



Hawkesbury City Council

attachment 1
to
item 270

2010/2011 Management
Plan Review
September 2010 Quarter

date of meeting: 30 November 2010
location: council chambers
time: 6:30 p.m.

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Part 1

Executive Summary





SEPTEMBER 2010 QUARTERLY BUDGET REVIEW

EXECUTIVE SUMMARY

FINANCIAL PERFORMANCE

Financial Position

The September Quarterly Budget Review resulted in a surplus of \$60,726 after allowing for a number of recommended variations. This Review recommends that this surplus is transferred 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 2010/2011 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, user fees, charges and other income streams from external sources and net of any applicable subsidies, is in line with the YTD budget for the first quarter of 2010/2011. As at the end of September, total operating income excluding interest earnings and operating grants and contributions is \$40M, inline with the YTD budget as at the end of September. Interest income received on Council's investment portfolio is trending to exceed the current full year budget. As at the end of September 2010, interest earnings attributable to General Funds are \$0.6M, compared to a full year budget of \$1.5M.

Operating Expenditure

Council incurs operating expenditure in delivering operational programs as outlined in the adopted Management Plan 2010/2011. 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 2010, operating expenditure, excluding depreciation, amounts to \$11M, or 22% of the full year budget of \$50M. Based on these figures, overall, 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 2010/2011 financial year, Council has a total capital budget of \$33M. This total includes \$10.7M in funds carried over from the 2009/2010 financial year. As at the end of the first quarter, actual capital expenditure amounted to \$3M, or 9% of the total capital budget for 2010/2011. It is to be noted that the full year budget includes \$13M in respect of sewerage projects. These projects are expected to be completed by the end of the current financial year.

Capital expenditure in the first quarter of the financial year includes over \$1.7M spent on road works, footpaths and drainage and bridge construction, \$0.2M for park improvement, \$0.4M on building works, \$0.1M in respect of the plant replacement program, and \$0.4M on other assets



including library resources, fleet, and IT equipment. As at the end of the first quarter, Council also expended \$0.2M on Infrastructure Renewal Program Projects.

Cash and Investments

Council's reserve balances as at the end of the first quarter amount to \$47M. This balance was made up of \$20.7M in internally restricted reserves and \$26.3M in externally restricted reserves.

Council's investments portfolio as at the end of September 2010 is \$46M and returned an annualised average of 5.99 % for the first three months of the financial year.

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 2010/2011 Management Plan is reported to Council in accordance with the requirements of Clause 203 of the Local Government (General) Regulation 2005. 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 Position

The September 2010 Review recommends budget adjustments that result in a balanced adjustment for the quarter, and in the opinion of the Responsible Accounting Officer, maintains a satisfactory short term financial position for Council.

The more significant items of the September 2010 Review include:

- ***Interest Income – Favourable Variance \$250K***
(Adopted Management Plan –Part 2 – SS Pg 39)


The full year budget for interest earnings attributable to General Fund for 2010/2011 is \$1.5M. As at the end of September 2010, Council's earnings are \$0.6M. This positive variance results from a combination of a variation in the capital invested and the upward interest rates movements during the first half of 2010. As at the end of the first quarter, Council has an investment portfolio of \$46M averaging earnings of 5.99%. A positive variance of \$250K is included in this Review.

While this Review was being prepared, the Reserve Bank raised the cash rate to 4.75% effective 3 November 2010. Further rate increases may be expected during the remaining months of the financial year.

Based on these forecasts, and the interest rates currently being achieved for Council's investment portfolio, it is expected that this positive variance will continue for a number of months. The interest earnings budget will be monitored and reviewed in future reviews if necessary.

- ***Financial Assistance Grant – Favourable Variance \$58K***
(Adopted Management Plan –Part 2 – SS Pg 33, IS Pg 22, Pg 25, Pg 28)

Local Government Financial Assistance Grants are general purpose grants that are paid to the local councils under the provisions of the Commonwealth Local Government (Financial



Assistance) Act 1995. Although there are two separately identified grant components, the total funds are paid to councils as unconditional grants. Each council has complete autonomy in deciding how the funds should be spent. Council has, over the past number of years, allocated the roads component of the grant towards funding roads expenditure.

The original adopted budget for 2010/2011 is a combined total of \$4.3M. This is made up of a budgeted general purpose component of \$2.9M, with the remaining \$1.4M being attributable to the roads component of the grant. The amount allocated to Council varies from year to year due to population changes, changes in standard costs and disability measures, local road and bridge length variations, and changes in property values, and takes into account any short or overpayments in the previous year as well as any prepayments.

The original adopted budget was based on an increase of 1% over the amount received in 2009/2010. Council has now been advised that the total financial assistance amount payable in the 2010/2011 financial year is \$4.5M, an additional \$160K over the budgeted amount. The increase attributable to the roads component is \$102K, and this amount has been allocated to the roads expenditure budget. The remaining \$58K is additional revenue available for general purposes and is included in this Review as a net favourable budget variation of \$58K.

- **Fleet Disposals – Favourable Variance \$70K**
(Adopted Management Plan –Part 2 – SS Pg 46)

A number of leaseback vehicles replaced towards the end of the 2009/2010 financial year have been sold during the first quarter of 2010/2011. The unbudgeted sales proceeds have been included in this Review.

- **Property Revaluation Fee – Unfavourable Variance \$116K**
(Adopted Management Plan –Part 2 –SS Pg 36 Not Budgeted)

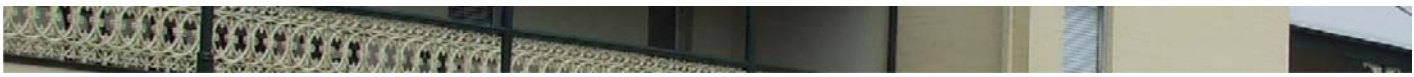
The Land and Property Information Division of the Department of Lands provides rating valuation services on behalf of the Valuer General under the terms of the Valuation of Land Act 1916 to enable Council to levy *advalorem* rates. The amount payable for Council in 2010/2011 is \$116K. This amount was omitted from the original budget and is being requested as part of this Review.

- **Electricity Costs – Unfavourable Variance \$30K**
(Adopted Management Plan – IS 8)

The original adopted budget for the electricity expense for Richmond Pool is \$6,000. This was based on the actual expenditure trend of the 2009/2010 financial year. Late in 2009/2010, Council was advised by AGL Sales Pty Ltd, the electricity provider, that an error in the billing was discovered and that Council would be back charged. Council officers negotiated part of the under charge to be written off. The error in billing commenced after the upgrade of Richmond Pool when the meters were upgraded. The undercharging for over 12 months resulted in the bills received not being reflective of what the actual electricity usage was, and consequently provided an incorrect base for this year's estimated amounts. In reviewing the actual usage, it was also highlighted that there has been an increase in usage as a result of updated filters. At this point in time, Council is not able to determine the total amount expected to be charged for this financial year. At this stage it is expected that \$30K would be sufficient to cover the first few bills of the summer months. Further funds may be sought in future reviews as more trend information becomes available.

- **Regional Open Recreational Strategy – Unfavourable Variance \$60K**

At the Council Meeting of 28 September 2010, it was resolved that funding for a Recreational Strategy be considered as part of 2010/2011 Quarterly reviews, with a view to commencing the preparation of the Strategy in the current financial year. A Recreational Strategy identifies the needs of the community for the provision of recreational facilities including skate parks, play spaces, sporting facilities and the various passive recreational needs. The Strategy aims to identify the missing links in Council provision of recreation and provide for a strategy for a programmed implementation of the facilities.



The total cost of a Recreational Strategy is estimated to be in the vicinity of \$120K. Council is currently seeking grant funding under the Metropolitan Green Space Program of \$60K to contribute towards this project. The conditions of the grant include a 50:50 contribution by Council.

At the time this report was being prepared, Council has not as yet received confirmation of the allocation of the grant funds. If the grant is accepted, Council will need matching funding of \$60K. This allocation is being requested in this Review. If Council is unsuccessful in securing the grant, it will still be able to commence the Strategy as soon as practicable, with the funding shortfall being sought in future quarterly reviews and / or as part of the 2011/2012 Budget.

- ***Mountain Lagoon Road - Unfavourable Variance \$80K***

As reported to Council at the meeting of 2 February 2010, \$80K was applied for under the Community Building Partnership Program for the reconstruction of the “fire trial” section of Mountain Lagoon Road. At this meeting it was also resolved that Council match the grant in the amount of \$80K by redirecting funds within the 2009/2010 Works Program. The resolution was acted on as part of the March 2010 Quarterly Review. At the end of the financial year, the funds were still unspent and were intended to be carried forward to the 2010/2011 year. Whilst the grant funding received of \$80K was included in the amounts carried over, Council’s contribution was not. Council’s contribution is now being requested to be included in the 2010/2011 budget allocation as part of this Review.

- ***Risk Management – Unfavourable Variance \$23K***
(Adopted Management Plan –Part 2 – GM Pg 2)

An amount of \$23K is being requested in this Review to fund additional expenditure incurred and forecasted in relation to public liability claims. Council’s public liability claims are funded through Westpool, with a \$50K excess on each and every claim. The excess amount incurred in one year could relate to claims initiated in previous years. Consequently, the number of claims in any particular year are difficult to estimate. For the 2010/2011 financial year the adopted budget for public liability claims excess is \$50K, or one claim. As at the end of the first quarter this amount was exceeded with a number of claims from previous years coming into effect. Based on the expenditure already incurred and known additional cases probable to impact this financial year, a total of \$30K is being requested in this Review. This adjustment and other minor adjustments are partially offset by savings in insurance premiums paid, resulting in a net unfavourable variance of \$23K.

- ***Grants***

A number of adjustments relating to variations between grant funding received and amounts budgeted, are included in this Review. These adjustments have a nil effect on the budget position. The major adjustments relating to grant funding are outlined below:

- *Bush Fire Prevention Fund* – Council’s adopted budget for the Bush Fire Prevention Fund grant is \$205K. Council has been advised that the amount allocated is \$240K. These funds are offset by an equal allocation in the Fire Control program expenditure.
- *Regional & Local Community Infrastructure Program (Round 3)* - Council has been successful in securing funding of \$353K under Round 3 of the RLCIP. These funds have been allocated to a number of projects as resolved by Council at the meeting of 13 July 2010.
- *Waste and Sustainability Improvement Program* – Council participates in the Waste and Sustainability Improvement Program, whereby funds are allocated to fund specific sustainability improvement projects. The adopted budget for this Program for 2010/2011 is \$190K. Council has been advised that an allocation of \$315K has been approved. These funds have been allocated to the approved projects as detailed in this report.



- *Various Parks Grants* – A number of grants totaling approximately \$113K are also included in this Review and detailed in this report.
- ***Reserve Funded Adjustments***

The following adjustments are within internally or externally restricted funds, and consequently have no impact on Council's overall position.

- *Waste Management Facility* – A favourable adjustment of \$300K is included in this Review in respect of the S88 Levy payable by Council in the current financial year. As at the end of the first quarter, gate takings at the Hawkesbury Waste Management Facility have been lower than expected, resulting in less than expected waste entering the facility, and consequently a lower amount payable in S88 levies.
- *Sewerage Scheme* – An unfavourable adjustment of \$70K is included in this Review to fund the replacement of a tractor that was not included in the original budget.
- *South Windsor Effluent Reuse Scheme* - Council is currently undertaking a major project under the South Windsor Effluent Reuse Scheme. The contract for the project was awarded by Council at the meeting of 9 November 2010. As the project is required to be completed by the end of the 2010/2011 financial year, the remaining funding of \$2.8M, still to be received, is expected to be received in the current year, and has therefore been included in this Review.
- *S 94A Projects* – Funding is being requested to be allocated from within the S94A Reserve for Woodland Parks irrigation (\$50K) and Bensons Lane Lighting (\$72K). These projects have already been identified in the current S94A but were not completed and funds remained unspent in previous years.

The Review includes a number of minor adjustments and reallocation of funds that have not been detailed above.

Various other grants adjustments are detailed in this report.

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

Conclusion

The September Quarterly Review has resulted in a balanced budget position.

Branch 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 monthly basis to ensure that expenditure remains within budget estimates and that the capital works program for 2010/2011 is delivered within the stipulated timeframe.

Part 2

Financial Performance





HAWKESBURY CITY COUNCIL

Income Statement

For the period ended 30 September 2010 - prior to first Quarter Budget Review

	2011	2011	2011	2011	%
	ORIGINAL BUDGET	AMENDED BUDGET	YTD BUDGET	YTD Actual	Of YTD Budget
	\$	\$	\$	\$	
<u>OPERATIONAL ACTIVITIES</u>					
Revenue from Ordinary Activities					
General Rates	(24,478,926)	(24,478,926)	(23,558,449)	(24,546,264)	104%
Utility Rates & Charges	(13,589,614)	(13,589,614)	(13,731,306)	(13,433,952)	98%
	(38,068,540)	(38,068,540)	(37,289,755)	(37,980,216)	102%
Fees & Charges	(4,538,695)	(4,538,695)	(1,045,963)	(1,060,107)	101%
Grants & Contributions- Operating	(6,508,106)	(6,508,106)	(1,339,453)	(317,072)	24%
Interest	(1,792,799)	(1,792,799)	(446,631)	(725,043)	162%
Other Operating Revenue	(3,597,336)	(3,597,336)	(1,132,097)	(1,057,598)	93%
Total Operating Income	(54,505,476)	(54,505,476)	(41,253,899)	(41,140,037)	100%
Expenses from Ordinary Activities					
Employee Costs	15,890,363	15,890,363	3,938,682	3,779,025	96%
Other Employee Costs	591,490	599,463	128,623	156,396	122%
Materials & Services	19,702,592	21,813,481	4,428,885	3,729,881	84%
Depreciation	17,321,787	17,321,787	4,328,796	-	0%
Other Expenses	11,174,609	11,363,089	4,224,715	3,254,811	77%
Infrastructure Services	45,564,406	46,809,747	11,410,924	6,076,896	53%
Support Services	7,789,946	8,121,341	2,340,402	1,710,078	73%
City Planning	9,429,264	9,904,760	2,534,980	2,321,446	92%
General Manager	1,897,225	2,152,334	763,395	811,692	106%
Total Operating Expenses	64,680,841	66,988,183	17,049,701	10,920,113	64%
Operating (Surplus)/Deficit before capital items	10,175,365	12,482,707	(24,204,198)	(30,219,924)	125%
<u>CAPITAL FUNDING AND EXPENDITURE</u>					
Source of capital funding (excluding reserves)					
Proceeds from the sale of capital assets	(571,391)	(616,391)	(71,387)	(201,262)	
Depreciation	(17,321,787)	(17,321,787)	(4,328,796)	-	
Grants & Contributions - Capital	(8,762,726)	(8,862,726)	(477,196)	(348,942)	
	(26,655,904)	(26,800,904)	(4,877,379)	(550,204)	11%
Application of Capital Funding					
Non current capital assets:					
Land & Land Improvements	-	-	-	-	
Buildings	341,920	2,635,612	21,900	392,982	
Infrastructure	19,001,720	24,811,382	3,053,750	2,241,564	
Plant & Equipment	2,296,849	4,785,121	481,645	366,937	
Other	627,450	774,994	86,422	38,140	
	22,267,939	33,007,108	3,643,717	3,039,623	83%
Principal loan redemptions:					
Loan Redemptions	-	-	-	-	
Net Capital Expenditure	(4,387,965)	6,206,204	(1,233,662)	2,489,419	
<u>NET RESERVE TRANSFERS & CAPITAL MOVEMENTS</u>					
Retained (surplus)/deficit from prior years					
Transfer from Reserves	(32,730,971)	(46,462,322)	(5,232,538)	(8,500,473)	162%
Transfer (to) Reserves	26,943,571	27,773,411	15,940,516	17,497,775	110%
Retained (surplus)/deficit available for general funding purposes	-	0	(14,729,882)	(18,733,204)	127%



HAWKESBURY CITY COUNCIL
STATEMENT OF RESERVE BALANCES
For the Period Ending 30th September 2010

	2011	2011	2011	2011
	Opening Balance	Budgeted Reserve Transfers	Full Year Budgeted Reserve Balances	YTD Actual Reserve Balance
Externally Restricted Reserve Balances				
Sewerage Capital	3,306,700	(4,678,506)	(1,371,806)	3,339,899
Sewerage Operating Reserve	310,927	1,141,081	1,452,008	3,611,245
S64 Contributions Reserve	444,254	(3,198,537)	(2,754,283)	487,916
Waste Management Reserve	850,315	(316,500)	533,815	6,430,789
Waste Performance Improvement Reserve	237,317	(237,317)	0	211,925
S94 Contributions	4,731,989	(125,577)	4,606,412	4,838,833
S94A Contributions	1,010,183	319,161	1,329,344	1,076,281
Extractive Industries	284,082	56,759	340,841	314,750
South Windsor Effluent Reuse Scheme Reserve	668,457	326,268	994,725	678,688
Unspent Contributions Reserve	871,123	(841,106)	30,017	592,792
Unexpended Grants Reserve	3,161,117	(3,161,117)	(0)	2,536,407
Stormwater Management	2,225,250	(184,620)	2,040,630	2,218,014
	18,101,715	(10,900,011)	7,201,704	26,337,540
Internally Restricted Reserve Balances				
Council S94	557,440	(81,504)	475,936	557,440
Bligh Park Reserve	524,811	(191,631)	333,180	524,811
Drainage	17,532	(17,273)	259	259
ELE	1,826,502	(150,000)	1,676,502	1,744,823
Election	368,942	100,000	468,942	468,942
Glossodia/Freemans	53,248	-	53,248	53,248
HLC Risk Management	108,161	-	108,161	108,161
Information Technology	308,379	(126,779)	181,600	298,379
Kerb & Gutter	122,747	-	122,747	122,747
Carryovers	8,446,177	(6,925,292)	1,520,885	7,664,773
Plant Replacement	202,125	(133,432)	68,693	202,125
Fleet Management	3,042	-	3,042	3,042
Property Development	(1,965,193)	(40,000)	(2,005,193)	(1,997,879)
Risk Management	299,175	(7,973)	291,202	291,202
Roadworks	1,187,107	(54,739)	1,132,368	1,187,107
Sullage	1,173,888	30,951	1,204,839	2,948,556
Trees	42,611	(41,981)	630	42,611
Misc Specific Purpose	26,130	(25,744)	386	26,130
Workers Compensation	742,286	-	742,286	742,286
Heritage	74,841	(30,000)	44,841	74,841
Parks & Gardens	48,926	(48,203)	723	48,926
Tip Remediation Reserve	3,678,741	(45,300)	3,633,441	4,602,719
Contingency Reserve	933,195	-	933,195	933,195
	18,780,811	(7,788,900)	10,991,911	20,648,442
	-	-	-	-
Total Reserve Balances	36,882,526	(18,688,911)	18,193,615	46,985,982

INVESTMENT REPORT

INVESTMENT PERFORMANCE

The investment portfolio increased by \$1.1m for the month. The increase was due to additional income over expenditure for the September period. During September, various income was received totalling \$5.47m, including rate payments amounting to over \$3.4m, while payments to suppliers and staff costs amounted to \$5.0m.

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 for September 2010 is at 4.50%.

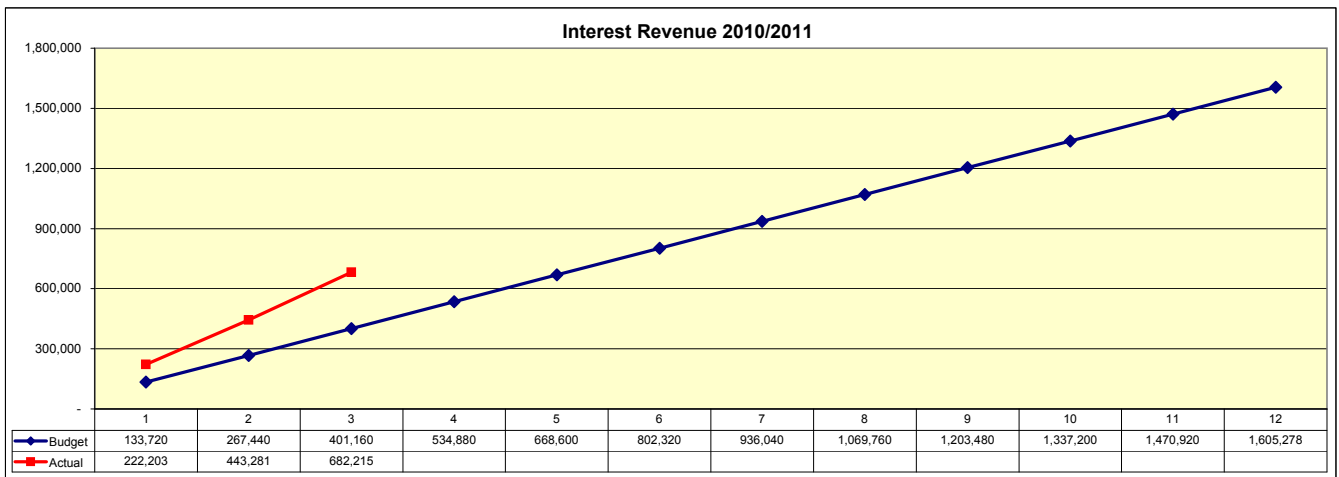
Council's Interest Earnings to date is \$682,215. Net interest income received has exceeded the YTD budget of \$401,160.

