



Hawkesbury City Council

attachment 1
to
item 262

2009/2010
Management Plan Review
- September 2009 Quarter

date of meeting: 24 November 2009
location: council chambers
time: 6:30 p.m.



Hawkesbury City Council

2009/2010

Management Plan Review

September Quarter



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General Managers Office City Planning Division Infrastructure Services Division Support Services Division Business Activities Division	



Part 1

Executive Summary



SEPTEMBER 2009 QUARTER BUDGET REVIEW

EXECUTIVE SUMMARY

FINANCIAL PERFORMANCE

Financial Position

The cumulative result for the year is a balanced budget. The September Quarterly Budget Review resulted in a small surplus of \$56,217 after allowing for a number of recommended variations. Included in this report is a recommendation to transfer this surplus to the Contingency Reserve.

Details of all variations processed in this review have been included at the end of this document. Commentary on Council's financial performance for the first quarter of the 2009/2010 financial year, and details on the more significant issues in this review are provided below.

Operating Revenue

As at the end of the first quarter, Council's operating revenue from general rates and utility rates and charges is in line with the full year budget of \$36M. Revenue from user fees, charges and other income streams is also in line with budget, at \$2M, or 25% of the full year budget. Interest income is exceeding budget. As at the end of September 2009, interest earnings are \$0.4M, compared to a full year budget of \$0.8M. Based on this trend, and recent interest rates movements it is expected that this positive variance will continue for the next few months. A budget variation to reflect this budget variance is included in this review. Operating grants and contributions are tracking below budget, mainly due to an unfavourable variation in relation to the Financial Assistance Grant. A budget adjustment to reflect this is included in this review.

Operating Expenditure

Council incurs operating expenditure in delivering operational programs as outlined in the adopted Management Plan 2009/2010. Council's operating budgets are expended in maintaining the infrastructure in the Hawkesbury such as parks, recreational facilities, roads, bridges, community buildings and community facilities. These funds are also required to deliver essential services to the community, including waste, sewerage, and storm water services, community services and cultural services. Other services provided include city planning and support services. Apart from direct service delivery, Council also supports other bodies, including emergency services and recreational services by way of contributions and donations. Main expenditure items include employee costs, materials, contractors, consultants, legal expenses, contributions and insurance.

As at the end of September 2009, operating expenditure, excluding depreciation, amounts to \$12M, compared to a full year budget of \$50M. Based on these figures operating expenditure is tracking well against budget.


Operating income and expenditure reports are prepared and analysed on a monthly basis to ensure that problem areas are identified and acted upon in a timely manner.

Capital Expenditure

For the 2009/2010 financial year, Council has a total capital budget of \$23M. This total includes \$12M in funds carried over from the 2008/09 financial year. As at the end of the first quarter, actual capital expenditure amounted to \$2.8M, being 12% of the total capital budget for 2009/2010.

Cash and Investments

Council's reserve balances as at the end of the first quarter amount to \$43.1M. This balance was made up of \$18.5M in internally restricted reserves and \$24.6M in externally restricted reserves.



Council's investments portfolio returned an average of 4.32 % for the quarter ending 30th September 2009.

Analysis of the more significant adjustments included in the September Quarterly Review can be found within this document.

QUARTERLY BUDGET REVIEW

The September Quarterly Review of the 2009/2010 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.

In the first quarterly review of the financial year a conservative approach is taken, whereby under expended budgets are left unchanged, but monitored closely, and income budgets are only increased where income has already been received or is reasonably certain to be received.

Unfavourable adjustments required to meet existing commitments or to implement Council resolutions are included in the review, as are certain unfavourable income budget adjustments.

The major adjustments processed in this review are:

- **Financial Assistance Grant – Unfavourable Variance \$149K**
(Adopted Management Plan –Part 2 – SS Pg 27, IS Pg 16, 19, 22)

The Financial Assistance Grant for 2009/2010 was budgeted at \$4.4M. This budget was based on a 1% increase on 2008/2009 amounts for the general component of the grant and a 1.9% increase for the roads component. Subsequent to the budget being prepared on this basis, Council was advised by the NSW Local Government Grants Commission that the indicative payments were \$4.3M. Based on this advice the budget for the Financial Assistance Grant has been reduced by \$149K.

- **Interest Income – Favourable Variance \$200K**
(Adopted Management Plan –Part 2 – SS Pg 32)

The full year budget for interest earnings for 2009/2010 is \$0.8M. As at the end of September 2009, Council's earnings were \$0.4M. This positive variance results from a combination of a variation in the capital invested and the interest rates movements. The full year budget was based on an interest rate of 3% and capital invested of \$25M. As at the end of the first quarter, Council has an investment portfolio of \$40.9M averaging earnings of 4.32%. In light of the recent cash rates increases, the interest earned on Council's investment portfolio is expected to track positively against budget. A positive variance of \$200K is included in this review.

- **Rating Interest and S603 Certificates - Favourable Variance \$34K**
(Adopted Management Plan –Part 2 – SS Pg 30)


A favourable adjustment of \$23K is included in this review for an increase in interest earned on overdue rates and charges. The budgeted income for S603 Certificates is also being increased by \$10K based on the current positive trend.

- **Fleet and Plant Disposals – Favourable Variance \$160K**
(Adopted Management Plan –Part 2 – SS Pg 38, IS Pg30)

A number of leaseback vehicle and public works plant have been sold during the first quarter of 2009/2010. The sales proceeds have been included in this review.

- **Planning Agreement – Nil Variance**
(No budget included in the Adopted Management Plan)

Council entered into a planning agreement with Alchemy Holding Pty Ltd in relation to DA0537/08 at 263 Windsor Street, Richmond. This agreement required Alchemy Holding Pty Ltd to pay



either a cash contribution of \$50,000 to Council towards improvements to the existing public toilet facilities or works to the equivalent value towards community infrastructure in the immediate proximity of the Richmond business and commercial centre. This contribution and the corresponding capital expenditure have been included in this review.

- **Employee Costs – Unfavourable Variance \$74K**
(Adopted Management Plan –Part 2 – GM Pg 6, CP Pg 2,)
(No budget included in the Adopted Management Plan for Casual costs included in this review)

A review of superannuation payments by Council in respect of a number of staff following a 100% increase in contribution rates for the Local Government Superannuation Scheme Retirement and Defined Scheme due to the effects of investment returns as previously reported to Council has resulted in an unfavourable budget variation in the employee costs budget of \$56K. A further \$18K has been transferred from other line items to cover unbudgeted casual staff costs.

- **Donations – Unfavourable Variance \$30K**
(Adopted Management Plan –Part 2 – CP Pg 3)

At the meeting of 29 September 2009 (Item 211), Council resolved to provide financial assistance of \$30,000 to St. Monica's Catholic Primary School, Richmond. This amount is included as a donation in this review.

- **Valuer General Fees – Unfavourable Variance \$14K**
(Adopted Management Plan –Part 2 – SS Pg 30)

The Land and Property Information division of the Department of lands provides rating valuation services on behalf of the Valuer General under the terms of the Valuation of land Act 1916 to enable Council to levy ad valorem rates. During 2008, IPART undertook a review of the pricing of rating valuation services and made a new price determination to have effect from 1 July 2009 to 30 June 2014. The new prices are structured similarly to the previous determination and are based on separate prices for residential and non-residential properties. IPART calculated that these new prices are comparable to the previous prices adjusted for inflation. This review has resulted in an increase of 17.8% over the budgeted amounts for both residential and non-residential properties. A budget variation of \$14K is included in this review.

- **Hawkesbury Leisure Centre – Unfavourable Variance \$25K**
(Adopted Management Plan –Part 2 – IS Pg 8)


As at the end of September 2009, \$45K has been spent on reactive maintenance at the Hawkesbury Leisure Centre. This represents 54% of the total funds allocated. Based on this trend, and the unpredictability of breakdowns requiring urgent attention, an additional \$25K has been allocated to reactive maintenance for the Hawkesbury Leisure Centre.

- **State Emergency Services Contribution – Unfavourable Contribution \$55K**
(No budget included in the Adopted Management Plan)

Under the provisions of the Fire Brigades Act 1989, the Rural Fires Act 1997 and State Emergency Service Act 1989, local councils are required to contribute to the costs of the NSW Fire Brigades, the NSW Rural Fire Service and the State Emergency Service. Council was advised of the addition of the latter after the budget for 2009/2010 had been completed, resulting in this contribution not being budgeted for. This review includes an unfavourable variance of \$55K to cover this contribution.

- **Depreciation – Nil Effect**

A number of depreciation adjustments are included in this review. These adjustments are required to bring the depreciation allocation to the level required as a result of the fair valuation of infrastructure assets as outlined in the Division of Local Government Circular 09-09 dated 17



March 2009. This Circular requires all council's roads, bridges, footpaths and drainage assets to be valued at fair value by June 2010. This will result in increase in the value of council's infrastructure assets and a corresponding increase in the applicable depreciation. While the depreciation adjustments have no overall effect on the net position of Council's Operating Statement, it does affect the operating result before capital items. The operating result before capital items reflects Council's financial sustainability. An operating deficit means that a Council is not generating sufficient surplus through its operating activities to fund the replacement or renewal of capital. The total depreciation adjustment included in this review is \$1.7M for the full year.

- ***Grants / Contributions – Nil Effect***

Included in this review there is a number of adjustment relating to operating and capital grant funding which Council has received or has been advised it will receive. These budget adjustments include:

- Estuary Management Program – South Creek Restoration - \$15,000
- Hawkesbury Rural Community based Heritage Study - \$12,500
- Yarramundi Reserve Restoration Project - \$90,000
- Auslink Black Spot Freemans Reach / Gorricks Lane - \$442,300
- Auslink Black Spot George / Drummond Streets - \$439,500
- Auslink Black Spot Saunders Road - \$50,000
- Old Morgue Conservation & Interpretation - \$200,000
- NSW Capital Assistance Program (Smith Park, Pughs Lagoon) - \$20,000
- NSW DLG Playgrounds Grant (Richmond Park) - \$20,000
- Conservation Works Wilberforce Cemetery - \$183,000
- South Windsor Effluent Reuse Scheme (1st instalment) - \$699,250
- RTA George Street Roundabout Maintenance Contribution - \$50,000

Details of all adjustments processed in this review can be found at the end of this document.

Conclusion

The first Quarterly Review has resulted in a net favourable surplus of \$56,217, 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 is reported to Directors on a quarterly basis to ensure expenditure is within budget estimates and that the capital works program for 2009/2010 is delivered within the stipulated timeframe.



Part 2

Financial Performance



HAWKESBURY CITY COUNCIL

Income Statement

For the period ended 30th September 2009 - Prior to First Quarter Budget Review

2009		2010	2010	2010	2010	%
Actual		ORIGINAL BUDGET	AMENDED BUDGET	YTD BUDGET	Actual	of YTD Budget
\$		\$	\$	\$	\$	
OPERATIONAL ACTIVITIES						
Revenue from Ordinary Activities						
(22,597,421)	General Rates	(23,469,259)	(23,469,259)	(23,464,887)	(23,495,171)	100%
(11,822,183)	Utility Rates & Charges	(12,407,941)	(12,407,941)	(12,407,941)	(12,414,165)	100%
(34,419,604)		(35,877,200)	(35,877,200)	(35,872,828)	(35,909,336)	100%
(5,974,602)	Fees & Charges	(4,378,582)	(4,378,582)	(1,019,678)	(859,502)	84%
(8,768,771)	Grants & Contributions- Operating	(6,397,255)	(6,568,455)	(1,496,759)	(1,115,102)	75%
(2,695,197)	Interest	(930,222)	(930,222)	(232,464)	(475,355)	204%
(4,427,656)	Other Operating Revenue	(3,234,375)	(3,244,375)	(1,117,467)	(1,134,158)	101%
(9,177)	Share of Interest in Joint Ventures	-	-	-	-	
(525,923)	(Profit)/Loss on Sale Assets	-	-	-	-	
(56,820,930)	Total Operating Income	(50,817,634)	(50,998,834)	(39,739,196)	(39,493,452)	99%
Expenses from Ordinary Activities						
16,016,038	Employee Costs	14,678,856	14,678,856	3,640,808	3,433,982	94%
856,477	Other Employee Costs	570,800	570,800	373,828	161,160	43%
20,706,060	Materials & Services	17,724,750	19,013,215	4,373,836	3,771,559	86%
5,465	Borrowing Costs	4,000	4,000	999	-	0%
10,423,616	Depreciation	9,193,880	9,193,880	2,297,550	2,297,550	100%
9,132,741	Other Expenses	10,254,606	10,434,533	2,984,408	3,180,962	107%
40,053,301	Infrastructure Services	35,142,754	35,931,929	8,539,767	8,208,295	96%
6,677,845	Support Services	6,879,837	7,279,237	1,883,365	1,838,542	98%
8,641,562	City Planning	8,887,536	9,121,353	2,312,349	2,180,067	94%
1,767,688	General Manager	1,516,765	1,562,765	935,948	618,309	66%
-		-	-	-	-	
57,140,395	Total Operating Expenses	52,426,892	53,895,284	13,671,429	12,845,214	94%
319,465	Operating (Surplus)/Deficit before capital items	1,609,258	2,896,450	(26,067,767)	(26,648,239)	102%
CAPITAL FUNDING AND EXPENDITURE						
Source of capital funding (exclunding reserves)						
(1,110,318)	Proceeds from the sale of capital assets	(780,919)	(780,919)	(362,850)	(155,723)	
(10,423,616)	Depreciation	(9,193,880)	(9,193,880)	(2,297,550)	(2,297,550)	
(7,260,368)	Grants & Contributions - Capital	(2,720,798)	(3,490,620)	(227,793)	(428,450)	
(18,794,302)		(12,695,597)	(13,465,419)	(2,888,193)	(2,881,722)	100%
Application of Capital Funding						
Non current capital assets:						
1,001,883	Land & Land Improvements	-	-	-	331	
1,098,716	Buildings	670,960	3,261,965	213,860	606,129	
10,631,479	Infrastructure	7,201,410	13,729,258	1,332,895	1,432,301	
3,315,077	Plant & Equipment	2,540,537	5,740,645	1,228,734	667,235	
443,512	Other	733,800	733,800	382,450	54,856	
16,490,667		11,146,707	23,465,668	3,157,939	2,760,851	87%
Principal loan redemptions:						
6,077	Loan Redemptions	3,700	3,700	927	-	
(2,297,558)	Net Capital Expenditure	(1,545,190)	10,003,949	270,673	(120,872)	
NET RESERVE TRANSFERS & CAPITAL MOVEMENTS						
Retained (surplus)/deficit from prior years						
525,923	(Profit)/Loss on Sale Assets	-	-	-	-	
(29,233,346)	Transfer from Reserves	(22,506,064)	(35,342,395)	(5,929,250)	(8,346,211)	141%
31,277,169	Transfer (to) Reserves	22,441,996	22,441,996	15,131,898	15,824,997	105%
591,653	Retained (surplus)/deficit available for general funding purposes	-	-	(16,594,446)	(19,290,324)	116%



HAWKESBURY CITY COUNCIL Balance Sheet

For the period ended 30th September 2009 - Prior to First Quarter Budget Review

2009		2010	2010	2010
Actual		ORIGINAL BUDGET	AMENDED BUDGET	Actual
\$		\$	\$	\$
Current Assets				
41,588,471	Cash assets & Investments	41,524,403	28,688,072	42,168,260
4,167,552	Receivables	4,167,552	4,167,552	27,175,416
178,206	Inventories	178,206	178,206	181,470
225,565	Other	225,565	225,565	60,957
25,648,664	Investment Properties at Fair Value	25,648,664	25,648,664	25,648,664
<u>71,808,459</u>		<u>71,744,391</u>	<u>58,908,060</u>	<u>95,234,768</u>
Non-Current Assets				
-	(Other	-	-	-
559,947,787	I Property, plant and equipment	570,313,568	582,632,529	562,552,915
(133,444,675)	(Accumulated Depreciation	(142,638,555)	(142,638,555)	(135,742,225)
<u>426,503,111</u>		<u>427,675,012</u>	<u>439,993,973</u>	<u>426,810,689</u>
498,311,570	TOTAL ASSETS	499,419,403	498,902,033	522,045,457
Current Liabilities				
(5,014,860)	I Payables	(5,014,860)	(5,014,860)	(1,785,269)
(6,017,619)	I Provisions	(6,017,619)	(6,017,619)	(5,904,409)
(0)	(Borrowings	3,700	3,700	(0)
<u>(11,032,479)</u>		<u>(11,028,779)</u>	<u>(11,028,779)</u>	<u>(7,689,678)</u>
Non-Current Liabilities				
-	I Interest bearing liabilities	-	-	-
(4,644,633)	I Provisions	(4,644,633)	(4,644,633)	(4,644,633)
<u>(4,644,633)</u>		<u>(4,644,633)</u>	<u>(4,644,633)</u>	<u>(4,644,633)</u>
(15,677,113)	TOTAL LIABILITIES	(15,673,413)	(15,673,413)	(12,334,312)
482,634,457	NET COMMUNITY ASSETS	483,745,990	483,228,620	509,711,146
Community Equity				
(440,065,785)	(Capital and Capital Reserves	(440,129,853)	(452,966,184)	(439,527,903)
(35,627,769)	(Other reserves	(35,563,701)	(22,727,370)	(43,106,555)
-	I Retained (surplus)/deficit	-	-	-
(6,940,903)	I Operating Statement (surplus) /deficit	(8,052,436)	(7,535,066)	(27,076,689)
<u>(482,634,457)</u>	TOTAL COMMUNITY EQUITY	<u>(483,745,990)</u>	<u>(483,228,620)</u>	<u>(509,711,146)</u>



HAWKESBURY CITY COUNCIL
STATEMENT OF RESERVE BALANCES
For the Period Ending 30th Sep 2009

	2010	2010	2010	2010
	Opening Balance	Budgeted Reserve Transfers	Full Year Budgeted Reserve Balances	YTD Actual Reserve Balance
Externally Restricted Reserve Balances				
Sewerage Capital	2,199,006	578,838	2,777,844	1,855,567
Sewerage Operating Reserve	1,259,130	(1,178,277)	80,853	4,084,486
S64 Contributions Reserve	331,627	61,396	393,023	360,299
Waste Management Reserve	1,116,345	(553,169)	563,176	5,928,334
S94 Contributions	5,120,554	(576,103)	4,544,451	4,989,289
S94A Contributions	737,601	35,223	772,824	884,374
Extractive Industries	1,142,601	(474,649)	667,952	1,006,371
South Windsor Effluent Reuse Scheme Reserve	85,322	-	85,322	43,368
Unspent Contributions Reserve	1,369,263	(1,369,263)	-	1,072,647
Unexpended Grants Reserve	1,901,026	(1,901,026)	-	2,079,531
Stormwater Management	2,346,456	(252,673)	2,093,783	2,322,215
	17,608,930	(5,629,703)	11,979,227	24,626,481
Internally Restricted Reserve Balances				
Council S94	575,888	(107,719)	468,169	575,888
Bligh Park Reserve	517,229	(91,687)	425,542	517,229
Drainage	17,273	-	17,273	17,273
ELE	2,096,689	(297,180)	1,799,509	1,952,696
Election	100,000	100,000	200,000	200,000
Glossodia/Freemans	52,461	-	52,461	52,461
HLC Risk Management	106,563	-	106,563	106,563
Information Technology	451,241	(174,199)	277,042	444,943
Kerb & Gutter	361,433	(240,500)	120,933	360,488
Carryovers	7,936,880	(6,415,995)	1,520,885	6,942,884
Plant Replacement	383,051	(325,673)	57,378	234,811
Fleet Management	202,817	(199,820)	2,997	160,817
Property Development	(2,062,910)	(40,000)	(2,102,910)	(2,085,452)
Risk Management	294,754	-	294,754	294,754
Roadworks	1,423,991	(315,965)	1,108,026	319,271
Sullage	1,021,202	30,128	1,051,330	2,976,538
Trees	41,981	-	41,981	41,981
Misc Specific Purpose	25,744	-	25,744	25,744
Workers Compensation	1,046,587	-	1,046,587	1,046,587
Heritage	86,235	(12,500)	73,735	79,985
Parks & Gardens	48,203	-	48,203	48,203
Tip Remediation Reserve	2,555,700	820,414	3,376,114	3,430,582
Contingency Reserve	735,828	-	735,828	735,828
	18,018,839	(7,270,696)	10,748,143	18,480,074
	-	-	-	-
Total Reserve Balances	35,627,769	(12,900,399)	22,727,371	43,106,555

INVESTMENT REPORT

INVESTMENT PERFORMANCE

The investment portfolio increased by \$1.79m for the month. The increase was due to additional income over expenditure for the September period. During September, various income was received totalling \$6.08m, including rate payments amounting to over \$3.2m, while payments to suppliers and staff costs amounted to \$5.1m.

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

The investment portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Council's investment portfolio has been reviewed and rebalanced in favour of investments not subject to share market volatility. Comparisons are made between existing investments and available products that are not part of Council's portfolio. Independent advice is sought on new investment opportunities.

Official cash interest rate YTD is at 4.09%.

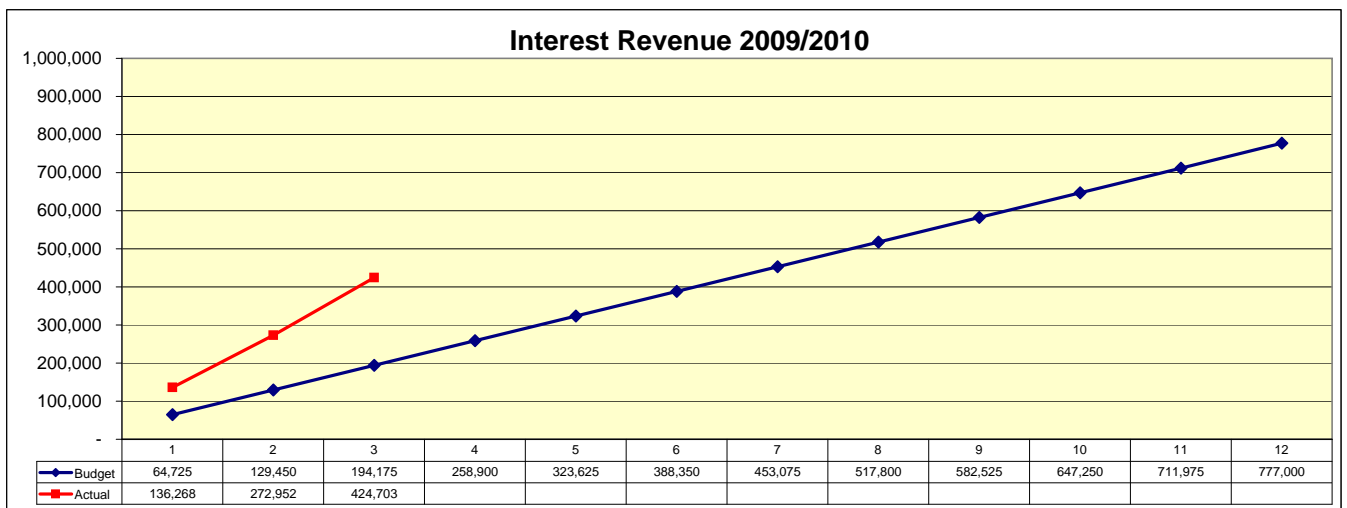
Council's Interest Earnings to date is \$424,703. Net interest income received to date has exceeded the YTD budget of \$194,175.

