



Hawkesbury City Council

Attachment 1 to item 34

2008/2009
Management Plan Review -
December 2008 Quarter

date of meeting: 24 February 2009
location: council chambers
time: 5:00 p.m.



Hawkesbury City Council

2008/2009
management
plan
review

december quarter

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Part 1

Executive Summary



DECEMBER QUARTER BUDGET REVIEW

EXECUTIVE SUMMARY

FINANCIAL PERFORMANCE

Operating Revenue

Council's YTD operating revenue for fees and charges, interest and other revenues is in line with YTD estimates at \$46M. While some revenue areas, such as building and development control income streams, may vary over the coming months, it is expected that operating revenue for 2008/09 will, overall, remain in line with expectations subject to budget adjustments included in this review.

Operating Expenditure

The total operating expenditure budget for 2008/09 is \$57M. Council's YTD operating expenditure required for the provision of core services including road maintenance, parks, cultural and recreational facilities, regulatory services, building and development control, waste management, and sewerage services consumed \$28M compared to the YTD budget of \$29M. \$22M was expended from General Fund, with the remaining expenditure being attributed to self - funding programs such as sewerage and waste management. As at the end of the second quarter, including budget adjustments included in this review, operational expenditure is forecast to be within budget for the full year.

Capital Expenditure

For the 2008/09 financial year, Council has a total capital budget of \$24M. This total includes \$13M in funds carried over from the 2007/08 financial year. As at the end of the second quarter, actual capital expenditure amounted to \$8M, being 33% of the total capital budget for 2008/2009.

Cash and Investments

Council's reserve balances as at the end of the second quarter amounted to \$36M. This balance was made up of \$15M in internally restricted reserves and \$21M in externally restricted reserves. Council's investments portfolio returned an average of 7.39 % for the quarter ending 31st December 2008. The investment portfolio is diversified across a number of investment types. This includes term deposits and on-call accounts. These investment types are not subject to share market volatility. Based on the current interest earnings trend, and including budget adjustments in this review, it is anticipated that interest received for 2008/09 will exceed budget projections.

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

QUARTERLY BUDGET REVIEW

The December Quarterly Review of the 2008/09 Management Plan is reported to Council in accordance with the requirements of the Local Government Act 1993. The review recommends budget adjustments that result in a balanced adjustment for the quarter.

Operational Income Variations

Interest Income - Favourable Variance \$200K

Interest income for the 2008/09 financial year was originally budgeted at \$1.3M. As at the end of the second quarter, interest income earned is \$1.7M. In the first half of the financial year, interest rates exceeded estimates. Also, more funds were available for investment than estimated. A favourable adjustment of \$200K has already been included in the first quarterly review. A further \$200K is included in this review. This income stream will be closely monitored over the next few months. The trend could vary depending on changes in the financial environment, particularly the recent interest rates cuts announced in early February 2009 of 1%. The full year budget position is expected to be achieved.

Building and Development income - Unfavourable Variance \$190K

As a result of the adverse economic conditions prevailing over the last few months, the building industry is experiencing a downturn. This trend, which is not expected to improve for the rest of the financial year, has a significant negative impact on Councils' building and development income streams. Income estimates for development applications, construction certificates, S149 certificates, septic tank permits income and other town planning income streams have been adjusted based on actual results for the first half of this financial year and taking into account the economic downturn.

Operational Expenditure Variations

Information Technology Costs - Favourable Variance \$110K

Savings have been identified in the IT department, specifically in network administration and corporate systems expenditure. These favourable adjustments have been brought into account in this review.

Parks Operating Costs – Unfavourable Variance \$84K

This review includes a number of unfavourable adjustments in respect of parks expenditure trending higher than estimated. Council is required to ensure that areas and facilities meet the required service standards and do not compromise the health and safety of the community.

These adjustments include \$20K in respect of vandalism, \$50K for parks maintenance and \$25K to fund expected parks building maintenance. The parks maintenance adjustment includes \$10K required to cover the cost of maintaining the grass and plants on Windsor Rd. The adjustments included in this review are intended to account for cost overruns expected next quarter. As part of the third quarterly review, this expenditure will be reviewed and further funds may be required. The unfavourable adjustments have been partially offset by savings in other parks expenditure.

Richmond Pool Operating Costs – Unfavourable Variance \$47K

The budget estimates for some operating costs incurred in running Richmond Pool are being adjusted in this review. The main component is the cost of casual employees. Additional funds are required to cover the additional casual staff to ensure staff ratios are maintained. An adjustment of \$15K for pool maintenance is required to cover a one-off unbudgeted expenditure as a result of the pool upgrade.

Capital Expenditure Variations

Regional Museum – Unfavourable Variance \$48K

This variation includes the final fitout of the building and the provision of dehumidification which was not expected to be required. Both the European and Indigenous Archaeology Reports are yet to be finalized.

Grants Variations

Various adjustments in relation to grants have been included in this quarterly review. Details can be found in the Management Plan Review attachment.

Conclusion

The second quarter has resulted in a net favorable surplus of \$19,182, which has been transferred to the Contingency Reserve.

Departmental Managers monitor operational income and expenditure on a monthly basis and variations exceeding established thresholds need to be justified. Capital expenditure is reported to Managers and Directors on a quarterly basis to ensure expenditure is within budget estimates and that the capital works program for 2008/09 is delivered within the stipulated timeframe.

Part 2

Financial Performance





HAWKESBURY CITY COUNCIL

Income Statement

For the period ended 31st December 2008

2008		2009	2009	2009	2009	%
Actual		ORIGINAL BUDGET	AMENDED BUDGET	YTD BUDGET	YTD Actual	of YTD Budget
\$		\$	\$	\$	\$	
OPERATIONAL ACTIVITIES						
Revenue from Ordinary Activities						
(21,861,095)	General Rates	(22,691,936)	(22,652,162)	(22,703,286)	(22,574,072)	99%
(11,779,518)	Utility Rates & Charges	(11,787,967)	(11,787,967)	(11,791,117)	(11,825,461)	100%
(33,640,613)		(34,479,903)	(34,440,129)	(34,494,403)	(34,399,533)	100%
(5,263,631)	Fees & Charges	(5,606,850)	(5,591,620)	(2,765,503)	(2,753,896)	100%
(9,471,643)	Grants & Contributions- Operating	(6,896,560)	(7,129,237)	(3,732,687)	(3,699,998)	99%
(1,531,076)	Interest	(1,516,822)	(1,727,622)	(1,099,172)	(1,492,173)	136%
(5,013,516)	Other Operating Revenue	(5,726,740)	(5,755,746)	(2,839,245)	(3,223,761)	114%
(32,828)	(Profit)/Loss on Sale Assets	-	-	-	(34,533)	
(54,953,306)	Total Operating Income	(54,226,875)	(54,644,354)	(44,931,010)	(45,603,895)	101%
Expenses from Ordinary Activities						
14,129,352	Employee Costs	14,123,445	14,139,384	7,076,524	7,263,713	103%
564,889	Other Employee Costs	605,150	629,566	320,764	211,084	66%
22,422,678	Materials & Services	22,774,457	24,692,879	12,345,891	10,235,971	83%
222,410	Borrowing Costs	52,000	52,000	1,002	3,710	370%
8,590,059	Depreciation	7,301,456	7,301,456	3,649,278	4,403,084	121%
10,037,822	Other Expenses	9,595,048	9,800,812	5,184,327	5,491,409	106%
37,356,927	Infrastructure Services	34,748,090	36,481,068	17,981,693	17,634,311	98%
5,834,369	Support Services	6,672,992	6,883,291	3,561,133	3,238,872	91%
11,425,423	City Planning	11,304,844	11,457,318	5,816,206	5,660,079	97%
1,350,491	General Manager	1,725,630	1,794,420	1,218,754	1,075,711	88%
55,967,211	Total Operating Expenses	54,451,556	56,616,097	28,577,786	27,608,972	97%
1,013,905	Operating (Surplus)/Deficit before capital items	224,681	1,971,743	(16,353,224)	(17,994,923)	110%
CAPITAL FUNDING AND EXPENDITURE						
Source of capital funding (exclunding reserves)						
(992,626)	Proceeds from the sale of capital assets	(1,019,454)	(1,068,672)	(609,195)	(504,259)	
(8,590,059)	Depreciation	(7,301,670)	(7,301,669)	(3,649,278)	(4,403,084)	
(3,789,839)	Grants & Contributions - Capital	(442,731)	(1,268,804)	(673,280)	(915,450)	
(13,372,524)		(8,763,855)	(9,639,145)	(4,931,753)	(5,822,792)	118%
Application of Capital Funding						
Non current capital assets:						
344,691	Land & Land Improvements	-	1,056,542	1,056,542	582,694	
2,317,504	Buildings	406,300	2,085,537	1,712,890	505,091	
3,349,569	Infrastructure	5,826,289	14,447,418	9,205,497	4,421,424	
1,830,583	Plant & Equipment	3,093,796	5,720,927	4,101,350	2,224,449	
308,518	Other	267,143	353,289	215,549	193,222	
8,150,866		9,593,528	23,663,713	16,291,827	7,926,879	49%
Principal loan redemptions:						
5,680	Loan Redemptions	-	-	-	6,077	
(5,215,978)	Net Capital Expenditure	829,673	14,024,569	11,360,074	2,110,164	
NET RESERVE TRANSFERS & CAPITAL MOVEMENTS						
Retained (surplus)/deficit from prior years						
32,828	(Profit)/Loss on Sale Assets	-	-	-	34,533	
(23,101,789)	Transfer from Reserves	(22,006,024)	(37,033,407)	(24,023,674)	(16,622,073)	69%
27,467,184	Transfer (to) Reserves	20,951,670	21,037,095	16,610,808	19,477,361	117%
196,150	Retained (surplus)/deficit available for general funding purposes	-	0	(12,406,016)	(12,994,937)	105%



HAWKESBURY CITY COUNCIL

Balance Sheet

For the period ended 31st December 2008

2008		2009	2009	2009	2009
Actual		ORIGINAL BUDGET	AMENDED BUDGET	YTD BUDGET	YTD Actual
\$		\$	\$	\$	\$
Current Assets					
38,461,307	Cash assets & Investments	37,406,953	22,464,995	31,048,441	37,514,827
3,919,190	Receivables	3,919,190	3,919,190	3,919,190	18,228,924
226,359	Inventories	226,359	226,359	226,359	202,495
129,915	Other	129,915	129,915	129,915	81,655
25,317,955	Investment Properties at Fair Value	25,317,955	25,317,955	25,317,955	25,317,955
68,054,726		67,000,372	52,058,414	60,641,860	81,345,856
Non-Current Assets					
-	Other	-	-	-	-
545,578,831	Property, plant and equipment	554,152,905	568,173,873	561,261,463	552,940,247
(125,249,514)	Accumulated Depreciation	(132,551,180)	(132,551,180)	(128,898,906)	(129,556,860)
420,329,317		421,601,725	435,622,693	432,362,557	423,383,387
488,384,043	TOTAL ASSETS	488,602,097	487,681,107	493,004,417	504,729,243
Current Liabilities					
	Payables	-	-	-	-
(4,128,431)	Payables	(4,128,431)	(4,128,431)	(4,128,431)	(1,529,151)
(5,761,078)	Provisions	(5,761,078)	(5,761,078)	(5,761,078)	(5,761,079)
(55,881)	Borrowings	(55,881)	(55,881)	(55,881)	(49,803)
(9,945,390)		(9,945,390)	(9,945,390)	(9,945,390)	(7,340,034)
Non-Current Liabilities					
	Interest bearing liabilities	-	-	-	-
(5,280,220)	Provisions	(5,280,220)	(5,280,220)	(5,280,220)	(5,296,793)
(5,280,220)		(5,280,220)	(5,280,220)	(5,280,220)	(5,296,793)
(15,225,610)	TOTAL LIABILITIES	(15,225,610)	(15,225,610)	(15,225,610)	(12,636,827)
473,158,433	NET COMMUNITY ASSETS	473,376,487	472,455,497	477,778,807	492,092,447
Community Equity					
(436,798,549)	Capital and Capital Reserves	(437,852,903)	(452,794,861)	(444,211,415)	(436,743,010)
(33,583,949)	Other reserves	(32,529,595)	(17,587,637)	(26,171,083)	(36,439,065)
(2,775,935)	Retained (surplus)/deficit	(2,775,939)	(2,775,938)	9,630,195	-
-	Operating Statement (surplus) /deficit	(218,050)	702,940	(17,026,504)	(18,910,372)
(473,158,433)	TOTAL COMMUNITY EQUITY	(473,376,487)	(472,455,497)	(477,778,808)	(492,092,447)



HAWKESBURY CITY COUNCIL
STATEMENT OF RESERVE BALANCES
For the Period Ending 31st December 2008

	2009	2009	2009	2009
	Opening Balance	Budgeted Reserve Transfers	Full Year Budgeted Reserve Balances	YTD Actual Reserve Balance
Externally Restricted Reserve Balances				
Asset Replacement Sewer	169,366	(601,623)	(432,257)	164,563
Sewerage Operating Reserve	2,298,909	(2,048,909)	250,000	4,579,951
Sewerage Treatment Reserve	155,253	-	155,253	155,253
S64 Contributions Reserve	271,034	134,931	405,965	304,521
Environmental Plan	0	-	0	-
Waste Management Reserve	1,065,378	(339,411)	725,967	4,020,834
S94 Contributions	4,787,585	(309,206)	4,478,379	5,085,067
S94A Contributions	531,243	(241,000)	290,243	594,515
Extractive Industries	1,421,941	(916,773)	505,168	1,501,974
Unexpended Grants Reserve	3,835,479	(3,835,478)	1	2,758,872
Stormwater Management	2,418,595	(249,306)	2,169,289	2,390,718
	16,954,782	(8,406,775)	8,548,007	21,556,268
Internally Restricted Reserve Balances				
Council S94	567,377	(96,457)	470,920	565,377
Drainage	17,018	-	17,018	17,018
ELE	2,065,703	-	2,065,703	1,733,914
Election	332,690	(232,690)	100,000	123,455
FVMRU	0	-	0	-
Glossodia/Freemans	51,686	-	51,686	51,686
HLC Risk Management	104,988	-	104,988	104,988
Information Technology	474,436	(110,406)	364,030	457,669
Kerb & Gutter	356,092	-	356,092	356,092
Carryovers	6,169,346	(4,648,461)	1,520,885	4,412,871
Plant Replacement	1,573,411	(1,587,411)	(14,000)	783,716
Fleet Management	199,820	-	199,820	199,820
Property Development	(2,161,359)	(57,035)	(2,218,394)	(2,266,950)
Risk Management	290,398	-	290,398	290,398
Roadworks	315,965	-	315,965	315,965
Sullage	917,166	(6,062)	911,104	2,155,430
Trees	41,361	-	41,361	41,361
Unspent Contrb Reserve	512,898	(95,000)	417,898	512,898
Misc Specific Purpose	25,364	-	25,364	25,531
Workers Compensation	1,031,120	-	1,031,120	1,031,120
Heritage	84,961	-	84,961	84,961
Parks & Gardens	47,491	-	47,491	47,491
Tip Remediation Reserve	2,754,942	(779,627)	1,975,315	2,958,082
Contingency Reserve	856,291	23,612	879,903	879,903
	16,629,167	(7,589,537)	9,039,630	14,882,797
	-			
Total Reserve Balances	33,583,949	(15,996,312)	17,587,637	36,439,065

INVESTMENT REPORT

INVESTMENT PERFORMANCE

The investment portfolio decreased by \$0.3m for the month. The decrease was due to additional expenditure over income for the December period. During December, various income was received totalling \$5m, including rate payments amounting to over \$2.8m, while payments to suppliers and staff costs amounted to \$5.7m.

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

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

Official cash interest rate YTD is at 6.16%.

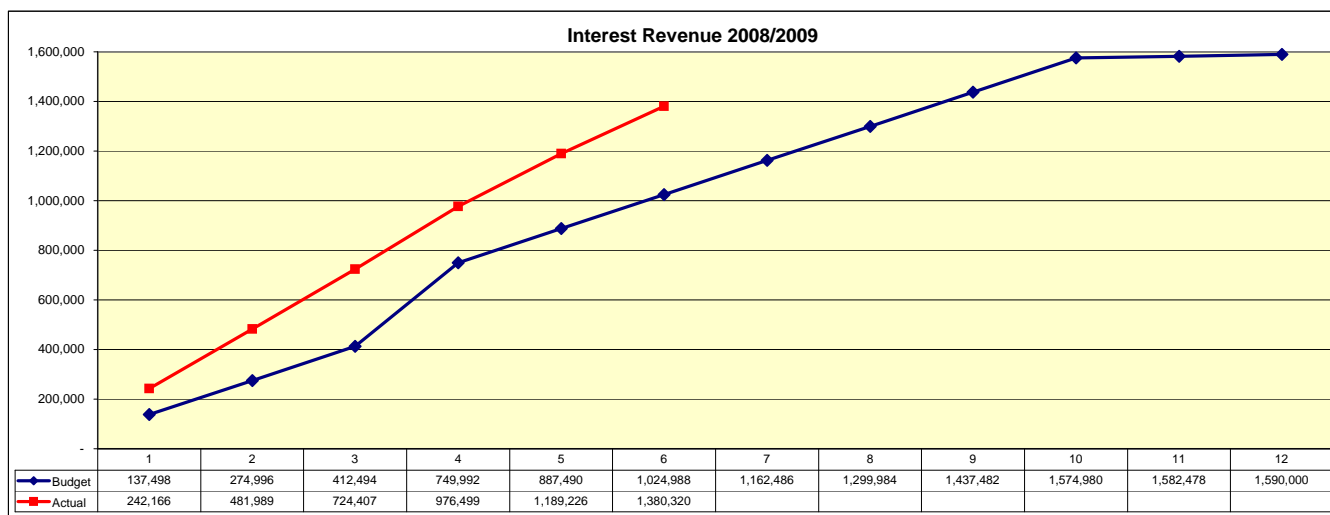
Council's Interest Earnings to date is \$1,380,320. Net interest income received to date has exceeded the YTD budget of \$1,024,988.

FACTS AND FIGURES

	YTD Budget	YTD Actual
Interest Earnings	\$ 1,024,988	\$ 1,380,320
Investment Portfolio		\$ 37,210,000
Investment Rate Return		7.39%
Official Cash Rate		6.16%

INVESTMENT PORTFOLIO

DECEMBER 2008	Balance	Return
On Call Funds	\$ 8,210,000	4.20%
Term Investments	\$ 29,000,000	6.08%
Total	\$ 37,210,000	5.67%



SIX YEAR TREND

	YTD 2009	2008	2007	2006	2005	2004
Average Investment Portfolio	\$37.70	\$36.04m	\$31.07m	\$25.43m	\$23.20m	\$30.56m
Interest Earnings	\$1.38	\$1.52m	\$1.95m	\$1.32m	\$1.36m	\$1.68m
Avg.Return on Investments	7.39%	4.24%	6.35%	5.80%	5.83%	5.50%



Hawkesbury City Council Investment Register - December 2008

Term Investments

Financial Institution	Rating S&P	Term Rating	Op Bal	Deposits	Withdrawals	Balance @ EOM	Percentage of Portfolio	Commence Date	Maturity Date	Term (Days)	Interest Rate
Bankwest	A1+	Short	3,500,000.00	0.00	-3,500,000.00	0.00	0.00%	29-May-08	01-Dec-08	186 days	8.43%
NAB	A1+	Short	3,500,000.00	0.00	0.00	3,500,000.00	9.41%	29-May-08	29-May-09	365 days	8.39%
NAB	A1+	Short	5,500,000.00	0.00	0.00	5,500,000.00	14.78%	25-Sep-08	25-Mar-09	180 days	8.00%
ANZ	A1+	Short	0.00	3,000,000.00	0.00	3,000,000.00	8.06%	20-Nov-08	20-Jan-09	61 days	5.35%
ANZ	A1+	Short	3,000,000.00	0.00	-3,000,000.00	0.00	0.00%	25-Sep-08	24-Dec-08	90 days	7.95%
ANZ	A1+	Short	0.00	3,000,000.00	0.00	3,000,000.00	8.06%	24-Nov-08	23-Feb-09	91 days	5.50%
ANZ	A1+	Short	0.00	1,000,000.00	0.00	1,000,000.00	2.69%	24-Dec-08	24-Mar-09	90 days	5.50%
Westpac	A1+	Short	2,000,000.00	0.00	0.00	2,000,000.00	5.37%	30-Sep-08	26-Feb-09	5 months	7.60%
Westpac	A1+	Short	3,000,000.00	0.00	0.00	3,000,000.00	8.06%	20-Nov-08	20-Feb-09	90 days	6.00%
Westpac	A1+	Short	3,000,000.00	0.00	0.00	3,000,000.00	8.06%	20-Nov-08	24-Mar-09	124 days	6.00%
Westpac	A1+	Short	0.00	2,500,000.00	0.00	2,500,000.00	6.72%	01-Dec-08	02-Mar-09	91 days	5.50%
CBA-CPI Linked Note	A1+	Long	500,000.00	0.00	0.00	500,000.00	1.34%	04-Apr-07	05-Jan-09	1 year 9 mths	0.00%
CBA-Equity Linked Note	A1+	Long	2,000,000.00	0.00	0.00	2,000,000.00	5.37%	05-Dec-07	05-Jun-09	18 months	0.00%
Total Term Investments			26,000,000.00	9,500,000.00	-6,500,000.00	29,000,000.00	77.94%	6.08%			

Cash Fund

Cash Fund	Rating S&P	Term Rating	Opening Balance This Month	Cashflow This Month	Accrued Income This Month	Closing Balance	Percentage of Portfolio	Rolling Year to date Interest Rate			
LGFS FOCF	AA+	Short	0.00	0.00	0.00	-	0.00%	0.00%			
Total Cash Fund Investments			0.00	0.00	0.00	0.00	0.00%				

On Call Investments

Financial Institution	Rating S&P	Term Rating	Op bal	Deposits	Withdrawals	Balance @ EOM	Percentage of Portfolio	Interest Rate			
CBA Oncall	A1+	Short	5,550,000.00	7,890,000.00	-5,230,000.00	8,210,000.00	22.06%	4.20%		from 3/12/2008	
Total On Call Investments			5,550,000.00	7,890,000.00	-5,230,000.00	8,210,000.00	22.06%				

TOTAL INVESTMENTS	31,550,000.00	17,390,000.00	-11,730,000.00	37,210,000.00	100%						
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Bench Mark Rates								Annualised for Period	Annualised for Past 6 mths	Annualised for Past 12 mths
UBSA Bank Bill Index								5.13%	7.39%	7.60%
Indicative Cash Rate								4.25%	6.16%	6.66%

