



Hawkesbury City Council

attachment 1  
to  
item 81

Management Plan  
2011/2012  
Quarterly Budget  
Review Statement

date of meeting: 29 May 2012  
location: council chambers  
time: 6:30 p.m.



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**Hawkesbury City Council  
Management Plan  
2011/2012**

**Quarterly Budget Review  
Statement**

**March 2012**

- Part 1 Executive Summary**
- Part 2 Quarterly Budget Review  
Statement**
- Part 3 Management Plan  
Performance**



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## Part 1

# Executive Summary







# MARCH 2012 QUARTERLY BUDGET REVIEW

## EXECUTIVE SUMMARY

### FINANCIAL PERFORMANCE

#### Financial Position

The March Quarterly Budget Review resulted in a balanced Full Year Budget being maintained, after allowing for a number of recommended variations.

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 third quarter of the 2011/2012 financial year, and details on the more significant issues in this Review are provided below.

#### Operating Revenue

As at the end of the third 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 above the YTD Budget for the third quarter of 2011/2012. As at the end of March 2012, total income from continuing operations, excluding capital and operating grants and contributions of \$47.5M is above the YTD Budget as at the end of March. As at the end of March 2012, interest and investment earnings are \$2.1M have reached the Full Year Budget of \$2.1M.

#### Operating Expenditure

Council incurs operating expenditure in delivering operational programs as outlined in the adopted Management Plan 2011/2012. 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 March 2012, operating expenditure, excluding depreciation, amounts to \$34.3M, or 70% of the full year budget of \$49.5M. 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 2011/2012 financial year, Council has a total capital budget of \$26.7M. This total includes \$16.1M in funds carried over from the 2010/2011 financial year. As at the end of the third quarter, actual capital expenditure amounted to \$11.4M, or 43% of the total capital budget for 2011/2012.

Capital expenditure in the third quarter of the financial year includes over \$2.2M spent on road works, footpaths, drainage and bridge construction, \$2.9M on the sewer network, \$1.4M for park improvement and recreation, \$0.8M on building works, \$0.7M in respect of the plant replacement program, and \$2.4M on other assets including library resources, fleet, and IT equipment. As at the end of the third quarter, Council also expended \$1.0M on Infrastructure Renewal Program Projects.



## Cash and Investments

Council's reserve balances as at the end of the third quarter amount to \$34.76M. This balance was made up of \$14.24M in internally restricted reserves and \$20.52M in externally restricted reserves.

Council's investments portfolio as at the end of March 2012 is \$41.3M and returned an annualised average of 5.93% for the first nine months of the financial year.

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

## QUARTERLY BUDGET REVIEW

The March Quarterly Review of the 2011/2012 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 third 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.

### *Financial Position*

The March 2012 Quarterly Budget Review Statement 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 Responsible Accounting Officer Statement is included in the Quarterly Review Statement Attachment.

The more significant items of the March 2012 Review include:

- **Investment Earnings Income – Net Favourable Variance \$300K**  
(Adopted Management Plan –Part 2 – SS Pg 38)

The Full Year Budget for investment earnings income for 2011/2012 is \$1.8M. As at the end of March 2012, Council's investment earnings had already surpassed the Full Year Budget at \$1.95M. A favourable variance of \$300K has been included, based on the current level of investment funds and the associated trend in relation to interest rates.

- **Road Rehabilitation – Favourable Variance \$102K**  
(Adopted Management Plan –Part 2 – IS, Pg 28)

A favourable adjustment of \$102K for road rehabilitation expenditure has been included in this Review. These funds have been reallocated to expense lines requiring additional funding within the Construction and Maintenance Branch. Despite the reallocation of road rehabilitation funding, it is noted that funding for roadworks operational expenditure has been increased due to the receipt of Natural Disaster Relief funding received as a result of a claim submitted by Council in relation to recent floods and damage arising there from affecting a number of areas within the Hawkesbury LGA.



- **Legal Services – Favourable Variance \$146K**

(Adopted Management Plan –Part 2 – SS Pg 47)

Adjustments resulting in a net favourable variance of \$146K have been processed in this Review in relation to legal expenses. As a result of favourable court rulings, Council has received reimbursements totaling \$81K for legal expenses incurred and a variation matching this amount is included in this Review. In addition to this variation a further \$65K favourable variation with regard to the legal expenditure budget has also been included based on current trend and commitments. Any unspent funds remaining at year end will be transferred to a legal expenses internally restricted reserve to cover unexpected spikes in legal expenditure in future years.

- **Rates Income – Favourable Variance \$64K**

(Adopted Management Plan –Part 2 – SS Pg 36)

A favourable variance has been included to reflect a net overall surplus in the rates revenue across all rating categories of \$64K. The variance is mainly a result of variations in the number and valuation of rateable properties as a result of changes in relation to subdivisions, re-categorisations and supplementary valuations issued by the NSW Valuer General Department.

- **Strategic Activities – Favourable Variance \$53K**

(Adopted Management Plan –Part 2 – GM Pg 7)

A reduction in the Budget of \$53K for Strategic Activities in relation to expenditure is included in this Review. The majority of this variation (\$38K) relates to adjustments made to the Local Economic Development Program as a result of delays in projects within this Program due to resourcing and timing issues. The remaining \$15K reduction is made on contributions to outside bodies, licenses and subscriptions and Section 356 expenditure.

- **Infringement Processing Fees – Favourable Variance \$30K**

(Adopted Management Plan – CP Pg 21)

A favourable variance of \$30K for infringement processing costs in relation to car parking is included in this Review. The reduction is in line with the projected full year result as indicated by the YTD actuals of \$34K as against a Full Year Budget of \$80K.

- **Inspection Fees - Favourable Variance \$22K**

(Adopted Management Plan – CP Pg 10)

A favourable adjustment of \$22K for Inspection Fees Income has been included in this Review. The trend as at the end of March 2012 indicates that this financial year this income stream will be in the vicinity of \$193K, compared to the current budget of \$171K. This is as a result of the introduction of the fees in relation to connections to the Water Factory at Pitt Town.

- **Advertising Expenses – Favourable Variance \$18K**

(Adopted Management Plan –Part 2 – SS Pg 5)

Included in this Review is a reduction of \$18K for advertising expenses. The actuals as at the end of March 2012 are \$92K, trending to \$132K against the current Full Year Budget of \$150K.

- **Employee Leave Provision –Unfavourable Variance \$300K**

Council is required to ensure that it maintains its employee leave entitlements provisions at an appropriate level. Council's liability in respect of employee leave entitlements as at 30 June 2012 are likely to increase as a result of increases in hourly rates and untaken leave balances. The unfavourable variance of \$300K will assist in providing adequately for the increases in provisions at year end. Further funding may be required when finalising the 2011/2012 Financial Statements.



- **Building Construction – Unfavourable Variance \$213K**

(Adopted Management Plan –Part 2 – CP Pg 3, Pg 36; SS Pg 9, Pg 10, Pg 11, Pg20, Pg 23, Pg 24, Pg 26, Pg 27, Pg 29; IS Pg 5, Pg 8, Pg 9, Pg 17, Pg 35, Pg 41, Pg 42, Pg 49, Pg 50, Pg 52, Pg 53, Pg 54, Pg 69)

A net unfavourable variance of \$213K has been included in this Review in relation to the building works scheduled to be completed by the end of the financial year. The majority of the increase (\$185K) relates to increases in Buildings Maintenance as a result of both increases in programmed activities and unexpected expenses incurred as a result of reactive works.

- **Plant Running Costs – Net Unfavourable Variance \$69K**

(Adopted Management Plan –Part 2 – IS Pg 38)

A net unfavourable variance of \$69K has been incorporated into this Review in relation to plant running costs as a result of higher than budgeted fuel and insurance costs.

- **Development Applications Income – Unfavourable Variance \$84K**

(Adopted Management Plan –Part 2 – CP Pg 32)

Included in this Review is a reduction of \$84K in relation to development applications income. The actuals as at the end of March 2012 are \$311K, which is trending to \$400K as against the current Full Year Budget of \$484K.

- **Rental Income – Unfavourable Variance \$65K**

(Adopted Management Plan –Part 2 – SS Pg 9)

An unfavourable variance of \$65K is included in the March Quarterly Review. This adjustment is required as a result of extended and early vacancies. Favourable variances were included for the lease of 69 Macquarie Street, Windsor (Pizza Hut) resulting from the lease being renewed, and in relation to increased rent expected from the lease of Suite 3, Deerubbin Centre. Unfavourable variances made include vacancies at the Johnson Building and the Old Hospital Building and in relation to the lease for Suite 2, Deerubbin Centre not being renewed.

- **Community Services Program Expenses – Unfavourable Variance \$34K**

(Adopted Management Plan –Part 2 – CP Pg 3)

An unfavourable variance of \$34K is included in the March Quarterly Review. This adjustment is required as a result of the increased levels of unfilled enrolments at childcare centres managed by Peppercorn Services Inc. The anticipated loss at year end is projected to be greater than originally budgeted as advised by Peppercorn Services. This variance represents 50% of the anticipated loss and the remaining loss will be funded by Peppercorn Services.

- **Grants**

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

- *Natural Disaster Relief Funding* – Council has received funding from Roads and Maritime Services of \$645K to assist in the cost of road rehabilitation and maintenance required as a result of the recent floods affecting the Hawkesbury LGA.



- **Reserve Funded Adjustments**

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

- *Sullage Program* – The combined number of properties in Freemans Reach, Wilberforce and Glossodia connecting to sewerage provided by Sydney Water has been greater than expected, resulting in a significant drop in contractors expenses expected for the remaining of the 2011/12 financial year. Included in this Review is a favourable variance for this expense line of \$129K.
- *Hawkesbury Waste Management Facility* – A favourable adjustment of \$102K is included in this Review in respect of disposal fees income received by Council in the current financial year. The YTD actuals indicate that the full year result is likely to be \$711K against a Full Year Budget of \$609K.
- *Sewerage Program* – Unfavourable adjustments of \$90K are included in this Review for sewer maintenance and repairs and \$63K for pumping station maintenance in repairs in line with observed trends. A favourable variance of \$320K is also included for upgrading pump stations due to project delays. Another favourable variance of \$169K for trade waste income has been incorporated to align the observed trend.
- *South Windsor Effluent Reuse Scheme* – Due to a significant underspend on the completed South Windsor Effluent Reuse Scheme, a favourable variance of \$635K has been included in the March Quarterly Review. The unspent amounts in relation to the funding provided by the Hawkesbury Nepean River Recovery Project is anticipated to be returned by the end of the financial year, however this amount is yet to be determined.
- *Risk Management Reserve* – An unfavourable adjustment of \$50K has been included in relation to public liability claims, which have been funded by the Risk Management Reserve. As at the end of March 2012, public liability claims amounted to \$139K against a Full Year Budget of \$63K. This expenditure is difficult to predict and the Risk Management Reserve is in place as a contingency to cover unexpectedly high claims.
- *S94A Contributions* – A favourable variance of \$117K is included in the March Quarterly Review to match received contributions as the end of March 2012.

The Review includes a number of minor adjustments and reallocation of funds that have not been detailed above. Further details can be found in the attachment to this report.

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

## **Conclusion**

The March 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 2011/2012 is delivered within the stipulated timeframe.

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## Part 2

# Quarterly Budget Review Statement





**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

Hawkesbury City Council

**Statement by the Responsible Accounting Officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for the quarter ended 31 March 2012 indicates that Council's projected financial position at 30 June 2012 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure

Signed:

A handwritten signature in black ink, appearing to read 'Emma Galea', written over a horizontal line.

date: 15/3/2012

Emma Galea  
Responsible Accounting Officer





**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

Hawkesbury City Council

**Income and Expenses Budget Review Statement**  
for the quarter ended 31 March 2012

ACTUALS 2011	\$'000	ORIGINAL Budget 2012	APPROVED Budget 2012 (including Carry Overs)	Adopted September Review	Adopted December Review	Revised Amended Budget	Recommended changes for Resolution	PROJECTED Year End Result	YTD ACTUAL 2012
<b>Income from Continuing Operations</b>									
<i>Revenue:</i>									
37,638	Rates & Annual Charges	39,432	39,432	(367)	(148)	38,917	7	38,924	38,941
4,576	User Charges & Fees	4,162	4,162	230	(58)	4,334	290	4,624	3,521
2,945	Interest & Investment Revenue	2,000	2,000	60	47	2,107	301	2,408	2,123
3,534	Other Revenues	3,676	3,676	72	(91)	3,657	70	3,727	2,912
6,981	Grants & Contributions provided for Operating Purposes	6,849	6,856	(1,025)	132	5,964	863	6,827	4,558
12,266	Grants & Contributions provided for Capital Purposes	1,937	1,956	2,352	(350)	3,958	(357)	3,601	3,038
<i>Other Income:</i>									
290	Net gains from the disposal of assets	0	0	0	0	0	0	0	33
208	Entities using the equity method	0	0	0	0	0	0	0	0
<b>68,438</b>	<b>Total Income from Continuing Operations</b>	<b>58,056</b>	<b>58,082</b>	<b>1,322</b>	<b>(468)</b>	<b>58,937</b>	<b>1,174</b>	<b>60,111</b>	<b>55,126</b>
<b>Expenses from Continuing Operations</b>									
21,381	Employee Benefits & On-Costs	16,767	16,767	10	109	16,887	344	17,231	12,466
562	Borrowing Costs	200	200	0	0	200	0	200	0
16,823	Materials & Contracts	18,687	21,321	61	(224)	21,157	1,218	22,375	13,427
16,242	Depreciation & Amortisation	20,735	20,735	0	(2,434)	18,301	0	18,301	13,781
8,923	Other Expenses	10,748	10,889	58	264	11,211	(59)	11,152	8,406
<b>63,931</b>	<b>Total Expenses from Continuing Operations</b>	<b>67,137</b>	<b>69,912</b>	<b>129</b>	<b>(2,285)</b>	<b>67,756</b>	<b>1,503</b>	<b>69,259</b>	<b>48,080</b>
<b>4,507</b>	<b>Net Operating Result for the Year</b>	<b>(9,081)</b>	<b>(11,830)</b>	<b>1,193</b>	<b>1,817</b>	<b>(8,820)</b>	<b>(329)</b>	<b>(9,148)</b>	<b>7,046</b>
<b>Net Operating Result for the year before Grants and Contributions provided for Capital Purposes</b>									
(7,759)		(11,018)	(13,786)	(1,160)	2,167	(12,778)	28	(12,750)	4,008





Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Statement of Reserve Balances**

for the quarter ended 31 March 2012

**Cash & Investments Budget Review Statement**

('000's)	Opening Balance 2012	Budgeted Net Reserve Movements	Full Year Budgeted Closing Balances	Adopted September Review	Adopted December Review	Adopted Reviewed Closing Balances	Recommended Changes in Net Movements	Projected Closing Balances	YTD Actual Reserve Balance
<b>Externally Restricted Reserve Balances</b>									
Sewerage Capital	5,488	(2,172)	3,316	410	(401)	3,324	323	3,647	6,512
Sewerage Operating Reserve	(336)	(957)	(1,293)	(294)	153	(1,434)	(41)	(1,475)	7
S64 Contributions Reserve	(1,773)	(1,105)	(2,878)	185	(700)	(3,393)	0	(3,393)	(1,711)
Waste Management Reserve	872	368	1,240	246	35	1,520	(431)	1,089	3,173
Waste Performance Improvement Reserve	420	(403)	17	0	5	21	(5)	16	525
S94 Contributions	5,300	(1)	5,299	(98)	0	5,202	0	5,202	5,468
S94A Contributions	1,029	(1)	1,028	(12)	0	1,017	95	1,112	1,298
Extractive Industries	447	137	584	0	0	584	0	584	587
South Windsor Effluent Reuse Scheme Reserve	1,753	(3,149)	(1,396)	2,205	(26)	783	623	1,406	1,510
Unspent Contributions Reserve	432	(361)	71	0	0	71	0	71	331
Unexpended Grants Reserve	1,431	(1,426)	5	(5)	0	0	0	0	687
Stormwater Management	2,195	(83)	2,112	0	0	2,112	0	2,112	2,138
	<b>17,259</b>	<b>(9,153)</b>	<b>8,106</b>	<b>2,637</b>	<b>(934)</b>	<b>9,808</b>	<b>564</b>	<b>10,372</b>	<b>20,524</b>
<b>Internally Restricted Reserve Balances</b>									
Council S94	349	(77)	272	43	0	315	0	315	306
Bligh Park Reserve	532	(100)	432	0	0	432	0	432	432
ELE	1,702	0	1,702	0	0	1,702	(17)	1,685	1,702
Election	347	0	347	0	0	347	0	347	347
Glossodia/Freemans	54	(53)	1	0	0	1	0	1	1
HLC Risk Management	110	0	110	0	0	110	0	110	110
Information Technology	296	(110)	186	0	0	186	0	186	257
Kerb & Gutter	114	(29)	85	0	0	84	0	84	113
Carryovers	7,763	(6,243)	1,520	1	4	1,527	(43)	1,484	4,342
Plant Replacement	133	(48)	85	0	1	86	0	86	130
Fleet Management	3	(3)	0	0	0	0	0	0	3
Property Development	(2,065)	(40)	(2,105)	(105)	0	(2,210)	0	(2,210)	(2,143)
Risk Management	348	(52)	296	0	0	296	(50)	246	296
Roadworks	1,150	0	1,150	(1,149)	0	0	0	0	0
Sullage	681	(248)	433	(34)	(279)	121	84	205	580
Workers Compensation	613	0	613	0	0	613	0	613	613
Heritage	76	(25)	51	0	0	51	0	51	76
Tip Remediation Reserve	4,279	75	4,354	175	(348)	4,181	574	4,755	6,244
Contingency Reserve	829	(3)	826	0	0	827	0	827	828
	<b>17,316</b>	<b>(6,956)</b>	<b>10,359</b>	<b>(1,069)</b>	<b>(622)</b>	<b>8,669</b>	<b>548</b>	<b>9,218</b>	<b>14,239</b>
<b>Total Reserve Balances</b>	<b>34,574</b>	<b>(16,109)</b>	<b>18,465</b>	<b>1,568</b>	<b>(1,556)</b>	<b>18,477</b>	<b>1,112</b>	<b>19,590</b>	<b>34,763</b>





Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Cash & Investments Budget Review Statement**

**Investments**

Investments have been invested in accordance with Council's Investment Policy.

