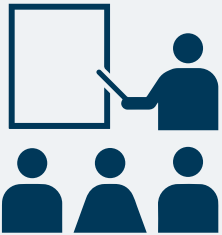


1,191
KOALA REGISTER

BROCHURES DISTRIBUTED



3
COASTAL EMU
SIGNS INSTALLED



3
WILD DOG AND
WILDLIFE
TRAINING SESSIONS
CONDUCTED

4
KOALA
INFORMATION
SESSIONS
CONDUCTED

3
COASTAL EMU
INFORMATION
SESSIONS
CONDUCTED





7. Legal Proceedings: Expenses and Progress – Reg. cl 217(1)(a3)

There were four outstanding cases of legal proceedings taken against Council from 2017/2018 and all have been completed with a cost of 3 cases at \$29,543. Judgement of the final case regarding Removal of an Aboriginal Scar Tree (\$300,000 fine plus \$48,000 costs) can be found at the following link <https://www.caselaw.nsw.gov.au/decision/5c16d9a5e4b0b9ab40212304>

Two new cases were commenced in 2018/2019 of which 1 has been resolved and finalised to costs of \$550 and the second case remaining unresolved as at 30 June 2019 with costs expected to be approximately \$20,000.

8. Work on Private Land – s67(3) and Reg. cl 217(a4)

Council passed the following resolution during the year under section 67 of the Local Government Act concerning work carried out on private land:

- **Harwood Oval** – Council Minute 14.148/18 on 11 December 2018. Council approved a 2018/2019 budget allocation to the maintenance and mowing of Harwood Oval that is on privately owned land in Harwood for \$3,750.

9. Contributions/Grants to Organisations and Individuals – Reg. Cl. 217(a5)

Council made donations during the year under Section 356 of the Act to community organisations, including schools, totalling \$84,155. In addition, it approved grants totalling \$3,750 from the Clarence Valley Sports and Cultural Trust Fund to assist elite young sportspersons and cultural performers, and gave a further \$109,856 in financial assistance to various organisations to assist with the running of festivals, exhibitions and celebration events staged within the Council area.

10. Statement of all external bodies that exercised functions delegated by council – Reg. cl (1)(a6)

External bodies exercised the following Council functions in the year 2018/2019:

- **North West Weight of Loads Group (Newlog)** - Inspection of motor vehicles and the policing of overloading on Council roads.
- **North East Waste** - researching waste management issues and investigating opportunities for regional cooperation in the Northern Rivers area.
- **Braunstone Social and Tennis Club** - Management of the Braunstone Hall and Reserve.
- **Kungala Community Centre Committee** – Management of the Kungala Community Centre located at Lanitza.
- **Lawrence Golf and Sports Club Inc.** – Management of the Lawrence (R96692) Public Recreation Reserve.

Other organisations performing services in the Clarence Valley Council area but without any delegations from Council were:

- **Clarence Regional Library** - provides library services for libraries in the Clarence Valley and Bellingen Council areas. The Regional Library is part of Clarence Valley Council, which employs the Regional Library staff and provides these services to the Bellingen Shire Council under delegations it has received from Bellingen Council.



COMMUNITY PROJECTS



TOTAL DONATIONS FROM
'OUT OF ROUND' DONATIONS
AND 'DA FEE WAIVERS'

\$108,42.03

COMMUNITY INITIATIVES
PROGRAM FUNDING

\$85,863.12
IN DONATIONS



NINE YOUNG PEOPLE FUNDED
THROUGH THE CULTURAL & SPORTS
TRUST FUND TOTAL

\$3,750



20
SENIORS FESTIVAL EVENTS
ATTENDED BY MORE THAN
100 SENIORS



ENGAGED WITH
480
STUDENTS AT OUR HEALTH
AND WELLBEING EVENTS AND
2,258
YOUNG PEOPLE VIA OUR
OUT OF THE BOX PROGRAM

YOUTH ACTIVITIES

11. Statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies in which council held a controlling interest –

Reg. cl. 217(1)(a7)

Council did not hold a controlling interest in any corporations, partnerships, trusts, joint ventures, syndicates or other bodies in 2018/2019.

12. Statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies in which council participated –

Reg. cl. 217(1)(a8)

Council participated in the following corporations, partnerships, trusts, joint ventures, syndicates or other bodies during the year:

- **North West Weight of Loads Group (Newlog)** - setting and policing vehicle weights on Council roads.
- **North East Waste** - researching waste management issues and investigating opportunities for regional cooperation.
- **Statewide Mutual** - a self-insurance mutual providing public liability and professional indemnity cover for Council.
- **Statewide Property Mutual** - a self-insurance mutual providing property insurance for Council.
- **StateCover** – a self-insurance mutual providing workers compensation insurance for Council.
- **NSW Forests** - plantation joint ventures at Alipou Creek and Regional Landfill site

For further financial details on Controlled Entities, Associated Entities and Interests in Joint Ventures, refer the Clarence Valley Council General Purpose Financial Report 2019 on the Council website.

13. Statement of activities to implement its Equal Employment Opportunity (EEO) management plan – Reg cl 217(1)(a9)

Council's adopted EEO Protocol and EEO Management Plan have been reviewed and reported to the Executive and Joint Consultative Committee (which incorporates the EEO committee).

The EEO Plan commits Council to:

- using identified and targeted positions to increase the representation of EEO groups in Council's workforce;
- recruitment and selection practices that provide equal opportunity and flexibility for all employees and potential employees – including EEO representation on selection panels;
- job advertisements that include standard EEO statement and are written in plain English and free from bias.

There are 13 positions on Council's organisation structure (including 3 trainee positions) designated as Aboriginal and Torres Strait Islander identified positions. In addition to those identified positions, Council has engaged a number of employees from Aboriginal and Torres Strait Islander backgrounds through the open recruitment process. A total of 19 employees identify as indigenous. In addition, during 2018/2019 Council engaged 4 indigenous trainees under the Arts Ready Program. The Aboriginal Employment Strategy seeks to have approximately 5% (or 25 positions) representation of Aboriginal and Torres Strait Islanders in the Council workforce.

Following the introduction of the Prevention of Bullying and Harassment in the Workplace Protocol in 2012, Council has conducted training on the prevention of bullying and harassment with all members of staff undertaking the training. Staff at all levels have been required to participate in the training every two to three years with a continual awareness campaign. The Protocol supports Council's commitment to a workplace that is free from harassment, discrimination, bullying and workplace violence. Clarence Valley Council considers all types of harassment, discrimination, bullying and workplace violence to be unacceptable forms of behaviour that will not be tolerated under any circumstances. A network of self-nominated EEO contact officers has been established across Council with supporting posters and information pamphlets displayed in all workplaces.

Council's Workforce Management Strategy 2017/2018 - 2020/2021 addresses workforce challenges faced by Clarence Valley Council. In particular, issues associated with creating a diverse workforce and responding to an ageing workforce is discussed. Council employs staff across a range of age groups with the majority of the workforce in the 51 to 60 (33%) age group. Council's workforce comprises of 62% male and 37% female employees. The associated action plan identifies workplace diversity as a key area of focus. In an effort to increase access from a mixture of candidates, Council's online recruitment process allows for a diverse range of applicants from across the globe to apply for positions with Council.

14. Statement of the total remuneration package of the general manager – cl 217(1)(b)

The total remuneration comprised in the remuneration package of the General Manager during the year was as follows:

The total value of remuneration package	\$279,808
The total value of the salary component of the package	\$252,498
The total amount of any bonus payments, performance payments or other payments that do not form part of the salary component of the general manager	Nil
The total amount payable by Council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the general manager may be a contributor	\$27,310
the total value of any non-cash benefits for which the general manager may elect under the package	Nil
the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits	Nil

15. Statement of the total remuneration packages of the senior staff members – cl 217(1)(c)

Clarence Valley Council Senior staff members are the:

- Director (Works and Civil)
- Director (Corporate and Governance)
- Director (Environment, Planning and Community)

The total remuneration comprised in the senior staff remuneration packages, including salary component and superannuation and all other benefits, was as follows:

The total value of remuneration package	\$652,179
The total value of the salary components of their packages	\$575,099
The total amount of any bonus payments, performance payments or other payments that do not form part of the salary components of their packages	\$5,893
The total amount payable by Council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which any of them may be a contributor	\$71,187
the total value of any non-cash benefits for which any of them may elect under the package	NIL
the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits	NIL

16. A statement detailing the stormwater management services provided

Council did not levy any annual charges for stormwater management services in 2018/2019.