Part 3

Budget Review





HAWKESBURY CITY COUNCIL

Budgeted Income Statement

For the period ended 31st December 2008

2008		2009	2009	2009	2009
Actual		ORIGINAL BUDGET	AMENDED BUDGET	2nd QTR ADJUST	AMENDED BUDGET AFTER QTR REVIEW
\$		\$	\$	\$	\$
OPERATIONAL ACTIVITIES					
Revenue from Ordinary Activities					
(21,861,095)	General Rates	(22,691,936)	(22,652,162)	(12,685)	(22,664,847)
(11,779,518)	Utility Rates & Charges	(11,787,967)	(11,787,967)	-	(11,787,967)
(33,640,613)		(34,479,903)	(34,440,129)	(12,685)	(34,452,814)
(5,263,631)	Fees & Charges	(5,606,850)	(5,591,620)	177,800	(5,413,820)
(9,471,643)	Grants & Contributions- Operating	(6,896,560)	(7,129,237)	(178,653)	(7,307,890)
(1,531,076)	Interest	(1,516,822)	(1,727,622)	(200,000)	(1,927,622)
(5,013,516)	Other Operating Revenue	(5,726,740)	(5,755,746)	(95,767)	(5,851,513)
(32,828)	(Profit)/Loss on Sale Assets	-	-	-	-
(54,953,306)	Total Operating Income	(54,226,875)	(54,644,354)	(309,305)	(54,953,659)
Expenses from Ordinary Activities					
14,129,352	Employee Costs	14,123,445	14,139,384	316,020	603,701
564,889	Other Employee Costs	605,150	629,566	(25,865)	24,766,904
22,422,678	Materials & Services	22,774,457	24,692,879	74,025	52,000
222,410	Borrowing Costs	52,000	52,000	-	8,806,173
8,590,059	Depreciation	7,301,456	7,301,456	1,504,717	10,058,481
10,037,822	Other Expenses	9,595,048	9,800,812	257,669	-
37,356,927	Infrastructure Services	34,748,090	36,481,068	1,962,926	38,443,994
5,834,369	Support Services	6,672,992	6,883,291	214,238	7,097,529
11,425,423	City Planning	11,304,844	11,457,318	(48,298)	11,409,020
1,350,491	General Manager	1,725,630	1,794,420	(2,300)	1,792,120
		-	-	-	-
55,967,211	Tot: Total Operating Expenses	54,451,556	56,616,097	2,126,566	58,742,663
1,013,905	Operating Surplus/(Deficit) before capital items	224,681	1,971,743	1,817,261	3,789,004
CAPITAL FUNDING AND EXPENDITURE					
Source of capital funding (exclusing reserves)					
(992,626)	Proceeds from the sale of capital assets	(1,019,454)	(1,068,672)	(13,626)	(1,082,298)
(8,590,059)	Depreciation	(7,301,670)	(7,301,669)	(1,504,504)	(8,806,173)
(3,789,839)	Grants & Contributions - Capital	(442,731)	(1,268,804)	(748,500)	(2,017,304)
(13,372,524)		(8,763,855)	(9,639,145)	(2,266,630)	(11,905,775)
Application of Capital Funding					
Non current capital assets:					
344,691	Land & Land Improvements	-	1,056,542	(80,615)	975,927
2,317,504	Buildings	406,300	2,085,537	17,201	2,102,738
3,349,569	Infrastructure	5,826,289	14,447,418	748,050	15,195,468
1,830,583	Plant & Equipment	3,093,796	5,720,927	43,916	5,764,843
308,518	Other	267,143	353,289	10,521	363,810
8,150,866		9,593,528	23,663,713	739,073	24,402,786
Principal loan redemptions:					
5,680	Loan Redemptions	-	-	-	-
(5,215,978)	Net Capital Expenditure	829,673	14,024,569	(1,527,557)	12,497,012
NET RESERVE TRANSFERS & CAPITAL MOVEMENTS					
Retained (surplus)/deficit from prior years					
32,828	(Profit)/Loss on Sale Assets	-	-	-	-
(23,101,789)	Transfer from Reserves	(22,006,024)	(37,033,407)	(371,857)	(37,405,264)
27,467,184	Transfer (to) Reserves	20,951,670	21,037,095	82,153	21,119,248
196,150	Retained (surplus)/deficit available for general funding purposes	-	-	-	-



HAWKESBURY CITY COUNCIL

Budgeted Balance Sheet

For the period ended 31st December 2008

2008		2009	2009	2009	2009
Actual		ORIGINAL BUDGET	AMENDED BUDGET	2nd QTR ADJUST	AMENDED BUDGET AFTER QTR REVIEW
\$		\$	\$	\$	\$
Current Assets					
38,461,307	Cash assets & Investments	37,406,953	22,464,995	(289,704)	22,175,291
3,919,190	Receivables	3,919,190	3,919,190	-	3,919,190
226,359	Inventories	226,359	226,359	-	226,359
129,915	Other	129,915	129,915	-	129,915
25,317,955	Investment Properties at Fair Value	25,317,955	25,317,955	-	25,317,955
68,054,726		67,000,372	52,058,414	(289,704)	(16,286,016)
Non-Current Assets					
-	Other	-	-	-	-
545,578,831	Property, plant and equipment	554,152,905	568,173,873	725,447	568,899,320
(125,249,514)	Accumulated Depreciation	(132,551,180)	(132,551,180)	(1,504,507)	(134,055,687)
420,329,317		421,601,725	435,622,693	(779,060)	434,843,633
488,384,043	TOTAL ASSETS	488,602,097	487,681,107	(1,068,764)	486,612,343
Current Liabilities					
-	Payables	-	-	-	-
(4,128,431)	Payables	(4,128,431)	(4,128,431)	-	(4,128,431)
(5,761,078)	Provisions	(5,761,078)	(5,761,078)	-	(5,761,078)
(55,881)	Borrowings	(55,881)	(55,881)	-	(55,881)
(9,945,390)		(9,945,390)	(9,945,390)	-	(9,945,390)
Non-Current Liabilities					
-	Interest bearing liabilities	-	-	-	-
(5,280,220)	Provisions	(5,280,220)	(5,280,220)	-	(5,280,220)
(5,280,220)		(5,280,220)	(5,280,220)	-	(5,280,220)
(15,225,610)	TOTAL LIABILITIES	(15,225,610)	(15,225,610)	-	(15,225,610)
473,158,433	NET COMMUNITY ASSETS	473,376,487	472,455,497	-	472,455,497
Community Equity					
(436,798,549)	Capital and Capital Reserves	(437,852,903)	(452,794,861)	(11,582)	(452,806,443)
(33,583,949)	Other reserves	(32,529,595)	(17,587,637)	11,582	(17,576,055)
-	Retained (surplus)/deficit	-	-	-	-
(2,775,935)	Operating Statement (surplus) /deficit	(2,993,989)	(2,072,999)	-	(2,072,999)
(473,158,433)	TOTAL COMMUNITY EQUITY	(473,376,487)	(472,455,497)	-	(472,455,497)



QUARTERLY BUDGET VARIATION 2008/09 - SUMMARY

2nd Quarter 2008/09

Operational
Variation

Capital Variation

Budgeted (Surplus)/Deficit B/F

0

EXPENDITURE

Employee Costs

2101 - Salaries	(71,591)	0
2102 - Annual Leave	0	0
2103 - Sick Leave	(2)	0
2107 - Casuals	56,426	0
2108 - Travelling	(500)	0
2109 - Workers Compensation	(20,000)	0
2111 - Superannuation	7,498	0
2114 - Training	(5,000)	0
2125 - Salary Reclassifications	(7,600)	0
2130 - ELE Funded Termination Payments	331,789	0
2570 - Safety Expenses & Training	(865)	0

TOTAL

290,155

0

Materials & Services

2000 - Plant Surplus - Running Costs	(6,500)	0
2116 - Contractors	26,122	0
2244 - Debt Recovery Expenses	97,744	0
2251 - Legal Expenses - Support Services	60,000	0
2252 - Legal Expenses - Property Development	(50,000)	0
2255 - Legal Expenses - Commercial Strategy	(25,000)	0
2261 - Legal Expenses - Human Resources	(10,000)	0
2262 - Legal Expenses - General Managers Office	0	0
2264 - Legal Expenses-Infrastructure Services	10,000	
2265 - Legal Expenses-City Planning	354,557	
2404 - Legal Expenses	(339,557)	0
2407 - Consultancy Fees	88,308	0
2410 - Operating Leases	(3,600)	0
2433 - Penrith CC Land Rates Payable	16,468	0
2435 - Promotion Expenditure	(5,000)	0
2438 - Fire Safety Expenses	(1,000)	0
2490 - Activity Expenses	(1,000)	0
2581 - Library Oth Recurrent Exp	(4,552)	0
2599 - Co-Gen Electricity Internal	90,300	0
2605 - Maintenance - Furniture & Fittings	(771)	0
2606 - Maintenance - Buildings	49,462	0
2607 - Maintenance - Plant & Equipment	400	0
2611 - Mowing	(10,000)	0
2612 - Mtce Gardens & Grounds	(3,000)	0
2614 - Air Conditioning	3,895	0
2615 - Vandalism Repairs	20,000	0
2618 - Parks - M&R	50,000	0
2621 - Bridge Maintenance	(6,510)	0
2648 - Roadworks Maint Heavy Patching	(246)	0
2684 - Contract Mowing	(5,000)	0
2743 - Network Administration	(61,275)	0
2762 - Art Gallery Expenses	(5,000)	0
2769 - Cultural Precinct-Grant Funded Projects	4,500	0
2780 - Records Expenditure	(10,000)	0
2820 - Grant Funded Operational Exp	118,120	0
2922 - Pool M & R	15,000	0
2968 - Commercial Waste Pick-Up Expenses	(8)	0
2986 - Museum Program Expenses	(18,275)	0

TOTAL

438,582

0

QUARTERLY BUDGET VARIATION 2008/09 - SUMMARY

2nd Quarter 2008/09



		Operational Variation	Capital Variation
Other Expenditure			
	2402 - Sundry Expenses	(500)	0
	2405 - Contribution to outside bodies	(748,068)	0
	2408 - Printing & Stationery Costs	2,000	0
	2423 - Postage & Freight	(10,000)	0
	2426 - Licences & Subscriptions	(228)	0
	2456 - Employment Agencies	23,067	0
	2457 - Contribution to HSC & HLC	748,068	0
	2592 - Equipment Hire Cost	1,500	0
	2600 - Gas	10,005	0
	2601 - Electricity	(92,600)	0
	2602 - Water	(8,000)	0
	2603 - Insurance	(5,775)	0
	2604 - Security	7,612	0
	2609 - Cleaning	(27,500)	0
	2676 - Op Exp-EMP-Stormwater	40,000	0
	2740 - General Computer Expenses	11,275	0
	2744 - Corporate Systems	(60,000)	0
	2771 - Rates Collection Fees	2,256	0
	2300 - Depreciation Expense Plant	(124,621)	0
	2301 - Depreciation Expense Equipment	(1,631)	0
	2302 - Depreciation Expense Office Equipment	(96,781)	0
	2303 - Depreciation Expense Furniture & Fitting	(9,012)	0
	2304 - Depreciation Expense Land Improvements	22,691	0
	2305 - Depreciation Expense Buildings	727,801	0
	2306 - Depreciation Expense Other Structures	(104,524)	0
	2307 - Depreciation Expense Roads	161,430	0
	2308 - Depreciation Expense Bridges	(3,569)	0
	2309 - Depreciation Expense Footpaths	(215,428)	0
	2310 - Depreciation Expense Sewer network	1,136,728	0
	2312 - Depreciation Expense Library Books	30,951	0
	2314 - Depreciation Expense Other Assets	330	0
	2315 - Depreciation Expense Stormwater Drainage	(19,648)	0
	3300 - Depreciation - Plant	0	124,631
	3301 - Depreciation Equipment	0	329,810
	3302 - Depreciation Office Equipment	0	(231,198)
	3303 - Depreciation Furniture & Fittings	0	9,012
	3304 - Depreciation Land Improvements	0	(22,691)
	3305 - Depreciation Buildings	0	(727,801)
	3306 - Depreciation Other Structures	0	104,524
	3307 - Depreciation Roads	0	(161,430)
	3308 - Depreciation Bridges	0	3,569
	3309 - Depreciation Footpaths	0	215,428
	3310 - Depreciation Sewer network	0	(1,136,728)
	3312 - Depreciation Library Books	0	(30,951)
	3314 - Depreciation Other Assets	0	(330)
	3315 - Depreciation - Stormwater Drainage	0	19,648
TOTAL		1,397,829	- 1,504,507



QUARTERLY BUDGET VARIATION 2008/09 - SUMMARY

2nd Quarter 2008/09

		Operational Variation	Capital Variation
Capital Expenditure			
	3106 - Sale of Leaseback Vehicles	0	(13,626)
	4101 - Purchase of Plant	0	9,445
	4112 - Purchase Safety Equipment	0	11,512
	4114 - Purchase Other Assets	0	10,520
	4601 - Purchase Leaseback Plant	0	22,802
	4612 - Furniture & Fittings	0	157
	4644 - State Lib NSW-Library Development Gr Exp	0	1
	4701 - Road Construction	0	12,254
	4715 - Auslink Strategic Regional Programme	0	738,500
	4730 - Construct Footpaths	0	(1,186)
	4760 - Drainage Construction	0	(170)
	4784 - Bridge Construction	0	35,631
	4801 - Park Improvement Program	0	(974)
	4802 - Park Improvement Furniture Replacement	0	(1,894)
	4804 - Park Improvement Program Landscaping	0	2,868
	4825 - Richmond Pool refurbishment-IRP	0	(1,038)
	4826 - Road Shoulder Renewal - IRP	0	77,049
	4830 - Kerb & Gutter - IRP	0	(46,098)
	4901 - Building Construction	0	(30,634)
	4904 - Building Services - IRP	0	0
	4908 - New Museum Site-Baker St	0	47,835
	4913 - Road Sealing	0	(66,892)
	4955 - Treatment Works Upgrade	0	50,000
	4957 - Upgrade Pump Stations	0	(50,000)
	4970 - Provision for Cell Construction	0	(80,615)
TOTAL		0	725,447
TOTAL EXPENDITURE VARIATIONS		2,126,566	(779,060)
REVENUE			
Rates & Charges			
	2608 - HCC Land Rates - Residential	(12,685)	0
TOTAL		(12,685)	0
User Charges & Other Income			
	1150 - Charges & Fees Recovery Legal Costs	(100,000)	0
	1155 - Rental, Lease and fees Income	32,725	0
	1156 - Shops & Offices - Rental Income	(32,727)	0
	1162 - CoGen Gas Income	(590)	0
	1163 - CoGen Electricity Income	86,242	0
	1166 - Co-Gen Electricity Internal	(90,466)	0
	1310 - Septic Tank Permits	13,100	0
	1311 - Construction Certificates	138,500	0
	1312 - Building Commission	1,000	0
	1313 - S149D Certificates	(5,000)	0
	1317 - Sundry Building Control Income DIV81	1,200	0
	1320 - Subdivision Fees	(40,000)	0
	1321 - Development Application	23,300	0
	1322 - Sect 149 Certificates	32,000	0
	1326 - Sundry Develop Income	6,000	0
	1331 - Licences & Fees	8,500	0
	1719 - Library Charges and Fees	(800)	0
	1730 - Art & Historical Income	1,449	0
	1732 - Gallery Income	(3,500)	0
	1744 - Donations	(50)	0
	1799 - Sundry Income	11,150	0
TOTAL		82,033	0

QUARTERLY BUDGET VARIATION 2008/09 - SUMMARY

2nd Quarter 2008/09



		Operational Variation	Capital Variation
Interest			
	1601 - Interest Income	(200,000)	0
TOTAL		(200,000)	0
Grants & Contributions			
	184T - Chain Of Ponds Res Rehab-Environ Trust	(9,975)	0
	189I - Natural Disaster Mitig-Digital Terrain-NSW SEMC	(60,533)	0
	18PQ - Tree of Heaven Poisoning-MacDonald Valley Assoc Grant	(8,145)	0
	18PR - Greenspace-Implement L'scape Plan RichPk-DepPlan	(50,000)	0
	18PS - G'space-L'scape/B/Regn Plan Swallow Rk-DpPin	(50,000)	0
	3808 - Auslink Strategic Reg Prog-BellsLineOfRds Intersectn-DOTARS	0	(738,500)
	382D - Auslink Strategic Reg Prog-Seal of St Alban's Rd-DOTARS Gr	0	(10,000)
TOTAL		(178,653)	(748,500)
TOTAL REVENUE VARIATIONS		(309,305)	(748,500)

QUARTERLY BUDGET VARIATION 2008/09 - SUMMARY

2nd Quarter 2008/09



		Operational Variation	Capital Variation
RESERVE TRANSFERS			
Transfers from			
	3201 - Tfr from Rsve Capital - Sewer	0	(11,582)
	3203 - Tfr from Rsve Garbage Reserve	0	(62,975)
	3244 - Tfr from Rsve ELE Reserve	0	(331,789)
	3265 - Tfr from Rsve Stormwater Management Rese	0	(40,000)
	3230 - Transfer from Tip Remediation Reserve	0	74,489
TOTAL		0	(371,857)
Transfers to			
	4203 - TFR to Rsve Garbage Reserve	0	62,975
	4270 - Transfer to Contingency Reserve	0	19,178
TOTAL		0	82,153
TOTAL RESERVE VARIATIONS		0	(289,704)
GRAND Total (Surplus)/Deficit		1,817,261	(1,817,264)

NET (SURPLUS)/ DEFICIT

0



QUARTERLY BUDGET VARIATION 2008/09 - DETAILS
2nd Quarter 2008/09

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
General Fund					
GENERAL MANAGER					
	16 - Insurance Risk Management	2130 - ELE Funded Termination Payments	0000 - No Project	9,644	0 Adjust budget to match actuals
	16 - Insurance Risk Management	2300 - Depreciation Expense Plant	0000 - No Project	(5,639)	0 Reallocating depreciation budget
	16 - Insurance Risk Management	3244 - Trf from Rsvs ELE Reserve	0000 - No Project	0	(9,644) Adjust budget to match actuals
	16 - Insurance Risk Management	3300 - Depreciation - Plant	0000 - No Project	0	5,639 Reallocating depreciation budget
	17 - Workers Compensation	2109 - Workers Compensation	0000 - No Project	(20,000)	0 Transfer to consultancy natural 2407
	17 - Workers Compensation	2407 - Consultancy Fees	4598 - OH&S Review-Minerva Consulting	18,000	0 Funds to finalise OHS Audit Mar 09
	17 - Workers Compensation	2407 - Consultancy Fees	9798 - Case Management Audits	2,000	0 Funds Case Mgt Audit prep & review 08
	40 - Strategic Activities	2305 - Depreciation Expense Buildings	0000 - No Project	1,387	0 Reallocating depreciation budget
	40 - Strategic Activities	3305 - Depreciation Buildings	0000 - No Project	0	(1,387) Reallocating depreciation budget
	65 - Personnel	2125 - Salary Reclassifications	0000 - No Project	(7,600)	0 Trf to C 50 salaries to cover regrade
	68 - Public Relations /Cultural Development	2101 - Salaries	0000 - No Project	(31,122)	0 Trf to contractors job share Mgr Corp Co
	68 - Public Relations /Cultural Development	2116 - Contractors	0000 - No Project	31,122	0 Trf fr salaries job share Mgr Corp Comm
	68 - Public Relations /Cultural Development	2312 - Depreciation Expense Library Books	0000 - No Project	3	0 Reallocating depreciation budget
	68 - Public Relations /Cultural Development	3312 - Depreciation Library Books	0000 - No Project	0	(3) Reallocating depreciation budget
	69 - Elected Members	2303 - Depreciation Expense Furniture & Fitting	0000 - No Project	(95)	0 Reallocating depreciation budget
	69 - Elected Members	3303 - Depreciation Furniture & Fittings	0000 - No Project	0	95 Reallocating depreciation budget
TOTAL				(2,300)	(5,300)
SUPPORT SERVICES					
	10 - Computer Services	2300 - Depreciation Expense Plant	0000 - No Project	(10,229)	0 Reallocating depreciation budget
	10 - Computer Services	2302 - Depreciation Expense Office Equipment	0000 - No Project	(100,484)	0 Reallocating depreciation budget
	10 - Computer Services	2740 - General Computer Expenses	4071 - Software Licensing & Maintenance	1,275	0 Transferred from 2743-4071
	10 - Computer Services	2740 - General Computer Expenses	4075 - Data Line Expenses	10,000	0 Transferred from 2743-4075
	10 - Computer Services	2743 - Network Administration	4071 - Software Licensing & Maintenance	(1,275)	0 Transferred to 2740-4071
	10 - Computer Services	2743 - Network Administration	4073 - Operating Leases	(50,000)	0 5 yr leasing model savings identified
	10 - Computer Services	2743 - Network Administration	4075 - Data Line Expenses	(10,000)	0 Transferred to 2740-4075
	10 - Computer Services	2744 - Corporate Systems	4073 - Operating Leases	(40,000)	0 5 yr leasing model savings identified
	10 - Computer Services	2744 - Corporate Systems	4074 - Computer Exps General Consultant Expense	(20,000)	0 Estimated saving
	10 - Computer Services	3300 - Depreciation - Plant	0000 - No Project	0	10,229 Reallocating depreciation budget
	10 - Computer Services	3301 - Depreciation Equipment	0000 - No Project	0	328,179 Reallocating depreciation budget
	10 - Computer Services	3302 - Depreciation Office Equipment	0000 - No Project	0	(227,695) Reallocating depreciation budget
	11 - Records	2423 - Postage & Freight	0000 - No Project	(10,000)	0 Anticipated saving
	11 - Records	2780 - Records Expenditure	4982 - Records Expenditure Misc&Archive Storage	(10,000)	0 Anticipated saving
	15 - Cultural Services - Library Services	1719 - Library Charges and Fees	1615 - Charges & Fees Laminating Fees	700	0 Budget adjusted to reflect Actuals
	15 - Cultural Services - Library Services	1719 - Library Charges and Fees	1616 - Charges & Fees InterLibrary Loan Income	(100)	0 Budget adjusted to reflect Actuals
	15 - Cultural Services - Library Services	1719 - Library Charges and Fees	1627 - Charges & Fees Repl Lost/Damaged Books	(100)	0 Budget adjusted to reflect Actuals
	15 - Cultural Services - Library Services	1719 - Library Charges and Fees	9650 - Charges & Fees Sale Merchandise	700	0 Budget adjusted to reflect Actuals
	15 - Cultural Services - Library Services	1719 - Library Charges and Fees	9651 - Community Spaces Hire	(2,000)	0 Budget adjusted to reflect Actuals
	15 - Cultural Services - Library Services	1744 - Donations	1626 - Charges & Fees Donations	(50)	0 Budget adjusted to reflect Actuals
	15 - Cultural Services - Library Services	2101 - Salaries	0000 - No Project	(11,403)	0 Reallocate Mgr Cultural Ser costs to C90
	15 - Cultural Services - Library Services	2102 - Annual Leave	0000 - No Project	(987)	0 Reallocate Mgr Cultural Ser costs to C90
	15 - Cultural Services - Library Services	2103 - Sick Leave	0000 - No Project	(494)	0 Reallocate Mgr Cultural Ser costs to C90
	15 - Cultural Services - Library Services	2111 - Superannuation	0000 - No Project	4,638	0 Reallocate Mgr Cultural Ser costs to C90
	15 - Cultural Services - Library Services	2300 - Depreciation Expense Plant	0000 - No Project	(5,820)	0 Reallocating depreciation budget
	15 - Cultural Services - Library Services	2302 - Depreciation Expense Office Equipment	0000 - No Project	8,959	0 Reallocating depreciation budget
	15 - Cultural Services - Library Services	2303 - Depreciation Expense Furniture & Fitting	0000 - No Project	386	0 Reallocating depreciation budget
	15 - Cultural Services - Library Services	2305 - Depreciation Expense Buildings	0000 - No Project	3,146	0 Reallocating depreciation budget
	15 - Cultural Services - Library Services	2312 - Depreciation Expense Library Books	0000 - No Project	30,948	0 Reallocating depreciation budget
	15 - Cultural Services - Library Services	2581 - Library Oth Recurrent Exp	5107 - Cultural Planning Programs	(4,552)	0 Trf to Comp 39 Nat 4612 & 4114
	15 - Cultural Services - Library Services	2599 - Co-Gen Electricity Internal	6480 - Hawkesbury Central Library (300GeorgeSt) Site	60,000	0 Internal budget reallocation
	15 - Cultural Services - Library Services	2601 - Electricity	6480 - Hawkesbury Central Library (300GeorgeSt) Site	(60,000)	0 Internal budget reallocation
	15 - Cultural Services - Library Services	2606 - Maintenance - Buildings	6429 - Deerubbin Centre	2,024	0 Deerubbin Cntr maintenance not budgeted
	15 - Cultural Services - Library Services	2606 - Maintenance - Buildings	6480 - Hawkesbury Central Library (300GeorgeSt) Site	10,000	0 Library maintenance exceeding estimates
	15 - Cultural Services - Library Services	2609 - Cleaning	6480 - Hawkesbury Central Library (300GeorgeSt) Site	(15,000)	0 Cleaning contract not commenced savings
	15 - Cultural Services - Library Services	2612 - Mtce Gardens & Grounds	6381 - Cultural Precinct	(3,000)	0 Reallocated to bldg mtce in C79 Museum
	15 - Cultural Services - Library Services	2614 - Air Conditioning	6480 - Hawkesbury Central Library (300GeorgeSt) Site	(1,175)	0 Airconditioning Library saving
	15 - Cultural Services - Library Services	2615 - Vandalism Repairs	6153 - Richmond Library Richmond	300	0 Trf p/o vandalism budget to Richmond Lib
	15 - Cultural Services - Library Services	2615 - Vandalism Repairs	6480 - Hawkesbury Central Library (300GeorgeSt) Site	(300)	0 Trf p/o vandalism budget to Richmond Lib
	15 - Cultural Services - Library Services	3300 - Depreciation - Plant	0000 - No Project	0	5,820 Reallocating depreciation budget
	15 - Cultural Services - Library Services	3302 - Depreciation Office Equipment	0000 - No Project	0	(8,959) Reallocating depreciation budget



