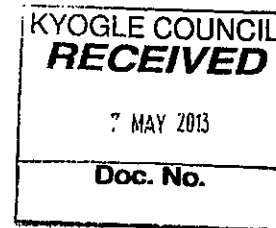




**Catchment Management
Authority**
Northern Rivers

Arthur Piggott
General Manager
Kyogle Council
PO Box 11
KYOGLÉ NSW 2474



2 May 2013

Dear General Manager,

Regional State of the Environment Report 2016

With the 2012 Regional State of the Environment (RSoE) Report complete, commitment for a 2016 RSoE Report is now being sought from Councils. The 2016 RSoE Report project will build on lessons learned from the 2012 project, and provide a comprehensive report that better aligns with Community Strategic Plans, addresses identified data gaps and provides the first evaluation of trends in environmental condition. It would also incorporate closer links to regional Catchment Action Plan (CAP2) reporting.

Evaluation of the 2012 project is underway, and feedback received to date from participating councils has been positive, with some suggestions for fine tuning indicators and adjusting the timing of the delivery of the final Report. The 2012 report is available at <http://northern.cma.nsw.gov.au/projects/regional-soe.html>.

The Division of Local Government (DLG) has confirmed that all Councils have a legislative requirement to continue to prepare SoE reports in conjunction with their integrated report on their strategic plan in the year of an ordinary election. The Minister for Local Government has welcomed the 2012 Regional SoE Report and the DLG is actively encouraging regional reporting not just for SoE reports but also for community and social indicator reporting.

The proposed project for a 2016 Regional SoE Report involves annual data collection from Councils and agencies for key indicators such as waste generation, water consumption, electricity and fuel consumption, and in 2016, collating all State monitoring data and the final year of Council data. The data collection timeframe is detailed in Table 1.

The Regional SoE reporting working group, which includes a representative from each participating council, will meet annually in the non-reporting years (2013-2015) to prepare for annual data collection and make any improvements or changes. In the reporting year (2016) meetings will be held as required, approximately every 6-8 weeks. The Northern Rivers Catchment Management Authority (CMA) is happy to host the project again including the project officer for the SoE data collation and report production and would provide the means for annual data collection for Councils.

Northern Rivers Catchment Management Authority
PO Box 618 GRAFTON NSW 2460
Tel: 02 6642 0622 – Fax: 02 6642 0640
Email: northern@cma.nsw.gov.au Website: northern.cma.nsw.gov.au
ABN: 14 982 044 763

Cost estimates for the 2016 Regional SoE Report are as follows:

Annual data collection costs over 3 years:	\$750 per council per annum in non-reporting years (\$2,250 over 3 years)	Includes project officer salary to collect/collate annual council and agency data, and one Regional SoE working group meeting annually
2016/17 report production cost:	\$7,550 per council	Includes project officer costs, all travel, meetings, data gathering and collating, report editing and production costs. The increase from the 2012 cost is to cover the increased employment costs and to cover the costs that were under-budgeted or not budgeted for in 2012
Total cost over 4 years:	\$9,800 per council	To be invoiced in two parts: 2014/15 - \$1,500 2015/16 - \$8,300

The agencies, including Office of Environment and Heritage, Department of Primary Industries, NSW Office of Water and the Northern Rivers CMA will continue to provide data. Continuation of the Regional SoE report project is supported by these agencies and also the Department Premier and Cabinet, Department Local Government, Local Government Shires Association, Natural Resources Commission, Natural Resources Advisory Council and the NSW Natural Resources Monitoring, Evaluation and Reporting Strategy Senior Officers Group.

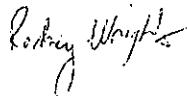
With General Manager support for this project, it is proposed that a new Service Level Agreement (SLA) be prepared and executed by the 12 Councils and State agencies who will have responsibility for providing data and resources for the Regional SoE. This will be finalised at the annual meeting in July 2013, when the invoicing strategy will also be confirmed. Funds will then be requested from Councils in the 2014/15 financial year and invoiced over a two-year period (\$1,500 in 2014/15 and \$8,300 in 2015/16). Work on the collection and collation of data can then commence in late 2013 as the first stage of preparation for the next Regional SoE report which is due November 2016.

The development of a North Coast Regional SoE reporting model has gained the recognition and support of key State agencies/organisations. With regional reporting encouraged under the IP&R Framework, the north coast region is seen as innovative and leading the way in developing enduring partnerships that maximise the benefits of NRM reporting processes. I therefore encourage you to continue to support this regional model.

To begin establishing the 2016 Regional SoE Report project, a commitment from all of Councils is needed. **It would be appreciated if Councils could confirm their commitment of \$9,800, invoiced over 2 years (2014/15 for \$1,500 and 2015/16 for \$8,300) to the Regional SoE report by the 31st May 2013.**

Should you have any questions regarding this proposal that cannot be addressed by your staff representative on the working group, please do not hesitate to contact me.

Yours faithfully



Rodney Wright
Chair, Regional SoE Working Group
Environmental Services Coordinator
Clarence Valley Council
rodney.wright@clarence.nsw.gov.au
02 6645 0265

Table 1: Project Plan

ANNUALLY IN NON-REPORTING YEARS:

The following data will be collected in August/September each year.

Data to be collected by Councils	Measure
Greenhouse gases	Electricity – operations
	Street lighting
	Fuel
	Abatement
Surface water	Total extraction
	Number of connections
	Unaccounted for
Waste	Waste to landfill
	Waste recycled
	Green waste
Weeds	Weed control activities
Habitat restoration	Hectares
	Number of trees
	Volunteer hours
Acid sulfate soils	Restoration area
Pest fauna control	Activities
WWTP performance	Water discharged
	Water reused
OSMS performance	Number of inspections
	Number of failures
Stormwater management	Works and spend
Water quality (if available)	Ecohealth
	Other monitoring

Data to be collected by Agencies	Measure
Essential Energy	Energy consumption by postcode
	Residential/non-residential
NRCMA	Restoration by LGA
	Land management agreements by LGA
OEH	Land management agreements by LGA
EPA	Private native forestry – hectares to be harvested and hectares offset for biodiversity
DPI	Mining licence areas by LGA

IN 2016 – REPORTING YEAR

Action	Date	Comment
<i>Agency data collection commences</i>	<i>May 2016</i>	
<i>Council data collection commences</i>	<i>June 2016</i>	
<i>Media release for project</i>	<i>June 2016</i>	
<i>Data analyses and Report drafting</i>	<i>July/August/September</i>	
<i>Deadline for data collection</i>	<i>15 August 2016</i>	<i>Earlier than in non-reporting years as time needed to produce report and do data analyses</i>
<i>Draft report released</i>	<i>30 September 2016</i>	<i>Draft released with data gaps</i>
<i>Report design commences</i>	<i>01 October 2016</i>	
<i>Reviews received by</i>	<i>15 October 2016</i>	
<i>Report editing</i>	<i>21 October 2016</i>	
<i>Final report released</i>	<i>01 November 2016</i>	<i>Word version released to Councils for reporting</i>
<i>Report cards released and Summary of findings of main report</i>	<i>30 November 2016</i>	<i>These are considered to be more important to the local community than the main technical report</i>
<i>Media release</i>	<i>30 November 2016</i>	
<i>Designed report released</i>	<i>20 December 2016</i>	