



Hawkesbury City Council

attachment 1
to
item 32

2009/2010
Management Plan Review
December 2009 Quarter

date of meeting: 23 February 2010
location: council chambers
time: 6:30 p.m.



Hawkesbury City Council

2009 / 2010
Management Plan Review
December Quarter



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



Part 1

Executive Summary



DECEMBER 2009 QUARTER BUDGET REVIEW

EXECUTIVE SUMMARY

FINANCIAL PERFORMANCE

Financial Position

The cumulative result for the year is a balanced budget. The December Quarterly Budget Review resulted in a small surplus of \$48,516 after allowing for a number of recommended variations. Included in this report is a recommendation to transfer this surplus to the Contingency Reserve.

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

Operating Revenue

As at the end of the second quarter, Council's operating revenue from general rates and utility rates and charges is in line with the full year budget of \$36M. Revenue from user fees, charges and other income streams is also in line with budget, at \$3.9M, or 51% of the full year budget. Interest income is exceeding budget. As at the end of December 2009, interest earnings are \$0.9M, compared to a full year budget of \$1.1M. Operating grants and contributions are in line with the full year budget of \$5.5M, amounting to \$2.9M in the first half of the financial year. Other income generated by Council as at the end of the second quarter amounted to \$2.2M compared to a full year budget of \$3.5M.

Operating Expenditure

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

As at the end of December 2009, operating expenditure, excluding depreciation, amounts to \$23M, compared to a full year budget of \$50.1M. Based on these figures, overall, operating expenditure is tracking well against budget.

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

Capital Expenditure

For the 2009/2010 financial year, Council has a total capital budget of \$25M. This total includes \$12M in funds carried over from the 2008/2009 financial year. As at the end of the second quarter, actual capital expenditure amounted to \$7.4M, or 31% of the total capital budget for 2009/2010. Capital expenditure in the first half of the financial year includes over \$2.3M spent on road works, \$0.4M for bridge construction, \$0.2M for park improvement, \$1.7M on building works, \$0.7M in respect of the plant replacement program, \$0.1M for library resources and \$0.5M for sewer assets and rehabilitation.



Cash and Investments

Council's reserve balances as at the end of the second quarter amount to \$39.2M. This balance was made up of \$16.7M in internally restricted reserves and \$22.5M in externally restricted reserves.

Council's investments portfolio as at the end of December 2009 is \$39.4M and returned an average of 4.57 % for the first half of the financial year.

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 2009/2010 Management Plan is reported to Council in accordance with the requirements of the Local Government Act 1993. The review recommends budget adjustments that result in a balanced adjustment for the quarter.

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

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

The major adjustments processed in this review are:

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

The full year budget for interest earnings for 2009/2010 is \$1.1M. As at the end of December 2009, Council's earnings were \$0.9M. This positive variance results from a combination of a variation in the capital invested and the interest rates movements. A positive variance of \$200K is included in this review. Following the Reserve Bank of Australia's decision to leave the official interest rate unchanged at 3.75%, economic forecasts published by a major financial institution, include a 25 basis point increases in the cash rate at the May, June, August and November meetings, taking the cash rate to 4.75% by the end of the year. In 2011 it is expected that the Australian economy will accelerate, growing by around 4% every year. As such, a cash rate of 5.5% is expected by the end of 2011.


Based on these forecasts, and the interest rates currently being applied to Council's investment portfolio, it is expected that this positive variance will continue until the end of this financial year and future adjustments may be required in future reviews.

- **Fleet Disposals – Favourable Variance \$184K**
(Adopted Management Plan –Part 2 – SS Pg 38, IS Pg30)

A number of leaseback vehicles have been sold during the second quarter of 2009/2010. The sales proceeds have been included in this review.

- **Building and Development Control – Favourable Variance \$60K**
(Adopted Management Plan –Part 2 – CP Pg 29, 31)

Income received in respect of building and development activities is trending to exceed budget. The positive trend is attributed to economic growth during the last few months. This trend is expected to be sustained and further enhanced by the release of land at Pitt Town, expected to occur later in the financial year. Income from construction certificates has been increased by \$25K, and income from development applications has been increased by \$25K.



Adjustments totalling \$10K to other building and development revenue budgets are also included. This revenue stream will be monitored closely and if required, will be adjusted further in the next review.

- **Rates payable on Council owned properties – Favourable Variance \$26K**
(Adopted Management Plan –Part 2 – Various)

A review has been undertaken with regard to the allocation of rates charges to Council owned properties. Based on legal advice obtained by Council, properties on public land, which are not leased, can be exempted from land rates. Sewer rates and waste charges still apply. Included in this review are the reallocation of rates to the specific rate charge type and the reversing of land rates budgets no longer required. This review resulted in an overall favourable variance of \$26K.

- **Hawkesbury Waste Management Facility- Favourable Variance \$80K(Reserve funded)**
(Adopted Management Plan –Part 2 – IS Pg 63)

Income from gate takings at the Hawkesbury Waste Management Facility are trending below budget, mainly due to a reduction in volumes entering the facility compared to amounts budgeted. As a direct result of the reduced income, the S88 levy payable to the Department of Environment and Climate Change is also reduced. The overall effect is a favourable of \$80K. As this program is self funded through an internally restricted reserve, this variation has a nil effect on the result of this review. This item will be monitored over the next few months and will be adjusted further in future reviews if required.

- **Animal Control – Unfavourable Variance \$27K**
(Adopted Management Plan –Part 2 – CP Pg 16)

The Animal Control program generates approximately \$450K per year, mainly through animal impounding fees and animal registrations. The 2009/ 2010 budgeted income from this program is \$456K. As at the end of the reporting period, income was trending below this level. In this review, income from animal impounding and animal registration has been reduced by \$27K. This reduction in income has been partially offset by a reduction in casual staffing costs of \$15K.

- **Road Restorations – Unfavourable Variance \$30K**
(Adopted Management Plan –Part 2 – IS Pg 32)

As at the end of December 2009, income from road restorations is trending below budget. This income stream depends on the number of road restorations required as a result of external organisations carrying out works that result in a requirement for Council to bring its assets back to the condition before works were undertaken. This income is difficult to predict and can vary considerably between one year and another. An unfavourable adjustment of \$30K has been included in this review.

- **Depreciation – Nil Effect**
(Adopted Management Plan –Part 2 – Various)

A number of depreciation adjustments were included in the September Quarterly Review. These adjustments were required to bring the depreciation allocation to the level required as a result of the fair valuation of infrastructure assets as outlined in the DLG Circular 09-09 dated 17 March 2009. This Circular requires all Council's roads, bridges, footpaths and drainage assets to be valued at fair value by June 2010. Further depreciation adjustments have been made in this review to bring them in line with the level required. The total depreciation adjustment included in this review is \$260K. This adjustment has an overall nil effect on Council's budget.

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- **Parks Maintenance – Unfavourable Variance \$85K**
(Adopted Management Plan –Part 2 – IS Pg 4)

In the 2009/2010 Adopted Management Plan, Council allocated \$845K for parks maintenance. As at the end of the second quarter, parks operating expenses are trending to exceed budget. Included in this review there are a number of unfavourable adjustments relating to parks operating expenses, totalling \$85K. Parks operating expenses are largely attributed to Council staff time and plant costs. The recent review of internal plant hire rates and the allocation of staff on-costs had a negative impact on the parks maintenance and repairs budget. It is to be noted that the increase in parks M&R costs is mainly attributed to an increase in internal charges. The increases in plant hire rates result in higher plant hire income being achieved for the parks plant. A favourable adjustment of \$30K has also been included in this review for parks plant hire. This income allows for appropriate funding to be available for running and replacing plant. The staff on-costs added to the parks M&R costs result in the employees' entitlements provisions being maintained at an appropriate level throughout the year, therefore negating the need to fund a shortfall at year end.

This item will be monitored over the next few months and will be adjusted further in future reviews if required.

- **Parks Plant – Unfavourable Variance \$23K**
(Adopted Management Plan –Part 2 – IS Pg 29)

An unfavourable adjustment of \$23K is included in respect of parks plant. The funds are required to fund the unbudgeted increase in the purchase price of litter trucks requiring replacement this financial year. The total unfavourable variance is \$70K, but this was partly funded by reprioritising other plant replacement.

- **Public Works / Parks Plant Hire Income – Unfavourable Variance \$70K**
(Adopted Management Plan –Part 2 – IS Pg 29)

In order to ensure that adequate funding is available to deliver the plant replacement program, appropriate plant hire charges are allocated to activities involving the use of Council's plant. The setting of the rate is based on the costs of running the plant, changeover costs and usage rate. These rates are reviewed regularly. As at the end of the reporting period, this income overall is trending below full year budget. While income from parks plant is higher than budgeted due to a recent revision of rates and usage being as expected, income from public works plant is trending below estimates, mainly due to a variation in usage rates. The net effect is an unfavourable variation of \$70K.

- **Valuation Fees – Unfavourable Variance \$17K**
(Adopted Management Plan –Part 2 – SS Pg 6)


Council is required to value its investment properties every 3 years. The valuation is required for financial reporting purposes. Based on past valuations, it is estimated that \$17K will be required. This variance is included in this review.

- **Library Priority Grant – Unfavourable Variance \$50K**
(Adopted Management Plan –Part 2 – SS Pg 14)

An adjustment of \$50K is included in this review in respect of unbudgeted expenditure required to reflect grant funding received.

- **Staff Vacancy Discount – Unfavourable Variance \$50K**
(Adopted Management Plan –Part 2 – Various)

As part of the Adopted Management Plan 2009/2010, employee costs estimates include a vacancy discount of approximately 3% or \$350K. This estimate also includes additional costs incurred to temporarily address the vacancy. The calculation is based on a number of vacancies being expected throughout Council during a financial year.



The current financial year has seen a sustained level of vacancies, however the actual staff vacancy rate has dropped.

Based on the net vacancy savings as at the end of the second quarter, the budgeted amount has been reviewed and adjusted down by \$50K. This item will be monitored over the next few months and will be adjusted further in future reviews is required.

- ***Various***

Various other minor adjustments are included in this review.

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

Conclusion

The second quarter review has resulted in a net favourable surplus of \$48,516, which has been transferred to the Contingency Reserve.

Departmental Managers monitor operational income and expenditure on a monthly basis and variations exceeding established thresholds need to be justified. Capital expenditure is reported to Directors on a quarterly basis to ensure expenditure is within budget estimates and that the capital works program for 2009/2010 is delivered within the stipulated timeframe.



Part 2

Financial Performance



HAWKESBURY CITY COUNCIL

Income Statement

For the period ended 31st December 2009 - prior to Second Quarter Budget Review

2009 Actual		2010 ORIGINAL BUDGET	2010 AMENDED BUDGET	2010 YTD BUDGET	2010 Actual	%
\$		\$	\$	\$	\$	of YTD Budget
OPERATIONAL ACTIVITIES						
Revenue from Ordinary Activities						
(22,597,421)	General Rates	(23,469,259)	(23,469,259)	(23,493,017)	(23,475,630)	100%
(11,822,183)	Utility Rates & Charges	(12,407,941)	(12,407,941)	(12,407,941)	(12,388,027)	100%
(34,419,604)		(35,877,200)	(35,877,200)	(35,900,958)	(35,863,657)	100%
(5,974,602)	Fees & Charges	(4,378,582)	(4,392,972)	(2,186,627)	(2,062,836)	94%
(8,768,771)	Grants & Contributions- Operating	(6,397,255)	(5,496,144)	(2,995,226)	(2,931,804)	98%
(2,695,197)	Interest	(930,222)	(1,287,179)	(748,999)	(991,649)	132%
(4,427,656)	Other Operating Revenue	(3,234,375)	(3,516,764)	(1,980,682)	(2,226,641)	112%
(9,177)	Share of Interest in Joint Ventures	-	-	-	-	
(525,923)	(Profit)/Loss on Sale Assets	-	-	-	(60,000)	
(56,820,930)	Total Operating Income	(50,817,634)	(50,570,259)	(43,812,492)	(44,136,586)	101%
Expenses from Ordinary Activities						
16,016,038	Employee Costs	14,678,856	14,795,434	7,375,713	7,053,624	96%
856,477	Other Employee Costs	570,800	571,347	283,296	288,760	102%
20,706,060	Materials & Services	17,724,750	19,523,628	9,153,567	7,865,642	86%
5,465	Borrowing Costs	4,000	-	-	-	
10,423,616	Depreciation	9,193,880	10,852,230	5,424,342	5,268,736	97%
9,132,741	Other Expenses	10,254,606	10,373,220	5,695,287	5,173,531	91%
40,053,301	Infrastructure Services	35,142,754	37,825,168	18,339,966	16,732,746	91%
6,677,845	Support Services	6,879,837	7,533,948	4,023,329	3,821,772	95%
8,641,562	City Planning	8,887,536	9,190,468	4,625,405	4,299,031	93%
1,767,688	General Manager	1,516,765	1,566,275	943,505	796,744	84%
57,140,395	Total Operating Expenses	52,426,892	56,115,859	27,932,205	25,650,293	92%
319,465	Operating (Surplus)/Deficit before capital items	1,609,258	5,545,600	(15,880,287)	(18,486,294)	116%
CAPITAL FUNDING AND EXPENDITURE						
Source of capital funding (excluding reserves)						
(1,110,318)	Proceeds from the sale of capital assets	(780,919)	(954,447)	(679,577)	(544,419)	
(10,423,616)	Depreciation	(9,193,880)	(10,852,230)	(5,424,342)	(5,268,736)	
(7,260,368)	Grants & Contributions - Capital	(2,720,798)	(5,694,670)	(1,514,278)	(1,971,692)	
(18,794,302)		(12,695,597)	(17,501,347)	(7,618,197)	(7,784,846)	102%
Application of Capital Funding						
Non current capital assets:						
1,001,883	Land & Land Improvements	-	-	-	725	
1,098,716	Buildings	670,960	3,743,486	673,904	1,311,820	
10,631,479	Infrastructure	7,201,403	15,500,292	5,413,113	3,839,969	
3,315,077	Plant & Equipment	2,540,537	5,709,476	1,750,731	1,903,705	
443,512	Other	733,800	730,300	447,235	375,620	
16,490,667		11,146,700	25,683,554	8,284,983	7,431,839	90%
Principal loan redemptions:						
6,077	Loan Redemptions	3,700	-	-	-	
(2,297,558)	Net Capital Expenditure	(1,545,197)	8,182,207	666,786	(353,007)	
NET RESERVE TRANSFERS & CAPITAL MOVEMENTS						
Retained (surplus)/deficit from prior years						
525,923	(Profit)/Loss on Sale Assets	-	-	-	60,000	
(29,233,346)	Transfer from Reserves	(22,506,064)	(37,281,277)	(13,312,897)	(16,288,008)	122%
31,277,169	Transfer (to) Reserves	22,441,996	23,553,463	18,532,454	19,911,293	107%
591,653	Retained (surplus)/deficit available for general funding purposes	-	-	(9,993,944)	(15,156,016)	152%



HAWKESBURY CITY COUNCIL Balance Sheet

For the period ended 31st December 2009 Prior to Second Quarter Budget Review

2009		2010	2010	2010
Actual		ORIGINAL BUDGET	AMENDED BUDGET	YTD Actual
\$		\$	\$	\$
Current Assets				
41,588,471	Cash assets & Investments	41,524,403	27,860,657	40,034,512
4,167,552	Receivables	4,167,552	4,167,552	19,247,697
178,206	Inventories	178,206	178,206	194,648
225,565	Other	225,565	225,565	51,410
25,648,664	Investment Properties at Fair Value	25,648,664	25,648,664	25,648,664
71,808,459		71,744,391	58,080,645	85,176,932
Non-Current Assets				
-	(Other	-	-	-
559,947,787	Property, plant and equipment	570,313,568	584,676,894	566,473,565
(133,444,675)	(Accumulated Depreciation	(142,638,555)	(144,296,905)	(138,404,599)
426,503,111		427,675,012	440,379,988	428,068,967
498,311,570	TOTAL ASSETS	499,419,403	498,460,633	513,245,899
Current Liabilities				
Payables				
(5,014,860)	Payables	(5,014,860)	(5,014,860)	(1,464,166)
(6,017,619)	Provisions	(6,017,619)	(6,017,619)	(5,632,448)
(0)	(Borrowings	3,700	(0)	-
(11,032,479)		(11,028,779)	(11,032,479)	(7,096,615)
Non-Current Liabilities				
(4,644,633)	Interest bearing liabilities	-	-	-
(4,644,633)	Provisions	(4,644,633)	(4,644,633)	(4,644,633)
(15,677,113)	TOTAL LIABILITIES	(15,673,413)	(15,677,113)	(11,741,248)
482,634,457	NET COMMUNITY ASSETS	483,745,990	482,783,520	501,504,651
Community Equity				
(440,065,785)	(Capital and Capital Reserves	(440,129,853)	(453,793,599)	(441,796,077)
(35,627,769)	(Other reserves	(35,563,701)	(21,899,955)	(39,251,054)
-	Retained (surplus)/deficit	-	-	-
(6,940,903)	Operating Statement (surplus) /deficit	(8,052,436)	(7,089,966)	(20,457,520)
(482,634,457)	TOTAL COMMUNITY EQUITY	(483,745,990)	(482,783,520)	(501,504,651)



HAWKESBURY CITY COUNCIL
STATEMENT OF RESERVE BALANCES
For the Period Ending 31st December 2009

	2010	2010	2010	2010
	Opening Balance	Budgeted Reserve Transfers	Full Year Budgeted Reserve Balances	YTD Actual Reserve Balance
Externally Restricted Reserve Balances				
Sewerage Capital	2,199,006	582,538	2,781,544	2,507,313
Sewerage Operating Reserve	1,259,130	(1,236,756)	22,374	2,963,333
S64 Contributions Reserve	331,627	61,396	393,023	382,450
Waste Management Reserve	1,116,345	(553,169)	563,176	4,295,996
S94 Contributions	5,120,554	(566,208)	4,554,346	4,728,630
S94A Contributions	737,601	(14,777)	722,824	996,561
Extractive Industries	1,142,601	(974,649)	167,952	885,845
South Windsor Effluent Reuse Scheme Reserve	85,322	803,283	888,605	661,464
Unspent Contributions Reserve	1,369,263	(1,369,156)	107	606,853
Unexpended Grants Reserve	1,901,026	(1,901,028)	(2)	2,214,927
Stormwater Management	2,346,456	(252,673)	2,093,783	2,280,378
	17,608,930	(5,421,199)	12,187,731	22,523,750
Internally Restricted Reserve Balances				
Council S94	575,888	(107,719)	468,169	566,769
Bligh Park Reserve	517,229	(191,687)	325,542	517,174
Drainage	17,273	-	17,273	17,273
ELE	2,096,689	(297,180)	1,799,509	1,833,370
Election	100,000	100,000	200,000	200,000
Glossodia/Freemans	52,461	-	52,461	52,461
HLC Risk Management	106,563	-	106,563	106,563
Information Technology	451,241	(174,199)	277,042	342,482
Kerb & Gutter	361,433	(240,500)	120,933	317,797
Carryovers	7,936,880	(6,415,995)	1,520,885	5,519,213
Plant Replacement	383,051	(325,873)	57,178	234,811
Fleet Management	202,817	(199,820)	2,997	160,817
Property Development	(2,062,910)	(40,000)	(2,102,910)	(2,110,624)
Risk Management	294,754	(7,973)	286,781	294,754
Roadworks	1,423,991	(1,369,252)	54,739	360,136
Sullage	1,021,202	30,128	1,051,330	2,338,230
Trees	41,981	-	41,981	41,981
Misc Specific Purpose	25,744	-	25,744	25,744
Workers Compensation	1,046,587	-	1,046,587	1,046,587
Heritage	86,235	(12,500)	73,735	73,735
Parks & Gardens	48,203	-	48,203	48,203
Tip Remediation Reserve	2,555,700	889,738	3,445,438	3,947,784
Contingency Reserve	735,828	56,217	792,045	792,045
	18,018,839	(8,306,615)	9,712,224	16,727,304
Total Reserve Balances	35,627,769	(13,727,814)	21,899,955	39,251,054

INVESTMENT REPORT

INVESTMENT PERFORMANCE

The investment portfolio increased by \$0.28m for the month. The increase was due to additional income over expenditure for the December period. During December, various income was received totalling \$4.75m, including rate payments amounting to over \$2.4m, while payments to suppliers and staff costs amounted to \$5.73m.

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 as at December 2009 is at 3.75%.

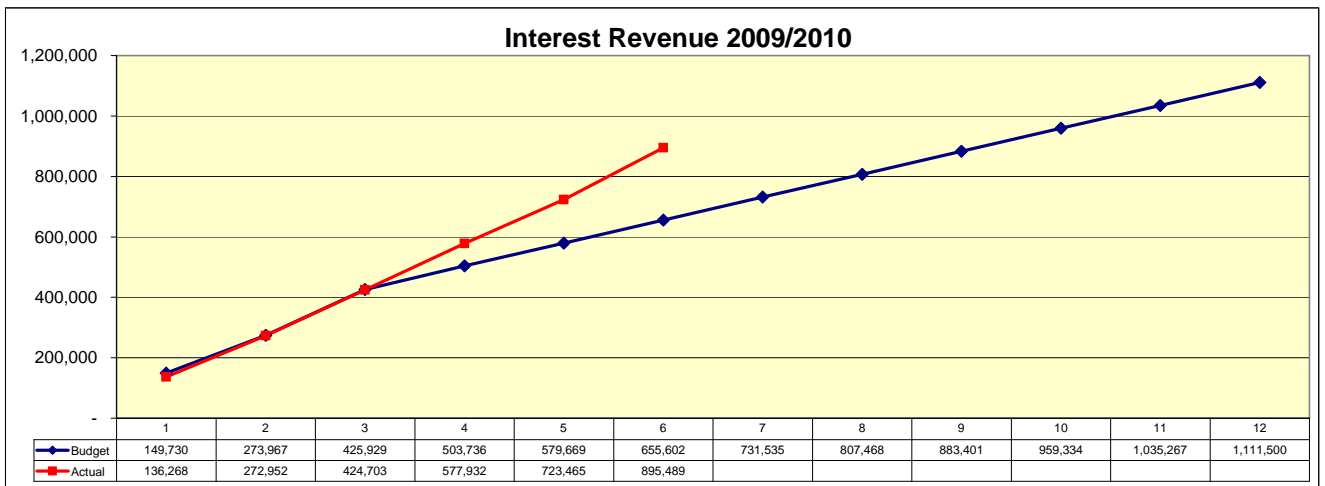
Council's Interest Earnings to date is \$895,489. Net interest income received to date has exceeded the YTD budget of \$655,602.

