



# Hawkesbury City Council

## attachment to item 98

2006/2007 Management Plan  
Review - March Quarter

date of meeting: 29 May 2007  
location: council chambers  
time: 5:00 p.m.



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# Part 1

## Executive Summary



# **Executive Summary**

## **Operating Expenditure**

Council's YTD operating expenditure required for the provision of core services including road maintenance, parks, library, cultural and recreational facilities, regulatory services, building and development control, waste management, environmental and sewerage services consumed \$34.9m compared to the YTD budget of \$41.3m. \$25.8m was expended from the General Fund, with the remaining expenditure being attributed to self funding programs such as sewerage and waste management. As at the end of the third quarter, programs were within budget tolerance limit of 5%, with minor variations as a result of invoices not yet received or programs not yet commenced. A detailed explanation of any significant budget variations are referred to within this report.

## **Operating Revenue**

Council's YTD operating revenue for fees and charges, interest and other revenues is \$209,226 less than YTD estimates. It is to be noted that a number of grant funds will be received in the last quarter or invoices raised for outstanding claims. Income estimates, including adjustments outlined in this review are expected to be met by the end of the financial year.

## **Capital Expenditure**

For the 2006/07 financial year, Council has a total capital budget of \$17.5m. This total is made up of \$8.4m carried forward from 2005/06 and \$7.4m being the 2006/07 allocation. As at the end of March 2007, actual capital expenditure amounted to \$5.1m. In addition to actual expenditure, a total of \$1.2m is committed. As at the end of the 3<sup>rd</sup> quarter, actual expenditure amounts to 69% of the current year's allocation, but only 29% of the total funds available.

As at the end of March, major projects were still in the early stages of work or design, or scheduled to occur in the last quarter of the financial year. In some cases the works might be complete but Council had not been invoiced as at the end of March. These works include upgrading rising mains and pump stations (\$1.1m), the museum (\$2.5m), and road construction projects (\$1.5m).

Based on past years trends, it is expected that some funds will be carried forward to the 07/08 year as the works will not be completed before 30<sup>th</sup> June 07. Some of these works have already been identified. These include \$1.3m for waste management capital works, \$0.4m for land management capital works, \$2.5m for road construction works and \$2m for the construction of the regional museum. Some programs, including the stormwater management program and the operations management program are currently being reviewed. It is expected that approximately \$0.5m and \$0.4m will be carried forward for stormwater programs and plant respectively. Any remaining funds as at 30<sup>th</sup> June 07 will be transferred back in the respective reserves. The fleet management program has also been reviewed and resulted in a favourable variance of \$50,430.

Reports on the status of capital works expenditure and progress are circulated to management every quarter. This ensures maximum delivery of works within stipulated timeframes and budget.

Council's net cash and investments for the quarter total \$32.8m and an average investment return of 6.38% has been achieved.

Further analysis of the March Quarter financial results can be found within this document.

## **QUARTERLY REVIEW**

The March Quarterly Review of the 2006 / 2007 Management Plan is reported to Council in accordance with the requirements of the Local Government Act 1993. The review recommends budget adjustments that result in a balanced adjustment for the quarter, made up of a number of both positive and negative impacts on the adopted budget.

### **Operational Expenditure Variations**

#### ***Employee Costs – Unfavourable Variance \$12,767***

Funding for two new positions previously approved by Council, being The OHS trainee and the OHS Safety Officer have been included in the review. \$2,000 is funded from the risk management Department, and \$2,500 from the construction and maintenance Department and water management Department respectively. These funds will cover the amount of weeks staff is employed during the 06/07 financial year.

Another significant adjustment to employee costs is the transfer of \$12,700 from the sullage program to the customer service component in External Services. As the Sullage program is reserve funded the transfer results in an unfavourable adjustment in the General Fund.

Employee costs for the health services program have exceeded target due to additional staff. An increase in costs of \$30,000 has been processed, and is partly offset by a reduction of \$9,000 in staffing costs for the sewerage management facilities program.

In the accounting services program, \$35,000 has been transferred from employee costs to contractor costs, resulting in a nil overall variance.

An unfavourable adjustment of \$4,903 has also been processed to fund the additional costs in relation to staff at the Richmond pool. This has resulted from increased visitation rates and offset by additional income.

#### ***Cleaning Expenses – Unfavourable Variance \$45,370***

As Council has taken over the running of various community halls, whilst earning income, there is also additional expenditure. An increase of \$15,370 for cleaning costs associated with community halls is included in the Community Services programs. Also \$30,000 is requested by the Land Management Department to cover additional cleaning costs. In reviewing staff costs and other cleaning expenses incurred in cleaning parks and roads, it is

estimated that these additional funds are necessary. This increase is partly offset by a reduction in funds allocated to mowing of \$15,000.

***Roadworks Maintenance Expenses – Unfavourable Variance \$45,916***

A decrease of \$32,084 in roadworks maintenance funds is required to fund over expenditure in various capital works projects. An offsetting increase of \$50,000 is funded from the street cleaning program. An increase of \$28,000 in roadworks maintenance expenses is offset by grant funds.

***Valuation Expenses – Unfavourable Variance \$29,000***

Accounting Standards now require annual valuations for properties. To this effect and increase in funds allocated to property valuation expenses is being requested.

***Consultancy Fees – Unfavourable Variance \$45,550***

An unfavourable adjustment of \$74,000 is required for the Minerva Group OH&S review. This is offset by a favourable adjustment of \$30,000 in relation to the Hawkesbury Overland Study consultancy costs. Funds are received yearly for this program on completion of works. This year no works will be undertaken. It is to be noted that \$20,000 of the latter adjustment is offset by a corresponding decrease in Grant income. The net effect on the General Fund is a favourable adjustment of \$10,000.

Consultancy fees in the Public Relations department are increased by \$1,550. This is fully funded from the casual staff budget.

***Delegates Expenses - Favourable Variance \$25,946***

The funds allocated to the corporate weekend are being surrendered as they are no longer required.

***Remediation Costs - Nil Variance***

It is to be noted that \$350,000 in respect of Remediation costs is being reallocated from capital expenditure to operating expenditure. No change has occurred in the nature of the work, it is only the accounting treatment that is being changed.

**Operating Revenue Variations**

***Rental Income – Favourable Variance \$75,634***

A favourable adjustment of \$75,634 is attributed to an increase in rental income in the Property Department. This additional income has resulted mainly from longer than expected tenancy arising from delayed sales of Council properties.

### ***Building and Development Control Income – Unfavourable Variance \$114,000***

As at the end of the March quarter the trend in building and development income indicates that estimated targets will not be achieved due to a general downturn in the building industry. Unfavourable adjustments of \$65,000 and \$49,000 are recommended for income from construction certificates and subdivision fees respectively.

### ***Fines and Penalties – Favourable Variance \$5,636***

As at the end of the third quarter, income from fines and penalties exceeded full year budget. A favourable adjustment of \$5,636 is required.

### ***Recreation Income – Favourable Variance \$4,903***

Income received through recreation programs and visitation of the Richmond Pool overall exceeded the full year budget by \$4,903. This extra income variance is offset by an increase in staffing costs as mentioned earlier in this report. As the pool will not re-open in the 06/07 financial year the income received YTD is not expected to change.

### ***Interest Income – Favourable Variance \$240,000***

An increase of \$240,000 in interest income is included. The trend and actual interest income received from Council's investment portfolio has been in excess of estimates. As interest income can fluctuate significantly, a conservative estimate approach was adopted in preparing the 06/07 original estimates. As at the end of the March quarter, interest income has exceeded expectations due to higher rates than estimated, and the continuous review of the investment portfolio to ensure maximum returns are achieved within set risk parameters.

### ***Grants - Nil Variance***

Various neutral budget adjustments to grant contributions and associated expenditure are included in this review. Refer to detailed variations sheet in this document.

## **Conclusion**

The 3rd Quarter review has resulted in favourable adjustments of \$198,398 and unfavourable adjustments of \$145,886. This results in a surplus of \$52,512 which has been transferred to the Contingency Reserve.

Departmental Managers monitor operational income and expenditure on a monthly basis and variations exceeding established thresholds need to be justified. Capital expenditure and works progress is reviewed and reported to the Executive Management on a quarterly basis to ensure expenditure is within budget estimates and that the operational plan for 2006/07 is delivered within the stipulated timeframe.



# Part 2

## Financial Performance





# HAWKESBURY CITY COUNCIL

## Statement of Financial Performance

For the period ended 31st March 2007

2006		2007		2007		2007		2007		%
Actual		ORIGINAL BUDGET		AMENDED BUDGET		YTD BUDGET		Actual		of YTD Budget
\$		\$		\$		\$		\$		
<b><u>OPERATIONAL ACTIVITIES</u></b>										
<b>Revenue from Ordinary Activities</b>										
-	19,152,649	General Rates	-	19,887,812	-	19,850,488	-	19,966,676		101%
-	11,790,381	Utility Rates & Charges	-	12,506,983	-	12,547,267	-	12,485,497		100%
-	<b>30,943,030</b>		-	<b>32,394,795</b>	-	<b>32,435,079</b>	-	<b>32,335,985</b>		<b>100%</b>
-	5,697,922	Fees & Charges	-	5,398,953	-	5,514,240	-	4,227,599		104%
-	10,078,744	Grants & Contributions- Operating	-	8,457,281	-	9,173,536	-	7,156,810		100%
-	1,436,381	Interest	-	1,312,678	-	1,318,082	-	1,006,467		154%
-	1,603,611	Other Operating Revenue	-	2,406,914	-	2,545,884	-	2,054,940		112%
-	261,758	(Profit)/Loss on Sale Assets	-	-	-	-	-	28		
-	<b>49,497,931</b>	<b>Total Operating Income</b>	-	<b>49,970,621</b>	-	<b>50,986,822</b>	-	<b>47,688,657</b>		<b>102%</b>
<b>Expenses from Ordinary Activities</b>										
28,486,393	Infrastructure Services	30,194,771		33,097,439		24,531,881		21,111,576		86%
821,318	Commercial Strategy	775,982		946,612		761,425		190,459		25%
3,152,005	Support Services	3,308,935		3,569,548		2,709,744		2,267,900		84%
2,574,079	City Planning	2,398,738		2,855,354		2,263,780		1,725,636		76%
12,754,688	External Services	12,834,549		13,819,248		10,281,580		9,029,454		88%
570	Not Applicable	-		-		-		-		
788,646	General Manager	1,055,225		1,154,497		831,888		670,470		81%
-	-	-		-		-		-		
<b>48,577,700</b>	<b>Tota Total Operating Expenses</b>	<b>50,568,200</b>		<b>55,442,697</b>		<b>41,380,298</b>		<b>34,995,493</b>		<b>85%</b>
-	<b>920,231</b>	<b>Operating Surplus/(Deficit) before capital items</b>		<b>597,580</b>		<b>4,455,876</b>	-	<b>5,236,096</b>		<b>242%</b>
<b><u>CAPITAL FUNDING AND EXPENDITURE</u></b>										
<b>Source of capital funding (exclusing reserves)</b>										
-	2,228,607	Proceeds from the sale of capital assets	-	1,160,289	-	5,782,739	-	5,536,576	-	1,199,544
-	7,715,792	Depreciation	-	7,446,972	-	7,446,972	-	5,585,229	-	5,369,588
-	1,376,872	Grants & Contributions - Capital	-	1,973,657	-	3,185,495	-	1,800,656	-	697,670
-	<b>11,321,271</b>		-	<b>10,580,918</b>	-	<b>16,415,206</b>	-	<b>12,922,461</b>	-	<b>7,266,801</b>
-			-		-		-		-	<b>56%</b>
<b>Application of Capital Funding</b>										
<b>Non current capital assets:</b>										
206,040	Land & Land Improvements	950,000		1,350,000		550,000		-		
750,223	Buildings	379,500		5,273,353		4,914,349		1,377,999		
4,192,518	Infrastructure	3,531,956		7,672,956		5,024,245		2,515,086		
2,054,217	Plant & Equipment	2,265,147		3,032,664		2,344,324		940,322		
211,599	Other	280,074		271,010		227,016		257,026		
<b>7,414,597</b>		<b>7,406,677</b>		<b>17,599,983</b>		<b>13,059,934</b>		<b>5,090,433</b>		<b>39%</b>
<b>Principal loan redemptions:</b>										
4,962	Loan Redemptions	65,196		65,196		59,858		10,271		
-	<b>3,901,712</b>	<b>Net Capital Expenditure</b>	-	<b>3,109,045</b>	-	<b>1,249,973</b>	-	<b>197,331</b>	-	<b>2,166,097</b>
<b><u>NET RESERVE TRANSFERS &amp; CAPITAL MOVEMENTS</u></b>										
<b>Retained (surplus)/deficit from prior years</b>										
-	261,758	(Profit)/Loss on Sale Assets	-	-	-	-	-	28		
-	18,703,184	Transfer from Reserves	-	17,565,831	-	30,036,225	-	23,635,044	-	16,353,159
-	24,707,170	Transfer (to) Reserves	-	20,077,296	-	24,330,376	-	22,854,376	-	21,373,289
-			-		-		-		-	
<b>920,286</b>	<b>Retained (surplus)/deficit available for general funding purposes</b>	<b>0</b>		<b>0</b>	-	<b>5,819,432</b>	-	<b>9,839,160</b>		<b>169%</b>



# HAWKESBURY CITY COUNCIL

## Statement of Financial Position

For the period ended 31st March 2007

2006		2007		2007		2007		2007	
Actual		ORIGINAL BUDGET		AMENDED BUDGET		YTD BUDGET		Actual	
\$		\$		\$		\$		\$	



**HAWKESBURY CITY COUNCIL**  
**STATEMENT OF RESERVE BALANCES**  
**For the Period Ending 31st March 2007**

	2006	2007	2007	2007
	Opening Balance	Budgeted Reserve Transfers	Budgeted Reserve Balances	YTD Actual Reserve Balance
<b>Externally Restricted Reserve Balances</b>				
Asset Replacement Sewer	268,411	- 538,197	269,786	262,369
Environmental Plan	654,290	40,944	695,234	0
Waste Management Reserve	1,295,513	- 485,425	810,088	4,233,869
Heritage	89,545	- 79,200	10,345	83,742
Parks & Gardens	43,367	2,472	45,839	45,221
S94 Contributions	4,558,385	- 542,612	4,015,773	4,206,507
S94A Contributions	21,084	583,820	604,904	206,389
Sewerage Operating Reserve	1,049,204	490,862	1,540,066	2,619,224
Sewerage Treatment Reserve	81,057	- 567,918	486,861	706,214
Unexpended Grants Reserve	3,824,846	- 3,824,846	0	2,191,059
Stormwater Management	2,123,093	- 1,146,878	976,215	2,818,024
	<b>14,008,795</b>	<b>- 6,066,978</b>	<b>7,941,818</b>	<b>17,372,619</b>
<b>Internally Restricted Reserve Balances</b>				
Council S94	517,608	- 40,043	477,565	393,074
Drainage	15,540	576	16,116	15,972
ELE	1,590,101	430,149	2,020,250	2,002,246
Election	95,734	33,600	129,334	128,434
Extractive Industries	1,241,276	- 1,057,034	184,242	1,170,510
FVMRU	112,632	2,069	114,701	147,949
Glossodia/Freemans	47,198	1,812	49,010	48,557
HLC Risk Management	95,871	4,356	100,227	99,138
Information Technology	575,297	- 351,273	224,024	502,043
Kerb & Gutter	325,169	28,080	353,249	334,979
Loan	4,073,018	- 2,734,938	1,338,080	3,037,760
Plant Replacement	465,057	- 16,431	448,626	620,430
Fleet Management	34,000	174,900	208,900	194,045
Property Development	- 3,518,382	3,638,816	120,434	- 2,730,539
Risk Management	462,163	137,296	599,459	697,635
Roadworks	288,527	11,088	299,615	296,843
Sullage	460,955	- 174,518	286,437	1,219,804
Trees	37,769	1,452	39,221	38,858
Unspent Contrb Reserve	468,359	17,448	485,807	481,445
Misc Specific Purpose	23,158	888	24,046	23,884
Workers Compensation	880,811	- 52,089	828,722	1,006,899
	<b>8,291,862</b>	<b>56,204</b>	<b>8,348,066</b>	<b>9,729,968</b>
<b>Total Reserve Balances</b>	<b>22,300,658</b>	<b>- 6,010,774</b>	<b>16,289,884</b>	<b>27,102,587</b>

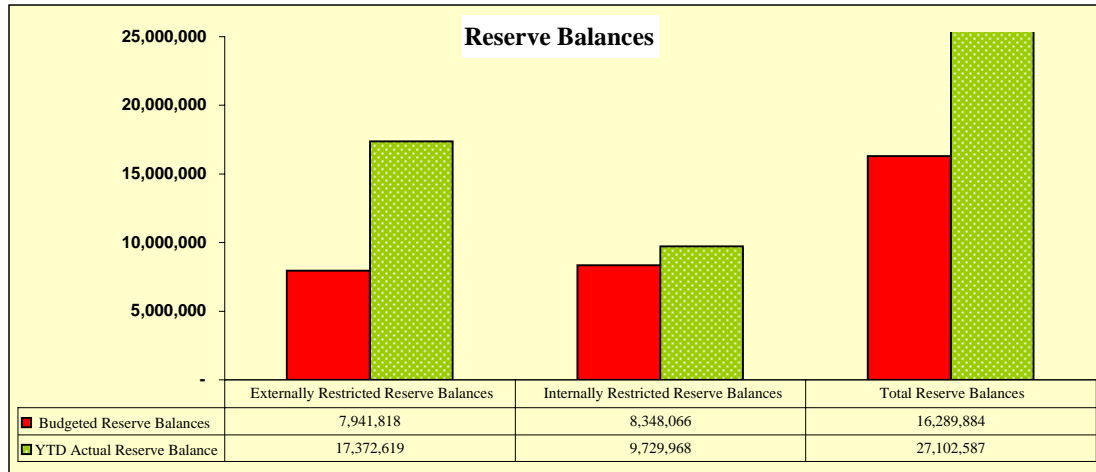


**HAWKESBURY CITY COUNCIL  
STATEMENT OF RESERVE BALANCES  
For the Period Ending 31st March 2007**

**RESERVE BALANCES**

Externally Restricted Reserve Balances  
Internally Restricted Reserve Balances  
**Total Reserve Balances**

2005	2006	2006	2006
Opening Balance	Budgeted Reserve Transfers	Budgeted Reserve Balances	YTD Actual Reserve Balance
14,008,795	-	7,941,818	17,372,619
8,291,862	56,204	8,348,066	9,729,968
<b>22,300,658</b>	<b>-</b>	<b>16,289,884</b>	<b>27,102,587</b>



# INVESTMENT REPORT

## INVESTMENT PERFORMANCE

The investment portfolio increased slightly by \$0.34m for the month. During March income received including rates payments amounted to \$3.9m, while payments to suppliers and staff costs amounted to \$5.2m.

Managed Fund performance was above the benchmark (UBS Australia) Bank Bill Index in March 2007 with an average return after fees of 6.37%, compared with the index of 6.34%. The managed funds portfolio has achieved a return after fees for the past 12 months of 6.43%, which outperformed the (UBS Australia) Bank Bill Index of 6.21% for the corresponding 12 month period.

Official cash interest rate remains unchanged at 6.25%.

Council's Interest Earnings to date for the general fund are \$1,281,378 after providing approximately \$165,000 for earnings on Budgeted Waste Management and Sewer Reserves. Net interest income received represents 136% of the YTD budget of \$944,798.

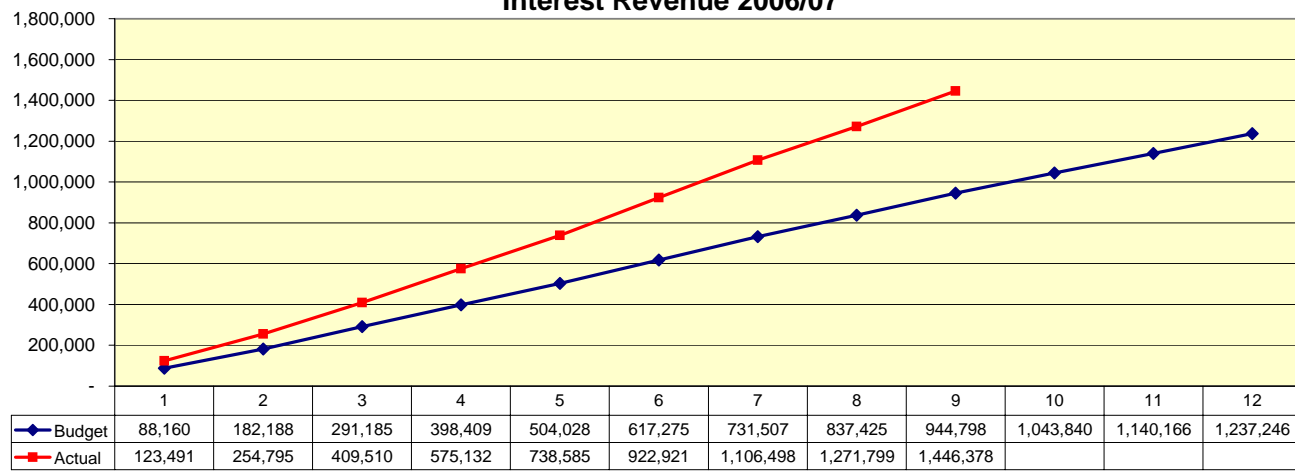
## FACTS AND FIGURES

	YTD Budget	YTD Actual
Interest Earnings	\$ 944,798	\$ 1,446,378
Investment Portfolio		\$32,861,739
Investment Rate Return	5.80%	6.38%
Portfolio Movement (Feb)/Inc		\$ 337,907
Official Cash Rate		6.25%

## INVESTMENT PORTFOLIO

INVESTMENT- MARCH 2007	Balance	Return
Managed Funds	\$ 31,131,739	6.37%
On Call Funds	\$ 730,000	6.20%
Term Investments	\$ 1,000,000	6.43%
<b>Total</b>	<b>\$ 32,861,739</b>	<b>6.33%</b>

Interest Revenue 2006/07



## FIVE YEAR TREND

	YTD 2007	2006	2005	2004	2003
Average Investment Portfolio	\$32.86	\$25.43m	\$23.20m	\$30.56m	\$32.18m
Interest Earnings	\$1.45m	\$1.32m	\$1.36m	\$1.68m	\$1.59m
Avg.Return on Investments	6.38%	5.80%	5.83%	5.50%	4.98%

The investment portfolio is diversified across a number of investment types. This includes a number of managed funds, term deposits, and on-call accounts.

The investment portfolio is regularly reviewed in order to maximise investment performance and minimise risk.