17. A statement detailing the coastal protection services provided

Council did not levy any annual charges for coastal protection services in 2018/2019.

18. State of the Environment Report – s428A(1)

The Regional State of the Environment 2016 Report (SoE) meets the reporting requirements of the IP&R framework and provides environmental benchmarks that councils and natural resource managers can use for better decision-making. The SoE Report can be viewed on Council's website www.clarence.nsw.gov.au

19. Particulars of any environmental agreement entered into in accordance with any requirements imposed under s406 – s54P

Council did not enter into any environmental agreements in 2018/2019.

20. Report on special variation expenditure (if required) – s508(2)

In 2018/2019 a total \$2,297,504 was raised from the 8% SRV. These funds were utilised for Capital Works Projects, which are detailed on Council's website.

21. Report on Capital Works Projects – *Capital Expenditure Guidelines*

The Office of Local Government has issued guidelines (in 2010) that apply to capital projects for infrastructure facilities, including renovations and extensions that are expected to cost in excess of 10% of Council's annual ordinary rate revenue or \$1 million, whichever is the greater (GST exclusive). In addition to the minimum requirements for a capital expenditure review, a council is also required to complete additional requirements in cases where a project's cost is forecast to exceed \$10 million (GST exclusive).

The guidelines do not apply to:

- capital expenditure on land purchases, land remediation, water supply networks, sewerage networks, stormwater drainage, domestic waste management facilities, roads, footpaths, bridges;
- projects where funding has been approved under the Public Reserves Management Fund Act 1987;
- projects that are classified as public-private partnerships; and
- project designs and feasibility studies that do not commit council to the project (the cost of such studies are to be included if council subsequently proceeds with the project).

During 2018/2019, no capital projects were above the threshold identified in the Capital Expenditure Guidelines.

22. Companion Animals Act 1998 and Companion Animals Regulation 2008

Statement of activities relating to enforcing and ensuring compliance with the Companion Animals Act and Regulation – Local Government (General) Regulation 2005 cl 2017(1) (f) and Guidelines on the Exercise of Functions under the Companion Animals Act



Lodgement of Pound data collection returns with the division – 16.2(a) Guidelines

Following are some statistics and information about Council's activities for the year under the Companion Animals legislation:

Companion animals taken in at the pound:

Seized by CVC Rangers

Dogs	562
Cats	307

Dangerous and nuisance dog actions/orders:

Dangerous Dog Declaration Orders	2
Restricted Breeds	2
Nuisance Dog Orders	66
Registration Notices	87
Seizure Notices	234

Lodgement of data relating to dog attacks with the division - 16.2(b) Guidelines

Council's Rangers have attended 84 dog attacks this year.

Amount of funding spent on companion animal management and activities - 16.2(c) Guidelines

Expense	
Staffing Wages	\$122,208
Income	
Fines	\$18,880
Impounding and Deterrent Fees	\$11,532
Micro-chipping Fees	\$4,143
Sustenance fees charged	Incl. in impounding fees
Sales Fees	\$10,410

Companion animal community education programs carried out - 16.2(d) Guidelines

Plans for a social media presence and animal foster network to improve community awareness and promote responsible pet ownership are completed and support Pound operations and the Companion Animals Management Plan.

Clarence Valley Council has continued to be actively involved in the Pet's in Prison Programme at ACMENA Juvenile Justice Centre. Four dogs have been placed at the Centre in the last financial year and the program continues to benefit animal and offender rehabilitation. All dogs placed have found homes following their stay.

Strategies Council has in place to promote and assist the de-sexing of dogs and cats - 16.2(d) Guidelines

Council's policy on sale animals is they all must be desexed before sale. This has once again contributed to a reduction in the number of kittens and puppies brought to the Pound as abandoned.