FACTS AND FIGURES

	YTD Budget	YTD Actual
Interest Earnings	\$ 655,602	\$ 895,489
Investment Portfolio		\$ 39,420,000
Investment Rate Return		4.57%
Official Cash Rate		3.75%

INVESTMENT PORTFOLIO

DECEMBER 2009	Balance	Return
On Call Funds	\$ 5,420,000	4.25%
Term Investments	\$ 34,000,000	5.32%
Total	\$ 39,420,000	5.18%



SEVEN YEAR TREND

	YTD 2010	2009	2008	2007	2006	2005	2004
Average Investment Portfolio	\$38.96	\$37.65m	\$36.04m	\$31.07m	\$25.43m	\$23.20m	\$30.56m
Interest Earnings	\$0.90	\$2.26m	\$1.52m	\$1.95m	\$1.32m	\$1.36m	\$1.68m
Avg.Return on Investments	4.57%	5.89%	4.24%	6.35%	5.80%	5.83%	5.50%



Hawkesbury City Council Investment Register - December 2009

Term Investments

Financial Institution	Rating S&P	Term Rating	Op Bal	Deposits	Withdrawals	Balance @ EOM	Percentage of Portfolio	Commence Date	Maturity Date	Term (Days)	Interest Rate
ANZ	A1+	Short	3,000,000.00	0.00	-3,000,000.00	0.00	0.00%	24-Jun-09	21-Dec-09	180 days	4.50%
ANZ	A1+	Short	2,000,000.00	0.00	0.00	2,000,000.00	5.07%	22-Sep-09	24-Mar-10	183 days	4.75%
ANZ	A1+	Short	2,000,000.00	0.00	0.00	2,000,000.00	5.07%	02-Sep-09	02-Sep-10	365 days	5.25%
ANZ	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	25-Nov-09	24-Nov-10	364 days	6.00%
Bank of Queensland	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	20-Jul-09	19-May-10	303 days	4.50%
Bank of Cyprus	Moodys P-1	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	02-Nov-09	27-Oct-10	359 days	5.70%
Bankwest	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	19-Aug-09	19-Aug-10	365 days	5.00%
Bendigo and Adelaide Bank	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	09-Oct-09	13-Oct-10	369 days	5.30%
Citibank	A-1	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	20-Jul-09	21-Apr-10	275 days	4.60%
Credit Union Australia	unrated		1,000,000.00	0.00	0.00	1,000,000.00	2.54%	30-Jul-09	24-Mar-10	273 days	4.62%
Elders Rural bank	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	15-Jun-09	15-Jun-10	365 days	4.64%
IMB	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	30-Jul-09	27-Jan-10	181 days	4.45%
Investec Bank	Moodys P-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	02-Sep-09	02-Sep-10	365 days	5.74%
Macquarie Bank	A-1	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	18-Jun-09	15-Jun-10	362 days	4.50%
Members Equity	A-2	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	03-Aug-09	03-Mar-10	212 days	4.65%
NAB	A1+	Short	3,500,000.00	0.00	-3,500,000.00	0.00	0.00%	29-May-09	16-Dec-09	200 days	4.28%
NAB	A1+	Short	2,000,000.00	0.00	-2,000,000.00	0.00	0.00%	05-Jun-09	16-Dec-09	194 days	4.40%
NAB	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	02-Sep-09	04-Aug-10	335 days	5.20%
NAB	A1+	Short	1,000,000.00	0.00	0.00	1,000,000.00	2.54%	25-Nov-09	26-May-10	182 days	5.50%
NAB	A1+	Short	0.00	2,000,000.00	0.00	2,000,000.00	5.07%	03-Dec-09	03-Dec-10	365 days	6.80%
NAB	A1+	Short	0.00	3,000,000.00	0.00	3,000,000.00	7.61%	08-Dec-09	08-Dec-10	365 days	6.80%
Newcastle Permanent	A-2		1,000,000.00	0.00	0.00	1,000,000.00	2.54%	18-Jun-09	15-Jun-10	362 days	4.55%
Suncorp	A-1		1,000,000.00	0.00	0.00	1,000,000.00	2.54%	12-Jun-09	14-Jun-10	367 days	4.60%
Westpac	A1+	Short	3,000,000.00	0.00	0.00	3,000,000.00	7.61%	20-Jul-09	20-Jan-10	180 days	4.40%
Westpac	A1+	Short	3,000,000.00	0.00	0.00	3,000,000.00	7.61%	24-Jun-09	24-Feb-10	8 months	4.41%
Westpac	A1+	Short	0.00	3,000,000.00	0.00	3,000,000.00	7.61%	21-Dec-09	21-Dec-10	365 days	7.00%
Total Term Investments			34,500,000.00	8,000,000.00	-8,500,000.00	34,000,000.00	86.25%				5.32%

Financial Institution	Rating S&P	Term Rating	Op bal	Deposits	Withdrawals	Balance @ EOM	Percentage of Portfolio	Interest Rate			
CBA Oncall	A1+	Short	0.00	-	0.00	0.00	0.00%	2.95%		from 8/4/09	
CBA Online Saver	A1+	Short	4,640,000.00	9,240,000.00	-8,460,000.00	5,420,000.00	13.75%	4.25%		from 13/12/09	
Total On Call Investments			4,640,000.00	9,240,000.00	-8,460,000.00	5,420,000.00	13.75%				

TOTAL INVESTMENTS			39,140,000.00	17,240,000.00	-16,960,000.00	39,420,000.00	100%				
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Bench Mark Rates										Bench Mark	Actual
UBSA 90 Day Bank Bill Index										4.14%	5.32%
11 am Cash Rate										3.75%	4.25%



Part 3

Budget Review



HAWKESBURY CITY COUNCIL

Budgeted Income Statement

For the period ended 31 December 2009

2009		2010	2010	2010	2010
Actual		ORIGINAL BUDGET	AMENDED BUDGET	2nd QTR ADJUST	AMENDED BUDGET after 2nd QTR ADJ
\$		\$	\$	\$	\$
OPERATIONAL ACTIVITIES					
Revenue from Ordinary Activities					
(22,597,421)	General Rates	(23,469,259)	(23,469,259)	(113,700)	(23,582,959)
(11,822,183)	Utility Rates & Charges	(12,407,941)	(12,407,941)	28,223	(12,379,718)
(34,419,604)		(35,877,200)	(35,877,200)	(85,477)	(35,962,677)
(5,974,602)	Fees & Charges	(4,378,582)	(4,392,972)	49,418	(4,343,554)
(8,768,771)	Grants & Contributions- Operating	(6,397,255)	(5,496,144)	(93,460)	(5,589,604)
(2,695,197)	Interest	(930,222)	(1,287,179)	(248,000)	(1,535,179)
(4,427,656)	Other Operating Revenue	(3,234,375)	(3,516,764)	5,303	-
(9,177)	Share of Interest in Joint Ventures	-	-	-	-
(525,923)	(Profit)/Loss on Sale Assets	-	-	(60,000)	(60,000)
(56,820,930)	Total Operating Income	(50,817,634)	(50,570,259)	(432,216)	(51,002,475)
Expenses from Ordinary Activities					
16,016,038	Employee Costs	14,678,856	14,795,434	84,338	14,879,772
856,477	Other Employee Costs	570,800	571,347	(1,000)	570,347
20,706,060	Materials & Services	17,724,750	19,523,628	562,122	20,085,750
5,465	Borrowing Costs	4,000	-	-	-
10,423,616	Depreciation	9,193,880	10,852,230	(260,404)	10,591,826
9,132,741	Other Expenses	10,254,606	10,373,220	(169,573)	10,203,647
40,053,301	Infrastructure Services	35,142,754	37,825,168	(305,981)	37,519,187
6,677,845	Support Services	6,879,837	7,533,948	305,717	7,839,665
8,641,562	City Planning	8,887,536	9,190,468	208,050	9,398,518
1,767,688	General Manager	1,516,765	1,566,275	7,697	1,573,972
57,140,395	Total Operating Expenses	52,426,892	56,115,859	215,483	56,331,342
319,465	Operating (Surplus)/Deficit before capital items	1,609,258	5,545,600	(216,733)	5,328,867
CAPITAL FUNDING AND EXPENDITURE					
Source of capital funding (exclusing reserves)					
(1,110,318)	Proceeds from the sale of capital assets	(780,919)	(954,447)	(55,315)	(1,009,762)
(10,423,616)	Depreciation	(9,193,880)	(10,852,230)	260,404	(10,591,826)
(7,260,368)	Grants & Contributions - Capital	(2,720,798)	(5,694,670)	63,391	(5,631,279)
(18,794,302)		(12,695,597)	(17,501,347)	268,480	(17,232,867)
Application of Capital Funding					
Non current capital assets:					
1,001,883	Land & Land Improvements	-	-	-	-
1,098,716	Buildings	670,960	3,743,486	(15,133)	3,728,353
10,631,479	Infrastructure	7,201,403	15,500,292	(118,635)	15,381,657
3,315,077	Plant & Equipment	2,540,537	5,709,476	(84,331)	5,625,145
443,512	Other	733,800	730,300	50,000	780,300
16,490,667		11,146,700	25,683,554	(168,099)	25,515,455
Principal loan redemptions:					
6,077	Loan Redemptions	3,700	-	-	-
(2,297,558)	Net Capital Expenditure	(1,545,197)	8,182,207	100,381	8,282,588
NET RESERVE TRANSFERS & CAPITAL MOVEMENTS					
Retained (surplus)/deficit from prior years					
525,923	(Profit)/Loss on Sale Assets	-	-	60,000	60,000
(29,233,346)	Transfer from Reserves	(22,506,064)	(37,281,277)	504,512	(36,776,765)
31,277,169	Transfer (to) Reserves	22,441,996	23,553,463	(448,160)	23,105,303
591,653	Retained (surplus)/deficit available for general funding purposes	-	-	-	-



HAWKESBURY CITY COUNCIL
Budgeted Balance Sheet
 For the period ended 31 December 2009

2009		2010	2010	2010	2010
Actual		ORIGINAL BUDGET	AMENDED BUDGET	2nd QTR ADJUST	AMENDED BUDGET after 2nd QTR ADJ
\$		\$	\$		
Current Assets					
41,588,471	Cash assets & Investments	41,524,403	27,860,657	56,352	27,917,009
4,167,552	Receivables	4,167,552	4,167,552	-	4,167,552
178,206	Inventories	178,206	178,206	-	178,206
225,565	Other	225,565	225,565	-	225,565
25,648,664	Investment Properties at Fair Value	25,648,664	25,648,664	-	25,648,664
71,808,459		71,744,391	58,080,645	56,352	58,136,997
Non-Current Assets					
-	(Other	-	-	-	-
559,947,787	(Property, plant and equipment	570,313,568	584,676,894	(163,414)	584,513,480
(133,444,675)	(Accumulated Depreciation	(142,638,555)	(144,296,905)	260,404	(144,036,501)
426,503,111		427,675,012	440,379,988	96,990	440,476,978
498,311,570	TOTAL ASSETS	499,419,403	498,460,633	153,342	498,613,975
Current Liabilities					
(5,014,860)	(Payables	(5,014,860)	(5,014,860)	-	(5,014,860)
(6,017,619)	(Provisions	(6,017,619)	(6,017,619)	-	(6,017,619)
(0)	(Borrowings	3,700	(0)	-	(0)
(11,032,479)		(11,028,779)	(11,032,479)	-	(11,032,479)
Non-Current Liabilities					
-	(Interest bearing liabilities	-	-	-	-
(4,644,633)	(Provisions	(4,644,633)	(4,644,633)	-	(4,644,633)
(4,644,633)		(4,644,633)	(4,644,633)	-	(4,644,633)
(15,677,113)	TOTAL LIABILITIES	(15,673,413)	(15,677,113)	-	(15,677,113)
482,634,457	NET COMMUNITY ASSETS	483,745,990	482,783,520	153,342	482,936,862
Community Equity					
(440,151,107)	(Capital and Capital Reserves	(440,129,853)	(453,793,599)	(80,489)	(453,874,088)
(35,542,447)	(Other reserves	(35,563,701)	(21,899,955)	(56,352)	(21,956,307)
-	(Retained (surplus)/deficit	-	-	-	-
(6,940,903)	(Operating Statement (surplus) /deficit	(8,052,436)	(7,089,966)	(16,501)	(7,106,467)
(482,634,457)	TOTAL COMMUNITY EQUITY	(483,745,990)	(482,783,520)	(153,342)	(482,936,862)

QUARTERLY BUDGET VARIATION 2009/10 - SUMMARY
2nd Quarter 2009/10



Operational
Variation Capital Variation

Budgeted (Surplus)/Deficit B/F		0	
EXPENDITURE			
Employee Costs			
	2101 - Salaries	(19,540)	0
	2107 - Casuals	4,540	0
	2108 - Travelling	403	0
	2110 - Overtime	48,936	0
	2115 - Vacancy Discount	49,999	0
	2570 - Safety Expenses & Training	(1,000)	0
TOTAL		83,338	0
Materials & Services			
	1000 - Plant Surplus -PW Hire Earned	70,000	0
	2000 - Plant - Running Costs	19,000	0
	2407 - Consultancy Fees	9,300	0
	2435 - Promotion Expenditure	3,700	0
	2490 - Activity Expenses	1,000	0
	2565 - Disposal of Derelict Vehicles	(3,000)	0
	2581 - Library Oth Recurrent Exp	(5,500)	0
	2590 - Print Machine Maintenance	0	0
	2591 - Print Machine Rental	3,960	0
	2596 - Waste Sustainability Improvement Prog	237,617	0
	2599 - Co-Gen Electricity Internal	18,900	0
	2605 - Maintenance - Furniture & Fittings	(8,000)	0
	2606 - Maintenance - Buildings	2,000	0
	2612 - Mtce Gardens & Grounds	9,800	0
	2614 - Air Conditioning	5,300	0
	2615 - Vandalism Repairs	(35,000)	0
	2618 - Parks - M&R	101,000	0
	2619 - Works Program - Building M&R	22,724	0
	2626 - Footpaths Maintenance	(4,773)	0
	2627 - Unpaved Footpaths Maintenance	4,773	0
	2640 - Roadworks Maintenance-General	0	0
	2681 - Tree Planting Maintenance	10,000	0
	2695 - Maintaince - Sewer Systems	2,901	0
	2696 - Cycleways Maintenance	136,841	0
	2715 - Vacation Activity Centres Expenses	(4,163)	0
	2762 - Art Gallery Expenses	(6,400)	0
	2770 - Valuation Expenses	16,500	0
	2820 - Grant Funded Operational Exp	13,500	0
	2821 - Grant Funded Consultancy Fees	3,940	0
	2921 - Pool Chemicals	5,000	0
	2963 - Waste Depot Work Expenditure	(67,948)	0
	2986 - Museum Program Expenses	(850)	0
TOTAL		562,122	0
Borrowing Costs			
TOTAL		0	0
Other Expenditure			
	2402 - Sundry Expenses	0	0
	2405 - Contribution to outside bodies	(230,741)	0

QUARTERLY BUDGET VARIATION 2009/10 - SUMMARY
2nd Quarter 2009/10



	Operational Variation	Capital Variation
2408 - Printing & Stationery Costs	(1,481)	0
2419 - General Office Expenditure	(4,400)	0
2422 - Telephone Expenses	482	0
2423 - Postage & Freight	112	0
2426 - Licences & Subscriptions	1,397	0
2427 - Advertising	(1,528)	0
2523 - Delegates Expenses	0	0
2553 - Contribution Bush Fire Fight Fund	(5,482)	0
2554 - Contribution Board Fire Commission	(395)	0
2583 - Lib Local Priority Projects Oper Grants Projects	(15,000)	0
2598 - Co-Gen Hot & Cold Water Internal	16,975	0
2601 - Electricity	9,000	0
2602 - Water	2,400	0
2603 - Insurance	1,532	0
2604 - Security	(700)	0
2609 - Cleaning	10,000	0
2613 - HCC Sewer Rates	37,756	0
2765 - Section 356 Expenditure	10,500	0
2300 - Depreciation Expense Plant	74,034	0
2301 - Depreciation Expense Equipment	(2,333)	0
2302 - Depreciation Expense Office Equipment	79,083	0
2303 - Depreciation Expense Furniture & Fitting	10,330	0
2304 - Depreciation Expense Land Improvements	63,600	0
2305 - Depreciation Expense Buildings	307,072	0
2306 - Depreciation Expense Other Structures	(364,000)	0
2307 - Depreciation Expense Roads	53,000	0
2308 - Depreciation Expense Bridges	(114,000)	0
2309 - Depreciation Expense Footpaths	(191,400)	0
2310 - Depreciation Expense Sewer network	24,000	0
2312 - Depreciation Expense Library Books	43,192	0
2314 - Depreciation Expense Other Assets	24,580	0
2315 - Depreciation Expense Stormwater Drainage	(267,562)	0
3300 - Depreciation - Plant	0	(74,034)
3301 - Depreciation Equipment	0	2,333
3302 - Depreciation Office Equipment	0	(79,083)
3303 - Depreciation Furniture & Fittings	0	(10,330)
3304 - Depreciation Land Improvements	0	(63,600)
3305 - Depreciation Buildings	0	(307,072)
3306 - Depreciation Other Structures	0	364,000
3307 - Depreciation Roads	0	(53,000)
3308 - Depreciation Bridges	0	114,000
3309 - Depreciation Footpaths	0	191,400
3310 - Depreciation Sewer network	0	(24,000)
3312 - Depreciation Library Books	0	(43,192)
3314 - Depreciation Other Assets	0	(24,580)
3315 - Depreciation - Stormwater Drainage	0	267,562
TOTAL	(429,977)	260,404
Capital Expenditure		
3101 - Sale of Plant	0	(19,500)
3106 - Sale of Leaseback Vehicles	0	(35,815)
3115 - Adjust Sale Proceeds	0	60,000
4101 - Purchase of Plant	0	35,752
4103 - Purchase of Computer Equipment	0	5,000
4108 - Purchase P/W Plant	0	7,483

QUARTERLY BUDGET VARIATION 2009/10 - SUMMARY
2nd Quarter 2009/10



		Operational Variation	Capital Variation
	4109 - Car Park Construction	0	17,096
	4111 - Purchase Mobile Phones	0	5,000
	4119 - Purchase VOIP PABX System	0	3,918
	4601 - Purchase Leaseback Plant	0	(148,434)
	4612 - Furniture & Fittings	0	6,000
	4613 - Purchase of Equipment	0	950
	4641 - Lib Local Priority Projects Exps-Cap Grants	0	50,000
	4714 - Black Spot Programs	0	14,269
	4784 - Bridge Construction	0	(150,000)
	4901 - Building Construction	0	(15,133)
TOTAL		0	(163,414)
Borrowings Capital Expenditure			
TOTAL		0	0
TOTAL EXPENDITURE VARIATIONS		215,483	96,990
REVENUE			
Rates & Charges			
	1109 - Domestic Waste Charges	(23,543)	0
	1122 - Residential Availability Charge	(6,383)	0
	1123 - Govt Pensioner Rebate	5,186	0
	2595 - HCC Land Rates - Business	46,386	0
	2608 - HCC Land Rates - Residential	(160,086)	0
	2616 - HCC Garbage Rates	52,963	0
TOTAL		(85,477)	0
User Charges & Other Income			
	1124 - Waste Performance Improvement Rebate	(64,317)	0
	1155 - Rental, Lease and fees Income	(4,434)	0
	1156 - Shops & Offices - Rental Income	(3,566)	0
	1157 - Other Rents & Leases	15,018	0
	1165 - CoGen Hot & Chilled Water Inc Internal	(16,975)	0
	1166 - Co-Gen Electricity Income Internal	(19,500)	0
	1172 - Bush Care Income	(500)	0
	1310 - Septic Tank Permits	(30,000)	0
	1311 - Construction Certificates	(25,000)	0
	1313 - S149D Certificates	(3,500)	0
	1320 - Subdivision Fees	3,000	0
	1321 - Development Application	(24,678)	0
	1322 - Sect 149 Certificates	(16,750)	0
	1331 - Licences & Fees	(10,487)	0
	1337 - Pound Income	27,000	0
	1340 - Disposal of Derelict Vehicles Income	1,000	0
	1341 - Fines & Penalties	8,000	0
	1342 - Footpath - Dining & Trading	(2,500)	0
	1351 - Inspection Fees	30,000	0
	1360 - Agricultural Fees	(1,500)	0
	1361 - Richmond Pool Income	(5,000)	0
	1365 - Public Cemeteries Sundry Income DIV81	(700)	0
	1400 - Vehicle Inspections	3,000	0
	1403 - Road Reinstatement Fees	21,512	0
	1404 - Road Opening Permits	(1,699)	0
	1418 - On-Costs Council	10,000	0
	1708 - Tender Documents	(2,051)	0
	1709 - NSW Rural Fire Serv Reimbursement	(3,935)	0

QUARTERLY BUDGET VARIATION 2009/10 - SUMMARY
2nd Quarter 2009/10



		Operational Variation	Capital Variation
	1730 - Art & Historical Income	(500)	0
	1752 - Disposal Fees (Gate Takings)	150,000	0
	1771 - Pasture Improvement Income	(2,463)	0
	1799 - Sundry Income	26,246	0
	1798 - Profit on Sale of Assets	(60,000)	0
TOTAL		(5,279)	0
Interest			
	1601 - Interest Income	(248,000)	0
TOTAL		(248,000)	0
Grants & Contributions			
	1111 - Pensioner Subsidy	(4,775)	0
	181F - Reg Roads-Ex 3x3 Block RTA Grant	0	0
	187J - Lib L/ Priority Proj Grant-State Lib	49,000	0
	18PD - Weed Control Prog-Crown Lands -DpLands	(13,500)	0
	1901 - Contributions	14,712	0
	1927 - Cycleways Mtce Contributions	(136,841)	0
	1937 - Other Works Contributions	(3,563)	0
	1938 - Parks Contributions	(2,056)	0
	382E - Auslink Black Spot Program-RTA Grant	0	(14,269)
	382G - Wdr Wharf Construction-NSW Maritime-Better Boating	0	150,000
	387J - Lib Local Priority Projects-StateLib NSW Capital Gr	0	(50,000)
	3924 - S94 Extractive Industries Contribution	0	(18,777)
TOTAL		(97,023)	66,954
TOTAL REVENUE VARIATIONS		(435,779)	66,954

QUARTERLY BUDGET VARIATION 2009/10 - SUMMARY
2nd Quarter 2009/10



		Operational Variation	Capital Variation
RESERVE TRANSFERS			
Transfers from			
	3229 - Tfr from Rsve Sewer Operating Reserve	0	21,118
	3203 - Tfr from Rsve Waste Management Reserve	0	24,080
	3251 - Tfr from Rsve Carryovers Reserve	0	(10,000)
	3274 - Transfer from Unspent Contributions Reserve	0	(136,841)
	3230 - Transfer from Tip Remediation Reserve	0	606,155
TOTAL		0	504,512
Transfers to			
	4229 - TFR to Rsve Sewer Operating Reserve	0	15,751
	4203 - TFR to Rsve Waste Management Reserve	0	(34,485)
	4246 - TFR to Rsve- S94 Extra Industries Reserv	0	18,777
	4270 - Transfer to Contingency Reserve	0	48,516
	4274 - Transfer to Unspent Contributions Reserve	0	136,841
	4230 - Transfer to Tip Remediation Reserve	0	(633,560)
TOTAL		0	(448,160)
TOTAL RESERVE VARIATIONS		0	56,352
GRAND Total (Surplus)/Deficit		(220,296)	220,296