FACTS AND FIGURES

	YTD Budget	YTD Actual
Interest Earnings	\$ 401,160	\$ 682,215
Investment Portfolio		\$ 46,060,000
Investment Rate Return		5.99%
Official Cash Rate		4.50%

INVESTMENT PORTFOLIO

SEPTEMBER 2010	Balance	Return
On Call Funds	\$ 3,560,000	5.00%
Term Investments	\$ 42,500,000	6.29%
Total	\$ 46,060,000	6.19%



SEVEN YEAR TREND

	YTD 2011	2010	2009	2008	2007	2006	2005
Avg Investment Portfolio (\$m)	\$43.10	\$39.03m	\$37.65m	\$36.04m	\$31.07m	\$25.43m	\$23.20m
Interest Earnings (\$M)	\$0.68m	\$2.00m	\$2.26m	\$1.52m	\$1.95m	\$1.32m	\$1.36m
Avg.Return on Investments	5.99%	4.83%	5.89%	4.24%	6.35%	5.80%	5.83%



Hawkesbury City Council Investment Register - September 2010

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
AMP	A1	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	20-Jan-10	21-Jan-11	365 days	6.86%
ANZ	A1+	Short	2,000,000.00	0.00	-2,000,000.00	0.00	0.00%	02-Sep-09	02-Sep-10	365 days	5.25%
ANZ	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	24-Mar-10	20-Oct-10	210 days	6.25%
ANZ	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	25-Nov-09	24-Nov-10	364 days	6.00%
ANZ	A1+	Short	2,000,000.00	0.00	0.00	2,000,000.00	4.34%	03-Mar-10	29-Nov-10	271 days	6.30%
ANZ	A1+	Short	500,000.00	0.00	0.00	500,000.00	1.09%	11-Aug-10	27-Jan-11	169 days	6.10%
ANZ	A1+	Short	2,000,000.00	0.00	0.00	2,000,000.00	4.34%	26-Aug-10	09-Feb-11	167 days	6.20%
ANZ	A1+	Short	0.00	2,000,000.00	0.00	2,000,000.00	4.34%	02-Sep-10	23-Mar-11	202 days	6.10%
Bank of Queensland	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	19-May-10	17-Nov-10	182 days	6.15%
Bank of Cyprus	Moodys P-1	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	02-Nov-09	27-Oct-10	359 days	5.70%
Bankwest	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	19-Aug-10	23-Feb-11	188 days	6.05%
Bankwest	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	21-Jul-10	20-Apr-11	273 days	6.25%
Bankwest	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	04-Aug-10	04-May-11	272 days	6.15%
Bendigo and Adelaide Bank	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	09-Oct-09	13-Oct-10	369 days	5.30%
CBA	A1+	Short	0.00	1,000,000.00	0.00	1,000,000.00	2.17%	02-Sep-10	06-Oct-10	34 days	5.40%
Credit Union Australia	unrated		1,000,000.00	0.00	0.00	1,000,000.00	2.17%	26-Jul-10	23-Feb-11	212 days	6.21%
Defence Force Credit Union L	unrated		1,000,000.00	0.00	0.00	1,000,000.00	2.17%	26-May-10	27-Oct-10	154 days	6.19%
IMB	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	11-Aug-10	11-May-11	273 days	6.20%
ING Direct	A-1	Short	1,000,000.00	0.00		1,000,000.00	2.17%	19-Aug-10	23-Feb-11	188 days	6.36%
Investec Bank	Moodys P-2	Short	1,000,000.00	0.00	-1,000,000.00	0.00	0.00%	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	2.17%	15-Jun-10	13-Dec-10	181 days	6.00%
Members Equity	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	02-Jun-10	02-Dec-10	183 days	6.20%
NAB	A1+	Short	2,000,000.00	0.00	0.00	2,000,000.00	4.34%	03-Dec-09	03-Dec-10	365 days	6.80%
NAB	A1+	Short	3,000,000.00	0.00	0.00	3,000,000.00	6.51%	08-Dec-09	08-Dec-10	365 days	6.80%
NAB	A1+	Short	4,000,000.00	0.00	0.00	4,000,000.00	8.68%	03-Jun-10	20-Jan-11	230 days	6.21%
NAB	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	20-Jul-10	20-Jul-11	365 days	6.24%
Newcastle Permanent	A-2		1,000,000.00	0.00	0.00	1,000,000.00	2.17%	15-Jun-10	15-Jun-11	365 days	6.10%
Rural Bank	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	16-Jun-10	15-Jun-11	364 days	6.40%
QANTAS Staff Credit Union	unrated		500,000.00	0.00	0.00	500,000.00	1.09%	19-May-10	20-Oct-10	154 days	6.30%
QANTAS Staff Credit Union	unrated		500,000.00	0.00	0.00	500,000.00	1.09%	25-Aug-10	23-Feb-11	182 days	6.10%
Suncorp	A-1		1,000,000.00	0.00	0.00	1,000,000.00	2.17%	15-Jun-10	15-Jun-11	365 days	6.50%
Westpac	A1+	Short	3,000,000.00	0.00	0.00	3,000,000.00	6.51%	21-Dec-09	21-Dec-10	365 days	7.00%
Westpac	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.17%	26-May-10	27-Jan-11	246 days	6.10%
Westpac	A1+	Short	0.00	2,000,000.00	0.00	2,000,000.00	4.34%	23-Sep-10	20-Apr-11	209 days	6.15%
Total Term Investments			40,500,000.00	5,000,000.00	-3,000,000.00	42,500,000.00	92.27%				6.29%

Financial Institution	Rating S&P	Term Rating	Op bal	Deposits	Withdrawals	Balance @ EOM	Percentage of Portfolio	Interest Rate			
CBA Online Saver	A1+	Short	4,460,000.00	3,130,000.00	-4,030,000.00	3,560,000.00	7.73%	5.00%		from 7/5/10	
Total On Call Investments			4,460,000.00	3,130,000.00	-4,030,000.00	3,560,000.00	7.73%				

TOTAL INVESTMENTS			44,960,000.00	8,130,000.00	-7,030,000.00	46,060,000.00	100%				
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Bench Mark Rates	Bench Mark	Actual
UBSA 90 Day Bank Bill Index	4.88%	6.29%
RBA Cash Rate	4.50%	5.00%

Part 3

Budget Review





HAWKESBURY CITY COUNCIL
Budgeted Income Statement
 For the period ended 30th September 2010

	2011	2011	2011	2010
	ORIGINAL BUDGET	AMENDED BUDGET	1st Qtr Review	AMENDED BUDGET After 1st QTR
	\$	\$	\$	\$
OPERATIONAL ACTIVITIES				
Revenue from Ordinary Activities				
General Rates	(24,478,926)	(24,478,926)	8,710	(24,470,216)
Utility Rates & Charges	(13,589,614)	(13,589,614)	(54,944)	(13,644,558)
	(38,068,540)	(38,068,540)	(46,234)	(38,114,774)
Fees & Charges	(4,538,695)	(4,538,695)	(120,717)	(4,659,412)
Grants & Contributions- Operating	(6,508,106)	(6,508,106)	806,170	(5,701,936)
Interest	(1,792,799)	(1,792,799)	(263,472)	(2,056,271)
Other Operating Revenue	(3,597,336)	(3,597,336)	(93,697)	
Total Operating Income	(54,505,476)	(54,505,476)	282,050	(54,223,426)
Expenses from Ordinary Activities				
Employee Costs	15,890,363	15,890,363	(4,923)	15,885,440
Other Employee Costs	591,490	599,463	500	599,963
Materials & Services	19,702,592	21,813,481	274,340	22,087,820
Depreciation	17,321,787	17,321,787	-	17,321,787
Other Expenses	11,174,609	11,363,089	403	11,363,492
Infrastructure Services	45,564,406	46,809,747	(259,071)	46,550,676
Support Services	7,789,946	8,121,341	97,594	8,218,935
City Planning	9,429,264	9,904,760	303,009	10,207,769
General Manager	1,897,225	2,152,334	128,787	2,281,121
Total Operating Expenses	64,680,841	66,988,183	270,319	67,258,502
Operating (Surplus)/Deficit before capital items	10,175,365	12,482,707	552,369	13,035,076
CAPITAL FUNDING AND EXPENDITURE				
Source of capital funding (excluding reserves)				
Proceeds from the sale of capital assets	(571,391)	(616,391)	(102,377)	(718,768)
Depreciation	(17,321,787)	(17,321,787)	-	(17,321,787)
Grants & Contributions - Capital	(8,762,726)	(8,862,726)	(3,387,135)	(12,249,861)
	(26,655,904)	(26,800,904)	(3,489,512)	(30,290,416)
Application of Capital Funding				
Non current capital assets:				
Buildings	341,920	2,635,612	314,306	2,949,918
Infrastructure	19,001,720	24,811,382	3,692,570	28,503,952
Plant & Equipment	2,296,849	4,785,121	133,574	4,918,695
Other	627,450	774,994	2,337	777,331
	22,267,939	33,007,108	4,142,787	37,149,895
Principal loan redemptions:				
Loan Redemptions	-	-	-	-
Net Capital Expenditure	(4,387,965)	6,206,204	653,275	6,859,479
NET RESERVE TRANSFERS & CAPITAL MOVEMENTS				
Retained (surplus)/deficit from prior years				
Transfer from Reserves	(32,730,971)	(46,462,322)	(5,038,095)	(51,500,417)
Transfer (to) Reserves	26,943,571	27,773,411	3,832,451	31,605,862
Retained (surplus)/deficit available for general funding purposes	-	-	0	0



QUARTERLY BUDGET VARIATION 2010/11 - SUMMARY
1st Quarter 2010/11 Review

Operational
Variation Capital Variation

Budgeted (Surplus)/Deficit B/F		0	
EXPENDITURE			
Employee Costs			
	2101 - Salaries	(46,828)	0
	2102 - Annual Leave	6,806	0
	2103 - Sick Leave	6,210	0
	2104 - Long Service Leave	(664)	0
	2107 - Casuals	49,543	0
	2108 - Travelling	2,658	0
	2110 - Overtime	2,465	0
	2111 - Superannuation	(9,322)	0
	2112 - Allowances	14,187	0
	2115 - Vacancy Discount	652	0
	2124 - First Aid Allowance-USE N 2112	(630)	0
	2125 - Salary Reclassifications	(30,000)	0
	2570 - Safety Expenses & Training	500	0
TOTAL		(4,423)	0
Materials & Services			
	2000 - Plant - Running Costs	17,500	0
	2116 - Contractors	37,046	0
	2407 - Consultancy Fees	104,736	0
	2429 - Contractors Charges	35,000	0
	2435 - Promotion Expenditure	(500)	0
	2490 - Activity Expenses	(50,250)	0
	2492 - Comty Services Program Expenses	3,220	0
	2510 - Local Economic Development Program	0	0
	2520 - Election Expenses	126,720	0
	2590 - Print Machine Maintenance	15,000	0
	2596 - Waste Sustainability Improvement Prog	125,662	0
	2599 - Co-Gen Electricity Internal	13,780	0
	2605 - Maintenance - Furniture & Fittings	(5,250)	0
	2606 - Maintenance - Buildings	(5,300)	0
	2614 - Air Conditioning	8,100	0
	2619 - Works Program - Building M&R	17,904	0
	2640 - Roadworks Maintence-General	(239,002)	0
	2661 - Road Safety Grant Programs Expenditure	8,500	0
	2670 - Kerb & Gutter Maintenance	1,028	0
	2701 - Stores Ullocable	(500)	0
	2743 - Network Administration	(15,000)	0
	2820 - Grant Funded Operational Exp	32,662	0
	2821 - Grant Funded Consultancy Fees	49,084	0
	2940 - Trade Waste Inspection	1,746	0
	2948 - Pasture Improve Program	788	0
	2960 - Sundry Collection Expense	4,198	0
	2986 - Museum Program Expenses	(12,532)	0
TOTAL		274,340	0



QUARTERLY BUDGET VARIATION 2010/11 - SUMMARY
1st Quarter 2010/11 Review

		Operational Variation	Capital Variation
Other Expenditure			
	2402 - Sundry Expenses	6,240	0
	2405 - Contribution to outside bodies	(305,863)	0
	2408 - Printing & Stationery Costs	500	0
	2419 - General Office Expenditure	(155)	0
	2422 - Telephone Expenses	(500)	0
	2426 - Licences & Subscriptions	15,000	0
	2456 - Employment Agencies	51,941	0
	2457 - Contribution to HSC & HLC	10,000	0
	2523 - Delegates Expenses	(2,000)	0
	2550 - Fire Control Operating Ex	35,000	0
	2571 - Rates Property Revaluation	116,677	0
	2593 - Contribution Emergency Mgt SES	5,812	0
	2601 - Electricity	30,500	0
	2603 - Insurance	(22,000)	0
	2604 - Security	4,600	0
	2609 - Cleaning	24,075	0
	2613 - HCC Sewer Rates	276	0
	2637 - Insurance - Public Liability Claims	30,000	0
	2772 - On Line Title Seaches	300	0
TOTAL		403	0
Capital Expenditure			
	3101 - Sale of Plant	0	(76,878)
	3106 - Sale of Leaseback Vehicles	0	(25,499)
	4101 - Purchase of Plant	0	101,502
	4113 - Purchase Sewer Assets	0	2,880,000
	4114 - Purchase Other Assets	0	2,000
	4120 - Building Works-Reg & Local Comm Infra Prog	0	105,000
	4122 - Roadworks-Reg & Local Comm Infra Prog	0	20,000
	4124 - Parks & Rec-Reg & Local Comm Infra Prog	0	228,000
	4601 - Purchase Leaseback Plant	0	12,565
	4612 - Furniture & Fittings	0	14,107
	4613 - Purchase of Equipment	0	5,400
	4641 - Lib Local Priority Projects Exps-Cap Grants	0	337
	4701 - Road Construction	0	145,825
	4720 - Road Rehabilitation	0	275,000
	4782 - Cap Exp-EMP-Gross Pollutant Traps	0	(25,755)
	4802 - Park Improvement Furniture Replacement	0	0
	4810 - S94 Park Improvements	0	122,000
	4820 - Parks - Capital Grants Funded Projects	0	97,500
	4901 - Building Construction	0	201,610
	4904 - Building Services - IRP	0	7,696
	4955 - Treatment Works Upgrade	0	(50,000)
TOTAL		0	4,040,410
TOTAL EXPENDITURE VARIATIONS		270,319	4,040,410



QUARTERLY BUDGET VARIATION 2010/11 - SUMMARY
1st Quarter 2010/11 Review

		Operational Variation	Capital Variation
REVENUE			
Rates & Charges			
	1118 - Abandonments	8,555	0
	1121 - Garbage Serv Chrg Business	(11,794)	0
	1127 - Sewer Rates Residential Connected	(18,949)	0
	1128 - Sewer Rates Residential Unconnected	(22,904)	0
	1129 - Sewer Rates Business Connected	(7,595)	0
	1135 - Pensioner Rebate Subsidy Rebate	2,598	0
	1137 - Pensioner Rebate Subsidy Cnl Rebate	3,171	0
	2595 - HCC Land Rates - Business	155	0
	2616 - HCC Garbage Rates	529	0
TOTAL		(46,234)	0
User Charges & Other Income			
	1124 - Waste Performance Improvement Rebate	(125,662)	0
	1155 - Rental, Lease and fees Income	(89,686)	0
	1163 - CoGen Electricity Income External	14,580	0
	1164 - CoGen Water Income External	4,000	0
	1166 - Co-Gen Electricity Income Internal	(13,780)	0
	1705 - Land Clearing Admin Charge	(300)	0
	1719 - Library Charges and Fees	(3,645)	0
	1730 - Art & Historical Income	49,800	0
	1744 - Donations	(750)	0
	1770 - Sewer Connections	(961)	0
	1773 - Funding Contributions	(1,010)	0
	1799 - Sundry Income	(2,000)	0
	2967 - Domestic Waste Disposal Expenses	(45,000)	0
TOTAL		(214,414)	0
Interest			
	1601 - Interest Income	(263,472)	0
TOTAL		(263,472)	0
Grants & Contributions			
	1813 - Road Safety LG Funding Programs-RTA Grants	(6,500)	0
	1819 - Financial Assistance Gr-L/Gvt Grants Com	970,560	0
	182A - H'bury Child Restrains Proj-RTA Gr	(2,000)	0
	187S - Arts Funding Program	(50,000)	0
	1891 - Bush Fire Prevention Fund-RFS Grant	(35,000)	0
	18PO - Volunteer Bush Regen & Training-HNCMA-Gr 18PO	(8,183)	0
	18PR - Greenspace-Implement L'scape Plan RichPk-DepPlan	(24,479)	0
	18RB - Greenspace-Conserve Mgt Plan-Argyle Bailey Res-DpPln	(20,000)	0
	1937 - Other Works Contributions	(5,504)	0
	1938 - Parks Contributions	(18,228)	0
	387J - Lib Local Priority Projects-StateLib NSW Capital Gr	0	(337)
	38PI - Greenspace-Yarramundi Reserve-Stage 2 & 3-Dept Plan	0	(60,000)
	38PT - Richmond Park, Pathway re-instatement-DpOfPlann	0	(37,500)
	3901 - Capital Contribution	0	(2,900,153)
	3950 - S94 Contrib Catch 1 Community Facilities	0	(1,442)
	3952 - S94 Contributions Catch3 Com Facilities	0	(6,580)



QUARTERLY BUDGET VARIATION 2010/11 - SUMMARY
1st Quarter 2010/11 Review

		Operational Variation	Capital Variation
	3954 - S94 Contribution District Com Facilities	0	(10,225)
	3955 - S94 Contributions Catch 1 Park Imp Prog	0	(814)
	3957 - S94 Contributions Catch 3 PIP	0	(1,772)
	3959 - S94 Contributions Dist Fac PIP	0	(3,433)
	3960 - S94 Contributions Catch 1 Rec Building	0	(857)
	3962 - S94 Contributions Catch 3 Rec Buildings	0	(3,460)
	3964 - S94 Contributions Dist Fac Rec Building	0	(2,058)
	3967 - Regional & Local Community Infrastructure Program	0	(353,000)
TOTAL		800,666	(3,381,631)
TOTAL REVENUE VARIATIONS		276,546	(3,381,631)
RESERVE TRANSFERS			
Transfers from			
	3201 - Tfr from Rsve Capital - Sewer	0	(70,000)
	3229 - Tfr from Rsve Sewer Operating Reserve	0	(15,349)
	3203 - Tfr from Rsve Waste Management Reserve	0	(67,561)
	3242 - Tfr from Rsve Council S94 Allocation	0	(208,964)
	3245 - Tfr from Rsve Election Reserve	0	(126,720)
	3251 - Tfr from Rsve Carryovers Reserve	0	0
	3256 - Tfr from Rsve Roadworks Reserve	0	(1,131,544)
	3265 - Tfr from Rsve Stormwater Management Rese	0	(12,936)
	3269 - Transfer from S94A Reserve	0	(122,000)
	3274 - Transfer from Unspent Contributions Reserve	0	(353,000)
	3275 - Tfr From Waste Performance Improve Reserve	0	(315,662)
	3230 - Transfer from Tip Remediation Reserve	0	265,641
	3238 - Transfer from Sth Windsor Effluent Reuse Scheme Reserve	0	(2,880,000)
TOTAL		0	(5,038,095)
Transfers to			
	4201 - TFR to Rsve Capital - Sewer	0	94,243
	4210 - TFR to Rsve S94 Comm Facilities Catch 3	0	6,580
	4212 - TFR to Rsve S94 Comm Facilities District	0	10,225
	4214 - TFR to Rsve S94 Park Imp Catch 1	0	814
	4216 - TFR to Rsve S94 Park Imp Catch 3	0	1,772
	4218 - TFR to Rsve S94 Park Imp District	0	3,433
	4219 - TFR to Rsve S94 Rec Buildings Catch 1	0	857
	4221 - TFR to Rsve S94 Rec Buildings Catch 3	0	3,460
	4223 - TFR to Rsve S94 Rec Buildings District	0	2,058
	4229 - TFR to Rsve Sewer Operating Reserve	0	47,158
	4265 - TFR to Stormwater Management Reserve	0	25,755
	4270 - Transfer to Contingency Reserve	0	60,726
	4274 - TFR To Unspent Contributions Reserve	0	353,000
	4275 - Tfr To Waste Performance Improve Reserve	0	315,662
	4208 - TFR to Rsve S94 Comm Facilities Catch 1	0	1,442
	4230 - Transfer to Tip Remediation Reserve	0	11,794
	4238 - Transfer to Sth Windsor Effluent Reuse Scheme Reserve	0	2,893,472
TOTAL		0	3,832,451
TOTAL RESERVE VARIATIONS		0	(1,205,644)
GRAND Total (Surplus)/Deficit		546,865	(546,865)

