



**ORDINARY MEETING OF COUNCIL  
TO BE HELD ON TUESDAY, 25 MAY 2010 AT 7.00PM  
LEVEL 3, COUNCIL CHAMBERS**

**A G E N D A**

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NOTE: For Full Details, See Council's Website –  
[www.kmc.nsw.gov.au](http://www.kmc.nsw.gov.au) under the link to business papers

**APOLOGIES**

**DECLARATIONS OF INTEREST**

**CONFIRMATION OF REPORTS TO BE CONSIDERED IN CLOSED MEETING**

**ADDRESS THE COUNCIL**

**NOTE:** Persons who address the Council should be aware that their address will be tape recorded.

**DOCUMENTS CIRCULATED TO COUNCILLORS**

**CONFIRMATION OF MINUTES**

**Minutes of Ordinary Meeting of Council**

File: S02131

Meeting held 11 May 2010

Minutes numbered 115 to 132

**MINUTES FROM THE MAYOR**

**PETITIONS**

## GENERAL BUSINESS

- i. The Mayor to invite Councillors to nominate any item(s) on the Agenda that they wish to have a site inspection.*
- ii. The Mayor to invite Councillors to nominate any item(s) on the Agenda that they wish to adopt in accordance with the officer's recommendation allowing for minor changes without debate.*

### GB.1 **Ku-ring-gai Council Internal Ombudsman Guidelines** **1**

.  
File: S06339

To establish Ku-ring-gai Council's Internal Ombudsman Guidelines.

#### **Recommendation:**

That Council resolve in favour of establishing the Guidelines for the Ku-ring-gai Council Internal Ombudsman.

### GB.2 **Internal Audit Charter & Audit Committee Charter for Ku-ring-gai Council** **18**

.  
File: S06472

The report is to recommend to Council the adoption of the Internal Audit Charter and the Audit Committee Charter.

#### **Recommendation:**

That Council resolve to adopt the Ku-ring-gai Council Internal Audit Charter and Audit Committee Charter.

### GB.3 **Mayor & Councillor Fees** **38**

.  
File: S03158/2

To determine the Mayor and Councillor fees payable from 1 July 2010.

#### **Recommendation:**

That, from 1 July 2010, the Councillor fee be set at \$15,970 and the Mayoral fee be set at \$34,860.



**GB.4 Budget Review 2009 to 2010 - 3rd Quarter as at 31 March 2010 41**

.  
File: FY00315

To present to Council the quarterly financial review for 3rd quarter ended 31 March 2010.

**Recommendation:**

That Council approves the budget transfers as outlined in the report.

**GB.5 Investment Report as at 30 April 2010 140**

.  
File: S04887

To present to Council investment allocations and returns on investments for April 2010.

**Recommendation:**

That the summary of investments and performance for April be received and noted. That the Certificate of the Responsible Accounting Officer be noted and the report adopted.

**GB.6 Analysis of Land & Environment Court Costs - 3rd Quarter, 2009 to 2010 157**

.  
File: S02466

To report legal costs in relation to planning matters in the Land & Environment Court for the quarter ended March 2010.

**Recommendation:**

That the analysis of Land & Environment Court costs for the first quarter ended 31 March 2010 be received and noted.

**GB.7 West Pymble Pool Re-Development - Guiding Principles & Calling Public Tenders for Management Services 167**

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File: S04066

To seek Council's endorsement of the guiding principles for the design and operation of the new West Pymble aquatic facility and approval to call tenders for the operation of the current facility for the 2010/11 swim season and new facility following construction.

**Recommendation:**

That Council adopt the draft guiding principles for the new aquatic facility and commence a tender process, with the associated public notification processes, to enter into a management contract commencing for the 2010/11 swim season.

GB.8	<b>Acceptance of Tender T19/2010 St Ives Vegetation Landfill Leachate Reuse &amp; Water Management Project</b>	<b>177</b>
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File: S08108

To report on the results of the public tender for the construction of a leachate treatment and reuse system at the decommissioned St Ives vegetation landfill site, and to seek Council's approval to accept the preferred tender subject to passing a financial assessment.

**Recommendation:**

That Council accept the tender from Innaco Pty Ltd, subject to them passing a financial assessment, for a leachate treatment and reuse system and associated infrastructure, and that the execution of all documents relating to the tender be delegated to the Mayor and General Manager.

GB.9 **Hornsby/Ku-ring-gai Bush Fire Risk Management Plan** 187

File: S06833

For Council to endorse the Hornsby/Ku-ring-gai Bush Fire Risk Management Plan (2010) as prepared by the Hornsby/Ku-ring-gai Bush Fire Co-ordinating Committee (BFCC).

**Recommendation:**

That Council endorse the Hornsby/Ku-ring-gai Bush Fire Risk Management Plan (2010) as adopted by the Hornsby/Ku-ring-gai Bush Fire Management Committee and that this plan inform future operational and capital works regarding bush fire management across the Ku-ring-gai Local Government Area.

GB.10 **Healthy Cities Conference - 12 to 13 July 2010** 243

File: S08187

To advise Council of the Healthy Cities Conference 2010.

**Recommendation:**

That Council determine if it wishes to send delegates to the Healthy Cities Conference and advise of the level of interest from proposed delegates to attend an urban design tour organised by Council staff.

**GB.11 Planning Committee Meeting - Minutes of 12 May 2010**

**250**

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File: S07629

To present to Council for adoption the Minutes of the Planning Committee Meeting held on 12 May 2010.

**Recommendation:**

That the Minutes of the Planning Committee Meeting held on 12 May 2010 be considered and adopted by Council.

**GB.12 Management Plan 2009 to 2012 - 3rd Quarter Review**

**258**

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File: FY00382

To report to Council the progress over the period January to March 2010 against the 2009 to 2012 Management Plan.

**Recommendation:**

That the 3rd quarter Management Plan 2009 to 2012 review be received and noted.

**GB.13 Disposal of Excess Leachate at Former Landfill Site St Ives**

**301**

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File: S08105

Ward: St Ives

To consider the tenders received for the removal and disposal of excess leachate from the former landfill site at St Ives.

**Recommendation:**

That the tender from Transpacific Pty Ltd be accepted as the primary supplier for the removal and disposal of excess leachate from the former landfill site at St Ives.

**EXTRA REPORTS CIRCULATED AT MEETING**

## MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

### NM.1 **Expressions of Interest - Old School Building - 799 Pacific Highway, Gordon** **305**

.  
File: S07857

#### **Notice of Rescission from Councillors Elise Keays, Cheryl Szatow & Jennifer Anderson dated 11 May 2010**

We, the undersigned Councillors hereby seek to rescind the following Resolution of Council at its meeting of 11 May 2010 being -

Minute No 123:

- "A. That the Ku-ring-gai Youth Services (KCYS) be relocated to the existing Gordon Library meeting rooms for a trial period of 6 months.
- B. That three new community meeting rooms be established in the former Youth Services and Training Room area for a trial period of 6 months.
- C. That the new arrangement in A. and B. above be reviewed by Council Staff after an operational period of 6 months and Council be advised of recommendations from the review for the future use of the facility."

### NM.2 **NSW Companion Card** **306**

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File: S02119

#### **Notice of Motion from Councillor J Anderson dated 3 May 2010**

I move that:

- "1. Council staff investigate the possibility of adopting the NSW Companion Card program for all Ku-ring-gai Council controlled venues and events.
- 2. Council staff discuss with all current licence holders and lessees of Council facilities the possibility of introducing the NSW Companion Card program, where appropriate.
- 3. All lessees of Council venues (including West Pymble Pool and Marian Street Theatre), at the time of entering into agreements with Council, consider adopting the NSW Companion Card program, if applicable, as part of the lease agreement.
- 4. A report be brought back to Council for consideration following investigations."

**BUSINESS WITHOUT NOTICE - SUBJECT TO CLAUSE 241 OF GENERAL REGULATIONS**

**QUESTIONS WITHOUT NOTICE**

**INSPECTIONS COMMITTEE - SETTING OF TIME, DATE AND RENDEZVOUS**

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## KU-RING-GAI COUNCIL INTERNAL OMBUDSMAN GUIDELINES

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### EXECUTIVE SUMMARY

**PURPOSE OF REPORT:**

To establish Ku-ring-gai Council's Internal Ombudsman Guidelines.

**BACKGROUND:**

It is important to establish guidelines for the position of Internal Ombudsman to set out the role and functions to be carried out by the Internal Ombudsman.

**COMMENTS:**

The Guidelines are required to give effect to the position of Internal Ombudsman.

**RECOMMENDATION:**

That Council resolve in favour of establishing the Guidelines for the Ku-ring-gai Council Internal Ombudsman.

## **PURPOSE OF REPORT**

To establish the Ku-ring-gai Council Internal Ombudsman Guidelines. This report recommends that Guidelines for the Office of the Internal Ombudsman be adopted.

## **BACKGROUND**

As part of the need to promote the principles of accessibility, fairness, accountability and effectiveness for the position of Internal Ombudsman, it is important to establish guidelines for the position. The Guidelines set out the role and functions to be carried out by the Internal Ombudsman.

The attached guidelines have been modelled on guidelines adopted for the position of Internal Ombudsman at Sutherland Shire Council, Warringah Council and Wollongong City Council.

The Guidelines for Ku-ring-gai Council Office of the Internal Ombudsman have been before Council for adoption on three previous occasions since June 2006. A decision was deferred on two occasions and on 5 February 2008, Council referred the draft guidelines to the then Policy Forum for further review. The current Internal Ombudsman has checked past records and located the minutes of the Policy Forum meeting of 31 March 2008, which discussed the Internal Ombudsman Guidelines. Those minutes indicate discussion on Clauses 11, 7.2 and 8.5 – however the detail of those discussions were not apparent.

## **COMMENTS**

The current internal ombudsman has recently reviewed the draft guidelines and above clauses and in particular has re-worded clause 8.5 in relation to Adverse Findings as a result of an investigated party exercising their right to remain silent when questioned. The other clauses mentioned above appear to be reasonable and contemporary when compared to similar policy in other Local Government Organisations.

The Guidelines are required to give effect to the position of Internal Ombudsman. Once the Guidelines are adopted, it is proposed that the Guidelines be made available to any person dealing with the Office of the Internal Ombudsman.

## **CONSULTATION**

The General Manager has reviewed the Guidelines and discussed their content with the Internal Ombudsman. The General Manager is satisfied with the content of the Guidelines.

## **FINANCIAL CONSIDERATIONS**

Not applicable

## **CONSULTATION WITH OTHER COUNCIL DEPARTMENTS**

Not applicable

## **SUMMARY**

The establishment of Guidelines for the Internal Ombudsman will ensure that any person dealing with the Office of the Internal Ombudsman is aware of the role and functions to be carried out by that office.

Accordingly, it is recommended that the proposed Guidelines be adopted to enable the Internal Ombudsman to carry out the functions required of the position.

## **RECOMMENDATION**

- 1 That Council adopt Guidelines for the Office of the Internal Ombudsman in accordance with the document titled "Ku-ring-gai Council Internal Ombudsman Guidelines".
- 2 Once adopted, that the Internal Ombudsman operate within such Guidelines.

Michael Langereis  
**Internal Ombudsman**

**Attachments:**      **Ku-ring-gai Council Internal Ombudsman Guidelines - 2010/087123**





## KU-RING-GAI COUNCIL INTERNAL OMBUDSMAN GUIDELINES

## GENERAL STATEMENTS OF PRINCIPLE

- These Guidelines have been adopted by resolution of the Ku-ring-gai Council as part of Council's policy making function to assist in the good governance of the Council and to further compliance by Council with the Council's charter as contained in section 8 of the *Local Government Act 1993* (the Act).
- All Councillors and employees of the Council are to cooperate fully with the Internal Ombudsman in any investigation to be carried out pursuant to these Guidelines. In particular all Councillors and employees must comply with any lawful direction given by the Internal Ombudsman in connection with any investigation undertaken or any recommendation made by the Internal Ombudsman pursuant to these Guidelines.
- Any power to be exercised and any function to be performed by the Internal Ombudsman pursuant to these Guidelines shall be exercised and performed subject to the rules of procedural fairness.
- These Guidelines, despite anything to the contrary contained herein, do not affect any right in law of any person to seek redress from any court or tribunal of competent jurisdiction in respect of any investigation undertaken or recommendation made by the Internal Ombudsman.
- In the event of any inconsistency between any function to be exercised or obligation to be performed under these Guidelines, and any function to be exercised and any obligation to be performed under the Council's Code of Conduct, the provisions of the Code of Conduct shall prevail to the extent of any such inconsistency.

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Document owner	Office Internal. Ombudsman	Contact officer/s	Michael Langereis			
Approval date		Approved by				
Effective date		Review period	2 years	Review date	June 2012	
History of approved versions						
Version	Effective date	Summary of changes				
1.0	June 2010	Internal Ombudsman Guidelines				
2.0						

## 1 DEFINITIONS

In these Guidelines, except in so far as the context or subject matter otherwise indicates or requires –

**Conduct Committee** means the Conduct Review Committee established by Ku-ring-gai Council in accordance with the Council's Code of Conduct and Conduct review Committee Guidelines.

**Confidentiality** means the characteristic of data and information being disclosed only to authorised people, entities and processes in an authorised manner. This term has been defined by the International Standards Organisation (ISO) as '*ensuring that information is accessible only to those authorised to have access*'.

**Contrary to law** includes decisions or actions against the law, where the decision-maker had no power to make the decision or take certain action; breaches of procedural fairness, unauthorised releases of confidential information.

**Council** means the Ku-ring-gai Council.

**Councillor/s** means the Councillor/s of Ku-ring-gai Council.

**Expert** means any person appropriately qualified in a particular area and available to provide advice to the Internal Ombudsman as required.

**General Manager** means the General Manager of Ku-ring-gai Council.

**Internal Ombudsman** means the Office of the Internal Ombudsman and includes any personnel conducting activities associated with, or on behalf of, the Internal Ombudsman.

**Maladministration** has the meaning as defined in the *Protected Disclosures Act 1994* and conduct of a kind that amounts to maladministration if it involves an action or inaction of a serious nature that is:

- a contrary to law, or
- b unreasonable, unjust, oppressive or improperly discriminatory, or
- c based wholly or partly on improper motives.

**Mayor** means the Mayor of Ku-ring-gai Council.

**Oppressive** means unconscionable decisions or actions, or an abuse of power, intimidation or harassment.

**Procedural Fairness** requires the maintenance of fair procedures in the decision making process; the decision maker must not have the appearance of bias and must not have an interest in the outcome of the decision; the decision maker must give to a person who's interest may be affected by the decision the opportunity to present his or her case; and the decision must be based on logical probative evidence.

**Unjust** means decisions or actions not justified by any evidence or that are unreasonable, unfair or inequitable.

**Unreasonableness** means decisions or actions so unreasonable that no reasonable person exercising the same function of the decision maker would so decide or act. This term council include arbitrary, unfair or inequitable decisions or actions; the application of a policy inflexibly without regard to the merits of the individual case; serious delays in making a decision or taking action.

## **2 APPOINTMENT OF INTERNAL OMBUDSMAN**

### **2.1 Appointment of Internal Ombudsman**

Council shall establish the position of Internal Ombudsman and appoint a suitably qualified person to perform the duties required of the position.

### **2.2 Reporting**

The Internal Ombudsman shall report directly to the General Manager relating to a matter of administration within the Council or conduct of Council staff. It is the General Manager's responsibility to address the recommendations made by the Internal Ombudsman and ensure their implementation within the Council.

Where the Internal Ombudsman has investigated a complaint on behalf of the Conduct Review Committee, the Internal Ombudsman shall report

directly to the Conduct Review Committee. The Conduct Review Committee shall deal with any findings in accordance with Council's Code of Conduct and Conduct Review Committee Guidelines.

### **3 ORGANISATION OF THE OFFICE**

#### **3.1 Organisation of the Office**

The Internal Ombudsman can only appoint staff under delegation from the General Manager.

#### **3.2 Confidentiality**

The Internal Ombudsman and every person carrying out duties in connection with investigations conducted by the Internal Ombudsman and any person who becomes aware of an investigation being carried out by the Office of the Internal Ombudsman, shall ensure that confidentiality is maintained unless it is unreasonable or impossible to do so.

#### **3.3 Independence**

The Internal Ombudsman shall perform the duties of the Office with complete independence and impartiality, subject to these Guidelines and compliance with the rules of procedural fairness.

#### **3.4 Process**

The Internal Ombudsman shall develop and document processes associated with the investigation and reporting of all matters.

### **4 JURISDICTION**

#### **4.1 Jurisdiction**

The Internal Ombudsman may, on receiving a complaint, or on the Internal Ombudsman's own initiative, investigate –

- a a decision or recommendation,
- b an act done or omitted, or
- c a procedure,

relating to a matter of administration or conduct of Council staff, whereby a person is, or may be aggrieved.

Those council staff investigated shall be bound by the Internal Ombudsman's recommendations, once the General Manager has addressed them. Where the Internal Ombudsman has carried out an investigation on behalf of the Conduct Review Committee into the conduct of a Councillor or the General Manager, any findings made by the Internal Ombudsman shall be referred directly to the Conduct Review Committee.

While it may be usual practice that a complainant should at first exhaust the internal complaint procedures in place within Ku-ring-gai Council, the Internal Ombudsman shall have the right to waive this requirement on a case by case basis. The Internal Ombudsman shall have the right to investigate any complaint or initiate any investigation without the need for any prior consent of any person or body against whom the complaint is made.

#### **4.2 Limit on jurisdiction**

Nothing in this part authorises the Internal Ombudsman to investigate a decision or recommendation, an act done or omitted, or a procedure used by Council, a committee of Council or a community committee, or a matter where an adequate remedy or right of appeal exists, whether or not the complainant uses it. Notwithstanding, matters of maladministration or misconduct that have not, or are not likely to be addressed through the remedy or right of appeal may be investigated by the Internal Ombudsman.

#### **4.3 Questions as to jurisdiction**

Where a question arises as to the jurisdiction of the Internal Ombudsman to investigate a matter, the Internal Ombudsman may discuss the matter with the General Manager and/or any expert as required, to determine the question.

## **5 RIGHT TO COMPLAIN**

### **5.1 Right to complain**

Subject to this paragraph 5.1 and paragraph 7.1 any person may complain to the Internal Ombudsman about the conduct of Council staff. Where the Internal Ombudsman receives a complaint about the conduct of a Councillor or the General Manager, the Internal Ombudsman shall report the matter to the General Manager or the Mayor, respectively, who will deal with the matter in accordance with Council's Code of Conduct and Conduct Review Committee Guidelines.

### **5.2 Complaint in writing**

A complaint made under paragraph 5.1 must be in writing. The Internal Ombudsman may accept a complaint that is not in writing if the Internal Ombudsman considers it appropriate to do so. In any such instance, the Internal Ombudsman shall commit the complaint to writing as soon as practicable.

## **6 CONCILIATION**

### **6.1 Dealing with complaint by conciliation**

The Internal Ombudsman may at any time attempt to deal with a complaint by conciliation. The Internal Ombudsman shall determine the appropriateness of conciliation at any time.

### **6.2 Procedure for conciliation**

The Internal Ombudsman shall be the conciliator in any conciliation. However, the Internal Ombudsman may with the agreement of the parties arrange for a mediator to assist with the conciliation.

### **6.3 Conciliation is unsuccessful**

Where an attempt to deal with a complaint by conciliation is unsuccessful, the Internal Ombudsman may proceed to investigate the matter further or may recommend that the complaint be referred to another authority for investigation.

## **7 REFUSAL TO INVESTIGATE**

### **7.1 Refusal to investigate, conciliate or continue investigation**

The Internal Ombudsman will refuse to investigate, deal with the complaint by conciliation or cease to investigate a matter where –

- a The complaint relates to a decision of the elected Council,
- b The complaint relates to actions or conduct of the Mayor, Councillors or the General Manager, other than a complaint referred to the Internal Ombudsman by the Conduct review Committee,
- c The complaint relates to decisions of a standing committee or a sub-committee of Council,
- d The complaint relates to matters under investigation by the –
  - i NSW Department of Local Government,
  - ii Independent Commission Against Corruption,
  - iii NSW Ombudsman,
  - iv A Minister or Government Department, or
  - v NSW Police.
- e The complaint relates to a matter awaiting determination by the elected Council (except that conduct of staff in dealing with the matter prior to the determination by the Council shall not be excluded from the jurisdiction of the Internal Ombudsman),

The Internal Ombudsman may refuse to investigate, deal with the complaint by conciliation or cease to investigate a matter where –

- f An adequate remedy or right of appeal already exists, whether or not the complainant uses the remedy or right of appeal,
- g The complaint is in the opinion of the Internal Ombudsman frivolous, vexatious or not made in good faith, or concerns a trivial matter,
- h The complaint relates to a decision, recommendation, act or omission which is more than one year old,



- i The complaint pertains to conduct relating to a matter before a court, coroner or tribunal,
- j The complaint relates to the appointment or dismissal of an employee or any industrial or disciplinary issue, including complaints involving the grievance and dispute procedures under clause 30 of the *Local Government (State) Award 2004*,
- k A complaint relates to the actions or conduct of private individuals, unless such persons were council staff or Councillors at the time such conduct was alleged to have occurred.
- l Senior Council staff have not had adequate opportunity to address the complaint. Where this provision is in conflict with paragraph 4.1, this paragraph 7.1 shall prevail.
- m Resources are not available or the matter is of a low priority,
- n There is insufficient information available,
- o The complainant declines or refuses to provide further information and/or there are threats made against the Internal Ombudsman or Council.

## **7.2 Report of decision not to investigate**

Where the Internal Ombudsman decides not to investigate or to cease to investigate a complaint, the Internal Ombudsman shall, in writing, inform the complainant and any other interested person of the decision and shall state the reason for the decision.

## **8 ACCESS TO INFORMATION**

### **8.1 Access to information**

The Internal Ombudsman may receive and obtain information, documentation and other materials from any person and in a manner that the Internal Ombudsman considers appropriate.

## **8.2 Further access**

Without restricting the generality of paragraph 8.1, the Internal Ombudsman may –

- a At a reasonable time enter, remain on and inspect premises occupied by Council, conduct private discussions with any person on the premises and otherwise investigate matters within the jurisdiction of the Internal Ombudsman,
- b Require a person to provide information or produce a document or thing in the person's possession or control that relates to an investigation, at a time and place specified by the Internal Ombudsman,
- c Make copies of a document produced under this section.

## **8.3 Investigations to be private**

An investigation by the Internal Ombudsman shall be conducted in private.

## **8.4 Meetings and right to be heard**

The Internal Ombudsman may hold meetings, obtain information from any person and make such inquiries as the Internal Ombudsman considers necessary.

## **8.5 Adverse findings**

Councillors and staff have a right to remain silent during investigations being conducted by the Internal Ombudsman. An inference of guilt shall not be drawn from such silence on its own, but rather a decision as to whether an allegation is substantiated or not, will depend on all of the evidence at hand. Notwithstanding, staff are expected to assist with investigations and if given a lawful and reasonable direction to answer a question, they should do so.

## **9 REPORT ON INVESTIGATION**

### **9.1 Report on investigation**

Where, after completing an investigation, the Internal Ombudsman is of the opinion that a decision, recommendation, act, omission or procedure of an employee or employees of Council –

- a Is contrary to law,
- b Is unjust, oppressive or improperly discriminatory,
- c Is based on a rule of law or practice that is unjust, oppressive or improperly discriminatory,
- d Is based in whole or in part on a mistake of law or fact or on an irrelevant ground or consideration,
- e Is related to the application of arbitrary, unreasonable or unfair procedure,
- f Was made without providing adequate reasons,
- g Involves maladministration or misconduct of any kind, or
- h Is clearly at odds with the intention of a Council resolution, policy or procedure,

the Internal Ombudsman shall provide a confidential written report of the opinion, with reasons, to the General Manager.

### **9.2 Nature of recommendations**

In making a report under paragraph 9.1, the Internal Ombudsman may recommend that –

- a A matter be referred to the General Manager for further consideration,
- b An omission or delay be rectified,

- c A decision or recommendation by an employee or employees of Council may be revoked or varied, where permitted by law,
- d Reasons be given by an employee or employees of Council for a decision,
- e A practice or procedure be altered,
- f Council pay compensation to a complainant,
- g Council provide a particular service,
- h Council amend, or not impose a charge or condition in relation to a particular service, application or consent,
- i Council supply a good or service or undertake any necessary corrective or other work to resolve a complaint,
- j Council make an appropriate correction, deletion or addition to a record, or
- k Such other steps be taken as the Internal Ombudsman considers proper and reasonable, in the circumstances.

### **9.3 Notice of proposed steps**

Where a recommendation is made under paragraph 9.2, the Internal Ombudsman may request the General Manager to notify the Internal Ombudsman within a specified time of steps taken, or that are proposed, to give effect to the recommendations.

### **9.4 Report to complainant**

Where an investigation is made of a complaint, the Internal Ombudsman shall report the result of the investigation to the complainant, in such manner and at such time as the Internal Ombudsman considers proper.

## **9.5 Opportunity to make representation**

Where it appears to the Internal Ombudsman that there may be sufficient grounds for making a report under paragraph 9.1 that may adversely affect the Council or the reputation of a person, the Internal Ombudsman may request that representations be made by the General Manager or any other person before the report is completed. The request for this representation is at the discretion of the Internal Ombudsman.

## **9.6 Reporting process**

Before the Internal Ombudsman makes a report that may damage the reputation of any person, the following steps shall be undertaken:

- i The person or persons shall be invited to confirm the accuracy of relevant facts or matters, or to indicate where, and in what respects, they regard any material as erroneous,
- ii The person or persons shall be given the opportunity to provide a written response to the Internal Ombudsman and that response shall be included with the report.
- iii The Internal Ombudsman must take into account any written submission made in response to an allegation or complaint.

## **10 REVIEW OF INTERNAL OMBUDSMAN'S DECISION**

### **10.1 Review of Internal Ombudsman's decision**

Matters investigated and reported by the Internal Ombudsman may only be reviewed by a body external to Ku-ring-gai Council.

### **10.2 No proceedings against Internal Ombudsman**

No proceedings lie against the Internal Ombudsman or against an employee of the Internal Ombudsman for anything done in the course of the exercise or performance, or intended exercise or performance, of functions and duties under these guidelines, if done in accordance with section 731 of the *Local Government Act 1993*.

- 10.3** The Internal Ombudsman may issue media statements and make public comment on any matters relating to the Office of the Internal Ombudsman. As required, the Media Relations Manager is responsible for providing media support. All media inquiries regarding the Office of the Internal Ombudsman are to be referred to the Internal Ombudsman for comment.

## **11 BREACH & PENALTY**

Any person who wilfully and without justification –

- a obstructs, hinders or resists the Internal Ombudsman or any other person in the performance of the functions and duties of the Internal Ombudsman under these guidelines,
- b fails to comply with a request of the Internal Ombudsman (excluding a person or persons right to remain silent), or
- c makes a false statement to, or misleads or attempts to mislead the Internal Ombudsman or any other person in the exercise of performance of the functions and duties of the Internal Ombudsman under these guidelines,

will be guilty of a breach of these guidelines and may be liable to disciplinary action.

Any such breach by a Councillor or the General Manager, may be reported to the General Manager or the Mayor, respectively, who will deal with the matter in accordance with the Council's Code of Conduct and the Conduct Review Committee Guidelines.

## **12 IMPLEMENTATION**

The implementation of this policy is the responsibility of the Internal Ombudsman.

## **13 REVIEW OF GUIDELINES**

The Internal Ombudsman shall review these Guidelines every two years to ensure currency.

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## INTERNAL AUDIT CHARTER & AUDIT COMMITTEE CHARTER FOR KU-RING-GAI COUNCIL

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### EXECUTIVE SUMMARY

**PURPOSE OF REPORT:**

The report is to recommend to Council the adoption of the Internal Audit Charter and the Audit Committee Charter.

**BACKGROUND:**

In August 2008 the Department of Local Government issued "Internal Audit Guidelines" which proposed the oversight of council systems and processes through an audit committee. The Internal Audit Charter provides a comprehensive statement of the purpose, authority, responsibilities and reporting relationships of the internal audit function. The Audit Committee Charter provides the statement for the governance framework of the Audit Committee. Both charters are prescribed by the Internal Audit Guidelines.

**COMMENTS:**

The Internal Audit Charter is required to give effect to the position of the Internal Auditor while the Audit Committee Charter provides the governance framework for the Audit Committee.

**RECOMMENDATION:**

That Council resolve to adopt the Ku-ring-gai Council Internal Audit Charter and Audit Committee Charter.

## PURPOSE OF REPORT

The report is to recommend to Council the adoption of the Internal Audit Charter and the Audit Committee Charter.

## BACKGROUND

The inaugural meeting of the Ku-ring-gai Audit Committee took place on 9 March 2010. The meeting examined the draft internal audit and audit committee charters prepared in accordance with the sample charters provided within the Internal Audit Guidelines issued by the Department of Local Government in August 2008. The Committee subsequently accepted the Internal Audit Charter without amendment. The audit committee charter was accepted subject to further research. The audit committee charter was amended to reflect comments of the Committee and having regard to the Warringah Council's Audit Committee Charter which is considered to be best practice within New South Wales Councils. The Committee resolved to submit both charters, duly amended to Council for adoption in advance of the Audit Committee next meeting on 22 June 2010.

## COMMENTS

The revised Audit Committee Charter, duly amended and reviewed by all members of the Committee is now submitted to Council for adoption. The Internal Audit Charter which is also submitted for adoption required no revision.

The Internal Audit Charter is required to give effect to the position of the Internal Auditor while the Audit Committee Charter provides the governance framework for the Audit Committee. Having a formal Internal Audit Charter would also provide Council staff with the awareness of the role of the Internal Auditor and that they have access to that person as a reference in the course of the conduct of their duties.

The Charters have been prescribed by the Department's Internal Audit Guidelines.

## CONSULTATION

Members of the Council's Audit Committee and attendees, including the General Manager, Finance Manager, Internal Ombudsman and the representative from Spencer Steers, Council's external auditor, have examined draft copies and have suggested revisions so that further improvements could be incorporated within the Audit Committee Charter

## FINANCIAL CONSIDERATIONS

Not applicable



## **CONSULTATION WITH OTHER COUNCIL DEPARTMENTS**

Not applicable

## **SUMMARY**

The adoption of the Internal Audit Charter and the Audit Committee Charter is the natural consequence of Council acceptance of the Department of Local Government's Internal Audit Guidelines and the resolution by Council on 25 August 2009 to establish the Ku-ring-gai Council Audit Committee.

## **RECOMMENDATION**

1. That Council adopt the Ku-ring-gai Council Internal Audit Charter.
2. That Council adopt the Ku-ring-gai Council Audit Committee Charter.

Hong Lim  
**Internal Auditor**

Michael Langereis  
**Internal Ombudsman**

**Attachments:**

- 1. Internal Audit Charter - 2010/032995**
- 2. Audit Committee Charter - 2010/087022**



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# ***INTERNAL AUDIT CHARTER***

818 Pacific Highway, Gordon NSW 2072  
Locked Bag 1056, Pymble NSW 2073  
**T** 02 9424 0000 **F** 02 9424 0001  
**DX** 8703 Gordon **TTY** 133 677  
**E** [kmc@kmc.nsw.gov.au](mailto:kmc@kmc.nsw.gov.au)  
**W** [www.kmc.nsw.gov.au](http://www.kmc.nsw.gov.au)  
**ABN** 86 408 856 411

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The mission of internal auditing is to provide an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.

Internal Audit at Ku-ring-gai Council is managed by the Internal Auditor who is the designated Head of Internal Audit within the organisation. The Head of Internal Audit is the top position within an organisation for internal audit activities, as defined in The International Standards for the Professional Practice of Internal Auditing (Standards) issued by the Institute of Internal Auditors.

## **1. Introduction**

This Internal Audit Charter is a formal statement of purpose, authority and responsibility for an internal auditing function within Ku-ring-gai Council.

- It establishes Internal Audit within Ku-ring-gai Council and recognises the importance of such an independent and objective service to the organisation.
- It outlines the legal and operational framework under which Internal Audit will operate.
- It authorises the Head of Internal Audit to promote and direct a broad range of internal audits across Ku-ring-gai Council and, where permitted, external bodies.

### **Mandate for Internal Audit**

Although there is no specific requirement under the Local Government Act, 1993 for internal audit in local councils, the Department of Local Government issued in August 2008, Internal Audit Guidelines where it strongly recommends that Councils have an internal audit function.

## **2. Role and Authority**

The Head of Internal Audit is authorised to direct a comprehensive program of internal audit work in the form of reviews, previews, consultancy advice, evaluations, appraisals, assessments and investigations of functions, processes, controls and governance frameworks in the context of the achievement of business objectives.

For this purpose, all members of Internal Audit are authorised to have full, free and unrestricted access to all functions, property, personnel, records, information, accounts, files, monies and other documentation, as necessary for the conduct of their work.

### 3. Objectivity, Independence and Organisational Status

Objectivity requires an unbiased mental attitude. As such, all Internal Audit staff shall perform internal audit engagements in such a manner that they have an honest belief in their work product and that no significant quality compromises are made. Further, Internal Audit staff shall not subordinate their judgment on internal audit matters to that of others.

To facilitate this approach, Internal Audit shall have independent status within Ku-ring-gai Council, and for this purpose shall be responsible directly through the Head of Internal Audit to the Audit Committee and administratively to the Internal Ombudsman. Internal Audit shall be independent of the activities reviewed, and therefore shall not undertake any operating responsibilities outside internal audit work. Neither shall Internal Audit staff have any executive or managerial powers, authorities, functions or duties except those relating to the management of Internal Audit. Internal Audit staff and contractors shall report to the Head of Internal Audit any situations where they feel their objectivity may be impaired. Similarly, the Head of Internal Audit should report any such situations to the Audit Committee.

The work of Internal Audit does not relieve the staff of Ku-ring-gai Council from their accountability to discharge their responsibilities. All Ku-ring-gai Council staff are responsible for risk management and the operation and enhancement of internal control. This includes responsibility for implementing remedial action endorsed by management following an internal audit.

Internal Audit shall not be responsible for operational activities on a daily basis, or in the detailed development or implementation of new or changed systems, or for internal checking processes.

### 4. Scope of Work

The scope of services provided by Internal Audit shall encompass:

- The examination and evaluation of the adequacy and effectiveness of systems of internal control, risk management, governance, and the status of ethical behaviour.
- Ascertaining conformity with the goals and objectives of Ku-ring-gai Council.
- Assessment of the economic and efficient use of resources.
- The examination of compliance with policies, procedures, plans and legislation.
- Assessment of the reliability and integrity of information.
- Assessment of the safeguarding of assets.
- Any special investigations as directed by the Audit Committee.
- All activities of Ku-ring-gai Council, whether financial or non-financial, manual or computerised.

## The scope of work may include

- **Assurance services** – objective examination of evidence for the purpose of providing an independent assessment on risk management, control, or governance processes for the organisation. Examples may include financial, performance, operational, compliance, system security, and due diligence engagements.
- **Consulting services** – advisory and related client service activities, the nature and scope of which are agreed with the client and which are intended to add value and improve an organisation's governance, risk management, and control processes without the internal auditor assuming management responsibility. Examples include counsel, advice, facilitation and training.

## 5. Internal Audit Methodology

Internal Audit shall use the most appropriate methodology for each internal audit engagement, depending on the nature of the activity and the pre-determined parameters for the engagement. Generally, internal audits will include:

- Planning.
- Reviewing and assessing risks in the context of the audit objectives.
- Examination and evaluation of information.
- Communicating results.
- Following up on implementation of audit recommendations.

## 6. Operating Principles

Internal Audit shall conform with:

- The Standards and Code of Ethics issued by the Institute of Internal Auditors.
- Where relevant, the Statement on Information Systems Auditing Standards issued by the Information Systems and Control Association.
- Relevant auditing standards issued by the Auditing and Assurance Standards Board.

### Internal Audit shall:

- Possess the knowledge, skills, and technical proficiency essential to the performance of internal audits.
- Be skilled in dealing with people and in communicating audit issues effectively.
- Maintain their technical competence through a program of continuing education.
- Exercise due professional care in performing internal audit engagements.

### **Internal Audit staff shall:**

- Conduct themselves in a professional manner.
- Conduct their activities in a manner consistent with the concepts expressed in the Standards and the Code of Ethics.

## **7. Reporting Arrangements**

The Head of Internal Audit shall at all times report to the Audit Committee. At each Audit Committee meeting the Head of Internal Audit shall submit a report summarising all audit activities undertaken during the period, indicating:

- ✓ Internal audit engagements completed or in progress.
- ✓ Outcomes of each internal audit engagement undertaken.
- ✓ Remedial action taken or in progress.

On completion of each internal audit engagement, Internal Audit shall issue a report to its audit customers detailing the objective and scope of the audit, and resulting issues based on the outcome of the audit. Internal Audit shall seek from the responsible senior executive an agreed and endorsed action plan outlining remedial action to be taken, along with an implementation timetable and person responsible. Responsible officers shall have a maximum of ten working days to provide written management responses and action plans in response to issues and recommendations contained in internal audit reports.

The Head of Internal Audit shall make available all internal audit reports to the Audit Committee. However, the work of Internal Audit is solely for the benefit of Ku-ring-gai Council and is not to be relied on or provided to any other person or organisation, except where this is formally authorised by the Audit Committee or the Head of Internal Audit.

In addition to the normal process of reporting on work undertaken by Internal Audit, the Head of Internal Audit shall draw to the attention of the Audit Committee all matters that, in the Head of Internal Audit's opinion, warrant reporting in this manner.

## **8. Planning Requirements**

Internal Audit uses a risk-based rolling program of internal audits to establish an annual Internal Audit Plan to reflect a program of audits over a 12 month period. This approach is designed to be flexible, dynamic and more timely, in order to meet the changing needs and priorities of Ku-ring-gai Council.

The Head of Internal Audit shall prepare an annual Internal Audit Plan for review and approval by the Audit Committee, showing the proposed areas for audit. The annual Internal Audit Plan shall be based on an assessment of the goals, objectives and business risks of Ku-ring-gai Council, and shall also take into consideration any special requirements of the Audit Committee and senior executives.

The Head of Internal Audit has discretionary authority to adjust the Internal Audit Plan as a result of receiving special requests from management to conduct reviews that are not on the plan, with these to be approved at the next meeting of the Audit Committee.

## **9. Quality Assurance & Improvement Program**

The Head of Internal Audit shall oversee the development and implementation of a quality assurance and improvement program for Internal Audit, to provide assurance that internal audit work conforms to the Standards and is focused on continuous improvement.

## **10. Co-ordination with External Audit**

The Head of Internal Audit shall periodically consult with the external auditor, to discuss matters of mutual interest, to co-ordinate audit activity, and to reduce duplication of audit effort.

## **11. Review of the Internal Audit Charter**

The Head of Internal Audit shall review the Internal Audit Charter every two years to ensure it remains up-to-date and reflects the current scope of internal audit work.

## **12. Evaluation of Internal Audit**

The Head of Internal Audit shall develop performance measures (key performance indicators) for consideration and endorsement by the Audit Committee, as a means for the performance of Internal Audit to be periodically evaluated.

Internal Audit shall also be subject to an independent quality review at least every five years. Such review shall be in line with the Standards of Professional Practice in Internal Audit and be commissioned by and report to the Audit Committee.

## **13. Conflicts of Interest**

Internal auditors are not to provide audit services for work for which they may previously have been responsible. Whilst the Standards provide guidance on this point and allow this to occur after 12 months, each instance should be carefully assessed.

When engaging internal audit contractors, the Head of Internal Audit shall take steps to identify, evaluate the significance, and manage any perceived or actual conflicts of interest that may impinge upon internal audit work.

Instances of perceived or actual conflicts of interest by the Head of Internal Audit or Internal Audit staff and contractors are to be immediately reported to the Audit Committee by the Head of Internal Audit.

## **14. Changes to the Charter**

Any changes to this Internal Audit Charter will be approved by the Audit Committee.





## ***AUDIT COMMITTEE CHARTER***

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1. Objective
2. Authority
3. Composition and Tenure
4. Roles and Responsibilities
5. Chairperson
6. Code of Conduct
7. Reporting
8. Decision making & Deliverables
9. Administrative Arrangements
10. Changes to the Charter

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1.0	June 2010	Audit Committee Charter			
2.0					

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## **1. Objective**

The objective of the Audit Committee (Committee) is to provide independent assurance and assistance to the Ku-ring-gai Council on risk management, control, governance, and external accountability responsibilities.

In addition, the purpose and function of this Committee is to provide relevant advice with a view to ensuring that there is an adequate and effective system of internal control throughout Council and to assist in the operation and implementation of the Internal and External Audit Plans

## **2. Authority**

The Council authorises the Committee, within the scope of its role and responsibilities, to:

- Obtain any information it needs from any employee or external party (subject to their legal obligations to protect information).
- Discuss any matters with the external auditor or other external parties (subject to confidentiality considerations).
- Request the attendance of any employee or Councillor at Committee meetings.
- Obtain external legal or other professional advice considered necessary to meet its responsibilities.
- Appoint the representatives to the Committee, as per the parameters and procedures outlined in section 3 of this Charter

## **3. Composition and Tenure**

The Committee will consist of:

### **3.1 Members (voting)**

- Two Councillors
- Two independent external members (one to be the chairperson).

### **3.2 Attendee (non-voting)**

- General Manager
- Internal Ombudsman;
- Head of Internal Audit
- Chief Financial Officer
- External Auditor

### 3.3 Invitees (non-voting) for specific Agenda items

- Other officers or Councillors may attend by invitation only as requested by the Committee.

The independent external member will be appointed for the term of 2 years, after which they will be eligible for extension or re-appointment following a formal review of their performance.

The members of the Committee, taken collectively, will have a broad range of skills and experience relevant to the operations of Ku-ring-gai Council. At least one member of the Committee shall have accounting or related financial management experience, with understanding of accounting and auditing standards in a public sector environment.

## **4. Role and Responsibilities**

The Committee has no executive powers, except those expressly provided by the Council.

In carrying out its responsibilities, the Committee must at all times recognise that primary responsibility for management of Council rests with the Council and the General Manager as defined by the Local Government Act.

The responsibilities of the Committee may be revised or expanded by the Council from time to time. The Committee's responsibilities are:

### 4.1 Risk Management

- Review whether Council complies with relevant risk management standards;
- Review whether management has in place a current and comprehensive risk management framework, and associated procedures for effective identification and management of business and financial risks, including fraud.
- Review whether a sound and effective approach has been followed in developing strategic risk management plans for major projects or undertakings;
- Review the impact of the risk management framework on its control environment and insurance arrangements; and
- Review whether a sound and effective approach has been followed in establishing business continuity planning arrangements, including whether plans have been tested periodically.

### 4.2 Control Framework

- Review whether management has adequate internal controls in place, including over external parties such as contractors and advisors;
- Review whether management has in place relevant policies and procedures, and these are periodically reviewed and updated;

- Progressively review whether appropriate processes are in place to assess whether policies and procedures are complied with;
- Review whether appropriate policies and procedures are in place for the management and exercise of delegations; and
- Review whether management has taken steps to embed a culture which is committed to ethical and lawful behaviour.

#### 4.3 External Accountability

- Satisfy itself the annual financial reports comply with applicable Australian Accounting Standards and supported by appropriate management sign-off on the statements and the adequacy of internal controls.
- Review the external audit opinion, including whether appropriate action has been taken in response to audit recommendations and adjustments.
- To consider contentious financial reporting matters in conjunction with council's management and external auditors.
- Review the processes in place designed to ensure financial information included in the annual report is consistent with the signed financial statements.
- Satisfy itself there are appropriate mechanisms in place to review and implement, where appropriate, relevant State Government reports and recommendations.
- Satisfy itself there is a performance management framework linked to organisational objectives and outcomes.

#### 4.4 Legislative Compliance

- Determine whether management has appropriately considered legal and compliance risks as part of risk assessment and management arrangements.
- Review the effectiveness of the system for monitoring compliance with relevant laws, regulations and associated government policies.

#### 4.5 Internal Audit

- Act as a forum for communication between the Council, General Manager, senior management, internal audit and external audit.
- Review the internal audit coverage and Internal Audit Plan, ensure the plan has considered the Risk Management Plan.
- Consider the adequacy of internal audit resources to carry out its responsibilities, including completion of the approved Internal Audit Plan.
- Ensure and support the independence of the internal audit function;
- Make recommendations for inclusion and/or prioritising projects in the Internal Audit Plan;
- Review all audit reports and consider significant issues identified in audit reports and action taken on issues raised, including identification and dissemination of better practices:

- Make recommendations to commission audits of any kind, whether to be conducted by the Internal Auditor or otherwise;
- Monitor the implementation of internal audit recommendations by management.
- Periodically review the Internal Audit Charter to ensure appropriate organisational structures, authority, access and reporting arrangements are in place.
- Periodically review the performance of Internal Audit.

#### 4.6 External Audit

- Act as a forum for communication between the Council, General Manager, senior management, internal audit and external audit.
- Review the proposed audit scope and approach, with particular respect to coordination of audit effort with internal audit;
- Provide input and feedback on the financial statement and performance audit coverage proposed by external audit, and provide feedback on the external audit services provided.
- Review all external plans and reports in respect of planned or completed external audits, and monitor the implementation of audit recommendations by management.
- Consider significant issues raised in relevant external audit reports and better practice guides, and ensure appropriate action is taken.

#### 4.7 Responsibilities of Members

Members of the Committee are expected to:

- Understand the relevant legislative and regulatory requirements appropriate to Ku-ring-gai Council.
- Contribute the time needed to study and understand the papers provided.
- Apply good analytical skills, objectivity and good judgment.
- Express opinions frankly, ask questions that go to the fundamental core of issues, and pursue independent lines of enquiry.

#### 4.8 Selection of Members

The selection criteria and process for the appointment of the independent external members shall ordinarily be as follows:

- i) The Committee shall seek nominations from persons interested in being appointed to the available position. All nominees who satisfy the conditions of this charter shall be eligible for appointment

- ii) The eligible persons will be determined by a merit process by the Office of the Internal Ombudsman, who shall make recommendations to the Committee
- iii) Following receipt of recommendations from the Office of the Internal Ombudsman, the Committee may appoint the independent external member by making a direct appointment based on merit:
- iv) In the event of equal votes the Chair shall have the casting vote

#### 4.9 Term of Office

- v) The independent external members will be appointed for the term of two years, after which they will be eligible for extension or re-appointment following a formal review of their performance.

Voting shall be undertaken in accordance with section 8 of this Charter, except that the independent external member seeking reappointment may not vote on the reappointment and will be deemed to be absent for the vote for the purpose of section 5 of this Charter.

This will mean that, if the external member seeking reappointment is usually the Chair, the other independent external member will become the Chair for the purpose of the vote.

- vi) The maximum number of terms an independent external member can sit on the committee without the need for further nominations is 2 terms

#### 4.10 Vacancy

In the case of resignation from the committee by an independent external member, the committee is to appoint another independent external member as soon as is practicably possible in accordance with the process set out in 4.8, but no later than one month prior to the next meeting, so that there are always two independent external members on the committee

### **5. Chairperson**

- i) An independent external member acts as Chair of the Committee for the full term of office as per 4.9 of this charter.
- ii) In the case of resignation by the Chair, the other current serving independent external member will be appointed as Chair
- iii) In the absence of the appointed Chair, the other current serving independent external member shall serve as the Chair for the period of absence of the duly nominated Chair.
- iv) Note that this role is an administrative role only with no authority to act or direct action on behalf of the Committee/Council.

## **6 .Code of Conduct**

All members of the Audit Committee are to abide by Ku-ring-gai Council's Code of Conduct.

## **7 Reporting**

At the first Committee meeting after 30 June each year, Internal Audit will provide a performance report of:

- The performance of Internal Audit for the financial year as measured against agreed key performance indicators.
- The approved Internal Audit Plan of work for the previous financial year showing the current status of each audit.

The Committee may, at any time, consider any other matter it deems of sufficient importance to do so. In addition, at any time an individual Committee member may request a meeting with the Chair of the Committee.

## **8 .Decision Making/Deliverables:**

### **8.1 Decision Making/ Deliverables**

- i) The Committee is expected to make decisions by consensus but if voting becomes necessary then the details of the vote are to be recorded in the minutes
- ii) Each member of the Committee shall be entitled to one vote only. In the case of an equality of votes on any issue the Chair shall have the casting vote
- iii) Between meetings the Chair may circulate to members by email specific proposals for adoption by the Committee. Members shall be given a set time – at least 5 (five) days – in which to reply to indicate their agreement with a particular proposal
- iv) A member's failure to respond within the timeframe given shall be taken as a vote against the proposal. Any decision taken by the Committee by email is to be noted and minuted at the commencement of the next meeting

### **8.2 Assessment of Committee Performance**

- i) The Chair will initiate a review of the performance of the Audit Committee at least once every two years
- ii) The review will be conducted on a self-assessment basis (unless otherwise determined by the Chair), with appropriate input from



management and any other relevant stakeholders, as determined by the Chair

- iii) When reviewing the Committee's performance the Chair should be satisfied that an effective, comprehensive and complete service is being provided

## 9 .Administrative Arrangements

### 9.1 Meetings

The Committee will meet at least four times per year, with one of these meetings to include review and endorsement of the annual audited financial reports and external audit opinion.

The need for any additional meetings will be decided by the Chair of the Committee, though other Committee members may make requests to the Chair for additional meetings.

A forward meeting plan, including meeting dates and agenda items, will be agreed by the Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in this Audit Committee Charter.

### 9.2 Attendance at Meetings and Quorums

A quorum will consist of a majority of Committee members, including at least one independent member. Meetings can be held in person, by telephone or by video conference.

The Head of Internal Audit will be invited to attend each meeting unless requested not to do so by the Chair of the Committee. The Committee may also request the Chief Finance Officer or any other employees to participate for certain agenda items, as well as the external auditor. The Chair may also convene a meeting with the exclusion of management.

### 9.3 Secretariat

The Committee has appointed the Head of Internal Audit to provide secretariat support to the Committee. The Secretariat will ensure the agenda for each meeting and supporting papers are circulated, at least one week before the meeting, and ensure minutes of the meetings are prepared and maintained. Minutes shall be approved by the Chair and circulated to each member within three weeks of the meeting being held.

### 9.4 Conflicts of Interest

Committee members must declare any conflicts of interest at the start of each meeting or before discussion of a relevant agenda item or topic. Details of any conflicts of interest should be appropriately minuted.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Committee deliberations on the issue where the conflict of interest may exist. The final arbiter of such a decision is the Chair of the Committee.

#### 9.5 Induction

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

#### 9.6 Assessment Arrangements

The Chair of the Committee will initiate a review of the performance of the Committee at least once every two years. The review will be conducted on a self-assessment basis (unless otherwise determined by the Chair), with appropriate input from management and any other relevant stakeholders, as determined by the Chair.

#### 9.7 Review of Audit Committee Charter

At least once every two years the Audit Committee will review this Audit Committee Charter.

### **10. Changes to the Charter**

The Audit Committee will approve any changes to this Audit Committee Charter.

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## MAYOR AND COUNCILLOR FEES

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### EXECUTIVE SUMMARY

**PURPOSE OF REPORT:**

To determine the Mayor and Councillor fees payable from 1 July 2010.

**BACKGROUND:**

The Local Government Remuneration Tribunal has made its determination for 2010.

**COMMENTS:**

The Tribunal has determined that Mayor and Councillor fees be increased by 3%.

**RECOMMENDATION:**

That, from 1 July 2010, the Councillor fee be set at \$15,970 and the Mayoral fee be set at \$34,860.

## PURPOSE OF REPORT

To determine the Mayor and Councillor fees payable from 1 July 2010.

## BACKGROUND

The Local Government Remuneration Tribunal has made its determination for 2010.

## COMMENTS

The Tribunal has determined that Mayor and Councillor fees be increased by 3%.

The Tribunal states:

*"In determining the level of increase for the 2010 review the Tribunal has had regard to the improving economic conditions as Australia emerges from the Global Financial Crisis and key economic indicators, including the Consumer Price Index and the Labour Price Index."*

The proposed fees from 1 July 2010 for Ku-ring-gai (Metropolitan category) are:

Councillor		Mayor	
Minimum	Maximum	Minimum	Maximum
\$7,250	\$15,970	\$15,430	\$34,860

The Councillor fee is paid to the Mayor in addition to the Mayoral fee.

In 2009 the Tribunal recommended a 2.5% increase in fees. On 7 July 2009 Council resolved not to increase the fees to be paid from 1 July 2009. The fees currently being paid are therefore the amounts set on 10 June 2008 (Councillor - \$15,120; Mayor - \$33,010).

It is recommended that the maximum fees be paid.

In regard to the classification of Councils the Tribunal states, after considering submissions received:

*"The next review of categories is scheduled to take place during the 2012 review. Until then the Tribunal does not expect to move councils within categories unless there is a significant change in the role and responsibilities of individual councils. On the basis of the information received, the Tribunal finds that there is no compelling case to further adjust categories at this time."*

## CONSULTATION

None required or undertaken.

## FINANCIAL CONSIDERATIONS

An amount of \$195,800 has been provided in the 2010/2011 Draft Budget for Mayor and Councillor fees. A total amount of \$194,560 is required to fund the maximum permitted fees.

## CONSULTATION WITH OTHER COUNCIL DEPARTMENTS

None required or undertaken.

## SUMMARY

The Local Government Remuneration Tribunal has determined that Mayor and Councillor fees be increased by 3% from 1 July 2010.

## RECOMMENDATION

That, from 1 July 2010, the Councillor fee be set at \$15,970 and the Mayoral fee be set at \$34,860.

John Clark  
**Director Corporate**

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## **BUDGET REVIEW 2009 TO 2010 - 3RD QUARTER AS AT 31 MARCH 2010**

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### **EXECUTIVE SUMMARY**

**PURPOSE OF REPORT:**

To present to Council the quarterly financial review for 3rd quarter ended 31 March 2010.

**BACKGROUND:**

This review analyses the financial performance of the Council for the period ending 31 March 2010.

**COMMENTS:**

This report compares the actual versus budget resulting in a positive variance of \$5,116,480. A detailed 2009/2010 project status report is included.

**RECOMMENDATION:**

That Council approves the budget transfers as outlined in the report.

## PURPOSE OF REPORT

To present to Council the quarterly financial review for 3rd quarter ended 31 March 2010.

## BACKGROUND

In accordance with Part 9, Division 3, Clause 203 of the Local Government (General) Regulation 2005 ("The Regulation"), a budget review statement and revision of the estimates of income and expenditure must be submitted to Council within two months of the close of each quarter.

The Regulation requires that the quarterly financial review must include the following:

- The original estimates of income and expenditure.
- A revised estimate for income and expenditure for the year.
- A report as to whether or not such statements indicate that the financial position of the Council is satisfactory and if the position is unsatisfactory, make recommendations for remedial action.

This report includes details on the status of each operational and capital project for 2009/10.

**Attachment A** to this report provides a summary of Council's operational and capital projects.

At the Council meeting held on 9 June 2009, Council adopted the 2009-2012 Management Plan, which incorporated the annual budget for Council for 2009/2010. The resolution adopting this Management Plan was under Minute 111.

## COMMENTS

### **General Budgetary Position**

This review analyses the financial performance of the Council for the 3rd quarter of 2009/2010 comparing actual expenditure and revenue for the quarter against budget. Council's budgetary position for the quarter ended 31 March 2010 is within expectations. The organisation's year to date net expenditure shows a surplus of \$33,021,893 compared to a budget surplus of \$27,905,413, a positive variance of \$5,116,480.

It should be noted, however, that Domestic Waste has a net expenditure variance of \$251,335 (favourable), Sec 94 Contributions are \$1,742,882 (favourable) over budget, interest earnings on Sec 94 Contributions are over budget by \$1,631,955 (favourable) and interest on internal reserves are over budget by \$121,454 (favourable). In addition, an amount of \$64,011 (unfavourable) exists for loss on asset sales, internal services and depreciation. As these amounts are restricted or non cash, it is appropriate that they are removed from the general budgetary surplus, resulting in a March YTD budget surplus of \$1,432,865.

## Item 4

FY00315  
12 May 2010

This total variance for Council is broken down by the following table:

Council	Actual YTD \$	Budget YTD \$	Variance YTD \$	Original Budget \$
Operating Result	33,021,893	27,905,413	-5,116,480	20,999,400
Less External Restrictions - non cash			3,683,615	
<b>Net Result</b>			<b>-1,432,865</b>	

This surplus amount of \$ 1,432,865 is further broken down by the following major variances:

Major Variances as at 31 March 2010	\$
Underrun in Employee costs - Operations	860,000
Underrun in Contractors - Operations	215,000
Underrun In Operating Expenses (mainly street lighting) - Operations	230,000
Overrun in Rates and Other Income	73,000
Overrun in Interest on Investments - Corporate	248,000
Overrun in Statutory Levy - Contribution to Board of Fire	-446,000
Underrun in Employee costs - Corporate	90,000
Underrun in Materials and Contractors (mainly legals & consultants) - Corporate	133,000
Underrun in Operating Expenses - Corporate	148,000
Underrun in Council's Insurance Premium	50,000
Underrun in Council's Advertising Recruitment	87,000
Underrun in Employee Costs - Community	95,000
Overrun in Operating Expenses (mainly rental rebates) - Community	-136,000
Overrun in User Fee income (mainly rental and sportsfield income) - Community	72,000
Overrun in Parking Fine Income	65,000
Overrun in Contractors and Legal - Development & Regulation	-181,000
Underrun in DA Related Income	-454,000
Overrun in User Fee income (mainly rental income) - Strategy	80,000
Underrun in Employee Costs - Strategy	115,000
Underrun in Materials and Contractors (mainly legals and consultants) - Strategy	48,000
<b>Surplus</b>	<b>1,392,000</b>

The financial position of the Council is satisfactory, having regard to the revised budget estimate of income and expenditure.

Commentary on all year to date variances of \$10,000 or more are provided in detail in **Attachment B – Budget Variations and Comments – March 2010**



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## Council Income Statement

Year To Date To March

Operating Result by Resource Groups	Actual YTD	Budget YTD	Variance YTD	Full Year Budget
<b>Operating Income</b>				
Rates	39,127,803	39,084,700	-43,103	39,084,700
Infrastructure Levy	5,840,173	5,824,100	-16,073	5,824,100
Environmental Levy	2,191,978	2,182,800	-9,178	2,182,800
New Facility Levy	1,425,048	1,420,000	-5,048	1,420,000
Pension Rebates	-1,319,157	-1,294,000	25,157	-1,294,000
DWM & Stormwater Annual Charges	12,788,569	12,760,600	-27,969	12,760,600
User Fees	11,549,909	11,874,676	324,767	14,799,700
Other Revenue	2,748,424	2,647,199	-101,225	3,290,200
Interest	3,237,503	1,264,644	-1,972,859	1,618,300
Grants	2,956,361	2,975,141	18,780	3,954,700
<b>Total Operating Income</b>	<b>80,546,611</b>	<b>78,739,860</b>	<b>-1,806,751</b>	<b>83,641,100</b>
<b>Operating Expenditure</b>				
Employee Costs	23,362,007	24,524,955	1,162,948	32,945,601
Materials & Contracts	16,643,209	16,916,217	273,008	22,471,500
Statutory Levies	2,230,564	1,784,100	-446,464	2,264,200
Interest Expense	383,142	392,400	9,258	523,500
Operating Expense	7,320,743	7,770,542	449,799	9,554,300
<b>Total Operating Expenses</b>	<b>49,939,666</b>	<b>51,388,214</b>	<b>1,448,548</b>	<b>67,759,101</b>
<b>Operating Result - Directly Controlled</b>	<b>30,606,945</b>	<b>27,351,646</b>	<b>-3,255,299</b>	<b>15,881,999</b>
<b>Indirectly Controlled Items</b>				
s94 Contributions	8,292,816	6,550,000	-1,742,816	7,000,000
Profit on Asset Sales	79,495		-79,495	7,796,000
Internal Services	4,814	-185	-4,999	
Depreciation	5,867,047	5,887,530	20,483	7,850,000
<b>Operating Result Before Operating Projects</b>	<b>33,117,023</b>	<b>28,013,931</b>	<b>-5,103,092</b>	<b>22,827,999</b>
Plus: Project Grants, Contributions & Other Income	1,787,718	2,993,835	1,206,117	4,919,700
Less: Operating Projects Expense	1,882,848	3,102,353	1,219,505	4,102,500
<b>Operating Result</b>	<b>33,021,893</b>	<b>27,905,413</b>	<b>-5,116,480</b>	<b>23,645,199</b>

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12 May 2010Restricted Asset Report

**Total Restricted Assets:** As at 1 July 2009, Council's opening balance for restricted assets totalled \$74,614,937. Of this amount \$60,970,615 is related to externally restricted assets and \$13,644,322 to internally restricted assets.

<b>Total Restricted Assets</b>	<b>Actual 31 March 2010 \$</b>	<b>Forecast 30 June 2010 \$</b>
Opening Balance as at 1 July 2009	74,614,937	74,614,937
Add: Income	27,870,354	33,771,032
Add: Interest Received	2,672,021	1,550,442
Less : Expenditure	(20,800,341)	(30,867,196)
<b>Balance</b>	<b>84,356,971</b>	<b>79,069,215</b>

A detailed Restricted Asset Report for March 2010 (Actuals & Forecast) are shown in **Attachment C**.

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12 May 2010Summary of Requested Budget Adjustments by Department

Department	Additional Expense	Additional Revenue
	\$	\$
<b>COMMUNITY</b>		
- operational	98,600	109,800
- capital projects	84,700	84,700
<b>Sub Total</b>	<b>183,300</b>	<b>194,500</b>
<b>STRATEGY</b>		
- operational	(21,800)	75,800
- capital projects	365,800	312,300
<b>Sub Total</b>	<b>344,000</b>	<b>388,100</b>
<b>OPERATIONS</b>		
- operational	(348,800)	47,600
- capital projects	908,900	908,900
<b>Sub Total</b>	<b>560,100</b>	<b>956,500</b>
<b>CIVIC</b>		
- operational	31,900	0
- capital projects	0	0
<b>Sub Total</b>	<b>31,900</b>	<b>0</b>
<b>CORPORATE</b>		
- operational	(139,000)	100,800
- capital projects	266,500	47,500
<b>Sub Total</b>	<b>127,500</b>	<b>148,300</b>
<b>DEVELOPMENT &amp; REGULATION</b>		
- operational	89,900	(237,500)
- capital projects	18,200	0
<b>Sub Total</b>	<b>108,100</b>	<b>(237,500)</b>
<b>WASTE MANAGEMENT</b>		
- operational	0	0
- capital projects	0	0
<b>Sub Total</b>	<b>0</b>	<b>0</b>
<b>Total Council Budget Adjustments</b>	<b>1,354,900</b>	<b>1,449,900</b>
<b>NET EXPENDITURE</b>	<b>(95,000)</b>	

Details of budget variations and comments for each responsibility centre are outlined in Attachment B – Budget Variations and Comments – March 2010.

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An overall summary of 2009/2010 budget adjustments are shown in the table below:

	2009/10 Original	Carried Forwards	September Review	December Review	March Review	Council Resolution	2009/10 Revised Budget
<b>Operating Income</b>							
Rates	38,693,300		352,000	39,400	43,200		39,127,900
Infrastructure Levy	5,750,000		74,100		16,100		5,840,200
Environmental Levy	2,182,800				9,200		2,192,000
New Facility Levy	1,420,000						1,420,000
Pension Rebates	-1,336,600		42,600		-17,700		-1,311,700
DWM & Stormwater Annual Charges	12,455,500		305,100				12,760,600
User Fees	15,031,800		-5,100	-227,000	-255,100		14,544,600
Other Revenue	2,745,200		219,400	325,600	299,700		3,589,900
Interest	1,618,300						1,618,300
Grants	4,689,600		-752,900		1,100	18,000	3,955,800
<b>Total Operating Income</b>	<b>83,249,900</b>		<b>235,200</b>	<b>138,000</b>	<b>96,500</b>	<b>18,000</b>	<b>83,737,600</b>
<b>Operating Expenditure</b>							
Employee Costs	33,260,600		-195,800	-119,200	-574,900		32,370,700
Materials & Contracts	21,767,900		341,000	356,000	388,100	25,600	22,878,600
Statutory Levies	2,445,200		-181,000		10,000		2,274,200
Interest Expense	504,500		19,000				523,500
Operating Expense	9,737,300		15,000	-209,400	-112,400	-7,600	9,422,900
<b>Total Operating Expenses</b>	<b>67,715,500</b>		<b>-1,800</b>	<b>27,400</b>	<b>-289,200</b>	<b>18,000</b>	<b>67,469,900</b>
<b>Operating Result - Directly Controlled</b>	<b>15,534,400</b>		<b>237,000</b>	<b>110,600</b>	<b>385,700</b>		<b>16,267,700</b>
<b>Indirectly Controlled Items</b>							
s94 Contributions	5,519,000			1,481,000	1,500,000		8,500,000
Profit on Asset Sales	7,796,000						7,796,000
Internal Services							
Depreciation	7,850,000						7,850,000
<b>Operating Result Before Operating Projects</b>	<b>20,999,400</b>		<b>237,000</b>	<b>1,591,600</b>	<b>1,885,700</b>		<b>24,713,700</b>
Plus: Project Grants, Contributions & Other Income	3,143,000	1,272,100	1,511,700		1,233,400	-1,006,800	6,153,400
Less: Operating Projects Expense	2,206,900	1,448,500	447,100				4,102,500
<b>Operating Result</b>	<b>21,935,500</b>	<b>-176,400</b>	<b>1,301,600</b>	<b>1,591,600</b>	<b>3,119,100</b>	<b>-1,006,800</b>	<b>26,764,600</b>

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	2009/10 Original	Carried Forwards	September Review	December Review	March Review	Council Resolution	2009/10 Revised Budget
<b>FUNDING</b>							
Operating Surplus	21,935,500	-176,400	1,301,600	1,591,600	3,119,100	-1,006,800	26,764,600
Add: (Non-Cash) - Depreciation	7,850,000						7,850,000
Add: Book Value of Assets Disposed	9,704,000						9,704,000
<b>Operating Cash for Capital Projects</b>	<b>39,489,500</b>	<b>-176,400</b>	<b>1,301,600</b>	<b>1,591,600</b>	<b>3,119,100</b>	<b>-1,006,800</b>	<b>44,318,600</b>
Capital Project Expenditure	25,528,800	7,621,500	1,108,900	-7,501,300	1,644,100	7,036,400	35,438,400
Capital Equipment Purchases							
<b>Cash Flow Surplus/(to Fund)</b>	<b>13,960,700</b>	<b>-7,797,900</b>	<b>192,700</b>	<b>9,092,900</b>	<b>1,475,000</b>	<b>-8,043,200</b>	<b>8,880,200</b>
<b>FINANCED BY:</b>							
New Borrowings							
Less: Loan Repayments	1,804,000		59,000				1,863,000
<b>Net Loan Funds</b>	<b>-1,804,000</b>		<b>-59,000</b>				<b>-1,863,000</b>
<b>Funds To Restricted Assets</b>	37,074,000		26,900	1,481,000	1,500,000	-2,000,000	38,081,900
<b>Funds From Restricted Assets</b>							
Internal Reserves	16,313,000	5,072,100	104,800	-7,501,300		823,300	14,811,900
Section 94 Plans	4,160,900	1,233,900	587,000		120,000	3,720,000	9,821,800
Infrastructure Levy	2,090,300						2,090,300
Environmental Levy	2,216,700	507,100					2,723,800
DWM (net)	1,133,000		-1,516,900			500,000	116,100
Grants Reserves (net)		984,800	321,100			1,000,000	2,305,900
<b>Net Funding from Reserves</b>	<b>-11,160,100</b>	<b>7,797,900</b>	<b>-530,900</b>	<b>-8,982,300</b>	<b>-1,380,000</b>	<b>8,043,300</b>	<b>-6,212,100</b>
<b>Net Working Capital Change</b>	<b>996,600</b>		<b>-397,200</b>	<b>110,600</b>	<b>95,000</b>	<b>100</b>	<b>805,100</b>

Breakdown of major operating budget adjustments are as follows:

Budget Adjustments	\$
Decrease in Employees Costs - mainly Operations	-575,000
Increase in Materials and Contracts – Street sweeping Section	108,000
Increase in Materials and Contracts - Road Maintenance	179,000
Increase in Materials and Contracts - Development & Regulation	140,000
Decrease in Materials and Contracts - Records & IT section	-44,000
Decrease in Operating Expense mainly Operations and Corporate	-140,000
Increase in Operating Expense - Rebate in Community	30,000
Increase in Statutory Levy	10,000
<b>Total Expenditure</b>	<b>-292,000</b>
Increase in Rental Income - Strategy	-76,000
Decrease in Building Income and other related Income	543,000
Increase in Other Revenue - mainly Legal Cost Recovery and Parking Income	-305,000
Increase in Sportsground Seasonal hire Income	-117,000
Increase in Rates and Sec 149 Income	-101,000
Increase in Work Zone Income	-47,000
<b>Total Income</b>	<b>-103,000</b>
<b>Net Total Adjustments</b>	<b>-395,000</b>

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As at the end of the third quarter, user fee income in Development and Regulation was some \$542,000 under budget. This was predominantly due to a continuing reduction in Development Application and related income as a consequence of the global economic downturn and its adverse impact on development and construction activity not only in Ku-ring-gai but across New South Wales and Australia. This situation was further exacerbated by a marked reduction in Development Application lodgements for larger multi-unit development due to uncertainty and delay in the gazettal of the draft Town Centres LEP. However, the reduced DA income was offset to some degree by \$218,994 in legal costs recovered to date. It is anticipated that DAs will increase with the gazettal of the draft Town Centres LEP and the general improvement in the economy forecast over the next financial year.

The vast majority of the legal costs were recovered pursuant to the provisions of Section 97B of the Environmental Planning and Assessment Act. This is a relatively new provision introduced into the EP&A Act during the last series of legislative planning reforms introduced in 2008/09 which allows Council to recover costs in Land and Environment Court proceedings in instances where appellants introduce amendments of a significant nature into Class 1 proceedings. Prior to the introduction of S97B, there was no mechanism by which councils could recover such costs.

As per the table above, the budget adjustments in Development and Regulation have been offset by reductions in budgets in Operations, Strategy and Environment and Corporate. In summary, the major changes are:

- Increased rental income of \$76K for telecommunication installations that were not anticipated this financial year.
- Increased rates S149 certificate income of \$101K.
- Decrease in costs for recruitment advertising and legal expenses in Human Resources of \$80K.
- Overall the projected position for Operations is \$350K better than budget due to lower than expected employee costs due to vacancies and higher than expected income from Work Zone applications and restoration works.

*Corporate*

Overall the operating budget reductions in the Corporate department total approximately \$240K. It is proposed that the majority of these funds be allocated to Information Technology projects that can be substantially completed this financial year as follows:

- \$25K to E-payments. Currently Council's options for the payments of accounts, excluding rates, are by cheque in the mail or in person at Council. The implementation of E-payments will allow for the payment of debtor accounts by credit card via the internet. It is generally expected that this method of payment is available in most businesses and it is therefore recommended that this facility is implemented as soon as possible.
- \$25K for E-certificates. This module will allow for customers to lodge S149 (property) and S603 (rating) certificates electronically rather than apply by post as they are currently required to do. This not only makes the application process more efficient but also makes the certificate production process more efficient and may allow for a reallocation of some resources.

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Additionally, the module provides for other e-business capabilities such as electronic lodgement of DAs, building certificates and permits which can be considered in the future.

- \$110K to Accounts Payable Automation. This module will provide for an electronic Accounts Payable system that is fully integrated with Council's core system, Technology One. It is anticipated that the implementation of this product will allow for the reallocation of one full-time resource giving a payback period of approximately 18 months. In addition, the system provides for paperless processes which will also save on document storage costs.

In the Civic Leadership and Corporate Services section of Council's 2009 – 2012 Management Plan one of the five year objective is:

*An expanded e-business capability to enable internal and external customers to conduct business with Council and access information electronically.*

The implementation of these modules will assist Council in reaching this objective.

**Projects - Capital/Operating**

DEPARTMENT	March YTD Actual	March YTD Budget	Full Year Budget	Funds to be Spent
Civic	\$57,370	\$32,800	\$57,400	\$30
Community	\$624,172	\$783,109	\$1,092,500	\$468,328
Corporate	\$368,596	\$533,169	\$721,000	\$352,404
Development and Regulation	\$130,000	\$111,800	\$111,800	-\$18,200
Strategy	\$4,813,027	\$10,073,341	\$12,645,800	\$7,832,773
Operations	\$9,348,633	\$17,075,153	\$23,268,300	\$13,919,667
	<b>\$15,341,799</b>	<b>\$28,609,372</b>	<b>\$37,896,800</b>	<b>\$22,555,002</b>

Gross expenditure for capital works and projects for the period ended 31 March 2010 is \$15,341,799 against March YTD budget of \$28,609,372, a variance of \$13,267,573 for the quarter.

A project status report is attached (**Attachment A - March Project Performance Report**).

*Operations*

The actual expenditure for capital works projects in the Operations area is lower than anticipated as at 31 March due to the delay in the depot relocation. This will need to be re-phased in the projects ledger. Details of the status of each project are listed in the attachments to this report.

Below are summary comments on the status for each program area:

- Roads  
The road works program has commenced and a significant amount of the road works in the program is now scheduled for completion by June 2010. Work has commenced on the road stabilisation program. Work has started on the upgrade to the intersection of Burns Road and Bobbin Head Road. The delay with the start of the works was due to the RTA not finalising the detailed plans until March 2010. However, work is progressing well on site

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and it is expected to be completed by July 2010. The budget for this project needs to be adjusted to take into account the Blackspot funding from the RTA.

- Footpaths  
Works on carry forward items have been completed. The cycleway along Lady Game Drive is now complete and Council has received some positive feedback on the project. Designs for Malga Avenue and Grosvenor Street have been finalised and quotations are being sought to commence the work.
- Traffic Facilities  
Works in Werona are completed, and remaining designs are nearing finalisation and awaiting RTA approval.
- Drainage  
Most of the work to date is related to investigation and design works in preparation for engagement of contractors. Design is being prepared for drainage and embankment protection works associated with Wattle Street, and briefs are being prepared to engage consultants on the projects in Millewa Avenue and Kokoda Avenue which is proposed to start later in the financial year.
- Sportsfields  
Auluba 1 and 2 oval upgrades are now complete and use of the fields will be allowed by mid June 2010. Work is nearing completion on Auluba Oval 3 and expected to be finished by early June 2010. Turfing works at Lofberg Oval has now been completed and the only outstanding works relate to drainage and irrigation connections.  
  
Roseville Chase and Comenarra Sportsfield upgrades are underway and due for completion around September 2010.
- Playgrounds  
All sites carried forward from 2008/09 have been completed. The design for Balmaringa Reserve is now complete and works are expected to start shortly.
- Sport Courts  
Work is now complete at Roseville Park tennis courts.  
  
Lofberg netball courts – Work is now completed with the exception of a small area of landscaping. Feedback received from the club on the new court upgrade has been very positive.
- North Turramurra Golf Course Dam and Sewer Mine  
The Sewer Mining tender has now been awarded and design works are progressing well. Also, negotiations are nearing finalisation on the easement with the Girl Guides. The construction of the dam is nearing completion. Delays were experience due to unsuitable material for the dam lining. A geotextile will now be used to line the dam and delays were experienced awaiting approval for the use of the liner.
- Gordon Golf Course Sewer Mining  
Work has commenced on site and the concrete flooring is expected to be placed by mid May 2010.



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## Proposed Budget adjustments to Projects - Capital/Operational

Budget Adjustments	\$
Increase in capital and operating expenditure	1,644,100
Increase in capital and operating income	1,353,400
<b>Net Adjustment</b>	<b>290,700</b>

All proposed budget changes for each individual project and reasons for the adjustments are detailed in **Attachment D - Summary of Budget Adjustments**.

## Reserve Movements

Funds to Restricted Assets	\$
Additional Sec 94 Fund	1,500,000
<b>Total</b>	<b>1,500,000</b>
Funds From Restricted Assets	\$
Section 94 plans	-120,000
<b>Total</b>	<b>-120,000</b>
<b>Net movement</b>	<b>1,380,000</b>

The net reserve movement for the March quarter is \$1,380,000.

Working Capital

The following table provides a summary of working capital budget adjustments during 2009/2010.

Working Capital Forecast to 30 June 2010	
Working Funds 1 July 2009 - Actual	\$1,307,000
Add	
Original Operating Budget - Surplus	\$996,600
September Review - Deficit	-\$397,200
December Review - Surplus	\$110,600
March Review - Surplus	\$95,000
<b>Working Capital Forecast to 30 June 2010</b>	<b>\$2,112,000</b>
Council's working capital reflects the short-term ability of the Council to fund unplanned expenditure.	

**Report by Responsible Accounting Officer**

The forecast of available working capital for 30 June 2010 is \$2,112,000. The 2009/10 budget provides for an available working capital balance of \$1,696,000 meaning at this point in time a surplus of \$416,000 is anticipated. One of the principles of Council's Long Term Financial Plan is to provide for a minimum balance of available working capital of \$3.8M. The surplus of \$416,000 assists in reaching this target sooner.

The working capital forecast as at 30 June 2010 is, in my opinion, a satisfactory financial position.

## FINANCIAL CONSIDERATIONS

Should Council adopt the recommendations of this report, Council's working capital forecast balance will increase by \$95,000.

## CONSULTATION WITH OTHER COUNCIL DEPARTMENTS

Corporate Department has consulted and obtained justifications from Directors and Managers in developing this budget review.

## SUMMARY

Council's working capital as at 1 July 2009 was \$1,307,000 and is forecast to increase to \$2,112,000 as at 30 June 2010.

The 2009/10 budget provides for an available working capital balance of \$1,696,000 meaning at this point in time a surplus of \$416,000 is anticipated. One of the principles of Council's Long Term Financial Plan is to provide for a minimum balance of available working capital of \$3.8M. The surplus of \$416,000 assists in reaching this target sooner.

## RECOMMENDATION

- A. That Council adopt the budget adjustments contained in the report.
- B. That the Restricted Assets Report Forecast to 30 June 2010 as at 31 March 2010, as shown in Attachment C, be noted.
- C. That the reserve movements contained in the report be approved.

Michael Lopez  
Management Accountant

Tino Caltabiano  
Manager Finance

John Clark  
Director Corporate

**Attachments:**

- A. March Project Performance Report - 2010/087235**
- B. Responsibility Centre Report March 2010 (budget variation & comments) - 2010/087216**
- C. March Restricted Asset Report - 2010/087226**
- D. Summary of Budget Adjustments - 2010/087064**

**PROJECT PERFORMANCE  
REPORT to March, 2010**

Dept: Civic

TOTALS >>      57,400      32,800      57,370      0      24,570      30      0      0

Project	Description	Annual Budget	YTD Budget	YTD ACTUALS		Variance	Annual Budget Remaining	Commit 'ments	PROJECT PERFORMANCE			
				Expended	Grants/Contribs/Other				Revised Budget (Annual)	Percent Complete	Completion Date	Project Status
101197	Wahroonga By-election	57,400	32,800	57,370	0	24,570	30	0		100%		Late invoice received and paid. Budget adjusted in September review.



**PROJECT PERFORMANCE  
REPORT to March, 2010**

Dept: Community

TOTALS >> 1,092,500 783,109 624,172 89,669 -158,937 468,328 8,358 0

Project	Description	Annual Budget	YTD Budget	YTD ACTUALS		Variance	Annual Budget Remaining	Commit 'ments	PROJECT PERFORMANCE			
				Expended	Grants/ Contribs/ Other				Revised Budget (Annual)	Percent Complete	Completion Date	Project Status
100054	International Women's Day	800	630	554	1,000	-76	246	0		100%	30/03/2010	International Women's Day 2010 project has been completed. The event included guest speakers, displays, interactive activities and distribution of information material aimed at highlighting women issues both in Australia and overseas.
100294	I.D. Community Profile	7,000	5,400	6,170	0	770	830	0		75%	30/06/2010	Quarterly fee for maintaing and updating Council's web based demographic profile and Community ATLAS has been processed for the March 2010 period.
100589	Community Languages Collection	500	360	0	0	-360	500	0		50%	Ongoing	The purpose of this project is to increase holdings in languages other than English. It continues to be funded throug S94 funds.
100665	Backyard Landcare	274,400	171,400	133,722	0	-37,678	140,678	49		25%	03/07/1905	This is a grant from the Enviromental Trust and the money is going to towards the employment of three Greenstyle Advisors as well as materials. This grant will finish in 2011
100781	Artstart 2009	0	0	3,094	1,000	3,094	-3,094	0		100%	1/09/2009	Mural in St Ives Youth Centre and acrylic painting workshop with Aboriginal art workshop exploring identity and experiences have been completed. This area has not been vandalised since the mural was completed on that site in September 2009.
100869	Intranet	14,100	9,400	409	0	-8,991	13,691	0		95%		Currently importing photos from the council server into the photo library. Once complete can launch to the rest of the organisation for use.
100881	State Library Grant Technology	11,600	9,000	5,180	9,000	-3,820	6,420	0		98%	Ongoing	State Library funded project - to date funds have been spent on a microfiche reader/printer, subscription to the Navigator Project, storage units and IT refurbishment of the Local Studies area at Gordon branch. The remaining funds will be used to purchase flat screens for each branch.
100882	State Library Grant Building	24,900	18,000	17,740	46,669	-260	7,160	0		29%	Ongoing	This project is funded annually by the state Library of NSW and funds have been used to supplement the A/C units at Lindfield and Turrumurra branches. The remaining funds will be used install an electronic access after hours chute at St Ives, purchase furniture for adults and children and remodel branches following the Re-branding report outcomes.



**PROJECT PERFORMANCE  
REPORT to March, 2010**

Dept: Community

TOTALS >> 1,092,500 783,109 624,172 89,669 -158,937 468,328 8,358 0

Project	Description	Annual Budget	YTD Budget	YTD ACTUALS		Variance	Annual Budget Remaining	Commit 'ments	PROJECT PERFORMANCE			
				Expended	Grants/ Contribs/ Other				Revised Budget (Annual)	Percent Complete	Completion Date	Project Status
100883	State Library Grant Promotion	23,200	17,100	27,528	12,000	10,428	-4,328	0		100%	Ongoing	State Library funded project to promote and market the library and its activities including the re-branding project.
101086	Community Garden	0	0	0	5,000	0	0	0				
101187	Thomas Carlyle Centre	69,000	51,372	3,060	0	-48,312	65,940	0		30%	30/06/2010	Quotations for the proposed Thomas Carlyle Children's Centre playground upgrade works have been received with works to be staged during 2010/2011. Further work needs to be completed on specifications and playground design prior to commencement of this project.
101188	Crime Prevention DVD Resource	0	0	2,153	10,000	2,153	-2,153	0		70%	30/04/2010	Auditions and filming completed. Editing is 90% completed. Drafts are currently being viewed by staff and recommendations will be given to the film crew.
101189	JB Seed Public Art	0	0	4,533	5,000	4,533	-4,533	0		100%	Decembre 20	Three public art works have been completed with participation of 10 young artists. The themes of the artworks are relevant both to young people and the wider Ku-ring-gai community. An acquittal has been sent to the funder which articulates the community outcomes of the project.
101201	Bookings Software Replacement	29,200	21,600	0	0	-21,600	29,200	0				Project has commenced. New technology was investigated and found to be too expensive for the required functionality. Instead Council will use a combination of existing in house facilities and new hardware to achieve similar results. Remaining funds to be used for implementation of new booking system..
101212	Gordon Library Paperbacks	2,700	2,025	804	0	-1,221	1,896	0		100%	Recurring	This is a recurring budget to be expended this financial year.
101213	Lindfield Library Paperbacks	1,600	1,197	0	0	-1,197	1,600	0		100%	Recurring	This is a recurring budget to be expended this financial year.
101214	St Ives Library Paperbacks	2,900	2,178	76	0	-2,102	2,824	0		97%	Recurring	This is a recurring budget to be expended this financial year.
101215	Turramurra Library Paperbacks	2,800	2,097	1,689	0	-408	1,111	0		60%	Recurring	This is a recurring budget to be expended this financial year.
101216	Information Services	527,800	396,650	311,521	0	-85,129	216,279	8,308		60%	Recurring	This is a recurring budget to be expended this financial year.



PROJECT PERFORMANCE REPORT to March, 2010	Dept: Community							
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TOTALS >> 1,092,500 783,109 624,172 89,669 -158,937 468,328 8,358 0

Project	Description	Annual Budget	YTD Budget	YTD ACTUALS		Variance	Annual Budget Remaining	Commit 'ments	PROJECT PERFORMANCE			
				Expended	Grants/ Contribs/ Other				Revised Budget (Annual)	Percent Complete	Completion Date	Project Status
101271	Compost Toilet - Wildflower Garden	100,000	74,700	105,939	0	31,239	-5,939	0		100%	16/10/2009	Project completed in October 2009



**PROJECT PERFORMANCE  
REPORT to March, 2010**

Dept: Corporate

TOTALS >> 721,000 533,169 368,596 47,500 -164,573 352,404 169,285 0

Project	Description	Annual Budget	YTD Budget	YTD ACTUALS		Variance	Annual Budget Remaining	Commit 'ments	PROJECT PERFORMANCE			
				Expended	Grants/ Contribs/ Other				Revised Budget [Annual]	Percent Complete	Completion Date	Project Status
100511	HR Payroll Performance Planning	16,500	12,600	0	0	-12,600	16,500	0			30/06/2009	E-recruitment vendor selected and contracts executed. Implementation is expected to occur before 30 June 2010, therefore the budget for this project is anticipated to be met.
100649	OH&S Procedures	66,300	41,400	19,668	47,500	-21,732	46,632	6,136			On-going	Contractor induction module is being finalised and is expected to be implemented this financial year along with the TechOne OHS module. Emergency evacuation is being reviewed and updated and training to commence in the next few months. Risk assessments are being upgraded for development of a risk register. It is anticipated that the majority of this budget will be spent by year end.
100710	Works & Assets Stage 1	178,900	134,172	7,823	0	-126,349	171,077	39,154			30/06/2009	Project has commenced but will not be completed this financial year. The project for the implementation of a new Customer request system has been brought forward and will utilise the funding from this project. A new project will be created in the next quarter. All unexpended funds for IT system replacements will be carried forward and a revised project plan developed in conjunction with the IT Strategy.
100783	Trim Upgrade	7,500	5,400	2,086	0	-3,314	5,414	0			Completed	The upgrade was completed and the new system went live in March without any major issues. No further expenditure required. Funds to be reallocated to other IT initiatives.
100862	Booking System	5,500	4,500	0	0	-4,500	5,500	0			30/06/2010	Booking system replacement specifications being developed, request for quotation to be released soon.
101196	Furniture and other assets	10,000	7,200	0	0	-7,200	10,000	0			On-going	Purchases of furniture will occur as needed in line with office relocations and refurbishments.
101203	IT Equipment	178,100	133,947	177,045	0	43,098	1,055	24,940			On-going	Major replacements completed for the fin year, currently scoping last few minor replacements for remaining budget. UPS battery replacement commencing soon, funded through savings in operational budget.
101205	Business Paper System Replacement	50,000	37,800	0	0	-37,800	50,000	39,716			30/06/2010	Final specifications and requirements document is being finalised, system configuration will then commence.