NET (SURPLUS)/ DEFICIT

0



QUARTERLY BUDGET VARIATION 2009/10 - DETAILS
2nd Quarter 2009/10

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
General Fund					
GENERAL MANAGER					
16 - Insurance Risk Management	2101 - Salaries	0000 - No Project	4,549	0	Position regraded Trf fr C 65
16 - Insurance Risk Management	2102 - Annual Leave	0000 - No Project	394	0	Position regraded Trf fr C 65
16 - Insurance Risk Management	2103 - Sick Leave	0000 - No Project	197	0	Position regraded Trf fr C 65
16 - Insurance Risk Management	2111 - Superannuation	0000 - No Project	463	0	Position regraded Trf fr C 65
16 - Insurance Risk Management	2570 - Safety Expenses & Training	4595 - Safety Exp & Training	7,973	0	Driver training Reserve funded
16 - Insurance Risk Management	3255 - Tfr from Rsve Risk Mgt Reserve	4595 - Safety Exp & Training	0	(7,973)	Driver training Reserve funded
17 - Workers Compensation	2101 - Salaries	0000 - No Project	4,548	0	Position regraded Trf fr C 65
17 - Workers Compensation	2102 - Annual Leave	0000 - No Project	394	0	Position regraded Trf fr C 65
17 - Workers Compensation	2103 - Sick Leave	0000 - No Project	197	0	Position regraded Trf fr C 65
17 - Workers Compensation	2109 - Workers Compensation	0000 - No Project	(7,426)	0	Transfer to 2740 Figtree
17 - Workers Compensation	2111 - Superannuation	0000 - No Project	463	0	Position regraded Trf fr C 65
17 - Workers Compensation	2740 - General Computer Expenses	0000 - No Project	7,426	0	Figtree updates & annual support fees
40 - Strategic Activities	2101 - Salaries	0000 - No Project	15,082	0	Staff package review
40 - Strategic Activities	2102 - Annual Leave	0000 - No Project	1,305	0	Staff package review
40 - Strategic Activities	2103 - Sick Leave	0000 - No Project	652	0	Staff package review
40 - Strategic Activities	2510 - Local Economic Development Program	2108 - Business Develop Prog- Joint Economic Development	10,000	0	Carryover June 2009 error
40 - Strategic Activities	2510 - Local Economic Development Program	4170 - Hawkesbury Tourism	0	0	Phasing adj only
65 - Personnel	1799 - Sundry Income	2000 - Uniform Income Uniform Income	0	0	Phasing adj only
65 - Personnel	2125 - Salary Reclassifications	0000 - No Project	(24,396)	0	Transfer to various components + Super
68 - Public Relations /Cultural Development	2101 - Salaries	0000 - No Project	43,419	0	Reallocate funds - Communication budget
68 - Public Relations /Cultural Development	2102 - Annual Leave	0000 - No Project	2,274	0	Reallocate funds - Communication budget
68 - Public Relations /Cultural Development	2103 - Sick Leave	0000 - No Project	1,137	0	Reallocate funds - Communication budget
68 - Public Relations /Cultural Development	2111 - Superannuation	0000 - No Project	3,027	0	Reallocate funds - Communication budget
68 - Public Relations /Cultural Development	2116 - Contractors	0000 - No Project	(49,857)	0	Reallocate funds - Communication budget
69 - Elected Members	2521 - Members Fees Section 29A	4190 - Members Fees Sect 29A -Mayor Allowance	(160)	0	"New fees per item 122
69 - Elected Members	2521 - Members Fees Section 29A	4191 - Members Fees Sect 29A Members Fees	1,000	0	"New fees per item 122
70 - Executive Management	2101 - Salaries	0000 - No Project	(21,975)	0	HNRRP Project Mgt Fees to Comp 96
70 - Executive Management	2101 - Salaries	4209 - Executive Management Support	2,293	0	Position Regrade trf fr C65
70 - Executive Management	2102 - Annual Leave	4209 - Executive Management Support	199	0	Position Regrade trf fr C65
70 - Executive Management	2103 - Sick Leave	4209 - Executive Management Support	99	0	Position Regrade trf fr C65
70 - Executive Management	2111 - Superannuation	4209 - Executive Management Support	233	0	Position Regrade trf fr C65
70 - Executive Management	2407 - Consultancy Fees	0000 - No Project	0	0	Phasing adj only
70 - Executive Management	2407 - Consultancy Fees	0478 - Strategic Plan Review	0	0	Phasing adj only
TOTAL			3,510	(7,973)	
SUPPORT SERVICES					
10 - Computer Services	1799 - Sundry Income	1511 - Sale of Leased Computers	0	0	Phasing adj only
10 - Computer Services	2101 - Salaries	0000 - No Project	(14,600)	0	Tfr to Casuals 2107
10 - Computer Services	2107 - Casuals	0000 - No Project	14,600	0	Tfr from Salaries 2101
10 - Computer Services	2740 - General Computer Expenses	4072 - Computer Expenses General	4,000	0	Reallocation of funds- IT budget
10 - Computer Services	2740 - General Computer Expenses	4075 - Data Line Expenses	0	0	Reallocation of funds- IT budget
10 - Computer Services	2743 - Network Administration	4070 - Computer Hardware	11,000	0	Reallocation of funds- IT budget
10 - Computer Services	2743 - Network Administration	4071 - Software Licensing & Maintenance	0	0	Reallocation of funds- IT budget
10 - Computer Services	2743 - Network Administration	4072 - Computer Expenses General	(2,000)	0	Reallocation of funds- IT budget



QUARTERLY BUDGET VARIATION 2009/10 - DETAILS
2nd Quarter 2009/10

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
10 - Computer Services	2743 - Network Administration	4073 - Operating Leases	226,000	0	Reallocation of funds- IT budget
10 - Computer Services	2744 - Corporate Systems	4070 - Computer Hardware	(11,000)	0	Reallocation of funds- IT budget
10 - Computer Services	2744 - Corporate Systems	4071 - Software Licensing & Maintenance	0	0	Reallocation of funds- IT budget
10 - Computer Services	2744 - Corporate Systems	4072 - Computer Expenses General	(2,000)	0	Reallocation of funds- IT budget
10 - Computer Services	2744 - Corporate Systems	4073 - Operating Leases	(226,000)	0	Reallocation of funds- IT budget
10 - Computer Services	2744 - Corporate Systems	4074 - Computer Exps General Consultant Expense	0	0	Reallocation of funds- IT budget
10 - Computer Services	3248 - Tfr from Rsve Info Tech Reserve	9615 - Internet Connectivity & Bandwidth	0	5,912	Carryover project correction
10 - Computer Services	3248 - Tfr from Rsve Info Tech Reserve	9631 - PDA Moblie Work, Telework, Instant Messa	0	(19,737)	Tfr from project 9637
10 - Computer Services	3248 - Tfr from Rsve Info Tech Reserve	9636 - Internet & Security Third Party Audit	0	(5,912)	Carryover project correction
10 - Computer Services	3248 - Tfr from Rsve Info Tech Reserve	9637 - PDA project	0	19,737	Tfr to project 9631
10 - Computer Services	4103 - Purchase of Computer Equipment	9620 - Remote Site IT Improvement &Connectivity	0	0	Phasing adj only
10 - Computer Services	4103 - Purchase of Computer Equipment	9628 - Virtualisation Project	0	0	Phasing adj only
10 - Computer Services	4103 - Purchase of Computer Equipment	9629 - Additional software Licencing	0	0	Phasing adj only
10 - Computer Services	4103 - Purchase of Computer Equipment	9631 - PDA Moblie Work, Telework, Instant Messa	0	19,737	Tfr from project 9637
10 - Computer Services	4103 - Purchase of Computer Equipment	9635 - Additional On Line IT Training	0	0	Phasing adj only
10 - Computer Services	4103 - Purchase of Computer Equipment	9636 - Internet & Security Third Party Audit	0	0	Phasing adj only
10 - Computer Services	4103 - Purchase of Computer Equipment	9637 - PDA project	0	(19,737)	Tfr to project 9631
10 - Computer Services	4103 - Purchase of Computer Equipment	9639 - Automated Software Distribution	0	0	Phasing adj only
10 - Computer Services	4103 - Purchase of Computer Equipment	9739 - D'Works Mment System Enhancements	0	0	Phasing adj only
10 - Computer Services	4103 - Purchase of Computer Equipment	9740 - Tech One Finance, HR & Payroll enhancements	0	0	Phasing adj only
10 - Computer Services	4103 - Purchase of Computer Equipment	9742 - E-Commerce initiatives	0	0	Phasing adj only
10 - Computer Services	4103 - Purchase of Computer Equipment	9745 - Hawkesbury Internet site enhancements	0	0	Phasing adj only
10 - Computer Services	4103 - Purchase of Computer Equipment	9746 - Network Infrastructure upgrade	0	0	Phasing adj only
10 - Computer Services	4103 - Purchase of Computer Equipment	9747 - Business COntinuity & Disaster Recovery Plan	0	0	Phasing adj only
11 - Records	1799 - Sundry Income	1095 - Sundry Sales Subpoena Inc	5,000	0	Tfr fr P1148
11 - Records	1799 - Sundry Income	1148 - Photocopying & Scanning	(5,000)	0	Tfr to P1095
11 - Records	2107 - Casuals	0000 - No Project	9,000	0	Budget tfrd from 4103
11 - Records	4103 - Purchase of Computer Equipment	9748 - Records Process Improvements	0	(9,000)	Tfr to cover casuals 2107
15 - Cultural Services - Library Services	186Y - Library Per Capita Sub-State Lib of NSW	0000 - No Project	(796)	0	Grant funds adjustment
15 - Cultural Services - Library Services	2101 - Salaries	0000 - No Project	2,593	0	Tfr fr C65 Salary reclassification
15 - Cultural Services - Library Services	2102 - Annual Leave	0000 - No Project	199	0	Tfr fr C65 Salary reclassification
15 - Cultural Services - Library Services	2103 - Sick Leave	0000 - No Project	99	0	Tfr fr C65 Salary reclassification
15 - Cultural Services - Library Services	2108 - Travelling	0000 - No Project	500	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2111 - Superannuation	2225 - Superannuation-Retirement Scheme	233	0	Tfr fr C65 Salary reclassification
15 - Cultural Services - Library Services	2305 - Depreciation Expense Buildings	0000 - No Project	13,500	0	Depreciation Reallocation
15 - Cultural Services - Library Services	2402 - Sundry Expenses	0000 - No Project	1,040	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2408 - Printing & Stationery Costs	0000 - No Project	0	0	Phasing adj only
15 - Cultural Services - Library Services	2422 - Telephone Expenses	6153 - Richmond Library Richmond	0	0	Phasing adj only
15 - Cultural Services - Library Services	2422 - Telephone Expenses	6480 - Hawkesbury Central Library (300GeorgeSt) Site	0	0	Phasing adj only
15 - Cultural Services - Library Services	2435 - Promotion Expenditure	0000 - No Project	0	0	Phasing adj only
15 - Cultural Services - Library Services	2439 - Courier Costs	0000 - No Project	0	0	Phasing adj only
15 - Cultural Services - Library Services	2581 - Library Oth Recurrent Exp	4143 - Community Volunteering	0	0	Phasing adj only
15 - Cultural Services - Library Services	2581 - Library Oth Recurrent Exp	4853 - Libr Othr Exp Books Bind/Mat M&R	3,500	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2581 - Library Oth Recurrent Exp	4857 - Libr Othr Exp Inter Library Loan	0	0	Phasing adj only
15 - Cultural Services - Library Services	2581 - Library Oth Recurrent Exp	4948 - Printing & Signage	2,000	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2583 - Lib Local Priority Projects Oper Grants Projects	4886 - Lib Programs & Promotions Development Project	0	0	Phasing adj only
15 - Cultural Services - Library Services	2598 - Co-Gen Hot & Cold Water Internal	6480 - Hawkesbury Central Library (300GeorgeSt) Site	0	0	Phasing adj only
15 - Cultural Services - Library Services	2599 - Co-Gen Electricity Internal	6480 - Hawkesbury Central Library (300GeorgeSt) Site	0	0	Phasing adj only
15 - Cultural Services - Library Services	2601 - Electricity	6153 - Richmond Library Richmond	0	0	Phasing adj only



QUARTERLY BUDGET VARIATION 2009/10 - DETAILS
2nd Quarter 2009/10

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
15 - Cultural Services - Library Services	2603 - Insurance	6153 - Richmond Library Richmond	290	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2603 - Insurance	6480 - Hawkesbury Central Library (300GeorgeSt) Site	(2,600)	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2604 - Security	6153 - Richmond Library Richmond	230	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2604 - Security	6480 - Hawkesbury Central Library (300GeorgeSt) Site	2,000	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2605 - Maintenance - Furniture & Fittings	6153 - Richmond Library Richmond	0	0	Phasing adj only
15 - Cultural Services - Library Services	2605 - Maintenance - Furniture & Fittings	6480 - Hawkesbury Central Library (300GeorgeSt) Site	0	0	Phasing adj only
15 - Cultural Services - Library Services	2606 - Maintenance - Buildings	6153 - Richmond Library Richmond	0	0	Phasing adj only
15 - Cultural Services - Library Services	2606 - Maintenance - Buildings	6429 - Deerubbin Centre	0	0	Phasing adj only
15 - Cultural Services - Library Services	2606 - Maintenance - Buildings	6480 - Hawkesbury Central Library (300GeorgeSt) Site	0	0	Phasing adj only
15 - Cultural Services - Library Services	2607 - Maintenance - Plant & Equipment	6429 - Deerubbin Centre	(700)	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2609 - Cleaning	6153 - Richmond Library Richmond	0	0	Phasing adj only
15 - Cultural Services - Library Services	2609 - Cleaning	6480 - Hawkesbury Central Library (300GeorgeSt) Site	0	0	Phasing adj only
15 - Cultural Services - Library Services	2612 - Mtce Gardens & Grounds	6381 - Cultural Precinct	2,000	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2614 - Air Conditioning	6153 - Richmond Library Richmond	(500)	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2614 - Air Conditioning	6480 - Hawkesbury Central Library (300GeorgeSt) Site	1,000	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2615 - Vandalism Repairs	6153 - Richmond Library Richmond	100	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2615 - Vandalism Repairs	6480 - Hawkesbury Central Library (300GeorgeSt) Site	(200)	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	2740 - General Computer Expenses	6381 - Cultural Precinct	(197)	0	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	3305 - Depreciation Buildings	0000 - No Project	0	(13,500)	Depreciation Reallocation
15 - Cultural Services - Library Services	4110 - Purchase Library Resources-CAPITAL	5526 - Purch Lib Books Library Children	0	0	Phasing adj only
15 - Cultural Services - Library Services	4110 - Purchase Library Resources-CAPITAL	5529 - Purch Lib Books LOA Large Books	0	0	Phasing adj only
15 - Cultural Services - Library Services	4110 - Purchase Library Resources-CAPITAL	5530 - Purch Lib Books LOA Talking Books	0	0	Phasing adj only
15 - Cultural Services - Library Services	4110 - Purchase Library Resources-CAPITAL	5531 - Purch Lib Books LOA Non-Fiction	0	15,000	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	4110 - Purchase Library Resources-CAPITAL	5532 - Purch Lib Books LOA Fiction	0	0	Phasing adj only
15 - Cultural Services - Library Services	4110 - Purchase Library Resources-CAPITAL	5538 - Purch Lib Books LOA Suggest to Buy	0	0	Phasing adj only
15 - Cultural Services - Library Services	4110 - Purchase Library Resources-CAPITAL	5540 - Purch Lib Books LOA Reference	0	(15,000)	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	4110 - Purchase Library Resources-CAPITAL	5545 - Purch Lib Books Periodicals	0	0	Phasing adj only
15 - Cultural Services - Library Services	4110 - Purchase Library Resources-CAPITAL	5546 - Purch Lib Books Local Studies	0	0	Phasing adj only
15 - Cultural Services - Library Services	4110 - Purchase Library Resources-CAPITAL	9938 - Additional Library resources/books	0	(3,500)	Reallocation of funds- Library budget
15 - Cultural Services - Library Services	4121 - Plant/Equipment-Reg & Local Comm Infra Prog	6153 - Richmond Library Richmond	0	0	Phasing adj only
15 - Cultural Services - Library Services	4613 - Purchase of Equipment	6470 - Co Generation (Located at Deerubbin Cte)	0	0	Phasing adj only
15 - Cultural Services - Library Services	4901 - Building Construction	6153 - Richmond Library Richmond	0	0	Phasing adj only
15 - Cultural Services - Library Services	4901 - Building Construction	6480 - Hawkesbury Central Library (300GeorgeSt) Site	0	0	Phasing adj only
18 - Financial Planning	2101 - Salaries	0000 - No Project	(2,463)	0	salary regrading fr C65+C96 Project mgt
18 - Financial Planning	2102 - Annual Leave	0000 - No Project	221	0	salary regrading tfr C65
18 - Financial Planning	2103 - Sick Leave	0000 - No Project	111	0	salary regrading tfr C65
18 - Financial Planning	2111 - Superannuation	2225 - Superannuation-Retirement Scheme	173	0	salary regrading tfr C65
18 - Financial Planning	2112 - Allowances	0000 - No Project	10,452	0	Car allowance correction
19 - Accounting Services	1819 - Financial Assistance Gr-L/Gvt Grants Com	0000 - No Project	885,464	0	FAG adjusted to actuals
19 - Accounting Services	2107 - Casuals	0000 - No Project	(10,557)	0	Casual budget reallocated
19 - Accounting Services	2402 - Sundry Expenses	0000 - No Project	1,500	0	Cheque printing + red bin
19 - Accounting Services	2405 - Contribution to outside bodies	4300 - Contribution to WSROC	(288)	0	WSROC membership actuals
19 - Accounting Services	2419 - General Office Expenditure	0000 - No Project	(300)	0	Tfr to 2402 for chq printing
19 - Accounting Services	2420 - Audit Fees	0000 - No Project	(284)	0	Audit fees actuals June 2009
19 - Accounting Services	2420 - Audit Fees	4594 - Audit Work	0	0	Adjust phasing
19 - Accounting Services	2456 - Employment Agencies	0000 - No Project	25,000	0	Add funds T1 Upgrade
19 - Accounting Services	3256 - Tfr from Rsv Roadworks Reserve	0000 - No Project	0	(745,682)	Tfr FAG from reserve
19 - Accounting Services	4101 - Purchase of Plant	0000 - No Project	0	47,050	Tfr fr C62
19 - Accounting Services	4270 - Transfer to Contingency Reserve	0902 - Surplus Operational Expenditure	0	56,217	Tfr to contingency reserve



QUARTERLY BUDGET VARIATION 2009/10 - DETAILS
2nd Quarter 2009/10

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
20 - Rating Services	1117 - Extra Charges	0000 - No Project	(23,179)	0	Extra interest on overdue rates
20 - Rating Services	1150 - Charges & Fees Recovery Legal Costs	1098 - Sundry Income Recovery Rates Legal Costs	(150,000)	0	Offset with natural 2244
20 - Rating Services	1160 - Section 603 Certificate Income	1090 - Section 603 Certificates	(10,508)	0	Extra S603 income YTD actuals
20 - Rating Services	2107 - Casuals	0000 - No Project	1,549	0	Add funding - extra days
20 - Rating Services	2244 - Debt Recovery Expenses	0000 - No Project	150,000	0	Offset with natural 1150
20 - Rating Services	2571 - Rates Property Revaluation	5180 - Valuation Expenses Valuer General Exp	14,301	0	VG actuals more than budget
21 - Investment Debt Servicing	1601 - Interest Income	1550 - Interest Revenue - General Fund	(200,000)	0	Extra interest earnings ytd actuals
21 - Investment Debt Servicing	1605 - Interest on LTD	1961 - Interest on LTD H'bury Dist agric Assoc	722	0	Loan has been fully repaid
21 - Investment Debt Servicing	2202 - Interest on Loans	4601 - Int on Loans G/Fund Accrued Interest	(1,000)	0	Loans were paid out 30 June 2009
21 - Investment Debt Servicing	2407 - Consultancy Fees	1697 - Investment Advice	0	0	Adjust phasing only
22 - Administrative Services	1799 - Sundry Income	1449 - Reimburse Legal Exps -Lease Agreements	(5,516)	0	Unbudgeted reimbursement
23 - Word Processing	2101 - Salaries	0000 - No Project	1,706	0	Position regraded Trf fr C 65
23 - Word Processing	2102 - Annual Leave	0000 - No Project	148	0	Position regraded Trf fr C 65
23 - Word Processing	2103 - Sick Leave	0000 - No Project	74	0	Position regraded Trf fr C 65
23 - Word Processing	2111 - Superannuation	0000 - No Project	174	0	Position regraded Trf fr C 65
25 - Property Development	1157 - Other Rents & Leases	1915 - Other Rent & Lease Richmond Golf Club	(6,660)	0	Unbudgeted additional lease income
25 - Property Development	2107 - Casuals	0000 - No Project	9,000	0	Add funds for casual staff
25 - Property Development	2603 - Insurance	0000 - No Project	(29,377)	0	Reallocation to Projects
25 - Property Development	2603 - Insurance	6005 - 22 Bosworth Street Richmond	351	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6065 - 139 March Street Richmond	253	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6072 - Glossodia Shopping Centre Glossodia	1,977	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6073 - Glossodia Shops Amenities Glossodia	102	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6102 - L/Port'd Ferry Master Cottage Lwr Port'd	261	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6103 - Macquarie Park House Windsor	1,060	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6114 - M/Hill Shopping Ctr McGraths Hill	1,048	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6139 - Old Sackville Road Cottage Wilberforce	310	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6147 - Rev Turner Cottage Windsor	497	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6164 - Richmond Tennis Centre Richmond	980	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6169 - Windsor (325 George Street) Windsor	913	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6188 - Unit 6 John Tebbutt Mews Richmond	1,033	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6205 - Wilberforce Shopping Centre Wilberforce	2,155	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6210 - Windsor Function Centre Windsor	7,313	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6230 - Residence 10 Slopes Road North Richmond	146	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6250 - Australian Poiner Village Wilberforce	2,712	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6251 - 246 Windsor Rd, Vineyard - KFC Lease	20	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6389 - Johnson Bldg Action Insurance	2,163	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6394 - Old Hospital Site Catholic Health	5,743	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6443 - Alfresco Dining Thomson Square	60	0	Reallocation to Projects & Phasing adj
25 - Property Development	2603 - Insurance	6478 - Hospital Beds Artwork	280	0	Reallocation to Projects & Phasing adj
25 - Property Development	2605 - Maintenance - Furniture & Fittings	0000 - No Project	0	0	Phasing adj only
25 - Property Development	2615 - Vandalism Repairs	0000 - No Project	(3,088)	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs	6065 - 139 March Street Richmond	59	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs	6072 - Glossodia Shopping Centre Glossodia	1,172	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs	6114 - M/Hill Shopping Ctr McGraths Hill	138	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs	6164 - Richmond Tennis Centre Richmond	412	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs	6205 - Wilberforce Shopping Centre Wilberforce	1,118	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs	6450 - Regional Skate Park Clarendon	109	0	Reallocation to Projects
25 - Property Development	2615 - Vandalism Repairs	6479 - Deerrubin Centre - Chapters Cafe Site	80	0	Reallocation to Projects
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0002 - Purchase Leaseback - Plant 2	0	0	Phasing adj only