QUARTERLY BUDGET VARIATION 2008/09 - DETAILS
2nd Quarter 2008/09

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
15 - Cultural Services - Library Services	3303 - Depreciation Furniture & Fittings	0000 - No Project	0	(386)	Reallocating depreciation budget
15 - Cultural Services - Library Services	3305 - Depreciation Buildings	0000 - No Project	0	(3,146)	Reallocating depreciation budget
15 - Cultural Services - Library Services	3312 - Depreciation Library Books	0000 - No Project	0	(30,948)	Reallocating depreciation budget
15 - Cultural Services - Library Services	4612 - Furniture & Fittings	6153 - Richmond Library Richmond	0	(1)	Project completed
15 - Cultural Services - Library Services	4644 - State Lib NSW-Library Development Gr Exp	4871 - Lib Dev Grant Exps-Books on CD	0	1	Project completed
19 - Accounting Services	2101 - Salaries	0000 - No Project	(18,067)	0	Funds transferred to Agency temps 2456
19 - Accounting Services	2116 - Contractors	0000 - No Project	(5,000)	0	Reallocate to Payroll agency temp costs
19 - Accounting Services	2130 - ELE Funded Termination Payments	0000 - No Project	64,366	0	Adjust budget to match actuals
19 - Accounting Services	2456 - Employment Agencies	0000 - No Project	23,067	0	Reallocate from Contractors savings
19 - Accounting Services	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(64,366)	Adjust budget to match actuals
19 - Accounting Services	4270 - Transfer to Contingency Reserve	0902 - Surplus Operational Expenditure	0	19,178	Transfer budget surplus Q2
20 - Rating Services	1150 - Charges & Fees Recovery Legal Costs	1098 - Sundry Income Recovery Rates Legal Costs	(100,000)	0	Outsourced debt collection offset 2244
20 - Rating Services	2130 - ELE Funded Termination Payments	0000 - No Project	33,991	0	Adjust budget to match actuals
20 - Rating Services	2244 - Debt Recovery Expenses	0000 - No Project	97,744	0	Outsourced debt collection offset 1150
20 - Rating Services	2300 - Depreciation Expense Plant	0000 - No Project	(5,668)	0	Reallocating depreciation budget
20 - Rating Services	2771 - Rates Collection Fees	5209 - Rates Collection Fees-Legals	2,256	0	Debt collection charges offset by 1150
20 - Rating Services	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(33,991)	Adjust budget to match actuals
20 - Rating Services	3300 - Depreciation - Plant	0000 - No Project	0	5,668	Reallocating depreciation budget
21 - Investment Debt Servicing	1601 - Interest Income	1550 - Interest Revenue - General Fund	(200,000)	0	Extra interest income
22 - Administrative Services	2300 - Depreciation Expense Plant	0000 - No Project	(5,639)	0	Reallocating depreciation budget
22 - Administrative Services	2302 - Depreciation Expense Office Equipment	0000 - No Project	(181)	0	Reallocating depreciation budget
22 - Administrative Services	2303 - Depreciation Expense Furniture & Fitting	0000 - No Project	(2)	0	Reallocating depreciation budget
22 - Administrative Services	3300 - Depreciation - Plant	0000 - No Project	0	5,639	Reallocating depreciation budget
22 - Administrative Services	3302 - Depreciation Office Equipment	0000 - No Project	0	381	Reallocating depreciation budget
22 - Administrative Services	3303 - Depreciation Furniture & Fittings	0000 - No Project	0	2	Reallocating depreciation budget
23 - Word Processing	2130 - ELE Funded Termination Payments	0000 - No Project	2,102	0	Adjust budget to match actuals
23 - Word Processing	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(2,102)	Adjust budget to match actuals
24 - Purchasing & Stores	1799 - Sundry Income	1506 - Sale of Redundant Equip and stock	(950)	0	Income received from sale of stock
24 - Purchasing & Stores	2592 - Equipment Hire Cost	0000 - No Project	1,500	0	Hire of A/C in store - OH&S issue
25 - Property Development	1155 - Rental, Lease and fees Income	0000 - No Project	31,975	0	Allowance for tenant vacancies 08/09
25 - Property Development	1155 - Rental, Lease and fees Income	6367 - 42 The Driftway Residence Londonderry	750	0	Tenancy terminated, not being re-leased
25 - Property Development	1156 - Shops & Offices - Rental Income	1859 - Shop/Office- Shop 1 Glossodia Shopping	(6,440)	0	Increase in outgoings paid
25 - Property Development	1156 - Shops & Offices - Rental Income	1860 - Shop/Office- Shop 2 Glossodia Shopping	(2,934)	0	Increase in outgoings paid
25 - Property Development	1156 - Shops & Offices - Rental Income	1861 - Shop/Office- Shop 3 Glossodia Shopping	(5,072)	0	Increase in outgoings paid
25 - Property Development	1156 - Shops & Offices - Rental Income	1862 - Shop/Office- Shop 4 Glossodia Shopping	(5,712)	0	Increase in outgoings paid
25 - Property Development	1156 - Shops & Offices - Rental Income	1863 - Shop/Office- Shop 5 Glossodia Shopping	(1,839)	0	Increase in outgoings paid
25 - Property Development	1156 - Shops & Offices - Rental Income	1864 - Shop/Office- Shop 6 Glossodia Shopping	(1,000)	0	Increase in outgoings paid
25 - Property Development	1156 - Shops & Offices - Rental Income	1866 - Shop/Office- Shop 8 Glossodia Shopping	(3,270)	0	Increase in outgoings paid
25 - Property Development	1156 - Shops & Offices - Rental Income	1869 - Shop/Office- Shop 11 Glossodia Shopping	(3,460)	0	Increase in outgoings paid
25 - Property Development	1156 - Shops & Offices - Rental Income	1900 - Shop/Office- Shop 1A M/Hill Shopping Cnt	(1,000)	0	Increase in outgoings paid
25 - Property Development	1156 - Shops & Offices - Rental Income	1902 - Shop/Office- Shop 3 M/Hill Shopping Cent	(1,000)	0	Increase in outgoings paid
25 - Property Development	1156 - Shops & Offices - Rental Income	1950 - Shop/Office- Shop3 Wilberforce Shopping	(1,000)	0	Increase in outgoings paid
25 - Property Development	2305 - Depreciation Expense Buildings	0000 - No Project	52,794	0	Reallocating depreciation budget
25 - Property Development	2433 - Penrith CC Land Rates Payable	2231 - Othr Rent & Lease Lot 18(50)The Driftway	2,220	0	Reallocation of funds to PCC Rates
25 - Property Development	2433 - Penrith CC Land Rates Payable	2232 - Othr Rent & Lease 42 The Driftway Lderry	3,571	0	Reallocation of funds to PCC Rates
25 - Property Development	2433 - Penrith CC Land Rates Payable	2233 - Othr Rent & Lease Lot 20 The Driftway	1,988	0	Reallocation of funds to PCC Rates
25 - Property Development	2433 - Penrith CC Land Rates Payable	2234 - Othr Rent & Lease 18-24 The Driftway	2,220	0	Reallocation of funds to PCC Rates
25 - Property Development	2433 - Penrith CC Land Rates Payable	2235 - Othr Rent & Lease 2 Reynolds Rd L'derry	1,954	0	Reallocation of funds to PCC Rates
25 - Property Development	2433 - Penrith CC Land Rates Payable	2237 - Othr Rent & Lease Lot 21(26)The Driftway	2,220	0	Reallocation of funds to PCC Rates
25 - Property Development	2433 - Penrith CC Land Rates Payable	2239 - Othr Rent & Lease Lot 24 Reynolds Road	2,295	0	Reallocation of funds to PCC Rates
25 - Property Development	2608 - HCC Land Rates - Residential	0000 - No Project	(7,503)	0	Rates reallocated to Penrith Cncl 2433
25 - Property Development	3305 - Depreciation Buildings	0000 - No Project	0	(52,794)	Reallocating depreciation budget
29 - Fleet Management	2300 - Depreciation Expense Plant	0000 - No Project	134,409	0	Reallocating depreciation budget
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0015 - Purchase Leaseback - Plant 15	0	(439)	Adjust budget to match actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0030 - Purchase Leaseback - Plant 30	0	(15,000)	Budget required for sale of Plant 30
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0034 - Purchase Leaseback - Plant 34	0	(1,045)	Additional income - Plant 34 sale
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0039 - Purchase Leaseback - Plant 39	0	(6,694)	Additional income-Plant 39 sale
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0047 - Purchase Leaseback - Plant 47	0	4,379	Adjust budget to match actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0049 - Purchase Leaseback - Plant 49	0	1,300	Adjust budget to match actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0054 - Purchase Leaseback - Plant 54	0	209	Adjust budget to match actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0092 - Purchase Leaseback - Plant 92	0	3,664	Adjust budget to match actuals
29 - Fleet Management	3300 - Depreciation - Plant	0000 - No Project	0	(134,409)	Reallocating depreciation budget
29 - Fleet Management	4601 - Purchase Leaseback Plant	0004 - Purchase Leaseback - Plant 4	0	0	Rephase budget
29 - Fleet Management	4601 - Purchase Leaseback Plant	0008 - Purchase Leaseback - Plant 8	0	0	Rephase budget



QUARTERLY BUDGET VARIATION 2008/09 - DETAILS
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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
29 - Fleet Management	4601 - Purchase Leaseback Plant	0009 - Purchase Leaseback - Plant 9	0	0	Rephase budget
29 - Fleet Management	4601 - Purchase Leaseback Plant	0012 - Purchase Leaseback - Plant 12	0	0	Rephase budget
29 - Fleet Management	4601 - Purchase Leaseback Plant	0015 - Purchase Leaseback - Plant 15	0	(958)	Remaining funds not required
29 - Fleet Management	4601 - Purchase Leaseback Plant	0019 - Purchase Leaseback - Plant 19	0	0	Rephase budget
29 - Fleet Management	4601 - Purchase Leaseback Plant	0026 - Purchase Leaseback - Plant 26	0	0	Rephase budget
29 - Fleet Management	4601 - Purchase Leaseback Plant	0030 - Purchase Leaseback - Plant 30	0	28,508	Budget required for purchase of Plant 30
29 - Fleet Management	4601 - Purchase Leaseback Plant	0034 - Purchase Leaseback - Plant 34	0	(1,205)	Remaining funds not required
29 - Fleet Management	4601 - Purchase Leaseback Plant	0035 - Purchase Leaseback - Plant 35	0	0	Rephase budget
29 - Fleet Management	4601 - Purchase Leaseback Plant	0039 - Purchase Leaseback - Plant 39	0	2,762	Budget adjust to match actuals
29 - Fleet Management	4601 - Purchase Leaseback Plant	0046 - Purchase Leaseback - Plant 46	0	30,000	Tfr from C43-Planning Mgr vehicle
29 - Fleet Management	4601 - Purchase Leaseback Plant	0047 - Purchase Leaseback - Plant 47	0	(29,655)	Remaining funds not required
29 - Fleet Management	4601 - Purchase Leaseback Plant	0049 - Purchase Leaseback - Plant 49	0	(1,655)	Budget adjust to match actuals
29 - Fleet Management	4601 - Purchase Leaseback Plant	0054 - Purchase Leaseback - Plant 54	0	(1,960)	Budget adjust to match actuals
29 - Fleet Management	4601 - Purchase Leaseback Plant	0092 - Purchase Leaseback - Plant 92	0	(1,380)	Adjust budget to match actuals
29 - Fleet Management	4601 - Purchase Leaseback Plant	0147 - Purchase Leaseback - Plant 147	0	(1,655)	Adjust budget
39 - Cultural Services - Regional Gallery	1732 - Gallery Income	4999 - Touring Exhibition Fees	(3,500)	0	Bloodlines touring exhibition fee income
39 - Cultural Services - Regional Gallery	2101 - Salaries	0000 - No Project	(3,801)	0	Reallocate Mgr Cultural Ser costs to C90
39 - Cultural Services - Regional Gallery	2102 - Annual Leave	0000 - No Project	(329)	0	Reallocate Mgr Cultural Ser costs to C90
39 - Cultural Services - Regional Gallery	2103 - Sick Leave	0000 - No Project	(165)	0	Reallocate Mgr Cultural Ser costs to C90
39 - Cultural Services - Regional Gallery	2107 - Casuals	0000 - No Project	10,500	0	Gallery casuals offset by savings
39 - Cultural Services - Regional Gallery	2111 - Superannuation	0000 - No Project	(2,319)	0	Reallocate Mgr Cultural Ser costs to C90
39 - Cultural Services - Regional Gallery	2111 - Superannuation	9642 - Conservation & Collections Management Expenses	(1)	0	Minor Adjustment
39 - Cultural Services - Regional Gallery	2300 - Depreciation Expense Plant	0000 - No Project	(220)	0	Reallocating depreciation budget
39 - Cultural Services - Regional Gallery	2301 - Depreciation Expense Equipment	0000 - No Project	(54)	0	Reallocating depreciation budget
39 - Cultural Services - Regional Gallery	2303 - Depreciation Expense Furniture & Fitting	0000 - No Project	1,496	0	Reallocating depreciation budget
39 - Cultural Services - Regional Gallery	2305 - Depreciation Expense Buildings	0000 - No Project	(8,655)	0	Reallocating depreciation budget
39 - Cultural Services - Regional Gallery	2407 - Consultancy Fees	9642 - Conservation & Collections Management Expenses	(6,500)	0	Tfr to 2107 Casuals replacing consultant
39 - Cultural Services - Regional Gallery	2599 - Co-Gen Electricity Internal	6481 - Hawkesbury Regional Gallery Site	30,300	0	Internal budget reallocation
39 - Cultural Services - Regional Gallery	2601 - Electricity	6481 - Hawkesbury Regional Gallery Site	(30,300)	0	Internal budget reallocation
39 - Cultural Services - Regional Gallery	2603 - Insurance	6478 - Hospital Beds Artwork	107	0	Adjust budget to match actuals
39 - Cultural Services - Regional Gallery	2603 - Insurance	6481 - Hawkesbury Regional Gallery Site	10,853	0	Add'l \$10,960 not budgeted for insuranc
39 - Cultural Services - Regional Gallery	2604 - Security	6481 - Hawkesbury Regional Gallery Site	112	0	Unbudgeted security expenditure
39 - Cultural Services - Regional Gallery	2605 - Maintenance - Furniture & Fittings	6481 - Hawkesbury Regional Gallery Site	(771)	0	Gallery furniture mtce savings reallocat
39 - Cultural Services - Regional Gallery	2606 - Maintenance - Buildings	6481 - Hawkesbury Regional Gallery Site	2,660	0	Gallery bldg maintenance
39 - Cultural Services - Regional Gallery	2609 - Cleaning	6481 - Hawkesbury Regional Gallery Site	(2,000)	0	Cleaning contract not commenced savings
39 - Cultural Services - Regional Gallery	2762 - Art Gallery Expenses	5810 - Administration Expenses	(5,000)	0	Art gallery expenses savings
39 - Cultural Services - Regional Gallery	2769 - Cultural Precinct-Grant Funded Projects	5112 - Bloodlines - Art and the Horse Exhib Tour	3,500	0	Add'l exp offset by add'l revenue
39 - Cultural Services - Regional Gallery	2769 - Cultural Precinct-Grant Funded Projects	9826 - Cultural Precinct Mapping	1,000	0	Add'l exp offset by add'l revenue
39 - Cultural Services - Regional Gallery	3300 - Depreciation - Plant	0000 - No Project	0	220	Reallocating depreciation budget
39 - Cultural Services - Regional Gallery	3301 - Depreciation Equipment	0000 - No Project	0	54	Reallocating depreciation budget
39 - Cultural Services - Regional Gallery	3303 - Depreciation Furniture & Fittings	0000 - No Project	0	(1,496)	Reallocating depreciation budget
39 - Cultural Services - Regional Gallery	3305 - Depreciation Buildings	0000 - No Project	0	8,655	Reallocating depreciation budget
39 - Cultural Services - Regional Gallery	4114 - Purchase Other Assets	6231 - Misc. Signs Miscellaneous	0	4,394	Tfr from 1-15-2581-5107
39 - Cultural Services - Regional Gallery	4612 - Furniture & Fittings	9768 - Gallery improve-Achieve Regional Gallery status	0	158	Tfr from 1-15-2581-5107
42 - Legal Services	2251 - Legal Expenses - Support Services	4888 - Legal Expenses-Property Development	60,000	0	Reallocate Legal Services budget
42 - Legal Services	2252 - Legal Expenses - Property Development	0000 - No Project	(50,000)	0	Reallocate Legal Services budget
42 - Legal Services	2255 - Legal Expenses - Commercial Strategy	0000 - No Project	(25,000)	0	Reallocate Legal Services budget
42 - Legal Services	2261 - Legal Expenses - Human Resources	0000 - No Project	(10,000)	0	Reallocate Legal Services budget
42 - Legal Services	2262 - Legal Expenses - General Managers Office	0000 - No Project	10,000	0	Reallocate Legal Services budget
42 - Legal Services	2262 - Legal Expenses - General Managers Office	2043 - Code of Conduct	(20,000)	0	Reallocate Legal Services budget
42 - Legal Services	2262 - Legal Expenses - General Managers Office	4889 - Legal Expenses-Human Resources	10,000	0	Reallocate Legal Services budget
42 - Legal Services	2264 - Legal Expenses-Infrastructure Services	0000 - No Project	10,000	0	Reallocate Legal Services budget
42 - Legal Services	2265 - Legal Expenses-City Planning	0000 - No Project	354,557	0	Reallocate Legal Services budget
42 - Legal Services	2404 - Legal Expenses	0000 - No Project	(312,000)	0	Reallocate Legal Services budget
58 - Printing & Signwriting	2302 - Depreciation Expense Office Equipment	0000 - No Project	(294)	0	Reallocating depreciation budget
58 - Printing & Signwriting	3302 - Depreciation Office Equipment	0000 - No Project	0	294	Reallocating depreciation budget
79 - Cultural Services - Regional Museum	1730 - Art & Historical Income	0000 - No Project	600	0	Art &Historical income reduced estimate
79 - Cultural Services - Regional Museum	1730 - Art & Historical Income	2041 - School Program	600	0	Art &Historical income reduced estimate
79 - Cultural Services - Regional Museum	1730 - Art & Historical Income	4597 - Safety Exp & Train First Aid Allowance	(1)	0	Minor Adjustment
79 - Cultural Services - Regional Museum	1730 - Art & Historical Income	9650 - Charges & Fees Sale Merchandise	250	0	Art &Historical income reduced estimate
79 - Cultural Services - Regional Museum	2101 - Salaries	0000 - No Project	(3,801)	0	Reallocate Mgr Cultural Ser costs to C90
79 - Cultural Services - Regional Museum	2102 - Annual Leave	0000 - No Project	(329)	0	Reallocate Mgr Cultural Ser costs to C90
79 - Cultural Services - Regional Museum	2103 - Sick Leave	0000 - No Project	(165)	0	Reallocate Mgr Cultural Ser costs to C90
79 - Cultural Services - Regional Museum	2107 - Casuals	0000 - No Project	5,416	0	Museum casuals add'l funds req'd