PROJECT PERFORMANCE REPORT to March, 2010	Dept: Corporate
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TOTALS >>      721,000      533,169      368,596      47,500      -164,573      352,404      169,285      0

Project	Description	Annual Budget	YTD Budget	YTD ACTUALS		Variance	Annual Budget Remaining	Commit 'ments	PROJECT PERFORMANCE			
				Expended	Grants/ Contribs/ Other				Revised Budget (Annual)	Percent Complete	Completion Date	Project Status
101210	GIS Replacement	208,200	156,150	161,975	0	5,825	46,225	59,338			31/05/2010	Configuration is being finalised and acceptance testing will commence shortly. Budget remains on track to be spent by year end.



PROJECT PERFORMANCE REPORT to March, 2010	Dept: Development & Regulation							
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TOTALS >>      111,800      111,800      130,000      0      18,200      -18,200      0      0

Project	Description	Annual Budget	YTD Budget	YTD ACTUALS		Variance	Annual Budget Remaining	Commit 'ments	PROJECT PERFORMANCE			
				Expended	Grants/ Contribs/ Other				Revised Budget [Annual]	Percent Complete	Completion Date	Project Status
101195	Handheld Infringement Device	111,800	111,800	130,000	0	18,200	-18,200	0				The project was activated in July 2009, with all complete by mid August 2009. All infringements now issued by Council are done via electronic application. This allows for efficient issuing and tracking of penalties.



**PROJECT PERFORMANCE  
REPORT to March, 2010**

Dept: Operations

TOTALS >> 23,268,300 17,075,153 9,348,633 1,445,056 -7,726,520 13,919,667 1,737,461 500,498

Project	Description	Annual Budget	YTD Budget	YTD ACTUALS		Variance	Annual Budget Remaining	Commit 'ments	PROJECT PERFORMANCE			
				Expended	Grants/ Contribs/ Other				Revised Budget (Annual)	Percent Complete	Completion Date	Project Status
100224	Ayres Rd St Ives	0	0	8,018	0	8,018	-8,018	0		100%	11/09/2009	Work completed
100566	Seven Little Australians Park & Walking	35,300	26,100	16,188	0	-9,912	19,112	1,420	85,234	92%	30/05/2010	Signs outstanding and quotes underway
100567	Echo Point & Moores Creek Walking Track	32,000	24,300	3,091	0	-21,209	28,909	0	137,572	90%	30/05/2010	Interp signage for final approval to AHO.RFS HR burn completed. Samuel Bate track works to do and interp signs. Quotes to be called for completion.
100596	West Pymble Shopping Centre at Kendall	75,000	56,250	54,895	0	-1,355	20,105	0		20%		Access ramp now installed. Concept being designed by Urban Planners.
100662	Gordon Golf Course - Sewer Mining Plan	2,642,600	1,981,800	600,042	0	-1,381,758	2,042,558	0	17,900	10%		Concrete works have commenced, installation components starting to arrive on site.
100700	Depot Relocation	500,000	500,000	316,241	0	-183,759	183,759	8,241		10%		The DA plans and reports have been submitted and currently being assessed by an independent planner. Some further work is required on the landscape plan and the ecology report. When completed a revised plan will be submitted to accommodate the issues raised by the independent ecologist.
100705	Operational Fleet	873,800	626,600	261,778	27,053	-364,822	612,022	228,141		20%		Purchase of the Flowcon unit has been delayed due to availability of plant to inspect. EOI proceeding to sell Abbi Sky Probe.
100706	Passenger Fleet	1,272,000	424,003	981,049	623,195	557,046	290,951	269,910		65%		As of 3rd Quarter, replacement of 28 vehicles completed (new vehicle received, old vehicle swapped and auctioned), 10 vehicles ordered with delivery pending, and 2 delivered (new vehicle received, old vehicle swapped, but not yet auctioned).
100714	Tree Planting	134,000	100,530	36,269	0	-64,261	97,731	14,200		40%	30/06/2010	Project on track. Notifications to be sent shortly. Larger planting site may be planted after EOY due to access issues
100717	Swimming Pool Stage 5 Refurbishment	48,300	36,000	6,665	0	-29,335	41,635	0		95%	07/010/08	Practical Completion for Stage 5 works to 50m pool was reached on 7/10/08. The 12 months Defects Liability Period has been completed. Bank Guarantee to be released.
100774	Boomerang St Turrumurra	163,000	93,200	188,583	-185,185	95,383	-25,583	0		100%	1/10/2009	All work is now complete



PROJECT PERFORMANCE REPORT to March, 2010	Dept: Operations
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Project	Description	Annual Budget	YTD Budget	YTD ACTUALS		Variance	Annual Budget Remaining	Commit 'ments	PROJECT PERFORMANCE			
				Expended	Grants/ Contribs/ Other				Revised Budget (Annual)	Percent Complete	Completion Date	Project Status
100784	Memorial Seats Donations	0	0	0	2,010	0	0	0	1,290	98%	30/06/2009	Ongoing cost centre - continues to be topped up for additional seats by more donations. WP Soccer (Tatt) pending (no reply yet), Denikovitch pending, Fogarty completed.
100785	Two Creeks Wellington Upgrade	81,000	60,750	32,610	0	-28,140	48,390	13,050		90%	30/05/2010	Stage 1 Wellington works almost completed. Interpretive signage to be ordered. Includes Stage 2 funds. Alternate route track establishment completed
100789	Provincial Rd Lindfield	33,000	24,750	6,407	0	-18,343	26,593	0	100,000	30%		Pipe jacking through property rejected by piping contractors, survey of new route to be carried out along road to creek once current projects allow
100790	Alma St/Graham Ave Pymble	56,500	42,300	202,422	0	160,122	-145,922	414	102,000	85%	17/3/2010, 20	Work now complete on drainage and blister island to revert corner cutting.
100835	Sir David Martin Reserve Park	1,778,400	1,183,900	959,604	26,920	-224,296	818,796	0		90%	30/06/2010	Work progressing, still a few outstanding items to be completed
100846	Lindfield Soldiers Memorial Oval No 2 Sp	178,500	125,770	56,161	0	-69,609	122,339	4,615		25%		Car park complete, rectification work on access still to be addressed. Dish drain completed by Performance concrete. Issues with the sportsfield surface and irrigation still being addressed. Irrigation defects being addressed by IWT. ESD 12 months warranty signed off. Invoice paid from ESD.To be transferred from 101186 to 100846
100850	St Ives Showground Playground	16,500	12,600	992	0	-11,608	15,508	2,373		95%	10/10/2008	Practical Completion was reached on 10/10/08. The 12 months Defects Liability Period has commenced. Waiting for final claim from Contractor to release retention. No change.
100874	Noxious Weeds 2008/2009	0	0	0	7,000	0	0	0		100%	6/30/2008	All funds for DPI project have been processed and project goals completed
100878	State Weeds - Ludwigia Repens	17,300	10,000	10,261	0	261	7,039	0		20%	6/30/2008	All equipment for the works has been purchased however due to receiving confirmation of grant funds late in the year and bad weather conditions the on ground treatment works on L.repens was not able to be completed. Seeking advice from DPI as to whether we can roll over the funds to undertake works next year
100887	Wahroonga Traffic & Parking Study	3,900	2,700	8,120	0	5,420	-4,220	0	56,502	100%	30/06/2009	The Arup Wahroonga Traffic & Parking Study report has been considered by Council. Changes to parking restrictions have been made and other follow-up actions undertaken. Final payment has been made.



**PROJECT PERFORMANCE  
REPORT to March, 2010**

Dept: Operations

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Project	Description	Annual Budget	YTD Budget	YTD ACTUALS		Variance	Annual Budget Remaining	Commit 'ments	PROJECT PERFORMANCE			
				Expended	Grants/ Contribs/ Other				Revised Budget (Annual)	Percent Complete	Completion Date	Project Status
101015	Lucia Avenue	0	0	33,813	0	33,813	-33,813	0		100%	31/07/2009	Work completed
101021	Tallong Place	0	0	25,081	0	25,081	-25,081	0		100%	20/07/2009	Work completed
101044	Lennox Street	0	0	68,464	0	68,464	-68,464	0		100%	1/11/2009	Work completed
101053	Yarrabung Road	0	0	57,573	0	57,573	-57,573	115		100%	22/07/2009	Work completed
101070	Koola Park Upgrade	1,443,900	824,000	14,328	0	-809,672	1,429,572	0		30%	31/12/2010	Topographic survey, geotechnical study, soil testing, floodlight designs and masterplan all completed. Grant application submitted to Federal Government due for announcement by end of April 2010. Community consultation due to be undertaken in 4th quarter for floodlights and masterplan.
101071	Golden Jubilee Sports Field (Back Oval)	77,000	57,420	4,620	0	-52,800	72,380	4,620		20%	31/06/2010	Topographic survey completed and given to Geotechnical engineer for geotechnical investigation. Geotechnical report due in April 2010.
101072	Roseville Chase Oval (Heritage site)	519,100	389,250	29,082	0	-360,168	490,018	0		5%		Contract due to commence work on site 3rd May
101073	Bert Oldfield Oval / Killara Park	3,300	2,700	5,211	0	2,511	-1,911	0		100%	30/09/2009	All drainage and cricket table works complete hand over to O.S. Services finalised. Handover to Open Space Services complete.
101074	Lofberg Oval Stormwater harvesting	170,400	98,400	288,538	0	190,138	-118,138	0		80%	30/06/2010	Contruction has commenced. Work progressing well.
101076	Loftberg Oval Floodlighting Update	55,600	41,400	41,188	0	-212	14,412	0		50%	30/06/2010	Construction has commenced. Footings and conduits installed.
101080	Pleasant Ave - Playground	100	100	634	0	534	-534	0		95%	30/06/2009	Playground upgrade complete. No change.
101081	Turramurra Memorial Park	476,100	356,940	1,392	0	-355,548	474,708	601		45%	30/06/2010	Documentation plans for playground upgrade finalised forwarded to operations for comment. Equipment ready P059663. UTS student project on-going. One way trial in Karuah Road commencing April 2010.
101083	Eldinhope Green Playground	1,400	900	63	0	-837	1,337	0		95%	30/06/2009	Playground installed. Work now complete. No change.
101084	Memorial Avenue Reserve	64,700	48,600	54,531	0	5,931	10,169	0		95%	30/10/2009	Playground completed on 7/09/09. No Change.
101085	Two Turner Reserve, Lindfield	132,100	99,000	0	0	-99,000	132,100	0		20%	30/06/2010	Section 94 funding. Concept plans on CAD underway. Delayed by other priority projects. Equipment quotes received.



**PROJECT PERFORMANCE  
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101090	Roseville Park Tennis Courts	227,000	170,190	168,375	0	-1,815	58,625	15,058		95%	30/06/2010	Lighting and fencing complete. Resurfacing of Courts 1-4 complete. Additional netball linemarking and removeable posts to be installed on Court 7. Some defects outstanding.
101093	The Glade Landscape Masterplan	93,400	54,400	0	0	-54,400	93,400	0			31/12/2010	Delayed until 2010/11.
101094	Lofberg Oval Netball Courts	161,200	121,050	161,259	0	40,209	-59	550		95%	30/06/2010	Site has been handed over to maintenance.
101098	Swain Gardens Landscape Master Plan Stag	41,800	31,500	39,806	0	8,306	1,994	0		85%		Establishment phase completed. Handed Over to Operations. Awaiting further designs or from strategy for final works.No change 5/3/2010
101100	Turramurra Memorial Park Karuah Park Mas	38,500	28,800	556	0	-28,244	37,944	0		45%	30/06/2010	DP&C \$10,000 grant and DVA \$4000 grant provided for war memorial precinct works as part of first stage works. Plaques installed ready for Anzac day.
101101	Lindfield Soldiers Memorial Pk - 1927 LS	0	0	0	3,636	0	0	570		100%	30/09/2009	The grant has gone into someone elses' cost centre and I have not been advised where. The project is completed. I also have no information about the committed funds of \$570.
101102	St Ives Showground	78,100	58,500	4,500	0	-54,000	73,600	0		37%	30/06/2010	Seek additional funds through grants and when heritage state listing completed. SISG Precinct Report Council resolved to seek classification for state listing and inclusion on schedule 7 of Heritage LEP. Dept of Commerce Plans request for documentation and accurate costing underway. Still relevant and needed works.
101103	Bicentennial Park dog off leash area	98,500	73,620	4,431	0	-69,189	94,069	0		40%	30/06/2010	Construction has commenced and work is progressing well.
101104	Memorial Avenue Reserve	42,500	31,500	43,548	0	12,048	-1,048	0		95%	30/10/2009	See comment for 101084 . No change.
101112	Roseville Park carpark	0	0	901	0	901	-901	0		100%	30/09/2009	Carpark works completed hand over to O.S. Services now finalised.
101117	Indoor Aquatic Facility	698,700	524,034	55,930	0	-468,104	642,770	0		40%	30/06/2010	Council resolved in December 2009 to place project on hold until a second independent financial plan was prepared and considered by Council during third quarter. Council considered second financial plan in March 2010 and resolved to continue design to DA lodgement. Architects have been instructed to do this.



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101124	The Comenarra Parkway	0	0	6,208	0	6,208	-6,208	0		100%	1/08/2009	Construction complete
101126	Rosedale Road	23,900	18,000	3,907	0	-14,093	19,993	0				Investigation in progress
101129	Bobbin Head Road	57,400	43,200	13,512	0	-29,688	43,888	0		5%		Design being undertaken. Restoration work in Rushall Street completed.
101132	Lady Game Drive Shared Path	362,700	272,250	36,110	0	-236,140	326,590	82,201		95%		Work on shoulder widening now complete. Guardrail installation programmed for early May 2010.
101134	Kiparra Street	0	0	13,525	0	13,525	-13,525	5,818				Design commenced, feedback / KTC comments to come
101136	7 - 15 Milray Street	0	0	0	0	0	0	185		100%	1/04/2010	Patching work complete, rest by developer of 20 Tryon
101142	Werona Avenue	38,400	28,800	95,713	0	66,913	-57,313	1,260		95%	18/03/2010	Work completed.
101144	Grosvenor St & Junction St Road Wahroong	20,000	15,300	9,242	0	-6,058	10,758	0		100%	1/09/2009	Work completed
101145	Victoria Street Roseville	15,000	11,250	10,978	0	-272	4,022	0		100%	9/10/2009	Work completed
101146	Koola Ave - Ped fencing	4,600	3,600	402	0	-3,198	4,198	95		100%	1/08/2009	Work completed
101153	Wattle Street	99,500	74,700	12,310	0	-62,390	87,190	0		30%		Survey carried out
101155	Middle Harbour Road	43,600	33,300	59,534	0	26,234	-15,934	0		100%	1/08/2009	Work completed
101156	Minor Drainage Upgrades	59,600	44,703	72,528	0	27,825	-12,928	42,914		60%		Expenditure higher than expected due to issues associated with February storms.
101164	1A Brentwood Avenue	155,100	116,100	5,053	0	-111,047	150,047	0		20%		Drainage work in association with roadworks is in Design program
101165	Environmental Drainage System Management	152,000	113,850	18,163	0	-95,687	133,837	0		10%		Report adopted by Council and Contractors advised.
101176	Removal of graffiti in Business Centres	9,200	6,930	20,400	0	13,470	-11,200	0		10%		Contractor advised of completion of contract. Lindfield Rotary now on board. Roseville Rotary to commence and increase in funds required.
101220	Council Chambers Building Works	378,100	283,797	70,204	0	-213,593	307,896	94,162		25%		Human Resources section now complete. Further changes are on hold awaiting outcome of Council's offer for buildings in Bridge Street.



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101221	SES Relocation	996,800	747,603	37,922	0	-709,681	958,878	0		10%		Updated design plans and specification up for Brigade HQ supplied by RFS has been delayed. Plans and specification for SES building received. Consultation and planning to relocate communication equipment shelter finalised, and works scheuled for mid May.
101227	31 Bridge Street - Renovations	500,000	267,875	558,992	0	291,117	-58,992	11,348		100%	1/12/2009	Work is now complete and staff have been relocated. Additional costs due to computer cabling costs and replacement of electrical and air conditioning units.
101251	Lowther Park Road	0	0	877	0	877	-877	0		20%		awaiting completion of development works
101264	Lofberg Road to Latona	0	0	16,721	321,182	16,721	-16,721	1				Restoration works
101265	St Ives Village Green Skate & Bike Park	553,600	415,080	14,500	0	-400,580	539,100	0		50%	31/12/2009	Public exhibition of draft masterplan completed 3rd quarter. Report to Council due May 2010 to adopt masterplan. This will be followed by detailed design of high priority items including skate & BMX park.
101266	Turramurra Memorial Park and Karuah Park	21,000	15,750	0	0	-15,750	21,000	19,626		60%	31/03/2010	Detailed design completed for Karuah Park. Exercise circuit and equipment to be installed during 4th quarter.
101273	NSW RFS Catering facility Upgrade	0	0	0	36,947	0	0	0				Former Hornsby Ku-ring-gai Fire control Centre to be converted to accommodate catering facility. Works coordinated by RFS and scheduled for commencement in May.
101274	Council Chambers - Storm Damage Operatio	0	0	40,430	0	40,430	-40,430	3,504				
101275	Council Chambers - Storm Damage Capital	0	0	16,630	0	16,630	-16,630	0				
101280	Allan Street	27,200	27,200	40,280	0	13,080	-13,080	0		100%	19/11/2009	Levy program works completed
101281	Alvona Avenue	16,400	16,400	17,213	0	813	-813	0		100%	28/07/2009	Levy program works completed
101282	Anatol Place	23,600	23,600	23,758	0	158	-158	0		100%	04/08/2009	Levy program works completed
101283	Billyyard Avenue	80,300	80,300	84,966	0	4,666	-4,666	0		100%	22/07/2009	Levy program works completed
101284	Blytheswood Avenue	149,300	149,300	150,095	0	795	-795	0		100%	03/08/2009	Levy program works completed
101285	Campbell Drive	140,700	140,700	141,385	0	685	-685	0		100%	24/07/2009	Levy program works completed



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Project	Description	Annual Budget	YTD Budget	YTD ACTUALS		Variance	Annual Budget Remaining	Commit 'ments	PROJECT PERFORMANCE			
				Expended	Grants/ Contribs/ Other				Revised Budget (Annual)	Percent Complete	Completion Date	Project Status
101286	Cardigan Road	58,500	58,500	1,036	0	-57,464	57,464	0		10%		Deferred to 10/11 due to oval work
101287	Echo Street	20,500	20,500	31,414	0	10,914	-10,914	0		100%	31/07/2009	Levy program works completed
101288	Forbes Lane	22,600	22,600	50,579	0	27,979	-27,979	0		100%	04/08/2009	Levy program works completed
101289	Garrick Road	149,900	149,900	7,377	0	-142,523	142,523	0		10%		Levy program stabilisation, service lowering & stab in July school holidays
101290	Gilda Avenue	49,300	49,300	31,606	0	-17,694	17,694	0		100%	1/01/2009	Levy Program Road work complete
101291	Gleneagles Avenue	85,200	85,200	73,564	0	-11,636	11,636	0		100%	29/07/2009	Levy program works completed
101292	Glenview Street	97,600	97,600	9,056	0	-88,544	88,544	0		95%	20/4/010	Levy program Fricseal -All costs not in yet
101293	Highlands Avenue	62,300	62,300	65,980	0	3,680	-3,680	0		100%	28/07/2009	Levy program works completed
101294	Illoura Avenue	71,900	71,900	6,292	0	-65,608	65,608	0		75%		Levy program Fricseal. Shoulders left to do
101295	Johore Place	23,600	23,600	27,824	0	4,224	-4,224	0		100%	27/07/2009	Levy program works completed
101296	Koola Avenue	99,600	99,600	118,352	0	18,752	-18,752	0		100%	24/07/2009	Levy program works completed
101297	Larool Avenue	62,600	62,600	54,293	0	-8,307	8,307	0		100%	30/07/2009	Levy program works completed
101298	Lincoln Road	32,900	32,900	54,230	0	21,330	-21,330	0		100%	29/07/2009	Levy program works completed
101299	Mayfair Place	8,900	8,900	19,603	0	10,703	-10,703	0		100%	27/07/2009	Levy program works completed
101300	Mcintosh Street	41,100	41,100	68,254	0	27,154	-27,154	0		100%	22/07/2009	Levy program works completed
101301	Merrival Lane	22,600	22,600	1,444	0	-21,156	21,156	0		100%	13/04/2010	Levy program works completed-all costs not in yet
101302	Myoora Street	55,500	55,500	41,925	0	-13,575	13,575	0		100%	23/10/2009	Work completed
101303	Narelle Avenue	64,700	64,700	57,288	0	-7,412	7,412	0		100%	31/07/2009	Levy program works completed
101304	Niblick Avenue	19,500	19,500	1,414	0	-18,086	18,086	16,773		95%	23/04/2010	Levy program Fricseal. Costs not in yet
101305	Onslow Lane	12,800	12,800	10,704	0	-2,096	2,096	0		100%	03/11/2009	Levy program works completed
101306	Park Avenue	19,500	19,500	25,642	0	6,142	-6,142	300		100%	25/07/2009	Levy program works completed
101307	Paul Avenue	29,800	29,800	35,270	0	5,470	-5,470	0		100%	1/12/2009	Levy program works completed
101308	Priestley Close	23,600	23,600	24,818	0	1,218	-1,218	0		100%	30/07/2009	Levy program works completed



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101309	Primula Street	55,900	55,900	53,485	0	-2,415	2,415	0		100%	14/08/2009	Levy program works completed
101310	Springdale Road	55,500	55,500	49,129	0	-6,371	6,371	0		100%	31/07/2009	Levy program works completed
101311	Stanhope Road	54,400	54,400	6,551	0	-47,849	47,849	0		100%	25/03/2010	Levy program works completed. Costs not finalised
101312	Stuart Street	136,600	136,600	3,633	0	-132,967	132,967	0		10%		Levy program stabilisation, nightworks prog June
101313	Sydney Road	57,500	57,500	57,806	0	306	-306	0		100%	23/07/2009	Levy program works completed
101314	Taylor Street	29,000	29,000	1,642	0	-27,358	27,358	0		100%	20/04/2010	Levy program fricseal. Costs not in yet
101315	Tryon Road	68,800	68,800	51,107	0	-17,693	17,693	0		100%	24/07/2009	Levy program works completed
101316	Walpole Place	38,000	38,000	32,274	0	-5,726	5,726	0		100%	27/07/2009	Levy program works completed
101317	Warwick Street	22,600	22,600	31,216	0	8,616	-8,616	0		100%	03/08/2009	Levy program works completed
101320	Bolton Place	27,700	24,930	6,078	0	-18,852	21,622	0		100%	19/04/2010	Rehab program Fricseal & patch -also Bristol
101321	Bolwarra Avenue	167,400	150,660	8,602	0	-142,058	158,798	0		10%		Rehab program stabilisation, prog for May
101322	Bruce Avenue	216,700	195,030	10,588	0	-184,442	206,112	0		10%		Rehab program stabilisation not possible.Deferred for development/some patching work to be done
101323	Burleigh Street	43,300	38,970	30,479	0	-8,491	12,821	0		100%	19/10/2009	Work completed
101324	Calvert Avenue	82,200	73,980	4,267	0	-69,713	77,933	318		100%	22/04/2010	Rehab program fricseal & shoulders. Costs not in yet
101325	Denly Lane	90,400	81,360	84,536	0	3,176	5,864	0		100%		Rehab program works complete. Await lmark costs
101326	Fiddens Wharf Road	1,000	1,000	1,763	0	763	-763	0		100%		Rehab program Deferred to 10/11
101327	Livingstone Avenue	2,000	2,000	2,061	0	61	-61	0		100%		Rehab program Deferred to 10/11
101328	Luton Place	39,000	35,100	26,033	0	-9,067	12,967	0		100%	30/07/2009	Rehab Program, works completed
101329	Macleay Avenue	122,200	109,980	7,568	0	-102,412	114,632	73,407		80%		Rehab program stabilisation done/ ac prog end of May
101330	Maranoa Place	17,500	15,750	1,305	0	-14,445	16,195	0		80%		Rehab program stabilisation done/ ac prog end of May
101331	Neringah Avenue North	73,900	66,510	2,589	0	-63,921	71,311	0		10%		Rehab program stabilisation, core hole testing carried out.Deferred development to 10/11
101332	Northcote Avenue	110,900	99,810	4,449	0	-95,362	106,452	0		10%		Rehab program stabilisation, services have been lowered



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101333	Nulla Nulla Street	80,100	72,090	3,915	0	-68,175	76,185	0		80%		Rehab program stabilisation done/ ac prog end of May
101334	Raymond Avenue	64,700	58,230	3,234	0	-54,996	61,466	0		10%		Rehab program stabilisation, prog for May
101335	Shirley Road	92,400	83,160	4,098	0	-79,062	88,302	0		10%		Rehab program stabilisation, services have been lowered
101336	Village Green Parade	148,600	84,000	141,272	0	57,272	7,328	0		100%	1/11/2009	Work completed.await lmark costs
101337	Ulm Avenue	75,000	67,500	734	0	-66,766	74,266	0		10%		Rehab program design required for cul de sac. Deferred to 10/11
101338	Wallalong Crescent	97,600	87,840	3,983	0	-83,857	93,617	0		100%	21/04/2010	Rehab program fricseal. Costs not in yet
101339	Warrabri Place	91,400	82,260	2,826	0	-79,434	88,574	0		10%		Rehab program Deferred 10/11
101340	Wattle Street	80,100	72,090	2,834	0	-69,256	77,266	0		10%		Rehab program stabilisation, core hole testing carried out. Deferred for design to 10/11
101341	Wolsten Avenue	119,100	107,190	4,924	0	-102,266	114,176	0		10%		Rehab program stabilisation, programmed for May
101342	Junction Road - Concrete Works	167,000	96,000	167,000	0	71,000	0	0		100%	04/09/2009	Rehab program, completed
101344	Junction Road	250,000	250,000	265,629	0	15,629	-15,629	224		100%	16/10/2009	RTA Program, Work completed
101345	Stanhope Road	250,000	125,004	0	0	-125,004	250,000	0		5%		RTA program. K&G to commence mid May. Design 90% complete
101348	Werona Road	154,100	154,100	261	0	-153,839	153,839	0				R2R Program. To be deferred due to Energy Aust upgrade
101349	Burns Road	371,900	189,549	1,685	51,685	-187,864	370,215	821,445		1%		R2R Program. Consultation carried out with work to start in late February 2010.
101350	Kulgoa Road	0	0	30,230	34,655	30,230	-30,230	0		100%	1/02/2010	Energy Australia Restoration Complete
101351	Riddles Lane	0	0	60,034	26,184	60,034	-60,034	0		100%	25/03/2010	Energy Australia Restoration Complete
101352	Hope Street	1,900	1,200	3,566	44,393	2,366	-1,666	0		90%		13/4/10 Ac complete. Linemarking left only
101353	Station Street	0	0	143,608	178,211	143,608	-143,608	0		100%	25/03/2010	Energy Australia Restoration Complete
101354	Burubi Avenue	0	0	45,161	42,398	45,161	-45,161	0		100%	25/03/2010	Energy Australia Restoration Complete
101355	Bannockburn Road	0	0	26,371	25,516	26,371	-26,371	0		100%	25/03/2010	Energy Australia Restoration Complete



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101356	Rushall Street	0	0	21,037	22,472	21,037	-21,037	0		100%	25/03/2010	Energy Australia Restoration Complete
101357	Bobbin Head Road	0	0	7,731	17,952	7,731	-7,731	0		100%	25/03/2010	Energy Australia Restoration Complete
101358	Berrilee Street	0	0	29,374	27,245	29,374	-29,374	0		100%	25/03/2010	Energy Australia Restoration Complete
101359	Warrangi Street	0	0	19,987	22,304	19,987	-19,987	0		100%	25/03/2010	Energy Australia Restoration Complete
101360	Powell Street	84,200	63,126	0	0	-63,126	84,200	0				Awaiting design
101361	Yarrabung Road	52,600	39,447	5,551	0	-33,896	47,049	0		5%		Investigating alternatives
101365	Neringa-Woniora	343,000	257,247	12,728	0	-244,519	330,272	0				Design underway
101366	Inlet capacity across Maitland Street	7,200	5,400	2,078	0	-3,322	5,122	0				Work allocated to maintenance section
101367	45 Kokoda Avenue	71,900	53,928	3,798	0	-50,130	68,102	0				Design underway
101368	Junction Road	0	0	233,000	0	233,000	-233,000	0		100%	1/10/2009	Work completed
101369	Asset Revaluation-INFRASTRUCTURE	0	0	25,131	0	25,131	-25,131	0				
101372	Acron Oval	37,200	27,900	1,928	0	-25,972	35,272	0		50%		Investigation and consultation undertaken during second quarter by Operations Dept. Groundsman's equipment storeroom to be upgraded during 4th quarter.
101373	Cliff Oval No. 2	35,900	27,000	0	0	-27,000	35,900	0				Delayed until 2010/11.
101374	Comenarra Oval	344,000	258,030	34,077	0	-223,953	309,923	0		30%	30/09/2010	Construction works in progress
101375	St Ives Village Green	516,600	387,450	148	0	-387,302	516,452	0		50%	30/06/2010	Public exhibition of draft masterplan completed 3rd quarter. Report to Council due May 2010 to adopt masterplan. This will be followed by detailed design of high priority items.
101376	McKenzie Park	64,700	48,510	0	0	-48,510	64,700	0		8%	30/06/2010	Site research and plans underway
101377	Archdale Park	31,800	23,850	0	0	-23,850	31,800	0		8%	30/06/2010	Due to previous concerns from residents when this project has been proposed in the past, further consultation is planned in 4th quarter. S.94 funding may need to be deferred.
101378	Peewee Park	32,000	24,030	17,700	0	-6,330	14,300	0		95%	30/06/2009	Construction work completed.



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101379	Highland Avenue	14,400	10,800	0	0	-10,800	14,400	0			2010-2011	Work has begun but will not be finished until 2011
101380	Balmaringa Reserve	170,500	127,800	0	0	-127,800	170,500	0		15%	30/06/2010	Draft design almost complete. Project to be handed to Operations for construction in 4th quarter.
101381	Rofe Park	37,200	21,200	26,750	0	5,550	10,450	0		100%	31/12/2009	Completed. Invoice paid.
101382	Bicentennial Park	122,200	91,800	69,497	0	-22,303	52,703	0		95%	30/06/2009	Work progressing in association with Lofberg Oval upgrade.
101383	Gordon Recreation Ground	55,500	41,625	0	0	-41,625	55,500	0		50%	30/06/2010	Plans completed and handed to Operations for construction
101385	Malga Avenue	108,300	81,225	7,745	0	-73,480	100,555	0		15%		Design nearing completion, retaining walls quotes being obtained, resident consultation for landscaping
101386	Memorial Avenue	33,900	25,425	29,416	0	3,991	4,484	0		100%	29/01/2010	Construction complete, paid invoices
101387	Grosvenor Road	102,700	77,022	11,277	0	-65,745	91,423	0		15%		Design commenced services locationed, quotes for alternatives being obtained, construction to comence shortly
101390	Topographic Mapping of Flooding KMC	17,600	10,000	2,880	17,583	-7,120	14,720	0		10%		Consultant has reviewed and analysed the process for automation. Large datafiles returned to Council to perform preliminary test.
101396	Capital Acquisition - Operations	0	0	46,710	0	46,710	-46,710	0				
101397	Turuga Street	0	0	29,517	30,291	29,517	-29,517	0		100%	25/03/2010	Energy Australia Restoration Complete
101398	Ku-ring-gai Aven	0	0	52,550	41,408	52,550	-52,550	0		100%	25/03/2010	Energy Australia Restoration Complete
101399	Clydesdale Place	1,500	800	6,754	0	5,954	-5,254	0		95%	25/03/2010	Work completed on footway after development



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TOTALS >> 12,645,800 10,073,341 4,813,027 866,741 -5,260,314 7,832,773 380,319 0

Project	Description	Annual Budget	YTD Budget	YTD ACTUALS		Variance	Annual Budget Remaining	Commit 'ments	PROJECT PERFORMANCE			
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100080	NTRA - Dam, New Course, Sportsfield & Ir	4,241,200	3,180,600	462,958	725,623	-2,717,642	3,778,242	5,377		40%	30/06/2010	Capital expenditure review for special variation submitted to DLG in November 2009. Amended submission to be re-submitted in February 2010 at request of DLG. Feasibility study on water recycling completed to complement \$2million grant. Dam and water recycling tenders awarded in December 2009. Dam construction commenced January 2010. Water recycling scheme design commenced December 2009. Irrigation design and construction to commence 2010. Geotechnical testing and monitoring for tip site continued throughout second quarter and is due for completion March 2010. Geotechnical report due in April 2010 will inform the design and tender for the capping and slope stabilisation. Detailed design of course and sportsfields to follow. DLG requested a new special rate application in March 2010 and was submitted in April 2010.
100311	Swales And Bioretention	77,000	77,000	15,086	0	-61,914	61,914	24,313		40%	30/06/2009	Expenditure to date includes staff salaries covering investigation and preliminary design for water sensitive urban design in Birubi Avenue Turrumurra. Kalang Avenue Killara has been altered. Work has commenced on Birubi Avenue with completion expected by the end of March. Contractors engaged for Kalang Avenue to commence week beginning 6 April 2010.
100312	Integrated Side Entry And Street Tree Pi	26,700	0	5,543	0	5,543	21,157	0		10%	30/06/2009	Expenditure to date is accrued staff salary. This line will compliment PJ 100311. Additionally it will fund works to close stormwater inlet at Kalang and Koora Avenue which have detrimental impacts on the bushland. Engaged contractors for Rushall Street stormwater outlet protection who will survey the site.
100313	Sheldon Forest	10,300	7,722	5,845	0	-1,877	4,455	2,896		70%	30/06/2009	Fifth year of a seven year bush regeneration project. Contract has been complemented by 100329 to accommodate ecological burn, work is on track.
100314	Browns Field And Surrounds	10,300	7,722	7,483	0	-239	2,817	2,633		70%	30/06/2009	Fifth year of a seven year bush regeneration project. Contractor managed by operations and work on track.
100315	Browns Forest (Bgh)	10,300	7,722	9,194	0	1,472	1,106	1,078		70%	30/06/2009	Fifth year of a seven year bush regeneration project. Contractor work on track. Coordinating work with other adjacent land owners including National Parks and Sydney Water. This site is targeted for the next bush neighbours day.



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100316	St Ives Showground (Duffy's Forest)	10,300	7,722	8,971	0	1,249	1,329	1,450		70%	30/06/2009	Fifth year of a seven year bush regeneration project. Contractor work on track. Current focus is on maintaining areas already regenerated managed by the operations staff.
100318	The Glade	5,100	3,825	2,048	0	-1,778	3,053	2,589		70%	30/06/2009	Fifth year of a seven year bush regeneration project. Contractor work on track. Site being prepared for an approved ecological burn in 2009. This project compliments Coupes Creek bush regeneration and weed control project PJ100325.
100319	Maddison (BGH)	10,300	7,722	7,588	0	-134	2,712	3,673		70%	30/06/2009	Fifth year of a seven year bush regeneration project. Contractor work on track.
100320	Acron Oval	5,100	3,825	2,124	0	-1,701	2,976	2,421		70%	30/06/2009	Fifth year of a seven year bush regeneration project. Contractor work on track. Southern Brown Bandicoot interpretive signs to be erected at this site.
100321	Turiban Reserve (Bgh)	5,100	3,825	928	0	-2,898	4,173	2,428		70%	30/06/2009	Fifth year of a seven year bush regeneration project. Contractor work on track. Awaiting approved hazard reduction burn in the North/East corner of reserve when conditions are appropriate to stimulate regeneration.
100322	Wildlife Promotion And Management	10,300	7,722	7,323	0	-399	2,977	227		70%	30/06/2009	Expenditure to date includes accrued salaries, compliments small grant applications, purchase of Trigona bee hives, design and installation of Southern Brown Bandicoot sign. Support staff for the wild things program.
100323	Feral Animal / Noxious Weed Control	15,400	11,547	9,200	0	-2,347	6,200	7,202		45%	30/06/2009	Expenditure to date includes accrued salaries. Contract underway for noxious weed control at Harry Seidler reserve Killara. Weed control at stormwater outlet at Maddison Reserve and purchase of weed brochures. Wet weather has delayed the proposed rabbit control program engaged by operational staff. Expected to commence mid October pending conversation with dog owner groups and urban feral animal action group. This is an ongoing project contracts have been issued. One round of baiting will occur on the golf courses and the Wildflower Garden this financial year.
100324	Creek Maintenance	10,300	10,300	4,410	0	-5,890	5,890	1,006		50%	30/06/2009	Maintenance bush regeneration contract ongoing for Minamurra Avenue Gordon



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100325	Coups Creek (The Glade)	9,200	6,903	4,358	0	-2,546	4,843	2,390		50%	30/06/2009	This project has funded the stabilisation of riparian vegetation of the upper reaches of Coups Creek. Contractors undertaking bush regeneration. Compliments bush regeneration works undertaken in PJ 100318 and external grant for creek rehabilitation PJ100415 .
100326	Stoney Creek (Richmond Park)	21,300	16,047	8,575	18,000	-7,472	12,725	14,615		50%	30/06/2009	Pre fire weeding by contractor in collaboration with the bushland operational staff. Hazard reduction burn has been approved and awaiting appropriate time for burn. Post fire weeding will commence pending programmed fire. Expenditure to date includes staff salaries. Awarded \$30 000 external funds from Sydney Catchment Management Authority to assist in control of vine species. Contractor engaged managed by operations. Second installment due in May on receiving final report
100327	Middle Harbour	23,800	18,072	12,103	0	-5,969	11,697	3,670		40%	30/06/2009	This project enables weeding and revegetation to improve native canopy within an area of Blue Gum High Forest as identified by the vegetation mapping in Orana Street Pymble. Expenditure to date includes accrued staff salaries. East Lindfield Scout planting day at Seven Little Aussie Slade Avenue. This line will also fund contractors to do weed control around Allan Small stormwater harvesting project funded from PJ 101246
100328	Cowan Creek	20,500	15,372	16,034	0	662	4,466	2,632		50%	30/06/2009	Expenditure to date includes staff salaries. Maintenance of Darri Track from last year tree planting day and stormwater outlet construction. This line funds Bannockburn Oval surrounding bush regeneration. This line will also fund surveys at Rushall street and Kent Oval for proposed work in the Cowan catchment
100329	Lane Cove	31,800	24,372	12,581	0	-11,791	19,219	1,166		40%	30/06/2009	Funding used for pre fire weeding along the lower reaches of Sheldon Forest burn approved awaiting appropriate conditions. Expenditure to date includes accrued staff salaries. Currently at Construction of the entrance car park for the wheelchair accessible track at the corner of Lady Game Drive and Grosvenor Streets Lindfield will go ahead with the footpath construction planned for Grosvenor Road in April 2010



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100332	General Sites	20,500	15,372	13,052	0	-2,320	7,448	0		50%	30/06/2009	expenditure includes accrued salaries. Cost of tree planting day kissing point Road and Darri Track including site preparation, plants, protection and promotion of the day. This line will assist in the general planting at Allan Small stormwater harvesting project site.
100333	Bushcare Site Improvements	56,900	42,597	52,844	0	10,247	4,056	0		70%	30/06/2009	Funding directed at 25 bushcare sites to provide supplementary regeneration and individual site support.
100334	Bushcare	8,200	5,466	7,866	0	2,400	334	273		60%	30/06/2009	Funding for qualified bushcare trainers to complement works at bushcare site in accordance to agreed programs. Purchase and installation of additional Bushcare site signs. Compliments PJ 100333
100335	Urban Landcare	10,900	7,266	9,336	0	2,070	1,564	0		70%	30/06/2009	This project is complimented by the "Greenstyles" PJ 100665 - an education program across three council areas regarding native plant species on private property. This project is funded by NSW Sustainability Trust.
100336	Community Firewise	8,200	8,200	7,143	0	-1,057	1,057	0		90%	30/06/2009	This line funded contractors to manually reduce fuel in the South Turrumurra area around Canoon Road. This is a high risk area which cannot be controlled with a hazard reduction burn due to previous frequent burns. This area has also funded the community education days and distribution of firewise kits.
100338	Parkcare	16,400	12,303	21,595	0	9,292	-5,195	0		90%	30/06/2009	Expenditure to date includes staff salaries. Project involved supporting the growing number of volunteers involved in Parkcare and Streetcare. A total of 25 registered groups have been formed to date since the beginning of the Environmental Levy.
100339	Small Grant Projects	87,600	86,250	76,899	0	-9,351	10,701	24,726		80%	30/06/2009	Expenditure to date includes staff salaries and round eight small grant funds presented 28th July. Implementing on going council managed small grant projects to date. Review of completed projects for reporting is expected this financial year. Round nine closed 4th December 2009 Reviewed and distributed to grantee. Round ten is open for applications which closes May 28th.



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100340	Promotions And Initiatives	50,500	22,872	4,488	0	-18,384	46,012	613		40%	30/06/2009	Expenditure to date includes accrued staff salaries. One Stop Shop now known as "Climate Clever Shop" a Sustainable business initiative with Mosman, Willoughby and Hunters Hill Councils. Launch of project delayed to late August as determined by grant steering committee. This line also funds interpretive signs for storm water harvesting, blue gum high forest vegetation also educational material including walking track brochures and an environmental levy flyer, fire and brush turkey posters. This line will also fund concept design for off road cycling. Threatened species booklets for the outdoor staff.
100342	Golden Jubilee Fire Trail	14,400	10,800	28,203	8,333	17,403	-13,803	0		50%	01/12/2008	North Warrungga to North Turramurra fire trail funded by a fourth grant from National Fire Mitigation Fund to meet requirements by NSW Fire Brigade. Expenditure to date includes accrued staff salaries. Contractors engaged to concrete two sections totalling 42m of the fire trail from Lister Street Warrungga entrance commencing 14th October. On completion of works another \$8 330 will be invoiced, to complete the works.
100346	Seven Little Australians	8,200	6,147	7,011	0	864	1,189	71		80%	30/06/2009	Weed control contract commenced on it's 4th year. Planting Slade Avenue street verge with Lindfield Scouts in Spring with a second education day in February these two elements of management on this site compliments the track repair and gate house refurbishment.
100348	Dumping/Encroachment	72,700	72,700	15,479	86	-57,221	57,221	242		100%	30/06/2009	Expenditure to date includes accrued staff salaries, for Community Environment Officers which includes development and implement a dumping program at the urban bushland interface, Walks and Talks program and Interface education through bush neighbours, Westbourne Avenue. Investigating protection options of worn bushland around the very active rock climbing site at Cliff Oval This line will also fund the production of second stage of bushcare signs.



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100350	Noxious Weed Control	51,400	38,547	21,841	0	-16,706	29,559	11,208		50%	30/06/2009	Expenditure to date includes accrued staff salaries. Contracts awarded and work on target for bush regeneration adjacent to Lady Game Drive which compliments current Lane Cove National Park priorities and work. This project also addresses weed control in Hammond Reserve Pymble. Plants and stakes for Rabbit protection at post fire weeding site at Blackbutt Creek. This line also funds the weedy vine control at Tasman avenue part of Rocky creek catchment.
100351	Biodiversity (Macroinvertebrate, Flora, F	25,500	18,512	5,254	0	-13,258	20,246	0		10%	30/06/2009	Expenditure to date includes accrued staff salaries. A bio base and bird report will be completed in 2009/10 and will be incorporated in Council's GIS database.
100353	Community Survey	40,500	30,675	19,839	0	-10,836	20,661	0		60%	30/06/2009	Expenditure to date includes staff salaries. This project line will enable contractors to survey the community to gain an insight to the Environmental Levy performance to date. Contractor engaged surveys have been distributed and collated, three workshops to discuss survey outcomes to be held week beginning 29th March.
100354	Social Research	39,600	29,775	4,927	0	-24,848	34,673	0		10%	30/06/2009	Expenditure to date includes staff salaries. This line will enable investigations to take place in regards to climate change research. The majority of funds will rollover to be used to compliment other environmental projects. This line also will fund the satisfaction survey to be repeated by council this financial year.
100355	Program Evaluation	40,500	30,675	5,039	0	-25,636	35,461	9,384		20%	30/06/2009	This line will fund the assessment of the program Pool To Pond through detailed water testing. Purchase of testing, and automated monitoring equipment for the stormwater harvesting projects.
100357	Weed Inspectorial (Weed Condition)	50,500	38,178	6,691	0	-31,487	43,809	0		10%	30/06/2009	Expenditure to date includes staff salaries. This line will support weed mapping methodology review.
100358	Quarterly Newsletters	41,100	27,400	5,913	0	-21,487	35,187	0		30%	30/06/2009	Expenditure to date includes staff salaries. Funding used for reports and web site update, Ku-ring-gai News, Rates notice and other promotions, advertising of small grant programs through newspapers, artwork, posters and radio. Coaster production to be distributed for golf clubs regarding sewer mining projects.



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100359	General Promotion	20,500	15,375	16,038	0	663	4,462	0		50%	30/06/2009	Expenditure to date includes staff salaries. This line will cover the cost of promotional material also the cost of training staff in Eucalyptus identification. This line also funds materials for the mural at Auluba Oval
100415	Enviro Trust Glade	7,800	4,400	3,535	0	-865	4,265	2,506		85%	01/06/2008	Construction of The Glade Creek completed. This has involved rock and other bank stabilisation and artificially creating barriers to raise creek bed to reduce ongoing erosion. Contractor has also been appointed to remediate the vegetation within the site to compliment PJ100318. The grant project is nearing completion and compliments PJ 100318. Seating and transect surveys to be completed in 2009/10 financial year to monitor level of success of this project. .
100504	Catchment Management	248,100	186,003	89,160	0	-96,843	158,940	2,341		50%	30/06/2009	This line compliments stormwater harvesting at Lofberg Oval Quarry Creek catchment including installation of a trash rack at Quarry Creek. A security fence at the stormwater harvesting tank at Lindfield Soldiers Memorial Oval has been completed.
100617	WSUD Stormwater Qty & Quality	104,300	99,300	66,585	0	-32,715	37,715	5,000		60%	30/06/2009	Expenditure to date includes staff salaries and construction of stormwater outlet protection and riparian work at Kissing Point Road. This line will fund the trash racks to compliment stormwater outlet work at Kissing Point Road. Remaining funds will cover additionally work to compliment stormwater harvesting at Sir David Martin and Lofberg Oval. Compliments PJ 100311. This line also covers the costs of repair work after damaged caused by heavy rain.
100620	Water & Catchments Swain Creek	10,300	6,868	7,722	0	854	2,578	5,914		70%	01/06/2008	Weed control in bushland surrounding Swain Gardens. Contract in it's second year and on target. Currently reviewing options for access through county open space on Shot Machine Creek.
100716	Sec 94 Plan - Admin	0	0	102,822	0	102,822	-102,822	0			On-going	Ongoing.
100782	Open Space Acquisition	0	0	7,889	40,082	7,889	-7,889	607		100%	ongoing	Account to be kept open due to rental income being received.
100787	Cliff Oval	58,500	58,500	45,441	0	-13,059	13,059	8,989		90%		Work completed. Handed over to operations. Defects still being addressed by Contractor.



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100816	Traffic & Transport Study	33,900	25,425	24,451	0	-974	9,449	0			30/06/2010	Town centres project completed. Integrated transport and traffic plan commenced as part of Principal LEP and PMP
100821	Urban Design Studies	33,900	25,425	27,665	0	2,240	6,235	0		10%	30/06/2010	Completed for Town centres LEP and now additional urban design work for DCP and principal LEP
100822	Simmersion	0	0	1,845	0	1,845	-1,845	0		100%	31/12/2008	Project work for 3D modelling for town centres completed.
100825	Reclassification Project	10,000	7,650	10,498	0	2,848	-498	0			30/06/2010	Matter reported to various meetings in December 2009. Planning Proposal being prepared and will be submitted upon gazettal of Draft Ku-ring-gai LEP town centres
100826	Development Public Domain Stage 1	118,800	89,325	108,125	0	18,800	10,675	0		7%	30/06/2010	Project exhibited reporting back to Council prior May/June 2010
100827	Heritage Items and UCA Review	43,900	32,625	5,260	0	-27,365	38,640	0			30/06/2010	Town centres review completed- additional studies and items for Principal LEP underway
100828	Heritage Assistance Fund	5,000	3,600	3,000	0	-600	2,000	0		5%	31/12/2009	Final grants allocated- project completed.
100863	Energy Performance Contract	115,000	86,400	0	0	-86,400	115,000	15,300		100%	01/06/2008	Final grants allocated- project completed.
100872	Threatened Species Demonstration Sites P	1,000	1,000	0	0	-1,000	1,000	0		100%	01/06/2008	This external fund received from DECC for residential education, weed control, minor erosion and track restoration at Browns Forest.
100873	Proclaim Contributions Add On	16,200	12,150	16,100	0	3,950	100	0			30/06/2010	Consolidated DCP adopted for exhibition proclaim project restarted for completion by June 2010.
100888	Riparian Improvement Stormwater Treatmen	51,900	51,900	46,781	0	-5,119	5,119	42		90%	30/06/2009	Works damaged during February storm have been fixed; still waiting for filter to be planted and pump connections to be installed; third progress report has been submitted to trust; bbq information night for sporting clubs planned for May.
100892	Lofberg Quarry Creek Water Quality Imprv	11,400	8,550	11,364	0	2,814	36	0		100%	29/12/2009	Trash rack construction completed, grant acquitted. This will compliment PJ 101245 Lofberg Oval stormwater harvesting project and relates to Lofberg project
101182	Vegetation Mapping	33,900	25,425	13,627	0	-11,798	20,273	0		90%		Mapping for KPP area completed and the Principal LEP areas now underway
101183	Community Consultation	33,900	25,425	3,957	0	-21,468	29,943	745				Consultation strategy for principal LEP being prepared.



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101186	Catchment Analysis	197,100	148,203	50,599	4,742	-97,604	146,501	6,400		30%		This line funds the installation of water consumption monitoring devices from the stormwater harvesting schemes and testing of stormwater quality.
101217	Climate Change Mitigation Feaibility Stu	0	0	19,900	0	19,900	-19,900	0				Funding drawn from Revolving Energy Fund to identify options for energy reduction and alternative energy generation. Information incorporated in report presented to Council in April 2010.
101222	Marian Street Theatre Feasibility Study	887,600	673,128	481,048	0	-192,080	406,552	106,614		75%	30/06/2010	DA approved, Construction Certificate obtained. Building works currently completed. Awaiting occupation certificate, performances due to commence 1 May 2010.
101224	LOT 1 Water Street	87,000	49,600	6,230	0	-43,370	80,770	0		50%	30/06/2010	In December 2009 Council resolved to have Ecological Assessment reviewed by an external consultant. This work is currently underway and will be brought back to Council early in the 4th quarter.
101225	23 Duff Street, Turramurra	0	0	1,376	24,771	1,376	-1,376	0		100%	ongoing	Account to be kept open due to rental income being received.
101228	12 Woonona Ave Wahrenonga	1,700,000	1,660,000	1,654,331	0	-5,669	45,669	0		50%	ongoing	Initial restoration works completed. Account to be kept open due to park embellishment contribution to be received.
101229	B2 Subdivision Turramurra	80,000	50,000	2,855	0	-47,145	77,145	0				Ministerial changes within the NSW Department of Planning have led to a delay in the securing of Project Delivery Agreement between Council and the Dept. An invitation has been sent via the Mayor to the Dept. Further potential delays have been brought about by a restructuring within the State Government.
101230	Biodiversity Maintenance	42,100	30,616	21,621	0	-8,995	20,479	7,828		10%	30/06/2009	Expenditure to date includes staff salaries. Contracts engaged for Mona Street regeneration and post fire weeding at Blackbutt Creek also to assist remediation of 102 Rosedale Road. This line will support contractors in weedy vine control at little Blue Gum Creek



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101233	Kokoda & Kooloona	26,000	19,647	16,307	0	-3,340	9,693	2,905		40%	30/06/2009	Bush regeneration trial in asset protection zone. Currently reviewing the effectiveness of this project. Contractors have been engaged for further works to clear vegetation of weeds in collaboration with bushland staff within two asset protection zones, Kokoda Street and Kooloona Cres. Expenditure to date includes staff salaries
101234	Fire Education	4,100	4,100	2,400	0	-1,700	1,700	0			30/06/2009	Fire information days continuing in collaboration with Rural Fire Service and NSW fire brigade. North and South Turrumurra Area, St Ives Chase have been completed with community days organised in 18th October and 1st November. Another is expected to be undertaken this financial year, with the site yet to be determined by the Rural Fire Service
101235	Aerial/satellite canopy mapping	45,900	35,100	39,839	0	4,739	6,061	10,135		98%	30/06/2009	A final draft of Councils draft vegetation mapping (DRAFT Mapping and assessment of key vegetation communities across the Ku-ring-gai local government area), has been provided to DECCW to assist in their Sydney Metropolitan Vegetation Mapping - The Native Vegetation of the Sydney Metropolitan Catchment Management Authority Area.  Future correspondence with DECCW regarding these mapping products is considered likely to continue over the next few months.  A more detailed release strategy for draft vegetation mapping is currently being finalised. However presentations of draft mapping process undertaken have been provided for Development and Regulations, Environment and Strategy and Operations
101236	Monitoring	14,400	9,600	8,775	0	-825	5,625	1,280		50%	30/06/2009	Expenditure to date includes staff salariesThis line funds water testing of three water sensitive urban design projects. Results from the monitoring will be reported via industry peer review papers at conferences to validate or otherwise this successful program of Council. This line will also fund the commitment with National Parks to part fund a fauna survey at Browns Forest.



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101237	Maintenance	4,100	2,734	2,110	0	-624	1,990	0		80%	30/06/2009	This line funds the maintenance of previously worked sites. Riparian planting and maintenance of tributary of Lovers Jump Creek in Maddison Reserve and the three community tree planting day sites
101238	Paddy Pallin	35,400	26,550	12,709	0	-13,841	22,691	0		80%	30/06/2009	Expenditure to date includes staff salaries. This project line funds the construction of a walking track in Paddy Pallin Reserve. Remaining funds compliments external grant to upgrade walking track in Little Blue Gum Creek. PJ 101239
101239	Little Blue Gum Creek to GNW	105,500	84,400	122,177	0	37,777	-16,677	0		80%	30/06/2009	This line funded the repair and construction of the walking track from Edenborough Oval to Little Blue Gum Creek. Additionally funds have been allocated to purchase a survey and materials for construction of the wheelchair accessible walking track at Little Blue Gum Creek. Construction commenced early January expected completion date end of May. Compliments PJ 101370
101241	Interface Education	17,500	13,122	16,180	686	3,058	1,320	1,658		80%	30/06/2009	Expenditure to date includes staff salaries. This line will cover the costs of walks and talks fees, bush neighbours days and rubbish removal, also funding Water sensitive urban design model completed and under review. Wages for sign installation. Community environment offices have responded to encroachment and dumping issues and commenced a proactive systematic review of interface issues, a monthly report of issues faced is now reported on the council web site. Flying fox colony survey has been sent out to residents in line with with Botanic Gardens translocation proposal. A successful film night for the community was held on the 21st August highlighting the benefits of biodiversity. November 20th saw a bush dance held at St Ives Show ground with a theme of bushland interface issues
101242	Gordon Town Centre	237,200	177,903	39,620	0	-138,283	197,580	0			30/06/2009	Funding used for site survey. Do not expect work to progress on this item this financial year. This line will fund LED lighting in the council chambers which will be utilised as a display for works undertaken by the community and or staff.



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101244	Avondale Creek	20,500	14,912	8,664	0	-6,248	11,836	2,056		50%	30/06/2009	Contractors engaged and on target for riparian bush regeneration work in the top section of Avondale Creek in Sheldon Forest. Follow up weeding will be required post hazard reduction burn
101245	Lofberg Oval	923,000	761,300	290,694	0	-470,606	632,306	5,417		60%	30/06/2010	Construction has commenced.
101246	Allan Small Stage 1	157,100	117,825	93,520	0	-24,305	63,580	20,047		40%		Expenditure to date includes staff salaries. Storm water harvesting to take place collecting stormwater from outlets from Redfield Road for irrigation on the oval next financial year Review of Environmental Factors completed contractors engaged and on target to be completed by mid April.
101254	Open Space Planning	37,900	28,575	25,165	0	-3,410	12,735	0				Report on priorities for Killara catchment to be considered at Council meeting of 11 May 2010.
101255	Dual Occupancy review	7,000	5,400	0	0	-5,400	7,000	0				December 2009 Project memo prepared for KPP for project finalisation.
101259	DCP Peer Review	0	0	53,465	0	53,465	-53,465	0				Project completed as per Council resolution.
101267	From waste water to valuable water - St	488,600	366,300	0	0	-366,300	488,600	0				This is a grant from NSW Government to reuse leachate to irrigate St Ives Showground and nursery. Detailed feasibility study completed. Tender responses currently being reviewed.
101268	A partnership for sharing alternate water	88,500	66,600	12,115	24,417	-54,485	76,385	0		25%		Security fencing erected construction due to commence 10 May 2010
101269	Water for Life Council Partnership	4,800	3,600	5,049	0	1,449	-249	8,360		98%	30/03/2009	Grant to provide funding to promote water savings initiatives. Permission has been granted to use the remaining funds on further promotion and community consultation activities, additional funding and activities are expected to commence in February 2010
101270	Strategic Asset Management Project Plan	55,200	41,400	18,950	0	-22,450	36,250	8,000		60%	30/06/2010	National Asset Management System Training programs undertaken December 2009. Roads Asset Management Plan adopted by Council 2/2/2010. Currently undertaking Fair Valuation assessments Road, Footpaths, Bridges and Drainage. Balance of funds for Bridge audit currently in progress.



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101272	E.E.C.E.E - General	0	0	38,235	0	38,235	-38,235	27,916				Grant from State Government was awarded in 2009 to work with 6 local councils and DECCW on environmental sustainability for local government and their communities. The business plan has been prepared and approved and a project manager has been appointed. Two tenders for this project have been approved by Council in May and April respectively.
101370	Little Blue Gum (Paddy Pallin)	77,000	77,000	78,567	0	1,567	-1,567	0		80%		Contractor engaged and has commenced work for wheelchair accessible track. Material will be stored on site, expected completion date end of April
101371	Auluba Oval 1 & 2	236,200	236,200	116,587	0	-119,613	119,613	1,974		30%		Expenditure includes salaries. This compliments the capital works program for Sir David Martin Reserve. Any budget which remains will be carried to 2010/11 for storm harvesting from the catchment of development at B2 B3 land.
101384	St Ives Remediation	842,100	631,575	2,520	20,000	-629,055	839,580	0		10%		Tender called April 2010. Recommendation to go to Council 11 May.
101388	Housing Studies	33,900	25,425	27,485	0	2,060	6,415	0				Studies completed for CP and remainder for Principal LEP.
101389	Community Planning	33,900	25,425	16,300	0	-9,125	17,600	0				Studies commenced as part of contributions planning project and into Principal LEP planning.





# Responsibility Centre Report: Councillor Support

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Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 0.0%

RESULTS BY COST CENTRE	Month: March		Year To Date to March			Comit'mts	Full Year Budget	OPERATING BUDGET PERFORMANCE		
	Actual	Budget	Actual	Budget	Variance			30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1000 - Councillor Support	60,795	47,775	487,743	490,775	3,032	<input checked="" type="checkbox"/>	259	633,300		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>60,795</b>	<b>47,775</b>	<b>487,743</b>	<b>490,775</b>	<b>3,032</b>	<input checked="" type="checkbox"/>	<b>259</b>	<b>633,300</b>		
<b>NET OPERATING RESULT BY RESOURCE GROUPS</b>										
User Fees	0	0	21	0	-21	<input type="checkbox"/>	0	0	0	0
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>(21)</b>	<input type="checkbox"/>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Employee Costs	12,481	12,650	115,213	113,850	-1,363	<input checked="" type="checkbox"/>	0	151,000	151,000	0
Materials & Contracts	14,426	1,558	47,702	36,022	-11,680	<input checked="" type="checkbox"/>	139	40,300	40,300	0
Operating Expense	25,372	25,050	247,616	264,250	16,634	<input checked="" type="checkbox"/>	120	339,800	339,800	0
<b>TOTAL OPERATING EXPENSE</b>	<b>52,279</b>	<b>39,258</b>	<b>410,531</b>	<b>414,122</b>	<b>3,591</b>	<input checked="" type="checkbox"/>	<b>259</b>	<b>531,100</b>	<b>531,100</b>	<b>0</b>
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(52,279)</b>	<b>(39,258)</b>	<b>(410,509)</b>	<b>(414,122)</b>	<b>(3,613)</b>	<input checked="" type="checkbox"/>	<b>(259)</b>	<b>(531,100)</b>	<b>(531,100)</b>	<b>0</b>
Internal Services	8,517	8,517	77,233	76,653	-580	<input type="checkbox"/>	0	102,200	102,200	0
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(8,517)</b>	<b>(8,517)</b>	<b>(77,233)</b>	<b>(76,653)</b>	<b>580</b>	<input type="checkbox"/>	<b>0</b>	<b>(102,200)</b>	<b>(102,200)</b>	<b>0</b>
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(60,795)</b>	<b>(47,775)</b>	<b>(487,743)</b>	<b>(490,775)</b>	<b>(3,032)</b>	<input checked="" type="checkbox"/>	<b>(259)</b>	<b>(633,300)</b>	<b>(633,300)</b>	<b>0</b>

Variance due to increased legal costs.  
Variance due to a reduction in catering costs






# Responsibility Centre Report: Executive Support

☐

Review: Q3-10(MAR)

Budget Change (%) -3.6%

		Financial Year: 2009/10						Budget Change (%)		-3.6%	
		Month: March		Year To Date to March					OPERATING BUDGET PERFORMANCE		
RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action	
1050 - Executive Support	49,686	48,678	465,239	443,302	-21,937	<input checked="" type="checkbox"/>	45	588,500			Budget adjustment required to reflect correct oncost rates. Underrun due to invoices from the Dept of Planning for Ku-ring-gai Planning Panel members' remuneration not being received.
1055 - Ombudsman Service	20,451	19,700	175,397	177,300	1,903	<input checked="" type="checkbox"/>	0	236,900			
1060 - Ku-ring-gai Council Planning Pan	0	5,833	4,747	52,497	47,750	<input checked="" type="checkbox"/>	505	70,000			
1065 - Joint Regional Planning Panel	0	0	2,284	0	-2,284	<input checked="" type="checkbox"/>	0	0			
NET EXPENDITURE / (REVENUE)	70,137	74,211	647,667	673,099	25,432	<input checked="" type="checkbox"/>	550	895,400			
NET OPERATING RESULT BY RESOURCE GROUPS											
Employee Costs	63,782	61,500	576,177	551,700	-24,477	<input checked="" type="checkbox"/>	0	736,500	768,400	31,900	Budget adjustment required to reflect correct oncost rates. Underrun due to invoices from the Dept of Planning for Ku-ring-gai Planning Panel members' remuneration not being received.
Materials & Contracts	1,416	7,318	18,805	71,562	52,757	<input checked="" type="checkbox"/>	505	93,200	93,200	0	
Operating Expense	1,723	1,868	19,286	18,112	-1,174	<input checked="" type="checkbox"/>	45	23,400	23,400	0	
Statutory Levies	0	0	88	0	-88	<input type="checkbox"/>	0	0	0	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
TOTAL OPERATING EXPENSE	66,921	70,686	614,356	641,374	27,018	<input checked="" type="checkbox"/>	550	853,100	885,000	31,900	
Surplus/ (Deficit) - Direct Control	(66,921)	(70,686)	(614,356)	(641,374)	(27,018)	<input checked="" type="checkbox"/>	(550)	(853,100)	(885,000)	(31,900)	
Depreciation	67	67	588	603	15	<input type="checkbox"/>	0	800	800	0	
Internal Services	3,150	3,458	32,724	31,122	-1,602	<input checked="" type="checkbox"/>	0	41,500	41,500	0	
Surplus/(Deficit) -Indirect Control	(3,217)	(3,525)	(33,311)	(31,725)	1,586	<input checked="" type="checkbox"/>	0	(42,300)	(42,300)	0	
NET SURPLUS/ (DEFICIT)	(70,137)	(74,211)	(647,667)	(673,099)	(25,432)	<input checked="" type="checkbox"/>	(550)	(895,400)	(927,300)	(31,900)	

Budget adjustment required to reflect correct oncost rates.  
Underrun due to invoices from the Dept of Planning for Ku-ring-gai Planning Panel members' remuneration not being received.





# Responsibility Centre Report: Council Services

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Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 0.0%

RESULTS BY COST CENTRE	Month: March		Year To Date to March			Comit'mts	Full Year Budget	OPERATING BUDGET PERFORMANCE		
	Actual	Budget	Actual	Budget	Variance			30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2101 - Governance	21,814	25,518	197,029	231,162	34,133	<input checked="" type="checkbox"/>	936	308,700		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>21,814</b>	<b>25,518</b>	<b>197,029</b>	<b>231,162</b>	<b>34,133</b>	<input checked="" type="checkbox"/>	<b>936</b>	<b>308,700</b>		

## NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	304	83	4,480	747	-3,733	<input checked="" type="checkbox"/>	0	1,000	1,000	0	Underrun due to staff vacancy. Underrun due to less use of consultants than anticipated.
<b>TOTAL REVENUE</b>	<b>304</b>	<b>83</b>	<b>4,480</b>	<b>747</b>	<b>(3,733)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	
Employee Costs	17,047	18,300	150,481	164,400	13,919	<input checked="" type="checkbox"/>	0	220,000	220,000	0	
Materials & Contracts	3,380	4,492	29,502	40,928	11,426	<input checked="" type="checkbox"/>	936	54,700	54,700	0	
Operating Expense	417	1,267	9,557	12,703	3,146	<input checked="" type="checkbox"/>	0	16,500	16,500	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>20,843</b>	<b>24,059</b>	<b>189,541</b>	<b>218,031</b>	<b>28,490</b>	<input checked="" type="checkbox"/>	<b>936</b>	<b>291,200</b>	<b>291,200</b>	<b>0</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(20,539)</b>	<b>(23,976)</b>	<b>(185,061)</b>	<b>(217,284)</b>	<b>(32,223)</b>	<input checked="" type="checkbox"/>	<b>(936)</b>	<b>(290,200)</b>	<b>(290,200)</b>	<b>0</b>	
Internal Services	1,275	1,542	11,968	13,878	1,910	<input checked="" type="checkbox"/>	0	18,500	18,500	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(1,275)</b>	<b>(1,542)</b>	<b>(11,968)</b>	<b>(13,878)</b>	<b>(1,910)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(18,500)</b>	<b>(18,500)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(21,814)</b>	<b>(25,518)</b>	<b>(197,029)</b>	<b>(231,162)</b>	<b>(34,133)</b>	<input checked="" type="checkbox"/>	<b>(936)</b>	<b>(308,700)</b>	<b>(308,700)</b>	<b>0</b>	





# Responsibility Centre Report: Corporate Accounts

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Review: Q3-10(MAR)

Budget Change (%) -2.4%

Financial Year: 2009/10

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2050 - Corporate Accounts	-405,003	-604,142	-52,039,058	-50,870,078	1,168,980	<input checked="" type="checkbox"/>	0	-59,065,600		
9001 - 2004-09 Sec 94 Plan	-1,919,396	-150,000	-8,291,055	-6,550,000	1,741,055	<input checked="" type="checkbox"/>	0	-7,000,000		
9002 - Sec 94 Town Centres Plan	0	0	-1,827	0	1,827	<input checked="" type="checkbox"/>	0	0		
9000 - Section 94	25,127	-91,775	-1,767,546	-825,975	941,571	<input checked="" type="checkbox"/>	0	-1,101,300		
2075 - Statutory Levies	441,182	0	2,230,471	1,784,100	-446,371	<input checked="" type="checkbox"/>	0	2,264,200		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>(1,858,089)</b>	<b>(845,917)</b>	<b>(59,869,016)</b>	<b>(56,461,953)</b>	<b>3,407,063</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(64,902,700)</b>		

## NET OPERATING RESULT BY RESOURCE GROUPS

Rates	-3,403	0	39,127,803	39,084,700	-43,103	<input checked="" type="checkbox"/>	0	39,084,700	39,127,900	43,200	Increase in Rates income due to supplementary rating.
Environmental Levy	-279	0	2,191,978	2,182,800	-9,178	<input checked="" type="checkbox"/>	0	2,182,800	2,192,000	9,200	
Infrastructure Levy	-519	0	5,840,173	5,824,100	-16,073	<input checked="" type="checkbox"/>	0	5,824,100	5,840,200	16,100	Increase in Infrastructure Levy income due to supplementary rating.
New Facilities Rate	-182	0	1,425,048	1,420,000	-5,048	<input checked="" type="checkbox"/>	0	1,420,000	1,420,000	0	
Pension Rebates	-7,331	0	-998,386	-980,900	17,486	<input checked="" type="checkbox"/>	0	-980,900	-998,600	-17,700	Increase in Pensioner Rebates
Annual DWM & Stormwater Charge	-36	0	922,797	920,600	-2,197	<input checked="" type="checkbox"/>	0	920,600	920,600	0	
User Fees	312	4,925	-26,378	44,325	70,703	<input checked="" type="checkbox"/>	0	59,100	59,100	0	Awaiting raising of invoice s611 AGL, budget will be met by year end.
Interest	459,279	140,516	3,223,280	1,264,644	-1,958,636	<input checked="" type="checkbox"/>	0	1,618,300	1,618,300	0	Increased YTD Interest on investment income. No revision at this point due to possible write-down on an investment.
Other Revenue	11,619	8,500	79,858	76,500	-3,358	<input checked="" type="checkbox"/>	0	102,000	102,000	0	
Grants	0	547,700	1,983,698	1,976,800	-6,898	<input checked="" type="checkbox"/>	0	2,524,500	2,524,500	0	
<b>TOTAL REVENUE</b>	<b>459,461</b>	<b>701,641</b>	<b>53,769,873</b>	<b>51,813,569</b>	<b>(1,956,304)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>52,755,200</b>	<b>52,806,000</b>	<b>50,800</b>	
Employee Costs	0	0	0	0	0	<input type="checkbox"/>	0	199,500	199,500	0	
Materials & Contracts	19,412	8,783	69,000	79,047	10,047	<input checked="" type="checkbox"/>	0	105,200	105,200	0	Awaiting Auditors invoice, budget anticipated to be met by year end.
Operating Expense	23,764	25,424	239,371	294,816	55,445	<input checked="" type="checkbox"/>	0	421,100	421,100	0	Decrease in interest expense on bonds, Decrease in bill payment service cost and decreased merchant fee costs (offset by reduced recovery). Payment made earlier: Budget phasing issue and increase in Fire Brigade levy (\$10K).
Statutory Levies	441,182	0	2,230,471	1,784,100	-446,371	<input checked="" type="checkbox"/>	0	2,264,200	2,274,200	10,000	
Interest Expense	41,257	43,600	383,142	392,400	9,258	<input checked="" type="checkbox"/>	0	523,500	523,500	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>525,615</b>	<b>77,807</b>	<b>2,921,984</b>	<b>2,550,363</b>	<b>(371,621)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>3,513,500</b>	<b>3,523,500</b>	<b>10,000</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(66,154)</b>	<b>623,834</b>	<b>50,847,888</b>	<b>49,263,206</b>	<b>(1,584,682)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>49,241,700</b>	<b>49,282,500</b>	<b>40,800</b>	
s94 Contributions	-1,919,396	-150,000	-8,292,882	-6,550,000	1,742,882	<input checked="" type="checkbox"/>	0	-7,000,000	-8,500,000	-1,500,000	Increase in Section 94 Contributions income
Profit on Asset Sales	67,236	0	-79,495	0	79,495	<input checked="" type="checkbox"/>	0	-7,796,000	-7,796,000	0	Profit on sales of assets(Depot) not yet realised
Internal Services	-72,083	-72,083	-648,750	-648,747	3	<input type="checkbox"/>	0	-865,000	-865,000	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>1,924,243</b>	<b>222,083</b>	<b>9,021,128</b>	<b>7,198,747</b>	<b>(1,822,381)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>15,661,000</b>	<b>17,161,000</b>	<b>1,500,000</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>1,858,089</b>	<b>845,917</b>	<b>59,869,016</b>	<b>56,461,953</b>	<b>(3,407,063)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>64,902,700</b>	<b>66,443,500</b>	<b>1,540,800</b>	






# Responsibility Centre Report: Financial Management

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Review: Q3-10(MAR)

Budget Change (%) 0.0%

			Financial Year: 2009/10				Budget Change [%]		0.0%	
	Month: March		Year To Date to March					OPERATING BUDGET PERFORMANCE		
RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2150 - Financial Management	54,990	61,941	548,783	564,369	15,586	<input checked="" type="checkbox"/>	0	750,600		
2151 - Rates & Debtors	16,057	24,150	341,595	395,650	54,055	<input checked="" type="checkbox"/>	680	467,900		
NET EXPENDITURE / (REVENUE)	71,048	86,091	890,378	960,019	69,641	<input checked="" type="checkbox"/>	680	1,218,500		
NET OPERATING RESULT BY RESOURCE GROUPS										
User Fees	19,372	10,500	125,484	118,400	-7,084	<input checked="" type="checkbox"/>	0	150,000	150,000	0
Other Revenue	0	5,900	48,112	54,500	6,388	<input checked="" type="checkbox"/>	0	71,900	71,900	0
TOTAL REVENUE	19,372	16,400	173,596	172,900	(696)	<input type="checkbox"/>	0	221,900	221,900	0
Employee Costs	71,072	78,691	674,145	708,719	34,574	<input checked="" type="checkbox"/>	680	944,400	927,000	-17,400
Materials & Contracts	12,894	9,134	116,110	142,606	26,496	<input checked="" type="checkbox"/>	0	170,300	187,700	17,400
Operating Expense	1,195	9,508	228,676	235,172	6,496	<input checked="" type="checkbox"/>	0	263,800	263,800	0
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
TOTAL OPERATING EXPENSE	85,161	97,333	1,018,932	1,086,497	67,565	<input checked="" type="checkbox"/>	680	1,378,500	1,378,500	0
Surplus/ (Deficit) - Direct Control	(65,789)	(80,933)	(845,336)	(913,597)	(68,261)	<input checked="" type="checkbox"/>	(680)	(1,156,600)	(1,156,600)	0
Internal Services	5,259	5,158	45,042	46,422	1,380	<input checked="" type="checkbox"/>	0	61,900	61,900	0
Surplus/(Deficit) -Indirect Control	(5,259)	(5,158)	(45,042)	(46,422)	(1,380)	<input checked="" type="checkbox"/>	0	(61,900)	(61,900)	0
NET SURPLUS/ (DEFICIT)	(71,048)	(86,091)	(890,378)	(960,019)	(69,641)	<input checked="" type="checkbox"/>	(680)	(1,218,500)	(1,218,500)	0

Budget reduced and transferred to Materials & Contracts for use on consultant. Underrun is due to YIU savings in legal fees (budget offset by legal costs recovered). Budget had been increased as a result of a transfer of funds from employee costs to fund cost of consultants.





# Responsibility Centre Report: Human Resource Management

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Review: Q3-10(MAR)

Budget Change (%) 6.2%

Financial Year: 2009/10

Month: March

Year To Date to March

## OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1101 - Payroll Processing	13,282	14,077	118,581	126,693	8,112	<input checked="" type="checkbox"/>	0	168,200		
1103 - Workforce Management	59,986	63,743	490,329	588,187	97,858	<input checked="" type="checkbox"/>	0	793,800		
1100 - Occupational, Health and Safety	33,477	17,807	166,571	182,363	15,792	<input checked="" type="checkbox"/>	0	235,300		
1102 - Staff Training and Development	6,892	6,941	46,051	62,469	16,418	<input checked="" type="checkbox"/>	9,382	83,300		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>113,637</b>	<b>102,568</b>	<b>821,531</b>	<b>959,712</b>	<b>138,181</b>	<input checked="" type="checkbox"/>	<b>9,382</b>	<b>1,280,600</b>		

## NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	Income yet to be received for Council's corporate uniform, this is fully offset with a reduction of corporate uniform expenditure for this financial year.
Other Revenue	-4,946	1,250	-5,613	11,250	16,863	<input checked="" type="checkbox"/>	0	15,000	0	-15,000	
<b>TOTAL REVENUE</b>	<b>(4,946)</b>	<b>1,250</b>	<b>(5,613)</b>	<b>11,250</b>	<b>16,863</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>15,000</b>	<b>0</b>	<b>(15,000)</b>	Budget reduced to offset reduced income for corporate uniforms not proceeding this financial year. Budget reduced by \$30K due to variances in legal costs and consultancy costs as a result of low turnover rates. Budget reduced by \$50K due to a reduction in advertsing and recruitment costs.
Employee Costs	85,907	66,761	618,544	637,449	18,905	<input checked="" type="checkbox"/>	8,918	850,900	835,900	-15,000	
Materials & Contracts	9,209	13,850	74,250	124,650	50,400	<input checked="" type="checkbox"/>	0	166,200	136,200	-30,000	
Operating Expense	10,872	20,124	96,689	181,116	84,427	<input checked="" type="checkbox"/>	464	241,500	191,500	-50,000	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>105,987</b>	<b>100,735</b>	<b>789,483</b>	<b>943,215</b>	<b>153,732</b>	<input checked="" type="checkbox"/>	<b>9,382</b>	<b>1,258,600</b>	<b>1,163,600</b>	<b>(95,000)</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(110,934)</b>	<b>(99,485)</b>	<b>(795,096)</b>	<b>(931,965)</b>	<b>(136,869)</b>	<input checked="" type="checkbox"/>	<b>(9,382)</b>	<b>(1,243,600)</b>	<b>(1,163,600)</b>	<b>80,000</b>	
Depreciation	155	0	1,379	0	-1,379	<input checked="" type="checkbox"/>	0	0	0	0	
Internal Services	2,548	3,083	25,056	27,747	2,691	<input checked="" type="checkbox"/>	0	37,000	37,000	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(2,703)</b>	<b>(3,083)</b>	<b>(26,435)</b>	<b>(27,747)</b>	<b>(1,312)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(37,000)</b>	<b>(37,000)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(113,637)</b>	<b>(102,568)</b>	<b>(821,531)</b>	<b>(959,712)</b>	<b>(138,181)</b>	<input checked="" type="checkbox"/>	<b>(9,382)</b>	<b>(1,280,600)</b>	<b>(1,200,600)</b>	<b>80,000</b>	





## Responsibility Centre Report: Information Tech

☐

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 0.9%

Month: March

Year To Date to March

### OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2325 - IT Support	66,841	148,458	1,695,768	1,763,422	67,654	<input checked="" type="checkbox"/>	51,619	2,210,000		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>66,841</b>	<b>148,458</b>	<b>1,695,768</b>	<b>1,763,422</b>	<b>67,654</b>	<input checked="" type="checkbox"/>	<b>51,619</b>	<b>2,210,000</b>		

### NET OPERATING RESULT BY RESOURCE GROUPS

Other Revenue	0	0	1,183	0	-1,183	<input checked="" type="checkbox"/>	0	0	0	0
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>1,183</b>	<b>0</b>	<b>(1,183)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Employee Costs	50,643	51,300	467,570	455,700	-11,870	<input checked="" type="checkbox"/>	0	610,200	610,200	0
Materials & Contracts	21,710	54,292	551,471	583,628	32,157	<input checked="" type="checkbox"/>	34,477	747,300	727,300	-20,000
Operating Expense	-17,692	32,833	587,055	633,797	46,742	<input checked="" type="checkbox"/>	14,811	732,100	732,100	0
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	2,331	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>54,661</b>	<b>138,425</b>	<b>1,606,095</b>	<b>1,673,125</b>	<b>67,030</b>	<input checked="" type="checkbox"/>	<b>51,619</b>	<b>2,089,600</b>	<b>2,069,600</b>	<b>(20,000)</b>
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(54,661)</b>	<b>(138,425)</b>	<b>(1,604,913)</b>	<b>(1,673,125)</b>	<b>(68,212)</b>	<input checked="" type="checkbox"/>	<b>(51,619)</b>	<b>(2,089,600)</b>	<b>(2,069,600)</b>	<b>20,000</b>
Depreciation	9,988	7,842	71,130	70,578	-552	<input type="checkbox"/>	0	94,100	94,100	0
Internal Services	2,192	2,191	19,725	19,719	-6	<input type="checkbox"/>	0	26,300	26,300	0
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(12,180)</b>	<b>(10,033)</b>	<b>(90,855)</b>	<b>(90,297)</b>	<b>558</b>	<input type="checkbox"/>	<b>0</b>	<b>(120,400)</b>	<b>(120,400)</b>	<b>0</b>
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(66,841)</b>	<b>(148,458)</b>	<b>(1,695,768)</b>	<b>(1,763,422)</b>	<b>(67,654)</b>	<input checked="" type="checkbox"/>	<b>(51,619)</b>	<b>(2,210,000)</b>	<b>(2,190,000)</b>	<b>20,000</b>

Overrun due to additional overtime payments and staff not taking leave as anticipated. This will be offset by savings on some training items. Budget reduced by \$20K as a result of savings realised through consolidation of lease agreements.

Underrun due to savings on printer consumables achieved through new managed print service contracts and delays in invoices on PABX costs.





## Responsibility Centre Report: Insurance & Risk

☐

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 0.0%

Month: March

Year To Date to March

### OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2000 - Insurance and Risk	17,127	16,474	687,636	751,366	63,730	<input checked="" type="checkbox"/>	13,723	801,100		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>17,127</b>	<b>16,474</b>	<b>687,636</b>	<b>751,366</b>	<b>63,730</b>	<input checked="" type="checkbox"/>	<b>13,723</b>	<b>801,100</b>		
<b>NET OPERATING RESULT BY RESOURCE GROUPS</b>										
Other Revenue	0	0	53,677	50,000	-3,677	<input checked="" type="checkbox"/>	0	50,000	50,000	0
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>53,677</b>	<b>50,000</b>	<b>(3,677)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>
Employee Costs	6,980	6,000	57,409	54,000	-3,409	<input checked="" type="checkbox"/>	0	72,300	72,300	0
Materials & Contracts	9,728	3,916	17,596	25,644	8,048	<input checked="" type="checkbox"/>	13,636	37,200	37,200	0
Operating Expense	419	6,558	666,308	721,722	55,414	<input checked="" type="checkbox"/>	87	741,600	741,600	0
<b>TOTAL OPERATING EXPENSE</b>	<b>17,127</b>	<b>16,474</b>	<b>741,313</b>	<b>801,366</b>	<b>60,053</b>	<input checked="" type="checkbox"/>	<b>13,723</b>	<b>851,100</b>	<b>851,100</b>	<b>0</b>
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(17,127)</b>	<b>(16,474)</b>	<b>(687,636)</b>	<b>(751,366)</b>	<b>(63,730)</b>	<input checked="" type="checkbox"/>	<b>(13,723)</b>	<b>(801,100)</b>	<b>(801,100)</b>	<b>0</b>
<b>Surplus/(Deficit) -Indirect Control</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<input type="checkbox"/>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(17,127)</b>	<b>(16,474)</b>	<b>(687,636)</b>	<b>(751,366)</b>	<b>(63,730)</b>	<input checked="" type="checkbox"/>	<b>(13,723)</b>	<b>(801,100)</b>	<b>(801,100)</b>	<b>0</b>

Underrun in legal expenses. It is anticipated that this budget will be met by year end. Insurance excess and settlements under budget due to favourable claims experience. No budget variation recommended due to nature of insurance.