QUARTERLY BUDGET VARIATION 2009/10 - DETAILS
2nd Quarter 2009/10

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0005 - Purchase Leaseback - Plant 5	0	3,413	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0011 - Purchase Leaseback - Plant 11	0	(21,560)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0012 - Purchase Leaseback - Plant 12	0	(5,254)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0014 - Purchase Leaseback - Plant 14	0	(2,252)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0018 - Purchase Leaseback - Plant 18	0	(17,493)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0019 - Purchase Leaseback - Plant 19	0	0	Phasing adj only
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0023 - Purchase Leaseback - Plant 23	0	0	Phasing adj only
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0027 - Purchase Leaseback - Plant 27	0	0	Phasing adj only
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0030 - Purchase Leaseback - Plant 30	0	0	Phasing adj only
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0031 - Purchase Leaseback - Plant 31	0	(2,773)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0035 - Purchase Leaseback - Plant 35	0	(19,799)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0050 - Purchase Leaseback - Plant 50	0	0	Phasing adj only
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0055 - Purchase Leaseback - Plant 55	0	0	Phasing adj only
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0090 - Purchase Leaseback - Plant 90	0	(17,500)	Adjust to ytd actuals
29 - Fleet Management	3106 - Sale of Leaseback Vehicles	0092 - Purchase Leaseback - Plant 92	0	0	Phasing adj only
29 - Fleet Management	4601 - Purchase Leaseback Plant	0067 - Purchase Leaseback-Plant 67	0	(28,500)	Cancelled leaseback vehicle
39 - Cultural Services - Regional Gallery	1730 - Art & Historical Income	0000 - No Project	1,250	0	Tfr budget to P9650
39 - Cultural Services - Regional Gallery	1730 - Art & Historical Income	9650 - Charges & Fees Sale Merchandise	(1,250)	0	Tfr fr P0000
39 - Cultural Services - Regional Gallery	1732 - Gallery Income	4999 - Touring Exhibition Fees	(3,500)	0	Unbudgeted Gallery income
39 - Cultural Services - Regional Gallery	2570 - Safety Expenses & Training	4595 - Safety Exp & Training	0	0	Phasing adj only
39 - Cultural Services - Regional Gallery	2598 - Co-Gen Hot & Cold Water Internal	6481 - Hawkesbury Regional Gallery Site	0	0	Phasing adj only
39 - Cultural Services - Regional Gallery	2602 - Water	6481 - Hawkesbury Regional Gallery Site	(620)	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2603 - Insurance	5431 - Insurance Prem-Cultural Assets	4,000	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2603 - Insurance	6481 - Hawkesbury Regional Gallery Site	1,002	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2604 - Security	6481 - Hawkesbury Regional Gallery Site	1,200	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2605 - Maintenance - Furniture & Fittings	6478 - Hospital Beds Artwork	828	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2606 - Maintenance - Buildings	6481 - Hawkesbury Regional Gallery Site	(1,450)	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2607 - Maintenance - Plant & Equipment	6480 - Hawkesbury Central Library (300GeorgeSt) Site	(136)	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2609 - Cleaning	6481 - Hawkesbury Regional Gallery Site	(1,400)	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2614 - Air Conditioning	6481 - Hawkesbury Regional Gallery Site	(1,300)	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2619 - Works Program - Building M&R	6478 - Hospital Beds Artwork	5,464	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2619 - Works Program - Building M&R	6481 - Hawkesbury Regional Gallery Site	(3,000)	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	2762 - Art Gallery Expenses	0517 - General Consumables	0	0	Phasing adj only
39 - Cultural Services - Regional Gallery	2762 - Art Gallery Expenses	2278 - Promotions	0	0	Phasing adj only
39 - Cultural Services - Regional Gallery	2762 - Art Gallery Expenses	4143 - Community Volunteering	0	0	Phasing adj only
39 - Cultural Services - Regional Gallery	2762 - Art Gallery Expenses	4948 - Printing & Signage	0	0	Phasing adj only
39 - Cultural Services - Regional Gallery	2762 - Art Gallery Expenses	5107 - Cultural Planning Programs	0	0	Phasing adj only
39 - Cultural Services - Regional Gallery	2762 - Art Gallery Expenses	5430 - Arts Funding Program 2009	0	0	Phasing adj only
39 - Cultural Services - Regional Gallery	2762 - Art Gallery Expenses	9642 - Conservation & Collections Management Expenses	0	0	Phasing adj only
39 - Cultural Services - Regional Gallery	2769 - Cultural Precinct-Grant Funded Projects	5112 - Bloodlines - Art and the Horse Exhib Tour	3,160	0	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	4613 - Purchase of Equipment	6470 - Co Generation (Located at Deerubbin Cte)	0	(1,187)	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	4901 - Building Construction	6480 - Hawkesbury Central Library (300GeorgeSt) Site	0	(3,064)	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	4901 - Building Construction	6481 - Hawkesbury Regional Gallery Site	0	(6,495)	Reallocation of funds - Gallery budget
39 - Cultural Services - Regional Gallery	4901 - Building Construction	9768 - Gallery improve-Achieve Regional Gallery status	0	6,495	Reallocation of funds - Gallery budget
58 - Printing & Signwriting	2591 - Print Machine Rental	0000 - No Project	(2,760)	0	Tfr to P4966
58 - Printing & Signwriting	2591 - Print Machine Rental	4966 - Copier Maintenance-Word Pro	1,560	0	Tfr fr P0000
58 - Printing & Signwriting	2591 - Print Machine Rental	4977 - Copier maint-Corporate Services	1,200	0	Tfr fr P0000
79 - Cultural Services - Regional Museum	1730 - Art & Historical Income	9650 - Charges & Fees Sale Merchandise	(5,000)	0	Unbudgeted Museum income
79 - Cultural Services - Regional Museum	2101 - Salaries	0000 - No Project	4,131	0	salary regrading from C65



QUARTERLY BUDGET VARIATION 2009/10 - DETAILS
2nd Quarter 2009/10

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
79 - Cultural Services - Regional Museum	2102 - Annual Leave	0000 - No Project	167	0	salary regrading from C65
79 - Cultural Services - Regional Museum	2103 - Sick Leave	0000 - No Project	84	0	salary regrading from C65
79 - Cultural Services - Regional Museum	2111 - Superannuation	0000 - No Project	196	0	salary regrading from C65
79 - Cultural Services - Regional Museum	2591 - Print Machine Rental	4979 - Copier-Black Digital Aficio-Museum	1,680	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2601 - Electricity	6476 - Hawkesbury Regional Museum-Baker St Windsor	1,000	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2603 - Insurance	6128 - Museum-Howes House,Thompson Square Windsor	(690)	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2603 - Insurance	6476 - Hawkesbury Regional Museum-Baker St Windsor	(75)	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2604 - Security	6128 - Museum-Howes House,Thompson Square Windsor	150	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2604 - Security	6476 - Hawkesbury Regional Museum-Baker St Windsor	(750)	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2605 - Maintenance - Furniture & Fittings	6128 - Museum-Howes House,Thompson Square Windsor	0	0	Phasing adj only
79 - Cultural Services - Regional Museum	2605 - Maintenance - Furniture & Fittings	6476 - Hawkesbury Regional Museum-Baker St Windsor	0	0	Phasing adj only
79 - Cultural Services - Regional Museum	2606 - Maintenance - Buildings	6128 - Museum-Howes House,Thompson Square Windsor	0	0	Phasing adj only
79 - Cultural Services - Regional Museum	2606 - Maintenance - Buildings	6476 - Hawkesbury Regional Museum-Baker St Windsor	500	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2609 - Cleaning	6476 - Hawkesbury Regional Museum-Baker St Windsor	0	0	Phasing adj only
79 - Cultural Services - Regional Museum	2612 - Mtce Gardens & Grounds	0000 - No Project	1,000	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2614 - Air Conditioning	6476 - Hawkesbury Regional Museum-Baker St Windsor	1,100	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2615 - Vandalism Repairs	6128 - Museum-Howes House,Thompson Square Windsor	500	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2615 - Vandalism Repairs	6476 - Hawkesbury Regional Museum-Baker St Windsor	(150)	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2619 - Works Program - Building M&R	6128 - Museum-Howes House,Thompson Square Windsor	0	0	Phasing adj only
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	2278 - Promotions	0	0	Phasing adj only
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	4948 - Printing & Signage	0	0	Phasing adj only
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	5564 - Merchandise for Resale Expenses	1,800	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	5810 - Administration Expenses	(2,000)	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	6380 - Exhibitions	0	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	2986 - Museum Program Expenses	9642 - Conservation & Collections Management Expenses	0	0	Reallocate funds - Museum budget
79 - Cultural Services - Regional Museum	3274 - Transfer from Unspent Contributions Reserve	6128 - Museum-Howes House,Thompson Square Windsor	0	0	Phasing adj only
79 - Cultural Services - Regional Museum	4121 - Plant/Equipment-Reg & Local Comm Infra Prog	6128 - Museum-Howes House,Thompson Square Windsor	0	0	Phasing adj only
79 - Cultural Services - Regional Museum	4901 - Building Construction	6128 - Museum-Howes House,Thompson Square Windsor	0	0	Phasing adj only
79 - Cultural Services - Regional Museum	4901 - Building Construction	6476 - Hawkesbury Regional Museum-Baker St Windsor	0	1,585	Reallocate funds - Museum budget
90 - Visitor Information Centre	2111 - Superannuation	0000 - No Project	6,620	0	Unbudgeted supera for casual staff
90 - Visitor Information Centre	2112 - Allowances	0000 - No Project	600	0	Reallocate funds - VIC budget
90 - Visitor Information Centre	2427 - Advertising	0000 - No Project	0	0	Reallocate funds - VIC budget
90 - Visitor Information Centre	2435 - Promotion Expenditure	5564 - Merchandise for Resale Expenses	(1,500)	0	Reallocate funds - VIC budget
90 - Visitor Information Centre	2490 - Activity Expenses	0000 - No Project	1,067	0	Reallocate funds - VIC budget
90 - Visitor Information Centre	2603 - Insurance	6315 - Tourist Information Centre Clarendon	(71)	0	Reallocate funds - VIC budget
90 - Visitor Information Centre	2609 - Cleaning	6315 - Tourist Information Centre Clarendon	(2,000)	0	Reallocate funds - VIC budget
90 - Visitor Information Centre	3274 - Transfer from Unspent Contributions Reserve	6315 - Tourist Information Centre Clarendon	0	0	Phasing adj only
90 - Visitor Information Centre	4121 - Plant/Equipment-Reg & Local Comm Infra Prog	6315 - Tourist Information Centre Clarendon	0	0	Phasing adj only
TOTAL			735,738	(782,799)	



QUARTERLY BUDGET VARIATION 2009/10 - DETAILS
2nd Quarter 2009/10

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
INFRASTRUCTURE SERVICES					
34 - Sullage Disposal	2116 - Contractors	0000 - No Project	0	0	Phasing adj only
34 - Sullage Disposal	2564 - Disposal of Sullage	0000 - No Project	0	0	Phasing adj only
46 - Roadworks-Roads to Recovery DOTARSGrant	4833 - Roads To Recovery Program-Capital Exps	8499 - Roads to Recovery Prog- BUO	0	(773,500)	R to R Allocation to specific projects
46 - Roadworks-Roads to Recovery DOTARSGrant	4833 - Roads To Recovery Program-Capital Exps	8826 - Rds to Rec'y-Comleroy Road, Kurrajong	0	298,500	R to R Allocation to specific projects
46 - Roadworks-Roads to Recovery DOTARSGrant	4833 - Roads To Recovery Program-Capital Exps	8829 - Rds to Rec'y-Grose Vale Rd,Pecks/Grose R Rds	0	55,000	R to R Allocation to specific projects
46 - Roadworks-Roads to Recovery DOTARSGrant	4833 - Roads To Recovery Program-Capital Exps	8880 - Rds to Rec'y - Old Sackville Rd,Wilberforce	0	420,000	R to R Allocation to specific projects
47 - Roads-RTA Grant Funded Projects	1811 - Bus Route-Weight Tax Subsidy-RTA Grant	1465 - Bus Route-RTA Weight Tax Subsidy	(5,000)	0	RTA Weight Tax subsidy-See N2641
47 - Roads-RTA Grant Funded Projects	181A - Regional Roads-Roads Block RTA Grants	8549 - Reg Rds Mtce Block Grant-ROADS Gr 181A-Income- BU	(1,000)	0	RTA Reg Rds-Block Grant incr-See N2648
47 - Roads-RTA Grant Funded Projects	181G - Reg Roads-Traffic Facilities Block RTA G	8981 - Reg Rds-Traffic Facilities RTA Block BUO	(7,000)	0	Reg Rds-Traffic Fac Block Inc-See N2625
47 - Roads-RTA Grant Funded Projects	2625 - Road Line & Signs Maintenance	8981 - Reg Rds-Traffic Facilities RTA Block BUO	7,000	0	Reg Rds-Traffic Fac Block Incr-See N181G
47 - Roads-RTA Grant Funded Projects	2641 - Roadworks Maint Ancillary Road Items	1465 - Bus Route-RTA Weight Tax Subsidy	5,000	0	RTA Weight Tax subsidy-See N1811
47 - Roads-RTA Grant Funded Projects	2648 - Roadworks Maint Heavy Patching	8548 - Reg Rds Mtce Block Grant-ROADS Gr 181A- Exps- BUO	6,000	0	RTA Reg Rds-Roads Block Gr 181A increase
47 - Roads-RTA Grant Funded Projects	2658 - Roadworks MaintStormwater Damage Repairs	8964 - Road Sign Maintenance-RTA Funded	(5,000)	0	Reallocated to Nat 2648
47 - Roads-RTA Grant Funded Projects	382E - Auslink Black Spot Program-RTA Grant	8552 - Freemans Reach Rd/Gorricks Ln Roundabout	0	(442,300)	Auslink Black Spot Grant-See N4714
47 - Roads-RTA Grant Funded Projects	382E - Auslink Black Spot Program-RTA Grant	8817 - George/Drummond Street	0	(439,500)	Auslink Black Spot Grant-See N4714
47 - Roads-RTA Grant Funded Projects	382E - Auslink Black Spot Program-RTA Grant	9861 - Saunders Rd-Old Stock Route to Oakville Rd	0	(50,000)	Auslink Black Spot Grant-See N4714
47 - Roads-RTA Grant Funded Projects	4714 - Black Spot Programs	8552 - Freemans Reach Rd/Gorricks Ln Roundabout	0	442,300	Auslink Black Spot Grant-See N382E
47 - Roads-RTA Grant Funded Projects	4714 - Black Spot Programs	8817 - George/Drummond Street	0	439,500	Auslink Black Spot Grant-See N382E
47 - Roads-RTA Grant Funded Projects	4714 - Black Spot Programs	9861 - Saunders Rd-Old Stock Route to Oakville Rd	0	50,000	Auslink Black Spot Grant-See N382E
50 - Parks	1172 - Bush Care Income	8818 - Bush Care Events	(3,882)	0	Unbudgeted Bush Care income
50 - Parks	1799 - Sundry Income	1694 - Parks S/Income Banner Policy Hire	(713)	0	Unbudgeted Parks Income
50 - Parks	1799 - Sundry Income	7630 - Tennis Court Hire	(1,000)	0	Unbudgeted Parks Income
50 - Parks	1923 - Contributions Trees	9962 - Tree planting-16 Wolseley Rd M/Hill	(1,700)	0	Unbudgeted Parks Income
50 - Parks	2422 - Telephone Expenses	7951 - Upper Colo Reserve Management	450	0	Reallocation of funds - Parks budget
50 - Parks	2618 - Parks - M&R	7951 - Upper Colo Reserve Management	(450)	0	Reallocation of funds - Parks budget
50 - Parks	2679 - Bushcare Officer Program	0000 - No Project	3,882	0	Reallocation of funds - Parks budget
50 - Parks	2681 - Tree Planting Maintence	7999 - Tree Mtce-Funded by Developers Tree Cont	1,700	0	Reallocation of funds - Parks budget
51 - Recreation	2300 - Depreciation Expense Plant	0000 - No Project	9,000	0	Adjust to 2008/09 actuals
51 - Recreation	2304 - Depreciation Expense Land Improvements	0000 - No Project	8,400	0	Adjust to 2008/09 actuals
51 - Recreation	3300 - Depreciation - Plant	0000 - No Project	0	(9,000)	Adjust to 2008/09 actuals
51 - Recreation	3304 - Depreciation Land Improvements	0000 - No Project	0	(8,400)	Adjust to 2008/09 actuals
51 - Recreation	4804 - Park Improvement Program Landscaping	6161 - Richmond Pool Richmond	0	15,000	Backwash tanks leaks
52 - Roadworks Maintenance	1197 - Administration Fee Income	8720 - George St South Windsor	(20,000)	0	Admin fee for Windsor railway roundabout
52 - Roadworks Maintenance	1819 - Financial Assistance Gr-L/Gvt Grants Com	0000 - No Project	128,408	0	FAG Gr decrease budget adjustment
52 - Roadworks Maintenance	1901 - Contributions	8720 - George St South Windsor	(50,000)	0	Roundabout mtce - to reserve
52 - Roadworks Maintenance	2405 - Contribution to outside bodies	8023 - Boundary Rd (BHSC)	0	0	Phasing adj only
52 - Roadworks Maintenance	3256 - Tfr from Rsve Roadworks Reserve	0000 - No Project	0	(125,162)	FAG Gr Tfr fr Reserve
52 - Roadworks Maintenance	4256 - TFR to Rsve Roadworks Reserve	8720 - George St South Windsor	0	50,000	George St roundabout at railway station
53 - Roadworks Construction	1819 - Financial Assistance Gr-L/Gvt Grants Com	0000 - No Project	234,802	0	FAG Gr decrease budget adjustment
53 - Roadworks Construction	1924 - Contribution Road Works	9572 - Extract Ind Levy - Birdon	30,000	0	Tfr to capital contributions 3924
53 - Roadworks Construction	2307 - Depreciation Expense Roads	0000 - No Project	240,000	0	Adjust for revaluations 2009/10
53 - Roadworks Construction	2308 - Depreciation Expense Bridges	0000 - No Project	(81,458)	0	Depreciation reallocated to C63
53 - Roadworks Construction	2309 - Depreciation Expense Footpaths	0000 - No Project	(4,122)	0	Depreciation reallocated to C64
53 - Roadworks Construction	3244 - Tfr from Rsve ELE Reserve	0000 - No Project	0	(4,912)	Tfr to P 2225
53 - Roadworks Construction	3244 - Tfr from Rsve ELE Reserve	2225 - Superannuation-Retirement Scheme	0	4,912	Tfr fr P 0000
53 - Roadworks Construction	3246 - Tfr from Rsve- S94 Ext. Industries Reserve	8305 - East Kurrajong - East Kurrajong Rd	0	(170,335)	Item 91 12 May 2009



QUARTERLY BUDGET VARIATION 2009/10 - DETAILS
2nd Quarter 2009/10

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
53 - Roadworks Construction	3246 - Tfr from Rsve- S94 Ext. Industries Reserve	8736 - Tennyson Rd- Valley Way to E/Kjong Rehab	0	(329,665)	Item 91 12 May 2009
53 - Roadworks Construction	3256 - Tfr from Rsve Roadworks Reserve	0000 - No Project	0	(228,867)	FAG Gr Tfr fr Reserve
53 - Roadworks Construction	3267 - Tfr from Unexpended Grants Reserve	8553 - Intersection Bells/Old Bells/Mill Rd Kurrajong	0	0	Phasing adj only
53 - Roadworks Construction	3307 - Depreciation Roads	0000 - No Project	0	(240,000)	Adjust for revaluations 2009/10
53 - Roadworks Construction	3308 - Depreciation Bridges	0000 - No Project	0	81,458	Tfr to C63
53 - Roadworks Construction	3309 - Depreciation Footpaths	0000 - No Project	0	4,122	Tfr to C63
53 - Roadworks Construction	3901 - Capital Contribution	0000 - No Project	0	20,000	Tfr to 3924
53 - Roadworks Construction	3924 - S94 Extractive Industries Contribution	0000 - No Project	0	(20,000)	Tfr fr 3901
53 - Roadworks Construction	3924 - S94 Extractive Industries Contribution	9572 - Extract Ind Levy - Birdon	0	(30,000)	Tfr fr 1924
53 - Roadworks Construction	4701 - Road Construction	8305 - East Kurrajong - East Kurrajong Rd	0	170,335	Scheduled to commence 26 October 2009
53 - Roadworks Construction	4701 - Road Construction	8736 - Tennyson Rd- Valley Way to E/Kjong Rehab	0	329,665	In Progress
53 - Roadworks Construction	4715 - Auslink Strategic Regional Programme	8553 - Intersection Bells/Old Bells/Mill Rd Kurrajong	0	0	Phasing adj only
53 - Roadworks Construction	4784 - Bridge Construction	8714 - Hermitage Rd Kurrajong	0	(343,011)	In Progress
53 - Roadworks Construction	4784 - Bridge Construction	9738 - Upper Colo Rd-Replace bridge	0	(107,520)	Scheduled
54 - Kerb, Guttering & Drainage	1819 - Financial Assistance Gr-L/Gvt Grants Com	0000 - No Project	3,669	0	FAG Gr decrease budget adjustment
54 - Kerb, Guttering & Drainage	2307 - Depreciation Expense Roads	0000 - No Project	(182,305)	0	Tfr to C53
54 - Kerb, Guttering & Drainage	2309 - Depreciation Expense Footpaths	0000 - No Project	(1,938)	0	Tfr to C63
54 - Kerb, Guttering & Drainage	2315 - Depreciation Expense Stormwater Drainage	0000 - No Project	300,000	0	Revaluation 2009/10
54 - Kerb, Guttering & Drainage	3256 - Tfr from Rsve Roadworks Reserve	0000 - No Project	0	(3,576)	FAG Gr Tfr fr Reserve
54 - Kerb, Guttering & Drainage	3307 - Depreciation Roads	0000 - No Project	0	182,305	Tfr to C53
54 - Kerb, Guttering & Drainage	3309 - Depreciation Footpaths	0000 - No Project	0	1,938	Tfr to C63
54 - Kerb, Guttering & Drainage	3315 - Depreciation - Stormwater Drainage	0000 - No Project	0	(300,000)	Revaluations 2009/10
57 - Design, Survey and Mapping Servs	2407 - Consultancy Fees	4690 - Hawkesbury Overland Study-Stage 1 & 2	0	0	Phasing adj only
59 - Administrative Building	2305 - Depreciation Expense Buildings	0000 - No Project	154,992	0	Adjust depreciation for revaluation adj
59 - Administrative Building	2603 - Insurance	6013 - Administration Building Windsor	0	0	Phasing adj only
59 - Administrative Building	2609 - Cleaning	6013 - Administration Building Windsor	3,500	0	Add funding for Cleaning
59 - Administrative Building	2619 - Works Program - Building M&R	6013 - Administration Building Windsor	0	0	Phasing adj only
59 - Administrative Building	3305 - Depreciation Buildings	0000 - No Project	0	(154,992)	Adjust depreciation for revaluation adj
60 - Community Buildings	2101 - Salaries	0000 - No Project	(25,000)	0	Reallocate to 2116
60 - Community Buildings	2305 - Depreciation Expense Buildings	0000 - No Project	504,000	0	Adjust for actuals - revaluation adj
60 - Community Buildings	2456 - Employment Agencies	0000 - No Project	25,000	0	Reallocate fr 2101
60 - Community Buildings	2615 - Vandalism Repairs	0000 - No Project	(7,000)	0	Reallocate to P 6459
60 - Community Buildings	2615 - Vandalism Repairs	6459 - South Windsor Family Centre I&II	7,000	0	Reallocate fr P0000
60 - Community Buildings	3305 - Depreciation Buildings	0000 - No Project	0	(504,000)	Adjust for actuals - revaluation adj
60 - Community Buildings	385F - Old Morgue-Cons & Interpret-Env,H'ge,W&A	6474 - Dead Centre	0	(200,000)	Old Morgue Conservation Gr-See N4729
60 - Community Buildings	4729 - Restoration & Conservation Works	6474 - Dead Centre	0	200,000	Old Morgue Conservation Gr-See N385F
60 - Community Buildings	4901 - Building Construction	5486 - Refurbish public amenities	0	50,000	Alchemy planning agreement C32
60 - Community Buildings	4901 - Building Construction	6069 - Glossodia Community Centre Glossodia	0	0	Phasing adj only
61 - Works Depot	2305 - Depreciation Expense Buildings	0000 - No Project	15,000	0	Adjust in line with 2008/09
61 - Works Depot	2603 - Insurance	4990 - Depot Expenses Wilberforce Depot Expense	3,215	0	Budget tfrd from Depot expenses 2700
61 - Works Depot	2603 - Insurance	4993 - Depot Expenses Radio Tower K'jong M&R	278	0	Budget tfrd from Depot expenses 2700
61 - Works Depot	2603 - Insurance	4994 - Depot Expenses Radio Twr GrassyHills M&R	74	0	Budget tfrd from Depot expenses 2700
61 - Works Depot	2700 - Depot Expenses	4990 - Depot Expenses Wilberforce Depot Expense	(5,144)	0	Budget tfrd to cover 2603 & 2702
61 - Works Depot	2702 - Small Plant Assets	0000 - No Project	1,577	0	Budget tfrd from Depot expenses 2700
61 - Works Depot	3305 - Depreciation Buildings	0000 - No Project	0	(15,000)	Adjust in line with 2008/09
62 - Operations Management	1000 - Plant Surplus -PW Hire Earned	0000 - No Project	391,511	0	Tfr to C93
62 - Operations Management	2000 - Plant - Running Costs	0000 - No Project	(247,528)	0	Tfr to C93
62 - Operations Management	2300 - Depreciation Expense Plant	0000 - No Project	120,000	0	Adjust to 2008/09 actuals
62 - Operations Management	3101 - Sale of Plant	0024 - P/Works vehicle - Plant 24	0	0	Phasing adj only