NET (SURPLUS)/ DEFICIT

0



QUARTERLY BUDGET VARIATION 2010/11 - DETAILS
1st Quarter 2010/11 Review

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
General Fund					
GENERAL MANAGER					
16 - Insurance Risk Management	2402 - Sundry Expenses	0526 - First Aid Supply	100	0	To cover First Aid supplies
16 - Insurance Risk Management	2570 - Safety Expenses & Training	4595 - Safety Exp & Training	75,000	0	Trf fr Comp 17
16 - Insurance Risk Management	2603 - Insurance	4580 - Insurance Prem Public Risk	(22,000)	0	Savings Insurance Premium
16 - Insurance Risk Management	2603 - Insurance	4589 - Building Insurance	(2,000)	0	Savings Insurance Premium
16 - Insurance Risk Management	2603 - Insurance	4592 - Disbursement Building Insurance	2,000	0	Savings Insurance Premium
16 - Insurance Risk Management	2637 - Insurance - Public Liability Claims	0000 - No Project	30,000	0	To cover est expenditure
17 - Workers Compensation	2101 - Salaries	0000 - No Project	(21,800)	0	Employee Costs Adjustment Trf to Nat 242
17 - Workers Compensation	2407 - Consultancy Fees	9798 - Case Management Audits	(13,200)	0	Trf to Nat 2429
17 - Workers Compensation	2426 - Licences & Subscriptions	0000 - No Project	15,000	0	Budget in line with est expenditure
17 - Workers Compensation	2429 - Contractors Charges	9798 - Case Management Audits	35,000	0	Tfr fr Nat 2407 and 2101
17 - Workers Compensation	2570 - Safety Expenses & Training	4595 - Safety Exp & Training	(75,000)	0	Trf to Comp 16
40 - Strategic Activities	2510 - Local Economic Development Program	2100 - Signage Programs	(31,890)	0	Reallocate budget to specific projects
40 - Strategic Activities	2510 - Local Economic Development Program	2227 - Macquarie 2010 - Iris Project	6,890	0	Reallocate budget to specific projects
40 - Strategic Activities	2510 - Local Economic Development Program	2228 - Macquarie 2010 - Customer Service Signage	10,000	0	Reallocate budget to specific projects
40 - Strategic Activities	2510 - Local Economic Development Program	2229 - Macquarie 2010 - Mosaic Project	15,000	0	Reallocate budget to specific projects
65 - Personnel	1799 - Sundry Income	4910 - Frontline Management Training	(3,000)	0	Adjust Budget in line with Actuals
65 - Personnel	2101 - Salaries	0000 - No Project	2,895	0	Employee Costs Adjustment
65 - Personnel	2102 - Annual Leave	0000 - No Project	251	0	Employee Costs Adjustment
65 - Personnel	2103 - Sick Leave	0000 - No Project	125	0	Employee Costs Adjustment
65 - Personnel	2111 - Superannuation	0000 - No Project	294	0	Employee Costs Adjustment
65 - Personnel	2115 - Vacancy Discount	0000 - No Project	(96)	0	Employee Costs Adjustment
65 - Personnel	2125 - Salary Reclassifications	0000 - No Project	(30,000)	0	Reallocated to fund 2010/11 regrades
68 - Public Relations /Cultural Development	2107 - Casuals	0000 - No Project	2,600	0	Budget to fund casual staff for events
69 - Elected Members	2402 - Sundry Expenses	0000 - No Project	2,000	0	Trf fr Nat 2523
69 - Elected Members	2520 - Election Expenses	4184 - Election Expenses Advertising	126,720	0	Budget adj to fund By-Election exps
69 - Elected Members	2523 - Delegates Expenses	4205 - Delegates Expenses Corporate Development	(2,000)	0	Trf to Nat 2402
69 - Elected Members	3245 - Tfr from Rsvs Election Reserve	4184 - Election Expenses Advertising	0	(126,720)	Funding By-Election exps
70 - Executive Management	2101 - Salaries	0000 - No Project	2,418	0	Employee Costs Adjustment
70 - Executive Management	2102 - Annual Leave	0000 - No Project	209	0	Employee Costs Adjustment
70 - Executive Management	2103 - Sick Leave	0000 - No Project	105	0	Employee Costs Adjustment
70 - Executive Management	2111 - Superannuation	0000 - No Project	246	0	Employee Costs Adjustment
70 - Executive Management	2115 - Vacancy Discount	0000 - No Project	(80)	0	Employee Costs Adjustment
TOTAL			125,787	(126,720)	
SUPPORT SERVICES					
10 - Computer Services	2101 - Salaries	0000 - No Project	(21,805)	0	Employee Costs Adjustment
10 - Computer Services	2102 - Annual Leave	0000 - No Project	(1,888)	0	Employee Costs Adjustment
10 - Computer Services	2103 - Sick Leave	0000 - No Project	(944)	0	Employee Costs Adjustment
10 - Computer Services	2104 - Long Service Leave	0000 - No Project	(654)	0	Employee Costs Adjustment
10 - Computer Services	2107 - Casuals	0000 - No Project	8,690	0	Funds for Casual staff to cover vacancy
10 - Computer Services	2111 - Superannuation	0000 - No Project	(2,217)	0	Employee Costs Adjustment
10 - Computer Services	2115 - Vacancy Discount	0000 - No Project	720	0	Employee Costs Adjustment
10 - Computer Services	2590 - Print Machine Maintenance	4963 - Copier maintenance - External Services	7,000	0	Funds trf from Hardware Mtce Nat 2743
10 - Computer Services	2590 - Print Machine Maintenance	4966 - Copier Maintenance-Word Pro	4,000	0	Funds trf from Hardware Mtce Nat 2744
10 - Computer Services	2590 - Print Machine Maintenance	4977 - Copier maint-Corporate Services	4,000	0	Funds trf from Hardware Mtce Nat 2745
10 - Computer Services	2743 - Network Administration	4254 - Hardware Maintenance	(15,000)	0	Funds trf to Print Machine Mtce Nat 2590
15 - Cultural Services - Library Services	1719 - Library Charges and Fees	1611 - Charges & Fees Library Sundry Income	(2,000)	0	Budget adj in line with trend
15 - Cultural Services - Library Services	1719 - Library Charges and Fees	1617 - Charges & Fees Sale of Calendars	(65)	0	Budget adj in line with trend



QUARTERLY BUDGET VARIATION 2010/11 - DETAILS
1st Quarter 2010/11 Review

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
15 - Cultural Services - Library Services	1719 - Library Charges and Fees	1627 - Charges & Fees Repl Lost/Damaged Books	(330)	0	Budget adj in line with trend
15 - Cultural Services - Library Services	1719 - Library Charges and Fees	1631 - Charges & Fees Library Copy Card	(750)	0	Budget adj in line with trend
15 - Cultural Services - Library Services	1719 - Library Charges and Fees	9650 - Charges & Fees Sale Merchandise	500	0	Budget adj in line with trend
15 - Cultural Services - Library Services	1719 - Library Charges and Fees	9651 - Community Spaces Hire	(1,000)	0	Budget adj in line with trend
15 - Cultural Services - Library Services	1744 - Donations	1626 - Charges & Fees Donations	(750)	0	Vision Impaired Donation
15 - Cultural Services - Library Services	2101 - Salaries	0000 - No Project	1,161	0	Employee Costs Adjustment
15 - Cultural Services - Library Services	2102 - Annual Leave	0000 - No Project	101	0	Employee Costs Adjustment
15 - Cultural Services - Library Services	2103 - Sick Leave	0000 - No Project	50	0	Employee Costs Adjustment
15 - Cultural Services - Library Services	2111 - Superannuation	0000 - No Project	118	0	Employee Costs Adjustment
15 - Cultural Services - Library Services	2112 - Allowances	0000 - No Project	(148)	0	Employee Costs Adjustment
15 - Cultural Services - Library Services	2115 - Vacancy Discount	0000 - No Project	(986)	0	Employee Costs Adjustment
15 - Cultural Services - Library Services	2490 - Activity Expenses	5107 - Cultural Planning Programs	750	0	Vision Impaired Donation
15 - Cultural Services - Library Services	2570 - Safety Expenses & Training	4595 - Safety Exp & Training	500	0	Budget adj in line with trend
15 - Cultural Services - Library Services	2595 - HCC Land Rates - Business	6480 - Hawkesbury Central Library (300GeorgeSt) Site	155	0	Budget adj in line with trend
15 - Cultural Services - Library Services	2604 - Security	6480 - Hawkesbury Central Library (300GeorgeSt) Site	4,000	0	Budget adj in line with trend
15 - Cultural Services - Library Services	2606 - Maintenance - Buildings	6153 - Richmond Library Richmond	1,000	0	Budget adj in line with trend
15 - Cultural Services - Library Services	2606 - Maintenance - Buildings	6480 - Hawkesbury Central Library (300GeorgeSt) Site	(10,000)	0	Budget adj in line with trend
15 - Cultural Services - Library Services	2613 - HCC Sewer Rates	6480 - Hawkesbury Central Library (300GeorgeSt) Site	208	0	Budget adj in line with trend
15 - Cultural Services - Library Services	2614 - Air Conditioning	6480 - Hawkesbury Central Library (300GeorgeSt) Site	7,000	0	Budget adj in line with trend
15 - Cultural Services - Library Services	2616 - HCC Garbage Rates	6153 - Richmond Library Richmond	32	0	Budget adj in line with trend
15 - Cultural Services - Library Services	2616 - HCC Garbage Rates	6480 - Hawkesbury Central Library (300GeorgeSt) Site	413	0	Budget adj in line with trend
15 - Cultural Services - Library Services	387J - Lib Local Priority Projects-StateLib NSW Capital Gr	4873 - Priority Grant Richmond Library Refurbishment	0	(337)	Grant 387J P4873 Income
15 - Cultural Services - Library Services	4612 - Furniture & Fittings	1698 - Library Community Rooms	0	(2,900)	Trf to 11546126153
15 - Cultural Services - Library Services	4612 - Furniture & Fittings	6153 - Richmond Library Richmond	0	2,900	Trf fr 11546121698
15 - Cultural Services - Library Services	4612 - Furniture & Fittings	6480 - Hawkesbury Central Library (300GeorgeSt) Site	0	1,900	Trf fr 11546139765
15 - Cultural Services - Library Services	4613 - Purchase of Equipment	9765 - Purchase of Music/PA system	0	(1,900)	Trf to 11546126480
15 - Cultural Services - Library Services	4641 - Lib Local Priority Projects Exps-Cap Grants	4873 - Priority Grant Richmond Library Refurbishment	0	337	Exp for Grant 387J P4873
18 - Financial Planning	2101 - Salaries	0000 - No Project	(12,877)	0	Employee Costs Adjustment
18 - Financial Planning	2102 - Annual Leave	0000 - No Project	(2,838)	0	Employee Costs Adjustment
18 - Financial Planning	2103 - Sick Leave	0000 - No Project	(1,418)	0	Employee Costs Adjustment
18 - Financial Planning	2111 - Superannuation	0000 - No Project	(2,517)	0	Employee Costs Adjustment
18 - Financial Planning	2112 - Allowances	0000 - No Project	(7,464)	0	Car All changed to vehicle Trf to C29
18 - Financial Planning	2115 - Vacancy Discount	0000 - No Project	582	0	Employee Costs Adjustment
19 - Accounting Services	1705 - Land Clearing Admin Charge	0000 - No Project	(300)	0	Budget adj in line with Actuals
19 - Accounting Services	1819 - Financial Assistance Gr-L/Gvt Grants Com	0000 - No Project	681,377	0	Budget adj in line with est FAG income
19 - Accounting Services	2101 - Salaries	0000 - No Project	(11,290)	0	Employee Costs Adjustment
19 - Accounting Services	2102 - Annual Leave	0000 - No Project	233	0	Employee Costs Adjustment
19 - Accounting Services	2103 - Sick Leave	0000 - No Project	117	0	Employee Costs Adjustment
19 - Accounting Services	2111 - Superannuation	0000 - No Project	274	0	Employee Costs Adjustment
19 - Accounting Services	2115 - Vacancy Discount	0000 - No Project	(89)	0	Employee Costs Adjustment
19 - Accounting Services	2405 - Contribution to outside bodies	4300 - Contribution to WSROC	(5,863)	0	Budget adj in line with Actuals
19 - Accounting Services	2456 - Employment Agencies	0000 - No Project	33,791	0	Budget adj in line with Actuals
19 - Accounting Services	3256 - Trf from Rsvr Roadworks Reserve	4320 - Financial Assistance Grant	0	(739,510)	Advance FAG payment 2010/11 paid 09/10
19 - Accounting Services	4270 - Transfer to Contingency Reserve	0512 - Contingency	0	60,726	Sep Quarter Surplus trf to Contingency
20 - Rating Services	1118 - Abandonments	0000 - No Project	8,555	0	Budget adj in line with Actuals
20 - Rating Services	2101 - Salaries	0000 - No Project	8,378	0	Employee Costs Adjustment
20 - Rating Services	2102 - Annual Leave	0000 - No Project	318	0	Employee Costs Adjustment
20 - Rating Services	2103 - Sick Leave	0000 - No Project	159	0	Employee Costs Adjustment
20 - Rating Services	2111 - Superannuation	0000 - No Project	374	0	Employee Costs Adjustment
20 - Rating Services	2115 - Vacancy Discount	0000 - No Project	(121)	0	Employee Costs Adjustment
20 - Rating Services	2402 - Sundry Expenses	0000 - No Project	155	0	Trf fr Nat 2419
20 - Rating Services	2419 - General Office Expenditure	0000 - No Project	(155)	0	Trf to Nat 2402



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
20 - Rating Services	2571 - Rates Property Revaluation	5180 - Valuation Expenses Valuer General Exp	116,677	0	Budget adj in line with Actuals
20 - Rating Services	2772 - On Line Title Seaches	0000 - No Project	300	0	Budget adj in line with Actuals
21 - Investment Debt Servicing	1601 - Interest Income	1550 - Interest Revenue - General Fund	(250,000)	0	Budget adj to reflect Actual trend
24 - Purchasing & Stores	2000 - Plant - Running Costs	0000 - No Project	11,500	0	Budget adj to reflect Actual trend
24 - Purchasing & Stores	2402 - Sundry Expenses	0000 - No Project	500	0	Trf fr Nat 2701
24 - Purchasing & Stores	2701 - Stores Ullocable	0000 - No Project	(500)	0	Trf to Nat 2402
25 - Property Development	2405 - Contribution to outside bodies	1976 - APV Annual Contributions	10,000	0	Transfer from P6250
25 - Property Development	2405 - Contribution to outside bodies	6250 - Australian Poineer Village Wilberforce	(10,000)	0	Transfer to P1976
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0004 - Purchase Leaseback - Plant 4	0	3,500	Budget adj in line with Actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0023 - Purchase Leaseback - Plant 23	0	(15,102)	Budget adj in line with Actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0032 - Purchase Leaseback - Plant 32	0	(13,942)	Budget adj in line with Actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0047 - Purchase Leaseback - Plant 47	0	45	Budget adj in line with Actuals
29 - Fleet Management	4601 - Purchase Leaseback Plant	0005 - Purchase Leaseback - Plant 5	0	(9,000)	Budget adj in line with Actuals
29 - Fleet Management	4601 - Purchase Leaseback Plant	0020 - Purchase Leaseback - Plant 20	0	31,000	Budget adj to fund new vehicle
29 - Fleet Management	4601 - Purchase Leaseback Plant	0023 - Purchase Leaseback - Plant 23	0	200	Budget adj in line with Actuals
29 - Fleet Management	4601 - Purchase Leaseback Plant	0039 - Purchase Leaseback - Plant 39	0	(37,000)	Budget adj in line with Actuals
29 - Fleet Management	4601 - Purchase Leaseback Plant	0047 - Purchase Leaseback - Plant 47	0	(30,687)	Budget adj in line with Actuals
29 - Fleet Management	4601 - Purchase Leaseback Plant	0057 - Purchase Leaseback - Plant 57	0	31,000	Budget adj to fund new vehicle
29 - Fleet Management	4601 - Purchase Leaseback Plant	0058 - Purchase Leaseback - Plant 58	0	(237)	Budget adj in line with Actuals
29 - Fleet Management	4601 - Purchase Leaseback Plant	0067 - Purchase Leaseback-Plant 67	0	29,136	Budget adj to fund new vehicle
29 - Fleet Management	4601 - Purchase Leaseback Plant	0429 - Purchase Leaseback - Plant 429	0	(437)	Budget adj in line with Actuals
29 - Fleet Management	4601 - Purchase Leaseback Plant	0431 - Purchase Leaseback - Plant 431	0	(973)	Budget adj in line with Actuals
39 - Cultural Services - Regional Gallery	1730 - Art & Historical Income	0000 - No Project	(1,000)	0	Budget adj to reflect Actual trend
39 - Cultural Services - Regional Gallery	1730 - Art & Historical Income	9650 - Charges & Fees Sale Merchandise	1,000	0	Budget adj to reflect Actual trend
39 - Cultural Services - Regional Gallery	2101 - Salaries	0000 - No Project	1,161	0	Employee Costs Adjustment
39 - Cultural Services - Regional Gallery	2101 - Salaries	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	8,455	0	New grant funded position Museum/Gallery
39 - Cultural Services - Regional Gallery	2102 - Annual Leave	0000 - No Project	101	0	Employee Costs Adjustment
39 - Cultural Services - Regional Gallery	2102 - Annual Leave	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	401	0	New grant funded position Museum/Gallery
39 - Cultural Services - Regional Gallery	2103 - Sick Leave	0000 - No Project	51	0	Employee Costs Adjustment
39 - Cultural Services - Regional Gallery	2103 - Sick Leave	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	1,603	0	New grant funded position Museum/Gallery
39 - Cultural Services - Regional Gallery	2107 - Casuals	0000 - No Project	10,000	0	Trf fr Comp 79
39 - Cultural Services - Regional Gallery	2111 - Superannuation	0000 - No Project	118	0	Employee Costs Adjustment
39 - Cultural Services - Regional Gallery	2115 - Vacancy Discount	0000 - No Project	(39)	0	Employee Costs Adjustment
39 - Cultural Services - Regional Gallery	2821 - Grant Funded Consultancy Fees	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	(10,458)	0	New grant funded position Museum/Gallery
39 - Cultural Services - Regional Gallery	4612 - Furniture & Fittings	0000 - No Project	0	4,800	Budget req to recarpet Gallery foyer
39 - Cultural Services - Regional Gallery	4612 - Furniture & Fittings	9768 - Gallery improve-Achieve Regional Gallery status	0	3,907	Budget req for security equipment
39 - Cultural Services - Regional Gallery	4901 - Building Construction	9768 - Gallery improve-Achieve Regional Gallery status	0	(1,907)	Trf to 13946129768
58 - Printing & Signwriting	2101 - Salaries	0000 - No Project	(2,040)	0	Employee Costs Adjustment
58 - Printing & Signwriting	2107 - Casuals	0000 - No Project	2,040	0	Budget req to fund Casuals cost
79 - Cultural Services - Regional Museum	1730 - Art & Historical Income	0000 - No Project	50,000	0	Grant income-Trf to Nat 187S
79 - Cultural Services - Regional Museum	1730 - Art & Historical Income	2041 - School Program	(200)	0	Budget adj in line with trend
79 - Cultural Services - Regional Museum	187S - Arts Funding Program	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	(50,000)	0	Grant income-trf from Nat 1730
79 - Cultural Services - Regional Museum	2101 - Salaries	0000 - No Project	1,161	0	Employee Costs Adjustment
79 - Cultural Services - Regional Museum	2101 - Salaries	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	8,455	0	New grant funded position Museum/Gallery
79 - Cultural Services - Regional Museum	2102 - Annual Leave	0000 - No Project	101	0	Employee Costs Adjustment
79 - Cultural Services - Regional Museum	2102 - Annual Leave	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	401	0	New grant funded position Museum/Gallery
79 - Cultural Services - Regional Museum	2103 - Sick Leave	0000 - No Project	50	0	Employee Costs Adjustment
79 - Cultural Services - Regional Museum	2103 - Sick Leave	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	1,603	0	New grant funded position Museum/Gallery
79 - Cultural Services - Regional Museum	2107 - Casuals	0000 - No Project	(10,000)	0	Trf to Comp 39
79 - Cultural Services - Regional Museum	2111 - Superannuation	0000 - No Project	118	0	Employee Costs Adjustment
79 - Cultural Services - Regional Museum	2115 - Vacancy Discount	0000 - No Project	(38)	0	Employee Costs Adjustment
79 - Cultural Services - Regional Museum	2490 - Activity Expenses	4143 - Community Volunteering	(50,000)	0	Trf to Nat 2821-Triennial Funding grant



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
79 - Cultural Services - Regional Museum	2605 - Maintenance - Furniture & Fittings	6128 - Museum-Howes House, Thompson Square Windsor	(7,000)	0	Tfr to 17946136476
79 - Cultural Services - Regional Museum	2613 - HCC Sewer Rates	6128 - Museum-Howes House, Thompson Square Windsor	44	0	Budget adj in line with trend
79 - Cultural Services - Regional Museum	2613 - HCC Sewer Rates	6476 - Hawkesbury Regional Museum-Baker St Windsor	24	0	Budget adj in line with trend
79 - Cultural Services - Regional Museum	2616 - HCC Garbage Rates	6128 - Museum-Howes House, Thompson Square Windsor	64	0	Budget adj in line with trend
79 - Cultural Services - Regional Museum	2821 - Grant Funded Consultancy Fees	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	39,542	0	Tfr fr Nat 2490 grant funds & fund new p
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	4948 - Printing & Signage	(3,000)	0	Tfr to Comp 39 to fund recarpet foyer
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	6380 - Exhibitions	(4,532)	0	reallocate to capital for museum data pr
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	9642 - Conservation & Collections Management Expenses	(5,000)	0	reallocate to Com P39 for security equip
79 - Cultural Services - Regional Museum	4114 - Purchase Other Assets	2100 - Signage Programs	0	2,000	Budget req to fund Interpretive signage
79 - Cultural Services - Regional Museum	4612 - Furniture & Fittings	6128 - Museum-Howes House, Thompson Square Windsor	0	3,500	Budget req to fund Furniture & Fittings
79 - Cultural Services - Regional Museum	4613 - Purchase of Equipment	6128 - Museum-Howes House, Thompson Square Windsor	0	(2,691)	Tfr to 17946136476
79 - Cultural Services - Regional Museum	4613 - Purchase of Equipment	6476 - Hawkesbury Regional Museum-Baker St Windsor	0	9,991	AV fit out in Hugh Williams Room
90 - Visitor Information Centre	1799 - Sundry Income	0000 - No Project	1,000	0	Budget adj in line with trend
90 - Visitor Information Centre	2101 - Salaries	0000 - No Project	1,161	0	Employee Costs Adjustment
90 - Visitor Information Centre	2102 - Annual Leave	0000 - No Project	101	0	Employee Costs Adjustment
90 - Visitor Information Centre	2103 - Sick Leave	0000 - No Project	50	0	Employee Costs Adjustment
90 - Visitor Information Centre	2111 - Superannuation	0000 - No Project	118	0	Employee Costs Adjustment
90 - Visitor Information Centre	2112 - Allowances	0000 - No Project	630	0	Tfr from Nat 2124
90 - Visitor Information Centre	2115 - Vacancy Discount	0000 - No Project	(38)	0	Employee Costs Adjustment
90 - Visitor Information Centre	2124 - First Aid Allowance-USE N 2112	0000 - No Project	(630)	0	Tfr to Nat 2112
90 - Visitor Information Centre	2408 - Printing & Stationery Costs	0000 - No Project	500	0	Budget adj in line with trend
90 - Visitor Information Centre	2422 - Telephone Expenses	0000 - No Project	(500)	0	Budget adj in line with trend
90 - Visitor Information Centre	2435 - Promotion Expenditure	4170 - Hawkesbury Tourism	(500)	0	Budget adj in line with trend
90 - Visitor Information Centre	2490 - Activity Expenses	0000 - No Project	(1,000)	0	Budget adj in line with trend
90 - Visitor Information Centre	2601 - Electricity	4170 - Hawkesbury Tourism	500	0	Budget adj in line with trend
90 - Visitor Information Centre	2604 - Security	4170 - Hawkesbury Tourism	(500)	0	Budget adj in line with trend
90 - Visitor Information Centre	2606 - Maintenance - Buildings	6315 - Tourist Information Centre Clarendon	1,500	0	Budget adj in line with trend
90 - Visitor Information Centre	2609 - Cleaning	6315 - Tourist Information Centre Clarendon	(1,000)	0	Budget adj in line with trend
TOTAL			534,295	(671,681)	
INFRASTRUCTURE SERVICES					
48 - Environmental Managmt Project-Stormwater	2407 - Consultancy Fees	1463 - Road Reserve Management Planning	12,936	0	Budget adj in line with Actuals
48 - Environmental Managmt Project-Stormwater	3265 - Tfr from Rsvse Stormwater Management Rese	0000 - No Project	0	(12,936)	Budget adj Reseve funding
48 - Environmental Managmt Project-Stormwater	4265 - TFR to Stormwater Management Reserve	0000 - No Project	0	25,755	Budget adj Reseve funding
48 - Environmental Managmt Project-Stormwater	4782 - Cap Exp-EMP-Gross Pollutant Traps	5751 - EMP-Bushland Remnent Studies	0	(25,755)	Budget adj in line with Actuals
50 - Parks - Operational	1938 - Parks Contributions	1680 - Parks Contr Parks Contributions	(18,228)	0	Budget adj in line with Actuals
50 - Parks - Operational	2101 - Salaries	0000 - No Project	(322)	0	Employee Costs Adjustment
50 - Parks - Operational	2102 - Annual Leave	0000 - No Project	215	0	Employee Costs Adjustment
50 - Parks - Operational	2103 - Sick Leave	0000 - No Project	107	0	Employee Costs Adjustment
50 - Parks - Operational	2111 - Superannuation	0000 - No Project	104,016	0	Tfr from P 9000
50 - Parks - Operational	2111 - Superannuation	9000 - P/L G. Dawson 30/1/94	(104,016)	0	Tfr to P0000
50 - Parks - Operational	2115 - Vacancy Discount	0000 - No Project	11	0	Employee Costs Adjustment
50 - Parks - Operational	2407 - Consultancy Fees	0000 - No Project	60,000	0	Budget req to fund Recreational Strategy
50 - Parks - Operational	2619 - Works Program - Building M&R	6318 - Indoor Sports Stadium South Windsor	(4,800)	0	Tfr to Comp 51
51 - Recreation	2101 - Salaries	0000 - No Project	2,233	0	Employee Costs Adjustment
51 - Recreation	2102 - Annual Leave	0000 - No Project	193	0	Employee Costs Adjustment
51 - Recreation	2103 - Sick Leave	0000 - No Project	97	0	Employee Costs Adjustment
51 - Recreation	2111 - Superannuation	0000 - No Project	227	0	Employee Costs Adjustment
51 - Recreation	2115 - Vacancy Discount	0000 - No Project	(74)	0	Employee Costs Adjustment
51 - Recreation	2601 - Electricity	6161 - Richmond Pool Richmond	30,000	0	Budget adj in line with est expenditure
52 - Roadworks Maintenance	1819 - Financial Assistance Gr-L/Gvt Grants Com	0000 - No Project	101,214	0	Budget adj in line with est FAG income