## Responsibility Centre Report: Land Information

☑☑☑☑☑

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 108.2%

Month: March

Year To Date to March

### OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2800 - Land Information	-11,904	5,766	-20,715	51,894	72,609	☑	10	69,300		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>(11,904)</b>	<b>5,766</b>	<b>(20,715)</b>	<b>51,894</b>	<b>72,609</b>	<b>☑</b>	<b>10</b>	<b>69,300</b>		

### NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	34,824	16,675	223,501	150,075	-73,426	☑	0	200,100	275,100	75,000	Budget increased to \$275K due to increase in number of Section 149 certificate applications.
Other Revenue	0	8	288	72	-216	☐	0	100	100	0	
<b>TOTAL REVENUE</b>	<b>34,824</b>	<b>16,683</b>	<b>223,789</b>	<b>150,147</b>	<b>(73,642)</b>	<b>☑</b>	<b>0</b>	<b>200,200</b>	<b>275,200</b>	<b>75,000</b>	
Employee Costs	21,102	20,400	185,975	183,600	-2,375	☑	0	244,900	244,900	0	
Materials & Contracts	0	183	777	1,647	870	☐	10	2,200	2,200	0	
Operating Expense	333	333	3,000	2,997	-3	☐	0	4,000	4,000	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>21,435</b>	<b>20,916</b>	<b>189,752</b>	<b>188,244</b>	<b>(1,508)</b>	<b>☑</b>	<b>10</b>	<b>251,100</b>	<b>251,100</b>	<b>0</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>13,388</b>	<b>(4,233)</b>	<b>34,037</b>	<b>(38,097)</b>	<b>(72,134)</b>	<b>☑</b>	<b>(10)</b>	<b>(50,900)</b>	<b>24,100</b>	<b>75,000</b>	
Depreciation	243	250	2,147	2,250	103	☐	0	3,000	3,000	0	
Internal Services	1,242	1,283	11,175	11,547	372	☐	0	15,400	15,400	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(1,485)</b>	<b>(1,533)</b>	<b>(13,322)</b>	<b>(13,797)</b>	<b>(475)</b>	<b>☐</b>	<b>0</b>	<b>(18,400)</b>	<b>(18,400)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>11,904</b>	<b>(5,766)</b>	<b>20,715</b>	<b>(51,894)</b>	<b>(72,609)</b>	<b>☑</b>	<b>(10)</b>	<b>(69,300)</b>	<b>5,700</b>	<b>75,000</b>	





# Responsibility Centre Report: Mgnt Sup Fin & Bus

☐

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 0.0%

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1900 - Management Support - Finance &	27,275	27,317	247,202	240,053	-7,149	<input checked="" type="checkbox"/>	4,746	321,700		
NET EXPENDITURE / (REVENUE)	27,275	27,317	247,202	240,053	(7,149)	<input checked="" type="checkbox"/>	4,746	321,700		

## NET OPERATING RESULT BY RESOURCE GROUPS

Employee Costs	23,102	23,300	205,613	206,400	787	<input type="checkbox"/>	0	276,300	276,300	0
Materials & Contracts	1,523	0	7,472	0	-7,472	<input checked="" type="checkbox"/>	426	0	0	0
Operating Expense	939	2,317	16,861	18,353	1,492	<input checked="" type="checkbox"/>	4,320	25,000	25,000	0
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
TOTAL OPERATING EXPENSE	25,564	25,617	229,946	224,753	(5,193)	<input checked="" type="checkbox"/>	4,746	301,300	301,300	0
Surplus/ (Deficit) - Direct Control	(25,564)	(25,617)	(229,946)	(224,753)	5,193	<input checked="" type="checkbox"/>	(4,746)	(301,300)	(301,300)	0
Internal Services	1,711	1,700	17,256	15,300	-1,956	<input checked="" type="checkbox"/>	0	20,400	20,400	0
Surplus/(Deficit) -Indirect Control	(1,711)	(1,700)	(17,256)	(15,300)	1,956	<input checked="" type="checkbox"/>	0	(20,400)	(20,400)	0
NET SURPLUS/ (DEFICIT)	(27,275)	(27,317)	(247,202)	(240,053)	7,149	<input checked="" type="checkbox"/>	(4,746)	(321,700)	(321,700)	0





## Responsibility Centre Report: Print Room

☒

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 0.0%

Month: March

Year To Date to March

### OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2200 - Print Room	6,870	2,783	22,778	27,647	4,869	<input checked="" type="checkbox"/>	150,784	35,700		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>6,870</b>	<b>2,783</b>	<b>22,778</b>	<b>27,647</b>	<b>4,869</b>	<input checked="" type="checkbox"/>	<b>150,784</b>	<b>35,700</b>		

### NET OPERATING RESULT BY RESOURCE GROUPS

Other Revenue	218	0	986	0	-986	<input type="checkbox"/>	0	0	0	0
<b>TOTAL REVENUE</b>	<b>218</b>	<b>0</b>	<b>986</b>	<b>0</b>	<b>(986)</b>	<input type="checkbox"/>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Employee Costs	10,142	10,100	89,917	90,900	983	<input type="checkbox"/>	0	120,900	120,900	0
Materials & Contracts	10,315	9,067	83,780	84,203	423	<input type="checkbox"/>	150,784	111,400	111,400	0
Operating Expense	83	83	750	747	-3	<input type="checkbox"/>	0	1,000	1,000	0
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>20,541</b>	<b>19,250</b>	<b>174,447</b>	<b>175,850</b>	<b>1,403</b>	<input checked="" type="checkbox"/>	<b>150,784</b>	<b>233,300</b>	<b>233,300</b>	<b>0</b>
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(20,323)</b>	<b>(19,250)</b>	<b>(173,460)</b>	<b>(175,850)</b>	<b>(2,390)</b>	<input checked="" type="checkbox"/>	<b>(150,784)</b>	<b>(233,300)</b>	<b>(233,300)</b>	<b>0</b>
Depreciation	194	200	1,716	1,800	84	<input type="checkbox"/>	0	2,400	2,400	0
Internal Services	-13,647	-16,667	-152,398	-150,003	2,395	<input checked="" type="checkbox"/>	0	-200,000	-200,000	0
<b>Surplus/(Deficit) -Indirect Control</b>	<b>13,453</b>	<b>16,467</b>	<b>150,683</b>	<b>148,203</b>	<b>(2,480)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>197,600</b>	<b>197,600</b>	<b>0</b>
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(6,870)</b>	<b>(2,783)</b>	<b>(22,778)</b>	<b>(27,647)</b>	<b>(4,869)</b>	<input checked="" type="checkbox"/>	<b>(150,784)</b>	<b>(35,700)</b>	<b>(35,700)</b>	<b>0</b>





## Responsibility Centre Report: Records

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Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 3.1%

RESULTS BY COST CENTRE	Month: March		Year To Date to March			Comit'mts	Full Year Budget	OPERATING BUDGET PERFORMANCE		
	Actual	Budget	Actual	Budget	Variance			30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1550 - Records Management	52,566	63,916	531,506	575,244	43,738	<input checked="" type="checkbox"/>	8,514	767,100		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>52,566</b>	<b>63,916</b>	<b>531,506</b>	<b>575,244</b>	<b>43,738</b>	<input checked="" type="checkbox"/>	<b>8,514</b>	<b>767,100</b>		

### NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	7,987	8,300	64,273	74,700	10,427	<input checked="" type="checkbox"/>	0	100,000	90,000	-10,000	Budget reduced by \$10K due to reduction in numbers of Development Applications received.  Underrun due to several staff being on extended leave. This will be partially offset by the use of contract and casual labour. Transfer of \$24K to IT for the purchase of new scanners. Reduction of \$10K in postage costs to offset reduction in user fees.
<b>TOTAL REVENUE</b>	<b>7,987</b>	<b>8,300</b>	<b>64,273</b>	<b>74,700</b>	<b>10,427</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>100,000</b>	<b>90,000</b>	<b>(10,000)</b>	
Employee Costs	44,897	43,900	370,884	395,100	24,216	<input checked="" type="checkbox"/>	0	527,500	527,500	0	
Materials & Contracts	7,791	15,324	136,458	137,916	1,458	<input checked="" type="checkbox"/>	1,956	183,700	159,700	-24,000	
Operating Expense	7,742	12,733	82,299	114,597	32,298	<input checked="" type="checkbox"/>	6,558	152,800	142,800	-10,000	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>60,430</b>	<b>71,957</b>	<b>589,641</b>	<b>647,613</b>	<b>57,972</b>	<input checked="" type="checkbox"/>	<b>8,514</b>	<b>864,000</b>	<b>830,000</b>	<b>(34,000)</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(52,442)</b>	<b>(63,657)</b>	<b>(525,368)</b>	<b>(572,913)</b>	<b>(47,545)</b>	<input checked="" type="checkbox"/>	<b>(8,514)</b>	<b>(764,000)</b>	<b>(740,000)</b>	<b>24,000</b>	
Depreciation	88	84	777	756	-21	<input type="checkbox"/>	0	1,000	1,000	0	
Internal Services	36	175	5,361	1,575	-3,786	<input checked="" type="checkbox"/>	0	2,100	2,100	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(124)</b>	<b>(259)</b>	<b>(6,138)</b>	<b>(2,331)</b>	<b>3,807</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(3,100)</b>	<b>(3,100)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(52,566)</b>	<b>(63,916)</b>	<b>(531,506)</b>	<b>(575,244)</b>	<b>(43,738)</b>	<input checked="" type="checkbox"/>	<b>(8,514)</b>	<b>(767,100)</b>	<b>(743,100)</b>	<b>24,000</b>	





# Responsibility Centre Report: Supply

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Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 0.0%

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2301 - Purchasing / Supply	24,577	25,439	222,115	232,451	10,336	<input checked="" type="checkbox"/>	621	308,400		
2300 - Accounts Payable	11,784	12,000	103,485	108,000	4,515	<input checked="" type="checkbox"/>	521	144,600		

NET EXPENDITURE / (REVENUE)	36,361	37,439	325,600	340,451	14,851	<input checked="" type="checkbox"/>	1,142	453,000		
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## NET OPERATING RESULT BY RESOURCE GROUPS

Other Revenue	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
TOTAL REVENUE	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
Employee Costs	32,081	33,300	288,590	303,200	14,610	<input checked="" type="checkbox"/>	0	403,300	403,300	0	YTD savings in employee costs due to staff vacancies.
Materials & Contracts	2,274	925	8,468	8,325	-143	<input type="checkbox"/>	1,142	11,100	11,100	0	
Operating Expense	614	1,815	16,018	16,335	317	<input type="checkbox"/>	0	21,800	21,800	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
TOTAL OPERATING EXPENSE	34,970	36,040	313,075	327,860	14,785	<input checked="" type="checkbox"/>	1,142	436,200	436,200	0	
Surplus/ (Deficit) - Direct Control	(34,970)	(36,040)	(313,075)	(327,860)	(14,785)	<input checked="" type="checkbox"/>	(1,142)	(436,200)	(436,200)	0	
Internal Services	1,392	1,399	12,525	12,591	66	<input type="checkbox"/>	0	16,800	16,800	0	
Surplus/(Deficit) -Indirect Control	(1,392)	(1,399)	(12,525)	(12,591)	(66)	<input type="checkbox"/>	0	(16,800)	(16,800)	0	
NET SURPLUS/ (DEFICIT)	(36,361)	(37,439)	(325,600)	(340,451)	(14,851)	<input checked="" type="checkbox"/>	(1,142)	(453,000)	(453,000)	0	






# Responsibility Centre Report: Community Development

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Review: Q3-10(MAR)

Budget Change [%] 0.0%

		Financial Year: 2009/10						Budget Change [%]		0.0%	
		Month: March		Year To Date to March					OPERATING BUDGET PERFORMANCE		
RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action	
1200 - Aged Services	16,431	10,406	42,642	76,129	33,487	<input checked="" type="checkbox"/>	58	137,300			
1201 - Children Services Development	20,211	29,690	81,505	142,981	61,476	<input checked="" type="checkbox"/>	0	223,100			
1204 - Thomas Carlyle Children's Centre	12,708	10,317	9,967	-3,297	-13,264	<input checked="" type="checkbox"/>	639	24,800			
1202 - Family Day Care	23,845	18,133	166,392	198,272	31,880	<input checked="" type="checkbox"/>	0	259,500			
1203 - Service Planning and Development	33,099	45,857	240,786	257,613	16,827	<input checked="" type="checkbox"/>	9,700	317,200			
1205 - Youth Services	23,299	32,017	165,169	184,353	19,184	<input checked="" type="checkbox"/>	8,580	251,800			
1206 - Immunisation	1,313	816	5,676	7,344	1,668	<input checked="" type="checkbox"/>	0	9,800			
NET EXPENDITURE / (REVENUE)	130,905	147,236	712,137	863,395	151,258	<input checked="" type="checkbox"/>	18,976	1,223,500			
NET OPERATING RESULT BY RESOURCE GROUPS											
User Fees	103,738	98,566	1,585,303	1,553,494	-31,809	<input checked="" type="checkbox"/>	0	1,768,700	1,768,700	0	Over achievement in user fees due to increase in rental income.
Other Revenue	266	1,467	7,778	13,203	5,425	<input checked="" type="checkbox"/>	0	17,600	17,600	0	
Grants	11,622	47,066	290,323	342,394	52,071	<input checked="" type="checkbox"/>	0	440,500	440,500	0	
TOTAL REVENUE	115,625	147,099	1,883,404	1,909,091	25,687	<input checked="" type="checkbox"/>	0	2,226,800	2,226,800	0	
Employee Costs	129,139	134,625	1,168,673	1,211,825	43,152	<input checked="" type="checkbox"/>	0	1,616,700	1,616,700	0	Under expenditure in employees costs due to staff vacancies.
Materials & Contracts	16,631	53,880	130,796	196,320	65,524	<input checked="" type="checkbox"/>	17,037	272,400	272,400	0	
Operating Expense	74,049	73,091	1,048,919	1,069,694	20,775	<input checked="" type="checkbox"/>	1,940	1,168,300	1,168,300	0	Over expenditure in user fees is due increases in rental rebate to community groups. This overexpenditure is compensated with additional income in user fees.
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
TOTAL OPERATING EXPENSE	219,818	261,596	2,348,388	2,477,839	129,451	<input checked="" type="checkbox"/>	18,976	3,057,400	3,057,400	0	
Surplus/ (Deficit) - Direct Control	(104,193)	(114,497)	(464,984)	(568,748)	(103,764)	<input checked="" type="checkbox"/>	(18,976)	(830,600)	(830,600)	0	
Depreciation	18,384	17,792	162,491	160,128	-2,363	<input checked="" type="checkbox"/>	0	213,500	213,500	0	
Internal Services	8,328	14,947	84,662	134,519	49,857	<input checked="" type="checkbox"/>	0	179,400	179,400	0	
Surplus/(Deficit) -Indirect Control	(26,712)	(32,739)	(247,153)	(294,647)	(47,494)	<input checked="" type="checkbox"/>	0	(392,900)	(392,900)	0	
NET SURPLUS/ (DEFICIT)	(130,905)	(147,236)	(712,137)	(863,395)	(151,258)	<input checked="" type="checkbox"/>	(18,976)	(1,223,500)	(1,223,500)	0	





## Responsibility Centre Report: Community & Recreation Property Unit

☐

Review: Q3-10(MAR)

Budget Change [%] -1.9%

Financial Year: 2009/10

Month: March

Year To Date to March

**OPERATING BUDGET PERFORMANCE**

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1250 - Community Facilities Unit	29,689	33,317	404,413	301,453	-102,960	<input checked="" type="checkbox"/>	0	412,300		
1251 - Community Halls	-35,968	-56,047	17,841	35,777	17,936	<input checked="" type="checkbox"/>	36	114,000		
1252 - Meeting Rooms	-40,249	-41,417	-73,847	31,122	104,969	<input checked="" type="checkbox"/>	0	54,700		
1254 - Park Revenue	5,136	-3,125	-20,099	-45,125	-25,026	<input checked="" type="checkbox"/>	0	-54,500		
1256 - Tennis - Revenue	-22,740	-30,833	-262,841	-288,197	-25,356	<input checked="" type="checkbox"/>	0	-368,200		
1253 - Gordon Golf Course - Revenue	-53,030	-54,608	-495,172	-508,472	-13,300	<input checked="" type="checkbox"/>	0	-675,300		
1257 - Sportsground - Revenue	-43,798	-112,625	-417,300	-556,425	-139,125	<input checked="" type="checkbox"/>	0	-616,400		
1255 - Nth Turrumurra Golf - Revenue	-60,493	-55,500	-543,194	-535,000	8,194	<input checked="" type="checkbox"/>	0	-698,100		
1258 - St Ives Showground Revenue	-38,615	-8,208	-222,755	-224,372	-1,617	<input checked="" type="checkbox"/>	1,265	-249,000		

<b>NET EXPENDITURE / (REVENUE)</b>	<b>(260,067)</b>	<b>(329,046)</b>	<b>(1,612,954)</b>	<b>(1,789,239)</b>	<b>(176,285)</b>	<input checked="" type="checkbox"/>	<b>1,301</b>	<b>(2,080,500)</b>		
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### NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	733,049	673,957	3,362,275	3,423,413	61,138	<input checked="" type="checkbox"/>	0	4,026,800	4,055,700	28,900	Decrease in quarterly user fees in particular golf courses, tennis court hire and park hire
Other Revenue	9,460	1,150	48,902	27,750	-21,152	<input checked="" type="checkbox"/>	0	27,900	37,900	10,000	Increase in Active Kuringgai Program income
<b>TOTAL REVENUE</b>	<b>742,509</b>	<b>675,107</b>	<b>3,411,176</b>	<b>3,451,163</b>	<b>39,987</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>4,054,700</b>	<b>4,093,600</b>	<b>38,900</b>	
Employee Costs	31,943	36,003	313,826	324,027	10,201	<input checked="" type="checkbox"/>	0	430,500	430,500	0	Salary savings due to vacant position transferred to assets 2009-10
Materials & Contracts	14,367	4,216	121,796	37,944	-83,852	<input checked="" type="checkbox"/>	1,301	50,600	50,600	0	Agency salaries for vacant property position and appointed amination position
Operating Expense	414,825	270,950	1,178,092	985,925	-192,167	<input checked="" type="checkbox"/>	0	1,074,400	1,074,400	0	Increase in rental rebate offset by rental income adjusted in this review
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>461,135</b>	<b>311,169</b>	<b>1,613,714</b>	<b>1,347,896</b>	<b>(265,818)</b>	<input checked="" type="checkbox"/>	<b>1,301</b>	<b>1,555,500</b>	<b>1,555,500</b>	<b>0</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>281,373</b>	<b>363,938</b>	<b>1,797,463</b>	<b>2,103,267</b>	<b>305,804</b>	<input checked="" type="checkbox"/>	<b>(1,301)</b>	<b>2,499,200</b>	<b>2,538,100</b>	<b>38,900</b>	
Depreciation	17,124	27,700	151,350	249,300	97,950	<input checked="" type="checkbox"/>	0	332,400	332,400	0	Less than expected depreciation to facilities than expected
Internal Services	4,183	7,192	33,159	64,728	31,569	<input checked="" type="checkbox"/>	0	86,300	86,300	0	Less than expected maintenance on facilities/buildings for quarter
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(21,306)</b>	<b>(34,892)</b>	<b>(184,508)</b>	<b>(314,028)</b>	<b>(129,520)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(418,700)</b>	<b>(418,700)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>260,067</b>	<b>329,046</b>	<b>1,612,954</b>	<b>1,789,239</b>	<b>176,285</b>	<input checked="" type="checkbox"/>	<b>(1,301)</b>	<b>2,080,500</b>	<b>2,119,400</b>	<b>38,900</b>	





## Responsibility Centre Report: Communications

☐

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 8.6%

Month: March

Year To Date to March

### OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1400 - Communications	13,118	20,242	183,598	202,078	18,480	<input checked="" type="checkbox"/>	0	268,100		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>13,118</b>	<b>20,242</b>	<b>183,598</b>	<b>202,078</b>	<b>18,480</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>268,100</b>		

### NET OPERATING RESULT BY RESOURCE GROUPS

Employee Costs	11,067	16,908	147,602	152,172	4,570	<input checked="" type="checkbox"/>	0	202,700	179,700	-23,000
Materials & Contracts	0	692	15,619	26,128	10,509	<input checked="" type="checkbox"/>	0	33,700	33,700	0
Operating Expense	1,871	2,292	18,800	20,628	1,828	<input checked="" type="checkbox"/>	0	27,500	27,500	0
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>12,938</b>	<b>19,892</b>	<b>182,022</b>	<b>198,928</b>	<b>16,906</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>263,900</b>	<b>240,900</b>	<b>(23,000)</b>
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(12,938)</b>	<b>(19,892)</b>	<b>(182,022)</b>	<b>(198,928)</b>	<b>(16,906)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(263,900)</b>	<b>(240,900)</b>	<b>23,000</b>
Internal Services	180	350	1,576	3,150	1,574	<input checked="" type="checkbox"/>	0	4,200	4,200	0
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(180)</b>	<b>(350)</b>	<b>(1,576)</b>	<b>(3,150)</b>	<b>(1,574)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(4,200)</b>	<b>(4,200)</b>	<b>0</b>
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(13,118)</b>	<b>(20,242)</b>	<b>(183,598)</b>	<b>(202,078)</b>	<b>(18,480)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(268,100)</b>	<b>(245,100)</b>	<b>23,000</b>





# Responsibility Centre Report: Leisure and Cultural Services

☐

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change [%] -2.1%

		Month: March		Year To Date to March					OPERATING BUDGET PERFORMANCE		
RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action	
1300 - Art Centre	-10,379	14,589	43,837	62,886	19,049	<input checked="" type="checkbox"/>	2,004	149,400			
1302 - Arts & Cultural Development	23,805	23,725	199,438	211,025	11,587	<input checked="" type="checkbox"/>	0	280,500			
2407 - Wildflower Gardens	29,611	24,915	268,554	228,435	-40,119	<input checked="" type="checkbox"/>	982	304,600			
1301 - Community Programs	-37,467	-13,547	25,074	25,627	553	<input type="checkbox"/>	347	90,800			
1303 - Community Functions	11,477	-4,958	74,856	82,078	7,222	<input checked="" type="checkbox"/>	0	140,500			
NET EXPENDITURE / (REVENUE)	17,046	44,724	611,760	610,051	(1,709)	<input checked="" type="checkbox"/>	3,333	965,800			
NET OPERATING RESULT BY RESOURCE GROUPS											
User Fees	125,905	73,542	665,736	611,528	-54,208	<input checked="" type="checkbox"/>	0	647,000	705,300	58,300	Additional income received due to increase attendance levels Additional income received due to sponsorship and sales
Other Revenue	15,519	7,000	74,740	60,300	-14,440	<input checked="" type="checkbox"/>	0	71,800	78,600	6,800	
Grants	0	0	49,081	42,000	-7,081	<input checked="" type="checkbox"/>	0	42,000	49,100	7,100	
TOTAL REVENUE	141,424	80,542	789,557	713,828	(75,729)	<input checked="" type="checkbox"/>	0	760,800	833,000	72,200	
Employee Costs	102,695	98,593	980,715	929,787	-50,928	<input checked="" type="checkbox"/>	164	1,177,400	1,242,600	65,200	Omission of oncost salaries casual labour from Art Centre budget & salaries to be transferred from Communications to Wildflower Garden
Materials & Contracts	38,432	11,226	251,171	208,384	-42,787	<input checked="" type="checkbox"/>	2,906	305,700	332,700	27,000	Deposit for Festival on the Green production equipment. Wildflower garden signage and repairs. Additional Labour for vacation care due to increase attendance offset by additional income.
Operating Expense	8,409	4,882	85,181	90,213	5,032	<input checked="" type="checkbox"/>	263	116,200	116,200	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
TOTAL OPERATING EXPENSE	149,536	114,701	1,317,068	1,228,384	(88,684)	<input checked="" type="checkbox"/>	3,333	1,599,300	1,691,500	92,200	
Surplus/ (Deficit) - Direct Control	(8,112)	(34,159)	(527,511)	(514,556)	12,955	<input checked="" type="checkbox"/>	(3,333)	(838,500)	(858,500)	(20,000)	
Depreciation	5,038	5,433	45,466	48,897	3,431	<input checked="" type="checkbox"/>	0	65,200	65,200	0	
Internal Services	3,896	5,132	38,783	46,598	7,815	<input checked="" type="checkbox"/>	0	62,100	62,100	0	
Surplus/(Deficit) -Indirect Control	(8,934)	(10,565)	(84,249)	(95,495)	(11,246)	<input checked="" type="checkbox"/>	0	(127,300)	(127,300)	0	
NET SURPLUS/ (DEFICIT)	(17,046)	(44,724)	(611,760)	(610,051)	1,709	<input checked="" type="checkbox"/>	(3,333)	(965,800)	(985,800)	(20,000)	





## Responsibility Centre Report: Customer Services

☐

Review: Q3-10(MAR)

Budget Change [%] 0.0%

Financial Year: 2009/10

Month: March

Year To Date to March

### OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1450 - Customer Services	84,381	90,058	744,469	810,522	66,053	<input checked="" type="checkbox"/>	3,236	1,079,800		
NET EXPENDITURE / (REVENUE)	84,381	90,058	744,469	810,522	66,053	<input checked="" type="checkbox"/>	3,236	1,079,800		

### NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	686	875	9,611	7,875	-1,736	<input checked="" type="checkbox"/>	0	10,500	10,500	0
Other Revenue	201	667	3,160	6,003	2,843	<input checked="" type="checkbox"/>	0	8,000	8,000	0
TOTAL REVENUE	887	1,542	12,771	13,878	1,107	<input checked="" type="checkbox"/>	0	18,500	18,500	0
Employee Costs	77,880	84,300	693,117	758,700	65,583	<input checked="" type="checkbox"/>	0	1,010,700	1,010,700	0
Materials & Contracts	2,941	3,934	35,664	35,406	-258	<input type="checkbox"/>	2,090	47,200	47,200	0
Operating Expense	4,503	3,141	27,094	28,269	1,175	<input checked="" type="checkbox"/>	1,146	37,700	37,700	0
TOTAL OPERATING EXPENSE	85,324	91,375	755,876	822,375	66,499	<input checked="" type="checkbox"/>	3,236	1,095,600	1,095,600	0
Surplus/ (Deficit) - Direct Control	(84,437)	(89,833)	(743,105)	(808,497)	(65,392)	<input checked="" type="checkbox"/>	(3,236)	(1,077,100)	(1,077,100)	0
Depreciation	15	17	136	153	17	<input type="checkbox"/>	0	200	200	0
Internal Services	-72	208	1,228	1,872	644	<input type="checkbox"/>	0	2,500	2,500	0
Surplus/(Deficit) -Indirect Control	56	(225)	(1,365)	(2,025)	(661)	<input type="checkbox"/>	0	(2,700)	(2,700)	0
NET SURPLUS/ (DEFICIT)	(84,381)	(90,058)	(744,469)	(810,522)	(66,053)	<input checked="" type="checkbox"/>	(3,236)	(1,079,800)	(1,079,800)	0

Variance is due to staff vacancy within the responsibility centre. The position has been filled with casual staff.





# Responsibility Centre Report: Library Services

☐

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 0.0%

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1350 - Management Support - Library Se	260,567	272,383	2,226,970	2,253,847	26,877	<input checked="" type="checkbox"/>	1,886	3,070,500		
1351 - Gordon Library	35,812	20,562	248,491	193,654	-54,837	<input checked="" type="checkbox"/>	2,188	258,300		
1353 - Lindfield Library	9,172	4,215	24,808	28,810	4,002	<input checked="" type="checkbox"/>	0	38,500		
1355 - St. Ives Library	2,759	3,675	30,372	33,225	2,853	<input checked="" type="checkbox"/>	109	44,300		
1357 - Turrumurra Library	3,287	7,466	40,265	51,894	11,629	<input checked="" type="checkbox"/>	0	69,200		
1352 - Information Services	5,619	6,983	45,953	62,847	16,894	<input checked="" type="checkbox"/>	31	83,800		
1354 - Special Library Services	-5,488	125	465	1,125	660	<input type="checkbox"/>	0	1,500		
1358 - Young Adult and Childrens Service	2,845	342	-5,273	3,078	8,351	<input checked="" type="checkbox"/>	0	4,100		
1356 - Technical Services	1,509	2,200	9,635	19,800	10,165	<input checked="" type="checkbox"/>	2,139	26,900		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>316,082</b>	<b>317,951</b>	<b>2,621,687</b>	<b>2,648,280</b>	<b>26,593</b>	<input checked="" type="checkbox"/>	<b>6,354</b>	<b>3,597,100</b>		
<b>NET OPERATING RESULT BY RESOURCE GROUPS</b>										
User Fees	19,810	5,084	89,089	45,756	-43,333	<input checked="" type="checkbox"/>	0	61,000	90,800	29,800
Other Revenue	5,203	292	9,418	2,628	-6,790	<input checked="" type="checkbox"/>	0	3,500	3,500	0
Grants	0	0	200,050	197,600	-2,450	<input checked="" type="checkbox"/>	0	197,600	197,600	0
<b>TOTAL REVENUE</b>	<b>25,013</b>	<b>5,376</b>	<b>298,557</b>	<b>245,984</b>	<b>(52,573)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>262,100</b>	<b>291,900</b>	<b>29,800</b>
Employee Costs	213,364	226,659	2,006,335	2,039,931	33,596	<input checked="" type="checkbox"/>	0	2,719,400	2,718,800	-600
Materials & Contracts	12,688	13,644	95,666	129,588	33,922	<input checked="" type="checkbox"/>	6,323	173,400	173,400	0
Operating Expense	52,941	30,740	244,899	254,185	9,286	<input checked="" type="checkbox"/>	31	339,000	369,000	30,000
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>278,993</b>	<b>271,043</b>	<b>2,346,901</b>	<b>2,423,704</b>	<b>76,803</b>	<input checked="" type="checkbox"/>	<b>6,354</b>	<b>3,231,800</b>	<b>3,261,200</b>	<b>29,400</b>
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(253,980)</b>	<b>(265,667)</b>	<b>(2,048,343)</b>	<b>(2,177,720)</b>	<b>(129,377)</b>	<input checked="" type="checkbox"/>	<b>(6,354)</b>	<b>(2,969,700)</b>	<b>(2,969,300)</b>	<b>400</b>
Depreciation	56,635	44,017	493,668	396,153	-97,515	<input checked="" type="checkbox"/>	0	528,200	528,200	0
Internal Services	5,467	8,267	79,676	74,407	-5,269	<input checked="" type="checkbox"/>	0	99,200	99,200	0
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(62,102)</b>	<b>(52,284)</b>	<b>(573,344)</b>	<b>(470,560)</b>	<b>102,784</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(627,400)</b>	<b>(627,400)</b>	<b>0</b>
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(316,082)</b>	<b>(317,951)</b>	<b>(2,621,687)</b>	<b>(2,648,280)</b>	<b>(26,593)</b>	<input checked="" type="checkbox"/>	<b>(6,354)</b>	<b>(3,597,100)</b>	<b>(3,596,700)</b>	<b>400</b>

Variance in User Fees due to rental of KYDS area at Lindfield and collection of Overdue fees

Variance in Employee Costs due to vacant position now being recruited.  
Variance in Materials and Contracts due to discount of rental of KYDS area

More than expected depreciation on library buildings.





## Responsibility Centre Report: Mgnt Sup Community

☐

Review: Q3-10(MAR)

Budget Change [%] -5.2%

Financial Year: 2009/10

Month: March

Year To Date to March

### OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1150 - Management Support - Communi	57,936	48,641	464,692	443,669	-21,023	<input checked="" type="checkbox"/>	1,408	592,500		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>57,936</b>	<b>48,641</b>	<b>464,692</b>	<b>443,669</b>	<b>(21,023)</b>	<input checked="" type="checkbox"/>	<b>1,408</b>	<b>592,500</b>		
<b>NET OPERATING RESULT BY RESOURCE GROUPS</b>										
User Fees	0	0	1,612	0	-1,612	<input checked="" type="checkbox"/>	0	0	0	0
Other Revenue	-6,359	2,592	1,386	23,328	21,943	<input checked="" type="checkbox"/>	0	31,100	0	-31,100
<b>TOTAL REVENUE</b>	<b>(6,359)</b>	<b>2,592</b>	<b>2,997</b>	<b>23,328</b>	<b>20,331</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>31,100</b>	<b>0</b>	<b>(31,100)</b>
Employee Costs	45,506	41,900	395,722	384,800	-10,922	<input checked="" type="checkbox"/>	0	513,500	513,500	0
Materials & Contracts	2,460	1,283	18,987	11,547	-7,440	<input checked="" type="checkbox"/>	1,296	15,400	15,400	0
Operating Expense	1,601	6,033	34,868	52,497	17,629	<input checked="" type="checkbox"/>	112	70,500	70,500	0
<b>TOTAL OPERATING EXPENSE</b>	<b>49,567</b>	<b>49,216</b>	<b>449,578</b>	<b>448,844</b>	<b>(734)</b>	<input type="checkbox"/>	<b>1,408</b>	<b>599,400</b>	<b>599,400</b>	<b>0</b>
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(55,926)</b>	<b>(46,624)</b>	<b>(446,580)</b>	<b>(425,516)</b>	<b>21,064</b>	<input checked="" type="checkbox"/>	<b>(1,408)</b>	<b>(568,300)</b>	<b>(599,400)</b>	<b>(31,100)</b>
Depreciation	135	142	1,195	1,278	83	<input type="checkbox"/>	0	1,700	1,700	0
Internal Services	1,875	1,875	16,917	16,875	-42	<input type="checkbox"/>	0	22,500	22,500	0
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(2,010)</b>	<b>(2,017)</b>	<b>(18,112)</b>	<b>(18,153)</b>	<b>(41)</b>	<input type="checkbox"/>	<b>0</b>	<b>(24,200)</b>	<b>(24,200)</b>	<b>0</b>
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(57,936)</b>	<b>(48,641)</b>	<b>(464,692)</b>	<b>(443,669)</b>	<b>21,023</b>	<input checked="" type="checkbox"/>	<b>(1,408)</b>	<b>(592,500)</b>	<b>(623,600)</b>	<b>(31,100)</b>

Income line moved to community property unit

Untaken annual leave

Savings in media monitors expenses and other operating cost areas





## Responsibility Centre Report: Building Unit

☒☒☒

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) -21.1%

RESULTS BY COST CENTRE	Month: March		Year To Date to March			Comit'mts	Full Year Budget	OPERATING BUDGET PERFORMANCE		
	Actual	Budget	Actual	Budget	Variance			30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1651 - Building Unit	2,648	2,192	100,244	75,528	-24,716	☒	0	82,800		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>2,648</b>	<b>2,192</b>	<b>100,244</b>	<b>75,528</b>	<b>(24,716)</b>	<b>☒</b>	<b>0</b>	<b>82,800</b>		

### NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	33,798	33,250	208,946	228,550	19,604	☒	0	328,000	310,500	-17,500	Variance due to decreased demand for service and PCA competition
Other Revenue	450	1,100	22,103	24,800	2,697	☒	0	28,000	28,000	0	
<b>TOTAL REVENUE</b>	<b>34,248</b>	<b>34,350</b>	<b>231,049</b>	<b>253,350</b>	<b>22,301</b>	<b>☒</b>	<b>0</b>	<b>356,000</b>	<b>338,500</b>	<b>(17,500)</b>	
Employee Costs	33,160	32,800	297,735	295,200	-2,535	☒	0	393,900	393,900	0	
Materials & Contracts	0	0	145	0	-145	☐	0	0	0	0	
Operating Expense	261	267	2,131	2,403	272	☐	0	3,200	3,200	0	
Capital Costs	0	0	0	0	0	☐	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>33,421</b>	<b>33,067</b>	<b>300,011</b>	<b>297,603</b>	<b>(2,408)</b>	<b>☒</b>	<b>0</b>	<b>397,100</b>	<b>397,100</b>	<b>0</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>827</b>	<b>1,283</b>	<b>(68,962)</b>	<b>(44,253)</b>	<b>24,709</b>	<b>☒</b>	<b>0</b>	<b>(41,100)</b>	<b>(58,600)</b>	<b>(17,500)</b>	
Internal Services	3,475	3,475	31,282	31,275	-7	☐	0	41,700	41,700	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(3,475)</b>	<b>(3,475)</b>	<b>(31,282)</b>	<b>(31,275)</b>	<b>7</b>	<b>☐</b>	<b>0</b>	<b>(41,700)</b>	<b>(41,700)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(2,648)</b>	<b>(2,192)</b>	<b>(100,244)</b>	<b>(75,528)</b>	<b>24,716</b>	<b>☒</b>	<b>0</b>	<b>(82,800)</b>	<b>(100,300)</b>	<b>(17,500)</b>	





# Responsibility Centre Report: Compliance & Health Services

☐

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 1.7%

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1700 - Development Compliance	-41,826	6,166	145,873	153,294	7,421	<input checked="" type="checkbox"/>	700	171,800		
1702 - Public Health Services	36,084	25,524	278,993	267,716	-11,277	<input checked="" type="checkbox"/>	624	343,400		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>(5,741)</b>	<b>31,690</b>	<b>424,866</b>	<b>421,010</b>	<b>(3,856)</b>	<input checked="" type="checkbox"/>	<b>1,324</b>	<b>515,200</b>		

## NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	3,335	10,884	77,737	78,456	719	<input type="checkbox"/>	0	111,000	111,000	0	Variance due to receipt of costs as awarded by Court.
Other Revenue	99,215	19,717	221,691	162,153	-59,538	<input checked="" type="checkbox"/>	0	221,000	280,000	59,000	
<b>TOTAL REVENUE</b>	<b>102,550</b>	<b>30,601</b>	<b>299,428</b>	<b>240,609</b>	<b>(58,819)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>332,000</b>	<b>391,000</b>	<b>59,000</b>	
Employee Costs	53,948	50,300	472,212	452,700	-19,512	<input checked="" type="checkbox"/>	0	602,700	602,700	0	Variance due to untaken annual leave within group Variance due to increased legal fees and use of legal contractors to assist with unauthorised land uses and development works
Materials & Contracts	34,087	3,241	175,156	130,169	-44,987	<input checked="" type="checkbox"/>	1,324	139,500	189,500	50,000	
Operating Expense	1,225	1,201	8,988	10,809	1,821	<input checked="" type="checkbox"/>	0	14,400	14,400	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>89,260</b>	<b>54,742</b>	<b>656,355</b>	<b>593,678</b>	<b>(62,677)</b>	<input checked="" type="checkbox"/>	<b>1,324</b>	<b>756,600</b>	<b>806,600</b>	<b>50,000</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>13,290</b>	<b>(24,141)</b>	<b>(356,927)</b>	<b>(353,069)</b>	<b>3,858</b>	<input checked="" type="checkbox"/>	<b>(1,324)</b>	<b>(424,600)</b>	<b>(415,600)</b>	<b>9,000</b>	
Depreciation	24	25	214	225	11	<input type="checkbox"/>	0	300	300	0	
Internal Services	7,525	7,524	67,725	67,716	-9	<input type="checkbox"/>	0	90,300	90,300	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(7,549)</b>	<b>(7,549)</b>	<b>(67,939)</b>	<b>(67,941)</b>	<b>(2)</b>	<input type="checkbox"/>	<b>0</b>	<b>(90,600)</b>	<b>(90,600)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>5,741</b>	<b>(31,690)</b>	<b>(424,866)</b>	<b>(421,010)</b>	<b>3,856</b>	<input checked="" type="checkbox"/>	<b>(1,324)</b>	<b>(515,200)</b>	<b>(506,200)</b>	<b>9,000</b>	





# Responsibility Centre Report: Administration

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Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 0.0%

RESULTS BY COST CENTRE	Month: March		Year To Date to March			Comit'mts	Full Year Budget	OPERATING BUDGET PERFORMANCE		
	Actual	Budget	Actual	Budget	Variance			30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1601 - Administration	16,035	28,951	200,980	162,559	-38,421	<input checked="" type="checkbox"/>	1,928	258,600		
1600 - Mgt Support - Development & Reg	32,689	40,491	293,387	362,219	68,832	<input checked="" type="checkbox"/>	0	483,000		
1602 - Word Processing NOW 1601	0	0	0	0	0	<input type="checkbox"/>	0	0		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>48,724</b>	<b>69,442</b>	<b>494,368</b>	<b>524,778</b>	<b>30,410</b>	<input checked="" type="checkbox"/>	<b>1,928</b>	<b>741,600</b>		

## NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	26,825	8,333	181,166	172,997	-8,169	<input checked="" type="checkbox"/>	0	189,000	189,000	0
Other Revenue	918	1,000	7,002	9,000	1,998	<input checked="" type="checkbox"/>	0	12,000	12,000	0
<b>TOTAL REVENUE</b>	<b>27,743</b>	<b>9,333</b>	<b>188,168</b>	<b>181,997</b>	<b>(6,171)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>201,000</b>	<b>201,000</b>	<b>0</b>
Employee Costs	69,378	69,833	605,077	626,797	21,720	<input checked="" type="checkbox"/>	1,182	835,500	835,500	0
Materials & Contracts	2,489	2,568	32,570	23,112	-9,458	<input checked="" type="checkbox"/>	746	30,800	30,800	0
Operating Expense	2,594	3,108	26,163	27,472	1,309	<input checked="" type="checkbox"/>	0	37,100	37,100	0
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>74,461</b>	<b>75,509</b>	<b>663,810</b>	<b>677,381</b>	<b>13,571</b>	<input checked="" type="checkbox"/>	<b>1,928</b>	<b>903,400</b>	<b>903,400</b>	<b>0</b>
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(46,717)</b>	<b>(66,176)</b>	<b>(475,643)</b>	<b>(495,384)</b>	<b>(19,741)</b>	<input checked="" type="checkbox"/>	<b>(1,928)</b>	<b>(702,400)</b>	<b>(702,400)</b>	<b>0</b>
Internal Services	2,007	3,266	18,725	29,394	10,669	<input checked="" type="checkbox"/>	0	39,200	39,200	0
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(2,007)</b>	<b>(3,266)</b>	<b>(18,725)</b>	<b>(29,394)</b>	<b>(10,669)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(39,200)</b>	<b>(39,200)</b>	<b>0</b>
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(48,724)</b>	<b>(69,442)</b>	<b>(494,368)</b>	<b>(524,778)</b>	<b>(30,410)</b>	<input checked="" type="checkbox"/>	<b>(1,928)</b>	<b>(741,600)</b>	<b>(741,600)</b>	<b>0</b>





# Responsibility Centre Report: Development Assessment

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Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) -21.5%

## OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1750 - Development Assessment	361,625	159,714	2,109,118	1,426,426	-682,692	<input checked="" type="checkbox"/>	0	1,908,500		
NET EXPENDITURE / (REVENUE)	361,625	159,714	2,109,118	1,426,426	(682,692)	<input checked="" type="checkbox"/>	0	1,908,500		
NET OPERATING RESULT BY RESOURCE GROUPS										
User Fees	119,790	146,668	883,186	1,320,012	436,826	<input checked="" type="checkbox"/>	0	1,760,000	1,240,000	-520,000
Other Revenue	-2,500	5,000	-33,994	45,000	78,994	<input checked="" type="checkbox"/>	0	60,000	260,000	200,000
TOTAL REVENUE	117,290	151,668	849,192	1,365,012	515,820	<input checked="" type="checkbox"/>	0	1,820,000	1,500,000	(320,000)
Employee Costs	181,626	182,200	1,707,734	1,639,800	-67,934	<input checked="" type="checkbox"/>	0	2,186,300	2,186,300	0
Materials & Contracts	269,581	96,666	977,175	869,994	-107,181	<input checked="" type="checkbox"/>	0	1,160,000	1,250,000	90,000
Operating Expense	2,441	7,249	44,693	54,241	9,548	<input checked="" type="checkbox"/>	0	79,000	79,000	0
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
TOTAL OPERATING EXPENSE	453,648	286,115	2,729,602	2,564,035	(165,567)	<input checked="" type="checkbox"/>	0	3,425,300	3,515,300	90,000
Surplus/ (Deficit) - Direct Control	(336,357)	(134,447)	(1,880,410)	(1,199,023)	681,387	<input checked="" type="checkbox"/>	0	(1,605,300)	(2,015,300)	(410,000)
Depreciation	18	17	155	153	-2	<input type="checkbox"/>	0	200	200	0
Internal Services	25,250	25,250	228,553	227,250	-1,303	<input checked="" type="checkbox"/>	0	303,000	303,000	0
Surplus/(Deficit) -Indirect Control	(25,268)	(25,267)	(228,708)	(227,403)	1,305	<input checked="" type="checkbox"/>	0	(303,200)	(303,200)	0
NET SURPLUS/ (DEFICIT)	(361,625)	(159,714)	(2,109,118)	(1,426,426)	682,692	<input checked="" type="checkbox"/>	0	(1,908,500)	(2,318,500)	(410,000)

Variance is due to reduced fee income as a result of diminished development activity  
Variance is due to delays in the recovery of legal cost, however an additional 200k adjustment for legal cost recovery is requested to reflect additional income for the quarter.

Variances in this cost centre are offset by salary savings in other cost centres (1850 & 2600).  
Remaining variances are due to excess accrued leave and are being addressed.  
Variance due to the nature of development activity and legal matters which is largely beyond Council's control





# Responsibility Centre Report: Landscape Assessment

☐

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change [%] 0.0%

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2600 - Landscape Assessment	43,141	44,617	372,342	401,553	29,211	<input checked="" type="checkbox"/>	0	535,000		
NET EXPENDITURE / (REVENUE)	43,141	44,617	372,342	401,553	29,211	<input checked="" type="checkbox"/>	0	535,000		

## NET OPERATING RESULT BY RESOURCE GROUPS

Employee Costs	40,354	41,800	347,031	376,200	29,169	<input checked="" type="checkbox"/>	0	501,200	501,200	0	Variance in this cost centre is offset by a salary over run development assessment centre (1750)
Materials & Contracts	0	0	90	0	-90	<input type="checkbox"/>	0	0	0	0	
Operating Expense	436	467	4,071	4,203	132	<input type="checkbox"/>	0	5,600	5,600	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
TOTAL OPERATING EXPENSE	40,791	42,267	351,192	380,403	29,211	<input checked="" type="checkbox"/>	0	506,800	506,800	0	
Surplus/ (Deficit) - Direct Control	(40,791)	(42,267)	(351,192)	(380,403)	(29,211)	<input checked="" type="checkbox"/>	0	(506,800)	(506,800)	0	
Internal Services	2,350	2,350	21,150	21,150	0	<input type="checkbox"/>	0	28,200	28,200	0	
Surplus/(Deficit) -Indirect Control	(2,350)	(2,350)	(21,150)	(21,150)	0	<input type="checkbox"/>	0	(28,200)	(28,200)	0	
NET SURPLUS/ (DEFICIT)	(43,141)	(44,617)	(372,342)	(401,553)	(29,211)	<input checked="" type="checkbox"/>	0	(535,000)	(535,000)	0	





## Responsibility Centre Report: Regulation

☑☑☑☑☑

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) -37.7%

RESULTS BY COST CENTRE	Month: March		Year To Date to March			Comit'mts	Full Year Budget	OPERATING BUDGET PERFORMANCE		
	Actual	Budget	Actual	Budget	Variance			30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1800 - Animal Control	10,904	6,608	92,710	64,522	-28,188	☑	0	85,300		
1801 - Parking & Traffic	-82,654	-54,183	-693,549	-566,047	127,502	☑	0	-792,100		
1802 - Area Rangers	34,789	39,976	362,849	344,884	-17,965	☑	109	464,900		

NET EXPENDITURE / (REVENUE)	(36,961)	(7,599)	(237,989)	(156,641)	81,348	☑	109	(241,900)		
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### NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	9,574	12,000	82,349	99,000	16,651	☑	0	135,000	130,000	-5,000	Variance due to decreased demand for Section 68 LGA permits and decreased activity in Culworth Carpark
Other Revenue	122,713	112,858	1,170,633	1,117,622	-53,011	☑	0	1,456,300	1,502,300	46,000	Variance due to increased no. of parking penalties and statutory \$ increase of penalties
TOTAL REVENUE	132,287	124,858	1,252,981	1,216,622	(36,359)	☑	0	1,591,300	1,632,300	41,000	
Employee Costs	66,996	78,417	661,398	697,953	36,555	☑	0	934,100	884,000	-50,100	Savings due to on going staff vacancies
Materials & Contracts	4,490	6,291	62,128	57,919	-4,209	☑	109	76,500	76,500	0	
Operating Expense	13,909	22,734	203,335	215,756	12,421	☑	0	221,000	221,000	0	Variance as a result of late payment of contractors fees.
Capital Costs	0	0	0	0	0	☐	0	0	0	0	
TOTAL OPERATING EXPENSE	85,394	107,442	926,861	971,628	44,767	☑	109	1,231,600	1,181,500	(50,100)	
Surplus/ (Deficit) - Direct Control	46,892	17,416	326,120	244,994	(81,126)	☑	(109)	359,700	450,800	91,100	
Internal Services	9,931	9,817	88,131	88,353	222	☐	0	117,800	117,800	0	
Surplus/(Deficit) -Indirect Control	(9,931)	(9,817)	(88,131)	(88,353)	(222)	☐	0	(117,800)	(117,800)	0	
NET SURPLUS/ (DEFICIT)	36,961	7,599	237,989	156,641	(81,348)	☑	(109)	241,900	333,000	91,100	





# Responsibility Centre Report: Development Engineers

☐

Review: Q3-10(MAR)

Budget Change [%] 0.0%

Financial Year: 2009/10

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
1850 - Development Assessment Engine	25,736	28,232	228,285	234,088	5,803	<input checked="" type="checkbox"/>	0	318,500		
1851 - Infrastructure Restoration	-67,843	-50,000	-428,511	-427,000	1,511	<input checked="" type="checkbox"/>	0	-500,000		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>(42,107)</b>	<b>(21,768)</b>	<b>(200,225)</b>	<b>(192,912)</b>	<b>7,313</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(181,500)</b>		

## NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	73,204	53,167	486,174	475,503	-10,671	<input checked="" type="checkbox"/>	0	558,000	558,000	0	Variance is due to reduced development activity which is beyond Council's control
<b>TOTAL REVENUE</b>	<b>73,204</b>	<b>53,167</b>	<b>486,174</b>	<b>475,503</b>	<b>(10,671)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>558,000</b>	<b>558,000</b>	<b>0</b>	
Employee Costs	28,566	28,800	247,924	259,200	11,276	<input checked="" type="checkbox"/>	0	345,300	345,300	0	Variance in this cost centre is offset by a salary over run development assessment centre (1750)
Materials & Contracts	0	0	15,258	0	-15,258	<input checked="" type="checkbox"/>	0	0	0	0	Variance is due to unbudgeted infrastructure restoration costs and is beyond Council's control
Operating Expense	264	333	2,366	2,997	631	<input type="checkbox"/>	0	4,000	4,000	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>28,830</b>	<b>29,133</b>	<b>265,548</b>	<b>262,197</b>	<b>(3,351)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>349,300</b>	<b>349,300</b>	<b>0</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>44,374</b>	<b>24,034</b>	<b>220,625</b>	<b>213,306</b>	<b>(7,319)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>208,700</b>	<b>208,700</b>	<b>0</b>	
Internal Services	2,267	2,266	20,400	20,394	-6	<input type="checkbox"/>	0	27,200	27,200	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(2,267)</b>	<b>(2,266)</b>	<b>(20,400)</b>	<b>(20,394)</b>	<b>6</b>	<input type="checkbox"/>	<b>0</b>	<b>(27,200)</b>	<b>(27,200)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>42,107</b>	<b>21,768</b>	<b>200,225</b>	<b>192,912</b>	<b>(7,313)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>181,500</b>	<b>181,500</b>	<b>0</b>	





## Responsibility Centre Report: Bush & Nat Resources

☒

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 4.6%

Month: March

Year To Date to March

### OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2404 - Bushland Maintenance	83,353	106,799	719,307	961,416	242,109	<input checked="" type="checkbox"/>	15,315	1,281,900		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>83,353</b>	<b>106,799</b>	<b>719,307</b>	<b>961,416</b>	<b>242,109</b>	<input checked="" type="checkbox"/>	<b>15,315</b>	<b>1,281,900</b>		

### NET OPERATING RESULT BY RESOURCE GROUPS

Grants	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<input type="checkbox"/>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Employee Costs	50,487	76,442	472,575	687,978	215,403	<input checked="" type="checkbox"/>	2,778	917,600	826,900	-90,700	Variance due to staff vacancies currently being recruited Works programmed for completion before end of year
Materials & Contracts	18,137	14,000	112,877	126,000	13,123	<input checked="" type="checkbox"/>	10,248	168,000	199,100	31,100	
Operating Expense	641	2,258	10,794	20,547	9,753	<input checked="" type="checkbox"/>	2,290	27,100	27,100	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>69,266</b>	<b>92,700</b>	<b>596,245</b>	<b>834,525</b>	<b>238,280</b>	<input checked="" type="checkbox"/>	<b>15,315</b>	<b>1,112,700</b>	<b>1,053,100</b>	<b>(59,600)</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(69,266)</b>	<b>(92,700)</b>	<b>(596,245)</b>	<b>(834,525)</b>	<b>(238,280)</b>	<input checked="" type="checkbox"/>	<b>(15,315)</b>	<b>(1,112,700)</b>	<b>(1,053,100)</b>	<b>59,600</b>	
Depreciation	195	25	1,646	225	-1,421	<input checked="" type="checkbox"/>	0	300	300	0	
Internal Services	13,892	14,074	121,415	126,666	5,251	<input checked="" type="checkbox"/>	0	168,900	168,900	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(14,087)</b>	<b>(14,099)</b>	<b>(123,061)</b>	<b>(126,891)</b>	<b>(3,830)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(169,200)</b>	<b>(169,200)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(83,353)</b>	<b>(106,799)</b>	<b>(719,307)</b>	<b>(961,416)</b>	<b>(242,109)</b>	<input checked="" type="checkbox"/>	<b>(15,315)</b>	<b>(1,281,900)</b>	<b>(1,222,300)</b>	<b>59,600</b>	





# Responsibility Centre Report: Depot Support Service

☒

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change [%] 27.0%

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
3100 - Management Support - Depot Ser	31,928	32,982	270,514	316,338	45,824	<input checked="" type="checkbox"/>	1,002	134,800		
NET EXPENDITURE / (REVENUE)	31,928	32,982	270,514	316,338	45,824	<input checked="" type="checkbox"/>	1,002	134,800		
NET OPERATING RESULT BY RESOURCE GROUPS										
User Fees	0	0	0	0	0	<input type="checkbox"/>	0	288,500	288,500	0
Other Revenue	679	0	10,746	0	-10,746	<input checked="" type="checkbox"/>	0	0	11,000	11,000
TOTAL REVENUE	679	0	10,746	0	(10,746)	<input checked="" type="checkbox"/>	0	288,500	299,500	11,000
Employee Costs	22,420	26,617	199,884	239,553	39,669	<input checked="" type="checkbox"/>	0	320,900	295,500	-25,400
Materials & Contracts	846	782	3,297	7,038	3,741	<input checked="" type="checkbox"/>	1,002	9,400	9,400	0
Operating Expense	5,175	2,525	40,253	42,225	1,972	<input checked="" type="checkbox"/>	0	56,300	56,300	0
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
TOTAL OPERATING EXPENSE	28,440	29,924	243,434	288,816	45,382	<input checked="" type="checkbox"/>	1,002	386,600	361,200	(25,400)
Surplus/ (Deficit) - Direct Control	(27,761)	(29,924)	(232,688)	(288,816)	(56,128)	<input checked="" type="checkbox"/>	(1,002)	(98,100)	(61,700)	36,400
Internal Services	4,167	3,058	37,827	27,522	-10,305	<input checked="" type="checkbox"/>	0	36,700	36,700	0
Surplus/(Deficit) -Indirect Control	(4,167)	(3,058)	(37,827)	(27,522)	10,305	<input checked="" type="checkbox"/>	0	(36,700)	(36,700)	0
NET SURPLUS/ (DEFICIT)	(31,928)	(32,982)	(270,514)	(316,338)	(45,824)	<input checked="" type="checkbox"/>	(1,002)	(134,800)	(98,400)	36,400

Unexpected income from sale of products

Lower than expected due to staff vacancy





# Responsibility Centre Report: Fleet Operations

☒

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change [%] 10.6%

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
3254 - Workshop	24,023	29,626	264,428	266,634	2,206	<input checked="" type="checkbox"/>	216	356,100		
3250 - Management Support - Fleet Ope	12,401	12,658	106,585	113,922	7,337	<input checked="" type="checkbox"/>	0	152,000		
3251 - Operational Fleet	-49,287	-57,267	-381,674	-431,003	-49,329	<input checked="" type="checkbox"/>	3,860	-499,700		
3252 - Passenger Fleet	-67,772	-77,725	-495,794	-528,925	-33,131	<input checked="" type="checkbox"/>	0	-591,400		
3253 - Small Plant & Equipment	2,973	4,616	32,864	41,544	8,680	<input checked="" type="checkbox"/>	737	55,400		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>(77,662)</b>	<b>(88,092)</b>	<b>(473,591)</b>	<b>(537,828)</b>	<b>(64,237)</b>	<input checked="" type="checkbox"/>	<b>4,813</b>	<b>(527,600)</b>		

## NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	18,613	27,783	237,464	250,047	12,583	<input checked="" type="checkbox"/>	0	333,400	320,000	-13,400	Lower than expected income due to higher take up on smaller vehicles
Other Revenue	0	0	10,536	8,000	-2,536	<input checked="" type="checkbox"/>	0	24,000	24,000	0	
<b>TOTAL REVENUE</b>	<b>18,613</b>	<b>27,783</b>	<b>248,000</b>	<b>258,047</b>	<b>10,047</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>357,400</b>	<b>344,000</b>	<b>(13,400)</b>	
Employee Costs	31,448	35,826	401,237	390,334	-10,903	<input checked="" type="checkbox"/>	0	566,400	566,400	0	Variance accepted. Higher than expected costs due to repairs to plant and vehicles because of their age.
Materials & Contracts	70,587	65,800	620,131	592,200	-27,931	<input checked="" type="checkbox"/>	4,813	789,600	814,500	24,900	
Operating Expense	2,226	2,558	227,479	218,122	-9,357	<input checked="" type="checkbox"/>	0	447,700	465,300	17,600	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>104,261</b>	<b>104,184</b>	<b>1,248,847</b>	<b>1,200,656</b>	<b>(48,191)</b>	<input checked="" type="checkbox"/>	<b>4,813</b>	<b>1,803,700</b>	<b>1,846,200</b>	<b>42,500</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(85,648)</b>	<b>(76,401)</b>	<b>(1,000,847)</b>	<b>(942,609)</b>	<b>58,238</b>	<input checked="" type="checkbox"/>	<b>(4,813)</b>	<b>(1,446,300)</b>	<b>(1,502,200)</b>	<b>(55,900)</b>	
Depreciation	125,290	124,108	1,122,452	1,116,972	-5,480	<input checked="" type="checkbox"/>	0	1,489,300	1,489,300	0	
Internal Services	-288,600	-288,601	-2,596,890	-2,597,409	-519	<input type="checkbox"/>	0	-3,463,200	-3,463,200	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>163,310</b>	<b>164,493</b>	<b>1,474,438</b>	<b>1,480,437</b>	<b>5,999</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>1,973,900</b>	<b>1,973,900</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>77,662</b>	<b>88,092</b>	<b>473,591</b>	<b>537,828</b>	<b>64,237</b>	<input checked="" type="checkbox"/>	<b>(4,813)</b>	<b>527,600</b>	<b>471,700</b>	<b>(55,900)</b>	





## Responsibility Centre Report: Maint & Construction

☐

Review: Q3-10(MAR)

Budget Change (%) -1.0%

North Devon Council	Month: March		Year To Date to March						OPERATING BUDGET PERFORMANCE		
RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action	
3150 - Mgt Support - Maintenance & Cor	22,042	23,334	223,603	210,006	-13,597	<input checked="" type="checkbox"/>	0	280,000			
3153 - Footpath Maintenance	105,532	77,242	664,495	695,178	30,683	<input checked="" type="checkbox"/>	7,755	927,500			
3154 - Kerb & Gutter Maintenance	8,931	16,457	114,708	148,113	33,405	<input checked="" type="checkbox"/>	2,112	197,400			
3155 - Patching	17,364	14,640	112,338	131,760	19,422	<input checked="" type="checkbox"/>	0	176,900			
3157 - Road Maintenance	301,172	319,724	2,673,898	2,877,591	203,693	<input checked="" type="checkbox"/>	1,512	3,837,900			
3158 - Road Maintenance - Road Should	32,990	36,084	218,545	324,756	106,211	<input checked="" type="checkbox"/>	7,015	433,700			
3159 - Car Parks	17,962	17,357	147,923	159,338	11,415	<input checked="" type="checkbox"/>	0	212,000			
3151 - Access Crossings	-7,758	-10,069	-22,941	-88,096	-65,155	<input checked="" type="checkbox"/>	0	-116,600			
3156 - Restorations	30,725	-56,900	-208,415	-511,300	-302,885	<input checked="" type="checkbox"/>	2,442	-681,400			
NET EXPENDITURE / (REVENUE)	528,960	437,869	3,924,154	3,947,346	23,192	<input checked="" type="checkbox"/>	20,836	5,267,400			
NET OPERATING RESULT BY RESOURCE GROUPS											
User Fees	52,992	129,034	974,323	1,161,306	186,983	<input checked="" type="checkbox"/>	0	1,548,400	1,498,400	-50,000	Lower than expected user fees based on most restoration work being on roads
Grants	0	23,333	231,000	209,997	-21,003	<input checked="" type="checkbox"/>	0	280,000	280,000	0	Phasing issue. Total grant correct.
TOTAL REVENUE	52,992	152,367	1,205,323	1,371,303	165,980	<input checked="" type="checkbox"/>	0	1,828,400	1,778,400	(50,000)	
Employee Costs	92,825	136,116	1,014,015	1,226,644	212,629	<input checked="" type="checkbox"/>	0	1,640,200	1,466,500	-173,700	Lower costs due to vacancies and work being done by contractors
Materials & Contracts	167,469	127,706	1,267,985	1,149,354	-118,631	<input checked="" type="checkbox"/>	20,836	1,532,500	1,711,500	179,000	Higher cost as work is being done by contractors.
Operating Expense	2,827	2,150	15,815	24,275	8,460	<input checked="" type="checkbox"/>	0	31,900	31,900	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
TOTAL OPERATING EXPENSE	263,121	265,972	2,297,815	2,400,273	102,458	<input checked="" type="checkbox"/>	20,836	3,204,600	3,209,900	5,300	
Surplus/ (Deficit) - Direct Control	(210,129)	(113,605)	(1,092,493)	(1,028,970)	63,523	<input checked="" type="checkbox"/>	(20,836)	(1,376,200)	(1,431,500)	(55,300)	
Depreciation	293,331	297,733	2,592,853	2,679,597	86,744	<input checked="" type="checkbox"/>	0	3,572,800	3,572,800	0	
Internal Services	25,500	26,531	238,808	238,779	-29	<input type="checkbox"/>	0	318,400	318,400	0	
Surplus/(Deficit) -Indirect Control	(318,831)	(324,264)	(2,831,662)	(2,918,376)	(86,714)	<input checked="" type="checkbox"/>	0	(3,891,200)	(3,891,200)	0	
NET SURPLUS/ (DEFICIT)	(528,960)	(437,869)	(3,924,154)	(3,947,346)	(23,192)	<input checked="" type="checkbox"/>	(20,836)	(5,267,400)	(5,322,700)	(55,300)	





## Responsibility Centre Report: Mgmt Sup Operations

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Review: Q3-10(MAR)

Budget Change (%) 4.3%

Financial Year: 2009/10

Month: March

Year To Date to March

**OPERATING BUDGET PERFORMANCE**

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2900 - Management Support - Operation	30,634	25,117	239,613	222,853	-16,760	<input checked="" type="checkbox"/>	4,037	296,900		
2902 - Rural Fire Brigade Services	36,224	12,082	128,547	110,838	-17,709	<input checked="" type="checkbox"/>	1,368	145,000		
2903 - SES Services	31,827	33,100	159,825	139,500	-20,325	<input checked="" type="checkbox"/>	253	186,000		
2550 - Open Space Project Management	10,040	10,076	88,610	90,684	2,074	<input checked="" type="checkbox"/>	0	121,400		
2901 - Public Lighting	128,971	150,125	1,097,684	1,351,125	253,441	<input checked="" type="checkbox"/>	0	1,569,500		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>237,697</b>	<b>230,500</b>	<b>1,714,280</b>	<b>1,915,000</b>	<b>200,720</b>	<input checked="" type="checkbox"/>	<b>5,657</b>	<b>2,318,800</b>		

### NET OPERATING RESULT BY RESOURCE GROUPS

Other Revenue	295	0	1,470	0	-1,470	<input checked="" type="checkbox"/>	0	0	0	0	
Grants	0	3,667	36,000	33,003	-2,997	<input checked="" type="checkbox"/>	0	276,000	276,000	0	
<b>TOTAL REVENUE</b>	<b>295</b>	<b>3,667</b>	<b>37,470</b>	<b>33,003</b>	<b>(4,467)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>276,000</b>	<b>276,000</b>	<b>0</b>	
Employee Costs	17,433	22,000	202,661	195,800	-6,861	<input checked="" type="checkbox"/>	900	261,400	261,400	0	
Materials & Contracts	65,247	39,976	237,817	197,784	-40,033	<input checked="" type="checkbox"/>	3,389	263,700	263,700	0	
Operating Expense	136,092	154,208	1,139,220	1,392,572	253,352	<input checked="" type="checkbox"/>	1,368	1,853,900	1,753,900	-100,000	
<b>TOTAL OPERATING EXPENSE</b>	<b>218,772</b>	<b>216,184</b>	<b>1,579,698</b>	<b>1,786,156</b>	<b>206,458</b>	<input checked="" type="checkbox"/>	<b>5,657</b>	<b>2,379,000</b>	<b>2,279,000</b>	<b>(100,000)</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(218,477)</b>	<b>(212,517)</b>	<b>(1,542,228)</b>	<b>(1,753,153)</b>	<b>(210,925)</b>	<input checked="" type="checkbox"/>	<b>(5,657)</b>	<b>(2,103,000)</b>	<b>(2,003,000)</b>	<b>100,000</b>	
Depreciation	3,048	2,050	26,967	18,450	-8,517	<input checked="" type="checkbox"/>	0	24,600	24,600	0	
Internal Services	16,172	15,933	145,086	143,397	-1,689	<input checked="" type="checkbox"/>	0	191,200	191,200	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(19,219)</b>	<b>(17,983)</b>	<b>(172,053)</b>	<b>(161,847)</b>	<b>10,206</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(215,800)</b>	<b>(215,800)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(237,697)</b>	<b>(230,500)</b>	<b>(1,714,280)</b>	<b>(1,915,000)</b>	<b>(200,720)</b>	<input checked="" type="checkbox"/>	<b>(5,657)</b>	<b>(2,318,800)</b>	<b>(2,218,800)</b>	<b>100,000</b>	

No adjustments required. Costs are acceptable.  
Likely saving in lighting due to delay in IPART decision and new SSROC tender.





## Responsibility Centre Report: Plant Nursery

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Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change [%] -9.3%

Month: March

Year To Date to March

### OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2500 - Plant Nursery	13,914	7,367	82,265	79,803	-2,462	<input checked="" type="checkbox"/>	6,150	107,300		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>13,914</b>	<b>7,367</b>	<b>82,265</b>	<b>79,803</b>	<b>(2,462)</b>	<input checked="" type="checkbox"/>	<b>6,150</b>	<b>107,300</b>		

### NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	7,434	9,167	65,192	82,503	17,311	<input checked="" type="checkbox"/>	0	110,000	100,000	-10,000	Awaiting orders from NPWS and canopy program
<b>TOTAL REVENUE</b>	<b>7,434</b>	<b>9,167</b>	<b>65,192</b>	<b>82,503</b>	<b>17,311</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>110,000</b>	<b>100,000</b>	<b>(10,000)</b>	
Employee Costs	14,195	13,933	123,948	125,397	1,449	<input checked="" type="checkbox"/>	169	168,100	168,100	0	
Materials & Contracts	6,182	3,392	20,679	30,528	9,849	<input checked="" type="checkbox"/>	5,981	40,700	40,700	0	
Operating Expense	900	275	15,502	15,975	473	<input type="checkbox"/>	0	21,300	21,300	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>21,276</b>	<b>17,600</b>	<b>160,129</b>	<b>171,900</b>	<b>11,771</b>	<input checked="" type="checkbox"/>	<b>6,150</b>	<b>230,100</b>	<b>230,100</b>	<b>0</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(13,842)</b>	<b>(8,433)</b>	<b>(94,937)</b>	<b>(89,397)</b>	<b>5,540</b>	<input checked="" type="checkbox"/>	<b>(6,150)</b>	<b>(120,100)</b>	<b>(130,100)</b>	<b>(10,000)</b>	
Depreciation	799	817	7,065	7,353	288	<input type="checkbox"/>	0	9,800	9,800	0	
Internal Services	-727	-1,883	-19,737	-16,947	2,790	<input checked="" type="checkbox"/>	0	-22,600	-22,600	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(72)</b>	<b>1,066</b>	<b>12,672</b>	<b>9,594</b>	<b>(3,078)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>12,800</b>	<b>12,800</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(13,914)</b>	<b>(7,367)</b>	<b>(82,265)</b>	<b>(79,803)</b>	<b>2,462</b>	<input checked="" type="checkbox"/>	<b>(6,150)</b>	<b>(107,300)</b>	<b>(117,300)</b>	<b>(10,000)</b>	





# Responsibility Centre Report: Parks

☒

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 2.6%

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2450 - Management Support Open Space	35,869	38,066	307,309	342,594	35,285	<input checked="" type="checkbox"/>	769	457,400		
2457 - Parks Maintenance	165,656	181,083	1,463,145	1,639,280	176,135	<input checked="" type="checkbox"/>	3,402	2,188,800		
2452 - Playground Maintenance	7,233	4,625	62,053	62,425	372	<input type="checkbox"/>	1,392	76,300		
2558 - St Ives Showground	19,321	23,642	199,382	222,603	23,221	<input checked="" type="checkbox"/>	55	296,500		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>228,079</b>	<b>247,416</b>	<b>2,031,888</b>	<b>2,266,902</b>	<b>235,014</b>	<input checked="" type="checkbox"/>	<b>5,617</b>	<b>3,019,000</b>		

## NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	0	0	-83	0	83	<input type="checkbox"/>	0	0	0	0	
Other Revenue	0	0	-37	0	37	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>(121)</b>	<b>0</b>	<b>121</b>	<input type="checkbox"/>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Employee Costs	125,553	145,875	1,197,574	1,312,875	115,301	<input checked="" type="checkbox"/>	0	1,750,000	1,683,500	-66,500	Variance due to vacancies
Materials & Contracts	55,514	49,925	387,426	470,125	82,699	<input checked="" type="checkbox"/>	5,257	619,900	608,700	-11,200	Variance due to seasonal requirements
Operating Expense	6,355	4,090	56,908	56,168	-740	<input type="checkbox"/>	361	78,800	78,800	0	
Statutory Levies	5	0	5	0	-5	<input type="checkbox"/>	0	0	0	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>187,427</b>	<b>199,890</b>	<b>1,641,913</b>	<b>1,839,168</b>	<b>197,255</b>	<input checked="" type="checkbox"/>	<b>5,617</b>	<b>2,448,700</b>	<b>2,371,000</b>	<b>(77,700)</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(187,427)</b>	<b>(199,890)</b>	<b>(1,642,034)</b>	<b>(1,839,168)</b>	<b>(197,134)</b>	<input checked="" type="checkbox"/>	<b>(5,617)</b>	<b>(2,448,700)</b>	<b>(2,371,000)</b>	<b>77,700</b>	
Depreciation	22,049	26,792	195,219	241,128	45,909	<input checked="" type="checkbox"/>	0	321,500	321,500	0	
Internal Services	18,602	20,734	194,635	186,606	-8,029	<input checked="" type="checkbox"/>	0	248,800	248,800	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(40,651)</b>	<b>(47,526)</b>	<b>(389,855)</b>	<b>(427,734)</b>	<b>(37,879)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(570,300)</b>	<b>(570,300)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(228,079)</b>	<b>(247,416)</b>	<b>(2,031,888)</b>	<b>(2,266,902)</b>	<b>(235,014)</b>	<input checked="" type="checkbox"/>	<b>(5,617)</b>	<b>(3,019,000)</b>	<b>(2,941,300)</b>	<b>77,700</b>	





## Responsibility Centre Report: Sport & Recreation

☐

Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change [%] 0.0%

Month: March

Year To Date to March

**OPERATING BUDGET PERFORMANCE**

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2551 - Gordon Golf Course - Expenditure	44,899	51,998	457,306	483,207	25,901	<input checked="" type="checkbox"/>	3,990	643,500		
2552 - North Turrumurra Golf Course - E	39,683	43,699	438,558	414,216	-24,342	<input checked="" type="checkbox"/>	8,141	552,100		
2557 - Sportsfield Maintenance	168,668	149,814	1,350,391	1,390,251	39,860	<input checked="" type="checkbox"/>	6,329	1,852,400		
2553 - West Pymble Pool	7,247	2,699	84,980	29,691	-55,289	<input checked="" type="checkbox"/>	0	39,600		
2555 - Tennis Courts - Expenditure	14,597	10,167	96,799	98,703	1,905	<input checked="" type="checkbox"/>	0	131,800		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>275,094</b>	<b>258,377</b>	<b>2,428,034</b>	<b>2,416,068</b>	<b>(11,966)</b>	<input checked="" type="checkbox"/>	<b>18,460</b>	<b>3,219,400</b>		

### NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	0	0	403	0	-403	<input type="checkbox"/>	0	0	0	0	
Other Revenue	0	0	-17	0	17	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>386</b>	<b>0</b>	<b>(386)</b>	<input type="checkbox"/>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Employee Costs	118,432	124,365	1,072,237	1,119,285	47,048	<input checked="" type="checkbox"/>	77	1,490,500	1,490,500	0	Variance due to staff vacancies currently being recruited
Materials & Contracts	59,135	68,633	549,807	617,697	67,890	<input checked="" type="checkbox"/>	17,765	823,200	823,200	0	Seasonal requirements and budget expected to be spent.
Operating Expense	32,746	5,832	192,470	143,163	-49,307	<input checked="" type="checkbox"/>	288	191,100	191,100	0	No adjustment required at this stage.
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>210,313</b>	<b>198,830</b>	<b>1,814,514</b>	<b>1,880,145</b>	<b>65,631</b>	<input checked="" type="checkbox"/>	<b>18,130</b>	<b>2,504,800</b>	<b>2,504,800</b>	<b>0</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(210,313)</b>	<b>(198,830)</b>	<b>(1,814,128)</b>	<b>(1,880,145)</b>	<b>(66,017)</b>	<input checked="" type="checkbox"/>	<b>(18,130)</b>	<b>(2,504,800)</b>	<b>(2,504,800)</b>	<b>0</b>	
s94 Contributions	0	0	0	0	0	<input type="checkbox"/>	330	0	0	0	
Depreciation	26,621	18,349	237,025	165,141	-71,884	<input checked="" type="checkbox"/>	0	220,200	220,200	0	
Internal Services	38,159	41,198	376,881	370,782	-6,099	<input checked="" type="checkbox"/>	0	494,400	494,400	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(64,780)</b>	<b>(59,547)</b>	<b>(613,906)</b>	<b>(535,923)</b>	<b>77,983</b>	<input checked="" type="checkbox"/>	<b>(330)</b>	<b>(714,600)</b>	<b>(714,600)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(275,094)</b>	<b>(258,377)</b>	<b>(2,428,034)</b>	<b>(2,416,068)</b>	<b>11,966</b>	<input checked="" type="checkbox"/>	<b>(18,460)</b>	<b>(3,219,400)</b>	<b>(3,219,400)</b>	<b>0</b>	





# Responsibility Centre Report: Street Sweep & Litter

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Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) -0.5%

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
3152 - Drainage Maintenance & Repair	85,349	102,665	791,767	866,085	74,318	<input checked="" type="checkbox"/>	1,178	1,174,300		
3300 - Litter Control & Clearing	23,761	26,249	263,661	239,141	-24,520	<input checked="" type="checkbox"/>	155	316,700		
3301 - Routine Pit Clearance	15,123	16,316	132,650	146,844	14,194	<input checked="" type="checkbox"/>	0	197,000		
3302 - Street Sweeping	56,342	74,716	614,168	672,444	58,276	<input checked="" type="checkbox"/>	0	896,500		
3303 - Unformed Shoulder Clearing	17,619	11,091	125,108	104,319	-20,789	<input checked="" type="checkbox"/>	0	137,800		

NET EXPENDITURE / (REVENUE)	198,194	231,037	1,927,354	2,028,833	101,479	<input checked="" type="checkbox"/>	1,332	2,722,300		
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## NET OPERATING RESULT BY RESOURCE GROUPS

Employee Costs	71,966	107,017	689,587	828,253	138,666	<input checked="" type="checkbox"/>	0	1,149,600	1,082,300	-67,300	Lower costs due to vacancies Higher costs due to agency staff and disposal costs.
Materials & Contracts	49,387	45,433	548,184	493,297	-54,887	<input checked="" type="checkbox"/>	1,332	629,600	711,600	82,000	
Operating Expense	315	1,399	7,475	12,591	5,116	<input checked="" type="checkbox"/>	0	16,800	16,800	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
TOTAL OPERATING EXPENSE	121,668	153,849	1,245,246	1,334,141	88,895	<input checked="" type="checkbox"/>	1,332	1,796,000	1,810,700	14,700	
Surplus/ (Deficit) - Direct Control	(121,668)	(153,849)	(1,245,246)	(1,334,141)	(88,895)	<input checked="" type="checkbox"/>	(1,332)	(1,796,000)	(1,810,700)	(14,700)	
Depreciation	41,268	41,933	364,784	377,397	12,613	<input checked="" type="checkbox"/>	0	503,200	503,200	0	
Internal Services	35,258	35,255	317,325	317,295	-30	<input type="checkbox"/>	0	423,100	423,100	0	
Surplus/(Deficit) -Indirect Control	(76,527)	(77,188)	(682,109)	(694,692)	(12,583)	<input checked="" type="checkbox"/>	0	(926,300)	(926,300)	0	
NET SURPLUS/ (DEFICIT)	(198,194)	(231,037)	(1,927,354)	(2,028,833)	(101,479)	<input checked="" type="checkbox"/>	(1,332)	(2,722,300)	(2,737,000)	(14,700)	





## Responsibility Centre Report: Trade Services

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Review: Q3-10(MAR)

Budget Change (%) 5.6%

Financial Year: 2009/10

Month: March

Year To Date to March

### OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2250 - Cleaning Services	14,603	22,993	149,210	206,937	57,727	<input checked="" type="checkbox"/>	1,941	284,500		
3200 - Management Support - Trade Ser	18,230	19,550	181,111	175,950	-5,161	<input checked="" type="checkbox"/>	0	234,900		
3201 - Building Management	128,420	119,742	935,394	1,077,678	142,284	<input checked="" type="checkbox"/>	12,233	1,436,800		
2025 - Security Services	28,443	11,349	94,829	102,141	7,312	<input checked="" type="checkbox"/>	18,844	136,200		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>189,696</b>	<b>173,634</b>	<b>1,360,545</b>	<b>1,562,706</b>	<b>202,161</b>	<input checked="" type="checkbox"/>	<b>33,017</b>	<b>2,092,400</b>		

### NET OPERATING RESULT BY RESOURCE GROUPS

Pension Rebates	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
Other Revenue	0	83	250	747	497	<input type="checkbox"/>	0	1,000	1,000	0	
<b>TOTAL REVENUE</b>	<b>0</b>	<b>83</b>	<b>250</b>	<b>747</b>	<b>497</b>	<input type="checkbox"/>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	
Employee Costs	91,052	96,317	778,137	866,853	88,716	<input checked="" type="checkbox"/>	985	1,157,000	1,068,200	-88,800	Lower than expected costs due to staff working on projects.
Materials & Contracts	53,645	74,909	494,265	674,181	179,916	<input checked="" type="checkbox"/>	13,188	906,500	878,400	-28,100	Lower than expected costs due to staff working on projects.
Operating Expense	32,218	12,066	107,433	108,594	1,161	<input checked="" type="checkbox"/>	18,844	144,800	144,800	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>176,914</b>	<b>183,292</b>	<b>1,379,835</b>	<b>1,649,628</b>	<b>269,793</b>	<input checked="" type="checkbox"/>	<b>33,017</b>	<b>2,208,300</b>	<b>2,091,400</b>	<b>(116,900)</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(176,914)</b>	<b>(183,209)</b>	<b>(1,379,585)</b>	<b>(1,648,881)</b>	<b>(269,296)</b>	<input checked="" type="checkbox"/>	<b>(33,017)</b>	<b>(2,207,300)</b>	<b>(2,090,400)</b>	<b>116,900</b>	
s94 Contributions	0	0	66	0	-66	<input type="checkbox"/>	0	0	0	0	
Depreciation	10,202	8,234	92,245	74,106	-18,139	<input checked="" type="checkbox"/>	0	98,800	98,800	0	
Internal Services	2,579	-17,809	-111,352	-160,281	-48,929	<input checked="" type="checkbox"/>	0	-213,700	-213,700	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(12,781)</b>	<b>9,575</b>	<b>19,040</b>	<b>86,175</b>	<b>67,135</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>114,900</b>	<b>114,900</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(189,696)</b>	<b>(173,634)</b>	<b>(1,360,545)</b>	<b>(1,562,706)</b>	<b>(202,161)</b>	<input checked="" type="checkbox"/>	<b>(33,017)</b>	<b>(2,092,400)</b>	<b>(1,975,500)</b>	<b>116,900</b>	





# Responsibility Centre Report: Traffic & Projects

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Review: Q3-10(MAR)

Budget Change [%] 20.8%

Financial Year: 2009/10

Month: March

Year To Date to March

**OPERATING BUDGET PERFORMANCE**

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2950 - Investigation & Design	16,025	19,100	188,489	171,900	-16,589	<input checked="" type="checkbox"/>	18,328	229,600		
2952 - Traffic Management	28,543	29,624	55,851	266,616	210,765	<input checked="" type="checkbox"/>	7,471	356,400		
2951 - Road Safety	9,236	8,499	32,780	45,491	12,711	<input checked="" type="checkbox"/>	33	59,600		
2953 - Road Safety Programs	-821	3,909	-6,041	25,781	31,822	<input checked="" type="checkbox"/>	0	36,500		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>52,983</b>	<b>61,132</b>	<b>271,079</b>	<b>509,788</b>	<b>238,709</b>	<input checked="" type="checkbox"/>	<b>25,832</b>	<b>682,100</b>		

## NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	22,805	13,975	308,522	125,775	-182,747	<input checked="" type="checkbox"/>	0	168,100	284,100	116,000	Increased income from development related Work Zones. Fees are actively pursued.
Other Revenue	4,783	0	28,910	0	-28,910	<input checked="" type="checkbox"/>	0	0	0	0	Income from developers.
Grants	0	2,583	43,412	63,647	20,235	<input checked="" type="checkbox"/>	0	84,400	78,400	-6,000	RTA grants
<b>TOTAL REVENUE</b>	<b>27,588</b>	<b>16,558</b>	<b>380,845</b>	<b>189,422</b>	<b>(191,423)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>252,500</b>	<b>362,500</b>	<b>110,000</b>	
Employee Costs	45,997	55,950	488,106	503,550	15,444	<input checked="" type="checkbox"/>	0	674,300	642,600	-31,700	Vacancies
Materials & Contracts	22,811	10,150	64,075	91,350	27,275	<input checked="" type="checkbox"/>	25,832	121,600	121,600	0	Budget to be spent by 30 June.
Operating Expense	3,605	3,424	24,264	30,816	6,552	<input checked="" type="checkbox"/>	0	40,700	40,700	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>72,414</b>	<b>69,524</b>	<b>576,445</b>	<b>625,716</b>	<b>49,271</b>	<input checked="" type="checkbox"/>	<b>25,832</b>	<b>836,600</b>	<b>804,900</b>	<b>(31,700)</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(44,826)</b>	<b>(52,966)</b>	<b>(195,600)</b>	<b>(436,294)</b>	<b>(240,694)</b>	<input checked="" type="checkbox"/>	<b>(25,832)</b>	<b>(584,100)</b>	<b>(442,400)</b>	<b>141,700</b>	
Depreciation	165	175	1,462	1,575	113	<input type="checkbox"/>	0	2,100	2,100	0	
Internal Services	7,992	7,991	74,017	71,919	-2,098	<input checked="" type="checkbox"/>	0	95,900	95,900	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(8,157)</b>	<b>(8,166)</b>	<b>(75,479)</b>	<b>(73,494)</b>	<b>1,985</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(98,000)</b>	<b>(98,000)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(52,983)</b>	<b>(61,132)</b>	<b>(271,079)</b>	<b>(509,788)</b>	<b>(238,709)</b>	<input checked="" type="checkbox"/>	<b>(25,832)</b>	<b>(682,100)</b>	<b>(540,400)</b>	<b>141,700</b>	





# Responsibility Centre Report: Trees

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Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change [%] 0.0%

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2601 - Tree Preservation Order	3,732	9,357	72,526	84,213	11,687	<input checked="" type="checkbox"/>	0	112,700		
2652 - Tree Maintenance	149,085	113,556	965,808	1,022,004	56,196	<input checked="" type="checkbox"/>	208	1,363,300		

NET EXPENDITURE / (REVENUE)	152,817	122,913	1,038,334	1,106,217	67,883	<input checked="" type="checkbox"/>	208	1,476,000		
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## NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	11,031	9,775	78,999	87,975	8,976	<input checked="" type="checkbox"/>	0	117,300	117,300	0	Quotes have been received for works
Other Revenue	0	0	27	0	-27	<input type="checkbox"/>	0	0	0	0	
TOTAL REVENUE	11,031	9,775	79,027	87,975	8,948	<input checked="" type="checkbox"/>	0	117,300	117,300	0	
Employee Costs	70,897	72,741	651,908	654,669	2,761	<input checked="" type="checkbox"/>	57	873,700	873,700	0	
Materials & Contracts	74,568	41,183	299,988	370,647	70,659	<input checked="" type="checkbox"/>	151	494,400	494,400	0	
Operating Expense	444	516	3,486	4,644	1,158	<input checked="" type="checkbox"/>	0	6,200	6,200	0	
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0	
TOTAL OPERATING EXPENSE	145,909	114,440	955,382	1,029,960	74,578	<input checked="" type="checkbox"/>	208	1,374,300	1,374,300	0	
Surplus/ (Deficit) - Direct Control	(134,879)	(104,665)	(876,355)	(941,985)	(65,630)	<input checked="" type="checkbox"/>	(208)	(1,257,000)	(1,257,000)	0	
Internal Services	17,938	18,248	161,979	164,232	2,253	<input checked="" type="checkbox"/>	0	219,000	219,000	0	
Surplus/(Deficit) -Indirect Control	(17,938)	(18,248)	(161,979)	(164,232)	(2,253)	<input checked="" type="checkbox"/>	0	(219,000)	(219,000)	0	
NET SURPLUS/ (DEFICIT)	(152,817)	(122,913)	(1,038,334)	(1,106,217)	(67,883)	<input checked="" type="checkbox"/>	(208)	(1,476,000)	(1,476,000)	0	





## Responsibility Centre Report: Mgnt Sup Strategy

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Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 0.0%