FACTS AND FIGURES

	YTD Budget	YTD Actual
Interest Earnings	\$ 194,175	\$ 424,703
Investment Portfolio		\$ 40,920,000
Investment Rate Return		4.32%
Official Cash Rate		4.09%

INVESTMENT PORTFOLIO

SEPTEMBER 2009	Balance	Return
On Call Funds	\$ 5,420,000	3.50%
Term Investments	\$ 35,500,000	4.57%
Total	\$ 40,920,000	4.43%



SEVEN YEAR TREND

	YTD 2010	2009	2008	2007	2006	2005	2004
Average Investment Portfolio	\$38.73	\$37.65m	\$36.04m	\$31.07m	\$25.43m	\$23.20m	\$30.56m
Interest Earnings	\$0.42	\$2.26m	\$1.52m	\$1.95m	\$1.32m	\$1.36m	\$1.68m
Avg.Return on Investments	4.32%	5.89%	4.24%	6.35%	5.80%	5.83%	5.50%



Hawkesbury City Council Investment Register - September 2009

Term Investments

Financial Institution	Rating S&P	Term Rating	Op Bal	Deposits	Withdrawals	Balance @ EOM	Percentage of Portfolio	Commence Date	Maturity Date	Term (Days)	Interest Rate
ANZ	A1+	Short	3,000,000.00	0.00	-3,000,000.00	0.00	0.00%	25-May-09	22-Sep-09	120 days	4.25%
ANZ	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.44%	29-May-09	25-Nov-09	180 days	4.25%
ANZ	A1+	Short	3,000,000.00	0.00	0.00	3,000,000.00	7.33%	24-Jun-09	21-Dec-09	180 days	4.50%
ANZ	A1+	Short	0.00	2,000,000.00	0.00	2,000,000.00	4.89%	22-Sep-09	24-Mar-10	183 days	4.75%
ANZ	A1+	Short	0.00	2,000,000.00	0.00	2,000,000.00	4.89%	02-Sep-09	02-Sep-10	365 days	5.25%
Bank of Queensland	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.44%	20-Jul-09	19-May-10	303 days	4.50%
Bank of Cyprus	Moodys P-1	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.44%	04-May-09	02-Nov-09	182 days	4.50%
Bankwest	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.44%	19-Aug-09	19-Aug-10	365 days	5.00%
Bendigo and Adelaide Bank	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.44%	14-May-09	09-Oct-09	148 days	4.00%
Citibank	A-1	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.44%	20-Jul-09	21-Apr-10	275 days	4.60%
Credit Union Australia	unrated		1,000,000.00	0.00	0.00	1,000,000.00	2.44%	30-Jul-09	24-Mar-10	273 days	4.62%
Elders Rural bank	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.44%	15-Jun-09	15-Jun-10	365 days	4.64%
IMB	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.44%	30-Jul-09	27-Jan-10	181 days	4.45%
Investec Bank	Moodys P-2	Short	0.00	1,000,000.00	0.00	1,000,000.00	2.44%	02-Sep-09	02-Sep-10	365 days	5.74%
Macquarie Bank	A-1	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.44%	18-Jun-09	15-Jun-10	362 days	4.50%
Members Equity	A-2	Short	1,000,000.00	0.00		1,000,000.00	2.44%	03-Aug-09	03-Mar-10	212 days	4.65%
NAB	A1+	Short	2,000,000.00	0.00	0.00	2,000,000.00	4.89%	25-May-09	23-Oct-09	149 days	4.30%
NAB	A1+	Short	3,500,000.00	0.00	0.00	3,500,000.00	8.55%	29-May-09	16-Dec-09	200 days	4.28%
NAB	A1+	Short	2,000,000.00	0.00	0.00	2,000,000.00	4.89%	05-Jun-09	16-Dec-09	194 days	4.40%
NAB	A1+	Short	0.00	1,000,000.00	0.00	1,000,000.00	2.44%	02-Sep-09	04-Aug-10	335 days	5.20%
Newcastle Permanent	A-2		1,000,000.00	0.00	0.00	1,000,000.00	2.44%	18-Jun-09	15-Jun-10	362 days	4.55%
Suncorp	A-1		1,000,000.00	0.00	0.00	1,000,000.00	2.44%	12-Jun-09	14-Jun-10	367 days	4.60%
Westpac	A1+	Short	3,000,000.00	0.00	0.00	3,000,000.00	7.33%	20-Jul-09	20-Jan-10	180 days	4.40%
Westpac	A1+	Short	3,000,000.00	0.00	0.00	3,000,000.00	7.33%	24-Jun-09	24-Feb-10	8 months	4.41%
Total Term Investments			32,500,000.00	6,000,000.00	-3,000,000.00	35,500,000.00	86.75%				4.57%

Financial Institution	Rating S&P	Term Rating	Op bal	Deposits	Withdrawals	Balance @ EOM	Percentage of Portfolio	Interest Rate		
CBA Oncall	A1+	Short	0.00	-	0.00	0.00	0.00%	2.95%		from 8/4/09
CBA Online Saver	A1+	Short	6,630,000.00	4,850,000.00	-6,060,000.00	5,420,000.00	13.25%	3.50%		from 3/8/09
Total On Call Investments			6,630,000.00	4,850,000.00	-6,060,000.00	5,420,000.00	13.25%			

TOTAL INVESTMENTS			39,130,000.00	10,850,000.00	-9,060,000.00	40,920,000.00	100%			
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Bench Mark Rates	Annualised for Period	Annualised for Past 6 mths	Annualised for Past 12 mths
UBSA Bank Bill Index	3.35%	3.59%	5.52%
Indicative Cash Rate	3.00%	3.30%	4.75%



Part 3

Budget Review



HAWKESBURY CITY COUNCIL

Budgeted Income Statement

For the period ended 30th September 2009

2009		2010	2010	2010
Actual		ORIGINAL BUDGET	AMENDED BUDGET	1st QTR ADJUST
\$		\$	\$	\$
OPERATIONAL ACTIVITIES				
Revenue from Ordinary Activities				
(22,597,421)	General Rates	(23,469,259)	(23,469,259)	-
(11,822,183)	Utility Rates & Charges	(12,407,941)	(12,407,941)	-
(34,419,604)		(35,877,200)	(35,877,200)	-
(5,974,602)	Fees & Charges	(4,378,582)	(4,378,582)	(14,390)
(8,768,771)	Grants & Contributions- Operating	(6,397,255)	(6,568,455)	1,072,311
(2,695,197)	Interest	(930,222)	(930,222)	(356,957)
(4,427,656)	Other Operating Revenue	(3,234,375)	(3,244,375)	(272,389)
(9,177)	Share of Interest in Joint Ventures	-	-	-
(525,923)	(Profit)/Loss on Sale Assets	-	-	-
(56,820,930)	Total Operating Income	(50,817,634)	(50,998,834)	428,575
Expenses from Ordinary Activities				
16,016,038	Employee Costs	14,678,856	14,678,856	116,578
856,477	Other Employee Costs	570,800	570,800	547
20,706,060	Materials & Services	17,724,750	19,013,215	510,413
5,465	Borrowing Costs	4,000	4,000	(4,000)
10,423,616	Depreciation	9,193,880	9,193,880	1,658,350
9,132,741	Other Expenses	10,254,606	10,434,533	(61,313)
40,053,301	Infrastructure Services	35,142,754	35,931,929	1,893,239
6,677,845	Support Services	6,879,837	7,279,237	254,711
8,641,562	City Planning	8,887,536	9,121,353	69,115
1,767,688	General Manager	1,516,765	1,562,765	3,510
		-	-	-
57,140,395	Total Operating Expenses	52,426,892	53,895,284	2,220,575
319,465	Operating (Surplus)/Deficit before capital items	1,609,258	2,896,450	2,649,150
CAPITAL FUNDING AND EXPENDITURE				
Source of capital funding (excluding reserves)				
(1,110,318)	Proceeds from the sale of capital assets	(780,919)	(780,919)	(173,528)
(10,423,616)	Depreciation	(9,193,880)	(9,193,880)	(1,658,350)
(7,260,368)	Grants & Contributions - Capital	(2,720,798)	(3,490,620)	(2,204,050)
(18,794,302)		(12,695,597)	(13,465,419)	(4,035,928)
Application of Capital Funding				
Non current capital assets:				
1,001,883	Land & Land Improvements	-	-	-
1,098,716	Buildings	670,960	3,261,965	481,521
10,631,479	Infrastructure	7,201,410	13,729,258	1,771,041
3,315,077	Plant & Equipment	2,540,537	5,740,645	(31,169)
443,512	Other	733,800	733,800	(3,500)
16,490,667		11,146,707	23,465,668	2,217,893
	Principal loan redemptions:			
6,077	Loan Redemptions	3,700	3,700	(3,700)
(2,297,558)	Net Capital Expenditure	(1,545,190)	10,003,949	(1,821,735)
NET RESERVE TRANSFERS & CAPITAL MOVEMENTS				
Retained (surplus)/deficit from prior years				
525,923	(Profit)/Loss on Sale Assets	-	-	-
(29,233,346)	Transfer from Reserves	(22,506,064)	(35,342,395)	(1,938,882)
31,277,169	Transfer (to) Reserves	22,441,996	22,441,996	1,111,467
591,653	Retained (surplus)/deficit available for general funding purposes	-	-	-



HAWKESBURY CITY COUNCIL

Budgeted Balance Sheet

For the period ended 30th September 2009

2009		2010	2010	2008	2008
Actual		ORIGINAL BUDGET	AMENDED BUDGET	1st QTR ADJUST	AMENDED BUDGET
\$		\$	\$		
Current Assets					
41,588,471	Cash assets & Investments	41,524,403	28,688,072	(827,415)	27,860,657
4,167,552	Receivables	4,167,552	4,167,552	-	4,167,552
178,206	Inventories	178,206	178,206	-	178,206
225,565	Other	225,565	225,565	-	225,565
25,648,664	Investment Properties at Fair Value	25,648,664	25,648,664	-	25,648,664
<u>71,808,459</u>		<u>71,744,391</u>	<u>58,908,060</u>	<u>(827,415)</u>	<u>58,080,645</u>
Non-Current Assets					
-	Other	-	-	-	-
559,947,787	Property, plant and equipment	570,313,568	582,632,529	2,044,365	584,676,894
(133,444,675)	Accumulated Depreciation	(142,638,555)	(142,638,555)	(1,658,350)	(144,296,905)
<u>426,503,111</u>		<u>427,675,012</u>	<u>439,993,973</u>	<u>386,015</u>	<u>440,379,988</u>
498,311,570	TOTAL ASSETS	499,419,403	498,902,033	(441,400)	498,460,633
Current Liabilities					
	Payables	-	-	-	-
(5,014,860)	Payables	(5,014,860)	(5,014,860)	-	(5,014,860)
(6,017,619)	Provisions	(6,017,619)	(6,017,619)	-	(6,017,619)
(0)	Borrowings	3,700	3,700	(3,700)	(0)
<u>(11,032,479)</u>		<u>(11,028,779)</u>	<u>(11,028,779)</u>	<u>(3,700)</u>	<u>(11,032,479)</u>
Non-Current Liabilities					
	Interest bearing liabilities	-	-	-	-
(4,644,633)	Provisions	(4,644,633)	(4,644,633)	-	(4,644,633)
<u>(4,644,633)</u>		<u>(4,644,633)</u>	<u>(4,644,633)</u>	<u>-</u>	<u>(4,644,633)</u>
(15,677,113)	TOTAL LIABILITIES	(15,673,413)	(15,673,413)	(3,700)	(15,677,113)
482,634,457	NET COMMUNITY ASSETS	483,745,990	483,228,620	(445,100)	482,783,520
Community Equity					
(440,065,785)	Capital and Capital Reserves	(440,129,853)	(452,966,184)	(827,415)	(453,793,599)
(35,627,769)	Other reserves	(35,563,701)	(22,727,370)	827,415	(21,899,955)
-	Retained (surplus)/deficit	-	-	-	-
(6,940,903)	Operating Statement (surplus) /deficit	(8,052,436)	(7,535,066)	445,100	(7,089,966)
<u>(482,634,457)</u>		<u>(483,745,990)</u>	<u>(483,228,620)</u>	<u>445,100</u>	<u>(482,783,520)</u>
	TOTAL COMMUNITY EQUITY	(483,745,990)	(483,228,620)	445,100	(482,783,520)

QUARTERLY BUDGET VARIATION 2009/2010 - SUMMARY
1st Quarter 2009/2010



Operational
Variation Capital Variation

Budgeted (Surplus)/Deficit B/F		0	
EXPENDITURE			
Employee Costs			
	2101 - Salaries	67,358	0
	2102 - Annual Leave	8,069	0
	2103 - Sick Leave	4,034	0
	2107 - Casuals	33,468	0
	2108 - Travelling	1,959	0
	2109 - Workers Compensation	(7,426)	0
	2111 - Superannuation	15,034	0
	2112 - Allowances	11,052	0
	2125 - Salary Reclassifications	(24,396)	0
	2570 - Safety Expenses & Training	7,973	0
TOTAL		117,125	0
Materials & Services			
	2116 - Contractors	(49,857)	0
	2244 - Debt Recovery Expenses	150,000	0
	2407 - Consultancy Fees	(10,000)	0
	2420 - Audit Fees	(284)	0
	2435 - Promotion Expenditure	(1,500)	0
	2490 - Activity Expenses	1,067	0
	2510 - Local Economic Development Program	10,000	0
	2581 - Library Oth Recurrent Exp	5,500	0
	2591 - Print Machine Rental	1,680	0
	2605 - Maintenance - Furniture & Fittings	828	0
	2606 - Maintenance - Buildings	24,050	0
	2607 - Maintenance - Plant & Equipment	(836)	0
	2612 - Mtce Gardens & Grounds	3,000	0
	2614 - Air Conditioning	300	0
	2615 - Vandalism Repairs	250	0
	2618 - Parks - M&R	(450)	0
	2619 - Works Program - Building M&R	2,464	0
	2625 - Road Line & Signs Maintenance	7,000	0
	2627 - Unpaved Footpaths Maintenance	5,726	0
	2641 - Roadworks Maint Ancillary Road Items	5,000	0
	2648 - Roadworks Maint Heavy Patching	6,000	0
	2658 - Roadworks MaintStormwater Damage Repairs	(5,000)	0
	2661 - Road Safety Grant Programs Expenditure	10,500	0
	2679 - Bushcare Officer Program	3,882	0
	2681 - Tree Planting Maintenance	1,700	0
	2700 - Depot Expenses	(5,144)	0
	2702 - Small Plant Assets	1,577	0
	2743 - Network Administration	235,000	0
	2769 - Cultural Precinct-Grant Funded Projects	3,160	0
	2820 - Grant Funded Operational Exp	105,000	0
	2986 - Museum Program Expenses	(200)	0
TOTAL		510,413	0
Borrowing Costs			
	2202 - Interest on Loans	(4,000)	0
TOTAL		(4,000)	0
Other Expenditure			
	2402 - Sundry Expenses	2,540	0

QUARTERLY BUDGET VARIATION 2009/2010 - SUMMARY
1st Quarter 2009/2010



	Operational Variation	Capital Variation
2405 - Contribution to outside bodies	(288)	0
2419 - General Office Expenditure	(300)	0
2422 - Telephone Expenses	450	0
2456 - Employment Agencies	54,930	0
2521 - Members Fees Section 29A	840	0
2571 - Rates Property Revaluation	14,301	0
2593 - Contribution Emergency Mgt SES	55,252	0
2601 - Electricity	1,000	0
2602 - Water	(620)	0
2603 - Insurance	5,423	0
2604 - Security	2,830	0
2609 - Cleaning	100	0
2740 - General Computer Expenses	11,229	0
2744 - Corporate Systems	(239,000)	0
2765 - Section 356 Expenditure	30,000	0
2300 - Depreciation Expense Plant	129,000	0
2304 - Depreciation Expense Land Improvements	8,400	0
2305 - Depreciation Expense Buildings	843,031	0
2307 - Depreciation Expense Roads	57,437	0
2308 - Depreciation Expense Bridges	122,542	0
2309 - Depreciation Expense Footpaths	197,940	0
2315 - Depreciation Expense Stormwater Drainage	300,000	0
3300 - Depreciation - Plant	0	(129,000)
3304 - Depreciation Land Improvements	0	(8,400)
3305 - Depreciation Buildings	0	(843,031)
3307 - Depreciation Roads	0	(57,437)
3308 - Depreciation Bridges	0	(122,542)
3309 - Depreciation Footpaths	0	(197,940)
3315 - Depreciation - Stormwater Drainage	0	(300,000)
TOTAL	1,597,037	(1,658,350)
Capital Expenditure		
3101 - Sale of Plant	0	(77,863)
3105 - Sale of Land and Buildings	0	(12,447)
3106 - Sale of Leaseback Vehicles	0	(83,218)
4101 - Purchase of Plant	0	(3,085)
4103 - Purchase of Computer Equipment	0	(9,000)
4110 - Purchase Library Books	0	(3,500)
4113 - Purchase Sewer Assets	0	304,967
4601 - Purchase Leaseback Plant	0	(28,500)
4613 - Purchase of Equipment	0	(1,187)
4701 - Road Construction	0	500,000
4714 - Black Spot Programs	0	931,800
4729 - Restoration & Conservation Works	0	383,000
4730 - Construct Footpaths	0	(5,726)
4820 - Parks - Capital Grants Funded Projects	0	40,000
4901 - Building Construction	0	48,521
4907 - S94 Recreation Buildings	0	50,000
4910 - Lighting	0	10,603
TOTAL	0	2,044,365
Borrowings Capital Expenditure		
4301 - Loan Repayment	0	(3,700)
TOTAL	0	(3,700)

QUARTERLY BUDGET VARIATION 2009/2010 - SUMMARY
1st Quarter 2009/2010



	Operational Variation	Capital Variation
TOTAL EXPENDITURE VARIATIONS	2,220,575	382,315
REVENUE		
User Charges & Other Income		
1150 - Charges & Fees Recovery Legal Costs	(150,000)	0
1157 - Other Rents & Leases	(6,660)	0
1160 - Section 603 Certificate Income	(10,508)	0
1172 - Bush Care Income	(3,882)	0
1197 - Administration Fee Income	(20,000)	0
1730 - Art & Historical Income	(5,000)	0
1732 - Gallery Income	(3,500)	0
1751 - Recycling Income	(80,000)	0
1799 - Sundry Income	(7,229)	0
TOTAL	(286,779)	0
Interest		
1117 - Extra Charges	(23,179)	0
1601 - Interest Income	(334,500)	0
1605 - Interest on LTD	722	0
TOTAL	(356,957)	0
Grants & Contributions		
1811 - Bus Route-Weight Tax Subsidy-RTA Grant	(5,000)	0
1813 - Road Safety LG Funding Programs-RTA Grants	(5,500)	0
1819 - Financial Assistance Gr-L/Gvt Grants Com	1,252,343	0
181A - Regional Roads-Roads Block RTA Grants	(1,000)	0
181G - Reg Roads-Traffic Facilities Block RTA G	(7,000)	0
1825 - LG Funding Drink Drive Program-RTA Grant	(2,000)	0
182A - H'bury Child Restrains Proj-RTA Gr	(3,000)	0
186D - Aged and Disabled Officer-Dep of Age	964	0
186Y - Library Per Capita Sub-State Lib of NSW	(796)	0
188B - Restore Nationally Threatened Eco Comty-DpEnv&Climate	12,500	0
188C - Estuary Mgmt Prog-Sth Creek Restoration-DpEnv&Climate	(15,000)	0
188D - Hbury Rural Comty Based Heritage Study-Heritage	(12,500)	0
18PZ - Ymundi Res Restoration Proj-DpEd,E&W Relations	(90,000)	0
1901 - Contributions	(50,000)	0
1903 - Contributions-Sewer S64 - Other	61,396	0
1923 - Contributions Trees	(1,700)	0
1924 - Contribution Road Works	30,000	0
1948 - S94A Contributions	280,000	0
1950 - S94 Contrib Catch 1 Community Facilities	11,350	0
1951 - S94 Contributions Catch 2 Comm Fac	14,700	0
1952 - S94 Contributions Catch 3 Comm Fac	15,400	0
1953 - S94 Contributions Catch 4 Comm Fac	28,100	0
1954 - S94 Contributions District Comm Fac	47,600	0
1955 - S94 Contributions Catch 1 PIP	4,800	0
1956 - S94 Contributions Catch 2 PIP	6,200	0
1957 - S94 Contributions Catch 3 PIP	6,700	0
1958 - S94 Contributions Catch 4 PIP	11,500	0
1959 - S94 Contributions Dist Fac PIP	16,100	0
1960 - S94 Contributions Catch Rec Build	4,500	0
1961 - S94 Contributions Catch 2 Rec Build	8,500	0
1962 - S94 Contribution Catch 3 Rec Build	9,800	0
1963 - S94 Contribution Catch 4 Rec Build	13,500	0
1964 - S94 Contributions Dist Fac Rec Buildq	11,900	0
382E - Auslink Black Spot Program-RTA Grant	0	(931,800)
385F - Old Morgue-Cons & Interpret-Env,H'ge,W&A	0	(200,000)
38PW - NSW Gvt Capital Assistance Prog-DpSp&Rec	0	(20,000)
38PX - NSW DLG Playgrounds Grants Prog-DpLG	0	(20,000)

QUARTERLY BUDGET VARIATION 2009/2010 - SUMMARY
1st Quarter 2009/2010



	Operational Variation	Capital Variation
38PY - Conservation Wks-Wilberforce Cemetery	0	(183,000)
3901 - Capital Contribution	0	(829,250)
3903 - Contributions-Sewer S64 - Other	0	(61,396)
3924 - S94 Extractive Industries Contribution	0	(50,000)
3948 - S94A Contributions	0	(280,000)
3950 - S94 Contrib Catch 1 Community Facilities	0	(11,350)
3951 - S94 Contributions Catch 2 Com Facilities	0	(14,700)
3952 - S94 Contributions Catch3 Com Facilities	0	(15,400)
3953 - S94 Contributions Catch4 Com Facilities	0	(28,100)
3954 - S94 Contribution District Com Facilities	0	(47,600)
3955 - S94 Contributions Catch 1 Park Imp Prog	0	(4,800)
3956 - S94 Contributions Catch 2 PIP	0	(6,200)
3957 - S94 Contributions Catch 3 PIP	0	(6,700)
3958 - S94 Contributions Catch 4 PIP	0	(11,500)
3959 - S94 Contributions Dist Fac PIP	0	(16,100)
3960 - S94 Contributions Catch 1 Rec Building	0	(4,500)
3961 - S94 Contributions C2 Rec Buildings	0	(8,500)
3962 - S94 Contributions Catch 3 Rec Buildings	0	(9,800)
3963 - S94 Contributions C4 Rec Buildings	0	(13,500)
3964 - S94 Contributions Dist Fac Rec Building	0	(11,900)
TOTAL	1,654,357	(2,786,096)
TOTAL REVENUE VARIATIONS	1,010,621	(2,786,096)