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
52 - Roadworks Maintenance	2101 - Salaries	0000 - No Project	(322)	0	Employee Costs Adjustment
52 - Roadworks Maintenance	2102 - Annual Leave	0000 - No Project	7,471	0	Employee Costs Adjustment
52 - Roadworks Maintenance	2103 - Sick Leave	0000 - No Project	3,735	0	Employee Costs Adjustment
52 - Roadworks Maintenance	2104 - Long Service Leave	0000 - No Project	(10)	0	Employee Costs Adjustment
52 - Roadworks Maintenance	2111 - Superannuation	0000 - No Project	4,421	0	Employee Costs Adjustment
52 - Roadworks Maintenance	2112 - Allowances	0000 - No Project	3,137	0	Employee Costs Adjustment
52 - Roadworks Maintenance	2115 - Vacancy Discount	0000 - No Project	11	0	Employee Costs Adjustment
52 - Roadworks Maintenance	2640 - Roadworks Maintence-General	0000 - No Project	35,998	0	Additional FAG Funds
52 - Roadworks Maintenance	2640 - Roadworks Maintence-General	6339 - Supplementary Maintenance	(275,000)	0	Tfr to C53 Nat 4720
52 - Roadworks Maintenance	3251 - Tfr from Rsve Carryovers Reserve	6339 - Supplementary Maintenance	0	275,000	Tfr to Comp 53
52 - Roadworks Maintenance	3256 - Tfr from Rsve Roadworks Reserve	4320 - Financial Assistance Grant	0	(137,212)	Advance FAG payment 2010/11 paid in 09/10
53 - Roadworks Construction	1819 - Financial Assistance Gr-L/Gvt Grants Com	0000 - No Project	185,078	0	Budget adj in line with est FAG income
53 - Roadworks Construction	2111 - Superannuation	0000 - No Project	(10,252)	0	Employee Costs Adjustment
53 - Roadworks Construction	3251 - Tfr from Rsve Carryovers Reserve	5427 - Grose Vale Road, Grose Vale	0	(43,875)	Supp Rd Rehab Prog-Fr C52
53 - Roadworks Construction	3251 - Tfr from Rsve Carryovers Reserve	7022 - Mountain Lagoon Road Bilpin	0	(19,000)	Supp Rd Rehab Prog-Fr C52
53 - Roadworks Construction	3251 - Tfr from Rsve Carryovers Reserve	7818 - Sackville Road Wilberforce	0	(43,890)	Supp Rd Rehab Prog-Fr C52
53 - Roadworks Construction	3251 - Tfr from Rsve Carryovers Reserve	8124 - Golden Valley Drive	0	(18,000)	Supp Rd Rehab Prog-Fr C52
53 - Roadworks Construction	3251 - Tfr from Rsve Carryovers Reserve	8466 - Scheyville Rd, Scheyville	0	(93,115)	Supp Rd Rehab Prog-Fr C52
53 - Roadworks Construction	3251 - Tfr from Rsve Carryovers Reserve	8720 - George St, South Windsor	0	(57,120)	Supp Rd Rehab Prog-Fr C52
53 - Roadworks Construction	3256 - Tfr from Rsve Roadworks Reserve	4320 - Financial Assistance Grant	0	(250,903)	Advance FAG payment 2010/11 paid 09/10
53 - Roadworks Construction	4701 - Road Construction	0000 - No Project	0	65,825	Additional FAG Funds
53 - Roadworks Construction	4701 - Road Construction	7022 - Mountain Lagoon Road Bilpin	0	80,000	Budget adj - 09/10 funds not carried fwd
53 - Roadworks Construction	4720 - Road Rehabilitation	5427 - Grose Vale Road, Grose Vale	0	43,875	Supp Rd Rehab Prog-Fr C52
53 - Roadworks Construction	4720 - Road Rehabilitation	7022 - Mountain Lagoon Road Bilpin	0	19,000	Supp Rd Rehab Prog-Fr C52
53 - Roadworks Construction	4720 - Road Rehabilitation	7818 - Sackville Road Wilberforce	0	43,890	Supp Rd Rehab Prog-Fr C52
53 - Roadworks Construction	4720 - Road Rehabilitation	8124 - Golden Valley Drive	0	18,000	Supp Rd Rehab Prog-Fr C52
53 - Roadworks Construction	4720 - Road Rehabilitation	8466 - Scheyville Rd, Scheyville	0	93,115	Supp Rd Rehab Prog-Fr C52
53 - Roadworks Construction	4720 - Road Rehabilitation	8720 - George St, South Windsor	0	57,120	Supp Rd Rehab Prog-Fr C52
54 - Kerb, Guttering & Drainage	1819 - Financial Assistance Gr-L/Gvt Grants Com	0000 - No Project	2,891	0	Budget adj in line with est FAG income
54 - Kerb, Guttering & Drainage	2111 - Superannuation	0000 - No Project	(2,050)	0	Employee Costs Adjustment
54 - Kerb, Guttering & Drainage	2670 - Kerb & Gutter Maintence	0000 - No Project	1,028	0	Additional FAG Funds
54 - Kerb, Guttering & Drainage	3256 - Tfr from Rsve Roadworks Reserve	4320 - Financial Assistance Grant	0	(3,919)	Advance FAG payment 2010/11 paid 09/10
55 - Car Parking	2111 - Superannuation	0000 - No Project	(2,050)	0	Employee Costs Adjustment
57 - Design, Survey and Mapping Servs	2000 - Plant - Running Costs	0000 - No Project	6,000	0	Budget adj in line with trend
60 - Community Buildings	3274 - Transfer from Unspent Contributions Reserve	3503 - Connection to Sewer-Glossodia	0	(65,000)	LC Infrast Prog Fund-Round 3
60 - Community Buildings	3274 - Transfer from Unspent Contributions Reserve	6315 - Tourist Information Centre Clarendon	0	(30,000)	LC Infrast Prog Fund-Round 3
60 - Community Buildings	3967 - Regional & Local Community Infrastructure Program	3503 - Connection to Sewer-Glossodia	0	(65,000)	LC Infrast Prog Fund-Round 3
60 - Community Buildings	3967 - Regional & Local Community Infrastructure Program	6315 - Tourist Information Centre Clarendon	0	(30,000)	LC Infrast Prog Fund-Round 3
60 - Community Buildings	4120 - Building Works-Reg & Local Comm Infra Prog	3503 - Connection to Sewer-Glossodia	0	65,000	LC Infrast Prog Fund-Round 3
60 - Community Buildings	4120 - Building Works-Reg & Local Comm Infra Prog	6315 - Tourist Information Centre Clarendon	0	30,000	LC Infrast Prog Fund-Round 3
60 - Community Buildings	4274 - TFR To Unspent Contributions Reserve	3503 - Connection to Sewer-Glossodia	0	65,000	LC Infrast Prog Fund-Round 3
60 - Community Buildings	4274 - TFR To Unspent Contributions Reserve	6315 - Tourist Information Centre Clarendon	0	30,000	LC Infrast Prog Fund-Round 3
60 - Community Buildings	4904 - Building Services - IRP	6421 - Peppercorn Place Windsor	0	7,980	Tfr from Comp 51 P6318 for Power unit
62 - Operations Management	3101 - Sale of Plant	0024 - P/Works vehicle - Plant 24	0	(591)	Budget adj in line with Actuals
62 - Operations Management	3101 - Sale of Plant	0025 - P/Works vehicle, Falcon Ute - Plant 25	0	(2,784)	Budget adj in line with Actuals
62 - Operations Management	3101 - Sale of Plant	0094 - Publicworks - Ute - Plant 94	0	(7,102)	Budget adj in line with Actuals
62 - Operations Management	3101 - Sale of Plant	0106 - Publicworks - Table Top - Plant 106	0	(19,091)	Budget adj in line with Actuals
62 - Operations Management	4101 - Purchase of Plant	0106 - Publicworks - Table Top - Plant 106	0	(983)	Budget adj in line with Actuals
62 - Operations Management	4101 - Purchase of Plant	0712 - Publicworks - Cutter - Plant 712	0	1,150	Tfr from Comp 93
62 - Operations Management	4101 - Purchase of Plant	0757 - Publicworks - Plant 757	0	1,289	Tfr from Comp 93
62 - Operations Management	4101 - Purchase of Plant	0901 - Plant 901 - Sheen Flame Gun	0	1,071	Tfr from Comp 93
63 - Ancillary Facilities	1937 - Other Works Contributions	1475 - Other Work Contr Concrete Slab Inspect'n	(5,504)	0	Budget adj in line with Actuals



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
63 - Ancillary Facilities	2111 - Superannuation	0000 - No Project	(2,050)	0	Employee Costs Adjustment
63 - Ancillary Facilities	3274 - Transfer from Unspent Contributions Reserve	6532 - Bus Shelter-Macquarie St (Near Hospital)	0	(20,000)	LC Infrast Prog Fund-Round 3
63 - Ancillary Facilities	3967 - Regional & Local Community Infrastructure Program	6532 - Bus Shelter-Macquarie St (Near Hospital)	0	(20,000)	LC Infrast Prog Fund-Round 3
63 - Ancillary Facilities	4122 - Roadworks-Reg & Local Comm Infra Prog	6532 - Bus Shelter-Macquarie St (Near Hospital)	0	20,000	LC Infrast Prog Fund-Round 3
63 - Ancillary Facilities	4274 - TFR To Unspent Contributions Reserve	6532 - Bus Shelter-Macquarie St (Near Hospital)	0	20,000	LC Infrast Prog Fund-Round 3
67 - State Emergency Services	2593 - Contribution Emergency Mgt SES	0000 - No Project	5,812	0	Budget adj in line with est expenditure
88 - Co Generation Project	1163 - CoGen Electricity Income External	1398 - P/W Comty Groups-Peppercorn Services Inc	13,780	0	Budget reallocate- Peppercorn trf to Cnl
88 - Co Generation Project	1163 - CoGen Electricity Income External	6394 - Old Hospital Site Catholic Health	800	0	Budget adj in line with trend
88 - Co Generation Project	1164 - CoGen Water Income External	6394 - Old Hospital Site Catholic Health	4,000	0	Budget adj in line with trend
88 - Co Generation Project	1166 - Co-Gen Electricity Income Internal	6421 - Peppercorn Place Windsor	(13,780)	0	Budget reallocate- Peppercorn trf to Cnl
89 - Waste Management Facility	1121 - Garbage Serv Chrg Business	2201 - Garb Serv Chg Business Occupied 240L bin	(11,794)	0	Budget adj in line with Actuals
89 - Waste Management Facility	2107 - Casuals	0000 - No Project	29,236	0	Budget adj in line with Actuals
89 - Waste Management Facility	2108 - Travelling	0000 - No Project	2,658	0	Budget adj in line with Actuals
89 - Waste Management Facility	2110 - Overtime	0000 - No Project	2,465	0	Budget adj in line with Actuals
89 - Waste Management Facility	2405 - Contribution to outside bodies	2251 - S.88 Contribution EPA MWDA South Windsor	(300,000)	0	Budget adj in line with trend
89 - Waste Management Facility	3230 - Transfer from Tip Remediation Reserve	0000 - No Project	0	265,641	Budget adj Reserve funding
89 - Waste Management Facility	4230 - Transfer to Tip Remediation Reserve	0000 - No Project	0	11,794	Budget adj Reserve funding
92 - Parks Grants	18PO - Volunteer Bush Regen & Training-HNCMA-Gr 18PO	7631 - Bush Regeneration	(8,183)	0	Grant 18PO Income
92 - Parks Grants	18PR - Greenspace-Implement L'scape Plan RichPk-DepPlan	7275 - Richmond Park-Implement Landscaping Plan	(24,479)	0	Grant 18PR Income
92 - Parks Grants	18RB - Greenspace-Conserve Mgt Plan-Argyle Bailey Res-DpPln	6268 - Argyle Baileys Reserve Ebenezer	(20,000)	0	Grant 18RB Income
92 - Parks Grants	2820 - Grant Funded Operational Exp	7275 - Richmond Park-Implement Landscaping Plan	24,479	0	Grant 18PR expenditure
92 - Parks Grants	2820 - Grant Funded Operational Exp	7631 - Bush Regeneration	8,183	0	Grant 18PO expenditure
92 - Parks Grants	2821 - Grant Funded Consultancy Fees	6268 - Argyle Baileys Reserve Ebenezer	20,000	0	Grant 18RB expenditure
92 - Parks Grants	38PI - Greenspace-Yarramundi Reserve-Stage 2 & 3-Dept Plan	7248 - Yarramundi Reserve	0	(60,000)	Grant 38PI Income
92 - Parks Grants	38PT - Richmond Park, Pathway re-instatement-DpOfPlann	7099 - Richmond Park	0	(37,500)	Grant 38PT Income
92 - Parks Grants	4820 - Parks - Capital Grants Funded Projects	7099 - Richmond Park	0	37,500	Grant 38PT expenditure
92 - Parks Grants	4820 - Parks - Capital Grants Funded Projects	7248 - Yarramundi Reserve	0	60,000	Grant 38PI expenditure
93 - Parks Plant	3101 - Sale of Plant	0064 - Sports Council vehicle-Plant 64	0	3,672	Budget adj in line with Actuals
93 - Parks Plant	3101 - Sale of Plant	0148 - Bushcare Officer Vehicle	0	(12,591)	Budget adj in line with Actuals
93 - Parks Plant	3101 - Sale of Plant	0703 - Publicworks - Blower/Vaccum- Plant 703	0	42	Budget adj in line with Actuals
93 - Parks Plant	3101 - Sale of Plant	0710 - Publicworks - Blower/Vaccum- Plant 710	0	42	Budget adj in line with Actuals
93 - Parks Plant	3101 - Sale of Plant	0730 - Publicworks - Blower/Vaccum- Plant 730	0	41	Budget adj in line with Actuals
93 - Parks Plant	3101 - Sale of Plant	0747 - Publicworks - Blower/Vaccum- Plant 747	0	41	Budget adj in line with Actuals
93 - Parks Plant	4101 - Purchase of Plant	0000 - No Project	0	19,304	Trf from Plant 64 & 703 to fund misc plant
93 - Parks Plant	4101 - Purchase of Plant	0059 - Publicworks - Table Top - Plant 59	0	(1,500)	Budget adj in line with Actuals
93 - Parks Plant	4101 - Purchase of Plant	0064 - Sports Council vehicle-Plant 64	0	(2,477)	Budget adj in line with Actuals
93 - Parks Plant	4101 - Purchase of Plant	0148 - Bushcare Officer Vehicle	0	(1,676)	Budget adj in line with Actuals
93 - Parks Plant	4101 - Purchase of Plant	0513 - Plant 9513 - Woodchipper	0	(30,000)	Budget adj in line with Actuals
93 - Parks Plant	4101 - Purchase of Plant	0603 - Plant 603 - Trailer Tandem Axle - J65929	0	(200)	Budget adj in line with Actuals
93 - Parks Plant	4101 - Purchase of Plant	0703 - Publicworks - Blower/Vaccum- Plant 703	0	(547)	Budget adj in line with Actuals
93 - Parks Plant	4101 - Purchase of Plant	0710 - Publicworks - Blower/Vaccum- Plant 710	0	(547)	Budget adj in line with Actuals
93 - Parks Plant	4101 - Purchase of Plant	0712 - Publicworks - Cutter - Plant 712	0	(1,150)	Trf to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0730 - Publicworks - Blower/Vaccum- Plant 730	0	(547)	Budget adj in line with Actuals
93 - Parks Plant	4101 - Purchase of Plant	0747 - Publicworks - Blower/Vaccum- Plant 747	0	(547)	Budget adj in line with Actuals
93 - Parks Plant	4101 - Purchase of Plant	0757 - Publicworks - Plant 757	0	(1,289)	Trf to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0901 - Plant 901 - Sheen Flame Gun	0	(1,071)	Trf to Comp 62
95 - Parks Capital (Excluding Plant & Grants)	3274 - Transfer from Unspent Contributions Reserve	6106 - Howe Park Windsor	0	(15,000)	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	3274 - Transfer from Unspent Contributions Reserve	7185 - Woodbury Reserve	0	(20,000)	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	3274 - Transfer from Unspent Contributions Reserve	7223 - St Albans Park	0	(30,000)	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	3274 - Transfer from Unspent Contributions Reserve	7277 - Richmond Park - Irrigation	0	(50,000)	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	3274 - Transfer from Unspent Contributions Reserve	7746 - Community Nursery	0	(45,000)	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	3274 - Transfer from Unspent Contributions Reserve	9750 - Streeton Lookout	0	(68,000)	LC Infrast Prog Fund-Round 3