**Cash**

The value of Cash at Bank which has been included in the Cash & Investment Statement totals \$80,522

This Cash at Bank amount has been reconciled to Council's physical Bank Statements as at the 30 March 2012.

The date of the last completed bank reconciliation is 30 March 2012.

**Reconciliation Status**

		<b>\$ 000's</b>
The YTD Cash & Investment figure reconciles to the actual balances held as follows:		
Cash at Bank (as per bank statements)		81
Investments on Hand		41,300
less: Unpresented Cheques	(Timing Difference)	(13)
less: Payments not yet processed	(Timing Difference)	(98)
add: Undeposited Funds	(Timing Difference)	32
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	-
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	82
less: Unidentified Deposits (not yet actioned)	(Require Investigation)	(20)
add: Unidentified Outflows (not yet actioned)	(Require Investigation)	-
<b>Reconciled Cash at Bank &amp; Investments</b>		<b><u>41,364</u></b>
<b>Balance as per Review Statement:</b>		<b><u>41,364</u></b>
Difference:		0



Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Key Performance Indicators Budget Review Statement**  
Budget review for the quarter ended 31 March 2012

(\$000's)	Current Projection		Original Indicator 11/12	Actuals Prior Periods	
	Amounts	Indicator		10/11	09/10
	11/12	11/12			

The Council monitors the following Key Performance Indicators:

**1. Unrestricted Current Ratio**

Current Assets less all External Restrictions	51,007	5.01	4.91	4.26	4.35
Current Liabilities less Specific Purpose Liabilities	10,190				

The purpose of this ratio is to assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

**2. Debt Service Ratio**

Debt Service Cost	480	0.85 %	0.89 %	0.74 %	0.00 %
Income from Continuing Operations excl. Capital Items & Specific Purpose Grants/Contributions	56,510				

The purpose of this ratio is to assess the impact of loan principal & interest repayments on the discretionary revenue of council.

**3. Rates & Annual Charges Coverage Ratio**

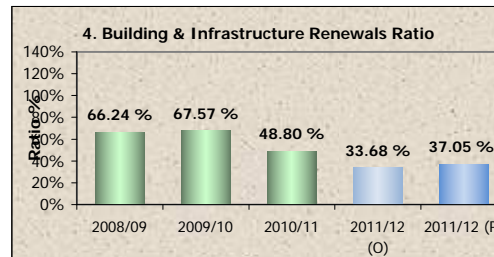
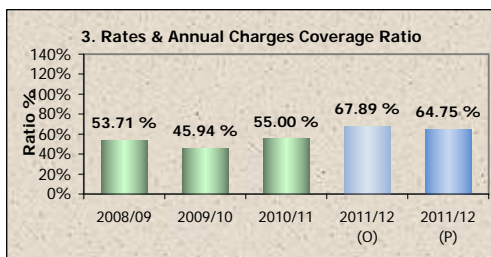
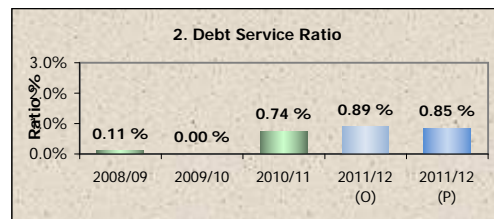
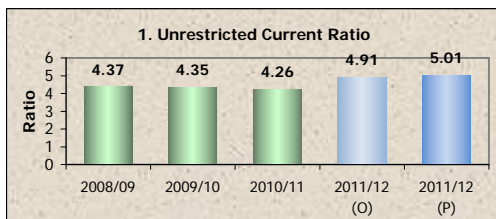
Rates & Annual Charges	38,924	64.75 %	67.89 %	55.00 %	45.94 %
Income from Continuing Operations	60,111				

The purpose of this ratio is to assess the degree of Council's dependence upon revenue from rates and annual charges and to assess the security of Council's income.

**4. Building & Infrastructure Renewals Ratio**

Asset Renewals	6,781	37.05 %	33.68 %	48.80 %	67.57 %
Depreciation, Amortisation & Impairment	18,301				

The purpose of this ratio is to assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.





Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Consultancy & Legal Expenses Budget Review Statement**  
Budget Review for the quarter ended 31 March 2012

Consultancy & Legal Expenses Overview

<b>Expense</b>	<b>YTD Expenditure (Actual Dollars)</b>	<b>Budgeted (Y/N)</b>
Consultancies	644,358	Y
Legal Fees	103,036	Y

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.



Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Contracts Budget Review Statement**

Budget review for the quarter ended 31 March 2012

**Part A - Contracts Listing** - outstanding contracts for the quarter ending 31 March 2012

<b>Contractor</b>	<b>Contract detail &amp; purpose</b>	<b>Contract Value</b>	<b>Start Date</b>	<b>Duration of Contract</b>	<b>Budgeted (Y/N)</b>
R Fleming & Sons	Painting and Decorating Services	179,228	22/12/11	21 weeks	Y
Bass Floor Company	Carpet and vinyl floor covering to various Council sites	108,440	11/01/12	13 weeks	Y

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whatever is the lesser.
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.
3. Contracts for employment are not required to be included.





Hawkesbury City Council

## Quarterly Budget Review Statement

for the period 01 July 2011 to 31 March 2012

### Summary of Quarterly Budget Review Variations by Natural Account

for the quarter ended 31 March 2012

Note: Variations shown as \$0 under both headings represent adjustment amounts of less than \$500

('000's)	Operational Variation	Capital Variation
Budgeted (Surplus)/Deficit Brought Forward	0	0
<b>EXPENDITURE</b>		
<b>Employee Costs</b>		
2101 - Salaries	(7)	0
2102 - Annual Leave	52	0
2103 - Sick Leave	1	0
2104 - Long Service Leave	250	0
2107 - Casuals	(35)	0
2108 - Travelling	1	0
2110 - Overtime	6	0
2111 - Superannuation	3	0
2112 - Allowances - Recurring	30	0
2114 - Training	5	0
2115 - Vacancy Discount	(1)	0
2117 - Payroll Tax	6	0
2119 - Public Holidays for Non Budgeted Salaries	5	0
2127 - Maternity Leave	17	0
2570 - Safety Expenses & Training	10	0
	<b>(7)</b>	<b>0</b>
<b>Materials &amp; Services</b>		
1000 - Plant Surplus -PW Hire Earned	67	0
2000 - Plant - Running Costs	(17)	0
2116 - Contractors	(129)	0
2244 - Debt Recovery Expenses	30	0
2265 - Legal Expenses-City Planning	(65)	0
2407 - Consultancy Fees	22	0
2411 - Vehicle Expenses-Lease Back	32	0
2429 - Contractors Charges	(15)	0
2435 - Promotion Expenditure	(1)	0
2453 - Sponsorship	(1)	0
2490 - Activity Expenses	(15)	0
2492 - Comty Services Program Expenses	34	0
2510 - Local Economic Development Program	(38)	0
2540 - Lower Portland Ferry	205	0
2581 - Library Oth Recurrent Exp	(10)	0
2591 - Print Machine Rental	(3)	0
2605 - Maintenance - Furniture & Fittings	(3)	0
2606 - Maintenance - Buildings	185	0
2607 - Maintenance - Plant & Equipment	(0)	0
2612 - Mtce Gardens & Grounds	(1)	0
2614 - Air Conditioning	6	0
2615 - Vandalism Repairs	17	0
2619 - Works Program - Building M&R	(1)	0
2620 - Bus Shelter Maintenance	1	0
2628 - Road Restorations	107	0
2636 - Storm Damage Repairs	659	0
2648 - Roadworks Maint Heavy Patching	1	0
2662 - Infringement Processing Expenses	(30)	0
2678 - Land Management Bushcare	11	0
2691 - Tree Preservation Order Works	1	0
2700 - Depot Expenses	(3)	0
2721 - Stock Pound Expenses	(3)	0
2737 - Social Planning	9	0
2755 - Shops & Offices - Ground Maintenance	(4)	0
2762 - Art Gallery Expenses	2	0



Hawkesbury City Council

## Quarterly Budget Review Statement

for the period 01 July 2011 to 31 March 2012

### Summary of Quarterly Budget Review Variations by Natural Account

for the quarter ended 31 March 2012

Note: Variations shown as \$0 under both headings represent adjustment amounts of less than \$500

('000's)	Operational Variation	Capital Variation
2768 - Communication & Stakeholder Pgm Expenses	(5)	0
2780 - Records Expenditure	(3)	0
2820 - Grant Funded Operational Exp	24	0
2821 - Grant Funded Consultancy Fees	(3)	0
2911 - Cost of Goods Sold	1	0
2920 - Pool Services	1	0
2932 - Sewer M & R	90	0
2934 - Pumping Stations M&R	63	0
2937 - Desludge Lagoon	30	0
2948 - Pasture Improve Program	6	0
2963 - Waste Depot Work Expenditure	(37)	0
2986 - Museum Program Expenses	1	0
	<b>67</b>	<b>0</b>
<b>Other Expenditure</b>		
2121 - Pre-Employment Medicals	(3)	0
2402 - Sundry Expenses	3	0
2405 - Contribution to outside bodies	(3)	0
2408 - Printing & Stationery Costs	2	0
2419 - General Office Expenditure	(6)	0
2422 - Telephone Expenses	(12)	0
2425 - Bank Charges	0	0
2426 - Licences & Subscriptions	(5)	0
2427 - Advertising	(18)	0
2434 - Mobile Phone Expenses	(1)	0
2439 - Courier Costs	(2)	0
2457 - Contribution to HSC & HLC	(6)	0
2522 - Travel and Sustenance	5	0
2523 - Delegates Expenses	0	0
2550 - Fire Control Operating Ex	(25)	0
2583 - Lib Local Priority Projects Oper Grants Projects	3	0
2600 - Gas	(1)	0
2601 - Electricity	(4)	0
2602 - Water	0	0
2603 - Insurance	(7)	0
2604 - Security	(3)	0
2609 - Cleaning	4	0
2637 - Insurance - Public Liability Claims	77	0
2765 - Section 356 Expenditure	(8)	0
2930 - Treatment Works Operating Expenditure	(50)	0
	0	0
	0	0
	<b>(59)</b>	<b>0</b>
<b>Capital Expenditure</b>		
3101 - Sale of Plant	0	2
3106 - Sale of Leaseback Vehicles	0	56
4101 - Purchase of Plant	0	118
4102 - Purchase of Printing Equipment	0	3
4103 - Purchase of Computer Equipment	0	(5)
4112 - Purchase Safety Equipment	0	0
4113 - Purchase Sewer Assets	0	(1,481)
4114 - Purchase Other Asset	0	847
4120 - Building Works-Reg & Local Comm Infra Prog	0	35



Hawkesbury City Council

## Quarterly Budget Review Statement

for the period 01 July 2011 to 31 March 2012

### Summary of Quarterly Budget Review Variations by Natural Account

for the quarter ended 31 March 2012

Note: Variations shown as \$0 under both headings represent adjustment amounts of less than \$500

('000's)	Operational Variation	Capital Variation
4124 - Parks & Rec-Reg & Local Comm Infra Prog	0	(35)
4595 - Insurance Claimable Expenses - Plant	0	6
4601 - Purchase Leaseback Plant	0	(91)
4612 - Furniture & Fittings	0	(1)
4613 - Purchase of Equipment	0	21
4720 - Road Rehabilitation	0	(102)
4781 - Traffic Facilities	0	(20)
4801 - Park Improvement Program	0	(12)
4804 - Park Improvement Program Landscaping	0	(5)
4806 - Purchase Other Structures	0	45
4823 - Pool - refurbishment IRP	0	(33)
4833 - Roads To Recovery Program-Capital Exps	0	(431)
4901 - Building Construction	0	(20)
4904 - Building Services - IRP	0	33
4957 - Upgrade Pump Stations	0	(320)
4959 - Waste Sustainability Improvement Program	0	5
4972 - Workshop Equipment	0	(53)
	<b>0</b>	<b>2</b>
<b>TOTAL EXPENDITURE VARIATIONS</b>	<b>1,503</b>	<b>(1,440)</b>
<b>REVENUE</b>		
<b>Rates &amp; Charges</b>		
1101 - Operational Revenue-Residential Rates	(14)	0
1102 - Operational Revenue-Farmland Rates	(38)	0
1103 - Operational Revenue-Business Rates	(11)	0
1121 - Garbage Serv Chrg Business	(2)	0
1127 - Sewer Rates Residential Connected	(1)	0
1128 - Sewer Rates Residential Unconnected	12	0
1129 - Sewer Rates Business Connected	19	0
1130 - Sewer Rates Business Unconnected	2	0
1135 - Pensioner Rebate Subsidy Rebate	0	0
1140 - Sullage Coll Inc Annual Charge Residenti	49	0
1142 - Sullage Coll Inc Pensioner Rebate	(21)	0
	<b>(14)</b>	<b>0</b>
<b>User Charges &amp; Other Income</b>		
1002 - Plant Income - Leaseback	17	0
1145 - Sullage Coll Inc Extra Service-Residenti	19	0
1150 - Charges & Fees Recovery Legal Costs	(34)	0
1155 - Rental, Lease and fees Income	(13)	0
1156 - Shops & Offices - Rental Income	65	0
1157 - Other Rents & Leases	(0)	0
1162 - CoGen Gas Income External	(0)	0
1165 - CoGen Hot & Chilled Water Inc Internal	(0)	0
1166 - Co-Gen Electricity Income Internal	(6)	0
1173 - Refunded Bonds	(3)	0
1310 - Septic Tank Permits	(7)	0
1313 - S149D Certificates	(5)	0
1320 - Subdivision Fees	(8)	0
1321 - Development Application	84	0
1322 - Sect 149 Certificates	5	0
1337 - Pound Income	3	0
1342 - Footpath - Dining & Trading	(2)	0
1351 - Inspection Fees	(22)	0
1360 - Agricultural Fees	5	0
1361 - Richmond Pool Income	(2)	0
1362 - Public Cemeteries Sundry Income	(7)	0



Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Summary of Quarterly Budget Review Variations by Natural Account**

for the quarter ended 31 March 2012

Note: Variations shown as \$0 under both headings represent adjustment amounts of less than \$500

('000's)	Operational Variation	Capital Variation
1403 - Road Reinstatement Fees	(107)	0
1404 - Road Opening Permits	(0)	0
1407 - Income-Infringements	6	0
1708 - Tender Documents	(0)	0
1719 - Library Charges and Fees	3	0
1730 - Art & Historical Income	(3)	0
1732 - Gallery Income	7	0
1742 - Reimburse Legal Expenses	(81)	0
1751 - Recycling Income	(2)	0
1752 - Disposal Fees (Gate Takings)	(102)	0
1759 - Domestic Waste Disposal Income	(431)	0
1770 - Sewer Connections	(1)	0
1771 - Pasture Improvement Income	4	0
1774 - Recoverable Maintenance	(4)	0
1775 - Trade Waste Income	(169)	0
1797 - Sundry Income DIV81	5	0
1799 - Sundry Income	(11)	0
1937 - Other Works Contributions	(3)	0
2598 - Co-Gen Hot & Cold Water Internal	0	0
2599 - Co-Gen Electricity Internal	6	0
2967 - Domestic Waste Disposal Expenses	431	0
	0	0
	<b>(360)</b>	<b>0</b>
<b>Interest</b>		
1117 - Extra Charges	(1)	0
1601 - Interest Income	(300)	0
	<b>(1)</b>	<b>0</b>
<b>Grants &amp; Contributions</b>		
1863 - Community Worker-Salaries Subsidy Grants	(0)	0
186D - Aged and Disabled Officer-Dep of Age	(12)	0
187S - Arts Funding Program	0	0
1893 - Street Lighting Subsidy-RTA	(1)	0
18RD - Greenspace-OpenSpaceStrat-DpPlan-Gr 18RD	(3)	0
18RL - Weed Control-Chain of Ponds-HNCMA-Gr 18RL	(9)	0
18RM - Weed control-Oakville Park-HNCMA-Gr 18RM	(7)	0
1905 - Natural Disaster Claim	(645)	0
1934 - Ferry Cont Baukham Hills/Lw Portlan	(178)	0
1938 - Parks' Bookings	(8)	0
3811 - Roads to Recovery Prog-Cap Grant - DOTARS	0	431
382G - Wdr Wharf Construction-NSW Maritime-Better Boating	0	43
3948 - S94A Contributions	0	(117)
	<b>(0)</b>	<b>0</b>
<b>TOTAL REVENUE VARIATIONS</b>	<b>(1,531)</b>	<b>357</b>

**RESERVE TRANSFERS**

**Transfers from**

3201 - Tfr from Rsve Capital - Sewer	0	323
3229 - Tfr from Rsve Sewer Operating Reserve	0	(177)
3203 - Tfr from Rsve Waste Management Reserve	0	(567)
3244 - Tfr from Rsve ELE Reserve	0	(17)
3251 - Tfr from Rsve Carryovers Reserve	0	(43)
3253 - Tfr from Rsve Plant Reserve	0	0



Hawkesbury City Council

## Quarterly Budget Review Statement

for the period 01 July 2011 to 31 March 2012

### Summary of Quarterly Budget Review Variations by Natural Account

for the quarter ended 31 March 2012

Note: Variations shown as \$0 under both headings represent adjustment amounts of less than \$500