Month: March

Year To Date to March

### OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance		Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2350 - Management Support - Strategy	27,203	32,282	266,568	287,238	20,670	<input checked="" type="checkbox"/>	5,239	384,100			
<b>NET EXPENDITURE / (REVENUE)</b>	<b>27,203</b>	<b>32,282</b>	<b>266,568</b>	<b>287,238</b>	<b>20,670</b>	<input checked="" type="checkbox"/>	<b>5,239</b>	<b>384,100</b>			
<b>NET OPERATING RESULT BY RESOURCE GROUPS</b>											
Employee Costs	22,206	24,700	224,719	221,200	-3,519	<input checked="" type="checkbox"/>	0	295,600	295,600	0	Savings
Materials & Contracts	1,045	2,299	8,177	20,691	12,514	<input checked="" type="checkbox"/>	229	27,600	27,600	0	
Operating Expense	2,385	2,858	18,504	23,522	5,019	<input checked="" type="checkbox"/>	115	31,800	31,800	0	
<b>TOTAL OPERATING EXPENSE</b>	<b>25,636</b>	<b>29,857</b>	<b>251,399</b>	<b>265,413</b>	<b>14,014</b>	<input checked="" type="checkbox"/>	<b>344</b>	<b>355,000</b>	<b>355,000</b>	<b>0</b>	
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(25,636)</b>	<b>(29,857)</b>	<b>(251,399)</b>	<b>(265,413)</b>	<b>(14,014)</b>	<input checked="" type="checkbox"/>	<b>(344)</b>	<b>(355,000)</b>	<b>(355,000)</b>	<b>0</b>	
Depreciation	92	92	814	828	14	<input type="checkbox"/>	0	1,100	1,100	0	
Internal Services	1,475	2,333	14,355	20,997	6,642	<input checked="" type="checkbox"/>	4,895	28,000	28,000	0	
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(1,567)</b>	<b>(2,425)</b>	<b>(15,169)</b>	<b>(21,825)</b>	<b>(6,656)</b>	<input checked="" type="checkbox"/>	<b>(4,895)</b>	<b>(29,100)</b>	<b>(29,100)</b>	<b>0</b>	
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(27,203)</b>	<b>(32,282)</b>	<b>(266,568)</b>	<b>(287,238)</b>	<b>(20,670)</b>	<input checked="" type="checkbox"/>	<b>(5,239)</b>	<b>(384,100)</b>	<b>(384,100)</b>	<b>0</b>	





# Responsibility Centre Report: Corporate Planning & Sustainability

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Review: Q3-10(MAR)

Budget Change (%) 0.0%

Financial Year: 2009/10

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2355 - Environmental Levy	4,572	4,474	39,706	40,266	560	<input type="checkbox"/>	0	53,700		
2406 - Community Volunteer Programs	15,068	15,667	132,123	141,003	8,880	<input checked="" type="checkbox"/>	440	188,400		
2408 - Environmental Management	39,704	37,118	336,960	334,062	-2,898	<input checked="" type="checkbox"/>	0	446,100		
2400 - Corporate Planning	30,123	35,500	294,049	325,650	31,601	<input checked="" type="checkbox"/>	20	434,000		
2750 - Open Space Planning	26,177	21,110	234,689	189,990	-44,699	<input checked="" type="checkbox"/>	0	254,000		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>115,645</b>	<b>113,869</b>	<b>1,037,527</b>	<b>1,030,971</b>	<b>(6,556)</b>	<input checked="" type="checkbox"/>	<b>460</b>	<b>1,376,200</b>		

## NET OPERATING RESULT BY RESOURCE GROUPS

User Fees	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<input type="checkbox"/>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Employee Costs	98,077	95,268	862,080	857,412	-4,668	<input checked="" type="checkbox"/>	0	1,144,800	1,144,800	0
Materials & Contracts	1,015	4,027	30,021	36,243	6,222	<input checked="" type="checkbox"/>	440	48,300	48,300	0
Operating Expense	3,544	3,217	27,829	35,103	7,274	<input checked="" type="checkbox"/>	20	46,800	46,800	0
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>102,636</b>	<b>102,512</b>	<b>919,930</b>	<b>928,758</b>	<b>8,828</b>	<input checked="" type="checkbox"/>	<b>460</b>	<b>1,239,900</b>	<b>1,239,900</b>	<b>0</b>
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(102,636)</b>	<b>(102,512)</b>	<b>(919,930)</b>	<b>(928,758)</b>	<b>(8,828)</b>	<input checked="" type="checkbox"/>	<b>(460)</b>	<b>(1,239,900)</b>	<b>(1,239,900)</b>	<b>0</b>
Depreciation	4,103	1,767	36,345	15,903	-20,442	<input checked="" type="checkbox"/>	0	21,200	21,200	0
Internal Services	8,906	9,590	81,252	86,310	5,058	<input checked="" type="checkbox"/>	0	115,100	115,100	0
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(13,009)</b>	<b>(11,357)</b>	<b>(117,597)</b>	<b>(102,213)</b>	<b>15,384</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(136,300)</b>	<b>(136,300)</b>	<b>0</b>
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(115,645)</b>	<b>(113,869)</b>	<b>(1,037,527)</b>	<b>(1,030,971)</b>	<b>6,556</b>	<input checked="" type="checkbox"/>	<b>(460)</b>	<b>(1,376,200)</b>	<b>(1,376,200)</b>	<b>0</b>





# Responsibility Centre Report: Strategic Asset and Property Management

☑☑☑☑☑

Review: Q3-10(MAR)

Financial Year: 2009/10

Budget Change [%] 41.0%

Month: March

Year To Date to March

## OPERATING BUDGET PERFORMANCE

		Month: March		Year To Date to March									
RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action			
2251 - Strategic Asset & Property Manag	-104,666	24,667	-187,263	-41,261	146,002	<input checked="" type="checkbox"/>	4,688	184,800					
NET EXPENDITURE / (REVENUE)	(104,666)	24,667	(187,263)	(41,261)	146,002	<input checked="" type="checkbox"/>	4,688	184,800					
NET OPERATING RESULT BY RESOURCE GROUPS													
User Fees	158,484	61,640	942,873	863,839	-79,034	<input checked="" type="checkbox"/>	0	930,900	993,700	62,800	Additional rental revenue		
Other Revenue	36,068	0	95,108	80,843	-14,265	<input checked="" type="checkbox"/>	0	55,000	68,000	13,000	Additional Telco revenue		
TOTAL REVENUE	194,553	61,640	1,037,980	944,682	(93,298)	<input checked="" type="checkbox"/>	0	985,900	1,061,700	75,800			
Employee Costs	36,930	33,608	236,271	302,472	66,201	<input checked="" type="checkbox"/>	0	403,600	403,600	0	savings due to vacancy yet to be filled		
Materials & Contracts	1,584	1,900	5,999	17,100	11,101	<input checked="" type="checkbox"/>	4,688	22,800	22,800	0	savings in legal fees and consultants cost		
Operating Expense	17,487	15,091	262,861	262,469	-392	<input type="checkbox"/>	0	315,800	315,800	0			
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0			
TOTAL OPERATING EXPENSE	56,001	50,599	505,131	582,041	76,910	<input checked="" type="checkbox"/>	4,688	742,200	742,200	0			
Surplus/ (Deficit) - Direct Control	138,552	11,041	532,850	362,641	(170,209)	<input checked="" type="checkbox"/>	(4,688)	243,700	319,500	75,800			
Depreciation	27,958	28,267	247,121	254,403	7,282	<input checked="" type="checkbox"/>	0	339,200	339,200	0	additional costs associated with maintenance and repair of Council Chamber		
Internal Services	5,928	7,441	98,466	66,977	-31,489	<input checked="" type="checkbox"/>	0	89,300	89,300	0			
Surplus/(Deficit) -Indirect Control	(33,886)	(35,708)	(345,587)	(321,380)	24,207	<input checked="" type="checkbox"/>	0	(428,500)	(428,500)	0			
NET SURPLUS/ (DEFICIT)	104,666	(24,667)	187,263	41,261	(146,002)	<input checked="" type="checkbox"/>	(4,688)	(184,800)	(109,000)	75,800			





# Responsibility Centre Report: Strategic Projects

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Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change [%] #####

Month: March

Year To Date to March

## OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2260 - Strategic Projects	13,162	0	13,162	1	-13,161	<input checked="" type="checkbox"/>	0	1		
NET EXPENDITURE / (REVENUE)	13,162	0	13,162	1	(13,161)	<input checked="" type="checkbox"/>	0	1		

## NET OPERATING RESULT BY RESOURCE GROUPS

Employee Costs	12,732	0	12,732	1	-12,731	<input checked="" type="checkbox"/>	0	1	31,699	31,698
Operating Expense	430	0	430	0	-430	<input type="checkbox"/>	0	0	0	0
TOTAL OPERATING EXPENSE	13,162	0	13,162	1	(13,161)	<input checked="" type="checkbox"/>	0	1	31,699	31,698
Surplus/ (Deficit) - Direct Control	(13,162)	0	(13,162)	(1)	13,161	<input checked="" type="checkbox"/>	0	(1)	(31,699)	(31,698)
Surplus/(Deficit) -Indirect Control	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
NET SURPLUS/ (DEFICIT)	(13,162)	0	(13,162)	(1)	13,161	<input checked="" type="checkbox"/>	0	(1)	(31,699)	(31,698)





# Responsibility Centre Report: Urban & Heritage Planning

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Review: Q3-10(MAR)

Budget Change [%] 4.9%

Financial Year: 2009/10

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
2851 - Urban & Heritage Planning	-11,897	91,099	725,498	819,891	94,393	<input checked="" type="checkbox"/>	0	1,092,500		
<b>NET EXPENDITURE / (REVENUE)</b>	<b>(11,897)</b>	<b>91,099</b>	<b>725,498</b>	<b>819,891</b>	<b>94,393</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>1,092,500</b>		
<b>NET OPERATING RESULT BY RESOURCE GROUPS</b>										
Employee Costs	-19,797	78,841	640,592	709,569	68,977	<input checked="" type="checkbox"/>	0	945,400	891,900	-53,500
Materials & Contracts	670	2,942	8,448	26,478	18,030	<input checked="" type="checkbox"/>	0	35,300	35,300	0
Operating Expense	1,113	2,783	16,346	25,047	8,701	<input checked="" type="checkbox"/>	0	33,400	33,400	0
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>(18,013)</b>	<b>84,566</b>	<b>665,386</b>	<b>761,094</b>	<b>95,708</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>1,014,100</b>	<b>960,600</b>	<b>(53,500)</b>
<b>Surplus/ (Deficit) - Direct Control</b>	<b>18,013</b>	<b>(84,566)</b>	<b>(665,386)</b>	<b>(761,094)</b>	<b>(95,708)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(1,014,100)</b>	<b>(960,600)</b>	<b>53,500</b>
Internal Services	6,117	6,533	60,112	58,797	-1,315	<input checked="" type="checkbox"/>	0	78,400	78,400	0
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(6,117)</b>	<b>(6,533)</b>	<b>(60,112)</b>	<b>(58,797)</b>	<b>1,315</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(78,400)</b>	<b>(78,400)</b>	<b>0</b>
<b>NET SURPLUS/ (DEFICIT)</b>	<b>11,897</b>	<b>(91,099)</b>	<b>(725,498)</b>	<b>(819,891)</b>	<b>(94,393)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(1,092,500)</b>	<b>(1,039,000)</b>	<b>53,500</b>





# Responsibility Centre Report: Domestic Waste

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Financial Year: 2009/10

Review: Q3-10(MAR)

Budget Change (%) 0.0%

Month: March

Year To Date to March

OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
3350 - Domestic Waste	515,001	453,544	-7,573,873	-7,410,804	163,069	<input checked="" type="checkbox"/>	40,986	-6,048,900		
3352 - Recycling Service	202,110	180,992	1,558,665	1,628,928	70,263	<input checked="" type="checkbox"/>	0	2,171,400		
3351 - Green Waste Service	342,350	308,441	2,723,765	2,741,769	18,004	<input checked="" type="checkbox"/>	0	3,667,200		

NET EXPENDITURE / (REVENUE)	1,059,461	942,977	(3,291,442)	(3,040,107)	251,335	<input checked="" type="checkbox"/>	40,986	(210,300)		
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## NET OPERATING RESULT BY RESOURCE GROUPS

Pension Rebates	-1,296	0	-320,770	-313,100	7,670	<input checked="" type="checkbox"/>	0	-313,100	-313,100	0
Annual DWM & Stormwater Charge	553	0	11,404,721	11,340,000	-64,721	<input checked="" type="checkbox"/>	0	11,340,000	11,340,000	0
Interest	4,661	0	14,222	0	-14,222	<input checked="" type="checkbox"/>	0	0	0	0
Other Revenue	51,180	53,500	890,121	873,500	-16,621	<input checked="" type="checkbox"/>	0	1,034,000	1,034,000	0
Grants	0	0	122,797	109,700	-13,097	<input checked="" type="checkbox"/>	0	109,700	109,700	0
<b>TOTAL REVENUE</b>	<b>55,098</b>	<b>53,500</b>	<b>12,111,092</b>	<b>12,010,100</b>	<b>(100,992)</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>12,170,600</b>	<b>12,170,600</b>	<b>0</b>
Employee Costs	25,432	25,500	210,846	230,300	19,454	<input checked="" type="checkbox"/>	0	307,400	307,400	0
Materials & Contracts	1,012,649	894,202	7,917,326	8,047,818	130,492	<input checked="" type="checkbox"/>	40,986	10,730,400	10,730,400	0
Operating Expense	1,005	2,117	9,666	19,953	10,287	<input checked="" type="checkbox"/>	0	26,600	26,600	0
Capital Costs	0	0	0	0	0	<input type="checkbox"/>	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>1,039,087</b>	<b>921,819</b>	<b>8,137,839</b>	<b>8,298,071</b>	<b>160,232</b>	<input checked="" type="checkbox"/>	<b>40,986</b>	<b>11,064,400</b>	<b>11,064,400</b>	<b>0</b>
<b>Surplus/ (Deficit) - Direct Control</b>	<b>(983,988)</b>	<b>(868,319)</b>	<b>3,973,253</b>	<b>3,712,029</b>	<b>(261,224)</b>	<input checked="" type="checkbox"/>	<b>(40,986)</b>	<b>1,106,200</b>	<b>1,106,200</b>	<b>0</b>
Depreciation	977	242	8,637	2,178	-6,459	<input checked="" type="checkbox"/>	0	2,900	2,900	0
Internal Services	74,496	74,416	673,174	669,744	-3,430	<input checked="" type="checkbox"/>	0	893,000	893,000	0
<b>Surplus/(Deficit) -Indirect Control</b>	<b>(75,473)</b>	<b>(74,658)</b>	<b>(681,811)</b>	<b>(671,922)</b>	<b>9,889</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>(895,900)</b>	<b>(895,900)</b>	<b>0</b>
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(1,059,461)</b>	<b>(942,977)</b>	<b>3,291,442</b>	<b>3,040,107</b>	<b>(251,335)</b>	<input checked="" type="checkbox"/>	<b>(40,986)</b>	<b>210,300</b>	<b>210,300</b>	<b>0</b>





## Responsibility Centre Report: Trade Waste

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Review: Q3-10(MAR)

Budget Change [%] 0.0%

Financial Year: 2009/10

Month: March

Year To Date to March

### OPERATING BUDGET PERFORMANCE

RESULTS BY COST CENTRE	Actual	Budget	Actual	Budget	Variance	Comit'mts	Full Year Budget	30th June Forecast	Variance	Council Meeting Comments - Variance Explanation & Proposed Recovery Action
3400 - Trade Waste	125,142	95,932	-428,455	-535,012	-106,557	<input checked="" type="checkbox"/>	288	-546,800		
NET EXPENDITURE / (REVENUE)	125,142	95,932	(428,455)	(535,012)	(106,557)	<input checked="" type="checkbox"/>	288	(546,800)		

### NET OPERATING RESULT BY RESOURCE GROUPS

Annual DWM & Stormwater Charge	0	0	461,051	500,000	38,949	<input checked="" type="checkbox"/>	0	500,000	500,000	0
User Fees	6,629	0	917,652	898,400	-19,252	<input checked="" type="checkbox"/>	0	1,197,900	1,197,900	0
TOTAL REVENUE	6,629	0	1,378,702	1,398,400	19,698	<input checked="" type="checkbox"/>	0	1,697,900	1,697,900	0
Employee Costs	4,068	4,300	37,276	38,700	1,424	<input checked="" type="checkbox"/>	0	51,500	51,500	0
Materials & Contracts	134,404	98,333	973,098	884,997	-88,101	<input checked="" type="checkbox"/>	288	1,180,000	1,180,000	0
Operating Expense	83	83	924	747	-177	<input type="checkbox"/>	0	1,000	1,000	0
TOTAL OPERATING EXPENSE	138,555	102,716	1,011,298	924,444	(86,854)	<input checked="" type="checkbox"/>	288	1,232,500	1,232,500	0
Surplus/ (Deficit) - Direct Control	(131,926)	(102,716)	367,405	473,956	106,551	<input checked="" type="checkbox"/>	(288)	465,400	465,400	0
Internal Services	-6,783	-6,784	-61,050	-61,056	-6	<input type="checkbox"/>	0	-81,400	-81,400	0
Surplus/(Deficit) -Indirect Control	6,783	6,784	61,050	61,056	6	<input type="checkbox"/>	0	81,400	81,400	0
NET SURPLUS/ (DEFICIT)	(125,142)	(95,932)	428,455	535,012	106,557	<input checked="" type="checkbox"/>	(288)	546,800	546,800	0





# Restricted Assets Report Actual as at 31 March 2010

# Restricted Assets Report Forecast to 30 June 2009 as at 31 March 2010

ATTACHMENT C

2009/2010		ACTUAL to March					BUDGET (AS REVISED)			
Reserve	Balance at 1/7/09	Income	Expenditure	Transfers Between Reserves	Interest Allocation	Balance at March 2009/2010	Income	Interest	Expenditure	Balance at 30/6/10
<b>INTERNALLY RESTRICTED RESERVES</b>										
Infrastructure & Facilities	6,177,261	3,813,241	3,924,611		247,679	6,313,570	21,843,114	244,244	11,164,600	17,100,019
Contribution To Works	363,284	76,430	46,588			393,126	0		66,300	296,984
Golf Course Levy	1,590,690	175,260	220,042			1,545,908	215,530		1,973,100	-166,880
Public Reserve Management Fund	19,301	0	0			19,301	0		0	19,301
Revenue Fund Carry Forward works	1,364,283	0	919,194			445,089	0		1,364,700	-417
Revolving Energy Fund	20,519	0	0			20,519	0		0	20,519
Tennis Court	106,902	0	0			106,902	0		0	106,902
Bonds & Deposits	816,000	241,472	200,000			857,472	300,000		200,000	916,000
Election	70,850	116,712	58,908			128,654	145,000		57,400	158,450
Superannuation Reserve	1,000,000	0	333,994			666,006	0		333,994	666,006
Employee Leave Entitlements	1,729,930	17,219	0			1,747,149	21,393		0	1,751,323
Insurance	163,826	0	163,826			0	0		163,826	0
Contingency	221,476	0	221,476			0	0		221,476	0
<b>SUB-TOTAL INTERNAL</b>	<b>13,644,322</b>	<b>4,440,335</b>	<b>6,088,639</b>	<b>0</b>	<b>247,679</b>	<b>12,243,696</b>	<b>22,525,037</b>	<b>244,244</b>	<b>15,545,396</b>	<b>20,868,207</b>
<b>EXTERNALLY RESTRICTED RESERVES</b>										
<b>Pre 1993 and 1993 Plans</b>										
Community Facilities	65,592	0	0		2,654	68,246			0	65,592
Children's Services	18,544	0	0		750	19,294			0	18,544
Underground Electricity	1,707	0	0		69	1,776			0	1,707
Central Library	4,132	0	0		167	4,299			0	4,132
Child Care facilities	195,314	0	0		7,902	203,216			0	195,314
Car Parking	1,192,844	0	0		48,262	1,241,106			0	1,192,844
Car Parking	1,108,702	0	0		44,858	1,153,560			0	1,108,702
<b>2000/2003 PLAN</b>										
Child Care Centre Acquisition	486,655	0	0		19,690	506,345			0	486,655
Acron Rd Child Ctr Upgrade	6,400	0	0		259	6,659			0	6,400
Purchase Library Bookstock	0	0	0		0	0			0	0
Public Art - Council	950	0	0		38	988			0	950
Open Space Gordon	0	0	0		0	0			0	0
Open Space Killara	395,891	0	0		16,018	411,909			0	395,891
Open Space Lindfield	3,462,391	0	0		140,088	3,602,479			0	3,462,391
Open Space Pymble	552,444	0	0		22,352	574,796			0	552,444
Open Space Roseville	89,327	0	0		3,614	92,941			0	89,327
Open Space St Ives	1,871,726	0	0		75,730	1,947,456			0	1,871,726
Open Space Turramurra	279,328	0	0		11,302	290,630			0	279,328
Open Space Wahroonga	1,453,199	0	0		58,796	1,511,995			0	1,453,199
Park Upgrade - Koola Park	261,262	0	14,328		10,281	257,215			265,200	-3,938
N Turra Sportsfield Development	1,767,829	0	0		71,526	1,839,355			1,800,000	-32,171
New Residents Kit	0	0	0		0	0			0	0
New Residents Survey	19,751	0	0		799	20,550			0	19,751
Study & Interim Plan	0	0	0		0	0			0	0
Section 94 Officer	0	0	0		0	0			0	0





# Restricted Assets Report Actual as at 31 March 2010

# Restricted Assets Report Forecast to 30 June 2009 as at 31 March 2010

2009/2010		ACTUAL to March					BUDGET (AS REVISED)			
Reserve	Balance at 1/7/09	Income	Expenditure	Transfers Between Reserves	Interest Allocation	Balance at March 2009/2010	Income	Interest	Expenditure	Balance at 30/6/10
<b>SEPP 5 PLAN</b>										0
Open Space Lindfield	206,731	0	0		8,364	215,095			0	206,731
Open Space Pymble	229,857	0	0		9,300	239,157			0	229,857
Open Space St Ives	28,558	0	0		1,155	29,713			0	28,558
<b>2004-2009 PLAN</b>										
Child Care facilities	3,587,930	18,489	0		145,542	3,751,960			0	3,587,930
Purchase Library Bookstock	66,666	45,087	0		3,609	115,362			0	66,666
Public Art	63,598	972	0		2,593	67,163			0	63,598
Youth Facilities	157,934	22,872	0		6,853	187,658			0	157,934
Seniors centres / Facilities	108,166	15,860	0		4,697	128,723			0	108,166
Information Services	71,626	9,916	0		3,099	84,641			0	71,626
Multipurpose Community Centre	1,230,125	181,768	0		53,448	1,465,341			0	1,230,125
Art centre upgrade	204,681	-803	0		8,265	212,143			0	204,681
Park Acq/Embellishment - Roseville	817,003	0	0		33,056	850,059			0	817,003
Park Acq/Embellishment - Lindfield	3,800,588	1,037,810	0		174,767	5,013,165			0	3,800,588
Park Acq/Embellishment - Killara	8,105,323	359,335	0		335,210	8,799,868			0	8,105,323
Park Acq/Embellishment - Gordon	-4,502,078	2,994,534	0		-121,575	-1,629,118			0	-4,502,078
Park Acq/Embellishment - St Ives	6,149,883	649,643	0		261,966	7,061,492			0	6,149,883
Park Acq/Embellishment - Pymble	2,424,193	443,207	0		107,049	2,974,448			0	2,424,193
Park Acq/Emb - Turra/Warrawee	3,184,166	331,978	0		135,547	3,651,691			0	3,184,166
Park Acq/Embellish - Wahroonga	5,090,423	145,289	233,930		204,165	5,205,947			314,700	4,775,723
Park Acquisition / Planning	576,756	83,772	0		25,030	685,558			0	576,756
Northern Area Embellishment Works	1,689,656	176,657	321,750		65,428	1,609,991			522,100	1,167,556
Southern Area Embellishment Works	841,321	181,265	13,909		37,425	1,046,102			203,800	637,521
LGA Wide Embellishment Works	2,120,645	312,652	16,040		91,802	2,509,059			1,338,200	782,445
Sportsground/Park Upgrade	3,894,996	613,580	626,030		157,340	4,039,886			2,283,900	1,611,096
N Turra Sportsfield Development	2,707,964	437,248	0		118,410	3,263,621			0	2,707,964
West Pymble Pool	56,720	65,219	55,930		2,483	68,492			694,700	-637,980
Traffic Management & Safety	47,881	5,271	0		2,044	55,196			0	47,881
Pedestrian Works	87,092	12,514	0		3,777	103,383			0	87,092
Cycleways	38,737	5,641	0		1,681	46,059			0	38,737
Public Domain Improvements	355,687	62,493	108,125		13,468	323,522			118,800	236,887
Traffic Studies	204,026	838	0		8,272	213,135			0	204,026
Study & Interim Plan	21,712	17,110	0		1,225	40,046			0	21,712
Section 94 Officer	101,076	60,842	16,100		4,995	150,813			16,200	84,876
<b>TOWN CENTRES PLAN</b>										0
Access & Transport Facilities	-526,556	0	0		-21,304	-547,860			0	-526,556
							5,518,995	1,306,198		6,825,193
<b>SUB-TOTAL s94</b>	<b>56,477,074</b>	<b>8,291,055</b>	<b>1,406,141</b>	<b>0</b>	<b>2,424,342</b>	<b>65,786,326</b>	<b>5,518,995</b>	<b>1,306,198</b>	<b>7,557,600</b>	<b>55,744,667</b>
<b>OTHER RESERVES</b>										
Infrastructure Levy	0	1,681,434	1,621,399			60,035	2,090,300		2,090,300	0
Environmental Levy	507,138	1,748,860	1,399,137			856,861	2,216,700		2,723,800	38
New Facility Rate	0	1,137,906	0			1,137,906	1,420,000		0	1,420,000
Unexpended Grants	2,305,156	822,451	1,465,374			1,662,233	0		2,305,900	-744
Domestic Waste	1,681,247	9,748,313	8,819,650			2,609,910	0		644,200	1,037,047
<b>SUB-TOTAL OTHER EXTERNAL</b>	<b>4,493,541</b>	<b>15,138,964</b>	<b>13,305,560</b>	<b>0</b>	<b>0</b>	<b>6,326,945</b>	<b>5,727,000</b>	<b>0</b>	<b>7,764,200</b>	<b>2,456,341</b>
<b>TOTAL RESERVES</b>	<b>74,614,937</b>	<b>27,870,354</b>	<b>20,800,341</b>	<b>0</b>	<b>2,672,021</b>	<b>84,356,967</b>	<b>33,771,032</b>	<b>1,550,442</b>	<b>30,867,196</b>	<b>79,069,215</b>



Department	Additional Expense	Additional Revenue
	\$	\$
<b>COMMUNITY</b>		
- operational	98,600	109,800
- capital projects	84,700	84,700
<b>Sub Total</b>	<b>183,300</b>	<b>194,500</b>
<b>STRATEGY</b>		
- operational	(21,800)	75,800
- capital projects	365,800	312,300
<b>Sub Total</b>	<b>344,000</b>	<b>388,100</b>
<b>OPERATIONS</b>		
- operational	(348,800)	47,600
- capital projects	908,900	908,900
<b>Sub Total</b>	<b>560,100</b>	<b>956,500</b>
<b>CIVIC</b>		
- operational	31,900	0
- capital projects	0	0
<b>Sub Total</b>	<b>31,900</b>	<b>0</b>
<b>CORPORATE</b>		
- operational	(139,000)	100,800
- capital projects	266,500	47,500
<b>Sub Total</b>	<b>127,500</b>	<b>148,300</b>
<b>DEVELOPMENT &amp; REGULATION</b>		
- operational	89,900	(237,500)
- capital projects	18,200	0
<b>Sub Total</b>	<b>108,100</b>	<b>(237,500)</b>
<b>WASTE MANAGEMENT</b>		
- operational	0	0
- capital projects	0	0
<b>Sub Total</b>	<b>0</b>	<b>0</b>
<b>Total Council Budget Adjustments</b>	<b>1,354,900</b>	<b>1,449,900</b>
<b>NET EXPENDITURE</b>	<b>(95,000)</b>	

## CAPITAL WORKS / PROJECTS

	Project Number	Revised Budget	Revised Budget After Adjs.	EXPENDITURE Budget Adjustment: Inc/(Dec)	INCOME Budget Adjustment: Inc/(Dec)	Justification
PJ	101190.126000.00	\$0	\$50,000	\$50,000		Increase expenditure budget for KWG Kitchen upgrade funded by a Federal Grant.
PJ	101190.235600.00	\$0	\$50,000		\$50,000	Increase income budget for KWG Kitchen upgrade to reflect a Federal Grant to be received.
PJ	101191.126000.00	\$0	\$21,000	\$21,000		Increase expenditure budget for refurbishment of Old School Building funded by a Federal Grant.
PJ	101191.235600.00	\$0	\$21,000		\$21,000	Increase income budget for refurbishment of Old School Building to reflect a Federal Grant to be received.
PJ	101192.126000.00	\$0	\$80,000	\$80,000		Increase expenditure budget for Tulkiyan Interpretation Centre funded by a Federal Grant.
PJ	101192.235600.00	\$0	\$80,000		\$80,000	Increase income budget for Tulkiyan Interpretation Centre to reflect a Federal Grant to be received.
PJ	101273.126000.00	\$0	\$37,000	\$37,000		Increase expenditure budget for RFS catering facility upgrade funded by a RFS Grant.
PJ	101273.235600.00	\$0	\$37,000		\$37,000	Increase income budget for RFS catering facility upgrade to reflect RFS Grant received.
PJ	101348.126000.00	\$154,100	\$0	(\$154,100)		Decrease expenditure budget for Werona Ave transferred to Burns Road, project funded by a Roads to Recovery Grant.
PJ	101348.235600.00	\$154,100	\$0		(\$154,100)	Decrease income budget for Werona Ave transferred to Burns Road, project funded by a Roads to Recovery Grant.
PJ	101349.126000.00	\$371,900	\$526,000	\$154,100		Increase expenditure budget for Burns Road project transferred from Werona Ave funded by Roads to Recovery Grant.
PJ	101349.235600.00	\$371,900	\$526,000		\$154,100	Increase income budget for Burns Road project transferred from Werona Ave funded by Roads to Recovery Grant.
PJ	101264.126000.00	\$0	\$180,000	\$180,000		Increase expenditure budget for Lofberg Road to Latona funded by contributions received from Energy Australia.
PJ	101264.240000.00	\$0	\$180,000		\$180,000	Increase income budget for Lofberg Road to Latona to reflect contributions received from Energy Australia.
PJ	101350.126000.00	\$0	\$30,200	\$30,200		Increase expenditure budget for Kulgoa Road funded by contributions received from Energy Australia.
PJ	101350.240000.00	\$0	\$30,200		\$30,200	Increase income budget for Kulgoa Road to reflect contributions received from Energy Australia.



## CAPITAL WORKS / PROJECTS

	Project Number	Revised Budget	Revised Budget After Adjs.	EXPENDITURE Budget Adjustment: Inc/(Dec)	INCOME Budget Adjustment: Inc/(Dec)	Justification
PJ	101351.126000.00	\$0	\$26,200	\$26,200		Increase expenditure budget for Riddles Lane funded by contributions received from Energy Australia.
PJ	101351.240000.00	\$0	\$26,200		\$26,200	Increase income budget for Riddles Lane to reflect contributions received from Energy Australia.
PJ	101352.126000.00	\$0	\$105,000	\$105,000		Increase expenditure budget for Hope St funded by contributions received from Energy Australia.
PJ	101352.240000.00	\$0	\$105,000		\$105,000	Increase income budget for Hope St to reflect contributions received from Energy Australia.
PJ	101353.126000.00	\$0	\$144,900	\$144,900		Increase expenditure budget for Station St funded by contributions received from Energy Australia.
PJ	101353.240000.00	\$0	\$144,900		\$144,900	Increase income budget for Station St to reflect contributions received from Energy Australia.
PJ	101354.126000.00	\$0	\$45,200	\$45,200		Increase expenditure budget for Burubi Ave funded by contributions received from Energy Australia.
PJ	101354.240000.00	\$0	\$45,200		\$45,200	Increase income budget for Burubi Ave to reflect contributions received from Energy Australia.
PJ	101355.126000.00	\$0	\$26,400	\$26,400		Increase expenditure budget for Bannockburn Road funded by contributions received from Energy Australia.
PJ	101355.240000.00	\$0	\$26,400		\$26,400	Increase income budget for Bannockburn Road to reflect contributions received from Energy Australia.
PJ	101356.126000.00	\$0	\$22,100	\$22,100		Increase expenditure budget for Rushall Street funded by contributions received from Energy Australia.
PJ	101356.240000.00	\$0	\$22,100		\$22,100	Increase income budget for Rushall Street to reflect contributions received from Energy Australia.
PJ	101357.126000.00	\$0	\$7,700	\$7,700		Increase expenditure budget for Bobbin Head Road funded by contributions received from Energy Australia.
PJ	101357.240000.00	\$0	\$7,700		\$7,700	Increase income budget for Bobbin Head Road to reflect contributions received from Energy Australia.
PJ	101358.126000.00	\$0	\$29,400	\$29,400		Increase expenditure budget for Berrilee St funded by contributions received from Energy Australia.
PJ	101358.240000.00	\$0	\$29,400		\$29,400	Increase income budget for Berrilee St to reflect contributions received from Energy Australia.



## CAPITAL WORKS / PROJECTS

	Project Number	Revised Budget	Revised Budget After Adjs.	EXPENDITURE Budget Adjustment: Inc/(Dec)	INCOME Budget Adjustment: Inc/(Dec)	Justification
PJ	101359.126000.00	\$0	\$20,000	\$20,000		Increase expenditure budget for Warrangi Street funded by contributions received from Energy Australia.
PJ	101359.240000.00	\$0	\$20,000		\$20,000	Increase income budget for Warrangi Street to reflect contributions received from Energy Australia.
PJ	101397.126000.00	\$0	\$29,500	\$29,500		Increase expenditure budget for Turaga Street funded by contributions received from Energy Australia.
PJ	101397.240000.00	\$0	\$29,500		\$29,500	Increase income budget for Turaga Street to reflect contributions received from Energy Australia.
PJ	101398.126000.00	\$0	\$53,400	\$53,400		Increase expenditure budget for Ku-ring-gai Ave funded by contributions received from Energy Australia.
PJ	101398.240000.00	\$0	\$53,400		\$53,400	Increase income budget for Ku-ring-gai Ave to reflect contributions received from Energy Australia.
PJ	101251.126000.00	\$0	\$900	\$900		Increase expenditure budget for Lowther Park Road funded by DA Restorations.
PJ	101251.240000.00	\$0	\$900		\$900	Increase income budget for Lowther Park Road to reflect contributions received from developers.
PJ	100649.126000.00	\$66,300	\$113,800	\$47,500		Increase expenditure budget for OH&S procedures project to cover an additional contribution received for the project.
PJ	100649.240000.00	\$0	\$47,500		\$47,500	Increase income budget for OH&S procedures project to cover an additional contribution received for the project.
PJ	101203.126000.00	\$178,100	\$227,100	\$49,000		Increase expenditure budget for IT equipment to cover two new scanners purchased for records and UPS battery replacement.
PJ	100710.126000.00	\$178,900	\$188,900	\$10,000		Increase expenditure budget for Works and Assets implementation funded by savings within IT operational budget.
PJ	101209126000.00	\$0	\$110,000	\$110,000		Increase expenditure budget for Accounts Payable Automation module.
PJ	101208126000.00	\$0	\$25,000	\$25,000		Increase expenditure budget for E-Certificates module.
PJ	101207126000.00	\$0	\$25,000	\$25,000		Increase expenditure budget for E-Payments module.
PJ	100054.126000.00	\$800	\$1,800	\$1,000		Increase expenditure budget for International womens day project to cover an additional Grant received for the project.
PJ	100054.235000.00	\$0	\$1,000		\$1,000	Increase income budget for International womens day project to cover an additional Grant received for the project.
PJ	100781.126000.00	\$0	\$1,000	\$1,000		Increase expenditure budget for Artstart 2009 project to cover an additional Grant received for the project.



## CAPITAL WORKS / PROJECTS

	Project Number	Revised Budget	Revised Budget After Adjs.	EXPENDITURE Budget Adjustment: Inc/(Dec)	INCOME Budget Adjustment: Inc/(Dec)	Justification
PJ	100781.235000.00	\$0	\$1,000		\$1,000	Increase income budget for Artstart 2009 project to cover an additional Grant received for the project.
PJ	100883.126000.00	\$23,200	\$35,200	\$12,000		Increase expenditure budget for State Library Promotional project to cover an additional Grant received for the project.
PJ	100883.235000.00	\$0	\$12,000		\$12,000	Increase income budget for State Library Promotional project to cover an additional Grant received for the project.
PJ	101086.126000.00	\$0	\$5,000	\$5,000		Increase expenditure budget for Community Garden project to cover a Grant received for the project.
PJ	101086.235000.00	\$0	\$5,000		\$5,000	Increase income budget for Community Garden project to cover a Grant received for the project.
PJ	101188.126000.00	\$0	\$5,000	\$5,000		Increase expenditure budget for Crime Prevention DVD project to cover a Grant received for the project.
PJ	101188.235000.00	\$0	\$5,000		\$5,000	Increase income budget for Crime Prevention DVD project to cover a Grant received for the project.
PJ	101189.126000.00	\$0	\$5,000	\$5,000		Increase expenditure budget for JB Seed Public Art project to cover a Grant received for the project.
PJ	101189.235000.00	\$0	\$5,000		\$5,000	Increase income budget for JB Seed Public Art project to cover a Grant received for the project.
PJ	100882.126000.00	\$24,900	\$71,600	\$46,700		Increase expenditure budget for State Library Grant Building project to cover an additional Grant received for the project.
PJ	100882.235600.00	\$0	\$46,700		\$46,700	Increase income budget for State Library Grant Building project to cover an additional Grant received for the project.
PJ	100881.126000.00	\$11,600	\$20,600	\$9,000		Increase expenditure budget for State Library Grant Technology project to cover an additional Grant received for the project.
PJ	100881.235600.00	\$0	\$9,000		\$9,000	Increase income budget for State Library Grant Technology project to cover an additional Grant received for the project.
PJ	101195.126000.00	\$111,800	\$130,000	\$18,200		Increase expenditure budget for handheld infringements devices to cover an overrun in the project.
PJ	100080.126000.00	\$4,241,200	\$1,241,200	(\$3,000,000)		Decrease expenditure budget for NTRA - Sewer Mining project, budget transferred from NTRA - Dam, New Course and Irrigation Works project.
PJ	100080.471000.00	\$1,800,000	\$600,000		(\$1,200,000)	Decrease income budget for NTRA - Sewer Mining project, budget transferred from NTRA - Dam, New Course and Irrigation Works project.
PJ	100080.473400.00	\$441,200	\$41,200		(\$400,000)	Decrease income budget for NTRA - Sewer Mining project, budget transferred from NTRA - Dam, New Course and Irrigation Works project.
PJ	100080.462800.00	\$1,000,000	\$600,000		(\$400,000)	Decrease income budget for NTRA - Sewer Mining project, budget transferred from NTRA - Dam, New Course and Irrigation Works project.



## CAPITAL WORKS / PROJECTS

	Project Number	Revised Budget	Revised Budget After Adjs.	EXPENDITURE Budget Adjustment: Inc/(Dec)	INCOME Budget Adjustment: Inc/(Dec)	Justification
PJ	100080.235600.00	\$1,000,000	\$0		(\$1,000,000)	Decrease income budget for NTRA - Sewer Mining project, budget transferred from NTRA - Dam, New Course and Irrigation Works project.
PJ	101180.126000.00	\$0	\$3,000,000	\$3,000,000		Increase expenditure budget for NTRA - Sewer Mining project, budget transferred from NTRA - Dam, New Course and Irrigation Works project.
PJ	101180.471000.00	\$0	\$1,200,000		\$1,200,000	Increase income budget for NTRA - Sewer Mining project, budget transferred from NTRA - Dam, New Course and Irrigation Works project.
PJ	101180.473400.00	\$0	\$400,000		\$400,000	Increase income budget for NTRA - Sewer Mining project, budget transferred from NTRA - Dam, New Course and Irrigation Works project.
PJ	101180.462800.00	\$0	\$400,000		\$400,000	Increase income budget for NTRA - Sewer Mining project, budget transferred from NTRA - Dam, New Course and Irrigation Works project.
PJ	101180.235600.00	\$0	\$1,000,000		\$1,000,000	Increase income budget for NTRA - Sewer Mining project, budget transferred from NTRA - Dam, New Course and Irrigation Works project.
PJ	101269.126000.00	\$4,800	\$24,800	\$20,000		Increase expenditure budget for Water for Life project to cover an additional Grant received for the project.
PJ	101269.235000.00	\$0	\$20,000		\$20,000	Increase income budget for Water for Life project to cover an additional Grant received for the project.
PJ	101272.126000.00	\$0	\$134,000	\$134,000		Increase expenditure budget for E.E.C.E.E project to cover a Grant received for the project.
PJ	101272.235600.00	\$0	\$134,000		\$134,000	Increase income budget for E.E.C.E.E project to cover an Grant received for the project.
PJ	100342.126000.00	\$14,400	\$22,700	\$8,300		Increase expenditure budget for Golden Jubilee Fire Trail project to cover an additional Grant received for the project.
PJ	100342.235000.00	\$0	\$8,300		\$8,300	Increase income budget for Golden Jubilee Fire Trail project to cover an additional Grant received for the project.
PJ	100326.126000.00	\$21,300	\$51,300	\$30,000		Increase expenditure budget for Stoney Creek (Richmond Park) to cover an additional Grant received for the project.
PJ	100326.235000.00	\$0	\$30,000		\$30,000	Increase income budget for Stoney Creek (Richmond Park) to cover an additional Grant received for the project.
PJ	100716.126000.00	\$0	\$120,000	\$120,000		Increase expenditure budget for Sec 94 Plan - Administration project to cover salary costs for Council's Sec 94 officer.
PJ	100716.471100.00	\$0	\$120,000		\$120,000	Increase income budget for Sec 94 Plan - Administration project to fund Council's Sec 94 officer.



## CAPITAL WORKS / PROJECTS

	Project Number	Revised Budget	Revised Budget After Adjs.	EXPENDITURE Budget Adjustment: Inc/(Dec)	INCOME Budget Adjustment: Inc/(Dec)	Justification
PJ	101259.126000.00	\$0	\$53,500	\$53,500		Increase expenditure budget for DCP Peer Review project.
Total Adjustment Requested				\$1,644,100	\$1,353,400	
NET ADJUSTMENT TO DEPARTMENTS BUDGET					(\$290,700)	

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## INVESTMENT REPORT AS AT 30 APRIL 2010

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### EXECUTIVE SUMMARY

**PURPOSE OF REPORT:**

To present to Council investment allocations and returns on investments for April 2010.

**BACKGROUND:**

Council's investments are made in accordance with the Local Government Act (1993), the Local Government (General) Regulation 2005 and Council's Investment Policy which was adopted by Council on 20 April 2010.

**COMMENTS:**

The Reserve Bank of Australia (RBA) increased the official cash rate by 25bps to 4.25% in April 2010. Subsequent to this reporting period, the RBA had increased the cash rate to 4.50% in May 2010.

**RECOMMENDATION:**

That the summary of investments and performance for April be received and noted.  
That the Certificate of the Responsible Accounting Officer be noted and the report adopted.



## PURPOSE OF REPORT

To present to Council investment allocations and returns on investments for April 2010.

## BACKGROUND

Council's investments are made in accordance with the Local Government Act (1993), the Local Government (General) Regulation 2005 and Council's Investment Policy which was adopted by Council on 20 April 2010.

## COMMENTS

During the month of April, Council had a net cash outflow of \$1,234,742 and a net investment gain (interest and capital) of \$378,021.

Council's total investment portfolio at the end of April 2010 is \$82,971,523. This compares to an opening balance of \$75,066,501 as at 1 July 2009, an increase of \$7,905,022.

## PERFORMANCE MEASUREMENT

Council's investment portfolio is monitored and assessed based on the following criteria:

- **Management of General Fund Bank Balance**

The aim is to keep the general fund bank balance as low as possible and hence maximise the amount invested on a daily basis.

- **Funds Performance against the UBS Bank Bill Index**

This measures the annualised yield (net of fees and charges) for Council's portfolio. The weighted average return for the total portfolio of funds is compared to the industry benchmark of the UBS Bank Bill Index.

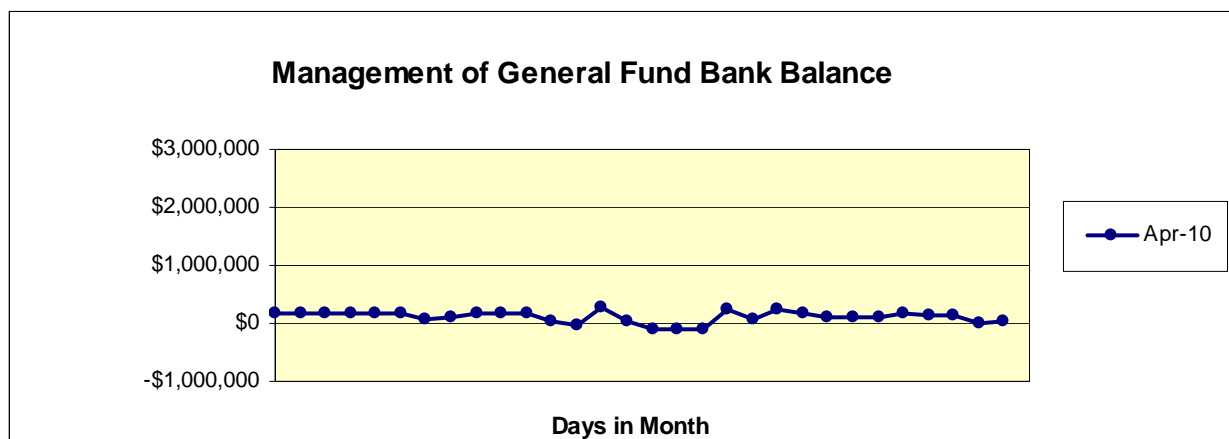
- **Allocation of Surplus Funds**

This represents the mix or allocation of surplus funds in appropriate investments that maximise returns and minimise risk.

### Management of General Fund Bank Balance

During April Council had a net outflow of funds of \$1,234,742.

## Item 5

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Council's investment portfolio consists of the following types of investments:

**1. Floating Rate Notes (FRN)**

FRNs are a contractual obligation whereby the issuer has an obligation to pay the investor an interest coupon payment which is based on a margin above bank bill. The risk to the investor is the ability of the issuer to meet the obligation.

The following investments are classified as FRNs

ANZ sub-debt AA-	purchased 18/12/07 at discount
ANZ sub-debt AA-	purchased 20/12/07 at discount
Bendigo Bank BBB+	purchased 9/11/07 at par
ANZ sub-debt AA-	purchased 17/1/08 at par
HSBC Bank AA-	purchased 14/3/08 at par
BOQ senior-debt BBB+	purchased 08/09/08 at discount
Phoenix Notes A (downgraded from AA+ by S&P)	purchased 31/07/07 at par
St. George Bank FRN AA	purchased 11/09/09 at discount
ING Bank Australia FRN A+	purchased 14/09/09 at discount

With the exception of Phoenix Notes, these FRNs are all sub-debt or senior debt which means that they are guaranteed by the bank that issues them with sub-debt notes rated a notch lower than the bank itself. The reason for this is that the hierarchy for payments of debt in event of default is:

1. Term Deposits
2. Senior Debt
3. Subordinated Debt
4. Hybrids
5. Preference shares
6. Equity holders

In the case of default, the purchaser of subordinated debt is not paid until the senior debt holders are paid in full. Subordinated debt is therefore more risky than senior debt.



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These types of investment are classified as Held to Maturity assets and they are therefore measured at amortised cost using the effective interest method in accordance with AASB 139: Financial Instruments: Recognition and Measurement.

In terms of reporting, these investments are shown at their purchase price which is then adjusted up or down each month in accordance with the amortisation of the discount or premium. The effect of this is to show the investment at face value at maturity.

## 2. Fixed Interest Notes, Term Deposits, Transferable Deposits and Bonds

Fixed interest notes and term deposits pay a fixed amount of interest on a regular basis until their maturity date. The following investments are held by Council:

Westpac Fixed sub-debt AA-	purchased 25/02/08 at discount
Investec Bank Term Deposit BBB	purchased 03/09/08 at par
St George Bank Term Deposit (11 Months) AA	purchased 02/09/09 at par
National Australia Bank Term Deposit (11 Months) AA	purchased 02/09/09 at par
Westpac Term Deposit (1 Year) AA	purchased 03/12/09 at par
National Australia Bank Term Deposit (1 Year) AA	purchased 04/12/09 at par
Westpac Bank Term Deposit (5 Year) AA	purchased 12/01/10 at par
St George Bank Term Deposit (3 Year) AA	purchased 18/02/10 at par
Bendigo Bank (1 Year) BBB+	purchased 01/03/10 at par
Commonwealth Bank Term Deposit (3 Year) AA	purchased 05/03/10 at par
AMP Credit Union Term Deposit (1 Year) UNRATED	purchased 17/03/10 at par
SGE Credit Union Term Deposit (13 Months) UNRATED	purchased 19/03/10 at par
HUE Credit Union Term Deposit (1 Year) UNRATED	purchased 22/03/10 at par
Rural Bank Term Deposit (18 Months) BBB	purchased 22/03/10 at par

As with FRNs, these investments are shown at purchase price with the discount or premium amortised over the period to maturity.

A Transferable Certificate of Deposit is a bank deposit (ie fixed interest) that may be transferred from one party to another. Council has three transferable deposits.

ANZ Transferable Deposits AA-	purchased 22/04/08 at par
Deutsche Bank Transferable Certificates of Deposit A+	purchased 04/09/09 at discount
Commonwealth Bank Transferable Certificates of Deposit AA	purchased 11/09/09 at premium

A bank bond is a debt security, in which the authorised bank owes the holders a debt and is obliged to repay the principal and interest (the coupon) at a later date, termed maturity.

The revised Ministerial Investment Order dated 31 July 2008 section (d) states that councils may invest in "bonds issued by an authorised deposit-taking institution (as defined in the Banking Act 1959), but excluding subordinated debt obligations".

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Council has two fixed rate bank bonds with senior debt obligations:

BOQ Bank Bond BBB+	purchased 04/09/08 at discount
Suncorp Metway Bank Bond A+	purchased 04/09/08 at premium

### 3. Collateralised Debt Obligations (CDO)

The following investments are classified as CDOs:

Titanium A+ (downgraded from AAA by S&P)	purchased at discount
Maple Hill 11 CCC- (downgraded from AA by S&P)	purchased at par
Oasis Portfolio Note CCC- (downgraded from AAA by S&P)	purchased at par

(Please refer to comments on Individual Investment Performance section for details.)

A CDO is a structured financial product whose returns are linked to the performance of a portfolio of debt obligations. It is split into tranches, whereby the riskiest or lowest tranche, the "equity tranche", receives the highest returns. Higher rated tranches offer protection against the risk of capital loss, but at proportionately diminishing returns.

These investments are also classified as held to maturity assets and are therefore measured at amortised cost using the effective interest method in accordance with AASB 139: Financial Instruments: Recognition and Measurement. These investments are reported in the same manner as FRNs.

### 4. Constant Proportion Debt Obligations (CPDO)

The following investment is classified as a CPDO:

ABN AMRO CPDO PP AA-	purchased at par
----------------------	------------------

This is an investment whose returns are based on trading credit default swap (CDS) contracts. A CDS is a contract between two parties where one agrees to accept the risk that a company will default on its loan repayment obligations in return for payment of a fee. Only contracts on investment grade organisations in the CDX (US) and ITraxx (Europe) indices are permissible.

### 5. Growth Investments

Investments that have been purchased on the basis of an anticipated growth in asset value rather than returns being based on an interest coupon have been classified as Growth Investments. The following investments are included in this category:

Longreach STIRM A+ (downgraded from AA- by S&P)
Longreach s26 Property A+ (downgraded from AA by S&P)
KRGC TCorp LTGF unrated

These investments are valued at fair value where the capital gain is credited to the Income Statement and a capital loss is debited to the Income Statement. All of these investments except the KRGC TCorp LTGF are principal guaranteed. The value shown in the monthly investment



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report is based on the redeemable Net Asset Value (NAV). The NAV is the total current market value of all securities plus interest or dividends received to date. This is the price or value of the investment at the time of preparing the report. Although the investments are principal guaranteed, reports are based on the NAV even when it falls below the par value.

The principal is guaranteed by the investment issuer monitoring the net asset value and selling the investments if the NAV falls below the level where a risk free investment will return the principal at the maturity date. Thus the worst case scenario, provided that the issuer remains solvent, for these investments is that overall return will be returns received to date plus return of principal at maturity date and no further interest payments for the remaining period.

While accounting and reporting for these investments is in accordance with the above, the following information is provided for each:

**Longreach STIRM:** This investment pays a fixed coupon of 2.5% and a floating coupon of 125% of the quarterly performance. A cap is applied to the total coupon at BBSW+25bps with any additional income going into the NAV. The worst case performance scenario is no coupon is paid due to 100% of investors' funds being redeemed from the STIRM strategy and invested in a discount security to guarantee principal is returned at maturity.

**Longreach Global Property:** This investment pays a fixed coupon of 7% pa payable semi annually. This coupon is contingent on 100% of funds being invested in the Global Property basket. The worst case performance scenario is no coupon is paid and 100% is redeemed from the Global Property basket and invested in a discount security to guarantee principal is returned at maturity.

**KRGC TCorp LTGF NSW Treasury Corporation:** This is a fund managed by the NSW Treasury Corporation which invests in a range of Australian shares 31%, international shares 31%, bonds, listed property and cash 38%. The return is based on the fund's unit price at month end supplied by the fund. There is no principal guarantee with this fund and it is unrated.

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## Funds Performance against the UBS Bank Bill Index

Issuer	Investment Name	Investment Rating	Invested @ 30th April 2010 \$000's	Period Return (%)	Annualised YTD Return (%)	Performance Since purchase/ inception (%)	% of Total Invested	Valuation M=Mark to Market H=Hold to Maturity	Maturity
<b>Working Capital (0-3 Months)</b>									
BlackRock Investment	BlackRock Diversified Credit	A	943	0.45	6.46	*	1.14	M	0-3 mths
Westpac Bank	Council Westpac Business Cheque Plus Account	AA	4,545	0.35	3.43	*	5.48	M	0-3 mths
<b>Short Term (3-12 mths)</b>									
St. George Bank	St. George Bank 11 Months Term Deposit	AA	3,000	0.42	5.20	*	3.62	M	3-12 mths
National Australia Bank	National Australia Bank 11 Months Term Deposit	AA	3,000	0.42	5.20	*	3.62	M	3-12 mths
Westpac Bank	Westpac Bank 1 Year Term Deposit	AA	2,500	0.55	6.80	*	3.01	M	3-12 mths
National Australia Bank	National Australia Bank 1 Year Term Deposit	AA	2,500	0.55	6.80	*	3.01	M	3-12 mths
Select Access Investments	Titanium AAA	A+	2,000	0.44	4.67	6.75	2.41	H	3-12 mths
Bank of Queensland	Bank of Queensland Bond	BBB+	1,979	0.67	8.30	8.29	2.39	H	3-12 mths
Bank of Queensland	Bank of Queensland FRN	BBB+	1,989	0.46	5.06	5.57	2.40	H	3-12 mths
ING Bank Australia	ING Bank Australia FRN	A+	996	0.42	4.65	4.65	1.20	H	3-12 mths
Bendigo Bank	Bendigo Bank Term Deposit	BBB+	500	0.51	6.30	*	0.60	M	3-12 mths
AMP Credit Union	AMP Credit Union 1 Year Term Deposit	UNRATED	1,000	0.55	6.75	*	1.21	M	3-12 mths
Hunter United Employees Credit Union	HUE Credit Union 1 Year Term Deposit	UNRATED	1,000	0.55	6.75	*	1.21	M	3-12 mths
<b>Short - Medium Term (1-2 Years)</b>									
State Government Employees Credit Union	SGE Credit Union 13 Month Term Deposit	UNRATED	1,000	0.57	7.00	*	1.21	M	1-2 yrs
Rural Bank	Rural Bank 18 Month Term Deposit	BBB	1,000	0.57	7.10	*	1.21	M	1-2 yrs
Suncorp Metway	Suncorp Metway Bond	A+	2,015	0.65	8.06	8.05	2.43	H	1-2 yrs
NSW Treasury Corp	KRGC Tcorp LTGF	UNRATED	1,955	-0.65	23.89	-0.64	2.36	M	1-2 yrs
St. George Bank	St. George Bank FRN	AA	3,730	0.39	4.46	4.46	4.50	H	1-2 yrs
ABN AMRO/Nomura	Phoenix Notes	A	2,000	0.53	5.86	7.86	2.41	H	1-2 yrs
UBS AG London	Longreach STIRM	A+	1,140	1.27	18.85	4.41	1.37	M	1-2 yrs
ANZ Bank	ANZ Sub FRN	AA-	2,967	0.43	4.78	6.46	3.58	H	1-2 yrs
<b>Medium Term (2-5 Years)</b>									
Westpac Bank	Westpac Subdebt	AA-	959	0.79	9.78	9.78	1.16	H	2-5 yrs
HSBC Australia	HSBC MTN (Medium Term Notes)	AA-	4,000	0.55	6.15	7.59	4.82	H	2-5 yrs
ANZ Bank	ANZ Transferable Deposit	AA-	2,000	0.46	5.09	6.34	2.41	H	2-5 yrs
Investec Bank	Investec Term Deposit	BBB	3,000	0.56	6.35	6.93	3.62	H	2-5 yrs
Commonwealth Bank	Commonwealth Bank TCD FRN	AA	2,026	0.41	4.56	4.56	2.44	H	2-5 yrs
Deutsche Bank	Longreach S26 Prop	A+	790	0.56	4.78	-7.24	0.95	M	2-5 yrs
Deutsche Bank	Deutsche Bank TCD FRN	A+	1,962	0.47	5.32	5.32	2.36	H	2-5 yrs
CBA/Helix Capital Jersey	Oasis Portfolio Note	CCC-	2,000	0.42	4.61	6.70	2.41	H	2-5 yrs
HSBC Bank	Maple Hill 11	CCC-	3,000	0.56	6.04	7.97	3.62	H	2-5 yrs
St. George Bank	St. George Bank 3 Year Term Deposit	AA	3,000	0.57	7.10	*	3.62	M	2-5 yrs
Commonwealth Bank	Commonwealth Bank 3 Year Term Deposit	AA	3,000	0.57	7.00	*	3.62	M	2-5 yrs
Westpac Bank	Westpac Bank 5 Year Term Deposit	AA	5,000	0.64	8.00	*	6.03	M	2-5 yrs
<b>Long Term (5 Years+)</b>									
Bendigo Bank	Bendigo Bank FRN	BBB+	500	0.45	5.00	6.64	0.60	H	5 yrs +
ANZ Bank	ANZ Sub FRN	AA-	2,975	0.44	4.72	6.29	3.59	H	5 yrs +
ANZ Bank	ANZ Subdebt 2018	AA-	1,000	0.46	5.02	6.51	1.21	H	5 yrs +
ABN AMRO Bank London	CPDO PP	AA-	6,000	0.00	0.00	4.06	7.23	H	5 yrs +
<b>TOTAL /WEIGHTED AVERAGE</b>			<b>82,971</b>	<b>5.57</b>	<b>5.92</b>		<b>100</b>		
Matured/Traded Investments - Weighted YTD Average Return (%)					4.09				
Weighted Average Overall Return Year To Date (%)					5.47				
Benchmark Return: UBSWA Bank Bill Index(%)					3.72				
Variance From Benchmark (%)					1.75				

\* Cannot be calculated with 100% accuracy

The weighted average return for the total portfolio year to date was 5.47% compared to the benchmark of the UBS Bank Bill Index of 3.72%.



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Prior to Council's investment policy, adopted 20 April 2010, a wider range of investments had been made involving diversification of the portfolio into different investment types, longer maturities and different markets. Council's investments include several growth investments, where returns are principally derived from growth in the value of capital invested, rather than income payments.

These investments can be expected to show higher volatility in price movement on a month to month basis. With the exception of the NSW Treasury Corporation investment, Council had only purchased growth investments which have a capital protection provided by a bank of at least AA ratings. As these investments are long term and not intended to be traded monthly, volatility is of less concern.

**Comments on Individual Investment Performance**

**Longreach Series 26 Global Property:** This investment was made in June 2007 in a basket of property spread globally across seven geographical areas. Due to the volatility and poor performance of the property market during the current global economic crisis the allocation in the property basket is now zero with 100% of the funds in the discount debt security, and Deutsche Bank has informed Longreach that Series 26 Global Property has completely de-levered. The funds are now notionally invested in a fixed income bond until maturity.

All other aspects of the note are unchanged:

- Capital protection at maturity
- Buy back facility through Deutsche Bank

The current estimated unit price of Series 26 is \$78.96 up from \$78.53 in March. The principal guarantee mechanism means that the note will be matured to \$100.00 in June 2014. As the capital loss on the note has been brought to account through the income statement in accordance with the relevant accounting standards, the note will now provide for a return of approximately 5.92% over the next 4.17 years. In the current market 5.92% is considered a reasonable return. It is recommended at present, to hold on to this investment in the short term, however if opportunities arise to trade out of the note into higher yielding investments they will be considered.

General information on the fund is included in the monthly Noteholder Performance Report **attached**.

**Longreach Series 23 STIRM:** This investment is a capital protected note with exposure to a short term interest rate yield enhancement strategy. The redeemable NAV of the notes is estimated at \$114.01 whereas at the end of last month it was \$112.60. An annualised year to date return on the investment is 18.85% and 4.41% since inception. General information on the fund is included in the monthly Noteholder Performance Report **attached**.

**NSW Treasury Corporation:** The investment was made in October 2006. This is a fund managed by the NSW Treasury Corporation which invests in a range of Australian shares 31%, international shares 31%, bonds, listed property and cash 38%. The fund's annualised return is 23.89% and is -0.64% since purchase.

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**Blackrock Diversified Credit Fund:** In August 2008, Blackrock Investment Management informed Council of its decision to close the Blackrock Diversified Credit Fund. This action was taken due to the Cole Report recommending removal of the option for local councils to invest in managed funds. The fund was specifically created for and targeted towards NSW local councils' requirements. At that time Council had approximately \$9.5M invested in the fund.

Since then, the fund has been slowly winding down by selling its assets; however the illiquidity of markets over the past year has resulted in the wind down taking considerably longer than first anticipated.

In closing down the fund, BlackRock is required to conduct the sell down process in an orderly fashion to achieve the best possible outcome. Whilst liquidity has not improved dramatically, BlackRock has managed to sell down more of the portfolio.

BlackRock is still attempting to sell down the remaining portfolio which is comprised of largely domestic assets. The domestic credit markets are still highly illiquid and BlackRock will liquidate this portfolio at the earliest opportunity being cognisant of getting "reasonable" value for the securities sold. All the securities held within the portfolio will continue to pay coupons and BlackRock sees no further credit impairment of the portfolio.

There was a distribution of \$522,542 on 13 April 2010 and the balance of funds in Blackrock at the end of the month was \$943,084.

**ABN AMRO CPDOs PP:** This is an investment whose returns are based on trading credit default swap (CDS) contracts. Only contracts on investment grade organisations in the CDX (US) and ITraxx (Europe) indices are permissible. The risk to Council is that if enough of the companies default on their loan payment obligations, Council's regular payments of interest would be reduced or cease. In the event of this occurring (cash-out event), the note reverts to a risk free bond investment to guarantee principal on maturity.

**CDOs:**

The risk of losing principal in a CDO is based on the number of defaults in the portfolio of debt obligations combined with weighting of the entity in the portfolio and the recovery rate of the entities that default. The following information is provided for Council's three CDOs:

**Maple Hill 11**

As a result of the global financial market crisis and in particular the collapse of Lehman Brothers, and the release of S&P CDO Evaluator 5.0 (a set of analytical tools that evaluates an entire CDO transaction), Maple Hill II was downgraded to CCC - from AA by S&P.

- Losses absorbed: 2.37%
- Losses remaining: 3.37%
- Recovery: Floating
- Portfolio: 139 (unequal weight)
- Credit events to date: 5 (Lehman Brothers, Fannie Mae, Freddie Mac, Idearc & CIT Group)
- Credit events supported: 11.5 average sized, assuming average 33% recovery
- Credit events remaining: 7 average sized, assuming average 33% recovery. The note can withstand 5% of the portfolio defaulting, resulting in 3.3% loss after recovery.



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- Maturity: 20 December 2014

Oasis Portfolio Note

As a result of the global financial market crisis and in particular the collapse of Lehman Brothers, Oasis has been downgraded to CCC - from AAA by S&P.

- Losses absorbed: 3.17%
- Losses remaining: For the AAA tranche 1.13%
- Recovery: Fixed Rate at 40%
- Portfolio: 118 reference entities (unequal weight and started with 120)
- Credit events to date: Lehman Brothers, Fannie Mae, Washington Mutual, Kaupthing Bank & CIT Group
- Credit events supported: Variable = 14 minimum sized; 8.5 average weightings; 4 maximum sized
- Credit events remaining: Depends on the weighting of the credit event, 1 maximum size (1.5% exposure) or 2 more minimum size (0.5% exposure). The note can withstand 1.9% of the portfolio defaulting, 2% before recoveries
- Maturity: 04 September 2014

As this note has a 40% fixed recovery the default of Fannie Mae had a much larger impact on the note's subordination. Fannie Mae and Kaupthing Bank each represented 1.50% of the references and Lehman Brothers was 1.25%, both Washington Mutual & CIT Group were 0.50%.

Titanium

Following the release of S&P CDO Evaluator 5.0 (a set of analytical tools that evaluates an entire CDO transaction), Titanium was downgraded to A+ from AAA by S&P on 24 November 2009.

- Losses absorbed: 0.28%
- Remaining losses supported: 6.99%
- Recovery: Floating
- Portfolio: 125 names (unequal weight)
- Credit Events Supported: 13.6 average sized, assuming 33% recovery
- Credit Events Remaining: 13.0 average sized, assuming 33% recovery
- Credit Events Supported: 18.6 average sized, assuming the higher 51% recovery historically achieved by Deutsche Bank
- Credit Events Remaining: 17.8 average sized, assuming 51% recovery
- Credit events to date: Lear Corp, CIT Group and FGIC Corp
- Maturity: 14 December 2010

There were no credit events in Council's CDOs during the month.

As mentioned in last month's report, OASIS can withstand 2 further credit events (of average weighting) without capital loss. A third would result in substantial loss. While the portfolio is so distressed that default appears near certain, CDOs with 2 or more events credit support are still being marked at values that imply a material option value. Effectively, CDOs like OASIS represent a "call option" over a mass restructure of the mortgage insurers, probably with banks ending up as the shareholders in a debt-for-equity swap. There has been no further update on the estimated recoveries on the Ambac Assurance and FGIC credit events reported previously.

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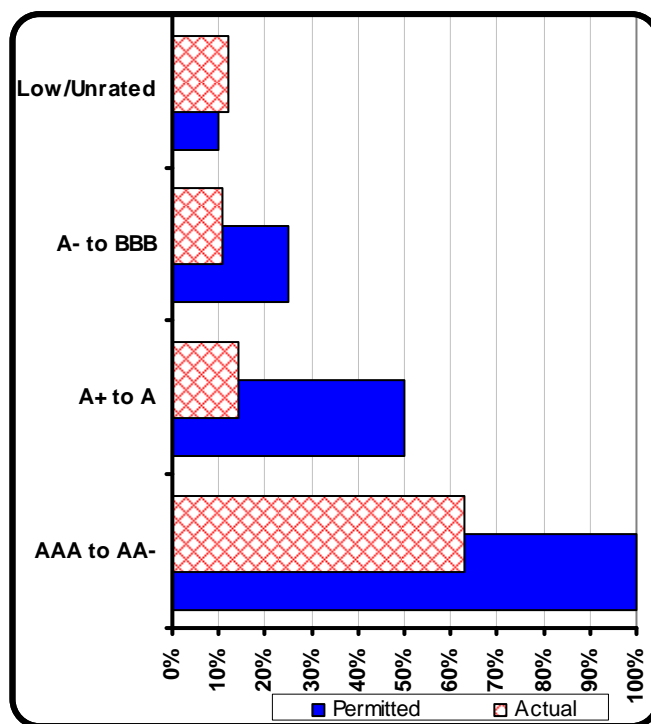
Maple Hill II is stronger again, and whilst HSBC offered 40c on 19 April the value could be in the low 50s at month end.

Titanium is now 7 months from maturity, with its primary credit exposure to Deutsche Bank deposits as collateral.

### Allocation of funds

The following charts show the allocations of Council's investment funds by various categories:

**1) Credit Rating:** Actual level of investment compared to proportion permitted by policy.



Investment Rating	Proportion
-------------------	------------

AAA to AA-	62.92%
A+ to A	14.28%
A- to BBB	10.81%
Less than BBB	11.99%

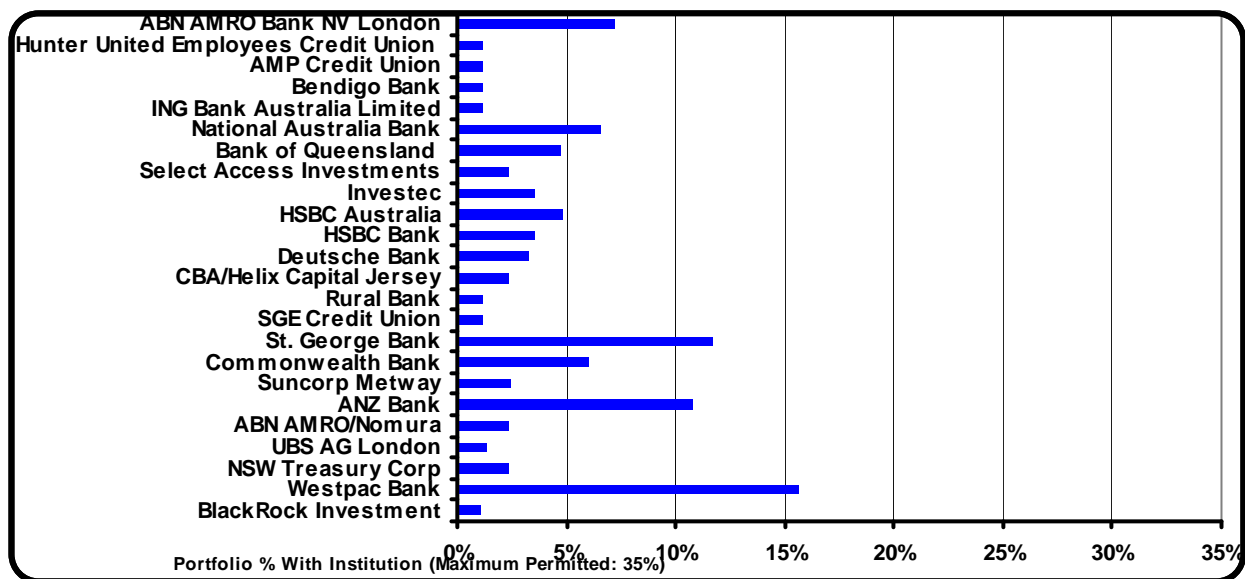
**2) Proportional Split of Investments by Investment Institution:** Actual portion of investments by investment institutions.

Council's Investment Policy requires that the maximum proportion of its portfolio invested with any individual financial institution is 25%.

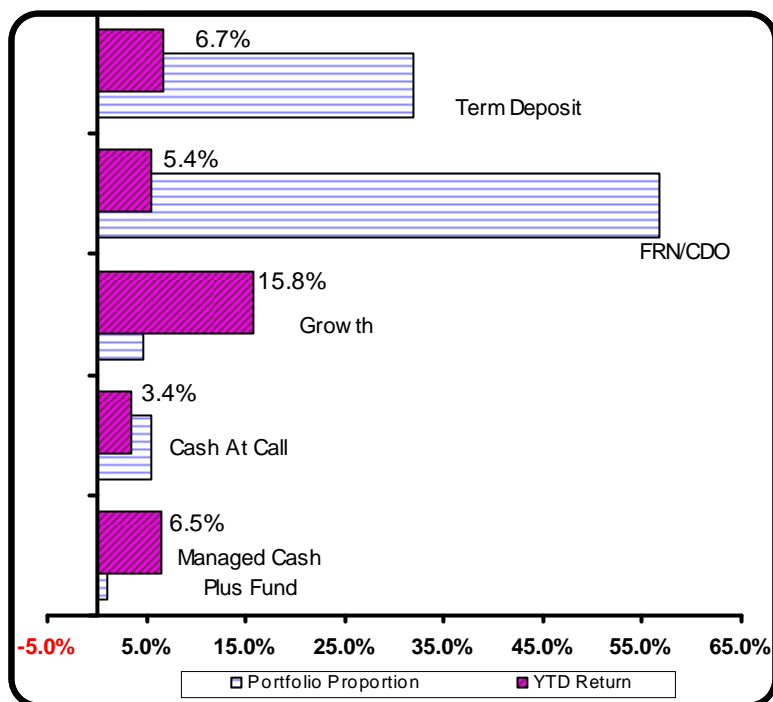


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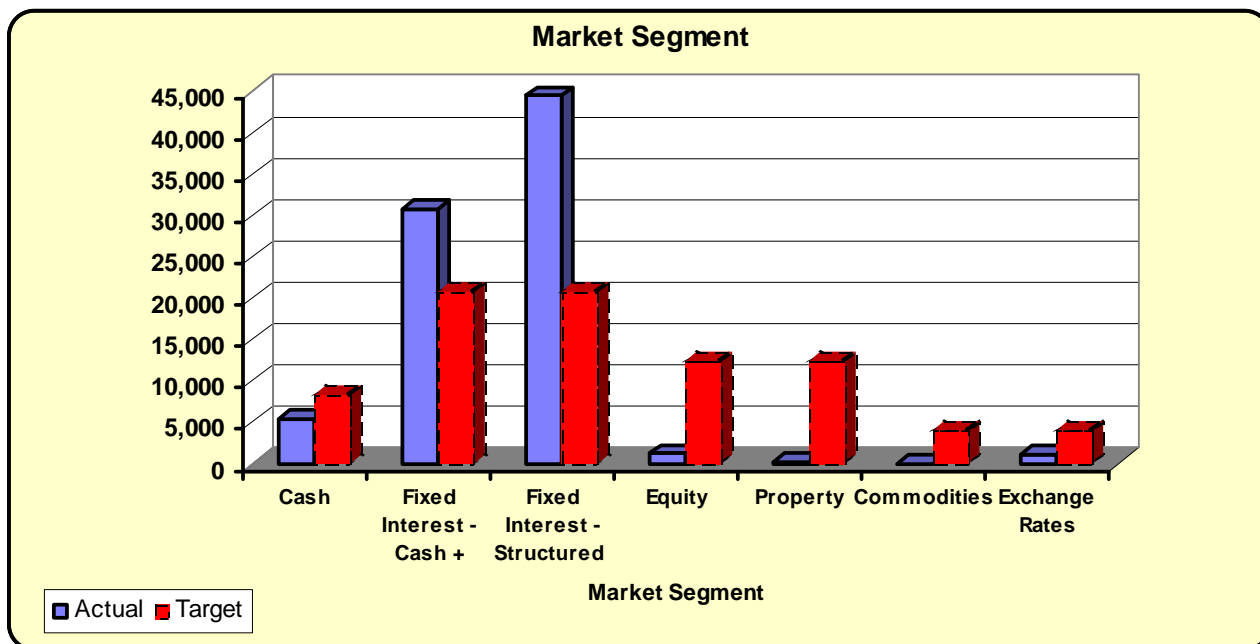
- 3) **Investment type and YTD return:** Actual proportion of investments by type and year to date return.



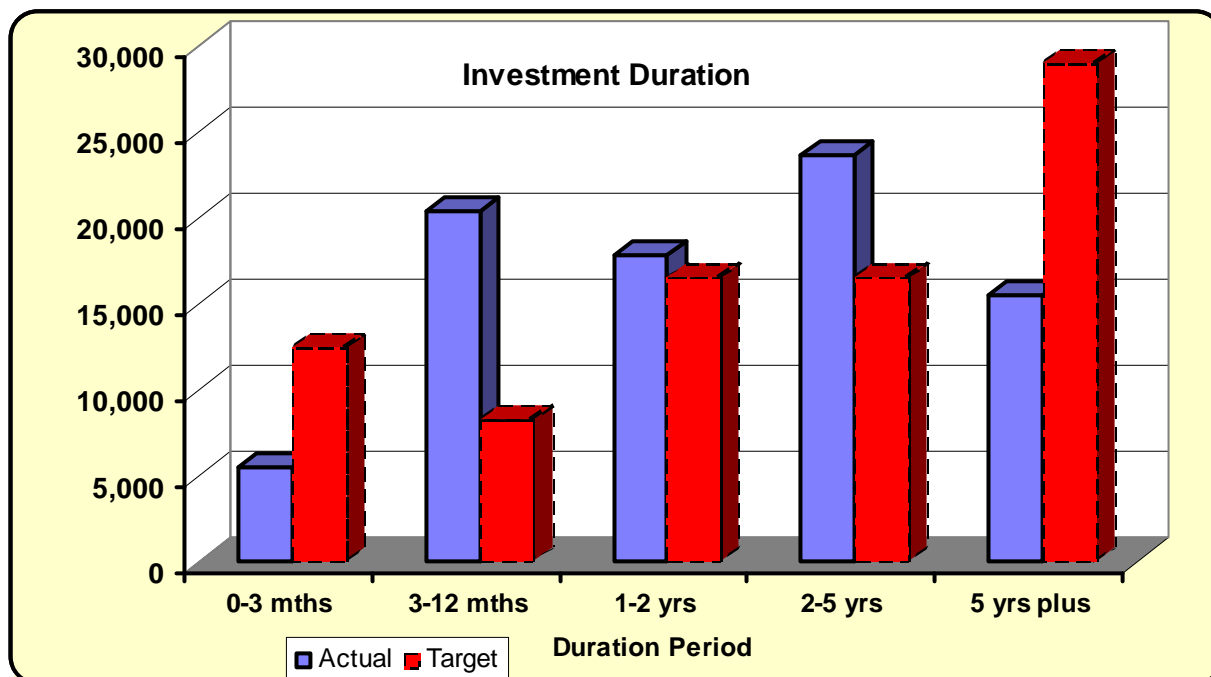
- 4) **Market Segment:** Strategic allocation of investments by market segment compared to current level.

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5) **Duration:** Strategic allocation of investments by duration compared to current level.





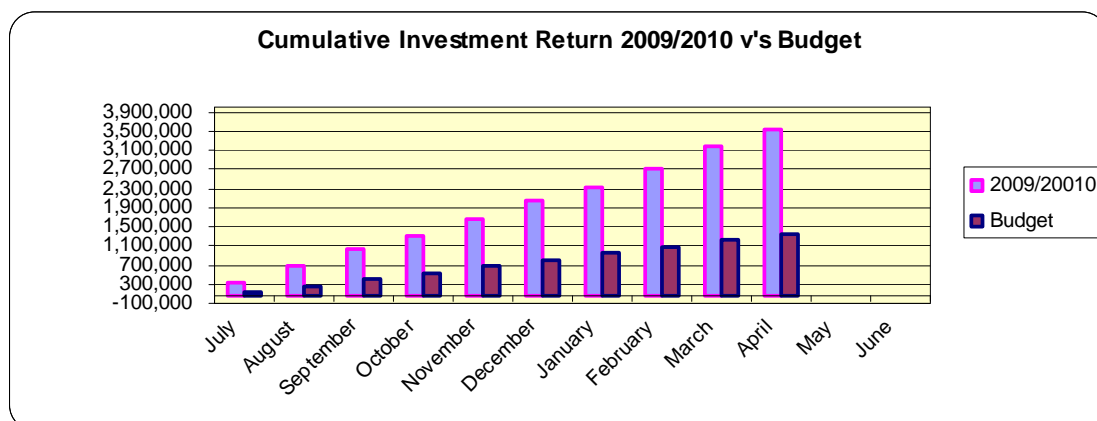
## Item 5

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13 May 2010**Cumulative Investment Return**

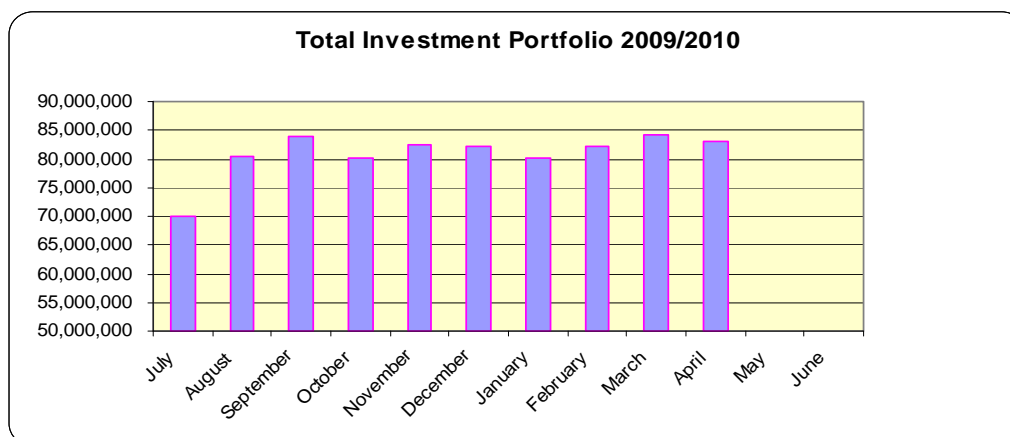
The following table shows Council's total return on investments for April and financial year to date, split into capital and interest components and compared to budget:

\$000's	Month	Financial YTD
Interest	880	5,348
Cap Gain	29	790
Cap Loss	-531	-2,596
Net Return	378	3,542
Budget	135	1,348
<b>Variance</b>	<b>243</b>	<b>2,194</b>

At the end of April 2010, the net return on investments totalled \$3,542,000 against a year to date budget of \$1,348,000 giving a positive variance of \$2,194,000. At the end of April, year to date returns on investments were 5.47% compared to 5.48% in March, a decrease of 0.01%.

**Total Investment Portfolio**

The following chart compares the year to date investment portfolio balances for 2009/2010.



During April 2010 Council's investment portfolio decreased by \$1,234,742.

**Some key points in relation to investments and associated markets during April are:**

**International Market**

- Dominating global markets has been the situation in Greece. There has been an approval of support from the European Union and the International Monetary Fund to a debt refinancing package at rates cheaper than Greece could access directly, in return for wide reaching structural change in the Greek economy.
- An aspect of the package not widely expected was a 10 billion Euros support for Greek banks in expectation of an increase in non-performing loans on their books due to the impact that extreme deficit reduction strategies will have on employment and economic growth.
- The impact for Council investors is that the package should reduce the risk of systemic collapse, thus increasing the likelihood of further rate hikes here in Australia. However, the first week after approval of the package has been an inauspicious one, with an increase in market volatility. Investors are both questioning the political will to stick to the promised spending cuts, and turning their attention to the next governments in the firing line, Portugal and Spain.
- April saw an early month rally get halted as bank worries in the US (Goldman Sachs security fraud question) and Euro concerns more broadly played out on investor confidence. The US market was able to post modest gains over the month and continue its recent month-on-month upward trend; most markets were not, Australia among the laggards.

**Domestic Market**

- Domestic economic impacts were muted over the month as all eyes swung towards the events in Europe and court actions in the United States. April saw a further rise in official interest rates again by 25bp to 4.25%. Subsequent to this reporting period, the Reserve Bank of Australia (RBA) has increased the cash rate to 4.50% in May 2010.
- Domestic inflation did print a higher than expected outcome for the March quarter at 0.9% pushing full year inflation to 2.9%, at the very upper band of the RBA's targeted 2 to 3%. The lead-up to the Budget brought new taxes, with the increased tobacco tax likely to add to inflation levels over the near and medium term.
- The RBA was encouraged to continue tightening by continued strong job growth, there has been 19,000+ jobs with a 12% increase in job ads during the quarter.
- Over a year, the Australian dollar has risen from US72c to US93c, inching 1c higher during April (2c against the Euro).

**CONSULTATION**

Not applicable.



## **FINANCIAL CONSIDERATIONS**

The budget for interest on investments for 2009/2010 is \$1,617,800. Of this amount approximately \$1,149,180 is restricted for the benefit of future expenditure relating to developers' contributions, \$468,620 transferred to the internally restricted Infrastructure & Facility Reserve, and the remainder is available for operations.

At the end of April 2010, the net return on investments totalled \$3,542,000 against a year to date budget of \$1,348,000 giving a positive variance of \$2,194,000. However, it should be noted that the Oasis CDO, valued at \$2million is close to default.

## **CONSULTATION WITH OTHER COUNCIL DEPARTMENTS**

None undertaken or required.

## **SUMMARY**

As at 30 April 2010:

- Council's total investment portfolio is \$82,971,523. This compares to an opening balance of \$75,066,501 as at 1 July 2009, an increase of \$7,905,022.
- Council's year to date net return on investments (interest and capital) totals \$3,542,000. This compares to the year to date budget of \$1,348,000, giving a positive variance of \$2,194,000.

## **RECOMMENDATION**

- A. That the summary of investments and performance for April 2010 be received and noted.
- B. That the Certificate of the Responsible Accounting Officer be noted and the report adopted.

Tony Ly  
**Financial Accounting Officer**

Tino Caltabiano  
**Manager Finance &  
Responsible Accounting  
Officer**

John Clark  
**Director Corporate**

**Attachments:**      **Investments arranged by Longreach Capital Markets and held by Ku-ring-gai Council - Valuation 30 April 2010 - 2010/085634**

Longreach Global Capital Pty Limited  
ABN: 27 080 373 762  
AFSL: 247 015  
Phone: (02) 9241-1313  
Email: info@longreachcp.com.au

Investments arranged by Longreach Capital Markets and held by  
Ku-ring-gai Council  
Valuation Date 30-Apr-10



Email to: tly@kmc.nsw.gov.au

Capital Protection Status Issue Description	Maturity Date	Issuer Calculation Agent	S+P Rating	Principal Outstanding:	NAV:	Issue Status	Allocation to active asset Class	Comment
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### Capital Protection at Maturity

Series 23	5 year Capital Protected Short Term Interest Rate Model (STIRM)	10-Feb-12	UBS AG, London Branch UBS AG, London Branch	A+/Stable	\$1,000,000	114.0100 Hold to Maturity	Exposed to Active asset class	100	Hold to Maturity NAV. Exit price available upon request
Series 26	7 year Capital Protected Global Property Basket Linked Note	07-Jun-14	Deutsche Bank AG, London Branch Deutsche Bank AG, London Branch	A+/Stable	\$1,000,000	78.9600 Hold to Maturity	Fully Delevered	n/a	Hold to Maturity NAV. Exit price available upon request

### Important Information

Unless otherwise indicated, the valuations in this report represent the mid point valuations provided by the Calculation Agent and do not take into account any unpaid fees due on the issue or any other costs that the issuer may charge by way of a bid/offer spread to buy back the stock. Redemption prices can be obtained from Longreach Global Capital Pty Limited.