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
95 - Parks Capital (Excluding Plant & Grants)	3901 - Capital Contribution	6302 - Bowen Mt Park Hall Extensions	0	(20,153)	Bowen Mt Committee contribution
95 - Parks Capital (Excluding Plant & Grants)	3967 - Regional & Local Community Infrastructure Program	6106 - Howe Park Windsor	0	(15,000)	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	3967 - Regional & Local Community Infrastructure Program	7185 - Woodbury Reserve	0	(20,000)	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	3967 - Regional & Local Community Infrastructure Program	7223 - St Albans Park	0	(30,000)	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	3967 - Regional & Local Community Infrastructure Program	7277 - Richmond Park - Irrigation	0	(50,000)	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	3967 - Regional & Local Community Infrastructure Program	7746 - Community Nursery	0	(45,000)	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	3967 - Regional & Local Community Infrastructure Program	9750 - Streeeton Lookout	0	(68,000)	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4124 - Parks & Rec-Reg & Local Comm Infra Prog	6106 - Howe Park Windsor	0	15,000	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4124 - Parks & Rec-Reg & Local Comm Infra Prog	7185 - Woodbury Reserve	0	20,000	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4124 - Parks & Rec-Reg & Local Comm Infra Prog	7223 - St Albans Park	0	30,000	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4124 - Parks & Rec-Reg & Local Comm Infra Prog	7277 - Richmond Park - Irrigation	0	50,000	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4124 - Parks & Rec-Reg & Local Comm Infra Prog	7746 - Community Nursery	0	45,000	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4124 - Parks & Rec-Reg & Local Comm Infra Prog	9750 - Streeeton Lookout	0	68,000	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4274 - TFR To Unspent Contributions Reserve	6106 - Howe Park Windsor	0	15,000	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4274 - TFR To Unspent Contributions Reserve	7185 - Woodbury Reserve	0	20,000	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4274 - TFR To Unspent Contributions Reserve	7223 - St Albans Park	0	30,000	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4274 - TFR To Unspent Contributions Reserve	7277 - Richmond Park - Irrigation	0	50,000	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4274 - TFR To Unspent Contributions Reserve	7746 - Community Nursery	0	45,000	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4274 - TFR To Unspent Contributions Reserve	9750 - Streeeton Lookout	0	68,000	LC Infrast Prog Fund-Round 3
95 - Parks Capital (Excluding Plant & Grants)	4802 - Park Improvement Furniture Replacement	6267 - Macquarie Park Grounds Windsor	0	16,756	Trf fr 1-95-4802-7076
95 - Parks Capital (Excluding Plant & Grants)	4802 - Park Improvement Furniture Replacement	7076 - Lions Park	0	(16,756)	Trf to 1-95-4802-6267
95 - Parks Capital (Excluding Plant & Grants)	4901 - Building Construction	6302 - Bowen Mt Park Hall Extensions	0	20,153	Bowen Mt Committee Contribution
51 - Recreation	2457 - Contribution to HSC & HLC	7995 - Leisure Centre Annual Subsidy	10,000	0	Budget adj in line with est expenditure
51 - Recreation	2619 - Works Program - Building M&R	6318 - Indoor Sports Stadium South Windsor	22,704	0	Budget adj in line with est expenditure
51 - Recreation	3242 - Tfr from Rsv Council S94 Allocation	6326 - Gym Expansion	0	(208,964)	Council S94 funding Cnl Res 8 June 2010
51 - Recreation	4901 - Building Construction	6213 - Hbury Oasis Swimming Ctr Sth Windsor	0	(25,600)	Reallocated to Nat 2619 - P6318
51 - Recreation	4901 - Building Construction	6326 - Gym Expansion	0	208,964	Council S94 funding Cnl Res 8 June 2010
51 - Recreation	4904 - Building Services - IRP	6318 - Indoor Sports Stadium South Windsor	0	(284)	Budget adj in line with est expenditure
66 - Fire Control	1891 - Bush Fire Prevention Fund-RFS Grant	0000 - No Project	(35,000)	0	Increase in RFS Fire Prev Fund
66 - Fire Control	2550 - Fire Control Operating Ex	0000 - No Project	2,000	0	Increase in RFS Fire Prev Fund
66 - Fire Control	2550 - Fire Control Operating Ex	4263 - Fire Control Op Exp Radio Maintenance	5,000	0	Trf fr P4287
66 - Fire Control	2550 - Fire Control Operating Ex	4274 - Fire Control Op Exp-PMR Site Costs	8,000	0	Increase in RFS Fire Prev Fund
66 - Fire Control	2550 - Fire Control Operating Ex	4287 - Fire Cont Asset- PMR Radio System	(5,000)	0	Trf to P4263
66 - Fire Control	2550 - Fire Control Operating Ex	4303 - GNR radio access fees	25,000	0	Increase in RFS Fire Prev Fund
66 - Fire Control	3274 - Transfer from Unspent Contributions Reserve	6068 - Glossodia Bush Fire Shed Glossodia	0	(10,000)	LC Infrast Prog Fund-Round 3
66 - Fire Control	3967 - Regional & Local Community Infrastructure Program	6068 - Glossodia Bush Fire Shed Glossodia	0	(10,000)	LC Infrast Prog Fund-Round 3
66 - Fire Control	4120 - Building Works-Reg & Local Comm Infra Prog	6068 - Glossodia Bush Fire Shed Glossodia	0	10,000	LC Infrast Prog Fund-Round 3
66 - Fire Control	4274 - TFR To Unspent Contributions Reserve	6068 - Glossodia Bush Fire Shed Glossodia	0	10,000	LC Infrast Prog Fund-Round 3
80 - Sewerage Schemes	1127 - Sewer Rates Residential Connected	0000 - No Project	(18,949)	0	Budget adj in line with Actuals
80 - Sewerage Schemes	1128 - Sewer Rates Residential Unconnected	0000 - No Project	(22,904)	0	Budget adj in line with Actuals
80 - Sewerage Schemes	1129 - Sewer Rates Business Connected	0000 - No Project	(7,595)	0	Budget adj in line with Actuals
80 - Sewerage Schemes	1135 - Pensioner Rebate Subsidy Rebate	0000 - No Project	2,598	0	Budget adj in line with Actuals
80 - Sewerage Schemes	1137 - Pensioner Rebate Subsidy Cnl Rebate	0000 - No Project	3,171	0	Budget adj in line with Actuals
80 - Sewerage Schemes	1155 - Rental, Lease and fees Income	0000 - No Project	(930)	0	Budget adj in line with Actuals
80 - Sewerage Schemes	1770 - Sewer Connections	5900 - Sewer Connection General Income	(961)	0	Budget adj in line with Actuals
80 - Sewerage Schemes	1773 - Funding Contributions	0000 - No Project	(1,010)	0	Budget adj in line with Actuals
80 - Sewerage Schemes	2101 - Salaries	0000 - No Project	630	0	Employee Costs Adjustment
80 - Sewerage Schemes	2102 - Annual Leave	0000 - No Project	989	0	Employee Costs Adjustment
80 - Sewerage Schemes	2103 - Sick Leave	0000 - No Project	495	0	Employee Costs Adjustment
80 - Sewerage Schemes	2111 - Superannuation	0000 - No Project	656	0	Employee Costs Adjustment
80 - Sewerage Schemes	2616 - HCC Garbage Rates	6238 - Mulgrave Road McGraths Hill	20	0	Budget adj in line with Actuals
80 - Sewerage Schemes	2940 - Trade Waste Inspection	0000 - No Project	1,746	0	Budget adj in line with Actuals



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
80 - Sewerage Schemes	2948 - Pasture Improve Program	0000 - No Project	788	0	Budget adj in line with Actuals
80 - Sewerage Schemes	2960 - Sundry Collection Expense	5935 - Treatment Works - McGraths Hill	4,198	0	Budget adj in line with Actuals
80 - Sewerage Schemes	3101 - Sale of Plant	0121 - Plant 121	0	(15,102)	Budget adj in line with Actuals
80 - Sewerage Schemes	3101 - Sale of Plant	0122 - Plant 122	0	(10,773)	Budget adj in line with Actuals
80 - Sewerage Schemes	3101 - Sale of Plant	0123 - Plant 123	0	(12,682)	Budget adj in line with Actuals
80 - Sewerage Schemes	3201 - Tfr from Rsv Capital - Sewer	0000 - No Project	0	(70,000)	Budget adj Actuals Reserve funding
80 - Sewerage Schemes	3229 - Tfr from Rsv Sewer Operating Reserve	0000 - No Project	0	(15,349)	Budget adj Actuals Reserve funding
80 - Sewerage Schemes	4101 - Purchase of Plant	0424 - M/F Tractor NMP984	0	70,000	Budget to fund replacement of Plant
80 - Sewerage Schemes	4201 - TFR to Rsv Capital - Sewer	0000 - No Project	0	94,243	Budget adj Actuals Reserve funding
80 - Sewerage Schemes	4229 - TFR to Rsv Sewer Operating Reserve	0000 - No Project	0	47,158	Budget adj Actuals Reserve funding
80 - Sewerage Schemes	4601 - Purchase Leaseback Plant	0434 - Purchase Leaseback - Plant 434	0	(437)	Budget adj in line with Actuals
80 - Sewerage Schemes	4955 - Treatment Works Upgrade	5999 - Power correction-S/W & M/H STP main switchboards	0	(50,000)	Funds not req - Not viable at MHSTP
96 - South Windsor Effluent Reuse Scheme	1601 - Interest Income	1542 - Interest Earned on Reserves	(13,472)	0	Budget adj in line with Actuals
96 - South Windsor Effluent Reuse Scheme	3238 - Transfer from Sth Windsor Effluent Reuse Scheme Reserve	0000 - No Project	0	(2,880,000)	Budget adj Reserve funding
96 - South Windsor Effluent Reuse Scheme	3901 - Capital Contribution	3502 - South Windsor Effluent Reuse Scheme	0	(2,880,000)	Funding to be received within 10/11
96 - South Windsor Effluent Reuse Scheme	4113 - Purchase Sewer Assets	3502 - South Windsor Effluent Reuse Scheme	0	2,880,000	Contract to be completed within 10/11
96 - South Windsor Effluent Reuse Scheme	4238 - Transfer to Sth Windsor Effluent Reuse Scheme Reserve	0000 - No Project	0	2,880,000	Budget adj Reserve funding
96 - South Windsor Effluent Reuse Scheme	4238 - Transfer to Sth Windsor Effluent Reuse Scheme Reserve	1542 - Interest Earned on Reserves	0	13,472	Budget adj in line with Actuals
TOTAL			(148,308)	267,875	
CITY PLANNING					
12 - Community Administration	1155 - Rental, Lease and fees Income	6421 - Peppercorn Place Windsor	(88,756)	0	Rent estimated Peppercorn
12 - Community Administration	2116 - Contractors	6421 - Peppercorn Place Windsor	37,046	0	Expenditure estimated Peppercorn
12 - Community Administration	2402 - Sundry Expenses	6421 - Peppercorn Place Windsor	3,485	0	Expenditure estimated Peppercorn
12 - Community Administration	2492 - Comty Services Program Expenses	0000 - No Project	3,220	0	Expenditure estimated Peppercorn
12 - Community Administration	2492 - Comty Services Program Expenses	1974 - Macquarie 2010 - Community Celebrations	14,853	0	Reallocate budget to specific projects
12 - Community Administration	2492 - Comty Services Program Expenses	1975 - Macquarie 2010 - Trail Brochure	3,000	0	Reallocate budget to specific projects
12 - Community Administration	2492 - Comty Services Program Expenses	2293 - Governor Macquarie 2010 Celebration	(17,853)	0	Reallocate budget to specific projects
12 - Community Administration	2599 - Co-Gen Electricity Internal	6421 - Peppercorn Place Windsor	13,780	0	Expenditure estimated Peppercorn
12 - Community Administration	2604 - Security	6421 - Peppercorn Place Windsor	1,100	0	Expenditure estimated Peppercorn
12 - Community Administration	2605 - Maintenance - Furniture & Fittings	6421 - Peppercorn Place Windsor	1,750	0	Expenditure estimated Peppercorn
12 - Community Administration	2606 - Maintenance - Buildings	6421 - Peppercorn Place Windsor	2,200	0	Expenditure estimated Peppercorn
12 - Community Administration	2609 - Cleaning	6421 - Peppercorn Place Windsor	25,075	0	Expenditure estimated Peppercorn
12 - Community Administration	2614 - Air Conditioning	6421 - Peppercorn Place Windsor	1,100	0	Expenditure estimated Peppercorn
12 - Community Administration	3251 - Tfr from Rsv Carryovers Reserve	1974 - Macquarie 2010 - Community Celebrations	0	(3,853)	Reallocate budget to specific projects
12 - Community Administration	3251 - Tfr from Rsv Carryovers Reserve	2293 - Governor Macquarie 2010 Celebration	0	3,853	Reallocate budget to specific projects
31 - Building Control	2101 - Salaries	0000 - No Project	(18,150)	0	Employee Costs Adjustment
31 - Building Control	2456 - Employment Agencies	0000 - No Project	18,150	0	Funds for Agency staff to cover vacancy
32 - Development Control	3950 - S94 Contrib Catch 1 Community Facilities	0000 - No Project	0	(1,442)	Budget adj in line with Actuals
32 - Development Control	3952 - S94 Contributions Catch3 Com Facilities	0000 - No Project	0	(6,580)	Budget adj in line with Actuals
32 - Development Control	3954 - S94 Contribution District Com Facilities	0000 - No Project	0	(10,225)	Budget adj in line with Actuals
32 - Development Control	3955 - S94 Contributions Catch 1 Park Imp Prog	0000 - No Project	0	(814)	Budget adj in line with Actuals
32 - Development Control	3957 - S94 Contributions Catch 3 PIP	0000 - No Project	0	(1,772)	Budget adj in line with Actuals
32 - Development Control	3959 - S94 Contributions Dist Fac PIP	0000 - No Project	0	(3,433)	Budget adj in line with Actuals
32 - Development Control	3960 - S94 Contributions Catch 1 Rec Building	0000 - No Project	0	(857)	Budget adj in line with Actuals
32 - Development Control	3962 - S94 Contributions Catch 3 Rec Buildings	0000 - No Project	0	(3,460)	Budget adj in line with Actuals
32 - Development Control	3964 - S94 Contributions Dist Fac Rec Building	0000 - No Project	0	(2,058)	Budget adj in line with Actuals
32 - Development Control	4208 - TFR to Rsv S94 Comm Facilities Catch 1	0000 - No Project	0	1,442	Budget adj in line with Actuals
32 - Development Control	4210 - TFR to Rsv S94 Comm Facilities Catch 3	0000 - No Project	0	6,580	Budget adj in line with Actuals
32 - Development Control	4212 - TFR to Rsv S94 Comm Facilities District	0000 - No Project	0	10,225	Budget adj in line with Actuals
32 - Development Control	4214 - TFR to Rsv S94 Park Imp Catch 1	0000 - No Project	0	814	Budget adj in line with Actuals



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
32 - Development Control	4216 - TFR to Rsve S94 Park Imp Catch 3	0000 - No Project	0	1,772	Budget adj in line with Actuals
32 - Development Control	4218 - TFR to Rsve S94 Park Imp District	0000 - No Project	0	3,433	Budget adj in line with Actuals
32 - Development Control	4219 - TFR to Rsve S94 Rec Buildings Catch 1	0000 - No Project	0	857	Budget adj in line with Actuals
32 - Development Control	4221 - TFR to Rsve S94 Rec Buildings Catch 3	0000 - No Project	0	3,460	Budget adj in line with Actuals
32 - Development Control	4223 - TFR to Rsve S94 Rec Buildings District	0000 - No Project	0	2,058	Budget adj in line with Actuals
33 - Sewerage Management Facilities	2101 - Salaries	0000 - No Project	1,059	0	Employee Costs Adjustment
33 - Sewerage Management Facilities	2102 - Annual Leave	0000 - No Project	92	0	Employee Costs Adjustment
33 - Sewerage Management Facilities	2103 - Sick Leave	0000 - No Project	46	0	Employee Costs Adjustment
33 - Sewerage Management Facilities	2111 - Superannuation	0000 - No Project	108	0	Employee Costs Adjustment
33 - Sewerage Management Facilities	2115 - Vacancy Discount	0000 - No Project	(35)	0	Employee Costs Adjustment
35 - Health Services	2101 - Salaries	0000 - No Project	(24,156)	0	Employee Cost Adj Reallocate to Comp 81
35 - Health Services	2102 - Annual Leave	0000 - No Project	(2,091)	0	Employee Cost Adj Reallocate to Comp 81
35 - Health Services	2103 - Sick Leave	0000 - No Project	(1,046)	0	Employee Cost Adj Reallocate to Comp 81
35 - Health Services	2111 - Superannuation	0000 - No Project	(2,457)	0	Employee Cost Adj Reallocate to Comp 81
35 - Health Services	2115 - Vacancy Discount	0000 - No Project	798	0	Employee Cost Adj Reallocate to Comp 81
37 - Regulation & Enforcement	2101 - Salaries	0000 - No Project	1,833	0	Employee Costs Adjustment
37 - Regulation & Enforcement	2102 - Annual Leave	0000 - No Project	1,531	0	Employee Costs Adjustment
37 - Regulation & Enforcement	2103 - Sick Leave	0000 - No Project	766	0	Employee Costs Adjustment
37 - Regulation & Enforcement	2107 - Casuals	0000 - No Project	(6,000)	0	Tfr to Comp 49
37 - Regulation & Enforcement	2111 - Superannuation	0000 - No Project	1,556	0	Employee Costs Adjustment
37 - Regulation & Enforcement	2112 - Allowances	0000 - No Project	16,215	0	Employee Costs Adjustment
37 - Regulation & Enforcement	2115 - Vacancy Discount	0000 - No Project	(49)	0	Employee Costs Adjustment
37 - Regulation & Enforcement	4101 - Purchase of Plant	0430 - Purchase P/W Plant - Plant 430	0	958	Budget adj in line with Actuals
43 - City Planning	1124 - Waste Performance Improvement Rebate	0000 - No Project	(125,662)	0	Budget adj in line with Actuals
43 - City Planning	2101 - Salaries	0000 - No Project	6,143	0	Employee Costs Adjustment
43 - City Planning	2102 - Annual Leave	0000 - No Project	532	0	Employee Costs Adjustment
43 - City Planning	2103 - Sick Leave	0000 - No Project	266	0	Employee Costs Adjustment
43 - City Planning	2111 - Superannuation	0000 - No Project	625	0	Employee Costs Adjustment
43 - City Planning	2115 - Vacancy Discount	0000 - No Project	(203)	0	Employee Costs Adjustment
43 - City Planning	2596 - Waste Sustainability Improvement Prog	0000 - No Project	(190,000)	0	Reallocate budget to specific projects
43 - City Planning	2596 - Waste Sustainability Improvement Prog	2275 - Waste Education Expenses	110,496	0	Waste & Sust Improv Prog Funds
43 - City Planning	2596 - Waste Sustainability Improvement Prog	3072 - Sustainable Event Management Policy	5,000	0	Waste & Sust Improv Prog Funds
43 - City Planning	2596 - Waste Sustainability Improvement Prog	3073 - Sustainable Procurement Standard	1,000	0	Waste & Sust Improv Prog Funds
43 - City Planning	2596 - Waste Sustainability Improvement Prog	3074 - Sustainable Fleet and Plant Policy Standard	15,000	0	Waste & Sust Improv Prog Funds
43 - City Planning	2596 - Waste Sustainability Improvement Prog	3075 - Sustainability Reporting Standard	25,000	0	Waste & Sust Improv Prog Funds
43 - City Planning	2596 - Waste Sustainability Improvement Prog	3076 - Garden Organics Standard	50,000	0	Waste & Sust Improv Prog Funds
43 - City Planning	2596 - Waste Sustainability Improvement Prog	3077 - Online Sustainable Living Guide	7,250	0	Waste & Sust Improv Prog Funds
43 - City Planning	2596 - Waste Sustainability Improvement Prog	3078 - Pool Blankets	30,316	0	Waste & Sust Improv Prog Funds
43 - City Planning	2596 - Waste Sustainability Improvement Prog	3079 - Climate Change Adaptation Plan	50,000	0	Waste & Sust Improv Prog Funds
43 - City Planning	2596 - Waste Sustainability Improvement Prog	8997 - Toilets	21,600	0	Waste & Sust Improv Prog Funds
43 - City Planning	3275 - Tfr From Waste Performance Improve Reserve	2275 - Waste Education Expenses	0	(110,496)	Waste & Sust Improv Prog Funds
43 - City Planning	3275 - Tfr From Waste Performance Improve Reserve	3072 - Sustainable Event Management Policy	0	(5,000)	Waste & Sust Improv Prog Funds
43 - City Planning	3275 - Tfr From Waste Performance Improve Reserve	3073 - Sustainable Procurement Standard	0	(1,000)	Waste & Sust Improv Prog Funds
43 - City Planning	3275 - Tfr From Waste Performance Improve Reserve	3074 - Sustainable Fleet and Plant Policy Standard	0	(15,000)	Waste & Sust Improv Prog Funds
43 - City Planning	3275 - Tfr From Waste Performance Improve Reserve	3075 - Sustainability Reporting Standard	0	(25,000)	Waste & Sust Improv Prog Funds
43 - City Planning	3275 - Tfr From Waste Performance Improve Reserve	3076 - Garden Organics Standard	0	(50,000)	Waste & Sust Improv Prog Funds
43 - City Planning	3275 - Tfr From Waste Performance Improve Reserve	3077 - Online Sustainable Living Guide	0	(7,250)	Waste & Sust Improv Prog Funds
43 - City Planning	3275 - Tfr From Waste Performance Improve Reserve	3078 - Pool Blankets	0	(30,316)	Waste & Sust Improv Prog Funds
43 - City Planning	3275 - Tfr From Waste Performance Improve Reserve	3079 - Climate Change Adaptation Plan	0	(50,000)	Waste & Sust Improv Prog Funds
43 - City Planning	3275 - Tfr From Waste Performance Improve Reserve	8997 - Toilets	0	(21,600)	Waste & Sust Improv Prog Funds
43 - City Planning	4275 - Tfr To Waste Performance Improve Reserve	2275 - Waste Education Expenses	0	110,496	Waste & Sust Improv Prog Funds
43 - City Planning	4275 - Tfr To Waste Performance Improve Reserve	3072 - Sustainable Event Management Policy	0	5,000	Waste & Sust Improv Prog Funds