('000's)	Operational Variation	Capital Variation
3255 - Tfr from Rsve Risk Mgt Reserve	0	(50)
3257 - Tfr from Rsve Sullage Reserve	0	129
3269 - Tfr from Resv S94A Contributions	0	(22)
3275 - Tfr From Waste Performance Improve Reserve	0	(5)
3230 - Transfer from Tip Remediation Reserve	0	37
3238 - Transfer from Sth Windsor Effluent Reuse Scheme Reserve	0	621
	<b>0</b>	<b>323</b>
<b>Transfers to</b>		
4229 - TFR to Rsve Sewer Operating Reserve	0	136
4203 - TFR to Rsve Waste Management Reserve	0	136
4257 - TFR to Rsve Sullage Reserve	0	(46)
4269 - TFR to Rsve S94A Contributions	0	117
4230 - Transfer to Tip Remediation Reserve	0	537
4238 - Transfer to Sth Windsor Effluent Reuse Scheme Reserve	0	2
	<b>0</b>	<b>883</b>
<b>TOTAL RESERVE VARIATIONS</b>	<b>0</b>	<b>1,111</b>
<b>TOTAL VARIATIONS</b>	<b>(28)</b>	<b>28</b>
<b>NET (SURPLUS)/DEFICIT</b>		<b>(0)</b>



Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Detailed Quarterly Budget Review Variations**

for the quarter ended 31 March 2012

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
<b>GENERAL MANAGER</b>					
16 - Insurance Risk Management	1742 - Reimburse Legal Expenses	9346 - P/L Claim R Jarvie 72-78 Bells Line of Road N Richmond	(15,500)		0 Budget to match actuals
	2402 - Sundry Expenses	0526 - First Aid Supply	200		0 Budget to match actuals
	2570 - Safety Expenses & Training	4595 - Safety Exp & Training	10,000		0 Budget adjusted in line with trend
	2603 - Insurance	4584 - Miscellaneous Insurance (Fine Arts, Pollution)	(7,000)		0 Budget reallocated
		4585 - Westpool Meetings	(200)		0 Budget reallocated
	2637 - Insurance - Public Liability Claims	0000 - No Project	77,000		0 Budget adjusted in line with trend
	3255 - Tfr from Rsve Risk Mgt Reserve	4589 - UIP Property Insurance Pool	0	(50,000)	Budget to match actuals
17 - Workers Compensation	1799 - Sundry Income	0000 - No Project	(1,160)		0 Budget to match actuals
	2407 - Consultancy Fees	4593 - Workcover Audit	7,400		0 Budget to match actuals
	2429 - Contractors Charges	9798 - Case Management Audits	(15,000)		0 Budget adjusted in line with trend
40 - Strategic Activities	2405 - Contribution to outside bodies	5153 - S356 Exp- Sister City Concl Contribution	500		0 Budget adjusted in line with trend
		5214 - Rural Alliances	(3,000)		0 Budget reallocated
	2426 - Licences & Subscriptions	0000 - No Project	(4,000)		0 Budget adjusted in line with trend
	2453 - Sponsorship	0000 - No Project	(1,000)		0 Budget adjusted in line with trend
	2510 - Local Economic Development Program	2100 - Signage Programs	(10,000)		0 Budget adjusted in line with trend
		2101 - Business Development Programs	(5,000)		0 Budget adjusted in line with trend
		2108 - Business Develop Prog- Joint Economic Development	7,500		0 Budget adjusted in line with trend
		2109 - Macquarie St Development	(25,340)		0 Budget reallocated
		4170 - Hawkesbury Tourism	(5,000)		0 Budget adjusted in line with trend
	2765 - Section 356 Expenditure	5159 - S356 Exp H'bury Scholarship/UWS	(7,500)		0 Budget adjusted in line with trend
65 - Personnel	1799 - Sundry Income	4910 - Frontline Management Training	(2,500)		0 Budget to match actuals
	2121 - Pre-Employment Medicals	0000 - No Project	(2,876)		0 Budget reallocated
	2522 - Travel and Sustenance	0000 - No Project	5,044		0 Budget to match actuals
		5441 - One Stop Shop	332		0 Budget to match actuals
68 - Public Relations /Cultural Development	2402 - Sundry Expenses	4900 - Personnel Exp Presentation	677		0 Budget to match actuals
	2408 - Printing & Stationery Costs	5178 - Printing PR Publications	(3,000)		0 Budget adjusted in line with trend
	2768 - Communication & Stakeholder Pgm Expenses	5116 - Australia Day Activities	(2,963)		0 Budget to match actuals
		5167 - Media Monitoring/Issues Management	(2,000)		0 Budget adjusted in line with trend
69 - Elected Members	2523 - Delegates Expenses	4204 - Delegates Expenses Members Conference	3,500		0 Budget adjusted in line with trend
		4208 - Elected Members Training	(3,500)		0 Budget reallocated
			<b>(4,386)</b>	<b>(50,000)</b>	
<b>SUPPORT SERVICES</b>					
10 - Computer Services	2114 - Training	6516 - Management Planning	5,432		0 Budget to match actuals
	4103 - Purchase of Computer Equipment	9618 - Microsoft Initiatives	0	(2,998)	Budget reallocated
		9629 - Additional software Licencing	0	2,998	Budget adjusted in line with trend
		9739 - D'Works M'ment System Enhancements	0	(5,432)	Budget reallocated



Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Detailed Quarterly Budget Review Variations**

for the quarter ended 31 March 2012

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
11 - Records	1799 - Sundry Income	1148 - Photocopying & Scanning	5,000		0 Budget adjusted in line with trend
	2780 - Records Expenditure	4981 - Records Expenditure File Consumables	(1,500)		0 Budget reallocated
		4982 - Records Expenditure Misc&Archive Storage	(1,000)		0 Budget reallocated
15 - Cultural Services - Library Services	1719 - Library Charges and Fees	1611 - Charges & Fees Library Sundry Income	(960)		0 Budget to match actuals
		1627 - Charges & Fees Repl Lost/Damaged Books	360		0 Budget adjusted in line with trend
		1631 - Charges & Fees Library Copy Card	1,500		0 Budget adjusted in line with trend
		9650 - Charges & Fees Sale Merchandise	500		0 Budget adjusted in line with trend
		9651 - Community Spaces Hire	1,188		0 Budget adjusted in line with trend
	2101 - Salaries	4886 - Lib Programs & Promotions Development Project	(13,570)		0 Budget reallocated
	2102 - Annual Leave	4886 - Lib Programs & Promotions Development Project	(461)		0 Budget reallocated
	2103 - Sick Leave	4886 - Lib Programs & Promotions Development Project	(828)		0 Budget reallocated
	2107 - Casuals	4886 - Lib Programs & Promotions Development Project	11,849		0 Budget adjusted in line with trend
	2402 - Sundry Expenses	0000 - No Project	(250)		0 Budget adjusted in line with trend
	2407 - Consultancy Fees	5107 - Cultural Planning Programs	2,000		0 Budget adjusted in line with trend
	2422 - Telephone Expenses	6153 - Richmond Library Richmond	200		0 Budget adjusted in line with trend
		6480 - Hawkesbury Central Library (300GeorgeSt) Site	(450)		0 Budget adjusted in line with trend
	2435 - Promotion Expenditure	0000 - No Project	(1,000)		0 Budget reallocated
	2439 - Courier Costs	0000 - No Project	(1,700)		0 Budget reallocated
	2490 - Activity Expenses	1698 - Library Community Rooms	(359)		0 Budget reallocated
		5107 - Cultural Planning Programs	(2,000)		0 Budget reallocated
	2570 - Safety Expenses & Training	4595 - Safety Exp & Training	(100)		0 Budget reallocated
	2581 - Library Oth Recurrent Exp	4853 - Libr Othr Exp Books Bind/Mat M&R	(4,000)		0 Budget reallocated
		4854 - Libr Othr Exp Mtce Audio Vis Equip	(400)		0 Budget reallocated
		4948 - Printing & Signage	(6,000)		0 Budget reallocated
	2583 - Lib Local Priority Projects Oper Grants Projects	4886 - Lib Programs & Promotions Development Project	3,000		0 Budget adjusted in line with trend
	2601 - Electricity	6153 - Richmond Library Richmond	220		0 Budget adjusted in line with trend
	2604 - Security	6153 - Richmond Library Richmond	(750)		0 Budget to match actuals
		6480 - Hawkesbury Central Library (300GeorgeSt) Site	(300)		0 Budget adjusted in line with trend
	2605 - Maintenance - Furniture & Fittings	6480 - Hawkesbury Central Library (300GeorgeSt) Site	(500)		0 Budget adjusted in line with trend
	2606 - Maintenance - Buildings	6153 - Richmond Library Richmond	1,824		0 Budget to match actuals
		6480 - Hawkesbury Central Library (300GeorgeSt) Site	15,211		0 Budget adjusted in line with trend
	2607 - Maintenance - Plant & Equipment	6153 - Richmond Library Richmond	(550)		0 Budget adjusted in line with trend
		6480 - Hawkesbury Central Library (300GeorgeSt) Site	1,427		0 Budget to match actuals
	2612 - Mtce Gardens & Grounds	6381 - Cultural Precinct	(200)		0 Budget adjusted in line with trend
	2614 - Air Conditioning	6153 - Richmond Library Richmond	(100)		0 Budget adjusted in line with trend
		6480 - Hawkesbury Central Library (300GeorgeSt) Site	(1,500)		0 Budget adjusted in line with trend
	2615 - Vandalism Repairs	6480 - Hawkesbury Central Library (300GeorgeSt) Site	941		0 Budget to match actuals
	2619 - Works Program - Building M&R	6153 - Richmond Library Richmond	1,267		0 Budget adjusted in line with trend
		6429 - Deerubbin Centre	(18,226)		0 Budget reallocated
		6480 - Hawkesbury Central Library (300GeorgeSt) Site	6,831		0 Budget adjusted in line with trend
	4612 - Furniture & Fittings	6480 - Hawkesbury Central Library (300GeorgeSt) Site	0	(62)	Budget to match actuals
	4901 - Building Construction	6480 - Hawkesbury Central Library (300GeorgeSt) Site	0	(47)	Budget to match actuals



Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Detailed Quarterly Budget Review Variations**  
for the quarter ended 31 March 2012

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
19 - Accounting Services	1799 - Sundry Income	0000 - No Project	(10,565)	0	Budget to match actuals
	2102 - Annual Leave	0000 - No Project	50,000	0	Budget adjusted in line with trend
	2104 - Long Service Leave	0000 - No Project	250,000	0	Budget adjusted in line with trend
	2402 - Sundry Expenses	0000 - No Project	1,000	0	Budget to match actuals
	2419 - General Office Expenditure	0000 - No Project	120	0	Budget to match actuals
20 - Rating Services	1101 - Operational Revenue-Residential Rates	0000 - No Project	(14,424)	0	Budget to match actuals
	1102 - Operational Revenue-Farmland Rates	0000 - No Project	(38,110)	0	Budget to match actuals
	1103 - Operational Revenue-Business Rates	0000 - No Project	(11,332)	0	Budget to match actuals
	1150 - Charges & Fees Recovery Legal Costs	1098 - Sundry Income Recovery Rates Legal Costs	(30,000)	0	Budget to match actuals
		1099 - Sundry Income Recovery Debtors Legal Cos	(3,500)	0	Budget adjusted in line with trend
	2244 - Debt Recovery Expenses	0000 - No Project	30,000	0	Budget to match actuals
	2425 - Bank Charges	5186 - Bank Charges Australia Post Agency Fee	2,000	0	Budget adjusted in line with trend
		5187 - Bank Charges C'with Agency Payment Fac	6,000	0	Budget adjusted in line with trend
		5188 - Bank Charges Credit Card Merchant Fees	(5,000)	0	Budget reallocated
		5192 - Bank Charges BPAY Charges	(3,000)	0	Budget reallocated
21 - Investment Debt Servicing	1601 - Interest Income	1542 - Interest Revenue-Reserves (Excl S64,S94)	50,000	0	Budget adjusted in line with trend
		1550 - Interest Revenue - General Fund	(350,000)	0	Budget adjusted in line with trend
22 - Administrative Services	1797 - Sundry Income DIV81	1443 - S/Sales & Serv- Freedom Info Access Fee	5,000	0	Budget adjusted in line with trend
		1799 - Sundry Income	(60)	0	Budget to match actuals
		1440 - S/Sales & Serv- Administration Sales	(15)	0	Budget to match actuals
		1449 - Reimburse Legal Exps -Lease Agreements	(918)	0	Budget to match actuals
	2426 - Licences & Subscriptions	4017 - Subs-L/Govt Shires Assoc Annual Subs	(2,117)	0	Budget to match actuals
		4018 - Subs-L/Govt Shires Assoc Subs other	1,670	0	Budget to match actuals
	2427 - Advertising	4000 - Advert Exps Advertising-Support Servs	(5,000)	0	Budget adjusted in line with trend
		4002 - Advert Exps Advertising-External Servs	3,000	0	Budget adjusted in line with trend
		4003 - Advert Exps Advertising-Infrastruct Sevs	(7,000)	0	Budget adjusted in line with trend
		4004 - Advert Exps Advertising- City Planning	(4,000)	0	Budget adjusted in line with trend
		4005 - Advert Exps Job Advert-Infrastruct Servs	13,000	0	Budget adjusted in line with trend
		4006 - Advert Exps Job Advert-Support Servs	10,000	0	Budget adjusted in line with trend
		4008 - Advert Exps Job Advert-City Planning	(15,000)	0	Budget adjusted in line with trend
		4009 - Advert Exps Job Advert-ComStrategy & GM	(13,000)	0	Budget adjusted in line with trend
23 - Word Processing	2101 - Salaries	0000 - No Project	25,302	0	Budget adjusted in line with trend
	2102 - Annual Leave	0000 - No Project	2,855	0	Budget adjusted in line with trend
	2103 - Sick Leave	0000 - No Project	1,427	0	Budget adjusted in line with trend
	2111 - Superannuation	0000 - No Project	3,353	0	Budget adjusted in line with trend
	2115 - Vacancy Discount	0000 - No Project	(759)	0	Budget adjusted in line with trend
	2127 - Maternity Leave	0000 - No Project	11,957	0	Budget to match actuals
	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(11,957)	Budget to match actuals





Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Detailed Quarterly Budget Review Variations**

for the quarter ended 31 March 2012

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
24 - Purchasing & Stores	2402 - Sundry Expenses	0000 - No Project	500	0	Budget adjusted in line with trend
25 - Property Development	1156 - Shops & Offices - Rental Income	1879 - Shop/Office-M'Quarie St Pizza Hut	(33,372)	0	Budget adjusted in line with trend
		1905 - Shop/Office- Suite 3 Deerubbin DOCs Rental	(10,455)	0	Budget adjusted in line with trend
		1951 - Shop/Office- Shop4 Wilberforce Shopping	22,438	0	Budget adjusted in line with trend
		6389 - Old Hospital-Johnson Wing (Bldg Action Insurance)	19,459	0	Budget adjusted in line with trend
		6394 - Old Hospital (Now Dist Benevolent Society)	45,000	0	Budget adjusted in line with trend
		6477 - Suite 2 Deerubin Centre - Curves Site	22,169	0	Budget adjusted in line with trend
	1342 - Footpath - Dining & Trading	0000 - No Project	(1,506)	0	Budget to match actuals
	2422 - Telephone Expenses	6959 - Hawkesbury Federation Precinct	550	0	Budget adjusted in line with trend
	2426 - Licences & Subscriptions	0000 - No Project	400	0	Budget to match actuals
	2598 - Co-Gen Hot & Cold Water Internal	6477 - Suite 2 Deerubin Centre - Curves Site	80	0	Budget adjusted in line with trend
	2599 - Co-Gen Electricity Internal	6389 - Old Hospital-Johnson Wing (Bldg Action Insurance)	220	0	Budget adjusted in line with trend
		6394 - Old Hospital (Now Dist Benevolent Society)	840	0	Budget adjusted in line with trend
		6477 - Suite 2 Deerubin Centre - Curves Site	260	0	Budget adjusted in line with trend
	2601 - Electricity	6072 - Glossodia Shopping Centre Glossodia	(1,100)	0	Budget adjusted in line with trend
		6205 - Wilberforce Shopping Centre Wilberforce	(500)	0	Budget adjusted in line with trend
		6394 - Old Hospital (Now Dist Benevolent Society)	(1,000)	0	Budget adjusted in line with trend
	2605 - Maintenance - Furniture & Fittings	0000 - No Project	(1,500)	0	Budget adjusted in line with trend
	2606 - Maintenance - Buildings	0000 - No Project	28,315	0	Budget adjusted in line with trend
	2615 - Vandalism Repairs	0000 - No Project	1,079	0	Budget to match actuals
	2619 - Works Program - Building M&R	6072 - Glossodia Shopping Centre Glossodia	614	0	Budget to match actuals
		6073 - Glossodia Shops Amenities Glossodia	(283)	0	Budget to match actuals
		6103 - Macquarie Park House Windsor	(90)	0	Budget to match actuals
		6105 - MacQuarie Park Amenities House Windsor	(2,340)	0	Budget to match actuals
		6394 - Old Hospital (Now Dist Benevolent Society)	66	0	Budget to match actuals
	2755 - Shops & Offices - Ground Maintenance	6072 - Glossodia Shopping Centre Glossodia	(1,000)	0	Budget adjusted in line with trend
		6114 - M/Hill Shopping Ctr McGraths Hill	(1,500)	0	Budget adjusted in line with trend
		6205 - Wilberforce Shopping Centre Wilberforce	(1,000)	0	Budget adjusted in line with trend
	4113 - Purchase Sewer Assets	6139 - Old Sackville Road Cottage Wilberforce	0	(5,000)	Budget reallocated
	4114 - Purchase Other Asset	6169 - 325 George Street, Windsor-Wdsr Town Hall	0	(2,754)	Budget reallocated
	4612 - Furniture & Fittings	6139 - Old Sackville Road Cottage Wilberforce	0	1,730	Budget to match actuals
		6438 - 1-17 (Lot 24) Reynolds Road Londonderry	0	(10,000)	Budget reallocated
	4804 - Park Improvement Program Landscaping	6164 - Richmond Tennis Centre Richmond	0	8,000	Budget to match actuals
	4901 - Building Construction	1904 - Shop/Office- Cafe Tourist Ctr Clarendon	0	8,427	Budget to match actuals
		6103 - Macquarie Park House Windsor	0	453	Budget to match actuals
		6250 - Australian Poineer Village Wilberforce	0	(50,000)	Budget to match actuals
		6394 - Old Hospital (Now Dist Benevolent Society)	0	(2,931)	Budget reallocated
		6438 - 1-17 (Lot 24) Reynolds Road Londonderry	0	11,730	Budget to match actuals