QUARTERLY BUDGET VARIATION 2009/10 - DETAILS
2nd Quarter 2009/10

Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
62 - Operations Management	3101 - Sale of Plant	0033 - P/Works-Plant 33 Holden Rodeo Duel Cab 4x4	0	(15,136)	Adjust to ytd actuals
62 - Operations Management	3101 - Sale of Plant	0106 - Publicworks - Table Top - Plant 106	0	0	Phasing adj only
62 - Operations Management	3101 - Sale of Plant	0109 - P/Works vehicle-Plant 109 Hino Ranger 6 tonne table	0	0	Phasing adj only
62 - Operations Management	3101 - Sale of Plant	0110 - P/Works-Plant 110 Ranger 8 tonne Tipper	0	(35,455)	Adjust to ytd actuals
62 - Operations Management	3101 - Sale of Plant	0111 - P/Works Plant 111-Hino Ranger 8T - XLA666	0	0	Phasing adj only
62 - Operations Management	3101 - Sale of Plant	0112 - Publicworks - Plant 112	0	(24,545)	Adjust to ytd actuals
62 - Operations Management	3101 - Sale of Plant	0114 - Publicworks - Table Top - Plant 0114	0	(10,455)	Adjust to ytd actuals
62 - Operations Management	3101 - Sale of Plant	0115 - P/Works vehicle-Plant 115 Mitsubishi Canter C/Cab	0	7,728	Adjust to ytd actuals
62 - Operations Management	3101 - Sale of Plant	0706 - Publicworks - Cutter - Plant 706	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0709 - Publicworks - Cutter - Plant 709	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0712 - Publicworks - Cutter - Plant 712	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0716 - Publicworks - Mower - Plant 716	0	66	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0719 - Publicworks - Cutter - Plant 719	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0729 - Publicworks - Cutter - Plant 729	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0731 - Publicworks - Plant 731	0	70	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0733 - Publicworks - Mower - Plant 433	0	66	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0736 - Publicworks - Cutter - Plant 736	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0744 - Publicworks - Cutter - Plant 744	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0745 - Publicworks - Cutter - Plant 745	0	61	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0757 - Publicworks - Plant 757	0	70	Tfr to Comp 93
62 - Operations Management	3101 - Sale of Plant	0779 - Publicworks - Mower - Plant 779	0	66	Tfr to Comp 93
62 - Operations Management	3253 - Tfr from Rsve Plant Reserve	0724 - Publicworks - Plant 724	0	(600)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsve Plant Reserve	0740 - Publicworks - Blower/Vaccum- Plant 740	0	(850)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsve Plant Reserve	0741 - Publicworks - Mower - Plant 741	0	(850)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsve Plant Reserve	0742 - Publicworks - Cutter - Plant 742	0	(535)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsve Plant Reserve	0743 - Publicworks - Cutter - Plant 743	0	(535)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsve Plant Reserve	0922 - Publicworks - Chainsaw - Plant 922	0	(2,000)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsve Plant Reserve	0923 - Publicworks - Chainsaw - Plant 923	0	(2,000)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsve Plant Reserve	0924 - Publicworks - Chainsaw - Plant 924	0	(2,000)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsve Plant Reserve	0926 - Publicworks - Chainsaw - Plant 926	0	(2,000)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsve Plant Reserve	0927 - Publicworks - Chainsaw - Plant 927	0	(2,000)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsve Plant Reserve	0930 - Publicworks - Chainsaw - Plant 930	0	(2,000)	Tfr fr Comp 93
62 - Operations Management	3253 - Tfr from Rsve Plant Reserve	0997 - Publicworks - Generator - Plant 997	0	(1,050)	Tfr fr Comp 93
62 - Operations Management	3300 - Depreciation - Plant	0000 - No Project	0	(120,000)	Adjust to 2008/09 actuals
62 - Operations Management	4101 - Purchase of Plant	0000 - No Project	0	(47,050)	Tfr to C19
62 - Operations Management	4101 - Purchase of Plant	0706 - Publicworks - Cutter - Plant 706	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0709 - Publicworks - Cutter - Plant 709	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0712 - Publicworks - Cutter - Plant 712	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0716 - Publicworks - Mower - Plant 716	0	(746)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0719 - Publicworks - Cutter - Plant 719	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0724 - Publicworks - Plant 724	0	600	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0729 - Publicworks - Cutter - Plant 729	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0731 - Publicworks - Plant 731	0	(689)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0733 - Publicworks - Mower - Plant 433	0	(746)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0736 - Publicworks - Cutter - Plant 736	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0740 - Publicworks - Blower/Vaccum- Plant 740	0	850	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0741 - Publicworks - Mower - Plant 741	0	850	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0742 - Publicworks - Cutter - Plant 742	0	535	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0743 - Publicworks - Cutter - Plant 743	0	535	Tfr fr Comp 93



QUARTERLY BUDGET VARIATION 2009/10 - DETAILS
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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
62 - Operations Management	4101 - Purchase of Plant	0744 - Publicworks - Cutter - Plant 744	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0745 - Publicworks - Cutter - Plant 745	0	(615)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0757 - Publicworks - Plant 757	0	(689)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0779 - Publicworks - Mower - Plant 779	0	(746)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0901 - Plant 901 - Sheen Flame Gun	0	(1,071)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0922 - Publicworks - Chainsaw - Plant 922	0	2,000	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0923 - Publicworks - Chainsaw - Plant 923	0	2,000	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0924 - Publicworks - Chainsaw - Plant 924	0	2,000	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0926 - Publicworks - Chainsaw - Plant 926	0	2,000	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0927 - Publicworks - Chainsaw - Plant 927	0	2,000	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0930 - Publicworks - Chainsaw - Plant 930	0	2,000	Tfr fr Comp 93
62 - Operations Management	4101 - Purchase of Plant	0993 - P/Wks Plant 993-Jet Blaster Water Cleaner	0	(5,303)	Tfr to Comp 93
62 - Operations Management	4101 - Purchase of Plant	0997 - Publicworks - Generator - Plant 997	0	1,050	Tfr fr Comp 93
63 - Ancillary Facilities	1893 - Street Lighting Subsidy-RTA	0000 - No Project	0	0	Phasing adj only
63 - Ancillary Facilities	2305 - Depreciation Expense Buildings	0000 - No Project	(18,461)	0	Tfr to C61
63 - Ancillary Facilities	2307 - Depreciation Expense Roads	0000 - No Project	(258)	0	Tfr to C53
63 - Ancillary Facilities	2308 - Depreciation Expense Bridges	0000 - No Project	204,000	0	Tfr from C53 + Revaluations 2009/10
63 - Ancillary Facilities	2309 - Depreciation Expense Footpaths	0000 - No Project	204,000	0	Revaluations 2009/10
63 - Ancillary Facilities	2627 - Unpaved Footpaths Maintenance	0000 - No Project	5,726	0	"\$5
63 - Ancillary Facilities	3105 - Sale of Land and Buildings	3064 - Sale of Laneways	0	(12,447)	Adjust to YTD actuals
63 - Ancillary Facilities	3305 - Depreciation Buildings	0000 - No Project	0	18,461	To offset 2305
63 - Ancillary Facilities	3307 - Depreciation Roads	0000 - No Project	0	258	To offset 2307
63 - Ancillary Facilities	3308 - Depreciation Bridges	0000 - No Project	0	(204,000)	To offset 2308
63 - Ancillary Facilities	3309 - Depreciation Footpaths	0000 - No Project	0	(204,000)	To offset 2309
63 - Ancillary Facilities	4730 - Construct Footpaths	9929 - Reconstruct failed footpaving-various locations	0	(5,726)	"In progress - \$5
63 - Ancillary Facilities	4784 - Bridge Construction	8714 - Hermitage Rd Kurrajong	0	343,011	Tfr from C53
63 - Ancillary Facilities	4784 - Bridge Construction	9738 - Upper Colo Rd-Replace bridge	0	107,520	Tfr from C53
63 - Ancillary Facilities	4910 - Lighting	7052 - Elizabeth Street North Richmond	0	10,603	"Item 12
67 - State Emergency Services	2593 - Contribution Emergency Mgt SES	0000 - No Project	55,252	0	Adjust to actuals
67 - State Emergency Services	3901 - Capital Contribution	0000 - No Project	0	30,000	Tfr tp project 0150
67 - State Emergency Services	3901 - Capital Contribution	0150 - SES Vehicle-Plant 150 4WD Wagon	0	(30,000)	Tfr from project 0000
88 - Co Generation Project	1163 - CoGen Electricity Income External	1905 - Shop/Office- Suite 3 Deerubbin DOCs Rental	15,600	0	tfr to project 6491
88 - Co Generation Project	1163 - CoGen Electricity Income External	6491 - Deerubin Centre - DOCS Site	(15,600)	0	tfr from project 1905
88 - Co Generation Project	1164 - CoGen Water Income External	1905 - Shop/Office- Suite 3 Deerubbin DOCs Rental	14,200	0	Reallocate to P 6491
88 - Co Generation Project	1164 - CoGen Water Income External	6491 - Deerubin Centre - DOCS Site	(14,200)	0	Reallocate fr P1905
88 - Co Generation Project	1167 - CoGen Electrical Network Income External	0000 - No Project	0	0	Phasing adj only
89 - Waste Management Facility	1751 - Recycling Income	2218 - Recycling Income Recycling - Metal	(80,000)	0	Additional Recycling income expected
89 - Waste Management Facility	2107 - Casuals	0000 - No Project	1,818	0	Add funds req for casual staff
89 - Waste Management Facility	2107 - Casuals	2260 - Waste Depot Work Exp	8,058	0	Add funds req for casual staff
89 - Waste Management Facility	2108 - Travelling	0000 - No Project	800	0	Add funds req
89 - Waste Management Facility	2429 - Contractors Charges	2260 - Waste Depot Work Exp	0	0	Phasing adj only
89 - Waste Management Facility	2440 - Property Leases	2260 - Waste Depot Work Exp	0	0	Phasing adj only
89 - Waste Management Facility	3230 - Transfer from Tip Remediation Reserve	0000 - No Project	0	69,324	Total of adjustments to reserve
92 - Parks Grants	188C - Estuary Mgmt Prog-Sth Creek Restoration-DpEnv&Climate	9821 - Sth Creek Restoration Proj-Est Mgt Program	(15,000)	0	New Estuary Mgmt Funding-See N2820
92 - Parks Grants	18PZ - Y'mundi Res Restoration Proj-DpEd,E&W Relations	7248 - Yarramundi Reserve	(90,000)	0	Fed Gvt Reserve Restor Grant-See N2820
92 - Parks Grants	2820 - Grant Funded Operational Exp	7248 - Yarramundi Reserve	90,000	0	Fed Gvt Reserve Restor Grant-See N18PZ
92 - Parks Grants	2820 - Grant Funded Operational Exp	9821 - Sth Creek Restoration Proj-Est Mgt Program	15,000	0	Estuary Mgmt Funding-See N188C
92 - Parks Grants	38PW - NSW Gvt Capital Assistance Prog-DpSp&Rec	6430 - Smith Park/Pughs Lagoon Shelters	0	(20,000)	New Cap Assistance Grant-See N4820
92 - Parks Grants	38PX - NSW DLG Playgrounds Grants Prog-DpLG	7889 - Richmond Park Playground	0	(20,000)	"Received grant for 20



QUARTERLY BUDGET VARIATION 2009/10 - DETAILS
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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
92 - Parks Grants	38PY - Conservation Wks-Wilberforce Cemetery	6374 - Wilberforce Cemetery Wilberforce	0	(183,000)	Fed Gvt Conservation Grant-See N4829
92 - Parks Grants	4729 - Restoration & Conservation Works	6374 - Wilberforce Cemetery Wilberforce	0	183,000	Fed Gvt Conservation Grant-See N38PY
92 - Parks Grants	4820 - Parks - Capital Grants Funded Projects	6430 - Smith Park/Pughs Lagoon Shelters	0	20,000	New Cap Assistance Grant-See N4820
92 - Parks Grants	4820 - Parks - Capital Grants Funded Projects	7889 - Richmond Park Playground	0	20,000	NSW LG Playgrounds Gr 38PX
93 - Parks Plant	1000 - Plant Surplus -PW Hire Earned	0000 - No Project	(391,511)	0	Tfr fr Comp 62
93 - Parks Plant	2000 - Plant - Running Costs	0000 - No Project	247,528	0	Tfr fr Comp 62
93 - Parks Plant	3101 - Sale of Plant	0706 - Publicworks - Cutter - Plant 706	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0709 - Publicworks - Cutter - Plant 709	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0711 - Publicworks - Cutter - Plant 711	0	0	Phasing adj only
93 - Parks Plant	3101 - Sale of Plant	0712 - Publicworks - Cutter - Plant 712	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0716 - Publicworks - Mower - Plant 716	0	(66)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0719 - Publicworks - Cutter - Plant 719	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0729 - Publicworks - Cutter - Plant 729	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0731 - Publicworks - Plant 731	0	(70)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0733 - Publicworks - Mower - Plant 433	0	(66)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0736 - Publicworks - Cutter - Plant 736	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0744 - Publicworks - Cutter - Plant 744	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0745 - Publicworks - Cutter - Plant 745	0	(61)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0757 - Publicworks - Plant 757	0	(70)	Tfrd from Comp 62
93 - Parks Plant	3101 - Sale of Plant	0779 - Publicworks - Mower - Plant 779	0	(66)	Tfrd from Comp 62
93 - Parks Plant	3253 - Tfr from Rsve Plant Reserve	0724 - Publicworks - Plant 724	0	600	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsve Plant Reserve	0740 - Publicworks - Blower/Vaccum- Plant 740	0	850	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsve Plant Reserve	0741 - Publicworks - Mower - Plant 741	0	650	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsve Plant Reserve	0742 - Publicworks - Cutter - Plant 742	0	535	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsve Plant Reserve	0743 - Publicworks - Cutter - Plant 743	0	535	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsve Plant Reserve	0922 - Publicworks - Chainsaw - Plant 922	0	2,000	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsve Plant Reserve	0923 - Publicworks - Chainsaw - Plant 923	0	2,000	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsve Plant Reserve	0924 - Publicworks - Chainsaw - Plant 924	0	2,000	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsve Plant Reserve	0926 - Publicworks - Chainsaw - Plant 926	0	2,000	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsve Plant Reserve	0927 - Publicworks - Chainsaw - Plant 927	0	2,000	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsve Plant Reserve	0930 - Publicworks - Chainsaw - Plant 930	0	2,000	Tfrd to Comp 62
93 - Parks Plant	3253 - Tfr from Rsve Plant Reserve	0997 - Publicworks - Generator - Plant 997	0	1,050	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0144 - P/Works Plant 144-Hino Ranger 8 M3 Comp - YYC061	0	0	To be purchased this year
93 - Parks Plant	4101 - Purchase of Plant	0145 - P/Works-Plant 145 Ranger 8M3 Compactor	0	0	To be purchased this year
93 - Parks Plant	4101 - Purchase of Plant	0166 - Pole Saw-Parks	0	2,000	Tfrd from 0717
93 - Parks Plant	4101 - Purchase of Plant	0167 - Honda 4 Stroke Pump-Parks	0	705	Tfrd from 0717
93 - Parks Plant	4101 - Purchase of Plant	0700 - Publicworks - Blower/Vaccum- Plant 700	0	(850)	Funds not req
93 - Parks Plant	4101 - Purchase of Plant	0706 - Publicworks - Cutter - Plant 706	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0709 - Publicworks - Cutter - Plant 709	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0710 - Publicworks - Blower/Vaccum- Plant 710	0	193	Tfrd from 0717
93 - Parks Plant	4101 - Purchase of Plant	0712 - Publicworks - Cutter - Plant 712	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0713 - Publicworks - Blower/Vaccum- Plant 713	0	(850)	To be replaced Nov
93 - Parks Plant	4101 - Purchase of Plant	0716 - Publicworks - Mower - Plant 716	0	746	To be replaced Oct/Nov
93 - Parks Plant	4101 - Purchase of Plant	0717 - P/Works-Plant 717 Deutscher mower 26"	0	(2,898)	*Trf to 0166
93 - Parks Plant	4101 - Purchase of Plant	0719 - Publicworks - Cutter - Plant 719	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0724 - Publicworks - Plant 724	0	(600)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0729 - Publicworks - Cutter - Plant 729	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0731 - Publicworks - Plant 731	0	689	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0733 - Publicworks - Mower - Plant 433	0	746	Tfrd from Comp 62



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
93 - Parks Plant	4101 - Purchase of Plant	0736 - Publicworks - Cutter - Plant 736	0	80	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0740 - Publicworks - Blower/Vaccum- Plant 740	0	(850)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0741 - Publicworks - Mower - Plant 741	0	(850)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0742 - Publicworks - Cutter - Plant 742	0	(535)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0743 - Publicworks - Cutter - Plant 743	0	(535)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0744 - Publicworks - Cutter - Plant 744	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0745 - Publicworks - Cutter - Plant 745	0	615	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0746 - Publicworks - Blower/Vaccum- Plant 746	0	(850)	Funds not req'd
93 - Parks Plant	4101 - Purchase of Plant	0757 - Publicworks - Plant 757	0	689	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0779 - Publicworks - Mower - Plant 779	0	746	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0901 - Plant 901 - Sheen Flame Gun	0	1,071	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0920 - Publicworks - Chainsaw - Plant 920	0	0	to be replaced Oct/Nov
93 - Parks Plant	4101 - Purchase of Plant	0921 - Publicworks - Chainsaw - Plant 921	0	0	to be replaced Oct/Nov
93 - Parks Plant	4101 - Purchase of Plant	0922 - Publicworks - Chainsaw - Plant 922	0	(2,000)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0923 - Publicworks - Chainsaw - Plant 923	0	(2,000)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0924 - Publicworks - Chainsaw - Plant 924	0	(2,000)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0925 - Publicworks - Chainsaw - Plant 925	0	0	to be replaced Oct/Nov
93 - Parks Plant	4101 - Purchase of Plant	0926 - Publicworks - Chainsaw - Plant 926	0	(2,000)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0927 - Publicworks - Chainsaw - Plant 927	0	(2,000)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0930 - Publicworks - Chainsaw - Plant 930	0	(2,000)	Tfrd to Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0931 - Publicworks - Chainsaw - Plant 931	0	0	to be replaced Oct/Nov
93 - Parks Plant	4101 - Purchase of Plant	0932 - Publicworks - Chainsaw - Plant 932	0	0	to be replaced Oct/Nov
93 - Parks Plant	4101 - Purchase of Plant	0937 - Publicworks - Chainsaw - Plant 937	0	0	to be replaced Oct/Nov
93 - Parks Plant	4101 - Purchase of Plant	0993 - P/Wks Plant 993-Jet Blaster Water Cleaner	0	5,303	Tfrd from Comp 62
93 - Parks Plant	4101 - Purchase of Plant	0997 - Publicworks - Generator - Plant 997	0	(1,050)	Tfrd to Comp 62
95 - Parks Capital (excluding Plant)	4801 - Park Improvement Program	7620 - Signage Parks	0	(490)	Tfr to P9935
95 - Parks Capital (excluding Plant)	4801 - Park Improvement Program	9935 - Kurrajong Memorial upgrade	0	490	Tfr fr P7620
95 - Parks Capital (excluding Plant)	4802 - Park Improvement Furniture Replacement	5484 - Chestnut Drive	0	(20,000)	Tfr to project 7100
95 - Parks Capital (excluding Plant)	4802 - Park Improvement Furniture Replacement	7076 - Lions Park	0	(10,000)	Tfr to project 7100
95 - Parks Capital (excluding Plant)	4802 - Park Improvement Furniture Replacement	7090 - Agnes Banks Reserve - Price Lane	0	5,000	Tfr from project 8313
95 - Parks Capital (excluding Plant)	4802 - Park Improvement Furniture Replacement	7100 - Panorama Crescent , Freemans Reach	0	30,000	Tfr from projects 5484 & 7076
95 - Parks Capital (excluding Plant)	4802 - Park Improvement Furniture Replacement	8313 - Rutherglen Avenue Hobertville	0	(5,000)	Tfr to project 7090
95 - Parks Capital (excluding Plant)	4804 - Park Improvement Program Landscaping	9753 - Flow meters on all pumps-Parks	0	(15,000)	Program complete - funds not required
51 - Recreation	2305 - Depreciation Expense Buildings	0000 - No Project	108,000	0	Adjust to 2008/09 actuals
51 - Recreation	2606 - Maintenance - Buildings	6213 - H'bury Oasis Swimming Ctr Sth Windsor	25,000	0	Extra funds required
51 - Recreation	3305 - Depreciation Buildings	0000 - No Project	0	(108,000)	Adjust to 2008/09 actuals
66 - Fire Control	1891 - Bush Fire Prevention Fund-RFS Grant	0000 - No Project	0	0	Phasing adj only
66 - Fire Control	2305 - Depreciation Expense Buildings	0000 - No Project	66,000	0	Adjust to 2008/09 actuals
66 - Fire Control	2553 - Contribution Bush Fire Fight Fund	0000 - No Project	0	0	Rephasing only
66 - Fire Control	3101 - Sale of Plant	0805 - Plant - 805- Rural Fire Services	0	(20,000)	Tfr budget to correct project
66 - Fire Control	3101 - Sale of Plant	0838 - Plant-838- Rural Fire Services	0	(20,000)	Tfr budget to correct project
66 - Fire Control	3101 - Sale of Plant	4295 - Changeover Group Captain Vehicle	0	40,000	Tfr budget to correct project
66 - Fire Control	3305 - Depreciation Buildings	0000 - No Project	0	(66,000)	Adjust to offset 2305
66 - Fire Control	4101 - Purchase of Plant	0805 - Plant - 805- Rural Fire Services	0	42,500	Tfr budget to correct project
66 - Fire Control	4101 - Purchase of Plant	0838 - Plant-838- Rural Fire Services	0	42,500	Tfr budget to correct project
66 - Fire Control	4101 - Purchase of Plant	4295 - Changeover Group Captain Vehicle	0	(85,000)	Tfr budget to correct project
80 - Sewerage Schemes	1601 - Interest Income	0000 - No Project	(117,000)	0	Higher reserve balance & interest rates
80 - Sewerage Schemes	1775 - Trade Waste Income	0000 - No Project	0	0	Phasing adj only
80 - Sewerage Schemes	1903 - Contributions-Sewer S64 - Other	5902 - Sewer Connection Developers Contribution	61,396	0	Tfr to Capital Contribution-N3903