## Hawkesbury City Council Investment Register - March 2007

### Investments held with Fund Managers

							Fund Performance Before Fees (Grove Performance Review)		
Fund Manager	Rating S&P	Opening Balance This Month	Cashflow This Month	Accrued Income This Month	Closing Balance	Percentage of Portfolio	Performance Annualised for Period	Performance Annualised for Past 6 mths	Performance Annualised for Past 12 mths
ANZ Cash Plus Fund	Aa1	2,416,768.84	-1,000,000.00	11,837.21	1,428,606.05	4.35%	6.670%	6.750%	6.450%
Merrill Lynch Diversified Credit Fund	Aa1	0.00	2,000,000.00	4,767.58	2,004,767.58	6.10%	5.430%	7.890%	7.060%
Macquarie Income Plus Fund No.1	Aa1	6,685,444.38	0.00	34,243.76	6,719,688.14	20.45%	6.530%	7.040%	6.660%
Deutsche Cash-Plus Fund	Aa1	9,225,750.83	0.00	45,466.10	9,271,216.93	28.21%	7.550%	6.820%	6.530%
ING Enhanced Cash Fund	Aa1	5,143,144.67	0.00	26,700.75	5,169,845.42	15.73%	6.680%	6.990%	6.620%
Perpetual Credit Income	Aa1	6,502,723.46	0.00	34,891.78	6,537,615.24	19.89%	6.930%	7.170%	6.790%
<b>Total Managed Fund Investments</b>		<b>29,973,832.18</b>	<b>1,000,000.00</b>	<b>157,907.18</b>	<b>31,131,739.36</b>	<b>94.74%</b>	<b>6.632%</b>	<b>7.110%</b>	<b>6.685%</b>
UBS Warburg Australia Bank Bill Index							6.340%	6.440%	6.210%
Indicative Cash Rate							6.250%	6.210%	6.000%

### Term Investments

Financial Institution	Rating S&P	Op Bal	Deposits	Withdrawals	Balance @ EOM	Percentage of Portfolio	Commence Date	Maturity Date	Term (Days)	Interest Rate
LGFS	A1+	0.00	1,000,000.00	0.00	1,000,000.00	3.04%	12-Mar-07	12-Apr-07	30	6.43%
CBA-CPI Linked Note	A1+	0.00	0.00	0.00	0.00	0.00%				
<b>Total Term Investments</b>		<b>0.00</b>	<b>1,000,000.00</b>	<b>0.00</b>	<b>1,000,000.00</b>	<b>3.04%</b>				<b>6.43%</b>

### 11AM / On Call Investments

Register Number	Rating S&P	Op bal	Deposits	Withdrawals	Balance @ EOM	Percentage of Portfolio	Interest Rate			
<b>Commonwealth Bank</b>										
CBA Oncall	A1+	2,550,000.00	4,250,000.00	-6,070,000.00	730,000.00	2.22%	6.20%	from 8-11-06		
<b>Total for On Call Investments</b>		<b>2,550,000.00</b>	<b>4,250,000.00</b>	<b>-6,070,000.00</b>	<b>730,000.00</b>	<b>2.22%</b>				

<b>TOTAL INVESTMENTS</b>	<b>32,523,832.18</b>	<b>6,250,000.00</b>	<b>-5,912,092.82</b>	<b>32,861,739.36</b>	<b>100%</b>					
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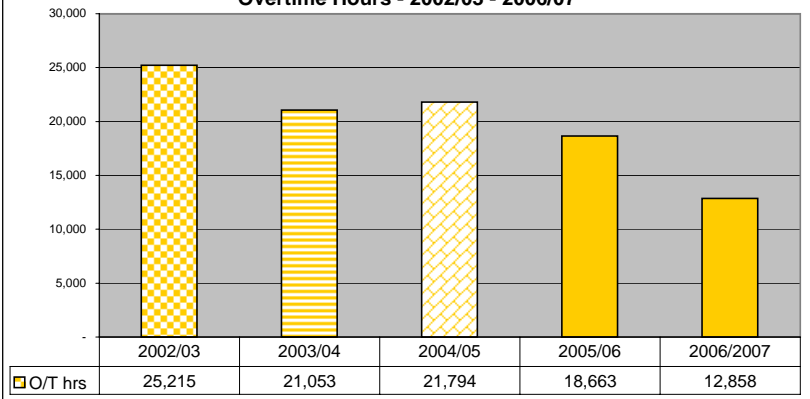
# OVERTIME REPORT

Overtime paid for the month of March was 1,663 hrs (\$58,702), an increase of 30 hours on the same period in 2005/06. Total overtime YTD is 12,858 hrs, bringing the YTD \$ paid to \$456,415

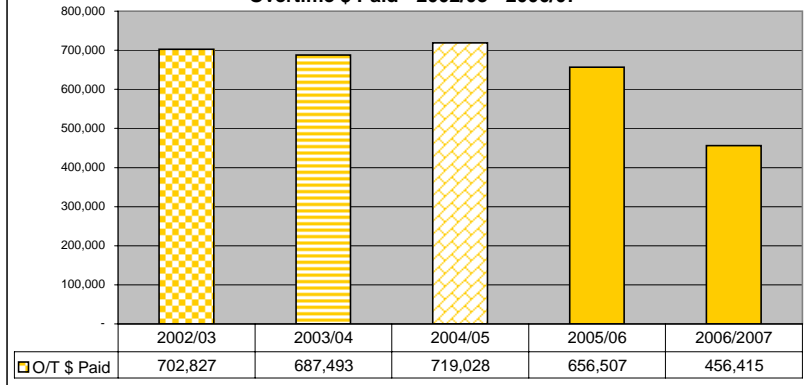
## FACTS AND FIGURES

	2005/2006 Actual	YTD 2006/07 Actual
Overtime Paid	\$656,507	\$ 456,415
Average Overtime Hrs per employee	69.9	64.21
Average Overtime per month	\$54,709	\$ 50,713
Total Overtime Hours	18,663	12,858
Equivalent FTE (avg 36.50hrs)	10	9

Overtime Hours - 2002/03 - 2006/07



Overtime \$ Paid - 2002/03 - 2006/07



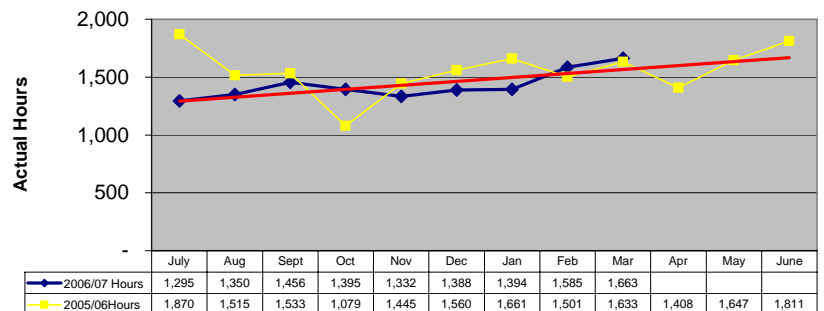
## OVERTIME PAID

	Hours	\$
General Manager Division	61	2,935
Support Services	235	10,945
External Services	3,319	98,068
Infrastructure Services	9,188	340,402
City Planning	0	-
Commercial Strategy	56	4,066
<b>Total</b>	<b>12,858</b>	<b>456,415</b>

## TYPE OVERTIME PAID

OVERTIME RATE	Hours	%Hrs
Half Time - 0.50	26	0.20%
Time - 1.00	1552	12.07%
Time & a half - 1.50	7008	54.50%
Double Time - 2.00	4139	32.19%
Double Time & a half	134	1.04%
<b>Total</b>	<b>12,858</b>	<b>100%</b>

Total Overtime Hours Worked 2006/07





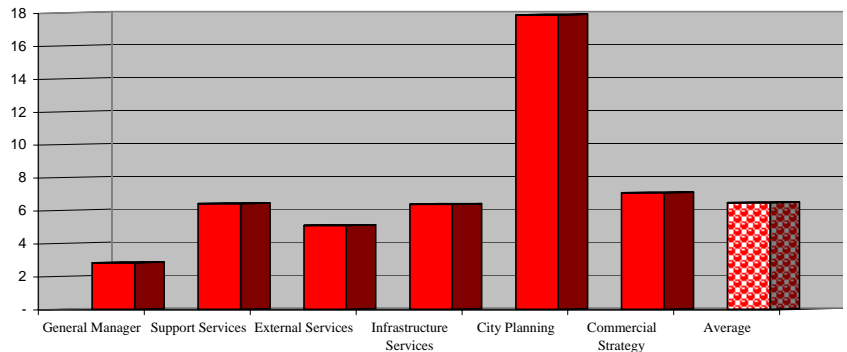
# SICK LEAVE REPORT

Sick Leave taken for the month of March was 171 days, bringing the projected YTD actual average sick leave days for 06/07 to 6.47 days (2005/2006: 7.17 days).

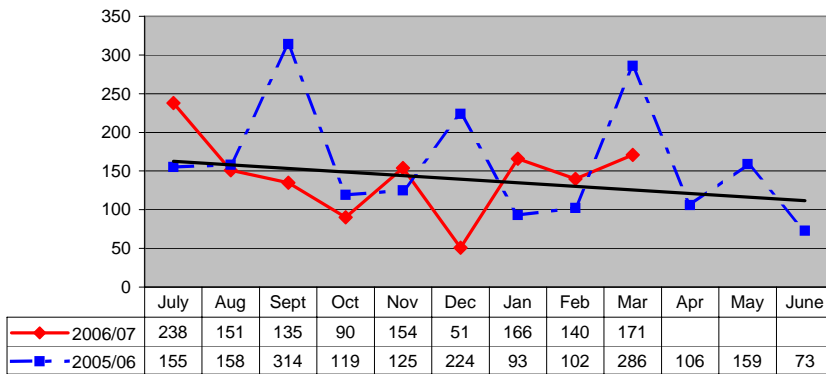
## FACTS AND FIGURES

	Budget	YTD Actual
Sick Leave Paid	278,886	247,275
Total Sick Leave Hours	10,146	9,386
Total Sick Leave Days	1,335	1,296
Average Sick Leave Days	5	6.47
Sick Days - With Certificate	Not Available	807
Sick Days Without Certificate	Not Available	489

Avg Annualised Sick Days Per Dept. - YTD 2006/07



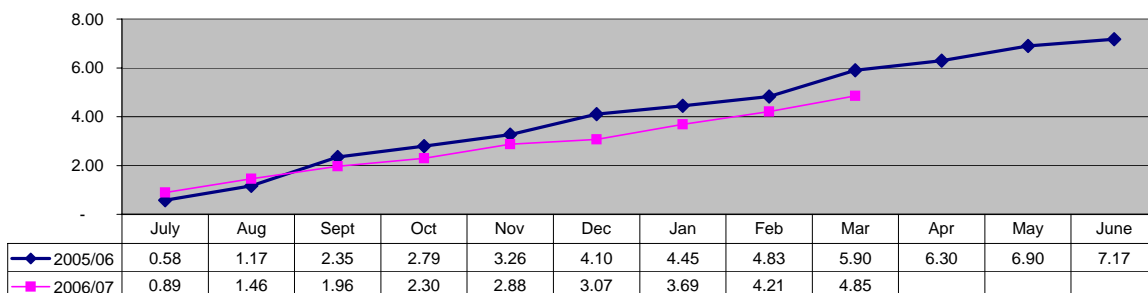
Total Sick Days Per Month



## SICK LEAVE TAKEN

	Days	YTD Avg. Sick Days
General Manager Division	34	2.83
Support Services	149	6.41
External services	306	5.10
Infrastructure Services	526	6.38
City Planning	201	17.87
Commercial Strategy	80	7.08
<b>Total</b>	<b>1,296</b>	<b>6.47</b>

Accum.Avg Sick Days Per Month



# Part 3

## Budget Review





# HAWKESBURY CITY COUNCIL

## Budgeted Statement of Financial Performance

For the period ended 31st March 2007

2006 Actual		2007 ORIGINAL BUDGET	2007 AMENDED BUDGET	2007 3rd QTR ADJUST	2007 AMENDED BUDGET
\$		\$	\$	\$	\$
<b>OPERATIONAL ACTIVITIES</b>					
<b>Revenue from Ordinary Activities</b>					
- 19,152,649	General Rates	- 19,887,812	- 19,887,812	- -	- 19,887,812
- 11,790,381	Utility Rates & Charges	- 12,506,983	- 12,547,267	- -	- 12,547,267
- <b>30,943,030</b>		- <b>32,394,795</b>	- <b>32,435,079</b>	- -	- <b>32,435,079</b>
- 5,697,922	Fees & Charges	- 5,398,953	- 5,514,240	93,360 -	- 5,420,880
- 10,078,744	Grants & Contributions- Operating	- 8,457,281	- 9,173,536	54,476 -	- 9,228,012
- 1,436,381	Interest	- 1,312,678	- 1,318,082	240,000 -	- 1,558,082
- 1,603,611	Other Operating Revenue	- 2,406,914	- 2,545,884	87,151 -	- 2,633,035
- 261,758	(Profit)/Loss on Sale Assets	- -	- -	- -	- -
- <b>49,497,931</b>	<b>Total Operating Income</b>	- <b>49,970,621</b>	- <b>50,986,822</b>	- <b>288,267</b>	- <b>51,275,089</b>
<b>Expenses from Ordinary Activities</b>					
28,486,393	Infrastructure Services	30,194,771	33,097,439 -	105,489	32,991,950
821,318	Commercial Strategy	775,982	946,612	15,147	961,759
3,152,005	Support Services	3,308,935	3,569,548	81,972	3,651,520
2,574,079	City Planning	2,398,738	2,855,354	63,270	2,918,624
12,754,688	External Services	12,834,549	13,819,248	422,877	14,242,125
570	Not Applicable	-	-	-	-
788,646	General Manager	1,055,225	1,154,497 -	43,624	1,110,873
-		-	-	-	-
<b>48,577,700</b>	<b>Total Operating Expenses</b>	<b>50,568,200</b>	<b>55,442,697</b>	<b>434,153</b>	<b>55,876,850</b>
- <b>920,231</b>	<b>Operating Surplus/(Deficit) before capital items</b>	<b>597,580</b>	<b>4,455,876</b>	<b>145,886</b>	<b>4,601,762</b>
<b>CAPITAL FUNDING AND EXPENDITURE</b>					
<b>Source of capital funding (excluding reserves)</b>					
- 2,228,607	Proceeds from the sale of capital assets	- 1,160,289	- 5,782,739	105,113 -	- 5,677,626
- 7,715,792	Depreciation	- 7,446,972	- 7,446,972	- -	- 7,446,972
- 1,376,872	Grants & Contributions - Capital	- 1,973,657	- 3,185,495 -	40,000 -	- 3,225,495
- <b>11,321,271</b>		- <b>10,580,918</b>	- <b>16,415,206</b>	- <b>65,113</b>	- <b>16,350,093</b>
<b>Application of Capital Funding</b>					
<b>Non current capital assets:</b>					
206,040	Land & Land Improvements	950,000	1,350,000 -	350,000	1,000,000
750,223	Buildings	379,500	5,273,353	7,015	5,280,368
4,192,518	Infrastructure	3,531,956	7,672,956	85,191	7,758,147
2,054,217	Plant & Equipment	2,265,147	3,032,664 -	111,092	2,921,572
211,599	Other	280,074	271,010	40,000	311,010
-		-	-	-	-
<b>7,414,597</b>		<b>7,406,677</b>	<b>17,599,983 -</b>	<b>328,886</b>	<b>17,271,097</b>
<b>Principal loan redemptions:</b>					
4,962	Loan Redemptions	65,196	65,196	-	65,196
- <b>3,901,712</b>	<b>Net Capital Expenditure</b>	- <b>3,109,045</b>	- <b>1,249,973 -</b>	- <b>263,773</b>	- <b>986,200</b>
<b>NET RESERVE TRANSFERS &amp; CAPITAL MOVEMENTS</b>					
<b>Retained (surplus)/deficit from prior years</b>					
- 261,758	(Profit)/Loss on Sale Assets	- -	- -	- -	- -
- 18,703,184	Transfer from Reserves	- 17,565,831	- 30,036,225	34,465 -	- 30,001,760
24,707,170	Transfer (to) Reserves	20,077,296	24,330,376	83,422	24,413,798
-		-	-	-	-
<b>920,286</b>	<b>Retained (surplus)/deficit available for general funding purposes</b>	- <b>0</b>	- <b>0</b>	-	- <b>0</b>



# HAWKESBURY CITY COUNCIL

## Budgeted Statement of Financial Position

For the period ended 31st March 2007

2006		2007	2007	2007	2007
Actual		ORIGINAL BUDGET	AMENDED BUDGET	3rd QTR ADJUST	AMENDED BUDGET
\$		\$	\$	\$	\$
<b>Current Assets</b>					
25,357,813	Cash assets & Investments	27,869,278	19,587,296	65,375	19,652,671
3,230,932	Receivables	3,230,932	3,230,932	-	3,230,932
319,057	Inventories	319,057	319,057	-	319,057
468,230	Other	468,230	468,230	-	468,230
17,083,949	Real Estate Held for Sale	17,083,949	17,083,949	-	17,083,949
46,459,981		48,971,446	40,689,464	65,375	40,754,839
<b>Non-Current Assets</b>					
-	( Other	-	0	-	0
373,361,309	I Property, plant and equipment	379,607,697	385,178,553	223,773	384,954,780
41,571,233	( Accumulated Depreciation	49,018,205	49,018,205	-	49,018,205
331,790,076		330,589,492	336,160,348	223,773	335,936,575
<b>378,250,058</b>	<b>TOTAL ASSETS</b>	<b>379,560,939</b>	<b>376,849,812</b>	<b>158,398</b>	<b>376,691,414</b>
<b>Current Liabilities</b>					
	Payables	-	-	-	2,209,538
- 2,209,538	I Payables	- 2,209,538	2,209,538	-	6,049,285
- 6,049,285	I Provisions	- 6,049,285	6,049,285	-	1,674
- 66,870	( Borrowings	- 1,674	1,674	-	8,260,497
- 8,325,693		- 8,260,497	8,260,497	-	8,260,497
<b>Non-Current Liabilities</b>					
	I Interest bearing liabilities	-	-	-	-
- 4,098,737	I Provisions	- 4,098,737	4,098,737	-	4,098,737
- 4,098,737		- 4,098,737	4,098,737	-	4,098,737
- <b>12,424,431</b>	<b>TOTAL LIABILITIES</b>	- <b>12,359,235</b>	<b>12,359,235</b>	-	<b>12,359,235</b>
<b>365,825,627</b>	<b>NET COMMUNITY ASSETS</b>	<b>367,201,704</b>	<b>364,490,577</b>	-	<b>364,490,577</b>
<b>Community Equity</b>					
340,996,867	Capital and Capital Reserves	338,496,602	347,707,051	52,512	347,759,563
-	Other reserves	-	-	-	-
	Retained (surplus)/deficit			-	-
-				-	-
- <b>365,825,627</b>	<b>TOTAL COMMUNITY EQUITY</b>	- <b>367,201,704</b>	<b>364,490,577</b>	-	<b>364,490,577</b>

**QUARTERLY BUDGET VARIATION 2006/07 - SUMMARY**  
**3rd Quarter 2006/07**



		Operational Variation	Capital Variation
Budgeted (Surplus)/Deficit B/F		<b>0</b>	
<b>EXPENDITURE</b>			
Employee Costs			
	2101 - Salaries	(4,669)	0
	2102 - Annual Leave	0	0
	2103 - Sick Leave	0	0
	2107 - Casuals	(1,550)	0
	2111 - Superannuation	1,473	0
	2119 - Public Holidays	0	0
	2456 - Employment Agencies	15,895	0
	2570 - Safety Expenses & Training	1,618	0
<b>TOTAL</b>		<b>12,767</b>	<b>0</b>
Materials & Services			
	2116 - Contractors	35,000	0
	2407 - Consultancy Fees	45,550	0
	2419 - General Office Expenditure	21,400	0
	2429 - Contractors Charges	(37,195)	0
	2516 - Region Vision & Plan Framework WSROC	20,000	0
	2530 - Working Expenses	(85,316)	0
	2565 - Disposal of Derelict Vehicles	(4,000)	0
	2581 - Library Oth Recurrent Exp	6,118	0
	2601 - Electricity	4,040	0
	2604 - Security	1,000	0
	2606 - Maintenance - Buildings	2,500	0
	2608 - Land Rates	(6,498)	0
	2609 - Cleaning	45,370	0
	2611 - Mowing	(15,000)	0
	2618 - Parks - M&R	4,820	0
	2640 - Roadworks Maintence-General	28,000	0
	2641 - Roadworks Maint Ancilliary Road Items	50,000	0
	2648 - Roadworks Maint Heavy Patching	(19,457)	0
	2651 - Roadworks Maintenance-Unsealed Roads	(12,627)	0
	2652 - Roadworks Maint-Cap Works Reseals Prog	0	0
	2690 - Car Parking M&R	(16,012)	0
	2743 - Network Administration	(5,000)	0
	2744 - Corporate Systems	22,685	0
	2745 - Business Processing	(20,910)	0
	2768 - Communication & Stakeholder Pgm Expenses	(13,200)	0
	2770 - Valuation Expenses	29,000	0
	2780 - Records Expenditure	16,987	0
<b>TOTAL</b>		<b>97,255</b>	<b>0</b>

**QUARTERLY BUDGET VARIATION 2006/07 - SUMMARY**  
**3rd Quarter 2006/07**



		Operational Variation	Capital Variation
<b>Other Expenditure</b>			
	2422 - Telephone Expenses	1,655	0
	2426 - Licences & Subscriptions	1,200	0
	2427 - Advertising	1,883	0
	2492 - Comty Services Program Expenses	7,509	0
	2500 - Heritage Programs	0	0
	2503 - Heritage Review	2	0
	2523 - Delegates Expenses	(25,946)	0
	2584 - Production Costs	37,500	0
	2585 - Curator and artist fees	13,000	0
	2603 - Insurance	(18,753)	0
	2676 - Op Exp-EMP-Stormwater	(55,000)	0
	2683 - Grant Programs	5,200	0
	2717 - Corporate Membership Oasis	5,881	0
	2966 - Remediation Costs	350,000	0
<b>TOTAL</b>		<b>324,131</b>	<b>0</b>
<b>Capital Expenditure</b>			
	3106 - Sale of Leaseback Vehicles	0	105,113
	4103 - Purchase of Computer Equipment	0	44,451
	4109 - Car Park Acquisitions	0	4,615
	4601 - Purchase Leaseback Plant	0	(155,543)
	4641 - Lib Local Priority Projects-Cap Grants	0	40,000
	4701 - Road Construction	0	32,084
	4719 - Cycleways	0	0
	4730 - Construct Footpaths	0	(7,015)
	4760 - Drainage Construction	0	11,397
	4782 - Cap Exp-EMP-Gross Pollutant Traps	0	33,000
	4801 - Park Improvement Program	0	(11,119)
	4802 - Park Improvement Furniture Replacement	0	(4,185)
	4804 - Park Improvement Program Landscaping	0	19,467
	4810 - S94 Park Improvements	0	6,091
	4820 - Parks - Capital Grants Funded Projects	0	856
	4912 - Bus Shelter Construction	0	7,015
	4953 - Sewer Rehabilitation	0	390,000
	4956 - Upgrade Rising Mains	0	(390,000)
	4971 - Capital Works-Waste	0	(350,000)
<b>TOTAL</b>		<b>0</b>	<b>(223,773)</b>
<b>TOTAL EXPENDITURE VARIATIONS</b>		<b>434,153</b>	<b>(223,773)</b>

**QUARTERLY BUDGET VARIATION 2006/07 - SUMMARY**  
**3rd Quarter 2006/07**



		Operational Variation	Capital Variation
<b>REVENUE</b>			
Rates & Charges			
<b>TOTAL</b>		<b>0</b>	<b>0</b>
User Charges & Other Income			
	1155 - Rental, Lease and fees Income	(33,787)	0
	1156 - Shops & Offices - Rental Income	(35,991)	0
	1157 - Other Rents & Leases	(5,856)	0
	1311 - Construction Certificates	65,000	0
	1320 - Subdivision Fees	49,000	0
	1340 - Disposal of Derelict Vehicles Income	797	0
	1341 - Fines & Penalties	(5,636)	0
	1353 - Nursery Income	(4,820)	0
	1361 - Richmond Pool Income	(11,853)	0
	1365 - Public Cemeteries Sundry Income DIV81	(1,525)	0
	1371 - Recreation Program Income	6,950	0
	1373 - Corporate Membership Oasis Income	(5,881)	0
	1799 - Sundry Income	(10,189)	0
<b>TOTAL</b>		<b>6,209</b>	<b>0</b>
Interest			
	1601 - Interest Income	(240,000)	0
<b>TOTAL</b>		<b>(240,000)</b>	<b>0</b>
Grants & Contributions			
	181M - Flood MgStudy-Lower MacDonald RiverDIPNR	0	0
	181Q - Reg Roads-Repair Rehab Prog-RTA Gr	(28,000)	0
	1828 - Flood Mg Study-Hbury Overland StudyDIPNR	20,000	0
	184Y - NSW Environmental Trust	(20,000)	0
	186I - NSW Rural Fire Service Grant	(5,200)	0
	186R - F/First-S/Windsor Cmty Action Plan-DOCS	(10,480)	0
	186U - FDC Childcare Benefit-Family Assist Offi	85,416	0
	186W - F/First Initiative-Family Worker DOCS Gr	(42,842)	0
	186Y - Library Per Capita Sub-State Lib of NSW	(7,736)	0
	1877 - W/Syd L/Gvt Arts Incentive Gr-Min Arts	(43,000)	0
	1938 - Parks Contributions	(2,634)	0
	3815 - Cycleways-RTA Grant	0	0
	387J - Lib Local Priority Projects-StateLib NSW	0	(40,000)
<b>TOTAL</b>		<b>(54,476)</b>	<b>(40,000)</b>
<b>TOTAL REVENUE VARIATIONS</b>		<b>(288,267)</b>	<b>(40,000)</b>