Hawkesbury City Council

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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation		
29 - Fleet Management	1002 - Plant Income - Leaseback	0000 - No Project	20,000	0	Budget adjusted in line with trend		
	2411 - Vehicle Expenses-Lease Back	0000 - No Project	32,000	0	Budget adjusted in line with trend		
	3106 - Sale of Leaseback Vehicles		0007 - Purchase Leaseback - Plant 7	0	315	Budget to match actuals	
			0017 - Purchase Leaseback - Plant 17	0	1,133	Budget to match actuals	
			0018 - Purchase Leaseback - Plant 18	0	2,364	Budget to match actuals	
			0030 - Purchase Leaseback - Plant 30	0	17,500	Budget to match actuals	
			0031 - Purchase Leaseback - Plant 31	0	17,500	Budget to match actuals	
			0040 - Purchase Leaseback - Plant 40	0	1,952	Budget to match actuals	
			0045 - Purchase Leaseback - Plant 45	0	(867)	Budget to match actuals	
			0049 - Purchase Leaseback - Plant 49	0	545	Budget to match actuals	
			0050 - Purchase Leaseback - Plant 50	0	679	Budget to match actuals	
			0058 - Purchase Leaseback - Plant 58	0	(1,139)	Budget to match actuals	
			0429 - C&M Pool Car-Nissan Xtrail -BG00YI - Plant 429	0	17,500	Budget to match actuals	
			0432 - Purchase Leaseback - Plant 432	0	(1,230)	Budget to match actuals	
		4601 - Purchase Leaseback Plant		0007 - Purchase Leaseback - Plant 7	0	(4,255)	Budget to match actuals
				0012 - Purchase Leaseback - Plant 12	0	(1,634)	Budget to match actuals
				0017 - Purchase Leaseback - Plant 17	0	(3,484)	Budget to match actuals
				0018 - Purchase Leaseback - Plant 18	0	(2,500)	Budget to match actuals
				0030 - Purchase Leaseback - Plant 30	0	(32,000)	Budget to match actuals
				0031 - Purchase Leaseback - Plant 31	0	(32,000)	Budget to match actuals
				0040 - Purchase Leaseback - Plant 40	0	(3,484)	Budget to match actuals
				0043 - Purchase Leaseback - Plant 43	0	(2,500)	Budget to match actuals
				0049 - Purchase Leaseback - Plant 49	0	(2,300)	Budget to match actuals
				0050 - Purchase Leaseback - Plant 50	0	(4,242)	Budget to match actuals
				0058 - Purchase Leaseback - Plant 58	0	(2,610)	Budget to match actuals
			0092 - Purchase Leaseback - Plant 92	0	(162)	Budget to match actuals	
39 - Cultural Services - Regional Gallery	1730 - Art & Historical Income		0000 - No Project	(3,000)	0	Budget adjusted in line with trend	
		9650 - Charges & Fees Sale Merchandise	1,200	0	Budget adjusted in line with trend		
	1732 - Gallery Income	4999 - Touring Exhibition Fees	7,000	0	Budget reallocated		
		187S - Arts Funding Program	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	(30,618)	0	Budget adjusted for Grant	
	2101 - Salaries	0000 - No Project	(18,500)	0	Budget reallocated		
	2107 - Casuals	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	(7,000)	0	Budget reallocated		
	2110 - Overtime	0000 - No Project	400	0	Budget adjusted in line with trend		
	2407 - Consultancy Fees	5107 - Cultural Planning Programs	2,000	0	Budget adjusted in line with trend		
	2490 - Activity Expenses	5107 - Cultural Planning Programs	(2,000)	0	Budget reallocated		
	2604 - Security	6481 - Hawkesbury Regional Gallery Site	(1,800)	0	Budget reallocated		
		6478 - Hospital Beds Artwork	(350)	0	Budget reallocated		
	2605 - Maintenance - Furniture & Fittings	6481 - Hawkesbury Regional Gallery Site	(1,500)	0	Budget reallocated		
		6481 - Hawkesbury Regional Gallery Site	5,000	0	Budget adjusted in line with trend		
		6481 - Hawkesbury Regional Gallery Site	1,800	0	Budget adjusted in line with trend		
	2606 - Maintenance - Buildings	0517 - General Consumables	(300)	0	Budget reallocated		
	2614 - Air Conditioning	2278 - Promotions	(200)	0	Budget reallocated		
	2762 - Art Gallery Expenses	4948 - Printing & Signage	2,900	0	Budget adjusted in line with trend		



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**Detailed Quarterly Budget Review Variations**

for the quarter ended 31 March 2012

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation		
39 - Cultural Services - Regional Gallery	2762 - Art Gallery Expenses	5810 - Administration Expenses	(1,200)	0	Budget reallocated		
		6380 - Exhibitions	203	0	Budget adjusted in line with trend		
		9642 - Conservation & Collections Management Expenses	297	0	Budget adjusted in line with trend		
		2820 - Grant Funded Operational Exp	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	20,000	0	Budget adjusted in line with trend	
		2821 - Grant Funded Consultancy Fees	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	(3,000)	0	Budget reallocated	
		4612 - Furniture & Fittings	6481 - Hawkesbury Regional Gallery Site	0	(5,000)	Budget reallocated	
42 - Legal Services	1742 - Reimburse Legal Expenses 2265 - Legal Expenses-City Planning	3981 - Dev Cont - HCC v Agostino	(65,000)	0	Budget to match actuals		
		0000 - No Project	(65,239)	0	Budget adjusted in line with trend		
58 - Printing & Signwriting	2419 - General Office Expenditure	4934 - Office Supplies Asset Serv Stationery	(5,000)	0	Budget adjusted in line with trend		
		4935 - Office Supplies Com & Finance Stationery	(1,000)	0	Budget adjusted in line with trend		
		4936 - Office Supplies Elect Members Stationery	(500)	0	Budget adjusted in line with trend		
		2591 - Print Machine Rental	4971 - Offset Machine Maint - RISO MZ770	(3,248)	0	Budget reallocated	
			4975 - Copier Maint - Ricoh MP 1100	(6,000)	0	Budget reallocated	
			4984 - Format Printer Maintenance-Roland VersaSP300	9,000	0	Budget adjusted in line with trend	
			4988 - Mail Inserter Maintenance-Neopost DS70	(3,000)	0	Budget reallocated	
			4971 - Offset Machine Maint - RISO MZ770	0	3,100	Budget to match actuals	
			4102 - Purchase of Printing Equipment	0000 - No Project	70	0	Budget adjusted in line with trend
			1730 - Art & Historical Income	2041 - School Program	500	0	Budget adjusted in line with trend
		79 - Cultural Services - Regional Museum	1730 - Art & Historical Income	9650 - Charges & Fees Sale Merchandise	(1,450)	0	Budget adjusted in line with trend
187S - Arts Funding Program	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum			30,618	0	Budget adjusted for Grant	
2107 - Casuals	6246 - 2010-2012 Triennial Program Funding-Gallery/Museum			2,000	0	Budget adjusted in line with trend	
2407 - Consultancy Fees	5107 - Cultural Planning Programs			6,000	0	Budget adjusted in line with trend	
2490 - Activity Expenses	1009 - Dr Rex Stubbs OAM Memorial			(4,246)	0	Budget to match actuals	
	5107 - Cultural Planning Programs			(2,000)	0	Budget reallocated	
	2591 - Print Machine Rental			4979 - Copier-Black Digital Aficio-Museum	52	0	Budget adjusted in line with trend
	2602 - Water			6128 - Museum-Howes House,Thompson Square Windsor	500	0	Budget adjusted in line with trend
	2604 - Security			6476 - Hawkesbury Regional Museum-Baker St Windsor	(3,000)	0	Budget adjusted in line with trend
	2606 - Maintenance - Buildings			6128 - Museum-Howes House,Thompson Square Windsor	2,003	0	Budget adjusted in line with trend
				6476 - Hawkesbury Regional Museum-Baker St Windsor	485	0	Budget adjusted in line with trend
	2609 - Cleaning			6128 - Museum-Howes House,Thompson Square Windsor	(2,000)	0	Budget adjusted in line with trend
				6476 - Hawkesbury Regional Museum-Baker St Windsor	1,000	0	Budget adjusted in line with trend
	2612 - Mtce Gardens & Grounds			0000 - No Project	(1,000)	0	Budget adjusted in line with trend
	2615 - Vandalism Repairs			6128 - Museum-Howes House,Thompson Square Windsor	100	0	Budget adjusted in line with trend
				6476 - Hawkesbury Regional Museum-Baker St Windsor	(200)	0	Budget adjusted in line with trend
	2820 - Grant Funded Operational Exp			6246 - 2010-2012 Triennial Program Funding-Gallery/Museum	(12,000)	0	Budget reallocated
	2986 - Museum Program Expenses			2278 - Promotions	(5,500)	0	Budget reallocated
				4948 - Printing & Signage	(11,000)	0	Budget reallocated
				5564 - Merchandise for Resale Expenses	6,500	0	Budget adjusted in line with trend
				5810 - Administration Expenses	2,300	0	Budget adjusted in line with trend
				6380 - Exhibitions	9,874	0	Budget adjusted in line with trend
				9642 - Conservation & Collections Management Expenses	(1,500)	0	Budget reallocated
	4612 - Furniture & Fittings			6380 - Exhibitions	0	5,000	Budget adjusted in line with trend
	4901 - Building Construction			6128 - Museum-Howes House,Thompson Square Windsor	0	5,000	Budget adjusted in line with trend



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
90 - Visitor Information Centre	1799 - Sundry Income	0000 - No Project	(90)	0	Budget to match actuals
	2107 - Casuals	0000 - No Project	13,544	0	Budget to match actuals
	2402 - Sundry Expenses	0000 - No Project	(250)	0	Budget adjusted in line with trend
	2422 - Telephone Expenses	0000 - No Project	(1,800)	0	Budget adjusted in line with trend
	2426 - Licences & Subscriptions	0000 - No Project	(40)	0	Budget to match actuals
	2490 - Activity Expenses	0000 - No Project	(4,167)	0	Budget reallocated
	2601 - Electricity	4170 - Hawkesbury Tourism	1,000	0	Budget adjusted in line with trend
	2604 - Security	4170 - Hawkesbury Tourism	120	0	Budget adjusted in line with trend
	2605 - Maintenance - Furniture & Fittings	6315 - Tourist Information Centre Clarendon	(245)	0	Budget adjusted in line with trend
	2606 - Maintenance - Buildings	6315 - Tourist Information Centre Clarendon	2,000	0	Budget adjusted in line with trend
	2609 - Cleaning	6315 - Tourist Information Centre Clarendon	400	0	Budget adjusted in line with trend
	2614 - Air Conditioning	6315 - Tourist Information Centre Clarendon	190	0	Budget adjusted in line with trend
	2615 - Vandalism Repairs	6315 - Tourist Information Centre Clarendon	133	0	Budget to match actuals
			<b>(46,479)</b>	<b>(84,663)</b>	
<b>INFRASTRUCTURE SERVICES</b>					
34 - Sullage Disposal	1117 - Extra Charges	0000 - No Project	(966)	0	Budget to match actuals
	1140 - Sullage Coll Inc Annual Charge Residenti	0000 - No Project	48,675	0	Budget to match actuals
	1142 - Sullage Coll Inc Pensioner Rebate	0000 - No Project	(21,396)	0	Budget to match actuals
	1145 - Sullage Coll Inc Extra Service-Residenti	0000 - No Project	19,273	0	Budget adjusted in line with trend
	2116 - Contractors	0000 - No Project	(129,292)	0	Budget adjusted in line with trend
	3257 - Tfr from Rsve Sullage Reserve	0000 - No Project	0	129,292	Budget to match actuals
	4257 - TFR to Rsve Sullage Reserve	0000 - No Project	0	(45,586)	Budget to match actuals
46 - Roadworks-Roads to Recovery DOTARSG	3811 - Roads to Recovery Prog-Cap Grant - DOTARS	8499 - Roads to Recovery Prog- BUO	0	430,620	Budget adjusted in line with trend
	4833 - Roads To Recovery Program-Capital Exps	8499 - Roads to Recovery Prog- BUO	0	(913,644)	Budget to match actuals
		8518 - Rds to Rec'y - Slopes Road	0	(236,600)	Budget adjusted in line with trend
		8830 - Rds to Rec'y-Hermitage Rd, Kurrajong Hills	0	5,614	Budget to match actuals
		8833 - Rds to Rec'y-Midson Road, Oakville	0	(30,000)	Budget reallocated
		8834 - Rds to Rec'y-Scheyville Road, Oakville	0	769,010	Budget to match actuals
		8861 - Rds to Rec'y - Snailham St,Sth Windsor	0	(25,000)	Budget reallocated
50 - Parks - Operational	1155 - Rental, Lease and fees Income	1676 - Rents and Fees Unallocated Fnds RentsFee	(1,795)	0	Budget to match actuals
		1679 - Rents and Fees Upper Colo Rsve (Caretake	(3,640)	0	Budget to match actuals
	1362 - Public Cemeteries Sundry Income	1660 - Pub/Cemeteries S/Inc- Richmond Lawn	(6,584)	0	Budget to match actuals
	1938 - Parks' Bookings	1680 - Parks' Hire	(7,653)	0	Budget to match actuals
	2600 - Gas	7947 - Pks Op & Maint Windsor Mall	(1,000)	0	Budget adjusted in line with trend
	2601 - Electricity	0000 - No Project	(1,000)	0	Budget adjusted in line with trend
	2602 - Water	0000 - No Project	(1,500)	0	Budget adjusted in line with trend
	2606 - Maintenance - Buildings	0000 - No Project	5,310	0	Budget adjusted in line with trend
	2615 - Vandalism Repairs	0000 - No Project	22,411	0	Budget adjusted in line with trend
	2619 - Works Program - Building M&R	6043 - Campbell St Park Amenities Nth Rich'd	60	0	Budget adjusted in line with trend
		6074 - Gov. Phillip Park Amenities Windsor	240	0	Budget to match actuals
		6075 - Gov Phillip Park Picnic Shelters Windsor	197	0	Budget to match actuals



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
50 - Parks - Operational	2619 - Works Program - Building M&R	6085 - Icely Park Amenities Richmond	378		0 Budget to match actuals
		6104 - Mac Park Pub Amenities & Shower Windsor	376		0 Budget adjusted in line with trend
		6120 - McQuade Park Rotunda Windsor	8		0 Budget adjusted in line with trend
		6144 - Powel Park Amenities Kurrajong Heights	(2,726)		0 Budget reallocated
		6192 - Upper Colo Reserve Amenities Upper Colo	(1,600)		0 Budget reallocated
		6212 - Windsor Mall Windsor	4,741		0 Budget to match actuals
		6298 - Paine Park Windsor	66		0 Budget adjusted in line with trend
		6390 - McGraths Hill Nursery Building	(3,243)		0 Budget adjusted in line with trend
		6422 - Bensons Lane - B'ball Amenities Richmond	167		0 Budget to match actuals
		6428 - Richmond Park Rotunda	191		0 Budget to match actuals
		6457 - Colbee Park Shelter	95		0 Budget to match actuals
	2678 - Land Management Bushcare	7631 - Bush Regeneration	10,946		0 Budget adjusted in line with trend
51 - Recreation	1361 - Richmond Pool Income	1981 - Richmond Pool, Income	(466)		0 Budget to match actuals
		1982 - Kiosk Sales, Richmond Pool Income	(1,680)		0 Budget to match actuals
	2422 - Telephone Expenses	7805 - Richmond Pool Expenditure Services	(200)		0 Budget adjusted in line with trend
	2601 - Electricity	6161 - Richmond Pool Richmond	(10,000)		0 Budget adjusted in line with trend
	2615 - Vandalism Repairs	7805 - Richmond Pool Expenditure Services	(4,000)		0 Budget adjusted in line with trend
	2911 - Cost of Goods Sold	7806 - Richmond Pool Kiosk	591		0 Budget to match actuals
	2920 - Pool Services	7805 - Richmond Pool Expenditure Services	1,150		0 Budget to match actuals
	3275 - Tfr From Waste Performance Improve Reserve	3078 - Pool Blankets	0	(3,750)	Budget to match actuals
	4901 - Building Construction	6249 - Memorial Park Tennis Amenities Windsor	0	(1,644)	Budget reallocated
	4959 - Waste Sustainability Improvement Program	3078 - Pool Blankets	0	3,750	Budget to match actuals
52 - Roadworks Maintenance	1173 - Refunded Bonds	8552 - Freemans Reach Rd/Gorricks Ln Roundabout	(2,627)		0 Budget to match actuals
	1905 - Natural Disaster Claim	1857 - Construction & Maintenance	(645,000)		0 Budget adjusted for Grant
	2636 - Storm Damage Repairs	1857 - Construction & Maintenance	355,000		0 Budget adjusted to match grants
		8918 - Mahons Creek Road	290,000		0 Budget adjusted in line with trend
	2648 - Roadworks Maint Heavy Patching	8001 - Sealed Roads Maintenance	(50,000)		0 Budget reallocated
53 - Roadworks Construction	4720 - Road Rehabilitation	9939 - Road Rehabilitation-Various Locations	0	(101,762)	Budget reallocated
59 - Council Buildings	2422 - Telephone Expenses	0000 - No Project	(10,000)		0 Budget to match actuals
	2601 - Electricity	6013 - Administration Building Windsor	3,000		0 Budget adjusted in line with trend
	2602 - Water	6013 - Administration Building Windsor	(1,000)		0 Budget adjusted in line with trend
	2604 - Security	6013 - Administration Building Windsor	3,000		0 Budget adjusted in line with trend
	2606 - Maintenance - Buildings	6013 - Administration Building Windsor	25,295		0 Budget adjusted in line with trend
		6977 - Condition Audits & Reporting	50,000		0 Budget adjusted in line with trend
	2609 - Cleaning	6013 - Administration Building Windsor	5,000		0 Budget adjusted in line with trend
	4901 - Building Construction	5441 - One Stop Shop	0	1,775	Budget to match actuals
		6012 - Administration Air Conditioning	0	21,213	Budget to match actuals
		6013 - Administration Building Windsor	0	13,294	Budget to match actuals
60 - Community Buildings	2606 - Maintenance - Buildings	0000 - No Project	16,951		0 Budget adjusted in line with trend
	2607 - Maintenance - Plant & Equipment	6013 - Administration Building Windsor	(2,672)		0 Budget reallocated
	2614 - Air Conditioning	6070 - Glossodia Long Day Care Glossodia	5,500		0 Budget adjusted in line with trend
	2615 - Vandalism Repairs	0000 - No Project	(4,000)		0 Budget reallocated