QUARTERLY BUDGET VARIATION 2009/2010 - SUMMARY
1st Quarter 2009/2010



		Operational Variation	Capital Variation
RESERVE TRANSFERS			
Transfers from			
	3201 - Tfr from Rsve Capital - Sewer	0	3,700
	3229 - Tfr from Rsve Sewer Operating Reserve	0	(175,479)
	3246 - Tfr from Rsve- S94 Ext. Industries Reserve	0	(500,000)
	3253 - Tfr from Rsve Plant Reserve	0	(200)
	3255 - Tfr from Rsve Risk Mgt Reserve	0	(7,973)
	3256 - Tfr from Rsve Roadworks Reserve	0	(1,103,287)
	3266 - Trf from Unspnt Cntrib Bligh Pk JV Resrv	0	(100,000)
	3267 - Tfr from Unexpended Grants Reserve	0	10,000
	3269 - Transfer from S94A Reserve	0	(50,000)
	3230 - Transfer from Tip Remediation Reserve	0	69,324
	3238 - Transfer from Sth Windsor Effluent Reuse Scheme Reserve	0	(84,967)
TOTAL		0	(1,938,882)
Transfers to			
	4229 - TFR to Rsve Sewer Operating Reserve	0	117,000
	4256 - TFR to Rsve Roadworks Reserve	0	50,000
	4270 - Transfer to Contingency Reserve	0	56,217
	4238 - Transfer to Sth Windsor Effluent Reuse Scheme Reserve	0	888,250
TOTAL		0	1,111,467
TOTAL RESERVE VARIATIONS		0	(827,415)
GRAND Total (Surplus)/Deficit		3,231,196	(3,231,196)

NET (SURPLUS)/ DEFICIT

0

QUARTERLY BUDGET VARIATION 2009/2010 - DETAILS
1st Quarter 2009/2010

Component		Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
General Fund	GENERAL MANAGER					
	16 - Insurance Risk Management	2101 - Salaries	0000 - No Project	4,549	0	Position regraded Trfr C 65
	16 - Insurance Risk Management	2102 - Annual Leave	0000 - No Project	394	0	Position regraded Trfr C 65
	16 - Insurance Risk Management	2103 - Sick Leave	0000 - No Project	197	0	Position regraded Trfr C 65
	16 - Insurance Risk Management	2111 - Superannuation	0000 - No Project	463	0	Position regraded Trfr C 65
	16 - Insurance Risk Management	2570 - Safety Expenses & Training	4595 - Safety Exp & Training	7,973	0	Driver training Reserve funded
	16 - Insurance Risk Management	3255 - Trf from Rsvs Risk Mgt Reserve	4595 - Safety Exp & Training	0	(7,973)	Driver training Reserve funded
	17 - Workers Compensation	2101 - Salaries	0000 - No Project	4,548	0	Position regraded Trfr C 65
	17 - Workers Compensation	2102 - Annual Leave	0000 - No Project	394	0	Position regraded Trfr C 65
	17 - Workers Compensation	2103 - Sick Leave	0000 - No Project	197	0	Position regraded Trfr C 65
	17 - Workers Compensation	2109 - Workers Compensation	0000 - No Project	(7,426)	0	Transfer to 2740 Figtree
	17 - Workers Compensation	2111 - Superannuation	0000 - No Project	463	0	Position regraded Trfr C 65
	17 - Workers Compensation	2740 - General Computer Expenses	0000 - No Project	7,426	0	Figtree updates & annual support fees
	40 - Strategic Activities	2101 - Salaries	0000 - No Project	15,082	0	Staff package review
	40 - Strategic Activities	2102 - Annual Leave	0000 - No Project	1,305	0	Staff package review
	40 - Strategic Activities	2103 - Sick Leave	0000 - No Project	652	0	Staff package review
	40 - Strategic Activities	2510 - Local Economic Development Program	2108 - Business Develop Prog- Joint Economic Development	10,000	0	Carryover June 2009 error
	65 - Personnel	2125 - Salary Reclassifications	0000 - No Project	(24,396)	0	Transfer to various components + Super
	68 - Public Relations /Cultural Development	2101 - Salaries	0000 - No Project	43,419	0	Reallocate funds - Communication budget
	68 - Public Relations /Cultural Development	2102 - Annual Leave	0000 - No Project	2,274	0	Reallocate funds - Communication budget
	68 - Public Relations /Cultural Development	2103 - Sick Leave	0000 - No Project	1,137	0	Reallocate funds - Communication budget
	68 - Public Relations /Cultural Development	2111 - Superannuation	0000 - No Project	3,027	0	Reallocate funds - Communication budget
	68 - Public Relations /Cultural Development	2116 - Contractors	0000 - No Project	(49,857)	0	Reallocate funds - Communication budget
	69 - Elected Members	2521 - Members Fees Section 29A	4190 - Members Fees Sect 29A - Mayor Allowance	(160)	0	*New fees per item 122
	69 - Elected Members	2521 - Members Fees Section 29A	4191 - Members Fees Sect 29A Members Fees	1,000	0	*New fees per item 122
	70 - Executive Management	2101 - Salaries	0000 - No Project	(21,975)	0	*HNRRP Project Mgt Fees to Comp 96
	70 - Executive Management	2101 - Salaries	4209 - Executive Management Support	2,293	0	Position Regrade trfr C65
	70 - Executive Management	2102 - Annual Leave	4209 - Executive Management Support	199	0	Position Regrade trfr C65
	70 - Executive Management	2103 - Sick Leave	4209 - Executive Management Support	99	0	Position Regrade trfr C65
	70 - Executive Management	2111 - Superannuation	4209 - Executive Management Support	233	0	Position Regrade trfr C65
TOTAL				3,510	(7,973)	
SUPPORT SERVICES						
	10 - Computer Services	2101 - Salaries	0000 - No Project	(14,600)	0	Trf to Casuals 2107
	10 - Computer Services	2107 - Casuals	0000 - No Project	14,600	0	Trf from Salaries 2101
	10 - Computer Services	2740 - General Computer Expenses	4072 - Computer Expenses General	4,000	0	Reallocation of funds- IT budget
	10 - Computer Services	2740 - General Computer Expenses	4075 - Data Line Expenses	0	0	Reallocation of funds- IT budget
	10 - Computer Services	2743 - Network Administration	4070 - Computer Hardware	11,000	0	Reallocation of funds- IT budget
	10 - Computer Services	2743 - Network Administration	4071 - Software Licensing & Maintenance	0	0	Reallocation of funds- IT budget
	10 - Computer Services	2743 - Network Administration	4072 - Computer Expenses General	(2,000)	0	Reallocation of funds- IT budget
	10 - Computer Services	2743 - Network Administration	4073 - Operating Leases	226,000	0	Reallocation of funds- IT budget
	10 - Computer Services	2744 - Corporate Systems	4070 - Computer Hardware	(11,000)	0	Reallocation of funds- IT budget
	10 - Computer Services	2744 - Corporate Systems	4071 - Software Licensing & Maintenance	0	0	Reallocation of funds- IT budget
	10 - Computer Services	2744 - Corporate Systems	4072 - Computer Expenses General	(2,000)	0	Reallocation of funds- IT budget
	10 - Computer Services	2744 - Corporate Systems	4073 - Operating Leases	(226,000)	0	Reallocation of funds- IT budget
	10 - Computer Services	3248 - Trf from Rsvs Info Tech Reserve	9615 - Internet Connectivity & Bandwidth	0	5,912	Carryover project correction
	10 - Computer Services	3248 - Trf from Rsvs Info Tech Reserve	9631 - PDA Mobile Work, Telework, Instant Messa	0	(19,737)	Trf from project 9637
	10 - Computer Services	3248 - Trf from Rsvs Info Tech Reserve	9636 - Internet & Security Third Party Audit	0	(5,912)	Carryover project correction
	10 - Computer Services	3248 - Trf from Rsvs Info Tech Reserve	9637 - PDA project	0	19,737	Trf to project 9631
	10 - Computer Services	4103 - Purchase of Computer Equipment	9631 - PDA Mobile Work, Telework, Instant Messa	0	19,737	Trf from project 9637
	10 - Computer Services	4103 - Purchase of Computer Equipment	9637 - PDA project	0	(19,737)	Trf to project 9631
	11 - Records	1799 - Sundry Income	1095 - Sundry Sales Subpoena Inc	5,000	0	Trf fr P1148



QUARTERLY BUDGET VARIATION 2009/2010 - DETAILS
1st Quarter 2009/2010

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
11 - Records	1799 - Sundry Income	1148 - Photocopying & Scanning	(5,000)	0	Tfr to P1095
11 - Records	2107 - Casuals	0000 - No Project	9,000	0	Budget tfrd from 4103
11 - Records	4103 - Purchase of Computer Equipment	9748 - Records Process Improvements	0	(9,000)	Tfr to cover casuals 2107
15 - Cultural Services - Library Services	186Y - Library Per Capita Sub-State Lib of NSW	0000 - No Project	(796)	0	Grant funds adjustment
15 - Cultural Services - Library Services	2101 - Salaries	0000 - No Project	2,593	0	Tfr fr C65 Salary reclassification
15 - Cultural Services - Library Services	2102 - Annual Leave	0000 - No Project	199	0	Tfr fr C65 Salary reclassification
15 - Cultural Services - Library Services	2103 - Sick Leave	0000 - No Project	99	0	Tfr fr C65 Salary reclassification
15 - Cultural Services - Library Services	2108 - Travelling	0000 - No Project	500	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2111 - Superannuation	2225 - Superannuation-Retirement Scheme	233	0	Tfr fr C65 Salary reclassification
15 - Cultural Services - Library Services	2305 - Depreciation Expense Buildings	0000 - No Project	13,500	0	Depreciation Reallocation
15 - Cultural Services - Library Services	2402 - Sundry Expenses	0000 - No Project	1,040	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2581 - Library Oth Recurrent Exp	4853 - Libr Oth Exp Books Bind/Mat M&R	3,500	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2581 - Library Oth Recurrent Exp	4948 - Printing & Signage	2,000	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2603 - Insurance	6153 - Richmond Library Richmond	290	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2603 - Insurance	6480 - Hawkesbury Central Library (300Georges) Site	(2,600)	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2604 - Security	6153 - Richmond Library Richmond	230	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2604 - Security	6480 - Hawkesbury Central Library (300Georges) Site	2,000	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2607 - Maintenance - Plant & Equipment	6429 - Deerubin Centre	(700)	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2612 - Mice Gardens & Grounds	6381 - Cultural Precinct	2,000	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2614 - Air Conditioning	6153 - Richmond Library Richmond	(900)	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2614 - Air Conditioning	6480 - Hawkesbury Central Library (300Georges) Site	1,000	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2615 - Vandalism Repairs	6153 - Richmond Library Richmond	100	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2615 - Vandalism Repairs	6480 - Hawkesbury Central Library (300Georges) Site	(200)	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2740 - General Computer Expenses	6381 - Cultural Precinct	(197)	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	3305 - Depreciation Buildings	0000 - No Project	0	(13,500)	Depreciation Reallocation
15 - Cultural Services - Library Services	4110 - Purchase Library Books	5531 - Purch Lib Books LOA Non-Fiction	0	15,000	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	4110 - Purchase Library Books	9938 - Additional Library resources/books	0	(15,000)	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	4110 - Purchase Library Books	0000 - No Project	0	(3,500)	Reallocation of funds- Library budget
18 - Financial Planning	2101 - Salaries	0000 - No Project	(2,463)	0	salary regrading fr C65+C96 Project mgt
18 - Financial Planning	2102 - Annual Leave	0000 - No Project	221	0	salary regrading tfr C65
18 - Financial Planning	2103 - Sick Leave	0000 - No Project	111	0	salary regrading tfr C65
18 - Financial Planning	2111 - Superannuation	2225 - Superannuation-Retirement Scheme	173	0	salary regrading tfr C65
18 - Financial Planning	2112 - Allowances	0000 - No Project	10,452	0	Car allowance correction
19 - Accounting Services	1819 - Financial Assistance Gr-L/Gvt Grants Com	0000 - No Project	885,464	0	FAG adjusted to actuals
19 - Accounting Services	2107 - Casuals	0000 - No Project	(10,557)	0	Casual budget reallocated
19 - Accounting Services	2402 - Sundry Expenses	0000 - No Project	1,500	0	Cheque printing + red bin
19 - Accounting Services	2405 - Contribution to outside bodies	4300 - Contribution to WSROC	(288)	0	WSROC membership actuals
19 - Accounting Services	2419 - General Office Expenditure	0000 - No Project	(300)	0	Tfr to 2402 for chq printing
19 - Accounting Services	2420 - Audit Fees	0000 - No Project	(284)	0	Audit fees actuals June 2009
19 - Accounting Services	2456 - Employment Agencies	0000 - No Project	25,000	0	Add funds T1 Upgrade
19 - Accounting Services	3256 - Tfr from Rsvd Roadworks Reserve	0000 - No Project	0	(745,682)	Tfr FAG from reserve
19 - Accounting Services	4101 - Purchase of Plant	0000 - No Project	0	47,050	Tfr fr C62
19 - Accounting Services	4270 - Transfer to Contingency Reserve	0902 - Surplus Operational Expenditure	0	56,217	Tfr to contingency reserve
20 - Rating Services	1117 - Extra Charges	0000 - No Project	(23,179)	0	Extra interest on overdue rates
20 - Rating Services	1150 - Charges & Fees Recovery Legal Costs	1098 - Sundry Income Recovery Rates Legal Costs	(150,000)	0	Offset with natural 2244
20 - Rating Services	1160 - Section 603 Certificate Income	1090 - Section 603 Certificates	(10,508)	0	Extra S603 income YTD actuals
20 - Rating Services	2107 - Casuals	0000 - No Project	1,549	0	Add funding - extra days
20 - Rating Services	2244 - Debt Recovery Expenses	0000 - No Project	150,000	0	Offset with natural 1150
21 - Investment Debt Servicing	2571 - Rates Property Revaluation	5180 - Valuation Expenses Valuer General Exp	14,301	0	VG actuals more than budget
21 - Investment Debt Servicing	1601 - Interest Income	1550 - Interest Revenue - General Fund	(200,000)	0	Extra interest earnings ytd actuals
21 - Investment Debt Servicing	1605 - Interest on LTD	1961 - Interest on LTD Hbury Dist agric Assoc	722	0	Loan has been fully repaid
21 - Investment Debt Servicing	2202 - Interest on Loans	4601 - Int on Loans G/Fund Accrued Interest	(1,000)	0	Loans were paid out 30 June 2009
22 - Administrative Services	1799 - Sundry Income	1449 - Reimburse Legal Exps -Lease Agreements	(5,516)	0	Unbudgeted reimbursement
23 - Word Processing	2101 - Salaries	0000 - No Project	1,706	0	Position regraded Tfr fr C 65
23 - Word Processing	2102 - Annual Leave	0000 - No Project	148	0	Position regraded Tfr fr C 65
23 - Word Processing	2103 - Sick Leave	0000 - No Project	74	0	Position regraded Tfr fr C 65



QUARTERLY BUDGET VARIATION 2009/2010 - DETAILS
1st Quarter 2009/2010

Component		Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
23 - Word Processing	2111 - Superannuation		0000 - No Project	174	0	Position regraded Trf fr C 65
25 - Property Development	1157 - Other Rents & Leases		1915 - Other Rent & Lease Richmond Golf Club	(6,660)	0	Unbudgeted additional lease income
25 - Property Development	2107 - Casuals		0000 - No Project	9,000	0	Add funds for casual staff
25 - Property Development	2603 - Insurance		0000 - No Project	(29,377)	0	Reallocation to Projects
25 - Property Development	2603 - Insurance		6005 - 22 Bosworth Street Richmond	351	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6065 - 139 March Street Richmond	253	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6072 - Gossodia Shopping Centre Gossodia	1,977	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6073 - Gossodia Shops Amenities Gossodia	102	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6102 - L/Port'd Ferry Master Cottage Lwr Port'd	261	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6103 - Macquarie Park House Windsor	1,060	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6114 - M/Hill Shopping Ctr McGraths Hill	1,048	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6139 - Old Sackville Road Cottage Wilberforce	310	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6147 - Rev Turner Cottage Windsor	497	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6164 - Richmond Tennis Centre Richmond	980	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6169 - Windsor (325 George Street) Windsor	913	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6188 - Unit 6 John Tebbutt Mews Richmond	1,033	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6205 - Wilberforce Shopping Centre Wilberforce	2,155	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6210 - Windsor Function Centre Windsor	7,313	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6230 - Residence 10 Slopes Road North Richmond	146	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6250 - Australian Pioneer Village Wilberforce	2,712	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6251 - 246 Windsor Rd. Vineyard - KFC Lease	20	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6389 - Johnson Bldg Action Insurance	2,163	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6394 - Old Hospital Site Catholic Health	5,743	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6443 - Alfresco Dining Thomson Square	60	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance		6478 - Hospital Beds Artwork	280	0	Reallocation to Projects & Phasing adj
25 - Property Development	2615 - Vandalism Repairs		0000 - No Project	(3,088)	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs		6065 - 139 March Street Richmond	59	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs		6072 - Gossodia Shopping Centre Gossodia	1,172	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs		6114 - M/Hill Shopping Ctr McGraths Hill	138	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs		6164 - Richmond Tennis Centre Richmond	412	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs		6205 - Wilberforce Shopping Centre Wilberforce	1,118	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs		6450 - Regional Skate Park Clarendon	109	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs		6479 - Deerubin Centre - Chapters Cafe Site	80	0	Reallocation to Projects
29 - Fleet Management	3106 - Sale of Leaseback Vehicles		0005 - Purchase Leaseback - Plant 5	0	3,413	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles		0011 - Purchase Leaseback - Plant 11	0	(21,560)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles		0012 - Purchase Leaseback - Plant 12	0	(5,254)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles		0014 - Purchase Leaseback - Plant 14	0	(2,252)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles		0018 - Purchase Leaseback - Plant 18	0	(17,493)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles		0031 - Purchase Leaseback - Plant 31	0	(2,773)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles		0035 - Purchase Leaseback - Plant 35	0	(19,799)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles		0090 - Purchase Leaseback - Plant 90	0	(17,500)	Adjust to ytd actuals
29 - Fleet Management	4601 - Purchase Leaseback Plant		0067 - Purchase Leaseback-Plant 67	0	(28,500)	Cancelled leaseback vehicle
39 - Cultural Services - Regional Gallery	1730 - Art & Historical Income		0000 - No Project	1,250	0	Ttr budget to P9650
39 - Cultural Services - Regional Gallery	1730 - Art & Historical Income		9650 - Charges & Fees Sale Merchandise	(1,250)	0	Ttr fr P0000
39 - Cultural Services - Regional Gallery	1732 - Gallery Income		4999 - Touring Exhibition Fees	(3,500)	0	Unbudgeted Gallery income
39 - Cultural Services - Regional Gallery	2602 - Water		6481 - Hawkesbury Regional Gallery Site	(620)	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2603 - Insurance		5431 - Insurance Prem-Cultural Assets	4,000	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2603 - Insurance		6481 - Hawkesbury Regional Gallery Site	1,002	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2604 - Security		6481 - Hawkesbury Regional Gallery Site	1,200	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2605 - Maintenance - Furniture & Fittings		6478 - Hospital Beds Artwork	828	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2606 - Maintenance - Buildings		6481 - Hawkesbury Regional Gallery Site	(1,450)	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2607 - Maintenance - Plant & Equipment		6480 - Hawkesbury Central Library (300GeorgesSt) Site	(136)	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2609 - Cleaning		6481 - Hawkesbury Regional Gallery Site	(1,400)	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2614 - Air Conditioning		6481 - Hawkesbury Regional Gallery Site	(1,300)	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2619 - Works Program - Building M&R		6478 - Hospital Beds Artwork	5,464	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2619 - Works Program - Building M&R		6481 - Hawkesbury Regional Gallery Site	(3,000)	0	Reallocation of funds - Gallery budget