All issues can be redeemed early. Issues identified as Capital Protected At Maturity will be subject to market prices at that time and redemption prices may be below par.

Issues that have been fully delevered will not pay any further interest. Other issues still may pay interest, subject to the issue's terms and conditions. Please refer to issue documentation for more information.

This monthly report has been prepared by Longreach Global Capital Pty Limited (ABN 27 080 373 765, AFSL 247015) exclusively for use by wholesale clients (within the meaning of section 761G of the Corporations Act 2001) of Longreach CP Limited, Longreach Capital Markets Pty Limited and Longreach Global Capital Pty Limited and may not be distributed to external parties without the prior written consent. The report has been prepared solely for informational purposes and includes certain information that has been obtained from independent sources that Longreach considers to be both accurate and reliable. To the maximum extent permitted by law, neither Longreach Capital Markets Pty Limited nor Longreach Global Capital Pty Limited will be liable in any way for any loss or damage suffered by you through use or reliance on this information. Our liability for negligence, breach of contract or contravention of any law, which can not be lawfully excluded, is limited, at our option and to the maximum extent permitted by law, to resupplying this information or any part of it to you, or to paying for the resupply of this information or any part of it to you.



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## **ANALYSIS OF LAND & ENVIRONMENT COURT COSTS - 3RD QUARTER, 2009 TO 2010**

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### **EXECUTIVE SUMMARY**

**PURPOSE OF REPORT:**

To report legal costs in relation to planning matters in the Land & Environment Court for the quarter ended March 2010.

**BACKGROUND:**

A person may commence proceedings in the Land & Environment Court in relation to a development application which has either been refused by Council or is deemed to have been refused. An appeal may also be commenced in relation to conditions of development consent and the issue of building certificates and orders.

**COMMENTS:**

For the third quarter ended 31 March 2010, Council's legal costs and associated expenses in relation to Land & Environment Court planning matters were \$850,505. This compares with the year to date budget of \$840,000, a negative variance of \$10,505.

**RECOMMENDATION:**

That the analysis of Land & Environment Court costs for the first quarter ended 31 March 2010 be received and noted.

## PURPOSE OF REPORT

To report legal costs in relation to planning matters in the Land & Environment Court for the quarter ended March 2010.

## BACKGROUND

A person may commence proceedings in the Land and Environment Court in relation to a development application which has either been refused by Council or is deemed to have been refused (a development application is deemed to have been refused if it has not been determined within a period of 40 days or such longer period that may be calculated in accordance with the Act). An appeal may also be commenced in relation to conditions of development consent and the issue of building certificates and orders. Council is a respondent to such proceedings.

Under Section 428 of the Local Government Act 1993, Council is required to report legal costs, and the outcome of each case in its Annual Report.

## COMMENTS

### APPEALS LODGED

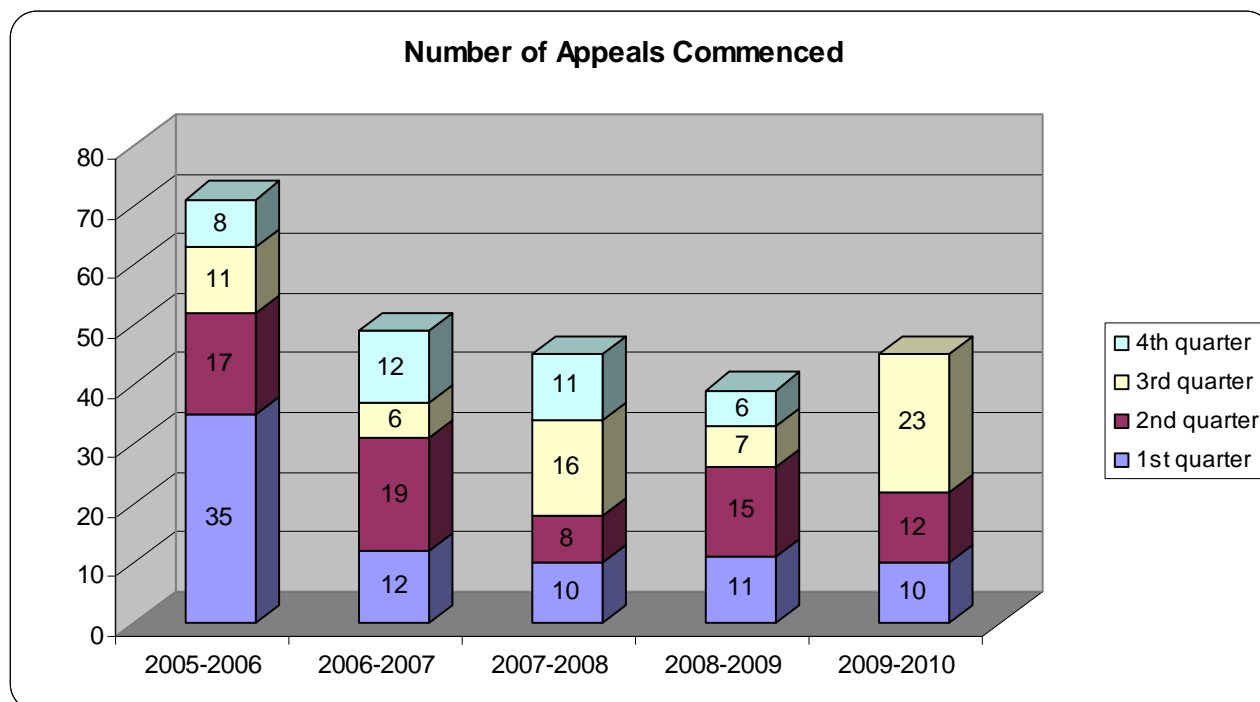
In the three months ended March 2010, there were 23 new appeals lodged with the Land and Environment Court. The number of appeals received in prior years is as follows:

Financial year	Number of appeals received (whole year)
2005/2006	71
2006/2007	49
2007/2008	45
2008/2009	39
2009/2010	45 (to 31 March 2010)



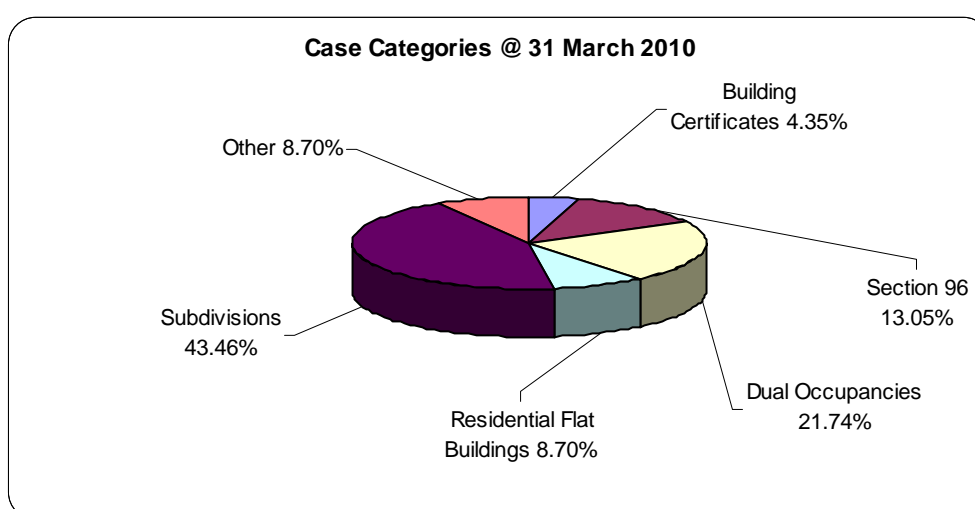
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5 May 2010



Of the 23 appeals commenced during the quarter, 3 were in respect of deemed refusal. Accordingly, the proportion of deemed refusal appeals to actual refusals was 15%. The percentage of deemed refusal appeals in 2008-2009 was 5%; and before that, 22% in 2007-2008 and 43% in 2006-2007. A low proportion of deemed refusal appeals is consistent with timely determination of development applications.

Appeals commenced for the quarter ended March 2010 are made up of the following development categories:



The "Other" category includes proposals for a single dwelling house and for a childcare centre.

## Item 6

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5 May 2010**COSTS**

For the year to date as at March 2010, Council had expenditure of \$850,505 on legal costs and associated expenses in relation to Land & Environment Court matters. This compares to a year to date budget for the same period of \$840,000, giving a negative variation of \$10,505.

For the same period, receipts of legal costs recovered totalled \$151,006 compared to a budget of \$45,000, a positive variance of \$106,006. Since the end of the March quarter, further amounts totalling \$33,500 have been received by Council.

It may be noted that costs recovered have tended to increase since the favourable decision obtained by Council in *Council at Futurespace* in relation to the interpretation of Section 97B of the *Environmental Planning & Assessment Act*, which provides for payment of costs in the event of amendment of proposals for development in certain circumstances.

These costs are made up of legal costs, fees charged by any consultants retained as expert witnesses and other costs incurred as a result of Council's role in the proceedings. In addition to expenditure on appeals, a further amount of \$23,322 was spent in the obtaining of expert advice regarding development assessment matters.

<b>Legal Costs and Associated Expenses 2004/2005 - 2008/2009</b>					
<i>Financial Year</i>	<i>Total Costs</i>	<i>1st quarter September</i>	<i>2nd quarter December</i>	<i>3rd quarter March</i>	<i>4th quarter June</i>
<b>2004/2005</b> (135 appeals lodged)	<b>\$1,867,000</b>	\$274,000	\$562,000	\$314,000	\$717,000
<b>2005/2006</b> (71 appeals lodged)	<b>\$1,239,900</b>	\$338,350	\$362,950	\$329,300	\$209,300
<b>2006/2007</b> (49 appeals lodged)	<b>\$1,195,900</b>	\$141,950	\$148,520	\$350,730	\$554,700
<b>2007/2008</b> (45 appeals lodged)	<b>\$1,136,648</b>	\$7,800	\$336,600	\$381,300	\$410,948
<b>2008/2009</b> (39 appeals lodged)	<b>\$1,332,350</b>	\$134,409	\$345,551	\$291,985	\$510,443
<b>2009/2010</b> (45 appeals lodged in period to 31 March 2010)	<b>\$850,505</b>	\$217,726	\$368,642	\$264,137	



## Item 6

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5 May 2010**SUMMARY BY WARD**

A summary of the above Land & Environment Court costs by Ward for the year to 31 March is shown in the following table:

<b>Land &amp; Environment Court Costs by Ward 2009/2010</b>		
Commenara	\$51,337	6.1%
Gordon	\$242,776	28.5%
Roseville	\$28,009	3.3%
St Ives	\$144,353	17.0%
Wahroonga	\$384,030	45.1%
<b>Total Costs</b>	<b>\$850,505</b>	<b>100%</b>

**OUTCOMES**

At an early stage of each appeal, Council as respondent, is required to file with the Court a Statement of Facts and Contentions outlining the grounds which Council asserts as warranting refusal of a development, or alternatively, that may be addressed by way of conditions of consent.

In cases where issues raised by Council are capable of resolution by the provision by the applicant of additional information or amendment of the proposal, it is the Court's expectation that this should occur. The Court's current practice of listing appeals for a preliminary mediation conference before a Commissioner of the Court pursuant to section 34 of the *Land & Environment Court Act*, strongly encourages this.

In this context, any of three outcomes can be regarded as favorable, namely:

1. If the appeal is in relation to a deemed refusal of an application which, upon assessment, is appropriate for approval: that the development is determined by Council, allowing the appeal to be discontinued by the applicant and avoiding as much as is practicable the incurring of unnecessary legal costs;
2. If the issues raised by Council are capable of resolution by the applicant providing further information, or amending the proposal: that this occurs, so that development consent should be granted, either by Council or the Court;
3. If the issues raised by Council are either not capable of resolution, or the applicant declines to take the steps that are necessary to resolve them: that the appeal is either discontinued by the applicant, or dismissed (refused) by the Court.

Eight matters were concluded in third quarter. In all appeals, a wholly or substantially favorable outcome was achieved:

- Three were fully resolved by amendments agreed to by the applicant as a result of mediation pursuant to section 34 of the Act;
- Five proceedings were subject to determination by the Court, with one dismissed, one allowed in relation to a minor element only with the remainder effectively dismissed, and

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**5 May 2010**

three upheld in relation to a modified proposal which fully or substantially addressed contentions raised by Council.

## **CONSULTATION**

Not applicable.

## **FINANCIAL CONSIDERATIONS**

Land & Environment Court legal costs form part of Council's recurrent operating budget. The result after the third quarter is a negative variance of \$10,505. Legal costs recovered for the same period is a positive variance of \$106,006.

## **CONSULTATION WITH OTHER COUNCIL DEPARTMENTS**

This report has been developed with input from Council's Corporate Lawyer, Director Corporate and Director Development & Regulation.

## **SUMMARY**

For the year to date as at March 2010, Council had expenditure of \$850,505 on legal costs and associated expenses in relation to Land & Environment Court matters. This compares to a year to date budget for the same period of \$840,000, giving a negative variation of \$10,505.

For the same period, receipts of legal costs recovered totalled \$151,006 compared to a budget of \$45,000, a positive variance of \$106,006.

## **RECOMMENDATION**

That the analysis of Land & Environment Court costs for the third quarter ended March 2010 be received and noted.

Jamie Taylor  
**Corporate Lawyer**

Tony Ly  
**Financial Accounting Officer**

John Clark  
**Director Corporate**

Michael Miocic  
**Director Development & Regulation**

**Attachments:**      **Individual Case Summary March 2010 Quarter - 2010/081267**



No	Date Lodged	Appeal #	Appellant (Solicitor)	Property Address	DA No	Job No	Decision Appealed Against	Solicitor	Hearing Date	Decision Date	Commi-ssioner	Result		2009/20010 Costs \$
1	June 17, 2005	40607 of 2005	David McGovern & Roslyn McGovern	49 Telegraph Road Pymble	DA1417/04	500225	Class 4 Challenge to validity of consent. (M Allan is second Respondent)	Deacons	4,5 & 6 September 2006	February 20, 2007	Pain J	Dismissed. subject to appeal in Court of Appeal heard on 30 June & 1 July 2008 and dismissed on 1 September 2008. Application to High Court for leave to appeal refused on 13 March 2009. Costs recovery ongoing.	0	3,080
2	December 11, 2006	11193 of 2006	Murlan Consulting Pty Ltd	35 Water Street & 64 Billyard Avenue Wahroonga	DA0855/06	500294	Deemed refusal of adaptive reuse of heritage building and seniors living resort.	Deacons	30 April, 1,2 & 28 May 2007	26 June 2007	Watts & Taylor	Dismissed. Applicant's S56A appeal dismissed by Pain J on 29 Oct 2007. Court of Appeal on 6 Oct 2009 set aside refusal of Pain J to set aside judgment - matter remitted to L& E Court for redetermination (decision currently reserved). Costs of application to Court of Appeal awarded against Council. Costs of S56A Appeal awarded in favour of Council.	7,911	14,690
3	April 11, 2008	10352 of 2008	Lindy de Stoop	1574-1578 Pacific Hwy Wahroonga	DA0652/07	500339	Refusal of SEPP (Seniors Living) development	HWL Ebsworth	11,12 & 14 August & 7 October 2009	April 27, 2010	Murrell	Applicant amended proposal during hearing. Decision on 27 April 2010 upholding appeal and approving development. Applicant to pay costs of Council up to time of amendment. Council has resolved to appeal decision pursuant to s56A.	875	341
4	August 4, 2008	10752 of 2008	Ecology Development Pty Ltd	37-41 Millewa Avenue Wahroonga	DA0556/08	500349	Deemed refusal of demolition of existing dwelling and construction of five-storey residential building comprising 22 strata units and associated carparking and landscaping	DLA Phillips Fox	N/A	N/A	Roseth	Resolved by consent at section 34 conference - 13 November 2008		860

No	Date Lodged	Appeal #	Appellant (Solicitor)	Property Address	DA No	Job No	Decision Appealed Against	Solicitor	Hearing Date	Decision Date	Commi-ssioner	Result		2009/20010 Costs \$
5	September 23, 2008	10955 of 2008	Steve Donnellan/ Marian Street Pty Ltd (Lindsay Taylor Lawyers)	26-30 Marian Street Killara	DA0820/07	500356	Refusal of modification to court-granted consent (amend s94 contribution)	DLA Phillips Fox	N/A	November 19, 2008	Hussey	Resolved by consent - 19 November 2008. Applicant to pay costs of \$11,500 to Council		12,694
6	June 2, 2009	10353 of 2009	Hoi Wan Cheung	1/105 Grandview St Pymble	DA0353/07	500375	Refusal of section 96 application to modify consent for use of premises as a brothel (to extend operation beyond 12 months)	Wilshire Webb Staunton Beattie	November 24, 2009	December 8, 2009	Pearson	Upheld		1,204
7	May 29, 2009	10345 of 2009	Buzrio Pty Ltd	1179 Pacific Hwy & 2 Warrangi St Turramurra	DA0156/09	500377	Deemed refusal of demolition of existing structure and construction of two residential flat buildings containing 45 apartments	DLA Phillips Fox	5, 6, 12 November 2009	December 11, 2009	Bly	Dismissed. Applicant to pay \$15,000 costs to Council		756
8	July 24, 209	10496 of 2009	Rachel Emma Mitchell (Maddocks)	5 & 7 Lonsdale Avenue Pymble	DA0328/09	500380	Deemed refusal of demolition of existing dwellings, consolidation of two lots into one and construction of a two-storey dwelling	DLA Phillips Fox	N/A	N/A	Dixon	Resolved at s34 conference according to amended proposal - 27 November 2009. Applicant to pay 15,000 costs		136
9	July 23, 2009	10495 of 2009	Globe Capital Properties Pty Ltd (Veritas Legal)	6A-8 Buckingham Road Killara	DA0074/09	500381	Refusal of demolition of two existing dwellings, construction of two residential flat buildings comprising 32 units, basement car parking and associated landscaping	HWL Ebsworth	27-29 January 2010	May 7, 2010	Tuor & Dixon	Dismissed. Applicant to pay costs pursuant to s97B to Council.		99,256
10	July 30, 2009	10513 of 2009	Futurespace Pty Ltd (Hones la Hood)	7-11 Turramurra Avenue Turramurra	DA0283/09	500382	Deemed refusal of demolition of existing structures and construction of a residential flat building containing 27 units with basement car parking and associated works	Deacons	19 & 20 November 2009	November 25, 2009	N/A	Upheld in relation to amended proposal.		6,472
11	August 19, 2009	10571 of 2009	Maged Giris-Dowoud & Nicholas Murdocca (Storey & Gough)	1211-1213 Pacific Hwy, Turramurra	DA0351/09	500383	Deemed refusal of demolition of existing dwellings and construction of a residential flat building comprising 27 units and basement carparking	DLA Phillips Fox/ Sparke Helmore	N/A	N/A	N/A	Resolved at s34 conference according to amended proposal - 18 February 2010. Applicant to pay \$9651 costs to Council.		9,844
12	September 10, 2009	10643 of 2009	Peter G & Celia A Lillywhite (Maddocks)	9 Stapleton Place, Pymble	DA0087/09	500384	Refusal of S96 application to modify consent (delete consolidation of lots)	DLA Phillips Fox	N/A	N/A	N/A	Resolved at s34 conference according to amended proposal - 16 December 2009		136
13	August 27, 2009	10590 of 2009	Ken & Shirley Scannell (Maddocks)	1 Elegans Ave, St Ives	DA1326/08	500386	Refusal of construction of dual occupancy.	Norton Rose	N/A	N/A	N/A	Resolved at s34 conference according to amended proposal - 12 March 2010. Applicant to pay \$3,500 costs to Council.		8,257



No	Date Lodged	Appeal #	Appellant (Solicitor)	Property Address	DA No	Job No	Decision Appealed Against	Solicitor	Hearing Date	Decision Date	Commi-ssioner	Result		2009/20010 Costs \$
14	Oct 20, 2009	10773 of 2009	Jatinder & Prem Mukhi (Maddocks)	12 Boyd Street, Turramurra	DA0272/09	500387	Refusal of residential flat building and basement carparking	DLA Phillips Fox	N/A	N/A	N/A	Resolved at s34 conference according to amended proposal - 5 March 2010. Applicant to pay s97B costs of \$8,000.		7,019
15	October 12, 2009	10735 of 2009	Gladstone Five Pty Ltd	5, 5A & 7 Gladestone Parade, Lindfield	DA0419/09	500388	Refusal of Section 96 application to modify consent for residential apartment building (conditions relating to hours of truck movements and positioning of airconditioning plant)	DLA Phillips Fox	26 November, 9 & 17 December 2009 (for section 34 conference)	December 24, 2009	Hussey	Resolved by agreement except for airconditioning condition - upheld in relation to that matter.		6,672
15	19 March 2010; 5 May 2010	10188 10189, 10190; 10336, 101338, 101339 of 2010	Abby's Real Estate Pty Limited (M E McMahon & Assoc)	23-25 Stanley St, St. Ives	DA0690/05, DA0692/05 and DA0694/05	500389	Failure or issue Part 4A Certificates for subdivision; Refusal of modification of consents	HWL Ebsworth				Ongoing		4,535
17	Dec 1, 2009	10908 of 2009	Ingham Planning Pty Limited (Makinson & d'Apice)	35-41 Billyard Avenue Wahroonga	DA0381/09	500390	Refusal of subdivision of 1 lot into 6 lots	Wilshire Webb Staunton Beattie	75			Ongoing		6,708
18	Dec 1, 2009	10909 of 2009	Demlakian Consulting Engineers (Bartier Perry)	26& 26A Wattle Street Killara	MOD0189/09	500391	Refusal of s96 application to modify consent (replacement of heritage fence)	Wilshire Webb Staunton Beattie	February 19, 2010	February 23, 2010	Dixon	Appeal upheld in relation to modified proposal for replacement fence.		6,428
19	Dec 16, 2009	10961 of 2009	Filadelfia Projects Pty Limited (DG Briggs & Assoc)	3-13 & 10 Bundarra & Woonona Ave Wahroonga (10961/09)	DA1136/07	500392	Application to Court to modify Court-granted consent	HWL Ebsworth	March 22, 2010	March 23, 2010	Hussey	Appeal upheld requiring agreed modifications to be made to the building. Applicant to pay costs of \$38,000 to Council.		17,872
20	January 4, 2010	10001 of 2010	Filadelfia Projects Pty Limited (DG Briggs & Assoc)	3-13 & 10 Bundarra & Woonona Ave Wahroonga (10001/10)	DA0708/09	500393	Refusal of strata subdivision of 3 residential flat buildings over basement carparking.	HWL Ebsworth	March 22, 2010	March 23, 2010	Hussey	Appeal upheld requiring agreed modifications to be made to the building. Applicant to pay costs of \$38,000 to Council.		1,229
21	Dec 16, 2009	10969 of 2009	Killara Lawn Tennis Club Ltd (TressCox Lawyers)	8 Arnold Street Killara	DA0494/09	500394	Refusal of tennis court lighting	Wilshire Webb Staunton Beattie	March 30 & 31 and 7 May 2010	N/A	Murrell	Decision reserved		9,087

No	Date Lodged	Appeal #	Appellant (Solicitor)	Property Address	DA No	Job No	Decision Appealed Against	Solicitor	Hearing Date	Decision Date	Commi-ssioner	Result		2009/20010 Costs \$
22	January 13, 2010	10013 of 2010	Anthony Todarello (Storey & Gough)	3-5 Clydesdale Place, Pymble	DA0076/09	500395	Refusal of Strata Subdivision of 36 units.	Sparke Helmore	April 22, 2010	April 22, 2010	Brown	Matter resolved by consent orders - approval according to amended plans, Applicant to enter Deed and consent to caveat on title and covenant, and S96 application to be lodged for modifications to building, Applicant to pay \$20,000 costs to Council.		18,227
23	January 13, 2010	10012 of 2010	Bruce Avenue Pty Limited	9-23 Bruce Avenue Killara	DA0983/05	500396	Refusal of s96 application to modify consent for construction of residential flat building.	Sparke Helmore	N/A	N/A	Dixon	Resolved at s34 conference according to amended proposal - 1 March 2010		4,190
24	Oct 19, 2009	10772 of 2009	Alfred Attard	37 Burns Road Wahroonga	DA0471/07	500397	Refusal of s96 application to provide for single storey attached garage, workshop, cellar and pool equipment.	Norton Rose	19 March & 22 April 2010	4 May 2010	Dixon	Dismissed		3,979
25	24 September 2009; 1 October 2009	10686 of 2009; 10712 of 2009	Chi-Hsiung Hung & Hsui-Mei Chang-Chien	178 Bannockburn Road Turramurra	N/A	500398	Appeal against order to remove unauthorised fence and appeal against refusal to issue building certificate	Norton Rose	February 25, 2010	March 16, 2010	Brown	Upheld in part (minor)		9,099
26	Dec 17, 2009	10988 of 2009	Julie Marsden (Guild Lawyers)	32 Chilton Parade Warrawee (10988/09)	DA0092/09	500399	Refusal of s96 application to modify consent by modifying condition to reduce hedge height.	Norton Rose	March 24, 2010	March 24, 2010	Senior Commissioner Moore	Appeal dismissed by consent.		7,715
27	January 21, 2010	10027 of 2010	Gelder Architecture (Pikes Lawyers)	1-5 Yarabah Avenue Gordon	DA0160/09	500400	Refusal of proposed residential flat building of 33 units with basement car parking and landscaping.	Wilshire Webb Staunton Beattie	6 & 7 July 2010	N/A	N/A	Ongoing		3,650
<b>Total Legal Costs</b>														<b>264,136</b>



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## WEST PYMBLE POOL RE-DEVELOPMENT - GUIDING PRINCIPLES & CALLING PUBLIC TENDERS FOR MANAGEMENT SERVICES

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### EXECUTIVE SUMMARY

**PURPOSE OF REPORT:**

To seek Council's endorsement of the guiding principles for the design and operation of the new West Pymble aquatic facility and approval to call tenders for the operation of the current facility for the 2010/11 swim season and new facility following construction.

**BACKGROUND:**

Council has previously resolved to call tenders for the operation and management of the facility once construction has commenced. However with the recent notice of the existing operator electing not to renew their contract, it is necessary to call tenders earlier to enable the pool to open for the 2010/11 season.

**COMMENTS:**

To assist in the design and operation of the new aquatic facility, eight (8) draft guiding principles have been developed by Councillors. These will inform and guide future decisions and tenders for the facility. This report recommends that Council consider a management contract or lease term up to 20 years, comprising of an initial 10 years with an option for an additional 10 years for the operation of the facility. This period will provide greater certainty for a potential operator to invest in the facility and in turn lower Council's financial contribution and build a long term partnership as existed with the previous operator. As the management contract would be in excess of five years it may fall under the provisions of Section 47 of the *NSW Local Government Act 1993* requiring public notification of Council's intention to enter into a management contract.

**RECOMMENDATION:**

That Council adopt the draft guiding principles for the new aquatic facility and commence a tender process, with the associated public notification processes, to enter into a management contract commencing for the 2010/11 swim season.

## PURPOSE OF REPORT

To seek Council's endorsement of the guiding principles for the design and operation of the new West Pymble aquatic facility and approval to call tenders for the operation of the current facility for the 2010/11 swim season and new facility following construction.

## BACKGROUND

### Procurement of management services

Council has previously resolved to call tenders for the management of the West Pymble aquatic and leisure facility once construction had commenced (Ordinary Meeting of Council 7 April 2009 GB.3). This resolution reflected the position of Council at the time as funding for the facility had not been secured and it would have been inappropriate to tender for the operation of a facility many years into the future.

As part of Council's resolution, it also sought input from operators that had previously responded to the Expression of Interest into the development of the new aquatic and leisure facility. Involving an operator as part of the design team is considered good practice to improve the overall efficiency of the facility and in turn maximise any return to Council. Three (3) operators voluntarily provided input into specific elements of the design that resulted in improvements to the layout and also the inclusion of a crèche in recognition of the potential market for the new facility.

The lease to operate the current swimming pool was the subject of a report to Council on 30 June 2009 (GB 3). From this report Council resolved to offer the current operator a lease for the 2009/2010 swim season ending 30 April 2010. The timing of this lease reflected the tentative date for the commencement of construction of the pool subject to funding. In April 2010 the current operators advised Council staff that they did not intend to renew their services (refer to memo to Councillors dated 14 April 2010 from Director Community).

In light of the decision by the former lessee to withdraw from the site and the need to open the pool for the 2010/11 swim season, it is necessary to call for tenders to operate the current pool at this time. As part of this process, this report recommends including in the tender for an operator the management of the site following construction of the new facilities. This follows the recent resolution of Council on 23 March 2010 (GB.9) in relation to the new pool and leisure facility, *"that Council proceed with the West Pymble indoor aquatic and leisure facility."*

### Compliance with Section 46 and Section 47 of the *NSW Local Government Act 1993*

With regard to the future operation of the facility, Council must comply with Section 46 and Section 47 of the *Local Government Act, 1993* (LGA 1993) in relation to the granting of a lease, licence or other estate. Details of this are discussed below.

Section 46 (LGA 1993) states that Council may grant a lease, licence or other estate if:

- the plan of management expressly authorises a lease ....and
- the purpose for which the lease is granted is consistent with the core objectives for the categorisation of the land {s.46(2) and
- the lease ... is for a purpose listed in section 46(1)(b)}.



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13 May 2010

The term “estate” is wide and includes many other rights over land that can be granted. Section 21 of the *NSW Interpretation Act, 1987*, states that “estate includes interest, charge, right, title, claim, demand, lien and encumbrance whether at law or in equity.” Hence Council’s requirement to advertise its intentions.

The proposed site is classified as Community Land. For the purpose of the *NSW Local Government Act 1993*, Section 47 the period of a lease or management contract is to include the initial term and all option periods. For example a lease or management contract for ten (10) years with an option for a further five (5) years becomes a fifteen year management contract. Council may grant a lease (management contract) for a period of up to 21 years. However, unless the lease is granted to a non-profit organisation, for Council to grant a lease to any party for longer than five years it must give public notice of the proposal by:

- placing a notice of the proposal on the land;
- notifying owners adjoining the land;
- notifying persons living in the vicinity of the land if the council believes that the land “is the primary focus of the person’s enjoyment of community land” (eg by letterbox drop); and
- consider submissions made about the proposal.

Section 47 Subsection 2 states that “A notice of the proposal must include:

- information sufficient to identify the community land concerned;
- the purpose for which the land will be used under the proposed lease, licence or other estate;
- the term of the proposed lease, licence or other estate (including particulars of any options for renewal);
- the name of the person to whom it is proposed to grant the lease, licence or other estate (if known); and
- a statement that submissions in writing may be made to the council concerning the proposal within a period, not less than 28 days, specified in the notice.”.

If Council receives an objection to the proposal it must refer the proposal to the Minister for Local Government and cannot grant a lease (or in this case a management contract) until the Minister gives consent.

The Act has foreseen that Council may elect to make this notification prior to or in parallel with the calling of tenders by using the words “if known” after the requirements to name the party that it is proposed to grant the lease to. Therefore, as the actual Contract Manager does not have to be identified it is considered prudent to advertise Council’s intention in parallel with the calling of tenders for the management of the facility. This methodology allows Council to inform the community of its actions and should any objections be received, they can be dealt with now instead of post appointment of an operator.

## COMMENTS

### Procurement of management services

Since the resolution of Council on 7 April 2009, it has become apparent that the most effective procurement method from any potential operator is to tender for the operations prior to construction. This option reflects the resolution by Council 23 March 2010 to proceed with the pool, the desirability to engage an operator prior to finalising design so as to inform specific design

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elements, and also to request as part of the tender for any financial contribution for the construction and fit out costs of the facility. Furthermore, there is an additional priority to engage an operator in time for the establishment and opening of the 2010/11 swim season.

The term of the operational tender will have a direct impact on the business case developed by respective tenderers in relation to their tender price and willingness to invest in the facility. The longer the contract term offered, the longer that an operator can amortise their expenditure and in theory the more favourable the commercial terms for Council. In this regard, this report recommends that the total term for the operator be limited to a maximum of twenty years. This would be expressed by way of an initial term of ten years with an option for a further ten years. However, whilst the total period shall be limited to twenty years the actual break-up will be subject to the commercial benefits offered by the market. The length of the proposed term is actually less than that of the previous lessees managed the site for around 28 years though it should be noted that their agreement was typically negotiated every one to three years.

To improve the function and operation of the facility, tenderers will be invited as part of their submission to comment on the design of the facility from an operational efficiency perspective, as resolved by Council on 23 March 2010. For example this may relate to sight lines for life guards and the layout of the customer entry point. These comments would be assessed in the tender response and reported to Council as part of the tender evaluation process. Any substantial change in design would be subject to Council resolution following a recommendation by the project control group for final design of the facility.

In relation to the management agreement affecting the site, all actions outlined in this report facilitate the efficient delivery of this project and are consistent with the objectives of management of Community Land. Whether a management contract (as opposed to a lease) falls under Section 47 of the *NSW Local Government Act 1993* is unclear and may only ever become clear if the matter was challenged. However, by advertising Council's intention now, Council is both maintaining a transparent process and ensuring compliance with the Act.

The calling of tenders for the management of the facility now allows Council to secure an operator for the 2010/11 swim season and into the future.

### Guiding Principles

To assist in the design, the operational tender and ongoing decisions of Council a set of eight (8) draft guiding principles has been developed. This has been informed by past consultations, reports and consultancies and most recently by two workshops with Councillors in May 2010. These draft principles provide both a charter and direction for all decisions relating to the facility and shall become the basis of Council's tender documents, including assessment criteria and terms of reference for Council's vision for the facility.

The draft principles are listed below and also contain supporting context and detail as to how the principle should be interpreted. It is recommended that Council adopt the eight (8) principles as a resolution. Additional details would be provided in the request for tender specifications in support of these principles.

#### A. Financial sustainability – but not at the expense of community access and benefit

Council's proposal to construct and operate the West Pymble Aquatic Facility is financially viable under the framework of its adopted 20 year financial model.

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The West Pymble Aquatic facility shall operate as a stand alone business.

Revenue generated through the operation of the facility shall be sufficient to maintain the site to adopted standards now and into the future and allow the quarantining of sufficient funds for both major maintenance and capital upgrades.

Council will ensure that a portion of the facility is available for casual public use at all times.

Council shall set the casual pool entry fee through its annual fees and charges policy, as developed as part of its annual delivery program and operational plan, in consultation with the facility operator and the community.

The facility manager will be directed to manage and operate the facility on the basis that it is commercially viable and provides a financial return to Council. Financial and operational reports shall be provided to Council quarterly.

**B. Community access to at least part of the pool space at all operating hours – fair community access at all times**

Minimal levels of access to the core facilities will be required for casual users including:

1. a minimum of two (2) lanes available for casual use in the 25m pool, or the equivalent of one third of the area of the Program Pool if the 25m pool is being fully utilised for another program.
2. a minimum of two (2) lanes in the outdoor 50 metre pool for lap swimming and one lane for recreational use at all times, excluding exceptional events such as carnivals and Swimming Club meets.
3. a minimum of four (4) lanes in the indoor 25 metre pool shall be made available for general public use when the outdoor 50 metre pool is booked for a carnival or other exclusive use.

The new facility includes the provision of a program pool. Whilst financial analysis undertaken by the Council indicates that from a revenue perspective structured “learn to swim” classes have the highest earning potential for the pool space, this is to be balanced against the broader community need for casual visitors to have access to the program pool for warm water exercises.

**C. Cater for ageing demographic with appropriate programs**

The design of Council’s program pool will accommodate warm water/ hydrotherapy uses. The pool will be designed with hand rails, a drop-in chair lift or entry ramp and appropriate temperature settings and depths to ensure that formal physiotherapy bookings and casual hydrotherapy/warm water exercise can be undertaken all year round.

Community demographics and needs are subject to change and processes will need to be undertaken to ensure that the facility manager understands these changes and can maintain and improve the relevance of facilities and recreational programs offered to the community.

**D. High standards of facility maintenance, presentation and hygiene**

The pool facility is recognised as a vital Council asset in affording the broader community both active and passive recreation opportunities. It will be maintained at an optimal level of presentation at all times.



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Hygiene levels within the facility will accord with best practice standards in the industry.

The external surrounds (curtilage included in the management contract) of the aquatic facility will be landscaped and maintained to ensure that the presentation is in keeping with the broader precinct of the Ku-ring-gai Bicentennial Park.

Council will strive to ensure that the buildings and assets are managed in a manner that will optimise their long term sustainability and ensure they are presented to a standard that will encourage patronage.

The aquatic facility should also be marketed and seen as a Council facility, operated on behalf of Council by a partner/operator. Council signage and logo will be required as the dominant marketing image, as is currently required at the pool, in order for the community to easily identify that it is a publicly accessible Council pool.

The facility manager will be asked for commitment to this principle by providing:

- Comprehensive cleaning schedules;
- Documented programmed maintenance;
- Detailed procedures for reactive maintenance;
- Detailed and accurate asset registers;
- Accurate record keeping of maintenance items; and
- Engagement of professional contractors for specialised maintenance.

**E. Environmental sustainability – incentives for the operator keep up to date and to operate in an environmentally sensitive way**

Council is committed to environmental sustainability practices at all Council facilities. Through actions identified in Council strategies and plans, Council aims at reducing energy and water consumption at each of its facilities.

The aquatic facility is to be designed, constructed and operated having regard to environmental amenity and sound planning principles. Council will commit to allocating a minimum of six (6) percent of the total capital cost for the facility to enable the installation of environmentally sustainable design features within the complex.

Environmentally sustainable features will be integral to the design process. Some of the features that could be included are:

- orientation of the roof to maximise natural daylight to all areas;
- reduction of summer heat load through passive solar means;
- maximising of natural ventilation to reduce climate control and thereby greenhouse gases;
- best practice energy and water use; and
- on site stormwater collection and recycling.

The facility operator must work with Council to achieve this outcome in respect of the facility, and comply with any reasonable Council requirements in this respect.

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The facility operator must maintain records and report all utility charges of the facility. They must also seek to reduce such usage over time through new infrastructure and management practices in accordance with performance targets.

Financial incentives will be provided within the contract to ensure that a reduction in utility usage is an aspiration of management.

**F. Sinking fund for ongoing investment in the facility**

In budgeting for the facility, Council will have regard to the necessary costs of ongoing major maintenance items, capital replacement, and enhancement of the complex for the duration of its life cycle.

Council will formally allocate funds to an internal reserve for the pool on an annual basis to ensure its ability to provide for capital upgrades and replacement thus ensuring the facility is maintained in optimal working order into the future. This allocation of funds shall be linked to the financial return of the facility and asset condition audits.

**G. Safety of staff and patrons through good design and surveillance of facilities**

The enhancement of a safe facility environment starts with the development of a design brief which is focussed on the overall safety and operation of the facility.

Royal Life Saving Society - Australia provides support and advice to those responsible for the design, development, and construction of aquatic and leisure facilities. An aquatic facility desktop audit conducted by the Royal Life Saving Society will provide essential information to those involved in designing and developing the aquatic facility such as the architects, project managers, facility operators, and Council as owners of the facility.

This project will benefit from a Royal Life Saving Society audit by:

- Ensuring safety factors such as centre layout and design, pool specifications, supervision requirements, communication methods, signage, and emergency procedures are all in line with the Society's Guidelines for Safe Pool Operations; and
- Making recommendations to improve key safety and operational aspects of the proposed facility.

The facility operator shall ensure that at least one person is present on site at all times that holds a currently approved first aid qualification.

Whilst the pool is available to the public a minimum of two qualified swim centre lifeguards will be on duty at all times whilst the swim centre is available for use. At least one lifeguard will supervise each of the indoor and outdoor aquatic areas at all times.

Whilst the gymnasium is available to the public at least one qualified fitness instructor shall be present on-site to supervise users of the gym and fitness facility.

The crèche shall be operated in accordance with relevant State Government policy or legislation and shall provide short-term care for children while their family members are enjoying the facility.

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To assist in providing a safe and happy environment for the children a set of strict standards will be developed to inform the operation of the crèche.

#### H. Design flexibility/masterplan to allow for future growth in size of facility

Council recognises that patronage accessing the facility may well grow over time as the population increases and ages.

With this in mind, the facility will be designed to ensure that extensions may be possible in future years to cater for excessive growth in demand at a given point in time, without compromising the initial design.

Any future extension to the facility must recognise the setting and community values of the Bicentennial Park precinct and the facilities therein, specifically the valued outdoor characteristics of the aquatic facility.

Any option to expand the West Pymble site or facilities shall have regard to the provision of potential aquatic and leisure facilities elsewhere within the local government area.

## CONSULTATION

Consultation in relation to the compliance with Section 47 of the *Local Government Act 1993* will include:

- placing a notice of the proposal on the land;
- notifying owners adjoining the land;
- notifying persons living in the vicinity of the land if the council believes that the land "is the primary focus of the person's enjoyment of community land" (eg by letterbox drop); and
- consider submissions made about the proposal.

If Council receives an objection to the proposed lease (or in this case a management contract) it must refer the proposal to the Minister for Local Government and cannot grant a lease (management contract) until the Minister gives consent. It would be envisaged that any submission to the Minister would also include the recommendation of Council in relation to the tender process. This would include a statement of the public benefit that would be derived from the recommended tenderer.

The development of the draft eight (8) principles evolved from various consultations as far back as the aquatic feasibility study (Ordinary Meeting of Council 9 May 2006) and most recently two workshops with Councillors in May 2010.

## FINANCIAL CONSIDERATIONS

The recommendation in this report to commence the tender process for the operation of the current and future pool at West Pymble is likely to strengthen the financial viability of the facility. The management agreement up to 20 years may provide incentive for a potential operator to invest in the capital and fit-out of the facility that in turn would reduce the impact on Council's budget.

The tender for the operation of the current and new facility will be an open tender process. The evaluation of tenderers will be subject to Council's Tender Evaluation Policy and will also involve



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interviews with and presentations by short listed tenderers. Councillors will also be invited to attend and ask questions of the short listed tenderers as part of the evaluation process.

The eight (8) draft principles contain a number of considerations that affect the financial performance and operations of the facility. These have specifically sought to balance community access, inform the type of programs and facilities, incorporate sustainable design and ensure sufficient investment into operation and capital improvements.

## CONSULTATION WITH OTHER COUNCIL DEPARTMENTS

This report was prepared by the Strategy and Environment Department in consultation with the Community Department.

## SUMMARY

Council has sought a set of guiding principles for the Design and Operation of the West Pymble Pool. These have been developed and workshopped with councillors and reflect on the many views for the design, operation and general management of the new facility.

Council has previously resolved to call tenders for the management of the West Pymble Pool and leisure facility once construction has commenced (Ordinary Meeting of Council 7 April 2009 GB.3). This reflected a position when the finance to build the facility had not been finalised. With the recent resolution of Council (Ordinary Meeting of Council 23 March 2010 GB.9) and subsequent notice from the existing operators choosing not to renew their contract, it is considered necessary to call tenders for the management of the current and future facility at this time. In arriving at this decision this report has dealt with three issues:

- 1) the endorsement of a set of Guiding Principles for the Design and Operation of the West Pymble Pool;
- 2) ensuring statutory compliance with Sections 46 and 47 of the *NSW Local Government Act 1993*, by seeking approval from Council to publicly notify its intention to enter into a management contract for a period of up to 20 years; and
- 2) the calling of tenders for the management of the West Pymble Pool in parallel with the public notification of Council's intention to enter into a management contract.

## RECOMMENDATION

- A. That Council endorse the following Guiding Principles for the Design and Operation of the West Pymble Pool:
  - a) Financial sustainability – but not at the expense of community access and benefit;
  - b) Community access to at least part of the pool space at all operating hours – fair community access at all times;
  - c) Cater for ageing demographic with appropriate programs;
  - d) High standards of facility maintenance, presentation and hygiene;

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- e) Environmental sustainability – incentives for the operator keep up to date and to operate in an environmentally sensitive way;
  - f) Sinking fund for ongoing investment in the facility;
  - g) Safety of staff and patrons through good design and surveillance of facilities; and
  - h) Design flexibility/masterplan to allow for future growth in size of facility.
- B. That Council approve the public notification of the proposal to enter into a management contract for a period of up to 20 years for the West Pymble Pool in accordance with s47 of the *NSW Local Government Act*.
- C. That Council approve the calling of tenders for the management of the West Pymble Pool in parallel with the public notification.
- D. A report be brought back to Council to consider the outcomes of the tender process.

Roger Faulkner  
**Team Leader Open Space & Recreation  
Planning**

Peter Davies  
**Manager Corporate Planning &  
Sustainability**

Ian Dreghorn  
**Manager Special Projects**

Antony Fabbro  
**Acting Director Strategy & Environment**

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## ACCEPTANCE OF TENDER T19/2010 ST IVES VEGETATION LANDFILL LEACHATE REUSE & WATER MANAGEMENT PROJECT

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### EXECUTIVE SUMMARY

<b>PURPOSE OF REPORT:</b>	To report on the results of the public tender for the construction of a leachate treatment and reuse system at the decommissioned St Ives vegetation landfill site, and to seek Council's approval to accept the preferred tender subject to passing a financial assessment.
<b>BACKGROUND:</b>	As per the Management Plan 2009-2012, adopted by Council 9 June 2009, Council have allocated funds for the completion of remediation works associated with the decommissioned St Ives vegetation landfill site including a water reuse system. This project is designed to provide recycled water for irrigation at Councils nursery and at St Ives Showground and makes use of the leachate at the former waste tip. Funding for the project was also provided through a \$488,600 grant from the NSW Government.
<b>COMMENTS:</b>	An open tender process was used from which five (5) tenders were received. Following an evaluation process three (3) tenders were short listed for more detailed examination and review.
<b>RECOMMENDATION:</b>	That Council accept the tender from Innaco Pty Ltd, subject to them passing a financial assessment, for a leachate treatment and reuse system and associated infrastructure, and that the execution of all documents relating to the tender be delegated to the Mayor and General Manager.



## PURPOSE OF REPORT

To report on the results of the public tender for the construction of a leachate treatment and reuse system at the decommissioned St Ives vegetation landfill site, and to seek Council's approval to accept the preferred tender subject to passing a financial assessment.

## BACKGROUND

As per the Management Plan 2009-2012 adopted by Council 9 June 2009, Council have allocated funds for the completion of remediation works associated with the decommissioned St Ives vegetation landfill site including a water reuse system. This project will provide recycled water from leachate for irrigation at Council's nursery and at St Ives Showground. This will reduce Council's dependency on potable water and improve sustainability at both sites.

The total budget for the project is \$842,100, with funding from three sources including:

- NSW Government Grant from the Climate Change Fund, Public Facilities Program - \$488,600;
- Domestic Waste Management Reserve - \$333,000; and
- Infrastructure & Facilities Reserve - \$20,500.

As part of the grant application for this project, it requires the design and construction of a water reuse facility and distribution system to provide irrigation to Council's nursery and the Showground, as well as for toilet flushing at the Showground. This project complements Council's Integrated Water Management Policy and environmental key performance indicators that seek to minimise potable water use and increase the proportion of water recycling and reuse schemes.

The project involves the construction of a treatment system, transfer lines and storage but does not include upgrading existing irrigation infrastructure at neither the nursery or Showground. At the nursery, the project includes connecting to existing irrigation infrastructure.

In order to meet the timetable imposed by the grant authority, it is necessary to award tenders before the end of May 2010. This will enable substantial commencement of the project before the end of financial year.

As part of the project planning, a feasibility study was undertaken. This study investigated different treatment requirements and techniques for reusing leachate for irrigation and other non-potable use such as toilet flushing. Results from water quality sampling undertaken by Council as part of its long term management as well as specific sampling as part of the feasibility assessment were used to determine the type of treatment required for the project. As part of the project's risk assessment, two (2) independent assessments of the suitability of the leachate for irrigation were undertaken by industry experts. These concluded that the water does not contain any substances that are likely to pose a risk to either the nursery stock or oval (**Attachment B**). Sampling has also confirmed that the leachate does not pose a risk to human health for non-potable purposes.

The feasibility study was used to prepare the contract and tender documentation. Treatment will be undertaken in line with the findings of the feasibility study, including screen filter, multimedia filter, carbon filtration and disinfection using UV. The feasibility study recommended a main

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transfer line from the landfill site to the nursery, with a diversion to the Showground. However, due to the possibility of a future relocation of the nursery, the final tender called for the main transfer line to be from the landfill site to the Showground, with a smaller diversion to the nursery site depending on the ultimate use of the site. In the case of nursery relocation, this will provide an opportunity to still utilise reused water for non-potable purposes at the current nursery site, without compromising the use at the Showground or at any relocated nursery.

## COMMENTS

### Tender

In March 2010, an open tender was advertised to seek responses for the project. In total five (5) companies responded. These included:

- Innaco Pty Ltd;
- Water Conservation Group;
- McCracken's Water Service;
- Trazlbat; and
- EnviroPacific.

These tenders were evaluated by a Tender Evaluation Committee comprising a staff member from Operations, Design and Projects, a staff member from Operations, Open Space Services and Council's Environmental Engineer from the Strategy and Environment Department.

The assessment of the tenders was based on the following pre-determined selection criteria.

#### Non-price criteria 65 %

- Occupational Health Safety and welfare 5%
- Environmental policy and procedures 5%
- Work program and methodology 20%;
- Technical skills and experience of the tenderer 15%;
- Ability of team proposed 10%; and
- Track record and capacity 10%.

#### Price criteria 35%

- Price for design and construction 27%; and
- Price for operation and maintenance 8%.

### Tender evaluation

After an initial assessment of the tenders received, it was concluded by the Tender Evaluation Committee that two (2) of the tenders did not meet minimum requirements for non-price criteria. For this reason, these submissions were not considered further.

Supplementary questions and/ or points of clarification were sought from the remaining three (3) tenderers who were further investigated in relation to:

- exclusions and qualifiers as part of the design and construct lump sum;
- total life cycle cost of the system;
- sensitivity analysis on cost variations for rock excavation; and
- impact on cost for different transfer methodologies proposed, i.e. directional drilling or trenching.

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Following further clarification from each tenderer, the final assessment was compiled. Each of the three (3) short listed companies received similar non-price scoring. The Tender Assessment Committee further concluded that all three (3) of the short listed tenders were considered capable of delivering the project from a technical perspective.

The original price for design and construction was relatively similar for all three (3) short listed companies. However, the submissions included different methods for constructing the transfer lines using directional drilling or trenching. Directional drilling has minimal impact on the environment and would therefore be preferred where possible and where this can be done within the project budget. To allow a fair comparison all companies were required to provide a cost alternative for directional drilling of main conduits through bushland areas.

Variations were also found in the price for ongoing operation and maintenance.

**Confidential Attachment A** provides details of the Tender Evaluation Report, details of the prices tendered by each of the three (3) firms that ranked highest in the tender evaluation criteria and details of the financial assessments undertaken on the top two (2) firms.

Financial assessments were commissioned to an external financial consulting firm for the two (2) highest ranking short listed companies. At the time of writing the results had not been returned and any recommendation made in this report is subject to a satisfactory financial assessment and bankruptcy statement. Once available the financial assessment reports will be circulated separately.

Following the adopted assessment procedure, the Tender Assessment Committee recommended the acceptance of the tender from Innaco Pty Ltd (**Confidential Attachment A**).

### Technology

The preferred tender includes directional drilling below ground conduits from the landfill site to the Showground and from the Showground to the nursery. This will minimise the impact on surrounding bushland, particularly areas containing Duffys Forest, an endangered ecological community. The treatment system proposed is compliant with the requirements of the tender documents.

### Maintenance

The contract includes all operations and maintenance of pumps, transfer lines and treatment plants, (excluding electricity) including periodic replacement of parts as per their design life for a period of 5 (five) years.

### Company capability

It should be noted that Innaco Pty Ltd is a subsidiary to H&H Consulting Pty Ltd (Henry & Hymas). Henry & Hymas are currently engaged by Council to design, construct and operate the two (2) sewer mining plants at Gordon and North Turramurra golf courses. The preferred tender from Innaco Pty Ltd was deemed as having relevant experience in the construction of civil works, and though some benefits may be derived from having one company operating and maintaining a number of Council's major water reuse projects it is noted that there is also some risk associated with this. Following the tender assessment process however, it can not be justified recommending



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the contract be awarded to another company as long as Innaco has not withdrawn their submission. Subject to a satisfactory financial assessment, the risk of insolvency of the preferred company is considered to be low.

Further, Henry & Hymas was also engaged to undertake the feasibility study for this project as part of a selected quotation process in accordance with Council's procurement policy. The feasibility study and its findings were made available to all tenderers as part of the tender documents and it is considered that Henry & Hymas had no advantage given the availability of the material and period of the call for tenders.

**Price (capital and ongoing)**

The preferred tender from Innaco Pty Ltd provided the lowest overall price for design, construct and operation of the system. The submission from Innaco Pty Ltd had the lowest price for ongoing operation and maintenance and was only marginally more expensive than the cheapest shortlisted tender for design and construction. It should be noted that the original submissions of the other two (2) shortlisted companies did propose trenching as the construction methods for one or both of the main transfer lined between the landfill site and the Showground and between the Showground and the nursery. When comparing the revised prices for directional drilling between the landfill and the Showground and between the Showground and the nursery, the submission from Innaco Pty Ltd returned a marginally lower price. The cost of ongoing operation and maintenance was a determining factor. **Confidential Attachment A** provides details of the Tender Evaluation Report, details of the prices tendered by each of the tenderers and details of the financial assessments.

A review of Council's Aboriginal heritage mapping does not identify any items in the area that would be impacted by this proposal.

The proposal may cross land owned by Crown Lands, some of which Council is the head lessee for. Formal negotiation with the Department of Lands (now the NSW Land and Property Authority) will be undertaken as part of the detailed design. NSW Road and Traffic Authority (RTA) were contacted as part of the feasibility study in relation to crossing of Mona Vale Road. Formal approval will be required as part of the detailed design. This project has however been discussed with the NSW Land and Property Authority as part of the development of the draft options paper for the St Ives Showground and precinct, most recently considered by Council on 1 December 2009 (GB.4)

The contractor will be required to determine the assessment procedure in accordance with *State Environmental Planning Policy (Infrastructure) 2007* and the *Environmental Planning and Assessment Act 1979*. It is likely that an ecological assessment under the *Threatened Species Conservation Act 1995*, and the *Environmental Protection and Biodiversity Conservation (EPBC) Act 1999*, will be required.

Council's approval will be required for the removal of any trees that are not exempt by Council's Tree Preservation Order (TPO) or assessed under the *Environmental Planning and Assessment Act 1979*.

Informal referral may be sent to the Department of Environmental Climate Change and Water and the Department of Health for their consideration. However, this is not mandatory.

## CONSULTATION

User groups of the St Ives Showground will be consulted as part of the design process. The preferred tender makes allowance for one public meeting. There may be some impact on the use of the Showground, however the design will aim to keep this to a minimum.

## FINANCIAL CONSIDERATIONS

The budget for the St Ives Vegetation Landfill Leachate Reuse and Water Management Project for 2009/10 is \$842,100 as resolved on 9 June 2009. Funding sources are listed below:

- NSW Government Grant - \$488,600;
- Domestic Waste Management Reserve - \$333,000; and
- Infrastructure & Facilities Reserve - \$20,500

The budgeted amount is to be used for:

- design and construction of water treatment system;
- design and construction of distribution system to St Ives Showground and Council's nursery;
- design and construction of storage at the Showground and nursery; and
- design and construction of distribution system and connection to toilets at St Ives Showground.

The proposal, from the preferred tender Innaco Pty Ltd, for the construction of the water reuse project is listed in the **Confidential Attachment A** and is within the budgeted amount for 2009/10.

## CONSULTATION WITH OTHER COUNCIL DEPARTMENTS

Staff from Strategy and Environment and Operations directorates has been involved in the review of this project.

## SUMMARY

An open tender process was used to obtain prices for the design, construction and maintenance of a leachate treatment and reuse facility at the decommissioned St Ives vegetation landfill site. This project will treat leachate from the old landfill to a standard suitable for irrigation and toilet flushing and will significantly reduce Council's reliance on drinking water for the management of the Showground and nursery.

The Tender Evaluation Committee assessed the five (5) tenders of which three (3) were short listed for detailed examination. From this process, Innaco is recommended as being technically capable, and tendered a price that was competitive and within budget.

## **RECOMMENDATION**

- A. That, subject to a satisfactory financial assessment from the independent financial consultant, Council accept the tender from Innaco Pty Ltd for the design, construction and operation of a leachate treatment and reuse facility at the decommissioned St Ives vegetation landfill site and associated infrastructure at St Ives Showground and Council nursery.
- B. That the execution of all documents relating to the tender be delegated to the Mayor and General Manager.

Jay Jonasson  
**Environmental Engineer**

Peter Davies  
**Manager Corporate Planning  
& Sustainability**

Antony Fabbro  
**Acting Director Strategy &  
Environment**

**Attachments:**      **A. Tender Evaluation Report - Confidential**  
                             **B. Water quality assessments - 2010/076421**

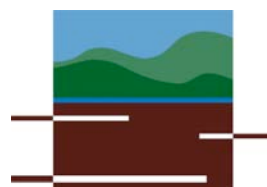


## Water Chemistry Profile

CLIENT: **Ku-ring-gai Council**  
Locked Bag 1056  
PYMBLE NSW 2073  
Attn: Jay Jonasson

PROJECT: Name: **Water Testing**  
Location:  
SESL Quote N°: Client Job N°:  
Order N°: Date Received: **15/10/2009**

SAMPLE: Batch N°: **11896** Sample N°: **1**  
Name: **St Ives Duck Pond**  
Test Type: **W04-D (FW)**



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& Soil Laboratory Pty Ltd**  
ABN 70 106 810 708  
16 Chilvers Road  
Thornleigh NSW 2120  
Australia  
Address mail to:  
PO Box 357  
Pennant Hills NSW 1715  
Tel: 02 9980 6554  
Fax: 02 9484 2427  
Em: info@sesl.com.au  
Web: www.sesl.com.au

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TEST	RESULT	COMMENTS
pH	7.9	slightly alkaline
EC mS/cm	1.02	Class 2 water
Total Dissolved Salts mg/L	652.8	

TEST	CATIONS			ANIONS			
Unit	meq/L	mg/L	Comment	Test	meq/L	mg/L	Comment
Sodium	2.29	52.8	acceptable	Chloride	3.07	107.5	elevated
Potassium	1.75	68.1	acceptable	Sulphate	.19	8.9	some sulphate
Calcium	4.62	92.3	elevated	Nitrate	.08	<5.0	low
Magnesium	3.13	37.6	elevated	Phosphate	<0.02	.3	low
Aluminium				Bicarbonate	6.62	404.10	elevated
Ammonium	0.02	.3	acceptable	Carbonate	0.09	2.82	

TRACE	mg/L	Comment
Iron	.29	some iron
Zinc	<0.07	
Copper	<0.06	
Manganese	<0.06	
Boron		

### Derived Values

Sodium Adsorption Ratio $\text{mmol}^{1/2} \cdot \text{L}^{1/2}$	1.17	low
Anion/Cation Balance meq/L	1.84	organic matter present
Titrateable Alkalinity g/L $\text{CaCO}_3$	0.41	alkaline
$\text{CaCO}_3$ Saturation Index (pH-pH <sub>c</sub> )	1.0	
Total Hardness (mg/L as $\text{CaCO}_3$ )	385.3	

### Recommendations

Assessed against use in a nursery situation the only real issue will be the alkalinity. Overall salinity is elevated but not that high (Class 2 irrigation water for agriculture) and in any case the salinity is not due to high sodium but to a range of useful nutrients including potassium, calcium and magnesium. There is some chloride but this should not be an issue under normal conditions. The biggest issues is alkalinity and a long term tendency for pH in pots to rise is likely to occur. It is hard to say how significant this will be as mixes tend to drop in pH over time and this may just offset that fall. The best advice for growing native plants is to start with a slightly acidic mix at say 5 to 5.5 pH. The consequences of excessive rise will be iron deficiency and this could be offset by the addition of coated iron as a topdressing. You certainly should look at reducing lime additions in the mix. You could likely use a fertiliser formulation lower in potassium than normal. **Nutricote Pink for most natives and Purple for very P sensitive plants** would be suitable.

During hot weather it would be wise to promote one good leaching watering say fortnightly to wash out any accumulated chloride. In the first season at least we recommend some pH and EC testing over time to check the actual effects but generally our view is that the water is suitable for nursery use with some management.

Consultant:

**Simon Leake**

Authorised Signatory:

**Pat Gildon**

Date of Report: **27/10/2009**

Explanation of the Methods: pH: Glass Calomel electrode  
Na, K, Ca, Mg, Fe, Zn, Cu, Mn: flame AAS  
N, P, Cl,  $\text{CO}_3$ , B: Spectrophotometric method

20 June, 2007

Ku-ring-gai Council  
Locked Bag 1058  
PYMBLE 2073

**Attention: Jay Jonasson**

**Report on Amdel Analyses Project No.07ENCA0005796  
Duck Pond – Analyses Reports 2005 and 2007**

The analytical reports provided to me by Council and conducted by Amdel are very thorough.

It is my understanding that the water samples are from a mix of leachate from a green waste tip and stormwater.

It is common for stormwater off road surfaces to contain volatile hydrocarbons of the C-14 to 16 range from fuel and oil contaminants. There are no indications from the analyses to indicate problems in this area.

It is common for leachate from green waste composts to contain a range of complex organic molecules, especially tannins. However mostly these have a beneficial role (unless in very high concentrations) as suppressants of various disease causing organisms, especially nematodes.

There are no indications of excessively high levels of these compounds in the analytical data.

From the analyses there are also no detectable levels of any heavy metals likely to cause health problems to plants or workers and sports users coming in contact with the water.

There are detectable levels of Nitrogen, Calcium and Magnesium as well as Sodium and Potassium in the cation fraction. These do not vary dramatically between the two reports. Potash levels are not given in the 2007 report. The balance of Calcium to Magnesium is 2:1 which is good, while the balance of Sodium to Potash appears to be 1:1 which could be better. Higher Potash will come with normal fertilising.

However the total levels are still low and will not greatly influence any plant growth.

.2.

The same applies to Nitrogen which is just significant. Normal fertilising in plant growth will be much more significant than what will come with the water.

The pH of the water varies between the reports from 7.7 to 8.4. There is clearly a carbonate influence here (giving slight hardness). At a consistent 8.4 reading some low level acid injection into the irrigation system may be justified. However I would probably leave that until you see whether the normal acidifying fertilisers used in nursery and sports turf effectively cancel this out. It is easily remedied later.

The Phosphorus levels are insignificant and won't affect susceptible native species.

These waters are suitable to irrigate both turf and nursery stock.

Yours faithfully

**Peter McMaugh, B.Sc., Agr., FAIAST**



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## HORNSBY/KU-RING-GAI BUSH FIRE RISK MANAGEMENT PLAN

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### EXECUTIVE SUMMARY

**PURPOSE OF REPORT:**

For Council to endorse the Hornsby/Ku-ring-gai Bush Fire Risk Management Plan (2010) as prepared by the Hornsby/Ku-ring-gai Bush Fire Co-ordinating Committee (BFCC).

**BACKGROUND:**

Under the *NSW Rural Fires Act 1997*, the BFCC must appoint a Bush Fire Management Committee (BFMC) for each region of which the respective councils are members. Each Committee is required to prepare a bush fire risk management plan to guide the strategic management of bush fire risk across the region.

**COMMENTS:**

The Hornsby/Ku-ring-gai Bush Fire Risk Management Plan (2010) identifies community assets at risk from bush fire and outlines a five year program of treatments which are undertaken by multiple agencies. This replaces the 2005 plan, as required by the NSW Rural Fires Act.

The plan has been developed by the Hornsby/Ku-ring-gai Bush Fire Management Committee, the community and Rural Fire Service volunteers. It was endorsed by the Committee on 31 March 2010.

**RECOMMENDATION:**

That Council endorse the Hornsby/Ku-ring-gai Bush Fire Risk Management Plan (2010) as adopted by the Hornsby/Ku-ring-gai Bush Fire Management Committee and that this plan inform future operational and capital works regarding bush fire management across the Ku-ring-gai Local Government Area.

## PURPOSE OF REPORT

For Council to endorse the Hornsby/Ku-ring-gai Bush Fire Risk Management Plan (2010) as prepared by the Hornsby/Ku-ring-gai Bush Fire Co-ordinating Committee (BFCC).

## BACKGROUND

The *Rural Fires Act 1997* requires the formation of a Bush Fire Management Committee (BFMC) for each area in the State that is subject to the risk of bush fire. A key task of the committee is to prepare a Bush Fire Risk Management Plan to guide various strategies and actions to minimise the risk of adverse impact of bush fires on life, property and the environment.

Each BFMC is represented by the many major land management agencies. The Hornsby/Ku-ring-gai Bush Fire Management Committee (<http://www.hkbfmc.org.au>) is represented by the following organisations:

- Ku-ring-gai Council;
- Hornsby Council;
- Fire-fighting authorities (NSW Rural Fire Service and NSW Fire Brigades);
- NSW Land and Property Management Authority;
- NSW Department of Energy, Climate Change and Water (National Parks & Wildlife Service division);
- NSW Police;
- Nature Conservation Council;
- Aboriginal Land Council;
- Energy Australia;
- Integral Energy;
- NSW Farmers Association;
- Roads and Traffic Authority;
- Sydney Water; and
- Transgrid.

Ku-ring-gai Council's representatives on this committee include Councillor Keays with Councillor Malicki as the alternate representative (Ordinary Meeting of Council 13 October 2009 Minute Number 209). This Committee meets approximately every 6 months, and most recently on 31 March 2010 when the Bush Fire Risk Management Plan was considered and adopted.

The first Hornsby/Ku-ring-gai Bush Fire Risk Management Plan (BFRMP) was developed and adopted by the Committee in 2005 pursuant to the *NSW Rural Fires Act 1997*. This Act requires that the plan must be updated every five years, hence the reason for this report.

## COMMENTS

The aim of the Bush Fire Risk Management Plan 2010 (**Attachment A**) is to minimise the risk of adverse impact of bush fires on life, property and the environment. Supporting this are four (4) objectives including:

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1. To reduce the number of human-induced bush fire ignitions that cause damage to life, property and the environment.
2. To manage fuel to reduce the rate of spread and intensity of bush fires, while minimising environmental/ecological impacts.
3. To reduce the community's vulnerability to bush fires by improving its preparedness.
4. To effectively contain fires with a potential to cause damage to life, property and the environment.

In identifying the risk and developing appropriate mitigation strategies, a risk assessment process was undertaken following the Australia/New Zealand Standard *AS/NZS 4360: 2004 Risk Management*. In summary this involved two stages:

1. Identification of bush fire risk

- Hornsby/ Ku-ring-gai Bush Fire Management Committee members, the community and NSW Rural Fire Service (RFS) volunteers were involved in identifying assets.
- These assets were divided into four types, including human settlement, economic, environmental and cultural.
- The bush fire risk was then determined by assessing the likelihood and consequence of fire impacting on each asset.
- Priorities and treatment strategies were then developed and registered in a map based computer application designed specifically for this purpose.

2. Development of a five year bush fire hazard reduction treatment schedule

- A potential fire behaviour model was used to assess the risk and consequences of bush fire impacting on identified assets. This looked at the physical aspects of the landscape, vulnerability, economic impact and recovery costs, fire history and minimum fire thresholds for vegetation communities.
- Four categories of Bush Fire Management Zones were identified: Asset Protection Zone (APZ); Strategic Fire Advantage Zone (SFAZ); Land Management Zone (LMZ); and Fire Exclusion Zone (FEZ).
- As a result of this process the following treatment types were identified; ignition management; hazard reduction (including prescribed burning and mechanical maintenance of Bush Fire Management Zones); community education; and preparedness (fire trail maintenance).
- The frequency for proposed treatments was identified based on the potential fire behaviour model, risk rating, likelihood and consequence of bush fire occurring and impacting on assets. Responsibility for undertaking treatments was dependent on the primary land manager with agreement made as to support from secondary agencies.

The treatments identified as prescribed burns with the highest priority have been incorporated into an agreed Annual Works Program (Works Program Prescribed Burns) by the Hornsby/Ku-ring-gai BFMC. Council, the NSW Rural Fire Service and NSW Fire Brigade co-ordinate resources to undertake burns on Council owned or managed lands.

Across the region there are 28 prescribed burns scheduled for 2010-2011, of which eight (8) will occur within the Ku-ring-gai Local government Area (LGA). It should be noted that these burns rely on favourable weather conditions and in many cases only a proportion will be completed in any given year. Land managers, however, are required to prepare the sites for controlled burning, should the conditions be favourable. For some sites this will require multiple preparations



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including pre-fire weed removal, the cutting of control lines and installation of signage and fencing to ensure post fire regeneration is protected.

A Contingency Works Program Prescribed Burns 2010 – 2011 has been established due to the high number of proposals submitted for inclusion into the agreed Works Program Prescribed Burns 2010 – 2011. Burns proposed within the Contingency Works Program are not considered to have as high a priority as those listed in the Works Program. Works on the Contingency Program may be scheduled to be carried out if and when circumstances allow. These are recorded within the Council's bushland operational team works program.

It is the intention of the Hornsby/Ku-ring-gai BFMC to create a works program for each treatment type (for example hazard reduction burning, community education, fire trail maintenance and establishing community fireguard groups). At present Ku-ring-gai Council focuses on the management of asset protection zones (fire breaks) and fire trails in accordance with a rotational maintenance schedule. Smaller hazard reduction activities such as undertaking strip burns through strategic fire advantage zones and weed removal works reducing fuel loading, are scheduled within the operational resources within the bushland operations team.

The NSW RFS take the lead role for actions relating to bush fire education (as required within the BFRMP), with relevant assistance provided by Council.

In addition to the BFRMP, Council responds to fire hazard requests which have been assessed and referred to Council by the RFS. Works may be undertaken where these hazards are deemed to have a significant bush fire risk. The capacity to undertake works that have a lower priority is restricted by commitments to works in the BFRMP and Council's annual works program.

Monitoring and reporting of the plan is undertaken annually by Council in its annual report and the Hornsby/Ku-ring-gai BFMC, as required by the *Local Government Act 1993* and *Bush Fire Management Act 1997* respectively.

This Hornsby/Ku-ring-gai BFRMP (2010) will be reviewed and updated within a five year period or earlier if it is deemed necessary to account for any changes in context or risk.

## CONSULTATION

### *Plan preparation*

The BFRMP process requires the Hornsby/Ku-ring-gai BFMC to develop and implement a community participation strategy to address the needs, issues and concerns of stakeholders in regards to bush fire.

Over a three week period, in June and July 2009, the Hornsby/Ku-ring-gai BFMC held nine (9) community barbeques and information sessions across the Ku-ring-gai and Hornsby areas. These were very well attended as a result of a letter box drop to bushland interface households, posters in local shopping centres and libraries, an article appearing in local papers and communication with key stakeholder groups. In addition, local schools, childcare and aged care providers also promoted this opportunity as a way to obtain further details on the draft plan.

The use of community barbeques provided a relaxed environment in which residents and others could view the risk maps and fire history, consider and discuss their own property issues with

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technical staff from Hornsby and Ku-ring-gai Council's, NSW RFS, NSW Fire Brigade, as well as the NSW Department of Environment, Climate Change and Water (National Parks & Wildlife Service division).

During the consultation period, additional information was made available online through Council's website with further links to the Hornsby/Ku-ring-gai BFMC website.

***Public Exhibition***

Following feedback from consultation with stakeholders in June and July, a revised draft BFRMP was placed on public exhibition for a period of 42 days from 7 December 2009 until 19 January 2010. In total three (3) submissions were received by the NSW RFS from across the two LGAs.

Following closure of the exhibition period, the draft BFRMP was reviewed and finalised.

***Bush Fire Co-ordinating Committee***

The final plan and submissions were referred to the Bush Fire Co-ordinating Committee (BFCC) following the closure of the public exhibition in January 2010. This was approved by the Committee and was discussed at the BFMC meeting held 31 March 2010 (**Attachment B**).

## FINANCIAL CONSIDERATIONS

The adoption of the plan does not require any adjustments to our recurrent budget at this stage.

The current annual budget allocated to Council's Operational Fire Management teams, Fire Access and Fire Prevention is approximately \$641,000. This allows the following programmed works to occur which link directly to Council's commitments, as outlined in the Hornsby/Ku-ring-gai BFRMP:

- Maintenance of 44 fire breaks covering 27.5 kilometres of interface in high to extreme bush fire risk bushland.
- Maintenance of 41km network of fire trails and 25.5 km of walking tracks throughout the Ku-ring-gai Council LGA. The maintenance of these works is divided into two-yearly rotations:
  - Rotation A - Cowan Catchment and half of Middle Harbour Catchment.
  - Rotation B - Lane Cove Catchment and the remaining half of Middle Harbour Catchment.

Major surface work repairs are also undertaken on fire trails by the fire access team and in recent years the Environmental Levy and other government grants have assisted in funding the construction of new and substantial upgrade of existing sections of the fire trail network.

Along with the above program Council's fire management team also undertake all the on-ground preparation works for the annual hazard reduction burns as outlined in the burn program. This includes pre and post fire weed removal as well as implementation of burn control lines and carrying out of burns with the assistance of relevant fire management agencies.

Works also include responding to fire hazard requests which have been assessed and referred to Council by the RFS. Typically these works are targeted at reducing identified fire hazards including the manual removal of excess fuels and pile burning where manual removal can not be implemented.

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Council's contribution to bush fire education is to be provided by Strategy and Environment staff, with supporting funds for bush fire education provided by the Environmental Levy.

## CONSULTATION WITH OTHER COUNCIL DEPARTMENTS

Consultation occurred within the Strategy and Environment and Operations departments to co-ordinate management of bushland interface, identify vegetation types, bush fire risks, fire history and assets. Council's Consultation Co-ordinator (Strategy and Environment) also made a significant contribution co-ordinating public meetings and communications between stakeholders.

## SUMMARY

It is a requirement under the NSW *Rural Fires Act 1997* that a Bush Fire Risk Management Plan (BFRMP) be developed every five years for each bush fire prone region across NSW. The 2010 plan as adopted by the Committee on the 31 March 2010 (**Attachment A**) replaces the 2005 version.

The plan identifies community assets at risk from bush fire and outlines a five year program of treatments which are undertaken by multiple agencies. A number of stakeholders were involved in identifying assets considered to be at risk from bush fire. These included community groups, residents, existing Hornsby/Ku-ring-gai BFMC members and sub-committees, local government, fire authorities and associated agencies. The likelihood and consequence of fire impacting on each asset could then be assessed and priorities and treatment strategies were developed.

Council's and other land managers are required to give consideration to this plan as part of the development of their annual works program. As in previous years, this has informed the development of the annual works program for the bushland operational section as well as capital works, particularly in relation to fire trail construction, as reflected in past Management Plans and the current draft Delivery Program and Operational Plan for 2010-2014.

## RECOMMENDATION

That Council endorse the Hornsby/Ku-ring-gai Bush Fire Risk Management Plan (2010) as adopted by the Hornsby/Ku-ring-gai Bush Fire Management Committee and that this plan inform future operational and capital works regarding bush fire management across the Ku-ring-gai Local Government Area.

Jennie Cramp  
**Acting Technical Officer – Bush Fire**

Matthew Drago  
**Manager Open Space Operations**

Peter Davies  
**Manager Corporate Planning and Sustainability**

Antony Fabbro  
**Acting Director Strategy and Environment**

**Attachments:**      **A. Hornsby/Ku-ring-gai Bush Fire Risk Management Plan - 2010/074525**  
                             **B. BFMC Minutes of 31 March 2010, Item 8 - 2010/086126**



# **Hornsby/Ku-ring-gai Bush Fire Management Committee**

## **Bush Fire Risk Management Plan**

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## Authorisation

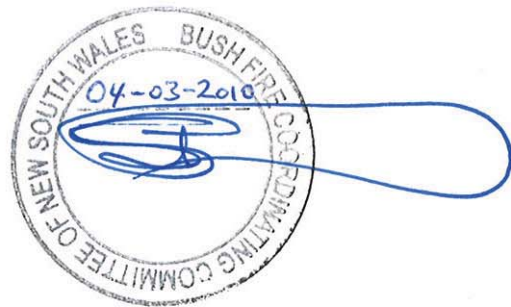
In accordance with Part 3 Division 4 of the Rural Fires Act 1997, this Plan has been prepared by the Hornsby/Ku-ring-gai Bush Fire Management Committee and has been endorsed at the BFMC meeting on 11/11/2009 for submission to the Bush Fire Coordinating Committee.

### Recommended

*Gordon E. Linking*  
2 February 2010

Chairperson  
Hornsby/Ku-ring-gai Bush Fire Management Committee

### Approved



On behalf of the  
NSW Bush Fire Coordinating Committee



## **Amendment List**

<b>Amendment</b>		<b>Entered</b>	
<b>Number</b>	<b>Date</b>	<b>Signature</b>	<b>Date</b>

## Glossary

**Assets:** anything valued by the community which includes houses, crops, heritage buildings and places, infrastructure, the environment, businesses, and forests, that may be at risk from bush fire.

**Bush Fire:** a general term used to describe fire in vegetation, includes grass fire.

**Bush Fire Hazard:** the potential severity of a bush fire, which is determined by fuel load, fuel arrangement and topography under a given climatic condition.

**Bush Fire Risk:** the chance of a bush fire igniting, spreading and causing damage to the community or the assets they value.

**Bush Fire Risk Management:** a systematic process that provides a range of treatments which contribute to the well being of communities and the environment, which suffer the adverse effects of wildfire/bush fire.

**Bush Fire Threat:** potential bush fire exposure of an asset due to the proximity and type of a hazard and the slope on which the hazard is situated.

**Consequence:** outcome or impact of a bush fire event.

**Fire Fighting Authorities:** the NSW Rural Fire Service, NSW Fire Brigades, the National Parks and Wildlife Service and Forests NSW.

**Fire Threshold:** Are the upper and lower time limits or range of fire intervals recommended for each vegetation type to support ecologically sustainable fire management.

**Likelihood:** the chance of a bush fire igniting and spreading.

**Major Bush Fire:** A bush fire which requires the attendance of multiple brigades, or causes damage to property or injury to one or more persons.

**Map Display Area:** geographic area determined by the Bush Fire Management Committee which is used to provide a suitable area and scale for community participation and mapping display purposes.

**Recovery costs:** the capacity of an asset to recover from the impacts of a bush fire.

**Risk Acceptance:** an informed decision to accept the consequences and the likelihood of a particular risk.

**Risk Analysis:** a systematic process to understand the nature of and to deduce the level of risk.

**Risk Assessment:** the overall process of risk identification, risk analysis and risk evaluation.

**Risk Identification:** the process of determining what, where, when, why, and how something could happen.

**Risk Treatment:** the process of selection and implementation of measures to modify risk.

**Vulnerability:** the susceptibility of an asset to the impacts of bush fire.



## Chapter 1. Introduction

### 1.1 Background

Under the *Rural Fires Act 1997* the Bush Fire Coordinating Committee (BFCC) must constitute a Bush Fire Management Committee (BFMC) for each area in the State, which is subject to the risk of bush fires. Each BFMC is required to prepare and submit to the BFCC a draft Bush Fire Risk Management Plan (BFRMP).

A BFRMP is a strategic document that identifies community assets at risk and sets out a five-year program of coordinated multi-agency treatments to reduce the risk of bush fire to the assets. Treatments may include such things as hazard reduction burning, grazing, community education, fire trail maintenance and establishing community fireguard groups.

Annual programs to implement the treatments identified in this plan will be undertaken by the relevant land managers and fire fighting authorities.

In exercising its functions under the *Rural Fires Act 1997*, including the preparation of a draft Bush Fire Risk Management Plan, the Hornsby/Ku-ring-gai BFMC is required to have regard to the principles of ecologically sustainable development (ESD).

This document and the accompanying maps together form the BFRMP for the Hornsby/Ku-ring-gai BFMC area.

This BFRMP has been prepared by the Hornsby/Ku-ring-gai BFMC and covers both public and private lands. This BFRMP must be reviewed and updated within each successive five-year period from the constitution of the BFMC.

The BFCC recognises that climate change has the potential to increase bush fire risk. The risk assessment process applied in this BFRMP is based on current climatic conditions. The BFCC will monitor information on climate change and will modify the process when necessary.

### 1.2 Aim and Objectives

The **aim** of this BFRMP is to minimise the risk of adverse impact of bush fires on life, property and the environment.

The **objectives** of this BFRMP are to:

- reduce the number of human-induced bush fire ignitions that cause damage to life, property and the environment;
- manage fuel to reduce the rate of spread and intensity of bush fires, while minimising environmental/ecological impacts;
- reduce the community's vulnerability to bush fires by improving its preparedness; and
- effectively contain fires with a potential to cause damage to life, property and the environment.

## 1.3 Description of the Hornsby Ku-ring-gai BFMC Area

### 1.3.1 Location and land tenure

The Hornsby/Ku-ring-gai BFMC area is located in *the North of Sydney*, New South Wales and includes the Local Government *Area/s* of *Hornsby and Ku-ring-gai*.

The area covered by the Hornsby/Ku-ring-gai BFMC is 593000 hectares, of which 63% is bushland. Land tenures for bushland in the BFMC area is outlined in Table 1.1.

Land Manager*	% of Bushland in BFMC area
National Parks & Wildlife Service	54
Ku-ring-gai Local Government	3
Hornsby Local Government	6
Department of Lands	9
Private	28

**Table 1.1 Land Tenure**

### 1.3.2 Climate and bush fire season

The typical / average climate in the Hornsby/Ku-ring-gai BFMC area is for uniform rainfall throughout the year, although higher rainfall can be experienced in the months of February to March. The bush fire season generally runs from October to March, in which high day time temperatures are expected.

Prevailing weather conditions associated with the bush fire season in the Hornsby/Ku-ring-gai BFMC area are strong North West winds, low humidity and high temperatures. These conditions combined with dry vegetation dramatically influence the behaviour of bush fires in the area. Although bushfires may occur at any time of the year, the highest probability of bushfires occurs in December and January.

### 1.3.3 History of bush fire frequency and ignition cause

The Hornsby/Ku-ring-gai BFMC area has on average 40 bush fires incidents per year. On average the area is expected to experience major bushfires *every 7-10 years*.

The main sources of ignition in the Hornsby/Ku-ring-gai BFMC areas are: Deliberate ignitions, camp fires, debris burning, electrical & lightning.

## Chapter 2. Identifying and Assessing the Bush Fire Risk

### 2.1 Process

The Australia/New Zealand Standard *AS/NZS 4360: 2004 Risk Management* was used as the basis for the risk assessment process. See Figure 2.1 for the steps involved. For a detailed description of the process undertaken see the Bush Fire Risk Management Planning Guidelines for Bush Fire Management Committees on the RFS website: [www.rfs.nsw.gov.au](http://www.rfs.nsw.gov.au).

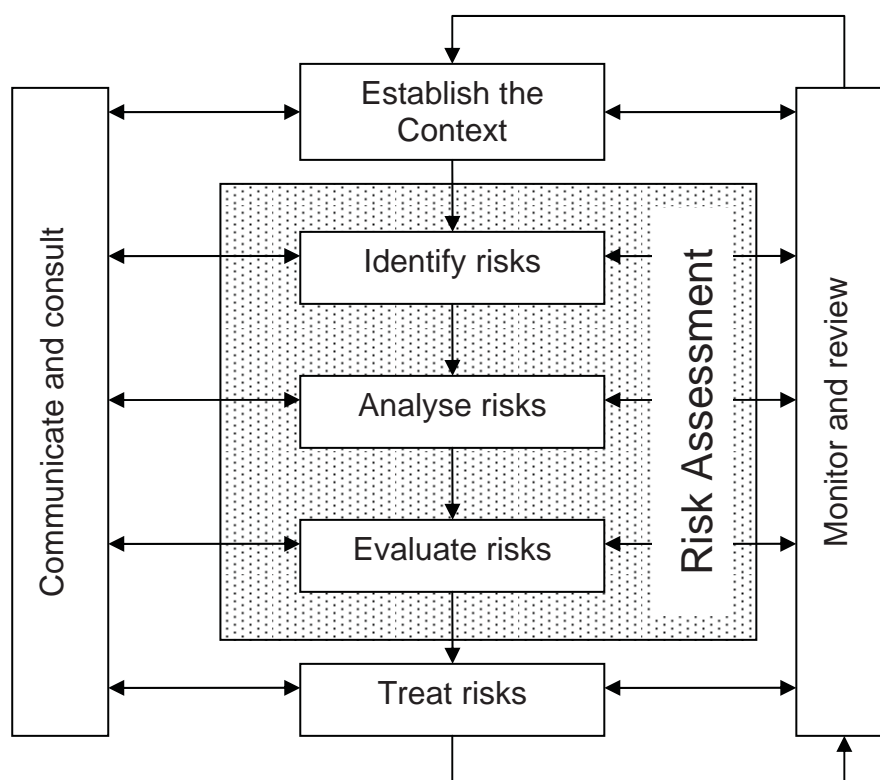


Figure 2.1 Overview of the risk assessment process

### 2.2 Communication and Consultation

Community participation is an integral part of risk management. The Community Participation Strategy involved developing and implementing a process to address the needs, issues and concerns of stakeholders within the BFMC area in regards to the BFRMP. See Appendix 1 for the Community Participation Strategy used by the Hornsby/Ku-ring-gai BFMC in preparing this BFRMP.



## 2.3 Identifying the Bush Fire Risk

Identifying the level of bush fire risk firstly involved identifying important community assets considered to be at risk from bush fire in the Hornsby/Ku-ring-gai BFMC area, and then assessing the likelihood and consequence ratings.