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
79 - Cultural Services - Regional Museum	2111 - Superannuation	0000 - No Project	(2,319)	0	Reallocate Mgr Cultural Ser costs to C90
79 - Cultural Services - Regional Museum	2407 - Consultancy Fees	9827 - Exhibition - Hawkesbury Regional Museum	14,275	0	Grant funded consultancy costs
79 - Cultural Services - Regional Museum	2438 - Fire Safety Expenses	6476 - Hawkesbury Regional Museum-Baker St Windsor	(1,000)	0	Training costs not required
79 - Cultural Services - Regional Museum	2570 - Safety Expenses & Training	4595 - Safety Exp & Training	135	0	Safety Expenses not required
79 - Cultural Services - Regional Museum	2601 - Electricity	6476 - Hawkesbury Regional Museum-Baker St Windsor	(2,000)	0	Electricity cost savings
79 - Cultural Services - Regional Museum	2603 - Insurance	6128 - Museum-Howes House, Thompson Square Windsor	1,806	0	Museum insurance not budgeted
79 - Cultural Services - Regional Museum	2603 - Insurance	6476 - Hawkesbury Regional Museum-Baker St Windsor	859	0	Museum insurance not budgeted
79 - Cultural Services - Regional Museum	2606 - Maintenance - Buildings	6476 - Hawkesbury Regional Museum-Baker St Windsor	8,000	0	One-off exp on de-humidifier
79 - Cultural Services - Regional Museum	2968 - Commercial Waste Pick-Up Expenses	5810 - Administration Expenses	(8)	0	Minor Adjustment
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	6380 - Exhibitions	(4,000)	0	Museum Program Expenses reallocated
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	9827 - Exhibition - Hawkesbury Regional Museum	(14,275)	0	Transfer funds to Consultants
90 - Visitor Information Centre	1799 - Sundry Income	0000 - No Project	100	0	Reduced income estimates
90 - Visitor Information Centre	1799 - Sundry Income	9650 - Charges & Fees Sale Merchandise	500	0	Reduced income estimates
90 - Visitor Information Centre	2101 - Salaries	0000 - No Project	19,003	0	Reallocate Mgr Cultural Ser costs to C90
90 - Visitor Information Centre	2102 - Annual Leave	0000 - No Project	1,645	0	Reallocate Mgr Cultural Ser costs to C90
90 - Visitor Information Centre	2103 - Sick Leave	0000 - No Project	823	0	Reallocate Mgr Cultural Ser costs to C90
90 - Visitor Information Centre	2108 - Travelling	0000 - No Project	(500)	0	Reallocate Mgr Cultural Ser costs to C91
90 - Visitor Information Centre	2111 - Superannuation	0000 - No Project	7,500	0	superannuation for 3 staff not budgeted
90 - Visitor Information Centre	2114 - Training	0000 - No Project	(5,000)	0	Training costs not required
90 - Visitor Information Centre	2402 - Sundry Expenses	0000 - No Project	(500)	0	Sundry expenses not required
90 - Visitor Information Centre	2408 - Printing & Stationery Costs	0000 - No Project	2,000	0	Add'l funds req for printing & stationer
90 - Visitor Information Centre	2410 - Operating Leases	0000 - No Project	(3,600)	0	Leases funds not required
90 - Visitor Information Centre	2426 - Licences & Subscriptions	0000 - No Project	(228)	0	Licences & subscriptions not req'd
90 - Visitor Information Centre	2435 - Promotion Expenditure	5564 - Merchandise for Resale Expenses	(2,000)	0	offset printing & stationary
90 - Visitor Information Centre	2435 - Promotion Expenditure	5565 - Digital and Online Programs	(3,000)	0	unable to expend this yr due to no firm
90 - Visitor Information Centre	2490 - Activity Expenses	0000 - No Project	(1,000)	0	offset superannuation
90 - Visitor Information Centre	2570 - Safety Expenses & Training	0000 - No Project	(1,000)	0	offset superannuation
90 - Visitor Information Centre	2601 - Electricity	0000 - No Project	(300)	0	Electricity cost savings
90 - Visitor Information Centre	2603 - Insurance	0000 - No Project	(294)	0	Insurance cost internal transfer
90 - Visitor Information Centre	2603 - Insurance	6315 - Tourist Information Centre Clarendon	474	0	Insurance cost internal trf & add'l fund
90 - Visitor Information Centre	2606 - Maintenance - Buildings	0000 - No Project	1,778	0	VIC bldg mtce add'l funds req
90 - Visitor Information Centre	2609 - Cleaning	0000 - No Project	(3,000)	0	new contract has not commenced
90 - Visitor Information Centre	2614 - Air Conditioning	0000 - No Project	70	0	Minor adj a/conditioning cost
TOTAL			(96,518)	(162,245)	
INFRASTRUCTURE SERVICES					
47 - Roads-RTA Grant Funded Projects	2307 - Depreciation Expense Roads	0000 - No Project	5,788	0	Reallocating depreciation budget
47 - Roads-RTA Grant Funded Projects	3307 - Depreciation Roads	0000 - No Project	0	(5,788)	Reallocating depreciation budget
47 - Roads-RTA Grant Funded Projects	4784 - Bridge Construction	8526 - Reg.Rds Mtce.Creek Rdge R	0	29,121	Tfr from 15448309930
48 - Environmental Managmt Project-Stormwater	2315 - Depreciation Expense Stormwater Drainage	0000 - No Project	(1,651)	0	Reallocating depreciation budget
48 - Environmental Managmt Project-Stormwater	2676 - Op Exp-EMP-Stormwater	5753 - EMP-Integrated Weed Control Program	40,000	0	Increased estimated cost -Rsve Funded
48 - Environmental Managmt Project-Stormwater	3265 - Tfr from Rsve Stormwater Management Rese	0000 - No Project	0	(40,000)	Increased estimated cost -Rsve Funded
48 - Environmental Managmt Project-Stormwater	3315 - Depreciation - Stormwater Drainage	0000 - No Project	0	1,651	Reallocating depreciation budget
50 - Parks	184T - Chain Of Ponds Res Rehab-Environ Trust	7271 - Chain Of Ponds Res Rehab Project	(9,975)	0	Chain of Ponds Rsve Rehab ENV Trust G184
50 - Parks	18PQ - Tree of Heaven Poisoning-MacDonald Valley Assoc Grant	6976 - Macdonald Valley Tree Of Heaven	(8,145)	0	MacDon Valley Assoc Grant-Exps N 2820
50 - Parks	18PR - Greenspace-Implement L'scape Plan RichPk-DepPlan	7275 - Richmond Park-Implement Landscaping Plan	(50,000)	0	Implement Rich Park Lscape-Exp N 2820
50 - Parks	18PS - G'space-L'scape/B/Regn Plan Swallow Rk-DpPln	7276 - Swallow Rock-Implement L'scape & B'Regen Plan	(50,000)	0	L'scape & Bush Regen Plan Gr-Exp N 2820
50 - Parks	2101 - Salaries	0000 - No Project	7,600	0	Tfr fr C65 to cover regarded position
50 - Parks	2130 - ELE Funded Termination Payments	0000 - No Project	80,964	0	Adjust budget to match actuals
50 - Parks	2300 - Depreciation Expense Plant	0000 - No Project	(19,151)	0	Reallocating depreciation budget
50 - Parks	2301 - Depreciation Expense Equipment	0000 - No Project	(48)	0	Reallocating depreciation budget
50 - Parks	2303 - Depreciation Expense Furniture & Fitting	0000 - No Project	(10)	0	Reallocating depreciation budget
50 - Parks	2304 - Depreciation Expense Land Improvements	0000 - No Project	22,691	0	Reallocating depreciation budget
50 - Parks	2305 - Depreciation Expense Buildings	0000 - No Project	203,559	0	Reallocating depreciation budget
50 - Parks	2405 - Contribution to outside bodies	7969 - Sports Council Operational Contribution	(598,068)	0	Internal Budget transfers
50 - Parks	2457 - Contribution to HSC & HLC	7969 - Sports Council Operational Contribution	598,068	0	Internal Budget transfers
50 - Parks	2606 - Maintenance - Buildings	0000 - No Project	25,000	0	Additional Funds Required 3rd 1/4 only
50 - Parks	2608 - HCC Land Rates - Residential	6030 - Mileham Street Park General Sth Windsor	(4,956)	0	Budget adj to reflect actuals
50 - Parks	2608 - HCC Land Rates - Residential	6174 - South Windsor Tennis South Windsor	(226)	0	Budget adj to reflect actuals
50 - Parks	2611 - Mowing	0000 - No Project	(10,000)	0	Budget transferred to 2618
50 - Parks	2615 - Vandalism Repairs	0000 - No Project	20,000	0	Increases graffiti & vandalism 3rd1/4 only
50 - Parks	2618 - Parks - M&R	5217 - Windsor Road	10,000	0	To maintain grass and gardens on Windsor
50 - Parks	2618 - Parks - M&R	7958 - Pks Op & Maint Wforce,Glossodia,FReach	26,000	0	Actuals exceeding budget



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
50 - Parks	2618 - Parks - M&R	7959 - Pks Op & Maint McGrath,Pit Twn,Oakv,Mara	5,000	0	Actuals exceeding budget
50 - Parks	2618 - Parks - M&R	7965 - Boat Ramp Expenditure Routine Mtce	9,000	0	Actuals exceeding budget
50 - Parks	2684 - Contract Mowing	0000 - No Project	(5,000)	0	Changed mowing contractors savings
50 - Parks	2820 - Grant Funded Operational Exp	6976 - Macdonald Valley Tree Of Heaven	8,145	0	MacDonald Valley Assoc Grant 18PQ
50 - Parks	2820 - Grant Funded Operational Exp	7271 - Chain Of Ponds Res Rehab Project	9,975	0	Chain of Ponds Rsve Rehab ENV Trust G184
50 - Parks	2820 - Grant Funded Operational Exp	7275 - Richmond Park-Implement Landscaping Plan	50,000	0	Greenspace Grant 18PR-Implement Plan
50 - Parks	2820 - Grant Funded Operational Exp	7276 - Swallow Rock-Implement L'scape & B'Regen Plan	50,000	0	Greenspace Gr 18PR-Lscape & BReg Gr 18PS
50 - Parks	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(80,964)	Adjust budget to match actuals
50 - Parks	3300 - Depreciation - Plant	0000 - No Project	0	19,151	Reallocating depreciation budget
50 - Parks	3301 - Depreciation Equipment	0000 - No Project	0	48	Reallocating depreciation budget
50 - Parks	3303 - Depreciation Furniture & Fittings	0000 - No Project	0	10	Reallocating depreciation budget
50 - Parks	3304 - Depreciation Land Improvements	0000 - No Project	0	(22,691)	Reallocating depreciation budget
50 - Parks	3305 - Depreciation Buildings	0000 - No Project	0	(203,559)	Reallocating depreciation budget
50 - Parks	4801 - Park Improvement Program	9936 - Fencing	0	(974)	Tfr to 15048047248
50 - Parks	4802 - Park Improvement Furniture Replacement	7178 - Ian Street Reserve	0	(25,000)	Tfr to 15048027185
50 - Parks	4802 - Park Improvement Furniture Replacement	7181 - Mitchell Drive Res-Glossodia	0	(24,000)	Tfr to 15048027185
50 - Parks	4802 - Park Improvement Furniture Replacement	7185 - Woodbury Reserve	0	47,106	Tfr from Proj 7178 & 7181
50 - Parks	4804 - Park Improvement Program Landscaping	7248 - Yarramundi Reserve	0	2,868	Tfr from proj 7185 & 9936
50 - Parks	4901 - Building Construction	6151 - Richmond Grandstand Richmond	0	1,846	Tfr budget from C60 proj 6483
51 - Recreation	2107 - Casuals	0000 - No Project	40,510	0	Add'l funds for pool casuals
51 - Recreation	2305 - Depreciation Expense Buildings	0000 - No Project	26,189	0	Reallocating depreciation budget
51 - Recreation	2314 - Depreciation Expense Other Assets	0000 - No Project	(769)	0	Reallocating depreciation budget
51 - Recreation	2602 - Water	7805 - Richmond Pool Expenditure Services	(8,000)	0	Richmond Pool leaks repaired
51 - Recreation	2922 - Pool M & R	7805 - Richmond Pool Expenditure Services	15,000	0	One off costs due to pool upgrade
51 - Recreation	3305 - Depreciation Buildings	0000 - No Project	0	(26,189)	Reallocating depreciation budget
51 - Recreation	3314 - Depreciation Other Assets	0000 - No Project	0	769	Reallocating depreciation budget
51 - Recreation	4825 - Richmond Pool refurbishment-IRP	6161 - Richmond Pool Richmond	0	(1,038)	Tfr to 15149016161
51 - Recreation	4901 - Building Construction	6161 - Richmond Pool Richmond	0	1,038	Adjust budget to match actuals
52 - Roadworks Maintenance	2300 - Depreciation Expense Plant	0000 - No Project	(10,506)	0	Reallocating depreciation budget
52 - Roadworks Maintenance	2305 - Depreciation Expense Buildings	0000 - No Project	(386)	0	Reallocating depreciation budget
52 - Roadworks Maintenance	2648 - Roadworks Maint Heavy Patching	8001 - Sealed Roads Maintenance	(246)	0	Tfr to 15347018199
52 - Roadworks Maintenance	3300 - Depreciation - Plant	0000 - No Project	0	10,506	Reallocating depreciation budget
52 - Roadworks Maintenance	3305 - Depreciation Buildings	0000 - No Project	0	386	Reallocating depreciation budget
53 - Roadworks Construction	2307 - Depreciation Expense Roads	0000 - No Project	(24,918)	0	Reallocating depreciation budget
53 - Roadworks Construction	2308 - Depreciation Expense Bridges	0000 - No Project	(3,458)	0	Reallocating depreciation budget
53 - Roadworks Construction	2309 - Depreciation Expense Footpaths	0000 - No Project	(185)	0	Reallocating depreciation budget
53 - Roadworks Construction	3307 - Depreciation Roads	0000 - No Project	0	24,918	Reallocating depreciation budget
53 - Roadworks Construction	3308 - Depreciation Bridges	0000 - No Project	0	3,458	Reallocating depreciation budget
53 - Roadworks Construction	3309 - Depreciation Footpaths	0000 - No Project	0	185	Reallocating depreciation budget
53 - Roadworks Construction	3808 - Auslink Strategic Reg Prog-BellsLineOfRds Intersectn-DC	8553 - Intersection Bells/Old Bells/Mill Rd Kurrajong	0	(738,500)	Auslink Grant-Exp N 4715
53 - Roadworks Construction	382D - Auslink Strategic Reg Prog-Seal of St Alban's Rd-DOTARS	8665 - St Albans Rd-Sealing	0	(10,000)	Auslink Reg Prog grant-Exp N 4913
53 - Roadworks Construction	4701 - Road Construction	8199 - Comleroy Road	0	246	Tfr from 15226488540
53 - Roadworks Construction	4701 - Road Construction	9728 - Thompson Square-Reconstruct road paving	0	16,820	Tfr from 15448309930
53 - Roadworks Construction	4701 - Road Construction	9910 - March St-Install pedestrian crossing	0	188	Tfr from 15347019911
53 - Roadworks Construction	4701 - Road Construction	9911 - March St-Pedestrian refuge	0	(5,000)	Funds not required
53 - Roadworks Construction	4715 - Auslink Strategic Regional Programme	8553 - Intersection Bells/Old Bells/Mill Rd Kurrajong	0	738,500	Auslink Reg Prog Grant 3808
53 - Roadworks Construction	4784 - Bridge Construction	8722 - Second Timber Bridge-Upper Colo Rd	0	6,510	Tfr from 16326218972
53 - Roadworks Construction	4826 - Road Shoulder Renewal - IRP	9940 - Road shoulder renewal-IRP	0	77,049	Tfr from 15449139925
53 - Roadworks Construction	4913 - Road Sealing	8665 - St Albans Rd-Sealing	0	10,000	Auslink Reg Prog Grant 382D
53 - Roadworks Construction	4913 - Road Sealing	9760 - Racecourse Road	0	157	Tfr from 15448309930
54 - Kerb, Guttering & Drainage	2307 - Depreciation Expense Roads	0000 - No Project	180,341	0	Reallocating depreciation budget
54 - Kerb, Guttering & Drainage	2309 - Depreciation Expense Footpaths	0000 - No Project	(187,019)	0	Reallocating depreciation budget
54 - Kerb, Guttering & Drainage	2315 - Depreciation Expense Stormwater Drainage	0000 - No Project	(17,997)	0	Reallocating depreciation budget
54 - Kerb, Guttering & Drainage	3307 - Depreciation Roads	0000 - No Project	0	(180,341)	Reallocating depreciation budget
54 - Kerb, Guttering & Drainage	3309 - Depreciation Footpaths	0000 - No Project	0	187,019	Reallocating depreciation budget
54 - Kerb, Guttering & Drainage	3315 - Depreciation - Stormwater Drainage	0000 - No Project	0	17,997	Reallocating depreciation budget
54 - Kerb, Guttering & Drainage	4760 - Drainage Construction	9917 - Greens Rd nr Half Moon Rd-construct under road culvert	0	(170)	Reallocating depreciation budget
54 - Kerb, Guttering & Drainage	4830 - Kerb & Gutter - IRP	9930 - Windsor Leagues-reconstruct failed drainage-IRP	0	(46,098)	Tfr to Proj 8526,9728 & 9760
54 - Kerb, Guttering & Drainage	4913 - Road Sealing	9925 - Seal sections road shoulder-erosion problems	0	(77,049)	Tfr budget to 15348269940
55 - Car Parking	2307 - Depreciation Expense Roads	0000 - No Project	(39)	0	Reallocating depreciation budget
55 - Car Parking	2309 - Depreciation Expense Footpaths	0000 - No Project	(2,841)	0	Reallocating depreciation budget
55 - Car Parking	3307 - Depreciation Roads	0000 - No Project	0	39	Reallocating depreciation budget
55 - Car Parking	3309 - Depreciation Footpaths	0000 - No Project	0	2,841	Reallocating depreciation budget
57 - Survey,Design and Mapping	2130 - ELE Funded Termination Payments	0000 - No Project	6,436	0	Adjust budget to match actuals



QUARTERLY BUDGET VARIATION 2008/09 - DETAILS
2nd Quarter 2008/09

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
57 - Survey, Design and Mapping	2300 - Depreciation Expense Plant	0000 - No Project	(11,278)	0	Realloc depreciation budget
57 - Survey, Design and Mapping	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(6,436)	Adjust budget to match actuals
57 - Survey, Design and Mapping	3300 - Depreciation - Plant	0000 - No Project	0	11,278	Reallocating depreciation budget
59 - Administrative Building	2303 - Depreciation Expense Furniture & Fitting	0000 - No Project	(979)	0	Reallocating depreciation budget
59 - Administrative Building	2305 - Depreciation Expense Buildings	0000 - No Project	115,315	0	Reallocating depreciation budget
59 - Administrative Building	2604 - Security	6013 - Administration Building Windsor	7,500	0	O/time for cncl meeting carpark security
59 - Administrative Building	2609 - Cleaning	6013 - Administration Building Windsor	(7,500)	0	Cleaning contract not commenced savings
59 - Administrative Building	2614 - Air Conditioning	6013 - Administration Building Windsor	5,000	0	Equipment failure plant 3
59 - Administrative Building	3303 - Depreciation Furniture & Fittings	0000 - No Project	0	979	Reallocating depreciation budget
59 - Administrative Building	3305 - Depreciation Buildings	0000 - No Project	0	(115,315)	Reallocating depreciation budget
59 - Administrative Building	4901 - Building Construction	6052 - Council Depot Wilberforce	0	2,893	Tfr from 16049016200
60 - Community Buildings	2300 - Depreciation Expense Plant	0000 - No Project	(5,760)	0	Reallocating depreciation budget
60 - Community Buildings	2302 - Depreciation Expense Office Equipment	0000 - No Project	(721)	0	Reallocating depreciation budget
60 - Community Buildings	2303 - Depreciation Expense Furniture & Fitting	0000 - No Project	(7,039)	0	Reallocating depreciation budget
60 - Community Buildings	2305 - Depreciation Expense Buildings	0000 - No Project	82,602	0	Reallocating depreciation budget
60 - Community Buildings	2603 - Insurance	6013 - Administration Building Windsor	(13,680)	0	Transferred to 1-39-2603-6481
60 - Community Buildings	2603 - Insurance	6429 - Deerubbin Centre	(5,500)	0	transferred to 1-39-2603-6481
60 - Community Buildings	3300 - Depreciation - Plant	0000 - No Project	0	5,760	Reallocating depreciation budget
60 - Community Buildings	3302 - Depreciation Office Equipment	0000 - No Project	0	721	Reallocating depreciation budget
60 - Community Buildings	3303 - Depreciation Furniture & Fittings	0000 - No Project	0	7,039	Reallocating depreciation budget
60 - Community Buildings	3305 - Depreciation Buildings	0000 - No Project	0	(82,602)	Reallocating depreciation budget
60 - Community Buildings	4901 - Building Construction	6052 - Council Depot Wilberforce	0	(1,046)	Remaining funds not required
60 - Community Buildings	4901 - Building Construction	6167 - Senior Citizens Centre Richmond	0	(1,319)	Remaining funds not required
60 - Community Buildings	4901 - Building Construction	6200 - Wforce Long Day Care Centre Wilberforce	0	(5,000)	Tfr to Proj 6052 & 6429
60 - Community Buildings	4901 - Building Construction	6330 - Tiningi Youth Centre Bligh Park	0	(21)	Remaining funds not required
60 - Community Buildings	4901 - Building Construction	6429 - Deerubbin Centre	0	1,242	Budget tfr from 16049016200
60 - Community Buildings	4901 - Building Construction	6483 - Richmond Occasional Care-W/Market St	0	(10,000)	Tfr 1846 to C50 proj 6151.Funds not req
60 - Community Buildings	4904 - Building Services - IRP	6484 - Kitchen Community Ctrs	0	2,304	Tfr from 16049049942
60 - Community Buildings	4904 - Building Services - IRP	9942 - IRP Proj - Replace Kitchens in various Comty buildings	0	(2,304)	Tfr to project 6484
60 - Community Buildings	4908 - New Museum Site-Baker St	6591 - Hbury Regional Museum, Baker St-Construction only	0	47,835	Over expenditure brought to account
61 - Works Depot	2302 - Depreciation Expense Office Equipment	0000 - No Project	(18)	0	Reallocating depreciation budget
61 - Works Depot	2303 - Depreciation Expense Furniture & Fitting	0000 - No Project	(419)	0	Reallocating depreciation budget
61 - Works Depot	2305 - Depreciation Expense Buildings	0000 - No Project	47,922	0	Reallocating depreciation budget
61 - Works Depot	3302 - Depreciation Office Equipment	0000 - No Project	0	18	Reallocating depreciation budget
61 - Works Depot	3303 - Depreciation Furniture & Fittings	0000 - No Project	0	419	Reallocating depreciation budget
61 - Works Depot	3305 - Depreciation Buildings	0000 - No Project	0	(47,922)	Reallocating depreciation budget
62 - Operations Management	2130 - ELE Funded Termination Payments	0000 - No Project	63,266	0	Adjust budget to match actuals
62 - Operations Management	2300 - Depreciation Expense Plant	0000 - No Project	(60,758)	0	Reallocating depreciation budget
62 - Operations Management	2302 - Depreciation Expense Office Equipment	0000 - No Project	(536)	0	Reallocating depreciation budget
62 - Operations Management	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(63,266)	Adjust budget to match actuals
62 - Operations Management	3300 - Depreciation - Plant	0000 - No Project	0	60,758	Reallocating depreciation budget
62 - Operations Management	3302 - Depreciation Office Equipment	0000 - No Project	0	536	Reallocating depreciation budget
63 - Ancillary Facilities	2305 - Depreciation Expense Buildings	0000 - No Project	6,241	0	Reallocating depreciation budget
63 - Ancillary Facilities	2307 - Depreciation Expense Roads	0000 - No Project	258	0	Reallocating depreciation budget
63 - Ancillary Facilities	2308 - Depreciation Expense Bridges	0000 - No Project	(111)	0	Reallocating depreciation budget
63 - Ancillary Facilities	2309 - Depreciation Expense Footpaths	0000 - No Project	(23,680)	0	Reallocating depreciation budget
63 - Ancillary Facilities	2621 - Bridge Maintenance	8972 - Bridge Maintenance Urban Bridges M&R	(6,510)	0	Tfr ro 15347848722
63 - Ancillary Facilities	3305 - Depreciation Buildings	0000 - No Project	0	(6,241)	Reallocating depreciation budget
63 - Ancillary Facilities	3307 - Depreciation Roads	0000 - No Project	0	(258)	Reallocating depreciation budget
63 - Ancillary Facilities	3308 - Depreciation Bridges	0000 - No Project	0	111	Reallocating depreciation budget
63 - Ancillary Facilities	3309 - Depreciation Footpaths	0000 - No Project	0	23,680	Reallocating depreciation budget
63 - Ancillary Facilities	4730 - Construct Footpaths	9907 - Charles St,Nth Richmond-Construct missing footpath	0	(1,186)	Funds not required
64 - Ferry Operations	2301 - Depreciation Expense Equipment	0000 - No Project	526	0	Reallocating depreciation budget
64 - Ferry Operations	2305 - Depreciation Expense Buildings	0000 - No Project	5,314	0	Reallocating depreciation budget
64 - Ferry Operations	2309 - Depreciation Expense Footpaths	0000 - No Project	(1,703)	0	Reallocating depreciation budget
64 - Ferry Operations	3301 - Depreciation Equipment	0000 - No Project	0	(526)	Reallocating depreciation budget
64 - Ferry Operations	3305 - Depreciation Buildings	0000 - No Project	0	(5,314)	Reallocating depreciation budget
64 - Ferry Operations	3309 - Depreciation Footpaths	0000 - No Project	0	1,703	Reallocating depreciation budget
67 - State Emergency Services	2300 - Depreciation Expense Plant	0000 - No Project	(7,670)	0	Reallocating depreciation budget
67 - State Emergency Services	2301 - Depreciation Expense Equipment	0000 - No Project	3,657	0	Reallocating depreciation budget
67 - State Emergency Services	2305 - Depreciation Expense Buildings	0000 - No Project	22,574	0	Reallocating depreciation budget
67 - State Emergency Services	3300 - Depreciation - Plant	0000 - No Project	0	7,680	Reallocating depreciation budget
67 - State Emergency Services	3301 - Depreciation Equipment	0000 - No Project	0	(3,657)	Reallocating depreciation budget
67 - State Emergency Services	3305 - Depreciation Buildings	0000 - No Project	0	(22,574)	Reallocating depreciation budget