**QUARTERLY BUDGET VARIATION 2006/07 - SUMMARY**  
**3rd Quarter 2006/07**



		Operational Variation	Capital Variation
<b>RESERVE TRANSFERS</b>			
<b>Transfers from</b>			
	3201 - Tfr from Rsve Asset Replacement - Sewer	0	390,000
	3215 - Tfr from Rsve S94 Park Imp Catch 2	0	0
	3216 - Tfr from Rsve S94 Park Imp Catch 3	0	(7,169)
	3217 - Tfr from Rsve S94 Park Imp Catch 4	0	(563)
	3218 - Tfr from Rsve S94 Park Imp District	0	(3,378)
	3227 - Tfr from Rsve Treatment Works Rsve	0	(390,000)
	3229 - Tfr from Rsve Sewer Operating Reserve	0	(2,500)
	3248 - Tfr from Rsve Info Tech Reserve	0	(12,251)
	3251 - Tfr from Rsve Loan Reserve	0	25,626
	3257 - Tfr from Rsve Sullage Reserve	0	12,700
	3265 - Tfr from Rsve Stormwater Management Rese	0	22,000
<b>TOTAL</b>		<b>0</b>	<b>34,465</b>
<b>Transfers to</b>			
	4202 - TFR to Rsve Environmental Plan Rsve	0	(40,944)
	4227 - TFR to Rsve Treatment Works Rsve	0	40,944
	4248 - TFR to Rsve Information Technology Reser	0	30,910
	4270 - TFR to Contingency Res	52,512	
<b>TOTAL</b>		<b>52,512</b>	<b>30,910</b>
<b>TOTAL RESERVE VARIATIONS</b>		<b>52,512</b>	<b>65,375</b>
<b>GRAND Total (Surplus)/Deficit</b>		<b>198,398</b>	<b>(198,398)</b>

**NET (SURPLUS)/ DEFICIT**

**0**





## QUARTERLY BUDGET VARIATION 2006/07 - DETAILS

### 3rd Quarter 2006/07

Component		Natural	Project	Operational Variation	Capital Variation	Explanation for Variation	Ref. #
General Fund							
GENERAL MANAGER							
	65 - Personnel	2101 - Salaries	0000 - No Project	(5,678)	0	Tfr to C10,11,24,31,50-Regraded salaries	R 24
	68 - Public Relations /Cultural Development	2107 - Casuals	0000 - No Project	(1,550)	0	Tfr to Consultancy-N 2407	R 07
	68 - Public Relations /Cultural Development	2407 - Consultancy Fees	0000 - No Project	1,550	0	Contractor cost-Com'tion Manager absents	R 07
	68 - Public Relations /Cultural Development	2768 - Communication & Stakeholder Pgm Expend	5170 - Communication Programs Materials	(13,200)	0	Real to fund IT purchases-To 11041039613	R 07
	69 - Elected Members	2523 - Delegates Expenses	4205 - Delegates Expenses Corporate Weekend	(25,946)	0	Corporate Weekend not being held in 0607	R 19
	69 - Elected Members	3251 - Tfr from Rsve Loan Reserve	4205 - Delegates Expenses Corporate Weekend	0	25,626	Quarterly Review	R 19
	70 - Executive Management	2426 - Licences & Subscriptions	0000 - No Project	1,200	0	Fund Lib subscriptions over expenditure	R 34
TOTAL				(43,624)	25,626		
SUPPORT SERVICES							
	17 - Workers Compensation	2101 - Salaries	0000 - No Project	2,000	0	Fund new OHS Trainee Officer salary	R 36
	17 - Workers Compensation	2407 - Consultancy Fees	4598 - OH&S Review-Minerva Consulting	74,000	0	Funds For OHS systems review	R 02
	19 - Accounting Services	2101 - Salaries	0000 - No Project	(35,000)	0	Tfr Salary-To Rates temp position N 2116	R 23
	19 - Accounting Services	4270 - TFR to Contingency Res	0512 - Contingency	52,512			
	20 - Rating Services	2116 - Contractors	0000 - No Project	35,000	0	Fund Rates Temporary position-Fr Comp19	R 23
	21 - Investment Debt Servicing	1601 - Interest Income	0000 - No Project	583,215	0	Tfr Budget to Interest Revenue Proj 1550	R 23
	21 - Investment Debt Servicing	1601 - Interest Income	1550 - Interest Revenue - General Fund	(823,215)	0	Tfrd Interest Inc budget from no project	R 23
	22 - Administrative Services	2427 - Advertising	4007 - Advert Exps Job Advert-External Servs	(13,000)	0	Reall Advert costs to IT Proj 4009	R 03
	22 - Administrative Services	2427 - Advertising	4009 - Advert Exps Job Advert-ComStrategy & GM	13,000	0	Adver costs-vacant IT positions-Fr P4007	R 03
	24 - Purchasing & Stores	2101 - Salaries	0000 - No Project	2,787	0	Fund salaries regraded-Fr Comp 65	R 24
	25 - Property Development	1156 - Shops & Offices - Rental Income	1861 - Shop/Office- Shop 3 Glossodia Shopping	(5,000)	0	Extra rental received-shop3 Glossodia	R 03
	25 - Property Development	1156 - Shops & Offices - Rental Income	1862 - Shop/Office- Shop 4 Glossodia Shopping	(5,000)	0	Extra rental received-shop4 Glossodia	R 03
	25 - Property Development	1156 - Shops & Offices - Rental Income	1865 - Shop/Office- Shop 7 Glossodia Shopping	7,431	0	Dec income-vacant shop7 Glossodia	R 03
	25 - Property Development	1156 - Shops & Offices - Rental Income	1883 - Shop/Office-Windsor Rd McDonalds	(4,000)	0	Extra rental rec-McDonalds,McGrathsHills	R 03
	25 - Property Development	1156 - Shops & Offices - Rental Income	1902 - Shop/Office- Shop 3 M/Hill Shopping Cent	(4,000)	0	Extra rental recd-Shop3 McGrathsHills	R 03
	25 - Property Development	1156 - Shops & Offices - Rental Income	6094 - Loder House Windsor	(5,422)	0	Extra rental rec-126GeorgeSt-LoaderHouse	R 03
	25 - Property Development	1156 - Shops & Offices - Rental Income	6210 - Windsor Function Centre Windsor	(20,000)	0	Extra rental recd-W/Function Ctre	R 03
	25 - Property Development	1157 - Other Rents & Leases	6164 - Richmond Tennis Centre Richmond	(2,856)	0	Extra rental recd-Richmond Tennis Ctre	R 03
	25 - Property Development	1157 - Other Rents & Leases	6238 - Mulgrave Road McGraths Hill	(3,000)	0	Extra rental recd-RTA MulgraveRd M/Hills	R 03
	25 - Property Development	2603 - Insurance	0000 - No Project	(18,753)	0	Insur lower than estimates-Vineyard prop	R 03
	25 - Property Development	2608 - Land Rates	0000 - No Project	(7,062)	0	Land rates lower than est-Leased propert	R 03
	25 - Property Development	2770 - Valuation Expenses	9649 - Investment Properties	29,000	0	Investment properties valuation fees	R 03
	29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0005 - Purchase Leaseback - Plant 5	0	3,081	Lower income recd from Vehicle auction	R 10
	29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0012 - Purchase Leaseback - Plant 12	0	(156)	Higher income recd from Vehicle auction	R 10
	29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0014 - Purchase Leaseback - Plant 14	0	(4,449)	Higher income recd from Vehicle auction	R 10
	29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0019 - Purchase Leaseback - Plant 19	0	32,264	C/Fwd income from 05/06 reversed	R 10
	29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0022 - Purchase Leaseback - Plant 22	0	(1,571)	Higher income recd from Vehicle auction	R 10
	29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0026 - Purchase Leaseback - Plant 26	0	18,721	Vehicle auction to be in 07/08	R 10
	29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0028 - Purchase Leaseback - Plant 28	0	1,060	Lower income recd from Vehicle auction	R 10
	29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0055 - Purchase Leaseback - Plant 55	0	18,721	Vehicle auction to be in 07/08	R 10
	29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0090 - Purchase Leaseback - Plant 90	0	18,721	Vehicle auction to be in 07/08	R 10
	29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0092 - Purchase Leaseback - Plant 92	0	18,721	Vehicle auction to be in 07/08	R 10
	29 - Fleet Management	4601 - Purchase Leaseback Plant	0005 - Purchase Leaseback - Plant 5	0	(701)	Surplus funds-Lower Vehicle cost	R 10
	29 - Fleet Management	4601 - Purchase Leaseback Plant	0007 - Purchase Leaseback - Plant 7	0	28,000	Funding new vehicle 7 b'fwd 07/08	R 10



# QUARTERLY BUDGET VARIATION 2006/07 - DETAILS

## 3rd Quarter 2006/07

Component		Natural	Project	Operational Variation	Capital Variation	Explanation for Variation	Ref. #
29 - Fleet Management		4601 - Purchase Leaseback Plant	0014 - Purchase Leaseback - Plant 14	0	(51,500)	Vehicle No 14 not replaced	R 10
29 - Fleet Management		4601 - Purchase Leaseback Plant	0019 - Purchase Leaseback - Plant 19	0	(41,161)	05/06 C/Fwd exp funds not required	R 10
29 - Fleet Management		4601 - Purchase Leaseback Plant	0022 - Purchase Leaseback - Plant 22	0	(27,433)	Tfr budget to Vehicle No 41	R 10



## QUARTERLY BUDGET VARIATION 2006/07 - DETAILS

### 3rd Quarter 2006/07

Component				Natural	Project	Operational Variation	Capital Variation	Explanation for Variation	Ref. #
	29 - Fleet Management	4601 - Purchase Leaseback Plant	0026 - Purchase Leaseback - Plant 26	0	(27,433)	Relinquish 06/07 funds-Purchase in 07/08	R 10		
	29 - Fleet Management	4601 - Purchase Leaseback Plant	0028 - Purchase Leaseback - Plant 28	0	(9,012)	Surplus funds-Lower Vehicle cost	R 10		
	29 - Fleet Management	4601 - Purchase Leaseback Plant	0041 - Purchase Leaseback - Plant 41	0	27,433	Funding Vehicle No 41-Fr Plant 22	R 10		
	29 - Fleet Management	4601 - Purchase Leaseback Plant	0049 - Purchase Leaseback - Plant 49	0	28,563	Funding Vehicle No 49 purchase b/fwd	R 10		
	29 - Fleet Management	4601 - Purchase Leaseback Plant	0055 - Purchase Leaseback - Plant 55	0	(27,433)	Relinquish 06/07 funds-Purchase in 07/08	R 10		
	29 - Fleet Management	4601 - Purchase Leaseback Plant	0090 - Purchase Leaseback - Plant 90	0	(27,433)	Relinquish 06/07 funds-Purchase in 07/08	R 10		
	29 - Fleet Management	4601 - Purchase Leaseback Plant	0092 - Purchase Leaseback - Plant 92	0	(27,433)	Relinquish 06/07 funds-Purchase in 07/08	R 10		
TOTAL						(147,363)	(50,430)		
EXTERNAL SERVICES									
	12 - Community Administration	1155 - Rental, Lease and fees Income	6112 - McGrath Hill Comm'y Ctr McGraths Hill	(6,410)	0	Income from M/Hills Comty Ctre	R 21		
	12 - Community Administration	1155 - Rental, Lease and fees Income	6154 - Richmond Neighbourhood Centre Richmond	(17,800)	0	Income from Richmond N'hood Ctre	R 21		
	12 - Community Administration	2492 - Comty Services Program Expenses	6112 - McGrath Hill Comm'y Ctr McGraths Hill	1,200	0	Program cost-Oper M/Hills Comty Ctre	R 21		
	12 - Community Administration	2530 - Working Expenses	6154 - Richmond Neighbourhood Centre Richmond	100	0	Program cost-Oper Richmond N'hoodCtre	R 21		
	12 - Community Administration	2601 - Electricity	6112 - McGrath Hill Comm'y Ctr McGraths Hill	1,200	0	Electricity cost- M/Hills Comty Ctre	R 21		
	12 - Community Administration	2601 - Electricity	6154 - Richmond Neighbourhood Centre Richmond	2,840	0	Electricity exp-Oper Richmond N'hoodCtre	R 21		
	12 - Community Administration	2604 - Security	6112 - McGrath Hill Comm'y Ctr McGraths Hill	150	0	Security cost- M/Hills Comty Ctre	R 21		
	12 - Community Administration	2604 - Security	6154 - Richmond Neighbourhood Centre Richmond	850	0	Security cost-Oper Richmond N'hoodCtre	R 21		
	12 - Community Administration	2606 - Maintenance - Buildings	6112 - McGrath Hill Comm'y Ctr McGraths Hill	500	0	Building mtce cost-Op M/Hills Comty Ctre	R 21		
	12 - Community Administration	2606 - Maintenance - Buildings	6154 - Richmond Neighbourhood Centre Richmond	2,000	0	Buildg mtce exp-Oper Richmond N'hoodCtre	R 21		
	12 - Community Administration	2609 - Cleaning	6112 - McGrath Hill Comm'y Ctr McGraths Hill	2,870	0	Cleaning cost-Oper M/Hills Comty Ctre	R 21		
	12 - Community Administration	2609 - Cleaning	6154 - Richmond Neighbourhood Centre Richmond	12,500	0	Cleaning cost-Oper Richmond N'hoodCtre	R 21		
	13 - Family Day Care	186U - FDC Childcare Benefit-Family Assist Offi	4213 - FDC Working Expenses Mothers Subs	85,416	0	Decrease FDC Childcare Benefit Grant	R 22		
	13 - Family Day Care	2427 - Advertising	0000 - No Project	1,883	0	Fund extra advertising exps costs	R 30		
	13 - Family Day Care	2530 - Working Expenses	4213 - FDC Working Expenses Mothers Subs	(85,416)	0	Decrease FDC working exps-See N 186U	R 22		
	14 - Occasional Care	1799 - Sundry Income	1651 - Occasional Care Income OCC Sundry Incom	7,000	0	Decrease in Occ Care income	R 30		
	14 - Occasional Care	2422 - Telephone Expenses	0000 - No Project	1,055	0	Fund additional phone exps	R 30		
	15 - Cultural Precinct - Library Services	186Y - Library Per Capita Sub-State Lib of NSW	0000 - No Project	(7,736)	0	Increased State Lib Per Capita Subsidy G	R 31		
	15 - Cultural Precinct - Library Services	2570 - Safety Expenses & Training	4595 - Safety Exp & Training	1,618	0	Fund Safety & Training exps	R 31		
	15 - Cultural Precinct - Library Services	2581 - Library Oth Recurrent Exp	4853 - Libr Othr Exp Books Bind/Mat M&R	3,000	0	Fund Books Bind/Mat M&R exps	R 31		
	15 - Cultural Precinct - Library Services	2581 - Library Oth Recurrent Exp	4854 - Libr Othr Exp Mtce Audio Vis Equip	3,118	0	Fund Mtce of Audio Vis Equip exps	R 31		
	15 - Cultural Precinct - Library Services	387J - Lib Local Priority Projects-StateLib NSW	4873 - Priority Grant Richmond Library Refurbishr	0	(40,000)	S/Lib Priority Pj Gr-Lib refurbish-N4641	R 11		
	15 - Cultural Precinct - Library Services	4641 - Lib Local Priority Projects-Cap Grants	4873 - Priority Grant Richmond Library Refurbishr	0	40,000	S/Lib Priority Pj Gr-Lib refurbish-N387J	R 11		
	33 - Sewerage Management Facilities	2101 - Salaries	0000 - No Project	(9,000)	0	Tfr funds to Health salaries-Comp 35	R 05		
	35 - Health Services	2101 - Salaries	0000 - No Project	30,000	0	Fund increased Health Salaries-Fr Comp33	R 05		
	37 - Regulation & Enforcement	1340 - Disposal of Derelict Vehicles Income	2051 - Disp'l Derelict Vehicle Locn Vehicle Inc	797	0	Income from derelict vehicles reduced	R 27		
	37 - Regulation & Enforcement	1341 - Fines & Penalties	0000 - No Project	(5,636)	0	Incr fines budget to match actual income	R 27		
	37 - Regulation & Enforcement	2565 - Disposal of Derelict Vehicles	0000 - No Project	(4,000)	0	Tfr funds to Health salaries-Comp 35	R 05		
	39 - Cultural Precinct - Gallery & Museum	1877 - W/Syd L/Gvt Arts Incentive Gr-Min Arts	4997 - Bloodlines"The Horse in Aust Art"Exhibit	(30,000)	0	W/S L/Gv Arts incent Gr-Bloodlines-N2584	R 12		
	39 - Cultural Precinct - Gallery & Museum	1877 - W/Syd L/Gvt Arts Incentive Gr-Min Arts	4998 - Iinto Abstract (formerly titled Abstract Wo	(13,000)	0	W/S L/Gv ArtsIncentGr-IntoAbstract-N2585	R 12		
	39 - Cultural Precinct - Gallery & Museum	2101 - Salaries	4997 - Bloodlines"The Horse in Aust Art"Exhibit	(7,500)	0	Tfr W/S L/GvArt BloodlinesExh Gr-ToN2584	R 15		
	39 - Cultural Precinct - Gallery & Museum	2584 - Production Costs	4997 - Bloodlines"The Horse in Aust Art"Exhibit	37,500	0	W/S L/Gv Arts incent Gr-Bloodlines-N1877	R 15		
39 - Cultural Precinct - Gallery & Museum	2585 - Curator and artist fees	4998 - Iinto Abstract (formerly titled Abstract Wo	13,000	0	W/S L/Gv ArtsIncentGr-IntoAbstract-N1877	R 12			
45 - Families First Programs	1799 - Sundry Income	6180 - Stewart St Child Care South Windsor	(6,309)	0	Income from Stewart St C/Care Ctre S/Wds	R 30			
45 - Families First Programs	186R - F/First-S/Windsor Cmty Action Plan-DOCS	4167 - F/First-Strengthening Communities-S/Wdrs	(10,480)	0	Increase in F/First StrengthComty Grant	R 30			
45 - Families First Programs	186W - F/First Initiative-Family Worker DOCS Gr	4053 - F/First Init-Family Worker DOCS Grant	(42,842)	0	Increase in F/FirstFamily Worker DOCS Gr	R 30			
45 - Families First Programs	2101 - Salaries	0000 - No Project	57,100	0	Fund increase in F/First salary-Fr N186W	R 30			
45 - Families First Programs	2492 - Comty Services Program Expenses	6180 - Stewart St Child Care South Windsor	6,309	0	Fund Stewart St C/Care Ctre S/Wdsr exps	R 30			



QUARTERLY BUDGET VARIATION 2006/07 - DETAILS  
3rd Quarter 2006/07

Component		Natural	Project	Operational Variation	Capital Variation	Explanation for Variation	Ref. #
TOTAL				25,877	0		



## QUARTERLY BUDGET VARIATION 2006/07 - DETAILS

### 3rd Quarter 2006/07

Component		Natural	Project	Operational Variation	Capital Variation	Explanation for Variation	Ref. #
INFRASTRUCTURE SERVICES							
	34 - Sullage Disposal	2101 - Salaries	0000 - No Project	(10,088)	0	Tfr salaries budget to Comp 31 & 32	R 20
	34 - Sullage Disposal	2102 - Annual Leave	0000 - No Project	(896)	0	Tfr salaries budget to Comp 31 & 32	R 20
	34 - Sullage Disposal	2103 - Sick Leave	0000 - No Project	(220)	0	Tfr salaries budget to Comp 31 & 32	R 20
	34 - Sullage Disposal	2111 - Superannuation	0000 - No Project	(1,052)	0	Tfr salaries budget to Comp 31 & 32	R 20
	34 - Sullage Disposal	2119 - Public Holidays	0000 - No Project	(444)	0	Tfr salaries budget to Comp 31 & 32	R 20
	34 - Sullage Disposal	3257 - Tfr from Rsve Sullage Reserve	0000 - No Project	0	12,700	Return Salary Budget to Sullage Reserve	R 20
	47 - Roads-RTA Grant Funded Projects	181Q - Reg Roads-Repair Rehab Prog-RTA Gr	8546 - Grose Vale Rd	(28,000)	0	RTA Reg Roads-Repair Reh Grant-See N2640	R 16
	47 - Roads-RTA Grant Funded Projects	2640 - Roadworks Maintenance-General	8546 - Grose Vale Rd	28,000	0	RTA Reg Roads-Repair Reh Grant 181Q	R 16
	47 - Roads-RTA Grant Funded Projects	3815 - Cycleways-RTA Grant	0000 - No Project	0	50,000	Tfr to Colo high to Kjong cycleway P8912	R 18
	47 - Roads-RTA Grant Funded Projects	3815 - Cycleways-RTA Grant	8912 - Colo H/School to K'jong Cycle-Stage 3to5	0	(50,000)	Fund Colo high-Kjong cycleway-Fr P0000	R 18
	47 - Roads-RTA Grant Funded Projects	4719 - Cycleways	0000 - No Project	0	(100,000)	Tfr to Colo high to Kjong cycleway P8912	R 18
	47 - Roads-RTA Grant Funded Projects	4719 - Cycleways	8912 - Colo H/School to K'jong Cycle-Stage 3to5	0	100,000	Fund Colo high-Kjong cycleway-Fr P0000	R 18
	48 - Environmental Managmt Project-Stormwater	2676 - Op Exp-EMP-Stormwater	5765 - Water Qlty Imp Pgm - Fresh Water Mussel	(55,000)	0	FreshMussel Prog stopped-To Res N 3265	R 32
	48 - Environmental Managmt Project-Stormwater	3265 - Tfr from Rsve Stormwater Management Re	0000 - No Project	0	450,000	Tfr StormWater Res to Pr 5751,5762,5763	R 26
	48 - Environmental Managmt Project-Stormwater	3265 - Tfr from Rsve Stormwater Management Re	5751 - EMP-Bushland Remnent Studies	0	(258,000)	Fund EMP Bushland Remnent study-To N4782	R 26
	48 - Environmental Managmt Project-Stormwater	3265 - Tfr from Rsve Stormwater Management Re	5762 - GPT- King Rd Wilberforce	0	(103,417)	Fund GPT- King Rd Wilberforce-To N 4782	R 26
	48 - Environmental Managmt Project-Stormwater	3265 - Tfr from Rsve Stormwater Management Re	5763 - GPT- Duke Rd Wilberforce	0	(121,583)	Fund GPT-DukeRd Wforce extra exp-ToN4782	R 26
	48 - Environmental Managmt Project-Stormwater	3265 - Tfr from Rsve Stormwater Management Re	5765 - Water Qlty Imp Pgm - Fresh Water Mussel	0	55,000	FreshMussel Prog stopped-Fr N 2676	R 32
	48 - Environmental Managmt Project-Stormwater	4782 - Cap Exp-EMP-Gross Pollutant Traps	0000 - No Project	0	(450,000)	Tfr StormWater Res to Pr 5751,5762,5763	R 26
	48 - Environmental Managmt Project-Stormwater	4782 - Cap Exp-EMP-Gross Pollutant Traps	5751 - EMP-Bushland Remnent Studies	0	258,000	Fund EMP Bushland Remnent study-Fr N3265	R 26
	48 - Environmental Managmt Project-Stormwater	4782 - Cap Exp-EMP-Gross Pollutant Traps	5762 - GPT- King Rd Wilberforce	0	103,417	Fund GPT- King Rd Wilberforce-Fr N 3265	R 26
	48 - Environmental Managmt Project-Stormwater	4782 - Cap Exp-EMP-Gross Pollutant Traps	5763 - GPT- Duke Rd Wilberforce	0	121,583	Fund GPT-DukeRd Wforce extra exp-FrN3265	R 26
	50 - Parks	1155 - Rental, Lease and fees Income	7951 - Upper Colo Reserve Management	(9,577)	0	Increased income from UpperColo Reserve	R 28
	50 - Parks	1353 - Nursery Income	7746 - Community Nursery	(4,820)	0	Increased income from community nursery	R 28
	50 - Parks	1365 - Public Cemeteries Sundry Income DIV81	1664 - Pub/Cemeteries S/Inc- Pitt Town-Int Fees	(1,525)	0	Increased income from public cemeteries	R 28
	50 - Parks	1861 - NSW Rural Fire Service Grant	7624 - Woodbury Reserve- Hazard Reduction	(3,600)	0	New FireSer grant-WoodburyRes fireReduct	R 28
	50 - Parks	1861 - NSW Rural Fire Service Grant	7628 - Bellbird Hill Reserve Hazard Reduction Wo	(1,600)	0	New FireSerGrant-BellhillsRes fireReduct	R 28
	50 - Parks	1938 - Parks Contributions	1680 - Parks Contr Parks Contributions	(2,634)	0	Increased parks contributions income	R 28
	50 - Parks	2101 - Salaries	0000 - No Project	939	0	Fund salaries reggraded-Fr Comp 65	R 24
	50 - Parks	2608 - Land Rates	0000 - No Project	564	0	Fund Increase in land rates	R 28
	50 - Parks	2609 - Cleaning	0000 - No Project	30,000	0	Fund cleaning exps increase	R 28
	50 - Parks	2611 - Mowing	0000 - No Project	(15,000)	0	Decrease in mowing costs	R 28
	50 - Parks	2618 - Parks - M&R	7746 - Community Nursery	4,820	0	Fund Community Nursery exps	R 28
	50 - Parks	2683 - Grant Programs	7624 - Woodbury Reserve- Hazard Reduction	3,600	0	New FireSer grant-WoodburyRes fireReduct	R 28
	50 - Parks	2683 - Grant Programs	7628 - Bellbird Hill Reserve Hazard Reduction Wo	1,600	0	New FireSerGrant-BellhillsRes fireReduct	R 28
	50 - Parks	3215 - Tfr from Rsve S94 Park Imp Catch 2	7729 - W'bury Pk Lndscp Bsh Rgn	0	2,059	Tf S94 ParkImpCatch2 toConsulFee-ToP7963	R 14
	50 - Parks	3215 - Tfr from Rsve S94 Park Imp Catch 2	7963 - Park Mgmt-Consultation fee	0	(2,059)	Fund Pk Impr Consultancy fees-Fr P 7729	R 14
	50 - Parks	3216 - Tfr from Rsve S94 Park Imp Catch 3	7731 - McLeod Pk Landscaping	0	(938)	Funding McLeod Pd L'scaping-N 4810	R 14
	50 - Parks	3216 - Tfr from Rsve S94 Park Imp Catch 3	7738 - Pughs Lagoon Stage 2 Impr	0	(6,231)	Funding Pughs lagoon S94	R 14
	50 - Parks	3217 - Tfr from Rsve S94 Park Imp Catch 4	0000 - No Project	0	(563)	Funding Park improvements projects	R 14
	50 - Parks	3217 - Tfr from Rsve S94 Park Imp Catch 4	7054 - Navua/Yarramundi Reserve	0	(2,104)	Funding L'scape Navua/Ymdi Res-Fr P7745	R 14
	50 - Parks	3217 - Tfr from Rsve S94 Park Imp Catch 4	7254 - Yarramundi Bridge Landscaping	0	(856)	Funding Y'mdi Bridge L'scape-Fr P7745	R 14
	50 - Parks	3217 - Tfr from Rsve S94 Park Imp Catch 4	7745 - Yarrumundi-Bush Gen,Track	0	2,960	Tf S94 ParkImpC4 to Ydi Bdge Lscpe P7254	R 14
	50 - Parks	3218 - Tfr from Rsve S94 Park Imp District	7726 - Richmond Park Landscaping	0	(3,378)	Funding Richmond Pk L'scaping-To N4810	R 14
	50 - Parks	3251 - Tfr from Rsve Loan Reserve	7054 - Navua/Yarramundi Reserve	0	(11,119)	Funding L'scape Navua/Ymdi Res-Fr P7194	R 14
	50 - Parks	3251 - Tfr from Rsve Loan Reserve	7078 - Smith Park	0	3,094	Tf Park Imp-To LscapeNavua/Ydi Res P7054	R 14
	50 - Parks	3251 - Tfr from Rsve Loan Reserve	7122 - Govenor Phillip Park	0	3,189	Tfr ParkImpr-ToP7148,7607,7738,7963,7054	R 14