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation			
60 - Community Buildings	2619 - Works Program - Building M&R	6005 - 22 Bosworth Street Richmond	6,043	0	Budget to match actuals			
		6069 - Glossodia Community Centre Glossodia	524	0	Budget to match actuals			
		6080 - H'ville Long Day Care Centre Hobartville	19	0	Budget to match actuals			
		6082 - Horrie Elly Community Hall Colo Heights	4,607	0	Budget adjusted in line with trend			
		6117 - McMahon Park Amenities Kurrajong	120	0	Budget to match actuals			
		6150 - Richmond Early Child Care (CWA) Richmond	682	0	Budget to match actuals			
		6162 - Richmond Pre-School Richmond	(2,135)	0	Budget to match actuals			
		6236 - Childrens Centre Bligh Park	5,844	0	Budget to match actuals			
		6279 - Tiningi Comm'y Ctr Bligh Park Bligh Park	849	0	Budget to match actuals			
		6391 - Yarramundi Community Centre Yarramundi	(5,934)	0	Budget reallocated			
		6421 - Peppercorn Place Windsor	(6,857)	0	Budget reallocated			
		6483 - Richmond Occasional Care-W/Market St	(5,339)	0	Budget reallocated			
		4101 - Purchase of Plant	0096 - Publicworks - Table Top - Plant 96	0	0	(660)	Budget adjusted in line with trend	
			0097 - P/Works-Plant 97 Dutro Table Top 1.5 tonne	0	0	(6,689)	Budget adjusted in line with trend	
		4901 - Building Construction		6028 - Bilpin Hall Bilpin	0	(7,782)	Budget reallocated	
	6069 - Glossodia Community Centre Glossodia			0	(4,890)	Budget reallocated		
	6076 - Greenhills LDC Centre South Windsor			0	(6,068)	Budget reallocated		
	6080 - H'ville Long Day Care Centre Hobartville			0	6,049	Budget to match actuals		
	6132 - North Richmond Pre-School North Richmond			0	(3,849)	Budget reallocated		
	6151 - Richmond Grandstand Richmond			0	5,000	Budget adjusted in line with trend		
	6200 - W'force Long Day Care Centre Wilberforce			0	(1,976)	Budget reallocated		
	6201 - Wilberforce Offices Wilberforce			0	(17)	Budget reallocated		
	6421 - Peppercorn Place Windsor			0	7,119	Budget to match actuals		
	6483 - Richmond Occasional Care-W/Market St			0	6,475	Budget to match actuals		
	4904 - Building Services - IRP				6032 - Blax'ds Ridge Comm'y Centre Blax'd Ridge	0	3,164	Budget adjusted in line with trend
					6034 - Bligh Park Community Centre Bligh Park	0	(9,643)	Budget reallocated
		6130 - North Richmond NHC North Richmond	0		(5,428)	Budget reallocated		
6154 - Richmond Neighbourhood Centre Richmond		0	273		Budget to match actuals			
9794 - HLC-Replace large plant		0	(7,117)		Budget reallocated			
9943 - IRP Proj-Replace ceiling tiles in various comty bldgs		0	(10,459)		Budget reallocated			
61 - Works Depot	2619 - Works Program - Building M&R	6052 - Council Depot Wilberforce	(2,491)	0	Budget reallocated			
		2648 - Roadworks Maint Heavy Patching	4990 - Depot Expenses Wilberforce Depot Expense	51,000	0	Budget to match actuals		
		2700 - Depot Expenses	4996 - Tyre Retread Income	(2,500)	0	Budget reallocated		
		4612 - Furniture & Fittings	6052 - Council Depot Wilberforce	0	11,000	Budget to match actuals		
		4901 - Building Construction	5433 - Fuel Tanks Monitoring Facilities	0	6,051	Budget adjusted in line with trend		
			6052 - Council Depot Wilberforce	0	(17,059)	Budget reallocated		
		4972 - Workshop Equipment	6052 - Council Depot Wilberforce	0	(53,241)	Budget reallocated		





Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Detailed Quarterly Budget Review Variations**

for the quarter ended 31 March 2012

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation	
62 - Operations Management	1000 - Plant Surplus -PW Hire Earned	0000 - No Project	50,000	0	Budget adjusted in line with trend	
	2000 - Plant - Running Costs	0000 - No Project	68,609	0	Budget adjusted in line with trend	
	3101 - Sale of Plant	0779 - Publicworks - Mower - Plant 779	0	200	Budget reallocated	
	4101 - Purchase of Plant	0016 - P/Works Plant 16-Falcon BF XL 1tonne Ute	0016 - P/Works Plant 16-Falcon BF XL 1tonne Ute	0	(1,745)	Budget to match actuals
		0303 - P/Works Plant 303 - Flo Con	0303 - P/Works Plant 303 - Flo Con	0	20,000	Budget reallocated
		0644 - Plant 644-Punt Barge&Trailer MI3403	0644 - Plant 644-Punt Barge&Trailer MI3403	0	(9,000)	Budget reallocated
		0645 - Plant 645 - DeHavilland Boat -C33583	0645 - Plant 645 - DeHavilland Boat -C33583	0	(10,000)	Budget reallocated
		0647 - P/Works Plant 647 - JP Tag Trailer	0647 - P/Works Plant 647 - JP Tag Trailer	0	39,000	Budget to match actuals
		0989 - Gentech Welder/Compressor	0989 - Gentech Welder/Compressor	0	(1,300)	Budget to match actuals
		63 - Ancillary Facilities	1403 - Road Reinstatement Fees	1458 - Road Reinstatement Fees Rail Corp Restoration	(57,167)	0
1459 - Road Reinstatement Fees CCTS-Telecommunications Constru	(50,031)			0	Budget to match actuals	
1404 - Road Opening Permits	0000 - No Project		(92)	0	Budget to match actuals	
1893 - Street Lighting Subsidy-RTA	0000 - No Project		(1,000)	0	Budget to match actuals	
1937 - Other Works Contributions	1475 - Other Work Contr Concrete Slab Inspect'n		(3,406)	0	Budget to match actuals	
	5781 - W'force Standpipe M&R		(1,500)	0	Budget adjusted in line with trend	
2602 - Water	6093 - Kurrajong Water Stand Pipe Kurrajong		(1,200)	0	Budget adjusted in line with trend	
	6134 - Nth Rich'd Water Standpipe Nth Richmond		(200)	0	Budget adjusted in line with trend	
	2615 - Vandalism Repairs		8970 - Bus Shelters Bus Shelter Maintenance	100	0	Budget to match actuals
2619 - Works Program - Building M&R	6156 - Bus Shelter Windsor Street Richmond		(3,000)	0	Budget reallocated	
2620 - Bus Shelter Maintenance	8970 - Bus Shelters Bus Shelter Maintenance		1,031	0	Budget to match actuals	
2628 - Road Restorations	8963 - Road Restoration-Other Other Road Items		107,198	0	Budget adjusted in line with trend	
3251 - Tfr from Rsve Carryovers Reserve	6300 - Windsor Wharf, Windsor		0	(43,346)	Budget reallocated	
382G - Wdr Wharf Construction-NSW Maritime-Better Boating	6300 - Windsor Wharf, Windsor		0	43,346	Budget adjusted for Grant	
4781 - Traffic Facilities	8993 - Guard rail installations-various locations		0	(20,000)	Budget adjusted in line with trend	
4806 - Purchase Other Structures	6300 - Windsor Wharf, Windsor		0	13,000	Budget adjusted in line with trend	
64 - Ferry Operations	1934 - Ferry Cont Baulkham Hills/Lw Portlan		4230 - Lower Portland Ferry Budget Use Only	(177,500)	0	Budget adjusted in line with trend
	2540 - Lower Portland Ferry	4235 - Lower Portland Ferry Overhaul Ferry	205,000	0	Budget to match actuals	
67 - State Emergency Services	2619 - Works Program - Building M&R	6168 - SES Building-Wilberforce	(3,996)	0	Budget reallocated	
88 - Co Generation Project	1162 - CoGen Gas Income External	6479 - Deerubin Centre - Chapters Cafe Site	(491)	0	Budget to match actuals	
		6477 - Suite 2 Deerubin Centre - Curves Site	(80)	0	Budget adjusted in line with trend	
	1165 - CoGen Hot & Chilled Water Inc Internal	6389 - Old Hospital-Johnson Wing (Bldg Action Insurance)	(220)	0	Budget adjusted in line with trend	
		6394 - Old Hospital (Now Dist Benevolent Society)	(840)	0	Budget adjusted in line with trend	
	1166 - Co-Gen Electricity Income Internal	6421 - Peppercorn Place Windsor	(5,000)	0	Budget adjusted for Grant	
		6477 - Suite 2 Deerubin Centre - Curves Site	(260)	0	Budget adjusted in line with trend	
		6470 - Co Generation (Located at Deerubbin Cte)	4,222	0	Budget adjusted in line with trend	
	2606 - Maintenance - Buildings	6470 - Co Generation (Located at Deerubbin Cte)	(4,222)	0	Budget adjusted in line with trend	
	2607 - Maintenance - Plant & Equipment	6470 - Co Generation (Located at Deerubbin Cte)	(4,222)	0	Budget adjusted in line with trend	



Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Detailed Quarterly Budget Review Variations**  
for the quarter ended 31 March 2012

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation		
89 - Waste Management Facility	1121 - Garbage Serv Chrg Business	2201 - Garb Serv Chg Business Occupied 240L bin	(1,223)	0	Budget to match actuals		
		2204 - Garb Serv Chg Own Sund Waste Coll Chrg	(1,187)	0	Budget to match actuals		
	1708 - Tender Documents	0000 - No Project	(45)	0	Budget to match actuals		
	1751 - Recycling Income	2214 - Recycling Income Sale of Sand		(3,199)	0	Budget to match actuals	
		2217 - Recycling Income Sale of Green Waste		1,457	0	Budget adjusted in line with trend	
		2221 - Recycling Income Sale of Concrete		(248)	0	Budget to match actuals	
	1752 - Disposal Fees (Gate Takings)	0000 - No Project		(102,000)	0	Budget to match actuals	
	1759 - Domestic Waste Disposal Income	0000 - No Project		(430,757)	0	Budget adjusted in line with trend	
	2107 - Casuals	0000 - No Project		(8,184)	0	Budget adjusted in line with trend	
	2108 - Travelling	0000 - No Project		733	0	Budget adjusted in line with trend	
	2110 - Overtime	0000 - No Project		6,069	0	Budget adjusted in line with trend	
	2602 - Water	2269 - Depot Work Exp Waste Depot Services		1,466	0	Budget adjusted in line with trend	
	2603 - Insurance	2270 - Depot Work Exp East K'jong Rest'n		6	0	Budget to match actuals	
	2963 - Waste Depot Work Expenditure	2260 - Waste Depot Work Exp		(40,000)	0	Budget adjusted in line with trend	
		2271 - Waste Depot Working Exp		3,330	0	Budget adjusted in line with trend	
	3230 - Transfer from Tip Remediation Reserve	0000 - No Project		0	36,580	Budget adjusted in line with trend	
	4230 - Transfer to Tip Remediation Reserve	0000 - No Project		0	537,202	Budget reallocated	
92 - Parks Grants	18RD - Greenspace-OpenSpaceStrat-DpPlan-Gr 18RD	9205 - Open Space & Recreation Strategy	(2,720)	0	Budget adjusted to match grants		
	18RL - Weed Control-Chain of Ponds-HNCMA-Gr 18RL	7326 - Chain of Ponds restoration	(9,091)	0	Budget adjusted for Grant		
	18RM - Weed control-Oakville Park-HNCMA-Gr 18RM	7204 - Oakville Park	(7,273)	0	Budget adjusted for Grant		
	2820 - Grant Funded Operational Exp	7204 - Oakville Park		7,273	0	Budget adjusted for Grant	
		7326 - Chain of Ponds restoration		9,091	0	Budget adjusted for Grant	
93 - Parks Plant	3101 - Sale of Plant	0404 - Publicworks - Ute - Plant 404	0	1,090	Budget to match actuals		
		0733 - Publicworks - Mower - Plant 733	0	298	Budget to match actuals		
	3251 - Tfr from Rsve Carryovers Reserve	0000 - No Project		0	6,001	Budget reallocated	
		0404 - Publicworks - Ute - Plant 404		0	(1,088)	Budget adjusted in line with trend	
		0604 - Plant 604-Dean Tandem Tilt Bed Trailer - P23126		0	(9,000)	Budget adjusted in line with trend	
		0607 - Publicworks - Trailer - Plant 607		0	3,750	Budget reallocated	
		0621 - Plant 621-Karakar Trailer - B54734		0	1,774	Budget reallocated	
		0623 - Plant 623 - 3x5 Trailer		0	1,285	Budget reallocated	
		0631 - Publicworks - Mower - Plant 631		0	(6,000)	Budget adjusted in line with trend	
		0636 - Plant 636-Jarrett Redback 5'Slasher		0	8,034	Budget reallocated	
		0700 - Publicworks - Blower/Vaccum- Plant 700		0	883	Budget reallocated	
		0718 - Publicworks - Blower/Vaccum- Plant 718		0	(592)	Budget adjusted in line with trend	
		0721 - Publicworks - Blower/Vaccum- Plant 721		0	(592)	Budget adjusted in line with trend	
		0729 - Publicworks - Cutter - Plant 729		0	(615)	Budget adjusted in line with trend	
		0745 - Publicworks - Cutter - Plant 745		0	615	Budget reallocated	
		0904 - Plant 904 - Silvan Spray Unit		0	(3,500)	Budget adjusted in line with trend	
		0997 - Publicworks - Generator - Plant 997		0	(955)	Budget adjusted in line with trend	
		3253 - Tfr from Rsve Plant Reserve	0729 - Publicworks - Cutter - Plant 729		0	(535)	Budget adjusted in line with trend
			0745 - Publicworks - Cutter - Plant 745		0	535	Budget reallocated





Hawkesbury City Council

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**Detailed Quarterly Budget Review Variations**  
for the quarter ended 31 March 2012

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
93 - Parks Plant	4101 - Purchase of Plant	0000 - No Project	0	(5,500)	Budget adjusted in line with trend
		0404 - Publicworks - Ute - Plant 404	0	1,088	Budget reallocated
		0405 - P/Works-Plant 405 Iseki 54" out front mower P&G	0	(3,004)	Budget reallocated
		0604 - Plant 604-Dean Tandem Tilt Bed Trailer - P23126	0	9,000	Budget reallocated
		0607 - Publicworks - Trailer - Plant 607	0	(3,750)	Budget reallocated
		0621 - Plant 621-Karakar Trailer - B54734	0	(1,774)	Budget reallocated
		0623 - Plant 623 - 3x5 Trailer	0	(1,285)	Budget reallocated
		0636 - Plant 636-Jarrett Redback 5'Slasher	0	(8,034)	Budget reallocated
		0700 - Publicworks - Blower/Vaccum- Plant 700	0	(1,793)	Budget reallocated
		0704 - Publicworks - Edgers- Plant 704	0	(565)	Budget reallocated
		0717 - P/Works-Plant 717 Deutscher mower 26"	0	(2,000)	Budget reallocated
		0718 - Publicworks - Blower/Vaccum- Plant 718	0	592	Budget to match actuals
		0721 - Publicworks - Blower/Vaccum- Plant 721	0	592	Budget to match actuals
		0724 - Publicworks - Plant 724	0	(1,000)	Budget reallocated
		0729 - Publicworks - Cutter - Plant 729	0	1,150	Budget reallocated
		0733 - Publicworks - Mower - Plant 733	0	(1,356)	Budget reallocated
		0737 - Publicworks - Blower/Vaccum- Plant 737	0	(429)	Budget to match actuals
		0745 - Publicworks - Cutter - Plant 745	0	(1,150)	Budget reallocated
		0779 - Publicworks - Mower - Plant 779	0	(856)	Budget reallocated
		0904 - Plant 904 - Silvan Spray Unit	0	3,500	Budget reallocated
		0925 - Publicworks - Chainsaw - Plant 925	0	(726)	Budget reallocated
		0997 - Publicworks - Generator - Plant 997	0	955	Budget reallocated
	4595 - Insurance Claimable Expenses - Plant	0920 - Publicworks - Chainsaw - Plant 920	0	1,409	Budget to match actuals
		0921 - Publicworks - Chainsaw - Plant 921	0	609	Budget to match actuals
		0925 - Publicworks - Chainsaw - Plant 925	0	609	Budget to match actuals
		0931 - Publicworks - Chainsaw - Plant 931	0	1,409	Budget to match actuals
		0933 - Plant 933-Chainsaw Stihl MS250 - P & G	0	509	Budget to match actuals
		0937 - Publicworks - Chainsaw - Plant 937	0	955	Budget to match actuals
95 - Parks Capital (Excluding Plant & Grants)	4114 - Purchase Other Asset	6212 - Windsor Mall Windsor	0	(3,994)	Budget reallocated
	4120 - Building Works-Reg & Local Comm Infra Prog	7185 - Woodbury Reserve	0	20,000	Budget reallocated
		9750 - Streeton Lookout	0	15,353	Budget reallocated
	4124 - Parks & Rec-Reg & Local Comm Infra Prog	7185 - Woodbury Reserve	0	(20,000)	Budget reallocated
		9750 - Streeton Lookout	0	(15,353)	Budget reallocated
	4612 - Furniture & Fittings	6021 - Bensons Lane Cricket	0	(4,000)	Budget reallocated
	4801 - Park Improvement Program	7620 - Signage Parks	0	(12,357)	Budget reallocated
	4804 - Park Improvement Program Landscaping	6422 - Bensons Lane - B'ball Amenities Richmond	0	6,534	Budget to match actuals
		7099 - Richmond Park	0	(19,596)	Budget reallocated
		7215 - St Albans Tennis Courts	0	3,000	Budget adjusted for Grant
		9750 - Streeton Lookout	0	(3,000)	Budget reallocated
	4806 - Purchase Other Structures	7099 - Richmond Park	0	19,596	Budget reallocated
		7620 - Signage Parks	0	12,357	Budget reallocated
	4901 - Building Construction	6021 - Bensons Lane Cricket	0	3,460	Budget to match actuals
		6422 - Bensons Lane - B'ball Amenities Richmond	0	(6,500)	Budget to match actuals