QUARTERLY BUDGET VARIATION 2008/09 - DETAILS
2nd Quarter 2008/09

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
88 - Co Generation Project	1162 - CoGen Gas Income	6479 - Deerubin Centre - Chapters Cafe Site	(590)	0	Adjust budget to match expected actuals
88 - Co Generation Project	1163 - CoGen Electricity Income	1398 - P/W Comty Groups-Peppercorn Services Inc	(1,700)	0	Adjust budget to match expected actuals
88 - Co Generation Project	1163 - CoGen Electricity Income	1905 - Shop/Office- Suite 3 Deerubbin DOCs Rental	15,000	0	Reallocation to proj 6491
88 - Co Generation Project	1163 - CoGen Electricity Income	6389 - Johnson Bldg Action Insurance	(1,300)	0	Increased budget estimates
88 - Co Generation Project	1163 - CoGen Electricity Income	6394 - Old Hospital Site Catholic Health	(300)	0	Increased budget estimates
88 - Co Generation Project	1163 - CoGen Electricity Income	6477 - Suite 2 Deerubin Centre - Curves Site	200	0	Reduced budget estimates
88 - Co Generation Project	1163 - CoGen Electricity Income	6479 - Deerubin Centre - Chapters Cafe Site	(351)	0	Increased budget estimates
88 - Co Generation Project	1163 - CoGen Electricity Income	6480 - Hawkesbury Central Library (300GeorgeSt) Site	60,000	0	Reallocation of budget remapped
88 - Co Generation Project	1163 - CoGen Electricity Income	6481 - Hawkesbury Regional Gallery Site	30,300	0	Reallocation of budget remapped
88 - Co Generation Project	1163 - CoGen Electricity Income	6491 - Deerubin Centre - DOCS Site	(15,607)	0	Reallocation from proj 1905 & inc in est
88 - Co Generation Project	1166 - Co-Gen Electricity Internal	6480 - Hawkesbury Central Library (300GeorgeSt) Site	(60,166)	0	Reallocation of budget remapped
88 - Co Generation Project	1166 - Co-Gen Electricity Internal	6481 - Hawkesbury Regional Gallery Site	(30,300)	0	Reallocation of budget remapped
88 - Co Generation Project	2600 - Gas	6470 - Co Generation (Located at Deerubbin Cte)	10,005	0	Extended hours of Co-Gen use
88 - Co Generation Project	2603 - Insurance	6470 - Co Generation (Located at Deerubbin Cte)	(400)	0	Savings - Funds not required
88 - Co Generation Project	2607 - Maintenance - Plant & Equipment	6470 - Co Generation (Located at Deerubbin Cte)	400	0	Add'l funds for plant mtee
89 - Waste Management Facility	2302 - Depreciation Expense Office Equipment	0000 - No Project	(1,103)	0	Reallocating depreciation budget
89 - Waste Management Facility	2305 - Depreciation Expense Buildings	0000 - No Project	25,847	0	Reallocating depreciation budget
89 - Waste Management Facility	2306 - Depreciation Expense Other Structures	0000 - No Project	(104,524)	0	Reallocating depreciation budget
89 - Waste Management Facility	2314 - Depreciation Expense Other Assets	0000 - No Project	138	0	Reallocating depreciation budget
89 - Waste Management Facility	3230 - Transfer from Tip Remediation Reserve	6974 - Wheel Wash Roadway	0	(6,126)	Adj Transfer to Tip Remediation Reserve
89 - Waste Management Facility	3230 - Transfer from Tip Remediation Reserve	9761 - Provision for Cell Construction	0	80,615	Adj Transfer to Tip Remediation Reserve
89 - Waste Management Facility	3302 - Depreciation Office Equipment	0000 - No Project	0	1,103	Reallocating depreciation budget
89 - Waste Management Facility	3305 - Depreciation Buildings	0000 - No Project	0	(25,847)	Reallocating depreciation budget
89 - Waste Management Facility	3306 - Depreciation Other Structures	0000 - No Project	0	104,524	Reallocating depreciation budget
89 - Waste Management Facility	3314 - Depreciation Other Assets	0000 - No Project	0	(138)	Reallocating depreciation budget
89 - Waste Management Facility	4114 - Purchase Other Assets	6974 - Wheel Wash Roadway	0	6,126	Add'l funds budget to fund expenditure
89 - Waste Management Facility	4970 - Provision for Cell Construction	9761 - Provision for Cell Construction	0	(80,615)	Contract complete-funds not required
51 - Recreation	2301 - Depreciation Expense Equipment	0000 - No Project	(7,231)	0	Reallocating depreciation budget
51 - Recreation	2302 - Depreciation Expense Office Equipment	0000 - No Project	(218)	0	Reallocating depreciation budget
51 - Recreation	2303 - Depreciation Expense Furniture & Fitting	0000 - No Project	(784)	0	Reallocating depreciation budget
51 - Recreation	2305 - Depreciation Expense Buildings	0000 - No Project	100,391	0	Reallocating depreciation budget
51 - Recreation	2405 - Contribution to outside bodies	7995 - Leisure Centre Annual Subsidy	(150,000)	0	Internal Budget Transfer
51 - Recreation	2457 - Contribution to HSC & HLC	7995 - Leisure Centre Annual Subsidy	150,000	0	Internal Budget Transfer
51 - Recreation	3301 - Depreciation Equipment	0000 - No Project	0	7,231	Reallocating depreciation budget
51 - Recreation	3302 - Depreciation Office Equipment	0000 - No Project	0	218	Reallocating depreciation budget
51 - Recreation	3303 - Depreciation Furniture & Fittings	0000 - No Project	0	784	Reallocating depreciation budget
51 - Recreation	3305 - Depreciation Buildings	0000 - No Project	0	(100,391)	Reallocating depreciation budget
66 - Fire Control	2300 - Depreciation Expense Plant	0000 - No Project	917	0	Reallocating depreciation budget
66 - Fire Control	2301 - Depreciation Expense Equipment	0000 - No Project	(503)	0	Reallocating depreciation budget
66 - Fire Control	2302 - Depreciation Expense Office Equipment	0000 - No Project	(515)	0	Reallocating depreciation budget
66 - Fire Control	2303 - Depreciation Expense Furniture & Fitting	0000 - No Project	(1,254)	0	Reallocating depreciation budget
66 - Fire Control	2305 - Depreciation Expense Buildings	0000 - No Project	22,909	0	Reallocating depreciation budget
66 - Fire Control	2314 - Depreciation Expense Other Assets	0000 - No Project	149	0	Reallocating depreciation budget
66 - Fire Control	2603 - Insurance	4267 - Fire Control Op Exp Insurance	0	0	Budget rephasing
66 - Fire Control	3300 - Depreciation - Plant	0000 - No Project	0	(917)	Reallocating depreciation budget
66 - Fire Control	3301 - Depreciation Equipment	0000 - No Project	0	503	Reallocating depreciation budget
66 - Fire Control	3302 - Depreciation Office Equipment	0000 - No Project	0	515	Reallocating depreciation budget
66 - Fire Control	3303 - Depreciation Furniture & Fittings	0000 - No Project	0	1,254	Reallocating depreciation budget
66 - Fire Control	3305 - Depreciation Buildings	0000 - No Project	0	(22,909)	Reallocating depreciation budget
66 - Fire Control	3314 - Depreciation Other Assets	0000 - No Project	0	(149)	Reallocating depreciation budget
66 - Fire Control	4101 - Purchase of Plant	4295 - Changeover Group Captain Vehicle	0	9,445	Actuals for plant greater than estimate
66 - Fire Control	4901 - Building Construction	6127 - Mt Lagoon Bush Fire Station Bilpin	0	(10,000)	Budget not required. Pd 30/4/08
66 - Fire Control	4901 - Building Construction	6201 - Wilberforce Offices Wilberforce	0	(10,337)	Funds not required
80 - Sewerage Schemes	2300 - Depreciation Expense Plant	0000 - No Project	3,591	0	Reallocating depreciation budget
80 - Sewerage Schemes	2301 - Depreciation Expense Equipment	0000 - No Project	1,025	0	Reallocating depreciation budget
80 - Sewerage Schemes	2305 - Depreciation Expense Buildings	0000 - No Project	21,071	0	Reallocating depreciation budget
80 - Sewerage Schemes	2310 - Depreciation Expense Sewer network	0000 - No Project	1,136,728	0	Reallocating depreciation budget
80 - Sewerage Schemes	3201 - Trf from Rsv Capital - Sewer	0000 - No Project	0	(11,582)	Budget adjust Nat 4112,4955
80 - Sewerage Schemes	3300 - Depreciation - Plant	0000 - No Project	0	(3,591)	Reallocating depreciation budget
80 - Sewerage Schemes	3301 - Depreciation Equipment	0000 - No Project	0	(1,025)	Reallocating depreciation budget
80 - Sewerage Schemes	3305 - Depreciation Buildings	0000 - No Project	0	(21,071)	Reallocating depreciation budget
80 - Sewerage Schemes	3310 - Depreciation Sewer network	0000 - No Project	0	(1,136,728)	Reallocating depreciation budget
80 - Sewerage Schemes	4112 - Purchase Safety Equipment	0000 - No Project	0	11,512	Funds req purchase of safety equipment
80 - Sewerage Schemes	4901 - Building Construction	6253 - Sewer Works South Windsor Bligh Park	0	70	Funds to cover minor overrun



QUARTERLY BUDGET VARIATION 2008/09 - DETAILS
2nd Quarter 2008/09

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
80 - Sewerage Schemes	4955 - Treatment Works Upgrade	5999 - Power correction-S/W & M/H STP main switchboards	0	50,000	New capital project created
80 - Sewerage Schemes	4957 - Upgrade Pump Stations	6392 - Sewer Pump Station "O"	0	(50,000)	Funds not required
TOTAL			1,834,810	(1,694,491)	
CITY PLANNING					
12 - Community Administration	2300 - Depreciation Expense Plant	0000 - No Project	(16,375)	0	Reallocating depreciation budget
12 - Community Administration	2301 - Depreciation Expense Equipment	0000 - No Project	1,105	0	Reallocating depreciation budget
12 - Community Administration	2305 - Depreciation Expense Buildings	0000 - No Project	541	0	Reallocating depreciation budget
12 - Community Administration	3300 - Depreciation - Plant	0000 - No Project	0	16,375	Reallocating depreciation budget
12 - Community Administration	3301 - Depreciation Equipment	0000 - No Project	0	(1,105)	Reallocating depreciation budget
12 - Community Administration	3305 - Depreciation Buildings	0000 - No Project	0	(541)	Reallocating depreciation budget
30 - Heritage	2305 - Depreciation Expense Buildings	0000 - No Project	(1,053)	0	Reallocating depreciation budget
30 - Heritage	3305 - Depreciation Buildings	0000 - No Project	0	1,053	Reallocating depreciation budget
31 - Building Control	1310 - Septic Tank Permits	0000 - No Project	13,100	0	Revenue adjusted in line with YTD actual
31 - Building Control	1311 - Construction Certificates	1120 - Construct Certific- Construction	67,000	0	Revenue adjusted in line with YTD actual
31 - Building Control	1311 - Construction Certificates	1121 - Construct Certific- Compliance	71,500	0	Revenue adjusted in line with YTD actual
31 - Building Control	1312 - Building Commission	0000 - No Project	1,000	0	Revenue adjusted in line with YTD actual
31 - Building Control	1313 - S149D Certificates	1131 - S149D Certificates Lodgment of Cert	(10,000)	0	Revenue adjusted in line with YTD actual
31 - Building Control	1313 - S149D Certificates	1132 - S149D Certificates S149D Certificates	5,000	0	Revenue adjusted in line with YTD actual
31 - Building Control	1317 - Sundry Building Control Income DIV81	1142 - S/Build inc Amusement Device Fee	1,200	0	Revenue adjusted in line with YTD actual
31 - Building Control	1331 - Licences & Fees	1186 - S/Development Places of Public Entertai	8,500	0	Revenue adjusted in line with YTD actual
31 - Building Control	1799 - Sundry Income	1148 - Photocopying & Scanning	4,000	0	Revenue adjusted in line with YTD actual
31 - Building Control	2101 - Salaries	0000 - No Project	(20,225)	0	Reallocating salaries internally
31 - Building Control	2102 - Annual Leave	0000 - No Project	(1,751)	0	Reallocating salaries internally
31 - Building Control	2103 - Sick Leave	0000 - No Project	(876)	0	Reallocating salaries internally
31 - Building Control	2111 - Superannuation	0000 - No Project	(2,057)	0	Reallocating salaries internally
31 - Building Control	2300 - Depreciation Expense Plant	0000 - No Project	(11,278)	0	Reallocating depreciation budget
31 - Building Control	3300 - Depreciation - Plant	0000 - No Project	0	11,278	Reallocating depreciation budget
32 - Development Control	1320 - Subdivision Fees	1163 - Subdivision Fee DA Notices-Adjoin Owners	(40,000)	0	Revenue adjusted in line with YTD actual
32 - Development Control	1321 - Development Application	1163 - Subdivision Fee DA Notices-Adjoin Owners	47,500	0	Revenue adjusted in line with YTD actual
32 - Development Control	1321 - Development Application	1164 - Subdivision Fee DA Notices -Advertising	1,800	0	Revenue adjusted in line with YTD actual
32 - Development Control	1321 - Development Application	1195 - Develop Application -Other fees	(30,000)	0	Revenue adjusted in line with YTD actual
32 - Development Control	1321 - Development Application	1196 - Develop Application Occupation Cert	4,000	0	Revenue adjusted in line with YTD actual
32 - Development Control	1322 - Sect 149 Certificates	1217 - Sect 149 Certificates -Part (2)	7,000	0	Revenue adjusted in line with YTD actual
32 - Development Control	1322 - Sect 149 Certificates	1218 - Sect 149 Certificates -Part (5)	25,000	0	Revenue adjusted in line with YTD actual
32 - Development Control	1326 - Sundry Develop Income	1188 - S/Development Cancellation Admin Fee	6,000	0	Revenue adjusted in line with YTD actual
32 - Development Control	1799 - Sundry Income	1177 - S/Development Sale Plans	1,000	0	Revenue adjusted in line with YTD actual
32 - Development Control	2101 - Salaries	0000 - No Project	43,339	0	Reallocating salaries internally
32 - Development Control	2102 - Annual Leave	0000 - No Project	3,752	0	Reallocating salaries internally
32 - Development Control	2103 - Sick Leave	0000 - No Project	1,876	0	Reallocating salaries internally
32 - Development Control	2111 - Superannuation	0000 - No Project	4,407	0	Reallocating salaries internally
32 - Development Control	2130 - ELE Funded Termination Payments	0000 - No Project	13,724	0	Adjust budget to match actuals
32 - Development Control	2300 - Depreciation Expense Plant	0000 - No Project	(21,582)	0	Reallocating depreciation budget
32 - Development Control	2302 - Depreciation Expense Office Equipment	0000 - No Project	(16)	0	Reallocating depreciation budget
32 - Development Control	2303 - Depreciation Expense Furniture & Fitting	0000 - No Project	(312)	0	Reallocating depreciation budget
32 - Development Control	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(13,724)	Adjust budget to match actuals
32 - Development Control	3300 - Depreciation - Plant	0000 - No Project	0	21,582	Reallocating depreciation budget
32 - Development Control	3302 - Depreciation Office Equipment	0000 - No Project	0	16	Reallocating depreciation budget
32 - Development Control	3303 - Depreciation Furniture & Fittings	0000 - No Project	0	312	Reallocating depreciation budget
33 - Sewerage Management Facilities	2000 - Plant Surplus - Running Costs	0000 - No Project	(6,500)	0	Funds not required
33 - Sewerage Management Facilities	2101 - Salaries	0000 - No Project	(23,114)	0	Reallocating salaries internally
33 - Sewerage Management Facilities	2102 - Annual Leave	0000 - No Project	(2,001)	0	Reallocating salaries internally
33 - Sewerage Management Facilities	2103 - Sick Leave	0000 - No Project	(1,001)	0	Reallocating salaries internally
33 - Sewerage Management Facilities	2111 - Superannuation	0000 - No Project	(2,351)	0	Reallocating salaries internally
33 - Sewerage Management Facilities	2300 - Depreciation Expense Plant	0000 - No Project	(5,639)	0	Reallocating depreciation budget
33 - Sewerage Management Facilities	3300 - Depreciation - Plant	0000 - No Project	0	5,639	Reallocating depreciation budget
35 - Health Services	2130 - ELE Funded Termination Payments	0000 - No Project	12,034	0	Adjust budget to match actuals
35 - Health Services	2300 - Depreciation Expense Plant	0000 - No Project	(5,639)	0	Reallocating depreciation budget
35 - Health Services	2302 - Depreciation Expense Office Equipment	0000 - No Project	(1,654)	0	Reallocating depreciation budget
35 - Health Services	2404 - Legal Expenses	4565 - Office Expense HS Law Costs Prosecutions	(5,957)	0	Reallocated to C42 Legal Services
35 - Health Services	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(12,034)	Adjust budget to match actuals
35 - Health Services	3300 - Depreciation - Plant	0000 - No Project	0	5,639	Reallocating depreciation budget
35 - Health Services	3302 - Depreciation Office Equipment	0000 - No Project	0	1,654	Reallocating depreciation budget



QUARTERLY BUDGET VARIATION 2008/09 - DETAILS
2nd Quarter 2008/09

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
36 - Pollution Control	2314 - Depreciation Expense Other Assets	0000 - No Project	812	0	Reallocating depreciation budget
36 - Pollution Control	3314 - Depreciation Other Assets	0000 - No Project	0	(812)	Reallocating depreciation budget
37 - Regulation & Enforcement	2300 - Depreciation Expense Plant	0000 - No Project	5,127	0	Reallocating depreciation budget
37 - Regulation & Enforcement	3300 - Depreciation - Plant	0000 - No Project	0	(5,127)	Reallocating depreciation budget
38 - Animal Control	2300 - Depreciation Expense Plant	0000 - No Project	3,293	0	Reallocating depreciation budget
38 - Animal Control	2301 - Depreciation Expense Equipment	0000 - No Project	(99)	0	Reallocating depreciation budget
38 - Animal Control	2305 - Depreciation Expense Buildings	0000 - No Project	(39)	0	Reallocating depreciation budget
38 - Animal Control	3300 - Depreciation - Plant	0000 - No Project	0	(3,293)	Reallocating depreciation budget
38 - Animal Control	3301 - Depreciation Equipment	0000 - No Project	0	99	Reallocating depreciation budget
38 - Animal Control	3305 - Depreciation Buildings	0000 - No Project	0	39	Reallocating depreciation budget
43 - City Planning	1799 - Sundry Income	1181 - S/Development Application - Vary LEP	6,500	0	Revenue adjusted in line with YTD actual
43 - City Planning	1891 - Natural Disaster Mitig-Digital Terrain-NSW SEMC	5172 - Digital Terrain Model	(60,533)	0	N/Disaster Mitig SEMC Grant-Exps N2407
43 - City Planning	2101 - Salaries	0000 - No Project	(30,000)	0	Purchase-Plan Mgr vehicle to C29
43 - City Planning	2130 - ELE Funded Termination Payments	0000 - No Project	43,906	0	Adjust budget to match actuals
43 - City Planning	2404 - Legal Expenses	0000 - No Project	(21,600)	0	Reallocated to C42 Legal Services
43 - City Planning	2407 - Consultancy Fees	5172 - Digital Terrain Model	60,533	0	N/Disaster Mitig-SEMC Grant 1891
43 - City Planning	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(43,906)	Adjust budget to match actuals
49 - Parking Patrol	2130 - ELE Funded Termination Payments	0000 - No Project	1,356	0	Adjust budget to match actuals
49 - Parking Patrol	2301 - Depreciation Expense Equipment	0000 - No Project	(9)	0	Reallocating depreciation budget
49 - Parking Patrol	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(1,356)	Adjust budget to match actuals
49 - Parking Patrol	3301 - Depreciation Equipment	0000 - No Project	0	9	Reallocating depreciation budget
81 - Domestic Waste Management	2300 - Depreciation Expense Plant	0000 - No Project	(63,107)	0	Reallocating depreciation budget
81 - Domestic Waste Management	2305 - Depreciation Expense Buildings	0000 - No Project	132	0	Reallocating depreciation budget
81 - Domestic Waste Management	3203 - Tfr from Rsve Garbage Reserve	0000 - No Project	0	(62,975)	Adj Transfer from DWM Reserve
81 - Domestic Waste Management	3300 - Depreciation - Plant	0000 - No Project	0	63,107	Reallocating depreciation budget
81 - Domestic Waste Management	3305 - Depreciation Buildings	0000 - No Project	0	(132)	Reallocating depreciation budget
81 - Domestic Waste Management	4101 - Purchase of Plant	0133 - Garbage Truck - Plant 133	0	377,305	Budget trf fr Plant 134
81 - Domestic Waste Management	4101 - Purchase of Plant	0134 - Purchase Plant-Garbage Truck - Plant 134	0	(377,305)	Tfr budget to Plant 133
81 - Domestic Waste Management	4203 - TFR to Rsve Garbage Reserve	0000 - No Project	0	62,975	Adj Transfer to DWM Reserve
TOTAL			81,269	44,772	
Total (Surplus)/Deficit			1,817,261	(1,817,264)	
NET (SURPLUS)/DEFICIT			0		

Part 4

Management Plan Performance





General Managers Division

Component 16 - Insurance Risk Management

Component 17 - Workers Compensation

Component 40 - Strategic Activities

Component 65-Human Resources

Component 68-Corporate Communication

Component 69-Elected Members

Component 70-Executive Management

General Manager - Operational Action Plan and Performance Indicators 2008/2009									
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General Manager

Officer: Manager Risk Management

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
707,272	707,272	453,138	707,436	572,326	644,581				

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

[illegible][illegible]

General Manager - Operational Action Plan and Performance Indicators 2008/2009

Component 17 - Workers Compensation

General Manager

Officer: Manager Risk Management

Total Income \$

Total Expenditure \$

Budget 2008/09

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
564,204	564,204	175,125	134,132	309,750	239,470				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To ensure a safe workplace environment that meets legislative requirements and guidelines.	100%	564,204	175,125	134,132	309,750	239,470	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Monitor compliance with OH&S Act and regulations.	Monthly workplace inspection returns by 10th of each month.	Workplace inspections are now part of a System audit and whilst some areas occasionally fall behind the system drives compliance.
1.2 Develop a process for training employees on managing projects to reflect higher levels of OH&S compliance.	Continuous improvements assessed and implemented prior to commencing projects.	Training schedule presented to Manex.
1.3 Develop and conduct safety training programs as required.	Complete Training Needs Analysis and initiate training for Core OHS elements.	Training Needs Analysis has been listed as a project over the next 12 to 18 months and is on target.
1.4 Monitor claims performance and provide monthly reports on claims made.	Acceptance by WorkCover of monthly claims data.	Monthly returns to WorkCover have been submitted on time and have all been accepted with minimal change.
1.5 Provide effective rehabilitation programs for staff with work related injuries and report monthly.	Accurate monthly reports to Manex for employee injury management and return to work programs.	Monthly reports Manex continue and have been formally noted.
1.6 OHS&IM System achieves compliance with WorkCover Model for Self Insurers.	Achieve compliance with WorkCover Self Insurers OHS Audit.	Councils OHS&IM program has been accepted by WorkCover and Council has now been returned to a 3 year OHS Audit cycle.
1.7 Maintain Workers Compensation Self Insurers licence.	Complete Annual Self Insurers licence renewal in accordance with Work Cover's Licensing policy by 31st October.	Licence renewal material is being compiled currently for submission as required in January 2009.
1.8 Achieve compliance with the WorkCover Self Insurers Case Management Guide.	90% compliance with Worker's Annual Case Management Audit.	Case Management Audit was completed on 3rd November 2008 with minimal problems. It is anticipated that another audit will be scheduled for November 2009 to confirm system compliance.
1.9 Information sharing and continuous improvement.	Actively support and attend peak bodies and industry group meetings.	Council continues to attend and participate in all activities of peak bodies that support Councils Risk Management programs including the Workers Compensation Self Insurers licence.