### 2.3.1 Assets

BFMC members and the community, including RFS volunteers, identified assets within the Hornsby/Ku-ring-gai BFMC that they believed were at risk of bush fire.

The assets were divided into four asset types:

#### Human settlement

- Residential areas including urban bushland interface areas and rural properties;
- Special Fire Protection areas including schools, hospitals, nursing homes, and tourist facilities; and
- Other human settlement areas including commercial and industrial areas where distinct from major towns.

#### Economic

- Agricultural; e.g. major silos, regional saleyards, cropping/grazing land;
- Commercial/industrial e.g. major industries, sawmills;
- Infrastructure e.g. large power lines, gas and oil pipelines, railway lines, electricity substations, communication facilities, waste treatment plants;
- Tourist and recreational e.g. tourist sites and facilities, resorts, retreats;
- Mines;
- Commercial forests e.g. pine plantations, eucalypt plantations and commercial native forests; and
- Drinking water catchments.

#### Environmental

- Threatened species, populations and ecological communities and Ramsar wetlands;
- Locally important species and ecological communities, such as species and ecological communities especially sensitive to fire.

## **Cultural**

- Aboriginal significance – Aboriginal places and items of significance;
- Non-indigenous heritage – places and items arising from the early occupation of NSW by European or other non-indigenous settlers; and
- Other cultural assets – community halls, clubs and recreational facilities.

See Appendix 2 for the full list of assets identified in the Hornsby/Ku-ring-gai BFMC area. See maps 1-6 for the location of assets to be treated under this BFRMP.

### **2.3.2 Assessing the Bush Fire Risk - Consequence**

Once the assets were identified, the consequence of a bush fire impacting on these assets was assessed.

See Appendix 2 for the consequence ratings assigned to each asset identified in the Hornsby/Ku-ring-gai BFMC area.

The different asset types had different assessment processes used to determine the consequence. These processes are identified below.

#### **Human settlement**

A potential fire behaviour model using vegetation type, slope and separation distance was used to produce a threat rating for human settlement assets. The vulnerability of the asset to a bush fire was also assessed and a rating assigned. These ratings were then used to assess the consequence of a bush fire impacting upon a human settlement asset.

Special Fire Protection (SFP) assets were considered inherently more vulnerable to bush fire due to mobility capacity, knowledge or other issues relating to their inhabitants, (e.g. the elderly, infirm, children or tourists) and therefore stricter requirements for vulnerability assessment and rating were applied.

#### **Economic**

The level of economic impact e.g. local, regional or state, as well as the economic recovery costs (how long and complicated a financial recovery will be) of the asset were identified. These ratings were used to assess the consequence of a bush fire impacting upon an economic asset.

#### **Environmental**

Environmental assets with known minimum fire threshold were assessed to determine if they were at risk of a bush fire within the 5 year life of the BFRMP using fire history and fire threshold data. Those environmental assets which were within or above the fire threshold were not assessed in the BFRMP, as the negative impact of a fire within the 5 year period was determined as being low and may even be of benefit to the asset and surrounding habitat.

The vulnerability of an environmental asset was determined by its conservation status and its geographic extent (distribution across the landscape). Vulnerability and potential impact of bush fire were used to assess the consequence of a bush fire impacting upon an environmental asset.

### **Cultural**

For non-indigenous historical, Aboriginal and other cultural assets a potential fire behaviour model using fuel load, slope and proximity was used to produce a threat rating. The physical vulnerability of the asset to a bush fire was also assessed. These ratings were then used to assess the consequence of a bush fire impacting upon a cultural asset.

### **2.3.3 Assessing the Bush Fire Risk - Likelihood**

For all asset types the likelihood of a bush fire occurring was assessed. This involves considering fire history, including ignition cause and patterns, known fire paths, access, containment potential and potential fire run (size of the vegetated area). See Appendix 2 for the likelihood ratings assigned to each asset identified in the Hornsby/Ku-ring-gai BFMC area.

### **2.3.4 Identifying the level of risk**

The consequence and likelihood ratings were then used to identify the level of risk. See Appendix 2 for the risk ratings assigned to each asset identified in the Hornsby/Ku-ring-gai BFMC area.

### **2.3.5 Evaluating the Bush Fire Risk**

Once the risk ratings for each asset were identified, they were evaluated to:

- a) confirm that risk levels identified in the risk analysis process are appropriate and reflect the relative seriousness of the bush fire risk;
- b) identify which assets require treatments; and
- c) identify treatment priorities.

### **2.3.6 Prioritising Treatments**

No organisation has limitless resources to deal with adverse risk. It is therefore necessary to define priorities. The bush fire risk ratings determined were used to prioritise the risk treatments, i.e. areas of extreme risk were considered first for treatment, then very high, then high then medium then low. *\*It was also necessary to prioritise within the risk levels i.e. determining which of the extreme risks was the most serious. This was done on the basis of the consequence and likelihood ratings.*



### **2.3.7 Risk Acceptability**

Risks below a certain level were assessed as not requiring treatment within the life of this plan. This is due to a combination of the number of extreme and very high risk priorities and capacity to undertake the works. Within the Hornsby/Ku-ring-gai BFMC area the level of acceptability is high. Areas of high, medium or low risk are likely to be managed by routine procedures and so do not require a specific application of resources.

The Hornsby Ku-ring-gai BFMC has accepted that there will be some risk to cultural assets of Aboriginal Significance and Non Indigenous Cultural Assets. Due to their inaccessible location and likelihood that some sites may be damaged by mitigation works the Hornsby Ku-ring-gai BFMC will not be applying specific treatments to these assets. The BFMC wide treatments, in addition to scheduled treatments such as prescribed burns and fire trail maintenance is expected to contribute toward the reduction of risk to these assets.

## **Chapter 3. Treating the Risk**

### **3.1 Bush Fire Management Zones**

Bush Fire Management Zones were identified within the Hornsby/Ku-ring-gai BPMC area and mapped (see maps 1-6). These zones identify the fire management intent for a specific area. See Table 3.1 for descriptions of the zones and their purposes. The four categories of Bush Fire Management Zones are:

- Asset Protection Zone (APZ);
- Strategic Fire Advantage Zone (SFAZ);
- Land Management Zone (LMZ); and
- Fire Exclusion Zone (FEZ).

Zone	Purpose	Suppression Objective(s)	Zone characteristics
<b>Asset Protection Zone</b>	To protect human life, property and highly valued public assets and values.	To enable the safe use of <b>Direct Attack</b> suppression strategies within the zone. To minimise bush fire impacts on undefended assets.	As per RFS document <i>Standards for Asset Protection Zones</i> .
<b>Strategic Fire Advantage Zone</b>	To provide strategic areas of fire protection advantage which will reduce the speed and intensity of bush fires, and reduce the potential for spot fire development; To aid containment of wildfires to existing management boundaries.	To improve the likelihood and safe use of:  <b>Parallel Attack</b> suppression strategies within the zone. and/or <b>Indirect Attack</b> (back burning) in high to very high fire weather conditions within the zone.  To reduce the likelihood of: Crown fire development within the zone. and/or Spot fire ignition potential from the zone  .	Zone width related to suppression objectives and dependant upon: <ul style="list-style-type: none"> <li>• Topography</li> <li>• Aspect</li> <li>• Spotting propensity</li> <li>• Location of adjacent firebreaks</li> <li>• Mosaic pattern of treatment</li> </ul> Assess Overall Fuel Hazard (OFH) once vegetation communities reach minimum fire thresholds within this plan. Management practices should aim to achieve mosaic fuel reduction patterns so that the majority of the SFAZ has an OFH of less than high.
<b>Land Management Zone</b>	To meet relevant land management objectives in areas where APZs or SFAZs are not appropriate.	As per the land management and fire protection objectives of the responsible land management agency. To reduce the likelihood of spread of fires. To undertake mosaic burning	As appropriate to achieve land management e.g. heritage and/or fire protection e.g. broad scale mosaic burning objectives.
<b>Fire Exclusion Zone</b>	To exclude bush fires.	N/A	Variable dependant on size of fire sensitive area requiring protection.

**Table 3.1 Bush Fire Management Zones: Purpose, objectives and characteristics**

NB: OFH refers the Overall Fuel Hazard Guide as described in the document published by (Dept. of Sustainability and Environment 3<sup>rd</sup> ed. 1999 & NPWS version); State-wide procedures for assessment of fuel hazard will be developed in conjunction with the BFCC.

**Note:** All areas that are not mapped or described as APZs or SFAZs are considered as LMZs.



### 3.2 BFMC Wide Treatments

BFMC wide treatments are activities which reduce the overall bush fire risk within the BFMC area and are undertaken on an ongoing basis as part of normal business. These treatments are not linked to specific assets in the BFRMP, rather they are applied across all or part of the BFMC area as designated by legislation or agency policy. BFMC wide treatments include the following:

- **Reviewing the bush fire prone land map**

These maps identify bush fire prone land and are used to trigger whether a development application is assessed using *Planning for Bush Fire Protection*<sup>1</sup>.

- **Ensuring developments in bush fire prone land comply with *Planning for Bush Fire Protection***

This assessment process requires new applications for development to include bush fire protection measures.

- **Using the Local Environment Plan/s (LEPs) to control developments in areas with a bush fire risk**

LEPs can be used to exclude development in extreme bush fire risk areas or where bush fire protection measures cannot be incorporated.

- **Varying the standard bush fire danger period as required**

In years where the weather is particularly adverse the bush fire danger period may be brought in early or extended. This is assessed every year by the BFMC.

- **Requiring permits during the bush fire danger period**

In the bush fire danger period a fire safety permit is required to light a fire in the open. Permits specify conditions such as fire fighting equipment that must be on site, or restrict burns based on weather conditions.

- **Prosecution of offenders in relation to deliberate ignition**

Under the *Rural Fires Act 1997* persons may be prosecuted for breaching the conditions on a fire permit, lighting a fire during a Total Fire Ban, allowing fire to escape their property, or other breaches of the Act. In addition the member agencies of the BFMC will co-operate with the NSW Police in relation to the prosecution of arsonists under the Crimes Act 1900

- **Investigation of bush fire cause**

All bush fires which do not have a known cause are investigated to identify how they started.

- **Normal fire suppression activities**

Responding to bush fire is a normal business activity for the fire fighting authorities.

- **Assessing and managing compliance with strategic fire fighting resource allocation provisions**

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<sup>1</sup> NSW Rural Fire Service 2006 *Planning for Bush Fire Protection: A guide for councils, planners, fire authorities and developers*.

Strategic fire fighting resource allocation provisions is the process used to identify the number of stations, brigades and an appliance required in an area, and considers members, training, assets and hazards.

- **Preparation of a S52 Operations Coordination Plan**

The Operations Coordination Plan is prepared biannually and sets out how coordinated fire fighting will occur. It includes specific operational restrictions on fire fighting techniques in certain areas, where fires will be managed from, and how agencies involved can communicate during operations.

- **Fire Management Plans or Plans of Management**

Some land management agencies have developed fire management plans or plans of management with specific fire or fuel management strategies, for example a Forests NSW Regional Fuel Management Risk Plan, a NPWS Fire Management Strategy. These publicly exhibited plans form the basis for operational fire planning on public parks, reserves and forests.

- **Bush Fire Hazard Complaints**

If someone is concerned about possible bush fire hazards on a neighbouring property or any other land, then this can be reported to the RFS Commissioner or their local RFS Fire Control Centre. The complaint will be investigated and may result in a notice being issued to the landowner or manager to reduce the hazard.

### 3.3 Asset Specific Treatments

There are four broad strategy groups available to treat the bush fire risk to assets identified in the BFRMP.

The types of asset specific treatments in each strategy group used in the Hornsby/Ku-ring-gai BFMC area are listed below. A full list of the treatment strategies in the Hornsby/Ku-ring-gai BFMC area are in Appendix 3.

Strategy	Targeted treatments used in the Hornsby/Ku-ring-gai BFMC area
Ignition Management	Suspend fire generated activities on days of very high to extreme fire danger Undertake patrols of National Parks during TOBANS Maintain vegetation as per Network Management Plan
Hazard Reduction	Perform annual maintenance along APZ Maintain APZ by burning Undertake mosaic burning in SFAZ Undertake mosaic burning in LMZ
Community Education	Manage CFU as per NSWFB policy Conduct FireWise activity
Preparedness	Inspect and maintain fire trail as required Manage CFU as per NSWFB policy

**Table 3.2 Asset specific treatments used in the Hornsby/Ku-ring-gai BFMC area**

### 3.4 Fire Thresholds

The vegetation in the Hornsby/Ku-ring-gai BFMC area was classified into fire threshold categories (Table 3.3\*).

Vegetation formation	Minimum SFAZ Threshold (years)	Minimum LMZ Threshold (years)	Maximum Threshold (years)	Notes
Rainforest	NA	NA	NA	Fire should be avoided.
Wet Sclerophyll forest (shrubby subformation)	25	30	60	Crown fires should be avoided in the lower end of the interval range.
Wet Sclerophyll forest (grassy subformation)	10	15	50	Crown fires should be avoided in the lower end of the interval range.
Grassy woodland	5	8	40	Minimum interval of 10 years should apply in the southern Tablelands area. Occasional intervals greater than 15 years may be desirable.
Grassland	2	3	10	Occasional intervals greater than 7 years should be included in coastal areas. There was insufficient data to give a maximum interval; available evidence indicates maximum intervals should be approximately 10 years.
Dry sclerophyll forest (shrub/grass subformation)	5	8	50	Occasional intervals greater than 25 years may be desirable.
Dry sclerophyll forest (shrub subformation)	7	10	30	Occasional intervals greater than 25 years may be desirable.
Heathlands	7	10	30	Occasional intervals greater than 20 years may be desirable.
Freshwater wetlands	6	10	35	Occasional intervals greater than 30 years may be desirable.
Forested wetlands	7	10	35	Some intervals greater than 20 years may be desirable.
Saline wetlands	NA	NA	NA	Fire should be avoided.

**Table 3.3 Fire Thresholds for Vegetation Categories**

### 3.5 Annual Works Programs

The land management agencies and fire fighting authorities responsible for implementing the treatments identified in this plan will include those treatments in their annual works programs detailing how, when, and where the required activities will be undertaken.



### **3.6 Implementation**

When the treatments identified in this BFRMP are implemented there are a number of issues that need to be considered by the responsible agency including environmental assessments and approvals, smoke management and prescribed burn plans.

## **Chapter 4. Performance Monitoring and Reviewing**

### **4.1 Review**

This BFRMP must be reviewed and updated within each successive five-year period from the constitution of the BFMC. The Hornsby/Ku-ring-gai BFMC will also review this plan as necessary to account for any changes in context or risk. This may be triggered by a range of circumstances, including but not limited to:

- changes to the BFMC area, organisational responsibilities or legislation;
- changes to the bush fire risk in the area; or
- following a major fire event.

### **4.2 Monitoring**

The BFMC is required to monitor progress towards the completion of treatment works listed in the BFRMP, and the timeliness of the works.

### **4.3 Reporting**

The BFMC is required to report annually to the BFCC on its progress in implementing the bush fire risk management activities identified in this plan.

### **4.4 Performance Measurements**

State wide performance measurements which are linked to the BFRMP have been identified by the BFCC. All BFMCs must use these to monitor and report on their success in reducing the bush fire risk in their BFMC area.

## **Appendices**

### **Appendix 1 Community Participation Strategy**

### **Appendix 2 Asset & Treatment Register**

### **Appendix 3 Maps**

- Overview Map – Map Display Areas (MDA)
- Map 1 – Hornsby North
- Map 2 – Hornsby Central
- Map 3 – Hornsby South
- Map 4 – Ku-ring-gai North
- Map 5 – Ku-ring-gai Central
- Map 6 – Ku-ring-gai South



## Appendix 1 Community Participation Strategy

Date Due	Target Audience	Method of Communication	Method of Notification	Key messages/ purpose	Resources	Notes & Responsibility	Completed
Jun-09	Bushland- interface residents	Community BBQs, Website	Media Release, Mayoral Column, website, Flyer, Poster	Introduce BFRMP, community issues, discuss treatment options & community responsibilities	media article, Flyers/posters, website, agency representatives, venues, catering, resource sheet	Media - Alison Riley KC, Flyers- Louise Haywood KC, Web site - Mark Sugden RFS, Venues- Councils, Catering - Mark Sugden RFS, resources sheet - Mark Sugden RFS	Flyers- 3/06/2009, Website - 1/06/2009, Venues - 29/05/2009, Catering - - 31/05/2009, Media Release (Advocate 18/06/09, North Shore Times 17/06/09), Radio 99.3 -18/06/09
May-09	Special Fire Protection Groups	Pre-planned meeting, PowerPoint Presentation	Invitation Letter	Introduce BFRMP, community issues, discuss treatment options & community responsibilities	Invitation Letter Venue PowerPoint presentation	Letter- Alison Riely KC, Venue- Mark Sugden RFS, PP- Mark Sugden RFS	Letters -- 4/06/2009, Venue - 1/05/2009, Meeting 12/06/09
May-09	RFS Volunteers	Pre-planned meeting, PowerPoint Presentation	RFS correspondence	Introduce BFRMP, Identifying assets, Determining Risk, Assigning treatments	PowerPoint presentation, maps	PP- Mark Sugden RFS, Maps- Mark Sugden RFS	Captains Meeting, Area Group Meetings, Individual Brigade 13/06/09, 18/06/09
Jun-09	Broader Community	Community BBQs, Website	Media Release, Mayoral Column, website, Flyer, Poster	Introduce BFRMP, community issues, discuss treatment options, community responsibilities	media article, Flyers/posters, website, agency representatives, venues, catering, resource sheet, letters to local interest groups	Letters- Alison Riley KC	Media Release (Advocate 18/06/09, North Shore Times 17/06/09), Community BBQ (20/06/09, 21/06/09, 27/06/09, 28/06/09, 5/07/09)
May-09	Mayor & Councillor	Pre-planned meeting,	Invitation	Introduce BFRMP, Implications for	PowerPoint presentation, maps,	PP- Mark Sugden RFS, Maps- Mark Sugden RFS,	KC 12/05/09, HSC 1/06/09

**Annex A to  
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	Briefing	PowerPoint Presentation	agency	venue/dates	Venues-Councils	
Jun-09	MP Briefing	Pre-planned meeting, PowerPoint Presentation	Introduce BFRMP	PowerPoint presentation, venue/dates	Venues- Mark Sugden RFS, PP- Mark Sugden RFS	MP 15/06/09
May-09	Staff Briefing	Pre-planned meeting	Introduce BFRMP, Implications for agency	maps, venue/dates	Maps -Agency, Venues - Agency	RFS - 12/05/09
Jun-09	Interest Groups (Bushcare etc)	Community BBOs, Website	Introduce BFRMP, community issues, discuss treatment options, community responsibilities	media article, Flyers/posters, website, agency representatives, venues, catering, resource sheet, letters to local interest groups	Letters- Alison Riley KC	Letter - 12/06/09
Jun-09	CFU	Community BBOs, website	Introduce BFRMP, community issues, discuss treatment options, community responsibilities	media article, Flyers/posters, website, agency representatives, venues, catering, resource sheet, letters to local interest groups	Letter - John Mac NSWFB	Letters- 2/06/2009
Jun-09	Sport Organisations	Community BBOs, Website	Introduce BFRMP, community issues, discuss treatment options, community responsibilities	media article, Flyers/posters, website, agency representatives, venues, catering, resource sheet, letters to local interest groups	Letters- Alison Riley KC	Letter - 12/06/09
ongoing	Community Ongoing	Website, Online Forum, Inquiry Line, Advertising, static displays	maintain community Participation, record and consider issues/comments, provide feedback	Website facilitator, correspondence facilitator	Website - Mark Sugden RFS, Facilitator - Mark Sugden RFS	Website online 29/05/09, inquiry Line - established prior

**Annex A to  
Bush Fire Coordinating Committee  
Policy No. 1/2008  
Bush Fire Risk Management**

June/ July 09	Community BBQ's	Static displays with staff from relevant agencies	Letter box drop	Community participation, community comments and feedback	Static Displays, Staff from RFS, NSWFB; DECC; Councils	Display material - relevant Council	Sat 20th June (10-12) - Cherrybrook, Sat 20th June (2- 4) - Westleigh, Sun 21st June (10-12) Turramurra, Sun 21st June (2-4) Ku-ring-gai, Sat 27th June (10-12) Lindfield, Sat 27th June (2-4) Lane Cove NP, Sun 28th June (10-12) Hornsby Heights, Sun 28th June (2-4) Berowra, Sun 5 July (10-12) Arcadia
Nov - Dec 09	Draft Exhibition	Static display material	Newspaper advertisements	Final public exhibition requirement	Static display materials and CDs	Venues - Relevant Agency	7/12/2009 to 19/01/2010



## **Appendix 2 Asset and Treatment Register**

Priority (Risk Rating)	Asset ID	Asset Name	Strategy	Treatment ID	Action Description	Comment	Responsible Agencies	Other RA	Support Agencies	Other SA	809	910	1011	1112	1213	1314	1415	
1A (Extreme)	1	Asquith	Hazard Reduction	11	Perform annual maintenance along APZ	APZ: Eden Drive	DL					0910	1011	1112	1213	1314		
				63	Undertake mosaic burn in SFAZ		DL,LGA,Private		NSWFB,RFS			0910	1011					
			Preparedness	70	Inspect and maintain fire trail as required	Trail: Chelmsford Trail: Unnamed Private / Public Access 9 Trail: Unnamed Private Access 11 Trail: Eden Waterboard Trail: Leighton Place	DL,LGA; DECC,Private Private	RFS			0910	1011	1112	1213	1314			
	2	North Wahroonga (West)	Community Education Hazard Reduction	97	Manage CFU as per NSWFB policy		NSWFB					0910	1011	1112	1213	1314		
				62	Perform annual maintenance along APZ	APZ: 112 Curtin Avenue to 184 Grosvenor Street	LGA DECC				0910	1011	1112	1213	1314			
				120	Undertake mosaic burn in LMZ		DECC				0910		1112					
			Preparedness	14	Inspect and maintain fire trail as required	Trail: Barton to Grosvenor Trail: Barton to Grosvenor Trail: Lister to Daly Trail: Branch to Fraser Brook Trail: Branch to Tamar Trail: Cliff to Tamar	LGA				0910		1112		1314			
				15	Inspect and maintain fire trail as required		LGA		RFS			0910		1112		1314		
				18	Inspect and maintain fire trail as required	Trail: Glibberalong Track	DECC		RFS			0910	1011	1112	1213	1314		
			Community Education	98	Manage CFU as per NSWFB policy		NSWFB				0910	1011	1112	1213	1314			
	2	North Turramurra (West)	Hazard Reduction	2	Perform annual maintenance along APZ	APZ: 34 Holt Avenue to 35 Barton Crescent APZ: 31 Barton Avenue to Boundary Road APZ: Lister Avenue to Cliff Avenue APZ: Tamar Place to Esk Street APZ: Esk Street to Huon Street APZ: 13 Kokoda Avenue to Burns Road	LGA LGA DECC LGA					0910	1011	1112	1213	1314		
			Preparedness	61	Undertake mosaic burn in SFAZ		LGA		RFS					1112		1314		
				120	Undertake mosaic burn in LMZ		DECC		RFS					1112		1314		
				14	Inspect and maintain fire trail as required	Trail: Barton to Grosvenor Trail: Barton to Grosvenor Trail: Lister to Daly Trail: Branch to Fraser Brook Trail: Branch to Tamar Trail: Cliff to Tamar	LGA				0910		1112		1314			
				15	Inspect and maintain fire trail as required	Trail: Clissold Road to Golden Jubilee Oval Trail: Huon Line Trail: Clissold To McRae Trail: Clissold Link Trail: Gywdir to Samuel King Oval	LGA NSWFB LGA LGA DECC					0910		1112		1314		
Community Education Hazard Reduction			99	Manage CFU as per NSWFB policy		LGA						0910	1011	1112	1213	1314		
			3	Perform annual maintenance along APZ	APZ: 310 Bobbin Head Road to McRae Place	LGA					0910	1011	1112	1213	1314			
			4	Maintain APZ by burning	APZ: 392 Bobin Head to Banks Avenue	LGA					0910	1011	1112	1213	1314			
			120	Undertake mosaic burn in LMZ		DECC		RFS					1112					
			16	Inspect and maintain fire trail as required	Trail: Clissold Road to Golden Jubilee Oval Trail: Huon Line Trail: Clissold To McRae Trail: Clissold Link Trail: Gywdir to Samuel King Oval	LGA RFS NSWFB NSWFB					0910		1112		1314			
Preparedness Community Education			58	Conduct FireWise activity	Edu: Conduct street meeting for hazard reduction burn	LGA RFS NSWFB					0910	1011	1112	1213	1314			
			102	Manage CFU as per NSWFB policy		NSWFB					0910	1011	1112	1213	1314			
			103	Manage CFU as per NSWFB policy		NSWFB					0910	1011	1112	1213	1314			
3			St Ives Chase	Hazard Reduction	5	Perform annual maintenance along APZ		LGA			LGA		0910	1011	1112	1213	1314	
					57	Undertake mosaic burn in SFAZ		LGA		RFS				1011			1314	
		122		Undertake mosaic burn in SFAZ		DECC		RFS			0910	1011	1112	1213	1314			
	Preparedness	23		Inspect and maintain fire trail as required	Trail: Warrimoo Trail: Kichener to Phillip Trail: Solander Branch Trail: St Ives Show Ground	DECC DECC LGA				0910	1011	1112	1213	1314				
		24		Inspect and maintain fire trail as required	Trail: Solander Loop Trail: St Ives Show Ground	LGA					0910		1112		1314			
	Community Education	25		Inspect and maintain fire trail as required	Trail: Browns Trail KWG - St Ives Show Ground	LGA		RFS			0910	1011	1112	1213	1314			
		53		Manage CFU as per NSWFB policy	Trail: Browns Trail KWG - St Ives Show Ground	NSWFB					0910	1011	1112	1213	1314			
	Hazard Reduction	7		Perform annual maintenance along APZ	APZ: Yanilla to Alata APZ: Browns Road	LGA DECC				0910	1011	1112	1213	1314				
		54		Undertake mosaic burn in SFAZ		DECC		NSWFB			0910	1011	1112	1213	1314			
	Community Education Hazard Reduction	106		Manage CFU as per NSWFB policy		NSWFB					0910	1011	1112	1213	1314			
		51		Undertake mosaic burn in SFAZ		LGA		NSWFB			0910				1314			
		52		Undertake mosaic burn in SFAZ		LGA		NSWFB			0910				1314			
	Community Education Hazard Reduction	55		Manage CFU as per NSWFB policy		NSWFB					0910	1011	1112	1213	1314			
		13		Perform annual maintenance along APZ	APZ: Devlin Road	LGA					0910	1011	1112	1213	1314			
		56		Undertake mosaic burn in SFAZ		DECC		NSWFB					1112					
4	North Epping				APZ: Boundary Road APZ: North Epping Oval APZ: North Epping Park APZ: Epping Park													
		Community Education	111	Perform annual maintenance along APZ		LGA				0910	1011	1112	1213	1314				
			48	Manage CFU as per NSWFB policy		NSWFB				0910	1011	1112	1213	1314				
		Community Education	6	Perform annual maintenance along APZ	APZ: Bowen to Alfred APZ: Saddington to Vernon APZ: Koombalah to Ashburn	LGA				0910	1011	1112	1213	1314				
		Hazard Reduction	50	Undertake mosaic burn in SFAZ		LGA		NSWFB			0910	1011	1112	1213	1314			
		Preparedness	49	Inspect and maintain fire trail as required	Trail: Kissing Point to Comerarra	LGA		RFS			0910	1011	1112	1213	1314			
		Community Education	45	Manage CFU as per NSWFB policy		NSWFB					0910	1011	1112	1213	1314			























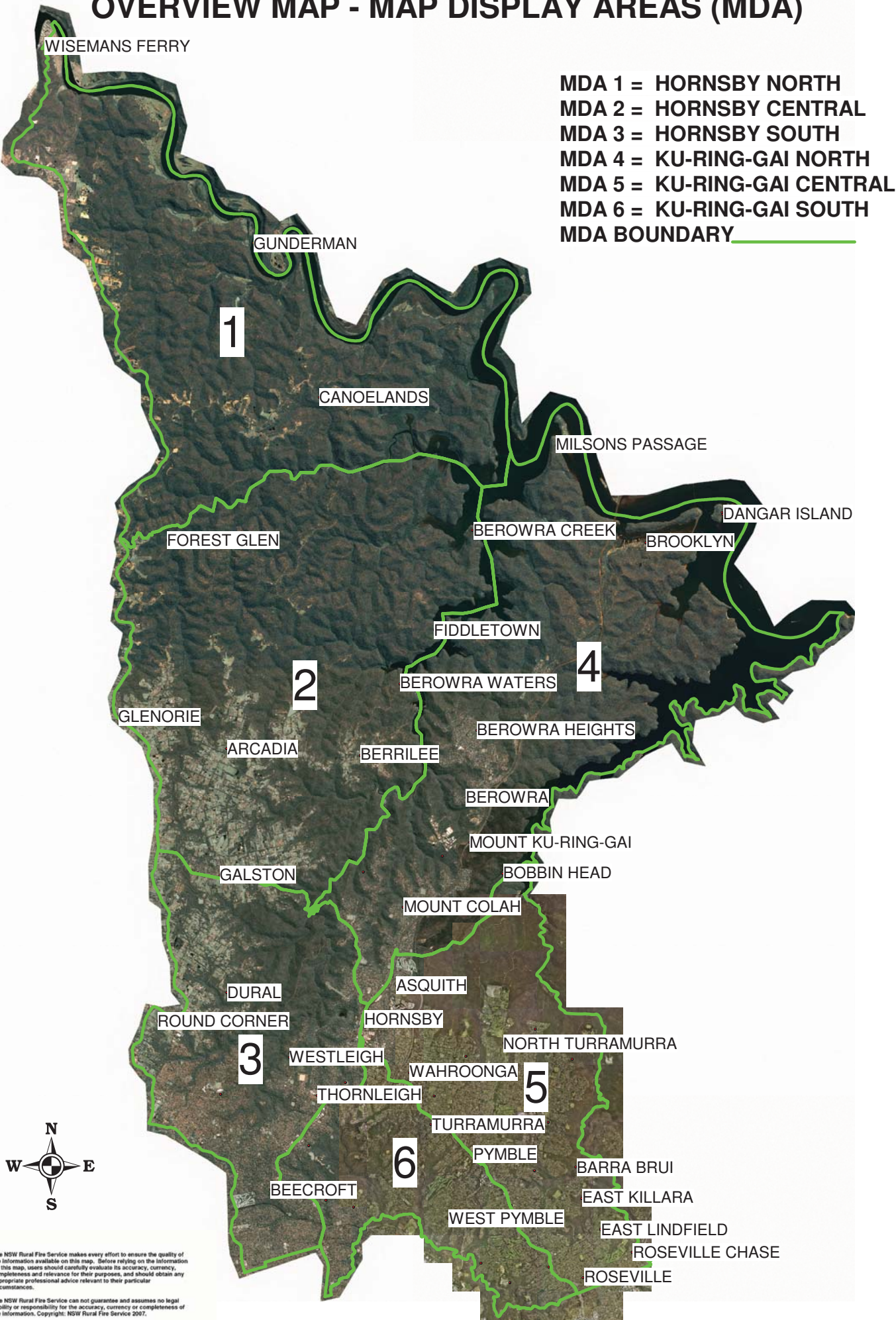


		208 Sydney Water (Dural)	Hazard Reduction	325 Inspect & maintain utility site as required	Vegetation maintenance	Other	Sydney Water				09/10	10/11	11/12	12/13	13/14	
		207 Sydney Water (Dural 1)	Hazard Reduction	326 Inspect & maintain utility site as required	Vegetation maintenance	Other	Sydney Water				09/10	10/11	11/12	12/13	13/14	
		208 Transmission Line	Ignition Management	276 Maintain vegetation as per Network Management Plan		Other	Energy Australia				09/10	10/11	11/12	12/13	13/14	[14/15]
		209 Transmission Line	Ignition Management	276 Maintain vegetation as per Network Management Plan		Other	Energy Australia				09/10	10/11	11/12	12/13	13/14	[14/15]
		210 Cultural site: Browa Waters 2	Hazard Reduction	327 Perform maintenance along APZ	APZ: Bar Island - Church ruins and cemetery	LGA						10/11		12/13		[14/15]
		211 Cultural Site: Brooklyn 1														
		212 Cultural Site: Galston 1														
		213 Cultural site: Hornsby 1														
		214 Cultural site: Hornsby 2														
		215 Cultural site: Thornleigh														
		216 Cultural site: Galston 3														
3B (High)		217 Cultural Site: North Watroonga 1														
		218 Cultural Site: North Watroonga 3														
3C (High)		219 Roseville Chase (East)														
		220 Gordon														
		221 Pymble (East)														
		222 Pymble (Olympic Hay Nature Reserve)	Hazard Reduction	338 Perform annual maintenance along APZ	APZ: Vista Street	DECC					09/10	10/11	11/12	12/13	13/14	
		223 Pymble (Central)														
		224 Pymble (North)														
		225 Turamurra	Hazard Reduction	290 Undertake mosaic burn in SFAZ		Private	LGA						11/12			
		226 Normanhurst (East)														
		227 Turamurra (North)														
		228 Beecroft	Community Education	348 Manage CFU as per NSWFB policy		NSWFB					09/10	10/11	11/12	12/13	13/14	
		229 Turamurra/ Pymble	Hazard Reduction	50 Undertake mosaic burn in SFAZ		LGA	NSWFB				09/10		11/12			
		230 Galston (West)														
		231 Cherrybrook (North)	Hazard Reduction	330 Perform annual maintenance along APZ	APZ: Upper Pynes Creek Bushland 2 (Elabara Crescent)	LGA					09/10	10/11	11/12	12/13	13/14	
		232 Cherrybrook (Central)	Preparedness	331 Perform maintenance along APZ	APZ: Erilbake Park 2 & 3 (29 Bowen Close to 21A Chiswick Place)	LGA					09/10		11/12		13/14	
		233 Cherrybrook (South)	Community Education	333 Inspect and maintain fire rail as required	Trail: Elabara Fuel Break	LGA					09/10		11/12		13/14	
		234 West Pennant Hills	Community Education	340 Conduct FireWise activity	Edu: Target SFP	RFS					09/10	10/11	11/12	12/13	13/14	
		235 Bennant Hills (South)	Preparedness	341 Conduct FireWise activity	Edu: Target SFP	RFS					09/10	10/11	11/12	12/13	13/14	
		236 Mt Cobb	Community Education	342 Conduct FireWise activity	Trail: Schollfield	DLDECC					09/10	10/11	11/12	12/13	13/14	
		237 Beecroft (South)	Hazard Reduction	343 Conduct FireWise activity	Edu: Target SFP	RFS					09/10	10/11	11/12	12/13	13/14	
		238 Epping (West)	Preparedness	361 Perform annual maintenance along APZ	APZ: Lyne Road reserve	LGA					09/10	10/11	11/12	12/13	13/14	
		239 North Turamurra (South east)	Community Education	344 Conduct FireWise activity	Trail: Beecroft Scouts	LGA					09/10		11/12		13/14	
		240 Epping (South)	Community Education	345 Conduct FireWise activity	Trail: York Street unofficial public access way	NSWFB					09/10	10/11	11/12	12/13	13/14	
		241 Glenora (South)														
		242 Arcadia (West)	Community Education	346 Conduct FireWise activity	Edu: Target SFP	RFS					09/10	10/11	11/12	12/13	13/14	
		243 Mid Dural	Hazard Reduction	337 Undertake mosaic burn in SFAZ		LGA/Private					09/10					
		244 Mid Dural														
		245 Mid Dural														
		246 Mid Dural (East)	Preparedness	335 Inspect and maintain fire rail as required	Trail: Galston Showground North 1											
		247 Glenhaven	Community Education	347 Conduct FireWise activity	Trail: Galston Showground South	LGA					09/10	10/11	11/12	12/13	13/14	
		248 Glenhaven (South)	Hazard Reduction	350 Perform annual maintenance along APZ	Trail: Galston Substation Fernleier	RFS					09/10	10/11	11/12	12/13	13/14	
		249 Pymble (West)	Preparedness	335 Inspect and maintain fire rail as required	Edu: Target SFP	LGA					09/10	10/11	11/12	12/13	13/14	
		250 F3			APZ: Pynes Park (Oval)											
		251 Canoon Tennis Courts			Trail: Galston Showground North 1											
		252 St Ives Driver Training School			Trail: Galston Showground South											
		253 Watroonga			Trail: Galston Showground North 2											
		254 Sydney Water (Westleigh Reservoir)	Hazard Reduction	352 Inspect & maintain utility site as required	Trail: Galston Substation Fernleier	LGA					09/10	10/11	11/12	12/13	13/14	
		255 St Ives Showground			Edu: Target SFP						09/10	10/11	11/12	12/13	13/14	
		256 Kingsford Council Nursery	Hazard Reduction	353 Inspect & maintain utility site as required	Trail: Galston Substation Trail - other	Other					09/10	10/11	11/12	12/13	13/14	
		257 Sydney Water (Hornsby)			APZ: Thomas Wilkinson Oval											
		258 Kingsford Council Nursery			Trail: James Henry Oval						09/10	10/11	11/12	12/13	13/14	
		259 Sydney Water (Thornleigh)	Preparedness	334 Inspect and maintain fire rail as required	Trail: Thomas Wilkinson	LGA					09/10	10/11	11/12	12/13	13/14	
		260 Bobbin Head Marina	Hazard Reduction	328 Perform annual maintenance along APZ	APZ: James Henry Reserve	LGA					09/10	10/11	11/12	12/13	13/14	
		261 Apple Tree Bay Kosk and picnic area			APZ: Saddington to Vernon	LGA					09/10	10/11	11/12	12/13	13/14	
		262 Transmision Line	Ignition Management	277 Maintain vegetation as per Network Management Plan	APZ: Kombolah to Ashburton	Other										
		263 Transmision Line	Ignition Management	277 Maintain vegetation as per Network Management Plan		Other										
		264 Transmision Line														
		265 Transmision Line														
		266 Duffy Island														
		267 Duffy Island														
		268 Duffy Island														
		269 Sydney Water Swerage														
		269 Resident Plant Brooklyn														
		270 Cultural Site: Brooklyn 2	Hazard Reduction	354 Inspect & maintain utility site as required	Vegetation maintenance	Other	Sydney Water				09/10	10/11	11/12	12/13	13/14	



# HORNSBY/KU-RING-GAI BUSH FIRE RISK MANAGEMENT PLAN

## OVERVIEW MAP - MAP DISPLAY AREAS (MDA)



The NSW Rural Fire Service makes every effort to ensure the quality of the information available on this map. Before relying on the information on this map, users should carefully evaluate its accuracy, currency, completeness and relevance for their purposes, and should obtain any appropriate professional advice relevant to their particular circumstances.

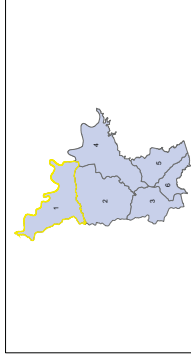
The NSW Rural Fire Service can not guarantee and assumes no legal liability or responsibility for the accuracy, currency or completeness of the information. Copyright: NSW Rural Fire Service 2007.



Hornsby/Ku-ring-gai BPMC  
Bush Fire Risk Management  
Plan 2010

Hornsby North - Map Display Area  
Map 1 of 6

This Bush Fire Risk Management Plan (BFRMP) has been prepared by the Hornsby/Ku-ring-gai Bush Fire Management Committee (BFRMC) in accordance with the Bush Fire Management Act 1997.  
The BFRMC is a joint committee of the Hornsby and Ku-ring-gai Councils, established to coordinate the bush fire management activities of the two Councils.  
The BFRMC has adopted the following objectives:  
- to coordinate the bush fire management activities of the two Councils;  
- to ensure that the bush fire management activities of the two Councils are consistent with the objectives of the Bush Fire Management Act 1997;  
- to ensure that the bush fire management activities of the two Councils are consistent with the objectives of the Local Government Act 1995;  
- to ensure that the bush fire management activities of the two Councils are consistent with the objectives of the Environmental Planning and Assessment Act 1979;  
- to ensure that the bush fire management activities of the two Councils are consistent with the objectives of the Bush Fire Management Act 1997.



**Review**  
The BFRMC will review this BFRMP at least once every five years, or more frequently if necessary, to ensure that it remains current and effective.  
The BFRMC will also review this BFRMP if there is a significant change in the bush fire management activities of the two Councils, or if there is a significant change in the objectives of the Bush Fire Management Act 1997, or if there is a significant change in the objectives of the Local Government Act 1995, or if there is a significant change in the objectives of the Environmental Planning and Assessment Act 1979.

**Notes**  
This BFRMP identifies the areas that are considered to be at risk of bush fire, and the measures that are required to reduce the risk of bush fire.  
The BFRMC has identified the following areas as being at risk of bush fire:  
- the area bounded by the Murrumbidgee River to the north, the Murrumbidgee River to the south, the Murrumbidgee River to the east, and the Murrumbidgee River to the west;  
- the area bounded by the Murrumbidgee River to the north, the Murrumbidgee River to the south, the Murrumbidgee River to the east, and the Murrumbidgee River to the west;  
- the area bounded by the Murrumbidgee River to the north, the Murrumbidgee River to the south, the Murrumbidgee River to the east, and the Murrumbidgee River to the west;

**References**  
The BFRMC has prepared this BFRMP in accordance with the following documents:  
- the Bush Fire Management Act 1997;  
- the Local Government Act 1995;  
- the Environmental Planning and Assessment Act 1979;  
- the Bush Fire Management Act 1997.

**Approval**  
This BFRMP has been approved by the Hornsby/Ku-ring-gai Bush Fire Management Committee (BFRMC) on 15 February 2010.

**Version**  
This BFRMP is version 1.0.

**Author**  
The BFRMC has prepared this BFRMP.

**Editor**  
The BFRMC has prepared this BFRMP.

**Reviewer**  
The BFRMC has prepared this BFRMP.

**Approver**  
The BFRMC has prepared this BFRMP.

**Signatory**  
The BFRMC has prepared this BFRMP.

**Date**  
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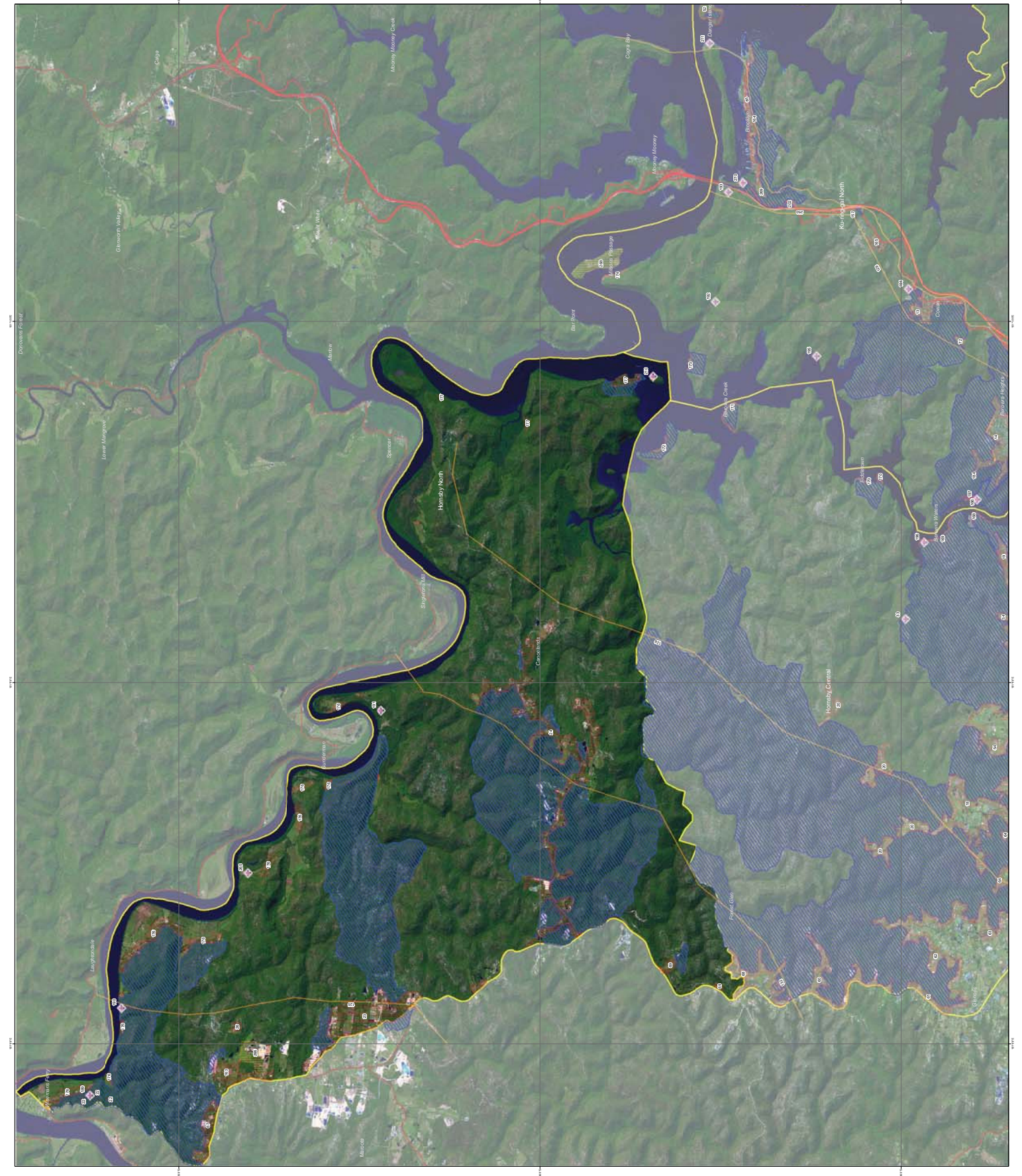
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**Disclaimer**  
The BFRMC does not warrant the accuracy or completeness of the information contained in this BFRMP. The BFRMC is not responsible for any loss or damage caused by the use of this BFRMP.  
The BFRMC is not responsible for any loss or damage caused by the use of this BFRMP.  
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**Hornsby/Ku-ring-gai BFMC  
Bush Fire Risk Management  
Plan 2010**

Hornsby Central - Map Display Area  
Map 2 of 6

This Bush Fire Risk Management Plan (BFRMP) has been prepared by the Hornsby/Bushyongal Bush Fire Management Committee (BIFMC) pursuant to section 52 of the *Rural Fires Act 1997*.

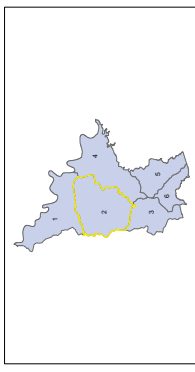
The aim of this BFRMP is to reduce the adverse impact of bush fires on life, property and the environment.

The objectives of this BFRMP are to:

The objectives of this BERMP are to:

- reduce the number of human-induced bush fire ignitions that cause damage to life, property or the environment;
- manage fuel to reduce the spread and intensity of bush fires while minimising environmental/ecological impacts;
- reduce the community's vulnerability to bush fires by improving its preparedness; and
- effectively contain fires with a potential to cause damage to life, property and the environment.

This map forms part of the BFRMP for the Hornsby-Kurung-gai BFRAC, covering the local government area(s) of Hornsby and Kurung-gai. It should be viewed in conjunction with the accompanying BFRMP document which provides further details on the BFRAC area, the assets assessed and the risk assessment process used.



**Review**  
Under the *Rural Pests Act 1987* this plan must be reviewed and updated within each successive five year period following the constitution of the BPMC. The Home Secretary will also review this plan as necessary. This may be triggered by a range of circumstances, including but not limited to:

- changes to the BPMC area, organisational responsibilities or legal status;

[illegible]

**Treatments**

Specific treatments assigned to assets in the Horizontal/Vertical axis are listed in the treatments table and linked to the assets on which they are designed to protect. Standard BPRC wide treatments (i.e. not linked to a specific asset) which occur on an ongoing basis in the BPRC area are:

- reviewing the bush fire prone location;
- ensuring development in the bush fire prone land comply with Planning for Bush Fire Protection;
- ensuring development in the bush fire prone land is consistent with the development in areas with a bush fire risk;
- verifying the structural fire danger period is adequate;
- requiring permits during bush fire danger periods.

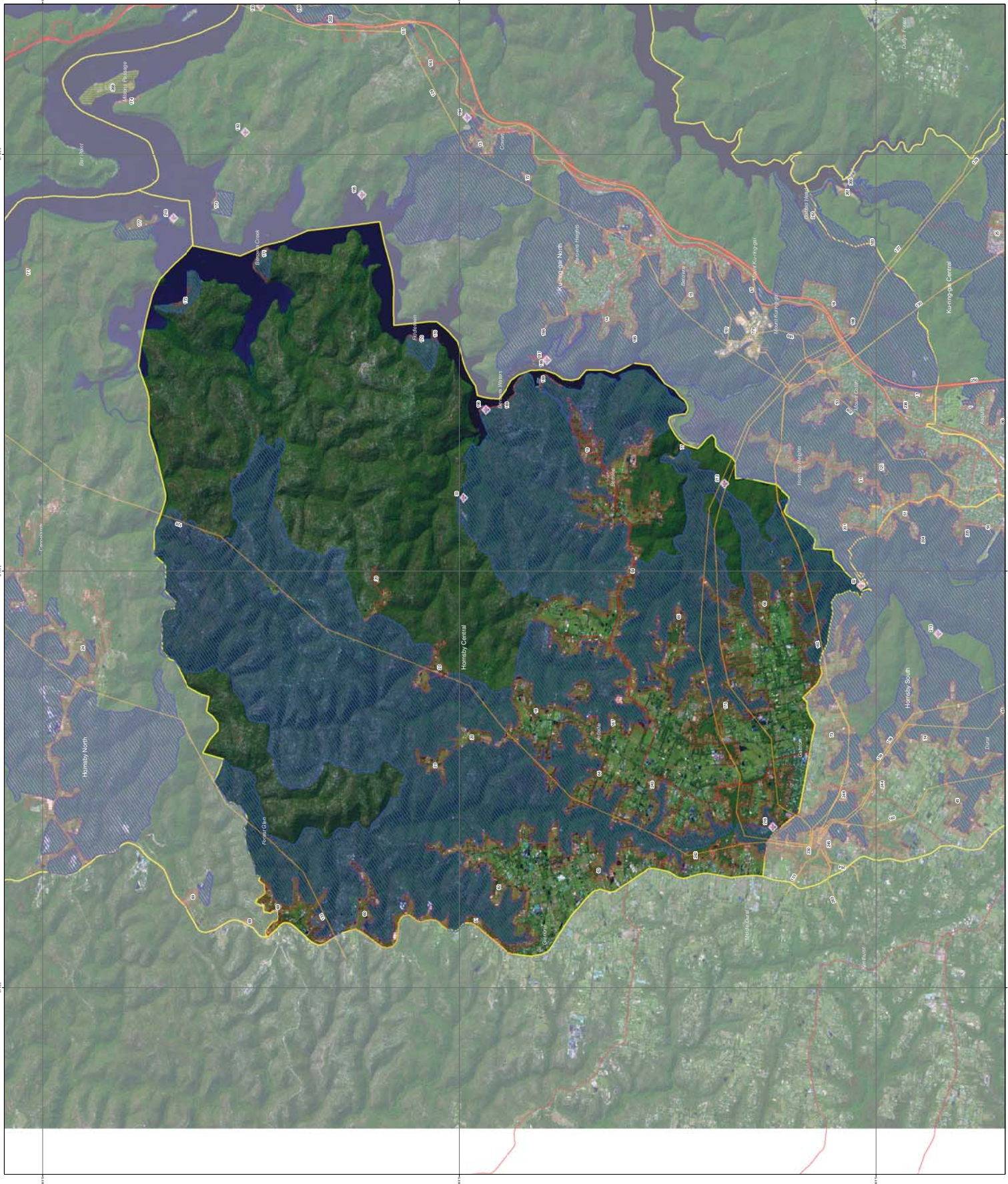
- normal fire suppression activities;
- assessing and managing compliance with strategic fire-fighting resource allocation management systems;
- preparation of a 352 Operations Coordination Plan;
- fire management plans or plans of management; and
- bush fire hazard controls.

Note on LMZ: All areas not specifically mapped as an APZ, SPAZ or FEZ are considered as LMZ for this risk management plan. For areas identified by an LMZ polygon on the map, please refer to the BFRMP document for the specific land management objectives.

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**Disclaimer**  
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Authorized by \_\_\_\_\_ of HomelbyNeuringal BFMAC.  
Date created Friday, 19 February 2010



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Authorized by \_\_\_\_\_ of HomelbyNeuringal BFMAC.  
Date created Friday, 19 February 2010



**Hornsby/Ku-ring-gai BFMC  
Bush Fire Risk Management  
Plan 2010**

Hornsby South - Map Display Area  
Map 3 of 6

This Bush Fire Risk Management Plan (BFRMP) has been prepared by the Hornsby/Kuring-gai Bush Fire Management Committee (BFMC) pursuant to section 52 of the Rural Fires Act 1997.

The aim of this BFRMP is to reduce the adverse impact of bush fires on life, property and the environment.

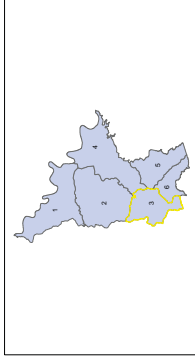
The objectives of this BFRMP are to:

The objectives of this BFRMP are to:

- reduce the number of human-induced bush fire ignitions that cause damage to life, property or the environment;
- manage fuel to reduce the spread and intensity of bush fires while minimising environmental/ecological impacts;

- reduce the community's vulnerability to bush fires by improving its preparedness, and
- identify certain fires with a potential to cause damage to life, property and the environment.

This map forms part of the BFRMP for the Hornsby-Ku-ring-gal BFMAC, covering the local government areas of Hornsby and Ku-ring-gal. It should be viewed in conjunction with the accompanying BFRMP document which provides further details on the BFMAC area, the assets assessed and the risk assessment process used.



**Review**  
Under the *Rural Fires Act 1997* this plan must be reviewed and updated within each successive five year period following the constitution of the BFM. The Herts/Bucks/Essex BFM will also review this plan as necessary. This may be triggered by a range of circumstances, including but not limited to:

- changes to the BFM area, organisational responsibilities or legislation;
- changes to the bush fire risk in the area, or

**Assets** This BFRMP identifies the assets that are considered by the Homabay/Kisumu BFRAC and community to be at risk from bush fire, assesses the bush fire risk to each asset and assigns treatments. Other assets within the BFRAC in the BFRAC areas identified as requiring treatments are listed in the assets table. Other assets within the BFRAC area that were assessed as not requiring treatments within the life of this plan are listed in the appendix to the BFRMP document. The Map Ref number "NA" denotes non-spatial assets.

**Treatments**

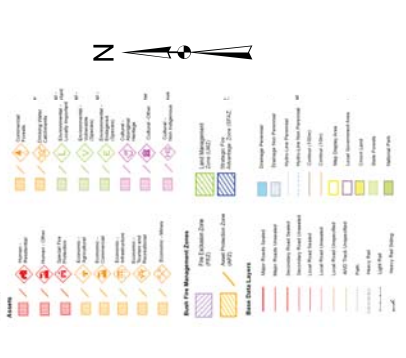
Specific treatments assigned to assets in the Hazard/Vulnerability are listed in the treatments table and listed to the assets which they are designed to protect. Standard BRAC wide treatments (i.e. not tied to a specific asset) which occur on an ongoing basis within the BRAC area are:

- reviewing the built fire prone treatment;
- ensuring developments in the built fire prone land comply with Planning for Bush Fire Protection;
- ensuring developments in the built fire prone land are not sited in areas at risk;
- verifying the construction fire danger period is updated;
- requiring permits during bush fire danger period.

- prosecution of arsonists/burglars
- investigation of bush fire cause;
- normal fire suppression activities;
- assisting and managing compliance with strategic fire-fighting resource allocation management systems;
- preparation of a 202 Operations Coordination plan;
- fire management plans or plans of management; and

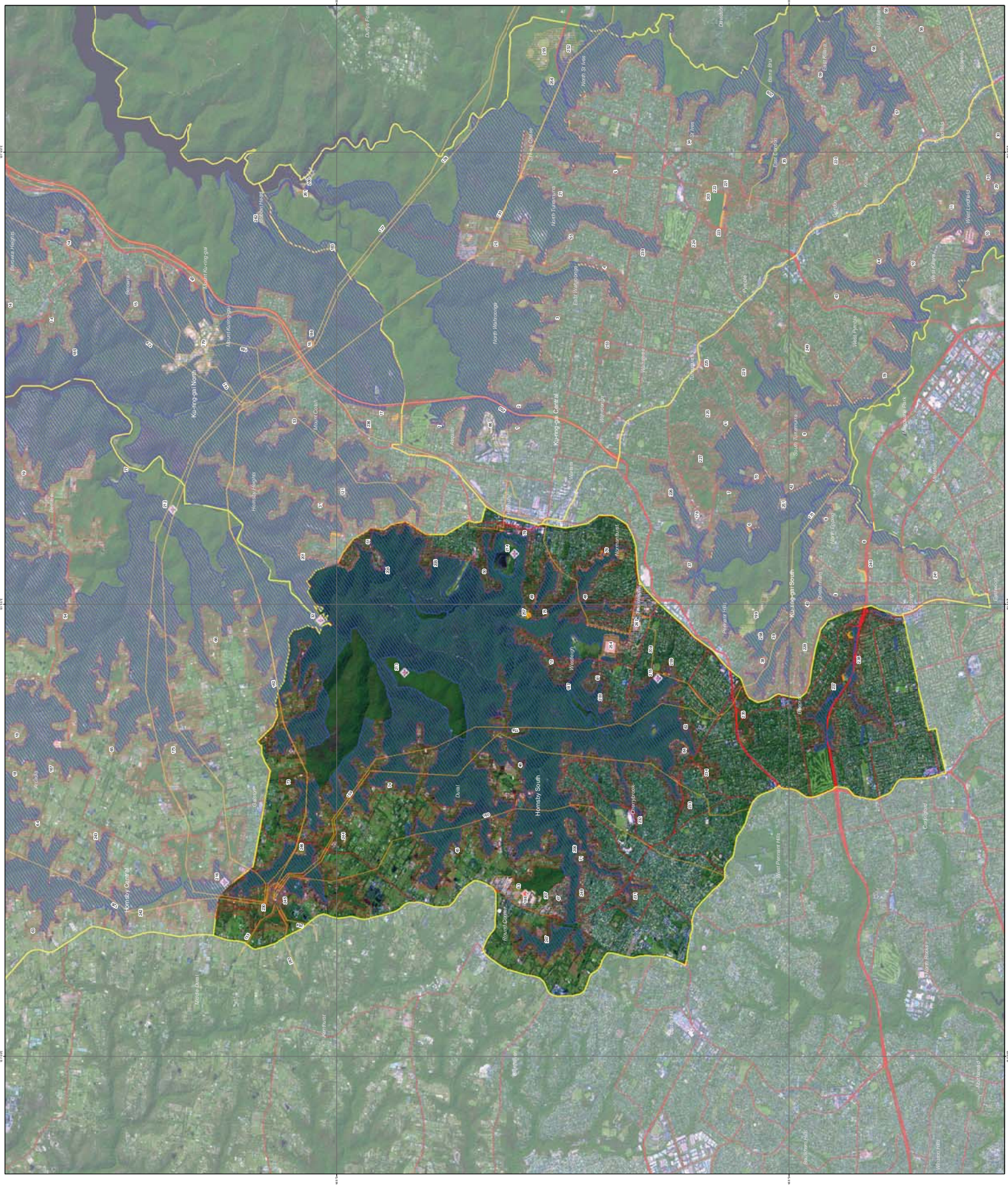
\* bush fire hazard complaints.

Zone	Purpose	Supervision Objectives	Zone Characteristics
Asset Protection Zone	To protect human life, property and highly valued public	To enable the safe use of Direct Attack suppression strategies within the zone.	As per FPS document, Standards for Asset Protection Zones.

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**Disclaimer**  
The Honda/Yukon Pro Map (BPMC) makes every effort to ensure the quality of the information available on this map. Before relying on the information on this map, users should carefully evaluate its accuracy, completeness and relevance for their purposes, and should obtain any appropriate professional advice relevant to their particular circumstances.

The Hombly-Kurung-gal BFMC can not guarantee and assumes no legal liability or responsibility for the accuracy.



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The Honda/Yukon Pro Map (BPMC) makes every effort to ensure the quality of the information available on this map. Before relying on the information on this map, users should carefully evaluate its accuracy, completeness and relevance for their purposes, and should obtain any appropriate professional advice relevant to their particular circumstances.

The Hombly-Kurung-gal BFMC can not guarantee and assumes no legal liability or responsibility for the accuracy.



Hornsby/Ku-ring-gai BFMC  
Bush Fire Risk Management  
Plan 2010

Kuring-gai North - Map Display Area  
Map 4 of 6

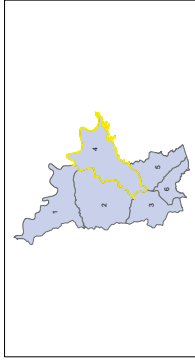
This Bush Fire Risk Management Plan (BFRMP) has been prepared by the Hornsby-Kur-ring-gui Bush Fire Management Committee (BFMC) pursuant to section 52 of the Rural Fires Act 1997.

The aim of this BFRMP is to reduce the adverse impact of bush fires on life, property and the environment.

The objectives of this BFRMP are to:

- The objectives of this BPRM are to:
- reduce the number of human-induced fires that cause damage to life, property or the environment;
  - reduce the number of human-induced fires that cause damage to life, property or the environment by increasing the fire safety of buildings and other structures;
  - reduce the community's vulnerability to bush fires by improving its preparedness; and
  - effectively control fires with a potential to cause damage to life, property and the environment.
- This may form part of the BPRM for the Northern-Kapeng BPRM, covering the local government, assembly or the community. It would be a BPRM for the Northern-Kapeng BPRM, which would be a BPRM for the BPRM area, the assets assessed and the life assessment process used. Further details of the BPRM are:

This map forms part of the BFRMP for the Hornsby-Kurung-gai BPRC, covering the local government area(s) of Hornsby and Kurung-gai. It should be viewed in conjunction with the accompanying BFRMP document which provides further details on the BPRC area, the assets assessed and the risk assessment process used.



**Review**  
Under the *Rural Fires Act 1997* this plan must be reviewed and updated within each successive five year period following the constitution of the BFMAC. The Home Secretary/BMCA will also review this plan as necessary. This may be triggered by a range of circumstances, including but not limited to:

- changes to the BFMCA area, organisational responsibilities or legislation;
- changes to the bush fire risk in the area, or

**Assets**  
This BFRAP identifies the assets that are controlled by the Homzy/Kung'olal BFRAC and community to be at risk from their firm, to assess the best firm link to such asset and assign treatments designed to mitigate the risk. Assets are ranked by the value of the asset as they are perceived by the community. The BFRAC assets are those that were assessed as not requiring treatments when the life of this plan is lapsed in the appendix to the BFRAP document. The Map Ref Number "NA" denotes non-spatial assets.

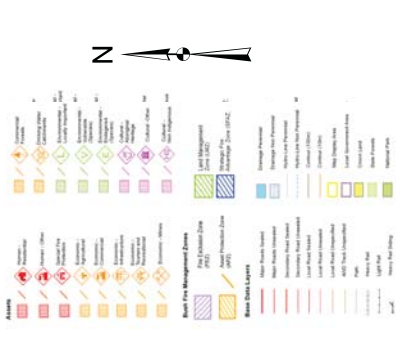
**Treatments**  
Specific treatments assigned to designs in the Homzy/Kung'olal are listed in the treatments table and linked to the assets which they are designed to protect. Standard BFRAC wide treatments (i.e. not tied to a specific asset) are listed in the appendix. The BFRAC assets are:  
• existing buildings  
• new buildings  
• new buildings in the built fire prone land, comply with Planning for Built Fire Protection

- [illegible]

- normal fire suppression activities;
- investigating and managing compliance with strategic fire-fighting resource allocation management systems;
- preparation of a S&T Operations Coordination Plan;
- fire management plans or plans of management; and

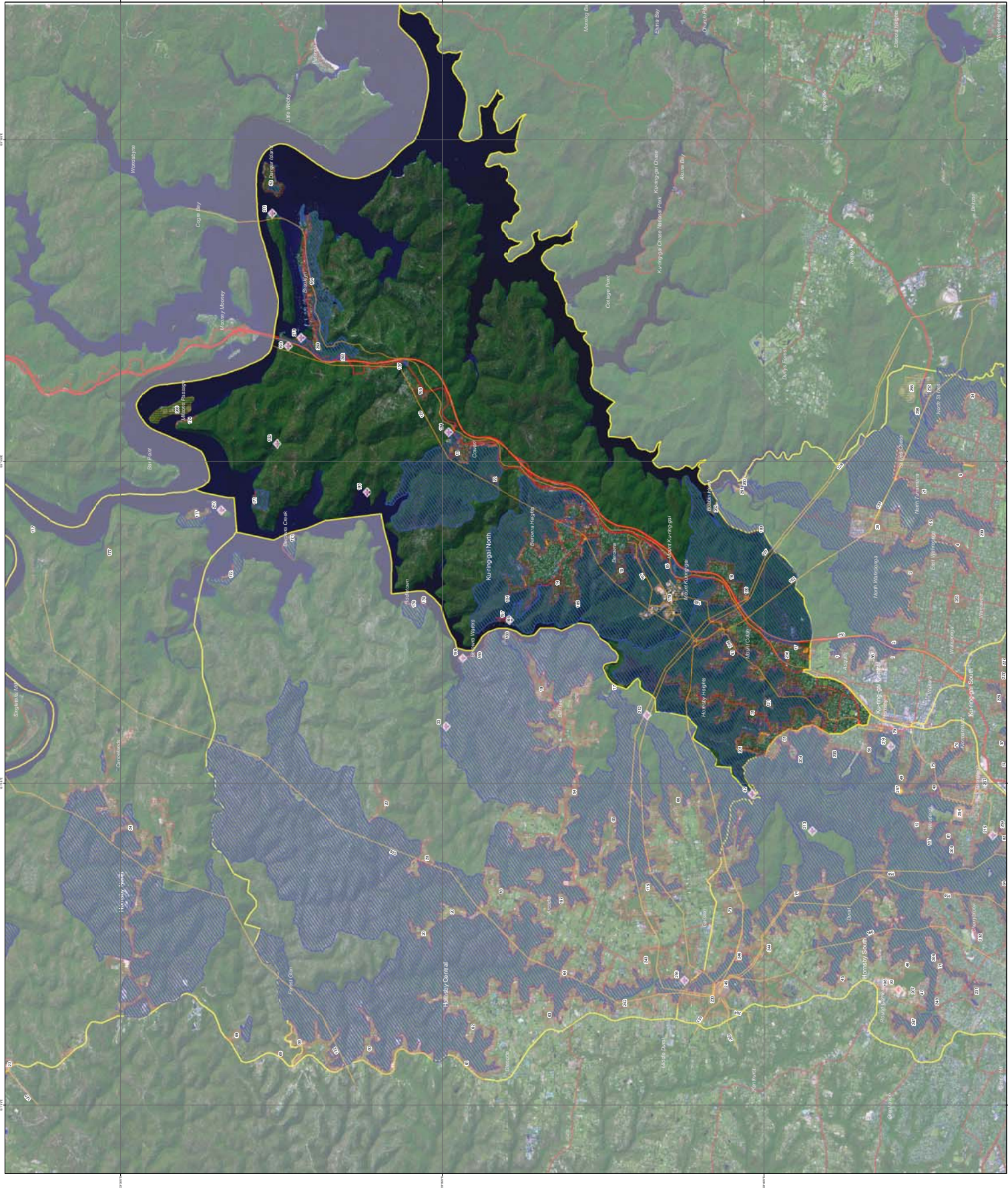
Note on LMZ: All areas not specifically mapped as an APZ, SFAZ or FEZ are considered as LMZ for this risk management plan. For areas identified by an LMZ polygon on the map, please refer to the BFMMP document for the specific land management objectives.

Zone	Purpose	Implementation (Qualitative)	Zone Characteristics
Zone 1 Low Protection Zone	To provide low level of protection to the public from the effects of noise, vibration and ground motion.	To provide low level of protection to the public from the effects of noise, vibration and ground motion.	The zone is located in the area of the proposed development.
Zone 2 Medium Protection Zone	To provide medium level of protection to the public from the effects of noise, vibration and ground motion.	To provide medium level of protection to the public from the effects of noise, vibration and ground motion.	The zone is located in the area of the proposed development.
Zone 3 High Protection Zone	To provide high level of protection to the public from the effects of noise, vibration and ground motion.	To provide high level of protection to the public from the effects of noise, vibration and ground motion.	The zone is located in the area of the proposed development.
Zone 4 Very High Protection Zone	To provide very high level of protection to the public from the effects of noise, vibration and ground motion.	To provide very high level of protection to the public from the effects of noise, vibration and ground motion.	The zone is located in the area of the proposed development.



\*Note - Some base data layers may

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**Hornsby/Ku-ring-gai BFMC  
Bush Fire Risk Management  
Plan 2010**

Ku-ring-gal Central - Map Display Area  
Map 5 of 6

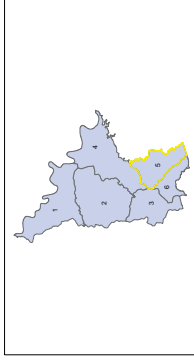
This Bush Fire Risk Management Plan (BFRMP) has been prepared by the Hombaby/Ku-ring-gai Bush Fire Management Committee (BIFMC) pursuant to section 52 of the Rural Fires Act 1997.

The aim of this BFRMP is to reduce the adverse impact of bush fires on life, property and the environment.

The objectives of this BFRMP are to:

- reduce the number of human-induced bush fire ignitions that cause damage to life, property or the environment;
- manage fuel to reduce the spread and intensity of bush fires while minimising environmental/ecological impacts;
- reduce the community's vulnerability to bush fires by improving its preparedness, and

This map forms part of the BFRMP for the Hornsby-Kurung-gai BFMAC, covering the local government area(s) of Hornsby and Kurung-gai. It should be viewed in conjunction with the accompanying BFRMP document which provides further details on the BFMAC area, the assets assessed and the risk assessment process used.



**Review**  
Under the *Rural Fires Act 1997* this plan must be reviewed and updated within each successive five year period following the constitution of the BFMC. The Home Office/Fire Brigades BFMC will also review this plan as necessary. This may be triggered by a range of circumstances, including but not limited to:  
• changes to the BFMC area, organisational responsibilities or legislation.

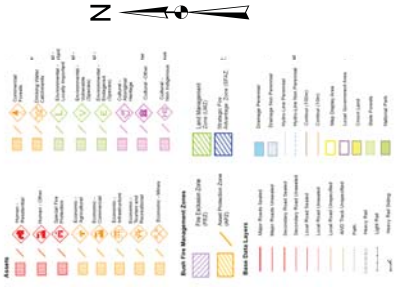
**Assets** This BFRMP identifies the assets that are considered by the Hembury/Ku-Too-gah BFRMC and community to be at risk from bush fire. Assets are identified on the basis of location and assigned treatments. Other assets within the BFRMC area identified as requiring treatment are listed in the asset table. Other assets within the BFRMC area that were assessed as not requiring treatment within the life of this plan are listed in the appendix to the BFRMP document, The MacGill reserve table.<sup>2</sup> Assets are non-feral, native.

Specific treatments assigned to assets in the Homestead/Hindal area are listed in the treatments table and linked to the assets which they are assigned to protect. Standard BPRAC wide treatments (i.e. not linked to a specific asset) which occur on an ongoing basis within the BPRAC area are:

- reviewing the bush fire prone land map;
- ensuring developments in the bush fire prone land comply with Planning for Bush Fire Protection; and
- using the Local Environment Planning (LEP) to control development in areas with a bush fire risk.

- requiring permits during construction periods
- protection of structures and residents
- investigation of built fire cause;
- normal fire suppression activities;
- assisting and monitoring compliance with strategic firefighting resource allocation management systems;
- preparation of a 322 Operations Coordination Plan.

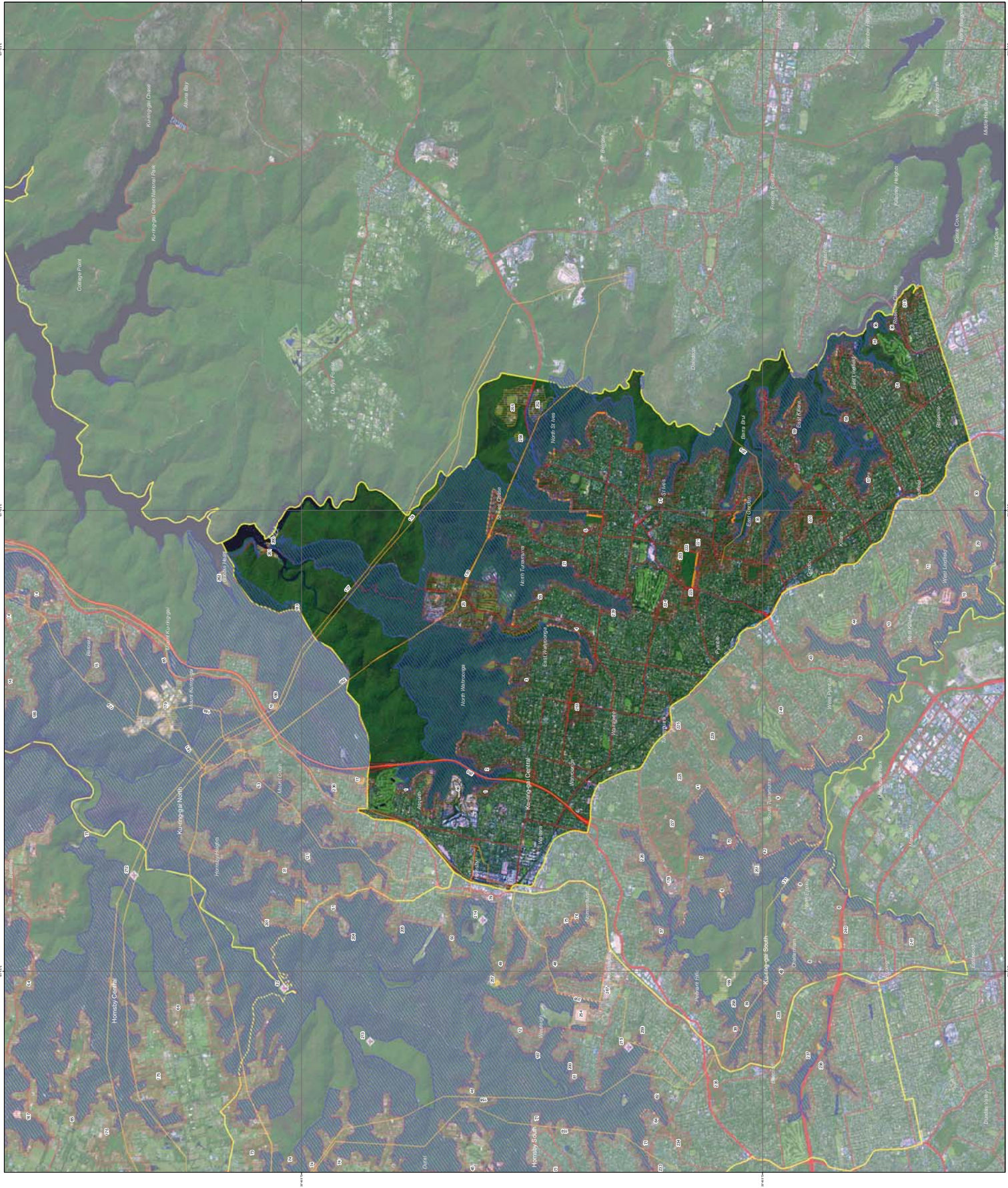
Note on LMAZ: All areas not specifically mapped as an APZ, SPAZ, or FEZ are considered as LMAZ for this risk management plan. For areas identified by an LMAZ polygon on the map, please refer to the BFRMP document for the specific land management objectives.

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**Disclaimer**  
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Authorized by \_\_\_\_\_ of Hornsby-Kuringgai BLM.  
Date created: Friday, 19 February 2010



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Date created: Friday, 19 February 2010



Hornsby/Ku-ring-gai BFMC  
Bush Fire Risk Management  
Plan 2010

Ku-ring-gai South - Map Display Area  
Map 6 of 6

This Bush Fire Risk Management Plan (BFRMP) has been prepared by the Hornsby-Kuring-gai Bush Fire Management Committee (BFMCM) pursuant to section 52 of the Rural Fire Act 1997.

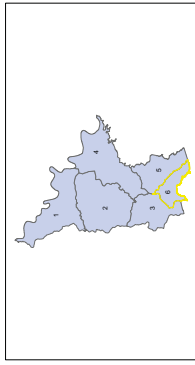
The aim of this BFRMP is to reduce the adverse impact of bush fires on life, property and the environment.

The objectives of this BFRMP are to:

The objectives of this BERMP are to:

- reduce the number of human-induced bush fire ignitions that cause damage to life, property or the environment;
- manage fuel to reduce the spread and intensity of bush fires while minimising environmental/ecological impacts;
- reduce the community's vulnerability to bush fires by improving its preparedness; and
- effectively contain fires with a potential to cause damage to life, property and the environment.

This map forms part of the BFRMP for the Hornsby-Kurung-gai BFRMC, covering the local government area(s) of Hornsby and Kurung-gai. It should be viewed in conjunction with the accompanying BFRMP document which provides further details on the BFRMC area, the assets assessed and the risk assessment process used.



**Review**  
Under the *Rural Fires Act 1997* this plan must be reviewed and updated within each successive five year period following the constitution of the BFMAC. The Home Office Fire Brigades Union will also review this plan as necessary. This may be triggered by a range of circumstances, including but not limited to:

- changes to the BFMAC area, organisational responsibilities or legal status;
- changes to the bush fire risk in the area, or

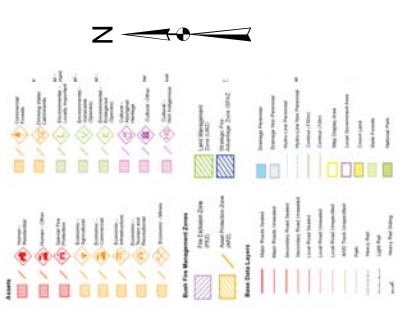
**AS464.** This IFMRP identifies the assets that are considered by the Homozygous/BPMC and community to be at risk from the BMC, as assessed by the high fire risk to such assets and assigns treatments designed to mitigate the risk. Assets in the IFMRP are identified as requiring treatments and listed in the asset table. Other assets within the BPMC area are not considered as requiring treatments and are not listed in the asset table. This plan are listed in the appendix to the IFMRP document. The Map Number "NA" denotes non-rated assets.

**Treatments**

Specific treatments assigned to assets in the Homozygous/BPMC area are listed in the treatment table and linked to the assets which they are designed to protect. Standard IFMRP wide treatments (i.e. not tied to a specific asset) which occur on or around assets within the BPMC area are listed in the treatment table. The IFMRP also includes a table of specific treatments for the BPMC area and a table of specific treatments for the BPMC area and a table of specific treatments for the BPMC area.

- using the Standard Environment Plans (LEPs) to control development in areas with a bush fire risk;
- varying the bush fire danger period as required;
- requiring permits during bush fire danger periods;
- providing information to the public;
- investigation of bush fire causes;
- normal fire suppression activities;
- assessing and managing compliance with strategic fire-fighting assets or allocation management systems;
- preparation of a SES Operations Coordination Plan;
- preparation of a bush fire management plan for areas of management and bush fire hazard control areas.

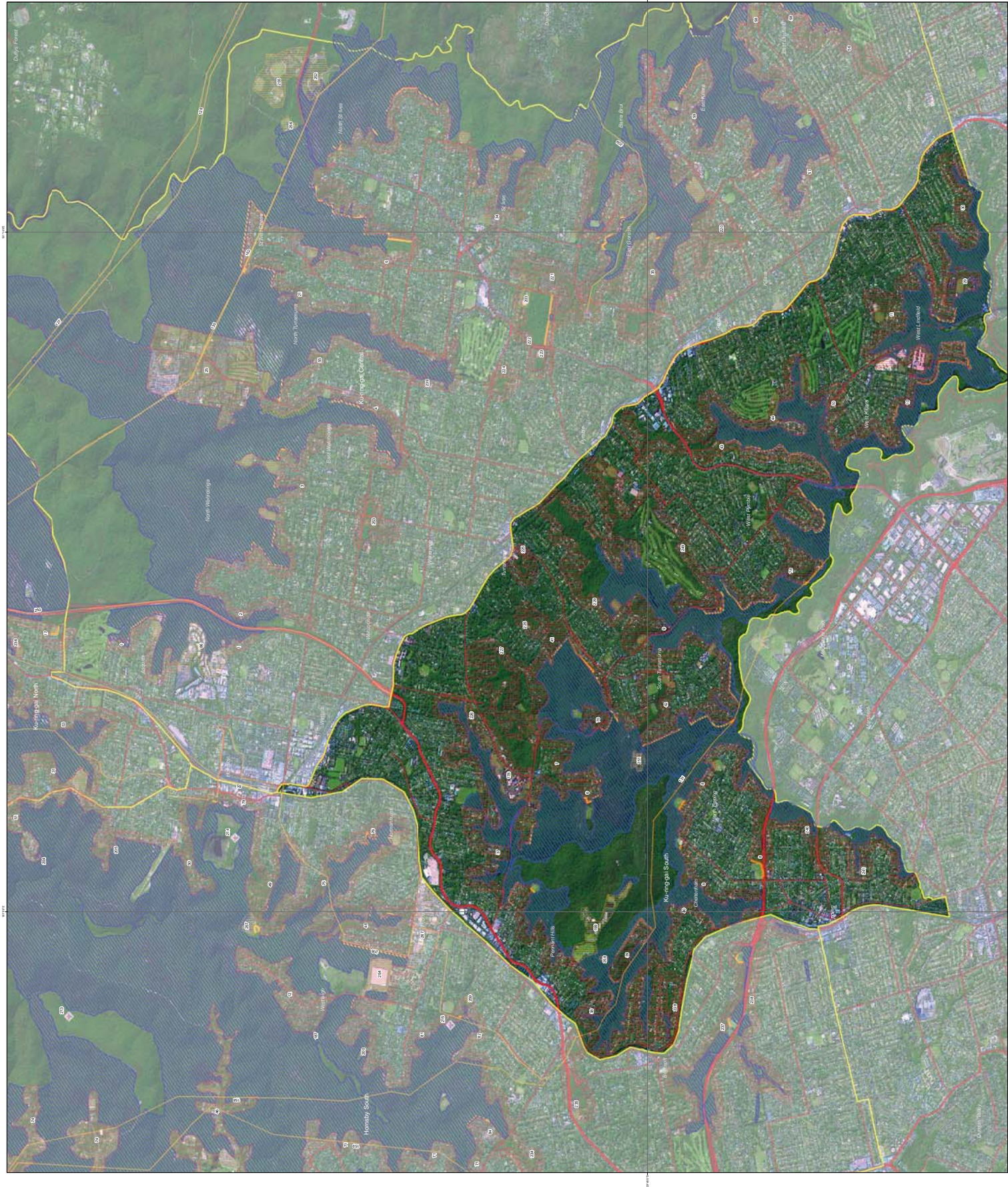
Note on LMZ: All areas not specifically mapped as an APZ, SPAZ or FEZ are considered as LMZ for this risk management plan. For areas identified by an LMZ polygon on the map, please refer to the BFRMP document for the specific land management objectives.

[illegible]

\*Note - Some base data layers may

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Date created Friday, 19 February 2010



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# Hornsby/Ku-ring-gai

## Bush Fire Management Committee

All correspondence addressed to:  
Executive Officer PO Box 472, HORNSBY NSW 2077

Phone: (02) 9883 2000

Fax: (02) 9883 2004

**MINUTES OF HORNSBY KU-RING-GAI DISTRICT BUSH FIRE MANAGEMENT COMMITTEE 67<sup>th</sup> GENERAL MEETING  
HELD AT HORNSBY/KU-RING-GAI DISTRICT OFFICE ON  
WEDNESDAY 31<sup>st</sup> MARCH, 2010.**

Members:	Organisation	Present	Apology	Absent
Gordon E Limburg	Nature Conservation Council	X		
Peter McKechnie	Hornsby/Ku-ring-gai Rural Fire Service	X		
Bill Lea	Hornsby/Ku-ring-gai Rural Fire Service	X		
Andy Cameron	Hornsby/Ku-ring-gai Rural Fire Service	X		
Cllr Elise Keays	Ku-ring-gai Council			X
Peter Davies	Ku-ring-gai Council		X	
Cllr Mick Smart	Hornsby Shire Council		X	
Diane Campbell	Hornsby Shire Council	X		
Michael Brown	NSW Fire Brigade		X	
Chris McIntosh	National Parks & Wildlife Service		X	
Tim Heslop	NSW Land and Property Management Authority	X		
Frank Gilroy	NSW Police Force, Ku-ring-gai	X		
Marty Fileman	NSW Police Force, Eastwood			X
Eddie Blackwell	Rail Infrastructure Corporation			X
Phillip Beazley	Energy Australia			X
Stephen Long	Transgrid	X		
Daren McMurray	Integral Energy			

Robert Allen	Sydney Water		X	
Steve Pashleigh for Michael Brown	NSW Fire Brigade	X		
Peter Bergman for Chris McIntosh	National Parks & Wildlife Service	X		
<b>Penny Colyer of Peter Davis</b>	Ku-ring-gai Council	X		
Jackie Funy for Robert Allen	Sydney Water			
<b>Observers</b>	<b>Organisation</b>	<b>Present</b>	<b>Apology</b>	<b>Absent</b>
Mark Sugden	Hornsby/Ku-ring-gai Rural Fire Service	X		
Cathie Moore	Hornsby/Ku-ring-gai Rural Fire Service	X		
Nick Medianik	NSW Fire Brigade	X		
Alan McDonough	National Parks & Wildlife Service	X		
Jennie Cramp	Ku-ring-gai Council	X		
Amelia Jones	Hornsby Shire Council	X		
Mark Hood	Hornsby Shire Council	X		
Maree Thomas - Minute Taker	NSW Rural Fire Service	X		

Meeting opened at 10:15am.