Hawkesbury City Council

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**Detailed Quarterly Budget Review Variations**  
for the quarter ended 31 March 2012

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
96 - South Windsor Effluent Reuse Scheme	4114 - Purchase Other Asset	3502 - South Windsor Effluent Reuse Scheme	0	853,311	Budget to match actuals
51 - Recreation	2457 - Contribution to HSC & HLC	7995 - Leisure Centre Annual Subsidy	(5,500)	0	Budget reallocated
	2604 - Security	6213 - H'bury Oasis Swimming Ctr Sth Windsor	104	0	Budget to match actuals
	2605 - Maintenance - Furniture & Fittings	6213 - H'bury Oasis Swimming Ctr Sth Windsor	1,860	0	Budget to match actuals
	2606 - Maintenance - Buildings	6213 - H'bury Oasis Swimming Ctr Sth Windsor	17,863	0	Budget adjusted in line with trend
		6318 - Indoor Sports Stadium South Windsor	6,841	0	Budget adjusted in line with trend
	2607 - Maintenance - Plant & Equipment	6213 - H'bury Oasis Swimming Ctr Sth Windsor	5,500	0	Budget adjusted in line with trend
	2619 - Works Program - Building M&R	6318 - Indoor Sports Stadium South Windsor	20,504	0	Budget adjusted in line with trend
	3275 - Tfr From Waste Performance Improve Reserve	6213 - H'bury Oasis Swimming Ctr Sth Windsor	0	(1,583)	Budget to match actuals
	4613 - Purchase of Equipment	6318 - Indoor Sports Stadium South Windsor	0	21,000	Budget to match actuals
	4823 - Pool - refurbishment IRP	6213 - H'bury Oasis Swimming Ctr Sth Windsor	0	(33,000)	Budget reallocated
	4901 - Building Construction	6213 - H'bury Oasis Swimming Ctr Sth Windsor	0	(25,320)	Budget reallocated
	4904 - Building Services - IRP	6213 - H'bury Oasis Swimming Ctr Sth Windsor	0	62,209	Budget adjusted in line with trend
	4959 - Waste Sustainability Improvement Program	6213 - H'bury Oasis Swimming Ctr Sth Windsor	0	1,583	Budget to match actuals
66 - Fire Control	2000 - Plant - Running Costs	0000 - No Project	(83,000)	0	Budget reallocated
	2550 - Fire Control Operating Ex	4303 - GRN radio access fees	(25,000)	0	Budget reallocated
	2619 - Works Program - Building M&R	6077 - Grose Vale Bush Fire Shed Grose Vale	(107)	0	Budget reallocated
	4101 - Purchase of Plant	0000 - No Project	0	108,000	Budget adjusted in line with trend
	4901 - Building Construction	6201 - Wilberforce Offices Wilberforce	0	(10,000)	Budget reallocated
80 - Sewerage Schemes	1000 - Plant Surplus -PW Hire Earned	0000 - No Project	17,224	0	Budget adjusted in line with trend
	1002 - Plant Income - Leaseback	0000 - No Project	(2,533)	0	Budget adjusted in line with trend
	1127 - Sewer Rates Residential Connected	0000 - No Project	(1,350)	0	Budget to match actuals
	1128 - Sewer Rates Residential Unconnected	0000 - No Project	12,235	0	Budget to match actuals
	1129 - Sewer Rates Business Connected	0000 - No Project	18,918	0	Budget to match actuals
	1130 - Sewer Rates Business Unconnected	0000 - No Project	1,802	0	Budget to match actuals
	1135 - Pensioner Rebate Subsidy Rebate	0000 - No Project	120	0	Budget to match actuals
	1155 - Rental, Lease and fees Income	0000 - No Project	(12,552)	0	Budget to match actuals
	1157 - Other Rents & Leases	6471 - 91 WindsorRd Lot1 DP656975 McGrathsHill	(25)	0	Budget to match actuals
	1770 - Sewer Connections	5900 - Sewer Connection General Income	(659)	0	Budget to match actuals
	1771 - Pasture Improvement Income	0000 - No Project	3,746	0	Budget adjusted in line with trend
	1774 - Recoverable Maintenance	0000 - No Project	(4,200)	0	Budget to match actuals
	1775 - Trade Waste Income	0000 - No Project	(168,785)	0	Budget to match actuals
	2000 - Plant - Running Costs	0000 - No Project	(2,730)	0	Budget adjusted in line with trend
	2112 - Allowances - Recurring	0000 - No Project	18,084	0	Budget adjusted in line with trend
	2117 - Payroll Tax	0000 - No Project	6,075	0	Budget adjusted in line with trend
	2119 - Public Holidays for Non Budgeted Salaries	0000 - No Project	5,021	0	Budget adjusted in line with trend
	2434 - Mobile Phone Expenses	5953 - Sewer M & R Catchment A	(131)	0	Budget to match actuals
		5954 - Sewer M & R Catchment B	(103)	0	Budget to match actuals
		5957 - Sewer M & R Catchment E	(131)	0	Budget to match actuals
		5959 - Sewer M & R Catchment G	(301)	0	Budget to match actuals
		5964 - Sewer M & R Catchment M	(142)	0	Budget to match actuals
		5965 - Sewer M & R Catchment N	(142)	0	Budget to match actuals
		5967 - Sewer M & R Catchment P	(301)	0	Budget to match actuals



Hawkesbury City Council

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**Detailed Quarterly Budget Review Variations**

for the quarter ended 31 March 2012

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
80 - Sewerage Schemes	2601 - Electricity	5931 - Energy Costs - Pumping St South Windsor	(20,244)		0 Budget adjusted in line with trend
		5932 - Energy Costs - Pumping St	26,789		0 Budget adjusted in line with trend
	2602 - Water	5954 - Sewer M & R Catchment B	2,106		0 Budget adjusted in line with trend
		5956 - Sewer M & R Catchment D	78		0 Budget adjusted in line with trend
		6273 - Sewer Treatment Wks McGraths Hill	893		0 Budget adjusted in line with trend
	2619 - Works Program - Building M&R	6253 - Sewer Works South Windsor Bligh Park	1,722		0 Budget adjusted in line with trend
	2636 - Storm Damage Repairs	1964 - Waste Management	1,231		0 Budget to match actuals
	2930 - Treatment Works Operating Expenditure	5935 - Treatment Works - McGraths Hill	(23,687)		0 Budget reallocated
		5936 - Treatment Works-South Windsor	(26,075)		0 Budget reallocated
	2932 - Sewer M & R	5951 - Sewer M & R Sewers M & R	19,752		0 Budget adjusted in line with trend
		5953 - Sewer M & R Catchment A	13,247		0 Budget adjusted in line with trend
		5955 - Sewer M & R Catchment C	15,957		0 Budget adjusted in line with trend
		5957 - Sewer M & R Catchment E	22,964		0 Budget adjusted in line with trend
		5964 - Sewer M & R Catchment M	5,721		0 Budget adjusted in line with trend
		5965 - Sewer M & R Catchment N	12,359		0 Budget adjusted in line with trend
	2934 - Pumping Stations M&R	5962 - Sewer M & R Catchment K	4,000		0 Budget adjusted in line with trend
		5976 - Scheyville W&S M&R S'ville Water & Sew	59,000		0 Budget adjusted in line with trend
	2937 - Desludge Lagoon	0000 - No Project	30,000		0 Budget adjusted in line with trend
	2948 - Pasture Improve Program	0000 - No Project	5,934		0 Budget to match actuals
	3201 - Tfr from Rsve Capital - Sewer	0000 - No Project	0		(50) Budget to match actuals
		0414 - Plant 414-OEW 811 135 M/F Tractor	0	2,910	Budget to match actuals
		5944 - Sewer Pump Station 'F'	0	100,000	Budget to match actuals
		5947 - Sewer Pump Station 'R'	0	85,000	Budget to match actuals
		5993 - Generator - Pump Station 'I'	0	70,000	Budget to match actuals
		6392 - Sewer Pump Station 'O'	0	65,000	Budget to match actuals
	3229 - Tfr from Rsve Sewer Operating Reserve	0000 - No Project	0	(206,948)	Budget adjusted in line with trend
		5931 - Energy Costs - Pumping St South Windsor	0	30,000	Budget reallocated
	4101 - Purchase of Plant	0414 - Plant 414-OEW 811 135 M/F Tractor	0	(2,910)	Budget to match actuals
		0735 - Plant 735-Rover Super Utility Mower	0	25	Budget to match actuals
		0738 - Plant 738-Rover Super Utility Mower	0	25	Budget to match actuals
	4112 - Purchase Safety Equipment	0000 - No Project	0	(5,000)	Budget reallocated
		2330 - Safety Equipment	0	5,000	Budget reallocated
	4229 - TFR to Rsve Sewer Operating Reserve	0000 - No Project	0	136,061	Budget adjusted in line with trend
	4957 - Upgrade Pump Stations	5944 - Sewer Pump Station 'F'	0	(100,000)	Budget to match actuals
		5947 - Sewer Pump Station 'R'	0	(85,000)	Budget to match actuals
		5993 - Generator - Pump Station 'I'	0	(70,000)	Budget to match actuals
		6392 - Sewer Pump Station 'O'	0	(65,000)	Budget to match actuals
96 - South Windsor Effluent Reuse Scheme	3238 - Transfer from Sth Windsor Effluent Reuse Scheme Reserve	0000 - No Project	0	621,344	Budget to match actuals
	4113 - Purchase Sewer Assets	3502 - South Windsor Effluent Reuse Scheme	0	(1,476,442)	Budget adjusted in line with trend
	4238 - Transfer to Sth Windsor Effluent Reuse Scheme Reserve	0000 - No Project	0	1,788	Budget to match actuals
			<b>(471,580)</b>	<b>598,819</b>	



Hawkesbury City Council

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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
<b>CITY PLANNING</b>					
12 - Community Administration	1155 - Rental, Lease and fees Income	5719 - The Dungeon	468		0 Budget to match actuals
		6112 - McGrath Hill Comm'y Ctr McGraths Hill	880		0 Budget adjusted in line with trend
		6421 - Peppercorn Place Windsor	4,093		0 Budget adjusted in line with trend
	1799 - Sundry Income	4048 - Aged and Disabled Worker/Community Prog Co-Ord	(354)		0 Budget to match actuals
	1863 - Community Worker-Salaries Subsidy Grants	4047 - Yth Participation Officer/Community Worker Salaries	16,547		0 Budget reallocated
		4048 - Aged and Disabled Worker/Community Prog Co-Ord	(16,759)		0 Budget reallocated
	186D - Aged and Disabled Officer-Dep of Age	4048 - Aged and Disabled Worker/Community Prog Co-Ord	(12,126)		0 Budget to match actuals
	2492 - Comty Services Program Expenses	0000 - No Project	33,980		0 Budget adjusted in line with trend
	2599 - Co-Gen Electricity Internal	6421 - Peppercorn Place Windsor	5,000		0 Budget adjusted in line with trend
	2602 - Water	6148 - Richmond Band Room137 March St Richmond	365		0 Budget adjusted in line with trend
	2604 - Security	6421 - Peppercorn Place Windsor	(736)		0 Budget reallocated
	2605 - Maintenance - Furniture & Fittings	6421 - Peppercorn Place Windsor	(753)		0 Budget reallocated
	2606 - Maintenance - Buildings	6112 - McGrath Hill Comm'y Ctr McGraths Hill	(453)		0 Budget reallocated
		6148 - Richmond Band Room137 March St Richmond	1,661		0 Budget adjusted in line with trend
		6154 - Richmond Neighbourhood Centre Richmond	1,187		0 Budget adjusted in line with trend
		6229 - Richmond NHC Hall 3	937		0 Budget to match actuals
		6391 - Yarramundi Community Centre Yarramundi	577		0 Budget reallocated
		6421 - Peppercorn Place Windsor	1,359		0 Budget adjusted in line with trend
	2607 - Maintenance - Plant & Equipment	6229 - Richmond NHC Hall 3	17		0 Budget to match actuals
		6421 - Peppercorn Place Windsor	412		0 Budget to match actuals
	2614 - Air Conditioning	6421 - Peppercorn Place Windsor	324		0 Budget to match actuals
31 - Building Control	1313 - S149D Certificates	1132 - S149D Certificates S149D Certificates	(5,000)		0 Budget adjusted in line with trend
32 - Development Control	1320 - Subdivision Fees	1161 - Subdivision Fee Security&Inspect Eng	(7,000)		0 Budget adjusted in line with trend
		1162 - Subdivision Fee Subdivision Fees	(3,000)		0 Budget adjusted in line with trend
		1167 - Subdivision Fee Subdivision Certificate	3,000		0 Budget adjusted in line with trend
		1170 - Subdivision Fee Re-Certification of Plan	(741)		0 Budget to match actuals
	1321 - Development Application	1163 - Subdivision Fee DA Notices-Adjoin Owners	5,000		0 Budget adjusted in line with trend
		1164 - Subdivision Fee DA Notices -Advertising	4,000		0 Budget adjusted in line with trend
		1195 - Develop Application -Other fees	75,000		0 Budget adjusted in line with trend
	1322 - Sect 149 Certificates	1217 - Sect 149 Certificates -Part (2)	5,000		0 Budget adjusted in line with trend
	1360 - Agricultural Fees	1696 - Tree Removal Application Fees	5,000		0 Budget adjusted in line with trend
	2107 - Casuals	0000 - No Project	(24,960)		0 Budget reallocated
	2407 - Consultancy Fees	0000 - No Project	14,000		0 Budget adjusted in line with trend
	2691 - Tree Preservation Order Works	7991 - Tree Maintenance	960		0 Budget adjusted in line with trend
33 - Sewerage Management Facilities	1310 - Septic Tank Permits	0000 - No Project	(7,000)		0 Budget adjusted in line with trend
	1351 - Inspection Fees	0000 - No Project	(18,000)		0 Budget adjusted in line with trend
		9978 - Decommission Septic Tank Fee	(3,805)		0 Budget to match actuals
35 - Health Services	1407 - Income-Infringements	0000 - No Project	(1,020)		0 Budget to match actuals
	2402 - Sundry Expenses	1257 - Regulatory Education Courses	700		0 Budget adjusted in line with trend
37 - Regulation & Enforcement	2107 - Casuals	0000 - No Project	(9,000)		0 Budget adjusted in line with trend
	2112 - Allowances - Recurring	0000 - No Project	11,000		0 Budget adjusted in line with trend



Hawkesbury City Council

**Quarterly Budget Review Statement**  
for the period 01 July 2011 to 31 March 2012

**Detailed Quarterly Budget Review Variations**  
for the quarter ended 31 March 2012

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
38 - Animal Control	1337 - Pound Income	1221 - Dog Pound Impounding Fee-Dogs	6,000		0 Budget adjusted in line with trend
		1241 - Dog Pound Impounding Fee-Dogs	8,000		0 Budget adjusted in line with trend
		1242 - Fine - Animal not permanently identified	(11,000)		0 Budget adjusted in line with trend
	2601 - Electricity	6252 - Dog Pound McGraths Hill	(1,000)		0 Budget adjusted in line with trend
	2602 - Water	6252 - Dog Pound McGraths Hill	150		0 Budget adjusted in line with trend
	2606 - Maintenance - Buildings	6252 - Dog Pound McGraths Hill	(2,000)		0 Budget reallocated
	2619 - Works Program - Building M&R	6252 - Dog Pound McGraths Hill	829		0 Budget adjusted in line with trend
	2721 - Stock Pound Expenses	4025 - Prevent Impound Expenses	(3,000)		0 Budget adjusted in line with trend
43 - City Planning	2407 - Consultancy Fees	0000 - No Project	(47,084)		0 Budget reallocated
		4692 - Hawkesbury River Flood Risk Mgmt Study	38,084		0 Budget adjusted to match grants
	2408 - Printing & Stationery Costs	3077 - Online Sustainable Living Guide	4,750		0 Budget to match actuals
	2426 - Licences & Subscriptions	0000 - No Project	(1,163)		0 Budget to match actuals
	2737 - Social Planning	4043 - Community Administration	9,000		0 Budget to match actuals
	4959 - Waste Sustainability Improvement Program	3082 - Solar spa heating system - Oasis	0	(25,430)	Budget reallocated
49 - Parking Patrol	1407 - Income-Infringements	0000 - No Project	7,000		0 Budget adjusted in line with trend
	2107 - Casuals	0000 - No Project	(13,594)		0 Budget adjusted in line with trend
	2110 - Overtime	0000 - No Project	(700)		0 Budget reallocated
	2112 - Allowances - Recurring	0000 - No Project	700		0 Budget adjusted in line with trend
	2662 - Infringement Processing Expenses	5424 - Parking Patrol-Street Parking	(30,000)		0 Budget adjusted in line with trend
91 - Customer Service	2127 - Maternity Leave	0000 - No Project	5,537		0 Budget adjusted in line with trend
	2636 - Storm Damage Repairs	0000 - No Project	12,556		0 Budget to match actuals
	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(5,537)	Budget to match actuals
94 - Section 94A Funding	3269 - Tfr from Resv S94A Contributions	9787 - Senior Citz Centre Extention	0	(21,550)	Budget adjusted in line with trend
	3948 - S94A Contributions	0000 - No Project	0	(117,006)	Budget to match actuals
	4269 - TFR to Rsve S94A Contributions	0000 - No Project	0	117,006	Budget to match actuals
	4901 - Building Construction	9787 - Senior Citz Centre Extention	0	21,550	Budget adjusted in line with trend
43 - City Planning	4959 - Waste Sustainability Improvement Program	3082 - Solar spa heating system - Oasis	0	25,430	Budget to match actuals
81 - Domestic Waste Management	2967 - Domestic Waste Disposal Expenses	0000 - No Project	430,757		0 Budget adjusted in line with trend
	3203 - Tfr from Rsve Waste Management Reserve	0000 - No Project	0	(567,257)	Budget adjusted in line with trend
	4203 - TFR to Rsve Waste Management Reserve	0000 - No Project	0	136,499	Budget reallocated
			<b>494,583</b>	<b>(436,295)</b>	
<b>TOTAL VARIATIONS</b>			<b>(27,861)</b>	<b>27,861</b>	
<b>NET (SURPLUS)/DEFICIT</b>				<b>(0)</b>	

people...caring...linking...supporting...shaping

## Part 3

# Management Plan Performance



**Principal Activity**

1. Develop and implement strategies, based on social justice principles, to work with the local and business communities to define the Hawkesbury character to identify what is important to preserve and promote