QUARTERLY BUDGET VARIATION 2009/2010 - DETAILS
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Component		Natural		Project		Operational Variation	Capital Variation	Explanation for Variation
39 - Cultural Services - Regional Gallery	2769 - Cultural Precinct-Grant Funded Projects	5112 - Bloodlines - Art and the Horse Exhibit Tour				3,160	0	0 Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	4613 - Purchase of Equipment	6470 - Co Generation (Located at Deerubbin Cte)				0	(1,187)	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	4901 - Building Construction	6480 - Hawkesbury Central Library (300GeorgesSt) Site				0	(3,064)	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	4901 - Building Construction	6481 - Hawkesbury Regional Gallery Site				0	(6,495)	Reallocation of funds - Gallery budget
58 - Printing & Signwriting	2591 - Print Machine Rental	9768 - Gallery Improve-Achieve Regional Gallery status				0	6,495	Reallocation of funds - Gallery budget
58 - Printing & Signwriting	2591 - Print Machine Rental	0000 - No Project				(2,760)	0	0 Trf to P4966
58 - Printing & Signwriting	2591 - Print Machine Rental	4966 - Copier Maintenance-Word Pro				1,560	0	0 Trf fr P0000
79 - Cultural Services - Regional Museum	1730 - Art & Historical Income	4977 - Copier maint-Corporate Services				1,200	0	0 Trf fr P0000
79 - Cultural Services - Regional Museum	2101 - Salaries	9650 - Charges & Fees Sale Merchandise				(5,000)	0	0 Unbudgeted Museum income
79 - Cultural Services - Regional Museum	2102 - Annual Leave	0000 - No Project				0	0	0 salary regrading from C65
79 - Cultural Services - Regional Museum	2103 - Sick Leave	0000 - No Project				167	0	0 salary regrading from C65
79 - Cultural Services - Regional Museum	2111 - Superannuation	0000 - No Project				84	0	0 salary regrading from C65
79 - Cultural Services - Regional Museum	2591 - Print Machine Rental	4979 - Copier-Black Digital Aficio-Museum				196	0	0 salary regrading from C65
79 - Cultural Services - Regional Museum	2601 - Electricity	6476 - Hawkesbury Regional Museum-Baker St Windsor				1,680	0	0 Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2603 - Insurance	6128 - Museum-Howes House,Thompson Square Windsor				1,000	0	0 Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2603 - Insurance	6476 - Hawkesbury Regional Museum-Baker St Windsor				(690)	0	0 Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2604 - Security	6128 - Museum-Howes House,Thompson Square Windsor				(75)	0	0 Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2604 - Security	6476 - Hawkesbury Regional Museum-Baker St Windsor				(750)	0	0 Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2606 - Maintenance - Buildings	6476 - Hawkesbury Regional Museum-Baker St Windsor				500	0	0 Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2612 - Mice Gardens & Grounds	0000 - No Project				1,100	0	0 Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2614 - Air Conditioning	6476 - Hawkesbury Regional Museum-Baker St Windsor				500	0	0 Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2615 - Vandalism Repairs	6476 - Museum-Howes House,Thompson Square Windsor				(150)	0	0 Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	5564 - Merchandise for Resale Expenses				1,800	0	0 Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	5810 - Administration Expenses				(2,000)	0	0 Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	4901 - Building Construction	6476 - Hawkesbury Regional Museum-Baker St Windsor				0	1,585	0 Reallocate funds - Museum budget
90 - Visitor Information Centre	2111 - Superannuation	0000 - No Project				6,620	0	0 Unbudgeted supera for casual staff
90 - Visitor Information Centre	2112 - Allowances	0000 - No Project				600	0	0 Reallocate funds - VIC budget
90 - Visitor Information Centre	2435 - Promotion Expenditure	5564 - Merchandise for Resale Expenses				(1,500)	0	0 Reallocate funds - VIC budget
90 - Visitor Information Centre	2490 - Activity Expenses	0000 - No Project				1,067	0	0 Reallocate funds - VIC budget
90 - Visitor Information Centre	2603 - Insurance	6315 - Tourist Information Centre Clarendon				(71)	0	0 Reallocate funds - VIC budget
90 - Visitor Information Centre	2609 - Cleaning	6315 - Tourist Information Centre Clarendon				(2,000)	0	0 Reallocate funds - VIC budget
TOTAL						735,738	(782,799)	
INFRASTRUCTURE SERVICES								
46 - Roadworks-Roads to Recovery DOTARSGrant	4833 - Roads To Recovery Program-Capital Exps	8499 - Roads to Recovery Prog- BUO				0	(773,500)	R to R Allocation to specific projects
46 - Roadworks-Roads to Recovery DOTARSGrant	4833 - Roads To Recovery Program-Capital Exps	8826 - Rds to Rec'y-Comteroy Road, Kurralong				0	298,500	R to R Allocation to specific projects
46 - Roadworks-Roads to Recovery DOTARSGrant	4833 - Roads To Recovery Program-Capital Exps	8829 - Rds to Rec'y-Grose Vale Rd Pecks/Grose R Rds				0	55,000	R to R Allocation to specific projects
46 - Roadworks-Roads to Recovery DOTARSGrant	4833 - Roads To Recovery Program-Capital Exps	8880 - Rds to Rec'y - Old Sackville Rd,Wilberforce				0	420,000	R to R Allocation to specific projects
47 - Roads-RTA Grant Funded Projects	1811 - Bus Route-Weight Tax Subsidy-RTA Grant	1465 - Bus Route-RTA Weight Tax Subsidy				(5,000)	0	0 RTA Weight Tax subsidy-See N2641
47 - Roads-RTA Grant Funded Projects	181A - Regional Roads-Roads Block RTA Grants	8549 - Reg Rds Mtce Block Grant-ROADS Gr 181A-Income- BUO				(1,000)	0	0 RTA Reg Rds-Block Grant Incr-See N2648
47 - Roads-RTA Grant Funded Projects	181G - Reg Roads-Traffic Facilities Block RTA G	8981 - Reg Rds-Traffic Facilities RTA Block BUO				(7,000)	0	0 Reg Rds-Traffic Fac Block Incr-See N2625
47 - Roads-RTA Grant Funded Projects	2625 - Road Line & Signs Maintenance	8981 - Reg Rds-Traffic Facilities RTA Block BUO				7,000	0	0 Reg Rds-Traffic Fac Block Incr-See N181G
47 - Roads-RTA Grant Funded Projects	2641 - Roadworks Maint Ancillary Road Items	1465 - Bus Route-RTA Weight Tax Subsidy				5,000	0	0 RTA Weight Tax subsidy-See N1811
47 - Roads-RTA Grant Funded Projects	2648 - Roadworks Maint Heavy Patching	8548 - Reg Rds Mtce Block Grant-ROADS Gr 181A- Exps- BUO				6,000	0	0 RTA Reg Rds-Roads Block Gr 181A increase
47 - Roads-RTA Grant Funded Projects	2658 - Roadworks Maint Stormwater Damage Repairs	8964 - Road Sign Maintenance-RTA Funded				(5,000)	0	0 Reallocated to Nat 2648
47 - Roads-RTA Grant Funded Projects	382E - Auslink Black Spot Program-RTA Grant	8552 - Freemans Reach Rd/Corricks Ln Roundabout				0	(442,300)	Auslink Black Spot Grant-See N4714
47 - Roads-RTA Grant Funded Projects	382E - Auslink Black Spot Program-RTA Grant	8817 - George/Drummond Street				0	(439,500)	Auslink Black Spot Grant-See N4714
47 - Roads-RTA Grant Funded Projects	382E - Auslink Black Spot Program-RTA Grant	9861 - Saunders Rd-Old Stock Route to Oakville Rd				0	(50,000)	Auslink Black Spot Grant-See N4714
47 - Roads-RTA Grant Funded Projects	4714 - Black Spot Programs	8552 - Freemans Reach Rd/Corricks Ln Roundabout				0	442,300	Auslink Black Spot Grant-See N382E
47 - Roads-RTA Grant Funded Projects	4714 - Black Spot Programs	8817 - George/Drummond Street				0	439,500	Auslink Black Spot Grant-See N382E
47 - Roads-RTA Grant Funded Projects	4714 - Black Spot Programs	9861 - Saunders Rd-Old Stock Route to Oakville Rd				0	50,000	Auslink Black Spot Grant-See N382E
50 - Parks	1172 - Bush Care Income	8818 - Bush Care				(3,882)	0	0 Unbudgeted Bush Care income
50 - Parks	1799 - Sundry Income	1694 - Parks S/Income Banner Policy Hire				(713)	0	0 Unbudgeted Parks Income



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
50 - Parks	1799 - Sundry Income	7630 - Tennis Court Hire	(1,000)	0	Unbudgeted Parks Income
50 - Parks	1923 - Contributions Trees	9962 - Tree planting-16 Wolsey Rd M/Hill	(1,700)	0	Unbudgeted Parks Income
50 - Parks	2422 - Telephone Expenses	7951 - Upper Colo Reserve Management	450	0	Reallocation of funds - Parks budget
50 - Parks	2618 - Parks - M&R	7951 - Upper Colo Reserve Management	(450)	0	Reallocation of funds - Parks budget
50 - Parks	2679 - Bushcare Officer Program	0000 - No Project	3,882	0	Reallocation of funds - Parks budget
50 - Parks	2681 - Tree Planting Maintenance	7999 - Tree Mice-Funded by Developers Tree Cont	1,700	0	Reallocation of funds - Parks budget
51 - Recreation	2300 - Depreciation Expense Plant	0000 - No Project	9,000	0	Adjust to 2008/09 actuals
51 - Recreation	2304 - Depreciation Expense Land Improvements	0000 - No Project	8,400	0	Adjust to 2008/09 actuals
51 - Recreation	3300 - Depreciation - Plant	0000 - No Project	0	(9,000)	Adjust to 2008/09 actuals
51 - Recreation	3304 - Depreciation Land Improvements	0000 - No Project	0	(8,400)	Adjust to 2008/09 actuals
51 - Recreation	4804 - Park Improvement Program Landscaping	6161 - Richmond Pool Richmond	0	15,000	Backwash tanks leaks
52 - Roadworks Maintenance	1197 - Administration Fee Income	8720 - George St South Windsor	(20,000)	0	Admin fee for Windsor railway roundabout
52 - Roadworks Maintenance	1819 - Financial Assistance Gr-L/Gvt Grants Com	0000 - No Project	128,408	0	FAG Gr decrease budget adjustment
52 - Roadworks Maintenance	1901 - Contributions	8720 - George St South Windsor	(50,000)	0	Roundabout mice - to reserve
52 - Roadworks Maintenance	2405 - Contribution to outside bodies	8023 - Boundary Rd (BHSC)	0	0	Phasing adj only
52 - Roadworks Maintenance	3256 - Tfr from Rsvw Roadworks Reserve	0000 - No Project	0	(125,162)	FAG Gr Tfr fr Reserve
52 - Roadworks Maintenance	4256 - TFR to Rsvw Roadworks Reserve	8720 - George St South Windsor	0	50,000	George St roundabout at railway station
53 - Roadworks Construction	1819 - Financial Assistance Gr-L/Gvt Grants Com	0000 - No Project	234,802	0	FAG Gr decrease budget adjustment
53 - Roadworks Construction	1924 - Contribution Road Works	9572 - Extract Ind Levy - Birdon	30,000	0	Tfr to capital contributions 3924
53 - Roadworks Construction	2307 - Depreciation Expense Roads	0000 - No Project	240,000	0	Adjust for revaluations 2009/10
53 - Roadworks Construction	2308 - Depreciation Expense Bridges	0000 - No Project	(81,458)	0	Depreciation reallocated to C63
53 - Roadworks Construction	2309 - Depreciation Expense Footpaths	0000 - No Project	(4,122)	0	Depreciation reallocated to C64
53 - Roadworks Construction	3244 - Tfr from Rsvw ELE Reserve	0000 - No Project	0	(4,912)	Tfr to P 2225
53 - Roadworks Construction	3244 - Tfr from Rsvw ELE Reserve	2225 - Superannuation-Retirement Scheme	0	4,912	Tfr fr P 0000
53 - Roadworks Construction	3246 - Tfr from Rsvw- S94 Ext- Industries Reserve	8305 - East Kurralong - East Kurralong Rd	0	(170,335)	Item 91-12 May 2009
53 - Roadworks Construction	3246 - Tfr from Rsvw- S94 Ext- Industries Reserve	8736 - Tennyson Rd- Valley Way to E/Kjlong Rehab	0	(329,665)	Item 91-12 May 2009
53 - Roadworks Construction	3256 - Tfr from Rsvw Roadworks Reserve	0000 - No Project	0	(228,867)	FAG Gr Tfr fr Reserve
53 - Roadworks Construction	3267 - Tfr from Unexpended Grants Reserve	8553 - Intersection Bells/Old Bells/Mill Rd Kurralong	0	0	Phasing adj only
53 - Roadworks Construction	3307 - Depreciation Roads	0000 - No Project	0	(240,000)	Adjust for revaluations 2009/10
53 - Roadworks Construction	3308 - Depreciation Bridges	0000 - No Project	0	81,458	Tfr to C63
53 - Roadworks Construction	3309 - Depreciation Footpaths	0000 - No Project	0	4,122	Tfr to C63
53 - Roadworks Construction	3901 - Capital Contribution	0000 - No Project	0	20,000	Tfr to 3924
53 - Roadworks Construction	3924 - S94 Extractive Industries Contribution	0000 - No Project	0	(20,000)	Tfr fr 3901
53 - Roadworks Construction	3924 - S94 Extractive Industries Contribution	9572 - Extract Ind Levy - Birdon	0	(30,000)	Tfr fr 1924
53 - Roadworks Construction	4701 - Road Construction	8305 - East Kurralong - East Kurralong Rd	0	170,335	Scheduled to commence 26 October 2009
53 - Roadworks Construction	4701 - Road Construction	8736 - Tennyson Rd- Valley Way to E/Kjlong Rehab	0	329,665	In Progress
53 - Roadworks Construction	4784 - Bridge Construction	8714 - Hermitage Rd Kurralong	0	(343,011)	In Progress
53 - Roadworks Construction	4784 - Bridge Construction	9738 - Upper Colo Rd-Replace bridge	0	(107,520)	Scheduled
54 - Kerb, Guttering & Drainage	1819 - Financial Assistance Gr-L/Gvt Grants Com	0000 - No Project	3,669	0	FAG Gr decrease budget adjustment
54 - Kerb, Guttering & Drainage	2307 - Depreciation Expense Roads	0000 - No Project	(182,305)	0	Tfr to C63
54 - Kerb, Guttering & Drainage	2309 - Depreciation Expense Footpaths	0000 - No Project	(1,938)	0	Tfr to C63
54 - Kerb, Guttering & Drainage	2315 - Depreciation Expense Stormwater Drainage	0000 - No Project	300,000	0	Revaluation 2009/10
54 - Kerb, Guttering & Drainage	3256 - Tfr from Rsvw Roadworks Reserve	0000 - No Project	0	(3,576)	FAG Gr Tfr fr Reserve
54 - Kerb, Guttering & Drainage	3307 - Depreciation Roads	0000 - No Project	0	182,305	Tfr to C63
54 - Kerb, Guttering & Drainage	3309 - Depreciation Footpaths	0000 - No Project	0	1,938	Tfr to C63
54 - Kerb, Guttering & Drainage	3315 - Depreciation - Stormwater Drainage	0000 - No Project	0	(300,000)	Revaluations 2009/10
59 - Administrative Building	2305 - Depreciation Expense Buildings	0000 - No Project	154,992	0	Adjust depreciation for revaluation adj
59 - Administrative Building	2609 - Cleaning	6013 - Administration Building Windsor	3,500	0	Add funding for Cleaning
59 - Administrative Building	3305 - Depreciation Buildings	0000 - No Project	0	(154,992)	Adjust depreciation for revaluation adj
60 - Community Buildings	2101 - Salaries	0000 - No Project	(25,000)	0	Reallocate to 2116
60 - Community Buildings	2305 - Depreciation Expense Buildings	0000 - No Project	504,000	0	Adjust for actuals - revaluation adj
60 - Community Buildings	2456 - Employment Agencies	0000 - No Project	25,000	0	Reallocate fr 2101
60 - Community Buildings	2615 - Vandalism Repairs	0000 - No Project	(7,000)	0	Reallocate to P 6459
60 - Community Buildings	2615 - Vandalism Repairs	6459 - South Windsor Family Centre I&II	7,000	0	Reallocate fr P0000
60 - Community Buildings	3305 - Depreciation Buildings	0000 - No Project	0	(504,000)	Adjust for actuals - revaluation adj
60 - Community Buildings	385F - Old Morgue-Cons & Interpret-Env,Hige,W&A	6474 - Dead Centre	0	(200,000)	Old Morgue Conservation Gr-See N4729



QUARTERLY BUDGET VARIATION 2009/2010 - DETAILS
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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
60 - Community Buildings	4729 - Restoration & Conservation Works	6474 - Dead Centre	0	200,000	Old Morgue Conservation Gr-See N385F
60 - Community Buildings	4901 - Building Construction	5486 - Refurbish public amenities	0	50,000	Alchemy planning agreement C32
61 - Works Depot	2305 - Depreciation Expense Buildings	0000 - No Project	15,000	0	Adjust in line with 2008/09
61 - Works Depot	2603 - Insurance	4990 - Depot Expenses Wilberforce Depot Expense	3,215	0	Budget trfd from Depot expenses 2700
61 - Works Depot	2603 - Insurance	4993 - Depot Expenses Radio Tower K'jong M&R	278	0	Budget trfd from Depot expenses 2700
61 - Works Depot	2603 - Insurance	4994 - Depot Expenses Radio Twr GrassyHills M&R	74	0	Budget trfd from Depot expenses 2700
61 - Works Depot	2700 - Depot Expenses	4990 - Depot Expenses Wilberforce Depot Expense	(5,144)	0	Budget trfd to cover 2603 & 2702
61 - Works Depot	2702 - Small Plant Assets	0000 - No Project	1,577	0	Budget trfd from Depot expenses 2700
61 - Works Depot	3305 - Depreciation Buildings	0000 - No Project	0	(15,000)	Adjust in line with 2008/09
62 - Operations Management	1000 - Plant Surplus - PW Hire Earned	0000 - No Project	391,511	0	Tfr to C93
62 - Operations Management	2000 - Plant - Running Costs	0000 - No Project	(247,528)	0	Tfr to C93
62 - Operations Management	2300 - Depreciation Expense Plant	0000 - No Project	120,000	0	Adjust to 2008/09 actuals
62 - Operations Management	3101 - Sale of Plant	0033 - P/Works-Plant 33 Holden Rodeo Duel Cab 4x4	0	(15,136)	Adjust to ytd actuals
62 - Operations Management	3101 - Sale of Plant	0112 - Publicworks - Plant 112	0	(35,455)	Adjust to ytd actuals
62 - Operations Management	3101 - Sale of Plant	0114 - Publicworks - Table Top - Plant 0114	0	(24,545)	Adjust to ytd actuals
62 - Operations Management	3101 - Sale of Plant	0115 - P/Works vehicle-Plant 115 Mitsubishi Canter C/Cab	0	(10,455)	Adjust to ytd actuals
62 - Operations Management	3101 - Sale of Plant	0706 - Publicworks - Cutter - Plant 706	0	7,728	Adjust to ytd actuals
62 - Operations Management	3101 - Sale of Plant	0709 - Publicworks - Cutter - Plant 709	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0712 - Publicworks - Cutter - Plant 712	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0716 - Publicworks - Mower - Plant 716	0	66	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0719 - Publicworks - Cutter - Plant 719	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0729 - Publicworks - Cutter - Plant 729	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0731 - Publicworks - Plant 731	0	70	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0733 - Publicworks - Mower - Plant 433	0	66	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0736 - Publicworks - Cutter - Plant 736	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0744 - Publicworks - Cutter - Plant 744	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0745 - Publicworks - Cutter - Plant 745	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0757 - Publicworks - Plant 757	0	70	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0779 - Publicworks - Mower - Plant 779	0	66	Tfr to Comp 93
62 - Operations Management	3253 - Tfr from Rsvs Plant Reserve	0724 - Publicworks - Plant 724	0	(600)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsvs Plant Reserve	0740 - Publicworks - Blower/Vaccum- Plant 740	0	(850)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsvs Plant Reserve	0741 - Publicworks - Mower - Plant 741	0	(850)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsvs Plant Reserve	0742 - Publicworks - Cutter - Plant 742	0	(535)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsvs Plant Reserve	0743 - Publicworks - Cutter - Plant 743	0	(535)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsvs Plant Reserve	0922 - Publicworks - Chainsaw - Plant 922	0	(2,000)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsvs Plant Reserve	0923 - Publicworks - Chainsaw - Plant 923	0	(2,000)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsvs Plant Reserve	0924 - Publicworks - Chainsaw - Plant 924	0	(2,000)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsvs Plant Reserve	0926 - Publicworks - Chainsaw - Plant 926	0	(2,000)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsvs Plant Reserve	0927 - Publicworks - Chainsaw - Plant 927	0	(2,000)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsvs Plant Reserve	0930 - Publicworks - Chainsaw - Plant 930	0	(2,000)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsvs Plant Reserve	0997 - Publicworks - Generator - Plant 997	0	(1,050)	Tfr fr Comp 93
62 - Operations Management	3300 - Depreciation - Plant	0000 - No Project	0	(120,000)	Adjust to 2008/09 actuals
62 - Operations Management	4101 - Purchase of Plant	0000 - No Project	0	(47,050)	Tfr to C19
62 - Operations Management	4101 - Purchase of Plant	0706 - Publicworks - Cutter - Plant 706	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0709 - Publicworks - Cutter - Plant 709	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0712 - Publicworks - Cutter - Plant 712	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0716 - Publicworks - Mower - Plant 716	0	(746)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0719 - Publicworks - Cutter - Plant 719	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0724 - Publicworks - Plant 724	0	600	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0729 - Publicworks - Cutter - Plant 729	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0731 - Publicworks - Plant 731	0	(689)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0733 - Publicworks - Mower - Plant 433	0	(746)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0736 - Publicworks - Cutter - Plant 736	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0740 - Publicworks - Blower/Vaccum- Plant 740	0	850	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0741 - Publicworks - Mower - Plant 741	0	850	Tfr fr Comp 93