## QUARTERLY BUDGET VARIATION 2006/07 - DETAILS

### 3rd Quarter 2006/07

Component		Natural	Project	Operational Variation	Capital Variation	Explanation for Variation	Ref. #
50 - Parks		3251 - Tfr from Rsve Loan Reserve	7125 - Gosper Park	0	0	Tf Loan Rs to 15048027125, 15048047054	R 14
50 - Parks		3251 - Tfr from Rsve Loan Reserve	7148 - Argyle Bailey Memorial Reserve	0	(1,371)	Fund Argyle Bailey Memorial Res-Fr P7122	R 14
50 - Parks		3251 - Tfr from Rsve Loan Reserve	7194 - Maraylya Park	0	4,452	Tfr to L'scape Navua/Ymdi Res-To P7054	R 14
50 - Parks		3251 - Tfr from Rsve Loan Reserve	7607 - Community Nursery-McGraths Hill	0	(147)	Funding Mc/Hill Commtty Nursery-Fr P7122	R 14



# QUARTERLY BUDGET VARIATION 2006/07 - DETAILS

## 3rd Quarter 2006/07

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation	Ref. #
50 - Parks	3251 - Tfr from Rsve Loan Reserve	7738 - Pughs Lagoon Stage 2 Impr	0	(173)	Funding Pughs Lagoon Stage 2 -Fr P7122	R 14
50 - Parks	3251 - Tfr from Rsve Loan Reserve	7962 - Pks Op & Maint Marketing-Dev/Print Info	0	2,295	Tfr to L'scape Navua/Ymdi Res-To P7054	R 14
50 - Parks	3251 - Tfr from Rsve Loan Reserve	7963 - Park Mgmt-Consultation fee	0	(220)	Funding Consultation fee -Fr P7122	R 14
50 - Parks	4801 - Park Improvement Program	7078 - Smith Park	0	(3,094)	Tf Park Imp-To LscapeNavua/Ydi Res P7054	R 14
50 - Parks	4801 - Park Improvement Program	7122 - Govenor Phillip Park	0	(3,189)	Tfr ParkImpr-ToP7148,7607,7738,7963,7054	R 14
50 - Parks	4801 - Park Improvement Program	7148 - Argyle Bailey Memorial Reserve	0	1,371	Fund Argyle Bailey Memorial Res-Fr P7122	R 14
50 - Parks	4801 - Park Improvement Program	7194 - Maraylya Park	0	(4,452)	Tfr to L'scape Navua/Ymdi Res-To P7054	R 14
50 - Parks	4801 - Park Improvement Program	7607 - Community Nursery-McGraths Hill	0	147	Funding Mc/Hill Commtly Nursery-Fr P7122	R 14
50 - Parks	4801 - Park Improvement Program	7738 - Pughs Lagoon Stage 2 Impr	0	173	Funding Pughs Lagoon Stage 2 -Fr P7122	R 14
50 - Parks	4801 - Park Improvement Program	7962 - Pks Op & Maint Marketing-Dev/Print Info	0	(2,295)	Tfr to L'scape Navua/Ymdi Res-To P7054	R 14
50 - Parks	4801 - Park Improvement Program	7963 - Park Mgmt-Consultation fee	0	220	Funding Consultation fee -Fr P7122	R 14
50 - Parks	4802 - Park Improvement Furniture Replacement	6130 - North Richmond NHC North Richmond	0	(321)	Tfr Furniture Repl to McQuade Pk P7124	R 14
50 - Parks	4802 - Park Improvement Furniture Replacement	7008 - Bowen Mountain Park	0	(361)	Tfr Furniture Repl to McQuade Pk P7124	R 14
50 - Parks	4802 - Park Improvement Furniture Replacement	7026 - Powell Park	0	(190)	Tfr Furniture Repl to McQuade Pk P7124	R 14
50 - Parks	4802 - Park Improvement Furniture Replacement	7035 - McMahon Park	0	(477)	Tfr Furniture Repl to McQuade Pk P7124	R 14
50 - Parks	4802 - Park Improvement Furniture Replacement	7073 - Andrew Town Park	0	(149)	Tfr Furniture Repl to McQuade Pk P7124	R 14
50 - Parks	4802 - Park Improvement Furniture Replacement	7124 - McQuade Park	0	1,498	Fund Furniture ReplMcQuade Pk-Fr P7035	R 14
50 - Parks	4802 - Park Improvement Furniture Replacement	7125 - Gosper Park	0	217	Fund Furniture Repl Gosper Pk-Fr N 4804	R 14
50 - Parks	4802 - Park Improvement Furniture Replacement	7153 - McKenzie Park	0	(3,421)	Tf Furniture Repl to Navua/Ydi Res-P7054	R 14
50 - Parks	4802 - Park Improvement Furniture Replacement	7243 - Colo Park	0	(981)	TfrFurniture Repl to Navua/Ydi Res-P7054	R 14
50 - Parks	4804 - Park Improvement Program Landscaping	7054 - Navua/Yarramundi Reserve	0	22,583	Funding L'scape Navua/Ymdi Res-Fr P7962	R 14
50 - Parks	4804 - Park Improvement Program Landscaping	7125 - Gosper Park	0	(5,175)	Tf Loan Rs to 15048027125, 15048047054	R 14
50 - Parks	4804 - Park Improvement Program Landscaping	7963 - Park Mgmt-Consultation fee	0	2,059	Fund Pk Impr Consutancy fees-Fr P 7729	R 14
50 - Parks	4810 - S94 Park Improvements	0000 - No Project	0	563	Funding Park improvements projects	R 14
50 - Parks	4810 - S94 Park Improvements	7726 - Richmond Park Landscaping	0	3,378	Funding Richmond Pk L'scaping-Fr N3218	R 14
50 - Parks	4810 - S94 Park Improvements	7729 - W'bury Pk Lndscp Bsh Rgn	0	(2,059)	Tf S94 PkImpr to PkImpConsulFee-To P7963	R 14
50 - Parks	4810 - S94 Park Improvements	7731 - McLeod Pk Landscaping	0	938	Funding McLeod Pd L'scaping-Fr N3216	R 14
50 - Parks	4810 - S94 Park Improvements	7738 - Pughs Lagoon Stage 2 Impr	0	6,231	Funding Pughs lagoon S94	R 14
50 - Parks	4810 - S94 Park Improvements	7745 - Yarrumundi-Bush Gen,Track	0	(2,960)	Tf S94 ParkImpC4 to Ydi Bdge Lscpe P7254	R 14
50 - Parks	4820 - Parks - Capital Grants Funded Projects	7254 - Yarramundi Bridge Landscaping	0	856	Funding Y'mdi Bridge L'scape-Fr P7745	R 14
51 - Recreation	1361 - Richmond Pool Income	1981 - Richmond Pool, Income	(16,005)	0	Increase in Richmond pool income	R 28
51 - Recreation	1361 - Richmond Pool Income	1982 - Kiosk Sales, Richmond Pool Income	4,152	0	Decrease in Richmond pool kiosk sales	R 28
51 - Recreation	1371 - Recreation Program Income	1427 - Bus Trips	6,950	0	Decrease in Bus trips income	R 28
51 - Recreation	1373 - Corporate Membership Oasis Income	0000 - No Project	(5,881)	0	HLC Corporate membership income-SeeN2717	R 28
51 - Recreation	2101 - Salaries	7808 - Richmond Pool Supervisor	4,903	0	Fund Richmond Pool casuals salaries	R 28
51 - Recreation	2717 - Corporate Membership Oasis	0000 - No Project	5,881	0	Fund HLC Corporate membership income	R 28
52 - Roadworks Maintenance	2101 - Salaries	0000 - No Project	2,500	0	Fund new OHS Safety Officer salary	R 36
52 - Roadworks Maintenance	2641 - Roadworks Maint Ancilliary Road Items	8001 - Sealed Roads Maintenance	50,000	0	Fund Sealed Roads Mtce-From Salary C 63	R 37
52 - Roadworks Maintenance	2648 - Roadworks Maint Heavy Patching	8001 - Sealed Roads Maintenance	(19,457)	0	Tfr to Road pavements rehab Proj 8697	R 18
52 - Roadworks Maintenance	2651 - Roadworks Maintenance-Unsealed Roads	8002 - Unsealed Roads Maintenanc	(12,627)	0	Tfr to McDougal Dr Proj 8977	R 18
52 - Roadworks Maintenance	2652 - Roadworks Maint-Cap Works Reseals Prog	8025 - Road Reseals-Unallocated funds	4,867	0	Fund Roads Reseals extra exps-Fr Bowen M	R 18
52 - Roadworks Maintenance	2652 - Roadworks Maint-Cap Works Reseals Prog	8787 - Railway South Road - (Mulgrave)	6,868	0	Fund Railway South Rd extra exp-Fr Bowen	R 18
52 - Roadworks Maintenance	2652 - Roadworks Maint-Cap Works Reseals Prog	8811 - Bowen Mountain Rd,Wattle to Pamela Cres	(11,735)	0	Tfr to Roads Reseals Proj 8025	R 18
53 - Roadworks Construction	4701 - Road Construction	8697 - Rehab Road Pavement-Various Location	0	19,457	Fund road pav'mnt reh extra exp-Fr P8001	R 18
53 - Roadworks Construction	4701 - Road Construction	8977 - McDougal Drive	0	12,627	Fund McDougal Dr extra cost-Fr Unsealed	R 18
54 - Kerb, Guttering & Drainage	4760 - Drainage Construction	5731 - Mullinger Lane - South Windsor	0	11,397	Fund Mullinger from carpark Mtce	R 18
55 - Car Parking	2690 - Car Parking M&R	4030 - Car Park M&R Exps Windsor Mtce	(11,397)	0	Tfr to Mullinger Lane Drain constr P5731	R 18
55 - Car Parking	2690 - Car Parking M&R	4031 - Car Park M&R Exps Richmond Mtce	(4,615)	0	Tfr Kjong Shopping Ctre CarPark-To P5462	R 18
55 - Car Parking	4109 - Car Park Acquisitions	5462 - Kurrajong Shopping Centre (adjacent to C	0	4,615	Fund Kjong Shopping Ctre CarPark-FrP4031	R 18
57 - Survey,Design and Mapping	181M - Flood MgStudy-Lower MacDonald RiverDIP	4670 - Flood Mgmt Study-Lower MacDonald River	20,000	0	Flood Study-L/MacDonald RiverDNR to C43	R 33





## QUARTERLY BUDGET VARIATION 2006/07 - DETAILS

### 3rd Quarter 2006/07

Component			Natural	Project	Operational Variation	Capital Variation	Explanation for Variation	Ref. #
	57 - Survey,Design and Mapping	1828 - Flood Mg Study-Hbury Overland StudyDIPNR	4690 - Hawkesbury Overland Study-Stage 1 & 2	20,000	0	HburyOverland Flow StudyDIPNR Gr halted	R 33	
	57 - Survey,Design and Mapping	2407 - Consultancy Fees	4670 - Flood Mgmt Study-Lower MacDonald River	(30,000)	0	Flood Study-L/MacDonald RiverDNR to C43	R 33	
	57 - Survey,Design and Mapping	2407 - Consultancy Fees	4690 - Hawkesbury Overland Study-Stage 1 & 2	(30,000)	0	HbryOverland Flow Study halted-Gr N1828	R 33	
	63 - Ancillary Facilities	2101 - Salaries	0000 - No Project	(175,976)	0	Tfr to Street Sweeping Salary P 8950	R 37	
	63 - Ancillary Facilities	2101 - Salaries	2282 - Worked Budget- Overtime	(27,024)	0	Tfr to Street Sweeping Salary P 8950	R 37	
	63 - Ancillary Facilities	2101 - Salaries	8950 - Street Sweeping Programs	153,000	0	Fund StreetSweeping salary-Fr16321012282	R 37	
	63 - Ancillary Facilities	4730 - Construct Footpaths	8944 - Buckingham St - PittTown	0	(11,500)	BuckinghamSt P/Twn not proceeding-ToP8990	R 18	
	63 - Ancillary Facilities	4730 - Construct Footpaths	8978 - Francis St	0	4,485	Fund Constr Footpath Francis St-Fr Buck	R 18	
	63 - Ancillary Facilities	4912 - Bus Shelter Construction	8990 - Percival St	0	7,015	Fund Bus shelter,Percival St-FrBuckingha	R 18	
TOTAL				(130,529)	115,796			
CITY PLANNING								
	30 - Heritage	2500 - Heritage Programs	0000 - No Project	20,500	0	Heritage Programs Budget Tfrd fr comp 43	R 13	
	30 - Heritage	2503 - Heritage Review	0000 - No Project	21,008	0	Heritage Review Budget Tfrd from comp 43	R 13	
	30 - Heritage	2503 - Heritage Review	4640 - Heritage Pgm Heritage Review	20,496	0	Heritage Review Budget Tfrd from comp 43	R 13	
	31 - Building Control	1311 - Construction Certificates	1120 - Construct Certific- Construction	5,000	0	Dec inc due-Less construction activity	R 04	
	31 - Building Control	1311 - Construction Certificates	1121 - Construct Certific- Compliance	60,000	0	Dec inc due-Less construction activity	R 04	
	31 - Building Control	2101 - Salaries	0000 - No Project	5,612	0	Salary budget tfrd from Sullage Comp 34	R 24	
	31 - Building Control	2102 - Annual Leave	0000 - No Project	448	0	Salary budget tfrd from Sullage Comp 34	R 20	
	31 - Building Control	2103 - Sick Leave	0000 - No Project	110	0	Salary budget tfrd from Sullage Comp 34	R 20	
	31 - Building Control	2111 - Superannuation	0000 - No Project	526	0	Salary budget tfrd from Sullage Comp 34	R 20	
	31 - Building Control	2119 - Public Holidays	0000 - No Project	222	0	Salary budget tfrd from Sullage Comp 34	R 20	
	32 - Development Control	1320 - Subdivision Fees	1161 - Subdivision Fee Security&Inspect Eng	15,000	0	Dec inc due-Lower Sec&Inspect fees	R 04	
	32 - Development Control	1320 - Subdivision Fees	1163 - Subdivision Fee DA Notices-Adjoin Owners	16,000	0	Dec inc due-Lower Subdivisions DA fees	R 04	
	32 - Development Control	1320 - Subdivision Fees	1167 - Subdivision Fee Subdivision Certificate	18,000	0	Dec inc due-Lower Subdivision Certi fees	R 04	
	32 - Development Control	2101 - Salaries	0000 - No Project	5,044	0	Salary budget tfrd from Sullage Comp 34	R 20	
	32 - Development Control	2102 - Annual Leave	0000 - No Project	448	0	Salary budget tfrd from Sullage Comp 34	R 20	
	32 - Development Control	2103 - Sick Leave	0000 - No Project	110	0	Salary budget tfrd from Sullage Comp 34	R 20	
	32 - Development Control	2111 - Superannuation	0000 - No Project	526	0	Salary budget tfrd from Sullage Comp 34	R 20	
	32 - Development Control	2119 - Public Holidays	0000 - No Project	222	0	Salary budget tfrd from Sullage Comp 34	R 20	
	43 - City Planning	181M - Flood MgStudy-Lower MacDonald RiverDIPNR	4670 - Flood Mgmt Study-Lower MacDonald River	(20,000)	0	Flood Study-L/MacDonald River DNR Fr C57	R 33	
	43 - City Planning	184Y - NSW Environmental Trust	8812 - HCC Sustainability Plan	(20,000)	0	HCC Sustain Plan NSW Environ Trust Grant	R 35	
	43 - City Planning	2407 - Consultancy Fees	4670 - Flood Mgmt Study-Lower MacDonald River	30,000	0	FloodStudy-L/MacDonald Rv Gr 181M Fr C57	R 33	
	43 - City Planning	2500 - Heritage Programs	0000 - No Project	(20,500)	0	Tfr Heritage Programs budget to comp 30	R 13	
	43 - City Planning	2503 - Heritage Review	0000 - No Project	(21,006)	0	Tfr Heritage Review budget to comp 30	R 13	
	43 - City Planning	2503 - Heritage Review	4640 - Heritage Pgm Heritage Review	(20,496)	0	Tfr Heritage Review budget to comp 30	R 13	
	43 - City Planning	2516 - Region Vision & Plan Framework WSROC	8812 - HCC Sustainability Plan	20,000	0	Region Vision&PlanFramework WSROC Gr184Y	R 35	
	TOTAL				137,270	0		





# QUARTERLY BUDGET VARIATION 2006/07 - DETAILS

## 3rd Quarter 2006/07

Component		Natural	Project	Operational Variation	Capital Variation	Explanation for Variation	Ref. #
COMMERCIAL STRATEGY							
	10 - Computer Services	1799 - Sundry Income	1511 - Sale of Leased Computers	(10,880)	0	Income from end of lease computer sales	R 29
	10 - Computer Services	2101 - Salaries	0000 - No Project	(15,366)	0	Tfr to Employment Agency Nat 2456	R 24
	10 - Computer Services	2456 - Employment Agencies	0000 - No Project	15,895	0	Fund IT positions Recruitment-Fr N2101	R 17
	10 - Computer Services	2743 - Network Administration	4071 - Computer Exps General EDP Mtce Software	(5,000)	0	Funds to Proj 4070, 9625,9627,9636,9610	R 01
	10 - Computer Services	2744 - Corporate Systems	4070 - Computer Exps General EDP Mtce Hardware	(5,000)	0	Funds to Proj 4070, 9625,9627,9636,9612	R 01
	10 - Computer Services	2744 - Corporate Systems	4073 - Computer Exps General Operating Lease	27,685	0	Fund purchase of end of lease computers	R 29
	10 - Computer Services	2745 - Business Processing	4071 - Computer Exps General EDP Mtce Software	(17,910)	0	Funds to Proj 4070, 9625,9627,9636,9614	R 01
	10 - Computer Services	2745 - Business Processing	4072 - Computer Exps General	(3,000)	0	Funds to Proj 4070, 9625,9627,9636,9616	R 01
	10 - Computer Services	2780 - Records Expenditure	4070 - Computer Exps General EDP Mtce Hardware	16,987	0	Fund Uninterrupted Power Sup installatn	R 01
	10 - Computer Services	3248 - Tfr from Rsve Info Tech Reserve	4072 - Computer Exps General	0	(83,900)	Funds to cover software licences (NAMS)	R 01
	10 - Computer Services	3248 - Tfr from Rsve Info Tech Reserve	9609 - Network & System Audit	0	(11,005)	To fund Network & System Security audit	R 01
	10 - Computer Services	3248 - Tfr from Rsve Info Tech Reserve	9611 - Self Service eCommerce - eCertificates	0	58,673	E-Certificates proj deferred	R 01
	10 - Computer Services	3248 - Tfr from Rsve Info Tech Reserve	9623 - On Line e-commerce,e-enablement	0	19,000	On-Line E-commerce Proj Deferred	R 01
	10 - Computer Services	3248 - Tfr from Rsve Info Tech Reserve	9624 - On Line payment Web page facility	0	9,000	On-Line Web Page Proj Deferred	R 01
	10 - Computer Services	3248 - Tfr from Rsve Info Tech Reserve	9625 - Finance One CI (new microsoft.netbased)	0	(42,571)	To fund Finance One CI	R 01
	10 - Computer Services	3248 - Tfr from Rsve Info Tech Reserve	9634 - CAD Des & Survey s/ware upgrade & addLi	0	17,552	Cad Software Surplus Funds	R 01
	10 - Computer Services	3248 - Tfr from Rsve Info Tech Reserve	9638 - EMail Archival System	0	21,000	E-Mail Archive Proj cancelled	R 01
	10 - Computer Services	4103 - Purchase of Computer Equipment	4072 - Computer Exps General	0	83,900	Funds to cover software licences (NAMS)	R 01
	10 - Computer Services	4103 - Purchase of Computer Equipment	9609 - Network & System Audit	0	11,005	To fund Network & System Security audit	R 01
	10 - Computer Services	4103 - Purchase of Computer Equipment	9611 - Self Service eCommerce - eCertificates	0	(58,673)	E-Certificates proj deferred	R 01
	10 - Computer Services	4103 - Purchase of Computer Equipment	9613 - Intranet & Internet CMS	0	13,200	Funding IT purchases-Fr 16827685170	R 07
	10 - Computer Services	4103 - Purchase of Computer Equipment	9623 - On Line e-commerce,e-enablement	0	(19,000)	On-Line E-commerce Proj Deferred	R 01
	10 - Computer Services	4103 - Purchase of Computer Equipment	9624 - On Line payment Web page facility	0	(9,000)	On-Line Web Page Proj Deferred	R 01
	10 - Computer Services	4103 - Purchase of Computer Equipment	9625 - Finance One CI (new microsoft.netbased)	0	42,571	To fund Finance One CI	R 01
	10 - Computer Services	4103 - Purchase of Computer Equipment	9627 - Web Forms	0	11,000	To Fund Webform licence	R 01
	10 - Computer Services	4103 - Purchase of Computer Equipment	9634 - CAD Des & Survey s/ware upgrade & addLi	0	(17,552)	Cad Software Surplus Funds	R 01
	10 - Computer Services	4103 - Purchase of Computer Equipment	9636 - Internet & Security Third Party Audit	0	7,429	To Fund Internet & Security audits	R 01
	10 - Computer Services	4103 - Purchase of Computer Equipment	9638 - EMail Archival System	0	(21,000)	E-Mail Archive Proj cancelled	R 01
	10 - Computer Services	4248 - TFR to Rsve Information Technology Reser	4070 - Computer Exps General EDP Mtce Hardware	0	5,000	Funds to Proj 4070, 9625,9627,9636,9613	R 01
	10 - Computer Services	4248 - TFR to Rsve Information Technology Reser	4071 - Computer Exps General EDP Mtce Software	0	22,910	Funds to Proj 4070, 9625,9627,9636,9615	R 01
	10 - Computer Services	4248 - TFR to Rsve Information Technology Reser	4072 - Computer Exps General	0	3,000	Funds to Proj 4070, 9625,9627,9636,9617	R 01
	11 - Records	2101 - Salaries	0000 - No Project	856	0	Fund salaries regraded-Fr Comp 65	R 24
	11 - Records	4103 - Purchase of Computer Equipment	9610 - Records Area Remodelling	0	571	To fund Records remodelling	R 01
	40 - Commercial Response Unit	2101 - Salaries	4170 - Hawkesbury Tourism	13,722	0	Funding Hbury Tourism salaries-Fr N2429	R 06
	40 - Commercial Response Unit	2111 - Superannuation	4170 - Hawkesbury Tourism	1,473	0	Funding Hbury Tourism Super-Fr N2429	R 06
	40 - Commercial Response Unit	2419 - General Office Expenditure	4170 - Hawkesbury Tourism	21,400	0	Funding Hbury Tourism Op exps-Fr N2429	R 06
	40 - Commercial Response Unit	2422 - Telephone Expenses	4170 - Hawkesbury Tourism	600	0	Funding Hbry Tourism Phone exps-Fr N2429	R 06
	40 - Commercial Response Unit	2429 - Contractors Charges	4170 - Hawkesbury Tourism	(37,195)	0	Reallocate Tourism budget	R 06
TOTAL				4,267	63,110		
Total (Surplus)/Deficit				(154,102)	154,102		



# QUARTERLY BUDGET VARIATION 2006/07 - DETAILS

## 3rd Quarter 2006/07

Component		Natural	Project	Operational Variation	Capital Variation	Explanation for Variation	Ref. #
FVMRU							
Total (Surplus)/Deficit				0	0		
SEWERAGE SERVICES							
	80 - Sewerage Schemes	4956 - Upgrade Rising Mains	0000 - No Project	2,500	(2,500)	Tfrd from Environmental Plan Rsve N4202	R 36
	80 - Sewerage Schemes	4953 - Tfr from Rsve Treatment Works Rsve	5887 - Sewer Rehab'n Reticulation Mns General	0	0	Reallocation of funds Proj 5887	R 08
Total (Surplus)/Deficit				2,500	(2,500)		
WASTE MANAGEMENT							
	81 - Waste Management	4971 - Capital Works-Waste	0000 - No Project	350,000	(350,000)	Reclassification of expenditure	R 09
Total (Surplus)/Deficit				350,000	(350,000)		
GRAND Total (Surplus)/Deficit				198,398	(198,398)		

NET (SURPLUS)/DEFICIT

0

# Part 4

## Management Plan

## Performance



## General Managers Division - Operational Action Plan and Performance Indicators 2006/2007

### Business Development

General Manager

Component 65 - Human Resources

Officer: Human Resources Manager

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 30,000	- 32,938	- -	2,119	- -	2,602	- 2,938	- 2,938		
367,410	397,051	105,220	85,591	180,457	162,810	270,344	237,668		

### Strategic Objective:

*Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.*

### Service Statements

1. To develop, review and implement effective Human Resource strategies, policies and programs that meet the corporate objectives and legislative requirements.