General Manager - Operational Action Plan and Performance Indicators 2008/2009

Component 40 - Strategic Activities

General Manager

Officer: Strategic Planner

Total Income \$

Total Expenditure \$

Budget 2008/09

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
381,156	381,156	89,505	34,624	169,712	68,563				

Strategic Objective:

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

Service Statements

	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Facilitate economic development and growth via strategies that build local workforce capabilities; support success through modern infrastructure; and attract new investment.	40%	152,462	35,802	13,850	67,885	27,425	-	-	-	-
2. Support business development activities that facilitate business networks, and encourage entrepreneurial alliances.	30%	114,347	26,852	10,387	50,914	20,569	-	-	-	-
3. Effectively and efficiently manage organisational resources to develop corporate capability, maintain integrity and appropriate employee skills.	30%	114,347	26,852	10,387	50,914	20,569	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators

Target

Progress this quarter

1.1 Tourism - Strategic & Marketing.	Develop Branding/Marketing Plan to support LGA in our market place, in consultation with key players, by September; work with adjoining Councils on tourism projects that place the LGA in relevant regions that consumers respond to (inc. Blue Mtns and Hawkesbury River markets), by June.	Brand/Marketing Plan subject to Council's position/ decision on tourism program. Report scheduled for next quarter.
1.2 Business Development - Future Business Leaders.	Sponsor a maximum of two high-school (youth) focused business training programs across the LGA, by June; undertake maximum of three joint industry activities that inform existing/ new business operators in area about local and business matters, by June.	School business training programs being coordinated with Schools Industry Partnerships (Federal Government) - Banago Traders for 5 December 2008 (completed) and Adopt a School Program 08 (Business Case Study) for first term of 09.
1.3 Hawkesbury River Festival Concept - Event Development.	Develop Bridge to Bridge Festival Advisory Committee capability to link into local & regional interests in proposed River Region-wide Event, by June; work with adjacent Councils & target Govt departments to attract interest in supporting & developing a regional flagship event, by June.	Committee set up delayed due to resources - reset for next quarter. Liaising with adjacent Councils on support for a regional event.
1.4 Hawkesbury LGA Music Festival - Event Development.	(subject to regulatory & commercial matters), negotiate Agreement with proponent by December 2008 to development event as a key flagship event area (mutual benefit), work with proponent to make Inaugural event well-known & with tourism/ business to develop opportunities for event patrons, by March.	On hold until regulatory approvals required from Council are complied with and hence taken up (eg. development application).
2.1 Local Business Excellence Awards.	Sponsor 2008 Awards, with contribution (prize money & attendance), completed by December.	Postponed to April/ May 09 by Awards organiser.
2.2 Friendship Program.	Sister Cities - ((a) Monitor Association's operation within budget quarterly, annual review with Association in December, undertake one joint project with Association, being a program brochure by June.	Budget monitored/ within budget. Liaising with Association about program direction (meeting in February) and brochure.
	City-Country Alliance (Weddin & Cabonne CIs) - Endorse plan-of actions, to guide program activities by September.	Target date premature and reset for February 09. Liaising with Alliance councils about plans and undertaking projects on demand (eg. Cabonne-National Field Days).
2.3 Secondary Education relationships.	Undertake review of UWS Undergraduate Scholarship Agreement (2006-2011) twice pa., inc. annual review in June (with UWS).	First review completed.
2.4 Business Networks.	Establish relationships with Govt departments/agencies & industry groups to facilitate access to business networks & development opportunities, by June.	Ongoing & meet.
3.1 Executive support to Council and Committees of Council.	Undertake reporting via Council, Committees, Manex & newsletters by due dates and by attending meetings dates.	Ongoing & meet.

General Manager - Operational Action Plan and Performance Indicators 2008/2009

Component 65 - Human Resources General Manager Officer: Manager Human Resources

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 5,000	- 5,000	- 1,248	- 5,519	- 5,000	- 5,886				
361,610	361,610	91,120	83,242	181,740	173,909				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To develop, review and implement effective Human Resource strategies, policies and programs that meet with corporate objectives and legislative requirements for the benefit of the organisation, management and staff.	100%	356,610	89,872	77,723	176,740	168,023	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Recruitment and selection of quality staff within established policies and procedures meeting all legislative requirements.	Recruitment process commenced within two weeks of approval by General Manager.	All recruitment commenced within two weeks of approval by General Manager.
	90% of appointments with qualification, skills and experience of successful applicant matching the criteria.	During the last quarter 10 appointments of permanent staff positions with the necessary qualifications, skills and experience.
1.2 Develop, review and implement policies and procedures to meet Award and Legislative requirements.	Monitor, review and develop Human Resource Operational Management Standards for staff as required.	Continued monitoring, review and development of Operational Management Standards as required.
	All legislative changes and statutory requirements actioned and complied with.	All legislative and statutory requirements complied with.
1.3 Support and advice to Management and Staff in relation to Award interpretation and industrial issues.	90% of industrial disputes resolved internally.	All industrial disputes resolved internally or will be resolved through ongoing discussions.
	Provision of accurate and timely advice to Management and Staff on industrial and legislative issues.	Management and staff kept informed of progress of all industrial and legislative issues.
1.4 Ensure continual improvement in the development, implementation and monitoring of our performance management and salary administration systems.	Annual and probationary performance reviews completed by scheduled dates.	Annual and probationary performance reviews given to Managers, completed and returned by the scheduled date.
	Monitor, review and update Performance Management and Salary Administration Systems as required.	Performance Management Plan revised in line with GM comments ready for consideration and approval by Management and the Consultative Committee.
1.5 Ensure corporate and individual training needs are identified and met.	The number of individual and corporate training and development programs that are approved by management and implemented.	
	Provide learning opportunities including technical, personal and professional development that support Council's objectives.	Identification and sourcing of training courses and providers to meet individual and corporate training requests.
1.6 Ensure compliance with the OH&S Acts and regulations and promote continuous improvement of safe systems at work.	Compliance with OH&S Act and Regulations.	OH&S requirements complied with.

General Manager - Operational Action Plan and Performance Indicators 2008/2009									
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Component 68 - Corporate Communication

General Manager

Officer: Manager Corporate Communication

Total Income \$

Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
\$					- 165				
\$	285,729	285,729	68,712	40,142	- 137,424	111,565			

Strategic Objective:

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

[illegible]

Key Performance Indicators	Target	Progress this quarter
1.1 Year 1 Objectives of Communication Strategy Undertaken.	95% completed by June.	Provided continued input into review of structure of council's website and provided recommendations for proposed new format. Working towards gaining accreditation through the Customer Service Institute of Australia including assisting in developing customer service standards. New Residents Guide distributed. Summer Quarterly newsletter prepared and issued with rates in January.
1.2 Media relationships reviewed and enhanced.	Review of media services contract Sept and March. Regular meetings and contact with all local media.	Council's relationship with media monitored with a view to giving consideration to entering into a new media services contract. Regular contact maintained with all local media. Media liaison provided at council events. 37 Media Comments issued.
1.3 Issues Management Advice and Monitoring.	Regular updates provided to General Manager.	Various issues monitored and appropriate advice provided to media. Most issues handled by issue of media release and media comment. Provided input to MANEX, and attended pre and post business paper meetings.
1.4 Media stories generated.	50% take up ratio of media releases in local newspapers. 90% of generated media releases published in at least one local newspaper.	38 media releases were distributed by Council with the Western Weekender having the highest pickup rate of 74% followed by Gazette 71% Courier 24%. There was a 52% total pick up rate across all local media. 84.2 % of releases published in at least one local paper. 13 Mayoral Columns written. Pet of the Week and available breeds list distributed as required.
1.5 Strategic Cross Functional Working Groups organised and progressed.	Project Plans accomplished within timeframes set.	Assisted cross functional teams including, Councillor Elections Committee, Intranet review, Dataworks Review, Strategic Plan Working Group, Website Review, Customer Service /Communication Strategy Coordination Team, 2010 Management. Sydney Water Project Team
1.6 Manage civic events, publications and public relation activities.	Programs reviewed by June.	Arranged and conducted Richmond Pool Celebration Day, Councillor Dinner to welcome new and farewell retiring Councillors including preparation of commemorative booklet, recognition of WS Environmental Debate winners and Community Christmas Party. Assisted in arrangements for and conduct of Councillor Induction Program. Completion of the school citizenship program which involved 40 schools and organisation of the Natalie Burton Award. Commencement of organisation for Australia Day Celebrations including Awards ceremony. 11 Speeches written and quarterly newsletter produced.

General Manager - Operational Action Plan and Performance Indicators 2008/2009

Component 69 - Elected Members

General Manager

Officer: General Manager

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
605,615	605,615	84,524	326,540	437,548	432,132				

Strategic Objective:

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

[illegible][illegible]

General Manager - Operational Action Plan and Performance Indicators 2008/2009

Component 70 - Executive Management General Manager Officer: General Manager

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
975,044	975,044	243,663	215,832	487,326	440,197				

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To ensure a safe workplace environment that meets legislative requirements and guidelines.	3%	29,251	7,310	6,475	14,620	13,206	-	-	-	-
2. Develop and maintain corporate procedures to ensure a safe workplace.	2%	19,501	4,873	4,317	9,747	8,804	-	-	-	-
3. To ensure effective salary and performance structures in place for executive management and monitor divisional performance.	95%	926,292	231,480	205,040	462,960	418,187	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 To assess compliance with OH&S Act and Regulations.	In accordance to system audit by Work Cover achieving 3 or greater.	System audit undertaken by WorkCover in September, 2008. Council achieved a rating of 3 or better in each of the 4 elements audited. Relicencing achieved.
2.1. To assess the effectiveness of Council's OH&S system and corporate compliance.	Reduce number of loss time injuries by 10% or at least match the Work Cover Industry average.	On target.
2.2 Resource allocation to facilitate the implementation of OH&S strategies.	Consistent with comparable local government councils per staff unit.	Resource allocation consistent with other Councils.
3.1 The Annual Performance Review is conducted.	June.	Review commenced in June and completed in an appropriate time frame having regard to Council requirements.
3.2 To assess the effectiveness of managing and developing human resources.	Uncertified Sick leave days < 5.00.	Achieved.
	Training & Development \$ > 1% budget and 90% satisfaction with training courses.	Achieved.
3.3 To assess the effectiveness of managing financial resources.	Actual performance vs Budget +/- 5.00%.	Under review on an ongoing basis, with subsequent financial results considered to be satisfactory.
3.4 To assess the effectiveness of achieving strategic and operational performance objectives.	95% Strategic & Operational Targets Achieved.	Community Strategic Plan under review/development as shown targets and objectives have altered to improve objectives and direction.



City Planning Division

Component 12- Community Administration
Component 30-Heritage
Component 31-Building Control
Component 32-Development Control
Component 33- Sewage Management Facilities
Component 35- Health Services
Component 36- Pollution Control
Component 37- Development Control & Regulation
Component 38- Animal Control
Component 43-Strategic Planner- Land Use
Component 43-Strategic Planner- Community
Component 43-Strategic Planner- Infrastructure
Component 43-Strategic Planner- Corporate
Component 43-Strategic Planner- Environmental
Component 44- Road Safety Programs
Component 49- Parking Control
Component 81 - Domestic Water Management

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 12 - Community Administration Director City Planning Officer: Executive Manager - Community Partnerships

Total Income \$

Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 104,546	- 104,546	- 14,387	- 14,360	- 40,024	- 36,459				
511,322	511,322	148,040	118,359	271,243	245,950				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Manage grants and donations programs.	15%	61,016	20,048	15,600	34,683	31,424	-	-	-	-
2. Resource and support the planning of activities and events which celebrate community diversity and promote community harmony.	16%	65,084	21,384	16,640	36,995	33,519	-	-	-	-
3. Identify funding options to establish programs to improve community linkages and meet the social, health, safety, leisure and cultural needs of the community.	12%	48,813	16,038	12,480	27,746	25,139	-	-	-	-
4. Work in conjunction with community and user groups to design and operationalise community facilities and building improvements (as identified in Council works programs).	5%	20,339	6,683	5,200	11,561	10,475	-	-	-	-
5. Provide Property Management Services for Council's community facilities portfolio.	13%	52,881	17,375	13,520	30,058	27,234	-	-	-	-
6. Provide Project Management Services.	39%	158,643	52,125	40,560	90,175	81,701	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Available funds distributed in compliance with Community Sponsorship Policy.	Respond to enquiries within 5 working days + achieve required milestones for operation of grants and donations programs.	Round 2 of Community Sponsorship program determined with \$10226- allocated (leaving a balance of \$9385- for future distribution).
2.1 Level of sponsorship provided.	Sponsorship agreements executed for events and activities within NSW Govt time frame.	NSW Seniors Week Grant funding of \$640 received and calander of events excuted.
3.1 Source external investments to expand establish services and activities.	10% growth in community service grant receipts.	Additional amount of \$82,525 received to expand Peppercom Home Maintenance Lawn Mowing Service
4.1 Complete design briefs for referral to Building Services.	Design briefs for 100% of proposed works completed within required time-frames.	Planning for the extensions to the pavilion in MacMahons Park, Kurrajong resumed.
5.1 Properties maintained to required standard.	Property maintenance requests responded to within 3 working days. Establish baseline data for usage of community facilities.	59 requests for maintenance responded to within 3 days. Two requests for advice on administration matters supplied. Two AGMs attended.
6.1 Achieve all funding and statutory requirements as negotiated.	Contracted outputs achieved.	all funding acquittals for 07/08 completed and returned to government funding bodies within allocated time frame.

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Director City Planning

Officer: Town Planning Coordinator

	Total Income \$
	Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
\$ 49,198	\$ 49,198	12,294	5,570	24,594	16,300				

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

Service Statements

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
32%	15,743	3,934	1,782	7,870	5,216	-	-	-	-
25%	12,300	3,074	1,393	6,149	4,075	-	-	-	-
43%	21,155	5,286	2,395	10,575	7,009	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-

Key Performance Indicators

Target

Progress this quarter	
1	2

[illegible]

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 31 - Building Control Director City Planning Officer: Building Coordinator

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 572,050	- 572,050	- 142,956	- 111,789	- 285,312	- 210,267				
509,967	509,967	127,437	127,921	254,874	235,231				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide development assessment services for Class 1 -10 buildings.	32%	- 19,867	- 4,966	5,162	- 9,740	7,988	-	-	-	-
2. Provide building certification and inspection services.	50%	- 31,042	- 7,760	8,066	- 15,219	12,482	-	-	-	-
3. Provide 149D building certificate services.	3%	- 1,862	- 466	484	- 913	749	-	-	-	-
4. Regulate places of public entertainment.	4%	- 2,483	- 621	645	- 1,218	999	-	-	-	-
5. Provide technical advice to customers, via phone and counter.	11%	- 6,829	- 1,707	1,775	- 3,348	2,746	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Turn around time for Development Applications.	Average 40 days, Median 35 Days.	Average= 25.8 days, Median= 18 days
1.2 Age of current Development Applications- ratio of Development Applications older than 40 days to newer than 40 days.	0.7:1.	0.4:1
1.3 Customer satisfaction.	80% overall satisfaction.	Under target this quarter due to staff resignations
2.1 Market share of certification and inspection services.	80% of Market.	65%
2.2 Cost effectiveness of contestable services.	Full cost recovery.	Complying
2.3 Turn around time for Construction Certificates.	21 days after Development Application consent issued.	Under target this quarter due to staff resignations and absences
3.1 Ten day turnaround time for 149D Certificates.	80% compliance.	54%
4.1 Issue licences within 40 days.	80% compliance.	Under target this quarter due to staff resignations and absences
5.1 Return telephone call within 48 hours on consecutive days.	90% compliance.	Under target this quarter due to staff resignations and absences
5.2 Attend to counter enquiries as required during allocated times, answer questions left with admin staff within 48 hours.	90% compliance.	Complying with target

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 32 - Development Control
Director City Planning
Officer: Town Planning Coordinator

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
\$ -	745,700	- 745,700	- 186,354	- 277,874	- 362,334	- 498,967			
\$ -	845,703	845,703	211,338	240,790	455,852	439,314			

Strategic Objective:

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

[illegible][illegible]

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 33 - Sewage Management Facilities

Director City Planning

Officer: Manager Regulatory Services

Total Income \$

Total Expenditure \$

Budget 2008/09

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 182,720	- 182,720	- 45,660	- 48,610	- 95,040	- 100,413				
247,674	247,674	61,896	60,170	123,792	121,080				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Conduct inspections of onsite Sewage Management Facilities (SMF) in the city for compliance with legislative requirements.	90%	58,459	14,612	10,404	25,877	18,600	-	-	-	-
2. Provide advice to the community on use and maintenance of sewage management facilities.	10%	6,495	1,624	1,156	2,875	2,067	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Inspections are conducted in accordance with Council's adopted program.	Complete 180 inspections / month.	Council during this quarter has exceeded the target by a minimum of 20 inspections per month
	Approvals to operate SMF are issued within 21 days of inspection.	All approvals are issued within the 21 day target
	Rectification work documentation is sent within 21 days from inspection.	This target has been met on all occasion during this quarter
	Annual report completed in June on compliance to Council's adopted program.	Annual report will be compiled and submitted in June 09
2.1 Accurate information is given to assist the community with on-site sewage management issues.	90% satisfaction of customers.	There has been 100% satisfaction during this quarter

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 35 - Health Services Director City Planning Officer: Manager Regulatory Services

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 54,595	- 54,595	- 13,848	- 19,632	- 27,696	- 36,623				
268,318	268,318	67,270	69,014	134,540	142,294				

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To enhance environmental protection and environmental health standards through education and statutory compliance.	90%	192,351	48,080	44,444	96,160	95,104	-	-	-	-
2. Work in partnership with the Dept of Health conducting mosquito surveillance for the detection of the Ross River Virus.	10%	21,372	5,342	4,938	10,684	10,567	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Conduct inspections, review of premises for compliance with the public health statutory requirements.	Complaints about unhealthy conditions responded to within 48 hours.	All complaints are responded to within 48 hrs of receipt
	20 premises are inspected each month.	20 premises are being inspected monthly during this quarter
1.2 Conduct Food Handling Training courses.	Three training courses are conducted each year.	Courses are being conducted as required. From May 09 these will now be conducted in the evening to assist shop assistants to be able to attend outside their operating hours
	90% customer satisfaction in training course from evaluation survey.	Council has been receiving an average 95% satisfaction results from the courses
1.3 Conduct inspections of Caravan Parks to measure compliance with legislative requirements.	Complaints about caravan parks are responded to within 96 hours of receipt.	Complaints about caravan parks are being attended to within 96hrs or much sooner in most cases
2.1 Conduct mosquito surveillance program between December and April at nominated sites.	Completed in accordance with Dept of Health Surveillance Program.	The mosquito surveillance program is currently running as required by the target

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 36 - Pollution Control Director City Planning Officer: Manager Regulatory Services		
		Total Income \$
		Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
133,018	133,018	125,918	125,173	126,836	125,374				

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

[illegible][illegible]

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Director City Planning

Officer: Manager Regulatory Services

	Budget 2008/09									
	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
Total Income \$	- 42,432	- 42,432	- 10,602	- 8,625	- 21,204	- 28,591				
Total Expenditure \$	228,751	228,751	57,165	60,112	124,332	125,295				

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

[illegible][illegible]

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 38 - Animal Control Director City Planning Officer: Manager Regulatory Services

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 452,233	- 452,233	- 113,019	- 93,352	- 226,038	- 184,542				
508,346	508,346	127,032	143,154	254,064	292,535				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide adequate care of animals housed at the animal shelter.	50%	28,057	7,007	24,901	14,013	53,997	-	-	-	-
2. Carry out patrols of the city area for roaming dogs.	30%	16,834	4,204	14,941	8,408	32,398	-	-	-	-
3. Provide education to the community on responsible pet ownership.	10%	5,611	1,401	4,980	2,803	10,799	-	-	-	-
4. Maintain registration and micro chipping records.	10%	5,611	1,401	4,980	2,803	10,799	-	-	-	-
5. Opening hours to benefit the community, Monday - Friday: 9:30am - 12:30pm & 2:00pm - 4:30pm, Saturday: 9:30am - 11:30am, Sunday: 7:00am - 9:00am.		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Animals are cared for with adequate food and housing and homes are found for as many animals as possible.	80% dogs rehomed.	80% rehoming has been achieved and exceeded during this quarter
2.1 Patrols are conducted where complaints are received of roaming dogs.	Within 48 hrs of receipt of the complaint.	Patrols have been completed within the 48hrs of receipt of the complaint during this quarter
3.1 School visits are conducted at the shelter and at schools throughout the year with the assistance of the Petpep program.	100% satisfaction of school groups participating.	School groups touring the centre have had complete satisfaction with their visit
	Four school visits per year.	
4.1 Process records.	Registration and micro chipping records to be completed within 14 working days.	All records are entered within the required time limit but on most occasion sooner than 14 days

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 43 - City Planning
Director City Planning
Officer: Strategic Planner - Land Use

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 6,500	- 6,500	- 1,623	- 10,500	- 13,746	- 10,500				
680,886	680,886	211,254	111,659	396,856	338,562				