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
62 - Operations Management	4101 - Purchase of Plant	0742 - Publicworks - Cutter - Plant 742	0	535	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0743 - Publicworks - Cutter - Plant 743	0	535	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0744 - Publicworks - Cutter - Plant 744	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0745 - Publicworks - Cutter - Plant 745	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0757 - Publicworks - Plant 757	0	(689)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0779 - Publicworks - Mower - Plant 779	0	(746)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0901 - Plant 901 - Sheen Flame Gun	0	(1,071)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0922 - Publicworks - Chainsaw - Plant 922	0	2,000	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0923 - Publicworks - Chainsaw - Plant 923	0	2,000	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0924 - Publicworks - Chainsaw - Plant 924	0	2,000	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0926 - Publicworks - Chainsaw - Plant 926	0	2,000	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0927 - Publicworks - Chainsaw - Plant 927	0	2,000	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0930 - Publicworks - Chainsaw - Plant 930	0	2,000	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0993 - P/Wks Plant 993-Jet Blaster Water Cleaner	0	(5,303)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0997 - Publicworks - Generator - Plant 997	0	1,050	Tfr fr Comp 93
63 - Ancillary Facilities	2305 - Depreciation Expense Buildings	0000 - No Project	(18,461)	0	Tfr to C61
63 - Ancillary Facilities	2307 - Depreciation Expense Roads	0000 - No Project	(258)	0	Tfr to C53
63 - Ancillary Facilities	2308 - Depreciation Expense Bridges	0000 - No Project	204,000	0	Tfr from C53 + Revaluations 2009/10
63 - Ancillary Facilities	2309 - Depreciation Expense Footpaths	0000 - No Project	204,000	0	Revaluations 2009/10
63 - Ancillary Facilities	2627 - Unpaved Footpaths Maintenance	0000 - No Project	5,726	0	Additional funds required
63 - Ancillary Facilities	3105 - Sale of Land and Buildings	3064 - Sale of Laneways	0	(12,447)	Adjust to YTD actuals
63 - Ancillary Facilities	3305 - Depreciation Buildings	0000 - No Project	0	18,461	To offset 2305
63 - Ancillary Facilities	3307 - Depreciation Roads	0000 - No Project	0	258	To offset 2307
63 - Ancillary Facilities	3308 - Depreciation Bridges	0000 - No Project	0	(204,000)	To offset 2308
63 - Ancillary Facilities	3309 - Depreciation Footpaths	0000 - No Project	0	(204,000)	To offset 2309
63 - Ancillary Facilities	4730 - Construct Footpaths	9929 - Reconstruct failed footpaving-various locations	0	(5,726)	Transfer to 2627
63 - Ancillary Facilities	4784 - Bridge Construction	8714 - Hermitage Rd Kurrajong	0	343,011	Tfr from C53
63 - Ancillary Facilities	4910 - Lighting	9738 - Upper Colo Rd-Replace bridge	0	107,520	Tfr from C53
67 - State Emergency Services	2593 - Contribution Emergency Mgt SES	7052 - Elizabeth Street North Richmond	0	10,603	Item 12
67 - State Emergency Services	3901 - Capital Contribution	0000 - No Project	55,252	0	Adjust to actuals
67 - State Emergency Services	3901 - Capital Contribution	0150 - SES Vehicle-Plant 150 AWD Wagon	0	30,000	Tfr to project 0150
88 - Co Generation Project	1163 - CoGen Electricity Income External	1905 - Shop/Office- Suite 3 Deerubbin DOCs Rental	15,600	(30,000)	Tfr from project 0000
88 - Co Generation Project	1163 - CoGen Electricity Income External	6491 - Deerubbin Centre - DOCs Site	(15,600)	0	lfr to project 6491
88 - Co Generation Project	1164 - CoGen Water Income External	1905 - Shop/Office- Suite 3 Deerubbin DOCs Rental	14,200	0	lfr from project 1905
88 - Co Generation Project	1164 - CoGen Water Income External	6491 - Deerubbin Centre - DOCs Site	(14,200)	0	Reallocate to P 6491
89 - Waste Management Facility	1751 - Recycling Income	2218 - Recycling Income Recycling - Metal	(80,000)	0	Reallocate fr P1905
89 - Waste Management Facility	2107 - Casuals	0000 - No Project	1,818	0	Additional Recycling income expected
89 - Waste Management Facility	2107 - Casuals	2260 - Waste Depot Work Exp	8,058	0	Add funds req for casual staff
89 - Waste Management Facility	2108 - Travelling	0000 - No Project	800	0	Add funds req for casual staff
89 - Waste Management Facility	3230 - Transfer from Tip Remediation Reserve	0000 - No Project	0	69,324	Add funds req
92 - Parks Grants	188C - Estuary Mgmt Prog-Sth Creek Restoration-DpEnv&Climat	9821 - Sth Creek Restoration Proj-Est Mgt Program	(15,000)	0	Total of adjustments to reserve
92 - Parks Grants	182P - Ymundi Res Restoration Proj-DpEdi E&W Relations	7248 - Yarramundi Reserve	(90,000)	0	New Estuary Mgmt Funding-See N2820
92 - Parks Grants	2820 - Grant Funded Operational Exp	7248 - Yarramundi Reserve	90,000	0	Fed Gvt Reserve Restor Grant-See N2820
92 - Parks Grants	2820 - Grant Funded Operational Exp	9821 - Sth Creek Restoration Proj-Est Mgt Program	15,000	0	Fed Gvt Reserve Restor Grant-See N18PZ
92 - Parks Grants	38PW - NSW Gvt Capital Assistance Prog-DpSp&Rec	6430 - Smith Park/Pughs Lagoon Shelters	0	(20,000)	New Cap Assistance Grant-See N4820
92 - Parks Grants	38PX - NSW DLG Playgrounds Grants Prog-DpLG	7889 - Richmond Park Playground	0	(20,000)	Received grant for 20
92 - Parks Grants	38PY - Conservation Wks-Wilberforce Cemetery	6374 - Wilberforce Cemetery Wilberforce	0	(185,000)	Fed Gvt Conservation Grant-See N4829
92 - Parks Grants	4729 - Restoration & Conservation Works	6374 - Wilberforce Cemetery Wilberforce	0	183,000	Fed Gvt Conservation Grant-See N38PY
92 - Parks Grants	4820 - Parks - Capital Grants Funded Projects	6430 - Smith Park/Pughs Lagoon Shelters	0	20,000	New Cap Assistance Grant-See N4820
93 - Parks Plant	1000 - Plant Surplus-PW Hire Earned	7889 - Richmond Park Playground	(391,511)	0	20,000 NSW LG Playgrounds Gr 38PX
93 - Parks Plant	2000 - Plant - Running Costs	0000 - No Project	247,528	0	Tfr fr Comp 62
93 - Parks Plant	3101 - Sale of Plant	0706 - Publicworks - Cutter - Plant 706	0	(61)	Tfr from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0709 - Publicworks - Cutter - Plant 709	0	(61)	Tfr from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0711 - Publicworks - Cutter - Plant 711	0	0	Phasing adj only



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
93 - Parks Plant	3101 - Sale of Plant	0712 - Publicworks - Cutter - Plant 712	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0716 - Publicworks - Mower - Plant 716	0	(66)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0719 - Publicworks - Cutter - Plant 719	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0729 - Publicworks - Cutter - Plant 729	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0731 - Publicworks - Plant 731	0	(70)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0733 - Publicworks - Mower - Plant 433	0	(66)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0736 - Publicworks - Cutter - Plant 736	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0744 - Publicworks - Cutter - Plant 744	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0745 - Publicworks - Cutter - Plant 745	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0757 - Publicworks - Plant 757	0	(70)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0779 - Publicworks - Mower - Plant 779	0	(66)	Tfrd from Comp 62
93 - Parks Plant	3253 - Tfr from Rsvs Plant Reserve	0724 - Publicworks - Plant 724	0	600	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsvs Plant Reserve	0740 - Publicworks - Blower/Vaccum- Plant 740	0	850	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsvs Plant Reserve	0741 - Publicworks - Mower - Plant 741	0	650	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsvs Plant Reserve	0742 - Publicworks - Cutter - Plant 742	0	535	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsvs Plant Reserve	0743 - Publicworks - Cutter - Plant 743	0	535	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsvs Plant Reserve	0922 - Publicworks - Chainsaw - Plant 922	0	2,000	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsvs Plant Reserve	0923 - Publicworks - Chainsaw - Plant 923	0	2,000	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsvs Plant Reserve	0924 - Publicworks - Chainsaw - Plant 924	0	2,000	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsvs Plant Reserve	0926 - Publicworks - Chainsaw - Plant 926	0	2,000	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsvs Plant Reserve	0927 - Publicworks - Chainsaw - Plant 927	0	2,000	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsvs Plant Reserve	0930 - Publicworks - Chainsaw - Plant 930	0	2,000	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsvs Plant Reserve	0997 - Publicworks - Generator - Plant 997	0	1,050	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0166 - Pole Saw-Parks	0	2,000	Tfrd from 0717
93 - Parks Plant	4101 - Purchase of Plant	0167 - Honda 4 Stroke Pump-Parks	0	705	Tfrd from 0717
93 - Parks Plant	4101 - Purchase of Plant	0700 - Publicworks - Blower/Vaccum- Plant 700	0	(850)	Funds not req
93 - Parks Plant	4101 - Purchase of Plant	0706 - Publicworks - Cutter - Plant 706	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0709 - Publicworks - Cutter - Plant 709	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0710 - Publicworks - Blower/Vaccum- Plant 710	0	193	Tfrd from 0717
93 - Parks Plant	4101 - Purchase of Plant	0712 - Publicworks - Cutter - Plant 712	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0713 - Publicworks - Blower/Vaccum- Plant 713	0	(850)	To be replaced Nov
93 - Parks Plant	4101 - Purchase of Plant	0716 - Publicworks - Mower - Plant 716	0	746	To be replaced Oct/Nov
93 - Parks Plant	4101 - Purchase of Plant	0717 - P/Works-Plant 717 Deutscher mower 26"	0	(2,898)	Tfr to 0166
93 - Parks Plant	4101 - Purchase of Plant	0719 - Publicworks - Cutter - Plant 719	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0724 - Publicworks - Plant 724	0	(600)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0729 - Publicworks - Cutter - Plant 729	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0731 - Publicworks - Plant 731	0	689	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0733 - Publicworks - Mower - Plant 433	0	746	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0736 - Publicworks - Cutter - Plant 736	0	80	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0740 - Publicworks - Blower/Vaccum- Plant 740	0	(850)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0741 - Publicworks - Mower - Plant 741	0	(850)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0742 - Publicworks - Cutter - Plant 742	0	(535)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0743 - Publicworks - Cutter - Plant 743	0	(535)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0744 - Publicworks - Cutter - Plant 744	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0745 - Publicworks - Cutter - Plant 745	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0746 - Publicworks - Blower/Vaccum- Plant 746	0	(850)	Funds not req
93 - Parks Plant	4101 - Purchase of Plant	0757 - Publicworks - Plant 757	0	689	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0779 - Publicworks - Mower - Plant 779	0	746	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0901 - Plant 901 - Sheen Flame Gun	0	1,071	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0922 - Publicworks - Chainsaw - Plant 922	0	(2,000)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0923 - Publicworks - Chainsaw - Plant 923	0	(2,000)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0924 - Publicworks - Chainsaw - Plant 924	0	(2,000)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0926 - Publicworks - Chainsaw - Plant 926	0	(2,000)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0927 - Publicworks - Chainsaw - Plant 927	0	(2,000)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0930 - Publicworks - Chainsaw - Plant 930	0	(2,000)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0993 - P/Wks Plant 993-Jet Blaster Water Cleaner	0	5,303	Tfrd from Comp 62



QUARTERLY BUDGET VARIATION 2009/2010 - DETAILS
1st Quarter 2009/2010

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
93 - Parks Plant	4101 - Purchase of Plant	0997 - Publicworks - Generator - Plant 997	0	(1,050)	Tfr to Comp 62
95 - Parks Capital (excluding Plant)	4801 - Park Improvement Program	7620 - Signage Parks	0	(490)	Tfr to P9936
95 - Parks Capital (excluding Plant)	4801 - Park Improvement Program	9935 - Kurrajong Memorial upgrade	0	490	Tfr fr P7620
95 - Parks Capital (excluding Plant)	4802 - Park Improvement Furniture Replacement	5484 - Chestnut Drive	0	(20,000)	Tfr to project 7100
95 - Parks Capital (excluding Plant)	4802 - Park Improvement Furniture Replacement	7076 - Lions Park	0	(10,000)	Tfr to project 7100
95 - Parks Capital (excluding Plant)	4802 - Park Improvement Furniture Replacement	7090 - Agnes Banks Reserve - Price Lane	0	5,000	Tfr from projects 5484 & 7076
95 - Parks Capital (excluding Plant)	4802 - Park Improvement Furniture Replacement	7100 - Panorama Crescent , Freemans Reach	0	30,000	Tfr from projects 5484 & 7076
95 - Parks Capital (excluding Plant)	4802 - Park Improvement Furniture Replacement	8313 - Rutherglen Avenue Hobertville	0	(5,000)	Tfr to project 7090
95 - Parks Capital (excluding Plant)	4804 - Park Improvement Program Landscaping	9753 - Flow meters on all pumps-Parks	0	(15,000)	Program complete - funds not required
51 - Recreation	2305 - Depreciation Expense Buildings	0000 - No Project	108,000	0	Adjust to 2008/09 actuals
51 - Recreation	2606 - Maintenance - Buildings	6213 - Hbury Oasis Swimming Ctr 5th Windsor	25,000	0	Extra funds required
51 - Recreation	3305 - Depreciation Buildings	0000 - No Project	0	(108,000)	Adjust to 2008/09 actuals
66 - Fire Control	1891 - Bush Fire Prevention Fund-RFS Grant	0000 - No Project	0	0	Phasing adj only
66 - Fire Control	2305 - Depreciation Expense Buildings	0000 - No Project	66,000	0	Adjust to 2008/09 actuals
66 - Fire Control	3101 - Sale of Plant	0805 - Plant - 805- Rural Fire Services	0	(20,000)	Tfr budget to correct project
66 - Fire Control	3101 - Sale of Plant	0838 - Plant-838- Rural Fire Services	0	(20,000)	Tfr budget to correct project
66 - Fire Control	3101 - Sale of Plant	4295 - Changeover Group Captain Vehicle	0	40,000	Tfr budget to correct project
66 - Fire Control	3305 - Depreciation Buildings	0000 - No Project	0	(66,000)	Adjust to offset 2305
66 - Fire Control	4101 - Purchase of Plant	0805 - Plant - 805- Rural Fire Services	0	42,500	Tfr budget to correct project
66 - Fire Control	4101 - Purchase of Plant	0838 - Plant-838- Rural Fire Services	0	42,500	Tfr budget to correct project
66 - Fire Control	4101 - Purchase of Plant	4295 - Changeover Group Captain Vehicle	0	(85,000)	Tfr budget to correct project
80 - Sewerage Schemes	1601 - Interest Income	0000 - No Project	(117,000)	0	Higher reserve balance & interest rates
80 - Sewerage Schemes	1903 - Contributions-Sewer S64 - Other	5902 - Sewer Connection Developers Contribution	61,396	0	Tfr to Capital Contribution-N3903
80 - Sewerage Schemes	2101 - Salaries	0000 - No Project	(13,690)	0	Tfr to C96 Project mgt fees
80 - Sewerage Schemes	2108 - Travelling	0000 - No Project	659	0	Add funds req
80 - Sewerage Schemes	2202 - Interest on Loans	5987 - Interest On Loans AWP	(3,000)	0	Funds not req'd as Loan Repaid
80 - Sewerage Schemes	3201 - Tfr from Rsvs Capital - Sewer	5895 - Loan Principal Repayment Loan No 164	0	1,700	Tfr fr Sewerage Capital Reserve
80 - Sewerage Schemes	3201 - Tfr from Rsvs Capital - Sewer	5896 - Loan Principal Repayment Loan No 165	0	2,000	Tfr fr Sewerage Capital Reserve
80 - Sewerage Schemes	3229 - Tfr from Rsvs Sewer Operating Reserve	0000 - No Project	0	16,021	Tfr fr Sewerage Operating Reserve
80 - Sewerage Schemes	3903 - Contributions-Sewer S64 - Other	5902 - Sewer Connection Developers Contribution	0	(6,396)	Tfr from Oper Contributions
80 - Sewerage Schemes	4229 - TFR to Rsvs Sewer Operating Reserve	0000 - No Project	0	117,000	Tfr to Sewerage Operating Reserve
80 - Sewerage Schemes	4301 - Loan Repayment	5895 - Loan Principal Repayment Loan No 164	0	(1,700)	Funds not req'd as Loan Repaid
80 - Sewerage Schemes	4301 - Loan Repayment	5896 - Loan Principal Repayment Loan No 165	0	(2,000)	Funds not req'd as Loan Repaid
96 - South Windsor Effluent Reuse Scheme	1601 - Interest Income	0000 - No Project	(17,500)	0	Interest earnings 09/10
96 - South Windsor Effluent Reuse Scheme	2101 - Salaries	0000 - No Project	40,674	0	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	3229 - Tfr from Rsvs Sewer Operating Reserve	3502 - South Windsor Effluent Reuse Scheme	0	(191,500)	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	3238 - Transfer from 5th Windsor Effluent Reuse Scheme Reser	0000 - No Project	0	(84,967)	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	3266 - Trf from Unspnt Cntrib Bligh Pk JV Resrv	3502 - South Windsor Effluent Reuse Scheme	0	(100,000)	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	3901 - Capital Contribution	3502 - South Windsor Effluent Reuse Scheme	0	(699,250)	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	3901 - Capital Contribution	9933 - Sports Council Capital Contribution	0	(100,000)	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	4113 - Purchase Sewer Assets	3502 - South Windsor Effluent Reuse Scheme	0	304,967	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	4238 - Transfer to 5th Windsor Effluent Reuse Scheme Reserve	0000 - No Project	0	888,250	Item 264 9 december 2008
TOTAL			1,941,719	(1,909,774)	
CITY PLANNING					
12 - Community Administration	186D - Aged and Disabled Officer-Dep of Age	4048 - Aged and Disabled Worker	964	0	DADHC Grant decrease-See N2101
12 - Community Administration	2101 - Salaries	0000 - No Project	(1,197)	0	Grant 186D (\$33k)
12 - Community Administration	2101 - Salaries	4048 - Aged and Disabled Worker	32,198	0	Tfr Grant funded salary From P0000
12 - Community Administration	2102 - Annual Leave	0000 - No Project	2,768	0	Staff package review
12 - Community Administration	2103 - Sick Leave	0000 - No Project	1,384	0	Staff package review
12 - Community Administration	2111 - Superannuation	2225 - Superannuation-Retirement Scheme	3,452	0	Staff package review
12 - Community Administration	2765 - Section 356 Expenditure	0000 - No Project	30,000	0	St Monica's CPS Item 211 29/09/09
30 - Heritage	188B - Restore Nationally Threatened Eco Comty-DpEnv&Climat	4693 - Slab Barns Heritage Study	12,500	0	Tfr funds to correct Grant 188D
30 - Heritage	188D - Hbury Rural Comty Based Heritage Study-Heritage	4693 - Slab Barns Heritage Study	(12,500)	0	Heritage Office Study Grant-See N2407
31 - Building Control	2101 - Salaries	0000 - No Project	(4,930)	0	Vacancy report



QUARTERLY BUDGET VARIATION 2009/2010 - DETAILS
1st Quarter 2009/2010

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
31 - Building Control	2456 - Employment Agencies	0000 - No Project	4,930	0	0 Vacancy report
32 - Development Control	1950 - S94 Contrib Catch 1 Community Facilities	0000 - No Project	11,350	0	0 Tfr to Capital Contribution-N3950
32 - Development Control	1951 - S94 Contributions Catch 2 Comm Fac	0000 - No Project	14,700	0	0 Tfr to Capital Contribution-N3951
32 - Development Control	1952 - S94 Contributions Catch 3 Comm Fac	0000 - No Project	15,400	0	0 Tfr to Capital Contribution-N3952
32 - Development Control	1953 - S94 Contributions Catch 4 Comm Fac	0000 - No Project	28,100	0	0 Tfr to Capital Contribution-N3953
32 - Development Control	1954 - S94 Contributions District Comm Fac	0000 - No Project	47,600	0	0 Tfr to Capital Contribution-N3954
32 - Development Control	1955 - S94 Contributions Catch 1 PIP	0000 - No Project	4,800	0	0 Tfr to Capital Contribution-N3955
32 - Development Control	1956 - S94 Contributions Catch 2 PIP	0000 - No Project	6,200	0	0 Tfr to Capital Contribution-N3956
32 - Development Control	1957 - S94 Contributions Catch 3 PIP	0000 - No Project	6,700	0	0 Tfr to Capital Contribution-N3957
32 - Development Control	1958 - S94 Contributions Catch 4 PIP	0000 - No Project	11,500	0	0 Tfr to Capital Contribution-N3958
32 - Development Control	1959 - S94 Contributions Dist Fac PIP	0000 - No Project	16,100	0	0 Tfr to Capital Contribution-N3959
32 - Development Control	1960 - S94 Contributions Catch Rec Build	0000 - No Project	4,500	0	0 Tfr to Capital Contribution-N3960
32 - Development Control	1961 - S94 Contributions Catch 2 Rec Build	0000 - No Project	8,500	0	0 Tfr to Capital Contribution-N3961
32 - Development Control	1962 - S94 Contribution Catch 3 Rec Build	0000 - No Project	9,800	0	0 Tfr to Capital Contribution-N3962
32 - Development Control	1963 - S94 Contribution Catch 4 Rec Build	0000 - No Project	13,500	0	0 Tfr to Capital Contribution-N3963
32 - Development Control	1964 - S94 Contributions Dist Fac Rec Build	0000 - No Project	11,900	0	0 Tfr to Capital Contribution-N3964
32 - Development Control	3901 - Capital Contribution	6531 - Alchemy Planning Agreement	0	(50,000)	Alchemy planning agreement
32 - Development Control	3950 - S94 Contrib Catch 1 Community Facilities	0000 - No Project	0	(11,350)	Tfrd from Oper Contributions
32 - Development Control	3951 - S94 Contributions Catch 2 Comm Facilities	0000 - No Project	0	(14,700)	Tfrd from Oper Contributions
32 - Development Control	3952 - S94 Contributions Catch3 Com Facilities	0000 - No Project	0	(15,400)	Tfrd from Oper Contributions
32 - Development Control	3953 - S94 Contributions Catch4 Com Facilities	0000 - No Project	0	(28,100)	Tfrd from Oper Contributions
32 - Development Control	3954 - S94 Contribution District Com Facilities	0000 - No Project	0	(47,600)	Tfrd from Oper Contributions
32 - Development Control	3955 - S94 Contributions Catch 1 Park Imp Prog	0000 - No Project	0	(4,800)	Tfrd from Oper Contributions
32 - Development Control	3956 - S94 Contributions Catch 2 PIP	0000 - No Project	0	(6,200)	Tfrd from Oper Contributions
32 - Development Control	3957 - S94 Contributions Catch 3 PIP	0000 - No Project	0	(6,700)	Tfrd from Oper Contributions
32 - Development Control	3958 - S94 Contributions Catch 4 PIP	0000 - No Project	0	(11,500)	Tfrd from Oper Contributions
32 - Development Control	3959 - S94 Contributions Dist Fac PIP	0000 - No Project	0	(16,100)	Tfrd from Oper Contributions
32 - Development Control	3960 - S94 Contributions Catch 1 Rec Building	0000 - No Project	0	(4,500)	Tfrd from Oper Contributions
32 - Development Control	3961 - S94 Contributions C2 Rec Buildings	0000 - No Project	0	(8,500)	Tfrd from Oper Contributions
32 - Development Control	3962 - S94 Contributions Catch 3 Rec Buildings	0000 - No Project	0	(9,800)	Tfrd from Oper Contributions
32 - Development Control	3963 - S94 Contributions C4 Rec Buildings	0000 - No Project	0	(13,500)	Tfrd from Oper Contributions
32 - Development Control	3964 - S94 Contributions Dist Fac Rec Building	0000 - No Project	0	(11,900)	Tfrd from Oper Contributions
43 - City Planning	2407 - Consultancy Fees	4010 - Preparation Hbury Local Env Plan	(10,000)	0	Adjust Unspent Grant C/F
43 - City Planning	3267 - Tfr from Unexpended Grants Reserve	4010 - Preparation Hbury Local Env Plan	0	10,000	Adjust Unspent Grant C/F-See N2407
44 - Road Safety Programs	1813 - Road Safety LG Funding Programs-RTA Grants	5411 - RSO GLS Workshops	(1,500)	0	0 RTA Grant-GLS Workshop N2661
44 - Road Safety Programs	1813 - Road Safety LG Funding Programs-RTA Grants	5429 - Road Safety Proj-Speeding in the Hawkesbury	(4,000)	0	0 RTA Grant-Speeding project-See N2661
44 - Road Safety Programs	1822 - Road Safety Officer Salary Cost-RTA Grant	5400 - Road Safety Officer	0	0	0 Phasing adj only
44 - Road Safety Programs	1825 - LG Funding Drink Drive Program-RTA Grant	5415 - Drink Drive Program Exps	(2,000)	0	0 RTA Grant-Drink Drive Proj-See N2661
44 - Road Safety Programs	182A - Hbury Child Restraints Proj-RTA Gr	5417 - Occupants Restraints Prog exps	(3,000)	0	0 RTA Grant-Child Restraints-See N2661
44 - Road Safety Programs	2661 - Road Safety Grant Programs Expenditure	5411 - RSO GLS Workshops	1,500	0	0 RTA Rd Safety LG Funds Gr-1813
44 - Road Safety Programs	2661 - Road Safety Grant Programs Expenditure	5415 - Drink Drive Program Exps	2,000	0	0 RTA Rd Safety LG Funds Gr-1825
44 - Road Safety Programs	2661 - Road Safety Grant Programs Expenditure	5417 - Occupants Restraints Prog exps	3,000	0	0 RTA Rd Safety LG Funds Gr-182A
44 - Road Safety Programs	2661 - Road Safety Grant Programs Expenditure	5429 - Road Safety Proj-Speeding in the Hawkesbury	4,000	0	0 RTA Rd Safety LG Funds Gr-1813
94 - Section 94A Funding	1948 - S94A Contributions	0000 - No Project	280,000	0	0 Tfr budget to capital contributions
94 - Section 94A Funding	3269 - Transfer from S94A Reserve	7206 - Colbee Park	0	(50,000)	Amenities project 732
94 - Section 94A Funding	3948 - S94A Contributions	0000 - No Project	0	(280,000)	Tfr from operational contributions
94 - Section 94A Funding	4907 - S94 Recreation Buildings	7206 - Colbee Park	0	50,000	Amenities project 732
TOTAL			550,229	(530,650)	
Total (Surplus)/Deficit			3,231,196	(3,231,196)	
			0		NET (SURPLUS)/DEFICIT



Part 4

Management Plan Performance



GENERAL MANAGER'S OFFICE

Strategic Objective:

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

Component 16 – Insurance Risk Management
Component 17 – Workers Compensation
Component 68 – Corporate Communication

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.