	Item	Description	Action
1.	Welcome	Members welcomed by <b>Executive Officer (XO)</b> Peter McKechnie.	
2.	Apologies	Apologies received from the following:  Chris McIntosh                      NPWS Peter Davis                          Ku-ring-gai Council Michael Brown                      NSW Fire Brigade Steve Martlew                        Ku-ring-gai LAC Police Councillor Chris Smart            Hornsby Shire Council	
3.	Election of Chairperson	The XO called for nominations for chairperson. Peter McKechnie nominated Gordon Limburg, Seconded by Steve Rashleigh NSW Fire Brigade. Gordon Limburg accepted nomination. The motion was passed that Gordon Limburg be installed as BFMC chairman for next 12 months. Through the chair Peter McKechnie moved a motion that general correspondence and letters of reply be dealt with by the Executive Officer and that reports, plans for approval etc be signed off by the chairperson.	



		Seconded by Andy Cameron, Group 6, HKRFS	
4.	Confirmation of minutes of previous meeting	The minutes of the 66 <sup>th</sup> meeting of 11 <sup>th</sup> November 2009 were reviewed and confirmed, Moved – Diane Campbell Seconded – Darren McMurray	
5.	Business arising from the previous minutes	<p><b>Section 52 Plan of Operations.</b> Still have not heard back from Coordinating Committee regarding final approval. Issue raised by Chris McIntosh from NPWS that there is a need for an Operations Manual to supplement the Plan of Operations. This is to be raised in Other Business below.</p> <p><b>NSWFB Bushfire Officer</b> Tom Cooper at the last meeting advised that this position should be filled by the time of this meeting. Nick Medianik from NSWFB advised that an EOI went out three weeks ago with the interview next week and a permanent replacement should be in place within the next two weeks. Nick Medianik advised that he will be supporting this position.</p>	
6.	Correspondence	As per agenda	
7.	Agenda Items	<p>Report from Sub Committee</p> <p>a. Fuel Management Sub Committee 2009 -10 Fuel Management Program (to date)</p> <ul style="list-style-type: none"> <li>• 25 out of 71 proposals completed (29.5%)</li> <li>• 9 Partially completed</li> <li>• Properties protected (using a 100m buffer around area of works) is 1890</li> <li>• Area burnt is 1057ha out of 1690ha within the program (62.5%)</li> </ul> <p>XO congratulated all Agencies for this years efforts. A lot of work had been done on the Fuel Management Works Plan. There is still a lot of work to be done this financial year. Any opportunity needs to be taken advantage of with regard to hazard reduction works.</p>	
8.	Other Business	<p><b>A. Bushfire Risk Management Plan</b> Mark Sugden advised that the signed copy had been submitted but unfortunately no date had been entered and this needs to be amended. Some of the asset tables had aboriginal and cultural heritage rated below very high. In the treatment tables the “Action Description” referred to paragraph 2.3.7 in the main document. RFS HQ advised that this was not a treatment and therefore taken off. A minor amendment to the maps had been made. A signed copy will be distributed to all Agencies. 3 submissions to the plan were received during the final exhibition of the plan. Two asking for hazard reduction works behind their residency and the third one requesting more dams to be built and not to grow eucalypts. No substantial submissions were received and the plan was not amended.</p>	

	<p>XO acknowledged the entire sub committee and thanked everyone for all their efforts. Special mention to the two Councils that provided significant support with development of and public participation phase of the plan. Mark Sugden from the coordination aspect.</p> <p>XO reminded all agencies that now that the plan is approved they need to be aware of what they have committed to and are accountable for. The plan has been designed to be auditable and all Agencies will need to supply evidence on how they have met their requirements. The updated plan will be put up on the website.</p> <p><b>B. 2010/2011 Works Program</b></p> <p>This year the BFMC Sub Committee received 126 proposals. XO advised that the Works Program needs to be achievable and that he requested the sub-committee to limit the number of proposals to 30. This is based on what we could achieve in a good year. A Contingency Works Program was also created and contains some of the proposals that did not make it into the Works Program. Contingency works should be scheduled when circumstances allow and not in preference to those activities in the Works Program.</p> <p>Peter Bergman questioned if this meant that further works identified from hazard complaints will take second priority to works plan. XO advised that the works and contingency plan along with future treatments can and will be considered but it is a case by case basis. There may still be a need to also give priority to works generated from the complaints process but the RFS will work with land managers to take into account all circumstances.. It must be remembered that the Works and Contingency Programs are not the only source of hazard reduction measures that Agencies may undertake, but reflect the coordinated approach to reducing risk by the BFMC.</p> <p>XO Moved a motion that the Works Programme and Contingency List for 10/11 financial year be accepted.</p> <p>Seconded by Diane Campbell</p> <p><b>Works Program cont.</b></p> <p>XO also raised the issue of reporting on all works required by the Bush Fire Risk Management Plan need to be within a Works Program. This included fire trail and APZ works. The issues were discussed and there was a general agreement that the BFMC will work toward this for the 2011/12 Works Program.</p> <p><b>C. Number of yearly BFMC Meetings and reporting structure</b></p> <p>XO advised at this stage we have two meetings, one before and one after the fire season. XO suggesting that we have one after the financial year and make this our reporting meeting to tie into annual reporting requirements. This could be held in mid July. The meeting voted an acknowledgement of this and there were no objections to the third meeting of the BFMC meeting being held in July.</p>	EO to write to LEMO.
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		<p><b>D. Operations Manual</b></p> <p>As raised in “Business arising from the previous minutes” XO suggested that to develop the Operation Manual we need to have a representative from NSWFB, RFS and National Parks and may well have to ask for opinions from other Agencies. It is intended that the manual be used by IMT’s to find details of contacts, fuel stocks, preferred contractors, foam stocks etc.</p> <p>Frank Gilroy from NSW Police pointed out that we should make sure all have the same material to work from, Standard Operating Procedure.</p> <p>XO advised that all Agencies will be consulted on issuing this manual. A sub committee can pass on problems. RFS is happy to do administration on this manual.</p> <p>Any additional material from each Agency should be passed through to XO in the next 3 weeks. This needs to be someone who knows Agencies Operations over the entire LGA.</p> <p>Chairperson commented if something comes up and we do not want to wait until the next meeting please contact the XO.</p> <p>Move a motion to develop a Sub Committee representative from NSWFB, RFS and National Parks and report back to third meeting to progress this. Moved Peter McKechnie, Seconded Peter Bergman, Carried.</p> <p><b>E. Condition and routine maintenance of the fire trails in the HKRFD by RFS</b></p> <p>Group Officer Bill Lea gave a presentation to the meeting regarding the condition of the fire trails in the Hornsby/Ku-ring-gai area. It was pointed out that the volunteers are happy to inspect these trails annually and report to the BFMC. It would be appreciated if agencies would provide feedback re the validity of these inspections occurring and give a commitment to preventative maintenance of fire trails. .</p> <p>NPWS’s Peter Bergam acknowledged that this reporting would be very worthwhile but did point out that volunteers may expect action within a certain time frame. This may not be achievable due to the extent of fire trails and that resources are not always available. However the reporting can be used to help with prioritising of works.</p> <p>XO reminded the committee that if a fire trail is registered as Essential or Important in the BFMC Fire Trail Register then it is supposed to be ready to go all the time. The Bush Fire Risk Management Plan refers to the fire trail register and the commitment that Agencies have agreed to..</p> <p>Chairperson asked if one of the tracks shown on the presentation was sealed and not working. how do you access this. Do you accept that you cannot use that track that day.</p> <p>XO advised that we could not commit firefighters down such trails if we do have a bushfire event. If we were questioned we would report as impractical. RFS are helping the committee meet its responsibility in inspecting fire trails. What land holders do now is up to them.</p>	
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		<p>Hornsby Shire Council appreciates the work that volunteers are doing. 6% is responsibility of land within the BFMCS area and is managed by Hornsby Council and we are seen as a minor player and funding is not always available. Grant applications are submitted but not always approved.</p> <p>Clarification of Matters  Ku-ring-gai Council asked did this go into Council's Fire Brigade District. Answer was yes. Matthew Drago received this. Council asked if two copies could be sent, one to Operations and one to Strategic Development.  Confirmation that the letters sent to Agencies were accompanied by a spreadsheet. Answer yes.</p> <p>How expensive are red fire trails books to issue. RFS replied \$50.00 per book. Next run should be cheaper, those requiring copies to liaise with Mark Sugden.  Committee to go through fire trail register again in near future. NSWFB asked for a CD. Resources not available at this stage. Next run could be an electronic version.  Major reason for this was to get books in trucks. Paper is never tear and this does put up the cost.  Chairperson emphasised that regular maintenance was essential to save costs in the long run.</p> <p>Tim Heslop stated that the spread sheet information was very good and helped with prioritizing of works.. One issue raised by Tim is the need to spread funding over many trails. Baulkham Hills is just funding vegetation maintenance to spread the funding over more trails. Tim asked if this was something that would be acceptable and should we explore this.  XO advised not an issue to a point. Vegetation, surface, gates and locks, all need to be considered under the BFCC policy and suggested a case by case evaluation needs to be undertaken. XO advised that we cannot justify placing appliances in fire trails that are not up to standard. Cannot see an issue but would not like this to be the only way.'  XO stated that often RFS have offered free work from volunteers and Agencies have taken too long to get back and so miss the use of the volunteers labour.</p> <p><b>General Business</b>  <b>Climate Change:</b> Jennie Cramp from Ku-ring-gai Council advised members that Ku-ring-gai Council have a climate change model and that they shall endeavour to run a few scenarios within the Local Government area with experts from various organisations. Please feel free to contact Ku-ring-gai Council for any information.</p> <p><b>NSWFB</b>  <b>Fuel Management Proposal Form</b> Land Managers and landholders to use the proposal form. . NSWFB do not use brims. If forms not completed we will not undertake the proposal. Not a Fire</p>	
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		<p>Agency issue. It is to ascertain from each Land Manager as to what they want done. Advised that all NSWFB responsible HR's are all ready to go. Planned and mapped. The ones identified from the last BFMC minutes have been planned and mapped. XO reinforced we should not miss the windows of opportunity. NSWFB waiting on Council and Council waiting on NSWFB communication between both Agencies has been very good.</p> <p><b>Department of Lands</b>  Soil conservation works in Fraser Road fire trail. Maybe able to work in conjunction with Hornsby Council. Di Campbell said they would take this help.  Work Programmes Coordination of this will be done in Fuel Works Programme. EO advised it is up to each Agency to organise their own work.  Di Campbell raised the issue of community education and the need for a BFMC coordinated approach. Penny Colyer from Ku-ring-gai Council also supported this motion. General agreement was that this was a good idea and that this can be an additional agenda for the Sub Committee. The BFMC recognise that Agencies may need to bring in additional members to support this specialised need. Mark Sugden to advise of dates for these meetings. NSW Police asked that they be involved in this, where appropriate. If nothing else it shows community our support.</p>	
	Reports from all Agencies	. See attached reports	
9.	Date of next meeting	21 <sup>st</sup> July 2010.	

Meeting finished at 1140hrs

## Appendix

### ATTACHMENTS:

1. Report from Hornsby Shire Council
2. Report from NSWFB

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## HEALTHY CITIES CONFERENCE - 12 TO 13 JULY 2010

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### EXECUTIVE SUMMARY

<b>PURPOSE OF REPORT:</b>	To advise Council of the Healthy Cities Conference 2010.
<b>BACKGROUND:</b>	The Conference is to be held from 12 to 13 July 2010 in Brisbane. The Conference theme is making "Making Cities Liveable".
<b>COMMENTS:</b>	The Conference will examine the prerequisites for a "Healthy City". The main them is "Making Cities Liveable". The Program is attached. There is also an opportunity for interested Councillors to attend an urban design and public domain tour of Brisbane as part of the trip.
<b>RECOMMENDATION:</b>	That Council determine if it wishes to send delegates to the Healthy Cities Conference and advise of the level of interest from proposed delegates to attend an urban design tour organised by Council staff.



## PURPOSE OF REPORT

To advise Council of the Healthy Cities Conference 2010.

## BACKGROUND

The Conference is to be held over two days from Monday 12th to Tuesday 13 July 2010. The 2010 Healthy Cities Conference will be held at Stamford Plaza, Brisbane.

## COMMENTS

The Conference will examine the prerequisites for a "Healthy City" and the main theme is "Making Cities Liveable".

The conference will be a platform for Government and Industry sector professionals to discuss causes, effects and solutions that relate to population health, sustainability, natural resource management, transport, climate change and urban design.

The Conference will feature around 70 speakers including keynote presentations along with three concurrent streams, designed to address the following themes:

- Managing population and economic growth;
- Climate Change Adaptation;
- Managing Communicable Disease Outbreaks - Health Security;
- Population Health Management - immunisation, bio security, food safety and epidemic control;
- Waste Reuse Technologies;
- City Design - designing changes to urban life to encourage Physical Activity, Healthy Cities;
- Disaster Management - public welfare - recovery and rebuild;
- Managing Legislation and Policy;
- Natural Resource Management;
- Green Cities and Technology;
- Renewable Energy; and
- Community Engagement and Planning.

A conference program is **attached**.

The proposed Councillor tour will be a full day of urban regeneration projects around Brisbane looking at both public domain improvements and building design. The tour will be run by Council staff in a similar manner to the urban design tour conducted in Melbourne in 2009. It is anticipated that the tour will involve Southbank, Kelvin Grove and Fortitude Valley.

## CONSULTATION

No consultation has been undertaken for this report.

## **FINANCIAL CONSIDERATIONS**

The cost of attending the conference is \$800.00 with accommodation and travel expenses additional. One day registration is \$450.00.

## **CONSULTATION WITH OTHER COUNCIL DEPARTMENTS**

No consultation has been undertaken for this report.

## **SUMMARY**

The Health Cities Conference 2010 is to be held over two days from Monday 12 to Tuesday 13 July 2010. The Conference will examine the prerequisites for a "Health City". The main theme is "Making Cities Liveable".

If there is interest, Council staff will run an urban design and public domain tour for Councillors of urban regeneration projects around Brisbane on Wednesday 14 July 2010. The tour will look at both public domain improvements and building design similar to the urban design tour conducted in Melbourne in 2009.

The cost of attending the Conference is \$800.00 with accommodation and travel expenses additional.

A Conference program is **attached**.

## **RECOMMENDATION**

- A. That Council determine if it wishes to send delegates to the Healthy Cities conference from 12 to 13 July 2010 which is to be held in Brisbane.
- B. That Council advise of the level of interest from proposed delegates to attend an urban design tour organised by Council staff.

Bill Royal  
**Team Leader Urban Design**

Antony Fabbro  
**Acting Director Strategy & Environment**

**Attachments:        Healthy Cities Conference Program - 2010/085806**

## The 2010 Healthy Cities Conference - Stamford Plaza Brisbane - 12th, 13th & 14th of July

[Monday 12th July](#) - [Tuesday 13th of July](#) - [Wednesday 14th of July](#)

### Program

(updated 30th April 2010 subject to change)

Monday 12 <sup>th</sup> July 2010			
7.30am – 9.00am	Registration		
8.30am - 9.00am	<b>Councillor Krista Adams</b> , Brisbane City Council Official Conference Opening		
9.00am – 9.45am	<b>John Bradley</b> , Director-General, Department of Environment and Resource Management Topic: tba		
9.45am – 10.30am	<b>Professor Mike Daube</b> , Curtin University WA <i>Healthy Cities – Where have we come from and where are we going?</i>		
10.30am – 11.00am	Morning Tea – Networking – Trade Displays		
	<b>Stream 1</b> <b>Session Chair: TBC</b>  Climate Change Adaptation, Renewable Energy	<b>Stream 2</b> <b>Session Chair: TBC</b>  Resource Management, Green Cities & Waste Reuse Technology	<b>Stream 3</b> <b>Session Chair: TBC</b>  City Design – Urban Futures
11.00am – 11.20am	<b>Nina Rogers - Municipal Association of Victoria</b> <i>Collaborative approaches to progressing Local Government Climate Change Adaptation: Reflections from the UK, EU, Canada and the USA</i>	<b>Kirsty Chessher - Urban Development Institute of Australia (Queensland)</b> <i>EnviroDevelopment – The successes and challenges of getting sustainable runs on the board</i>	<b>Janis Birkeland - Queensland University of Technology</b> <i>Retrofitting cities to improve public health and safety</i>
11.20am – 11.40am	<b>Greg Picker - AECOM</b> <i>Planning for the future: considering the effect of climate change – and climate change related policy – on urban governance</i>	<b>Phillip Birtles - Sydney Metropolitan Catchment Management Authority</b> <i>Opportunities and frustrations of natural resources in a city: Lessons learnt from a waterway restoration initiative in Sydney</i>	<b>Adam Beck - Green Building Council of Australia</b> <i>Green Star Communities: shaping sustainable cities of the future</i>
11.40am – 12.10pm	<b>Carol Battle - Arup Sustainability</b> <i>Victorian Department of Health: Scoping of climate change impacts on population health and vulnerability</i>	<b>Geoff Edwards - Consultant</b> <i>Feasible Paths: Connecting visions to results</i>	<b>Kirsten Fry – THG</b> <i>Wasted Space in Our Cities – Lessons from West End, Brisbane</i>
12.10pm - 12.30pm	<b>Catherine Farrell - Department of Climate Change and Energy Efficiency</b> <i>Coastal inundation at Narrabeen Lagoon: optimising adaptation investment</i>	<b>Karan Combe-Smith - Alinytjara Wilurara Natural Resources Management Board</b> <i>Reporting for remote arid planning duty...Mission: To engage a fatigued audience in planning...Strategy: Keep it simple but not stupid.</i>	<b>Ruth Kesterman – Arup Pty Ltd</b> <i>The sustainability of affordable housing in Australia –Lessons learnt from studies in Brazil</i>
12.30pm - 12.45pm	Stream Q & A	Stream Q & A	Stream Q & A
12.45pm – 1.30pm	Lunch – Networking – Trade Displays – Poster Session		
	Stream 1... cont	Stream 2... cont	Stream 3... cont
1.30pm – 1.40pm	<b>Evan Thomas - Integrated Sustainability Systems</b> <i>Adapting cities to climate change: using science in decision making under uncertainty</i>	BCC - Waste	<b>Sean Connelly - University of Hawaii</b> <i>Density x Dispersal: Typological transformations for a future Ahupua'a</i>



1.40pm – 2.00pm	<b>Jonathan Dalton – Laros Technologies</b> <i>Renewable energy and the built environment</i>	<b>Paul Campbell - Cogentia P/L</b> <i>eWaste: the Underbelly of a digital economy</i>	<b>Malcolm McIntosh – Griffith University</b> <i>The city flow</i>
2.00pm – 2.20pm	<b>Andrew Simpson - Curtin University</b> <i>Renewable Transport for Resilient Cities</i>	<b>Alan Hoban - SEQ Healthy Waterways Partnership</b> <i>Retrofitting water sensitive urban design into existing urban areas</i>	<b>Marcus White – RMIT</b> <i>The Australian city 2050: Implementing the rhetoric using 3D spatial scanning and 'defragmented' digital design techniques</i>
2.20pm - 2.40pm	<b>Richard Wilson - Randwick City Council</b> <i>Taking steps to create sustainable communities: the Ecological Footprint in practice</i>	<b>Steven Smith - Adelaide and Mount Lofty Ranges Natural Resources Management Board</b> <i>A Regional NRM Board's role in healthy cities – A water management context</i>	<b>David Engwicht - Creative Communities International</b> <i>No-excuses place making: beyond master planning and community consultation</i>
2.40pm - 2.55pm	<b>Stream Q &amp; A</b>	<b>Stream Q &amp; A</b>	<b>Stream Q &amp; A</b>
2.55pm – 3.25pm	<b>Afternoon Tea – Networking – Trade Displays</b>		
	<b>Stream 4</b> <b>Managing Legislation and Policy</b>	<b>Stream 5</b> <b>Healthy Cities</b>	<b>Stream 6</b> <b>Managing Population and Economic Growth</b>
3.25pm – 3.45pm	<b>Bill Royal - Ku-ring-gai Council</b> <i>Ku-ring-gai town centres – an example of design-led strategic planning</i>	<b>Warren Van Wyk – Logan City Council</b> <i>LG Act Community Plan and Healthy City Plan</i>	<b>Delwar Akbar – Central Queensland University</b> <i>Growth and liveability in the Australian regional towns: A case study of Mackay City, Queensland</i>
3.45pm – 4.05pm	<b>Susan Thompson - UNSW</b> <i>New ways-of-working: The NSW Healthy Built Environments Program</i>	<b>Peter Davey – Griffith University</b> <i>Making the Cassowary Coast a more liveable tropical community</i>	<b>Gordon Brown – Higher Colleges of Technology, Abu Dhabi</b> <i>Achieving urban sustainability: impacts from behavioural economics and cornucopia thought</i>
4.05pm – 4.25pm	<b>Andrew Wheeler – UNSW</b> <i>Building the Evidence: A critical literature review on the incorporation of health provisions in planning policy</i>	<b>Debra Langridge - Healthy Cities Illawarra</b> <i>Bringing Child Friendly by Design to the heart of liveable cities - the Illawarra experience</i>	<b>Robert Prestipino – Vital Places</b> <i>Regional Growth: Liveability curse or cure?</i>
4.25pm - 4.45pm	<b>Arvind Varshney – HASSELL</b> <i>How sustainable is my city? A blueprint of a new integrated assessment framework</i>	<b>David Marshall - The University of Queensland</b> <i>The Ipswich Study: Understanding the relationships between people, places and health over time</i>	<b>Phil Allsopp - Transpolis Global, LLC, USA</b> <i>Urban Planning and Public Health, a comparison between USA, Swedish, and Spanish practices and related health care outcomes</i>
4.45pm - 5.05pm	<b>Garth Henniker - Logan-Beaudesert Health Coalition</b> <i>Building a learning community of practitioners and leaders – the Logan-Beaudesert health promotion scholarship program</i>	<b>Mike Hill – AURECON</b> <i>Healthy Cities – sustainable health infrastructure</i>	<b>David Kerr – Warringah Shire Council</b> <i>Warringah's Housing Future</i>
5.05pm - 5.20pm	<b>Stream Q &amp; A</b>	<b>Stream Q &amp; A</b>	<b>Stream Q &amp; A</b>
5.20pm – 7.00pm	<b>Riverside Networking Function – Stamford Plaza Brisbane</b>		

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<b>Tuesday 13<sup>th</sup> of July 2010</b>	
7.30am – 8.30am	Registration

	<b>Stream 7</b> <b>Session Chair: TBC</b>  <b>Community Engagement &amp; Planning</b>	<b>Stream 8</b> <b>Session Chair: TBC</b>  <b>Transportation</b>	<b>Stream 9</b> <b>Session Chair: TBC</b>  <b>General Presentations</b>
8.30am - 8.50pm	<b>Poppy Wise - Ipsos-Eureka Social Research Institute</b> <i>Seeing through social norms: an alternate approach to community segmentation &amp; behavioural change communications development</i>	<b>Jason Deller - Sunshine Coast Regional Council</b> <i>Comparisons of emergent road safety strategies in Queensland</i>	<b>Wally Wight - Association for the Study of Peak Oil and Gas (ASPO)</b> <i>Peak Oil: A positive place-making tool</i>
8.50am – 9.10am	<b>Paul Brookfield - Gold Coast City Council</b> <i>The role of community values in achieving Liveability: A review of Eagleby urban planning processes 1998-2009</i>	<b>Steven Fleming – The University of Newcastle</b> <i>The subcultures behind the cultural ascension of cycling and commuting by bike</i>	<b>David Wilson – MWH</b> <i>Green Travel Plans</i>
9.10am – 9.30am	<b>Judy Christie - Sydney Metropolitan Catchment Management Authority</b> <i>Community Engagement in natural resource management in Sydney</i>	<b>John Grant - J A Grant &amp; Associates</b> <i>Walkable and legible cities are healthy cities</i>	<b>Louise Carter – GHD</b> <i>Design/diagnostics</i>
9.30am – 9.50am	GCC - Sustainability	<b>Murray Henman – Transport Planner</b> <i>All the small things: How the accumulation of minor changes frustrate the pedestrian realm</i>	<b>Michele Rogers - (tbc)</b>
9.50am - 10.10am	BCC – Community Services	<b>Matthew Harridge – O'Brien Traffic</b> <i>How can a council encourage walking? The Glen Eira experience</i>	<b>Sidonie Carpenter – Green Roofs Australia</b> <i>Integrating rainwater collection systems with Green Roofs</i>
10.10am - 10.25am	<b>Stream Q &amp; A</b>	<b>Stream Q &amp; A</b>	<b>Stream Q &amp; A</b>
<b>10.25am – 11.00am</b>	<b>Morning Tea</b>		
11.00am – 11.45am	<b>Mr Gilbert Rochecouste</b> , Managing Director, Village Well Topic: tba		
11.45am – 12.30pm	<b>Mr Rupert Posner</b> , Director, The Climate Group Topic: tba		
<b>12.30pm – 1.30pm</b>	<b>Lunch – Networking – Trade Displays – Poster Session</b>		
1.30pm – 2.15pm	<b>Mr Mike Ritchie</b> , Deputy National Vice President, Waste Management Association of Australia Topic: tba		
2.15pm – 3.00pm	<b>Ms Caroline Stalker</b> , Director, Architectus <i>Remedies for Obese-City</i>		
<b>3.00pm – 3.30pm</b>	<b>Afternoon Tea – Networking – Trade Displays</b>		
3.00pm – 3.45pm	<b>Kerry Doss</b> , Manager of City Planning for Brisbane City Council Topic: tba		
3.45pm – 5.00pm	<b>Delegate Forum</b> A panel of experts will take questions from delegates on issues raised during the conference.		

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## Wednesday 14<sup>th</sup> of July 2010

	<b>Optional Workshop/Australian Chapter Session</b>	
<b>9.00am to 11.00am</b>  <b>Workshop 1</b>  <b>Stamford Plaza</b>  <b>Mr Adam Davies</b>  Principal, Hassel Australia	<p>A Smart Community circulates people, products and ideas quickly and efficiently. Through effective implementation design and place making, a smart community accommodates and accelerates invention, innovation and creative ideas. Well designed vibrant, mixed use communities provide a stage for capital transfer and innovation.</p> <p>In 2009 the Queensland Department of Employment, Economic Development and Innovation commissioned study (and production of an award winning client guide) into the theory, processes, principles and drivers for communities.</p> <p>This workshop will establish a framework for the conceptualisation and delivery of smart communities. It will cover overarching drivers, theories, knowledge worker needs and attractors, the value of good design and the physical opportunities of place, and the role of delivery strategies to ensure success (how to be a good client). It will raise awareness of place delivery and management to assist decision and policy makers, clients, regulators and funding institutions to be smart community literate. It will focus on the role of urban design in both establishing a built context for knowledge communities and innovation, as well as the methods in which to procure the right design to deliver the project.</p>	
OR	<b>Healthy Cities - Australian Chapter Session</b>	
<b>9.00am to 2.00pm</b>  (terminating at Brisbane Airport 4.30pm)  <b>Healthy Cities</b>  <b>Australian Chapter Session</b>  Hosted by LOGAN CITY and GRIFFITH UNIVERSITY  Coaches leave Stamford Plaza at 8.15am  VENUE: Logan Convention Centre, Wembely Rd Logan Central	<b>9.00am - Official Welcome to City by The Mayor of Logan, Cr Pam Parker</b>  <div> <div><b>Stream 1</b></div> <div><b>Stream 2</b></div> </div> 9.10am <b>Logan Healthy City Plan development, implementation and evaluation</b> Michael Asnica, Environment and Sustainability Branch  9.30am <b>Carsharing and bikesharing: lessons learnt from Australian practise</b>  Alan Hoban - SEQ Healthy Waterways Partnership <b>City Planning Authority office of Local administration - implementation problems in Turkey</b>  A/Prof Guler Koca - Anadolu University <b>A study on cultural regeneration of outdated facilities in urban areas</b>  Sunmi Shin - Inha University South Korea 10.30am <b>Morning Tea</b>  <b>How does your community garden grow: Cooma Community Gardens</b>  Monika Alcock TBA 11.20am  11.40am  12.30pm <b>Lunch</b>  1.30pm Visit sustainable Wetland area (by bus) and continue on to Brisbane City (3.30pm) and Brisbane (4.30pm).	<b>The lifetime costs and benefits of building new houses in Melbourne</b>  Trivess Moore - Centre for Design Research <b>Urban design policies to redesign urban areas to healthy public places</b>  Seyedeh Maryam Shobeiri Nejad - Tehran University <b>Sick Urban Syndrome: A major setting making cities livable</b>  Hassan Naeini - Tehran University <b>The classification of a Low Carbon City</b>  Jeongeun Chae - Inha University South Korea <b>Urban Green Spaces: Responsibility and responsiveness by citizens and stakeholders</b>  Zainul Baharuddin - University of South Australia

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## PLANNING COMMITTEE MEETING - MINUTES OF 12 MAY 2010

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### EXECUTIVE SUMMARY

**PURPOSE OF REPORT:**

To present to Council for adoption the minutes of the Planning Committee Meeting held on 12 May 2010.

**BACKGROUND:**

The role of the Planning Committee is to provide recommendations to Council on a range of planning matters. A range of strategic planning issues were considered at the Planning Committee.

**COMMENTS:**

The Planning Committee considered items on the Ku-ring-gai Principal Local Environmental Plan (LEP)/ Development Control Plan (DCP), draft Ku-ring-gai Town Centres Public Domain Plan 2009, Neighbourhood Centres improvement program and the draft Sydney Metropolitan Strategy Discussion Paper.

**RECOMMENDATION:**

That the minutes of the Planning Committee Meeting held on 12 May 2010 be considered and adopted by Council.

## PURPOSE OF REPORT

To present to Council for adoption the minutes of the Planning Committee meeting held on 12 May 2010.

## BACKGROUND

The role of the Planning Committee is to provide strategic advice on urban planning matters excluding matters within the statutory responsibility of the Ku-ring-gai Planning Panel.

## COMMENTS

At the meeting of Wednesday 12 May 2010, the Planning Committee were provided with staff presentations and information on the following items:

**Ku-ring-gai Principal Local Environmental Plan/ Development Control Plan - Structure and Timing.** This included a revised work program for the Principal Local Environmental Plan (LEP) and Development Control Plan (DCP).

**Draft Ku-ring-gai Town Centres Public Domain Plan 2009 – Update on Public Submissions and Survey Results.** The Committee was provided with a presentation and a preliminary summary of public submissions and survey results following exhibition of the draft Ku-ring-gai Town Centres Public Domain Plan 2009.

### **Neighbourhood Centres Improvement Program Implementation 2011 to 2012.**

A program for the improvements to the streetscape and public domain areas of the neighbourhood centres in the LGA was presented to the Planning Committee with the neighbourhood centres of Kendall Street, West Pymble and Princes Street, Turramurra being the first centres for an upgrade as part of the draft *Ku-ring-gai Delivery Program and Operational Plan 2010/2014*.

### **Sydney Metropolitan Strategy Review - Discussion Paper NSROC Submission.**

An overview of the draft Northern Sydney Regional Organisation of Councils (NSROC) submission on the draft Metropolitan Strategy Review Sydney Towards 2036 Discussion Paper was provided, as this matter was due to be considered by NSROC on 13 May 2010.

## CONSULTATION

Notification of the Planning Committee meeting and agenda was made via Council's website and an advertisement in the local press.

## FINANCIAL CONSIDERATIONS

The cost of running the Planning Committee is covered by Councils Strategy and Environment Departmental Budget.

## CONSULTATION WITH OTHER COUNCIL DEPARTMENTS

This report was prepared by the Strategy and Environment Directorate with input from other Departments where appropriate.

### SUMMARY

The role of the Planning Committee is to provide recommendations to Council on a range of planning matters. A range of strategic planning issues were considered at the Planning Committee meeting of 12 May 2010. The minutes of the meeting are **Attached**.

The Planning Committee considered items on the Ku-ring-gai Principal LEP/DCP, draft Ku-ring-gai Town Centres Public Domain Plan 2009, Neighbourhood Centres improvement program and the draft Sydney Metropolitan Strategy Discussion Paper.

### RECOMMENDATION

- A. That a Planning Proposal based on the report to the Ku-ring-gai Planning Committee 12 May 2010 for Ku-ring-gai's Principal Local Environmental Plan be prepared for consideration by Council and submission to the Department of Planning.
- B. That Council undertake the design and construction of neighbourhood centre improvements for Kendall Street, West Pymble with a completion date of September 2011.
- C. That Council undertake the design and construction neighbourhood centre improvements for Princes Street, Turramurra with a completion date of August 2011.
- D. That the neighbourhood centre improvements works utilise the current funding identified in the draft *Ku-ring-gai Delivery Program and Operational Plan 2010/2014*, once it is ratified by full Council.
- E. That staff provide a further report detailing the neighbourhood centre improvements three priority projects for the years 2012-2014 based on the proposed neighbourhood centres 5 year upgrade program.

Craige Wyse  
Team Leader Urban Planning

Bill Royal  
Team Leader Urban Design

Antony Fabbro  
Acting Director Strategy &  
Environment

**Attachments:** Minutes of 12 May 2010 - 2010/087174



## **MINUTES OF PLANNING COMMITTEE HELD ON WEDNESDAY, 12 MAY 2010**

Present: The Mayor, Councillor I Cross (Chairperson) (Wahroonga Ward)  
Councillors S Holland & E Malicki (Comenarra Ward)  
Councillors E Keays & C Szatow (Gordon Ward)  
Councillors J Anderson & R Duncombe (Roseville Ward)  
Councillors T Hall & C Hardwick (St Ives Ward)

Staff Present: General Manager (John McKee)  
Director Corporate (John Clark)  
Director Development & Regulation (Michael Miocic)  
Director Strategy & Environment (Andrew Watson)  
Manager Urban & Heritage Planning (Antony Fabbro)  
Team Leader Urban Design (Bill Royal)  
Team Leader Urban Planning (Craig Wyse)  
Infrastructure Co-ordinator (Kate Paterson)  
Director Strategy & Environment's PA (Kim Thomas)

*The Meeting commenced at 7.02pm*

### **APOLOGIES**

File: S07629

Councillor Duncan McDonald tendered an apology for non-attendance and requested leave of absence.

### **Resolved:**

(Moved: Councillors Keays/Malicki)

That the apology by Councillor Duncan McDonald for non-attendance be accepted and leave of absence be granted.

**CARRIED UNANIMOUSLY**

## **DECLARATIONS OF INTEREST**

The Mayor adverted to the necessity for Councillors and staff to declare a Pecuniary Interest/Conflict of Interest in any item on the Business Paper.

No Interest was declared.

## **PRESENTATIONS MADE**

### **Agenda Item 1: Ku-ring-gai Principal Local Environmental Plan / Development Control Plan - Structure and Timing**

Team Leader Urban Planning conducted a presentation on this item titled.

### **Agenda Item 2: Draft Ku-ring-gai Town Centres Public Domain Plan 2009 – Update on Public Submissions and Survey Results**

Team Leader Urban Design conducted a presentation on this item.

### **Agenda Item 3: Neighbourhood Centres Improvement Program Implementation 2011 to 2012**

Team Leader Urban Design conducted a presentation on this item.

### **Agenda Item 4: Sydney Metropolitan Strategy Review - Discussion Paper NSROC Submission**

Manager Urban & Heritage Planning conducted a presentation on this item.

## **DOCUMENTS CIRCULATED TO COUNCILLORS**

The Mayor adverted to the documents circulated in the Councillors' papers and advised that the following matters would be dealt with at the appropriate time during the meeting:

**Agenda Item 4: Sydney Metropolitan Strategy Review – Discussion Paper NSROC Submission** - Memorandum by Manager Urban and Heritage Planning dated 10 May 2010 titled and attachments.

## **GENERAL BUSINESS**

### **Ku-ring-gai Principal Local Environmental Plan / Development Control Plan - Structure and Timing**

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File: S06413

To provide the Planning Committee with a revised work program for the Principal Local Environmental Plan (LEP) and Development Control Plan (DCP).

## **Resolved:**

(Moved: Councillors Malicki/Duncombe)

That a Planning Proposal based on this report for Ku-ring-gai's Principal Local Environmental Plan be prepared for consideration by Council and submission to the Department of Planning.

*For the Resolution:                      The Mayor, Councillor I Cross, Councillors  
Holland, Malicki, Keays, Szatow, Duncombe &  
Hardwick*

*Against the Resolution:              Councillors Hall and Anderson*

*The above Resolution was subject to an Amendment which was LOST. The Lost Amendment was:*

*(Moved: Councillors Hall/Anderson)*

*That a Planning Proposal based on this report for Ku-ring-gai's Principal Local Environmental Plan be prepared for consideration by Council and submission to the Department of Planning.*

*That Council be provided with recommendations to address the remaining community classified Council owned sites in the town centres including Wahroonga.*

*During debate on the Amendment, a Motion of Dissent was moved by Councillor Hall on the Mayor's ruling on a Point of Order to not allow a point of clarification.*

*For the Motion of Dissent:              Councillors Hall and Anderson*

*Against the Motion of Dissent:      The Mayor, Councillor I Cross, Councillors  
Holland, Malicki, Keays, Szatow, Duncombe  
& Hardwick*

**Councillor Hall departed at the conclusion of this item**



## **Draft Ku-ring-gai Town Centres Public Domain Plan 2009 – Update on Public Submissions and Survey Results**

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File: S05980

To provide the Planning Committee with a preliminary summary of public submissions and survey results following exhibition of the draft Ku-ring-gai Town Centres Public Domain Plan 2009.

### **Resolved:**

(Moved: Councillors Duncombe/Malicki)

That the Planning Committee receive and note the report.

**CARRIED UNANIMOUSLY by those present**

## **Neighbourhood Centres Improvement Program Implementation 2011 to 2012**

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File: S08203

To recommend to the Planning Committee a program for the effective delivery of high quality improvements to the streetscape and public domain areas of the neighbourhood centres in the LGA.

### **Resolved:**

(Moved: Councillors Malicki/Holland)

- A. That the Planning Committee recommend to full Council to undertake the design and construction of Kendall Street, West Pymble with a completion date of September 2011.
- B. That the Planning Committee undertake the design and construction of Princes Street, Turramurra with a completion date of August 2011.
- C. That the works utilise the current funding identified in the draft *Ku-ring-gai Delivery Program and Operational Plan 2010/2014*, once it is ratified by full Council.

- D. That staff provide a further report detailing the three priority projects for the years 2012-2014 based on the proposed neighbourhood centres 5 year upgrade program in this report.

**CARRIED UNANIMOUSLY**

**Sydney Metropolitan Strategy Review - Discussion Paper NSROC Submission**

File: S04554

To provide the Planning Committee with an overview of the draft Northern Sydney Regional Organisation of Councils (NSROC) submission on the Draft Metropolitan Strategy Review Sydney Towards 2036 Discussion Paper.

**Councillor Hardwick departed during discussion of this item**

**Resolved:**

(Moved: Councillors Szatow/Keays)

That the Planning Committee receive and note the report.

**CARRIED UNANIMOUSLY by those present**

*The Meeting closed at 8.38pm.*

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## MANAGEMENT PLAN 2009 TO 2012 - 3RD QUARTER REVIEW

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### EXECUTIVE SUMMARY

**PURPOSE OF REPORT:**

To report to Council the progress over the period January to March 2010 against the 2009 to 2012 Management Plan.

**BACKGROUND:**

Section 407 of the *Local Government Act 1993* requires Council to report, within two (2) months after the end of each quarter, the extent to which the performance targets set in Council's current Management Plan have been achieved during that quarter.

**COMMENTS:**

A progress report for all actions against the key performance indicators contained in the 2009-2012 Management Plan is **attached**.

**RECOMMENDATION:**

That the 3rd quarter Management Plan 2009 to 2012 review be received and noted.



## PURPOSE OF REPORT

To report to Council the progress over the period January to March 2010 against the 2009 to 2012 Management Plan.

## BACKGROUND

Section 407 of the *Local Government Act 1993* requires Council to report, within two (2) months after the end of each quarter, the extent to which the performance targets set in Council's current Management Plan have been achieved during that quarter.

The 2009-2012 Management Plan was adopted by Council on 9 June 2009.

The Management Plan contains six principal activities, namely:

- Community Development;
- Urban Environment;
- Natural Environment;
- Planning and Development;
- Civic Leadership and Corporate Services; and
- Financial Sustainability.

Each of the principal activities contain a series of issues, five year and one year objectives, key performance indicators (KPI's) and major projects. This provides the detail on what and how Council will do to achieve outcomes set and how its performance will be measured. The format of the Management Plan is consistent with the requirements of the Division of Local Government and also links to Council's adopted Community Strategic Plan.

## COMMENTS

The requirements set out in Council's Management Plan provide the foundation for measuring the performance of the organisation at a given point in time.

To ensure that the reporting of performance is both accurate and meaningful, targets have been developed for all the KPIs. Most KPIs reflect outcomes sought by the Community Strategic Plan as adopted by Council in 13 October 2009. The report (**Attached**) identifies the function areas and their KPI's, yearly target, the percentage of the activity achieved to date, and a description on what activities have been undertaken during January to March 2010.

The following comments are provided for each principal activity on some of the most significant indicators for the period 1 January to 31 March 2010.

### Community Development

#### Children Services

Planning has commenced to conduct a capacity building workshop with local community based children service providers. The purpose of the workshop is to identify key issues facing not-for-

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profit organisations in terms of governance, service delivery, licensing requirements, training and strategic planning.

**Youth Services**

There were three live music events held at St Ives Community Centre with a total of 420 participants. These events are an opportunity for young musicians to perform in front of their peers in a non-threatening environment. They also provide an accessible, safe, drug and alcohol free space for young people to enjoy their favourite music. Several young bands and key youth volunteers are starting to mature as musicians/ event co-ordinators as a direct result of their involvement with these events.

The Turrumurra Youth Service pilot project has commenced in partnership with the Rotary Club of Turrumurra. The centre opened in late March and will continue to operate on Wednesday and Thursday afternoons during the school term. A formal launch of the service will be held in June. The service provides a recreational space for young people travelling through the busy transport interchange of Turrumurra.

Youth Leadership Program: Ku-ring-gai Council's Youth Services, in partnership with other community organisations, have co-ordinated a five week Youth Leadership Program that focussed on supporting young people to become effective volunteers. This program covered topics such as leadership development, communication skills and program coordination. Since graduating from the program, participants have received a TAFE Statement of Attainment and are now assisting Youth Services to deliver programs in a voluntary capacity.

**Aged and Disability Services**

Disability training awareness for Councillors and staff is an ongoing component of Council's induction program. Presentations cover Council's Access Policy and Disability Discrimination Action Plan covering areas such as access to buildings, service delivery, consultation, communication, staff training and equal employment opportunities.

Regional Social Isolation working group meet bi monthly at Council to address the needs of this vulnerable group. Attendances by regional representatives of organisations include the Northern Sydney Councils, Community Aid groups, Department of Ageing Disability and Home Care (ADHC) and community transport operators. A Social Isolation Assessment tool has been developed to provide a standardised measure for evaluating the social isolation of a client. This will assist care providers in identifying risk factors among people living alone and contribute to the development of appropriate action plans. Other issues discussed include training needs of Community Transport sector drivers to identify potential clients at risk and the link between malnutrition and social isolation.

During March a comprehensive "Seniors Festival" program, with over 16 events, was offered by Council and other local community groups with support from Council's Seniors Activity Committee. The program provided activities that covered the cultural, educational and social aspects as well as being highly entertaining for those participants. The Seniors Festival was supported by a range of community groups such as the Church of Christ - North Turrumurra, Computer Pals Turrumurra and Lindfield, U3A, Ku-ring-gai Historical Society, St Ives Village Shopping Centre, Parkinson's support Group and Uniting Church Turrumurra which enabled the many and varied activities to be provided to senior residents at little or no cost. This support is appreciated by all who attended the events.

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**Leisure, cultural services**

**Art Centre**

There have been a high number of enrolments for adults, children and teen classes for term 1 at the Art Centre. The new mixed media class and weekend workshops for Botanical Art have and Watercolour group have been booked to full capacity.

Exhibitions this quarter included the Teenage and Children Art Exhibition and the Annual Tutors Show, also a Painting Exhibition by Art Centre students.

**Australia Day**

Over 7,500 people braved the soaring heat and packed into Bicentennial Park, West Pymble for an evening of fun-filled Australia Day entertainment. The evening concert featured the Wild Aussies educational kid's show, Australia's leading traditional Aboriginal and Torres Strait Islander dance company - Descendance, Steve Passfield's modern bush band - Handpicked, Aussie rock band Wet Zelko, and a spectacular finale by award winning string and fire performers - Vamp and fireworks display by Foti International. Suzanne Saunders was announced the Ku-ring-gai Citizen of the Year Award for her 18 years of dedication to Easy Care Gardening, and Annika Tierney, the Young Citizen of the Year. Environmental Awards going to Hugh Lander and Greg Lodge, and James Frost with the Outstanding Service to the Community Award for his 14 years as a volunteer with St John Ambulance.

**Recreation programs**

The Active Ku-ring-gai program has had strong participation for the start of 2010, with new programs and extra classes for participants and instructors to expand the range of programs available. To better target new programs, Active Ku-ring-gai is seeking additional community feedback on local service needs.

**Parks and Reserves**

Council and community sporting clubs have faced a significant challenge to ensure all hirers at parks and reserves have been accommodated for 2010 with 5 of 21 floodlit sportsgrounds unavailable for the winter due to capital upgrades. This has placed added pressure on a number of clubs and surrounding grounds to take the overflow. Council has managed to organise ground share arrangements, reconfiguration of existing fields and temporary floodlighting to ensure the needs are met for all sporting clubs, associations and schools.

## **Urban Environment**

**Engineering services**

Trades staff have been utilised on repairs to the Chambers following water damage in February. Overall the Building Maintenance Program is now 50% complete and any items not completed will be carried forward to next year's program. Maintenance allocated for essential services are on target in accordance with statutory requirements.

Roads maintenance and construction is progressing satisfactorily. In terms of maintenance, total outputs for the quarter are - Asphalt footpath (368 sqm), Concrete footpath (425 sqm), Road and shoulder patching (1884 sqm), footpath grinding (138 sqm). Pothole repairs have reduced following retirement of staff and the position not yet filled.



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Extensive road restoration has been completed in Pymble following Energy Australia works. A total of 13 roads, were fully resurfaced and a number also had shoulder maintenance undertaken.

Rehabilitation roadworks were planned during the period, comprising testing pavement, services located, and treatment methods verified.

Fleet maintenance

Under the passenger fleet replacement program, at the end of 3rd Quarter, 28 vehicles have been replaced. The number of 6 cylinder vehicles has now been significantly reduced.

Under the Operational Fleet Replacement Program, most small plant scheduled has been replaced. The purchase of the large plant, the Flowcon unit, has been delayed due to availability of plant to inspect. An Expressions of Interest to sell the Abbi Sky Probe is currently being finalised.

Infrastructure design and construction

Most of the footpath program has been completed including the cycleway along Lady Game Drive.

Pedestrian refuge upgrade at Werona Avenue is now complete. The section between the path and De Burgh Road and Blackbutt Creek and from the end of the kerb near Ryde Road to De Burgh Bridge will be constructed as funds become available. It is currently anticipated this will be in the next financial year.

Other projects programmed for completion this financial year include footpaths in Grosvenor Road from Lady Game Drive to the existing path and the western side of Malga Avenue. Drainage and traffic improvements have been undertaken near the intersection of Alma Street and Station Street

Waste management

Domestic waste recovery is tracking consistently with our recovery target for paper, cardboard and food and beverage containers.

During this quarter, a Contract for the maintenance of its stormwater pollution devices was accepted by Council. This service involves removal of debris and other waste from devices designed to collect material before entering water ways, thus improving the water quality of creeks and stream that lead into our major catchments.

Council was successful with obtaining a grant for implementing a sharps disposal drop off service. A number of pharmacies have agreed to participate in the promotion and delivery of this service for implementation during the next quarter.

Sportsfield Maintenance

All sportsfields were fertilized over the summer and new turf was laid in larger bare areas to help fields knit together. Fields were prepared for change over from summer sports to winter sports. Mowing of fields was undertaking on a weekly basis.

Golf Course Maintenance

Both golf courses continue to be maintained to a good standard. Maintenance of greens and tees continued as normal. Greens were mowed 4 times a week and tees and surrounds mowed on a weekly basis. In March both course underwent their autumn renovation. This process involved all

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greens being mini tyned, seeded and top dressed. All works were completed within two days and the greens returned to play in top condition.

**Nursery**

An aquatic plant propagation and retail area has been established and is progressing well. The nursery's undertaking of cuttings and propagation successfully resulted in a great increase in the numbers and quality of stock being produced this year. The canopy replenishment targets are on track.

**Tree Preservation Order**

Council received 473 applications and 449 applications finalised. From these applications there were 306 trees to be removed and 127 trees to be pruned. The average turnaround time was 23 days. Breaches received were 49 and 47 finalised. Average turnaround time was 10 days.

**Open space projects**

Work is nearing completion on the upgrade to Auluba 1, 2 and 3 ovals and Lofberg Oval. Work commenced on Comenarra Oval and Roseville Chase Oval. Upgrade to the tennis courts at Roseville Park is nearing completion and upgrade to Lofberg netball courts was completed before competition commenced in February.

**Strategic asset management**

Preparation of Asset Management Plans has continued for Council's roads and drainage assets which will include financial details and funding strategies for consideration in Council's long term financial model. A draft Asset Management Strategy is in development and Fair Value asset identification and reporting is nearing finalisation to meet the Department of Local Government's deadlines.

The commercial property portfolio is 100% occupied and achieving market rate of returns. A parcel of land in Wahroonga has been acquired for new open space.

**Open space planning**

**North Turrumurra Recreation Area**

Dam construction commenced in January 2010. The water recycling tender awarded in December 2009 with construction due to commence in fourth quarter. Irrigation design and construction to commence 2010. Geotechnical testing and monitoring for tip site continued throughout second quarter and is due for completion March 2010. Geotechnical report due in April 2010 will inform the design and tender for the site capping and slope stabilisation. DLG requested a new special rate application in March 2010. This was submitted in April 2010 with supporting information covering consultation to be provided early June. DLG decision on the special rate is expected late June. Landfill site stabilisation and detailed design of course and sportsfields to follow decision on special rate variation.

**Koola Park Masterplan**

Topographic survey, geotechnical study, soil testing, floodlight designs and masterplan have been completed. Grant application submitted to Federal Government due for announcement by end of April 2010. Community consultation due to be undertaken in 4th quarter for floodlights and masterplan.

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**Golden Jubilee Field**

Topographic survey completed and given to Geotechnical engineer for geotechnical investigation. Geotechnical report due in April 2010. Results will inform the potential levelling and upgrade of the back oval.

**West Pymble Pool Redevelopment**

Council resolved in December 2009 to place project on hold until a second independent financial plan was prepared and considered by Council during third quarter. Council considered the second financial plan in March 2010 and resolved to prepare design and Development Application. Architects have re-commenced work. A tender process for the facility management contract is scheduled to be considered by Council in May along with the adoption of principles for the design and operation of the facility.

**Water Street Park**

In December 2009 Council resolved to have Ecological Assessment reviewed by an external consultant. This work has been completed and will be brought back to Council early in the 4th quarter for a decision.

**St Ives Village Green**

Public exhibition of draft masterplan completed 3rd quarter and will be reported to Council in May. Subject to adoption a detailed design of high priority items including skate and BMX park.

**Turramurra Memorial Park and Karuah Park**

Detailed design was completed for Turramurra Park playground and Karuah Park exercise circuit. Playground and exercise circuit is scheduled to be installed during 4th quarter. One-way trial of Karuah Rd between the parks is expected to commence in April 2010.

**St Ives Showground Precinct Options Paper**

Public Exhibition of option paper closed March 2010. Expression of Interest for the development of proposed facilities is scheduled to be advertised during April and May 2010. A report is scheduled to be brought back to Council following assessment of EOI and public exhibition submissions in the 4<sup>th</sup> quarter.

## **Natural Environment**

### **Environmental Levy**

The Environmental Levy is currently in its fifth year of a seven year program. The delivery of the program is on track with major projects including stormwater harvesting, community small grants, stormwater filtration and weed control as the major elements of the levy.

In this quarter a satisfaction survey was undertaken to gauge: the community's opinions of the Environmental Levy to date; where it should be headed in the remaining two years; and if an extension of the levy is worthy. Results conclude: the future levy is worth extending; there should be continued focus on weed control, community engagement and environmental education. A full report on the survey will be provided to Councillors and presented at the Open Space Committee. Other projects completed this quarter include Allan Small stormwater harvesting, round nine of the small grant scheme, wheelchair accessible walking track and drawing-up the yearly bush regeneration contracts for 26 sites.



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Vegetation Mapping

A final draft of Council's draft vegetation mapping (draft mapping and assessment of key vegetation communities across the Ku-ring-gai local government area), has been provided to DECCW to assist in their Sydney Metropolitan Vegetation Mapping - The Native Vegetation of the Sydney Metropolitan Catchment Management Authority Area. Future correspondence with DECCW regarding these mapping products is considered likely to continue over the next few months.

Walks/ Talks program

The Aboriginal Heritage Office led a walk along the Little Digger Track to talk about the history of the Aboriginal people who lived in Middle Harbour. The highlight of the walk was hand prints stencilled on with ochre paint on the cave by the Aboriginal people a long time ago which still are visible today.

Bush Neighbour days

Two bush neighbour days were held during the quarter at Granny Springs reserve at Turramurra and Longford Street/ Abingdon Road, Roseville (Sugarbag Creek). The reason for the bush neighbour days is to educate people about issues surrounding their properties, and to get people to join bush care and discuss any issues such as dumping and weed invasion.

North Turramurra Golf Course

Tender for design and construction of a water reuse plant was awarded in December 2009. Detailed design has commenced. Some delays have been experienced in relation to the disposal of sludge from the treatment system, though this is in the processes of being resolved by the Tenderer in cooperation with staff and Sydney Water Corporation. It is envisaged that below ground conduits will be used through directional drilling to minimise environmental impact. Work is slightly behind program as per Federal Government grant.

Water Re-use

As part of the continual improvement of the designs for the water reuse schemes, various monitoring programs have identified opportunities to refine the design, construction and operation of council's water conservation schemes. Many of these reviews have been documented for related industry conferences as a demonstration of the leadership role Ku-ring-gai in this area.

Sewer mining at Gordon golf course

Construction commenced March 2010. Expected time for construction 25 weeks. NSW Government has been informed on progress and grant administrator have agreed on way forward.

Climate change

Council has installed LED lights within the reception area and external facade of the Council Chambers, Gordon. In all 27 inefficient halogen and 38 high pressure sodium globes were replaced which has reduced energy consumption by 9,900 KWh per year - a greenhouse saving of 11 tonnes. This project also reduces Council's operating expenses by \$1,900 each year through reduced energy and maintenance costs.

Council has continued to research and assess climate change adaptation options for Council and the community. Actions relevant for Ku-ring-gai Council have been assessed and prioritised by staff and will be reviewed by community experts and other government and industry representatives in May.

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Wildflower Garden

Activities during this period have included 22 Bush Birthday Parties (296 participants), 6 schools including Macquarie University Post-grad students (187 students in total), and the Australian Plants Society North Shore Group celebrating their 50th anniversary with a dinner at the Bushland Education Centre (70 guests attended). As part of this function a presentation by the Mayor of Kuring-gai and the Bushland Education Centre Coordinator was conducted. The presentation recognised the efforts and work carried out by the Plant Society volunteers over the years and the long standing relationship between the Plant Society and Council.

Major track maintenance work on all the Garden's walking tracks to repair and maintain track steps is currently in progress. Track work is near completion on the Banks boardwalk and pond area to reduce the possibility of slipping on wood when track is wet.

Volunteer planning

Streetcare continues it's rapid growth with two new sites established in the latest quarter. It is featured in the Sydney Catchment Authorities latest newsletter Mambara. WildThings, which is responsible for the Pool to Pond and stingless native bee hive programs has been taken up as an initiative by six other Sydney councils (Randwick, Marrickville, North Sydney, Hornsby, Willoughby and Warringah), giving it exciting future growth prospects.

## Planning and Development

### Urban Planning

Dual Occupancy LEP/DCP

A final position paper on dual occupancy was presented to the chair of the KPP for her consideration. It proposes that appropriate dual occupancy provisions be developed as part of the principal LEP. Awaiting further instructions from KPP or DoP

Interface Strategy for KPP Areas

Interface issues within the KPP areas are addressed as part of Town Centres LEP. Work has progressed on the assessment of the interface areas outside Town Centres LEP which will inform the development of the Principal LEP.

Parking Management Plan

Draft Parking Management Plan (PMP) was placed on exhibition, and has now closed. Submissions have been summarised, and responses have been prepared to the issues raised. A report to Council on results of exhibition is expected to be prepared soon, for consideration/adoption.

Town Centres DCP

Changes in response to the independent consultants in relation to the Town Centre DCP were finalised and included in the latest version of the DCP. Information was provided for the consultants from the Department of Planning. Council report on the DCP was written.

Process for Design Excellence panel has been drafted in consultation with Development and Regulation. To be reported to Council following gazettal of LEP

Town Centres LEP

The LEP is currently awaiting gazettal.

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Preparation for implementation of the LEP following gazettal has commenced including arrangements for notification, explanatory material, internal training and s149 certificates.

**Development Assessment**

As at end of March 2010, the number of outstanding applications (DA, S96 and S82A reviews) stood at 192. This represents a decrease compared to the 239 applications reported for the previous quarter and is significantly below the desired threshold of 450 outstanding applications.

Our median processing time for all DA, S96 and S82A review applications was 47 days which, although marginally greater than the 43 days reported for the previous quarter, is still significantly less than the desired threshold of 60 days. Our median processing time for Express DA's of 23 days was also well below the desired threshold of 30 days for these types of applications.

Land and Environment costs to the end of March 2010 amounted to \$850,505 which marginally exceeded the 3rd quarter budget of \$839,997. This is mainly attributable to increased legal costs associated with a number of highly complex appeals largely outside of Council's control. However, legal costs recovered by Council as at the end of March 2010 amounted to \$151,006 which when offset against costs incurred results in a favourable net total of \$699,499 or \$140,498 below budget.

**Regulation and compliance**

During the third quarter, Council processed 95% of all Construction Certificates it received within a period of 14 days. This exceeds the threshold of 90% within 14 days specified in the Management Plan. All Building Certificates applications received by Council in the third quarter were processed within 19 days of lodgement which is below the threshold of 21 days set in the Management Plan.

## **Civic Leadership and Corporate Services**

### **Communications**

**Advertising**

Council changed advertising booking agent to a preferred supplier under tender with Local Government Procurement. This was after the collapse of former booking agent.

Communications conducted a survey to find out the readership and effectiveness of the corporate advertisement, which features on page 8 of Friday's North Shore Times. Even with offering incentive to complete the survey, only 100 responses were received via online and paper based surveys. Since this is by far the Council's most expensive form of communication, further evaluation of the advertisement is required once the Resident Feedback Register is established.

**Ku-ring-gai Enews**

Three editions of Ku-ring-gai Enews was distributed to over 2,000 residents. Covering various topics including upcoming events, achievements, and major projects and planning updates, the newsletter receives positive feedback from the community.

**Internal communication**

Two editions of the staff newsletter From the GM's Desk were distributed to staff via an email newsletter and a poster to go on noticeboards for outdoor staff.



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Corporate planning

Draft Delivery Program and Operational Plan

The draft Delivery Program and Operational Plan under the new Integrated Planning and Reporting Framework developed by the Division of Local Government is nearing completion. The new framework replaces the former Management Plan, Social Plan and Community Plan with an integrated framework. Council has been working towards this new framework for the past three years by preparation of a Community Strategic Plan, Long Term Financial Plan, Asset Management Strategy and Workforce Plan. Council's draft Delivery and Operational Plan sets out our goals, objectives and how these will be achieved as we deliver our programs, services and manage our facilities. It contains a balanced budget for 2010/11 and an assessment of our longer term financial position. The plan also aims to achieve the medium and long term objectives articulated in the Community Strategic Plan. The draft is due to go to Council in April for approval to place the draft on public exhibition.

Sustainability toolkit workshops

Council was asked to present case studies at a series of sustainability workshops around NSW on reporting and planning processes. The workshops were convened by the Urban Sustainability Alliance and Local Government and Shires Association. Participation in these events helps to promote Ku-ring-gai as a leading Council in NSW.

Consultation

Following the public exhibition of the draft St Ives Showground Masterplan, a community information session was held at the Showground to further facilitate discussion regarding the masterplan. Key points and findings from the meeting have been communicated back to all stakeholders who attended the meeting and will form part of the revised plan expected to be delivered to Council later this financial year.

The draft Public Domain Plan was placed on exhibition and included a resident survey to determine the most preferred furniture, litter bin and paving options. 80 responses have been received to date, with strong support for timber furniture. Results are still being analysed and will form part of the report to Council later this year.

A series of surveys and focus groups were held during the first quarter on environmental and sustainability programs and initiatives of Council. With support from the NSW Office of Water, over 380 door knock surveys were completed with residents to gauge their knowledge and awareness of stormwater reuse and current usage of rainwater tanks. Results will be available in May.

Governance

During the quarter Council received 4 Freedom of Information applications and there were 345 requests for access to documents under Section 12 of the Local Government Act.

In February, Council resolved to place on public exhibition for comment a revised Code of Meeting Practice. The revised code was then adopted by Council in May following the exhibition period. Additionally a revised policy for the Payment of Expenses and Provision of Facilities for Councillors was adopted in February. This policy was also on public exhibition during November and December 2009.

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Information technology

Council's electronic records management system, TRIM, was successfully upgraded during this period, this was a minor release to improve functionality address some known system issues.

Work commenced on the scanning of landscape architect plans going back some 20 years, this will provide both historical and operational benefits to the organisation as well as ensuring the safe storage of the plans.

Implementation of Council's new Graphical Information System (GIS) is progressing well. User Acceptance Testing has been completed and conversion to a production environment is scheduled for the second week in May 2010. User training will commence shortly after testing in Production has been finalised. It is anticipated that go live will be 1 July 2010. The new GIS from ESRI Australia will significantly improve Council's GIS capability and allow for future product development over many years.

Customer service

Over 10,000 requests received for the quarter with 97% of requests actioned. The requests cover a wide range of services provided by Council such as trees, clean up bookings, animal control, parking and traffic issues, potholes, footpath repairs.

Call Centre activities

Call centre received and responded to 37,513 calls. Service level achieved for the quarter on average 73%. All three available queues were kept busy with most calls received at the Customer Service queue with 21,268 calls. Clean up services received 8,523 calls with the relevant bookings made. The unit also received and actioned over 2,688 email requests. 270 Thank you notes were received in response to the services provided through the email service.

Counter activities

The Counter area lodged 518 development applications and 2,026 various certificates. Several items placed on public exhibition generated number enquiries.

## Financial Sustainability

100% of statutory reports were completed within the statutory time-frames. These include monthly investment reports and quarterly budget review reports. Investments: Global financial markets have improved.

Council's year to date investment returns were above benchmark. The YTD return for March was 5.48% against a benchmark rate of 3.65%.

The forecast of available working capital for 30 June 2010 is \$2,017,000. The 2009/10 budget provides for an available working capital balance of \$1,696,000 meaning at this point in time a surplus of \$321,000 is anticipated. One of the principles of Council's Long Term Financial Plan is to provide for a minimum balance of available working capital of \$3.8M by 2012/13, the surplus of \$321,000 assists in reaching this target sooner.

## Resolutions and Questions Without Notice

The number of outstanding Resolutions of Council and Questions Without Notice are as follows:

## Status as at 14 April 2010

	Resolutions	Resolutions	QWN	QWN
	Outstanding	Pending	Outstanding	Pending
Civic	1	0	0	1
Community	5	0	0	0
Corporate	5	1	2	0
Development & Regulation	0	0	2	0
Operations	7	0	2	1
Strategy & Environment	13	3	0	0

The higher number of outstanding resolutions in the Strategy and Environment directorate relate to a number of long term projects undertaken by that department. These include strategic land use plans, consultations on major open space initiatives and draft policies on exhibition.

## CONSULTATION

Not applicable.

## FINANCIAL CONSIDERATIONS

The requirements outlined in the Management Plan 2009-2012 are funded in Council's budget.

## CONSULTATION WITH OTHER COUNCIL DEPARTMENTS

All Departments have provided the status and comments on the progress of Key Performance Indicators and Performance Measures in the **attached** report.

## SUMMARY

Comments on the status of the third quarter report on the Management Plan have been included in the attached document. This includes comments on the status on Key Performance Indicators for each function area. As noted in this report, there has been a variety of projects and actions undertaken by Council to achieve the outcomes identified by the Management Plan.

## RECOMMENDATION

That the report on the progress of the Key Performance Indicators contained in the 2009 to 2012 Management Plan for the 3rd quarter of the Plan be received and noted.

Jeremy Pendergast  
Corporate Planning

Peter Davies  
Manager Corporate Planning  
& Sustainability

John McKee  
General Manager

**Attachments: Principal Activity Progress Report for the quarter ended 31 March 2010 - 2010/087478**



Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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## 1 Community Development

This organisation is committed to the principles of sustainable development and management. Community Development covers all issues relating to community wellbeing, culture and lifestyle

## 11 Community services

Community services are provided at facilities such as libraries and cultural centres and provide benefit to our residents with particular focus on special need groups such as aged and youth

## 111 Service Planning and Development

MCDV01

Understand and support a cohesive community where we appreciate and support the many cultures and heritage of Ku-ring-gai residents. Access to the services, programs and facilities that enable full participation in/and enjoyment of the social and economic

Code	KPI	Target	Units	Achieved	Notes
a	2009/10 priority Community Plan recommendations completed	95	%	80	

### Comments:

#### Children Services

Participation in children's services meetings (Community Plan 2005 -2009)

A number of children services meetings were convened and attended by Council including the Ku-ring-gai Children's Services Interagency, Ku-ring-gai Hornsby Out of School Hours, Australian Community Children's Services, Out Of School Hours Reference Group.

A major focus of these meetings was to assess the impact, commence planning and familiarise services with new legislation, policies and strategies proposed by both the Commonwealth and State governments. Some of the issues currently affecting children's services include:

- New child protection protocols under the Keep Them Safe initiatives
- Adapting to the new Children's Services Award 2010
- Planning for the reforms of the National Quality Agenda for Early Childhood Education and Care
- Proposed changes in NSW Children's Services regulations

Investigate further options for service collaboration to enhance current service delivery (Community Plan 2005 -2009)

Planning has commenced to conduct a capacity building workshop with local community based children service providers. The purpose of the workshop is to identify key issues facing not-for-profit organisations in terms of governance, service delivery, licensing requirements, training and strategic planning.

Review and update children's services directory (Community Plan 2005 -2009)

The electronic Ku-ring-gai Children's Services Directory contained on Council's website is progressively updated throughout the year as changes are found or Reported by services to Council.

#### Youth Service

To increase the number and range of youth specific leisure and recreation programs on offer (Community Plan 2005-2009).

Live Music Events: There were three live music events held at St Ives Community Centre with a total of 420 participants. These events are an opportunity for young musicians to perform in front of their peers in a non-threatening environment. They also provide an accessible, safe, drug and alcohol free space for young people to enjoy their favourite music. Several young bands and key youth volunteers are starting to mature as musicians/event coordinators as a direct result of their involvement with these events.

Turramurra Youth Service: This is a pilot project that has commenced in partnership with the Rotary Club of Turramurra. The centre opened in late March and will continue to operate on Wednesday and Thursday afternoons during the school term. A formal launch of the service will be held in June.

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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The service provides a recreational space for young people travelling through the busy transport interchange of Turrumurra. Young people can be involved in a range of skill development activities or can simply socialise with their friends. Such services are increasingly important for young people due to the long hours that many parents work. Local families have been glad to see a service within Turrumurra that is available for young people.

With our community partners, sponsor or facilitate parent education programs which address the special needs of young people and their impact on family relationships (Community Plan 2005-2009).

Parent Forum: The February Parent Forum was titled 'A Drug and Alcohol Toolkit for Parents' was run in partnership with KYDS. The topics included the local contexts for substance use amongst young people, health/behavioural implications of use and strategies for parents to assist their children. There were also some youth ambassadors from NSW Health that gave a youth perspective. Each parent that attended the forum received an information pack to assist them to resource their family. A stand-alone, parent-led support group has formed as direct result of the success of the 6 Parent Forums that Council runs each year.

Continue to participate in the Hornsby Ku-ring-gai Youth Network with a focus on increasing awareness of the prevalence of youth issues in Ku-ring-gai (Community Plan 2005-2009)

Hornsby Ku-ring-gai Youth Network Planning Day: This annual Planning Day was an opportunity for the local youth network to;

1. List both the Network and member achievements in 2009.
2. Identify priority issues for young people and the youth sector.
3. Identify projects for the Network to work on in 2010.

Key issues raised by local services at the Planning Day included; the new school leaving age for young people, substance use issues and bullying issues within the school environment. There were 15 youth-related organisations in attendance.

Involve a broad spectrum of local youth in the development of youth programs in Kuring-gai (Community Plan 2005-2009)

Youth Leadership Program: Ku-ring-gai Council's Youth Services (in partnership with other community organisations) have coordinated a five week Youth Leadership Program that focussed on supporting young people to become effective volunteers. Potential young leaders were involved in this program that covered topics such as leadership development, communication skills and program coordination. Since graduating from the program, participants have received a TAFE Statement of Attainment and are now assisting Youth Services to deliver programs in a voluntary capacity.

#### Aged and Disability Services

Conduct educational seminars for older people (Community Plan 2005-2009)

In February the senior's seminar covered the subject of sleep disorders. The medical director of the Sydney Sleep Disorders Clinic, Dr Chit Shu Chan spoke to over 50 seniors about a number of potentially life threatening disorders and the importance of having medical advice if there was any concern. Feedback from the seniors in attendance was very positive.

Work with Human Resources to develop and implement disability training awareness for Councillors and staff (Community Plan 2005-2009)

Disability awareness training is an ongoing component of Council's induction program for new staff. Presentations are made to Council staff at each induction session on Council's Access Policy and Disability Discrimination Action Plan covering areas such as access to buildings, service delivery, consultation, communication, staff training and equal employment opportunities.

Resource and support the bus shuttle operation in partnership with Hornsby/Ku-ring-gai Community Transport (Community Plan 2005-2009)

Utilisation of the service continues to be popular with 140 trips over 1294 kilometres being undertaken by frail aged seniors, carers and people with disabilities. The shuttle bus service assists older people to reduce isolation, maintain their independence and build social networks. Trips included medical appointments, shopping and social activities.

Continue to resource the regional Social Isolation working group (Community Plan 2005-2009)

The Social Isolation Network met bi monthly at Council to address the needs of this vulnerable group. Attendances by regional representatives of organisations include the Northern Sydney Councils, Community Aid groups, Department of Ageing Disability and Home Care (ADHC) and community transport operators. A Social Isolation

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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Assessment tool has been developed to provide a standardised measure for evaluating the social isolation of a client. This will assist care providers in identifying risk factors among people living alone and contribute to the development of appropriate action plans. Other issues discussed include training needs of Community Transport sector drivers to identify potential clients at risk and the link between malnutrition and social isolation.

Review and update annual Aged and Disability Service Directory (Community Plan 2005-2009)

Over 40,000 copies of the 2010 Seniors and Care Guide was printed and distributed in March. This guide is a very popular resource and contains information about accommodation options, support services, community transport, leisure and education programs, council services and government departments. The Guide will be circulated throughout Council's libraries, community centres and service organisations.

Develop and implement Seniors Week (Community Plan 2005-2009)

During March a comprehensive "Seniors Festival" program, with over 16 events, was offered by Council and other local community groups with support from Council's Seniors Activity Committee. The program provided activities that covered the cultural, educational and social aspects as well as being highly entertaining for those participants.

The Seniors Festival was supported by a range of community groups such as the Church of Christ - North Turramurra, Computer Pals Turramurra and Lindfield, U3A, Ku-ring-gai Historical Society, St Ives Village Shopping Centre, Parkinson's support Group and Uniting Church Turramurra. that enabled the many and varied activities to be provided to senior residents at little or no cost. This support is appreciated by all who attended the events.

Attend resource and support HACC forums, Disability Networks and Community Transport Management Committee meetings (Community Plan 2005-2009)

These meetings provide Council representatives and local organisations an opportunity to discuss emerging trends and highlight gaps or needs in service provision. The meetings are attended by representatives of ADHC and prioritisation of community funding and identification of issues occurs on a regular basis. The range of matters under consideration included men's health, funding agreements, dementia, transport priorities, elder abuse, squalor and hoarding, clients at risk refusing services etc.

## 112 Aged Care and Disability Planning and Development

MCDV01

We appreciate and support the many different age groups and their access to the services, programs and facilities that enable full participation in/and enjoyment of the social and economic life

Code	KPI	Target	Units	Achieved	Notes
a	Actions from the Disability Discrimination Act	90	%	75	
	Action Plan completed				
b	Increase in participation in seniors program	10	%	0	To be reported in the 4th quarter
c	Satisfaction with seniors community education programs	85	%	0	To be reported in the 4th quarter

### Comments:

Co-ordinate implementation of Disability Discrimination Action Plan

1. Access Consultative Committee: The Access Consultative Committee is in the process of being re-established and nominations have been sought from community organisations and interested residents. Council's Access Consultative Committee has been promoted at a number of forums including the Northern Region Disability Network and the Home and Community Care Forum. There have been 5 expressions of interest received to date and more are expected in the coming months.

2. Council's accessible electronic newsletter for vision impaired residents has been completed and sent out in audio format. A satisfaction and utilisation survey will be undertaken to obtain feedback from users of this service and guide the development of future accessible formats.

3. Disability awareness training for frontline customer service staff has been organised and will be completed at the end of April. The training covers areas such as the type and range of disabilities, communication methods, use of appropriate language and practical tips to assist people with disabilities.



Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
113	<b>Children's Planning and Development</b>								MCDV01

Develop and implement policy, programs and opportunities to support the development and participation of children and children services.

Code	KPI	Target	Units	Achieved	Notes
a	Achieve utilisation of Family Day Care and Thomas Carlyle Children's Centre	90	%	95	

#### Comments:

##### Ku-ring-gai Family Day Care Scheme

##### Play session Events

In the March quarter 34 play sessions have taken place. During February the Scheme celebrated Chinese New Year with the children and carers, activities included group collages with red paints, musical experiences and attractive displays from China.

In March the Family Day Care staff invited Living Eggs to visit our play session this provided the children with the gift of experiencing a real life event. Other events during this quarter include Iranian New Year, St Patrick's Day and Harmony Day. The Vegetable Garden at the Children's Resource Centre is incorporated on an ongoing basis into the playgroup sessions with children and carers planting vegetables, herbs and flowers.

##### New Families Interviewed

In 2010 the Scheme welcomed 65 new families into our service.

##### Immunisation Statistics

Council held 3 immunisation clinics with 166 children in attendance.

##### Thomas Carlyle Children's Centre

In the New Year the Centre commenced its new enrolments with constant demand for places. The general community continues to inquire about the service and places are being filled when they become available.

The Centre provides 3 university trained early childhood teachers that that have remained with the service for a number of years. These teachers create quality programs that engage the children in a challenging yet relaxed atmosphere.

114	<b>Youth Planning and Development</b>								MCDV01
Develop and implement policy, programs and opportunities to support the development and participation of young people, the youth services and community groups									

Code	KPI	Target	Units	Achieved	Notes
a	Participants in Youth Services activities	5,000	Number	1,075	

#### Comments:

##### Crime Prevention Educational Resource

Youth services, in partnership with the Hornsby/Ku-ring-gai Police and Community Youth Club, were successful in obtaining a \$5,000 grant from NRMA Insurance to develop a crime prevention resource for young people. Local young people were involved in several stages of the project including theme development, production, acting and promotion. This resource addresses relevant topics for young people such as youth violence, vandalism and drink driving. This resource is to be utilised in local high schools as an educational resource and will facilitate discussion on the impacts of crime.

##### Youth Summer Camping Trip

The camp was held at The Basin camping ground in Ku-ring-gai National Park for a number of young people and covered a range of activities aimed at addressing

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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young people's social and recreational needs in a non-threatening and supportive environment - issues addressed included drug and alcohol use, smoking, healthy eating, relationships and at risk behaviours.

#### West Pymble Markets

Youth Services were involved at the West Pymble Community Markets through the coordination of youth acoustic music performances. This initiative gave young people the opportunity to perform in public, make a significant contribution to a community event and promote a positive image of local young people. Feedback from members of the local community was positive and there is scope to repeat this program in the future.

#### Gordon Student Resource Centre

This service provides after-school recreational and skills-based activities for young people. Local young people attend this service after school or as a break from their studies at the Ku-ring-gai Library. The student resource centre acts as a gateway program that enables young people to build strong connections with Council's Youth Services staff and be subsequently referred to the other relevant youth services programs. Other services provided include information on relevant youth related matters, advocacy, referral and mentoring. There was a total attendance of 615 young people in the reporting period.

#### St Ives Youth Centre

The aged demographic of this service has recently changed with an emphasis on young people aged between 12 and 14 years. The centre provides a range of sporting, information, educational, referral and support based programs for young people in the St Ives area. There were 544 young people who attended the service in the reporting period including the evenings when the venue is used for Council live music events. This type of service is important to St Ives as local young people often have limited opportunities to access other entertainment options due to transport limitations.

## 115 Leisure, Art and Cultural Development

MLCD01

This section provides opportunity local community to showcase local talent but also enrich the local cultural environment through year long entertainment program. This include Festival on the Green, Australia Day Celebrations, Concerts in the Park, Guringai Festival, Volunteers functions etc. Also provide advice and support for Arts based programs such as Public Art.

Code	KPI	Target	Units	Achieved	Notes
a	Funded 2009/10 Cultural Plan recommendations are completed within set timeframe	80	%	80	
b	Enrolment at vacation care centres and school holiday programs	80	%	85	
c	Capacity enrolment of Spring in to Action activities	70	%	80	
d	Student enrolment in Ku-ring-gai Art Centre programs	90	%	95	

#### Comments:

##### Art Centre

Term 1 - 2010 has shown high number of enrolments for adults, children and teen classes. New mixed media class booked to full capacity for Term 1 and also in Term 2. Weekend workshops included Botanical Art (booked to full capacity) and Watercolour (booked to full capacity).

A new pilot program and partnership with Macquarie University has been established and is due to commence in May 2010

A submission for LGSA Cultural Award was entered representing the diversity of arts programs run at the Art Centre.

This quarter exhibitions included the ever popular Teenage & Children Art Exhibition and the Annual Tutors Show (opened by the Mayor Ian Cross), and also Painting exhibition by Art Centre students.

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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**School Holiday Program**

The April School Holiday program operated from Tuesday 6th April - Monday 19th April 2010. Program highlights include Sydney Tower Climb, Taronga Zoo, Kayaking at Manly, Jamberoo, Movies, the Ku-ring-gai Wildflower garden experience and the in-centre Chicks R Us baby chickens experience.

**Spring into Action:**

Spring in Action Program was distributed to a mailing list of over 700 customers as well as advertised in the North Shore Times. Highlights include - Two Day Exploration - the nations capital trip planned for Wednesday 22 and Thursday 23 September 2010. This two day Floriade experience is offering 45 places, in addition to the extra 9 trips (to be released to the public in July 2010), over a 9 week period throughout September, October and November 2010 (dates are to be confirmed).

## 116 Library Services

MLIB01

This function of the libraries is to provide efficient and timely access to information and resources

Code	KPI	Target	Units	Achieved	Notes
a	Acquisitions budget spent	100	%	75	
b	Satisfaction with library services	70	%	0	This will be conducted in 4th quarter.
c	Increase in e-zone usage	10	%	-11	

**Comments:****Library Branches**

The Ezone facility continues to be well used compared to usage prior to its launch in July 2007, however current activity has slightly declined across all branches compared with the corresponding quarter last year. The average rate of utilisation of all terminals across the Library is 56% with Turramurra branch showing the highest usage rate.

During this quarter, usage of Yourtutor, the Library's online tutorial service for students from Year 4 to Year 12, was accessed by 106 students of whom 86% agreed that Yourtutor was helpful and 83% would recommend it to a friend. These results show decreased usage compared with those for the corresponding quarter in 2009. A total of 106 students benefited from the facility during the first quarter in 2010 compared with 282 during the first quarter in 2009.

Justice of the Peace services continues to be utilised at Turramurra branch and at Lindfield. This is a community helping community service where registered JPs visit the branches on Wednesdays and Saturdays respectively to provide JP services.

A Free Wireless Internet facility introduced to branches during the last quarter continues to be well used.

As part of the *Art in the library* program, Gordon branch hosted the *Ku-ring-gai Council Staff and Friends art exhibition* during January and February. The Bicentennial Park Art Group commenced its third annual art exhibition in March.

Book clubs continue to meet at each branch on a monthly basis with an average membership of 10-12.

**Housebound and Librarius**

The Librarius has continued in popularity with new members continuing to register interest. The library continues to provide 3 separate Librarius pickups each day, three days a week, with some room to expand if demand increases. It currently serves 75 customers. This compares with 63 customers during the corresponding quarter in 2009. The Housebound service provides library services to members of the community who are unable to leave home. It functions during week days and serves 170 residents compared with 150 customers in the first quarter of 2009.

The changes to the distribution process for Navigators to Macular Degeneration Foundation members, who are also library members, are gaining popularity and are proving successful with the community. The Navigator program now has 36 members, compared with 30 during the first quarter of 2009.



Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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As in the previous two years, a Christmas party was held for Housebound customers at St Ives and was attended by 35 customers. This was consistent with the 2009 attendance.

#### Youth and Children

The annual Summer Reading Club (SRC) continued during the January holidays with this year's theme being "Read on the Wild Side". The SRC assists parents in maintaining their children's reading over the long break so they are less likely to slip behind in their reading skills. Although the theme had appeal and 70 children participated, the numbers were down from last year. The Star Party at the conclusion of the SRC in February rewarded 47 children with books for their reading efforts.

Other holiday activities included a new initiative, a Saturday Storytime which was attended by 11 children and their parents, some of which were dads. The Secret Garden event was an evening with Jan Latta, an author & wildlife photographer. Her talk, though excellent, was pitched for families with primary aged children. The Wild World Library Challenge saw 22 children armed with questions, pens and paper seek answers within the library.

Chinese New Year was celebrated with a bilingual story time in February and the young adults are being treated to Around the World in 80 books which are novels set in different countries or children from other regions in the world experiencing Australia.

#### Information Services

Another busy quarter for Information Services saw Community Information requests increase to 27,559 for this quarter compared to 25,715 for the corresponding quarter in 2009. This represents an increase of 7.3 % during the past year and an overall increase of 321% during this quarter over the past six years.

Ku-ring-gai library continues to attract requests to borrow our items from other libraries. During this quarter, 685 requests were received from other libraries which represents an increase of 21.0% compared to the corresponding quarter in 2009. By comparison, Ku-ring-gai Library sent 324 requests to other libraries during this quarter. Clearly this indicated the strength of our collection and the manner in which it has been selected.

#### Library Technical Services

Library Technical Services provides the ordering, updating, end processing for the library service.

#### Monthly Statistics January to March 2009-10

Loans	2009	2010	% Change
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Gordon	87,008	86,129	-1.0
Turrumurra	60,259	64,277	6.7
St Ives	45,876	46,222	0.8
Lindfield	22,276	22,361	0.4
Web	12,632	22,7548	0.1
Archives		6551	-21.5
Administration	1,434	3,134	118.5
Housebound	4,299	3,995	-7.1
TOTAL	233,849	248,923	6.4

Visitors	2009	2010	% Change
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Gordon	69,893	65,725	-6.0
Turrumurra	41,189	43,467	5.5
St Ives	38,627	37,549	-2.8
Lindfield	21,332	18,290	-14.3
TOTAL	171,041	165,031	-3.5

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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Community programs are those activities undertaken to enhance the cultural, recreational health and well being of our residents. Community events Provide a periodic focus throughout the year with regular activities held at our community centres, wildflower

## 121 Community Functions

MLCD01

The community functions aims to deliver as range of cultural events and activities that celebrate local pride and identity. These events encourage social Interaction and promote community celebration.

Code	KPI	Target	Units	Achieved	Notes
a	People attend events	15,000	Number	7,500	

### Comments:

#### Australia Day

Over 7,500 people braved the soaring heat and packed into Bicentennial Park, West Pymble for an evening of fun-filled Australia Day entertainment.

The evening concert featured the Wild Aussies educational kid's show, Australia's leading traditional Aboriginal and Torres Strait Islander dance company - Descendance, Steve Passfield's modern bush band – Handpicked, Aussie rock band Wet Zelko, and a spectacular finale by award winning string and fire performers - Vamp and fireworks display by Foti International.

Suzanne Saunders was announced the Ku-ring-gai Citizen of the Year Award for her 18 years of dedication to Easy Care Gardening, and Annika Tierney, the Young Citizen of the Year with Environmental Awards going to Hugh Lander and Greg Lodge. James Frost with the Outstanding Service to the Community Award for his 14 years as a volunteer with St John Ambulance.

## 13 Sport and Recreation Facilities

### 131 Sport and Recreational Facilities Management

MCRP01

The primary purpose of Recreational Services are to provide support and promote a range of recreation resources and opportunities in order to improve health and well-being of the community

Code	KPI	Target	Units	Achieved	Notes
a	Capacity participation in Active Ku-ring-gai program	90	%	90	
b	Permanent and seasonal allocation of community and sporting facilities completed within agreed timeframe	100	%	100	
c	Leases and licensing of community properties are consistent with Council policy and procedures	100	%	100	

### Comments:

#### Recreation programs:

The Active Ku-ring-gai program has had strong participation for the start of 2010, with new programs and extra classes for participants and instructors to expand the range of programs available. To better target new programs, Active Ku-ring-gai is seeking additional community feedback on local service needs.