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
100%	364,113	105,220	83,472	180,457	160,208	267,406	234,729	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Recruitment and selection of quality staff within established policies and procedures meeting all legislative requirements.

Recruitment process commenced within two weeks of approval by General Manager.

All recruitment commenced within 2 weeks of approval by General Manager.

Number of appointments where qualification, skills and experience criteria are successfully filled within two months of first public advertising.

Thirteen (13) appointments with the necessary qualifications, skills and experience filled within 2 months of advertising.

1.2 An induction program for new staff and individual/ corporate training needs identified and actioned within budget provision.

Induction requirements for new staff actioned within first week of commencement.

Induction of all new staff completed on first day of commencement.

Training database providing monthly reports to Management on training activities of staff.

Training database updated.

1.3 Support and advice to Management and Staff in relation to Award interpretation and industrial issues.

90% of industrial disputes resolved internally.

All industrial issues for the last quarter resolved internally or will be resolved through ongoing discussions.

All legislative changes and statutory requirements actioned and complied with.

All legislative and statutory requirements complied with.

Fortnightly discussion sessions for Senior Management.

Fortnightly discussion groups not yet commenced.

1.4 Salary Administration and Performance Management systems meeting organisational and legislative requirements.

Annual and probationary performance reviews 95% completed by scheduled dates.

Six month probationary reviews sent to Managers - 70% completed and returned, outstanding 30% reminders sent to Managers.

Performance Management system reviewed and accepted by Management and Staff by June.

Performance Management System review ongoing.

1.5 OH & S skills analysis, audit and training plan identified for all positions and staff within the organisation.

Investigate the compilation of a skills database for inclusion in each position description by June

Skills audit information being entered into database for analysis.

Develop & implement a skills audit by December. Develop a skills gap analysis & training plan by June 2008.

Information from Skills Audit analysis will be formulated into training plan.

## General Managers Division - Operational Action Plan and Performance Indicators 2006/2007

### Business Development

#### General Manager

#### Component 70 - Executive Management

Officer: General Manager

**Total Income \$**

**Total Expenditure \$**

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	-	-	-	-	-	-		
947,052	977,052	236,274	240,482	503,496	466,076	740,494	720,774		

#### Strategic Objective:

*Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To ensure a safe workplace environment that meets legislative requirements and guidelines.	3%	29,312	7,088	7,214	15,105	13,982	22,215	21,623	-	-
2. Develop and maintain corporate procedures to ensure a safe workplace.	2%	19,541	4,725	4,810	10,070	9,322	14,810	14,415	-	-
3. To ensure effective salary and performance structures in place for executive management and monitor divisional performance.	95%	928,199	224,460	228,458	478,321	442,772	703,469	684,736	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 To assess compliance with OH&S Act and Regulations.	In accordance to system audit by Workcover achieving 3 or greater	In progress. Systems review continuing with a view to achieve Workcover compliance.
2.1. To assess the effectiveness of Council's OH&S system and corporate compliance.	Reduce number of loss time injuries by 10% or at least match the Workcover Industry average.	Achieved
2.2 Resource allocation to facilitate the implementation of OH&S strategies.	Consistent with comparable local government councils per staff unit.	Achieved. Additional resources approved by Council.
3.1 The Annual Performance Review is conducted.	June	Achieved.
3.2 To assess the effectiveness of managing and developing human resources.	Uncertified Sick leave days < 5.00	Achieved.
	Training & Development \$ > 1% budget and 90% satisfaction with training courses.	Achieved.
	Annual leave < 8 weeks	Not achieved. Balancing resource priorities with reduction.
3.3 To assess the effectiveness of managing financial resources.	Actual performance vs Budget +/- 5.00%	Achieved.
	Carryforward projects < 35% of budget	Currently under review for year ending 2007.
3.4 To assess the effectiveness of responding to customer communications.	Correspondence replied to within 14 days	Review in progress.
3.5 To assess the effectiveness of achieving strategic and operational performance objectives.	95% Strategic & Operational Targets Achieved	Achieved. New target development based on
3.7 To assess the level of customer's satisfaction in dealing with Council.	reduce % complaints : Total correspondence	Customer/Communication Policy finalised and adopted on 13/3/07. Training completed for 18 key staff in March/April, 2007.
	> 80% customer satisfaction within performance area	

## General Managers Division - Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

General Manager

Component 68 - Corporate Communication

Officer: Corporate Communication Manager

Total Income \$

Total Expenditure \$

### Budget 2006/07

#### Full Year Budget

#### 1st Quarter

#### 2nd Quarter

#### 3rd Quarter

#### 4th Quarter

Original Budget

Amended Bdg

YTD Budget

Actual YTD \$

YTD Budget

Actual YTD \$

YTD Budget

Actual YTD \$

YTD Budget

Actual YTD \$

-

-

-

-

-

-

-

-

-

-

289,046

305,864

70,895

50,832

140,160

96,805

214,037

153,083

**Strategic Objective:**

*An informed community working together through strong local and regional connections.*

### Service Statements

#### Full Year Budget

#### 1st Quarter

#### 2nd Quarter

#### 3rd Quarter

#### 4th Quarter

%

\$

YTD Budget

Actual YTD \$

YTD Budget

Actual YTD \$

YTD Budget

Actual YTD \$

YTD Budget

Actual YTD \$

1. To communicate and inform the community and other key stakeholders, of Council services and issues, in an efficient and effective manner.

100%

305,864

70,895

50,832

140,160

96,641

214,037

152,919

-

-

-

-

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### Key Performance Indicators

### Target

### Progress this quarter

1.1 Communication Strategy developed.

90% completed by June

Communication and Customer Service Strategy adopted by Council 13 March 2007. Work now starting on implementation plan coordination with Directorate of External Services.

1.2 Media relationships reviewed and enhanced.

Review of media services contract Sept and March.

Six monthly Media Services Review of relationship with Hawkesbury Independent conducted with no issues.

1.3 Develop a Media Policy.

Media Policy adopted by Council

Draft Media Policy came back up to Council after request for further information in November 2006. Policy Adopted on 13 March 2007 and sent to all local media and sent for compliance.

1.4 Media stories generated.

50% take up ratio of media releases in local papers.

42 releases distributed by Council with 91.49% of releases published in at least one local paper. 67% total pick up rate across all local media. Hawkesbury Gazette had highest pickup rate of 88.1%, Hawkesbury Independent second with 78.57% and Hawkesbury Courier the lowest with 35.71% pick up rate. Pet of the week and available breeds list distributed to media every week with 13 Mayoral columns written and 30 media comments developed to answer enquiries from local journalists.

1.5 Enhance media skill throughout the organisation.

Media Training undertaken for required staff by May.

Media Policy adopted and sent to relevant staff. Several media protocol related procedures written and developed in order to be able to assist the training to be undertaken next quarter.

1.6 Manage civic events, publications and public relation activities.

Programs reviewed by June

Australia Day Awards and Citizenship Ceremonies organised, Citizen of the Month Program continued, Preparation for Hawkesbury Show initiated, began preparation work for South Windsor Family Centre Official Opening, assisted with Sister City event and speeches, planning commenced for Yarramundi Reserve Official Opening event, wrote 6 Speeches for external events attended to by Mayor and other Councillors, organisation's advertisements coordinated, continued writing internal procedures for whole department's activities, facilitated Mayoral reception for Rotary exchange, organised activities for Managers' Meetings, Citizen of the Year Policy approved by Council. Assisted cross functional teams: Policy Committee, Grants Committee, Infrastructure Options Working Party, Customer Service/Communication Strategy Coordination Team, Process Improvement and Employee Feedback teams.

## General Managers Division - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

### General Manager

### Component 69 - Elected Members

### Officer: General Manager

Total Income \$

Total Expenditure \$

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	-	-	-	-	-	-		
307,701	330,514	115,882	68,144	147,375	115,799	249,001	183,037		

### Strategic Objective:

*Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.*

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To ensure elected officials are remunerated in accordance with the Local Government Act.	65%	214,834	75,323	44,293	95,794	75,269	161,851	118,974	-	-
2. To attend external conferences relevant to Council's strategic direction and activities in a cost effective manner.	33%	109,070	38,241	22,487	48,634	38,214	82,170	60,402	-	-
3. To identify, report and develop concepts and strategies arising from Councillor exposure to external conferences.	2%	6,610	2,318	1,363	2,948	2,316	4,980	3,661	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Monthly payments to elected officials completed on time.	100% compliance	Achieved.
2.1 Number of conferences attended where subject matter relates to strategic concepts in Council's Plan.	100% compliance	Achieved.





## City Planning Division - Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

Director City Planning Division

Component 43 - City Planning

Officer: Strategic Community Planner

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 10,500	- 170,500	- 170,500	- 10,500	- 170,500	- 6,055	- 170,500	- 26,055		
547,938	944,254	532,225	115,049	700,462	247,818	814,115	394,236		

**Strategic Objective:**

*An informed community working together through strong local and regional connections.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Establish processes that build community capacity to identify and respond to diversity and difference.	4.16%	32,188	15,048	4,349	22,046	10,057	26,774	15,316	-	-
2. Build community connections by supporting information linkages, life-long learning and access to local meeting spaces.	4.16%	32,188	15,048	4,349	22,046	10,057	26,774	15,316	-	-
3. Work in partnership with community and government to implement community plans to meet the social, health, safety, leisure and cultural needs of the city.	4.16%	32,188	15,048	4,349	22,046	10,057	26,774	15,316	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Civic Index and Diversity Index equation calculated.	July	Deferred pending the Community Engagement Process
1.2 Liveability Index equation calculated.	July	Deferred pending the Community Engagement Process
1.3 Social Planning Process- priorities for all directorates included in Strategic Plan.	July	Priorities included in the Draft Strategic Plan/Managemnt Plan 2007/2008
2.1 Tasks for Community Planning Advisory Committee (CPAC).	Quarterly Meetings	Committee met on 22 March 2007.
3.1 Complete the Hawkesbury Futures Demographic Study.	August	Stage 2 scehduled for completion by June 2007.
3.2 Community Indicators Project (Stage 1)- Consultation Strategy developed and initiated.	August	Deferred pending the Community Engagement Process

## City Planning Division - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

#### Director City Planning

#### Component 31 - Building Control

Officer: Building Coordinator

Total Income \$

Total Expenditure \$

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 562,360	- 577,634	- 155,157	- 173,043	- 311,009	- 285,922	- 440,280	- 381,258		
440,344	440,344	110,086	107,872	220,172	215,834	330,258	327,500		

#### Strategic Objective:

A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide development assessment services for Class 1 -10 buildings.	32%	- 43,933	- 14,423	- 20,854	- 29,068	- 22,428	- 35,207	- 17,202	-	-
2. Provide building certification and inspection services.	50%	- 68,645	- 22,536	- 32,585	- 45,418	- 35,044	- 55,011	- 26,879	-	-
3. Provide 149D building certificate services.	3%	- 4,119	- 1,352	- 1,955	- 2,725	- 2,103	- 3,301	- 1,613	-	-
4. Regulate places of public entertainment.	4%	- 5,492	- 1,803	- 2,607	- 3,633	- 2,804	- 4,401	- 2,150	-	-
5. Provide technical advice to customers, via phone and counter.	11%	- 15,102	- 4,958	- 7,169	- 9,992	- 7,710	- 12,102	- 5,913	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1. Turn around time for Development Applications.	Average 40 days, Median 35 Days.	On Target
2. Age of current Development Applications- ratio of Development Applications older than 40 days to newer than 40 days.	0.7:1	On Target
3. Customer satisfaction.	80% overall satisfaction.	On Target
4. Market share of certification and inspection services.	80% of Market.	On Target
5. Cost effectiveness of contestable services.	Full cost recovery.	On Target

## City Planning Division - Operational Action Plan and Performance Indicators 2006/2007

Infrastructure

Director City Planning

## Component 32 - Development Control

**Officer: Town Planning Coordinator**

Total Income \$

Total Expenditure \$

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 715,686	- 707,872	- 163,747	- 245,853	- 351,729	- 438,104	- 526,802	- 586,807		
790,455	790,455	244,607	155,242	427,184	366,643	610,760	546,894		

**Strategic Objective:**

**A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.**

[illegible][illegible]

## City Planning Division - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

#### Director City Planning

#### Component 43 - City Planning

#### Officer: Strategic Infrastructure Planner

**Total Income \$**

**Total Expenditure \$**

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 10,500	- 170,500	- 170,500	- 10,500	- 170,500	- 6,055	- 170,500	- 26,055		
547,938	944,254	532,225	115,049	700,462	247,818	814,115	394,236		

#### Strategic Objective:

*A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.*

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Complete Strategic Asset Management Gap Analysis.	4.77%	36,908	17,254	4,987	25,279	11,532	30,700	17,562	-	-
2. Develop Roads Asset Management Plan.	4.77%	36,908	17,254	4,987	25,279	11,532	30,700	17,562	-	-
3. Concept Design for Public Infrastructure recommended in the Windsor Master Plan.	4.77%	36,908	17,254	4,987	25,279	11,532	30,700	17,562	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Asset Management team established.	July	Previously achieved
1.2 Terms of Reference for Gap (needs) Analysis completed.	July	Previously achieved
1.3 Gap Analysis finished.	November	Gap ananlysis carried as an integral part of the Asset Management Plan development process. Currently 90% finished.
1.4 Asset Management Improvement plan developed.	December	Draft improvement plan being developed as an integral part of Asset Management Plan development process. Currently 60% finished.
1.5 Report to Council on Gap Analysis and Improvement plan completed.	February	Comments: On 31 August 2006 Council considered the benefit to have strategic alliance with other Councils to jointly develo Asset Management Plans (AMP) and resolved to reallocate funding for gap analysis
1.6 Asset Management Improvement plan commenced.	February	to develop AMPs for five key infrastructure assets namely Roads, Stormwater, Parks, Buildings and Wastewater. Auburn, Holroyd and Hawkesbury have entered into a joint buy-in program and engaged Morrison Low
2.1 Asset Management Plan template developed.	February	Consultants to assist in developing AMPs. The joint buy-in program provides opportunity to share experience besides offering significant cost saving. The AM plan also incorporates a review of current AM practices and
2.2 Asset Management Plan for roads and ancillary works competed.	May	improvement planning. Asset Management Plan development is about 70% completed.
3.1 Design brief prepared and issued "Windsor Master Plan".	July	At the meeting on 11 April 2006Council resolved to defer the matter to 2006/07. However, this activity continue to remain unfunded in 2006/07, hence no further work has been carried out.
3.2 Design and preliminary cost completed "Windsor Master Plan".	November	As above
3.3 Report to Council Design for Public Infrastructure "Windsor Master Plan".	December	As above

## City Planning Division - Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

Director City Planning

Component 43 - City Planning

Officer: Strategic Corporate Planner

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 10,500	- 170,500	- 170,500	- 10,500	- 170,500	- 6,055	- 170,500	- 26,055		
547,938	944,254	532,225	115,049	700,462	247,818	814,115	394,236		

**Strategic Objective:**

*An informed community working together through strong local and regional connections.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Preparation of Management Plan.	3.71%	28,706	13,420	3,879	19,662	8,969	23,878	13,660	-	-
2. Maintain and update Council's land use management information systems.	14.02%	108,480	50,714	14,658	74,301	33,895	90,235	51,619	-	-
3. Service Council Committees as required.	36.71%	284,045	132,789	38,380	194,549	88,751	236,271	135,159	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Management Plan adopted .	June	On target
2.1 Review Policy Register.	June	On target
2.2 Update Policy Register upon resolution of Council.	Within 14 days of resolution	Four (4) new policies adopted during quarter. Target for inclusion in Register not met. Internal procedure for updating register to be reviewed.
2.3 Maintain and update LEP, Section 149 Certificates, Proclaim and GIS system.	Zero successful court challenges	Achieved
2.4 Maintain and update Section 94 & Section 94A developer contribution plans.	Zero successful court challenges	Achieved
3.1 Service Council's Floodplain Management Committee.	As adopted by Council	Achieved

## City Planning Division - Operational Action Plan and Performance Indicators 2006/2007

Environment

Director City Planning

Component 30 - Heritage

Officer: Town Planning Coordinator

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	-	-	-	-	-	-		
27,921	88,221	52,319	3,134	57,953	5,383	64,587	12,632		

**Strategic Objective:**

*Sustainable and liveable communities that respect, preserve and manage the heritage, cultural and natural assets of the City.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide Heritage Advice to the Public	32%	28,231	16,742	1,003	18,545	1,723	20,668	4,042	-	-
2. Provide professional comment to Council in response to Development Applications	25%	22,055	13,080	784	14,488	1,346	16,147	3,158	-	-
3. Provide assistance grants for building conservation	43%	37,935	22,497	1,348	24,920	2,315	27,772	5,432	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1. Meet demand for Heritage Advisory Service.

100% of all requests actioned

Achieved

2. Development Application comments received on time.

Comments received within 28 days of referral.

Achieved

3. All applications reviewed and recommended to Council.

Report to Council within 10 weeks of application.

Achieved

## City Planning Division - Operational Action Plan and Performance Indicators 2006/2007

### Environment

Director City Planning Division

Component 43 - City Planning

Officer: Strategic Environmental Planner

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 10,500	- 170,500	- 170,500	- 10,500	- 170,500	- 6,055	- 170,500	- 26,055		
547,938	944,254	532,225	115,049	700,462	247,818	814,115	394,236		

### Strategic Objective:

*Sustainable and liveable communities that respect, preserve and manage the heritage, cultural and natural assets of the City.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Enhance, preserve and protect the environment through a strategic environmental management approach that is transparent, efficient and dynamic.	12.31%	95,249	44,528	12,870	65,238	29,761	79,229	45,323	-	-
		-	-			-		-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

- 1.0 Produce the State of the Environment Report and implement strategies to address key findings
- 1.1 Implement the State of the Environment Reporting Indicators Database
2. Service Council's Waste Management Strategy Committee
3. Prepare annual progress report for the Water Savings Action Plan and submit to DEUS.
4. Prepare annual progress report for the Energy Savings Action Plan and submit to DEUS.
5. Provide comments and advise to external and internal bodies on environmental issues.
6. Establish Planning and zoning controls for Environmentally sensitive land within the LGA

November

Completed

November

Indicators Database Completed. External networks to be confirmed in writing

February, August

February's meeting was cancelled due to the lack of agenda items and staff allocations.

March

Additional information required by DEUS on the Water Savins Action Plan additional time granted due 30th May 2007

November

Additional information required by DEUS on the Water Savins Action Plan additional time granted due 30th May 2007

Within 14 days of request

All comments provided within target timeframe

August

On Target

## Commercial Strategy- Operational Action Plan and Performance Indicators 2006/2007

### Planning Process

### Director Commercial Strategy

### Component 11 - Records

Officer: Information Services Manager

Total Income \$

Total Expenditure \$

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	-	-	-	-	-	-		
505,587	519,127	117,003	100,184	257,291	211,828	387,130	333,113		

### Strategic Objective:

Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To provide a Records and Document Management storage, inquiry, disposal and customer service facility.	100%	519,127	117,003	100,184	257,291	211,828	387,130	333,113	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Registration of daily inwards paper correspondence.	90% within 8 business hours, 100% within 12 business hours	Objective met for quarter. Incoming documents are registered within one working day. Large plans and CD's take longer but are registered within identified target.
1.2 Register inward faxes and customer emails.	Within 1 working hour of receipt	Objective met for quarter with 95% being registered within 30 minutes of receipt.
1.3 Creation of New Dataworks customer names in the Central Names Database.	No more than 200 new customer names outstanding at end of month	Objective met for quarter. Current target to keep names outstanding under 100 at end of month.
1.4 Storage, Retention and disposal of Council records.	Completion of stage 2 & 3 by June	Objective met for quarter. On-going work will be dependent on budget.
1.5 Postage of outwards correspondence via Australia Post.	Mail posted by 4.30pm	Objective met for quarter



## Commercial Strategy- Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

Director Commercial Strategy

Component 40- Commercial Response Unit

Officer: Strategic Planner

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 5,500	- 5,500	-	-	- 5,500	- 5,955	- 5,500	- 5,955		
696,496	809,046	278,081	82,000	409,941	256,895	558,270	312,548		

**Strategic Objective:**

*An informed community working together through strong local and regional connections.*

### Service Statements

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
21%	168,745	58,397	17,220	84,933	52,697	116,082	64,385	-	-
33%	265,170	91,767	27,060	133,466	82,810	182,414	101,176	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Networking breakfast meeting with local businesses in accordance with program.	Meetings held with 100 local business representatives.	Deferred (See EMAC 29/06/06 and Ordinary 25/07/06)
1.2 Monitor contractual relationships with Enterprise Panel Partners.	Complete annual review of Cooperative marketing and customer service programs by June	Cooperative Marketing contract ongoing - outstanding reporting by service provider followed up. Customer Service contract terminated CR: 8 Aug 06
1.3 Sister City relationships.	Activities maintained within budget	Budget monitored
1.4 Linkages with tertiary education providers developed and scholarship arrangements explored.	Existing arrangement reviewed in December	UWS Scholarship - active & monitored. Review completed December & satisfactory. Offer made to student 2007 academic year and accepted. TAFE NSW Council traineeship - no further action in 06/07, funds required elsewhere in 0607 budget.
	Annual review completed in June	Noted
2.1 Compliance programs routinely coordinated.	Statutory plans and reports completed quarterly.	Corporate program activities completed on demand.
2.2 Executive support to Council and committees of Council.	Reporting to Council and committees within actioned time	Ongoing

## Commercial Strategy- Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

#### Director Commercial Strategy

#### Component 10 - Computer Services

Officer: Information Services Manager

Total Income \$

Total Expenditure \$

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	9,526	-	9,526	-	9,526	-	12,107		
1,837,631	1,882,171	605,956	697,789	#####	989,458	1,561,255	1,353,442		

#### Strategic Objective:

A network of towns, villages and rural localities connected by well-maintained public and private infrastructure, which supports the social and economic development of the City.