QUARTERLY BUDGET VARIATION 2009/10 - DETAILS
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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
80 - Sewerage Schemes	2101 - Salaries	0000 - No Project	(13,680)	0	Tfr to C96 Project mgt fees
80 - Sewerage Schemes	2108 - Travelling	0000 - No Project	659	0	Add funds req
80 - Sewerage Schemes	2202 - Interest on Loans	5987 - Interest On Loans AMP	(3,000)	0	Funds not req'd as Loan Repaid
80 - Sewerage Schemes	3201 - Tfr from Rsve Capital - Sewer	5895 - Loan Principal Repayment Loan No 164	0	1,700	Tfr fr Sewerage Capital Reserve
80 - Sewerage Schemes	3201 - Tfr from Rsve Capital - Sewer	5896 - Loan Principal Repayment Loan No 165	0	2,000	Tfr fr Sewerage Capital Reserve
80 - Sewerage Schemes	3229 - Tfr from Rsve Sewer Operating Reserve	0000 - No Project	0	16,021	Tfr fr Sewerage Operating Reserve
80 - Sewerage Schemes	3903 - Contributions-Sewer S64 - Other	5902 - Sewer Connection Developers Contribution	0	(61,396)	Tfrd from Oper Contributions
80 - Sewerage Schemes	4229 - TFR to Rsve Sewer Operating Reserve	0000 - No Project	0	117,000	Tfr to Sewerage Operating Reserve
80 - Sewerage Schemes	4301 - Loan Repayment	5895 - Loan Principal Repayment Loan No 164	0	(1,700)	Funds not req'd as Loan Repaid
80 - Sewerage Schemes	4301 - Loan Repayment	5896 - Loan Principal Repayment Loan No 165	0	(2,000)	Funds not req'd as Loan Repaid
96 - South Windsor Effluent Reuse Scheme	1601 - Interest Income	0000 - No Project	(17,500)	0	Interest earnings 09/10
96 - South Windsor Effluent Reuse Scheme	2101 - Salaries	0000 - No Project	40,674	0	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	3229 - Tfr from Rsve Sewer Operating Reserve	3502 - South Windsor Effluent Reuse Scheme	0	(191,500)	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	3238 - Transfer from Sth Windsor Effluent Reuse Scheme Reserve	0000 - No Project	0	(84,967)	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	3266 - Trf from Unspnt Cntrib Bligh Pk JV Resrv	3502 - South Windsor Effluent Reuse Scheme	0	(100,000)	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	3901 - Capital Contribution	3502 - South Windsor Effluent Reuse Scheme	0	(699,250)	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	3901 - Capital Contribution	9933 - Sports Council Capital Contribution	0	(100,000)	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	4113 - Purchase Sewer Assets	3502 - South Windsor Effluent Reuse Scheme	0	304,967	Item 264 9 december 2008
96 - South Windsor Effluent Reuse Scheme	4238 - Transfer to Sth Windsor Effluent Reuse Scheme Reserve	0000 - No Project	0	888,250	Item 264 9 december 2008
TOTAL			1,941,719	(1,909,774)	
CITY PLANNING					
12 - Community Administration	186D - Aged and Disabled Officer-Dep of Age	4048 - Aged and Disabled Worker	964	0	DADHC Grant decrease-See N2101
12 - Community Administration	2101 - Salaries	0000 - No Project	(1,187)	0	"Grant 186D (\$33k)
12 - Community Administration	2101 - Salaries	4048 - Aged and Disabled Worker	32,198	0	Tfr Grant funded salary From P0000
12 - Community Administration	2102 - Annual Leave	0000 - No Project	2,768	0	Staff package review
12 - Community Administration	2103 - Sick Leave	0000 - No Project	1,384	0	Staff package review
12 - Community Administration	2111 - Superannuation	2225 - Superannuation-Retirement Scheme	3,452	0	Staff package review
12 - Community Administration	2765 - Section 356 Expenditure	0000 - No Project	30,000	0	St Monica's CPS item 211 29/09/09
12 - Community Administration	2765 - Section 356 Expenditure	5164 - S356 Exp-Eisteddfod Exps	0	0	Phasing adj only
30 - Heritage	188B - Restore Nationally Threatened Eco Comty-DpEnv&Climate	4693 - Slab Barns Heritage Study	12,500	0	Tfr funds to correct Grant 188D
30 - Heritage	188D - Hbury Rural Comty Based Heritage Study-Heritage	4693 - Slab Barns Heritage Study	(12,500)	0	Heritage Office Study Grant-See N2407
31 - Building Control	2101 - Salaries	0000 - No Project	(4,930)	0	Vacancy report
31 - Building Control	2456 - Employment Agencies	0000 - No Project	4,930	0	Vacancy report
32 - Development Control	1950 - S94 Contrib Catch 1 Community Facilities	0000 - No Project	11,350	0	Tfr to Capital Contribution-N3950
32 - Development Control	1951 - S94 Contributions Catch 2 Comm Fac	0000 - No Project	14,700	0	Tfr to Capital Contribution-N3951
32 - Development Control	1952 - S94 Contributions Catch 3 Comm Fac	0000 - No Project	15,400	0	Tfr to Capital Contribution-N3952
32 - Development Control	1953 - S94 Contributions Catch 4 Comm Fac	0000 - No Project	28,100	0	Tfr to Capital Contribution-N3953
32 - Development Control	1954 - S94 Contributions District Comm Fac	0000 - No Project	47,600	0	Tfr to Capital Contribution-N3954
32 - Development Control	1955 - S94 Contributions Catch 1 PIP	0000 - No Project	4,800	0	Tfr to Capital Contribution-N3955
32 - Development Control	1956 - S94 Contributions Catch 2 PIP	0000 - No Project	6,200	0	Tfr to Capital Contribution-N3956
32 - Development Control	1957 - S94 Contributions Catch 3 PIP	0000 - No Project	6,700	0	Tfr to Capital Contribution-N3957
32 - Development Control	1958 - S94 Contributions Catch 4 PIP	0000 - No Project	11,500	0	Tfr to Capital Contribution-N3958
32 - Development Control	1959 - S94 Contributions Dist Fac PIP	0000 - No Project	16,100	0	Tfr to Capital Contribution-N3959
32 - Development Control	1960 - S94 Contributions Catch Rec Build	0000 - No Project	4,500	0	Tfr to Capital Contribution-N3960
32 - Development Control	1961 - S94 Contributions Catch 2 Rec Build	0000 - No Project	8,500	0	Tfr to Capital Contribution-N3961
32 - Development Control	1962 - S94 Contribution Catch 3 Rec Build	0000 - No Project	9,800	0	Tfr to Capital Contribution-N3962



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Component	Natural	Project	Operational Variation	Capital Variation	Explanation for Variation
32 - Development Control	1963 - S94 Contribution Catch 4 Rec Build	0000 - No Project	13,500	0	Tfr to Capital Contribution-N3963
32 - Development Control	1964 - S94 Contributions Dist Fac Rec Buildq	0000 - No Project	11,900	0	Tfr to Capital Contribution-N3964
32 - Development Control	2405 - Contribution to outside bodies	4092 - Cont.Planning & Env Commi	0	0	Adjust phasing
32 - Development Control	3901 - Capital Contribution	6531 - Alchemy Planning Agreement	0	(50,000)	Alchemy planning agreement
32 - Development Control	3950 - S94 Contrib Catch 1 Community Facilities	0000 - No Project	0	(11,350)	Tfrd from Oper Contributions
32 - Development Control	3951 - S94 Contributions Catch 2 Com Facilities	0000 - No Project	0	(14,700)	Tfrd from Oper Contributions
32 - Development Control	3952 - S94 Contributions Catch3 Com Facilities	0000 - No Project	0	(15,400)	Tfrd from Oper Contributions
32 - Development Control	3953 - S94 Contributions Catch4 Com Facilities	0000 - No Project	0	(28,100)	Tfrd from Oper Contributions
32 - Development Control	3954 - S94 Contribution District Com Facilities	0000 - No Project	0	(47,600)	Tfrd from Oper Contributions
32 - Development Control	3955 - S94 Contributions Catch 1 Park Imp Prog	0000 - No Project	0	(4,800)	Tfrd from Oper Contributions
32 - Development Control	3956 - S94 Contributions Catch 2 PIP	0000 - No Project	0	(6,200)	Tfrd from Oper Contributions
32 - Development Control	3957 - S94 Contributions Catch 3 PIP	0000 - No Project	0	(6,700)	Tfrd from Oper Contributions
32 - Development Control	3958 - S94 Contributions Catch 4 PIP	0000 - No Project	0	(11,500)	Tfrd from Oper Contributions
32 - Development Control	3959 - S94 Contributions Dist Fac PIP	0000 - No Project	0	(16,100)	Tfrd from Oper Contributions
32 - Development Control	3960 - S94 Contributions Catch 1 Rec Building	0000 - No Project	0	(4,500)	Tfrd from Oper Contributions
32 - Development Control	3961 - S94 Contributions C2 Rec Buildings	0000 - No Project	0	(8,500)	Tfrd from Oper Contributions
32 - Development Control	3962 - S94 Contributions Catch 3 Rec Buildings	0000 - No Project	0	(9,800)	Tfrd from Oper Contributions
32 - Development Control	3963 - S94 Contributions C4 Rec Buildings	0000 - No Project	0	(13,500)	Tfrd from Oper Contributions
32 - Development Control	3964 - S94 Contributions Dist Fac Rec Building	0000 - No Project	0	(11,900)	Tfrd from Oper Contributions
43 - City Planning	2407 - Consultancy Fees	4010 - Preparation Hbury Local Env Plan	(10,000)	0	Adjust Unpent Grant C/F
43 - City Planning	3267 - Tfr from Unexpended Grants Reserve	4010 - Preparation Hbury Local Env Plan	0	10,000	Adjust Unspent Grant C/F-See N2407
44 - Road Safety Programs	1813 - Road Safety LG Funding Programs-RTA Grants	5411 - RSO GLS Workshops	(1,500)	0	RTA Grant-GLS Workshop N2661
44 - Road Safety Programs	1813 - Road Safety LG Funding Programs-RTA Grants	5429 - Road Safety Proj-Speeding in the Hawkesbury	(4,000)	0	RTA Grant-Speeding project-See N2661
44 - Road Safety Programs	1822 - Road Safety Officer Salary Cost-RTA Grant	5400 - Road Safety Officer	0	0	Phasing adj only
44 - Road Safety Programs	1825 - LG Funding Drink Drive Program-RTA Grant	5415 - Drink Drive Program Exps	(2,000)	0	RTA Grant-Drink Drive Proj-See N2661
44 - Road Safety Programs	182A - H'bury Child Restrains Proj-RTA Gr	5417 - Occupants Restrains Prog exps	(3,000)	0	RTA Grant-Child Restrains-See N2661
44 - Road Safety Programs	2407 - Consultancy Fees	9947 - Hawkesbury Mobility Plan	0	0	Phasing adj only
44 - Road Safety Programs	2661 - Road Safety Grant Programs Expenditure	5411 - RSO GLS Workshops	1,500	0	RTA Rd Safety LG Funds Gr 1813
44 - Road Safety Programs	2661 - Road Safety Grant Programs Expenditure	5415 - Drink Drive Program Exps	2,000	0	RTA Rd Safety LG Funds Gr 1825
44 - Road Safety Programs	2661 - Road Safety Grant Programs Expenditure	5417 - Occupants Restrains Prog exps	3,000	0	RTA Rd Safety LG Funds Gr 182A
44 - Road Safety Programs	2661 - Road Safety Grant Programs Expenditure	5429 - Road Safety Proj-Speeding in the Hawkesbury	4,000	0	RTA Rd Safety LG Funds Gr 1813
94 - Section 94A Funding	1948 - S94A Contributions	0000 - No Project	280,000	0	Tfr budget to capital contributions
94 - Section 94A Funding	3269 - Transfer from S94A Reserve	7206 - Colbee Park	0	(50,000)	Amenities project 732
94 - Section 94A Funding	3948 - S94A Contributions	0000 - No Project	0	(280,000)	Tfr from operational contributions
94 - Section 94A Funding	4810 - S94 Park Improvements	7150 - Wilberforce Park	0	0	Phasing adj only
94 - Section 94A Funding	4810 - S94 Park Improvements	7185 - Woodbury Reserve	0	0	Phasing adj only
94 - Section 94A Funding	4907 - S94 Recreation Buildings	7206 - Colbee Park	0	50,000	Amenities project 732
81 - Domestic Waste Management	1111 - Pensioner Subsidy	0000 - No Project	0	0	Adjust phasing
81 - Domestic Waste Management	1760 - Commercial Waste Pick-Up Income	0000 - No Project	0	0	Adjust phasing
81 - Domestic Waste Management	4203 - TFR to Rsv Waste Management Reserve	0000 - No Project	0	0	Adjust phasing
TOTAL			550,229	(530,650)	
Total (Surplus)/Deficit			3,231,196	(3,231,196)	
NET (SURPLUS)/DEFICIT			0		



Part 4

Management Plan Performance



GENERAL MANAGER'S OFFICE

Strategic Objective:

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

Component 16 – Insurance Risk Management

Component 17 – Workers Compensation

Component 68 – Corporate Communication

Strategic Objective:

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

Component 40 – Strategic Activities

Strategic Objective:

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

Component 65 – Human Resources

Component 69 – Elected Members

Component 70 – Executive Management

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

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

Component 16 - Insurance Risk Management		Officer: Manager Risk Management	
Service Statements	Key Performance Indicators	Target	Progress
1. To provide an adequate level of civil liability protection and general insurance cover for Council activities and assets.	1.1 Review and placement of insurance program.	All disclosures and renewal proposals completed satisfactorily and on time.	Westpool Cont'ns paid for Main Prog (PL, PI, C&O, Fidelity, P/Accident). UIP Cont'ns paid for ISR (property) & Motor. All other insurances renewed as required.
	1.2 Provide timely, accurate and quality Risk Management and insurance advice.	Advice to satisfaction of customers.	Advice on insurance and risk matters provided to Snr Mgrs meetings.
	1.3 Compliance with Westpool's Risk Management practices and reduction in claims.	Enhance staff awareness of risk exposure and risk management techniques through appropriate education programs.	Westpool risk management issues disseminated to Snr Mgrs as appropriate.
	1.4 Manage Council's insurance claims in a cost effective manner.	Monthly claims reviews and status reports of large claims reported to Manex.	Litigated matters reviewed by Manex as appropriate.
2. To ensure strategies are in place to manage & minimise Council's exposure to public & internal risks.	2.1 Review of statistical information to highlight emerging trends & develop appropriate strategic responses	Identify and prioritise emerging trends and introduce procedures to contain the exposure to the risks.	Draft ERM program, including a RM strategy, being prepared for General Manager / Manex consideration.

Component 17 - Workers Compensation		Officer: Manager Risk Management	
Service Statements	Key Performance Indicators	Target	Progress
1. To ensure a safe workplace environment that meets legislative requirements and guidelines.	1.1 Monitor compliance with OH&S Act and regulations and WorkCover model for Self Insurers.	Achieve a 70%, or better, monthly safety performance rating.	Overall performing at approx. 68% compliance. Plan to address low Audit schedule completions has been developed.
	1.2 . Develop a process for training employees on Accountabilities, Responsibilities and Authorities.	All staff re-inducted into OHS&IM system.	Training database complete and uploaded. Awaiting training plan for 1 division to measure against the core training matrix to assist with 2010/2011 budget bids.
	1.3 Develop and conduct safety training programs as required.	Complete Training Needs Analysis and initiate training for Core OHS elements as identified in PSAP.	Core OHS training programmed and undertaken.
	1.4 Monitor claims performance and provide monthly reports on claims made.	Acceptance by WorkCover of monthly claims data submissions.	Monthly returns to WorkCover have been successfully completed.



Component 17 - Workers Compensation		Officer: Manager Risk Management	
Service Statements	Key Performance Indicators	Target	Progress
	1.5 Review Councils Case Management Procedures to align with WorkCover CDR & Concordance projects.	Achieve timelines as detailed in the HCC Project Plan accepted by WorkCover.	CDR & Concordance projects remain held up by WorkCover.
	1.6 Develop strategies to achieve compliance with National Model.	Achieve 75% compliance in the 5 elements of the WorkCover NSW Self Insurers model 2007.	2008 NAT Gap analysis indentified a number of opportunities for system improvements in time for WorkCover OHS audit 2011 against the NAT.
	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.	Self Insurers Licence application material submitted. Completed.
	1.8 Achieve compliance with the WorkCover Self Insurers Case Management Guide.	90% compliance with Worker's Annual Case Management Audit.	External Case Mgt audit scheduled for 2nd Feb 2010 and WorkCover audit due 10th March 2010.
	1.9 Information sharing and continuous improvement.	80% attendance of peak bodies and industry group meetings.	Attendance at Westpool, UIP, RMA and SIA meeting & training maintained.

Component 68 - Corporate Communication -		Officer: Manager Corporate Communication	
Service Statements	Key Performance Indicators	Target	Progress
1. To communicate and inform the community and other key stakeholders, of Council services and issues, in an efficient and effective manner.	1.1 Objectives of Communication Strategy Undertaken.	Achieve Customer Service Institute of Australia accreditation	Started planning regarding Business Writing Guide development.
	1.2 Media relationships reviewed and enhanced.	Review of media services contract. Regular contact with all local media. Finalise 90% of media enquiries within 3 working days.	Several meetings held with Editor Hawkesbury Way magazine. Negotiations held with Hawkesbury Gazette and Courier regarding advertising rates. Media Briefing held for both local newspapers outlining changes to Council meeting procedures, new integrated planning legislation, code of conduct changes and a general overview of the development application process. 26 media comments prepared and distributed in response to journalist requests.
	1.3 Issues Management Advice and Monitoring.	Regular updates provided to General Manager.	Started Communication Planning tasks for the Hawkesbury Local Environmental Plan public exhibition.



Component 68 - Corporate Communication -		Officer: Manager Corporate Communication	
Service Statements	Key Performance Indicators	Target	Progress
	1.4 Media stories generated.	50% take up ratio of media releases in local newspapers. 80% of generated media releases published in at least one local newspaper.	A total of 36 media releases and 1 Letter to the Editor issued. 17 Mayoral columns prepared for two local newspapers.
	1.5 Strategic Cross Functional Working Groups organised and progressed.	Project Plans accomplished within timeframes set.	Liaised with designer re the adopted Community Strategic Plan. Assisted working groups on use of electronic signatures in correspondence and preparation of template business paper reports. Supported the Macquarie 2010 activities through Council committee. Assisted with reviewing the Business Continuity Plan.
	1.6 Manage civic events, publications and public relation activities.	Programs and events completed and conducted within budget.	Started preparation for Kurrajong Community Centre official opening including liaising with McMahons Park Management Committee. Two Civic and Citizenship Committee meetings held to progress awards and preparation initiated for Australia Day ceremony activities. Sports Award Ceremony held, Community Christmas function organised and held. Quarterly newsletter prepared and printed, regular Councillor newsletter produced, assisted with preparation of the Macquarie 2010 program/calendar and nine Mayoral speeches written. Started preparation for Event Support Workshop for community groups.

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

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

Component 40 - Strategic Activities		Officer: Strategic Planner	
Service Statements	Key Performance Indicators	Target	Progress
1. Facilitate economic development and growth via strategies that build local workforce capabilities; support success through modern infrastructure; and attract new investment.	1.1 Tourism - Strategic & Brand	Prepare Tourism Plan to guide role and development of tourism in area, by June; undertake regional projects with adjoining councils and industry groups to position area/ region for tourists, by June; incorporate "Macquarie 2010" into tourism promotion strategies as current strength, by Dec	Being progressed. Working with Greater Blue Mountains Drive project partners on demand. Working with (nearest) Hawkesbury River councils on project centred on the river as a driver to position area for tourism and broader economic growth - consultant identified and preparing brief. Liaising with State and Federal Govt agencies on their new broadcasted programs for 'jobs creation' to identified opportunities for the area and to influence policy direction/ programs. eg DEEWR, Industry and Investment. Waiting to see what Regional Development Australia-Sydney presence will be.
	1.2 Business Development - Future Business Leaders.	Sponsor two high-school focused (youth) business programs, by December and June; undertake maximum two joint industry activities to support excellence in business, by June.	With Schools Industry Partnership (Blue Mountains-Hawkesbury-Penrith) & Hawkesbury High School. Second and third of 3 session held for the Hawkesbury Business Skills Program (Adopt-a-School) completed 27/10/09 and 10/11/09. Joint industry activities, subject to interest shown by industry.
	1.4 Hawkesbury Music Festival (Coachella)	Facilitate add-on festival products (eg. day trips) to support business/ economy benefits development from the festival, via the Visitor Information Centre, by February.	NA # Suggest deleting KPI, as oversight in bringing forward from last year.
2. Support business development activities that facilitate business networks and encourage entrepreneurial alliances.	2.1 Local Business Excellence Awards.	Sponsor 2009 Awards to showcase and promote better business performance by May.	Being monitored. Anticipate Awards organisers will approach Council within a reasonable timeframe to consider sponsorship.



Component 40 - Strategic Activities		Officer: Strategic Planner	
Service Statements	Key Performance Indicators	Target	Progress
	2.2 Friendship Program.	Sister Cities - annual review of Association by December; advocate use of area businesses and Alliance council's area businesses in Association activities to support community/ business alliances	On target. Association review completed and to be reported in third quarter. Association supports local businesses via goods and services supplied.
		City-Country Alliance (Weddin & Cabonne CIs) - Undertake activities with councils to support/ facilitate business development, networks and alliances between the areas, by June	On target. Council Officers working with Alliance Council officers and Hawkesbury community groups (eg. Sister Cities Association, Eisteddfod Society and Windsor Rotary) on mutual exchange activities. These community groups visited Weddin LGA on 1 and 2 November to explore kick-starting exchanges and to get to know area/ community.
	2.3 Secondary Education - UWS undergraduate Scholarship Program	Annual review by Dec; progress new agreement period by June (due to expire end 2011)	On target. Review completed and new agreement being prepared by UWS.