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Maintain and update Hawkesbury Local Environmental Plan.	7.27%	49,028	15,240	7,354	27,852	23,850	-	-	-	-
2. Maintain and update Hawkesbury Development Control Plan.	9.53%	64,269	19,978	9,640	36,510	31,264	-	-	-	-
3. Service Council committees as required.	7.21%	48,623	15,114	7,294	27,622	23,653	-	-	-	-
4. Participate in State Government planning reforms and sub regional planning processes.	4.63%	31,224	9,706	4,684	17,738	15,189	-	-	-	-
5. Cor-ordinate/Manage Employment lands Strategy.		-	-	-	-	-	-	-	-	-
6. Preparation work for Land use / Residential Strategy.		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Prepare Local Environmental Plans as resolved by Council and/ or as directed by Dept of Planning.	Zero successful court challenges against LEP structure.	Compliant
2.1 Maintain and update Hawkesbury's Development Control Plan.	Zero successful court challenges against DCP structure.	Compliant. Draft Pitt Town Chapter exhibited 14 November - 15 December 2008.
3.1 Service Council's Heritage Advisory Committee.	Quarterly.	No Committee meetings during reporting period
4.1 Respond to the Dept of Planning requests for information and assistance.	As Directed by Dept Planning.	Actioned as required
5.1 Manage Employment land strategy.	Draft report to Council by May 2008.	Strategy adopted by Council on 9 December 2008
6.1 Prepare work for Land Use / Residential Strategy.	June 2009.	Ongoing

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 43 - City Planning Director City Planning Officer: Strategic Planner-Community

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 6,500	- 6,500	- 1,623	- 10,500	- 13,746	- 10,500				
680,886	680,886	211,254	111,659	396,856	338,562				

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Establish processes that build community capacity to identify and respond to diversity and difference.	4.16%	28,054	8,721	4,208	15,937	13,647	-	-	-	-
2. Build community connections by supporting information linkages, life-long learning and access to local meeting spaces.	4.16%	28,054	8,721	4,208	15,937	13,647	-	-	-	-
3. Work in partnership with community and government to implement community plans to meet the social, health, safety, leisure and cultural needs of the city.	4.16%	28,054	8,721	4,208	15,937	13,647	-	-	-	-
4. Social planning requirements		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Liveability and diversity indexes - Principles developed	November.	To be completed in early 2009 (delayed due to Community Strategic Plan stages)
1.2 Social Planning Process- priorities for all directorates included in Strategic Plan.	June.	Priorities areas identified. Strategies to be included in the 2009/2010 Management Plan (Strategic Plan)
2.1 Tasks for Community Planning Advisory Committee (CPAC).	Quarterly Meetings.	Tasks up to date for this quarter
3.1 Community Indicators Project (Stage 1) - Base line data developed.	October.	To be completed in early 2009 (delayed due to Community Strategic Plan stages)
4.1 Complete the Social Atlas 2008	December.	Formats drafted - data tables to be completed
4.2 Develop framework for new Social Plan.	April.	Draft framework to be commenced next quarter (to be completed in line with DLG and legislative requirements in 2009)
4.3 Community survey plan for 2009.	March.	Planning to be commenced next quarter
4.4 Demographic analysis for strategies	June.	Completed (Stages 1 & 2 of Futures Study - informing future planning requirements)

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 43 - City Planning
Director City Planning

Officer: Strategic Planner- Infrastructure

Total Income \$	- 6,500	- 6,500	- 1,623	- 10,500	- 13,746	- 10,500				
Total Expenditure \$	680,886	680,886	211,254	111,659	396,856	338,562				

Strategic Objective:

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

[illegible][illegible]

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 43 - City Planning
Director City Planning
Officer: Strategic Planner- Corporate

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 6,500	- 6,500	- 1,623	- 10,500	- 13,746	- 10,500				
680,886	680,886	211,254	111,659	396,856	338,562				

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Maintain and update Council's land use management information systems.	3.71%	25,020	7,777	3,753	14,213	12,171	-	-	-	-
2. Maintain and update Council's Section 94 and 94A Development Contribution Plans.	14.02%	94,549	29,390	14,182	53,712	45,994	-	-	-	-
3. Service Council Committees as required.	36.71%	247,567	76,956	37,135	140,640	120,432	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Update Policy Register upon resolution of Council.	Instruct relevant staff to update register within 14 days of Council resolution.	No new Policies adopted by Council.
1.2 Convert HLEP 1989 into Standard Template Local Environmental Plan.	New plan to Dept of Planning by April 2008.	Draft plan with Department of Planning for Section 65 certificate to enable exhibition.
1.3 Maintain and update LEP, Section 149 Certificates, Proclaim and GIS system.	149 certificates 100% accurate, other updated within 7 days of gazetted changes.	Maintenance and additions to Proclaim and GIS occurred in order to maintain and improve accuracy of Section 149 certificate system. Three (3) amendments to LEP occurred.
2.1 Maintain and update Section 94 & Section 94A developer contribution plans.	Reviewed annually.	Section 94 Contributions Plan 2008 made effective on 10 December 2008.
3.1 Service Council's Floodplain Management Committee.	As adopted by Council.	No Committee meetings during reporting period

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 43 - City Planning

Director City Planning

Officer: Strategic Planner- Environmental

Total Income \$

Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
6,500	6,500	1,623	10,500	13,746	10,500				
680,886	680,886	211,254	111,659	396,856	338,562				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Enhance, preserve and protect the environment through a strategic environmental management approach that is transparent, efficient and dynamic.	12.31%	83,017	25,806	12,453	47,161	40,384	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.0 Produce the State of the Environment Report.	November.	Consultant engaged and completion date on target
1.2 Maintain the State of the Environment Reporting Indicators Database.	September.	Consultant engaged and completion date on target
1.3 Prepare annual progress report for the Water Savings Action Plan and submit to DEUS.	August.	Revised Water Savings Action Plan completed 30 September 2008. Adopted by the Minister for Climate Change and the Environment on the 10 November 2008.
1.4 Prepare annual progress report for the Energy Savings action Plan and submit to DEUS.	November.	Revised Energy Savings Action Plan completed 30 September 2008. Adopted by the Minister for Climate Change and the Environment on the 10 November 2008.
1.5 Provide comments and advise to external and internal bodies on environmental issues.	Within 21 days of request.	Comments provided in response to target.
1.6 Service Council's' Waste Advisory Committee.	Twice a year.	New committees reelected 30th September 2008. Meetings on target. Advised new committee members of selection and 2009 Meetings advised.

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 44 - Road Safety Programs

Director City Planning

Officer: Executive Manager - Community Partnerships

Total Income \$

Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 45,000	- 45,000	-	-	-	- 36,000				
95,364	95,364	64,253	395	42,521	17,372				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide a road safety program which incorporates a comprehensive approach to preventing road trauma through the development of integrated education, engineering and enforcement programs.	10%	5,036	6,425	40	4,252	- 1,863	-	-	-	-
2. Identify the mobility needs of vulnerable road users and develop solution to address these needs.	90%	45,328	57,828	356	38,269	- 16,765	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1. 1 Develop and implement Council/RTA Action Plan to reflect local trends, statistics and priorities.	Action Plan developed. Project strategies and timelines met by September.	Completed Action Plan for remainder of 08/09 financial year and statistical summary
1.2 Links established with partner organisations to develop local interventions and solutions.	Meetings of Road Safety Forum held (with representatives from Police, Health and RTA).	Re-established links with partners and determined priorities and directions for remainder of 08/09
1.3 Links developed within Council to deliver a whole-of-Council approach to the prevention of road trauma.	Coordinator attends 95% of the Local Traffic Committee meetings.	Re-established links within Council -especially Engineering and Planning. Attendance at Local Traffic Committee
2.1 Oversee the development of a Mobility Plan for the Hawkesbury LGA.	Mobility plan developed with consultation from relevant Council departments and stakeholders by June.	Progressed work on Mobility Planning process, draft consultant brief developed, re-convened BAMC committee for Jan 09

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Director City Planning

Officer: Manager Regulatory Services

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
\$ -	248,256	- 248,256	- 62,040	- 44,491	- 124,080	- 126,679			
\$	196,643	196,643	49,137	37,606	93,276	89,513			

Strategic Objective:

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

[illegible][illegible]

City Planning Division - Operational Action Plan and Performance Indicators 2008/2009

Component 81 - Domestic Waste Management

Director City Planning

Officer: Manager Regulatory Services

Total Income \$

Total Expenditure \$

Budget 2008/09

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 5,981,937	- 5,981,937	- 1,494,888	- 5,644,490	- 5,809,159	- 5,836,940				
5,517,650	5,517,650	1,378,863	957,733	2,757,726	2,436,618				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To provide the waste collection service.	40%	- 185,715	- 46,410	- 1,874,703	- 1,220,573	- 1,360,129	-	-	-	-
2. To provide the recycling service for the community.	40%	- 185,715	- 46,410	- 1,874,703	- 1,220,573	- 1,360,129	-	-	-	-
3. To provide the Kerb Side Collection Service.	15%	- 69,643	- 17,404	- 703,014	- 457,715	- 510,048	-	-	-	-
4. Provide waste education to the Hawkesbury community.	5%	- 23,214	- 5,801	- 234,338	- 152,572	- 170,016	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Service missed bins.	24 hours from notification.	All missed services are attended to within the 24hr notification or much sooner in most cases
2.1 Manage recycling contracts.	Zero non conformance to contract conditions.	There have been no non conformances in this period
2.2 Increase domestic recycling activities and community participation through education and the provision of increased recycling service.	5% annual increase.	Based on current estimations the annual tonnage figures will be maintained at 2007/08 figures
3.1 Manage kerbside collection service contracts.	100% compliance with contract conditions.	All contract conditions have been complied with in this period
4.1 Education programs are developed and presented to the community to encourage recycling and waste avoidance.	Annual program designed by March.	Annual program will be completed by the en of March 09



Infrastructure Services Division

Component 34-Sullage Services
Component 46-Roads To Recovery
Component 47-RTA Funding
Component 48-Environmental Stormwater
Component 50-Parks
Component 51-Recreation
Component 52-Roadworks Maintenance
Component 53-Roadworks Construction
Component 54-Kerb, Guttering and Drainage
Component 55-Carpark Maintenance
Component 57-Survey Design and Mapping
Component 59-Administrative Building
Component 60-Community Building
Component 61-Works Depot
Component 62-Operations Management
Component 63-Street Cleaning
Component 64-Ferry Operations
Component 66-Fire Control
Component 67-Emergency Services
Component 88-Cogeneration Plant
Component 89- Hawkesbury City Waste Management Facility

Component 34 - Sullage Services
Director Infrastructure Services
Officer: Manager Waste Management

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

[illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Component 46 - Roads to Recovery

Director Infrastructure Services

Officer: Manager Construction and Maintenance

[illegible]

Strategic Objective:

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Component 47 - RTA Funding
Director Infrastructure Services
Officer: Manager Construction and Maintenance

Total Income \$
Total Expenditure \$

Budget 2008/09																			
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter											
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$										
\$ -	1,019,000	-	1,019,000	-	254,646	-	246,250	-	314,344	-	314,500								
\$ -	1,019,000		1,019,000		274,125		185,153		314,874		297,451								

Strategic Objective:

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Component 48 - Environmental Stormwater
Director Infrastructure Services
Officer: Manager Waste Management

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
\$									
\$	314,519	314,519	62,605	38,266	133,210	115,276			

<p>Strategic Objective: <i>Sustainable and liveable communities that respect, preserve and manage the heritage, cultural and natural assets of the City.</i></p>
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[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009

Component 50 - Parks Director Infrastructure Services Officer: Manager Land Management

Total Income \$
Total Expenditure \$

Budget 2007/08									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 172,597	- 172,597	- 40,396	- 49,681	- 89,401	- 93,542				
3,683,717	3,683,717	1,334,165	1,066,961	2,082,934	2,339,624				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To manage all passive open space under Council's care and control.	56%	1,966,227	724,511	569,677	1,116,378	1,257,806	-	-	-	-
2. To manage all bushland under Council's care and control.	8%	280,890	103,502	81,382	159,483	179,687	-	-	-	-
3. To manage all cemeteries under Council's care and control.	4%	140,445	51,751	40,691	79,741	89,843	-	-	-	-
4. Contributions to outside bodies for action recreation.	27%	948,002	349,318	274,666	538,254	606,442	-	-	-	-
5. To manage trees on nature strips and road verges.	5%	175,556	64,688	50,864	99,677	112,304	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Open space is maintained for passive recreational purposes.	According to the level of usage, lawns kept below 150mm.	Lawns maintained to appropriate levels.
	All toilets/facilities cleaned and bins emptied weekly (as per work schedule).	Completed as per work schedule.
2.1 Maintain and restore Bushland areas.	Match funds for at least four bush regeneration projects.	Appropriate Grants have been applied for.
3.1 Richmond Cemetery to be managed in an effective manner.	Lawns maintained below 150mm.	Lawns maintained to appropriate levels.
4.1 External recreational providers (377 Committee's) are supported.	Funds allocated quarterly.	Funds have been allocated.
	Attend at least 2 meetings of the Sports Council.	Meetings attended as required.
	Attend at least 2 meetings of the McMahons Park Committee.	Meetings attended as required.
5.1 Street trees maintained for aesthetic and safety purposes.	Develop a Street Tree Master Plan for Key streets in Richmond.	Street Tree Policy being developed prior to the Master Plan being commenced.

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009

Component 51 - Recreation
Director Infrastructure Services
Officer: Manager Land Management

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 118,000	- 118,000	- 500	- 195	- 50,000	- 50,240				
772,098	772,098	236,192	197,824	397,015	332,762				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Manage all Council's recreational assets	30%	196,229	70,708	59,289	104,105	84,757	-	-	-	-
2. Supervise all the operation of Richmond Swimming Pool	70%	457,869	164,984	138,340	242,911	197,765	-	-	-	-
3. Manage the Deed for the Management of the Oasis Aquatic Centre and the Hawkesbury Indoor Stadium		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1. Council's recreational playgrounds and skate parks managed to an acceptable level.	Quarterly safety inspection undertaken of all Skate parks and playgrounds. -	Quarterly inspections carried out.
	Recreation information published on internet and updated quarterly.	Summer Recreation Program developed and placed on website.
2.1 Manage Richmond Pool to service the community.	100% compliance to Dept of Health guidelines.	Richmond Pool meeting all requirements.
	Richmond Pool open to the community as per advertised opening hours.	Pool opened as advertised.
3.1 Deed of Management of the Hawkesbury Leisure Centre	Meet with YMCA every 3 months	No formal meeting held however numerous informal meetings and discussions held between Council staff and YMCA.
	Carry out review of Deed of Management prior to 30/6/2009	Completed - Checklist established and provided to YMCA for appropriate action.
	Ensure that reports are received from YMCA in accordance with Deed,	Reports in accordance with Deed received by Council from YMCA including monthly financial and attendance reports.

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Component 52 - Roadworks Maintenance Director Infrastructure Services Officer: Manager Construction and Maintenance		
		Total Income \$
		Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 465,084	- 465,084	- 116,226	- 124,421	- 256,257	- 283,504				
4,071,764	4,071,764	1,438,394	832,082	2,450,935	1,795,764				

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Director Infrastructure Services

Officer: Manager Construction and Maintenance

Total Income \$
Total Expenditure \$

Budget 2008/09																			
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter											
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$										
\$ -	900,173	-	900,173	-	224,952	-	287,378	-	510,086	-	510,627								
\$	1,276,420		1,276,420		318,981		151,978		637,962		384,321								

Strategic Objective:

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Director Infrastructure Services

Officer: Manager Construction and Maintenance

Total Income \$	23,973	23,973	5,991	19,390	28,434	22,835				
Total Expenditure \$	817,084	817,084	204,186	65,025	408,372	195,569				

Strategic Objective:

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Director Infrastructure Services

Officer: Manager Construction and Maintenance

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
\$									
\$	212,797	212,797	53,178	41,152	106,356	78,053			

Strategic Objective:

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009									
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Component 57 - Survey Design and Mapping Director Infrastructure Services Officer: Manager Design and Mapping Services		
		Total Income \$
		Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 22,820	- 22,820	- 705	- 762	- 1,410	- 1,537				
\$ 590,540	590,540	160,978	129,218	279,414	276,228				

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

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Component 59 - Administrative Building Director Infrastructure Services Officer: Manager Building Services		
		Total Income \$
		Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
313,634	313,634	78,147	60,287	156,372	162,766				

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

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Component 60 - Community Buildings
Director Infrastructure Services
Officer: Manager Building Services

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1,244,473	1,244,473	398,046	232,239	739,793	523,583				

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

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Component 61 - Works Depot
Director Infrastructure Services
Officer: Manager Construction and Maintenance

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
\$									
\$	123,182	123,182	30,786	44,448	61,572	90,941			

Strategic Objective:

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Director Infrastructure Services

Officer: Manager Construction and Maintenance

Total Income \$

Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
\$ -	1,191,395	- 1,191,395	- 297,729	- 277,970	- 595,458	- 636,675			
\$ -	1,375,038	1,375,038	343,623	378,152	687,246	755,960			

Strategic Objective:

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Component 63 - Street Cleaning
Director Infrastructure Services
Officer: Manager Construction and Maintenance

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
\$ -	165,741	-	165,741	-	41,418	-	14,709	-	42,486
\$	1,744,034		1,744,034		444,330		263,919		912,660

Strategic Objective:

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Director Infrastructure Services

Officer: Manager Construction and Maintenance

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
\$ -	- 147,191	- 36,783	- -	- 80,955	- 80,955				
\$	307,651	76,881	113,510	220,408	218,039				

Strategic Objective:

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Component 66 - Fire Control	
Director Infrastructure Services	
Officer: Director Infrastructure Services	
	Total Income \$
	Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
\$ -	310,000	-	310,000	-	77,469	-	120		
\$	1,305,837	1,305,837	326,322	139,087	652,644	727,784			

<p>Strategic Objective: <i>An informed community working together through strong local and regional connections.</i></p>
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[illegible][illegible]

[illegible]

Component 67 - Emergency Services	
Director Infrastructure Services	
Officer: Director Infrastructure Services	
	Total Income \$
	Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
120,374	120,374	29,085	19,066	58,170	46,854				

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Component 88 - Cogeneration Plant
Director Infrastructure Services
Officer: Manager Building Services

Total Income \$
Total Expenditure \$

Budget 2008/09																			
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter											
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$										
\$ -	120,300	-	120,300	-	30,063	-	31,751	-	69,480	-	66,945								
\$	317,317		317,317		78,051		75,583		165,450		143,825								

Strategic Objective:

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

[illegible][illegible]

Infrastructure Services - Operational Action Plan and Performance Indicators 2008/2009					
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Component 89 - Hawkesbury City Waste Management Facility

Director Infrastructure Services

Officer: Manager Water & Waste Management

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 4,454,516	- 4,454,516	- 1,452,945	- 1,013,880	- 2,550,429	- 2,154,436				
4,891,262	4,891,262	1,132,672	433,956	2,341,840	1,507,691				

Strategic Objective:

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

[illegible][illegible]



Support Services Division

Component 10- Computer Services
Component 11- Records
Component 15- Library
Component 18-Financial Planning
Component 19-Accounting Services
Component 20-Rating Services
Component 21-Investment Debt Servicing
Component 22-Corporate Services & Governance
Component 23-Word Processing
Component 24-Supply
Component 25-Property Development
Component 28-Reception
Component 29-Fleet Management
Component 39- Gallery
Component 42- Legal Services
Component 58-Printing & Sign Writing
Component 79- Museum
Component 90- Tourist Information Centre

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 10 - Computer Services Director Support Services Officer: Chief Information Officer

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 11,500	- 11,500	- 2,874	-	- 5,748	- 14,159				
2,272,733	2,272,733	752,696	506,131	1,243,801	960,724				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1 To provide agreed levels of system availability.	60%	1,356,740	449,893	303,679	742,832	567,939	-	-	-	-
2. To reduce operating cost of IT infrastructure & services.	23%	520,084	172,459	116,410	284,752	217,710	-	-	-	-
3. To provide continuous improvement of IT services to make traditional aspects of Council business more effective.	15%	339,185	112,473	75,920	185,708	141,985	-	-	-	-
4. To provide additional IT services for new and non-traditional aspects of Council business that would pave way for revenue generation.	2%	45,225	14,996	10,123	24,761	18,931	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Infrastructure Strategy.	Disaster recovery plan implemented - 3rd quarter.	Project in progress. Estimated completion - end of 4th quarter.
	New Storage Area Network [SAN] implemented - 2nd quarter.	Project in progress. Estimated completion - 3rd quarter.
1.2 Internal Capabilities Strategy.	IT Governance framework implemented - 4th quarter.	No progress this quarter.
2.2 Internal Communications Strategy.	DataWorks workflows refined - 2nd quarter.	Refined invoice workflow with Finance division. The rest taken over by Customer Service Committee.
2.2 Collaborative Working Strategy.	At least one partnership with an external body established - 1st quarter.	Target achieved 1st quarter.
3.1 Business Systems Strategy.	All business systems up 98% of the time - on going.	Target achieved.
	Leases replaced or renewed within 2 months of expiry - on going.	Target achieved.
3.2 Client Delivery Strategy.	On-line DA lodgement system implemented - 4th quarter.	In progress.
4.1 Stakeholder Management Strategy.	IT steering committee meets at least 4 times a year.	Target achieved.
	Access to helpdesk 8am to 5:30pm 98% of the time.	Target achieved.