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1 To provide access to Information Services and Technology to meet corporate objectives.	100%	1,872,645	605,956	688,263	#####	979,931	1,551,729	1,341,335	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Meet with IT Committee, web committee, system custodians & sub committees.	Meet a minimum of 3 times per year.	Objective not met
1.2 Manage the system.	98% System up time for network, email & internet system	Objective met for quarter
	Review annually IT Policies that affect users.	IT policies are reviewed on an on-going basis and updated with current information. New policies are created as needed. IT procedures are currently being amended in line with corporate standards and are on target to meet deadline.
	Agreed leases replaced within two months of expiry date	Objective met for quarter
1.3 Access to application support and an IT Helpdesk.	100% access from 8am to 5.30pm	Objective met for quarter

Commercial Strategy- Operational Action Plan and Performance Indicators 2006/2007	
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Infrastructure

**Director Commercial Strategy**

**Component 42 - Legal Services**

**Officer: Director Commercial Strategy**

**Total Income \$**

Total Expenditure \$

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	-	-	-	-	-	-		
470 000	470 000	70 378	18 261	233 752	82 152	305 069	241 674		

**Strategic Objective:** "Improve the efficiency of our supply chain by reducing inventory levels and lead times, while maintaining high product quality and customer satisfaction." This objective is aligned with the company's overall goal of increasing operational excellence and profitability.

*A network of towns, villages and rural localities connected by well-maintained public and private infrastructure, which supports the social and economic development of the City.*

[illegible][illegible]

## Commercial Strategy- Operational Action Plan and Performance Indicators 2006/2007

### Business Development

### Director Commercial Strategy

### Component 40 - Commercial Response Unit

### Officer: Strategic Planner

**Total Income \$**

**Total Expenditure \$**

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 5,500	- 5,500	-	-	- 5,500	- 5,955	- 5,500	- 5,955		
696,496	809,046	278,081	82,000	409,941	256,895	558,270	312,548		

### Strategic Objective:

*A prosperous community sustained by a diverse local economy that encourages innovation and enterprise to attract people to live, work and invest in the City.*

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Facilitate economic development and growth via strategies that; build local workforce capabilities, support success through modern infrastructure, and attract new investment	17%	136,603	47,274	13,940	68,755	42,660	93,971	52,121	-	-
2. Facilitate marketing programs that foster a winning attitude and contribute to a sense of "city excellence".	29%	233,028	80,643	23,780	117,288	72,773	160,303	88,912	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Entrepreneurship skills program for local high schools	Inaugural program completed by December	Council sponsored Business Skills Program 06 (YAA) - completed November 06.
	New program 25% completed by June	Council sponsored Business Skills Program 07 (YAA) - Set-up in process. Mentors in place and awaiting minimum number of students to start by cut-off commencement date.
1.5 Signage Policy (directional )	Installation of 88% level 2 signs at identified locations completed by June	Program reduction (\$68) due to redirection of funds to Macquarie Street Properties program via CR: 14/10/06 (72% funds reduction on Original 06-07 program budget). Target unachievable - due to reduced resources - funds & staff.
1.3 Master plan for Technology Business precinct.	Master Plan 25% completed by June	RAAF Base Study completed by Dept Defence & awaiting formal notification of outcomes & copy of final study (which was to consider masterplan in vicinity).
2.1 Monitor contractual relationship with Hawkesbury Tourism.	Annual review completed in accordance with terms.	Negotiations about the future of the contract (with then operator) completed by GM in accordance with CR: 12/12/06. Contract terminated 3/04/07.
2.2 Excellence in business awards program supported.	Awards evening held by September	Completed (Enterprise Panel contract). Awards presentation 3/11/ 06. Invoice and contract report received 16/01/07.
	Performance criteria agreed with third party providers by March	(Enterprise Panel) contract. Performance criteria to be supplied by provider - not received by end of quarter
2.3 Support strategic events.	Completion of RAAF Air show 2006 by December	Completed.

<p align="center"><b>External Services - Operational Action Plan and Performance Indicators 2006/2007</b></p>	
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Planning Process
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**Director External Services**

## Component 44 - Road Safety Programs

**Officer: Executive Manager - Community Partnerships**

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg't	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 41,400	- 49,002	-	-	-	34,000	- 20,700	- 34,000		
98,213	107,510	25,898	21,083	50,102	46,051	74,970	68,867		

**Strategic Objective:**

**Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.**

## Service Statements

[illegible]

### Key Performance Indicators

## Target

Progress this quarter	
1	100%
2	100%
3	100%
4	100%
5	100%
6	100%
7	100%
8	100%
9	100%
10	100%
11	100%
12	100%
13	100%
14	100%
15	100%
16	100%
17	100%
18	100%
19	100%
20	100%
21	100%
22	100%
23	100%
24	100%
25	100%
26	100%
27	100%
28	100%
29	100%
30	100%
31	100%
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89	100%
90	100%
91	100%
92	100%
93	100%
94	100%
95	100%
96	100%
97	100%
98	100%
99	100%
100	100%

[illegible]

## External Services - Operational Action Plan and Performance Indicators 2006/2007

### Community/Lifestyle

#### Director External Services

#### Component 12 - Community Administration

#### Officer: Executive Manager - Community Partnerships

**Total Income \$**

**Total Expenditure \$**

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 135,891	- 135,891	- 33,469	- 20,007	- 66,939	- 64,487	- 102,421	- 113,790		
387,215	398,379	90,900	109,419	199,901	196,747	292,801	285,104		

#### Strategic Objective:

*An informed community working together through strong local and regional connections.*

#### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Manage grants and donations programs to meet the community's social, health, safety, leisure and cultural needs.	15%	39,373	8,615	13,412	19,944	19,839	28,557	25,697	-	-
2. In conjunction with community committees, resource and support the planning of activities which celebrate community diversity and promote community harmony.	16%	41,998	9,189	14,306	21,274	21,162	30,461	27,410	-	-
3. Identify funding options to establish programs to improve community linkages and meet the social, health, safety, leisure and cultural needs of the community	12%	31,499	6,892	10,729	15,955	15,871	22,846	20,558	-	-
4. Work in conjunction with community and user groups to design and operationalise community facilities (as identified in Section 94 Contributions Plan).	5%	13,124	2,872	4,471	6,648	6,613	9,519	8,566	-	-
5. Support and resource Council Section 377 committees with delegated responsibility for the day-to-day management of Council facilities and services.	13%	34,123	7,466	11,623	17,285	17,194	24,749	22,271	-	-
6. Provide Project Management Services.	39%	102,370	22,398	34,870	51,855	51,582	74,248	66,813	-	-

#### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Access funds for initiatives to improve community linkages	Achieve required milestones for operation of grants and donations programs	Community Donations, Access to Facilities program and Minor Assistance program administered within guidelines. CDSE scheme commenced for 2007
2.1 Promote events.	Program of activities developed and implemented with NSW Govt time frame	Council contributed funds for NAIDOC Day Celebrations, Disability Awareness Day and Seniors Week. Planning for events to be held in conjunction with Seniors Week and Youth Week are underway.
3.1 Source external investments to expand establish services and activities.	10% growth in community service grant receipts	Base funding for 06-07 is \$1.88M. Additional funding of \$796,262 approved in first and second quarters (42% increase). No additional funding received in this quarter.
4.1 Implement works as identified in Section 94 Contributions Plan.	Design briefs to be completed by May for the Glossodia & Richmond Community Centres	Preliminary meetings held with stakeholders. Options for extension of Glossodia N'hood Centre currently under investigation by Building Services. Design brief for Richmond Centre has been delayed.
	Committee established to manage operations of South Windsor Family Centre by June	South Windsor Family Centre due to be completed by May 2007. Recommendation to be made to Council that care and control of Centre be delegated to PS Inc.
5.1 Assist Council's Section 377 Committees.	Requests responded to within 3 working days	35 requests for maintenance/repairs of community facilities relayed to Building Services or Parks & Garden staff within 3 working days. 6 requests for advice on administration matters of community facilities supplied. 5 AGMS of 377 committees attended by Council staff.
6.1 Achieve all funding and statutory requirements as negotiated.	Contracted outputs achieved	Contracted service outputs for Peppercorn Services Inc., Hawkesbury Family Co-op and FVMRU have been achieved.

## External Services - Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

Director External Services

Component 14 - Occasional Care

Officer: Occasional Care Co-ordinator

Total Income \$

Total Expenditure \$

Budget 2006/07

Full Year Budget

1st Quarter

2nd Quarter

3rd Quarter

4th Quarter

Original  
Budget

Amended  
Bdget

YTD  
Budget

Actual YTD  
\$

YTD  
Budget

Actual YTD  
\$

YTD  
Budget

Actual YTD  
\$

YTD  
Budget

Actual YTD  
\$

-	99,040	-	99,040	-	26,109	-	25,518	-	49,519	-	59,067	-	72,430	-	73,367		
	131,960		131,960		34,490		30,952		66,730		67,890		98,970		103,709		

*Strategic Objective:*

*An informed community working together through strong local and regional connections.*

Service Statements

Full Year Budget

1st Quarter

2nd Quarter

3rd Quarter

4th Quarter

%

\$

YTD  
Budget

Actual YTD  
\$

YTD  
Budget

Actual YTD  
\$

YTD  
Budget

Actual YTD  
\$

YTD  
Budget

Actual YTD  
\$

1. Provide flexible based child care options for families within the City of Hawkesbury (with licensed capacity of 20 places).

90% 29,628 7,543 4,891 15,490 7,941 23,886 27,308 - -

2. Regulate the operations of Occasional Child Care in accordance with statutory requirements.

10% 3,292 838 543 1,721 882 2,654 3,034 - -

Opening hours 9:00am - 3:00pm, Tuesday - Friday

- - - - - - - - - -

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Key Performance Indicators

Target

Progress this quarter

1.1 Meet demand for flexible occasional child care within the City.

Respond to service enquiries within 3 working days. Achieve 80% utilisation of available child care places.

Timeframe meet. Achieved 65% utilisation of available child care places.

2.1 Occasional Child care meets requirement of Children Services Regulation.

No breaches of licence regulations.

Action Plan developed to address the need for laundry facilities on the premises. EOI lodged with DoCS for slippage funds.

## External Services - Operational Action Plan and Performance Indicators 2006/2007

### Community/Lifestyle

#### Director External Services

#### Component 15 - Cutlural Precinct - Library

Officer: Library Manager

Total Income \$

Total Expenditure \$

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 158,089	- 158,089	- 9,057	- 8,628	- 18,164	- 186,345	- 148,925	- 155,199		
1,371,067	1,371,067	342,715	298,297	685,429	627,107	1,029,620	958,859		

#### Strategic Objective:

An informed community working together through strong local and regional connections.

#### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide a free and accessible Library Service, which includes an outreach program that targets isolation, to service people in the City of Hawkesbury.	98%	1,188,718	326,984	283,875	653,920	431,946	863,081	787,587	-	-
2. Maximise the community's use of the Deerubbin Centre.	2%	24,260	6,673	5,793	13,345	8,815	17,614	16,073	-	-
Opening Hours: Windsor Monday to Friday 9:00am - 7:00pm; Saturday 9:00am - 1:00pm; Sunday 2:00pm - 5:00pm. Richmond Monday to Friday 9:30am - 6:00pm, Saturday 9:00am - 1:00pm.		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

#### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Promote usage of the library.	5% increase in visitation	57,557 visitors to Windsor & Richmond libraries during the Jan-Mar 07 quarter, which is a <b>17.46% increase</b> compared to the Sept-Dec 06 quarter and a <b>8.7% increase</b> compared to the Jan-Mar 06 quarter (52,950)
	10% increase in new memberships	986 new memberships were recorded during the Jan-Mar 07 quarter which is a <b>49.4% increase</b> compared to the previous Sept-Dec 06 quarter. Total membership however is <b>up 15.1%</b> from the Jan-Mar 06 quarter.
	Increase stock turnover and per capita circulation	Turnover of stock for the Jan-Mar 07 quarter is <b>9.76%</b> which is <b>up 11.03%</b> from the Sep-Dec 06 quarter and <b>up 2.64%</b> from the Jan-Mar 06 quarter. Per capita circulation (based on population 66,000) is 1.24. The audio visual collection, followed by the
	Increase local studies collection & archival material by 5%	The current Local Studies Collection stands at 12940 titles + 41101 images. This is a 1% increase over the last quarter. This is a 5% increase for the same time last year. Bearing in mind 1 item which was recently donated, actually consists of several
	5% increase in computer on-line information & services	Computer bookings for both libraries for the last 3 months was <b>10,285</b> . This is a <b>11.8% increase</b> compared to the Sep-Dec 06 quarter and a <b>14.32% increase</b> compared to Jan-Mar 06 quarter. The growth trend commenced on the move to the Deerubbin
	5% increase in use of community outreach services	898 people participated in library outreach services, which included storytimes, holiday activities, Hawkesbury Family History groups meetings. This is a 4% decrease compared to last qtr, but this is an anticipated trend is during the Christmas holiday
2.1 Increase utilisation of community rooms located within the Deerubbin Centre.	10% increase in use of community rooms.	190 bookings for the Mar 07 quarter, regular bookings down by 13 %, one off bookings down by 22 %. That is a 17% decrease compared to the Dec 06 quarter, but this is an anticipated trend is during the Christmas holiday period.



## External Services - Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

Director External Services

Component 35 - Health Services

Officer: Manager Regulatory Services

Total Income \$

Total Expenditure \$

Budget 2006/07

Full Year Budget

1st Quarter

2nd Quarter

3rd Quarter

4th Quarter

Original  
Budget

Amended  
Bdget

YTD  
Budget

Actual YTD  
\$

YTD  
Budget

Actual YTD  
\$

YTD  
Budget

Actual YTD  
\$

YTD  
Budget

Actual YTD  
\$

-	6,775	-	40,175	-	1,694	-	10,299	-	20,086	-	22,138	-	30,128	-	33,200		
	253,414		253,414		63,354		73,168		126,707		22,138		190,061		33,200		

**Strategic Objective:**

*An informed community working together through strong local and regional connections.*

Service Statements

Full Year Budget

1st Quarter

3rd Quarter

3rd Quarter

4th Quarter

%

\$

YTD  
Budget

Actual YTD  
\$

YTD  
Budget

Actual YTD  
\$

YTD  
Budget

Actual YTD  
\$

YTD  
Budget

Actual YTD  
\$

1. To enhance environmental protection and environmental health standards through education and statutory compliance.

90% 191,915 55,494 56,583 95,959 - 39,848 143,939 - 59,759 - -

2. Work in partnership with the Dept of Health conducting mosquito surveillance for the detection of the Ross River Virus.

10% 21,324 6,166 6,287 10,662 - 4,428 15,993 - 6,640 - -

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Key Performance Indicators

Target

Progress this quarter

1.1 Conduct inspections, review of premises for compliance with the public health statutory requirements.

Complaints about unhealthy conditions responded to within 48 hours

Target met for this quarter

20 premises are inspected each month

Target not met for this quarter. Commencing April 2007 Environmental Officers are trialling performing 20 inspections per week.

1.2 Conduct Food Handling Training courses.

Three training courses are conducted each year

Target met for this quarter

90% customer satisfaction in training course from evaluation survey.

Target met for this quarter

1.3 Conduct inspections of Caravan Parks to measure compliance with legislative requirements.

Complaints about caravan parks are responded to within 96 hours of receipt

Target met for this quarter

2.1 Conduct mosquito surveillance program between December and April at nominated sites.

Completed in accordance with Dept of Health Surveillance Program

Surveillance not conducted due to season being so dry and low numbers of mosquitos generally. Will conduct next December if wheather favourable.

## External Services - Operational Action Plan and Performance Indicators 2006/2007

### Community/Lifestyle

#### Director External Services

#### Component 39 - Cultural Precinct - Gallery

#### Officer: Cultural Services Manager

**Total Income \$**

**Total Expenditure \$**

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 5,000	- 5,000	- 1,248	- 2,711	- 2,496	- 2,472	- 3,744	- 46,419		
463,180	491,804	161,124	116,907	213,013	186,382	363,810	290,682		

#### Strategic Objective:

*An informed community working together through strong local and regional connections.*

#### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Effectively and efficiently manage exhibitions for the community.	60%	292,083	95,926	68,517	126,310	110,346	216,040	146,558	-	-
2. Facilitate development programs that sponsor cultural events and activities.	20%	97,361	31,975	22,839	42,103	36,782	72,013	48,853	-	-
3. Promote the growth of cultural industries within the Hawkesbury.	20%	97,361	31,975	22,839	42,103	36,782	72,013	48,853	-	-
Opening hours Monday to Friday -10:00am - 4:00pm; Saturday & Sunday 10:00am - 3:00pm		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

#### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Provide a program of exhibitions.	Eight exhibitions curated and presented.	Two exhibitions held this quarter- Sydney Prints: 45 years of the Sydney Printmakers (toured by S H Ervin Gallery) and Into Abstract, curated by Hawkesbury Regional Gallery reliant upon loans from artists and collectors.
	15% increase in patronage (with 80% positive rating from patrons).	2,080 visitors, being 1% increase from last quarter. Due to the staging of an exhibition of Abstract art, in the interest of educating our audience and providing opportunities for established women artists, figures are below target. Visitor ratings
2.1 Provide cultural development programs.	A program of 16 workshops and education programs delivered.	Targets exceeded. Workshops and public programs included five school holiday workshops, six school groups (guided tour/curator talk), three opening functions and four artist talks.
	Achieve 90% utilisation at workshops.	Targets achieved with all workshops and public programs well attended.
3.1 Effective external cultural events sponsored.	Community groups assisted to stage 24 events at the Deerubbin Centre.	Target for period met, with 27 events held in both the Gallery space and community rooms, including workshops, forums, artist's talks, school tours and artist's demonstrations.
	5 events sponsored with agreed performance targets achieved.	1. St Albans Folk Festival; 2. Hawkesbury Artists, Artisans and Crafters Trail; 3. WARES antique roadshow; 4. Combined art societies Laurie Wood memorial launch; 5. Historic Windsor promotion.
3.2 Cultural Precinct Business Plan implemented.	Business Plan KPIs achieved.	Business Plan folded into Cultural Plan implementation.

## External Services - Operational Action Plan and Performance Indicators 2006/2007

### Community/Lifestyle

#### Director External Services

#### Component 45 - Hawkesbury Family Co-op

#### Officer: Executive Manager - Community Partnerships

**Total Income \$**

**Total Expenditure \$**

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 178,294	- 178,294	- 44,574	- 50,565	- 89,147	- 153,811	- 133,721	- 177,431		
174,516	358,087	225,786	63,660	272,139	132,716	314,354	205,104		

#### Strategic Objective:

*An informed community working together through strong local and regional connections.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide early intervention services to families with children within the City of Hawkesbury.	80%	143,834	144,970	10,476	146,394	- 16,876	144,507	22,138	-	-
2. Increase access to information and service for families with children.	15%	26,969	27,182	1,964	27,449	- 3,164	27,095	4,151	-	-
3. Manage funding bodies to enable the community access to family assistance.	5%	8,990	9,061	655	9,150	- 1,055	9,032	1,384	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Meet demand for early intervention services .	Respond to enquiries and A143 referrals within 10 working days.	All enquiries and referrals responded to within 10 working days.
1.2. Identify customer satisfaction.	75% of clients achieve increase in parenting capacity (self-assessed)	Client outcomes on track, more than 70% of clients reporting or demonstrating improvement in parenting capacity as a result of service participation.
2.1 Maintain leadership role for 'The Right Connection' Coalition ( network of early intervention partners).	Right Connections Service Improvement Plan implemented	Right Connections Service Improvement Plan strategies on track - 4 out of 13 strategies achieved.
	100% of contracted work outputs achieved	Individual family services ; The Family Co-op operating at 110% of capacity. Forgotten Valley Family Service operating at 78% of capacity. Combined service operations are at 100%, which is 17 current client load. 98 client services provided.
	South Windsor Community Connections Strategy Implemented	DoCs review has resulted in a move to a Community Hub Model. Specifications to be reviewed to meet outcomes.
	Achieve 100% of 06/07 strategies	Progress re strategies reviewed in light of new EIP rollout.
3.1. Meet accountability requirements as required by funding bodies.	Accountability documentation forwarded to funding body on time	Accountability documentation forwarded to funding body on time.
	Achieve 100% of 06/07 strategies	On target to date
3.2. Contracted outcomes and outputs achieved (as negotiated with funding body).	Contracted outputs achieved	Meet contracted outcomes.

## External Services - Operational Action Plan and Performance Indicators 2006/2007

### Community/Lifestyle

#### Director External Services

#### Component 71-77 - Forgotten Valley

#### Officer: Executive Manager - Community Partnerships

**Total Income \$**

**Total Expenditure \$**

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdgct	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 322,993	- 322,993	- 81,974	- 83,082	- 164,074	- 256,543	- 240,992	- 271,473		
334,342	370,844	119,632	73,609	369,907	166,291	515,098	228,348		

#### Strategic Objective:

*An informed community working together through strong local and regional connections.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Regulate funding contract with the Dept of Community Services to benefit the community of Forgotten Valley.	96%	45,937	36,151	- 9,094	197,600	- 86,642	263,142	- 41,401	-	-
2. Manage funding bodies to enable community assistance.	4%	1,914	1,506	- 379	8,233	- 3,610	10,964	- 1,725	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Meet demand for early learning programs for children aged 3 to 5.	Enquiries responded to within 3 working days. Achieve 80% utilisation of available care places.	High quality Pre School program provided at South Maroota and Wisemans Ferry, including option of occasional care. Enquiries responded to within 3 working days. Utilisation rate 59% (82.5% at Wisemans Ferry , 23.7% at South Maroota)
1.2 Operations meet requirements of Children's Services Regulations.	Maintain License with no breaches (of regulations)	Licence maintained without breaches of regulations.
1.3 Provide vacation care programs for children 5 to 12 (primary school aged children).	Program of 14 vacation care activities & excursions delivered with 90% utilisation	No Vacation care activities provided during Christmas holidays / this quarter. Total of 7 activities provided to date with average utilisation rate of 43.4% (up from 40% in previous quarter)
1.4 Provide information services to residents of the Forgotten Valley.	11 issues published of the Forgotten Valley Views	8 issues of Forgotten Valley Views published to date (on target).
1.5 Respond to enquiries for information on available services and programs.	Respond to enquiries within 3 working days.	All enquiries have been responded to within 3 working days, with large majority responded to within 1 working day.
1.6 Provide a program of education, social and leisure activities in response to identified community needs.	Program of 8 education, social and recreational activities delivered with 90% utilisation	Total of 8 activities (3 courses, 1 community Information session, 1 community building event, 2 workshops, 1 group) held this quarter, which brings total up to 20 to date. Utilisation rate average 90%
1.7 Provide a program of recreational and social activities for young people aged 12 to 24 years.	Program of 18 recreational and social activities for young people delivered with 90%utilisation	Provided 2 youth activities this quarter, with one being cancelled due to lack of numbers.Total youth activities to date 9. Utilisation rate this term 100% for February and 0% for March.
1.8 Provide early intervention/family support services to families with children 0 to 18 years .	Respond to enquiries + referrals within 10 working days.	All enquiries have been responded to within 10 working days.
2.1 Meet accountability requirements as required by funding bodies.	Accountability documentation forwarded to funding body on time	Accountability documentation forwarded to funding body on time.



## External Services - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

#### Director External Services

#### Component 38 - Animal Control

Officer: Regulatory Services Manager

Total Income \$

Total Expenditure \$

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdgct	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 357,503	- 357,503	- 89,376	- 62,246	- 178,752	- 165,868	- 268,127	- 276,564		
528,283	528,283	132,071	108,836	264,142	231,617	396,212	359,155		

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide adequate care of animals housed at the animal shelter.	50%	85,390	21,348	23,295	42,695	32,875	64,042	41,295	-	-
2. Carry out patrols of the city area for roaming cats and dogs.	30%	51,234	12,809	13,977	25,617	19,725	38,425	24,777	-	-
3. Provide education to the community on responsible pet ownership	10%	17,078	4,270	4,659	8,539	6,575	12,808	8,259	-	-
4. Maintain registration and microchipping records	10%	17,078	4,270	4,659	8,539	6,575	12,808	8,259	-	-
Opening hours to benefit the community, Monday - Friday: 9:30am - 12:30pm & 2:00pm - 4:30pm, Saturday: 9:30am - 11:30am, Sunday: 7:00am - 9:00am		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Animals are cared for with adequate food and housing and homes are found for as many animals as possible.	80% dogs rehomed.	Target met for this quarter.
2.1 Patrols are conducted where complaints are received of roaming dogs.	Within 48 hrs of receipt of the complaint	Target met for this quarter.
3.1 School visits are conducted at the shelter and at schools throughout the year with the assistance of the Petpep program.	100% satisfaction of school groups participating	Target met for this quarter.
	Four school visits per year	Target met for this quarter.
4.1 Process records.	Registration and microchipping records to be completed within 14 working days.	Target met for this quarter.