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

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

Component 65 - Human Resources		Officer: Manager Human Resources	
Service Statements	Key Performance Indicators	Target	Progress
1. To develop, review and implement effective Human Resource strategies, policies and programs that meet with corporate objectives and legislative requirements for the benefit of the organisation, management and staff.	1.1 Recruitment and selection of quality staff within established policies and procedures meeting all legislative requirements.	Recruitment process commenced within two weeks of approval by General Manager.	All recruitment commenced within two weeks of approval by General Manager.
		90% of appointments with qualification, skills and experience of successful applicant matching the criteria.	During the October to December quarterly review period eleven (11) appointments with the relevant qualifications, skills and experience were made to permanent vacant positions.
	1.2 Develop, review and implement policies and procedures to meet Award and legislative requirements.	Monitor, review and develop Human Resource Operational Management Standards for staff as required.	Continued monitoring, reviewing, updating and development of Operational Management Standards for approval by Management and presentation to all staff.
		All legislative changes and statutory requirements actioned and complied with.	All legislative and statutory requirements met.
	1.3 Support and advice to Management and Staff in relation to Award interpretation and industrial issues.	90% of industrial disputes resolved internally.	All industrial disputes resolved internally in consultation with the appropriate Union or will be resolved through ongoing discussions with relevant parties.
		Provision of accurate and timely advice to Management and Staff on industrial and legislative issues.	Management and staff kept informed of progress of all industrial and legislative issues.
	1.4 Ensure continual improvement in the development, implementation and monitoring of our systems.	Annual and probationary performance reviews completed by scheduled dates.	Ongoing monitoring to ensure probationary reviews using new forms are completed and returned.
		Monitor, review and update Performance Management and Salary Administration Systems as required.	Options for new salary systems are being developed for consideration by Management for 2010/2011 financial year.



Component 65 - Human Resources		Officer: Manager Human Resources	
Service Statements	Key Performance Indicators	Target	Progress
	1.5 Ensure corporate and individual training needs are identified and met.	The number of individual and corporate training and development programs that are approved by management and implemented.	Continued sourcing and organising of professional development and corporate training to suit the needs of the organisation.
		Provide learning opportunities including technical, personal and professional development that support Council's objectives.	Training identified from the 2008/2009 reviews has been sourced and organised for staff to attend over the next six months.
	1.6 Ensure compliance with the OH&S Acts and regulations and promote continuous improvement of safe systems at work.	Compliance with OH&S Act and Regulations.	OH&S requirements met.

Component 69 - Elected Members		Officer: General Manager	
Service Statements	Key Performance Indicators	Target	Progress
1. To ensure elected officials are remunerated in accordance with the Local Government Act.	1.1 Monthly payments to elected officials completed on time.	100% compliance.	Target achieved YTD December 2009.
	1.2 Ensure remuneration levels for mayor and councillors are reviewed	Appropriate submission to be made to Local Government Remuneration Tribunal.	Submissions are due to the LGRT by 19 February 2010. The Tribunal will make its determination by 30 April 2010 to take effect from 1 July 2010.
2. To attend external conferences relevant to Council's strategic direction and activities in a cost effective manner.	2.1 Number of conferences attended where subject matter relates to strategic concepts in Council's Plan.	100% compliance.	Target achieved YTD December 2009. All conferences attended this year relate to Council's strategic activities and directions.
3. To ensure efficient operation of Council and Committee meetings.	3.1 Council meeting cycle meets legislative requirements.	At least 10 Council meetings held each year in different months.	On target. The meeting timetable published for 2010 complies with the legislative requirements.
		Meetings conducted in accordance with Code of Meeting Practice.	On target.
	3.2 Committees and membership redetermined by Council annually	Review undertaken in September.	Target achieved - Council meeting 22 September 2009.



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



CITY PLANNING DIVISION

Strategic Objective:

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

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

Strategic Objective:

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

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

Strategic Objective:

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

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

Strategic Objective:

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

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



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

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

Component 12 - Community Administration		Officer: Executive Manager - Community Partnerships	
Service Statements	Key Performance Indicators	Target	Progress
1. Manage grants and donations programs.	1.1 Available funds distributed in compliance with Community Sponsorship Policy.	Respond to enquiries within 5 working days + achieve required milestones for operation of grants and donations programs.	All enquiries responded to within 5 days. Funds distributed in compliance with the community Sponsorship Policy. \$25,000 distributed in Macquarie 2010 seeding grants round, and \$5,684 distributed in Round 2 of program. Total distributed year to date \$74,587.
2. Resource and support the planning of activities and events which celebrate community diversity and promote community harmony.	2.1 Level of sponsorship provided.	Sponsorship agreements executed for events and activities within NSW Govt time frame.	Sponsorship agreements to value of \$8,000 executed for NAIDOC Week and Youth Summit. Sponsorship Agreements for Macquarie 2010 events currently being compiled and completed.
3. Identify funding options to establish programs to improve community linkages and meet the social, health, safety, leisure and cultural needs of the community.	3.1 Source external investments to expand establish services and activities.	10% growth in community service grant receipts.	Peppercorn Services Inc. successful in securing funding of \$66,048 for Man Made Meals project. Tenders for \$160,000 extension of Easy Care Lawn Mowing Service lodged with funding body.
4. Work in conjunction with community and user groups to design and operationalise community facilities and building improvements (as identified in Council works programs).	4.1 Complete design briefs for referral to Building Services.	Design briefs for 100% of proposed works completed within required time-frames.	Consultation commenced in relation to the future of Yarramundi Community Centre. Community meeting held and Expressions of Interest to manage the facility sought. McMahon Park Association delegated care and control of Kurrajong Community Centre.
5. Provide Property Management Services for Council's community facilities portfolio.	5.1 Properties maintained to required standard.	Property maintenance requests responded to within 3 working days. Establish baseline data for usage of community facilities.	66 property maintenance requests responded to within 3 working days. 3 AGMs of service organisations attended. Baseline data for usage of community facilities received from committees - information received being collated.
6. Provide corporate governance and financial services to externally funded services operated by delegated managing agents (Peppercorn Services)	6.1 Achieve all funding and statutory requirements as negotiated.	Contracted outputs achieved. No breaches of funding and statutory provisions	Achieved all funding and statutory requirements as required.



Component 35 - Health Services		Officer: Manager Regulatory Services	
Service Statements	Key Performance Indicators	Target	Progress
1. To enhance environmental protection and environmental health standards through education and statutory compliance.	1.1 Conduct inspections, review of premises for compliance with the public health statutory requirements.	Complaints about unhealthy conditions responded to within 48 hours.	Target has been met on all occasions this quarter.
		20 premises are inspected each month.	Target has been met on all occasions this quarter.
	1.2 Conduct Food Handling Training courses.	Three training courses are conducted each year.	Courses have and will be conducted to meet target requirements.
		90% customer satisfaction in training course from evaluation survey.	Customer satisfaction averages 98% each course.
	1.3 Conduct inspections of Caravan Parks to measure compliance with legislative requirements.	Complaints about caravan parks are responded to within 96 hours of receipt.	Target has been met on all occasions this quarter.
		At least 25% of caravan parks in Hawkesbury inspected annually.	Target will be met by end of the current period.
2. Work in partnership with the Dept of Health conducting mosquito surveillance for the detection of the Ross River Virus.	2.1 Conduct mosquito surveillance program between December and April at nominated sites.	Completed in accordance with Dept of Health Surveillance Program.	Surveillance program is running and will be completed April 2010 to NSW Health requirements.

Component 43 - City Planning		Officer: Strategic Planner - Community	
Service Statements	Key Performance Indicators	Target	Progress
1. Establish processes that build community capacity to identify and respond to diversity and difference.	1.1 Liveability and diversity indexes - Principles developed	November.	Incorporated into (draft) Social Planning Framework.
	1.2 Social Planning Process-priorities for all directorates included in Management Plan.	June.	Completed for 2009/2010 Management Plan.
2. Build community connections by supporting information linkages, life-long learning and access to local meeting spaces.	2.1 Tasks for Community Planning Advisory Committee (CPAC).	Quarterly Meetings.	Completed (as required).
3. Work in partnership with community and government to implement community plans to meet the social, health, safety, leisure and cultural needs of the city.	3.1 Community Indicators Project (Stage 1) - Base line data developed.	October.	Incorporated into (draft) Social Planning Framework.

Component 43 - City Planning		Officer: Strategic Planner - Community	
Service Statements	Key Performance Indicators	Target	Progress
4. Social planning requirements	4.1 Complete the Social Atlas 2009	November.	Completed Part 1 & 2.
	4.2 Develop framework for new Social Plan.	September	Draft framework outline developed.
	4.3 Community survey plan for 2009.	August	Completed.
	4.4 Demographic analysis for strategies.	June	Ongoing.

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

Component 91 - Customer Service		Officer: Executive Manager - Community Partnerships	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide counter and telephone customer services to City Planning customers.	1.1 All frontline counter and telephone customer enquiries responded to (to satisfaction of customers).	All frontline customer enquiries answered (no drop-outs) No customer service complaints.	All customer enquires answered. No complaints recorded.
	1.2 Customer requests for technical advice logged and forwarded to responsible officer.	Customer service enquiries logged and forwarded within 1 working day.	All enquiries lodged into DATAWORKS and forwarded within one working day.
2 Provide counter and telephone customer services to City Planning customers (Health + Environment).	2.1 Turn around time for - Section 735A Certificates - Section 121ZP Certificates	80% completed within 10 working days	98.2 % completed within 10 working days.



Component 91 - Customer Service		Officer: Executive Manager - Community Partnerships	
Service Statements	Key Performance Indicators	Target	Progress
	2.2 Turn around time for - Food Premises Registration - Hairdressers/Skin Penetration Registration - Drainage Diagrams	90% completed within 10 working days	100% completed within 10 working days.
3. Align Council's Customer Service processes with International Customer Service Standard (ICSS) benchmarks	ICSS self assessment completed and submitted for Certification Assessment by Customer Service Institute of Australia.	Council awarded Certified Customer Service Organisation status by Customer Service Institute of Australia.	Preliminary self-assessment completed and reviewed by CSIA. Council 83% compliant with ICSS standard. Areas of non-compliance currently being addressed prior to formal lodgement.
4. Provide quality customer services (maintain and improve customer satisfaction levels).	Customers surveyed (through bi-annual Community Survey program) and rate Council's customer service provision as satisfactory	Increase in mean satisfaction rating (using results of 2007 Community Survey as benchmark)	Preliminary survey results for 2009 indicate a (statistically significant) increase in mean satisfaction rating from 2007 result.



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

Component 30 - Heritage		Officer: Planning Manager	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide Heritage Advice to the Public.	1.1 Meet demand for Heritage Advisory Service.	100% of all requests actioned.	100%.
2. Provide professional comment to Council in response to Development Applications.	2.1 Development Application comments received on time.	Comments received within 28 days of referral.	100%.
3. Provide assistance grants for building conservation.	3.1 All applications reviewed and recommended to Council.	Report to Council within 10 weeks of application.	N/A - no applications for quarter.

Component 33 - Sewage Management Facilities		Officer: Manager Regulatory Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Conduct inspections of onsite Sewage Management Facilities (SMF) in the city for compliance with legislative requirements.	1.1 Inspections are conducted in accordance with Council's adopted program.	Complete 180 inspections / month.	Targets are being met each month and exceeded on most occasions. Then team are also doing internal and external drainage inspections as well.
		Approvals to operate SMF are issued within 21 days of inspection.	Approvals are being issued within 21 days of inspection.
		Rectification work documentation is sent within 21 days from inspection.	Documentation is sent within 21 days as required.
		Annual report completed in June on compliance to Council's adopted program.	New report to be compiled in June 2010.
2. Provide advice to the community on use and maintenance of sewage management facilities.	2.1 Accurate information is given to assist the community with on-site sewage management issues.	90% satisfaction of customers.	No complaints have been rec'd this quarter.

Component 36 - Pollution Control		Officer: Manager Regulatory Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Pollution Incidents are investigated to protect the local environment and potential health risk to the community.	1.1 Pollution Incidents are investigated.	Appropriate action initiated within 24hrs.	Pollution incidents have been responded to within 24hrs as required.
2. Financially contribute to the operations of the Hawkesbury River County Council.	2.1 Contributions to Hawkesbury River County Council is funded.	Contributions forwarded within 21 days of request.	The contribution was forwarded within 14 days of receipt



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

Component 43 - City Planning		Officer: Strategic Planner- Environmental	
Service Statements	Key Performance Indicators	Target	Progress
1. Enhance, preserve and protect the environment through a strategic environmental management approach that is transparent, efficient and dynamic.	1.0 Produce the State of the Environment Report.	November	Comprehensive State of the Environment report completed. Copy provided on Councils website.
	1.2 Maintain the State of the Environment Reporting Indicators Database.	September	Indicators for the Database was incorporated into the comprehensive State of the Environment Report and data base to be developed. New completion date June 2010.
	1.3 Review the Water Savings Action Plan	November	An Annual progress report from the organisation on the outcomes of the Water Saving Measures (Section E) must be submitted to the DECC. This operational commitment has not been identified and currently is non compliant with regulatory requirements. The entire Plan must be reviewed every four years and expires on the 1st April 2013.



Component 43 - City Planning		Officer: Strategic Planner- Environmental	
Service Statements	Key Performance Indicators	Target	Progress
	1.4 Review the Energy Savings action Plan	November	An Annual progress report from the organisation on the outcomes of the Energy Saving Measures (Appendix A) must be submitted to the DECC. This operational commitment has not been identified and currently is non compliant with regulatory requirements. The entire Plan must be reviewed every four years and expires on the 10 November 2012.
	1.5 Provide comments and advise to external and internal bodies on environmental issues.	Within 21 days of request	Comments provided within 21 days as directed.
	1.6 Service Council's' Waste Advisory Committee.	Twice a year	No meetings were scheduled in this quarter.

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

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

Component 31 - Building Control		Officer: Planning Manager	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide development assessment services for Class 1 -10 buildings.	1.1 Turn around time for Development Applications.	Average 40 days, Median 35 Days.	Average 75 days , Median 25 days (124< 40 days, 69 > 40 days).
	1.2 Age of current Development Applications- ratio of Development Applications older than 40 days to newer than 40 days.	0.7:1.	0.5:1.
	1.3 Customer satisfaction measured via post application survey.	80% overall satisfaction.	100%.
2. Provide building certification and inspection services.	2.1 Secure a percentage of contestable service (in future requires accreditation).	55% of Market.	38% (CCs: HCC 40, PCA 63).
	2.2 Cost effectiveness of contestable services.	Full cost recovery.	100%.
	2.3 Turn around time for Construction Certificates.	21 days after Development consent issued.	Average 10 days (40 certificates).
3. Provide 149D building certificate services.	3.1 Ten day turnaround time for 149D Certificates.	80% compliance.	45% (11 certificates).
4. Regulate places of public entertainment.	4.1 Issue licences within 40 days.	80% compliance.	N/A - legislation changed in Oct 2009 to DA instead of licence.

Component 32 - Development Control		Officer: Planning Manager	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide development application assessment services.	1.1 Turn around time for Development Applications.	Average 40 days, Median 35 days.	Average 75 days , Median 25 days (124< 40 days, 69 > 40 days).
	1.2 Age of Current Development Application, ratio of Development Applications older than 40 days to newer than 40 days.	Target Ratio 0.7:1.	0.5:1.
2. Provide subdivision certification and inspection services.	2.1 Secure a percentage of contestable subdivision certification and inspection services.	25% of Market	85% (ECCs: 6 HCC 1 PCA).
	2.2 Turn around times for requests to release subdivision certificates	7 days after a complete request is received.	Average 2 days.
3. Provide 149 planning certificate services.	3.1 Eight day turnaround time for 149 Certificates.	90% competed.	95.6% (533 < 8 days, 24 > 38 days).



Component 32 - Development Control		Officer: Planning Manager	
Service Statements	Key Performance Indicators	Target	Progress
4. Provide development advisory panel appointments for major proposals.	4.1 Provide written advice after pre-lodgement meetings for major development proposals.	5 days after meeting held	79% (11 < 5 days, 3 > 5 days).
5. Provide complying development certificate service	5.1 Turn around times for Complying Development Certificates	10 days after a complete application is received.	50% (1 < 10 days, 1 > 10 days).
6. Provide review of determination of development application service	6.1 Turn around times for a review of determination of development application (under s.82A of EPA Act)	90 days after a complete request is received.	Average 39 days (1 application).
7. Provide modification to development consent service	7.1 Turn around times for request to modify development consent (under s.96 of EPA Act)	40 days after a complete request is received.	Average 28 days (36 applications).

Component 38 - Animal Control		Officer: Manager Regulatory Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide adequate care of animals housed at the animal shelter.	1.1 Animals are cared for with adequate food and housing and homes are found for as many animals as possible.	80% dogs rehomed.	Rehoming rates average 85% average each month.
2. Carry out patrols of the city area for roaming dogs.	2.1 Patrols are conducted where complaints are received of roaming dogs.	Within 48 hrs of receipt of the complaint.	Patrols are meeting target expectations.
3. Provide education to the community on responsible pet ownership.	3.1 School visits are conducted at the shelter and at schools throughout the year with the assistance of the Petpep program.	100% satisfaction of school groups participating.	Only positive feedback has been received from the participating groups.
		Four school visits per year.	Target will be met by end of the year.
4. Maintain registration and micro chipping records.	4.1 Process records.	Registration and micro chipping records to be completed within 14 working days.	All records are registered within 14 days.
5. Opening hours to benefit the community, Monday - Friday: 9:30am - 12:30pm & 2:00pm - 4:30pm, Saturday: 9:30am - 11:30am, Sunday: 7:00am - 9:00am.	5.1 Facility is open to serve the public to meet advertised hours of operation	100% compliance with advertised opening hours unless altered by emergency situation or designated public holidays	Target has been met on all occasions.



Component 43 - City Planning		Officer: Strategic Planner - Infrastructure	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide the development and establishment of Strategic Asset Management Planning, Policy and Processes across the organisation.	1.1 Develop Asset Management Strategy	March 2010.	Policy adopted, draft AM Strategy being reviewed, will report to MANEX in February'10.
	1.2 Procure and establish Asset Management System	June 2010.	Specification for AM System prepared, awaiting MANEX and IT Steering Committee clearance to go proceed with advertisement for Eol.
2. Provide Subdivision Engineering works Inspection.	2.1 Inspect and Certify subdivision works.	On going	Service currently not required. Instead HCC DCP Engineering Specification review being undertaken.

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

Component 81 - Domestic Waste Management		Officer: Manager Regulatory Services	
Service Statements	Key Performance Indicators	Target	Progress
1. To provide the waste collection service.	1.1 Service missed bins.	24 hours from notification.	All missed services were attended to within 24hrs of receipt of complaint.
2. To provide the recycling service for the community.	2.1 Manage recycling contracts.	Zero non conformance to contract conditions.	There were zero non conformances this quarter.
	2.2 Increase domestic recycling activities and community participation through education and the provision of increased recycling service.	5% annual increase.	The increase is currently stable.
3. To provide the Kerb Side Collection Service.	3.1 Manage kerbside collection service contracts.	100% compliance with contract conditions.	100% compliance has been achieved this quarter.
4. Provide waste education to the Hawkesbury community.	4.1 Education programs are developed and presented to the community to encourage recycling and waste avoidance.	Annual program designed by March.	Program to be designed March 2010.



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

Component 43 - City Planning		Officer: Strategic Planner - Land Use	
Service Statements	Key Performance Indicators	Target	Progress
1. Maintain and update Hawkesbury Local Environmental Plan.	1.1 Prepare Local Environmental Plans as resolved by Council and/ or as directed by Dept of Planning.	Plans prepared and updated in reasonable timeframe.	Draft Amendment 154 reported to Council on 8 December 2009. Department of Planning have advised to incorporate Draft Amendment 156 into new comprehensive LEP. Draft Amendment 157 being prepared.
2. Maintain and update Hawkesbury Development Control Plan.	2.1 Maintain and update Hawkesbury's Development Control Plan.	Plan updated as required by resolution reasonable timeframe and reviewed as required.	Update to Appendix E being prepared
3. Service Council committees as required.	3.1 Service Council's Heritage Advisory Committee.	As adopted by Council	Achieved
4. Participate in State Government planning reforms and sub regional planning processes.	4.1 Respond to the Dept of Planning requests for information and assistance.	As Directed by Dept Planning.	Achieved
5. Preparation work for Land use / Residential Strategy.	5.1 Prepare work for Land Use / Residential Strategy.	June 2009.	Draft Strategy reported to Council on 8 December 2009

Component 44 - Road Safety Programs		Officer: Executive Manager - Community Partnerships	
Service Statements	Key Performance Indicators	Target	Progress
1. Deliver a road safety program through the development of integrated education, engineering and enforcement programs.	1.1 Council/RTA Action Plan which reflects local trends, statistics and priorities developed and implemented.	Action Plan developed as per RTA funding guidelines by April 2010	1.1 Analysis of RTA crash data being undertaken to determine priority areas for 2010-2011 Road Safety Action Plan. Local roads speed project currently being evaluated.
	1.2 Partnerships established with external and internal stakeholders to plan and implement road safety, community safety and injury prevention projects	Partnerships established to implement road safety, community safety + injury prevention projects.	1.2 Road safety partnerships established and functioning well.
2. Identify the mobility needs of vulnerable road users and develop solution to address these needs.	2.1 Mobility Plan for the Hawkesbury LGA adopted by Council.	Draft Mobility Plan reported to Council by September 2009.	2. Draft Mobility Plan reported to Council 8th December -draft Plan now on Public Exhibition.



Component 44 - Road Safety Programs		Officer: Executive Manager - Community Partnerships	
Service Statements	Key Performance Indicators	Target	Progress
3. Research and identify priority crime prevention issues (in conjunction with stakeholders) and identify strategies to address these issues within the Hawkesbury LGA.	3.1 Steering committee established (under Attorney Generals Department guidelines) to review and update the Hawkesbury Crime Prevention Strategy. 3.2 Draft Crime Prevention Strategy reported to Council.	Steering Committee established by August 2009. Draft Crime Prevention Strategy reported to Council by May 2010.	3. Steering Committee yet to be established. Preliminary crime profile being updated. To be referred to Hawkesbury Local Area Command.