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Consult with the community to define the Hawkesbury character.	Strategic Planning	Consultation strategy developed and implemented	Project Brief sent to 3 Consult firms for Quotes. Engaging successful consultant and Reference group in April 2012.
Initiate discussions with Deerubbin Local Aboriginal Land Council (DLALC) about protocols for notification of development proposals.	Town Planning	Discussions with DLALC regarding preliminary options for notification of development proposals held	No action this quarter - due to lack of resources.
Deliver an events program that promotes community connection, celebration and character.	Corporate Communication	Community satisfaction with events increased	Two written compliments received for Community Nursery Opening. Many verbal compliments received at Citizenship, Awards and Community Nursery opening events.
Project plan developed for the preparation, consultation and adoption of Plans of Management.	Parks & Recreation	Project Plan developed	Conservation plans identified and budgets sought through the 10 year budget process.
Implement Parks Plans of Management as funding and grants allow.	Parks & Recreation	Works completed on time and within budget	Work is being undertaken as funding and time allow.
Develop an Urban Street Tree Management Strategy.	Parks & Recreation	Strategy developed	Not commenced-due to other work demands.



**Principal Activity**

2. Council to adopt a Residential Land Strategy.

Operational Plan Actions	Responsible Manager	Output Measure	Progress
Finalise Residential Land Strategy.	Strategic Planning	Residential Land Strategy adopted	Completed - Residential Land Strategy adopted by Council

**Principal Activity**

3. Develop a Plan to coordinate heritage conservation and prioritise the implementation of actions including seeking resources from other sources to promote and conserve heritage.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Apply for the funding to complete a comprehensive Heritage Strategy for Hawkesbury Local Government Area.	Strategic Planning	Funding application made in accordance with guidelines set by Heritage Council	Project not scheduled for commencement in 3rd quarter.
Provide annual assistance grants for agreed Council heritage programs (supplemented by external funding).	Town Planning	Heritage Reserve used to provide assistance grants for selected conservation projects	No further action this quarter - due to lack of resources.
Prepare a planning proposal to facilitate the listing of the additional items in Hawkesbury Local Environmental Plan.	Strategic Planning	Planning proposal prepared	List of additional heritage items being prepared and field survey being undertaken to prepare and finalise a heritage inventory.
Prepare a draft Heritage Chapter in the Development Control Plan to specify provisions to protect and maintain heritage items in the Local Government Area.	Strategic Planning	Draft Heritage Chapter prepared	Draft Heritage Chapter prepared and to be included in next review of Hawkesbury Development Control Plan.
Apply for funding to develop Conservation Management Plans for parks and cemeteries.	Parks & Recreation	Funding applications completed	Grant applications not available at this stage.

**Principal Activity****4. Develop Community Safety Plans for:**

- *IT Disaster Recovery Plan and Business Continuity Plan*
- *Service Level Agreements with Rural Fire Service*
- *Flood Risk Management Study and Plan for the Hawkesbury River*
- *Hawkesbury Crime Preve*

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Develop and implement an IT Disaster Recovery Plan and Business Continuity Plan.	Information Services	IT Disaster Recovery Plan completed and alternative site established	Infrastructure build complete. Documentation to be finalised and failover testing to be undertaken. Testing to be complete by 4th quarter 2012.
Maintain Business Continuity Plan.	Information Services	Business Continuity Plan is current	Business Continuity Plan updated and distributed to Crisis Management Team. Action complete for 2011/12.
Develop a Bush Fire Hazard Reduction Program for open space in consultation with the Hawkesbury Rural Fire Service.	Parks & Recreation	Program developed	Plan to be developed over next quarter awaiting information from RFS
Provide support to the Rural Fire Service and State Emergency Services including the Local Emergency Management Committee and operation of the Emergency Operations Centre.	Director Infrastructure Services	Service level agreement satisfied	Organisations supported and Council represented on local emergency committee. Councils obligations under service level agreement are being met.
Finalise Flood Risk Management Study and Plan for the Hawkesbury River.	Strategic Planning	Study and Plan finalised	Floodplain Risk Management Advisory Committee preparing Study and Plan with assistance from consultant, Council staff and relevant government agencies

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Crime Prevention Strategy adopted by Council and submitted to NSW Attorney General's Department for endorsement as a "Safer Community Compact".	Community Partnerships	Plan adopted and submitted for endorsement	Community safety audits completed for Windsor and Richmond. Due to staff vacancy work on this project has been deferred in this quarter.
Develop and Implement Road Safety Action Plan.	Community Partnerships	Annual Action Plan developed and implemented	Road Safety Action Plan has been developed and is being implemented. Two projects implemented to date with planning for third project underway.

**Principal Activity**

5. Undertake community research and make information available so that services and facilities can be planned to serve changing demographics and other external impacts, and to inform the review of the Community Strategic Plan.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Provide statistical and other social planning information to assist in the identification of community needs.	Strategic Planning	Information and data collated and provided	Hawkesbury Profile and Atlas placed on Council's website and training provided to council staff (by Informed Decisions)
Assist in completing the Nepean Homeless Taskforce 10 Year Plan to end homelessness.	Strategic Planning	Recommendations reported to Council	Ongoing assistance provided - not yet reported to council.
Develop a strategy for the Integration of Social Justice Principles (SJP) into Council's corporate planning framework.	Strategic Planning	Strategy developed	Not commenced in this quarter
Explore opportunities for community housing partnerships to pursue affordable housing.	Community Partnerships	Recommendations reported to Council	Preliminary discussions held with Wentworth Community Housing
Develop a Disability Action Plan.	Community Partnerships	Disability Action Plan adopted	Community survey currently being undertaken. Community consultations being hosted in July 2012 and Access and Inclusion Audits of Council facilities being undertaken.

Operational Plan Actions	Responsible Manager	Output Measure	Progress
Manage the Deed of Management for the operation of the Hawkesbury Leisure Centres.	Director Support Services	<p>Formal meetings of representatives of the YMCA of Sydney and relevant Council staff held every three months</p> <p>Reports and other documentation provided by the YMCA of Sydney as required under the Deed of Management</p>	<p>Formal meetings held on 20 October 2011, 28 November 2011 and 20 March 2012 between Council staff and representatives of the YMCA to discuss the management and operation of the Centres. Also numerous informal discussions and meetings have taken place.</p> <p>Reports and various documentation in accordance with the Deed of Management received by Council from YMCA including monthly financial and attendance reports, insurance certificates and the 2010/2011 Annual Report.</p>
Engage consultants to develop Open Space Recreation Strategy.	Parks & Recreation	Consultants engaged	Consultants are progressing according to schedule with the aim to go on Public exhibition by early June.
Develop library services strategically and in response to social, economic and environmental benchmarks, and in accordance with State Library NSW benchmarks.	Cultural Services	State Library NSW benchmarks for attendance figures met	151,708 visits to both libraries during Jul 2011-Mar 2012. Currently 39,479 library members, a 6% increase from last year. This is 61% of our population and well above the NSW average of 46%

**Principal Activity***6. Finalise Master Plan for Windsor.*

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Commence review of draft Master Plan for Windsor.	Strategic Planning	Review commenced	Application for grant funding to undertake review made under Livable Cities Program

**Principal Activity**

7. Develop a Sustainable Land Use Strategy that integrates all land use and other relevant plans to protect environmentally sensitive land.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Define environmentally sensitive land.	Strategic Planning	Environmentally sensitive land defined	Project not scheduled for commencement in 3rd quarter
Develop a framework, to sequence existing and proposed strategies and plans for the development of the Sustainable Land Use Strategy.	Strategic Planning	Framework developed	Project not scheduled for commencement in 3rd quarter



**Principal Activity**

8. Develop and implement a Risk Management and Adaptation Plan to improve and support human services and delivery of outcomes for the community on the possible impacts of climate change.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Prepare a Climate Change Risk Assessment Plan to identify the possible impacts to residents from flooding, heat stress, and fire and storm events.	Strategic Planning	Risk Assessment Plan finalised and reported to Council	Tenders closed 2 Feb 2012, the project was awarded to GHD Pty Ltd. Inception meeting 21 March 2012.
Develop an Adaptation Plan to identify actions that protect residents against the possible impacts of climate change.	All	Adaptation Plan adopted by Council	Adaption Plan on hold pending the completion of the Risk assessment plan and availability of funding

**Principal Activity**

9. Develop support and implement partnerships with relevant stakeholders to manage the Hawkesbury - Nepean River system. Advocate for relevant agencies to produce "State of the River Reports".

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Participate in the Hawkesbury Nepean Local Government Advisory Group.	Strategic Planning	Meetings attended as required	Meetings attended as required.
Lobby the Office of the Hawkesbury - Nepean and the Catchment Management Authority to develop actions that improve the health of the Hawkesbury - Nepean River.	Strategic Planning	Implementation of actions supported	Supported actions include:- -Estuary Management Study.
Develop and implement a bush regeneration program.  Apply for appropriate grants to supplement the bush regeneration budget.	Parks & Recreation	Bushland regeneration program developed  Relevant grant applications made	Bushland program has commenced.
Provide pump out services to limit nutrients and pollutants from onsite sewerage management systems entering waterways.	Waste Management	Pump out service provided within set time frames	Service provided within set time frames.
Ensure onsite management systems are managed effectively.	Regulatory Services	Onsite management systems assessed	Onsite management systems are continually assessed in accordance with the environmental risk criteria frequency for inspections program.
Reduce gross pollutants entering waterways through the provision of Gross Pollutant Traps (GPTs).	Construction & Maintenance	Gross pollutants are captured and measured	The state of the GPT's are monitored on a regular basis and cleaned on a needs basis. The type and volume of pollutants is recorded and registered.

Operational Plan Actions	Responsible Manager	Output Measure	Progress
Ensure reticulated sewerage systems are operated to limit nutrients entering waterways.	Waste Management	Licence conditions met	100% compliance.
Provide a trade waste service to commercial and industrial premises. Set service standards and levels.	Waste Management	Service levels met	Service standards and levels set and met.
Provide recycled water to Council's reserves, parks and local schools for irrigation and toilet flushing.	Waste Management	Recycled water provided.	Recycled water provided to customers as needed.

**Principal Activity***10. Delivery of actions contained in Council's Water and Energy Action Plans.*

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Finalise the Water and Energy Saving Action Plans Online Annual Reports.	Strategic Planning	DECCW online reporting completed	Project to be completed in quarter 3
Review and develop the Energy Savings Action Plan.	Strategic Planning	Review commenced	Project to be completed in quarter 3
Implement the Water and Energy Savings Action Plans.	All	Annual targets in Water and Energy Savings Action Plans achieved	Targets implemented as required by the WaSIP working group
Provide updated quarterly information on water and energy usage to the Management Executive Team.	Strategic Planning	Quarterly consumption data provided	Information provided to MANEX for their consideration on the 14th October 2011
Ensure programs included in the Water and Energy Action Plans are incorporated in the Long-Term Financial Plan and Asset Management Plans and funded in annual budgets.	All	Annual actions in Water and Energy Savings Action Plans delivered	Actions to be incorporated are identified by the WaSIP working group

**Principal Activity**

11. Delivery of actions identified in the Local Government Strategic Waste Action Plan (LGSWAP) in accordance with the State Governments Waste and Sustainability Improvement Payment Program.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Coordinate projects identified in the Waste and Sustainability Improvement Payment Program.	Strategic Planning	Projects completed	2011-2012 initiatives adopted by OEH. Fourteen projects worth \$731,535.00 to be implemented.
Prepare and call for tenders for the process and/or removal of green and timber waste received at the Hawkesbury City Waste Management Facility.	Waste Management	Tenders determined	Reported to WMAC and resolved to go to Council with recommendation to go to tender
Provide domestic and commercial waste and recycling collection services to the community.	Regulatory Services	Customer service standards achieved	Customer service standards are being achieved
Classify waste received at the Hawkesbury City Waste Management Facility to establish opportunities to divert waste.	Waste Management	Waste classification undertaken	Completed
Undertake a feasibility study for an Alternate Waste Treatment Facility.	Waste Management	Feasibility study completed	Completed
Investigate the viability of beneficial reuse of methane gas produced by the degradation of waste land filled.	Waste Management	Viability study completed	Completed
Develop a program for the safe management of asbestos assets.	Director Infrastructure Services	Program developed	Asbestos Management Plans are being activated on sites as part of the commencement of any projects. A number of major precincts have been addressed to date and work is continuing.
Identify risks associated with waste management and the storage and disposal of substances and chemicals.	Risk Manager	Programs established and incorporated into relevant operational plans	Chemical / Hazardous Goods register has been developed and will be maintained by Risk Management.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Develop and implement a Sustainable Events Policy.	Corporate Communication and Parks and Recreation	Policy developed	Event plans for Hawkesbury Show Display tent reviewed in line with Sustainable Events Policy.

**Principal Activity**

12. New and existing development meets planning controls and support Council's sustainability principles.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Investigate complaints of unauthorised development and development not complying with conditions of consent in accordance with Customer Service Standards.	Regulatory Services	Customer service standards achieved	Customer service standards are being achieved
Implement sustainability principles to meet total life cycle costs for infrastructure maintenance and renewal through the development of ten year Operational and Financial Plans for Waste Management.	Waste Management	Operational Plan and Financial Plans developed	Operational Plan and Financial Plans developed each year - completed

**Principal Activity***13. Develop environmental educational programs.*

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Promote the Sustainable Events Policy to community groups holding events.	Corporate Communication	Policy promoted	Sustainable Events Policy promoted via media release, mayoral column and Sustainable Events Workshop for event organisers held in March.
Provide and promote information and cultural services and resources that assist the community in caring for the environment.	Cultural Services	Relevant library resources collected and searchable online catalogue provided  Gallery and Museum exhibitions and public programs are provided to encourage environmental awareness of sustainable practices developed	Library's 'Garden in a Box' activity promoted young childrens' learning about sowing, growing plants and recycling. Save Power Kits from Office of Environment and Health have been borrowed 35 times. The Museum's permanent exhibition covers issues relating to floods, environment and local agriculture. Museum and Gallery public programs incorporated creative concepts relating to caring for the environment.
Educate the community on environment and bush care values, threatened and endangered species.	Parks Recreation	Workshops and educational opportunities provided	A plant identification workshop and a bushcare site tour have been held.
Initiate an education program for tenants of Council leased buildings on caring for their environment and implementing sustainable practices.	Corporate Services & Governance	Education program initiated	Staff have commenced discussions on the content of the education program and are currently looking at the material to be included.
Implement the actions contained in the Illegal Dumping Prevention Strategy.	Regulatory Services	Actions implemented	Completed and ongoing.



<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Develop and implement companion animal awareness programs.	Regulatory Services	Programs developed and implemented	Relevant programs are developed and implemented on an "as needed" basis
Develop a Waste Education Program.	Strategic Planning	Strategic Waste Action Plan developed	Two major waste school education projects commenced.

**Principal Activity**

14 Develop and implement an Integrated Land Use and Transport Network Strategy (ILUTNS) with partners to ensure networks meet the community's current and future needs.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Work with regional partners and state agencies to develop a Brief for the funding and development of an Integrated Land Use and Transport Network Strategy.	Strategic Planning	Partnership formed, funding achieved and Brief prepared	Project not scheduled for commencement in 3rd quarter; Project scope being redefined.
Deliver community transport services in accordance with contracted outputs as negotiated with funding bodies.	Community Partnerships	Contracted outputs achieved	Year to date contracted outputs (service levels) achieved

**Principal Activity**

15. Engage neighbouring councils, transport providers and State Government to contribute in kind or financially to improve the transport network.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Take every opportunity to lobby for improvements to transport networks.	Corporate Communication	Priority projects highlighted at appropriate government level	No priority projects highlighted in this quarter.
Develop a Communication Strategy for priority projects.	General Manager	Strategy developed	No priority projects highlighted this quarter.
Lobby state / federal authorities for financial assistance by way of grant funding.	Construction & Maintenance	Relevant grant applications lodged	Nominations for state & federal funding are prepared and submitted prior to the closing time and date. Correspondence to state/federal members will often address funding issues related to specific projects.
Prepare and submit applications for funding to authorities associated with natural disasters.	Construction & Maintenance	Relevant grant applications lodged	Applications are dealt with as a matter of urgency and formal applications are compliant with the Authorities requirements.
Apply for yearly Cycleway Funding with RTA.  Provide technical input for Black Spot and other funding opportunities with government agencies.	Design & Mapping	Application for cycleway and black spot funding made	Completed in 1st Quarter

**Principal Activity**

16. Advocate for improved transport networks.

Operational Plan Actions	Responsible Manager	Output Measure	Progress
Review and provide comments on proposed government services and infrastructure strategies.	Strategic Planning	Timely and accessible comments provided	Comments provided as requested. Most recent being the land release submission for North Richmond and Box Hill North reported to Council 31 January 2012.