Council continues to hold reduced fee micro-chipping days to assist as many members of the public as possible in getting their animals identified and returned home.

Strategies in place to comply with the requirement under section 64 of the Act to see alternatives to euthanasia for unclaimed animals - 16.2(e) Guidelines

Animal control staff have forged strong partnerships with animal rescue groups throughout the area and interstate to provide rescue pathways for surrendered animals.

Off leash areas provided in the council area - 16.2(f) Guidelines

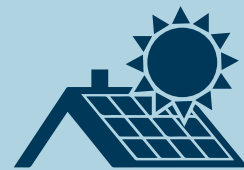
In accordance with the Companion Animals Act 1998 and the Local Government Act 1993, dogs are allowed off-leash in 18 parks, reserves and beaches throughout the Clarence Valley. A full list of off leash areas can be found on Council's website www.clarence.nsw.gov.au

WASTE COLLECTION



2.3M
KERBSIDE BINS EMPTIED

SOLAR POWER



1.3M kWh
OF SOLAR GENERATED
ELECTRICITY

VEGETATION MANAGEMENT



742KM
OF ROADSIDE WEED TREATED



369
URBAN PROPERTIES
INSPECTED

2,555
RURAL PROPERTIES
INSPECTED

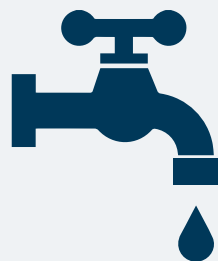
1,339
AERIAL PROPERTIES
INSPECTED



SPORTS COMMITTEE

SPORTS COMMITTEE
FUNDING SUPPORTED
15
PROJECTS
WITH A TOTAL VALUE OF
\$145,253

WATER CYCLE



22,909
WATER CONNECTIONS
1,609
METERS REPLACED
141
NEW METERS AND
CONNECTIONS

23. Government Information (Public Access) Act 2009 and Regulation

Information included on GIPA activity – s125(1) cl 7 schedule 2

Under Section 125(1) of the Act, each agency must, within 4 months after the end of each reporting year, prepare an annual report on the agency’s obligations under this Act for submission to the Minister responsible for the agency. A copy of the report is to be provided to the Information Commissioner.

Under paragraph 7 of the Government Information (Public Access) Regulation 2009 the annual report must include:

- a. details of the review carried out by the agency under section 7 (3) of the Act during the reporting year and the details of any information made publicly available by the agency as a result of the review, Section 7 (3), provides that, An agency must, at intervals of not more than 12 months, review its program for the release of government information under this section to identify the kinds of government information held by the agency that should in the public interest be made publicly available and that can be made publicly available without imposing unreasonable additional costs on the agency.

c. The total number of access applications received by the agency during the reporting year that the agency refused, either wholly or partly, because the application was for the disclosure of information referred to in Schedule 1 to the Act (Information for which there is conclusive presumption of overriding public interest against disclosure),
- Note: Table D in Schedule 2 also requires information relating to access applications in respect of which there is a conclusive presumption of overriding public interest against disclosure.

- b. the total number of access applications received by the agency during the reporting year (including withdrawn applications but not including invalid applications)

Applications received	21
In hand at 1 July 2018	2
Applications processed	20
In hand at 30 June 2019	3

Applications refused during 2018/2019, wholly or partly	6
---	---

- d. Information, as set out in the form required by the tables in Schedule 2, relating to the access applications (if any) made to the agency during the reporting year.



1,295
KM OF WATER
MAINS

23
RESERVOIRS

17
WATER PUMP
STATIONS

3.6
KM OF NEW
WATER MAIN



286.5
KM GRAVITY MAINS
AND RETICULATION

125
KM RISING
SEWER MAINS

96
SEWER PUMP
STATIONS

7
SEWER TREATMENT
PLANTS

Schedule 2 - Statistical information about access applications to be included in annual report

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

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

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

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

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

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

Table C: Invalid applications

Reason for invalidity	No of applications
Application does not comply with formal requirements (section 41 of the Act)	0
Application is for excluded information of the agency (section 43 of the Act)	0
Application contravenes restraint order (section 110 of the Act)	0
Total number of invalid applications received	0
Invalid applications that subsequently became valid applications	0