Activity	Term 1 2010	Term 2 2010
Social Tennis (2 classes)	34	34
Yoga	14	14

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
	Gym Without Walls (2 classes)	27		19					
	Pilates	20		22					
	Tai Chi	7		7					
	Fitbox	21		18					
	<b>Total</b>	<b>123</b>		<b>114</b>					

## 2 Urban Environment

This organisation is committed to the principles of sustainable development and management. This activity includes all activities that have significant impacts on the built environment

### 21 Engineering Services Asset Maintenance and Management

The Infrastructure and Assets Program covers the forecasting, planning, design, construction and maintenance of infrastructure, buildings and major assets as related to the Council's capital works program

#### 211 Engineering Services Asset Maintenance and Management

MGES01

Functions to Develop and implement Building Maintenance Programs and Road Maintenance Programs that support the work of the Department

Code	KPI	Target	Units	Achieved	Notes
a	Building Maintenance Program completed	85	%	50	
b	Improvement in the condition of Council's building assets	10	%	6	
c	Increase in corporate recycled products	4	%	2	

Comments: Trades staff have been utilised on refurbishment of 31 Bridge St premises, and repairs for Chambers following water damage in February. Overall 50% completion of the Building Maintenance Program has been achieved. Activities were allocated to all Trades staff, with some individual staff over 65% completed (carpentry, electrician, painting, construction). Activates programmed for contractor is approximately 40% overall. Maintenance allocated for essential services are on target.

In the period, 337 CRS were completed. Of these, 141 was related to Vandalism.

Roads Maintenance and Construction is progressing satisfactorily. In terms of maintenance, total outputs for the quarter are - Asphalt footpath (368sqm), Concrete footpath (425 sqm), Road & shoulder patching (1884 sqm), footpath grinding (138 sqm). Pothole repairs has reduced following retirement of staff and the position not yet filled.

Extensive road restoration has been completed in Pymble following Energy Australia works. A total of 13 roads, were fully resurfaced and a number also had shoulder maintenance undertaken.

Rehabilitation roadworks were planned during the period, comprising testing pavement, services located, and treatment methods verified.

Highlights: The extensive road restoration completed in Pymble following Energy Australia works has enabled road surfaces to be improved. Of the 13 roads that were fully resurfaced, some of which include, Hope St, Station St, Telegraph Rd, Bobbin Head Road and Ku-ring-gai Ave, a number also had shoulder maintenance undertaken.

## 22 Fleet Maintenance and Management



Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
221	Fleet Maintenance and Management								MGES01

Code	KPI	Target	Units	Achieved	Notes
a	Reduction of fuel consumption by passenger fleet	5	%	2	
b	Reduction of fuel consumption by operational fleet	5	%	2	
c	Energy use per year from alternate low or zero CO2 emissions source	3	%	1	

Comments: Under the Passenger Fleet Replacement Program, at the end of 3rd Quarter, we have replaced a total of 28 vehicles (that is, a new vehicle is received, and the old vehicle swapped and auctioned), 10 vehicles ordered with delivery pending, and 2 delivered (that is a new vehicle received, old vehicle swapped, but not yet auctioned).

Passenger vehicle resale market continues to be depressed and auction prices are not reaching desired reserve prices, with some vehicles going up for auction 3 times to obtain a reasonable price, but under reserve.

Under the Operational Fleet Replacement Program, most small plant scheduled has been replaced, including the replacement of painter Trades van ordered. The purchase of the large plant, the Flowcon unit, has been delayed due to availability of plant to inspect. The two Managers, Open Space Services and Engineering Services, are developing an Expressions of Interest to sell the Abbi Sky Probe.

## 23 Infrastructure Design and Construction

### 231 Infrastructure Design and Construction

DESE02

This function area focuses on providing engineering designs and projects, capital works programmes and management of contracts and projects relating to Council infrastructure

Code	KPI	Target	Units	Achieved	Notes
a	Increase of recycle material in operational projects	4	%	3	
b	Increase of recycling material of waste products	4	%	3	
c	Roadworks, footpath and drainage program completed as per adopted list	95	%	75	
d	Infrastructure levy projects completed	100	%	75	
e	Stormwater levy charge program implemented within set timeframe	90	%	70	
f	Canopy replenishment program completed	100	%	75	

Comments:

Footpath, Traffic and Drainage Projects have been included in the Design program and allocated for construction.

Pedestrian refuge upgrade at Werona Avenue almost completed, with minor landscaping works required, this work was to required to upgrade to the current RTA standard and comply with Access requirements. Two additional short term parking spots have been provided opposite the bus stop and the outdoor dining area has been moved out of the 1.8m area from the shop wall to assist access for people with vision impairment. The flat grades along the street and existing communication

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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pits provided some challenges in designing the drainage.

A new concrete footpath has been constructed on the eastern side Memorial Avenue to join the existing pathway in Rotary Park to the new pathway near Killeaton Street.

Along Lady Game Drive, design work was undertaken for construction of a shared path from De Burgh Road to Ryde Road, incorporating vehicle barrier. As this is near the edge of the embankment, the structural work for the full shared path from Blackbutt Creek to Ryde Road was outside the funding available. An alternate of widening the shoulder to the guard rail location to allow bicycles to be out of the main traffic flow is currently nearing completion from Blackbutt Creek to the end of kerb and gutter near Ryde Road. The section between the path and De Burgh Road and Blackbutt Creek and from the end of the kerb near Ryde Road to De Burgh Bridge will be constructed as funds become available. It is currently anticipated this will be in the next financial year.

Other projects programmed for completion this financial year include footpaths in Grosvenor Road from Lady Game Drive to No 107 and on the western side of Malga Avenue. Drainage and traffic improvements have been undertaken near the intersection of Alma Street and Station Street. Fine tuning of this work may be required if desired improvement in driver behaviour is not obtained.

## 292 Open Space Projects

MOSP01

## 24 Traffic & Transport

## 241 Traffic and Transport

MGTT01

This function provides professional assessment of traffic and transportation matters including forward planning of Council's road and pathway networks.

Code	KPI	Target	Units	Achieved	Notes
a	Road safety program completed within set timeframe	90	%	75	
b	Traffic facilities program completed within set timeframe	90	%	75	

Comments: Audit study of Council's estimated nearly 800 bus stops is proceeding. Bus stops have to comply with Disability Discrimination Act requirements. Council's Road Safety Action Plan for 2010/11 has been approved by the RTA. The RTA part funds the program.

## 25 Emergency Management

Emergency management addresses the potential occurrence of major emergency situations, involving disaster and risk management, development and maintenance of the Local DISPLAN and Sub-plans relating to specific hazards or emergencies.

## 251 Emergency Management

MGES01

Emergency management addresses the potential occurrence of major emergency situations, involving disaster and risk management, development and maintenance of the Local DISPLAN and Sub-plans relating to specific hazards or emergencies.

Code	KPI	Target	Units	Achieved	Notes
a	Performance in Period	100	%	20	

Comments: Building plans for new RFS and SES accommodation progress. For the SES building layout, electronic files of architectural floor plans, as well as structural And other plans received from Rural Fire Services, including specifications. These will need to be modified based on amendments from SES new floor plan.

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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RFS Head office at Homebush advised on 25 Feb they are still working on the specifications for the 4 Bay station, related to the Brigade station HQ. A follow up meeting was held in late April 2010 with SES and quotations are now being sort for the detailed design and documentation.

LEMC Meeting held on 9 February. No issues. An extraordinary meeting of the LEMC was held on 19 March for a presentation on the National Emergency Warning System now known as "Emergency Alert". A summary of the system with additional links externally is be written and provided on Council's home page.

Rainfall event on February 6th and 12th resulted in requests to SES for assistance with some matters tasked to council.

## 26 Waste Management

### 261 Waste Management

MGWM01

Function includes the provision of solid waste removal, destruction and waste reduction services by Council to ratepayers.

Code	KPI	Target	Units	Achieved	Notes
a	Diversion of waste from landfill	60	%	60	Disposal over recovery tracking consistent with target
b	Below 4% contamination by weight for dry recyclables and green waste	4	%	3	no incidents of contamination above 4%
c	Compliance with Landfill Environmental Management Plan	95	%	75	monitoring continuing per plan

Comments: Domestic waste recovery is tracking consistent with our recovery target for paper, cardboard and food and beverage containers. During this quarter Council has tendered a Contract for the maintenance of its stormwater pollution devices. This service involves removal of debris and other waste from devices designed to collect material before entering water ways, thus improving the water quality of creeks and stream that lead into our major catchments. Council meets regularly with its waste, recycling and green waste collection contract with no significant service reported for this quarter.

A new contract for the disposal of waste water from St Ives former landfill was awarded to assist with treatment and disposal of this material from the site. Councils phone recycling services is continuing with residents dropping off discarded mobile phones at Council's libraries.

Council was successful with obtaining a grant for implementing a sharps disposal drop off service. A number of pharmacies have agreed to participate in the promotion and delivery of this service for implementation during the next quarter.

## 27 Open Space Asset Maintenance and Management

Functions to develop and implement Open Space Maintenance Programs that support the work of the Department

### 271 Open Space Services

MPTR01

Code	KPI	Target	Units	Achieved	Notes
a	Performance in Period	100	%	100	

Comments: Asset Database

70 locations were updated in the database this quarter. All assets and their costs, condition and depreciation value were updated and photos of each asset captured.



Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
272	Park Maintenance								MPTR01

Code	KPI	Target	Units	Achieved	Notes
a	Park maintenance program complete	85	%	90	

**Comments:**

Park Maintenance Teams - Scheduled maintenance was completed at all parks. Roundabouts at Hunter and Stanley Streets in St Ives were replanted in January.

Playground Maintenance - the third quarterly playground inspection was completed in March/April. 101 locations were inspected (including exercise areas) and 79 repair requests were issued to maintenance teams for completion.

Asset refurbishment Program - the Landscaping teams completed upgrades at 15 locations. Works included refurbishment of park furniture, playgrounds and Gardens

273	Sportsfield Maintenance								MPTR01
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Code	KPI	Target	Units	Achieved	Notes
a	Sportsfield maintenance programs complete	85	%	90	
b	Tree maintenance program completed	85	%	90	

**Comments:**

All sportsfields were fertilized over the summer period by Council's dedicated Sportsfield staff. New turf was laid in larger bare areas to help fields knit together. During this period staff spent considerable time preparing Council's turf wickets. The majority of feedback during this period was positive from hirers of turf wickets. Mowing of fields was undertaken on a weekly basis. Marking of fields for summer sport continued on a fortnightly basis. Golf Course Maintenance - both golf courses continue to be maintained to a good standard. Maintenance of greens and tees continued as normal. Greens were mowed 4 times a week and tees and surrounds mowed on a weekly basis. In March both course underwent their autumn renovation. This process involved all greens being mini tyned, seeded and top dressed. All works were completed within two days and the greens returned to play in top condition.

274	Bushland Maintenance								MPTR01
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Code	KPI	Target	Units	Achieved	Notes
a	Bushland maintenance program completed	80	%	86	

**Comments:****Bushland access**

The annual program was held up this quarter due to major flooding in lane cove catchment which resulted in repair works to 16 heavily damaged fire trails.

Major surface repair works during this quarter were undertaken in the following location;

Cove ft, South Turrumurra  
Canoon ft, South Turrumurra

**Bushfire prevention**

Fire breaks 85%

Maintenance was undertaken on 85% of fire breaks this quarter.

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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**Hazard reduction burns**

Considering the unfavourable weather conditions the 09/10 hazard reduction burn program to date has been very successful. 21 burns were listed, 13 were completed with 81.5 hectares burnt. This represents 62% of the program completed.

**Pile burn**

The number of piles burnt as a result of customer requests was 34 and from fire break maintenance was 68. The total number of piles burn for jan – mar quarter is 102.

**Burn sites prepared**

21 proposed burn sites were prepared of which six were used. Seven are awaiting hazard reduction burns.

**Bush regeneration**

The regeneration team have continued the annual maintenance program on 16 sites and managed to keep them in a relatively stable condition. The annual weed on sites has increased due to the staff numbers in the team have been halved for most of the period due to vacancies.

The team has also been offering support to the Aspect Team, Bushcare, Regeneration Contractors and the other bushland teams. All listed contractor sites were monitored monthly and support was given when requested.

**Pest species****Noxious weeds:**

The five noxious weed regional programmes for the jan - mar 2010 period are on track:

1. TUSsock PAsPALUM PROGRAM: 100% COMPLETED
2. GORSE, SCOTCH BROOM, CAPE IVEY PROGRAMME: 100% COMPLETED
3. WILLOW MANAGEMENT PLAN: 100% COMPLETED
4. PAMPAS MANAGEMENT PLAN: 100% COMPLETED
5. AQUATIC WEED PROGRAMME: 100% COMPLETED

**Rabbit control: 100% COMPLETED**

Release of rhd virus occurred during the period with varied results in different locations throughout the LGA, some areas reducing by 80% and some Only 20% in others. Pindone baiting is planned to take place as a follow up measure where practical in may.

**Nursery**

An aquatic plant propagation and retail area has been established and is progressing well. The nursery's undertaking of cuttings and propagation successfully resulted in a great increase in the numbers and quality of stock being produced this year. The Canopy replenishment targets are on track.

## 284 Tree Maintenance

MPTR01

Code	KPI	Target	Units	Achieved	Notes
a	Reactive tree maintenance programs complete	80	%	90	
b	Proactive tree maintenance program completed	10	%	10	

**Comments:****Tree Preservation Order**

Council received 473 applications and 449 applications finalised. From these applications there were 306 trees were to be removed and 127 trees to be pruned. The average turnaround time was 23 days. Breaches received were 49 and 47 finalised. Average turnaround time was 10 days.

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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**Street Tree Maintenance**

The January to March quarter has been a busy period for tree maintenance with several storm events increasing the number of requests received.

**Internal Works**

1350 Customer Requests were received in this period for tree maintenance inspections or works

286 of the requests were for the removal of fallen trees and branches either on roads, footpaths or properties

90 stumps were ground from within reserves and on nature strips

**Contract works**

60 pruning and removal tree maintenance jobs were quoted and completed in this period

A high number of after hours emergency calls were received and completed

## 28 Strategic Asset Management

### 281 Strategic Asset Management and Services

CMSC01

This unit is responsible for Council's commercial property portfolio management, performance and reporting, including strategic planning, property rationalisation and property related programs and projects

Code	KPI	Target	Units	Achieved	Notes
a	Strategic asset management program completed within set timeframes	90	%	75	
b	Funding strategy project milestones completed within timeframe	90	%	75	

**Comments:**

Preparation of Asset Management Plans has continued for Council's roads and drainage assets which will include financial details and funding strategies for consideration in Council's long term financial model. A draft Asset Management Strategy is in development and Fair Value asset identification and reporting is being undertaken to meet the Department of Local Government's deadlines.

The commercial property portfolio is 100% occupied and achieving market rate of returns. A parcel of land in Wahroonga has been acquired for new open space.

## 29 Open Space Planning

### 291 Open Space Planning

SPRP01

Code	KPI	Target	Units	Achieved	Notes
a	Open space planning project milestones are completed within set timeframe	80	%	80	

**Comments: North Turrumurra Recreation Area**

Dam construction commenced in January 2010. The water recycling tender awarded in December 2009 with construction due to commence in fourth quarter. Irrigation design and construction to commence 2010. Geotechnical testing and monitoring for tip site continued throughout second quarter and is due for completion March 2010. Geotechnical report due in April 2010 will inform the design and tender for the site capping and slope stabilisation. DLG requested a new special rate application in March 2010. This was submitted in April 2010 with supporting information covering consultation to be provided early June. DLG decision is expected late June. Landfill site stabilisation and detailed design of course and sportsfields to follow decision on special rate variation.



Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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**Koola Park Masterplan**

Topographic survey, geotechnical study, soil testing, floodlight designs and masterplan have been completed. Grant application submitted to Federal Government due for announcement by end of April 2010. Community consultation due to be undertaken in 4th quarter for floodlights and masterplan.

**Golden Jubilee Field**

Topographic survey completed and given to Geotechnical engineer for geotechnical investigation. Geotechnical report due in April 2010. Results will inform the potential levelling and upgrade of the back oval.

**West Pymble Pool Redevelopment**

Council resolved in December 2009 to place project on hold until a second independent financial plan was prepared and considered by Council during third quarter. Council considered the second financial plan in March 2010 and resolved to prepare design and Development Application. Architects have re-commenced work. Tender process for the facility management contract is scheduled to be considered by Council in May along with the adoption of principles for the design and operation of the facility.

**Water Street Park**

In December 2009 Council resolved to have Ecological Assessment reviewed by an external consultant. This work has been completed and will be brought back to Council early in the 4th quarter for a decision.

**St Ives Village Green**

Public exhibition of draft masterplan completed 3rd quarter. A report to Council is anticipated in May 2010 to recommend adoption of the masterplan. This will be followed by detailed design of high priority items including skate and BMX park.

**Turramurra Memorial Park and Karuah Park**

Detailed design completed for Turramurra Park playground and Karuah Park exercise circuit. Playground and exercise circuit is scheduled to be installed during 4th quarter. One-way trial of Karuah Rd between parks commencing April 2010.

**St Ives Showground Precinct Options Paper**

Public Exhibition of option paper closed March 2010. Expression of Interest for development of proposed facilities advertised during April and May 2010. Report to be brought back to Council following assessment of EOI and public exhibition submissions.

### 3 Natural Environment

This organisation is committed to the principles of sustainable development and management. This activity includes all activities that have significant impacts on the natural environment

### 31 Environment

Environment includes all aspects including water, biodiversity, energy, atmosphere, waste and fire

### 311 Bushland

MCPS01

Code	KPI	Target	Units	Achieved	Notes
a	Bushland operation regeneration program completed	80	%	80	
b	Bushland levy regeneration program completed	80	%	70	
c	Bushcare program completed	80	%	80	
d	Tracks and trail systems maintenance program completed	80	%	80	

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
e	Biodiversity strategy actions completed within set timeframes			70 %		55			
f	Bushland monitoring and research program completed			80 %		80			
g	Number of bushfire complaints (via CRS) responded to within set timeframe			100 %		100			
h	Asset protection zone managed			90 %		80			

**Comments:****Environmental Levy**

The Environmental Levy is currently in its fifth year of a seven year program. The delivery of the program is on track with major projects including stormwater harvesting, community small grants, stormwater filtration and weed control as the major elements of the levy.

In quarter a satisfaction survey was undertaken to gauge the community's opinions of the Environmental Levy to date, where it should be headed in the remaining two years and if an extension of the levy is worthy. Results conclude: the future levy is worth extending; there should be continued focus on weed control, community engagement and environmental education. A full report on the survey will be provided to Councillors and presented at the Open Space Committee.

Other projects completed this quarter include Allan mall stormwater harvesting, round nine of the small grant scheme, wheelchair accessible walking track and drawing-up the yearly bush regeneration contracts for 26 sites to a close to be reviewed for another year funding.

**Vegetation Mapping**

A final draft of Councils draft vegetation mapping (*DRAFT Mapping and assessment of key vegetation communities across the Ku-ring-gai local government area*), has been provided to DECCW to assist in their Sydney Metropolitan

Vegetation Mapping - *the Native Vegetation of the Sydney Metropolitan Catchment Management Authority Area*. Future correspondence with DECCW regarding these mapping products is considered likely to continue over the next few months.

A more detailed release strategy for draft vegetation mapping is currently being finalised. However presentations of draft mapping process undertaken have been provided for Development and Regulations, Environment and Strategy and Operations.

**Walking track brochures:**

Seven walking track brochures were updated to include significant Aboriginal heritage information for Little Digger Track, Darri Track, Blackbutt Creek, Two Creeks Reserve, Sheldon Forest, STEP Track and a new brochure, Twin Creeks Reserve and Browns Field.

**Walks/Talks program:**

A flying-fox talk and fly-out night event was held with the Bat Society to provide information/talk/walk on flying foxes at Richmond Park, Gordon. Approximately 40 people attended.

A talk on the biology of butterflies around the Sydney region was given by Dr Dave Britton from the Australian Museum. There were over 20 people at the talk and walk. Dr Dave Britton had samples of plants that certain butterfly species appreciate and he had preserved samples of different species of butterflies with great information for residents to take home.

The Aboriginal Heritage Office led a walk along the Little Digger Track to talk about the history of the Aboriginal people who lived in Middle Harbour. The highlight of the walk was hand prints stencilled on with ochre paint on the cave by the Aboriginal people a long time ago which still are visible today.

A Damper Making Workshop was attended by 20 people. The workshop was at the St Ives Showground, outside and behind the Douglas Pickering Pavilion where there was a lot of open safe space to have an open fire to cook the dampers. Everyone had a go at creating their own damper/cooking and then eating their own damper after it was cooked.

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
	<b>Bush Neighbour days:</b>								
	Two bush neighbour days were held during the quarter at Granny Springs reserve at Turramurra and Longford Street/Abingdon Road, Roseville (Sugarbag Creek). The reason for the bush neighbour days is to educate people about issues surrounding their properties, and to get people to join bush care and discuss any issues such as dumping and weed invasion.								
	<b>Dumping and encroachments</b>								
	15 reported dumping/encroachment issues were received during the quarter.								
	<b>Designing fauna information poster and painting a mural for festivals 2010:</b>								
•	A 3x2 metre mural of a house, yard and trees with examples of how to minimise the risk of a fire near or in the home was painted during the quarter. This mural was used for the two festivals held at Ku ring gai this year.								
•	A poster with information on Brush Turkey was developed to inform residents of his large bird and the problems they cause to many residents. Many phone calls are taken at council for information on how to stop the bird from ruining residential gardens.								
	The mural and posters were used for the two festivals at Garden Festival at St Ives Showground and Festival on the green.								

## 312 Water

MCPS01

Code	KPI	Target	Units	Achieved	Notes
a	Water Sensitive Urban Design Program completed	90	%	80	
b	Stormwater Pollution Control Maintenance Program completed	90	%	75	
c	Creek Remediation Program completed	90	%	75	
d	Integrated Water Management Strategy Program completed	90	%	75	
e	Reduction in Council's potable water consumption	6	%	0	To be reported in the 4th quarter
f	Reduction in per capita potable water consumption	6	%	0	To be reported in the 4th quarter
g	Increase in Council's non-potable water consumption	5	%	0	To be reported in the 4th quarter

### Comments: North Turramurra Golf Course

Tender for design and construction of water reuse plant awarded, design is underway. Some delays have been experienced in relation to the disposal of sludge from the treatment system, though this is in the processes of being resolved by the Tenderer in cooperation with staff and Sydney Water Corporation. It is envisaged that below ground conduits will be used through directional drilling to minimise environmental impact. Work is slightly behind program as per Federal Government grant.

### Water Re-use

As part of the continual improvement of the designs for the water reuse schemes, various monitoring programs have identified opportunities to refine the design, construction and operation of council's water conservation schemes. Many of these reviews have been documented for related industry conferences as a demonstration of the leadership role Ku-ring-gai in this area.

### Water sensitive urban designs

Follies Park in East Lindfield has recently been identified as a suitable site for a rain garden within the Middle Harbour Catchment area, with design to occur next quarter. Design and construction of two street space WSUD projects completed.



Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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Sewer mining at Gordon golf course

Construction commenced March 2010. Expected time for construction 25 weeks. NSW Government are informed on progress and grant administrator have agreed on way forward.

## 313 Climate Change

EPRO01

Code	KPI	Target	Units	Achieved	Notes
a	Reduction in Council's corporate greenhouse emissions	2	%	0	To be reported in the 4th quarter
b	Increase in knowledge and understanding on climate change	10	%	0	To be reported in the 4th quarter
c	Households participate in energy audits	5	%	0	To be reported in the 4th quarter

Comments: Council has installed LED lights within the reception area and external facade of the Council Chambers, Gordon. In all 27 inefficient halogen and 38 high pressure sodium globes were replaced which has reduced our energy consumption by 9,900 KWh each year - a greenhouse saving of 11 tonnes. This project also reduces Council's operating expenses by \$1,900 each year through reduced energy and maintenance costs.

Council has continued to research and assess climate change adaptation options for Council and the community. Actions relevant for Ku-ring-gai Council have been assessed and prioritised by staff and will be reviewed by community experts and other government and industry representatives in May.

## 314 Volunteer Planning and Development

MCPS01

To provide direction, training and management for community volunteers

Code	KPI	Target	Units	Achieved	Notes
a	Volunteers enrolled in Councils' community volunteer programs (8% increase)	1,200	Number	1,200	

Comments: Pool to Pond had a very successful open day on March 28 where 3 ponds were opened to the public

WildThings was adopted by 6 other Sydney councils (Randwick, Marrickville, North Sydney, Hornsby, Willoughby and Warringah). Ku-ring-gai will provide regional support and coordination on a fee for service basis.

Other events held in the 3rd quarter included; grasses & groundcovers Workshop, TAFE Bushcare Training, Eucalypts ID Workshop, OH&S Workshop, Early morning bird watching walk.

30 new Bushcare and Streetcare volunteers registered taking the total to 947

Volunteer hours are on track, currently approximately 7000 hours (year to date)

2 new streetcare sites and one new bushcare individual sites were registered

24 Bushcare site support visits were completed.

## 315 Environmental Education

MLCD01

This function involves the delivery of environmentally based education programs for residents and program users to better understand and implement sustainable practices within their own living environments. The program is targeted at all age groups and delivers understanding how to sustain local

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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fauna create and maintain sustainable gardens.

Code	KPI	Target	Units	Achieved	Notes
a	Wildflower education activities program delivered	80	%	80	

#### Comments:

Activities during this period have included 22 Bush Birthday Parties (296 participants), 6 schools including Macquarie University Post-grad students (187 students in total), and the Australian Plants Society North Shore Group celebrating their 50th anniversary with a dinner at the Bushland Education Centre (70 guests attended). As part of this function a presentation by the Mayor of Ku-ring-gai and the Bushland Education Centre Coordinator was conducted. The presentation recognised the efforts and work carried out by the Plant Society volunteers over the years and the long standing relationship between the Plant Society and Council.

The Bushland Education Centre Coordinator also presented at a CSIRO Scientists in Schools workshop that was held at the Bushland Education Centre. Teachers and scientists were in attendance at this workshop.

Other projects during this period include the Australian Plants Society signage project in conjunction with Wildflower Garden staff (Bushland Education Centre Coordinator) is progressing into the final stages of the design and signage content. As well, botanic data work by the Australian Plants Society, documenting the flora of the Wildflower Garden is progressing well. These projects are being lead by Tony Evans a volunteer with the Society and assisted by a small team of Plants Society volunteers.

Preparation for this year's Festival of Wildflowers has also started during this period with various bookings made, speakers and exhibitors contacted. Effort has also been made to encourage a greater involvement from the Australian Plants Society in the planning of the Festival. The festival is a joint initiative between Council and the Australian Plants Society North Shore Group.

The Seeds of Learning organic vegetable garden is progressing well with garden beds becoming more established. The 2010 workshop program has been decided upon and being finalised with Council's corporate communications designer. Two schools have approached the Wildflower Garden asking for assistance in setting up vegetable gardens in their own schools.

Major track maintenance work on all the Garden's walking tracks to repair and maintain track steps is currently in progress. Track work is near completion on the Banks boardwalk and pond area to reduce the possibility of slipping on wood when track is wet.

A major inventory and upgrade of our first aid system has been underway and is now in place.

#### Awards

A submission to the LGSA cultural awards was also lodged under the category of projects and programs.

## 4 Planning and Development

This organisation is committed to the principles of sustainable development and management. Integrated Planning deals with providing sustainable planning for Councils assets, property, open space and heritage

### 41 Urban planning

Urban planning includes all strategic land use, statutory planning and urban design services and functions. It also seeks to consider broader sustainability issues covering environment, social, economic and areas of governance

### 411 Urban Planning

This function involves the establishment of a medium to long term policy framework for the management of urban environments

Code	KPI	Target	Units	Achieved	Notes
a	Urban planning project milestones are	95	%	90	

MGSP01

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
	<i>completed within set timeframe</i>								
b	<i>Urban design project milestones are completed within set timeframe</i>			95 %		90			

**Comments:****Dual Occupancy LEP/DCP**

A final position paper on dual occupancy was presented to the KPP for consideration. It proposes that appropriate dual occupancy provisions be developed as part of the principal LEP. Awaiting further instructions from KPP or DoP

**Interface Strategy for KPP Areas**

Interface issues within the KPP areas are addressed as part of Town Centres LEP. Work has progressed on the assessment of the interface areas outside Town Centres LEP which will inform the development of the Principal LEP.

**Integrated Traffic and Transport Plan**

No significant progress since last update, although it is proposed to incorporate the Strategic Bicycle Plan and Strategic Pedestrian Plan into this document. The scope and brief for this work is being modified, and an evaluation of the resources and the level of outsourcing required is being undertaken.

**Parking Management Plan**

Draft PMP was placed on exhibition, and has now closed. Submissions have been summarised, and responses have been prepared to the issues raised. A report to Council on results of exhibition is expected to be prepared soon, for consideration/adoption.

**Strategic Bicycle Plan**

This work has not yet commenced but is proposed to be incorporated in the Integrated Traffic and Transport Plan.

**Strategic Pedestrian Plan**

This work has not yet commenced but is proposed to be incorporated in the Integrated Traffic and Transport Plan.

**Town Centres DCP**

Changes in response to the independent consultants in relation to the Town Centre DCP were finalised and included in the latest version of the DCP. Information was provided for the consultants from the Department of Planning. Council report on the DCP was written.

Process for Design Excellence panel has been drafted in consultation with Development and Regulation. To be reported to Council following gazettal of LEP

**Town Centres LEP**

The LEP is currently awaiting gazettal.

Preparation for implementation of the LEP following gazettal has commenced including arrangements for notification, explanatory material, internal training and s149 certificates.

**Architectural Style Guide**

Commenced project February 2010, consultation commenced and prepared INDESIGN layout for booklet - 30%

**Interface Strategy for KPP areas**

Work completed in May 2009 with adoption of draft LEP by the KPP - 100%

**LGA neighbourhood study**

Project not commenced of part of Principal LEP with scope and program still to be determined - 0%

**Public Domain Plan**

Organisation of exhibition including furniture and paving samples, developed on-line survey form



Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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Draft plan reported to Council in February 2010

Adopted plan placed on exhibition for two months from March to April - 90%

Town Centres DCP

- review of public submissions following exhibition and amend DCP
- review and amend DCP following peer review
- staff review of document and amend
- review and amend DCP following amendments to LEP by the DoP
- preparation of final DCP document
- preparation of final DCP report
- currently awaiting gazettal of LEP
- 99%

## 42 Development control

The regulation and approval of building and development applications for specific properties, buildings, fences, signs etc covered by Planning, Building and Environmental legislation

### 421 Development Control

MGDC01

This functional area includes Council regulation and approval of building and development applications for specific properties, buildings, fences, signs etc covered by Planning, Building and Environmental legislation

Code	KPI	Target	Units	Achieved	Notes
a	Median processing times for all applications is 60 days	60	Days	47	
b	Land and Environment Court costs do not exceed budget	0	\$	877,508	
c	Number of undetermined development applications less than 450	450	DAs	211	
d	Median processing times for express assessment is 30 days	30	Days	23	

#### Comments:

As at end of March 2010, the number of outstanding applications (DA,S96 and S82A reviews) stood at 192. This represents a decrease compared to the 239 applications reported for the previous quarter and is significantly below the desired threshold of 450 outstanding applications.

Our median processing time for all DA, S96 and S82A review applications was 47 days which, although marginally greater than the 43 days reported for the previous quarter, is still significantly less than the desired threshold of 60 days. Our median processing time for Express DA's of 23 days was also well below the desired threshold of 30 days for these types of applications.

Land and Environment costs to the end of March 2010 amounted to \$850,505 which marginally exceeded the 3rd quarter budget of \$839,997. This is mainly attributable to increased legal costs associated with a number of highly complex appeals largely outside of Council's control. However, legal costs recovered by Council as at the end of March 2010 amounted to \$151,006 which when offset against costs incurred results in a favourable net total of \$699,499 or \$140,498 below budget.

## 43 Regulation and enforcement

The regulation program includes all health, development control, parking and other enforcement services

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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## 431 Regulation and Compliance

MRRS01

The function comprises of four main areas responsible for regulating the local area to ensure compliance with statutory controls and local policies. Tools used include education and encouragement, investigation and inspection of premises, formal Orders, i

Code	KPI	Target	Units	Achieved	Notes
a	Construction certificates are processed within 14 days	90	%	95	
b	Building certificates are processed in 21 days	21	Days	19	

Comments: During the third quarter, Council processed 95% of all Construction Certificates it received within a period of 14 days. This exceeds the threshold of 90% within 14 days specified in the Management Plan. All Building Certificates applications received by Council in the third quarter were processed within 19 days of lodgement which is below the threshold of 21 days set in the Management Plan.

## 5 Civic Leadership and Corporate Services

This organisation is committed to the principles of sustainable development and management. This activity includes all aspects of governance, corporate planning and information management, human resources and both internal and external communication and marketing.

## 51 Governance and Corporate Performance

This program provides a process for appropriate decision-making, organisational planning and monitoring of the implementation and effectiveness of those plans and accountability of the people involved

## 511 Communication and Marketing

CRL001

This function includes external communication through the media, Council publications and other outlets and promotes Council's image and the Ku-ring-gai Council area profile through promotional and marketing strategies.

Code	KPI	Target	Units	Achieved	Notes
a	Level of satisfaction with Council's communications	70	%	0	To be reported in the 4th quarter

Comments: Communications conducted a survey to find out the readership and effectiveness of the corporate advertisement, which features on page 8 of Friday's North Shore Times. Even with offering incentive to complete the survey, only 100 responses were received via online and paper based surveys. Since this is by far the Council's most expensive form of communication, further evaluation of the advertisement is required once the Resident Feedback Register is established.

### Ku-ring-gai Enews

Three editions of Ku-ring-gai Enews was distributed to over 2,000 residents. Covering various topics including upcoming events, achievements, major projects and planning updates, the newsletter receives positive feedback from the community.

### Internal communication

Two editions of the staff newsletter *From the GM's Desk* were distributed to staff via an email newsletter and a poster to go on noticeboards for outdoor staff. Two lunchtime seminars were held to encourage workplace learning and networking. The staff intranet, Kasey was kept up to date, with communications acting as a help desk to staff to put up information.

### Media

41 media releases were issued this quarter including:

- Youth Week
- Seniors Week

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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- Marian Street Theatre upgrade
- DLG Review
- Australia Day
- Citizen of the Year

#### Website

Visits: 130,758

Unique visitors: 72,575

Page views: 432,710

Average page views per visit: 3.31

Average time on site: 2 minutes and 52 seconds

Top pages:

1. Home page
2. Library
3. Jobs
4. Library Catalogue
5. Contact us
6. Policies and planning documents
7. Development applications
8. Library members logon
9. Waste and recycling
10. Library contact details and opening hours

## 512 Governance

SAOF01

This function area is responsible for Council's statutory governance obligations, providing support for Council meetings and assisting the public to access documents. This includes preparation of business papers, minutes, printing, governance policy and codes and compliance with legislation such as FOI, the LGA and Privacy.

Code	KPI	Target	Units	Achieved	Notes
<i>a</i>	<i>FOI requests processed within set timeframe</i>	<i>100</i>	<i>%</i>	<i>100</i>	
<i>b</i>	<i>Requests to access publicly available information under Section 12 of the LGA 1993 are actioned within 10 working days</i>	<i>80</i>	<i>%</i>	<i>97</i>	
<i>c</i>	<i>Statutory governance requests are completed within legislative timeframe</i>	<i>100</i>	<i>%</i>	<i>100</i>	

#### Comments:

##### Council business

Four Ordinary meetings of Council were held during the quarter.

##### Ku-ring-gai Planning Panel

Two meetings of the Ku-ring-gai Planning Panel were held.

##### Print room

Business papers and associated documents were produced for the 6 meetings of Council, General Committee and the Planning Panel.

102 separate print jobs were completed.

##### Access to council documents

Four Freedom of Information applications were received.

There were 345 requests for access to documents under Section 12 of the Local Government Act.

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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**Policies**

During the quarter a draft revised Code of Meeting Practice was on exhibition and a revised policy for the Payment of Expenses and Provision of Facilities for Councillors was adopted.

## 513 Office of the internal ombudsman

INOM01

Code	KPI	Target	Units	Achieved	Notes
a	Complaints referred to the ombudsman investigated and assessed within set timeframe	100	%	100	

**Comments:**

The office of the Internal Ombudsman is undertaking and completing internal audits as per the approved internal audit plan. Roads Maintenance and re construction was completed recently and audits of Human Resource processes and operational issues re Council owned Golf Courses are in the preliminary stages.

The office has been heavily involved in the past two quarters in the implementation of the Ku-ring-gai Council Audit Committee. The inaugural Audit Committee meeting was conducted during March 2010. The membership of the Audit Committee includes two independent external parties who were chosen via a merit based Expression of Interest process. The membership also includes two Councillors. Council resolved the two Councillors be Rakesh Duncombe and Duncan McDonald. Invitees to committee meetings include the General Manager, Manager Finance, Internal Ombudsman and both the internal and external auditors. The Audit Committee provides independent professional advice and guidance in driving the risk management and internal audit activities within Council. A number of investigations were completed into allegations of staff misconduct and also into reported identified problems within some of Council's administrative processes.

## 514 Corporate Planning and Reporting

CORP01

This function involves the development of corporate planning tools and documents, and providing reports that outline progress against the Council's Management Plan and Operational Plan and prepares the Annual Report

Code	KPI	Target	Units	Achieved	Notes
a	Reports are prepared and submitted within statutory timeframe	100	%	100	
b	Council service areas using the results of community consultation in decision making or planning processes	85	%	0	Waiting on full results from the climate survey
c	Council staff satisfied that they had the tools and support needed to conduct consultation in a strategic fashion	65	%	0	Waiting on full results from the climate survey
d	Residents confident that Council uses the results of consultation in decision making processes	25	%	0	Community satisfaction survey to be completed in the next quarter.
e	Consultation participants who felt their participation had made a difference	30	%	0	Community satisfaction survey to be completed in the next quarter.
f	Completion rate of integrated community plan	100	%	75	
g	Annual sustainability action plan completed	75	%	50	

**Comments: Draft Delivery Program and Operational Plan**

The draft Delivery Program and Operational Plan under the new integrated planning and reporting framework developed by the Division of Local Government is nearing



Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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completion. The new framework replaces the former Management Plan, Social Plan and Community Plan with an integrated framework. Council has been working towards this new framework for the past three years by preparation of a Community Strategic Plan, Long Term Financial Plan, Asset Management Strategy and Workforce Plan. Council's draft Delivery and Operational Plan sets out our goals, objectives and how these will be achieved as we deliver our programs, services and manage our facilities. It contains a balanced budget for 2010/11 and an assessment of our longer term financial position. The plan also aims to achieve the medium and long term objectives articulated in the Community Strategic Plan. The draft is due to go to Council in April for approval to place the draft on public exhibition.

#### Performance Planner

The new integrated planning and reporting framework has required a review of the performance planning reporting process. New reporting formats are being developed in response to the changing framework.

#### Sustainability toolkit workshops

Council was asked to present case studies at a series of sustainability workshops around NSW on reporting and planning processes. The workshops were convened by the Urban Sustainability Alliance and Local Government and Shires Association. Participation in these events helps to promote Ku-ring-gai as a leading Council in NSW.

#### Consultation

During the January to March 2010 quarter a range of community consultations were undertaken to gauge public interests on proposed plans.

Following the public exhibition of the draft St Ives Showground Masterplan, a community information session was held at the Showground to further facilitate discussion regarding the masterplan. Key points and findings from the meeting have been communicated back to all stakeholders who attended the meeting and will form part of the revised plan expected to be delivered to Council later this financial year.

The draft Public Domain Plan was placed on exhibition and included a resident survey to determine the most preferred furniture, litter bin and paving options. 80 responses have been received to date, with strong support for timber furniture. Results are still being analysed and will form part of the report to Council later this year.

A series of surveys and focus groups were held during the first quarter on environmental and sustainability programs and initiatives of Council. With support from the NSW Office of Water, over 380 door knock surveys were completed with residents to gauge their knowledge and awareness of stormwater reuse and current usage of rainwater tanks. Along with this, consultants had been engaged to survey residents regarding the Environmental Levy program. Results will be available in early May.

A community survey was conducted regarding the Council's corporate advertisement placed in each Friday's North Shore Times. Residents were asked to rate the current format and content and provide suggestions for improvements. The Council's Communications team will use the results to improve the exiting advertisement, ensuring it meets the needs of Ku-ring-gai readers.

Other miscellaneous consultation related activities in the first quarter include the completion of the 2010 Council Consultation Plan, completion and public exhibition of the draft Sponsorships and Donations Policy a

## 52 Knowledge management

The Knowledge management program ensure the information flowing within, into and out of the Council is reliable, accurate and appropriate for the needs of all parties

## 521 Information Management

MREC01

This function area is responsible for Council's records management practices. This includes system development, document registration and scanning, storage, retrieval, archiving and processing records information.

Code	KPI	Target	Units	Achieved	Notes
1	Performance in Period	100	%	100	

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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**Comments:**

The work completed to date:

Mail – Outgoing

January - March

Small letters = 37,873

Large letters = 2,275

Others (Parcels & International) = 500

Registered Correspondence

Documents captured in TRIM – Councils Electronic Document & Records Management System (EDRMS).

January - March = 58,084 documents checked into TRIM

TRIM User Help Desk Request

January - March = 424 help desk requests from users answered by Records

Documents Deleted

January to March = 377 documents deleted from TRIM upon user request

File resubmits

January to March = 206 files resubmitted via TRIM upon user request

Government Records Repository – GRR (Offsite Storage)

Archived – GRR

January to March = 379 Boxes sent to the GRR for archival storage

Retrieved – GRR

January to March = 218 Boxes retrieved from the GRR upon user request

## 522 Information Technology

MGI S01

This function area develops and maintains Council's information technology and telecommunications systems to provide efficient and effective support and quality services to the organisation.

Code	KPI	Target	Units	Achieved	Notes
a	IT agreed project milestones completed	80	%	100	
b	Availability of IT systems	98	%	99	

**Comments:**

**Systems and User Support**

Support calls for this quarter were slightly down from the previous quarter, most likely due to the holiday period over January. Overall there are currently 202 outstanding support calls.

Flooding at the Chambers in February presented some challenges in terms of IT support, however all affected staff were successfully relocated to the Bridge St building with minimal disruptions.

Equipment affected by the flooding has all been either replaced or repaired.

**Business Systems**

Council's electronic records management system, TRIM, was successfully upgraded during this period, this was a minor release to address some known issues.

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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Records administration training was provided for Council's new Records Manager, this also included the creation of a TRIM configuration manual.

Configuration of the new GIS system continued through this period with IT staff providing technical resources as required.

Work commenced on the scanning of landscape architect plans going back some 20 years, this will provide both historical and operational benefits to the organisation as well as ensuring the safe storage of the plans.

## 523 Land Information

MGLI01

This function area is responsible for Council's Geographical Information System, property and land information and the provision of S149 planning certificates.

Code	KPI	Target	Units	Achieved	Notes
a	Availability of GIS system	98	%	100	
b	All data updated and accurate in Proclaim Nucleus Property System	95	%	100	

### Comments:

Implementation of a new Graphical Information System (GIS) is progressing well. User Acceptance Testing has been completed and conversion to a production environment is scheduled for the second week in May 2010. User training will commence shortly after testing in Production has been finalised. It is anticipated that go live will be 1 July 2010.

All GIS cadastral and zoning layers have been updated over this quarter as a result of 23 new subdivisions registered at the Department of Lands.

Property and Land Titles Information - During this quarter, 18 Torrens Title and 5 Strata Title subdivisions were registered resulting in the creation of 29 new single allotments and 155 strata units. All records have been updated accordingly.

S149 Planning Certificates - A total of 984 Planning Certificates were issued during this quarter.

## 53 Staff management

The staff management program provides a process for appropriate decision-making, organisational planning and monitoring of the implementation and effectiveness of those plans and accountability of the people involved

## 531 Human Resources

MGHR01

Stemming from its Strategic Plan, Human Resources provides a service on all matters relating to the management, retention and performance assessment of Council's staff. This includes HR policy development, industrial relations, recruitment coordination, induction, OH&S, training coordination, payroll, child protection.

Code	KPI	Target	Units	Achieved	Notes
a	Reduction in lost time injury (LTI) rate from previous year	-2	%	0	To be reported in the 4th quarter
b	Staff turnover between 10% and 20%	10	%	9	
c	Operating budget allocated to training and development	1	%	0	To be reported in the 4th quarter

Comments: Turnover rates are within target.

Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
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In past quarters there have been significant reductions in lost time injuries over previous quarters, however the decrease has ceased during this quarter. Importantly there has been no increase or return to previous levels of lost time injury rates.

Council's KPI to expend 1% of operating budget on training and development programs during the 2009-2010 financial year may not to be met, but will be fully analysed at year end when expenditure for the year has been finalised.

## 54 Customer service

Council's customer service program provides prompt and courteous responses to the needs of customers, suppliers and stakeholders, as well as internal support services for all Council administrative functions

### 541 Customer Service

CUSM01

The functions associated with the planning, monitoring and evaluation of services provided to customers by Council

Code	KPI	Target	Units	Achieved	Notes
a	Customer requests (CRS) received and actioned as per CRS standards	85	%	97	
b	Satisfaction with customer service	85	%	0	To be reported in the 4th quarter

#### Comments:

Over 10,000 requests received for the quarter with 97% of requests actioned. The requests cover a wide range of services provided by Council such as trees, clean up bookings, animal control, parking and traffic issues, potholes, footpath repairs.

#### Call Centre activities:

Call centre received and responded to 37,513 calls. Service level achieved for the quarter on average 73%. All three available queues were kept busy with most calls received at the Customer Service queue with 21,268 calls. Clean up services received 8,523 calls with the relevant bookings made. The unit also received and actioned over 2,688 email requests. 270 Thank you notes were received in response to the services provided through the email service.

#### Counter activities

The Counter area lodged 518 development applications and 2,026 various certificates. Several items placed on public exhibition generated number enquiries, with the biggest item being the new Development application guide and form.

## 6 Financial Sustainability

This organisation is committed to the principles of sustainable development and management. Financial sustainability deals with business activities, investment, tourism and matters to embrace a wide range of activities designed to aintain a strong diverse economy for future generations of residents.

### 61 Financial Management

Economic management focuses on the activities to ensure the long term financial sustainability of Council. This includes the continuation of long term financial modelling, investment strategy, and diversifying income for Council.

### 611 Financial Management

MGRF01

This area is responsible for the management of Council's statutory accounting functions such as preparing annual financial statements and investment reports for Council.

Code	KPI	Target	Units	Achieved	Notes
a	Statutory financial reports prepared and	100	%	100	



Code	Task Description	Budget	Proposed Variance	Current Budget \$	Actual	Commitments	% Actual / Budget	Progress Status	Responsible Officer
	<i>submitted within legislative timeframes</i>								
<i>b</i>	<i>Weighted average year to date return exceeds the UBSWA Bank Bill Index (%) benchmark return</i>			<i>80 %</i>		<i>150</i>			
<i>c</i>	<i>Available working capital balance to increase to \$3.9M by 2012/13, in accordance with LTFP</i>			<i>4 \$M</i>		<i>2</i>			

**Comments:****Statutory reporting**

100% of reports were completed within the statutory time-frames. These include monthly investment reports and quarterly budget review reports. Investments: Global financial markets have improved. Council's year to date investment returns were above benchmark. The YTD return for March was 5.48% against a benchmark rate of 3.65%. The forecast of available working capital for 30 June 2010 is \$2,017,000. The 2009/10 budget provides for an available working capital balance of \$1,696,000 meaning at this point in time a surplus of \$321,000 is anticipated. One of the principles of Council's Long Term Financial Plan is to provide for a minimum balance of available working capital of \$3.8M by 2012/13, the surplus of \$321,000 assists in reaching this target sooner.

## 612 Revenue Accounting

MGRF01

The function of managing, regulating, setting and collecting Council income through the valuation of rateable land and other charges as well as managing Council's revenue accounting functions.

Code	KPI	Target	Units	Achieved	Notes
<i>a</i>	<i>Rates, Charges and Fees collected</i>	<i>96 %</i>		<i>79</i>	

**Comments:** Rates - 79.02% collected in March quarter, against an annual target of 96%.

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## DISPOSAL OF EXCESS LEACHATE AT FORMER LANDFILL SITE ST IVES

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Ward: St Ives

### EXECUTIVE SUMMARY

**PURPOSE OF REPORT:**

To consider the tenders received for the removal and disposal of excess leachate from the former landfill site at St Ives.

**BACKGROUND:**

A heavy rain event requires the removal and disposal of liquid waste from the site and to be taken to a licensed disposal facility. Tenders have now been received to formalise a Contract for this service.

**COMMENTS:**

Tenders have been considered based on a schedule of rates and their ability to respond in an urgent response environment.

**RECOMMENDATION:**

That the tender from Transpacific Pty Ltd be accepted as the primary supplier for the removal and disposal of excess leachate from the former landfill site at St Ives.

## PURPOSE OF REPORT

To consider the tenders received for the removal and disposal of excess leachate from the former landfill site at St Ives.

## BACKGROUND

During heavy rain periods, it has become necessary to remove and dispose of excess leachate from the former landfill site St. Ives to an off site location approved to accept this material.

A Schedule of Rates Tender was prepared and has been advertised to formally contract out this work as a two (2) year contract with a two (2) year option to extend at Council's discretion.

Council, under separate tender, is considering a primary treatment of and delivery of this liquid waste to the St Ives Showground. This would be used for application on the grounds and for use as grey water flushing in amenities. This usage may further reduce the demand for removal and disposal of the leachate to an off site location. However, during heavy rainfall events disposal may still be required.

## COMMENTS

The Schedule of Rates Tender has been advertised as an "on-call" arrangement as the requirement for having leachate waste water removed is dependant on the frequency and intensity of any rain events.

There is no obligation or warranty, within the tender, as to the frequency or duration of any "on-call" requirement that Ku-ring-gai may need.

Four (4) tenders have been received for consideration in this work:

1. Transpacific Industries Pty Ltd;
2. Staples Waste Pty Ltd;
3. Watts Waste; and
4. Sita Environmental Solutions.

A Schedule of Rates is provided within the Tender Committee's Assessment Report which is provided as a **confidential attachment**. This attachment is considered to be confidential due the commercially sensitive information provided by each tenderer.

Based on an assessment of costs, provision of suitable vehicles and disposal, Transpacific Industries Pty Ltd and Staples Waste Pty Ltd were short listed for detailed consideration. The remaining tenders from Watts Waste and Sita Environmental Solutions tendered substantially higher disposal costs to their respective liquid waste disposal facilities based on the material being standard trade waste.

All tenderers were provided copies of data associated with the water quality collected from this location. Both Sita Environmental Solutions and Watts Waste have categorized this waste under a different classification.

Item 13

S08105  
17 May 2010

### Transpacific Industries Pty Ltd

Transpacific Industries Pty Ltd has provided this service previously and has three (3) collection / haulage tankers suitable to collect and dispose of this material. Transpacific Industries Pty Ltd owns and operates the Lidcombe Liquid Waste facility which is an approved liquid waste disposal facility licensed to accept this material.

Transpacific Industries Pty Ltd have undergone a National Integrated Management System for accreditation to AS/NZS ISO 9001; 2000 (Quality Management Systems), AS/NZS4801; 2000, (Occupational Health & Safety), AS/NZS 14001; 2004 (Environmental Management Systems) and are a major Australian liquid and solid waste collection company operating in Australia and New Zealand.

Previous work history, which included response time for attending call outs with Ku-ring-gai, has been excellent as and when their services were required.

Their General and Products insurance and Professional Liability insurance are \$20 million & \$10 million respectively.

Their reliability, turn around times for collection, transport and disposal costs are competitive and given their previous experience with operations with Ku-ring-gai are highly rated.

### Staples Waste Pty Ltd

Staples Waste Pty Ltd has provided this service previously, however, not on a regular basis.

Staples Waste Pty Ltd have tendered one vehicle for response to call outs. This vehicle is also used for other operations associated with liquid waste removal and previous requests for services have been delayed due to commitments of this vehicle to other operations.

The company has an Occupational Health & Safety Policy and procedures for liquid waste removal. However, no information is provided in this tender relating to Public Liability Insurance or Risk Associated insurance coverage.

The company operates a number of solid waste and liquid waste collection contracts. Electing to include this company, on a stand by list as a second service option, is considered beneficial given the urgent response nature of this service. However, this would be subject to Staples Waste Pty Ltd submitting copies of documents demonstrating adequate insurance coverage.

At present, Staples Waste Pty Ltd has a contract to operate the Hornsby Liquid Waste Depot which is licensed to accept this material. This further supports Staples Waste Pty Ltd being used as a second service option.

## CONSULTATION

Public tenders were called for this service.



## FINANCIAL CONSIDERATIONS

Funding for this operational cost is provided in the Domestic Waste Management budget.

## CONSULTATION WITH OTHER COUNCIL DEPARTMENTS

Staff from departments Strategy & Environment and Corporate were involved in the tender assessment process.

## SUMMARY

The recommendation to accept the Schedule of Rates Tender from Transpacific Industries Pty Ltd is based on their competitive costs for haulage and disposal. Their previous work history and reliability, previously with Council, is most satisfactory.

Transpacific Industries Pty Ltd has risk management policies and procedures in place for Occupational Health & Safety and environmental management, together with appropriate public liability insurance coverage.

Transpacific Industries Pty Ltd owns and operates the Lidcombe Liquid Waste facility which is licensed by the Environmental Protection Authority to accept this material.

Staples Waste Pty Ltd has other collection contracts and a current contract to operate the Hornsby Liquid Waste Depot. Staples Waste Pty Ltd is considered as a backup service provider, subject to their submission of adequate public liability and other risk insurance coverage, should Transpacific Industries Pty Ltd be unable to respond to Ku-ring-gai's call-out.

## RECOMMENDATION

- A. That the tender from Transpacific Industries Pty Ltd be accepted as the primary supplier for the removal and disposal of excess leachate from the former landfill site at St. Ives.
- B. That subject to satisfactory demonstration of insurance coverage, Staples Waste Pty Ltd be awarded a Contract as the second service provider and to perform this service based on their schedule of rates set out in their tender should Transpacific Industries Pty Ltd be unable to respond to Ku-ring-gai's call-out.
- C. That the remaining tenderers be advised of Council's decision.

Colin Wright  
Manager, Waste Cleansing and Drainage

Greg Piconi  
Director Operations

**Attachments: Tender Committee Assessment Report - Confidential**

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## EXPRESSION OF INTEREST - EOI/04/2010 - ECONOMIC DEVELOPMENT STRATEGY

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### EXECUTIVE SUMMARY

**PURPOSE OF REPORT:**

For Council to consider the members of an evaluation panel to consider the expressions of interest for the Economic Development Strategy.

**BACKGROUND:**

On 8 December 2009, Council resolved to call for expressions of interest (EOI) to undertake a strategic analysis of the benefits in establishing an Economic Development Unit in Council.

**COMMENTS:**

EOI 04/2010 called for proponents for the development of an Economic Development Strategy and to undertake a strategic analysis of the benefits of establishing an Economic Development Unit in Council. The EOI closed on 18 May 2010 and 6 submissions were received.

**RECOMMENDATION:**

For Council's consideration.

## PURPOSE OF REPORT

For Council to determine the composition of an evaluation panel to review the Expressions of Interest for the strategic analysis of the benefits of establishing an Economic Development Unit in Council.

## BACKGROUND

On 8 December 2009, Council resolved:

*That Council issue an expression of interest inviting qualified individuals/companies to submit quotations to undertake a strategic analysis of the benefits in establishing an Economic Development Unit in Council.*

*Scoping document to outline high level opportunities for Council together with suggested structure and indicative costings for establishment of the Economic Development Unit.*

*Prior to committing any funds to this concept, a further report to be submitted to Council to consider submissions received through the expression of interest.*

A project brief was developed in early 2010 and in April EOI 04/2010 called for submissions from suitably qualified and experienced individuals or organisations to undertake a strategic analysis of the benefits of establishing an Economic Development Unit in Council.

## COMMENTS

The EOI closed on 18 May 2010 and 6 submissions were received. Those submissions now need to be evaluated and reported back to Council for consideration. Previous discussion on the EOI indicated that Councillors may wish to be on the evaluation panel, therefore this report seeks Council's determination on the composition of the panel.

In terms of staff on the panel it is recommended that the General Manager, Director Strategy and Director Corporate be included.

## CONSULTATION

None required or undertaken.

## FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report. Prior to committing any funds to this concept, a further report to be submitted to Council to consider submissions received through the expression of interest.

## **CONSULTATION WITH OTHER COUNCIL DEPARTMENTS**

Consultation with the General Manager and all Directors has taken place regarding the composition of the EOI evaluation panel.

### **SUMMARY**

On 8 December 2009, Council resolved to call for expressions of interest (EOI) to undertake a strategic analysis of the benefits in establishing an Economic Development Unit in Council.

The EOI closed on 18 May 2010 and 6 submissions were received. Those submissions now need to be evaluated and reported back to Council for consideration. Previous discussion on the EOI indicated that Councillors may wish to be on the evaluation panel, therefore this report seeks Council's determination on the composition of the panel.

In terms of staff on the panel it is recommended that the General Manager, Director Strategy and Director Corporate be included.

### **RECOMMENDATION**

That Council determines if it wishes to have Councillors included on the assessment panel that reviews EOI 04/2010 called to undertake a strategic analysis of the benefits in establishing an Economic Development Unit in Council.

John Clark  
**Director Corporate**



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## NOTICE OF RESCISSION

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### EXPRESSIONS OF INTEREST - OLD SCHOOL BUILDING - 799 PACIFIC HIGHWAY, GORDON

#### **Notice of Rescission from Councillors Elise Keays, Cheryl Szatow & Jennifer Anderson dated 11 May 2010**

We, the undersigned Councillors hereby seek to rescind the following Resolution of Council at its meeting of 11 May 2010 being -

Minute No 123:

- "A. That the Ku-ring-gai Youth Services (KCYS) be relocated to the existing Gordon Library meeting rooms for a trial period of 6 months.
- B. That three new community meeting rooms be established in the former Youth Services and Training Room area for a trial period of 6 months.
- C. That the new arrangement in A. and B. above be reviewed by Council Staff after an operational period of 6 months and Council be advised of recommendations from the review for the future use of the facility."

### RECOMMENDATION

That the above Notice of Rescission as printed be adopted.

Elise Keays  
**Councillor for Gordon Ward**

Cheryl Szatow  
**Councillor for Gordon Ward**

Jennifer Anderson  
**Councillor for Roseville Ward**

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## NOTICE OF MOTION

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### NSW COMPANION CARD

#### Notice of Motion from Councillor J Anderson dated 3 May 2010

I move that;

- "1. Council staff investigate the possibility of adopting the NSW Companion Card program for all Ku-ring-gai Council controlled venues and events.
2. Council staff discuss with all current licence holders and lessees of Council facilities the possibility of introducing the NSW Companion Card program, where appropriate.
3. All lessees of Council venues (including West Pymble Pool and Marian Street Theatre), at the time of entering into agreements with Council, consider adopting the NSW Companion Card program, if applicable, as part of the lease agreement.
4. A report be brought back to Council for consideration following investigations."

### RECOMMENDATION

That the above Notice of Motion as printed be adopted.

Jennifer Anderson  
**Councillor for Roseville Ward**

**Attachments:**      **Background Information, under separate cover:  
NSW Companion Card Program - 2010/078347**

## **NSW COMPANION CARD PROGRAM - BACKGROUND INFORMATION**

### **OMC 25 May 2010**

The NSW Companion Card program is an initiative of the NSW Government, which is administered by NSW National Disability Services. Implementation of the Program commenced in 2008 with the first cards issued in 2009.

The Companion Card allows people with a significant and permanent disability, who require attendant care for the rest of their lives, to participate in community activities and events without discrimination and to take a carer on public transport, for the price of a single ticket.

### **What is the Companion Card Program?**

The Companion Card has been developed to reduce existing discriminatory ticketing practices of many entertainment, leisure and recreation venues/activities and services.

People with a disability, who require attendant care type support, are often required to pay two admission and/or booking fees; one for themselves and one for their companion. This has the effect of increasing the admission and/or booking price for the person with a disability.

### **How does it work?**

The card has a photograph of the cardholder and can be presented when booking or purchasing a ticket at events and venues, provided the cardholder requires attendant care support in order to participate at that particular activity. The participating venue or service will issue the cardholder with a second ticket for their companion at no charge.

Participating organisations appear on the Companion Card Affiliates web page. This already includes other northern Sydney councils.

### **Who is eligible?**

The Companion Card is issued to residents of NSW with a significant and permanent disability who are unable to participate in most community based activities without significant assistance with mobility, communication, self care, planning and where the use of aids and other technologies does not meet those needs.

The card is only provided to people if their level of support is life-long and they meet all of the eligibility criteria. The card is not provided to people who require social support, assurance or encouragement.

The Companion Card is not means tested.

It will be issued to people who are assessed as meeting all of the following eligibility criteria

-

- \* severe or profound and permanent disability.
- \* unable to participate in most community-based activities without significant assistance with:
  - mobility
  - communication
  - self care
  - planning and
  - where the use of aids and other technologies does not meet those needs.
- \* their level of support is lifelong.



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## NOTICE OF MOTION

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### "PEROOMBA" 9 TO 15 HARRINGTON AVENUE, WARRAWEE

#### Notice of Motion from Councillor J Anderson dated 25 May 2010

I move:

- "1. That Council prepare and submit a planning proposal to the Department of Planning to amend Schedule 7 of the KPSO to include "Peroomba" at 9 to 15 Harrington Avenue, Warrawee (Lots 2, 3, 4, 5, DP 16650) as an item of heritage significance.
2. The Planning Proposal be placed on public exhibition in accordance with the requirements of any gateway determination issued by Department of Planning.
3. That Council prepare a detailed comparative analysis to include in the heritage assessment in support of the local and state heritage nomination of "Peroomba" at 9 to 15 Harrington Avenue, Warrawee (Lots 2, 3, 4, 5, DP 16650).
4. That Council request the NSW Department of Planning to place an Interim Heritage Order on "Peroomba" as a place of local heritage significance and potential state significance.
5. A report be brought back to Council at the conclusion of the exhibition period."

### RECOMMENDATION

That the above Notice of Motion as printed be adopted.

Jennifer Anderson  
Councillor for Roseville Ward

**Attachments:**    **Background Information:**  
                          1. Background Information re "Peroomba" 9 to 15 Harrington Avenue, Warrawee - 2010/093757  
                          2. Statement of Significance - 2010/093765

**Background Information  
to Councillor Jennifer Anderson's Notice of Motion  
which was dealt with under Business Without Notice  
at the Ordinary Meeting of Council held on  
25 May 2010**

"Peroomba" 9 to 15 Harrington Avenue, Warrawee (Lots 2, 3, 4, 5, DP 16650) has been assessed as an item of State heritage significance by the consultants Clive Lucas Stapleton and Partners.

It has heritage significance because:

- It was built for Sir (William John) Victor Windeyer KBE CB DSO and Bar PC KC (1900-1987), a former Justice of the High Court of Australia (1958-1972) and occupied continuously by his family until his wife Margaret's death in 2008.
- It is an extremely fine house, designed by distinguished Australian architect William Rae Laurie (RAIA Gold Medal 1966) in the Cape Dutch style, and remains beautifully intact on large, original grounds featuring a grass tennis court.
- The matter was recently considered by the NSW Heritage Council and Council has received advice that it should be listed as local heritage item.
- The Heritage Council also advised that should a comparative assessment of the significance of Peroomba with other like residences in the same local government area be undertaken, the State nomination could be reconsidered.
- It is understood that the property is under threat of demolition and therefore Council should seek that an interim heritage order to permit additional time for heritage research and planning to be completed for the property.

# State Heritage Register Nomination Form

## Important notes for nominators

Before completing this form, read the *Guideline for Nominations to the State Heritage Register* \* to check whether a nomination is appropriate.

You should only nominate an item you believe to be particularly important in the context of all of NSW, beyond the local area or region.

This is because only items of *state* heritage significance are eligible for listing on the State Heritage Register.

When completing this form note that:

- It must be completed and submitted electronically.\*
- Follow the guideline\* to fill out the form accurately.
- **YELLOW sections** of this form are mandatory for your nomination to be accepted for consideration.
- **BLUE sections** of this form are recommended, but are not essential, unless otherwise indicated in the form.
- The completed form must show *how* the nominated place is *state* significant to meet the criteria for listing on the register.
- Incomplete nominations, or those with insufficient information, may not be accepted.
- A complete and accurate nomination form, with a clear assessment of state significance of the place or object, will assist in the timely consideration of your nomination.

\* Download this form and guideline at: [www.heritage.nsw.gov.au/nominating](http://www.heritage.nsw.gov.au/nominating)

## A. Nominated place

### 1. Name

Name of place / object:	Peroomba
Other or former name(s):	

### 2. Location

Street address*:	9-15 (no.)	Harrington Avenue (street name)
	Warrawee (suburb / town)	
Alternate street address:	(no.)	(street name)
	(suburb / town)	
Local government area:	Ku-ring-gai	
Land parcel(s)*:	Lots 2,3,4,5 (Lot no/s)	(section no.) DP16650 (DP no.)
	(Lot no/s)	(section no.) (DP no.)
	(Lot no/s)	(section no.) (DP no.)
Co-ordinates*:	(Latitude)	(Longitude) (Datum)

\*At least one of these three location details must be provided. For a movable object, enter its principal location. If the place has no street number, provide land parcels. If it has no land parcels, provide Co-ordinates and a map.

### 3. Extent of nomination

NSW GOVERNMENT  
Department of Planning

Heritage Council  
of New South Wales

## 4. Ownership

## B. Significance

<p><b>Statement of state significance:</b></p>	<p>'Peroomba' is of State heritage significance because:</p> <ul style="list-style-type: none"> <li>- it was built for Sir (William John) Victor Windeyer KBE CB DSO and Bar PC KC (1900-1987), a former Justice of the High Court of Australia (1958-1972) and occupied continuously by his family until his wife Margaret's death in 2008.</li> <li>- it is an extremely fine house, designed by distinguished Australian architect William Rae Laurie (RAIA Gold Medal 1966) in the Cape Dutch style, and remains beautifully intact on large, original grounds featuring a grass tennis court.</li> </ul>
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# State Heritage Register Nomination Form

<b>Comparisons:</b>	<p>Although stylistically unrelated, Peroomba is comparable in age and historical/social importance to the former home of Clive Evatt (State listed as Evatt House a.k.a Parklands, 69 Junction Road, Wahroonga, NSW 2076). Clive Raleigh Evatt was a prominent NSW politician of an important and distinguished family, and his house in Wahroonga, built in 1940 by a relatively undistinguished architect, was the family home for nearly 50 years. Peroomba, having been the house of a similarly eminent member of society, Sir (William John) Victor Windeyer, and his family, for 70 years, compares favourably to the Evatt house in historical and social significance and yet is vastly superior architecturally. Peroomba is unmatched, stylistically, by any other house in Sydney. Indeed, Peroomba is unique as an example of the early work of an RAIA Gold Medal winning architect, William Laurie, who was influenced by the Cape Dutch designs of his colleague and superior, celebrated British architect Sir Herbert Baker, with whom he worked in London in the 1920s. Baker was an internationally important architect who designed many of the major public buildings in Pretoria, South Africa, including the monumental Union Buildings, as well as buildings in England, India and other parts of the British Empire. Baker's only Australian building is Fairbridge Chapel in Pinjarra, WA, built in 1924 according to a design which Baker provided free of charge, for Kingsley Fairbridge's Child Emigration Society.</p>
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## C. Description

### 6. Existing place or object

<b>Description:</b>	<p>The house is a two-storey building in the colonial revival idiom with strong Cape Dutch influences, a fact attributable to the architect's having worked in the office of Sir Herbert Baker, an exemplar of Cape Dutch architecture. As such, the house is utterly unique among residential buildings in Australia. The overscaled front door is the most notable of the house's Cape Dutch features. The house is beautifully finished, with superb Australian cedar joinery throughout, which is unusual for a house of its era. According to William (Bill) Windeyer, son of Sir Victor, the cedar is likely to have come from the Hunter Valley where the Windeyer family were early pioneers at Raymond Terrace from the 1830s.</p> <p>The house and grounds span four titles, and the large garden includes a grass tennis court, built in the 1940s.</p>
<b>Condition of fabric and/or archaeological potential:</b>	As a house built for, and lived in, by one generation of a family, the house is virtually a time capsule of sophisticated early 20th century taste. The condition of the fabric is excellent.
<b>Integrity / intactness:</b>	The house is in a superb state of integrity. At the time of inspection in November 2008 the house was is completely intact. After WWII, Sir Victor Windeyer's study was extended (where in/which side of house?) to accommodate his extensive library,
<b>Modifications Dates:</b>	Post WWII addition of library
<b>Date you inspected the place for this description:</b>	October 2008

# State Heritage Register Nomination Form

<b>Current use*:</b>	Residential house
<b>Original or former use(s)*:</b>	Residential house
<b>Further comments:</b>	

Illustrations can be inserted as images in section J.

\* These details must be entered if you are basing the significance of the place or object on its past or present use.

## D. Historical outline

### 7. Origins and historical evolution

<b>Years of construction*:</b>	c1938 (start year)	c1938 (finish year)
<b>Designer / architect*:</b>	William Rae Laurie	
<b>Maker/ builder:</b>		
<b>Historical outline of place or object:</b>	<p>A comprehensive history of the house and its occupants has not been undertaken for the purpose of this report, however it is understood that the house was commissioned by Sir Victor Windeyer in 1938 as his family home, following his marriage in 1934 to Margaret Vicars. The architect commissioned was William Laurie, who was at that time in the early stages of his career, and had recently become brother-in-law to the Windeyers, having married Margaret's sister Kathleen Vicars, also in 1934. Peroomba, the house Laurie designed, was to be the family home for the next 70 years, until Lady Windeyer's death late in 2008.</p> <p>Laurie was a founding partner of the prominent Sydney firm of Laurie and Heath, who designed many houses and Sydney buildings. He was born in Hightae, Dumfriesshire, Scotland, in 1902 and had registered in the Australian army, at the age of 18. He studied under celebrated architect Sir Herbert Baker in England in the 1920s before returning to Australia to establish his practice. He built his own house, at 54 Hastings Road, Warrawee, in the 1930s, where he lived until his death in 1970.</p> <p>Major-General Sir (William John) Victor Windeyer KBE, CB, DSO, and Bar, PC, KC (1900-1987), was born in Hunter's Hill, into a long-established legal family. His father, William Archibald Windeyer, was a Sydney solicitor; uncle Richard Windeyer was a King's Counsel; his grandfather, William Charles Windeyer was twice Attorney-General of NSW; his great-grandfather Sir Richard Windeyer was a barrister and member of the Legislative Council of the first elected Parliament of NSW; and his great-great-grandfather, Charles Windeyer, magistrate, was the first Mayor of Sydney, elected in 1842. Sir Victor was educated at Sydney Grammar School and the University of Sydney before being admitted to the bar in 1925.</p> <p>During his 49 years living at Peroomba, Victor Windeyer achieved extraordinary distinction in his professional life. He was Deputy-Chancellor of the University of Sydney from 1955 to 1958; was appointed Commander of the Order of the British Empire, in 1944; was made a King's Counsel in 1949 and in 1953 was appointed a Companion of the Order of the Bath. During World War II Windeyer served as Lieutenant-Colonel in the Second Australian Imperial Force, and commanded the Sydney University Regiment and the 2/48<sup>th</sup> Australian Infantry Battalion, part of the Australian 9<sup>th</sup> Division. Windeyer was later promoted to Brigadier, and commanded the 20<sup>th</sup> Australian Infantry Brigade, during which he was awarded the Distinguished</p>	

NSW GOVERNMENT  
Department of Planning

Heritage Council  
of New South Wales

	<p>Service Order. From 1950 to 1952 Windeyer commanded the Australian division after being promoted to Major-General.</p> <p>Windeyer was appointed to the High Court in 1958 and the same year was appointed Knight Commander of the Order of the British Empire. He was elevated to the Judicial Committee of the Privy Council in 1963 and sat on the bench of the High Court until he retired in 1972.</p> <p>As their family home for 70 years, Peroomba was enjoyed by Sir Victor and Lady (Margaret) Windeyer's four children as well as their grandchildren and great-grandchildren.</p> <p>Known changes to the property: In 1945 an adjacent block (presently Lot 5 DP16650) was bought to make a tennis court. The oak tree was planted soon after the house was built. The library was extended to accommodate Sir Victor's extensive library.</p>
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Historical maps, photographs or other illustrations that help to explain the history of the place can be inserted in section J.

[illegible]

## 9. Assessment under Heritage Council criteria of state significance

<p><b>A. It is important in the course or pattern of the cultural or natural history of NSW.</b></p>	<p>Peroomba meets this criterion of State significance as the family home, for 70 years, of Sir Victor Windeyer, a former High Court justice and Major-General of the Australian army and an individual of considerable importance in the history of law and justice in NSW and Australia. The scale of the house and garden is a rare example of upper-class suburban development in the late 1930s.</p>
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# State Heritage Register Nomination Form

<b>B. It has a strong or special association with the life or works of a person, or group of persons of importance in the cultural or natural history of NSW.</b>	Peroomba meets this criterion of State significance for its association with Sir (William John) Victor Windeyer, an individual whose achievements in and contributions to justice and defence in NSW and Australia are remarkable.
<b>C. It is important in demonstrating aesthetic characteristics and/or a high degree of creative or technical achievement in NSW.</b>	<p>Peroomba meets this criterion of State significance</p> <p>As a unique, intact and very fine and unusual house built in Warrawee in the late 1930s. Architecturally, the house is unmatched in NSW, as a unique example of Cape Dutch architecture which was not widely practised in Australia. The house possesses many features of note, including fine Australian cedar joinery, grand oversized front door case, large grounds and original 1940s grass tennis court. The house is remarkably intact, down to the Early Kooka stove and original kitchen fitout, maids quarters etc., and as such it is a rare example of late 1930s upper-class taste.</p>
<b>D. It has strong or special association with a particular community or cultural group in NSW for social, cultural or spiritual reasons.</b>	<p>Peroomba does not meet this criterion of State significance.</p> <p>Peroomba is likely to be held in some esteem by members of the architectural profession as a rare example of Cape Dutch architecture. It is also likely to be held in some esteem by those with an interest in Australian legal and military history.</p>
<b>E. It has potential to yield information that will contribute to an understanding of the cultural or natural history of NSW.</b>	<p>Peroomba meets this criterion of State significance.</p> <p>Owing to its high degree of intactness, the result of having been lived in by one generation of a family, Peroomba is a virtual time-capsule of sophisticated 1930s/40s style and taste. As a rare example of Cape Dutch architecture in NSW with many fine architectural features, it has potential to yield information about Cape Dutch design as well as early 20<sup>th</sup> century building practices.</p>
<b>F. It possesses uncommon, rare or endangered aspects of the cultural or natural history of NSW.</b>	Peroomba meets this criterion of State significance for its architectural rarity (as an unmatched example of Cape Dutch architecture in NSW) and for its high degree of intactness as such.
<b>G. It is important in demonstrating the principal characteristics of a class of cultural or natural places/environments in NSW.</b>	Peroomba meets this criterion of State significance as a beautifully preserved example of a sophisticated late 1930s house on its original block.

## F. Listings

### 10. Existing heritage listings

Check one box for each of the following listings:

Listed	Not listed	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Local environmental plan (LEP) - heritage item</b> (call the local council to confirm)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Regional environmental plan (REP) - heritage item</b> (call the local council to confirm)




# State Heritage Register Nomination Form

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>LEP - Conservation area</b> (call the local council to confirm)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Draft LEP - Draft heritage item</b> (call the local council to confirm)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Draft LEP - Draft conservation area</b> (call the local council to confirm)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>State Heritage Register</b> (search the register at <a href="http://www.heritage.nsw.gov.au">www.heritage.nsw.gov.au</a> )
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>National Trust register</b> (call the National Trust to confirm)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Aboriginal heritage information management system</b> (by Dept. of Environment & Conservation)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Royal Australian Institute of Architects Register of 20<sup>th</sup> Century Architecture</b> (call the RAIAC)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>National shipwreck database</b> (search <a href="http://maritime.heritage.nsw.gov.au/public/welcome.cfm">maritime.heritage.nsw.gov.au/public/welcome.cfm</a> )
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Engineers Australia list</b> (call Engineers Australia to confirm)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>National Heritage List</b> (search Australian Heritage Database <a href="http://www.deh.gov.au/cgi-bin/ahdb/search.pl">www.deh.gov.au/cgi-bin/ahdb/search.pl</a> )
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Commonwealth Heritage List</b> (search above Australian Heritage Database)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Register of the National Estate</b> (search above Australian Heritage Database)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>NSW agency heritage and conservation section 170 register</b> (call owner or occupier Agency)
<b>Other listings:</b>		

## G. Photograph

### 11. Image 1

Principal photograph of place or object:	
<b>Subject of photo:</b>	The front (south) elevation of Peroomba, viewed from the pedestrian entrance.
<b>Date of photo:</b>	October 2008
<b>Photographer:</b>	Clive Lucas
<b>Copyright holder:</b>	Clive Lucas Stapleton & Partners

Include additional photographs and images in section J.

If possible, please also provide a high resolution, publication-quality copy of this image saved to disk (or as non-digital prints) with the signed hard-copy of the nomination form.

## H. Author

# State Heritage Register Nomination Form

## 12. Primary author of this form

<b>Your name:</b>	Mr	Clive (first)	Lucas (family)
<b>Organisation:</b>	Clive Lucas Stapleton & Partners		
<b>Position:</b>	Director		
<b>Daytime phone number:</b>	93574811		
<b>Fax number:</b>	93574603		
<b>Postal address:</b>	155 Brougham Street (street address or postal box)		
	Kings Cross (suburb or town)		
	NSW (state)	2011 (post code)	
<b>Email address:</b>	mailbox@clsparchitects.com		
<b>Date form completed:</b>	October 2009		

## 13. References used for completing this form

	Author	Title	Publisher	Repository / location	Year published
1.	NSW Register of Births, Deaths and Marriages	NSW Register of Births, Deaths and Marriages			
2.	Pearson, Elanor	'Hammer set to fall on a house with history'	North Shore Times		6 November 2008
3.	National Archives of Australia	Conscription record for William Rae Laurie; National Archives of Australia Item 9294180		National Archives of Australia	1939
4.		'Windeyer, Sir William Charles (1834 - 1897)'	Australian Dictionary of Biography, Volume 6, Melbourne University Press, 1976, pp 420-422		1976
5.		Who's Who in Australia, 1974	A & C Black, London		1974
6.	Clive Lucas	(personal communication - Clive Lucas to William Windeyer, son of Sir Victor)			
7.	J. B. Windeyer	'Windeyer, Charles (1780 - 1855)',	Australian Dictionary of Biography, Volume 2, Melbourne University Press, 1967, pp 614-615.		1967
8.	J. B. Windeyer	'Windeyer, Richard (1806 - 1847)'	Australian Dictionary of Biography, Volume 2, Melbourne University Press, 1967, pp 615-617.		1967
9.					
10.					
11.					
12.					

# State Heritage Register Nomination Form

## 14. Signed by author

Author (sign and print name)	Dated
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## 15. Signed by copyright holder(s) of image(s)

Image copyright holder (sign and print name)	Dated
Image copyright holder (sign and print name)	Dated
Image copyright holder (sign and print name)	Dated

Signing 14 and 15 confirms the author of this form and copyright holder(s) of images give permission for the Heritage Branch to use non-confidential information and images entered in this form for any purpose related to processing the nomination. Possible uses include (but are not limited to) publication on the Heritage Branch website, newsletter, reports or other publications. The author of the form, image copyright holder(s) and photographer(s) will be acknowledged when published.

## I. Nominator

### 16. Nominator to be contacted by Heritage Branch

Name:	Mr	Clive (first)	Lucas (family)
Organisation:	Clive Lucas, Stapleton & Partners		
Position in organisation:	Director		
Daytime phone number:	9357 4811		
Fax number:			
Postal address:	155 Brougham Street (street address or postal box)		
	Kings Cross (suburb or town)		
	NSW (state)	2011 (post code)	
Email address:			

# State Heritage Register Nomination Form

Alternate contact name:		(first)	(family)
Position in organisation:			
Daytime phone number:			
Fax number:			
Postal address:			
Email address:			

## 17. Reasons for nomination

Background or reasons for nomination:	Since Peroomba was sold by the family of Victor Windeyer, and as it is not listed either locally or at state level the house is in desperate danger of being demolished or ruined with subsequent ownership. The demolition of this building, or its unsympathetic alteration, would be a great loss and it is my earnest desire to prevent this.
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## 18. Form signed by nominator for submitting

Nominator (sign and print name)	Dated

## CHECKLIST



[Spell check your form - double click here \(or F7\)](#)

Before submitting this form, check that you have:

- ☐ completed all yellow sections, and other sections marked as essential.
- ☐ completed blue sections wherever possible.
- ☐ explained why the place or object is *state* significant in the statement of state significance.
- ☐ explained *how* one or more of the criterion has been fulfilled for listing.
- ☐ inserted photographs, maps and other illustrations as digital or scanned images.
- ☐ acknowledged all sources and references you used.
- ☐ signed and dated this form.
- ☐ obtained the nominator's and image copyright holders' signatures.
- ☐ if possible, attached a disk (or non-digital prints) for posting select image/s of high resolution, suitable for publication.

## TO SUBMIT THIS NOMINATION:

<b>Post all of the following:</b> <ol style="list-style-type: none"> <li>a signed hard-copy of the form;</li> <li>an electronic copy of the completed form saved to disk (unless you prefer to email it separately); and</li> <li>other attachments such as high-</li> </ol>	<b>Addressed to:</b> <p>                         The Director                          Heritage Branch                          NSW Department of Planning                          Locked Bag 5020                          Parramatta NSW 2124                     </p>
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# State Heritage Register Nomination Form



3. other attachments, such as high-resolution copies of photographs suitable for publication.

**If an electronic copy of the form is not posted, email it instead to:**

[nominations@planning.nsw.gov.au](mailto:nominations@planning.nsw.gov.au)

# State Heritage Register Nomination Form

## J. Additional photographs, maps or other images

Image 2

Photograph or other image:



<b>Subject of image:</b>	The front door of Peroomba.
<b>Date of image:</b>	October 2008
<b>Photographer or author:</b>	Clive Lucas
<b>Copyright holder:</b>	Clive Lucas Stapleton & Partners

Image 3

# State Heritage Register Nomination Form

Photograph or other  
image:



**Subject of image:** The front (south) elevation of Peroomba, viewed from the southwest.

**Date of image:** October 2008


**Photographer or author:** Clive Lucas

**Copyright holder:** Clive Lucas Stapleton & Partners




# State Heritage Register Nomination Form

**Image 4**

<b>Photograph or other image:</b>	
<b>Subject of image:</b>	The east elevation of Peroomba.
<b>Date of image:</b>	October 2008
<b>Photographer or author:</b>	Clive Lucas
<b>Copyright holder:</b>	Clive Lucas Stapleton & Partners


**Image 5**

<b>Photograph or other image:</b>	
<b>Subject of image:</b>	The loggia on the north elevation.
<b>Date of image:</b>	October 2008
<b>Photographer or author:</b>	Clive Lucas
<b>Copyright holder:</b>	Clive Lucas Stapleton & Partners




# State Heritage Register Nomination Form

**Image 6**

<b>Photograph or other image:</b>	
<b>Subject of image:</b>	The north elevation of Peroomba, viewed from the rear garden.
<b>Date of image:</b>	October 2008
<b>Photographer or author:</b>	Clive Lucas
<b>Copyright holder:</b>	Clive Lucas Stapleton & Partners

**Image 7**


<b>Photograph or other image:</b>	
<b>Subject of image:</b>	The original grass tennis court at the southeastern corner of the block.
<b>Date of image:</b>	October 2008
<b>Photographer or author:</b>	Clive Lucas
<b>Copyright holder:</b>	Clive Lucas Stapleton & Partners

# State Heritage Register Nomination Form

Image 8

<p>Photograph or other image:</p>	
<p><b>Subject of image:</b></p>	<p>Fine inbuilt cedar cabinets in the dining room.</p>
<p><b>Date of image:</b></p>	<p>October 2008</p>
<p><b>Photographer or author:</b></p>	<p>Clive Lucas</p>
<p><b>Copyright holder:</b></p>	<p>Clive Lucas Stapleton &amp; Partners</p>

Image 9

<p>Photograph or other image:</p>	
<p><b>Subject of image:</b></p>	<p>Fine cedar joinery in the library</p>
<p><b>Date of image:</b></p>	<p>October 2008</p>
<p><b>Photographer or author:</b></p>	<p>Clive Lucas</p>
<p><b>Copyright holder:</b></p>	<p>Clive Lucas Stapleton &amp; Partners</p>

# State Heritage Register Nomination Form

Image 10

<b>Photograph or other image:</b>		
<b>Subject of image:</b>	Fine cedar handrail to the staircase.	
<b>Date of image:</b>	October 2008	
<b>Photographer or author:</b>	Clive Lucas	
<b>Copyright holder:</b>	Clive Lucas Stapleton & Partners	

Image 11

<b>Photograph or other image:</b>		
<b>Subject of image:</b>	Fine cedar internal doors.	
<b>Date of image:</b>	October 2008	
<b>Photographer or author:</b>	Clive Lucas	
<b>Copyright holder:</b>	Clive Lucas Stapleton & Partners	




# State Heritage Register Nomination Form

**Image 12**

<b>Photograph or other image:</b>	
<b>Subject of image:</b>	The original kitchen, complete with Early Kooka stove.
<b>Date of image:</b>	October 2008
<b>Photographer or author:</b>	Clive Lucas
<b>Copyright holder:</b>	Clive Lucas Stapleton & Partners

**Image 13**

<b>Photograph or other image:</b>	
<b>Subject of image:</b>	View through the loggia to the rear garden.
<b>Date of image:</b>	October 2008
<b>Photographer or author:</b>	Clive Lucas
<b>Copyright holder:</b>	Clive Lucas Stapleton & Partners



# State Heritage Register Nomination Form

## Image 14

<b>Photograph or other image:</b>	
<b>Subject of image:</b>	
<b>Date of image:</b>	
<b>Photographer or author:</b>	
<b>Copyright holder:</b>	

## Image 15

<b>Photograph or other image:</b>	
<b>Subject of image:</b>	
<b>Date of image:</b>	
<b>Photographer or author:</b>	
<b>Copyright holder:</b>	