Component 40 – Strategic Activities

Strategic Objective:

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

Component 65 – Human Resources
Component 69 – Elected Members
Component 70 – Executive Management

General Manager's Office - Operational Plan and Performance Indicators 2009/2010

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

Component 16 - Insurance Risk Management		Officer: Manager Risk Management	
Service Statements	Key Performance Indicators	Target	Progress
1. To provide an adequate level of civil liability protection and general insurance cover for Council activities and assets.	1.1 Review and placement of insurance program.	All disclosures and renewal proposals completed satisfactorily and on time.	The main program items of Public Liability and Professional Indemnity proposals will be completed and returned to Westpool by the end of October.
	1.2 Provide timely, accurate and quality Risk Management and insurance advice.	Advice to satisfaction of customers.	Advice on insurance and risk management issues provided on a request basis.
	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.	Westpool Risk Management issues disseminated to management as reviewed.
	1.4 Manage Council's insurance claims in a cost effective manner.	Monthly claims reviews and status reports of large claims reported to Manex.	Litigated matters reviewed by Manex as appropriate.
2. To ensure strategies are in place to manage & minimise Council's exposure to public & internal risks.	2.1 Review of statistical information to highlight emerging trends & develop appropriate strategic responses	Identify and prioritise emerging trends and introduce procedures to contain the exposure to the risks.	Draft "Risk Management Strategy" in development for Manex in 2nd quarter.

Component 17 - Workers Compensation		Officer: Manager Risk Management	
Service Statements	Key Performance Indicators	Target	Progress
1. To ensure a safe workplace environment that meets legislative requirements and guidelines.	1.1 Monitor compliance with OH& S Act and regulations and WorkCover model for Self Insurers.	Achieve a 70%, or better, monthly safety performance rating.	Overall currently functioning at approx 60% rating. Improvement plan implemented to address low CA closures and Audit program.
	1.2 . Develop a process for training employees on Accountabilities, Responsibilities and Authorities.	All staff re-inducted into OHS&IM system.	Training program developed and delivered on a regular basis dependant on need. Currently awaiting Dept. training plans from Directors for 2009/2010 year.
	1.3 Develop and conduct safety training programs as required.	Complete Training Needs Analysis and initiate training for Core OHS elements as identified in PSAP.	Core OHS training needs identified and schedule prepared and implemented.
	1.4 Monitor claims performance and provide monthly reports on claims made.	Acceptance by WorkCover of monthly claims data submissions.	Monthly returns have been submitted and accepted by WorkCover.

Component 17 - Workers Compensation		Officer: Manager Risk Management	
Service Statements	Key Performance Indicators	Target	Progress
	1.5 Review Councils Case Management Procedures to align with WorkCover CDR & Concordance projects.	Achieve timelines as detailed in the HCC Project Plan accepted by WorkCover.	CDR & Concordance projects have been postponed by Workcover until further notice.
	1.6 Develop strategies to achieve compliance with National Model.	Achieve 75% compliance in the 5 elements of the WorkCover NSW Self Insurers model 2007.	Following a Gap analysis against the 2009 Model a strategy is under development with a view to 75% compliance at the next formal audit in 2011.
	1.7 Maintain Workers Compensation Self Insurers licence.	Complete Annual Self Insurers licence renewal in accordance with Work Cover's Licensing policy by 31st October.	Documentation being collate for the licence renewal submission at end of October.
	1.8 Achieve compliance with the WorkCover Self Insurers Case Management Guide.	90% compliance with Worker's Annual Case Management Audit.	Case Management Audit scheduled for October/November 2009.
	1.9 Information sharing and continuous improvement.	80% attendance of peak bodies and industry group meetings.	Attendance at Westpool, UIP, RMIA and the Self Insurer Association.

Component 68 - Corporate Communication -		Officer: Manager Corporate Communication	
Service Statements	Key Performance Indicators	Target	Progress
1. To communicate and inform the community and other key stakeholders, of Council services and issues, in an efficient and effective manner.	1.1 Objectives of Communication Strategy Undertaken.	Achieve Customer Service Institute of Australia accreditation	Set tasks for Business Writing Guide and Image Review Process. Staff involved in visits to other Councils for research on one stop shop Customer Service approach.
	1.2 Media relationships reviewed and enhanced.	Review of media services contract. Regular contact with all local media. Finalise 90% of media enquiries within 3 working days.	Meetings held with Editors of both Hawkesbury Gazette and Courier, and the Hawkesbury Way News magazine. 43 media comments prepared in response to direct questions from journalists. Majority within appropriate timeframes. Some delays due to staff not responding to requests for information in a timely manner.
	1.3 Issues Management Advice and Monitoring.	Regular updates provided to General Manager.	Basement Storage Cleanup to remove hazard and advice provided to senior management on various internal issues requiring improvement.
	1.4 Media stories generated.	50% take up ratio of media releases in local newspapers. 80% of generated media releases published in at least one local newspaper.	A total of 37 media releases and one letter to the editor distributed. 17 Mayoral columns prepared for two local newspapers.



Component 68 - Corporate Communication -		Officer: Manager Corporate Communication	
Service Statements	Key Performance Indicators	Target	Progress
	1.5 Strategic Cross Functional Working Groups organised and progressed.	Project Plans accomplished within timeframes set.	Completed tasks for Draft Hawkesbury Community Strategic Plan working group and support of Macquarie 2010 activities through Council committee.
	1.6 Manage civic events, publications and public relation activities.	Programs and events completed and conducted within budget.	Local Government Week organised and publicised, Community Report finalised and distributed, quarterly community newsletter prepared, Sports Award Ceremony preparation initiated, organised the Official Opening for Woodbury Reserve Playground, regular Councillor Newsletter produced, involved in updating information on new website in preparation for launch, regular updates to McMahons Park Management Committee on construction of Community Centre, six Mayoral speeches prepared.

General Manager's Office - Operational Plan and Performance Indicators 2009/2010

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.*

Component 40 - Strategic Activities		Officer: Strategic Planner	
Service Statements	Key Performance Indicators	Target	Progress
1. Facilitate economic development and growth via strategies that build local workforce capabilities; support success through modern infrastructure; and attract new investment.	1.1 Tourism - Strategic & Brand	Prepare Tourism Plan to guide role and development of tourism in area, by June; undertake regional projects with adjoining councils and industry groups to position area/ region for tourists, by June; incorporate "Macquarie 2010" into tourism promotion strategies as current strength, by Dec	Being progressed. Working with Greater Blue Mountains Drive project partners on demand. Working with immediate Hawkesbury River councils preparing outline for project centred on the river as a driver to position for tourism and broader economic growth. Developed Council's Corporate Macquarie 2010 logo brand purposes, working with Brand and Marketing Working Group of the Macquarie 2010 Bicentenary Committee to help develop promotional material.
	1.2 Business Development - Future Business Leaders.	Sponsor two high-school focused (youth) business programs, by December and June; undertake maximum two joint industry activities to support excellence in business, by June.	Being monitored. With Schools Industry Partnership (Blue Mtns-Hawkesbury-Penrith) & Hawkesbury High School, 1st of 3 session in Hawkesbury Business Skills Program (Adopt-a-School) completed (25/08/09). Joint industry activities, subject to interest shown by industry.
	1.4 Hawkesbury Music Festival (Coachella)	Facilitate add-on festival products (eg. day trips) to support business/ economy benefits development from the festival, via the Visitor Information Centre, by February.	NA # Suggest deleting KPI, as oversight in bringing forward from last year.
2. Support business development activities that facilitate business networks and encourage entrepreneurial alliances.	2.1 Local Business Excellence Awards.	Sponsor 2009 Awards to showcase and promote better business performance by May.	Being monitored. Anticipate Awards organisers will approach Council within a reasonable timeframe to consider sponsorship.
	2.2 Friendship Program.	Sister Cities - annual review of Association by December; advocate use of area businesses and Alliance council's area businesses in Association activities to support community/ business alliances	On target. Association supports local businesses via goods and services supplied.



Component 40 - Strategic Activities		Officer: Strategic Planner	
Service Statements	Key Performance Indicators	Target	Progress
		City-Country Alliance (Weddin & Cabonne CIs) - Undertake activities with councils to support/ facilitate business development, networks and alliances between the areas, by June	On target. Council Officers working with alliance council officers and Hawkesbury community groups (eg. Sister Cities Association, Eisteddfod Society and Windsor Rotary) on mutual exchange activities.
	2.3 Secondary Education - UWS undergraduate Scholarship Program	Annual review by Dec; progress new agreement period by June (due to expire end 2011)	On target.

General Manager's Office - Operational Plan and Performance Indicators 2009/2010

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.*

Component 65 - Human Resources		Officer: Manager Human Resources	
Service Statements	Key Performance Indicators	Target	Progress
1. To develop, review and implement effective Human Resource strategies, policies and programs that meet with corporate objectives and legislative requirements for the benefit of the organisation, management and staff.	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 two weeks of approval by General Manager.
		90% of appointments with qualification, skills and experience of successful applicant matching the criteria.	During the last quarter twelve (12) appointments with the relevant qualifications, skills and experience were made to permanent positions.
	1.2 Develop, review and implement policies and procedures to meet Award and legislative requirements.	Monitor, review and develop Human Resource Operational Management Standards for staff as required.	Continued monitoring, reviewing, updating and development of Operational Management Standards for approval by Management and presentation to all staff.
		All legislative changes and statutory requirements actioned and complied with.	All legislative and statutory requirements met.
	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 disputes resolved internally in consultation with the appropriate Union or will be resolved through ongoing discussions with relevant parties.
		Provision of accurate and timely advice to Management and Staff on industrial and legislative issues.	Management and staff kept informed of progress of all industrial and legislative issues.
	1.4 Ensure continual improvement in the development, implementation and monitoring of our systems.	Annual and probationary performance reviews completed by scheduled dates.	Probationary performance reviews completed and returned by due dates. 2008/2009 Performance reviews completed under new system and finalised.
		Monitor, review and update Performance Management and Salary Administration Systems as required.	New Employee Performance Planning and Review System completed, adopted and used for 2008/2009 annual reviews.



Component 65 - Human Resources		Officer: Manager Human Resources	
Service Statements	Key Performance Indicators	Target	Progress
	1.5 Ensure corporate and individual training needs are identified and met.	The number of individual and corporate training and development programs that are approved by management and implemented.	During the July to September quarter various professional or skills development training courses and conferences were approved and organised for 27 individual staff. Performance Planning and Evaluation sessions were conducted in-house for all Managers and Supervisory staff as well as in-house Equal Employee Opportunity courses conducted for staff who commenced in the last 12 months.
		Provide learning opportunities including technical, personal and professional development that support Council's objectives.	Training needs for all staff as identified in the 2008/2009 Employee Performance Planning and Review System will be analysed and training organised on a priority basis and resources available basis.
	1.6 Ensure compliance with the OH&S Acts and regulations and promote continuous improvement of safe systems at work.	Compliance with OH&S Act and Regulations.	OH&S requirements met.

Component 69 - Elected Members		Officer: General Manager	
Service Statements	Key Performance Indicators	Target	Progress
1. To ensure elected officials are remunerated in accordance with the Local Government Act.	1.1 Monthly payments to elected officials completed on time.	100% compliance.	Monthly payments made within required timeframes.
	1.2 Ensure remuneration levels for mayor and councillors are reviewed	Appropriate submission to be made to Local Government Remuneration Tribunal.	It is anticipated that submission to the Tribunal will be called for in the 3rd quarter of the current financial year.
2. To attend external conferences relevant to Council's strategic direction and activities in a cost effective manner.	2.1 Number of conferences attended where subject matter relates to strategic concepts in Council's Plan.	100% compliance.	Conferences attended to date relate to Council's strategic activities and directions.
3. To ensure efficient operation of Council and Committee meetings.	3.1 Council meeting cycle meets legislative requirements.	At least 10 Council meetings held each year in different months.	Council's meeting schedule will achieve compliance with legislative requirements.
		Meetings conducted in accordance with Code of Meeting Practice.	On target.
	3.2 Committees and membership redetermined by Council annually	Review undertaken in September.	Appropriate review undertaken by Council at its meeting held on 22 September 2009.

Component 70 - Executive Management		Officer: General Manager	
Service Statements	Key Performance Indicators	Target	Progress
1. To ensure a safe workplace environment that meets legislative requirements and guidelines.	1.1 To monitor ongoing compliance with OH&S Act and Regulations.	Council's OH&IMS continues to operate and meets requirements of legislation and Workcover.	Council's OH&IMS continually under review with a view to meeting current and changing requirements of legislation and Workcover.
2. Develop and maintain corporate procedures to ensure a safe workplace.	2.1 To assess the effectiveness of Council's OH&S system and corporate compliance.	Progress towards transformation of Council's OH&IMS to meet the requirements of the National Model.	Transition of Council's OH&IMS to the National Model underway.
	2.2 Resource allocation to facilitate the implementation of OH&S strategies.	Consistent with comparable local government councils per staff unit.	Current resource allocation continually under review and considered to be consistent with other comparable LGAs.
3. To ensure effective salary and performance structures in place for "senior staff" and monitor divisional performance.	3.1 The Annual Performance Review is conducted.	"Senior Staff" performance reviews undertaken in line with requirements of Contracts of Employment.	Reviews due in 2nd and 3rd quarters of period.
	3.2 To assess the effectiveness of managing and developing human resources.	Training & Development \$ > 1% budget and 90% satisfaction with training courses.	On target.
	3.3 To assess the effectiveness of managing financial resources.	Overall performance vs Budget +/- 5.00%.	Performance to date considered to be satisfactory.
	3.4 To assess the effectiveness of achieving strategic and operational performance objectives.	95% Strategic & Operational Targets Achieved.	On target.
4. To ensure structure and conduct requirement are appropriate.	4.1 Organisational structure reviewed by Council as required by legislation.	Organisational Structure reviewed by 30/09/09	Organisational Structure reviewed and reaffirmed by Council prior to 30/09/09 as required.
	4.2 Code of Conduct reviewed by Council as required by legislation and amended as necessary	Code of Conduct reviewed by 30/09/09	Code of Conduct Reviewed and revised Code adopted by Council prior to 30/09/09 as required.



CITY PLANNING DIVISION

Strategic Objective:

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

Component 12 - Community Administration
Component 35 - Health Services
Component 43 - Strategic Community Planning
Component 43 - Strategic Corporate Planning
Component 91 - Customer Service

Strategic Objective:

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

Component 30 - Heritage
Component 33 - Sewage Management Facilities
Component 36 - Pollution Control
Component 37 - Development Control & Regulation
Component 43 - Strategic Environmental Planning

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.

Component 31 - Building Control
Component 32 - Development Control
Component 38 - Animal Control
Component 43 - Strategic Infrastructure Planning
Component 49 - Parking Control
Component 81 - Domestic Water Management

Strategic Objective:

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

Component 43 - Strategic Land Use Planning
Component 44 - Road Safety Programs

City Planning Division - Operational Plan and Performance Indicators 2009/2010

Strategic Objective: *An informed community working together through strong local and regional connections*

Component 12 - Community Administration		Officer: Executive Manager - Community Partnerships	
Service Statements	Key Performance Indicators	Target	Progress
1. Manage grants and donations programs.	1.1 Available funds distributed in compliance with Community Sponsorship Policy.	Respond to enquiries within 5 working days + achieve required milestones for operation of grants and donations programs.	All enquires responded to within 5 days and funds distributed in compliance with the Community Sponsorship Policy. \$43,939 distributed in Round 1 of Program.
2. Resource and support the planning of activities and events which celebrate community diversity and promote community harmony.	2.1 Level of sponsorship provided.	Sponsorship agreements executed for events and activities within NSW Govt time frame.	Sponsorship agreements with Merana Aboriginal Assoc. for \$4,000 for NAIDOC Week, \$4,000 to Peppercorn Services Inc. for Youth Summit.
3. Identify funding options to establish programs to improve community linkages and meet the social, health, safety, leisure and cultural needs of the community.	3.1 Source external investments to expand establish services and activities.	10% growth in community service grant receipts.	Peppercorn Services Inc. applied for and was successful in securing funding of \$66,048 , to establish a 'Man Made Meals' Program to be delivered from the Council Nursery.
4. Work in conjunction with community and user groups to design and operationalise community facilities and building improvements (as identified in Council works programs).	4.1 Complete design briefs for referral to Building Services.	Design briefs for 100% of proposed works completed within required time-frames.	Finalised tender specifications and builder contracted to build the McMahon Park Community Facility. Facilitated discussions between the Management of McMahon Park and Hawkesbury Community Outreach Services Inc. in relation to tenancy of the facility.
5. Provide Property Management Services for Council's community facilities portfolio.	5.1 Properties maintained to required standard.	Property maintenance requests responded to within 3 working days. Establish baseline data for usage of community facilities.	Property maintenance request timeframe met. Prepared and circulated questionnaire to community groups to gauge usage of facilities. Still awaiting return of information.
6. Provide corporate governance and financial services to externally funded services operated by delegated managing agents (Peppercorn Services)	6.1 Achieve all funding and statutory requirements as negotiated.	Contracted outputs achieved. No breaches of funding and statutory provisions	All funding and statutory requirements met and all contracted output achieved.



Component 35 - Health Services		Officer: Manager Regulatory Services	
Service Statements	Key Performance Indicators	Target	Progress
1. To enhance environmental protection and environmental health standards through education and statutory compliance.	1.1 Conduct inspections, review of premises for compliance with the public health statutory requirements.	Complaints about unhealthy conditions responded to within 48 hours.	All complaints about unhealthy conditions are responded within 24- 48hrs.
		20 premises are inspected each month.	A minimum of 20 premises are inspected on average per month.
	1.2 Conduct Food Handling Training courses.	Three training courses are conducted each year.	Three training courses are held each month with high participation levels.
		90% customer satisfaction in training course from evaluation survey.	Assessment of participants achieves 95% satisfaction levels over the three courses.
	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.	Caravan park complaints are responded to within 96 hours or sooner.
		At least 25% of caravan parks in Hawkesbury inspected annually.	25% of caravan parks are inspected annually.
2. Work in partnership with the Dept of Health conducting mosquito surveillance for the detection of the Ross River Virus.	2.1 Conduct mosquito surveillance program between December and April at nominated sites.	Completed in accordance with Dept of Health Surveillance Program.	The surveillance program for 2009/2010 will commence in November this year and be completed in April 2010 at the request of NSW Health.

Component 43 - Strategic Community Planning		Officer: Strategic Planner - Community	
Service Statements	Key Performance Indicators	Target	Progress
1. Establish processes that build community capacity to identify and respond to diversity and difference.	1.1 Liveability and diversity indexes - Principles developed	November.	Included in social planning processes for November 2009.
		June.	Scheduled for next Management Plan in 2010.
2. Build community connections by supporting information linkages, life-long learning and access to local meeting spaces.	2.1 Tasks for Community Planning Advisory Committee (CPAC).	Quarterly Meetings.	Completed - as required.
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.	3.1 Community Indicators Project (Stage 1) - Base line data developed.	October.	Included in social planning processes for November 2009.
4. Social planning requirements	4.1 Complete the Social Atlas 2009	November.	Partially completed.

Component 43 - Strategic Community Planning		Officer: Strategic Planner - Community	
Service Statements	Key Performance Indicators	Target	Progress
	4.2 Develop framework for new Social Plan.	September	Draft for November 2009.
	4.3 Community survey plan for 2009.	August	Delayed to November 2009.
	4.4 Demographic analysis for strategies.	June	Completed - as required.

Component 43 - Strategic Corporate Planning		Officer: Strategic Planner - Corporate	
Service Statements	Key Performance Indicators	Target	Progress
1. Maintain and update Council's land use management information systems.	1.1 Update Policy Register upon resolution of Council.	Instruct relevant staff to update register within 14 days of Council resolution.	Four Policies adopted by Council.
	1.2 Convert HLEP 1989 into Standard Template Local Environmental Plan.	New plan submitted to Department of Planning for finalisation - December 2009	Draft plan with Department of Planning waiting Section 65 certificate to enable exhibition.
	1.3 Maintain and update LEP, Section 149 Certificates, Proclaim and GIS system.	Updated systems as required to ensure accuracy and currency of Section 149 Planning Certificates	Systems updated as required.
2. Maintain and update Council's Section 94 and 94A Development Contribution Plans.	2.1 Maintain and update Section 94 & Section 94A developer contribution plans.	New developer contributions plan - March 2010	Waiting on new legislation and guidelines from Department of Planning to be made effective.
3. Service Council Committees as required.	3.1 Service Council's Floodplain Management Committee.	As adopted by Council.	One Committee meeting held.

Component 91 - Customer Service		Officer: Executive Manager - Community Partnerships	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide counter and telephone customer services to City Planning customers.	1.1 All frontline counter and telephone customer enquiries responded to (to satisfaction of customers).	All frontline customer enquiries answered (no drop-outs) No customer service complaints.	No customer service complaints in this quarter.
	1.2 Customer requests for technical advice logged and forwarded to responsible officer.	Customer service enquiries logged and forwarded within 1 working day.	All customer service enquiries logged and forwarded within 1 working day.
2 Provide counter and telephone customer services to City Planning customers (Health + Environment).	2.1 Turn around time for - Section 735A Certificates - Section 121ZP Certificates	80% completed within 10 working days	Total of 126 Section 735A and 121ZP Certificates received and issued. 95% completed within 10 working days.



Component 91 - Customer Service		Officer: Executive Manager - Community Partnerships	
Service Statements	Key Performance Indicators	Target	Progress
	2.2 Turn around time for - Food Premises Registration - Hairdressers/Skin Penetration Registration - Drainage Diagrams	90% completed within 10 working days	Total of 195 certificates and registrations received and issues. 92% completed within 10working days.
3. Align Council's Customer Service processes with International Customer Service Standard (ICSS) benchmarks	ICSS self assessment completed and submitted for Certification Assessment by Customer Service Institute of Australia.	Council awarded Certified Customer Service Organisation status by Customer Service Institute of Australia.	Preliminary self-assessment completed and reviewed by CSIA. Council 83% compliant with ICSS standard. Areas of non-compliance currently being addressed prior to formal lodgement February 2010.
4. Provide quality customer services (maintain and improve customer satisfaction levels).	Customers surveyed (through bi-annual Community Survey program) and rate Council's customer service provision as satisfactory	Increase in mean satisfaction rating (using results of 2007 Community Survey as benchmark)	Preparation of 2009 Community Survey currently underway.