## External Services - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

#### Director External Services

#### Component 49 - Parking Control

Officer: Regulatory Services Manager

Total Income \$

Total Expenditure \$

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 220,000	- 220,000	- 36,667	- 46,210	- 91,667	- 111,769	- 146,667	- 155,328		
186,900	186,900	46,725	24,567	93,550	64,679	140,225	97,132		

#### Strategic Objective:

A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. City streets and car park areas are patrolled for compliance with time limit and parking restriction signage.	80%	- 26,480	8,047	- 17,314	1,507	- 37,672	- 5,153	- 46,557	-	-
2. Parking infringements are issued correctly for offences committed.	20%	- 6,620	2,012	- 4,329	377	- 9,418	- 1,288	- 11,639	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1. Streets and car parks are patrolled and monitored for compliance with restriction signage in a safe and reasonable manner

100% Compliance

Target met for this quarter.

2. Parking infringements are issued correctly for offences committed.

99% Compliance

Target met for this quarter.

## External Services - Operational Action Plan and Performance Indicators 2006/2007

### Environment

#### Director External Services

#### Component 33 - Sewage Management Facilities

Officer: Regulatory Services Manager

**Total Income \$**

**Total Expenditure \$**

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 153,780	- 153,780	- 38,445	- 50,609	- 76,890	- 93,967	- 115,335	- 131,042		
206,584	206,584	51,718	42,415	103,549	90,949	155,066	135,416		

#### Strategic Objective:

*Sustainable and liveable communities that respect, preserve and manage the heritage, cultural and natural assets of the City.*

#### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Conduct inspections of onsite Sewage Management Facilities (SMF) in the city for compliance with legislative requirements.	85%	44,883	11,282	- 6,965	22,660	- 2,565	33,772	3,718	-	-
2. Provide advice to the community on use and maintenance of sewage management facilities.	15%	7,921	1,991	- 1,229	3,999	- 453	5,960	656	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

#### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Inspections are conducted in accordance with Council's adopted program.	Complete 140 inspections / month	Target met for this quarter and exceeded. Average of 200 inspections conducted each month.
	Approvals to operate SMF are issued within 21 days of inspection.	Target met for this quarter.
	Rectification work documentation is sent within 21 days from inspection	Target met for this quarter.
	Annual report completed in June on compliance to Council's adopted program.	Yet to be completed.
2.1 Accurate information is given to assist the community with on-site sewage management issues.	90% satisfaction of customers	Target met for this quarter.







## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

### Planning Process

Director Infrastructure Services

Component 46 - Roads to Recovery

Officer: Construction and Maintenance Manager

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 663,795	- 697,895	- 663,795	- 371,326	- 663,795	- 371,326	- 697,895	- 371,326		
663,795	2,173,354	586,642	31,957	740,287	222,091	1,514,867	360,997		

### Strategic Objective:

Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Undertake Roads to Recovery works	100%	1,475,459	- 77,153	- 339,369	76,492	- 149,235	816,972	- 10,329	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Identify suitable works program for consideration by Council

Inspections conducted of road condition and data base maintained.

Inventory maintained of entire road network - updated required

Reports prepared on time.

100% compliant

Implement adopted works program over 3 years.

In progress

Accept funding within 14 days of receipt.

Funding has been approved and allocated

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

### Planning Process

Director Infrastructure Services

Component 47 - RTA Funding

Officer: Construction and Maintenance Manager

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 734,000	- 776,000	- 183,500	- 186,000	- 368,000	- 372,000	- 551,000	- 558,000		
734,000	776,000	119,800	128,781	329,100	321,884	551,400	579,925		

### Strategic Objective:

Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.

### Service Statements

1. Undertake works on Regional Roads to meet our obligations to the Roads Traffic Authority

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
100%	-	63,700	- 57,219	- 38,900	- 50,116	400	21,925	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Completion of maintenance works program

June

On target. Assets are maintained in accordance with the program and available resources.

1.2 Roads are maintained .

Maintenance completed in accordance with sound engineering principles

Compliant

1.3 Dangerous situations where known are acted upon immediately

95% urgent repairs made safe within 24 hours and repaired within 1 month

100% compliant

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

### Planning Process

Director Infrastructure Services

Component 52 - Roadworks Maintenance

Officer: Construction and Maintenance Manager

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 482,451	- 492,342	- 114,520	- 116,170	- 225,625	- 236,248	- 333,362	- 340,721		
3,641,360	3,768,010	629,981	532,861	1,592,712	1,352,731	2,756,695	2,002,065		

### Strategic Objective:

*Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Undertake roadworks maintenance to ensure a safe and healthy community.	100%	3,275,668	515,461	416,691	1,367,088	1,116,483	2,423,333	1,661,344	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Completion of maintenance program for roads.

Works are completed within budget

program is on target

Works are completed on time

Compliant

1.2 Measure the response to road damage.

95% urgent repairs made safe within 24 hours and repaired within 1 month

Compliant

Generate PMS monthly reports for sealed roads.

Reports produced when necessary

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

### Planning Process

Director Infrastructure Services

Component 53 - Roadworks Construction

Officer: Construction and Maintenance Manager

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 862,655	- 906,211	- 215,664	- 221,649	- 437,299	- 468,911	- 687,561	- 687,561		
1,240,840	1,240,840	310,210	313,585	620,420	632,411	930,630	952,150		

### Strategic Objective:

Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.

### Service Statements

1. Undertake roadworks construction program to ensure a safe and healthy community.

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
100%	334,629	94,546	91,936	183,121	163,499	243,069	264,589	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Completion of construction program for roads.

Tendering /quotation process commences within four weeks following receipt of design details.

Some projects are behind due to lack of resources and time

Works are completed within budget following the completed tendering process.

Compliant

1.2 Measure the response to road damage.

Works are completed on time following the completed tendering process.

Works are completed within the allocated contract time

95% urgent repairs made safe within 24 hours and repaired within 1 month

Compliant

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

Director Infrastructure Services

Component 66 - Fire Control

Officer: Director Infrastructure Services

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	- 300,073	-	-	-	- 1,579	- 300,073	- 792,709		
1,421,607	1,609,917	361,641	285,052	725,502	1,146,940	1,266,173	1,706,262		

**Strategic Objective:**

*An informed community working together through strong local and regional connections.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Implement the Service Level Agreement with the Rural Fire Service to provide protection to life and property when threatened by fire.	100%	1,309,844	361,641	285,052	725,502	1,145,361	966,100	913,553	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Service Level Agreement is completed and funding provided.

Funding provided within 14 days of request.

On Target

100% compliance with conditions of agreement.

On Target

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

Director Infrastructure Services

Component 67 - Emergency Services

Officer: Director Infrastructure Services

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	-	-	-	-	-	-		
116,883	116,883	28,010	28,279	56,974	54,055	86,942	84,987		

**Strategic Objective:**

*An informed community working together through strong local and regional connections.*

### Service Statements

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
100%	116,883	28,010	28,279	56,974	54,055	86,942	84,987	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Maintenance and operation of SES Building.	Controllers Yearly review completed and forwarded to regional headquarters.	On Target
1.2 Maintain operation readiness	Complete activity report and forwarded to state headquarters at the completion of each incident.	On Target
1.3 Provision of funds.	Funds processed in accordance with Council's adopted budget.	On Target



## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

Infrastructure																																																											
Director Infrastructure Services																																																											
Component 34 - Sullage Services																																																											
Officer: Water Management Manager																																																											
<table border="1"> <thead> <tr> <th colspan="10">Budget 2006/07</th> </tr> <tr> <th colspan="2">Full Year Budget</th> <th colspan="2">1st Quarter</th> <th colspan="2">2nd Quarter</th> <th colspan="2">3rd Quarter</th> <th colspan="2">4th Quarter</th> </tr> <tr> <th>Original Budget</th> <th>Amended Bdg</th> <th>YTD Budget</th> <th>Actual YTD \$</th> <th>YTD Budget</th> <th>Actual YTD \$</th> <th>YTD Budget</th> <th>Actual YTD \$</th> <th>YTD Budget</th> <th>Actual YTD \$</th> </tr> </thead> <tbody> <tr> <td>- 2,822,022</td> <td>- 2,822,022</td> <td>- 2,643,542</td> <td>- 2,614,126</td> <td>- 2,686,145</td> <td>- 2,662,397</td> <td>- 2,756,867</td> <td>- 2,722,586</td> <td></td> <td></td> </tr> <tr> <td>2,818,628</td> <td>2,942,450</td> <td>675,276</td> <td>336,494</td> <td>1,510,127</td> <td>1,048,711</td> <td>2,134,947</td> <td>1,924,124</td> <td></td> <td></td> </tr> </tbody> </table>										Budget 2006/07										Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	- 2,822,022	- 2,822,022	- 2,643,542	- 2,614,126	- 2,686,145	- 2,662,397	- 2,756,867	- 2,722,586			2,818,628	2,942,450	675,276	336,494	1,510,127	1,048,711	2,134,947	1,924,124		
Budget 2006/07																																																											
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter																																																			
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$																																																		
- 2,822,022	- 2,822,022	- 2,643,542	- 2,614,126	- 2,686,145	- 2,662,397	- 2,756,867	- 2,722,586																																																				
2,818,628	2,942,450	675,276	336,494	1,510,127	1,048,711	2,134,947	1,924,124																																																				
Total Income \$																																																											
Total Expenditure \$																																																											

**Strategic Objective:**

***A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.***

[illegible][illegible]

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

### Director Infrastructure Services

### Component 50 - Parks

### Officer: Land Management Manager

Total Income \$

Total Expenditure \$

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdtet	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 134,535	- 132,899	- 36,492	- 34,661	- 61,608	- 61,066	- 104,684	- 115,218		
3,334,828	3,451,192	992,740	892,049	1,714,110	1,548,052	2,720,787	2,602,667		

#### Strategic Objective:

**A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.**

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To manage all passive open space under Council's care and control.	61%	2,024,159	583,311	523,007	1,008,026	907,062	1,595,823	1,517,344	-	-
2. To manage all bushland under Council's care and control.	7%	232,281	66,937	60,017	115,675	104,089	183,127	174,121	-	-
3. To manage all cemeteries under Council's care and control.	3%	99,549	28,687	25,722	49,575	44,610	78,483	74,623	-	-
4. Contributions to outside bodies for action recreation.	25%	829,573	239,062	214,347	413,125	371,747	654,026	621,862	-	-
5. To manage trees on nature strips and road verges.	4%	132,732	38,250	34,296	66,100	59,479	104,644	99,498	-	-
		-		-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Open space is maintained for passive recreational purposes.	Council's 'Pesticide Use Notification Plan' developed by Feb	The Pesticide Notification Plan was developed and adopted by Council by the February deadline
	According to the level of usage, lawns kept below 150mm	90% compliant. Mowers breaking down has had an impact on our delivery.
	All toilets/facilities cleaned and bins emptied weekly (as per works schedule)	100% Compliant
2.1 Maintain and restore Bushland areas.	Mapping completed by end of April. Match funds for at least four bush regeneration projects.	Mapping is completed. Draft plan is to be completed at the end of May.
3.1 Richmond Cemetery to be managed in a sensitive and effective manner.	Plots to be surveyed appropriately and numbered by June.	Works have commenced with a design being drawn up. The surveying to be undertaken in May.
3.2 Develop computer program for all cemeteries, replacing hard copy system.	June	Computer program has been developed. This has been trialed with some ammendments to be made. Once this is done the names will be added into the system.
4.1 External recreational providers (377 Committee's) are supported.	Funds allocated quarterly.	100% Compliant
	Land Mgt staff to attend 80% of meetings.	100% Compliant
	Quarterly reports to be received within 14 days	100% Compliant
5.1 Street trees maintained for aesthetic and safety purposes	Finalise Road Side Vegetation Policy by June	Plans is being relooked at with the aim to go out for public comment by the end of May

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

### Director Infrastructure Services

### Component 51 - Recreation

Officer: Land Management Manager

Total Income \$

Total Expenditure \$

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 119,154	- 119,154	- 1,987	- 452	- 49,378	- 49,900	- 116,765	- 128,176		
375,971	375,971	55,998	17,662	165,201	134,583	298,687	293,663		

#### Strategic Objective:

A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Manage all Council's recreational assets	30%	77,045	16,203	5,163	34,747	25,405	54,577	49,646	-	-
2. Supervise all the operation of Richmond Swimming Pool	70%	179,772	37,808	12,047	81,076	59,278	127,345	115,841	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1. Council's recreational playgrounds and skate parks managed to an acceptable level.

Quarterly safety inspection undertaken of all Skate parks and playgrounds. .

100% Compliant

Recreation information published on internet and updated quarterly

100% Compliant

2.1 Manage Richmond Pool to service the community.

100% compliance to Dept of Health guidelines.

100% Compliant

Richmond Pool open to the community as per advertised opening hours.

100% Compliant

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

Infrastructure																																																											
Director Infrastructure Services																																																											
Component 54 - Kerb, Guttering and Drainage																																																											
Officer: Construction and Maintenance Manager																																																											
<table border="1"> <thead> <tr> <th colspan="10">Budget 2006/07</th> </tr> <tr> <th colspan="2">Full Year Budget</th> <th colspan="2">1st Quarter</th> <th colspan="2">2nd Quarter</th> <th colspan="2">3rd Quarter</th> <th colspan="2">4th Quarter</th> </tr> <tr> <th>Original Budget</th> <th>Amended Budget</th> <th>YTD Budget</th> <th>Actual YTD \$</th> <th>YTD Budget</th> <th>Actual YTD \$</th> <th>YTD Budget</th> <th>Actual YTD \$</th> <th>YTD Budget</th> <th>Actual YTD \$</th> </tr> </thead> <tbody> <tr> <td>- 23,440</td> <td>- 38,609</td> <td>- 3,060</td> <td>- 5,837</td> <td>- 6,205</td> <td>- 8,939</td> <td>- 13,807</td> <td>- 12,056</td> <td></td> <td></td> </tr> <tr> <td>737,704</td> <td>760,105</td> <td>194,028</td> <td>164,866</td> <td>318,056</td> <td>320,749</td> <td>527,084</td> <td>489,466</td> <td></td> <td></td> </tr> </tbody> </table>										Budget 2006/07										Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	- 23,440	- 38,609	- 3,060	- 5,837	- 6,205	- 8,939	- 13,807	- 12,056			737,704	760,105	194,028	164,866	318,056	320,749	527,084	489,466		
Budget 2006/07																																																											
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Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$																																																		
- 23,440	- 38,609	- 3,060	- 5,837	- 6,205	- 8,939	- 13,807	- 12,056																																																				
737,704	760,105	194,028	164,866	318,056	320,749	527,084	489,466																																																				
Total Income \$																																																											
Total Expenditure \$																																																											

**Strategic Objective:**

*A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.*

[illegible][illegible]

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

<b>Infrastructure</b>										
<b>Director Infrastructure Services</b>										
<b>Component 55 - Carpark Maintenance</b>										
<b>Officer: Construction and Maintenance Manager</b>										
	<b>Budget 2006/07</b>									
	<b>Full Year Budget</b>		<b>1st Quarter</b>		<b>2nd Quarter</b>		<b>3rd Quarter</b>		<b>4th Quarter</b>	
	Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
<b>Total Income \$</b>	-	-	-	-	-	-	-	-		
<b>Total Expenditure \$</b>	178,813	172,861	56,461	40,739	112,234	71,925	156,376	92,745		

**Strategic Objective:**

*A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.*

[illegible][illegible]

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

#### Director Infrastructure Services

#### Component 57 - Survey Design and Mapping

#### Officer: Design and Mapping Services Manager

Total Income \$

Total Expenditure \$

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 43,500	- 43,500	- 876	- 1,054	- 1,752	- 2,294	- 22,628	- 4,157		
536,558	540,771	122,464	139,874	242,480	242,680	381,609	366,682		

#### Strategic Objective:

*A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.*

#### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide Engineering designs for Council's operations program and other projects.	59%	293,390	71,737	81,904	142,029	141,828	211,799	213,889	-	-
2. Provide Engineering survey for Council's operation program and other projects.	10%	49,727	12,159	13,882	24,073	24,039	35,898	36,252	-	-
3. Mapping system provided for users with various needs.	31%	154,154	37,692	43,034	74,626	74,520	111,284	112,382	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

#### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Designs undertaken.	Meet 95% service level	Targets Met
2.1 Field surveys undertaken.	Survey output to meet 95% level of regulation standards.	Targets Met
3.1 Complete Data input and maintenance of mapping system.	Assets data entered into system LEP, Linens within 7 days of notification.	Targets Met

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

### Director Infrastructure Services

### Component 59 - Administrative Building

### Officer: Building Services Manager

Total Income \$

Total Expenditure \$

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	-	764	-	-	-	-		
289,236	289,236	86,794	55,509	149,949	112,544	214,194	209,158		

#### Strategic Objective:

A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Building is maintained in accordance with Works Program.	100%	289,236	86,794	54,745	149,949	112,544	214,194	209,158	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Operation of communications

98% uptime

No down time

1.2 Operation of air conditioner.

96% uptime

No tentant discomfort

1.3 Operation of Emergency generator.

Zero Failures

No failures

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

### Director Infrastructure Services

### Component 60 - Community Buildings

### Officer: Building Services Manager

**Total Income \$**

**Total Expenditure \$**

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 800	- 800	-	-	- 800	-	- 800	-		
1,672,696	1,948,551	638,406	338,094	1,101,977	681,250	1,540,818	1,224,007		

#### Strategic Objective:

*A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.*

### Service Statements

1. Buildings are maintained in accordance with Works Program.

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
100%	1,947,751	638,406	338,094	1,101,177	681,250	1,540,018	1,224,007	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Completion of the Works Program.

Buildings are maintained for their designed use within budget.

On Target

New construction completed within budget.

On Target

Maintenance performed in a timely manner.

On Target



<b>Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007</b>
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Infrastructure
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Director Infrastructure Services	Budget 2006/07
----------------------------------	----------------

Component 61 - Works Depot				
Full Year Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter

Component 01 - Works Depot	Full Year Budget		2023 Actual		2024 Actual		2025 Actual	
	Original	Amended	YTD	Actual YTD	YTD	Actual YTD	YTD	Actual YTD

<b>Officer: Construction and Maintenance Manager</b>													
<b>Original Budget</b>	<b>Amended Budget</b>	<b>FYD Budget</b>	<b>Actual FYD</b>	<b>FYD Budget</b>	<b>Actual FYD</b>	<b>FYD Budget</b>	<b>Actual FYD</b>	<b>FYD Budget</b>	<b>Actual FYD</b>	<b>FYD Budget</b>	<b>Actual FYD</b>		
\$	Budget	\$	\$	Budget	\$	Budget	\$	Budget	\$	Budget	\$		

[illegible]

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg't	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	-	-	-	-	-	-		
167,307	167,307	43,596	41,212	88,032	76,741	128,494	133,512		

**Strategic Objective:**

**Strategic Objective:**  
*A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.*

[illegible][illegible][illegible]

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[illegible]

Key Performance Indicators	Target	Progress this quarter
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Target
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Progress this quarter
<p>           1. <b>Project Management:</b> Completed the initial project charter and scope definition.         </p> <p>           2. <b>Team Formation:</b> Assembled a cross-functional team of 8 members.         </p> <p>           3. <b>Market Research:</b> Conducted extensive market research, identifying key trends and customer needs.         </p> <p>           4. <b>Product Development:</b> Initiated the product development process, including prototyping and testing.         </p> <p>           5. <b>Marketing Strategy:</b> Developed a comprehensive marketing strategy, including digital and traditional channels.         </p> <p>           6. <b>Financial Review:</b> Completed the quarterly financial review, showing positive growth.         </p> <p>           7. <b>Customer Feedback:</b> Implemented a system for collecting and analyzing customer feedback.         </p> <p>           8. <b>Operational Efficiency:</b> Streamlined internal processes, improving operational efficiency.         </p> <p>           9. <b>Partnership Development:</b> Established strategic partnerships with key industry players.         </p> <p>           10. <b>Compliance:</b> Ensured full compliance with all relevant regulations and standards.         </p>

[illegible]

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

### Director Infrastructure Services

### Component 62 - Operations Management

### Officer: Construction and Maintenance Manager

Total Income \$

Total Expenditure \$

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 802,146	- 802,146	- 223,125	- 175,977	- 437,578	- 354,065	- 604,729	- 565,421		
1,221,613	1,273,930	292,124	348,027	646,749	719,984	961,393	1,084,194		

#### Strategic Objective:

*A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Ensure Plant usage is costed to appropriate projects.	100%	471,784	68,999	172,050	209,172	365,919	356,664	518,773	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Adopted charges are balanced with plant reserve fund.

100% Compliance.

Achieved

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

<b>Infrastructure</b> <b>Director Infrastructure Services</b> <b>Component 63 - Street Cleaning</b> <b>Officer: Construction and Maintenance Manager</b>																																																											
<table border="1"> <thead> <tr> <th colspan="10">Budget 2006/07</th> </tr> <tr> <th colspan="2">Full Year Budget</th> <th colspan="2">1st Quarter</th> <th colspan="2">2nd Quarter</th> <th colspan="2">3rd Quarter</th> <th colspan="2">4th Quarter</th> </tr> <tr> <th>Original Budget</th> <th>Amended Bdg</th> <th>YTD Budget</th> <th>Actual YTD \$</th> <th>YTD Budget</th> <th>Actual YTD \$</th> <th>YTD Budget</th> <th>Actual YTD \$</th> <th>YTD Budget</th> <th>Actual YTD \$</th> </tr> </thead> <tbody> <tr> <td>246,435</td> <td>159,435</td> <td>36,792</td> <td>32,480</td> <td>88,094</td> <td>46,346</td> <td>66,967</td> <td>64,915</td> <td></td> <td></td> </tr> <tr> <td>1,995,202</td> <td>1,967,808</td> <td>319,469</td> <td>431,311</td> <td>991,270</td> <td>851,260</td> <td>1,419,721</td> <td>1,292,124</td> <td></td> <td></td> </tr> </tbody> </table>										Budget 2006/07										Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	246,435	159,435	36,792	32,480	88,094	46,346	66,967	64,915			1,995,202	1,967,808	319,469	431,311	991,270	851,260	1,419,721	1,292,124		
Budget 2006/07																																																											
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter																																																			
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$																																																		
246,435	159,435	36,792	32,480	88,094	46,346	66,967	64,915																																																				
1,995,202	1,967,808	319,469	431,311	991,270	851,260	1,419,721	1,292,124																																																				
<div> <div>Total Income \$</div> <div>Total Expenditure \$</div> </div>																																																											

**Strategic Objective:**

***A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.***

[illegible][illegible]

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

### Director Infrastructure Services

### Component 64 - Ferry Operations

Officer: Construction and Maintenance Manager

Total Income \$

Total Expenditure \$

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 133,049	- 133,049	-	-	-	-	-	-		
304,990	304,990	73,491	71,039	152,243	149,115	222,640	223,162		

#### Strategic Objective:

A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide a reliable Lower Portland Ferry Service	100%	171,941	73,491	71,039	152,243	149,115	222,640	223,162	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Maintenance carried out to ensure optimal use of operation

100% compliance to maintenance schedule

Achieved

1.2 Ferry service provided.

100% compliance to contract and specifications

Achieved

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

### Infrastructure

### Director Infrastructure Services

### Component 88 - Cogeneration Plant

Officer: Building Services Manager

Total Income \$

Total Expenditure \$

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 139,070	- 139,070	- 34,767	-	- 49,670	- 27,384	- 94,370	- 27,347		
149,070	149,070	37,268	40,081	86,415	86,547	124,623	153,665		

#### Strategic Objective:

A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Manage Cogeneration Plant in an economical viable manner with minimal disruption to tenants.	100%	10,000	2,500	40,081	36,745	59,163	30,253	126,318	-	-
		-		-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Operation of plant

Less than 4 break downs per annum

1.2 Maintain temperatures within the complex

No complaints from tenants

Temptures maintained within complex

1.3 Maintain temperature and humidity within the gallery area to standard requirements.

Stay within preset range

Design program changed to meet National Gallery Standards

## Infrastructure Services - Operational Action Plan and Performance Indicators 2006/2007

Environment

Director Infrastructure Services

Component 48 - Environmental Stormwater

Officer: Water Management Manager

Total Income \$

Total Expenditure \$

Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 1,010,310	- 1,010,310	- 1,010,310	- 1,010,731	- 1,010,310	- 1,015,044	- 1,010,310	- 1,015,032		
1,320,756	1,798,280	629,091	69,462	353,616	124,252	1,219,381	186,868		