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 11 - Records Director Support Services Officer: Chief Information Officer

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 3,540	- 3,540	- 885	- 2,674	- 1,770	- 5,395				
578,345	578,345	144,525	123,664	283,770	260,683				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To enable seamlessness and continuity of Council business by executing its records keeping function effectively.	55%	316,143	79,002	66,545	155,100	140,408	-	-	-	-
2. To reduce physical storage requirements by maintaining records effectively in an electronic format.	25%	143,701	35,910	30,248	70,500	63,822	-	-	-	-
3. To minimise risk to the council in terms of court actions and litigations by retrieving and producing relevant records to support Council's position or as required by a court of law.	10%	57,481	14,364	12,099	28,200	25,529	-	-	-	-
4. To comply with government legislation in terms of retention and destruction of records.	10%	57,481	14,364	12,099	28,200	25,529	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Registration of daily inwards paper correspondence.	90% within 8 business hours, 100% within 12 business hours - on going.	Target achieved.
1.2 Record keeping rules.	Thesaurus prepared and communicated to staff - 2nd quarter.	Target achieved.
1.3 Refine existing records.	Precis of existing documents cleaned up as per the thesaurus - 4th quarter.	OMS on precis rules prepared, approved by MANEX, distributed and incorporated into the new training programme. Precis of existing documents are being cleaned.
1.4 Training.	DataWorks training programme for new employees developed and implemented - 1st quarter.	Target achieved 1st quarter.
2.1 Reduction of paper based records through increasing electronic records.	A new procedure for invoice registering developed and implemented - 4th quarter.	New procedure and Work flow developed in conjunction with the Finance Branch. Target achieved.
3.1 Retrieval of information.	100% subpoenas processed as per the subpoena procedure - on going.	Target achieved.
4.1 GDA10 based sentencing and destruction scheme.	Implement a GDA10 based subject system in DataWorks - 3rd quarter.	Progress 80%

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 15 - Library Director Support Services Officer: Manager Cultural Services

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 139,900	- 139,900	- 9,471	- 10,824	- 186,518	- 185,786				
1,522,821	1,522,821	377,474	332,666	771,951	697,474				

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide a free, accessible and well resourced public library service to the people of the City of the Hawkesbury as well as the wider community.	80%	1,106,337	294,402	257,474	468,346	409,350	-	-	-	-
2. Encourage community participation in lifelong learning.	15%	207,438	55,200	48,276	87,815	76,753	-	-	-	-
3. Effectively and efficiently manage cultural services and promote community use of the Cultural Precinct.	5%	69,146	18,400	16,092	29,272	25,584	-	-	-	-
3. Opening Hours: Hawkesbury Central Monday to Friday 9am - 7pm; Saturday 9am - 1pm; Sunday 2pm - 5pm. Richmond Monday to Friday 9:30am - 6pm, Saturday 9am - 1pm.		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Promote use of the library.	200,000 library visitors per year.	On target: 110,575 people visited both libraries during Jul - Dec 08
	40% of LGA population are library members.	Exceeded target: Membership is 31,022 which is approximately 49.9% of the Hawkesbury population (62,211), which is above the baseline suggested by the State Library of NSW.
	300,000 loans per year.	On target: 152,639 items were loaned during Jul - Dec 08 period.
	Maintain an active and well trained volunteer based of 20.	Exceeded target: 28 volunteers with additional 6 waiting for appointment, during Jul - Dec 08 period.
	Produce and distribute Library Program information at least twice a year - incorporating a 5% increase in digital distribution per annum.	Exceeded target: 19% of Library program information distributed digitally during this period (Jul - Dec 08) including school holiday activities in Sep and Dec
2.1 Enable access to the latest collections & technology.	3% net increase in library stock per year.	Under target: Stock was increased by a total of 6,642 during Jul-Dec 08 (5.4% increase) however 4,142 items were deleted as part of a weeding program of paperbacks, leaving stock growth at 2,500 overall increase of 2.04%
	PC use is 60% of total available time.	On target: PC usage for the Jul - Dec 08 quarter was 60.82% of total available time. 20,189 computer bookings were recorded for both libraries (Central Windsor Library and Richmond Library) during Jul - Dec 08.
2.2 Promote community's use of the Cultural Precinct including community rooms in the Deerubbin Centre.	5% increase in number of hours community rooms are used.	Rooms were used for a total of 2210 hours from Jul-Dec 08 which is a 2.4% increase on Jul-Dec 07 period. Popular days such as Wednesday and Thursday are approaching their maximum possible hours of usage.

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 18 - Financial Planning
Director Support Services
Officer: Chief Financial Officer

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
	440,374	440,374	110,052	112,914	220,104	225,266			

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Financial Planning - to manage based on a comprehensive financial strategy.	40%	176,150	44,021	45,166	88,042	90,106	-	-	-	-
2. Management Reporting - maintain effective and informative internal management reporting to meet corporate requirements.	40%	176,150	44,021	45,166	88,042	90,106	-	-	-	-
3. Systems Management - develop and maintain the accounting systems.	20%	88,075	22,010	22,583	44,021	45,053	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 To ensure a planned approach to Council programming.	Management Plan adopted by June.	Target achieved.
	Quarterly Reviews completed within 60 days of end of quarter.	On target.
1.2 Assess the effective implementation of Council's Long Term Financial Strategy.	Review LTFP annually.	No progress YTD.
2.1 Ensure that financial reporting is timely, accurate and informative.	Executive reports within 14 days of EOM.	Target achieved.
	Managers Reports distributed within 5 days EOM.	Target achieved.
2.2 Assess the ability of Council to properly budget for and manage the resources that are available to fulfil its management plan.	Carried forward < 25% funding.	Not on target.
	Actual Performance vs budget forecasts +/- 5%.	Target achieved.
3.1 Ensure the integrity of the financial systems.	Review FSP annually.	No progress YTD.
	Review project strategy monthly.	Target achieved.

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 19 - Accounting Services Director Support Services Officer: Chief Financial Officer

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 2,900,500	- 2,900,500	- 725,123	- 740,164	- 1,478,802	- 1,479,441				
747,635	747,635	186,680	219,495	374,760	413,173				

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Accounts Payable - To ensure the prompt and accurate payment of Council's Creditors.	30%	- 645,860	- 161,533	- 156,201	- 331,213	- 319,880	-	-	-	-
2. Payroll - To ensure the timely and accurate processing of payroll.	25%	- 538,216	- 134,611	- 130,167	- 276,011	- 266,567	-	-	-	-
3. Debtors - To ensure the timely and accurate processing of accounts receivable.	25%	- 538,216	- 134,611	- 130,167	- 276,011	- 266,567	-	-	-	-
4. Statutory Compliance - To ensure Council's compliance with external regulatory and taxation legislation.	5%	- 107,643	- 26,922	- 26,033	- 55,202	- 53,313	-	-	-	-
5. Cash Management - To ensure Council has sufficient cash resources to meet future commitments.	10%	- 215,287	- 53,844	- 52,067	- 110,404	- 106,627	-	-	-	-
6. Financial reporting - To provide statutory financial accounts to stakeholders in compliance with the legislative requirements.	5%	- 107,643	- 26,922	- 26,033	- 55,202	- 53,313	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Assess the effectiveness of payment processing of creditors.	85% invoices paid by due date.	Target achieved.
2.1 Assess the accuracy of payroll processing and meet deadlines.	99% accuracy in payroll processing.	Progressing to target.
3.1 Assess effectiveness of Debtor accounts settlement.	90% debtors accounts paid within 90 days.	Not on target-this process has been outsourced to improve results in this area.
	Debtors on arrangements paid within 12 months.	Not on target-this process has been outsourced to improve results in this area.
4.1 Assess the accuracy and timeliness of S94 Register Updates.	S94 Register reconciled within 5 days EOM.	Target achieved.
4.2 Assess the adequacy of and strategically manage Council's reserves.	Reconciliation of reserves within 5 days EOM.	Target achieved.
4.3 Assess Council's compliance with taxation and other regulatory legislation.	BAS & Diesel Fuel submitted within 5 days EOM.	Target achieved.
	FBT submitted by due date.	Target achieved.
	ABS & DLG returns submitted by due date.	Target achieved.
5.1 Assess the effectiveness of Council's cash flow management.	Bank Reconciliation within 5 days EOM.	Target achieved.
	Unrestricted Current Ratio > 2.00.	Target achieved.
6.1 Ensure that financial reporting is timely and accurate.	Statutory financial reports submitted by due date.	Target achieved for 2007/08 , on target for 2008/09.
6.2 Ensure that audit recommendations are implemented in a timely manner.	95% audit recommendations implemented by due date.	Progressing to target.
6.3 Assess the effectiveness of Council's financial management practices & policies and compliance with prescribed legislation.	Unqualified Audit Opinion.	Target achieved for 2007/08 , on target for 2008/09.

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 20 - Rating Services

Director Support Services

Officer: Chief Financial Officer

Total Income \$

Total Expenditure \$

Budget 2008/09

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 23,292,500	- 23,292,500	- 23,193,862	- 22,788,949	- 23,226,724	- 23,281,214				
689,186	689,186	247,991	179,170	389,601	488,868				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Rating Services - To ensure the accuracy of Council's computer based rating and property information system and efficient collection of rate revenue.	50%	- 11,301,657	- 11,472,936	- 11,304,890	- 11,418,562	- 11,396,173	-	-	-	-
2. Debt Recovery - To minimise Council's exposure to outstanding debts through effective debt recovery procedures.	25%	- 5,650,829	- 5,736,468	- 5,652,445	- 5,709,281	- 5,698,087	-	-	-	-
3. Cashiers - To ensure the accurate processing of receipts.	25%	- 5,650,829	- 5,736,468	- 5,652,445	- 5,709,281	- 5,698,087	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Assess the accuracy and timeliness of distributing rating notices.	Rate Notices issued by due dates with 95% accuracy.	not on target- this process has been outsourced to improve results in this area.
1.2 Assess the turnaround time for issuing s603 certificates.	Issued within 3 Working Days.	Target achieved.
1.3 Assess the accuracy of Council property database.	Updates within 5 Working Days.	Target achieved.
2.1 Assess the effectiveness of Council's collection process for outstanding rates.	Rate Arrears < 5.00%.	Not on target- this process has been outsourced to improve results in this area.
3.1 Assess the effectiveness and accuracy of Council's receipting system.	Ensure cash discrepancies are less than 0.1% of total receipts.	Target achieved.

Support Services- Operational Action Plan and Performance Indicators 2008/2009									
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Component 21 - Investment Debt Servicing Director Support Services

Officer: Chief Financial Officer

	Budget 2008/09									
	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
Total Income \$	- 1,301,500	- 1,301,500	- 390,375	- 548,165	- 991,550	- 1,130,868				
Total Expenditure \$	50,000	50,000	-	3,945	7,370	12,739				

Strategic Objective:

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

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Support Services- Operational Action Plan and Performance Indicators 2008/2009					
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Component 22 - Corporate Services and Governance	
Director Support Services	
Officer: Manager Corporate Services and Governance	
	Total Income \$
	Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 41,405	- 41,405	- 10,023	- 12,512	- 20,696	- 23,709				
358,737	358,737	115,632	107,882	196,964	189,130				

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

[illegible][illegible]

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 23 - Word Processing Director Support Services

Officer: Manager Corporate Services and Governance

Total Income \$

Total Expenditure \$

Budget 2008/09

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD	YTD Budget	Actual YTD	YTD Budget	Actual YTD	YTD Budget	Actual YTD
			\$		\$		\$		\$
133,187	133,187	33,285	29,536	66,570	59,990				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD	YTD Budget	Actual YTD	YTD Budget	Actual YTD	YTD Budget	Actual YTD
1. Compile and distribute Council Meeting agendas, minutes and action items and provide an efficient and effective typing and document presentation and processing system for Council.	100%	133,187	33,285	29,536	66,570	59,990	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Compilation of Council Business Papers.	Forwarded to Publishing Manager by 12 noon on the Thursday prior to the Meeting.	On Target for this quarter - Business Papers for 4 Ordinary and 1 Extraordinary Meetings produced within time.
1.2 Compilation of Council Meeting Minutes.	Draft completed and distributed to Senior Staff within 48 hours after meeting.	On Target for this quarter - Minutes of 5 Meetings held produced within target
1.3. Distribution of Action Items from Council Meeting Minutes.	Distributed to Senior Staff within 4 working hours from approval of draft minutes.	On Target - Target currently achieved
1.4. Distribution of Questions Without Notice.	Distributed to Senior Staff within 8 working hours from approval of draft minutes.	On Target - Target currently achieved
1.5. Council Business Papers completed for publication on Council's website.	Forwarded to IT prior to 12 noon on the Friday before the meeting.	On Target for this quarter - Business Papers for 4 Ordinary and 1 Extraordinary Meetings completed for publication on time.
1.6. Provide word processing, software user and help desk support.	Requests for support are responded to within 1 working hour.	On Target - Target currently achieved
1.7. Preparation of word documents.	Completed and returned within 2 working days.	On Target - Target currently achieved

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 24 - Supply Director Support Services Officer: Chief Financial Officer

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 5,000	- 5,000	- 1,248	- 2,377	- 2,496	- 2,899				
239,730	239,730	59,904	82,511	125,670	135,943				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Maintain a manageable inventory stock level to satisfy Council's requirements and cost.	30%	70,419	17,597	24,040	36,952	39,913	-	-	-	-
2. Manage the process of acquiring goods, works and services, spanning the whole cycle from identification of needs through to end of a services contract or the end of useful life of an asset. Providing measurable benefits in value for money obtained on a whole of life basis through open and effective competition.	70%	164,311	41,059	56,094	86,222	93,131	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

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

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 25 - Property Development Director Support Services

Officer: Manager Corporate Services and Governance

Budget 2008/09										
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	
Total Income \$ -	1,932,295	- 1,932,295	- 522,128	- 669,659	- 996,471	- 1,169,049				
Total Expenditure \$	780,787	780,787	307,758	230,344	466,134	383,480				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Co-ordination and management of Council's property portfolio including the acquisition and sale of property, leasing of property, road closures and openings.	100%	- 1,151,508	- 214,370	- 439,315	- 530,337	- 785,569	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Vacancies for leased premises in Council's property portfolio.	Greater than 90% occupancy rates.	On Target - Occupancy rates currently exceeds 95% (only 1 property vacant).
1.2 Inspections of Council's leased residential properties.	Each residential property inspected annually during October to December.	On Target - Achieved to date.
1.3 Inspections of Council's leased commercial/retail properties.	Each commercial/retail property inspected annually during January to March.	On Target - To be undertaken in 3rd Quarter
1.4 Consumer Price Index reviews implemented for the relevant leases.	100% of CPI reviews implemented within 2 months of review date.	On Target - Achieved to date.
1.5 Process lease options and lease renewals.	100% of tenants notified within 3 to 6 months of termination dates.	On Target - Achieved to date.
1.6 Monitoring payments of property rentals for leased premises in Council's property portfolio.	85% or greater property rentals paid when due.	On Target - Achieved to date.
1.7 Actioning of Council resolutions regarding property sales and acquisitions.	Initial action commenced within 5 working days of approved Council resolutions.	On Target - Achieved to date.

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 28 - Reception

Director Support Services

Officer: Manager Corporate Services and Governance

Total Income \$

Total Expenditure \$

Budget 2008/09

Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 8,000	- 8,000	- 1,998	- 1,058	- 3,996	- 1,765				
217,305	217,305	54,303	57,699	82,398	99,631				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provision of an efficient reception and telephone service to Councillors, Council staff and the public and to promote the image of Council as being courteous, efficient and effective.	100%	209,305	52,305	56,641	78,402	97,866	-	-	-	-
2. Opening hours Monday-Friday 8:30am - 5:00pm		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 The reception desk and switchboard are staffed during business hours.	100% attended during business hours.	On Target - Target currently achieved.

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 29 - Fleet Management Director Support Services Officer: Chief Financial Officer

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 125,000	- 125,000	- 31,236	- 33,932	- 62,472	- 64,692				
413,469	413,469	103,326	111,298	224,652	225,042				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To manage Council's fleet to meet corporate objectives.	100%	288,469	72,090	77,366	162,180	160,350	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Managed in accordance with policies and procedures.	Vehicles to achieve minimum 25,000 km annualised.	Progressing to target.
	Monthly reports completed and communicated.	Target achieved.
	Vehicles to be maintained in accordance with manufacturers recommendations.	Target achieved.
	All vehicles are inspected quarterly to ensure maintained.	Target achieved.
	Vehicles are replaced on time and within budget.	Target achieved.

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 39 - Gallery Director Support Services Officer: Manager Cultural Services

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
4,000	4,000	700	3,500	4,800	9,583				
406,449	406,449	96,076	99,186	210,580	234,392				

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide free and accessible visual art exhibitions to the people of the City of the Hawkesbury as well as the wider community.	75%	301,837	71,532	71,765	154,335	168,607	-	-	-	-
2. Encourage community participation in visual arts.	20%	80,490	19,075	19,137	41,156	44,962	-	-	-	-
3. Build and maintain a City-wide profile and a reputation in the wider arts community and create strategic partnerships with community groups, arts sector and government.	5%	20,122	4,769	4,784	10,289	11,240	-	-	-	-
Opening hours Monday to Friday -10am - 4pm; Saturday & Sunday 10am - 3pm (closed Tuesdays).		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Provide a program of exhibitions.	Seven exhibitions per year.	On target: Waterways June/July. Liminal August/Sept. The Year of the Bird Sept/Oct. The Beanie Festival + Knit One, Purl One Dec 08/Feb 09
	7,500 Gallery visitors per year.	2666 visitors to the gallery. Also approximately 7000 visitors to two HRG touring exhibitions Bloodlines: Art and the Horse + Julie Harris: Survey, + workshop participation
	80% satisfaction rating from visitors.	Exceeded target: 90% visitor satisfaction
2.1 Increase community participation in visual arts.	14 public programs per year.	Exceeded target: 4x curator talks, six artists talks, 3 general talks eight school holiday workshops
	Gallery supports four visual arts activities held in Stan Stevens Studio per year.	Exceeded target: Accessible Arts workshops held each Tuesday August - December.
	Maintain an active and well trained volunteer base of 35.	Exceeded Target: There are currently 40 active and well trained volunteers with additional recruitment planned for the upcoming year.
3.1 Promote use of the Gallery.	Produce and distribute Gallery program information at least twice a year - incorporating a 5% increase in digital distribution per annum.	Exceeded target: Sept 08 - Feb 09 Gallery Program + 2009-2010 Gallery Program published and distributed via 600 e-invites as well as direct mail. Request for mailing list recipients to become GEMS or only receive e-invites sent out to strong response. Mailing list reduced to 1000 with e-list increased to 900. Use of online marketing tools such as Facebook being investigated

Support Services- Operational Action Plan and Performance Indicators 2008/2009					
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Component 42 - Legal Services
Director Support Services
Officer: Director Support Services

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
\$ 478,000	\$ 478,000	119,485	- 50,815	238,970	12,631				

Strategic Objective:

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

[illegible][illegible]

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 58 - Printing and Sign Writing
Director Support Services
Officer: Manager Corporate Services and Governance

Total Income \$

Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 25,200	- 25,200	- 6,297	- 6,985	- 12,594	- 13,116				
279,216	279,216	69,792	59,998	139,590	117,069				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provision of a consistent quality and efficient printing and sign writing service for Councillors, Council staff, the public and external customers.	100%	254,016	63,495	53,013	126,996	103,953	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Accurate and timely printing and binding of Council Business Papers.	Councillors - completed by 4:00pm on the Thursday prior to the meeting.	On Target - 100% complied to date
	Others-completed by 12 noon on the Friday prior to meeting.	On Target - 100% complied to date
1.2 Provide timely quotations to external organisations for printing and sign writing requests.	Quotations provided within 2 working days of request.	On Target - 100% complied to date
1.3 Acceptance of competitive quotations provided to external customers.	Acceptance of 80% of quotes provided.	On Target - acceptance to date exceeds 80%.
1.4 Preparation of emergency signage for road closures, diversions and the like.	Provided within 1 working day from request.	On Target - 100% complied to date
1.5 Provide printing and sign writing services to meet the requirements of Council and external customers.	90% of works completed within agreed timeframes.	On Target - To date exceeds 90%.
1.6 Regular cleaning, testing and maintenance of Print Room machinery.	Each item of machinery cleaned and tested monthly and maintained as required by the relevant maintenance schedules.	On Target - To date maintenance as per manufacturers requirements met in 100% of cases

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 79 - Museum Director Support Services Officer: Manager Cultural Services

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 2,499	- 2,499	- 250	-	- 750	-				
291,804	291,804	147,049	75,180	182,279	181,672				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Provide free and accessible history and heritage exhibitions to the people of the City of the Hawkesbury as well as the wider community.	70%	202,514	102,759	52,626	127,070	127,170	-	-	-	-
2. Encourage community participation in history and heritage.	25%	72,326	36,700	18,795	45,382	45,418	-	-	-	-
3. Provide high quality heritage programs that contribute to cultural tourism in the Hawkesbury.	5%	14,465	7,340	3,759	9,076	9,084	-	-	-	-
4. Opening hours: Wednesday to Friday 10am - 4pm; Saturday & Sunday 10am - 3pm (Closed to general public Monday & Tuesday but available to pre-booked groups, including tour and school groups)		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Provide a program of exhibitions.	An ongoing program of exhibitions is developed.	Temporary exhibitions are due to change over in April, with a focus on John Tebbutt and Darug history. Information in the permanent exhibition and will be updated and work on Howes House 're-interpretation' has commenced. The collection management project is ongoing
2.1 Increase community participation in history and heritage.	Maintain an active and well trained volunteer base of 40.	Exceeded target: 52 trained museum volunteers, not including historical society members, who participate as guides, heritage walk tour guides, receptionists, researchers and exhibition assistants.
	12 public programs per year.	Above target: Walking tours are programmed to run every weekend (depending on weather conditions), 6 workshops have been held on conservation and collection management techniques; 4 talks have been given to special interest groups and other historical societies; 2 functions have been held: GEMS Christmas function, HHS cheque handover. 17 education/school groups since July 2008.
3.1 Promote use of the museum.	Produce and distribute Museum program information at least twice a year - incorporating a 5% increase in digital distributions per annum.	Above target: production of museum information is ongoing, with brochures and handouts being distributed regularly. A 360o walkthrough is on the Museum page of the HCC website which shows visitors interacting with the museum displays. A museum e-mailing list is in development, with over 300 members.

Support Services- Operational Action Plan and Performance Indicators 2008/2009

Component 90 - Visitor Information Centre
Director Support Services
Officer: Manager Cultural Services

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 6,000	- 6,000	- 1,500	- 1,334	- 3,000	- 2,621				
201,794	201,794	49,958	39,709	92,347	94,239				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. Operate a visitor information service that provides accurate information and advice on visiting the Hawkesbury and environs		-	-	-	-	-	-	-	-	-
2. Support promotion of the Hawkesbury		-	-	-	-	-	-	-	-	-
Opening hours Monday to Friday -9am - 5pm; Saturday & Sunday 9am - 4pm, Closed Good Friday and Christmas Day		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Ensure the prompt and accurate provision of visitor information	Collect and maintain accurate data on visitor numbers and inquiries	On target. Data collected includes VIC Visitor numbers (3,985) and enquiries (2877) and referrals in the area (3802), including 1401 to cultural and recreation services and events
	Staff are trained and skilled in customer service and local tourism	On target. Ten staff have received training in 3 subjects from the Certificate III Tourism (VIC). Two staff have been trained in first aid and emergency evacuation
2.1 Monitor available promotional material on the Hawkesbury	Review and update maps or information brochures on the Hawkesbury area - within resource constraints	In progress: Maps are being re-drafted



Business Activities

Component 80-Sewage

Business Activities - Operational Action Plan and Performance Indicators 2008/2009

Component 80 - Sewerage
Director Infrastructure Services
Officer: Manager Waste Management

Total Income \$
Total Expenditure \$

Budget 2008/09									
Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
Original Budget	Amended Budget	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
- 4,163,656	- 4,163,656	-3,536,392	- 3,579,593	- 3,799,329	3,919,339				
3,203,845	3,203,845	786,237	686,450	1,602,171	1,610,910				

Strategic Objective:

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

Service Statements	Full Year Budget		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	%	\$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$	YTD Budget	Actual YTD \$
1. To provide and maintain a high quality sewage treatment service to the community.		-	-	-	-	-	-	-	-	-
2. To provide and maintain a high quality trade waste service to the community.		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-

Key Performance Indicators	Target	Progress this quarter
1.1 Sewage Treatment Plants and major pump stations alarms responded.	Respond to alarms within 1 hour.	On target
1.2 Minor pump stations alarms responded.	Respond to alarms within 4 hours.	On target
1.3 Sewer choke response.	Respond to notification within 2 hours.	On target
1.4 Licence conditions met.	No breaches to EPA license conditions.	Licence breaches to date - SWSTP - 90%ile Faecal Coliforms & 90%ile NH4N , MHSTP - 50%ile, 90%ile & 100%ile Suspended solids, & Oils & Greases 100%ile
2.1 Monitor trade waste.	Keep database updated.	On target