QUARTERLY BUDGET VARIATION 2010/11 - DETAILS
1st Quarter 2010/11 Review

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
43 - City Planning	4275 - Tfr To Waste Performance Improve Reserve	3073 - Sustainable Procurement Standard	0	1,000	Waste & Sust Improv Prog Funds
43 - City Planning	4275 - Tfr To Waste Performance Improve Reserve	3074 - Sustainable Fleet and Plant Policy Standard	0	15,000	Waste & Sust Improv Prog Funds
43 - City Planning	4275 - Tfr To Waste Performance Improve Reserve	3075 - Sustainability Reporting Standard	0	25,000	Waste & Sust Improv Prog Funds
43 - City Planning	4275 - Tfr To Waste Performance Improve Reserve	3076 - Garden Organics Standard	0	50,000	Waste & Sust Improv Prog Funds
43 - City Planning	4275 - Tfr To Waste Performance Improve Reserve	3077 - Online Sustainable Living Guide	0	7,250	Waste & Sust Improv Prog Funds
43 - City Planning	4275 - Tfr To Waste Performance Improve Reserve	3078 - Pool Blankets	0	30,316	Waste & Sust Improv Prog Funds
43 - City Planning	4275 - Tfr To Waste Performance Improve Reserve	3079 - Climate Change Adaptation Plan	0	50,000	Waste & Sust Improv Prog Funds
43 - City Planning	4275 - Tfr To Waste Performance Improve Reserve	8997 - Toilets	0	21,600	Waste & Sust Improv Prog Funds
44 - Road Safety Programs	1813 - Road Safety LG Funding Programs-RTA Grants	5411 - RSO GLS Workshops	(1,500)	0	Grant Funds approved income
44 - Road Safety Programs	1813 - Road Safety LG Funding Programs-RTA Grants	5429 - Road Safety Proj-Speeding in the Hawkesbury	(5,000)	0	Grant Funds approved income
44 - Road Safety Programs	182A - H'bury Child Restrains Proj-RTA Gr	5417 - Occupants Restrains Prog exps	(2,000)	0	Grant Funds approved income
44 - Road Safety Programs	2661 - Road Safety Grant Programs Expenditure	5411 - RSO GLS Workshops	1,500	0	Grant Funds approved expenditure
44 - Road Safety Programs	2661 - Road Safety Grant Programs Expenditure	5417 - Occupants Restrains Prog exps	2,000	0	Grant Funds approved expenditure
44 - Road Safety Programs	2661 - Road Safety Grant Programs Expenditure	5429 - Road Safety Proj-Speeding in the Hawkesbury	5,000	0	Grant Funds approved expenditure
49 - Parking Patrol	2101 - Salaries	0000 - No Project	15,972	0	Budget to fund unbudgeted payout
49 - Parking Patrol	2102 - Annual Leave	0000 - No Project	139	0	Employee Costs Adjustment
49 - Parking Patrol	2103 - Sick Leave	0000 - No Project	70	0	Employee Costs Adjustment
49 - Parking Patrol	2107 - Casuals	0000 - No Project	22,800	0	Trf fr P 5425 & \$6K fr Comp 37
49 - Parking Patrol	2107 - Casuals	5425 - Parking Patrol-Car Parking	(16,800)	0	Trf to P 0000
49 - Parking Patrol	2111 - Superannuation	0000 - No Project	4,731	0	Employee Costs Adjustment
49 - Parking Patrol	2112 - Allowances	0000 - No Project	1,817	0	Employee Costs Adjustment
49 - Parking Patrol	2115 - Vacancy Discount	0000 - No Project	7	0	Employee Costs Adjustment
91 - Customer Service	2101 - Salaries	0000 - No Project	(11,226)	0	Employee Costs Adjustment
91 - Customer Service	2102 - Annual Leave	0000 - No Project	(971)	0	Employee Costs Adjustment
91 - Customer Service	2103 - Sick Leave	0000 - No Project	(485)	0	Employee Costs Adjustment
91 - Customer Service	2107 - Casuals	0000 - No Project	6,977	0	Budget req to cover Casuals cost
91 - Customer Service	2111 - Superannuation	0000 - No Project	(1,141)	0	Employee Costs Adjustment
91 - Customer Service	2115 - Vacancy Discount	0000 - No Project	371	0	Employee Costs Adjustment
94 - Section 94A Funding	3269 - Transfer from S94A Reserve	7706 - Woodlands Park Irrigation	0	(50,000)	Projects included in S94A Plan
94 - Section 94A Funding	3269 - Transfer from S94A Reserve	7736 - Bensons Ln Inc Lighting	0	(72,000)	Projects included in S94A Plan
94 - Section 94A Funding	4810 - S94 Park Improvements	7706 - Woodlands Park Irrigation	0	50,000	Projects included in S94A Plan
94 - Section 94A Funding	4810 - S94 Park Improvements	7736 - Bensons Ln Inc Lighting	0	72,000	Projects included in S94A Plan
81 - Domestic Waste Management	2101 - Salaries	0000 - No Project	14,045	0	Employee Costs Adjustment
81 - Domestic Waste Management	2102 - Annual Leave	0000 - No Project	1,216	0	Employee Costs Adjustment
81 - Domestic Waste Management	2103 - Sick Leave	0000 - No Project	608	0	Employee Costs Adjustment
81 - Domestic Waste Management	2111 - Superannuation	0000 - No Project	1,428	0	Employee Costs Adjustment
81 - Domestic Waste Management	2407 - Consultancy Fees	0000 - No Project	45,000	0	Trf fr Nat 2967 to fund public consultat
81 - Domestic Waste Management	2967 - Domestic Waste Disposal Expenses	0000 - No Project	(45,000)	0	Trf to Nat 2407 to fund public consultat
81 - Domestic Waste Management	3203 - Tfr from Rsvve Waste Management Reserve	0000 - No Project	0	(67,561)	Budget adj Reserve funding
81 - Domestic Waste Management	4101 - Purchase of Plant	0130 - Garbage Truck-Plant 130	0	336,135	Trf fr P0132
81 - Domestic Waste Management	4101 - Purchase of Plant	0132 - Garbage truck-Plant 132	0	(328,865)	Trf to P0130
81 - Domestic Waste Management	4101 - Purchase of Plant	0135 - Garbage truck-Plant 135	0	42,994	Budget adj in line with Actuals
TOTAL			35,091	(16,339)	
Total (Surplus)/Deficit			546,865	(546,865)	
NET (SURPLUS)/DEFICIT			0		

Part 4

Management Plan Performance





LOOKING AFTER PEOPLE AND PLACE

In 2030 we want Hawkesbury to be a place where we have:

A community in which the area's character is preserved and lifestyle choices are provided with sustainable planned, well serviced development, within strongly connected, safe and friendly neighbourhoods.

Component 12 - Community Administration Services
Component 15 - Library
Component 30 - Heritage
Component 31 - Building Control
Component 32 - Development Control
Component 37 - Development Control & Regulation
Component 39 - Gallery
Component 43 - Strategic Planner- Community
Component 43 - Strategic Planner- Land Use
Component 43 - Strategic Planning Co-ordinator
Component 49 - Parking Control
Component 51 - Recreation
Component 59 - Administrative Building
Component 60 - Community Building
Component 61 - Works Depot
Component 66 - Fire Control
Component 67 - Emergency Services
Component 79 - Museum



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Community Administration Services - Component 12		Officer: Executive Manager - Community Partnerships	
Activity/Project	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 and achieve required milestones for operation of grants and donations programs.	100% of enquiries responded to within 5 working days. Round 1 Applications reported to Council in July 2010. 27 of 30 applications approved for sponsorship to a value of \$57,757
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.	Community events supported in reporting quarter included Nepean Area Disability Forum and International Day of People with a Disability
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.	\$ 50 470 total grant submission lodged 1st quarter 2010 / 2011 outcome pending
4. Work in conjunction with community and user groups to market and promote usage of community facilities.	4.1 Increase utilisation of community facilities.	Increase utilisation by 5% (using 2010 as benchmark).	"Halls for hire" page added to website
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.	75 requests for maintenance responded to within 3 working days
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.	Achieved. No breaches of funding and statutory provisions
7. Develop and implement community participation and partnership programs.	7.1 Investigate youth participation strategies based on recommendations of Youth Summit.	Youth Participation Strategies identified.	Awaiting finalisation of recruitment of Youth Participation Office
8. Community Plans reviewed and updated.	8.1 Develop ageing profile of Hawkesbury to assist in service development and planning.	Draft profile by May 2011.	Scheduled for 2011



Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Library - Component 15		Officer: Manager Cultural Services	
Activity/Project	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 Library Service is promoted to increase awareness and use by the community.	200,000 library visitors per year.	Exceeded target by 17.96% with 58,980 people visiting both libraries during Jul - Sep
		40% of LGA population are library members.	Exceeded target: Membership is 36,220 which is approximately 57.65% of the Hawkesbury population (62,828), which is above the baseline suggested by the State Library of NSW
		300,000 loans per year.	Exceeded target: 83,815 items loaned during Jul - Sep, which is 11.8% above target. Total stock is 133,028 for this period which is an increase of 5.86%
2. Encourage community participation in lifelong learning.	2.1 Community access to the latest collections and technology is enhanced.	A digital media library resource is established.	On target: eResources Demonstration attended Aug 10 and preliminary report compiled
		PC use is 60% of total available time.	Exceeded target: PC utilisation for Jul - Sept was 62.94% of total available time which was 13,234 computer bookings recorded for both libraries
3. Promote community use of the Cultural Precinct.	3.1 Community use of the Cultural Precinct is enhanced by developing library activities and a volunteer program.	A quarterly program of library activities is established.	A program of library activities has been established, Jul-Aug & Sep-Nov published. 3,256 people attended library activities during Jul - Sep, a 65% increase from same period last year due to 1,500 attendees at Hawkesbury Family History Fair
		Maintain an active and well trained volunteer base of 30.	Exceeding target: Currently active and well trained volunteer base of 40
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.			



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Heritage - Component 30		Officer: Planning Manager	
Activity/Project	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% (25 Heritage appointments held)
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.	100% (21 out of 21 referrals)
3. Provide assistance grants for building conservation.	3.1 All applications reviewed and recommended to Council.	Report to Council within 10 weeks of application.	None received in this quarter
4. Undertake research and community consultation to identify what is important to preserve.	3.2 Funding sources for research are pursued and the community are consulted.	Research projects are undertaken in the specified time and findings are reported to Heritage Advisory Committee.	Slab Barn Study 2009/10 completed and invoices provided to DoP this quarter

City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Building Control - Component 31		Officer: Planning Manager	
Activity/Project	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 = 40 days Median = 22 days
	1.2 Age of current Development Applications- ratio of Development Applications older than 40 days to newer than 40 days.	0.7:1.	0.4:1
	1.3 Customer satisfaction measured via post application survey.	80% overall satisfaction.	66% (6 out of 9 responses)
2. Provide building certification and inspection services.	2.1 Secure a percentage of contestable service (in future requires accreditation).	55% of Market accredited building professionals deliver service.	57% (84 out of 145 applications)
	2.2 Cost effectiveness of contestable services.	Full cost recovery.	Not reviewed this quarter
	2.3 Turn around time for Construction Certificates.	21 days after Development consent issued.	100% (20 certificates)
3. Provide 149D building certificate services.	3.1 Ten day turnaround time for 149D Certificates.	80% compliance.	41% (5 out of 12 certificates)
4. Building Control Service is delivered in accordance with relevant legislation, Council policy and community strategic plan.	4.1 Policy is effective and appropriate, business systems are efficient and legislative changes are actioned.	A compliance review of 10% of determined applications and certificates is completed annually and systems are upgraded as required.	Elimination of Working Files Project commenced - compliance review deferred to later in year



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Development Control - Component 32		Officer: Planning Manager	
Activity/Project	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 = 40 days Median = 22 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.	0.4:1
2. Provide subdivision certification and inspection services.	2.1 Secure a percentage of contestable subdivision certification and inspection services.	25% of Market and accredited engineering professionals deliver service.	15%(13 of 84 applications)
	2.2 Turn around times for requests to release subdivision certificates	7 days after a complete request is received.	100% (7 applications)
3. Provide 149 planning certificate services.	3.1 Eight day turnaround time for 149 Certificates.	90% competed.	100% (513 certificates)
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.	100% (7 less than 5 days, 1 = 5 days of 8 meetings held)
5. Provide complying development certificate service	5.1 Turn around times for Complying Development Certificates	10 days after a complete application is received.	80% (5 certificates)
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.	100% (1 application)
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.	32% (13 of 40 applications)
8. Development Control Service is delivered in accordance with relevant legislation, Council policy and community strategic plan.	8.1 Policy is effective and appropriate, business systems are efficient and legislative changes are actioned.	A compliance review of 10% of determined applications and certificates is completed annually and systems are upgraded as required.	Elimination of Working Files Project commenced - compliance review deferred to later in year



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Development Control & Regulations - Component 37		Officer: Manager Regulatory Services	
Activity/Project	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.	Initial inspections of illegal development were undertaken during the reporting period within 72 hours of receipt of information
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.	There have been very few abandoned vehicle due to high scrap metal prices, but those few that were discovered by Council were responded to within 72 hours of detection
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 have been responded to within 72 hours of receipt of the complaint

Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Gallery - Component 39		Manager Cultural Services	
Activity/Project	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 A program of exhibitions.	Seven exhibitions per year.	Two major exhibitions held this quarter and a number of smaller exhibitions
		7,500 Gallery visitors per year.	1,528 visitors this quarter
		80% satisfaction rating from visitors.	94% satisfaction rating from visitors this quarter
2. Encourage community participation in visual arts.	2.1 Community participation in the visual arts is supported through public programs and the volunteer program.	14 Gallery activities per year.	13 activities held this quarter including openings, talks, films, workshops, excursions and member functions
		Maintain an active and well trained volunteer base of 35.	41 volunteers
Opening hours Monday to Friday -10am - 4pm; Saturday and Sunday 10am - 3pm (closed Tuesdays).			



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
City Planning - Component 43		Officer: Strategic Planner - Community	
Activity/Project	Key Performance Indicators	Target	Progress
1. Community plans reviewed and updated.	1.1 Tasks identified for Council's Community Planning Advisory Committee (CPAC).	Quarterly meetings/review quarterly.	Tasks completed as required
	1.2 Assist the Nepean Homelessness Taskforce develop a 10 year plan to end homelessness in the region.	June 2011.	Continuing to assist the taskforce in achieving its objectives
2. Develop and implement community participation and partnership programs.	2.1 Establish the Hawkesbury Community Panel to assist with defining key strategic areas.	September 2010.	Terms of Reference endorsed by the CPAC
	2.2 Consult community to define Hawkesbury's character.	December 2010.	Not completed
3. Conduct bi-annual community survey program.	3.1 Develop the community survey plan for 2011.	June 2011.	Scheduled for 2011
4. Social Planning.	4.1 Ensure that the NSW Government's Social Justice Principles are integrated into Council's Strategic Community Plan implementation.	Review annually.	For monitoring in conjunction with the Delivery Plan & Operation Plan for the HCSP
	4.2 Develop the Hawkesbury Social Planning Framework.	June 2011.	Framework outline endorsed by the CPAC
5. Demographic analysis.	5.1 Prepare outline for new Social Atlas.	June 2011.	Scheduled for 2011
	5.2 Demographic analysis for strategies.	As required.	Completed - as required



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
City Planning - Component 43		Officer: Strategic Planner - Land Use	
Activity/Project	Key Performance Indicators	Target	Progress
1. Maintain and update Hawkesbury Local Environmental Plan.	1.1 Updated Hawkesbury Development Control Plan reflecting provisions of Standard Template Local Environmental Plan as well as other amendments prepared, exhibited and adopted by Council.	March 2011.	On target
2. Prepare Residential Strategy.	2.1 Residential Strategy adopted by Council.	June 2011.	On public exhibition until 04/11/10
3. Review and update heritage list in Hawkesbury Local Environmental Plan.	3.1 Prepare plan to include additional heritage items in Hawkesbury Local Environmental Plan.	June 2011.	Not due in this quarter
4. Maintain and update Hawkesbury Local Environmental Plan.	4.1 Prepare Local Environmental Plans as resolved by Council and/or as directed by Department of Planning.	Plans prepared and updated in reasonable timeframe.	Bligh Park North Planning Proposal prepared and forwarded to DoP



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
City Planning - Component 43		Officer: Strategic Planning Co-ordinator	
Activity/Project	Key Performance Indicators	Target	Progress
1. Maintain and update Hawkesbury Local Environmental Plan.	1.1 Convert Hawkesbury Local Environmental Plan 1989 into Standard Template Local Environmental Plan.	Draft plan submitted to Department of Planning for finalisation by September 2010.	Report to Council re-exhibition of draft plan being prepared. Additional information requested from RTA. Application for Ministerial exemption under Section 458 of Local Government Act 1993 being prepared
2. Review and update heritage list in Hawkesbury Local Environmental Plan.	2.1 Incorporate updated heritage list in Standard Template Local Environmental Plan.	Draft plan submitted to Department of Planning for finalisation by September 2010.	Report to Council re-exhibition of draft plan being prepared. Application for Ministerial exemption under Section 458 of Local Government Act 1993 being prepared
3. Prepare flood risk management study and plan.	3.1 Flood risk management study adopted by Council.	June 2011.	Consultant engaged to prepare study. Stage 1 of 3 commenced
4. Prepare developer contributions plans in accordance with Department of Planning guidelines.	4.1 Contributions plan prepared and exhibited.	June 2011.	Waiting on new legislation and guidelines from Department of Planning to be made effective
5. Maintain and update Council's land use management information systems.	5.1 Maintain and update LEP, Section 149 Certificates, Proclaim and GIS system.	Update systems as required to ensure their accuracy and currency.	One amendment to Hawkesbury Local Environmental Plan 1989 made. Amendments required to Section 149 certificates / Proclaim and GIS due to DoP legislative changes, additional State Heritage items, and advice from DECCW
6. Maintain and update Council's Policy Register.	6.1 Update Policy Register upon resolution of Council.	Instruct relevant staff to update register within 14 days of Council resolution.	6 policies made by Council. Timeframe met for 4 policies, staff responsible for other 2 policies reminded of procedure for updating register
7. Service Council Committees as required.	7.1 Service Council's Floodplain Management Committee.	As adopted by Council.	No meetings held
8. Co-ordinate the implementation of the Integrated Planning and reporting Manual and Guidelines in relevant strategic plan and documents.	8.1 Identify implementation requirements, prepare action plans and report to MANEX.	September 2010.	Implementation requirements identified, reporting template prepared for Delivery Program and Operational Plan



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Parking Control - Component 49		Officer: Manager Regulatory Services	
Activity/Project	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.	Parking patrols have been conducted in a safe and responsible manner during the reporting period
2. Parking infringements are issued correctly for offences committed.	2.1 Accuracy of infringement notices issued.	99% Compliance.	There has been 99% accuracy of fines issued during the reporting period

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Recreation - Component 51		Officer: Manager Land Management	
Activity/Project	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.	Quarterly inspection undertaken
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.	The pool met all requirements and the grounds maintained to an acceptable standard
		Richmond Pool open to the community as per advertised opening hours.	Pool has been 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.	Formal meeting of representatives of Council and YMCA held every three months.	Formal meeting held on 28 September 2010 between Council staff and representatives from the YMCA. Also 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 and various documentation in accordance with the Deed of Management received by Council from the YMCA including monthly financial and attendance reports and the 2009/2010 Annual Report
4. Oasis Aquatic Swimming Centre.	4.1 Install solar water heating system on available roof space.	Reduction in annual electricity and gas consumption.	Quotes are currently being sought



Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Administrative Building - Component 59		Officer: Manager Building Services	
Activity/Project	Key Performance Indicators	Target	Progress
1. Building is maintained in accordance with Works Program.	1.1 Operation of communications.	98% uptime.	Compliant
	1.2 Operation of air conditioner.	96% uptime.	100% uptime during upgrade to new system
	1.3 Operation of Emergency generator.	Zero Failures.	Compliant

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Community Buildings - Component 60		Officer: Manager Building Services	
Activity/Project	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.	Slightly behind due to staff levels over the past months but will be complete by target dates
		New construction completed within budget.	On target
		Maintenance performed in a timely manner.	Compliant

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Works Depot - Component 61		Officer: Manager Construction and Maintenance	
Activity/Project	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.	Compliant

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Fire Control - Component 66		Officer: Director Infrastructure Services	
Activity/Project	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.	Achieved
		100% compliance with conditions of agreement.	Achieved



Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Emergency Services - Component 67		Officer: Director Infrastructure Services	
Activity/Project	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.	SES Building maintained and kept in acceptable standard
	1.2 Operation readiness maintained.	Complete activity report and forwarded to state headquarters at the completion of each incident.	All activity reports completed and forwarded
	1.3 Funds provided.	Funds processed in accordance with Council's adopted budget.	Funds provided and within budget

Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Museum - Component 79		Officer: Manager Cultural Services	
Activity/Project	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 A program of exhibitions is provided.	Three exhibitions per year.	Permanent exhibition + three temporary
2. Encourage community participation in history and heritage	2.1 Community participation in history and heritage related activities is supported through public programs and the volunteer program.	12 Museum activities per year.	4 activities this quarter, including walking tours and volunteers excursion to Parramatta
		Maintain an active and well trained volunteer base of 40.	62 volunteers
Opening hours: Wednesday to Monday 10am - 4pm, Closed Tuesdays (open by appointment for booked groups for guided tours), Closed Christmas Day, Boxing Day and Good Friday, open other public holidays.			