**Principal Activity**

17. Extend the shared pathway/cycleway network and improve pedestrian access in accordance with priorities identified in Mobility Plan.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Coordinate the implementation of works as identified in Hawkesbury Mobility Plan.	Community Partnerships	Annual works achieved	RMS funding application for 2012/2013 completed. Programmed works for 2011/12 are in progress.
Provide input to relevant mobility projects for implementation.	Design & Mapping	Input provided as required	Completed in 1st Quarter
Implement works programs as identified in the Hawkesbury Mobility Plan.	Construction & Maintenance	Projects completed on time and within budget	Projects relating to the Mobility Plan have been completed on time and within budget.

**Principal Activity**

18. Maintain and monitor Council's roads and footpaths to ensure they are safe and accessible.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Undertake annual road and footpath maintenance and renewal programs.	Construction & Maintenance	Maintenance and renewal programs provided	Maintenance & renewal programs are carried out to the limit of the available budget.
Undertake road and footpath inspections and report on their condition.	Construction & Maintenance	Inspections undertaken and reported	Foot path inspections are performed once every two years.
Provide designs to support projects contained within the Capital Works Program.	Design & Mapping	Designs provided as required	Designs on Schedule in accordance with works program targets

**Principal Activity**

19. Advocate for the best and affordable telecommunication services that addresses both urban and rural locations.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Identify priority issues relating to telecommunications services for the Hawkesbury.	Strategic Activities	Priority issues identified	Issues indentified on an ongoing basis. Opportunities to promote more broadband service offerings monitored and progressed ie. NBN grant funds.
Lobby to seek improvements for priority issues.	Strategic Activities	Priority issues highlighted at appropriate government level	Representation made to politicians and Government departments appraoched as appropriate by Council Executive.

**Principal Activity**

20. Implement the recommended immediate, ongoing and short term strategies contained in the "Hawkesbury Employment Lands Strategy".

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Prepare project framework for the renewal of Richmond around Richmond Station and between Windsor Street and Bosworth Street by way of zoning, land use and urban design options.	Strategic Planning	Project framework prepared	Project not scheduled for commencement in 3rd quarter
Investigate the potential for land at Clarendon to be rezoned and developed for high amenity office and business development with minor and ancillary retail development.	Strategic Planning	Investigations undertaken and report prepared	Meeting held with owner's representatives and potential developer. Awaiting further investigations by proponent.



***Principal Activity***

*21. Develop a Marketing Strategy Project to commence 2012/2013.*

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Project to commence in 2012/2013.	Strategic Activites	Not Applicable	Not Applicable

**Principal Activity***22. Facilitate partnerships between employers and training providers.*

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Develop Council as an Employer of Choice.	Human Resources	Statistics for the attraction and retention of staff improved each year	Resignations - 6 permanent staff Retirements - 4 permanent staff Appointments - 18 permanent appointments.
Undertake Scholarship Program with University of Western Sydney.	Strategic Activities	Scholarship Program undertaken	Program operational. 2012 recipients being selected by UWS and agreement being renewed.

***Principal Activity***

*23. Establish social enterprises to provide employment opportunities*

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Investigate opportunities to establish social enterprise partnerships with local service providers.	Community Partnerships	Feasibility Study completed	Preliminary meeting held with Wentworth Community Housing to discuss options

***Principal Activity***

*24. Work with local industry and providers to develop business focused programs that promote sustainable business practices.*

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Establish program to work with local industry to promote sustainable business practices through improvements in environmental health, and pollution prevention and advice on other statutory requirements.	Regulatory Services	Program developed	Program developed. Yet to be implemented.

***Principal Activity***

*25. Develop and commence implementation of an Economic Development Strategy.*

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Project to commence 2012/2013.	Strategic Activities	Not Applicable.	Not Applicable

**Principal Activity**

26. Develop and commence implementation of Tourism Strategy for Hawkesbury.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Tourism Strategy developed with assistance of partners.	Strategic Activities	Strategy adopted by Council	Project in preparation phase
Following adoption by Council commence implementation.	Strategic Activities	Implementation commenced	Actions to be undertaken subject to adoption.

**Principal Activity**

27. Ensure that sustainability principles are integrated into Council's plans and policies.

Operational Plan Actions	Responsible Manager	Output Measure	Progress
Integrate sustainability principles into Council's plans and policies.	All	Plans and policies, when reviewed, incorporate sustainability principles	Community education and displays implemented to increase recycling rates and enhance communication. High school audit and education program developed and commenced within three high schools in the Hawkesbury. Waste education program developed and commenced within ten primary schools in the Hawkesbury. Recycling at Richmond swimming pool developed and undertaken to service school sports carnivals. Corporate recycling audit undertaken. Waste reduction strategies to be reported to MANEX for adoption. Installation of solar hot water for shower facilities at the Oasis swimming centre commenced. Solar spa heating system installation at the Oasis swimming centre commenced. New Pool blankets and associated motorised structures to the Richmond swimming pool has been installed.
Incorporate financial sustainability principles within the budget process.	All	Council's service levels funded and maintained in the long-term	New Asset management system under development. This will assist in the whole of life planning for all assets

Operational Plan Actions	Responsible Manager	Output Measure	Progress
Investigate the use of recycled products in infrastructure programs and implement where possible.	Construction & Maintenance	Products used quantified and reported on	Recycled road base is being used on most construction projects.
Undertake designs within available budget to meet best practice and life cycle cost.	Design & Mapping	Quality engineering designs for Council's Operations Program provided  Designs for the implementation of the Works Program delivered in timely fashion  Program completed	Designs on Schedule in accordance with works program targets and achieving best practice.
Improve accessibility to Council's website for the community and customers.	Information Services	Web Content Accessibility Guidelines implemented	Web site review continues. On Line Communications Committee to review requirements for accessibility for the visually impaired to ensure compliance with WCAG2.0.
Examine the provision of possible e-Services and on line options to provide increased level of service.	Information Services	Amount of business conducted through Council's website increased	On-line forms being developed as CRM is deployed.



**Principal Activity***28 Provide strong governance and resilient learning and professional opportunities.*

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Ensure efficient operation of Council and Committee meetings:  · Council meeting cycle meets legislative requirements.  · Committees and membership predetermined by Council annually.	General Manager	At least 10 Council meetings held each year, in different months  Meetings conducted in accordance with Code of Meeting Practice  Review undertaken	Required number of meetings held and/or scheduled.  Meetings conducted as required.  Review undertaken in September, 2011.
Implement policies and procedures to meet Award and legislative requirements.	Human Resources	Policies and procedures meet legislative requirements	Continued review of existing policies and procedures to meet legislative changes.
Corporate and individual training needs are provided.	Human Resources	Learning and professional opportunities developed	Continued investigation and delivery of corporate and individual training to suit the needs of the organisation in developing staff skills and knowledge.
Conduct audits in accordance with Council's adopted Strategic Internal Audit Plan.	General Manager	Audits completed	Audits completed and reported to Audit Committee in accordance with the adopted Internal Audit Plan.
Provide community access to Council information.	Corporate Services & Governance	Government Information Public Access (GIPA) Act complied with	Council is tracking to receive an average of 219 informal applications each quarter, which is approximately double the number received 5 years ago. Only 1 Formal access application was determined in the quarter, compared to 3 in the previous quarter.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Review the quality and cost effectiveness of provision of legal services to Council.	Support Services	Review undertaken	Completed. Report regarding the provision of legal services considered by Council at its meeting on 12 July 2011. Council resolved to extend the appointments of Marsdens Law Group and Pikes Lawyers to provide legal services to Council until 6 August 2014.
Implement Council's Work Health and Safety Strategy and Plan.	Risk Management	Registers current and maintained. Workplaces where exposure to chemical & physical agents required health surveillance monitored  Emergency management plans developed.	Incident/Accident register developed & current. Chemicals/Haz.Goods register developed and current. I,T&M database being populated. Emergency Mgt plans developed for all permanently staffed sites.
Monitor and report on the delivery of services as identified in the Customer Service Charter and the Customer Contact and Service Standards.	Community Partnerships	Reports provided	Reporting regime still under development 42 of 56 (75%) of customer service standards achieved (July to Dec).
Maintain Customer Service processes with International Customer Service Standard (ICSS) benchmarks.	Community Partnerships	ICSS Accreditation maintained	Finalising arrangements for ICSS accreditation on site validation process.

**Principal Activity***29. Advocate for a better share of taxes.*

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Identify appropriate opportunities for advocacy for an equitable share of taxes to provide funding for projects and community needs identified in the Community Strategic Plan.	General Manager	Opportunities identified and advocacy undertaken at appropriate government level	Appropriate action taken in association with relevant issues as they arise.
Provide financial information and interpretation to support lobbying.	Financial Services	Financial information provided within deadlines	Financial information provided as required within set deadlines
Develop a Communication Strategy for advocacy in appropriate circumstances.	Corporate Communications	Strategy developed as required	Communication template available to be adapted when issues arise.

**Principal Activity**

30. Explore options for alternative income to establish services and facilities to meet the identified needs of the community.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Review and implement processes to facilitate compliance with the Division of Local Government requirements relating to procurement processes.	Financial Services	Cost effective and transparent procurement processes implemented throughout Council	On-going. Procurement and Tendering procedures reviewed regularly and improvements implemented as required.
Source external investment from state and federal agencies to increase community services and community facilities which are available to satisfy identified community needs.	Community Partnerships	Grant applications lodged	7 grant applications were lodged during the quarter, which brings the total for the year so far to 22.
Provide rental income from Council owned properties under lease.	Corporate Services & Governance	Rental income received by Council is maximised	Council is maximising its rental income, and working to secure existing and new tenants.
Prepare and submit applications to funding authorities.	All	Relevant funding applications submitted	7 applications were submitted with a total of \$1,198,750.00 awaiting determination.
Provide financial support to assist community groups to build social capital through sponsorship of community programs and events.	Community Partnerships	Financial support in accordance with Community Sponsorship Program provided	Round 3 of 2011/2012 CSP completed with 5 approved applications totalling \$2,207. Total amount outlaid year-to-date \$64,290.

**Principal Activity**

31. Develop the Resourcing Strategy consisting of:

- Long Term Financial Planning
- Asset Management Planning
- Workforce Management Planning

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Review Council's Long Term Financial Strategy and facilitate the review of Council's Long Term Financial Plan in line with the Division of Local Government Guidelines and legislative requirements.	Financial Services	Resourcing Strategy, including Long Term Financial Plan, submitted for Council's consideration  Long Term Strategy established and Delivery Program resourced	In progress. Council's Long Term Financial Plan is currently under review and will be submitted for Council's adoption by June 2012
Coordinate the development of asset management in accordance with Division of Local Government's Integrated Planning and Reporting Framework.	Strategic Planning	Division of Local Government requirements met	* draft asset management planning strategy being prepared; * asset management system implementation underway * asset management plan review underway
Develop a Workforce Management Plan.	Human Resources	Workforce Management Plan completed as part of the Resourcing Strategy	Ongoing.
Prepare Development Contributions Plans in accordance with Department of Planning guidelines.	Strategic Planning	Plans prepared	Internal working group preparing revised S94 and S94A contribution plans

**Principal Activity**

32. Undertake community engagement on the development of the Resourcing Strategy and have dialogue with the community in setting affordable and sustainable service levels and standards.

Operational Plan Actions	Responsible Manager	Output Measure	Progress
Consult the community to identify current cultural priorities and assist in the identification of the Hawkesbury character.	Cultural Services	Community consultation undertaken	Library 'Suggestions to Buy' program assists in developing customer focussed Library collections. Fifty teenagers attended a 'Teen Tuesdays' series of holiday activities, established in response to a Library Program Survey held in mid 2011. Regular bi-monthly meetings are held with volunteers to consult on aspects of the volunteer program and operations. The Gallery exhibition, 'The Versatile Clints' was curated in partnership with Friends of Hawkesbury Art Community group. Exhibitions of local schools' artwork regularly organised by the Gallery. Local artist exhibitions are curated in Gallery foyer space. Visitor surveys undertaken to elicit responses to Gallery programs and encourage suggestions. Museum exhibitions curated on local Mushroom industry in conjunction with community groups and AMGA. 'The Misses Stewart' exhibition engages with local textile and community groups. Active partnership with Hawkesbury Historical Society with museum collection management.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Undertake consultation with the community in developing infrastructure programs.	Construction & Maintenance	Community consultation undertaken	Requests from the community are recorded and placed on a list for future consideration by Council.
Undertake community engagement to help identify affordable service levels.	Strategic Planning	Community Engagement Strategy commenced	Four Community Focus Groups held on critical areas from 2011 Community Survey. Results reported at Councillor Briefing and Council OM on 13 Dec. 2011

**Principal Activity***33 Work to develop partnerships and engage with key stakeholders.*

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Review and report on implementation of Hawkesbury Cultural Plan (2006 – 2011)	Cultural Services	Hawkesbury Cultural Plan 2006 - 2011 reviewed and reported to Council.	Cultural Plan review will commence in 2012.
Develop Hawkesbury Cultural Plan (2012 – 2022).	Cultural Services	Hawkesbury Cultural Plan (2012 – 2022) commenced	Cultural Plan process will be undertaken in 2012.
Undertake Hawkesbury Community Survey.	Strategic Planning	Results reported to Council and the community	Results reported to Council on 13 December 2011 and placed on Council's website.
Provide an efficient and effective media and public relations program.	Corporate Communication	Media relationships reviewed and enhanced Media stories generated Awards programs and public relations activities undertaken Council publications produced	Additional Mayoral Columns provided for The Hawkesbury District Independent and Equestrian News monthly and community welcome for RADAR (RAAF publication). 32 Media releases were issued; 18 Media comments were responded to and 2 Letters to the Editor were forwarded. Australia Day Awards Ceremony conducted. Citizen of the Season and Young Citizen of the Season for Summer awarded. Summer quarterly newsletter issued in January.
Investigate and achieve resources for the implementation of youth participation strategies based on recommendations of Hawkesbury Youth Summit.	Community Partnerships	All youth participation strategies implemented	Council has established youth worker facebook profile. Youth Summit 2012 to be held in April.



**Principal Activity**

34. Work with the community to build mutually beneficial partnerships with key stakeholders to promote community connection and participation.

<b>Operational Plan Actions</b>	<b>Responsible Manager</b>	<b>Output Measure</b>	<b>Progress</b>
Undertake Sister City/City - Country Alliance Program.	Strategic Activities	Program undertaken	Program operational. Students for 2012 visits to sister cities being selected by Hawkesbury Sister City Association. Annual report on program (2010-11) completed.
Work with the community to develop community events that promote community connection, celebration and character.	Corporate Communication	Events undertaken	Event undertaken included:-Australia Day Citizenship Ceremony, Australia Day Awards Ceremony, Community Nursery Upgrade Official Opening, Year of Reading Launch and community visits hosted.
Expand and formalise the communication program to encourage and promote volunteering.	Corporate Communication	Number of volunteers increased Communication campaign developed All volunteering opportunities within Council identified	Community nursery opening featured promotion of volunteering opportunities in cultural services, bush care and the nursery. Two additional volunteers were recruited on the day. Volunteering promoted via mayoral columns and Sustainable Events Workshop supported volunteer organisations and development of skills.

Operational Plan Actions	Responsible Manager	Output Measure	Progress
Resource and support the planning of activities and events which celebrate community diversity, civic pride and promote community harmony.	Corporate Communication	Number of community events increased	13 community events were registered on Event Calendar. Sustainable Events Workshop for community event organisers conducted in March. Supported development Heart of Hawkesbury International Sand Sculpting Competition.
Continue to promote the mutually beneficial Library, Museum and Gallery Volunteer Program, providing a range of opportunities for volunteers, who provide support for Cultural Services activities.	Cultural Services	Cultural Services volunteers supported and valued through training and recognition programs  Work of cultural services volunteers promoted throughout the community	Over 120 volunteers support Library, Gallery and Museum services. Regular bi-monthly volunteer meetings, events and training sessions have been continued in February and March 2012. Volunteers participated in exhibition installations and public programs at the Museum and Gallery, including curating a small exhibition. Volunteers promoted the Cultural Services volunteer program at the Community Nursery Opening in February 2012.
Manage, support, encourage and develop volunteer Bush Care groups for bushland sites.	Parks & Recreation	Number of active Bush Care groups supported	13 bushcare sites and the nursery site are supported.
Support the community and volunteers with Adopt - A - Road Program.	Design & Mapping	Number of active Adopt - A - Road groups supported	8 participants/project locations in progress and continuing. Reduction from 9 to 8 locations after consultation complete. Ongoing support to participants as required.

Operational Plan Actions	Responsible Manager	Output Measure	Progress
Participate on local, regional and state planning forums to advocate for human services needs of the Hawkesbury.	Community Partnerships	Meetings attended as required	Participation joint Nepean Council meetings, WSCF regional forums, Community Care Forum and Hawkesbury Youth Interagency.
Support community management of community facilities (halls and community centres).	Community Partnerships	Community halls and community centres maintained to required standard  Utilisation of community facilities increased.	124 requests for repairs and maintenance and 37 requests for assistance with management issues received from community committees. Collection of utilisation statistics finalised.
Provide corporate governance and financial services to delegated managing agents for Council's externally funded community services (Peppercorn Services Inc.).	Community Partnerships	Funding and statutory requirements, as negotiated with funding bodies achieved	Funding and statutory requirements met.