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

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

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

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

	Number of occasions when application not successful
Responsible and effective government	0
Law enforcement and security	0
Individual rights, judicial processes and natural justice	6
Business interests of agencies and other persons	0
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0

Table F: Timeliness

	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	19
Decided after 35 days (by agreement with applicant)	1
Not decided within time (deemed refusal)	0
Total	20

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

	Decision varied	Decision upheld	Total
Internal review	0	0	0
Review by Information Commissioner*	1	0	1
Internal review following recommendation under section 93 of Act	0	0	0
Review by NCAT	0	0	0
Total	1	0	1

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

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

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



24. Environmental Planning and Assessment Act 1979

Particulars of compliance that will effect planning agreements in force during the year – s93G(5)

Council entered into one new voluntary planning agreement in 2018/2019.

ITEM	Developer	Project	Summary of Planning Agreement	Status 2018/2019
1	Clarence Property Group and The Trust Company	Service Station development, cnr Yamba Rd and Treelands Drive, YAMBA (DA2016/0206)	Contribution of 8% of the full cost of intersection works at the cnr Yamba Rd and Treelands Drive, Yamba	Executed

25. Public Interest Disclosure Act 1994 and Regulation

Information on number of public interest disclosures and whether public interest disclosure policy is in place – s31 cl 4

Public authorities, including councils, are required to report annually on their obligations under section 31 of the Public Interest Disclosures Act 1994. In 2018/2019, no public officials made a Public Interest Disclosure (PID) to Clarence Valley Council, no PIDs were received via other agencies and no PIDs were finalised in the reporting period.

Schedule of Public Interest Disclosures	July 2018 to June 2019		
	Decision varied	Decision upheld	Total
Number of public officials who made PIDs directly	0	0	0
Number of PIDs received	0	0	0
Of PIDs received, number primarily about:	0	0	0
Corrupt conduct	0	0	0
Maladministration	0	0	0
Serious and substantial waste	0	0	0
Government information contravention	0	0	0
Local government pecuniary interest contravention	0	0	0
Number of PIDs finalised	Nil		

FINANCE



21,068
INVOICES
ISSUED



773
NEW PENSION
APPLICATIONS



80,434
WATER NOTICES
ISSUED

11,602
WATER REMINDER
NOTICES SENT



89,772
RATES NOTICES
ISSUED

15,361
RATES REMINDER
NOTICES SENT



18%

ATTENDANCE INCREASE
IN GALLERY PROGRAMS

34,822

(ONSITE, OUTREACH
AND TOURING)

11

NEW WORKSHOPS -
ARTISTS & MUSEUMS
UNPACKED

30 YEARS

OF SUPPORTING
ARTS & CULTURE IN THE
CLARENCE VALLEY



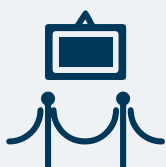
299

LOCAL ARTISTS
INVOLVED



2,026

VOLUNTEER
HOURS



45

EXHIBITIONS
HELD



34

NEW ARTWORK
ACQUISITIONS

26. Carers Recognition Act 2010 – s8(2)

Compliance with the NSW Carers
(Recognition) Act, 2010

Services for Carers

Council, through its Care & Support Services provides information, support, direct services and advocacy for people who care for family members with a disability, chronic illness or are frail aged. Care & Support have a range of aged care services that may be of assistance to working carers who are responsible for their parents or older family members. The service is NDIS registered and provides direct services, plan management and support coordination.

Compliance with the NSW Carers
(Recognition) Act, 2010

HR Policies to support carers

Council has a Flexible Working Arrangements policy to support staff and to provide flexibility in handling work and family responsibilities.

Employees are encouraged to speak with their direct supervisor in the first instance regarding their personal circumstances and the requirement for flexible working arrangements. All employees are eligible for Carer's Leave and the Sick, Carers, Health and Wellbeing Leave Protocol was updated and adopted in October 2018 to meet all Award and legal requirements.