CARING FOR OUR ENVIRONMENT

In 2030 we want Hawkesbury to be a place where we have:

A community dedicated to minimising its ecological footprint, enjoying a clean river and an environment that is nurtured, healthy, protected and provides opportunities for its sustainable use

- Component 33 - Sewage Management Facilities
- Component 34 - Sullage Services
- Component 35 - Health Services
- Component 36 - Pollution Control
- Component 38 - Animal Control
- Component 43 - Strategic Planner- Environmental
- Component 48 - Environmental Stormwater
- Component 50 - Parks
- Component 63 - Street Cleaning
- Component 80 - Sewerage
- Component 81 - Domestic Water Management
- Component 88 - Cogeneration Plant
- Component 89 - Hawkesbury City Waste Management Facility



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Sewage Management Facilities - Component 33		Officer: Manager Regulatory Services	
Activity/Project	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.	Approximately 230 inspections are conducted each month which is in excess of the target requirements
		Approvals to operate SMF are issued within 21 days of inspection.	Approvals have been issued within 21 days during the reporting period
		Rectification work documentation is sent within 21 days from inspection.	Documentation for rectification has been sent within 21 days during the reporting period
		Annual report completed in June on compliance to Council's adopted program.	Report completed by the SMF team
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.	Target levels have been achieved during the reporting period

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Sullage Services - Component 34		Officer: Manager Waste Management	
Activity/Project	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	On target



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Health Services - Component 35		Officer: Manager Regulatory Services	
Activity/Project	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 were responded to within 48 hours of receipt of the complaint
		20 premises are inspected each month.	All food premises are now inspected annually with the inspections being completed during July to October each year
	1.2 Conduct Food Handling Training courses.	Three training courses are conducted each year.	Three training courses are conducted and well attended each year
		90% customer satisfaction in training course from evaluation survey.	Assessment sheets filled out by participants after the training course indicate approx. 97% satisfaction
	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.	Complaints about caravan parks have been attended to within 48 hours of receipt during the reporting period
		At least 25% of caravan parks in Hawkesbury inspected annually.	Target levels are being met 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.	Mosquito surveillance was conducted during Dec '09 and April '10 in accordance with Dept of Health requirements

City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Pollution Control - Component 36		Officer: Manager Regulatory Services	
Activity/Project	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 were investigated within 24hours or sooner during the reporting period
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 14 days of receipt of the invoice to pay



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Animal Control - Component 38		Officer: Manager Regulatory Services	
Activity/Project	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 rehomed.	There are a minimum of 80% of dogs rehomed 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 receiving a complaint about roaming dogs
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 negative satisfaction reports from the schools during the reporting period. Education classes are now conducted at the Council Chambers
		Four school visits per year.	There are a minimum of 4 visits 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.	Registration and micro chipping details are entered onto the system within 14 days of receipt
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	Hours of operation are being fully complied with

City Planning Division - Operational Plan and Performance Indicators 2010/2011			
City Planning - Component 43		Officer: Strategic Planner- Environmental	
Activity/Project	Key Performance Indicators	Target	Progress
1. Environmental Education for the community.	1.0 Maintain the Environmental Reporting indicators.	Launch an online portal system by June 2011.	Online portal on hold due to IPR legislation. Sustainable Living Guide to be implemented from the WaSIP program
		Complete State of the Environment Update Report by 30 November 2010.	Update report on target
2. Implement Project to save energy and water.	2.1 Provide updated quarterly information on water and energy usage to the management executive team (MANEX).	Quarterly briefing reports.	Presentation provided to the Community Planning Advisory Committee 5th August. First report provided to MANEX
3. Refine the integration of sustainability Principles and Objectives into governance framework and planning process.	3.1 Integrate Council's Sustainability Principles into all aspects of operation	Review and report annually.	Engaged consultant UTS- Institute of Sustainable Futures in August to assist staff to develop actions and measures for the Delivery Program



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
City Planning - Component 43		Officer: Strategic Planner- Environmental	
Activity/Project	Key Performance Indicators	Target	Progress
4. Have ongoing engagement and communication with our community, governments and industries.	4.1 Provide comments and advice to external and internal bodies on environmental issues.	Within 21 days of request.	Comments provided in accordance with target
5. Review, develop and implement waste and recycling strategy.	5.1 Develop a Policy and Action Plan to reduce, reuse and recycle waste generated by all council activities.	Reduction in consumption of natural resources.	Coordination of WaSIP working group to address this matter. Strategic Waste Action Plan approved by Council 28 April 2010
		Action Plan endorsed by the Management Executive Team.	Draft WaSIP Action Plan endorsed by MANEX 23 August 2010
	5.2 Service Council's' Waste Advisory Committee.	Twice a year.	Scheduled meeting 8th Sept 2010 cancelled due to the lack of agenda items
	5.3 Coordinate the project management of priority projects identified in the Waste and Sustainability Improvement Payment Program- Action Table.	Ensure the allocation of funds to each project and the relevant reports provided.	Coordinated internal meetings to identify possible projects for consideration:- 26 March, 28 April, 16 May, 28 May, 18 June, 29 July
6. Work with regional groups to develop Climate Change strategies.	6.1 Prepare a Draft Risk Management & Adaptation Plan to improve and support human services and delivery of outcomes for the community on the possible impacts of climate change.	Draft to be completed by June 2011.	Desktop review has been completed on the associated risks in relation to climate change. University of Western Sydney- Hawkesbury to finalise the risk assessment and adaptation Plan
7. Develop partnerships with relevant stakeholders to manage the Hawkesbury Nepean river system.	7.1 Participate in the Local Government Advisory Group.	Four meetings per year including an annual forum.	Meetings attended with Councillor Reardon as scheduled
8. Prepare a Natural Asset Policy.	8.1 Coordinate the Environmental Network Group.	Two meetings per year.	Meetings not scheduled as yet
	8.2 Participate in the Local Government and Sydney Western Area Health Service Environmental Health Committee.	Quarterly meetings to identify and deliver public and environmental health programs which are appropriate to the needs of the community and council policy objectives.	Meeting attended on 3 August 2010
9. Develop environmentally sustainable building guidelines.	9.1 Prepare draft guidelines.	Draft to be completed by June 2011.	Project not started as yet due to resources



Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Environmental Stormwater - Component 48		Officer: Manager Waste Management	
Activity/Project	Key Performance Indicators	Target	Progress
1. Operate and maintain 21 gross pollutant traps.	Monitor and ensure GPTs are operational.	GPTs inspected and cleaned post rain events.	100%compliance
2. Place pollutant removal results on web page.	Web page adopted.	Information provided each quarter.	On target
		Update results quarterly on webpage.	On target

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Parks - Component 50		Officer: Manager Land Management	
Activity/Project	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.	Lawns kept to agreed 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 as per schedule
2. To manage bushland under Council's care and control within available resources.	2.1 Bushland areas maintained and rehabilitated.	Work undertaken on 80% of reserves identified for rehabilitation.	Contracts for Yarramundi, Charles Kemp, Cattai Bridge, Skeleton Rocks, Green Swamp, Upper Colo, Bell Bird hill, Geeks Road, Glossodia Park, Hawkesbury park, Howe Park, Ebenezer Park
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.	Lawns kept to agreed heights
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.	Funding allocated as required
		Attend at least four key meetings of the Sports Council per year and maintain regular dialogue with administrator	One meeting attended in last quarter
		Attend at least two key meetings of the McMahons Park Committee per year	Meetings still to be attended
5. Recycling at Community Events.	5.1 Source separation of waste at community events.	Develop and implement a policy by December to increase recycling and source separation of waste at community events on Council land and development approvals for events on private property.	Policy is still to be developed
6. Pubic Place Recycling Trial.	6.1 Source separation of waste in public places eg Windsor/Richmond. Run trial of 50 bins in public areas for 12 months.	Develop and implement a policy by August 2010 to increase recycling and source separation of waste in public places.	Bin trial has commenced, policy is still to be developed



Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Street Cleaning - Component 63		Officer: Manager Construction and Maintenance	
Activity/Project	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	Compliant
		Bins within the CBD are cleared on a daily basis, and others in accordance with schedule.	Compliant
		Damaged bins repaired or made safe within two days of request.	Subject to availability
	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.	Compliant

Business Activities - Operational Plan and Performance Indicators 2010/2011				
Sewerage - Component 80		Officer: Manager Waste Management		
Activity/Project	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 one hour.	On target	
		1.2 Minor pump stations alarms responded.	Respond to alarms within four hours.	On target
		1.3 Sewer choke response.	Respond to notification within two hours.	On target
		1.4 Licence conditions met.	No breaches to EPA license conditions.	On target
2. To provide and maintain a high quality trade waste service to the community.	2.1 Monitor trade waste.	Trade Waste discharges comply with Hawkesbury City Council Requirements.	On target	



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Domestic Waste Management - Component 81		Officer: Manager Regulatory Services	
Activity/Project	Key Performance Indicators	Target	Progress
1. To provide the waste collection service.	1.1 Service missed bins.	24 hours from notification.	Missed bins have been serviced within 24hours 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-conformances during the reporting period
	2.2 Increase domestic recycling activities and community participation through education and the provision of increased recycling service.	Conduct annual education program with contractor to increase participation.	The annual education program will be created in March 2011 for the 2011/12 financial year. The current program in being implemented
3. To provide the Kerb Side Collection Service.	3.1 Manage kerbside collection service contracts.	100% compliance with contract conditions.	All conditions of the current contract have been complied with during the reporting period
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 2011.	The program will be designed during March 2011 by Envirocom P/L as part of the recycling contract requirements

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Cogeneration Plant - Component 88		Officer: Manager Building Services	
Activity/Project	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 four breakdowns per annum.	Generator has not operated since Council Resolution of 11 May 2010
	1.2 Maintain temperatures within the complex.	Minimal complaints from tenants.	Achieved
	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



Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Waste Management Facility - Component 89		Officer: Manager Water & Waste Management	
Activity/Project	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 - ongoing monitoring of gas exceedances in vacant UWS paddock
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.	100 % compliance
3. Waste Facility open to the public every day except Good Friday & Christmas Day.	3.1 Number of Days Facility Available.	100% Compliance.	98 % compliance - now closed all public holidays
4. Beneficial use of Methane Gas from Hawkesbury City Waste Management Facility.	4.1 Investigation of the feasibility to the beneficial reuse of Methane gas produced by the degradation of waste landfilled.	Reduction in greenhouse gas volume and future liability.	50% compliance - initial investigations of gas production completed
5. Alternative waste treatment feasibility study.	5.1 Look at different options available for the collection and treatment of municipal waste supported by an appropriate business plan.	Appropriate recommendation supported by the Waste Advisory Committee by July 2010.	10% quotes received assessment pending
6. Further classification of waste received at the Hawkesbury City Waste Management Facility to establish the amount of resources that may be diverted from the received "Other Municipal Waste"/ C& I/C&D waste stream.	6.1 Waste to landfill classified prior to disposal.	Reduction of materials going to landfill through improved resource recovery	10% quotes received assessment pending



LINKING THE HAWKESBURY

In 2030 we want Hawkesbury to be a place where we have:

A community which is provided with facilities and services efficiently linked by well maintained roads and accessible and integrated transport and communication systems which also connect surrounding regions

- Component 43 - Strategic Planner- Asset Management
- Component 44 - Community Safety Programs
- Component 46 - Roads to Recovery
- Component 47 - RTA Funding
- Component 52 - Roadworks Maintenance
- Component 53 - Roadworks Construction
- Component 54 - Kerb, Guttering and Drainage
- Component 55 - Carpark Maintenance
- Component 57 - Survey Design and Mapping
- Component 64 - Ferry Operations



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
City Planning - Component 43		Officer: Strategic Planner - Asset Management	
Activity/Project	Key Performance Indicators	Target	Progress
1. Develop action plan that satisfies the requirements for Asset Management Planning of the Integrated Planning and Reporting legislation.	1.1 Action Plan Developed	August 2010.	Completed
2. Develop and implement Asset Management Strategy.	2.1 Asset Management Strategy developed and adopted by Council.	July 2010.	Asset Management Strategy endorsed by MANEX
3. Implement Asset Management Improvement Program.	3.1 Manage the procurement process for Asset Management Information System.	June 2011.	Expression of Interest advertised and closing on 21 October
	3.2 Coordinate the selection of a suitable Asset Management Information System.	June 2011.	Expression of Interest evaluation plan developed and assessment panel formed to assess the EOI responses
	3.3 Oversee implementation of the Asset Management Information System and training of key staff in the new system.	June 2011.	Implementation commenced with EOI for AM System
4. Review and report on the implementation of the Asset Management Strategy.	4.1 Review report completed.	Annually.	Not due this quarter
5. Review and update Engineering Standard Specifications of the Hawkesbury Development Control Plan.	5.1 Specification updated for inclusion in the Hawkesbury Development Control Plan.	August 2010.	Draft specification completed



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Community Safety Programs - Component 44		Officer: Executive Manager - Community Partnerships	
Activity/Project	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 2011.	1.1 Continue to implement strategies and programs from the Plan as per timeline. Road Safety Steering Committee meeting held in September
	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 and injury prevention projects.	1.2 Regular meetings held with partners from Police, Health and RTA
2. Implement Mobility Plan including Pedestrian Access and Bike Plan.	2.1 Identify Implementation Strategy.	Implementation Strategy adopted.	2.1 Implementation Committee established to oversee implementation. Collaboration with Infrastructure Services to prepare submissions for RTA funding for construction of bicycle and pedestrian access facilities for 2011-2012. Funding applications submitted
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 2011.	3.1 Updated crime data collated for draft crime prevention plant. Liaison with Police LAC to obtain additional local level crime data. Liaison with BOCSAR to obtain additional local crime data

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Roads to Recovery - Component 46		Officer: Manager Construction and Maintenance	
Activity/Project	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.	The program is on track
		Submit required DOTARS reports with timeframes	All reporting is compliant and submitted on time



Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
RTA Funding - Component 47		Officer: Manager Construction and Maintenance	
Activity/Project	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 2010.	Expenditure is currently exceeding the forecast level. Activity has been reduced to bring the expenditure on track
		Maintenance completed in accordance with sound engineering principles.	Compliant
		95% urgent repairs made safe within 24 hours and repaired within one month.	Urgent repairs where known are made safe immediately

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Roadworks Maintenance - Component 52		Officer: Manager Construction and Maintenance	
Activity/Project	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.	Compliant
		95% of urgent repairs made safe within 24 hours and repaired within one month.	Urgent situations where known are made safe immediately

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Roadworks Construction - Component 53		Officer: Manager Construction and Maintenance	
Activity/Project	Key Performance Indicators	Target	Progress
1. Undertake roadworks construction program.	1.1 Improved road network.	Complete 90% of adopted program by 30 June 2010.	On Track
		Project completed within budget.	Compliant



Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Kerb, Guttering and Drainage - Component 54		Officer: Manager Construction and Maintenance	
Activity/Project	Key Performance Indicators	Target	Progress
1. Undertake the re-construction, maintenance and repair of kerb and gutter and footpaving.	1.1 Reduction in areas of failed footpaving or Kerb and Gutter.	Completion of 95% of Adopted Works Program.	On Track
	1.2 Level of response to dangerous situations where advised.	Action taken within 24 hours.	Compliant
2. Undertake drainage construction repair and maintenance.	2.1 Improvements to drainage systems.	Completion of 95% of Adopted Works Program.	Drainage construction is currently in the design phase
		Dangerous Situations acted upon within 24 hours.	Compliant
		Programs identified for necessary improvement for Council consideration.	Projects were identified and adopted by Council in the current works program

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Car park Maintenance - Component 55		Officer: Manager Construction and Maintenance	
Activity/Project	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.	Compliant
		Signs and lines are provided in accordance with RTA standards.	Compliant

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Survey Design and Mapping - Component 57		Officer: Manager Design and Mapping Services	
Activity/Project	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 seven days of notification, data entered into system within 21 days.	Target Met



Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011

Ferry Operations - Component 64

Officer: Manager Construction and Maintenance

Activity/Project	Key Performance Indicators	Target	Progress
1. Provide a Ferry Service at Lower Portland	1.1 Availability of Service	Ferry operating within of schedule time and operation compliance with Maritime Authority.	The ferry operation has and is compliant with the Authority



SUPPORTING BUSINESS AND LOCAL JOB

In 2030 we want Hawkesbury to be a place where we have:

New and existing industries which provide opportunities for a range of local employment and training options, complemented by thriving town centres.

Component 40 - Strategic Activities

Component 90 - Tourist Information Centre



General Manager's Office - Operational Plan and Performance Indicators 2010/2011			
Strategic Activities - Component 40		Officer: Strategic Planner	
Activity/Project	Key Performance Indicators	Target	Progress
1. Tourism market development.	1.1 Tourism Strategy for Area.	Prepare tourism plan to guide role and development of tourism in area, by June 2011.	Brief in preparation
		Undertake tourism research projects with adjoining councils in Hawkesbury region to identify market opportunities to position area/ region for tourists and support local employment and business growth, by June 2011.	Project underway with other councils (The Hills and Hornsby) and consultant engaged to complete report. To be completed by December 2010, and then reported to Council. Half of funding secured from State Government
		Incorporate "Macquarie 2010' into promotional strategies to track history/ heritage as visitor attractor of area.	Events held and attendance/ interest monitored. Events drawn people from inside and outside the area who are interested in the bicentenary and history of area. History as a visitor attractor is only one promotional strategy that needs to be targeted
	1.2 Infrastructure development.	Identify infrastructure standards and needs desirable for tourism development.	Database started
2. Business and employment market knowledge.	2.1 Business employment research.	Undertake preliminary analysis of businesses and industry sector locations to understand business drivers for land/ business premises (compared to land use zones).	Access to ATO's Australian Business Register being established to be cross referenced with Council property data and strategic planning documents eg. Employment Land Study to build a picture and trends
		Undertake preliminary analysis of business drivers governing the employment decision, by June.	Not started
3. Economy Research and Knowledge.	3.1 Business Resources.	Review and promote business resources of library.	Not started. Contact to be made with Library to ascertain current approach and ways to inform business community. Incorporate information into item 3 (3.2)
	3.2 Business Webpage.	Develop business webpage for Council's Website.	Intention raised with IT and meeting with technical staff to understand parameters underway. Tobe developed during the year



General Manager's Office - Operational Plan and Performance Indicators 2010/2011			
Strategic Activities - Component 40		Officer: Strategic Planner	
Activity/Project	Key Performance Indicators	Target	Progress
	3.3 Business Trends.	Review and establish gaps in industry/ business needs for the future (skills, resources, growth sectors etc).	Not started. The Online environment is a key area that business should build into their business models
		Explore growth of home base business in area.	Subject to item 2 (2.1) above.
4. Business self - help.	4.1 Business to Business Support.	Support industry and employment associates and groups that provide business—to business support for businesses in the area.	Contact and support provided to local business groups - guidance on government programs, events and funding opportunities. Attend meetings as required. who online bus workshop on 30 September 2010
	4.2 Training providers to Business Support.	Meet with training providers and service groups to explore ways in which they can address gaps/ needs of area businesses.	Not started. To be started next quarter with City Planning - Strategic Planning
	4.3 Business Awards.	Sponsor up to two industry activities that support excellence in business operation, by April 2011.	HHART 2010 tourism business awards supported - held August 2010. 2011 Awards to be supported - to be held April 2011
5. Business/ Employment Training and Skills opportunities.	5.1 Future Leaders Skills Program.	Undertake up to two high-school (youth) business skills programs with project partners Schools Industry Partnership – Penrith Hawkesbury Blue Mountains, by June 2011.	Under review. SIP funding/ role changed. SIP invited to supply details about alternative ways in which Council can support student business skills education
	5.2 Secondary Education Scholarship.	Sponsor one undergraduate scholarship for a first year university student (from high school) at Hawkesbury Campus of UWS, by March 2011.	On target
6. Community - Buy Local.	6.1 Friendship Program.	Support the use of area businesses in Hawkesbury Sister City Association and Council activities for Sister Cities. City Country Alliances, by June 2011.	Local businesses utilised by Council and Sister City Association for the Kyotamba Sister City - Mayor and Delegation Visits in October 2010. # need to delete "City Country Alliance"
		Support the use of area businesses in Hawkesbury Sister City Association and Council activities for City Country Alliances, by June 2011.	On target



General Manager's Office - Operational Plan and Performance Indicators 2010/2011			
Strategic Activities - Component 40		Officer: Strategic Planner	
Activity/Project	Key Performance Indicators	Target	Progress
7. Working with WS councils.	7.1 Location trade development.	Explore opportunities that promote trade development with area business in other Councils' economic development plans.	Contact made with Blacktown Council Officers to explore concept of promoting area as part of a Visit Blacktown/Hawkesbury strategy. Blacktown is positioning to be a sports hub (AFL etc) and the area could offer day trips and scenic escape etc
8. Federal and State Government Support.	8.1 Funding opportunities.	Monitor funding opportunities for business and employment development in the area.	On target and on demand. Notification on funding opportunities reviewed/ assessed and forwarded to the local business groups for their interest
	8.2 Business and Employment Plans.	Monitor and participate in government plans that apply to the area and advocate for strategies and actions that benefit and address area business needs.	On target and on demand. Relationships established with Government agencies

Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Visitor Information Centre - Component 90		Officer: Manager Cultural Services	
Activity/Project	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	3,939 visitors: 38% are from Sydney suburbs; 30% from Hawkesbury and surrounds; 14% from intrastate; 9% from interstate and 9% from overseas. 3,359 enquiries dealt with. 9,492 visits to tourism website during Jul - Sep
		Respond to enquiries within five working days.	Target achieved
2. Support promotion of the Hawkesbury	2.1 Monitor available promotional material on the Hawkesbury	Review and update visitor information, in a range of formats, on the Hawkesbury area.	The Hawkesbury Windsor-Richmond brochure has been revised and re-printed as the Hawkesbury drives brochure
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			



SHAPING OUR FUTURE TOGETHER

In 2030 we want Hawkesbury to be a place where we have:

An independent, strong and engaged community, with a respected leadership which provides for the future needs of its people in a sustainable and financially responsible manner.