INFRASTRUCTURE SERVICES DIVISION

Strategic Objective:

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

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

Strategic Objective:

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

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

Strategic Objective:

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

Component 66 - Fire Control
Component 67 - Emergency Services

Strategic Objective:

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

Component 48 - Environmental Stormwater

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

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

Component 34 - Sullage Services		Officer: Manager Waste Management	
Service Statements	Key Performance Indicators	Target	Progress
1. To provide a quality sullage service to the community.	1.1 Pump Out Service provided within set time frames.	98% Compliance	On target

Component 50 - Parks		Officer: Manager Land Management	
Service Statements	Key Performance Indicators	Target	Progress
1. To manage all passive open space under Council's care and control.	1.1 Open space is maintained for passive recreational purposes.	According to the level of usage, lawns kept below 150mm.	Grass has been maintained to relevant heights
	1.2 Toilets/Facilities at an acceptable standard - Bins emptied regularly.	All toilets/facilities cleaned and bins emptied as per works schedule.	Toilets cleaned and bins emptied to schedule
2. To manage bushland under Council's care and control within available resources.	2.1 Bushland areas maintained and restored.	Work carried out on 90% of identified sites.	90% of bush regeneration work has been contracted out so far.
3. To manage all cemeteries under Council's care and control.	3.1 Richmond Cemetery maintained to an acceptable standard.	Lawns maintained below 100mm and edges trimmed at least monthly.	Richmond Lawn Cemetery is maintained to a good standard with grass being maintained to relevant height
4. Contributions to outside bodies for active recreation.	4.1 External recreational providers (377 Committee's) are supported.	Funds allocated quarterly/six monthly as required.	Funds have been allocated as requested.
		Attend at least four key meetings of the Sports Council per year and maintain regular dialogue with administrator	Two meetings have been attended at present
		Attend at least two key meetings of the McMahons Park Committee per year	Two meetings have been attended at present

Component 51 - Recreation		Officer: Manager Land Management	
Service Statements	Key Performance Indicators	Target	Progress
1. Manage all Council's recreational assets	1.1. Council's recreational playgrounds and skate parks at an acceptable standard.	Quarterly safety inspection undertaken of all Skate parks and playgrounds.	The October inspection has been carried out.
2. Supervise all the operation of Richmond Swimming Pool	2.1 Richmond Pool is inviting to the community.	100% compliance to Department of Health guidelines and grounds at an acceptable conditions.	Richmond pool is meeting all Dept of Health guidelines and grounds are being maintained to a good standard



Component 51 - Recreation		Officer: Manager Land Management	
Service Statements	Key Performance Indicators	Target	Progress
		Richmond Pool open to the community as per advertised opening hours.	Richmond Pool is open as advertised
3. Manage the Deed for the Management of the Oasis Aquatic Centre and the Hawkesbury Indoor Stadium	3.1 Centre Management in accordance with the Deed of Management.	Meeting of representatives of Council and YMCA held every three months.	On target. Formal meeting held 25 November 2009. The next meeting will be held in February 2010.
		Ensure that reports and any other documentation are provided by YMCA as required under the Deed of Management.	On target. The formal meeting each quarter is presented with a table that shows all reports and their due dates as per the Deed of Management. The meeting then records which reports have been received.

Component 54 - Kerb, Guttering and Drainage		Officer: Manager Construction and Maintenance	
Service Statements	Key Performance Indicators	Target	Progress
1. Undertake the re-construction, maintenance and repair of kerb and gutter and foot paving.	1.1 Reduction in areas of failed foot paving or Kerb and Gutter.	Completion of 95% of Adopted Works Program.	Below target at this stage. Substantial works are scheduled for Feb.
	1.2 Level of response to dangerous situations where advised.	Action taken within 24 hours.	Compliant
2. Undertake drainage construction repair and maintenance.	2.1 Improvements to drainage systems.	Completion of 95% of Adopted Works Program.	A number of large projects are on hold due to easement design issues.
		Dangerous Situations acted upon within 24 hours.	Compliant
		Programs identified for necessary improvement for Council consideration.	On Track

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



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

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

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

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



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

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

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

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



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



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

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

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

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

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

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

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

Component 66 - Fire Control		Officer: Director Infrastructure Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Implement the Service Level Agreement with the Rural Fire Service to provide protection to life and property when threatened by fire.	1.1 Service Level Agreement is completed and funding provided.	Funding provided within 14 days of request.	Negotiations continue in relation to SLA, extension of current SLA in place until February 2010. Payments made in accordance with target.
		100% compliance with conditions of agreement.	99% awaiting council to replace staff member who has resigned. Position has been funded.

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



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

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



SUPPORT SERVICES DIVISION

Strategic Objective:

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

Component 10- Computer Services
Component 42- Legal Services

Strategic Objective:

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

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

Strategic Objective:

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

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

Strategic Objective:

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

Component 90 - Tourist Information Centre



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

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

Component 10 - Computer Services		Officer: Corporate Systems and Database Administrator	
Service Statements	Key Performance Indicators	Target	Progress
1 To provide agreed levels of system availability.	1.1 Infrastructure Strategy.	Wireless networking implemented - 2nd quarter	Project complete
		Infrastructure geared up to work with VOIP technology to utilise data lines for voice phones.	Work in progress
	1.2 Internal Capabilities Strategy.	Administration Centre Disaster Recovery Plan tested at least once.	Draft Disaster Recovery Plan reviewed. Final draft currently being prepared to undertake table top testing and staff training
		Another Plan for an external site commenced.	No action to date
2. To reduce operating cost of IT infrastructure and services.	2.1 Internal Communications Strategy.	Increase the use of Intranet and e-mail by Council staff.	Staff usage of intranet continues to grow as the site is used as a central repository for corporate information. Staff are also encouraged to distribute information via email with hyperlinks to reduce duplication of document distribution and storage
		2.2 Collaborative Working Strategy.	Development of web forms and workflows for Customer Services Committee continued
3. To provide continuous improvement of IT services to make traditional aspects of Council business more effective.	3.1 Business Systems Strategy.	All business systems up 98% of the time.	Target met
		Leases replaced or renewed within 3 months of expiry unless extended.	Target met
	3.2 Client Delivery Strategy.	New website for Council implemented - 3rd quarter. Access to Council internal Helpdesk from 8:00am to 5:30pm 98% of the time.	Council web site development on target. On Line Communications Committee formed to determine scope of phase 2 development.
	3.3 Stakeholder Management Strategy.	IT Steering Committee meets at least 4 times a year.	Target met



Component 42 - Legal Services		Officer: Director Support Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Support sound corporate governance.	1.1 Timely legal advice on Council matters.	Urgent legal advice provided within 24 hours.	Target achieved YTD December 2009. All urgent legal advice is provided immediately or within 24 hours of initial request.
		Other legal advice provided within agreed deadlines or required service levels.	Target achieved YTD December 2009. The current panel is providing an adequate service.
	1.2 Effective project management of legal issues involving Council.	Regular reports received from Council's solicitors outlining outstanding legal matters.	Target achieved YTD December 2009. Monthly status reports are received from all panel solicitors.
		Regular monitoring of reports outlining outstanding legal matters.	Target achieved YTD December 2009. Manex considers and monitors the monthly reports.

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

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

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

Component 18 - Financial Planning		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
1. Financial Planning - to manage based on a comprehensive financial strategy.	1.1 To ensure a planned approach to Council programming.	Management Plan adopted by June.	Target achieved for 2009/10. The Management Plan for 2009/10 was adopted on 16 June 2009.
	1.2 Assess the effective implementation of Council's Long Term Financial Strategy	Review the Long Term Financial Plan (LTFP) annually.	On target - LTFP will be reviewed as part of the 2010/11 budget process.

Component 18 - Financial Planning		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
2. Management Reporting - maintain effective and informative internal management reporting to meet corporate requirements.	2.1 Ensure that financial reporting is timely, accurate and informative.	Manager's Reports distributed within 5 days of EOM.	Target achieved for YTD 2009/10. The monthly reports are completed and distributed within agreed timeframes.
		Monthly reports to MANEX within 14 days of EOM.	Monthly reports are distributed to Manex within target timeframe, then the reports are considered by Manex at the next available meeting.
	2.2 Assess the ability of Council to properly budget for and manage the resources that are available to fulfil its management plan	Quarterly Reviews adopted within 2 months of end of quarter	First quarter 2009/10 review target achieved, second quarter is on target as per timetable.
3. Systems Management - develop and maintain the accounting systems.	3.1 Ensure the integrity of the financial systems.	Review Financial Systems Plan (FSP) annually.	On target. The FSP is reviewed regularly and reviewed by the IT steering committee.
		Review project strategy monthly.	On target. Regular meetings are held in Finance to review the strategy of projects.

Component 19 - Accounting Services		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
1. Accounts Payable - To ensure the prompt and accurate payment of Council's Creditors	1.1 Assess the effectiveness of payment processing of creditors.	Weekly payments checked and transmitted on time.	Target achieved YTD December 2009. The weekly cheque run ensures the payment of Council's creditors is prompt. Cheque signatories review for accuracy as part of the signing procedure.
2. Payroll - To ensure the timely and accurate processing of payroll.	2.1 Assess the accuracy of payroll processing and meet deadlines.	Payroll checked and transmitted on time.	Target achieved YTD December 2009. The payroll is produced weekly and checked by senior Finance staff. Also exception reports are produced to assist in checking.
3. Debtors - To ensure the timely and accurate processing of accounts receivable.	3.1 Assess effectiveness of Debtor accounts settlement.	Statements sent within 5 days of EOM.	Target achieved YTD December 2009. Sundry debtors invoices and statements are sent in a timely fashion.
4. Statutory Compliance - To ensure Council's compliance with external regulatory and taxation legislation.	4.1 Assess the accuracy and timeliness of S94 Register Updates.	S94 Register reconciled within 5 days of EOM.	Target achieved YTD December 2009. Reconciliations are performed and signed off by senior Finance staff.
	4.2 Assess the adequacy of and strategically manage Council's Reserves.	Reconciliation of Reserves within 5 days of EOM.	Target achieved YTD December 2009. Reserves are reported as part of the monthly report to Manex.



Component 19 - Accounting Services		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
	4.3 Assess Council's compliance with taxation and other regulatory legislation.	BAS and Diesel Fuel submitted by due date.	Target achieved YTD December 2009. All statutory dates are complied with.
		FBT submitted by due date.	Target achieved YTD December 2009. All statutory dates are complied with.
		ABS and DLG returns submitted by due date.	Target achieved for June 2009 Statutory Accounts. 09/10 on target.
5. Cash Management - To ensure Council has sufficient cash resources to meet future commitments	5.1 Assess the effectiveness of Council's cash flow management.	Bank Reconciliation within 5 days of EOM.	Target achieved YTD December 2009. Reconciliations are performed and signed off by senior Finance staff.
		Unrestricted Current Ratio > \$2m (industry benchmark).	Target achieved YTD December 2009. Council is well above this benchmark.
6. Financial Reporting - To provide statutory financial accounts to stakeholders in compliance with the legislative requirements.	6.1 Ensure that financial reporting is timely and accurate.	Statutory financial reports submitted by due date.	Target achieved for June 2009 Statutory Accounts. The Statutory Accounts were submitted prior to the due date.
	6.2 Ensure that audit recommendations are implemented in a timely manner.	Audit recommendations implemented by due date.	For 2009 there were no audit recommendations from PwC - the external auditors.
	6.3 Assess the effectiveness of Council's financial management practices and policies and compliance with prescribed legislation.	Unqualified Audit Opinion.	Target achieved for June 2009 Statutory Accounts. An unqualified audit opinion was received by PwC - the external auditors.

Component 20 - Rating Services		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
1. Rating Services - To ensure the accuracy of Council's computer based rating and property information system and efficient collection of rate revenue.	1.1 Assess the accuracy and timeliness of distributing rating notices.	Rate Notices issued by due dates.	Target achieved YTD December 2009. Rates notices are sent out within the statutory deadlines.
	1.2 Assess the turnaround time for issuing S603 certificates.	Issued within 3 Working Days.	Target achieved YTD December 2009. Section 603 notices are issued within timeframes.
	1.3 Assess the accuracy of Council property database.	Updates within 5 Working Days.	Target achieved YTD December 2009. The database is regularly updated and within timeframes.

Component 20 - Rating Services		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
2. Debt Recovery - To minimise Council's exposure to outstanding debts through effective debt recovery procedures.	2.1 Assess the effectiveness of Council's collection process for outstanding rates.	Rate Arrears < 5.00% (industry benchmark).	The target was not met at June 2009 where the rate arrears were 6.1%. Despite tough economic conditions, the ratio improved in 2009 following 5 years of ratio deterioration. The ratio is expected to further improve by June 2010 because the outsourcing of the debt collection process in 2008 is now in its second year and the outsourcing is progressing in line with expectations.

Component 21 - Investment Debt Servicing		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
1. To ensure the investment strategy maximises the return on Council's investment portfolio.	1.1 Assess the effectiveness of Council's investment strategies to maximise returns on investment.	ROI > 90 Day Bank Bill Rate (Industry benchmark).	Target achieved YTD December 2009. Interest rates for Council's investments have been above benchmark in all cases in 09/10.
	1.2 Ensure that Council's investment strategy compares with industry standards.	Review Investment Policy annually.	The Investment Policy will be reviewed in the first quarter of 2010. The Investment Policy was last reviewed in April 2009.
2. To ensure the appropriate utilisation of loan facilities in accordance with policy.	2.1 Ensure the prompt and accurate payment of loan interest and redemption.	Payments made by due date.	Not applicable as all loans were paid out in 2009 via Council decision. Council is debt free.
	2.2 Assess the ability of Council capacity to service outstanding debt.	Debt Service Ratio < 10% (industry benchmark).	Target achieved YTD December 2009. Council is debt free.

Component 23 - Word Processing		Officer: Manager Corporate Services and Governance	
Service Statements	Key Performance Indicators	Target	Progress
1. Compile and distribute Council Meeting agendas, minutes and action items.	1.1 Compilation of Council Business Papers.	Forwarded to Publishing Manager by 12 noon on the Thursday prior to the Meeting.	Target achieved for 9 of 10 Ordinary Meetings and both Extraordinary Meetings Business Papers. Exception due to late lodgement of officer reports with Section.
	1.2 Compilation of Council Meeting Minutes.	Draft completed and distributed to Senior Staff within 48 hours after Meeting.	Target Achieved. Minutes of 12 meetings completed
	1.3. Distribution of Action Items from Council Meeting Minutes.	Distributed to Senior Staff within 4 working hours from final approval of draft minutes.	Target Achieved. Distributed within time Action Items for 12 meetings.

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

Component 24 - Supply		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
1. Maintain a manageable inventory stock level to satisfy Council's requirements and cost	1.1 Minimal inventory investment and inventory losses.	Undertake bi-annual review of slow moving stock and undertake an annual stock take.	Target achieved YTD December 2009. Stock takes are performed and stock levels are adjusted as a result.
2. Manage the process of acquiring goods, works and services, spanning the whole cycle from identification of needs through to end of a services contract or the end of useful life of an asset. Providing measurable benefits in value for money obtained on a whole of life basis through open and effective competition.	2.1 Procurement strategies are aligned with Corporate objectives.	100% compliance.	Target achieved YTD December 2009. The strategy is aligned with Corporate objectives.
	2.2 Review Procurement Guidelines.	Review procurement guidelines annually.	On target. Further review is expected in 2010.
	2.3 Response to Quotation requests.	Quotation requests within agreed timeframes with customers.	Target achieved YTD December 2009. Requests are promptly dealt with within agreed timeframes.



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



Support Services Division - Operational Plan and Performance Indicators 2009/2010	
Strategic Objective:	<i>An informed community working together through strong local and regional connections.</i>

Component 15 - Library		Officer: Manager Cultural Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide a free, accessible and well resourced public library service to the people of the City of the Hawkesbury as well as the wider community.	1.1 Promote use of the library.	200,000 library visitors per year.	Exceeding target by 14.57% with 114,5721 people visiting both libraries during Jul - Dec 09
		40% of LGA population are library members.	Exceeding target: Membership is 33,964 which is approximately 54.06% of the Hawkesbury population (62,828), which is above the baseline suggested by the State Library of NSW.
		300,000 loans per year.	158,391 items were borrowed during the Jul - Dec 09 period which is 5.59% above target.
		Maintain an active and well trained volunteer based of 20.	Exceeding target: Over 25 volunteers trained and working with library services
2. Encourage community participation in lifelong learning.	2.1 Enable access to the latest collections and technology.	2% net increase in library stock per year.	127,386 total stock for the Jul - Dec 09 period, a decrease of 0.06% which was primarily due to the deletion of long overdue items in this period. However, 2484 new stock items were added in this period.
		PC use is 60% of total available time.	PC utilisation for the Jul - Dec 09 period was 62.05% of total time available. This meant 20,425 computer bookings were recorded for both libraries (Central Library, Windsor and Richmond Library). These are the highest booking levels we have recorded for this period to date.
3. Promote community use of the Cultural Precinct.	3.1 Promote community use of the Cultural Precinct by developing library activities	3% increase in number of participants in library activities	During Jul - Dec 09, 2460 people attended a range of activities provided by the library including story time for preschoolers, school holiday activities and the family history group. This is a 15% increase for the same period last year.



Component 15 - Library		Officer: Manager Cultural Services	
Service Statements	Key Performance Indicators	Target	Progress
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.			On target

Component 22 - Corporate Services and Governance		Officer: Manager Corporate Services and Governance	
Service Statements	Key Performance Indicators	Target	Progress
1. Provision of effective and efficient corporate and governance support.	1.1 Applications assessed under Section 12 of the Local Government Act.	75% of applications initially responded to within 2 working days of receipt of each application.	On Target - currently exceeding 80%.
	1.2. Applications assessed under the Freedom of Information Act.	Applications completed in accordance with statutory requirements.	Two applications completed both within statutory requirements.
	1.3 Development and review of Corporate Services and Governance policies.	Policies are implemented and reviewed in accordance with legislative requirements.	Five Council policies have been reviewed in accordance with Council and legislative requirements and reviewed policies adopted by Council.

Component 28 - Reception		Officer: Manager Corporate Services and Governance	
Service Statements	Key Performance Indicators	Target	Progress
1. Provision of an efficient reception and telephone service to Councillors, Council staff and the public and to promote the image of Council as being courteous, efficient and effective.	1.1 The reception desk and switchboard are staffed during business hours.	100% attended during business hours.	On Target
Opening hours Monday-Friday 8:30am - 5:00pm			On Target

Component 29 - Fleet Management		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
1. To manage Council's fleet to meet corporate objectives.	1.1 Managed in accordance with policies and procedures.	Monthly reports completed and communicated.	Target achieved YTD December 2009. The monthly report is emailed to all drivers each month.



Component 29 - Fleet Management		Officer: Chief Financial Officer	
Service Statements	Key Performance Indicators	Target	Progress
		All leaseback vehicles are inspected quarterly to ensure they are maintained in accordance with the manufacturers recommendations.	Target achieved YTD December 2009. Inspections are scheduled and completed each quarter.
		Vehicles are replaced in accordance with the policy.	Target achieved YTD December 2009. Vehicles are replaced in line with the Policy.

Component 39 - Gallery		Manager Cultural Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide free and accessible visual art exhibitions to the people of the City of the Hawkesbury as well as the wider community.	1.1 Provide a program of exhibitions.	7 exhibitions per year.	Exceeding target: Diaspora, Convict Womens Bonnets, Breathing Space, Greg Hansell and A Fairy's Tail
		7,500 Gallery visitors per year.	Exceeding target: July - December 4,532 visitors
		80% satisfaction rating from visitors.	Exceeding target: over 90% satisfied
2. Encourage community participation in visual arts.	2.1 Increase community participation in visual arts.	14 Gallery activities per year.	Exceeding target (24): a range of activities including hands-on workshops, talks, film screenings and Accessible Arts performance activity with disabled youth and adults held 20 times.
		Maintain an active and well trained volunteer base of 35.	Over 45 gallery volunteers work at the front desk or with exhibitions
3. Manage strategic partnerships with key community stakeholders	3.1 Managed in accordance with policies, procedures and agreements	Meet with key groups once per annum	On target as per Deed of Agreement
Opening hours Monday to Friday -10am - 4pm; Saturday and Sunday 10am - 3pm (closed Tuesdays).			On target

Component 58 - Printing and Sign Writing		Officer: Manager Corporate Services and Governance	
Service Statements	Key Performance Indicators	Target	Progress
1. Provision of a consistent quality and efficient printing and sign writing service for Councillors, Council staff, the public and external customers.	1.1 Accurate and timely printing and binding of Council Business Papers.	Councillors - completed by 4:00pm on the Thursday prior to the meeting.	On Target
		Others-completed by 12 noon on the Friday prior to meeting.	On Target
	1.2 Provide timely quotations to external organisations for printing and sign writing requests.	Quotations provided within 2 working days of request.	On Target
	1.3 Acceptance of competitive quotations provided to external customers.	Acceptance of 80% of quotes provided.	On Target
	1.4 Preparation of emergency signage for road closures, diversions and the like.	Provided within 1 working day from request.	On Target
	1.5 Provide printing and sign writing services to meet the requirements of Council and external customers.	90% of works completed within agreed timeframes.	On Target
	1.6 Regular cleaning, testing and maintenance of Print Room machinery.	Each item of machinery cleaned and tested monthly and maintained as required by the relevant maintenance schedules.	On Target

Component 79 - Museum		Officer: Manager Cultural Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Provide free and accessible history and heritage exhibitions to the people of the City of the Hawkesbury as well as the wider community.	1.1 Provide a program of exhibitions.	3 exhibitions per year.	Exceeding target: 3 "Space" themed exhibitions, including those on Tebbutt and in collaboration with Astronomical Society. Myths and Legends installed December.
2. Encourage community participation in history and heritage	2.1 Increase community participation in history and heritage.	12 Museum activities per year.	Exceeding target: a range of activities including book launches, guided tours, training workshops for volunteers
		Maintain an active and well trained volunteer base of 40.	Exceeding target: Over 50 volunteers consistently working at the front desk and in collection management and tour activities.



Component 79 - Museum		Officer: Manager Cultural Services	
Service Statements	Key Performance Indicators	Target	Progress
3. Manage strategic partnerships with key community stakeholders	3.1 Managed in accordance with policies, procedures and agreements	Meet with key groups once per annum	On target as per Deed of Agreement
Opening hours: Wednesday to Friday 10am - 4pm; Saturday and Sunday 10am - 3pm (Closed to general public Monday and Tuesday but available to pre-booked groups, including tour and school groups)			On target

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

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

Component 90 - Visitor Information Centre		Officer: Manager Cultural Services	
Service Statements	Key Performance Indicators	Target	Progress
1. Operate a visitor information service that provides accurate information and advice on visiting the Hawkesbury and environs	1.1 Ensure the prompt and accurate provision of visitor information	Collect and maintain accurate data on visitor numbers and inquiries	On target: Data collected includes Visitor Information Centre (VIC) visitor numbers (7,735), enquiries (6,337) and referrals in the area (10,108), including 4,238 to cultural and recreation services and events. All figures have increased from the same July-Dec period in 08-09
		Staff are trained and skilled in customer service and local tourism	On target
2. Support promotion of the Hawkesbury	2.1 Monitor available promotional material on the Hawkesbury	Review and update maps or information brochures on the Hawkesbury area - within resource constraints	On target: Approximately 20,000 Hawkesbury brochure/maps have been distributed. Explore The Hawkesbury - Bushwalking leaflet has been produced.
Opening hours Monday to Friday - 9am - 5pm; Saturday and Sunday 9am - 4pm, Closed Christmas Day, Boxing Day, New Years Day, Good Friday and Anzac Day closed till noon			On target



BUSINESS ACTIVITIES

Strategic Objective:

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

Component 80 – Sewerage

Business Activities - Operational Plan and Performance Indicators 2009/2010

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

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