City Planning Division - Operational Plan and Performance Indicators 2009/2010

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

Component 30 - Heritage		Officer: Planning Manager	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide Heritage Advice to the Public.	1.1 Meet demand for Heritage Advisory Service.	100% of all requests actioned.	100% actioned.
2. Provide professional comment to Council in response to Development Applications.	2.1 Development Application comments received on time.	Comments received within 28 days of referral.	Ongoing consultation with IT to implement reporting process.
3. Provide assistance grants for building conservation.	3.1 All applications reviewed and recommended to Council.	Report to Council within 10 weeks of application.	Assistance grants not available.

Component 33 - Sewage Management Facilities		Officer: Manager Regulatory Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Conduct inspections of onsite Sewage Management Facilities (SMF) in the city for compliance with legislative requirements.	1.1 Inspections are conducted in accordance with Council's adopted program.	Complete 180 inspections / month.	In excess of 180 inspections are completed each month.
		Approvals to operate SMF are issued within 21 days of inspection.	Approvals to operate are issued within 21 days of inspection.
		Rectification work documentation is sent within 21 days from inspection.	Rectification work documentation is sent within 21 days from inspection.
		Annual report completed in June on compliance to Council's adopted program.	Annual report completed as required.
2. Provide advice to the community on use and maintenance of sewage management facilities.	2.1 Accurate information is given to assist the community with on-site sewage management issues.	90% satisfaction of customers.	90% satisfaction continues to be achieved.

Component 36 - Pollution Control		Officer: Manager Regulatory Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Pollution Incidents are investigated to protect the local environment and potential health risk to the community.	1.1 Pollution Incidents are investigated.	Appropriate action initiated within 24hrs.	All pollution incidents have been acted upon within 24hrs of notification.
2. Financially contribute to the operations of the Hawkesbury River County Council.	2.1 Contributions to Hawkesbury River County Council is funded.	Contributions forwarded within 21 days of request.	Contributions were forwarded within 21 days of receipt of invoice.



Component 37 - Development Control & Regulations		Officer: Manager Regulatory Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Investigate and take appropriate action in relation to unauthorised development.	1.1 Conduct inspection of suspected illegal development and implement actions.	Action initiated within 72hrs.	Reports of illegal development have been actioned within 72hrs of receipt.
2. Control disposal of derelict and abandoned vehicles.	2.1 Investigate complaints of derelict vehicles and monitor streets and bushland for the existence of abandoned vehicles and take appropriate impounding action or disposal.	Responded to within 72hrs.	Reports of abandoned vehicles have been actioned within 72hrs of receipt.
3. Monitor compliance with development approval conditions.	3.1 Complaints of non compliance with development consent conditions are investigated and appropriate action taken.	Responded to within 72hrs.	Reports of non compliance with development consent conditions are responded to with 72hrs of receipt of information.



Component 43 - Strategic Environmental Planning		Officer: Strategic Planner- Environmental	
Service Statements	Key Performance Indicators	Target	Progress
1.Enhance, preserve and protect the environment through a strategic environmental management approach that is transparent, efficient and dynamic.	1.0 Produce the State of the Environment Report.	November	Ongoing.
	1.2 Maintain the State of the Environment Reporting Indicators Database.	September	Ongoing.
	1.3 Review the Water Savings Action Plan	November	Ongoing with Every Drop Counts Business Program.
	1.4 Review the Energy Savings action Plan	November	Assist the organisation to achieve the legislative timeframe.
	1.5 Provide comments and advise to external and internal bodies on environmental issues.	Within 21 days of request	All targets meet.
	1.6 Service Council's' Waste Advisory Committee.	Twice a year	Ongoing.



City Planning Division - Operational Plan and Performance Indicators 2009/2010

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.*

Component 31 - Building Control		Officer: Planning Manager	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide development assessment services for Class 1 -10 buildings.	1.1 Turn around time for Development Applications.	Average 40 days, Median 35 Days.	Average 38 Median 25.
	1.2 Age of current Development Applications- ratio of Development Applications older than 40 days to newer than 40 days.	0.7:1.	0.59:1.
	1.3 Customer satisfaction measured via post application survey.	80% overall satisfaction.	85%.
2. Provide building certification and inspection services.	2.1 Secure a percentage of contestable service (in future requires accreditation).	55% of Market.	76%.
	2.2 Cost effectiveness of contestable services.	Full cost recovery.	Ongoing consultation with IT to implement reporting process.
	2.3 Turn around time for Construction Certificates.	21 days after Development consent issued.	Ongoing consultation with IT to implement reporting process.
3. Provide 149D building certificate services.	3.1 Ten day turnaround time for 149D Certificates.	80% compliance.	47%.
4. Regulate places of public entertainment.	4.1 Issue licences within 40 days.	80% compliance.	100%.

Component 32 - Development Control		Officer: Planning Manager	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide development application assessment services.	1.1 Turn around time for Development Applications.	Average 40 days, Median 35 days.	Average 38 days Median 25 days.
	1.2 Age of Current Development Application, ratio of Development Applications older than 40 days to newer than 40 days.	Target Ratio 0.7:1.	0.59:1.
2. Provide subdivision certification and inspection services.	2.1 Secure a percentage of contestable subdivision certification and inspection services.	25% of Market	Ongoing consultation with IT to implement reporting process.
	2.2 Turn around times for requests to release subdivision certificates	7 days after a complete request is received.	Ongoing consultation with IT to implement reporting process.
3. Provide 149 planning certificate services.	3.1 Eight day turnaround time for 149 Certificates.	90% competed.	93% completed.
4. Provide development advisory panel appointments for major proposals.	4.1 Provide written advice after pre-lodgement meetings for major development proposals.	5 days after meeting held	Ongoing consultation with IT to implement reporting process.

Component 32 - Development Control		Officer: Planning Manager	
Service Statements	Key Performance Indicators	Target	Progress
5. Provide complying development certificate service	5.1 Turn around times for Complying Development Certificates	10 days after a complete application is received.	13 days.
6. Provide review of determination of development application service	6.1 Turn around times for a review of determination of development application (under s.82A of EPA Act)	90 days after a complete request is received.	No applications for S.82A Review of Determination received/determined in reporting period.
7. Provide modification to development consent service	7.1 Turn around times for request to modify development consent (under s.96 of EPA Act)	40 days after a complete request is received.	Ongoing consultation with IT to implement reporting process.

Component 38 - Animal Control		Officer: Manager Regulatory Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide adequate care of animals housed at the animal shelter.	1.1 Animals are cared for with adequate food and housing and homes are found for as many animals as possible.	80% dogs re-homed.	In excess of 80% of dogs are re-homed each month.
2. Carry out patrols of the city area for roaming dogs.	2.1 Patrols are conducted where complaints are received of roaming dogs.	Within 48 hrs of receipt of the complaint.	Patrols are conducted within 48hrs of receipt of complaint.
3. Provide education to the community on responsible pet ownership.	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.	There have been no complaints from the school visits conducted.
		Four school visits per year.	Four visits are completed each year.
4. Maintain registration and micro chipping records.	4.1 Process records.	Registration and micro chipping records to be completed within 14 working days.	Data entry is completed within the 14 day period.
5. 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.	5.1 Facility is open to serve the public to meet advertised hours of operation	100% compliance with advertised opening hours unless altered by emergency situation or designated public holidays	Operating hours have been complied with during this period.

Component 43 - Strategic Infrastructure Planning		Officer: Strategic Planner - Infrastructure	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide the development and establishment of Strategic Asset Management Planning, Policy and Processes across the organisation.	1.1 Develop Asset Management Strategy	March 2010.	Asset Management Policy developed and adopted at Ordinary Council meeting on 29 September 2009.



Component 43 - Strategic Infrastructure Planning		Officer: Strategic Planner - Infrastructure	
Service Statements	Key Performance Indicators	Target	Progress
	1.2 Procure and establish Asset Management System	June 2010.	Specification for AM System prepares and waiting MANEX clearance to go ahead with EoI.
2. Provide Subdivision Engineering works Inspection.	2.1 Inspect and Certify subdivision works.	On going	Service currently not required as no subdivision work at Pitt Town. HCC DCP Engineering Specification review is undertaken.

Component 49 - Parking Control		Officer: Manager Regulatory Services	
Service Statements	Key Performance Indicators	Target	Progress
1. City streets and car park areas are patrolled for compliance with time limit and parking restriction signage.	1.1 Streets and car parks are patrolled and monitored for compliance with restriction signage in a safe and reasonable manner.	100% Compliance.	There has been 100% compliance within this period.
2. Parking infringements are issued correctly for offences committed.	2.1 Accuracy of infringement notices issued.	99% Compliance.	There has been 95% accuracy during this period and performance management has been introduced to reach 99% in future periods.

Component 81 - Domestic Waste Management		Officer: Manager Regulatory Services	
Service Statements	Key Performance Indicators	Target	Progress
1. To provide the waste collection service.	1.1 Service missed bins.	24 hours from notification.	Missed services are attended to within 24hrs of notification.
2. To provide the recycling service for the community.	2.1 Manage recycling contracts.	Zero non conformance to contract conditions.	There have been no non-conformance issues during this period.
	2.2 Increase domestic recycling activities and community participation through education and the provision of increased recycling service.	5% annual increase.	The target increase was met during the reporting period.
3. To provide the Kerb Side Collection Service.	3.1 Manage kerbside collection service contracts.	100% compliance with contract conditions.	All conditions of the contract have been met.
4. Provide waste education to the Hawkesbury community.	4.1 Education programs are developed and presented to the community to encourage recycling and waste avoidance.	Annual program designed by March.	Annual program will be designed next March 2010.

City Planning Division - Operational Plan and Performance Indicators 2009/2010

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.*

Component 43 - Strategic Land Use Planning		Officer: Strategic Planner - Land Use	
Service Statements	Key Performance Indicators	Target	Progress
1. Maintain and update Hawkesbury Local Environmental Plan.	1.1 Prepare Local Environmental Plans as resolved by Council and/ or as directed by Dept of Planning.	Plans prepared and updated in reasonable timeframe.	One (1) amendment made to LEP. Draft Amendments 154, 156 and 157 being prepared.
2. Maintain and update Hawkesbury Development Control Plan.	2.1 Maintain and update Hawkesbury's Development Control Plan.	Plan updated as required by resolution reasonable timeframe and reviewed as required.	Update to Appendix E being prepared.
3. Service Council committees as required.	3.1 Service Council's Heritage Advisory Committee.	As adopted by Council	Achieved.
4. Participate in State Government planning reforms and sub regional planning processes.	4.1 Respond to the Dept of Planning requests for information and assistance.	As Directed by Dept Planning.	Achieved.
5. Preparation work for Land use / Residential Strategy.	5.1 Prepare work for Land Use / Residential Strategy.	June 2009.	Progress meetings being held with consultants.

Component 44 - Road Safety Programs		Officer: Executive Manager - Community Partnerships	
Service Statements	Key Performance Indicators	Target	Progress
1. Deliver a road safety program through the development of integrated education, engineering and enforcement programs.	1.1 Council/RTA Action Plan which reflects local trends, statistics and priorities developed and implemented.	Action Plan developed as per RTA funding guidelines by April 2010	Child restraints project, speed reduction program all being implemented. Drink driving project in planning stages.
	1.2 Partnerships established with external and internal stakeholders to plan and implement road safety, community safety and injury prevention projects	Partnerships established to implement road safety, community safety + injury prevention projects.	Partnerships with Police, Health in place for road safety and crime prevention programs. Participated in community safety audit. Member of Hawkesbury Liquor Accord -attended October meeting .
2. Identify the mobility needs of vulnerable road users and develop solution to address these needs.	2.1 Mobility Plan for the Hawkesbury LGA adopted by Council.	Draft Mobility Plan reported to Council by September 2009.	Draft Mobility Plan currently being prepared. To be reported to Council in November 2009.
3. Research and identify priority crime prevention issues (in conjunction with stakeholders) and identify strategies to address these issues within the Hawkesbury LGA.	3.1 Steering committee established (under Attorney Generals Department guidelines) to review and update the Hawkesbury Crime Prevention Strategy. 3.2 Draft Crime Prevention Strategy reported to Council.	Steering Committee established by August 2009. Draft Crime Prevention Strategy reported to Council by May 2010.	Steering Committee yet to be established. Preliminary crime profile completed (to identify crime 'hot spots' and priority crime categories. To be referred to Hawkesbury Local Area Command.



INFRASTRUCTURE SERVICES DIVISION

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.

Component 34 - Sullage Services
Component 50 - Parks
Component 51 - Recreation
Component 54 - Kerb, Guttering and Drainage
Component 55 - Carpark Maintenance
Component 57 - Survey Design and Mapping
Component 59 - Administrative Building
Component 60 - Community Building
Component 61 - Works Depot
Component 62 - Operations Management
Component 63 - Street Cleaning
Component 64 - Ferry Operations
Component 88 - Cogeneration Plant
Component 89 - Hawkesbury City Waste Management Facility

Strategic Objective:

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

Component 46 - Roads to Recovery
Component 47 - RTA Funding
Component 52 - Roadworks Maintenance
Component 53 - Roadworks Construction

Strategic Objective:

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

Component 66 - Fire Control
Component 67 - Emergency Services

Strategic Objective:

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

Component 48 - Environmental Stormwater

Infrastructure Services Division - Operational Plan and Performance Indicators 2009/2010

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.*

Component 34 - Sullage Services

Officer: Manager Waste Management

Service Statements	Key Performance Indicators	Target	Progress
1. To provide a quality sullage service to the community.	1.1 Pump Out Service provided within set time frames.	98% Compliance	99% Compliance with Target.

Component 50 - Parks

Officer: Manager Land Management

Service Statements	Key Performance Indicators	Target	Progress
1. To manage all passive open space under Council's care and control.	1.1 Open space is maintained for passive recreational purposes.	According to the level of usage, lawns kept below 150mm.	Grass has been maintained to relevant heights.
	1.2 Toilets/Facilities at an acceptable standard - Bins emptied regularly.	All toilets/facilities cleaned and bins emptied as per works schedule.	Toilets cleaned and bins emptied to schedule.
2. To manage bushland under Council's care and control within available resources.	2.1 Bushland areas maintained and restored.	Work carried out on 90% of identified sites.	52% of bush regeneration work has been contracted out.
3. To manage all cemeteries under Council's care and control.	3.1 Richmond Cemetery maintained to an acceptable standard.	Lawns maintained below 100mm and edges trimmed at least monthly.	Richmond Lawn Cemetery is maintained to a good standard with grass being maintained to relevant height.
4. Contributions to outside bodies for active recreation.	4.1 External recreational providers (377 Committee's) are supported.	Funds allocated quarterly/six monthly as required.	Funds have been allocated as requested. McMahon Park still to lodge request for first payment.
		Attend at least four key meetings of the Sports Council per year and maintain regular dialogue with administrator	Two meetings have been attended at present.
		Attend at least two key meetings of the McMahons Park Committee per year	Two meetings have been attended at present.

Component 51 - Recreation

Officer: Manager Land Management

Service Statements	Key Performance Indicators	Target	Progress
1. Manage all Council's recreational assets	1.1. Council's recreational playgrounds and skate parks at an acceptable standard.	Quarterly safety inspection undertaken of all Skate parks and playgrounds.	July inspection has been carried out.
2. Supervise all the operation of Richmond Swimming Pool	2.1 Richmond Pool is inviting to the community.	100% compliance to Department of Health guidelines and grounds at an acceptable conditions.	Richmond pool is meeting all Dept of Health guidelines and grounds are being maintained to a good standard.

Component 51 - Recreation		Officer: Manager Land Management	
Service Statements	Key Performance Indicators	Target	Progress
		Richmond Pool open to the community as per advertised opening hours.	Richmond Pool is open as advertised.
3. Manage the Deed for the Management of the Oasis Aquatic Centre and the Hawkesbury Indoor Stadium	3.1 Centre Management in accordance with the Deed of Management.	Meeting of representatives of Council and YMCA held every three months.	Formal meeting to be held on 12/10/09 between Council staff and representatives from YMCA. Numerous informal meetings and discussions have taken place during the first 3 months of the financial year.
		Ensure that reports and any other documentation are provided by YMCA as required under the Deed of Management.	Reports in accordance with the Deed of Management received by Council from YMCA including monthly financial and attendance reports and the 2008/2009 Annual Report.

Component 54 - Kerb, Guttering and Drainage		Officer: Manager Construction and Maintenance	
Service Statements	Key Performance Indicators	Target	Progress
1. Undertake the re-construction, maintenance and repair of kerb and gutter and foot paving.	1.1 Reduction in areas of failed foot paving or Kerb and Gutter.	Completion of 95% of Adopted Works Program.	Works are in progress.
	1.2 Level of response to dangerous situations where advised.	Action taken within 24 hours.	Dangerous situations where known are attended to within 24 hrs.
2. Undertake drainage construction repair and maintenance.	2.1 Improvements to drainage systems.	Completion of 95% of Adopted Works Program.	Works are in progress.
		Dangerous Situations acted upon within 24 hours.	Dangerous situations where known are attended to within 24hrs.
		Programs identified for necessary improvement for Council consideration.	Annual Works Program submitted to Council for its consideration.

Component 55 - Car park Maintenance		Officer: Manager Construction and Maintenance	
Service Statements	Key Performance Indicators	Target	Progress
1. Undertake maintenance and repair of car park surface and associated facilities.	1.1 Safe and functional car park with clearly visible signs, symbols and lines.	Completion of budget - 95% of adopted works.	Works are ongoing.
		Signs and lines are provided in accordance with RTA standards.	Compliant.



Component 57 - Survey Design and Mapping		Officer: Manager Design and Mapping Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide Engineering designs for Council's operations program and other projects.	1.1 Availability of Designs.	Meet 95% service level.	Target Met.
2. Provide Engineering survey for Council's operation program and other projects.	2.1 Field surveys completed.	Survey output to meet 95% level of requests.	Target Met.
3. Mapping system provided for users with various needs.	3.1 Complete Data input and maintenance of mapping system.	Linens entered within 7 days of notification, data entered into system within 21 days.	Target Met.

Component 59 - Administrative Building		Officer: Manager Building Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Building is maintained in accordance with Works Program.	1.1 Operation of communications.	98% uptime.	Achieved.
	1.2 Operation of air conditioner.	96% uptime.	Achieved.
	1.3 Operation of Emergency generator.	Zero Failures.	Achieved.

Component 60 - Community Buildings		Officer: Manager Building Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Buildings are maintained in accordance with Works Program.	1.1 Completion of the Works Program.	Buildings are maintained for their designed use within budget.	Achieved.
		New construction completed within budget.	Achieved.
		Maintenance performed in a timely manner.	Achieved.

Component 61 - Works Depot		Officer: Manager Construction and Maintenance	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide functional Works Depot facilities to enable safe and convenient access to Stores, Work Shop, Office and Storage area.	1.1 Undertake maintenance and repairs.	Works completed on time and within budget.	Works are on target.



Component 62 - Operations Management		Officer: Manager Construction and Maintenance	
Service Statements	Key Performance Indicators	Target	Progress
1. Plant usage is costed to appropriate projects.	1.1 Adopted charges are balanced with plant reserve fund.	100% Compliance.	On Target.
2. An effective plant replacement program	2.1 Plant items are suitable for current needs.	90% adopted plant replacement program achieved.	On Target.
	2.2 Provide adequate funding for plant replacement	Sufficient funds within plant reserve.	Adequate funding provided under a revised plant hire rate for 2009/2010.

Component 63 - Street Cleaning		Officer: Manager Construction and Maintenance	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide the level of service to maintain a vibrant and clean city for residents and visitors.	1.1 Central Business Districts streets are kept tidy.	Sweep CBD Streets Daily	Streets are maintained to an acceptable standard.
		Bins within the Central Business District are cleared on a daily basis, and others in accordance with schedule.	On Target.
		Damaged bins repaired or made safe within 2 days of request.	Bins are replaced where warranted.
	1.2 Kerb and Gutter within residential streets free of sediment.	Sweep Kerbed and Guttered residential street at a minimum every four weeks where necessary.	Streets are being swept on a regular basis.

Component 64 - Ferry Operations		Officer: Manager Construction and Maintenance	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide a Ferry Service at Lower Portland	1.1 Availability of Service	Ferry operating 100% of schedule time.	A reliable ferry service is provided at Lower Portland.

Component 88 - Cogeneration Plant		Officer: Manager Building Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Manage Cogeneration Plant in an economical viable manner with minimal disruption to tenants.	1.1 Operation of plant.	Less than 4 break downs per annum.	Achieved, minimal breakdowns and no disruption to tenants.
	1.2 Maintain temperatures within the complex.	Minimal complaints from tenants.	Achieved - no complaints received.
	1.3 Maintain temperature and humidity within the gallery area to standard requirements, except for Acts of God and power/gas outages.	Stay within preset range.	Achieved.



Component 89 - Waste Management Facility		Officer: Manager Water & Waste Management	
Service Statements	Key Performance Indicators	Target	Progress
1. Operate and maintain the Hawkesbury City Waste Management Facility.	1.1 Maintain and operate the Hawkesbury City Waste Management Facility in accordance with EPA licence.	100% compliance, no breaches of license conditions.	95% compliance - Monitoring wells 5 & 6 have methane levels above DECCW limits - DECCW notified with ongoing monitoring.
2. Provide assistance to the Clean up Australia Day activities.	2.1 Assistance provided to volunteers.	All waste collected within 96 hrs of the event.	Assistance provided as required.
3. Waste Facility open to the public every day except Good Friday & Christmas Day.	3.1 Number of Days Facility Available.	100%Compliance	100% compliance.



Infrastructure Services Division - Operational Plan and Performance Indicators 2009/2010

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.*

Component 46 - Roads to Recovery		Officer: Manager Construction and Maintenance	
Service Statements	Key Performance Indicators	Target	Progress
1. Implement the Adopted Roads to Recovery Program.	1.1 Improved Road Condition at Specified Locations.	Program completed within allocated time period and budget.	Road Program adopted by Council.
		Submit required Dotars reports with timeframes	Road projects have been approved by DOTARS.

Component 47 - RTA Funding		Officer: Manager Construction and Maintenance	
Service Statements	Key Performance Indicators	Target	Progress
1. Undertake works on Regional Roads .	1.1 Safe Regional Road Network.	Complete RTA Funded Programs prior to 30 June.	Projects are scheduled for completion by June 2010.
		Maintenance completed in accordance with sound engineering principles.	Compliant.
		95% urgent repairs made safe within 24 hours and repaired within 1 month.	Compliant.

Component 52 - Roadworks Maintenance		Officer: Manager Construction and Maintenance	
Service Statements	Key Performance Indicators	Target	Progress
1. Undertake roadworks maintenance.	1.1 A well maintained local road network.	Develop and implement an ongoing reactive maintenance program.	The maintenance program is reactive and consistent with available funding.
		95% of urgent repairs made safe within 24 hours and repaired within 1 month.	Compliant.