Component 10 - Computer Services
Component 11 - Records
Component 16 - Insurance Risk Management
Component 17 - Workers Compensation
Component 18 - Financial Planning
Component 19 - Accounting Services
Component 20 - Rating Services
Component 21 - Investment Debt Servicing
Component 22 - Corporate Services & Governance
Component 23 - Word Processing
Component 24 - Supply
Component 25 - Property Development
Component 28 - Reception
Component 29 - Fleet Management
Component 42 - Legal Services
Component 58 - Printing & Sign Writing
Component 62 - Operations Management
Component 65 - Human Resources
Component 68 - Corporate Communication
Component 69 - Elected Members
Component 70 - Executive Management
Component 91 - Customer Service



Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Computer Services - Component 10		Officer: Chief Information Officer	
Activity/Project	Key Performance Indicators	Target	Progress
1. To provide agreed levels of system availability.	1.1 Infrastructure Strategy.	IT Disaster Recovery infrastructure in place and tested.	Planning process commenced
		VOIP readiness for Administration Building and Deerubbin Centre.	Complete
	1.2 Internal Capabilities Strategy.	Administration Centre Disaster Recovery Plan up to date and stored off site.	Target met
		IT Disaster Recovery Plan developed.	In progress
		IT Disaster Recovery Plan tested.	No action to date. Awaiting completion of 1.1
2. To reduce operating costs of IT infrastructure and services.	2.1 Internal Communications Strategy.	Continued increase of Intranet and e-mail by Council staff.	Staff continuously reminded of and encouraged to utilise electronic tools for dissemination of information
		Streamline of storage and publication of documents via multiple portals e.g. Web, Intranet, DataWorks.	Links implemented on both Intranet and Web site to access documents directly from DataWorks and reduce duplication
	2.2. Collaborative Working Strategy.	Improved customer service by development of DataWorks workflows.	Customer Request Management Business Research Study to commence November
		DataWorks workflows developed for internal staff performance reviews.	HR Appraisal system being implemented utilising FinanceOne. Trial DataWorks workflows proved unsuitable for requirements
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 three months of expiry unless extended.	Target met
	3.2 Client Delivery Strategy.	On line Communications Committee to meet quarterly.	Target met
		Phase two of web site development commenced.	Development in progress and on target
		Consideration of web site requirements to meet on-going and future needs of Community.	On Line Communication Committee and IT Steering Committee actively engaged in discussions



Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Computer Services - Component 10		Officer: Chief Information Officer	
Activity/Project	Key Performance Indicators	Target	Progress
		Access to Council internal Helpdesk from 8.00am to 5.30pm, Monday to Friday, 98% of the time.	Target met
	3.3 Stakeholder Management Strategy.	IT Steering Committee meets at least four times per year.	Target met
		Development of IT Strategy.	No action to date

Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Records - Component 11		Officer: Manager - Corporate Services & Governance	
Activity/Project	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 - 99% within 8 business hours and 100% within 12 business hours
	1.2 Record keeping rules.	Regular monitoring of adherence to precis rules.	On Target - Nightly audit of Customer Request Preci
	1.3 Refine existing records.	DataWorks refined with indexes and compliant against State Records Standard.	On Target - 60% achieved to date with GDA10
	1.4 Training.	All relevant Council staff trained in Records Management.	On Target - 100% of new users - induction training; Refresher Training underway with 3 area specific training and 7 other refresher training to date
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.	Develop a sentencing and destruction regime in accordance with GDA24.	Completed
		Relevant digital documents sentenced and destroyed by 30 June 2011.	On Target - 9080 digital documents destroyed to date and over 29,000 physical documents destroyed to date



General Manager's Office - Operational Plan and Performance Indicators 2010/2011			
Insurance Risk Management - Component 16		Officer: Manager Risk Management	
Activity/Project	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.	Insurance program renewals as at 31st October 2010 through the Westpool & UIP agreements are on track
	1.2 Provide timely, accurate and quality Risk Management and insurance advice.	Advice to satisfaction of customers.	Information provided to MANEX & Snr Managers as appropriate. New modes of communication being investigated
	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.	Interrogation and communication of Westpool Strategies underway
	1.4 Manage Council's insurance claims in a cost effective manner.	Regular claims reviews and status reports of large claims reported to MANEX.	Developments in larger claims reported to 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.	Systems of identification and control of emerging trend in development. Reports to MANEX & Senior Management will be included in the process



General Manager's Office - Operational Plan and Performance Indicators 2010/2011			
Workers Compensation - Component 17		Officer: Manager Risk Management	
Activity/Project	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.	Legal compliance register developed to track legislative change
	1.2 Develop a process for training employees on Accountabilities, Responsibilities and Authorities.	All staff reintucted into OHS & IM system.	Project developed and training completed
	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.	Awaiting 2 Departmental PSAP returns to develop the Councils 2010-2011 Training plan
	1.4 Monitor claims performance and provide monthly reports on claims made.	Acceptance by WorkCover of monthly claims data submissions.	All WorkCover monthly returns completed and declared compliant
	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 project completed & due to convert to the new software in November
	1.6 Develop strategies to achieve compliance with National Model.	Achieve 75% compliance in two of the five elements of the WorkCover NSW Self Insurers model 2007.	Strategy development ongoing. New staffing arrangements to commence on October 25th
	1.7 Maintain Workers Compensation Self Insurers licence.	Complete Annual Self Insurers licence renewal in accordance with Work Cover's Licensing policy by 31 October 2010.	Case Management audit completed in preparation of the Annual licence renewal
	1.8 Achieve compliance with the WorkCover Self Insurers Case Management Guide.	90% compliance with Worker's Annual Case Management Audit.	WorkCover satisfied with Councils Case Management Action plan following the Case Mgt audit in March 2010. Next Audit due in 2013
	1.9 Information sharing and continuous improvement.	80% attendance of peak bodies and industry group meetings.	Attendances at Self Insurers Association meetings & WorkCover training sessions & the OHS Users Group



Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Financial Planning - Component 18		Officer: Chief Financial Officer	
Activity/Project	Key Performance Indicators	Target	Progress
1. Financial Planning - to manage based on a comprehensive financial strategy.	1.1 A planned approach to Council programming.	Management Plan adopted by June each year.	Not applicable for this quarter
	1.2 The effective implementation of Council's Long Term Financial Strategy	Review the Long Term Financial Plan (LTFP) annually.	Target achieved - LTFP has been reviewed as part of the 2010/2011 budget process. Plan will be reviewed again as part of the 2011/2012 budget process
2. Management Reporting - maintain effective and informative internal management reporting to meet corporate requirements.	2.1 Timely, accurate and informative financial reporting.	Manager's Reports distributed within five days of EOM.	Target achieved for the first quarter in 2010/2011 - Monthly reports are distributed within 5 days of EOM
		Monthly reports to MANEX within 14 days of EOM.	Monthly reports submitted to the first available MANEX meeting each month
	2.2 Adequate resources available to fulfil the Management Plan.	Quarterly Reviews adopted within two months of end of quarter	Target achieved - All Quarterly Reviews for 2009/2010 adopted by Council within the statutory deadline. September Quarterly Review 2010/2011 submitted for Council adoption at the meeting 24 November 2010
3. Systems Management - develop and maintain the financial systems.	3.1 Ensure the integrity and effectiveness of the financial systems.	Review Financial Systems Plan (FSP) annually.	In progress - The FSP is being reviewed and will be submitted to the IT steering committee for review
		Review project strategy monthly.	Target partially achieved - During the first quarter of 2010/2011 two meetings were held to review systems strategy and prioritise projects



Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Accounting Services - Component 19		Officer: Chief Financial Officer	
Activity/Project	Key Performance Indicators	Target	Progress
1. Accounts Payable - To ensure payment of Council's Creditors in accordance with Council's Credit Terms.	1.1 Assess the effectiveness of payment processing of creditors.	All Council Creditors paid in accordance with Council's Credit Terms.	Target achieved - For the first quarter of 2010/2011, the weekly cheque run ensured the payment of Council's creditors in line with Council's payment terms. Cheque signatories reviewed for accuracy
2. Payroll - To ensure the timely and accurate processing of payroll.	2.1 Accurate and timely payroll processing.	Payroll transmitted weekly by 2pm every Wednesday.	Target achieved - For the first quarter of 2010/2011, the payroll was produced, checked by senior Finance staff and transmitted by 2pm every Wednesday
3. Debtors - To ensure the timely and accurate processing of accounts receivable.	3.1 Outstanding Debtors and other ratio.	Statements sent within five days of EOM.	Target achieved - For the first quarter of 2010/2011, sundry debtors invoices and statements were sent within 5 days of EOM
		Outstanding Debtors Ratio <10% (industry benchmark).	Target not achieved. Ratio as at the end of September 2010 is 16%. Industry benchmark 10% - 15%. High ratio is partly attributed to a number of outstanding debtors in relation to grant funding, raised at the end of the financial year 2009/2010. Ratio will be monitored
4. Statutory Compliance - To ensure Council's compliance with external regulatory and taxation legislation.	4.1 Accurate and timely S94 Register Updates.	S94 Register reconciled within five days of EOM.	Target achieved - For the first quarter of 2010/2011. Reconciliations have been performed and signed off by senior Finance staff
	4.2 Adequate Council's Reserves.	Reconciliation of Reserves within five days of EOM.	Target achieved - For the first quarter of 2010/2011 reconciliations have been performed. Reserves are reported to MANEX on a monthly basis
	4.3 Compliance with taxation and other regulatory legislation.	BAS and Diesel Fuel submitted by 21st of each month.	Target achieved - For the first quarter of 2010/2011 all statutory deadlines have been complied with
		FBT submitted by 21 May each year.	Target achieved - For the first quarter of 2010/2011 all statutory deadlines have been complied with
		ABS and DLG returns submitted by due date.	Target achieved - For the first quarter of 2010/2011 all statutory deadlines have been complied with. The 2009/2010 Annual financial statements submission to the DLG is on target
5. Cash Management - To ensure Council has sufficient cash resources to meet future commitments	5.1 Adequate liquidity maintained at all times.	Bank Reconciliation within five days of EOM.	Target achieved - For the first quarter of 2010/2011 reconciliations have been performed and signed off by senior Finance staff



Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Accounting Services - Component 19		Officer: Chief Financial Officer	
Activity/Project	Key Performance Indicators	Target	Progress
		Unrestricted Current Ratio > 2:1 (industry benchmark).	For the year ended June 2010, the Unrestricted ratio was well above the benchmark at 4.35:1
6. Financial Reporting - To provide statutory financial accounts to stakeholders in compliance with the legislative requirements.	6.1 Timely and accurate financial reporting.	Statutory financial reports submitted by 7 November each year.	Annual Financial Statements for the year ended 30 June 2010 on track to be submitted by 7 November 2010
	6.2 External Audit recommendations implemented in a timely manner.	External Audit recommendations implemented within 12 months of audit opinion/recommendation.	There were no Audit recommendations arising for the 2009/2010 Interim External Audit. Recommendations arising from the EOY External Audit 2009/2010 are on track to be implemented by June 2011
	6.3 Assess the effectiveness of Council's financial management practices and policies and compliance with prescribed legislation.	Unqualified Audit Opinion.	Target achieved for EOY June 2010 Statutory Accounts. An unqualified opinion was received by Pricewaterhouse Coopers - the External Auditor

Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Rating Services - Component 20		Officer: Chief Financial Officer	
Activity/Project	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 Accurate and timely distribution of rating notices.	Rate Notices issued by due dates each year. (31 July, 31 October, 31 January and 30 April)	Target achieved - For the first quarter of 2010/2011 rates notices were sent within the statutory deadlines
	1.2 Turnaround time for issuing S603 certificates.	Issued within three Working Days.	Target achieved - For the first quarter of 2010/2011, S 603 certificates were issued within the target timeframe
	1.3 Accurate of Council property database.	Updates within five Working Days.	Target achieved - During the first quarter of 2010/2011, the property database was regularly updated within target timeframes
2. Debt Recovery - To minimise Council's exposure to outstanding debts through effective debt recovery procedures.	2.1 Outstanding Debtors (Rates and Annual Charges) Ratio.	Rate Arrears < 4.00% (industry benchmark).	The Rates Arrears Ratio as at June 2010 was higher than the industry benchmark of 4% - 5%. The ratio is 6.4%. Council's Debt Recovery policy was reviewed and adopted by Council in June 2010. This ratio will be monitored during the year



Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Investment Debt Servicing - Component 21		Officer: Chief Financial Officer	
Activity/Project	Key Performance Indicators	Target	Progress
1. To ensure the investment strategy maximises the return on Council's investment portfolio.	1.1 Effective investment strategies to maximise returns on investment.	ROI > 90 Day Bank Bill Rate (Industry benchmark).	Target achieved - During the first quarter of 2010/2011, interest rates achieved on Council's investment portfolio have been above the industry benchmark at all times
	1.2 Ensure that Council's investment strategy compares with industry standards.	Review Investment Policy annually.	Target achieved - Council's Investment Policy was reviewed and adopted by Council on the 29 June 2010. Next review due May 2011
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.	Not applicable - During the first quarter of 2010/2011 there were no loan payments due
	2.2 Assess the ability of Council capacity to service outstanding debt.	Debt Service Ratio < 10% (industry benchmark).	Not applicable - During the first quarter of 2010/2011 there were no interest on loans payments due

Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Corporate Services and Governance - Component 22		Officer: Manager Corporate Services and Governance	
Activity/Project	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 two working days of receipt of each application.	On Target - 166 Informal Access Applications processed - 97% initial response within 2 working days
	1.2. Applications assessed under the Freedom of Information Act and Government Information (Public Access) Act.	Applications completed in accordance with statutory requirements.	On Target - No Formal GIPA applications received
	1.3 Development and review of Corporate Services and Governance policies.	Policies are implemented and reviewed in accordance with legislative requirements.	On Target - 1 review completed; 1 under review



Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Word Processing - Component 23		Officer: Manager Corporate Services and Governance	
Activity/Project	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.	On Target - 6 Council Meetings
	1.2. Compilation of Council Meeting Minutes.	Draft completed and distributed to Senior Staff within 48 hours after Meeting.	On Target - 6 Council Meetings
	1.3. Distribution of Action Items from Council Meeting Minutes.	Distributed to Senior Staff within four working hours from final approval of draft minutes.	On Target - 6 Council Meetings
	1.4. Distribution of Questions Without Notice.	Distributed to Senior Staff within eight working hours from final approval of draft minutes.	On Target - 6 Council Meetings
	1.5. Council Business Papers completed for publication on Council's website.	Forwarded to Information Technology prior to 12 noon on the Friday before the meeting.	On Target - 6 Council Meeting Business Papers uploaded (by WordPro due to change in process)
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 one working hour.	On Target
	2.2. Preparation of word documents.	Completed and returned within two working days.	On Target



Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Supply - Component 24		Officer: Chief Financial Officer	
Activity/Project	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 stocktake.	Bi annual review of slow moving stock scheduled. An annual stock take will be undertaken towards the end of the financial year
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.	In progress - Procurement Operational Management Standard implemented in June 2010. Tendering Operational Management Standard to be implemented in October 2010
	2.2 Procurement Guidelines.	Review procurement guidelines annually.	Target achieved - Procurement Operational Management Standard implemented in June 2010. Tendering Operational Management Standard to be implemented in October 2010
	2.3 Response to Quotation requests.	Quotation requests within agreed timeframes with customers.	Target achieved - During the first quarter of 2010/2011 requests were promptly dealt with within the target timeframe
3. Ensure consideration to the environmental impact of procurement decisions.	2.4 An adopted Green purchasing policy.	Develop green purchasing policy by June 2011.	Development of green purchasing guide complete. Development of green purchasing OMS in progress



Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Property Development - Component 25		Officer: Manager Corporate Services and Governance	
Activity/Project	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.	Target Achieved. Only 3 properties vacant
	1.2 Inspections of Council's leased residential properties.	Each residential property inspected annually during October to December.	Not Applicable for this quarter
	1.3 Inspections of Council's leased commercial/retail properties.	Each commercial/retail property inspected annually during January to March.	Not Applicable for this quarter
	1.4 Consumer Price Index reviews implemented for the relevant leases.	100% of CPI reviews implemented within 2 months of review date.	All applicable properties subject to CPI reviews within timeframe
	1.5 Process lease options and lease renewals.	100% of tenants notified within three to six months of termination dates.	All leasees with renewals or options notified with timeframe
	1.6 Monitoring payments of property rentals for leased premises in Council's property portfolio.	85% or greater property rentals paid when due.	Target achieved and penalty interest implemented when necessary
	1.7 Actioning of Council resolutions regarding property leases, sales and acquisitions.	Initial action commenced within five working days of approved Council resolutions.	Better than target achieved as resolutions are usually implemented within 2 working days

Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Reception - Component 28		Officer: Manager Corporate Services and Governance	
Activity/Project	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 - 100% achieved to date
Opening hours Monday-Friday 8:30am - 5:00pm			On Target - 100% achieved to date



Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Fleet Management - Component 29		Officer: Chief Financial Officer	
Activity/Project	Key Performance Indicators	Target	Progress
1. To manage Council's fleet in a sustainable manner.	1.1 Adherence to Council's Fleet Policy.	Monthly reports completed and communicated.	Target achieved - During the first quarter of 2010/2011 monthly reports were e-mailed to each driver
		All leaseback vehicles are inspected quarterly to ensure they are maintained in accordance with the manufacturers recommendations.	Target achieved - During the first quarter of 2010/2011 inspections were scheduled and carried out as scheduled
		Vehicles are replaced in accordance with the policy.	Target achieved - For the first quarter of 2010/2011 Council's leaseback fleet was replaced in line with the Council's Fleet Policy
		Fleet Management Policy reviewed annually.	Fleet Policy due to be reviewed June 2011

Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Legal Services - Component 42		Officer: Director Support Services	
Activity/Project	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 both of Council's Solicitors outlining outstanding legal matters
		Regular monitoring of reports outlining outstanding legal matters.	The monthly reports from both of Council's Solicitors are considered and monitored by MANEX



Support Services Division - Operational Plan and Performance Indicators 2010/2011			
Printing and Sign Writing - Component 58		Officer: Manager Corporate Services and Governance	
Activity/Project	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 4pm on the Thursday prior to the meeting.	On Target - Business paper for all 6 Council Meetings completed within timeframe
		Others-completed by 12 noon on the Friday prior to meeting.	On Target - Business paper for all 6 Council Meetings completed within timeframe
	1.2 Provide timely quotations to external organisations for printing and sign writing requests.	Quotations provided within two working days of request.	On Target - all quotations provided within timeframes
	1.3 Acceptance of competitive quotations provided to external customers.	Acceptance of 80% of quotes provided.	On Target achieving greater than 80% to date
	1.4 Preparation of emergency signage for road closures, diversions and the like.	Provided within one working day from request.	On Target with majority of requests dealt with immediately and all within timeframe
	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 and better than target currently achieved
	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

Infrastructure Services Division - Operational Plan and Performance Indicators 2010/2011			
Operations Management - Component 62		Officer: Manager Construction and Maintenance	
Activity/Project	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.	Compliant
2. An effective plant replacement program	2.1 Plant items are suitable for current needs.	90% adopted plant replacement program achieved.	Plant selection is relevant to present needs
	2.2 Provide adequate funding for plant replacement	Sufficient funds within plant reserve.	Funding is adequate for anticipated replacement cost



General Manager's Office - Operational Plan and Performance Indicators 2010/2011			
Human Resources - Component 65		Officer: Manager Human Resources	
Activity/Project	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 has 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 July to September quarter ten (10) vacancies) were filled and applicants appointed with the relevant qualifications, skills and experience
	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 and updating of Operational Management Standards for approval by Management and presentation to 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 through consultation with the appropriate parties and Unions or will be resolved through ongoing discussions with parties
		Provision of accurate and timely advice to Management and Staff on industrial and legislative issues.	Management and staff kept informed of progress of any 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.	All annual and probationary reviews completed and returned
		Monitor, review and update Performance Management and Salary Administration Systems as required.	No change in Performance or Salary Administration systems
	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.	Continued reviewing of corporate and individual training to suit the needs of the organisation in upskilling and developing staff



General Manager's Office - Operational Plan and Performance Indicators 2010/2011

Human Resources - Component 65

Officer: Manager Human Resources

Activity/Project	Key Performance Indicators	Target	Progress
		Provide learning opportunities including technical, personal and professional development that support Council's objectives.	Ongoing sourcing and organising of training and development for staff as required
	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



General Manager's Office - Operational Plan and Performance Indicators 2010/2011			
Corporate Communication - Component 68		Officer: Manager Corporate Communication	
Activity/Project	Key Performance Indicators	Target	Progress
1. Engage the community to help determine affordable levels of service.	1.1 Objectives of Communication Strategy Undertaken.	Achieve Customer Service Institute of Australia accreditation	Participated in Style Guide working party and business writing improvement projects. Assisted in Customer Service Strategy activities
2. Have ongoing engagement and communication with out community, governments and industries.	2.1 Media relationships reviewed and enhanced.	Review of media services arrangements. Regular contact with all local media. Finalise 80% of media enquiries within three working days.	Review of media service arrangements to be undertaken, in regular contact with local media and enquiries finalised as required. 26 media comments requests responded to
	2.2 Issues Management Advice and Monitoring.	Regular updates provided to General Manager.	Updates provided as needed and/or requested
	2.3 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.	56 Media Releases issued. Take up rate not monitored due to lack of resources
	2.4 Strategic Cross Functional Working Groups organised and progressed.	Project Plans accomplished within timeframes set.	Participated in a number of working groups including Online communication, IT Steering Committee, Macquaire 2010 Committee
3. Develop and implement a community participation and partnership program.	3.1 Manage civic events, publications and public relation activities.	Programs and events completed and conducted within budget.	Delivered civic events/programs including Local Government Week, Sports Awards, Natalie Burton Award, RCIP openings including new sewer infrastructure and Ham Common exercise equipment openings, cooperated in Macquaire 2010 activities and continued planning for Freedom of the City, Richmond Park Renewal launch and Proclamation Day. Issued Community report and produced quarterly newsletter. Wrote 12 mayoral columns and 13 speeches



General Manager's Office - Operational Plan and Performance Indicators 2010/2011			
Elected Members - Component 69		Officer: General Manager	
Activity/Project	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.	Payments made within appropriate timeframes in accordance with level of fees for councillors as adopted by Council annually
	1.2 Ensure remuneration levels for mayor and councillors are reviewed	Appropriate submission to be made to Local Government Remuneration Tribunal.	Submission not due until first quarter of 2011
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 relate to strategic matters and issues of relevance to the Council
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.	Meetings to be held reviewed prior to the commencement of each calendar year. Number and frequency meets legislative requirements
		Meetings conducted in accordance with Code of Meeting Practice.	Code of Meeting Practice reviewed. Meetings are conducted in accordance with the requirements of the Code
	3.2 Committees and membership predetermined by Council annually	Review undertaken in September 2010.	Review of structure and operation of committees undertaken in September 2010



General Manager's Office - Operational Plan and Performance Indicators 2010/2011			
Component 70 - Executive Management		Officer: General Manager	
Activity/Project	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.	Operation of system under continual review to ensure its effectiveness and to meet 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.	Transformation of existing system to meet requirements of National Model underway towards target of audit by WorkCover in August/September 2011
	2.2 Resource allocation to facilitate the implementation of OH&S strategies.	Consistent with comparable local government councils per staff unit.	Additional resources provided in 2010/2011 Adopted Budget. Recruitments of new positions commenced
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.	Performance reviews undertaken
	3.2 To assess the effectiveness of managing and developing human resources.	Training & Development \$ > 1% budget and 90% satisfaction with training courses.	Training budget and satisfaction and achievements of training undertaken in line with expectations
	3.3 To assess the effectiveness of managing financial resources.	Overall performance vs Budget +/- 5.00%.	On target
	3.4 To assess the effectiveness of achieving strategic and operational performance objectives.	95% Strategic & Operational Targets Achieved.	On target



City Planning Division - Operational Plan and Performance Indicators 2010/2011			
Customer Service - Component 91		Officer: Executive Manager - Community Partnerships	
Activity/Project	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.	Achieved
	1.2 Customer requests for technical advice logged and forwarded to responsible officer.	Customer service enquiries logged and forwarded within one working day.	Achieved
2 Provide counter and telephone customer services to City Planning customers.	2.1 Customer requests met in accordance with the Customer Contact and Service Standards.	Customer Contact and Service Standards Met.	Achieved Customer Contact and Service Standards in City Planning Counter and telephone services
3. Deliver customer services in accordance with identified benchmarks.	3.1 Measure performance in achieving service standards as identified in the Customer Service Charter and the Customer Contact and Service Standards.	Achieve identified 85% of benchmark.	Investigating purchase of a Customer Request software program that will provide reports in relation to Customer Contact and Service Standards
4. Provide quality customer services by maintaining and improving customer satisfaction levels.	4.1 Customers surveyed to establish level of satisfaction with services received.	Maintain and increase customer satisfaction levels.	A Customer Service Training Strategy developed to focus on adopted Customer Service Charter and Customer Contact & Service Standards
5. Align Council's Customer Service processes with International Customer Service Standard (ICSS) benchmarks.	5.1 Maintain ICSS accreditation.	ICSS accreditation maintained.	Final Stage of Pre-Certification Report submitted to CSIA