*Strategic Objective:*

*Sustainable and liveable communities that respect, preserve and manage the heritage, cultural and natural assets of the City.*

Service Statements

1. Progressively implement initiatives adopted by Council as part of the Environmental Stormwater Levy Program.

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
	100%	787,970	- 381,219	- 941,270	- 656,694	- 890,793	209,071	- 828,164	-	-
		-							-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators

Target

Progress this quarter

1.1 Operation of gross pollutant traps (GPT's)

Two completed by June

On target

1.2 Prepare and implement water quality monitoring framework for GPT's

Quarterly

On target for 30th June

Publish Quarterly results on web page

To be implemented 30th April 07

1.3 Implement community programs

Bligh Park by June

Scoping briefs to be prepared

Redbank Creek catchment by June

Completed

MacDonald Valley catchment by June

Completed

1.4 Implement remediation works as identified within the "Bushland affected by stormwater audit"

one site per year

Contract ongoing and on target

## Support Services- Operational Action Plan and Performance Indicators 2006/2007

### Planning Process

#### Director Support Services

#### Component 18 - Financial Planning

#### Officer: Chief Financial Officer

**Total Income \$**

**Total Expenditure \$**

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	-	-	-	-	-	-		
572,431	593,969	143,071	168,162	333,579	282,821	450,849	409,929		

#### Strategic Objective:

*Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Asset Accounting - ensure accurate recording and accounting for Council's assets.	10%	59,397	14,307	16,816	33,358	28,282	45,085	40,993	-	-
2. Financial Planning - to manage based on a comprehensive financial strategy.	45%	267,286	64,382	75,673	150,111	127,269	202,882	184,468	-	-
3. Management Reporting - maintain effective and informative internal management reporting to meet corporate requirements.	45%	267,286	64,382	75,673	150,111	127,269	202,882	184,468	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Ensure accurate and timely recording of assets.	100% assets recorded and reconciled within 5 days EOM	On target
2.1 Assess the effectiveness of Council's financial management practices & policies and compliance with prescribed legislation	Unqualified Audit Opinion	Achieved for year ended 30th June 2006
	Monthly reconciliations completed within 5 days EOM	On target
2.2 To ensure a planned approach to Council programming.	Management Plan adopted by June	Achieved for 2006/07 , on target for 2007/08
	Quarterly Reviews completed within 30 days of end of quarter	Target not achievable , quarterly review for December 2006 presented to Council within the statutory timetable of 2 months , quarterly review for March 2007 on track to go to Council by the end of May 2007
2.3 Ensure and assess the effectiveness of the introduction of International Financial Reporting Standards.	100% compliance with IFRS.	On target
2.4 Assess the adequacy of and strategically manage Council's reserves.	Review reserves with LTFF by Dec	On target
	Reconciliation of reserves within 5 days EOM	On target
2.5 Assess the effective implementation of Council's Long Term Financial Strategy.	Review LTFF by December	Review will occur in fourth quarter 2006/07
3.1 Ensure that financial reporting is timely, accurate and informative.	Executive reports within 14 days of EOM	On target
	Managers Reports distributed within 5 days EOM	On target
3.2 Ensure that audit recommendations are implemented in a timely manner.	95% audit recommendations implemented by due date.	On target
3.3 Assess the ability of Council to properly budget for and manage the resources that are available to fulfil its management plan.	Carried forward < 35% funding	Capital works is now reviewed as part of the quartely review process , currently not on target
	Actual Performance vs budget forecasts +/- 5%	On target

## Support Services - Operational Action Plan and Performance Indicators 2006/2007

### Planning Process

### Director Support Services

### Component 19 - Accounting Services

Officer: Chief Financial Officer

**Total Income \$**

**Total Expenditure \$**

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 3,395,366	- 3,514,187	- 841,339	- 970,087	- 1,817,907	- 1,852,702	- 2,678,527	- 2,757,133		
1,061,735	1,109,835	314,555	249,026	594,285	509,058	855,555	742,446		

### Strategic Objective:

*Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources*

### Service Statements

1. Accounts Payable - To ensure the prompt and accurate payment of Council's Creditors.

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
30%	- 721,306	- 158,035	- 216,318	- 367,086	- 403,093	- 546,892	- 604,406	-	-
25%	- 601,088	- 131,696	- 180,265	- 305,905	- 335,911	- 455,743	- 503,672	-	-
25%	- 601,088	- 131,696	- 180,265	- 305,905	- 335,911	- 455,743	- 503,672	-	-
10%	- 240,435	- 52,678	- 72,106	- 122,362	- 134,364	- 182,297	- 201,469	-	-
10%	- 240,435	- 52,678	- 72,106	- 122,362	- 134,364	- 182,297	- 201,469	-	-
	-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Assess the effectiveness of payment processing of creditors.

85% invoices paid by due date

On target

2.1 Assess the accuracy of payroll processing and meet deadlines.

99% accuracy in payroll processing

On target

3.1 Assess effectiveness of Debtor accounts settlement.

90% debtors accounts paid within 90 days

On target

Debtors on arrangements paid within 12 mths

On target

4.1 Assess the accuracy and timeliness of S94 Register Updates.

S94 Register reconciled within 5 days EOM

On target

4.2 Assess Council's compliance with taxation and other regulatory legislation.

BAS & Diesel Fuel submitted within 5 days EOM

On target

FBT submitted by 30 April

FBT return for 30th April 2006 submitted on time

ABS & DLG returns submitted by due date

All returns for year ended 30th June 2006 submitted on time , except for Financial statements submitted 14 days after due date , approval granted by DLG

5.1 Assess the effectiveness of Council's cash flow management.

Bank Reconciliation within 5 days EOM

Reconciled monthly

Unrestricted Current Ratio > 2.00

On target



## Support Services - Operational Action Plan and Performance Indicators 2006/2007

### Planning Process

### Director Support Services

### Component 20 - Rating Services

Officer: Chief Financial Officer

**Total Income \$**

**Total Expenditure \$**

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 20,440,610	- 20,440,610	- 19,887,558	- 19,970,561	- 20,253,064	- 20,425,546	- 20,356,348	- 20,461,600		
656,778	699,874	237,184	190,475	419,795	428,771	549,265	544,219		

### Strategic Objective:

*Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Rating Services - To ensure the accuracy of Council's computer based rating and property information system and efficient collection of rate revenue.	50%	- 9,870,368	- 9,825,187	- 9,890,043	- 9,916,635	- 9,998,387	- 9,903,542	- 9,958,690	-	-
2. Debt Recovery - To minimise Council's exposure to outstanding debts through effective debt recovery procedures.	25%	- 4,935,184	- 4,912,594	- 4,945,021	- 4,958,317	- 4,999,194	- 4,951,771	- 4,979,345	-	-
3. Cashiers - To ensure the accurate processing of receipts.	25%	- 4,935,184	- 4,912,594	- 4,945,021	- 4,958,317	- 4,999,194	- 4,951,771	- 4,979,345	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Assess the accuracy and timeliness of distributing rating notices.	Rate Notices issued by due date with 95% accuracy	On target
1.2 Assess the turnaround time for issuing s603 certificates	Issued within 3 Working Days	Within target
1.3 Assess the accuracy of Council property database	Updates within 5 Working Days	Within target
2.1 Assess the effectiveness of Council's collection process for outstanding rates.	Rate Arrears < 5.00%	Rates outstanding ratio at 30th June 2006 was 4.5%
3.1 Assess the effectiveness and accuracy of Council's receipting system.	Ensure cash discrepancies are less than 0.1% of total receipts	Within target

<p align="center"><b>Support Services - Operational Action Plan and Performance Indicators 2006/2007</b></p>	
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Planning Process	
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Director Support Services	Budget 2006/07
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Component 21 - Investment Debt Servicing	2023				
	Full Year Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter

Component 21 - Investment Debt Servicing	Fiscal Year 2020		Fiscal Year 2021		Fiscal Year 2022		Fiscal Year 2023		Fiscal Year 2024	
	Original	Amended	YTD	Actual YTD	YTD	Actual YTD	YTD	Actual YTD	YTD	Actual YTD

**Total Income \$****Total Expenditure \$**

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bgdet	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 1,101,149	- 1,060,205	- 259,155	- 257,334	- 528,904	- 669,828	- 810,163	- 1,161,699		
740	740	617	101	617	799	81	799		

**Strategic Objective:**

**Strategic Objective:**  
*Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.*

[illegible][illegible][illegible]

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[illegible]

Key Performance Indicators	Target	Progress this quarter
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Target
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Progress this quarter
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1.1 Assess the effectiveness of Council's investment strategies to maximise returns on investment	ROI > 90 Day Bank Bill Rate	On target each month , as reported to Council in the monthly investment report
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ROI > 90 Day Bank Bill Rate	
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On target each month , as reported to Council in the monthly investment report

1.2 Ensure that Council's investment strategy compares with industry standards.	Review Investment Policy by June 2007	On target
---	---------------------------------------	-----------

Review Investment Policy by June 2007
---------------------------------------

On target
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2.1 Ensure the prompt and accurate payment of loan interest and redemption.	Payments made by due date.	On target
2.2 Ensure the prompt and accurate payment of loan interest and redemption.	Payments made by due date.	On target

Payments made by due date.

[illegible][illegible]

## Support Services - Operational Action Plan and Performance Indicators 2006/2007

### Planning Process

### Director Support Services

### Component 23 - Word Processing

Officer: Manager Corporate Services and Governance

Total Income \$

Total Expenditure \$

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	-	-	-	-	-	-		
119,668	119,668	29,917	26,450	59,834	53,917	88,326	80,735		

### Strategic Objective:

*Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.*

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide efficient and effective typing and document presentation and processing system for Council.	100%	119,668	29,917	26,450	59,834	53,917	88,326	80,735	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Compilation of Council Business Papers.	Forwarded to Publishing Manager by 12 noon on the Thursday prior to the Meeting.	Target Achieved
1.2 Compilation of Council meeting minutes.	Draft completed and distributed to Senior staff within 48 hours after meeting.	Target Achieved
1.3. Distribution of Action Items from Council Meeting Minutes.	Distributed to senior staff within 4 working hours from approval of draft minutes.	Target Achieved
1.4. Distribution of Questions Without Notice.	Distributed to Senior staff within 8 working hours from approval of draft minutes.	Target Achieved
1.5. Council Business Papers completed for publication on Council's website.	Forwarded to IT prior to 12 noon on the Friday before the meeting.	Target Achieved
2.1. Provide word processing, software user and help desk support.	Requests for support are responded to within 1 working hour.	Target Achieved
2.2. Preparation of word documents.	Completed and returned within 2 working days.	Target Achieved

<p align="center"><b>Support Services - Operational Action Plan and Performance Indicators 2006/2007</b></p>	
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Planning Process
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**Director Support Services**

**Component 24 - Supply**

**Officer: Supply Co-ordinator**

Total Income \$

**Total Expenditure \$**

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	5,300	-	-	-	-	-	-		
195,181	210,552	49,412	63,232	101,624	136,692	158,607	174,091		

**Strategic Objective:**

*Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.*

[illegible]

Key Performance Indicators	Target	Progress this quarter
1.1 Minimal inventory investment and inventory losses.	90% Inventory Accuracy as reported in stock takes	On Target
2.1 All procurement is conducted in accordance with Regulations, Policies and Procedures.	100% compliance	On Target
2.2 Procurement strategies are aligned with Corporate objectives.	100% compliance	On Target
2.3 Develop Procurement Guidelines.	December	On Target
2.4 Training and support of Purchasing system users.	95% competency level maintained	On Target
2.5 Implement cost effective methods of procurement for low cost items.	5% reduction in the annual purchase costs	On Target
2.6 Response to Supply enquires.	General enquiries within 24 hours	On Target
2.7 Response to Quotation requests.	Quotation requests within 10 working days- for non complex needs and 25 working days for complex needs.	On Target

## Support Services - Operational Action Plan and Performance Indicators 2006/2007

### Planning Process

### Director Support Services

### Component 25 - Property Development

Officer: Manager Corporate Services and Governance

Total Income \$

Total Expenditure \$

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 1,705,328	- 1,715,898	- 529,885	- 583,798	- 926,736	- 1,021,876	- 1,365,507	- 1,530,409		
673,786	780,294	313,828	245,657	455,567	367,428	628,369	502,130		

### Strategic Objective:

*Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.*

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Co-ordination and management of Council's property portfolio including the acquisition and sale of property, leasing of property, road closures and openings.	100%	- 935,604	- 216,057	- 338,141	- 471,169	- 654,448	- 737,138	- 1,028,279	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Vacancies for leased premises in Council's property portfolio	Greater than 90% occupancy rates.	Target Achieved
1.2 Inspections of Council's leased residential properties.	Each property inspected annually during October to December.	Not Applicable To This Quarter - Target Achieved During 1st Quarter
1.3 Inspections of Council's leased Commercial/Retail properties	Each commercial/retail property inspected annually during January to March.	All Commercial/Retail Properties Inspected Except One Property, Which Will Be Inspected During April 2007
1.4 Consumer Price Index reviews implemented for the relevant leases.	100% of CPI reviews implemented within 2 months of review date.	Target Achieved
1.5 Process lease options and lease renewals.	100% of tenants notified within 3 to 6 months of termination dates.	Target Achieved
1.6 Monitoring payments of property rentals for leased premises in Councils property portfolio.	85% or greater property rental paid when due.	Target Achieved
1.7 Actioning of Council resolutions regarding property sales and acquisitions.	Initial action commenced within 2 weeks of Council resolutions.	Target Achieved

## Support Services - Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

Director Support Services

Component 16 - Insurance Risk Management

Officer: Risk Management Manager

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	-	-	-	-	-	-		
671,276	671,276	378,499	610,103	433,668	667,545	503,916	500,956		

*Strategic Objective:*

*An informed community working together through strong local and regional connections.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To provide an adequate level of civil liability protection and general insurance cover for Council activities and assets.	100%	671,276	378,499	610,103	433,668	667,545	503,916	500,956	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Review and placement of insurance program.	All disclosures and renewal proposals completed satisfactorily and on time	On Target
1.2 Provide timely, accurate and quality Risk Management and insurance advice.	Advice to satisfaction of customers.	On Target
1.3 Compliance with Westpool's Risk Management practices and reduction in claims.	Enhance staff awareness of risk exposure and risk management techniques through appropriate education programs.	On Target
1.4 Manage Council's insurance claims in a cost effective manner	Monthly claims reviews and status reports of large claims reported to Manex.	On Target

## Support Services - Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

Director Support Services

Component 17 - Workers Compensation

Officer: Risk Management Manager

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdgct	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	-	-	-	-	-	-		
588,776	588,776	25,242	88,010	181,830	215,273	354,778	353,371		

**Strategic Objective:**

*An informed community working together through strong local and regional connections.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To ensure a safe workplace environment that meets legislative requirements and guidelines	100%	588,776	25,242	88,010	181,830	215,273	354,778	353,371	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Monitor compliance with OH&S Act and regulations.	Monthly workplace inspections	On Target
1.2 Develop a process for training employees on managing projects to reflect higher levels of OH&S compliance.	Continuous improvements assessed and implemented prior to commencing projects	On Target
1.3 Develop and conduct safety training programs.	5% Reduction in work related injuries	On Target
1.4 Monitor claims performance and provide monthly reports on claims made	Acceptance by Workcover of monthly claims data.	On Target
1.5 Provide effective rehabilitation programs for staff with work related injuries and report monthly.	Accurate monthly reports to management for employee injury management and return to work programs.	On Target
1.6 Responsibility Matrix is in use	Completion by June.	On Target

## Support Services - Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

Director Support Services

Component 22 - Corporate Services and Governance

Officer: Manager Corporate Services and Governance

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 38,121	- 38,121	- 9,591	- 10,426	- 19,101	- 21,385	- 28,611	- 29,401		
350,314	376,314	110,230	96,014	189,465	174,835	295,823	239,689		

*Strategic Objective:*

*An informed community working together through strong local and regional connections.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Policies are implemented and reviewed in accordance with legislative requirements.	100%	338,193	100,639	85,588	170,364	153,449	267,212	210,288	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Records and information assessed under Section 12 of the Local Government Act

75% of applications responded to within 2 working days of receipt of application.

Target Achieved

1.2. Records and information assessed under the Freedom on Information Act

Applications completed in accordance with statutory requirements.

Target Achieved

1.3 Development and review.

Policies are implemented and reviewed in accordance with legislative requirements.

Target Achieved



## Support Services - Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

Director Support Services

Component 28 - Reception

Officer: Manager Corporate Services and Governance

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 5,129	- 5,129	- 1,349	- 2,362	- 2,609	- 3,574	- 3,869	- 4,774		
215,008	215,008	53,752	51,438	107,504	87,530	161,256	132,271		

**Strategic Objective:**

*An informed community working together through strong local and regional connections.*

### Service Statements

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
100%	209,879	52,403	49,076	104,895	83,956	157,387	127,497	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-

1. Provision of an efficient reception and telephone service to Councillors, Council staff and the public and to promote the image of Council as being courteous, efficient and effective.

Opening hours Monday-Friday 8:30am - 5:00pm

### Key Performance Indicators

### Target

### Progress this quarter

1.1 The reception desk is staffed during business hours.

100% attended during business hours

Target Achieved

## Support Services - Operational Action Plan and Performance Indicators 2006/2007

Community/Lifestyle

Director Support Services

Component 58 - Printing and Sign Writing

Officer: Manager Corporate Services and Governance

Total Income \$

Total Expenditure \$

Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdg	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 33,000	- 33,000	- 8,250	- 7,127	- 16,500	- 15,783	- 24,750	- 26,373		
273,627	273,627	68,257	51,004	136,525	107,649	204,833	171,080		

**Strategic Objective:**

*An informed community working together through strong local and regional connections.*

Service Statements

1. Provision of a quality and efficient printing and sign writing services for Councillors, Council staff, the public and external customers.

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
100%	240,627	60,007	43,877	120,025	91,866	180,083	144,707	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-

Key Performance Indicators

Target

Progress this quarter

1.1 Accurate and timely printing and binding of Council Business Papers

Councillors - completed by 4:00pm on the Thursday prior to the meeting.

Target Achieved

Others-completed by 12 noon on the Friday prior to meeting.

Target Achieved

1.2 Provide timely quotes to external organisations for small print jobs.

Quotation provided within 1 working day of request.

Target Achieved

1.3 Acceptance of competitive quotes provided to external customers

Acceptance of 80% of quotes provided.

Target Achieved

1.4 Preparation of emergency signage for road closures, diversions and the like.

Provided within 1 working day from request.

Target Achieved

1.5 Provide printing and sign writing services to meet the requirements of Council and external customers.

90% of works completed within agreed timeframes.

Target Achieved

1.6 Regular cleaning, maintenance and testing of Print Room machinery.

Each item of machinery cleaned, maintained and tested every 2 weeks.

Target Achieved

## Support Services - Operational Action Plan and Performance Indicators 2006/2007

Infrastructure

Director Support Services

Component 29 - Fleet Management

Officer: Supply Co-ordinator

Total Income \$

Total Expenditure \$

### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 115,910	- 115,910	- 28,979	- 28,637	- 57,956	- 57,598	- 86,933	- 91,552		
606,251	606,251	176,687	151,462	324,875	284,204	465,563	423,868		

*Strategic Objective:*

*An informed community working together through strong local and regional connections.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To provide an adequate level of civil liability protection and general insurance cover for Council activities and assets.	100%	490,341	147,708	122,825	266,919	226,606	378,630	332,316	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

### Key Performance Indicators

### Target

### Progress this quarter

1.1 Managed in accordance with policies and procedures.

Vehicles to achieve minimum 25,000 klm annualised.

On Target

Monthly reports completed and communicated.

On Target

Vehicles to be maintained in accordance with manufacturers recommendations.

On Target

All vehicles are inspected quarterly to ensure maintained.

On Target

Vehicles are replaced on time and within budget.

On Target

## Business Activities - Operational Action Plan and Performance Indicators 2006/2007

### Business Development

### Director Infrastructure Services

### Component 80 - Sewerage

Officer: Waste Management Manager

**Total Income \$**

**Total Expenditure \$**

#### Budget 2006/07

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bdget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 4,198,270	- 4,009,027	- 3,288,001	- 3,296,135	- 3,511,964	- 3,509,245	- 3,670,919	- 3,814,637		
3,053,582	3,050,582	718,986	596,905	1,445,487	1,382,494	2,209,923	2,148,210		

#### Strategic Objective:

*A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.*

### Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To provide and maintain a high quality sewage treatment service to the community.	90%	- 862,601	- 2,312,113	- 2,429,307	- 1,859,829	- 1,914,077	- 1,314,896	- 1,499,784	-	-
2. To provide and maintain a high quality trade waste service to the community.	10%	- 95,845	- 256,901	- 269,923	-	- 212,675	-	- 166,643	-	-
		-	-	-				-	-	-
		-	-	-				-	-	-
		-	-	-				-	-	-
		-	-	-				-	-	-
		-	-	-				-	-	-

### Key Performance Indicators

#### Target

#### Progress this quarter

1.1 Sewage Treatment Plants and major pump stations alarms responded.	Respond to alarms within 1 hour.	100% compliant
1.2 Minor pump stations alarms responded.	Respond to alarms within 4 hours.	100% compliant
1.3 Sewer choke response.	Respond to notification within 2 hours.	100% compliant
1.4 Licence conditions met.	No breaches to EPA license conditions	98% compliant TSS at McGraths Hill STP breach as result of carp infestation of ponds and wetlands - results improving
2.1 Monitor trade waste	Keep database updated	on target

## Business Activities - Operational Action Plan and Performance Indicators 2006/2007

### Business Development

#### Director Infrastructure Services

#### Component 81 - Waste

Officer: Regulatory Services Manager

**Total Income \$**

**Total Expenditure \$**

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 6,761,168	- 6,761,168	- 5,945,520	- 5,790,892	- 6,206,994	- 6,306,464	- 6,484,431	- 6,641,081		
5,647,853	5,660,951	1,380,087	1,006,016	2,796,160	2,378,370	4,234,853	3,744,696		

#### Strategic Objective:

*A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.*

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To provide the waste collection service.	25%	- 275,054	- 1,141,358	- 1,196,219	- 852,709	- 982,024	- 562,395	- 724,096	-	-
2. To provide the recycling service for the community.	25%	- 275,054	- 1,141,358	- 1,196,219	- 852,709	- 982,024	- 562,395	- 724,096	-	-
3. Operate and maintain the Hawkesbury City Waste Management Facility.	20%	- 220,043	- 913,087	- 956,975	- 682,167	- 785,619	- 449,916	- 579,277	-	-
4. To provide the Kerb Side Collection Service.	20%	- 220,043	- 913,087	- 956,975	- 682,167	- 785,619	- 449,916	- 579,277	-	-
5. Provide assistance to the Clean up Australia Day activities.	5%	- 55,011	- 228,272	- 239,244	- 170,542	- 196,405	- 112,479	- 144,819	-	-
6. Provide waste education to the Hawkesbury community.	5%	- 55,011	- 228,272	- 239,244	- 170,542	- 196,405	- 112,479	- 144,819	-	-
7. Service the Community- Open every day except Good Friday & Christmas Day		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Service missed bins.	24 hours from notification	
2.1 Manage recycling contracts.	Zero non conformance to contract conditions.	
2.2 Increase domestic recycling activities and community participation through education and the provision of increased recycling service.	5% annual increase	
3.1 Maintain and operate the Hawkesbury City Waste Management Facility in accordance with EPA licence	100% compliance, no breaches of license conditions.	
4.1 Manage kerbside collection service contracts	100% compliance with contract conditions.	
5.1 Assist volunteers.	Annual assistance given. All waste collected within 96 hrs of the event	
6.1 Education programs are developed and presented to the community to encourage recycling and waste avoidance.	Annual program designed by March	
	Program implemented.	

Business Activities - Operational Action Plan and Performance Indicators 2006/2007									
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Business Development

**Director Support Services**

### Component 82 - Hawkesbury Leisure Centre

Officer: Manager Corporate Services and Governance

Budget 2006/07									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Bgdet	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
-	-	541,067	541,067	-	-	-	-		
109,068	109,068	575,020	575,020	54,534	54,534	81,801	-		

**Strategic Objective:**

***A network of towns, villages and rural localities connected by well- maintained public and private infrastructure, which supports the social and economic development of the City.***

Service Statements	
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1. Provide a wide range of economical sporting and recreational lifestyle activities for the community .

### Key Performance Indicators

Target

Progress this quarter

1.1 Centre is operated and maintained in accordance with the YMCA Licensing Review Checklist.

95% compliance to Quarterly audit.
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On target
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[illegible]