Component 53 - Roadworks Construction		Officer: Manager Construction and Maintenance	
Service Statements	Key Performance Indicators	Target	Progress
1. Undertake roadworks construction program.	1.1 Improved road network.	Complete 90% of adopted program by 30 June.	On Target.
		Project completed within budget.	Completed projects are within budget.

Infrastructure Services Division - Operational Plan and Performance Indicators 2009/2010

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

Component 66 - Fire Control		Officer: Director Infrastructure Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Implement the Service Level Agreement with the Rural Fire Service to provide protection to life and property when threatened by fire.	1.1 Service Level Agreement is completed and funding provided.	Funding provided within 14 days of request.	Negotiations continue in relation to SLA, extension of current SLA in place until February 2010. Payments made in accordance with target.
		100% compliance with conditions of agreement.	Achieved.

Component 67 - Emergency Services		Officer: Director Infrastructure Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide facilities for local SES units to a standard acceptable to the Director General in accordance with the State Emergency Services Act.	1.1 Maintenance and operation of SES Building maintained SES Building.	Controllers Yearly review completed and forwarded to regional headquarters.	Controller re-appointed for further 2-year period. Facilities maintained at acceptable standard.
	1.2 Operation readiness maintained.	Complete activity report and forwarded to state headquarters at the completion of each incident.	All equipment and systems maintained and ready. Activity reports completed.
	1.3 Funds provided.	Funds processed in accordance with Council's adopted budget.	Funding is currently in line with budget.



Infrastructure Services Division - Operational Plan and Performance Indicators 2009/2010	
Strategic Objective:	<i>Sustainable and liveable communities that respect, preserve and manage the heritage, cultural and natural assets of the City.</i>

Component 48 - Environmental Stormwater		Officer: Manager Waste Management	
Service Statements	Key Performance Indicators	Target	Progress
1. Operate and maintain 21 grass pollutant traps.	Monitor and ensure GPTs are operational.	GPTs inspected and cleaned post rain events.	99% Compliance.
2. Place pollutant removal results on web page.	Web page adopted.	Information provided each Quarter.	100 % compliance.
		Update results Quarterly on web page.	100 % compliance.



SUPPORT SERVICES DIVISION

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.

Component 10- Computer Services
Component 42- Legal Services

Strategic Objective:

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

Component 11 - Records
Component 18 - Financial Planning
Component 19 - Accounting Services
Component 20 - Rating Services
Component 21 - Investment Debt Servicing
Component 23 - Word Processing
Component 24 - Supply
Component 25 - Property Development

Strategic Objective:

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

Component 15 - Library
Component 22 - Corporate Services & Governance
Component 28 - Reception
Component 29 - Fleet Management
Component 39 - Gallery
Component 58 - Printing & Sign Writing
Component 79 - Museum

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.

Component 90 - Tourist Information Centre



Support Services Division - Operational Plan and Performance Indicators 2009/2010

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*

Component 10 - Computer Services		Officer: Corporate Systems and Database Administrator	
Service Statements	Key Performance Indicators	Target	Progress
1 To provide agreed levels of system availability.	1.1 Infrastructure Strategy.	Wireless networking implemented - 2nd quarter	Complete - Wireless access point available for internal access in Council Chamber.
		Infrastructure geared up to work with VOIP technology to utilise data lines for voice phones.	Work in progress.
	1.2 Internal Capabilities Strategy.	Administration Centre Disaster Recovery Plan tested at least once.	Draft Disaster Recovery Plan being reviewed and updated.
Another Plan for an external site commenced.		No action to date.	
2. To reduce operating cost of IT infrastructure and services.	2.1 Internal Communications Strategy.	Increase the use of Intranet and e-mail by Council staff.	Staff are being encouraged and are active in communicating tips and techniques for more effective use of corporate systems via both email and the intranet.
		2.2 Collaborative Working Strategy.	DataWorks workflows refined to improve Customer Service - 3rd quarter
3. To provide continuous improvement of IT services to make traditional aspects of Council business more effective.	3.1 Business Systems Strategy.	All business systems up 98% of the time.	Target met.
		Leases replaced or renewed within 3 months of expiry unless extended.	Target met.
	3.2 Client Delivery Strategy.	New website for Council implemented - 3rd quarter. Access to Council internal Helpdesk from 8:00am to 5:30pm 98% of the time.	Project on-track for launch in October 2009. Internal Helpdesk available 98% of time - target met.
3.3 Stakeholder Management Strategy.		IT Steering Committee meets at least 4 times a year.	Steering committee to reconvene in November 2009.



Component 42 - Legal Services		Officer: Director Support Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Support sound corporate governance.	1.1 Timely legal advice on Council matters.	Urgent legal advice provided within 24 hours.	All urgent legal advice provided immediately or within 24 hours of initial request.
		Other legal advice provided within agreed deadlines or required service levels.	Target achieved.
	1.2 Effective project management of legal issues involving Council.	Regular reports received from Council's solicitors outlining outstanding legal matters.	Monthly reports received from Council's Solicitors outlining outstanding legal matters.
		Regular monitoring of reports outlining outstanding legal matters.	The monthly reports from Council's Solicitors are considered and monitored by MANEX.



Support Services Division - Operational Plan and Performance Indicators 2009/2010	
Strategic Objective:	<i>Investigating and Planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future.</i>

Component 11 - Records		Officer: Manager Corporate Services and Governance	
Service Statements	Key Performance Indicators	Target	Progress
1. To enable seamlessness and continuity of Council business by executing its records keeping function effectively.	1.1 Registration of daily inwards paper correspondence.	90% within 8 business hours, 100% within 12 business hours.	On Target.
	1.2 Record keeping rules.	Regular monitoring of adherence to precis rules.	On Target.
	1.3 Refine existing records.	DataWorks refined with indexes and compliant against State Records Standard - 4th quarter	On Target and due for completion in 4th Quarter.
	1.4 Training.	All relevant Council staff trained in Records Management - 4th quarter.	On Target and due for completion in 4th Quarter.
2. To reduce physical storage requirements by maintaining records effectively in an electronic format.	2.1 Reduction of paper based records through increasing electronic records.	Increased number of records registered into Dataworks.	On Target.
3. To minimise risk to the Council in terms of court actions and litigations by retrieving and producing relevant records to support Council's position or as required by a court of law.	3.1 Retrieval of information.	100% subpoenas processed as per the subpoena procedure.	On Target.
4. To comply with government legislation in terms of retention and destruction of records.	4.1 GDA10 and GDA24 based sentencing and destruction scheme.	Destroy at least 2 groups of archived records in accordance with GDA24	On Target.

Component 18 - Financial Planning		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
1. Financial Planning - to manage based on a comprehensive financial strategy.	1.1 To ensure a planned approach to Council programming.	Management Plan adopted by June.	Target achieved for 2009/2010.
	1.2 Assess the effective implementation of Council's Long Term Financial Strategy	Review the Long Term Financial Plan (LTFP) annually.	On target.



Component 18 - Financial Planning		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
2. Management Reporting - maintain effective and informative internal management reporting to meet corporate requirements.	2.1 Ensure that financial reporting is timely, accurate and informative.	Manager's Reports distributed within 5 days of EOM.	Target achieved YTD.
		Monthly reports to MANEX within 14 days of EOM.	Target achieved YTD.
	2.2 Assess the ability of Council to properly budget for and manage the resources that are available to fulfil its management plan	Quarterly Reviews adopted within 2 months of end of quarter	On target.
3. Systems Management - develop and maintain the accounting systems.	3.1 Ensure the integrity of the financial systems.	Review Financial Systems Plan (FSP) annually.	On target.
		Review project strategy monthly.	On target.

Component 19 - Accounting Services		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
1. Accounts Payable - To ensure the prompt and accurate payment of Council's Creditors	1.1 Assess the effectiveness of payment processing of creditors.	Weekly payments checked and transmitted on time.	Target achieved YTD.
2. Payroll - To ensure the timely and accurate processing of payroll.	2.1 Assess the accuracy of payroll processing and meet deadlines.	Payroll checked and transmitted on time.	Target achieved YTD.
3. Debtors - To ensure the timely and accurate processing of accounts receivable.	3.1 Assess effectiveness of Debtor accounts settlement.	Statements sent within 5 days of EOM.	Target achieved YTD.
4. Statutory Compliance - To ensure Council's compliance with external regulatory and taxation legislation.	4.1 Assess the accuracy and timeliness of S94 Register Updates.	S94 Register reconciled within 5 days of EOM.	Target achieved YTD.
	4.2 Assess the adequacy of and strategically manage Council's Reserves.	Reconciliation of Reserves within 5 days of EOM.	Target achieved YTD.
	4.3 Assess Council's compliance with taxation and other regulatory legislation.	BAS and Diesel Fuel submitted by due date.	Target achieved YTD.
		FBT submitted by due date.	Target achieved YTD.
		ABS and DLG returns submitted by due date.	On target.



Component 19 - Accounting Services		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
5. Cash Management - To ensure Council has sufficient cash resources to meet future commitments	5.1 Assess the effectiveness of Council's cash flow management.	Bank Reconciliation within 5 days of EOM.	Target achieved YTD.
		Unrestricted Current Ratio > \$2m (industry benchmark).	On target.
6. Financial Reporting - To provide statutory financial accounts to stakeholders in compliance with the legislative requirements.	6.1 Ensure that financial reporting is timely and accurate.	Statutory financial reports submitted by due date.	On target.
	6.2 Ensure that audit recommendations are implemented in a timely manner.	Audit recommendations implemented by due date.	On target.
	6.3 Assess the effectiveness of Council's financial management practices and policies and compliance with prescribed legislation.	Unqualified Audit Opinion.	On target.

Component 20 - Rating Services		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
1. Rating Services - To ensure the accuracy of Council's computer based rating and property information system and efficient collection of rate revenue.	1.1 Assess the accuracy and timeliness of distributing rating notices.	Rate Notices issued by due dates.	Target achieved YTD.
	1.2 Assess the turnaround time for issuing S603 certificates.	Issued within 3 Working Days.	Target achieved YTD.
	1.3 Assess the accuracy of Council property database.	Updates within 5 Working Days.	Target achieved YTD.
2. Debt Recovery - To minimise Council's exposure to outstanding debts through effective debt recovery procedures.	2.1 Assess the effectiveness of Council's collection process for outstanding rates.	Rate Arrears < 5.00% (industry benchmark).	On target.

Component 21 - Investment Debt Servicing		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
1. To ensure the investment strategy maximises the return on Council's investment portfolio.	1.1 Assess the effectiveness of Council's investment strategies to maximise returns on investment.	ROI > 90 Day Bank Bill Rate (Industry benchmark).	Target achieved YTD.
	1.2 Ensure that Council's investment strategy compares with industry standards.	Review Investment Policy annually.	On target.
2. To ensure the appropriate utilisation of loan facilities in accordance with policy.	2.1 Ensure the prompt and accurate payment of loan interest and redemption.	Payments made by due date.	Target not applicable - Council now has no loan borrowings.
	2.2 Assess the ability of Council capacity to service outstanding debt.	Debt Service Ratio < 10% (industry benchmark).	Target achieved YTD.

Component 23 - Word Processing		Officer: Manager Corporate Services and Governance	
Service Statements	Key Performance Indicators	Target	Progress
1. Compile and distribute Council Meeting agendas, minutes and action items.	1.1 Compilation of Council Business Papers.	Forwarded to Publishing Manager by 12 noon on the Thursday prior to the Meeting.	Target achieved for 5 of 6 Ordinary Meetings and 2 Extraordinary Meetings Business Papers. Exception due to late lodgement of officer reports with Section.
	1.2 Compilation of Council Meeting Minutes.	Draft completed and distributed to Senior Staff within 48 hours after Meeting.	Target Achieved.



Component 23 - Word Processing		Officer: Manager Corporate Services and Governance	
Service Statements	Key Performance Indicators	Target	Progress
	1.3. Distribution of Action Items from Council Meeting Minutes.	Distributed to Senior Staff within 4 working hours from final approval of draft minutes.	Target Achieved.
	1.4. Distribution of Questions Without Notice.	Distributed to Senior Staff within 8 working hours from final approval of draft minutes.	Target Achieved.
	1.5. Council Business Papers completed for publication on Council's website.	Forwarded to Information Services prior to 12 noon on the Friday before the meeting.	Target Achieved.
2. Provide an efficient and effective typing and document presentation and processing system for Council.	2.1. Provide word processing, software user and help desk support.	Requests for support are responded to within 1 working hour.	Target Achieved - majority of requests responded to immediately.
	2.2. Preparation of word documents.	Completed and returned within 2 working days.	Target Achieved.

Component 24 - Supply		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
1. Maintain a manageable inventory stock level to satisfy Council's requirements and cost	1.1 Minimal inventory investment and inventory losses.	Undertake bi-annual review of slow moving stock and undertake an annual stock take.	Target achieved YTD.
2. Manage the process of acquiring goods, works and services, spanning the whole cycle from identification of needs through to end of a services contract or the end of useful life of an asset. Providing measurable benefits in value for money obtained on a whole of life basis through open and effective competition.	2.1 Procurement strategies are aligned with Corporate objectives.	100% compliance.	Target achieved YTD.
	2.2 Review Procurement Guidelines.	Review procurement guidelines annually.	On target.
	2.3 Response to Quotation requests.	Quotation requests within agreed timeframes with customers.	Target achieved YTD.



Component 25 - Property Development		Officer: Manager Corporate Services and Governance	
Service Statements	Key Performance Indicators	Target	Progress
1. Co-ordination and management of Council's property portfolio including the acquisition and sale of property, leasing of property, road closures and openings.	1.1 Vacancies for leased premises in Council's property portfolio.	Greater than 85% occupancy rates.	On Target.
	1.2 Inspections of Council's leased residential properties.	Each residential property inspected annually during October to December.	On Target with inspections to commence in October.
	1.3 Inspections of Council's leased commercial/retail properties.	Each commercial/retail property inspected annually during January to March.	On Target with inspections to commence in January.
	1.4 Consumer Price Index reviews implemented for the relevant leases.	100% of CPI reviews implemented within 2 months of review date.	On Target.
	1.5 Process lease options and lease renewals.	100% of tenants notified within 3 to 6 months of termination dates.	On Target.
	1.6 Monitoring payments of property rentals for leased premises in Council's property portfolio.	85% or greater property rentals paid when due.	On Target.
	1.7 Actioning of Council resolutions regarding property leases, sales and acquisitions.	Initial action commenced within 5 working days of approved Council resolutions.	On Target.



Support Services Division - Operational Plan and Performance Indicators 2009/2010

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

Component 15 - Library		Officer: Manager Cultural Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide a free, accessible and well resourced public library service to the people of the City of the Hawkesbury as well as the wider community.	1.1 Promote use of the library.	200,000 library visitors per year.	Exceeding target: 58,687 people visited both libraries this quarter.
		40% of LGA population are library members.	Exceeding target: Membership is 33,437 which is 53.22% of the Hawkesbury population (62,828). This is above the baseline suggested by the State Library NSW.
		300,000 loans per year.	Exceeding target: 87,304 items loaned this quarter .
		Maintain an active and well trained volunteer based of 20.	Exceeding target: Over 25 volunteers trained and working with library services.
2. Encourage community participation in lifelong learning.	2.1 Enable access to the latest collections and technology.	2% net increase in library stock per year.	Under target: Stock total of 125,663 is 1808 less than the previous quarter - due to necessary culling of old and damaged stock.
		PC use is 60% of total available time.	Exceeding target: PC use was 65.5% of total available time. 10,757 computer bookings recorded for both libraries.
3. Promote community use of the Cultural Precinct.	3.1 Promote community use of the Cultural Precinct by developing library activities	3% increase in number of participants in library activities	Exceeding target: A total of 1,736 people attended activities for both adults and children at the Library this quarter - a 57% increase over Apr-June 09 period.
Opening Hours: Hawkesbury Central - Monday to Friday 9am - 7pm; Saturday 9am - 1pm; Sunday 2pm - 5pm. Richmond - Monday to Friday 9:30am - 6pm, Saturday 9am - 1pm.			

Component 22 - Corporate Services and Governance		Officer: Manager Corporate Services and Governance	
Service Statements	Key Performance Indicators	Target	Progress
1. Provision of effective and efficient corporate and governance support.	1.1 Applications assessed under Section 12 of the Local Government Act.	75% of applications initially responded to within 2 working days of receipt of each application.	On Target - currently 88%.
	1.2. Applications assessed under the Freedom of Information Act.	Applications completed in accordance with statutory requirements.	Two applications completed both within statutory requirements.
	1.3 Development and review of Corporate Services and Governance policies.	Policies are implemented and reviewed in accordance with legislative requirements.	Four Council policies have been reviewed in accordance with Council and legislative requirements and reviewed policies adopted by Council.

Component 28 - Reception		Officer: Manager Corporate Services and Governance	
Service Statements	Key Performance Indicators	Target	Progress
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.	1.1 The reception desk and switchboard are staffed during business hours.	100% attended during business hours.	On Target.
Opening hours Monday-Friday 8:30am - 5:00pm			On Target.

Component 29 - Fleet Management		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
1. To manage Council's fleet to meet corporate objectives.	1.1 Managed in accordance with policies and procedures.	Monthly reports completed and communicated.	Target achieved YTD.
		All leaseback vehicles are inspected quarterly to ensure they are maintained in accordance with the manufacturers recommendations.	Target achieved YTD.
		Vehicles are replaced in accordance with the policy.	Target achieved YTD.



Component 39 - Gallery		Manager Cultural Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide free and accessible visual art exhibitions to the people of the City of the Hawkesbury as well as the wider community.	1.1 Provide a program of exhibitions.	7 exhibitions per year.	On target: 3 exhibitions this quarter - Diaspora, Vessels of Hope and Breathing Space .
		7,500 Gallery visitors per year.	Exceeding target: 3,155 visitors this quarter.
		80% satisfaction rating from visitors.	Exceeding target: 90% satisfaction.
2. Encourage community participation in visual arts.	2.1 Increase community participation in visual arts.	14 Gallery activities per year.	Exceeding target: 6 activities including book launches, artist and curator talks and openings.
		Maintain an active and well trained volunteer base of 35.	Exceeding target - Over 50 volunteers.
3. Manage strategic partnerships with key community stakeholders	3.1 Managed in accordance with policies, procedures and agreements	Meet with key groups once per annum	On target: Work on the Collection exhibition involved meetings with arts and friends groups.
Opening hours Monday to Friday -10am - 4pm; Saturday and Sunday 10am - 3pm (closed Tuesdays).			

Component 58 - Printing and Sign Writing		Officer: Manager Corporate Services and Governance	
Service Statements	Key Performance Indicators	Target	Progress
1. Provision of a consistent quality and efficient printing and sign writing service for Councillors, Council staff, the public and external customers.	1.1 Accurate and timely printing and binding of Council Business Papers.	Councillors - completed by 4:00pm on the Thursday prior to the meeting.	On Target.
		Others-completed by 12 noon on the Friday prior to meeting.	On Target.
	1.2 Provide timely quotations to external organisations for printing and sign writing requests.	Quotations provided within 2 working days of request.	On Target.
	1.3 Acceptance of competitive quotations provided to external customers.	Acceptance of 80% of quotes provided.	On Target.
	1.4 Preparation of emergency signage for road closures, diversions and the like.	Provided within 1 working day from request.	On Target.



Component 58 - Printing and Sign Writing		Officer: Manager Corporate Services and Governance	
Service Statements	Key Performance Indicators	Target	Progress
	1.5 Provide printing and sign writing services to meet the requirements of Council and external customers.	90% of works completed within agreed timeframes.	On Target.
	1.6 Regular cleaning, testing and maintenance of Print Room machinery.	Each item of machinery cleaned and tested monthly and maintained as required by the relevant maintenance schedules.	On Target.

Component 79 - Museum		Officer: Manager Cultural Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide free and accessible history and heritage exhibitions to the people of the City of the Hawkesbury as well as the wider community.	1.1 Provide a program of exhibitions.	3 exhibitions per year.	On target: new temporary exhibitions installed to coincide with Tebbutt Anniversary and Year of Astronomy.
2. Encourage community participation in history and heritage	2.1 Increase community participation in history and heritage.	12 Museum activities per year.	On target: Book launches and guided tours have been conducted this quarter.
		Maintain an active and well trained volunteer base of 40.	Exceeding target: Over 50 volunteers trained and working at the museum.
3. Manage strategic partnerships with key community stakeholders	3.1 Managed in accordance with policies, procedures and agreements	Meet with key groups once per annum	On target: Museum staff working in partnership with Hawkesbury Historical Society on the collection and events.
Opening hours: Wednesday to Friday 10am - 4pm; Saturday and Sunday 10am - 3pm (Closed to general public Monday and Tuesday but available to pre-booked groups, including tour and school groups)			



Support Services Division - Operational Plan and Performance Indicators 2009/2010

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*

Component 90 - Visitor Information Centre		Officer: Manager Cultural Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Operate a visitor information service that provides accurate information and advice on visiting the Hawkesbury and environs	1.1 Ensure the prompt and accurate provision of visitor information	Collect and maintain accurate data on visitor numbers and inquiries	On target: Data collected includes Visitor Information Centre (VIC) visitor numbers (3983), enquiries (3282) and referrals in the area (5167), including 2136 to cultural and recreation services and events. All figures have increased from the same period in 08-09.
		Staff are trained and skilled in customer service and local tourism	On target: Training programs involving VIC staff mentoring and coaching Museum volunteers in tourism information have commenced.
2. Support promotion of the Hawkesbury	2.1 Monitor available promotional material on the Hawkesbury	Review and update maps or information brochures on the Hawkesbury area - within resource constraints	On target: Approx 3500 of the new colour Hawkesbury brochure/maps have been sent to 160 VICs across NSW. A series of Explore The Hawkesbury specialist information leaflets are in development.
Opening hours Monday to Friday - 9am - 5pm; Saturday and Sunday 9am - 4pm, Closed Christmas Day, Boxing Day, New Years Day, Good Friday and Anzac Day closed till noon			



BUSINESS ACTIVITIES

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.

Component 80 – Sewerage



Business Activities - Operational Plan and Performance Indicators 2009/2010	
Strategic Objective:	<i>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.</i>

Component 80 - Sewerage		Officer: Manager Waste Management	
Service Statements	Key Performance Indicators	Target	Progress
1. To provide and maintain a high quality sewage treatment service to the community.	1.1 Sewage Treatment Plants and major pump stations alarms responded.	Respond to alarms within 1 hour.	On target.
	1.2 Minor pump stations alarms responded.	Respond to alarms within 4 hours.	On target.
	1.3 Sewer choke response.	Respond to notification within 2 hours.	On target.
	1.4 Licence conditions met.	No breaches to EPA license conditions.	100% compliance.
2. To provide and maintain a high quality trade waste service to the community.	2.1 Monitor trade waste.	Keep database updated.	Monitoring ongoing and Data base current.