Council has an Employee Assistance Program for all staff to access and its use is encouraged through the regular HR Bulletin. Staff can access this service for personal reasons in complete privacy. Partners and carers are also eligible to use this service. Staff are encouraged to contact Care & Support Services for any information about services that may be required in their caring role

27. Disability Inclusion Action Plan – s13(1)

Compliance with the Disability Inclusion Act, 2014

The plan has four focus areas:

- Positive Community Attitudes and Behaviours;
- Creating Liveable Communities;
- Access to Meaningful Employment;
- Improve access to systems and processes

The development of the plan involved extensive community consultation and Council continues to engage the community to ensure the priorities are current.

28. Recovery and Threat Abatement Plans – s220ZT

Compliance with the Fisheries Management Act, 2014

The Regional State of the Environment 2016 Report (SoE) provides information on how Council is responding to actions with the following plans:

- Removal of Large Woody Debris Threat Abatement Plan
- Black Rockcod Recovery Plan
- Eastern Freshwater Cod Recovery Plan
- Oxleyan Pygmy Perch Recovery Plan



OTHER REPORTING

29. Management of complaints against Council

A complaint is defined as an expression of dissatisfaction with Council's policies, procedures, employees or quality of service.

Any items raised as part of a public consultation process or concern for service levels that are the result of limits set by Council Policy are not regarded as complaints, but rather a customer request.

A request for a service or for information about a service is not a complaint.

The following table summarises the complaints received each year, with data from past years shown for comparison:

Year	B/fwd. from previous year	Previous year complaints finalised in period	Current Year 1 July to 30 June	Current Year	Current Year	Incomplete as at 30 June
				Completed within policy timeline*	Completed outside policy timeline*	
2018/2019	0	N/A	9	9	0	0
2017/2018	0	0	10	7	3	0
2016/2017	1	1	51	44	7	0
2015/2016	25	25	53	43	19	1

* Policy provides for the complaint to be responded to within 21 calendar days after it is received. If it is not possible to respond substantially to a complaint within that time, the designated officer is to forward an acknowledgement letter to the complainant within that time period advising that the complaint is being investigated and that a response will be forwarded within a further 28 days

30. Privacy Management Plan

Information on the number of complaints made under Council's privacy management plan.

Whilst not a statutory requirement, Council's Privacy Management Plan provides that Council must report on the number of reviews and complaints received in its Annual Report to demonstrate accountability and transparency.

In 2018/2019 there was one privacy complaint against Council, which was subsequently withdrawn.

31. Clarence Coast Reserve Trust (CCRT)

Note the activities/funds balance of the CCRT.

As at 30 June 2019, Clarence Coast Reserve Trust (CCRT) had a reserve balance of \$3,541,758. During this year, CCRT operated as a 'transitional' reserve trust, following the appointment of Council as Crown land manager under the Crown Land Management Act 2016. A process is underway to finalise the business of CCRT and transfer responsibility direct to Council. Information about this is included in the June 2019 Council business paper (item 6b.19.005).

A summary of the operational, maintenance and capital works undertaken on CCRT reserves for 2018/2019 follows:

- Maclean Riverside Precinct plan including new pathways along the river, viewing platforms, new flood gates and parkland as well as terrace seating and open space
- Planning of Pippi Beach toilet upgrade
- Renovation of the Yamba rock pool
- Flinders Park zig zag pathway detailed design
- Angourie Blue Pool car park design
- Upgrade sullage system at Iluka Riverside Holiday Park
- Upgrade cabin substructure at Brooms Head Holiday Park
- Installed artificial grass to improve site surfaces at Iluka Riverside, Brooms Head & Calypso Yamba Holiday Parks
- Installation of Dump Points at Brooms Head, Minnie Water & Calypso Yamba Holiday Parks
- Continued bush regeneration and weed management activities on CCRT reserves
- General maintenance and operation of CCRT reserves

32. Details of Inspections of Private Pools

Compliance with the Swimming Pools Act 1992 s22F and Swimming Pools Regulation 2018 c123

Number of inspections of tourist and visitor accommodation	5
Number of inspections of premises with more than 2 dwellings	45
Number of inspections that resulted in issuance of certificate of compliance under S22D of Swimming Pools Act	143
Number of inspections that resulted in issuance of certificate of non-compliance under CI21 of Swimming Pools Regulations	18



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